## **CITY OF CARO**

MANAGER
MATTHEW LANE
CLERK/TREASURER
SARA SAVAGE
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JOE GREENE
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BRIAN RICKWALT
(PRO TEM)
BOB ESCHENBACHER
ALVIN ZAVITZ II
DON HALL
MEGAN CALVIN
TISHA JONES-HOLUBEC

## **MEMORANDUM**

TO:

City Council, DPW, Utility Billing, Department Heads

FROM:

Matthew S. Lane, City Manager

DATE:

March 23, 2020

RE:

CITY PARKS CLOSED TO THE PUBLIC

Effective immediately, all City Parks are closed to the public in order to reduce public exposure to COVID-19. The DPW shall place written notices in conspicuous locations in all city parks.

SO ORDERED:

Matthew S. Lane, City Manager