



## Internal Memo

June 8, 2020

TO: Mike Huston, Finance Director/ Park Superintendent  
FROM: Brian Clarke, Parks and Recreation Supervisor  
SUBJECT: Softball Action Plan for Maintaining Covid-19 Mandates

Mike,

Looking over our options on how to best limit groups to 100 or less during softball games at Ross Park, I have come up with a list of rules that will need to be followed while playing or attending these games.

- 1) We will be restricting entrance behind bench area and spectator seating to players only to maintain social distancing. Areas will be cordoned off and will be strictly enforced.
- 2) Signage to remind people of Social Distancing will be displayed in numerous areas around the park.
- 3) Porta Johns will be maintained and hand sanitizer will be available.
- 4) Handwashing stations will be available during contests
- 5) There will be no concessions at this time.
- 6) Picnic Tables are lined up down the fence line and in picnic areas for all non- players.
- 7) Tournament games will be contested on Fields 1 & 3 which are 250- 300 yards apart.

As stated, these rules and protocols will be strictly enforced to maintain every ones safety and enjoyment of the games.

Respectfully,

A handwritten signature in black ink, appearing to read "Brian Clarke", written in a cursive style.

Brian Clarke  
Parks and Recreation Supervisor