

THE FRIENDS OF
**TWO RIVERS
MANSION**

3130 McGavock Pike, Nashville, Tennessee 37214

March 15, 2018

Monique Odom, Director
Metro Nashville-Davidson County Parks
511 Oman Street
Nashville, TN 37203

Dear Director Odom,

At this past Monday night's Friends of Two Rivers Board meeting, a vote was taken to grant a total of \$4,632.58 to the Parks Department to cover the cost of hiring 2 part time worker 3 (Host/ Hostess) for 12 hours each per week for 12 weeks (June 1, 2018 - August 31, 2018) for the purpose of doing tours at Two Rivers Mansion and for 12 hours each per week for 2 weeks (December 7, 2018 - December 16, 2018) for the purpose of doing tours of the Mansion during the Christmas season.

I'm requesting that this grant be placed on the April 3, 2018 Park Board agenda for approval prior to being forwarded to legal for review and to the Council for legislative acceptance. If you need additional information you can reach me at the number listed below or via return e-mail at sg108@bellsouth.net.

Sincerely,

Phillip R. Claiborne
Founder, Friends of Two Rivers Mansion
a 501(c)(3) tax exempt organization

METROPOLITAN BOARD OF PARKS AND RECREATION

Centennial Park Office
Park Plaza at Oman Street
Nashville, TN 37201



(615) 862-8400
Fax (615) 862-8414
www.nashville.gov/parks

April 5, 2018

Monique N. Odom, Director

Mr. Phil Claiborne, President Emeritus
Friends of Two Rivers Mansion
2911 Western Hills Drive
Nashville, TN 37214

Dear Mr. Claiborne:

The Parks Board, at its meeting held Tuesday, April 3, 2018, accepted a grant in the amount of \$4,632.58 to fund 2 part time workers (host/hostess-12 hours each per week for 12 weeks) for the purpose of conducting tours during the months of June, July and August 2018 and for 12 hours each per week for 2 weeks in December conducting tours during the 2018 holiday season at Two Rivers Mansion. (hourly rate of pay is \$9.47per hour).

This grant will support the promotion of the historical significance of Two Rivers Mansion and surrounding grounds with the addition of tour facilitators. Metro Parks is happy to assist you with this request. If additional information is needed please feel free to contact Mr. Alan Enzo of my staff; he may be contacted at 615 862-8400.

We are happy to assist you in this request.

Sincerely,

Monique N. Odom, Director
and Secretary to the Board

:jf

c: Alan Enzo

"It is the mission of Metro Parks and Recreation to sustainably and equitably provide everyone in Nashville with an inviting network of parks and greenways that offer health, wellness and quality of life through recreation, conservation and community"



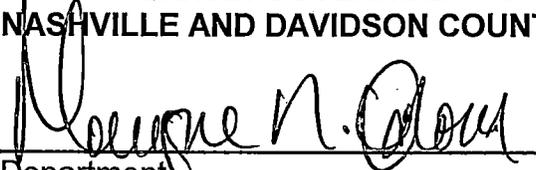
FOR ADA ACCOMMODATIONS, PLEASE CONTACT 615-862-8400

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

**SIGNATURE PAGE
FOR
GRANT NO. Friends of Two Rivers Mansion – Christmas 2018 grant**

IN WITNESS WHEREOF, the parties have by their duly authorized representatives set their signatures.

**METROPOLITAN GOVERNMENT OF
NASHVILLE AND DAVIDSON COUNTY**

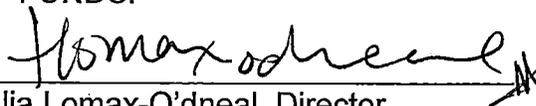


Department



Date

APPROVED AS TO AVAILABILITY
OF FUNDS:



Talia Lomax-O'dneal, Director
Department of Finance

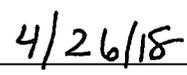


Date

APPROVED AS TO RISK AND INSURANCE:

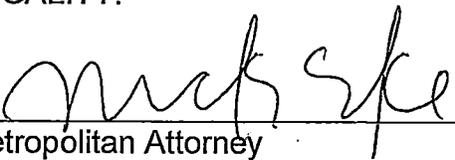


Director of Insurance

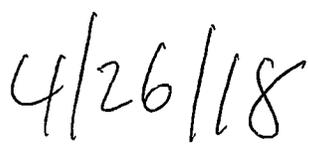


Date

APPROVED AS TO FORM AND
LEGALITY:



Metropolitan Attorney



Date

ATTEST:

Metropolitan Clerk

Date