

# Standard Levels of Care Athletic Complexes



*Cultural Places, Natural Spaces*

**Division: Centralized Programming**

**Effective March 2012**

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**Revised**

**Authorization:** \_\_\_\_\_

  
Cheryl Bolin, Division Manager

## **Standard Levels of Care Athletic Complexes**

### **Statement**

5 maintenance levels are identified for the maintenance of athletic fields within the Parks and Recreation Department. The maintenance work schedules are created annually in June, once the league play calendar has been developed. The maintenance schedule and league calendar must coordinate all efforts to produce quality programs and services.

### **Level 1**

State of the art maintenance applied to a high quality diverse landscape.

Maintenance at the highest level using state-of-the-art techniques and equipment to ensure high-quality athletic fields and diverse landscapes. Associated with professional sports stadiums and amateur sport venues (baseball, softball, and soccer) developed to provide high-level athletic playing surfaces and high level play. These facilities are developed and maintained to promote the City of Austin as a sports destination and enhance the economic development of the city.

#### **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 2 to 3 times per week at  $\frac{1}{2}$ " –  $\frac{5}{8}$ " height during the summer growing season, using a tri-plex or 5-gang fairway mower.
- Cut smooth and even with straight, clean lines, creating an attractive pattern.
- Remove clippings from field surface without significantly disturbing surface.
- Verti-cut turf a minimum of 3 times per year, including prior to winter over-seeding.
- Mow at a height of  $\frac{3}{4}$ " to 1" final mowing of season
- Mow 3 to 4 times per week in two directions using a tri-plex or 5-gang fairway mower at end of season.

#### **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.
  - No chemical edging permitted.
- Edge turf around warning tracks every two weeks
- Edge turf once per week around skinned infield area, including base paths and mounds.
- Remove clippings from field surface without significantly disturbing surface.
- Turf clippings should be removed from infield without significantly disturbing surface.
- Add infield and warning track material 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 once a month or more often around problem.
- Edge turf edges not in the field of play (along sidewalks, pathways, fences, and buildings) using a power monofilament type trimmer once per week with clipping to be removed.
  - No chemical edging is permitted.

#### **5. Overseeding**

- Over-seeding is generally not recommended.

- For special circumstances - overseed turf in October with perennial rye grass, in accordance with standard horticultural practices.

## **6. Fertilizer**

- Adequate fertilization applied to turf to ensure maximum growth and plant health creating optimal playing conditions.
- Soil analysis to be performed twice per year, minimum.
- Climatic condition, use patterns and general health of turf will dictate appropriate fertilization program.
- General guidelines include applying a granular fertilizer every three weeks and liquid applications minimum once per week, or as required, containing Nitrogen, Iron, Potassium, and Phosphorus.

## **7. Aerifying**

- Aerify turf three times per year using a core aerifier, or as field conditions warrant.
- Matt drag or sweep playing surfaces to remove soil plugs.
- High traffic and compacted areas may require additional aerifying during the playing season, using solid tines.
- Top dress fields with sand at minimum of once every two years
  - Sweep and 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.
- Apply granular pre-emergent in turf areas for weed control (if needed) in early spring.
- Treat rodent populations (gophers and ground squirrels) maintaining zero populations.
  - Remove mounds and tunnels immediately and back-fill, should they develop.
- Apply liquid pre-emergent in landscapes areas every Spring and Fall.

## **9. Infield Preparation (baseball and softball)**

- Maintain skinned infields providing a smooth consistent playing condition.
- Infield mix shall be custom mix of 50% sand, 30% silt and 20% clay, conditioned with calcined clay, infield conditioner (Turface or Pro-Choice) worked into top ½" of soil.
- Custom screened granite infield mix may also be used such as Hill-topper or Stabilizer.
- Drag infields once per day when not in use.
- Drag skinned infields twice in each direction at no faster than a "walking pace."
- Drag must be kept 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.
- Water infield areas following each dragging using a hose 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 once per week, or as needed during heavy use, to ensure consistent playing conditions.

