



# COOPERATIVE EDUCATIONAL SERVICE AGENCY 7

Jeffrey P. Dickert, Administrator

DEPARTMENT OF HEAD START/EARLY HEAD START, Kim Larson, Director

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July 24, 2018

Dear Mayor Nickels,

Our Head Start program recently moved into the former United Methodist Church at 1130 S. 9<sup>th</sup> Street in Manitowoc and we will soon be operating our Head Start program at this location.

Currently, there's a sign limiting parking to 2 hours on S. 9<sup>th</sup> Street. We are requesting those signs be removed to allow our staff and visitors more flexible parking.

We will also be providing transportation for our children on school buses. To allow for safe pick up/drop off for the children we would like to have "No Parking during the hours of 8 and 4 during the week" posted on Hamilton Street alongside our building.

Thank you for taking the time to consider this request. If you need any additional information, please don't hesitate to contact me at 920/683-1960 x. 2102.

Sincerely,

Janel Dietrich  
Office Manager

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