

DAVID BRILEY, MAYOR



# 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](http://www.nashville.gov/parks)

Monique N. Odom, Director

April 3, 2019

Mr. Phil Claiborne, Founder  
Friends of Two Rivers Mansion  
3130 McGavock Pike  
Nashville, TN 37214

Dear Mr. Claiborne:

The Parks Board, at its meeting held Tuesday, April 2, 2019, approved your request to continue to fund a grant from the Friends of Two Rivers Mansion in an amount equivalent to Laura Carrillo's hourly rate of pay for 19 hours to oversee activities scheduled for Two Rivers Mansion.

The total grant for FY20 ending June 30, 2020 is \$19,918.08. The recommendation also included language that the above amount would increase by any percentage raise the Mayor might recommend and the Metro Council approves. Please note that any cost associated with benefits are to be the responsibility of Metro Parks.

Metro Parks will continue to process weekly timesheets and pay checks on an ongoing basis. The Friends of Two Rivers Mansion or Metro Parks may discontinue this agreement with a 30 day notice to the other party.

We are happy to assist you in this request.

Sincerely,

Monique N. Odom, Director  
and Secretary to the Board

jf

c:

*"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

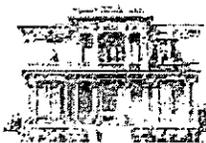
WE ARE AN EQUAL OPPORTUNITY EMPLOYER

**Frazier, Janet (Parks)**

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**Subject:**

FW: April 2nd Park Board agenda request



THE FRIENDS OF  
**TWO RIVERS  
MANSION**

3130 McGavock Pike, Nashville, Tennessee 37214

March 14, 2019

Monique Odom, Director  
Metro Parks and Recreation  
511 Oman Street  
Nashville, TN 37203

Dear Director Odom,

At the past Monday evening's Friends of Two Rivers Board meeting, a vote was taken to approve three grants for part time workers at Two Rivers Mansion. The grants were approved as follows:

1. A grant for summer tour docents totaling **\$2,936.00**. This amount represents 2 employees for 12 hours each, for 12 weeks.
2. A grant for holiday tour docents totaling **\$489.33**. This amount represents 2 employees for 12 hours for one week.
3. A grant for Mrs. Carrillo in the amount of **\$19,918.08**. This amount represents 19 hours each week beginning July 1, 2019 and ending June 30, 2020. The recommendation also included language that the above amount would increase by any percentage raise the Mayor might recommend and the Council approve.

On behalf of the Friends Board I'm requesting that each grant be placed on the April 2, 2018 Park Board agenda for approval prior to being forwarded for legal review and then to Council for legislative acceptance. If you need any additional information I can be reached at the number below or via e-mail at [sgt08@bellsouth.net](mailto:sgt08@bellsouth.net).

Sincerely,

Philip Claiborne  
Founder, Friends of Two Rivers Mansion  
A 501 (c) 3 tax exempt organization  
615-889-2907

*Phil Claiborne*

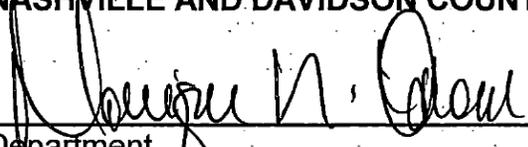
615.889.2907

[sgt08@bellsouth.net](mailto:sgt08@bellsouth.net)

**SIGNATURE PAGE  
FOR  
GRANT NO. Friends of Two Rivers Mansion – Staffing FY20**

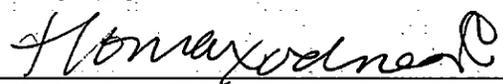
IN WITNESS WHEREOF, the parties have by their duly authorized representatives set their signatures.

**METROPOLITAN GOVERNMENT OF  
NASHVILLE AND DAVIDSON COUNTY**

  
\_\_\_\_\_  
Department

4/5/19  
\_\_\_\_\_  
Date

APPROVED AS TO AVAILABILITY  
OF FUNDS:

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

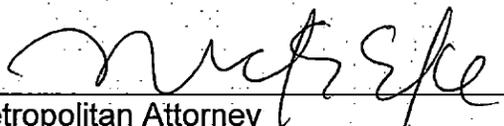
4-12-19  
\_\_\_\_\_  
Date

APPROVED AS TO RISK AND INSURANCE:

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

4/18/19  
\_\_\_\_\_  
Date

APPROVED AS TO FORM AND  
LEGALITY:

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

4/22/19  
\_\_\_\_\_  
Date

FILED:

\_\_\_\_\_  
Metropolitan Clerk RS2019-1705

\_\_\_\_\_  
Date