



## COUNTY of FREDERICK

Parks and Recreation Department

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# MEMO

**To:** Parks and Recreation Buildings and Grounds Committee  
**From:** Jon Turkel, Assistant Director *JNT*  
**Subject:** Buildings and Grounds Committee Meeting  
**Date:** July 27, 2023

The Buildings and Grounds Committee is scheduled to meet at 10am on Tuesday August 1, 2023, in the Board of Supervisors Executive Session Meeting Room, County Administration Building, 107 N. Kent St. Winchester, VA 22601. Agenda includes:

Action Item:

1. Easement Request: Old Charlestown Road Park  
Continued discussion of the request for a sewer line easement at Old Charlestown Road Park

Information items:

1. Nomination process for recognition on Recognition Plaque discussion
  - Staff is seeking input for the development of a process for names to be added to the recognition plaque.
2. Project Updates

Other Business