## **10. Home Plate area and Pitching Mound Preparation (baseball and softball)**

- Construct home plate area and pitchers mounds out of pitching mound clay mix and repair daily following use by adding new clay, tamping, dragging and watering area.
- Cover mounds and plate areas with a field tarp to prevent moisture loss when not in use.
- Check pitching rubbers and daily and replaced or rotated as needed.
- Check the slope and height of baseball pitching mounds at least eight 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 prior to each game.
- 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 daily for loose pieces or hazardous conditions.
- Inspect bleachers and backstop kickboards daily to check for the loose bolts, splitting wood, or hazardous conditions.
- Check soccer goals and foul poles weekly for any rusting metal or sharp edges and should be painted every year.
- Check wind/sun screens daily to check that they are properly secured.

## **13. Irrigation**

- Irrigate turf and landscape areas using computerized irrigation system.
- Set irrigation schedule for optimum growing conditions based on climate and maintenance schedules.
- Check irrigation heads, quick couplers and valve boxes daily to ensure proper and even water distribution and safety.
- Routinely check heads for proper adjustment to compensate for dry areas or excessively wet areas.
- Hand water during excessively hot weather or during windy conditions using a 2" fire hose to prevent hot spots.

## **14. Tree Maintenance**

- 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.
- 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.
- 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**

- Remove litter a minimum of once per day, seven days per week.
- Extremely high visitation may increase frequency.
- Daily spray wash dug-outs, picnic areas, seating area and food service areas 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 daily 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 once per week or daily 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**

- 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 for appearance of graffiti daily.
- Once discovered, remove immediately.

#### **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.

#### **23. Equipment Maintenance**

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

#### **24. Special Features**

- Should be maintained for safety, function and high quality appearance as per established design.

### **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 removed 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**

- 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.
- 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.
- 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 24 hours.

## **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 Fleet Equipment to fleet standards.
- Maintain Small Engine Equipment ?????
- Maintain Utility Vehicles ????

## **24. Special Features**

- Should be maintained for safety, function and high quality appearance as per established design.

## **Level 3**

**Maintenance at a adequate level to provide good, safe athletic fields. Associated with amateur sports venues (baseball, softball, and soccer) developed to provide a safe athletic surfaces for local teams and organizations.**

### **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 Common Bermuda or Mid-Iron.



- Mowed in accordance with species and variety of grass, generally no less than every 7 days at 1" – 1 ½" height during the summer growing season using a 5-gang fairway mower or rotary deck mower.

### **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.
- Chemical edging permitted.
- Edge turf edges around warning tracks once per year during growing season,
- Edge around skinned infield area once per season, including base paths and mounds.
- Add infield and warning track material 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 per season.

### **5. Overseeding**

- Not recommended.

### **6. Fertilizer**

- Proper fertilization applied to turf to provide minimal growth and plant health creating safe playing conditions.
- Perform soil analysis to be once per year.
- General guidelines should include granular applications high in Nitrogen, once during the growing season.

### **7. Aerifying**

- Aerify turf once per year using a core aerifier, or as field conditions warrant.
- Top dress fields with sand at least once every five years and sweep into core holes using mat drag.

### **8. Disease/Pest and Weed Control**

- If needed, apply granular pre-emergent in turf areas for weed control in early spring and early fall.
- 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 Preparation (baseball and softball)**

- Maintain skinned infields providing 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 month when not in use.
- Water infield areas following each dragging using a quick coupler or automatic infield rotor heads.
- Nail drag infields 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
- Repair monthly by adding new clay, tamping, dragging, and watering area.
- Check pitching rubbers and plates to be checked monthly and replaced or rotated as needed.
- Check the slope and height of baseball pitching mounds at least twice 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**

- Identify field markings using white athletic field marker shall be 4" wide.
- Mark foul lines for softball and baseball once per week to ensure clear visible markings using athletic field marker.

- Mark Infield foul lines and batter boxes 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 monthly for loose pieces or hazardous conditions.
- Inspect bleachers and backstop kickboards monthly to check for the loose bolts, slitting wood, or hazardous conditions.
- Check soccer goals and foul poles monthly for any rusting metal or sharp edges and should be painted every three years.

## **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**

- 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.
- 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.
- 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 bi-monthly to remove food stains.

