



**Office of the Mayor**  
201 Delafield Street  
Waukesha, Wisconsin 53188-3633

**Shawn N. Reilly, Mayor**  
[sreilly@waukesha-wi.gov](mailto:sreilly@waukesha-wi.gov)  
1-262-524-3700

## MEMO

**To: Public Works Committee**  
**From: Mayor Reilly**  
**Date: 6/24/2024**  
**Re: Transit Center Free Parking Request**

On Saturday, October 12 and Sunday, October 13, the City of Waukesha will host “Waukesha Unlocked”. This event will help showcase Waukesha’s architecture, community stories, history, cultural diversity as well as promote community pride and create opportunities to learn what Waukesha has to offer. Over 80+ tours and programs will be provided.

This event is a large undertaking for the City and a work team comprised of business owners, interested citizens, and City staff are working hard to make the third “Waukesha Unlocked” event even better than the one offered in 2022.

The event hours will be Saturday and Sunday from 10am-4pm with City Hall serving as the headquarters for the event. The City Hall visitor parking lot will not be accessible as the Touch a Truck Event (City Garage and Water Utility vehicles) will be in the front City Hall lot. Free Public Parking at the Transit Center is the public’s only easy access to City Hall and it also provides access to the Downtown event and bus services.

Please consider the request to waive parking fees at the Transit Center parking lot during the event to help alleviate parking issues and provide easier access to this great event.