

Appendix A

Standard Levels of Care Austin Parks and Recreation

Level 2

Maintenance at a high level to ensure quality athletic fields. Associated with amateur sports venues (baseball, softball, and soccer) developed to provide quality athletic playing surfaces and high level play for local and national athletic teams and organizations.

These facilities are developed and maintained to promote the City of Austin as a sports destination and enhance the economic development of the city by attracting State and National tournaments and events.

1. Maintenance Calendar
 - Develop an annual maintenance calendar a minimum of 6 months prior to the beginning of each calendar year.
 - Calendar will include all fixed and daily work schedules
2. Turf Care
 - Athletic field turf to be Hybrid Bermuda (i.e. Tiffway 419 Sports Turf or equivalent)
 - Mowed in accordance with species and variety of grass, generally 1 to 2 times per week at 1" – 1 ½" height during the summer growing season using a 5-gang fairway mower or rotary deck mower.
 - Remove clippings if they accumulate to a point of hindering new growth.
 - Verticut turf at least once a year.
3. Rest/Restoration An annual rest and renovation program is scheduled at all sites to maintain field sustainability
 - All athletic field space will have a minimum of one month per year in rest.
 - Fields heavily used will be rested a minimum of 8 hours for every 40 hours of use.
 - Fields will be scheduled to rest in coordination with the annual league calendar.
4. Turf Edging
 - Edge all turf edges located in the field of play using a power mechanical edger.
 - Edge turf edges around warning tracks once per month during growing season; once every two weeks around skinned infield area, including base paths and mounds.
 - Add infield material each pre-season as needed to maintain smooth transition from soil to turf.
 - Use a mechanical edger on turf edges to prevent a lip from developing at least twice a year or more often around problem.
 - Edge turf edges not in the field of play (along sidewalks, pathways, fences, and buildings) and in high visibility areas are to be edged using a power monofilament type trimmer once every two weeks with clipping to be removed.
 - Chemical edging is permitted in low visibility areas or where special circumstances permit as needed.

5. Overseeding
 - Not recommended.
6. Fertilizer
 - Apply proper fertilizer to turf to ensure adequate growth and plant health creating quality playing conditions.
 - Perform test soil analysis once per year minimum.
 - Climatic condition, use patterns and general health of turf will dictate appropriate fertilization program.
 - General guidelines should include granular applications high in Nitrogen, Iron, Potassium, and Phosphorus applied at least once during the growing season, based on soil analysis.
7. Aerifying
 - Aerify turf twice per year using a core aerifier, or as field conditions warrant.
 - Matt drag or sweep soil plugs to remove them from playing surfaces.
 - Top dress fields with sand at least of once every two years and swept into core holes using mat drag.
8. Disease/Pest and Weed Control
 - The best form of weed control in turf areas is to promote a healthy, vibrant turf.
 - If needed, apply granular pre-emergent in turf areas for weed control in early spring
 - Treat rodent populations (gophers and ground squirrels) to maintain zero populations.
 - Should they develop, remove mounds immediately and collapse and back fill tunnels.
 - Apply liquid pre-emergent in landscapes areas every winter.
9. Infield Dragging (baseball and softball)
 - Maintain skinned infields to provide a smooth consistent playing condition.
 - Use custom screened granite infield mix such as Hill-topper or Stabilizer.
 - Drag infields daily using a fine mat drag with front float.
 - Drag infields once per week when not in use.
 - Drag skinned infields twice in each direction at no faster than a “walking pace.”
 - Keep drag 8 inches from grass edges and shall be raked or dragged by hand in these areas to avoid dirt from accumulating in the grass.
 - Rake base paths and any low areas by hand so that areas are level prior to dragging. Infield areas to be watered following each dragging using a quick coupler or automatic infield rotor heads.
 - A hose may also be used to achieve uniform distribution of water.
 - Infields should be damp, but not soaked, with consistent color along with the absence of puddles or standing water.
 - Water infield skins daily when not in use to maintain proper moisture level.
 - Nail drag infields weekly or as needed during heavy use times, to ensure consistent playing conditions.

10. Home Plate area and Pitchers Mounds (baseball and softball)

- Construct home plate area and pitchers mounds of Pitching Mound Clay Mix and
- Repair home plate area and pitchers mounds weekly by adding new clay, tamping, dragging, and watering area.
- Pitching rubbers and plates to be checked weekly and replaced or rotated as needed.
- Check the slope and height of baseball pitching mounds at least 4 times per year with a carpenter's level to ensure rubbers and mounds are level with playing surface and at the correct height.

11. Field Lining and Painting

- Paint field markings using white, water based, acrylic paint 4" wide.
- Paint foul lines for softball and baseball, and all field markings weekly, or more often as needed to ensure clear visible markings
- Paint infield foul lines and batter boxes daily; may be marked using athletic field marker.
- Touch up Soccer goal area markings as needed to ensure clear, visible lines.