## **16. Sustainability**

- Recycling: Provide receptacles to collect aluminum and plastic recyclables.
- 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.
- Chemicals: Use "green" chemicals for cleaning and disinfecting restrooms and surfaces when available.
- Fuels: Use "clean" fuels to maintain turf and structures when available.

## **17. Hardscape Surfaces**

- Blow and/or sweep Sweep and clean concourse and hard surfaces once per month.
- Safety repairs take priority over appearance.

## **18. Restrooms/Drinking Fountains**

Restrooms may be either permanent structures or may involve contracted service for portable toilets (porta potty).

- If permanent:
  - Restrooms are to be serviced at least once a week.
  - Servicing period should ensure adequate supply of toilet paper and paper towels, and that the restrooms are reasonably clean, sanitary, and free of bad odors.
- If contracted:
  - Ensure weekly check to ensure contracted cleaning service is performed.
  - Sanitize drinking fountains at least once per week.
  - Inspect drinking fountains weekly for proper water flow.

## 19. Lighting

- Replacement or repair of fixtures when observed or reported as not working.
- Submit work order requests indicate a “2” 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 monthly for appearance of graffiti.
- Once discovered, remove within 24 hours.

## 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 requests indicate a “3” priority. for lamp replacement and needed repairs. Includes HVAC, plumbing, electrical and structural components.
- Parking Lots: Inspect monthly. Maintain surface with minimal holes. Resurface and repaint strips every two years.

## 23. Equipment Maintenance

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

## 24. Special Features

- Should be maintained for safety, function and high quality appearance as per established design.

## Level 4

**Moderately low level-maintenance. Associated with locations affected by budget reductions that cannot afford a high level of maintenance.**

### 1. Maintenance Calendar

- Develop an annual maintenance calendar a minimum of 6 months prior to the beginning of each calendar year.

### 2. Turf Care

- Athletic field turf to be Hybrid Bermuda (i.e. Tiffway 419 Sports Turf or equivalent)
- Mowed bi-weekly during the summer growing season using a 5-gang fairway mower or rotary deck mower

### 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.
- Chemical edging permitted.
- Edge turf edges around warning tracks once per season during growing season,
- Edge around skinned infield area once per month, including base paths and mounds.
- Add infield and warning track material each season to maintain smooth transition from soil to turf.
- Use a mechanical edger on turf edges to prevent a lip from developing at least once a year or more often around problem areas.
- 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 per season.

**5. Overseeding**

- Not recommended.

**6. Fertilizer**

- Not fertilized

**7. Aerifying**

- Not aerified

**8. Disease/Pest and Weed Control**

- No control provided except in epidemic or safety situations.

**9. Infield Preparation (baseball and softball)**

- Maintain skinned infields providing a safe consistent playing condition.
- Use custom screened granite infield mix such as Hill-topper or Stabilizer.
- Drag infields weekly using a fine mat drag with front float.
- Water infield areas following each dragging using a quick coupler or automatic infield rotor heads.
- Nail drag infields once per year 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
- Repair once per season by adding new clay, tamping, dragging, and watering area.
- Check pitching rubbers and plates to be checked each season and replaced or rotated as needed.
- Check the slope and height of baseball pitching mounds at least once 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**

- Identify field markings using white athletic field marker shall be 4" wide.
- Mark foul lines for softball and baseball once per week to ensure clear visible markings using athletic field marker.
- Mark Infield foul lines and batter boxes weekly 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 each season for loose pieces or hazardous conditions.
- Inspect bleachers and backstop kickboards once per season to check for the loose bolts, slitting wood, or hazardous conditions.
- Check soccer goals and foul poles each season for any rusting metal or sharp edges
- Paint soccer goals every three years.

**13. Irrigation**

- Irrigation not available.

**14. Tree Maintenance**

- 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.
- 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.
- 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 week.

#### **16. Sustainability**

- Recycling: None provided.
- 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.
- Chemicals: Use “green” chemicals for cleaning and disinfecting restrooms and surfaces when available..
- Fuels: Use “clean” fuels to maintain turf and structures when available..

#### **17. Hardscape Surfaces**

- Maintain for safety and function.

