

Task Description	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Times per day	Times Per Week	Times Per Month	Times per year	As Needed
Inspections:																	
Park Site Inspection	x	x	x	x	x	x	x	x	x	x	x	x		1			
Restroom Inspection	x	x	x	x	x	x	x	x	x	x	x	x	1				x
Irrigation Inspection	x	x	x	x	x	x	x	x	x	x	x	x					
Tree Trimming Inspection	x	x	x	x	x	x	x	x	x	x	x	x					x
Pavillion Inspection	x	x	x	x	x	x	x	x	x	x	x	x		1			
Dellana Park Inspection	x	x	x	x	x	x	x	x	x	x	x	x					x
Parking lot inspection	x	x	x	x	x	x	x	x	x	x	x	x		1			
General maintenance:																	
Litter Removal (hand)	x	x	x	x	x	x	x	x	x	x	x	x	1				
Empty Trash Receptacles	x	x	x	x	x	x	x	x	x	x	x	x	1	2			
Maintain Dog Pots	x	x	x	x	x	x	x	x	x	x	x	x	1	3			
Graffiti Removal/Vandalism Repair	x	x	x	x	x	x	x	x	x	x	x	x					x
Hardscape Maintenance	x	x	x	x	x	x	x	x	x	x	x	x		1			x
Walkway sweeping/cleaning	x	x	x	x	x	x	x	x	x	x	x	x			1		x
Granite Trail Inspection	x	x	x	x	x	x	x	x	x	x	x	x		1			
Picnic Table & Bench Maintenance	x	x	x	x	x	x	x	x	x	x	x	x			1		x
Drinking Fountain Maintenance	x	x	x	x	x	x	x	x	x	x	x	x	1				x
Field House Structure Maintenance	x	x	x	x	x	x	x	x	x	x	x	x				1	x
Power Wash	x	x	x	x	x	x	x	x	x	x	x	x				2	x
Clean Signs	x	x	x	x	x	x	x	x	x	x	x	x				1	x
Complete work orders	x	x	x	x	x	x	x	x	x	x	x	x					x
Inventory / Supply order requests	x	x	x	x	x	x	x	x	x	x	x	x		1			
Repaint Fencing	x	x	x	x	x	x	x	x	x	x	x	x				1	x
Power Equipment maintenance	x	x	x	x	x	x	x	x	x	x	x	x			1		
Organize outdoor storage (behind fence)	x	x	x	x	x	x	x	x	x	x	x	x		1			
Organize Garage Storage	x	x	x	x	x	x	x	x	x	x	x	x		1			
Horticulture Maintenance:																	
Mow grass	x	x	x	x	x	x	x	x	x	x	x	x			2		
Edge Sidewalks	x	x	x	x	x	x	x	x	x	x	x	x			2		
Pull weeds	x	x	x	x	x	x	x	x	x	x	x	x		1			
Cultivate beds	x	x	x	x	x	x	x	x	x	x	x	x				4	
Mulch			x			x				x						3	
Cut back shrubs	x										x	x		1			x
Plant new plants	x	x	x	x	x	x	x	x	x	x	x	x					x
Plant new trees																	x
Playground Maintenance:																	
Rock Wall	x	x	x	x	x	x	x	x	x	x	x	x					x
Add Fall Zone Material	x	x	x	x	x	x	x	x	x	x	x	x				1	
Safety Inspections	x	x	x	x	x	x	x	x	x	x	x	x			1		
Repairs	x	x	x	x	x	x	x	x	x	x	x	x					1
Sanitize/Powerwash Equipment	x	x	x	x	x	x	x	x	x	x	x	x				2	
	x	x	x	x	x	x	x	x	x	x	x	x					

Comments
Unlock and lock restrooms/ Restock as needed
Work with arborist to get schedule
Electrical outlets, fans
painting
Walk site and hand remove
Monday, Friday and as needed
Replace bags, Remove bagged feces
Removed within 48 hours
When leaves are falling , after rain events
Walk and ensure no hazards; rain events check for erosion
Repair when needed
Annual Evaluation/Repair as damaged
When generated
Signs and special inventory ordered when requested
Inspect monthly/Annual paint or as needed (includes fenced city storage area)
Pavillion, sidewalks, bathrooms
Cleanscapes contracted
Cleanscapes contracted
Cleanscapes contracted
Cleanscapes contracted
Coordinate with It's My Park Day Events
Cleanscapes contracted
Cleanscapes contracted
Need to coordinate with Master Plan final design
After rain events,
When level falls below 6' @ ledge
When needed