

# Memo

**To:** Jorge Lavastida, Groundskeeper Supervisor

**From:** Guy Forchion, Director of Operations

**CC:**

**Date:** 8/31/2007

**Re:** Special Event 9/14-9/16, 2007

## **Projects to Complete:**

The Boy Scouts of America will have 50 campers on the property starting Friday, Sept. 14 at 3pm until Sunday, Sept. 16. They will need access to the following facilities:

- Four (4) picnic tables moved to the covered North Pavilion
- The North Restroom
- The Historic Bathhouse

Please make sure everything is clean, operational and ready for their use.