#### **18. Restrooms/Drinking Fountains**

Restrooms may be either permanent structures or may involve contracted service for portable toilets (porta potty).

- If permanent:
  - Restrooms are to be serviced at least once a week.
  - Servicing period should ensure adequate supply of toilet paper and paper towels, and that the restrooms are reasonably clean, sanitary, and free of bad odors.
- If contracted:
  - Ensure weekly check to ensure contracted cleaning service is performed.
- Sanitize drinking fountains at least once per week.
- Inspect drinking fountains weekly for proper water flow.

#### **19. Lighting**

- Not available.

#### **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 for appearance of graffiti monthly.
- 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 requests indicate a “3” priority. for lamp replacement and needed repairs. Includes HVAC, plumbing, electrical and structural components.
- Parking Lots: Inspect twice a year. Should be maintained for safety and function

#### **23. Equipment Maintenance**

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

#### **24. Special Features**

- Should be maintained for safety, function and high quality appearance as per established design.

### **Level 5**

**Minimum level maintenance. Associated with locations that have severe budget restrictions. High visitation natural areas-usually associated with large urban or regional parks. Size and user frequency may dictate resident maintenance staff. Road, pathway or trail systems relatively well developed.**

## **1. Maintenance Calendar**

- Develop an annual maintenance calendar a minimum of six (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 bi-weekly during the summer growing season using a 5-gang fairway mower or rotary deck mower

## **3. Rest/Restoration**

1. An annual rest and renovation program is scheduled at all sites to maintain field sustainability
2. All athletic field space will have a minimum of one month per year in rest..
3. Fields heavily used will be rested a minimum of 8 hours for every 40 hours of use.
4. 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.
- Chemical edging permitted.
- Edge turf edges around warning tracks once per year during growing season,
- Edge around skinned infield area once per season, including base paths and mounds.
- Add infield and warning track material 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 once a year or more often around problem areas.
- 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 per year.

## **5. Overseeding**

- Not recommended.

## **6. Fertilizer**

- Not fertilized

## **7. Aerifying**

- No aerifying.

## **8. Disease/Pest and Weed Control**

- No control provided except in epidemic or safety situations.

## **9. Infield Preparation (baseball and softball)**

- Maintain skinned infields providing a safe playing condition.
- Use custom screened granite infield mix such as Hill-topper or Stabilizer.
- Drag infields monthly using a fine mat drag with front float.
- Water infield areas following each dragging using a quick coupler or automatic infield rotor heads.
- Nail drag infields once a year 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
- Repair once per year by adding new clay, tamping, dragging, and watering area.
- Check pitching rubbers and plates to be checked each year and replaced or rotated as needed.

## **11. Field Lining and Painting**

- Identify field markings using white athletic field marker shall be 4" wide.
- Mark foul lines for softball and baseball once per month to ensure clear visible markings using athletic field marker.
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## **12. Outfield Fences, Foul Poles, Dugouts, Backstops, Bleachers, Soccer Goals and Corner Flags**

- Check fence material on outfield fences, backstops, and dugouts each season for loose pieces or hazardous conditions.
- Inspect bleachers and backstop kickboards each season to check for the loose bolts, splitting wood, or hazardous conditions.
- Check soccer goals and foul poles each season for any rusting metal or sharp edges and should be painted every three years.

## **13. Irrigation**

- Not available.

## **14. Tree Maintenance**

- 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.
- 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.
- 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 week.

## **16. Sustainability**

- Recycling: None provided.
- Irrigation: None available.
- Lighting: Audit control system annually for electricity conservation efforts.
- Invasive Species: Develop a program..
- Chemicals: Use "green" chemicals for cleaning and disinfecting restrooms and surfaces when available.
- Fuels: Use "clean" fuels to maintain turf and structures when available.

## **17. Hardscape Surfaces**

- Maintained for safety and function.

## **18. Restrooms/Drinking Fountains**

Restrooms may be either permanent structures or may involve contracted service for portable toilets (porta potty).

