

| Date           | Job                                                                               |
|----------------|-----------------------------------------------------------------------------------|
| August - Early | XC Trail cleared, mulched, all set                                                |
| August - Early | Track bench runner carpets out                                                    |
| August - Early | Track carpet/cover from field house & I HS to turf on                             |
| August - Early | 2 Soccer Goals w/ wheels & nets and sand bags (4) set at NexTier & Myers          |
| August - Early | Soccer Goals w/ wheels and sand bags (4) at Baseball                              |
| August - Early | Koerver Goals w/ weights (or sand bags) at Myers                                  |
| August - Early | Soccer Goals w/ nets and sand bags on LL2 & LL3 + Koerver Goals on LL3            |
| August - Early | LL2 & LL3 lined for soccer                                                        |
| August - Early | Team benches between LL2 & LL3                                                    |
| August - Early | Clear extra goals around LL3 so it's a safe playing venue                         |
| August - Early | LL1 (JH FB) field lined for every 5 yards and put boxes where numbers would be    |
| August - Early | Lax goals off of Myers & NexTier = prep for fall season                           |
| August - Early | Confirm NexTier & Myers lights are working                                        |
| August - Early | Groom all turf fields (NexTier, Myers, Baseball + Softball) with grooming machine |
| August - Early | Confirm NexTier bathrooms are functional                                          |

| Date          | Job                                                                             |
|---------------|---------------------------------------------------------------------------------|
| August - Mid  | Confirm coaches have keys to soccer shed + NexTier bathrooms                    |
| August - Mid  | Confirm NexTier & Myers scoreboards and PA + anthem systems are working         |
| August - Mid  | Portable sound system stored in shed for Myers                                  |
| August - Mid  | Confirm NexTier concession stands all good to go                                |
| August - Mid  | Confirm NexTier 25 second clock is functional + stadium sound speakers          |
|               |                                                                                 |
| August - Late | Prep press box for season - signs (downstairs & upstairs) + 2 risers downstairs |

| Date            | Job                                                                                                  |
|-----------------|------------------------------------------------------------------------------------------------------|
| November - Late | Track pads stored in concessions and bathrooms                                                       |
| November - Late | Discus netting stored for winter                                                                     |
| November - Late | Store all sand bags from Baseball, Lower Grass fields, MLG & NXT under band bleacher on concrete pad |
| November - Late | Remove tennis nets and store in tennis shed                                                          |
| November - Late | Track and bench runner carpets stored for winter under NXT visiting team bleachers                   |
| November - Late | NXT team benches stored for winter under NXT visiting team bleachers                                 |
| November - Late | Remove NXT American Flag for the winter                                                              |
| November - Late | Myers Law Group mobile press box canopy removed                                                      |
| November - Late | ALL soccer goals from lower level grass fields & baseball stored between MLG & tennis courts         |
| November - Late | Soccer goals in NXT stored on concourse, ambulance gate                                              |
| November - Late | Soccer goals in MLG pulled outside field and stored in grass by entrance and bleachers.              |
| November - Late | Relocate benches from lower grass fields to Aquatics Center                                          |
| November - Late | Shutdown NXT concourse & visiting team bathrooms BEFORE track pads stored                            |
| November - Late | Make sure all bases in Baseball & Softball fields are stored under dugout benches                    |
| November - Late | All L-shaped pitching screens from Baseball & Softball stored under dugout roofs                     |
| November - Late | Confirm all concession stands are closed down & cleaned out for the winter                           |
| November - Late | Portable sound system at Myers stored indoors for winter                                             |