

From: [Andrea Monk](#)
To: valerie.hale@crossvilletn.gov
Subject: Re: Holiday Market
Date: Wednesday, October 03, 2018 2:59:04 PM

Hi Valerie,

Regarding our conversation, I will amend my request to the Council and instead request to close only Thurman Avenue behind the courthouse from 12 until 9 on December 8th for a Downtown Christmas Market.

Thank you!

Andrea

On Wed, Oct 3, 2018 at 3:55 PM Valerie Hale <valerie.hale@crossvilletn.gov> wrote:

Please call me at your convenience.

Respectfully,

Valerie Hale, CMC

City Clerk

City of Crossville

392 North Main Street

Crossville, TN 38555

931-456-5680 (phone)

931-484-7713 (fax)

From: Andrea Monk <abmonk@gmail.com>
Sent: Wednesday, October 03, 2018 2:53 PM
To: valerie.hale@crossvilletn.gov
Subject: Re: Holiday Market

Hi Valerie,

If possible I'd really like to have 4th closed. I don't think it will have a negative effect on the restaurant. In fact, I believe it will have a positive affect because it will dramatically increase foot traffic in the area. I base this on the fact that the restaurants in Knoxville are always at capacity during festivals, markets, and events. Downtown events almost always draw a large crowd that then occupy restaurants and retail shops in the area. If it helps, I can set up to put all food vendors on Thurman and keep them off 4th, designating it for retail only.

If that won't work and the only option is to amend the request to avoid closing 4th, then we will do that and we will focus the event on Thurman Avenue and the courthouse lawn instead.

Thank you for presenting my request to the City Counsel. Please let me know what more I can do.

Andrea

On Wed, Oct 3, 2018 at 3:26 PM Valerie Hale <valerie.hale@crossvilletn.gov> wrote:

Andrea-

The City Council is concerned about closing 4th Street from Main to Thurman because of the effect it could have on the restaurant on Fourth Street. Could you amend your request to avoid closing 4th Street?

Respectfully,

Valerie Hale, CMC

City Clerk

City of Crossville

392 North Main Street

Crossville, TN 38555

931-456-5680 (phone)

931-484-7713 (fax)

From: Andrea Monk <abmonk@gmail.com>
Sent: Wednesday, September 19, 2018 5:29 PM
To: valerie.hale@crossvilletn.gov
Subject: Re: Holiday Market

Thank you so much Valerie! I put out a tentative event page on Facebook (with the acknowledgement that we might not get approved for the street closure) and we've gotten a lot of people interested. Given the number of people who are so excited about this, I would also like to contact the county about using the courthouse lawn. Do you have the number of the person I should contact about that and if so would you please pass it on to me? I would really appreciate it.

Thank you!

Andrea

On Tue, Sep 18, 2018 at 9:42 AM Valerie Hale <valerie.hale@crossvilletn.gov> wrote:

Andrea,

I will submit your request to City Council during their work session on October 2 and then to the formal meeting on October 9. I think I have everything I need to submit the request. I'll let you know if I need anything else.

As far as trash, you are responsible for providing the cans.

Contact the Health Department if you have questions for them. I'm not sure what their regulations are.

Respectfully,

Valerie Hale, CMC

City Clerk

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Crossville, TN 38555

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931-484-7713 (fax)

From: Andrea Monk <abmonk@gmail.com>
Sent: Wednesday, September 12, 2018 3:52 PM
To: valerie.hale@crossvilletn.gov
Subject: Re: Holiday Market

Thank you so much! I appreciate your time.

On Wed, Sep 12, 2018 at 4:51 PM Valerie Hale <valerie.hale@crossvilletn.gov> wrote:

Andrea-

I'll be out of the office until Monday. I'll review your request and get back with you next week. Thanks!

Respectfully,

Valerie Hale, CMC

City Clerk

City of Crossville

392 North Main Street

Crossville, TN 38555

931-456-5680 (phone)

931-484-7713 (fax)

From: Andrea Monk <abmonk@gmail.com>
Sent: Wednesday, September 12, 2018 3:48 PM
To: valerie.hale@crossvilletn.gov
Subject: Holiday Market

Hi Valerie,

I spoke with you earlier today about setting up a Holiday Market in downtown Crossville. If possible I would like to close 4th street and Thurman Ave around the courthouse on December 8th from 1 PM until 9 PM. That will give us time to set up and break down for the event.

Can you tell me anything else I will need to do to host this event? Will I need to contact the health department or work with the city about waste removal? This is our first event like this.

Thank you,

Andrea Monk