- If permanent:
  - Restrooms are to be serviced at least once a week.
  - Servicing period should ensure adequate supply of toilet paper and paper towels, and that the restrooms are reasonably clean, sanitary, and free of bad odors.
- If contracted:
  - Ensure weekly check to ensure contracted cleaning service is performed.
- Sanitize drinking fountains at least once per week.
- Inspect drinking fountains weekly for proper water flow.

## **19. Lighting**

- Not available

## **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.

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- Inspect site monthly 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 annually. Maintained for safety and function.

#### **23. Equipment Maintenance**

5. Maintain Fleet Equipment to fleet standards.
6. Maintain Small Engine Equipment ?????
7. Maintain Utility Vehicles ????

#### **24. Special Features**

- Should be maintained for safety, function and high quality appearance as per established design.



## Maintenance Calendar

The Maintenance Calendar defines the frequencies of maintenance activities and provides a schedule for park staff to perform them. This calendar will be developed using the programmatic calendar as a guide.

The calendar shall be prepared a minimum of six (6) months prior to beginning of each calendar year. Calendar will include all fixed and daily work schedule

# 2012 SOFTBALL Calendar

JANUARY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

MARCH						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JUNE						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

JULY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

AUGUST						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

SEPTEMBER						
S	M	T	W	T	F	S
						1
36	2	3	4	5	6	7
37	9	10	11	12	13	14
38	16	17	18	19	20	21
39	23	24	25	26	27	28
40	30					

OCTOBER						
S	M	T	W	T	F	S
	1	2	3	4	5	6
41	7	8	9	10	11	12
42	14	15	16	17	18	19
43	21	22	23	24	25	26
44	28	29	30	31		

NOVEMBER						
S	M	T	W	T	F	S
				1	2	3
45	4	5	6	7	8	9
46	11	12	13	14	15	16
47	18	19	20	21	22	23
48	25	26	27	28	29	30

DECEMBER						
S	M	T	W	T	F	S
						1
49	2	3	4	5	6	7
50	9	10	11	12	13	14
51	16	17	18	19	20	21
52	23	24	25	26	27	28
	30	31				

	=	Winter
	=	Spring
	=	Summer

	=	Fall
	=	Rainouts
	=	Post Season Tournaments
	=	Rest/Restoration

### Fixed Work Schedule

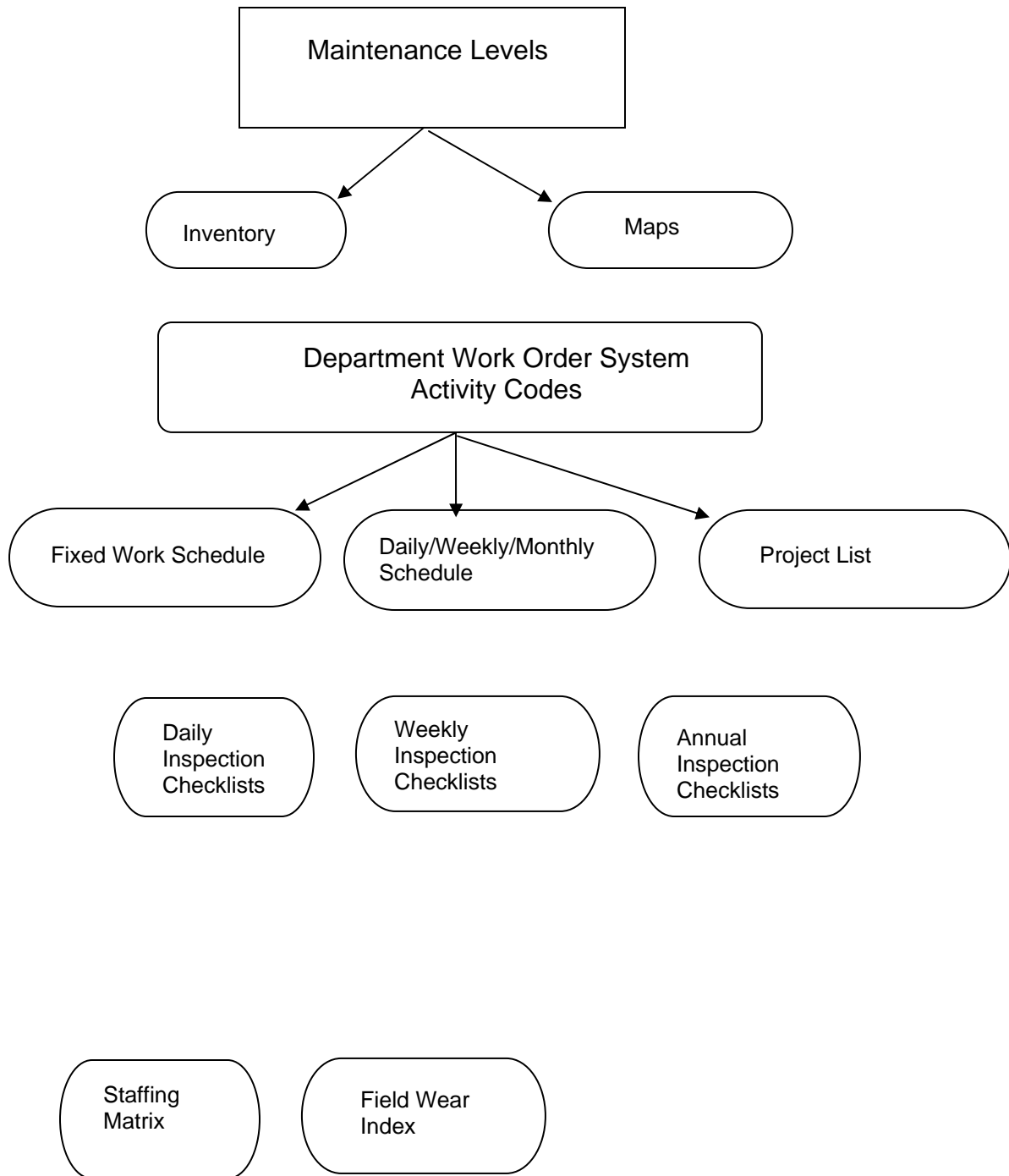
