



"Where All Roads Cross"

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August 28, 2013

Mayor J.H. Graham  
City of Crossville  
392 N. Main Street  
Crossville, TN 38555

Dear Mayor Graham,

Downtown Crossville, Inc. (DCI) would like to formally request the use of the historic Snodgrass building. DCI would make the Snodgrass building our primary office space which would allow DCI to expand our current activities to include, but not limited to, the following:

- Downtown visitor and new resident information center.
- Meeting space for informal and/or small gatherings particularly related to tourist outreach and the Downtown Revitalization project
- Consolidate storage space for materials related to 4th grade walking tours, holiday decorations, downtown tourist outreach, etc.
- Volunteer recruitment

DCI is excited at the prospect of working on this project and to develop funding options for final refurbishment and restoration of this historic structure through our proven channels. This includes sweat equity, donations of labor and materials, along with cash donations. We have already been approached by small business owners and contractors offering assistance in restoring the building.

If DCI is approved to occupy the building, we would ask that representatives from the City be appointed to work with DCI on the plan for the renovation of the building, especially in regards to any work that the City can accomplish with its employees. Upon completion of basic safety and structural repairs by the city (electrical, doors/windows, siding and etc.), DCI is prepared to begin our restoration efforts.

As a volunteer non-profit, we will commit to restore and refurbish the Snodgrass building over time. We are unable to commit to a completion date, but DCI will work to make the Snodgrass building an example for others to emulate!

Sincerely,

Robert Schwartz, President  
Downtown Crossville, Inc.