Below, you will find two examples of letters you can use to introduce yourself and your organization to a municipal leader.

—----EXAMPLE LETTER DRAFT FOR YOUTH—----

Your Address

City, State Zip

Date

[Title First Name Last Name] ex:Commissioner Thomas Sinai

Professional County Building or City Hall Address

City, State Zip

Dear Commissioner [Title] Sinai [Last Name]:

My name is Micah Hall and I live in Rosemont with my mom and our dog Baxter. I’m 15 years old, and I attend Harriton High School. I also ride mountain bikes with the Lower Merion Trailblazers MTB team. I’m writing to you to introduce myself and my team.

I’m not old enough to vote yet, but I care about our community. Last year, I participated in the Youth Civic Engagement my school put on, and honestly, I thought it was pretty boring until they started talking about funding for new trails that would be open to mountain biking in Rosemont. When I found out they’d be close enough to my house for me to ride my bike to them, I was really excited.

I’m not sure what’s on your agenda for the next month, but on behalf of my team, I’d like to invite you to come to visit one of our practices or see one of our races. The races draw kids and families from mountain bike teams across the state! And during the practices, I thought it’d be cool for my team to meet you. Please accept this invitation to join us on Tuesday, October 12th at 5pm to meet my mountain bike team, and for us to meet you. My mom will follow-up to confirm with you.

Thanks for your leadership, and for working to create and protect great places for kids in our community to play outside, including mountain biking.

Sincerely,

Micah Hall

Rosemont Resident, Student, and Mountain Bike Racer and Advocate for the Trailblazers

25.Hall.Micah@somemadeupdomainname.com

Lower Merion Trailblazers MTB

—-EXAMPLE LETTER DRAFT FOR ADULTS—--

Your Address

City, State Zip

Date

[Title First Name Last Name] ex: Councilperson Judith Everyman

Professional County Building or City Hall Address

City, State Zip

Dear Councilperson Everyman:

My name is Kate Carsen-Park, and I live on Woodward Street with my partner, daughters, and our three dogs. I’ve lived in La Crosse County my entire life, and I teach Public Health at UW-La Crosse. I’m also a member of the Outdoor Recreation Alliance (ORA), and my kids ride with the La Crosse Area Mountain Bike Team.

I know there isn’t anything on this month’s agenda related to outdoor recreation or trails, but I wanted you to know that I am very interested in these issues in our community, and so are ORA and the young mountain bikers on our composite team. Because we honor the power of local government, we’d like to get to know you better. We would love it if you could come out to visit one of our practices. Our practices begin every Monday at the Myrick-Hixon trails (near where the old zoo used to be). During our Monday practices, we run team-building and skills drills, and we would flex our practice to accommodate your visit so the kids can meet you and show off their skills. Please reach out to schedule your visit!

Additionally, if you ever have questions or need a community-member’s perspective on trails, outdoor recreation, and/or mountain biking, please contact me. We’re a diverse bunch of enthusiasts who wear many hats, and a powerful stakeholder group in the community in number and commitment. You can reach me via my email (KateKat8675309@somemadeupdomainname.com) or reach our MTB team at LaXMTBDreamTeam@somemadeupdomainename.com). We will also continue to attend council meetings and write letters and emails to show our support and thanks.

Thank you for protecting great places to ride in our community, and for your ongoing leadership. We are looking forward to meeting you.

Kind regards,

Kate Carsen-Park

Mom, Professor, Mountain Bike and Trails Advocate

KateKat8679309@somemadeupdomainname.com

https://www.lacrossemtb.com/