12. Outfield Fences, Foul Poles, Dugouts, Backstops, Bleachers, Soccer Goals and Corner Flags

- Check fence material on outfield fences, backstops, and dugouts weekly for loose pieces or hazardous conditions.
- Inspect bleachers, backstop kickboards weekly to check for the loose bolts, slitting wood, or hazardous conditions.
- Check soccer goals and foul poles weekly for any rusting metal or sharp edges and should be painted every two years.
- Check wind/sun screen weekly and be properly secured.

13. Irrigation

- Irrigate turf and landscape areas using a computerized or automated irrigation system.
- Set irrigation schedules for optimum growing conditions based on climate and maintenance schedules.
- Check irrigation heads, quick couplers and valve boxes weekly to ensure proper and even water distribution and safety.
- Routinely check heads for proper adjustment to compensate for dry areas or excessively wet areas.

14. Tree Maintenance (City of Austin arborist will be contacted for all trimming, WAYA and WHLL will not trim any trees on City land)

- Weed Control: Mechanical grass trimming around trees shall be accomplished in a way that will not scar the trunk in any way. No chemical removal of turf and weeds is permissible under drip line.
- Mulching: Mulch base of tree in a minimum of six (6) foot diameter circle, to a depth of three (3) inches, maintaining one to two (1-2) inch clearance from perimeter of trunk.
- Trimming: All trees will be evaluated for pruning as needed by City Arborist.

- Pruning: All trees shall be pruned of annual sucker growth as suckers annually. Trees shall be pruned during the winter months, unless a limb has broken or is posing a safety hazard. Trees shall be pruned according to the International Society of Arboriculture standards (1995) and ANSI A300, 1995 by Cit of Austin Staff only.
- Staking: All newly planted trees shall be staked if needed. All nursery stakes will be removed at time of planting. All stakes are to be removed within the first year.

15. Litter Control

- Empty trash receptacle once per day, seven days per week.
- Spray/wash dug-outs, picnic areas, seating area and food service areas monthly/as needed to remove food stains.

16. Sustainability

- Recycling: Provide receptacles to collect all types of recyclables - aluminum, plastic and paper.
- Irrigation: Audit control system annually for water conservation efforts.
- Lighting: Audit control system annually for electricity conservation efforts.
- Invasive Species: Develop a program to monitor and remove.
- Chemicals: Use only "green" chemicals for cleaning and disinfecting restrooms and surfaces.
- Fuels: Use only "clean" fuels to maintain turf and structures.

17. Hardscape Surfaces

- Blow and/or sweep concourse and hard surfaces twice per week or as often as needed so at no time does an accumulation of dirt, sand, or leaves distract from the look or safety of the area.
- Clean, repair, repaint or replace surfaces when appearance has noticeably deteriorated.
- Spray wash high traffic areas monthly or weekly during periods of high visitation.
- Safety repairs take priority over appearance.

18. Restrooms/Drinking Fountains

- Service restrooms at least once per day.
- High use may dictate one or more additional servicing per day.
- Servicing period should ensure adequate supply of toilet paper, paper towels, and hand soap/sanitizer and that the restrooms are reasonably clean, sanitary, and free of bad odors.
- Clean and sanitize all fixtures, walls and partitions.
- Sweep and mop floors daily, free of stains and debris.
- Extremely high visitation may increase frequency to include morning and afternoon servicing, and in some cases may include the use of restroom attendants to ensure proper supply of toilet paper, hand soap, the cleaning of spills and accidents and the removal of trash.
- Sanitize drinking fountains at least once per day.
- Inspect drinking fountains daily for proper water flow.

19. Lighting/Scoreboards

- Replacement or repair of fixtures when observed or reported as not working.
- Submit work order requests indicate a "1" priority.

20. Signs:

- All signs shall be designed and installed based on the department Park Sign Manual.
- Replacement signs and new signs shall be in conformance with standard park signage.
- Any changes from the standard will require Assistant Director's approval
- Install signs at strategic locations to provide adequate information to park patrons to include identification signs, wayward signs, park rules, etc.

21. Graffiti

- Inspect site daily for appearance of graffiti.
- Once discovered, remove within 24hours.

22. Building and Site Maintenance

- Structures: Notify Park District Manager of any structure (gazebo, shade structures, maintenance shops, etc.) that requires repair.
- Initiate work order for lamp replacement and needed repairs. Includes HVAC, plumbing, electrical and structural components.
- Parking Lots: Inspect monthly. Maintain smooth surface, clear of holes. Resurface and repaint strips annually.
- Compound: Inspect monthly. Organize and maintain in an orderly and functional manner.

23. Equipment Maintenance

- Maintain Equipment to fleet standards.
- Maintain Small Engine Equipment
- Maintain Utility Vehicles