



# OFFICE OF THE CITY CLERK

CUSTODIAN OF RECORDS | NOTARY | VOTER REGISTRATION | AGENDAS

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Dallas L Williams, Jr.  
1940 W 76  
Branson, MO 65616

VIA EMAIL ONLY

Email: [dallaswilliams855@gmail.com](mailto:dallaswilliams855@gmail.com)

June 12, 2026

Dear Requestor,

This letter acknowledges receipt of your request for records under the Missouri Sunshine Law,

**"Dear Ms. Powell,**

**This is a request under Missouri's Sunshine Law.**

**I respectfully request any records, reports, summaries, workforce demographic reports, EEO reports, hiring statistics, or similar documents showing:**

- 1. The total number of employees hired by the City of Branson during the past ten (10) years.**
- 2. The number of those employees who were identified as African American or Black.**
- 3. Any workforce demographic reports maintained by the City during that period.**

**If these records are available electronically, I would appreciate receiving them by email.**

**Thank you for your time and assistance.**

**Dallas L. Williams, Jr.**

**(573) 935-7845"**

We estimate the fees for staff time and materials to fulfill this request at **\$500.95**. You have indicated on your request that you approve up to **\$00.00** in fees without advance notice; however, each Sunshine Law request with an estimated cost over **\$50.00** filed with the City of Branson requires a prepayment of the estimated total cost prior to beginning work. This will cover the costs for staff time and materials, i.e., research, scanning, photocopying, paper and digital media as needed. If additional funds are required, we will promptly contact you. If the final fees are less than the deposit, we will promptly refund the unused portion.

If you approve, please contact the finance department at (417) 337-8553, to provide a credit card number (*Visa or MasterCard*) or, if you prefer, prepare a check in the amount of **\$500.95** payable to the City of Branson and mail it to *City of Branson, Office of the City Clerk, 110 W. Maddux St., Suite 205, Branson, MO 65616*. Please include "Records Request fee deposit" in the memo field.

Your request will be scheduled for completion within **21** business days following receipt of your deposit.

Due to the normal activities of the City of Branson and the large number of documents that are generated daily, along with staff changes, varying salaries, unknown time restraints and unpredictable events, *this estimate is valid for 90 days*. If your authorization and payment is not received within 90 days from the date of this letter, this Sunshine Law request will be considered inactive. Once a request becomes inactive it cannot be used again; a new request must be filed and the steps for filling such a request will start over.

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Please note—until conducting our research the City will not know the open or closed status (pursuant to 610 RSMo) of any requested documents.

Respectfully,

Lynn Powell  
Archives & Document Mgmt.  
City of Branson, MO