

Office of the City Clerk

Janice M. Johnson-Martin
City Clerk/ Treasurer

Tara McMenamin
Assistant Clerk/ Treasurer



**City of Racine,
Wisconsin**

Certified Mail

City Hall
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Racine, Wisconsin 53403
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November 16, 2016

Cheryl Christensen
2624 W. Crescent St
Racine, WI 53403

Re: Your Claim Against the City of Racine

To Whom It May Concern,

At its meeting on November 15, 2016, the Common Council of the City of Racine considered your claim in the amount of \$645.00 and disallowed it under item 0885-16 of the Finance and Personnel Committee Report.

Please be advised that no lawsuit may be brought on this claim against the City or any of its officials, officers, agents or employees after six (6) months from the date of receipt of this letter.

If your claim is for \$10,000.00 or less, you can file a small claims action at the courthouse if you wish to pursue the matter further. If it is for more than \$10,000.00, you should see an attorney of your choice regarding a circuit court action.

If you have any further questions on this claim, contact the City Attorney's Office at 636-9115.

Sincerely,

Tara McMenamin
Asst. City Clerk / Treasury Manager
City of Racine

Certified and USPS