

October 15, 2024

To: Honorable Mayor Ken Johnson  
City of Muskegon  
933 Terrace Street  
Muskegon, MI 49440

Honorable Mayor,

I am writing to disclose a conflict of interest as an employee of the City of Muskegon as a school crossing guard. As an employee of the City of Muskegon, I am seeking benefits from the funds that are made available to the city and its programs through its partnership with CDBG that improves affordable housing.

This letter is written to request consideration for my application for a new roof through the Community Neighborhood Services CDBG Program. I am seeking \$6,549 for a new roof for my home that is located in the City of Muskegon.

I have been a City employee for 25 years as a part-time crossing guard. I love living and working in Muskegon. I have lived in my home for three – four years.

Thank you for your consideration.

Sincerely,

 10/15/24  
Gwen Burton