



800 Center Street, Room 316 • Racine, Wisconsin 53403 • 262-637-5711

March 23, 2018

Mayor Mason and Members of the Common Council  
City of Racine  
730 Washington Avenue  
Racine, WI 53403

Honorable Mayor Mason and Members of the Common Council:

Racine Neighborhood Watch, Inc. requests the use of the City Hall Annex parking lot for its plant sale fundraiser pickup on Saturday, May 12, 2018, from 5:00 a.m. until 3:00 p.m. We would like to use the lawn area on the southeast side of the parking lot facing Grand Avenue for setting out plants for pickup, and we would need a number of parking stalls as people come and go to pick up or deliver plants. There are many open stalls in this part of the parking lot at any given time, but especially on weekends.

Because of the 'community' nature of this event – and because we are a small nonprofit – we would also like to ask that the \$75 processing fee be waived.

Please advise us of what is necessary to complete this request. Thank you for your attention to this matter.

Sincerely,

A handwritten signature in cursive script that reads "Lisa Kane, CP".

Lisa Kane  
Community Outreach Coordinator  
Racine Neighborhood Watch, Inc.  
262-636-9574

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