

SHELBY COUNTY SHERIFF'S DEPARTMENT  
CRIMINAL COURTS BUILDING  
MEMPHIS, TENNESSEE

September 11, 1968

Sheriff William N. Morris, Jr.  
Criminal Courts Building  
Memphis, Tennessee

Dear Sir:

WORK PROGRESS REPORT

SECOND FLOOR:

New ceiling installed in Division #2 Jury room.

New ceiling installed in Mrs. Strickland's office.

New lights installed in hallways and lobby.

Hallways and lobby painted.

Chief Nixon's, Security, Traffic, Administrative offices,  
and Division #2 Witness room painted.

Men's room on east end plastered, painted, marble and tile  
cleaned. Also exhaust fan installed and louvers put in door.  
New lights were also installed.

Men's room on west end painted, marble and tile cleaned.  
Exhaust fan installed and louvers put in door. New lights  
were also installed.

Homicide, Secretary, Chief of Detective, Juvenile, Theft's  
three offices, and hallway outside have been painted, ceil-  
ings lowered, lights installed, and air-conditioner duckwork  
installed.

The rest-rooms in Homicide secretary's office and at the  
end of hall have been painted and floor re-finished.

Judge Battle's office has been painted.

Division #3 Witness Room has been paneled, ceiling lowered,  
and new lights installed. The air-conditioning duckwork has  
also been installed. The two doors leading from Tunnel to  
rear of Divisions #2 and #3 have been replaced by steel doors.

FIRST FLOOR:

The hallway on the east end has been painted and new lights installed.

The Vice Squad and Chief Scott's offices have been painted.

Both of the Fugitive offices have been painted and new lights installed.

The Complaint office has been painted and new lights installed.

The Lobby has been painted.

The ceiling dormitory has been lowered and new lights installed. The ceiling men, carpenters, and plumbers are now working in the dormitory.

A new grill door has been installed between the boiler room and engine room.

A new grill door has been installed leading from engine room to outside.

The Record room is in process of being painted.

Respectfully submitted,



Warren L. Cargill, Inspector  
Complaints and Records Div.

WLC/prb