

InterOffice Memorandum
April 28, 2015

To: County Judge Keith Self
Commissioner Susan Fletcher
Commissioner Cheryl Williams
Commissioner Christopher Hill
Commissioner Duncan Webb

From: Dan James/Facilities Director

RE: City House, Inc.

Request permission for City House, Inc. to utilize the parking facilities at the Jack Hatchell Administration Building for the Annual Collin Classic Bike Rally on Friday, June 12, 2015 from 6:00 p.m. to 7:00 p.m. and Saturday, June 13, 2015, 7:00 a.m. to 4:00 p.m. Furthermore, City House, Inc. has requested a waiver of fees and insurance requirements.

If I can be of further assistance please do not hesitate to contact me at extension 5331.