



September 25, 2025

Adair County Commissioners:

The City of Kirksville Tourism Department and Main Street Kirksville (MSK) would like to request the use and closure of the north parking lot of the Adair County Courthouse for the Kirksville Hometown Holiday event on November 29 and MSK events on Saturday December 6, 13 and 20.

Below are the details for this event:

Toasty Trails Fire Pit Area by Lemmon Landscaping

Parks and Rec department will set-up the poles and lights in the west lot the week of November 24. These will be placed so they can remain up until after the December 20 event and not impede the ability to park in the lot. They will be taken down the week of December 22.

Lemmon Landscaping will set-up eight firepit areas in the west lot on November 29 and December 6, 13 and 20. These will be taken down and the area cleaned at the end of each event. We request that all vehicles be removed from the lot prior to these events.

Hours of operation are (subject to change):

Saturday, November 29 – 4:00 – 8:00 pm. There will also be 2 food trucks in the east lot for Hometown Holiday event.

Saturday, December 6, 13 and 20 – 2:00 – 6:00 pm – Main Street Kirksville downtown event.

This year we are having a Main Street Merry Market each weekend that will be placed in Kings Appliance and Santa will be set-up in there this year to complete the feel of the market and for ease of access.

We will get the bathroom key from Ted Frushour for the bathrooms to be unlocked during these event times and will make sure they get locked after each event.

If you should have any questions or concerns, please do not hesitate to call me at 660-785-3941.

Thank you for your time and consideration, we greatly appreciate your support and cooperation for another successful event for Kirksville and Adair County.

Sincerely,

Sharon K. Swehla, City of Kirksville Tourism Director  
&  
Laci Cook, Executive Director, Main Street Kirksville