

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](mailto: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 \$9.47 per 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"*



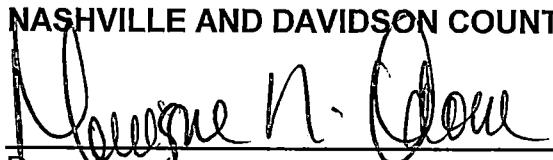
FOR ADA ACCOMMODATIONS, PLEASE CONTACT 615-862-8400

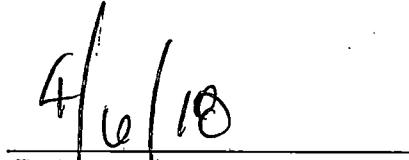
WE ARE AN EQUAL OPPORTUNITY EMPLOYER

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

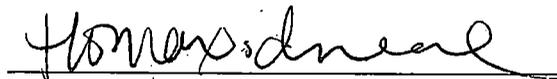
IN WITNESS WHEREOF, the parties have by their duly authorized representatives set their signatures.

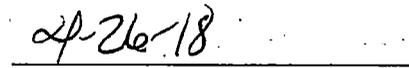
**METROPOLITAN GOVERNMENT OF  
NASHVILLE AND DAVIDSON COUNTY**

  
\_\_\_\_\_  
Department

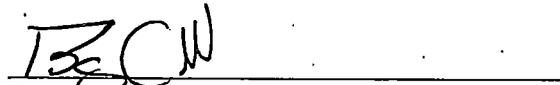
  
\_\_\_\_\_  
Date

APPROVED AS TO AVAILABILITY  
OF FUNDS:

  
\_\_\_\_\_  
Talia Lomax-O'dneal, Director  
Department of Finance 

  
\_\_\_\_\_  
Date

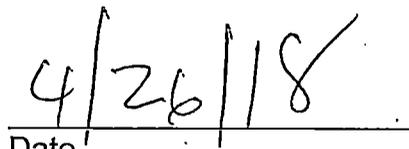
APPROVED AS TO RISK AND INSURANCE:

  
\_\_\_\_\_  
Director of Insurance

  
\_\_\_\_\_  
Date

APPROVED AS TO FORM AND  
LEGALITY:

  
\_\_\_\_\_  
Metropolitan Attorney

  
\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Metropolitan Clerk

\_\_\_\_\_  
Date