- Provides an overall view of all routine maintenance activities, based on maintenance standards and the frequencies they are performed..

### Daily Work Schedule

- Provides a daily, weekly, monthly, and yearly frequency of maintenance activities to be performed at each park

### Project List

- Provides a daily, weekly, monthly, and yearly frequency of maintenance activities to be performed at each park.



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Locations	Level	Softball Fields	Baseball Fields	Football Fields	Soccer Fields	Lghted Fields	Scoreboards	Bleachers	Sunscreens	Picnic Tables	Trash Cans	Concession Stands	Restrooms	Parking Area	Playground	Picnic Pavilion
Youth Sports																
Austin Girls Fastpitch Association																
Butler Shores at Lady Bird Lake Metropolitan Park																
200 S Lamar Blvd.																
Butler Softball Fields	2	2														
1614 Toomey Rd., 78704																
Lamar Beach at Lady Bird Lake Metropolitan Park																
1200 W Cesar Chavez St.																
Williams Field	2	1														
100 Lamar Blvd., 78701																
Lone Star/AU Soccer Club																
Slaughter Creek Fields	2				7											
6599 W Slaughter Lane, 78749																
Balcones Youth Sports																
Beverly S. Scheffield Northwest District Park																
7000 Ardath St.																
Balcones Youth Sports Complex	2	2	4													
3106 Adelphi, 78727																
Central Austin Youth League																
Edward Rendon Sr. Park at Festival Beach																
2101 Jesse E Segovia St.																
Velasquez Complex	2	2	3													
2201 Riverview Street, 78702																
Delwood Northeast Optimist																
Bartholomew District Park																
5201 Berkman Dr.																
Bartholomew Complex	2	2	3	1												
5201 Berkman Drive, 78723																
East Austin Youth Foundation																
Rosewood Neighborhood Park (Practice only)	2	2														
2300 Rosewood Ave., 78702																
Greater East Austin Youth Association																
Downs Mabson Fields Special Park	2		1													
1400 Alexander, 78702																
Montopolis Youth Sports																
Roy G. Guerrero Colorado River Metropolitan Park																
400 Grove Blvd.																
Montopolis Sports Complex	2	2	3													
800 Grove Blvd., 78741																

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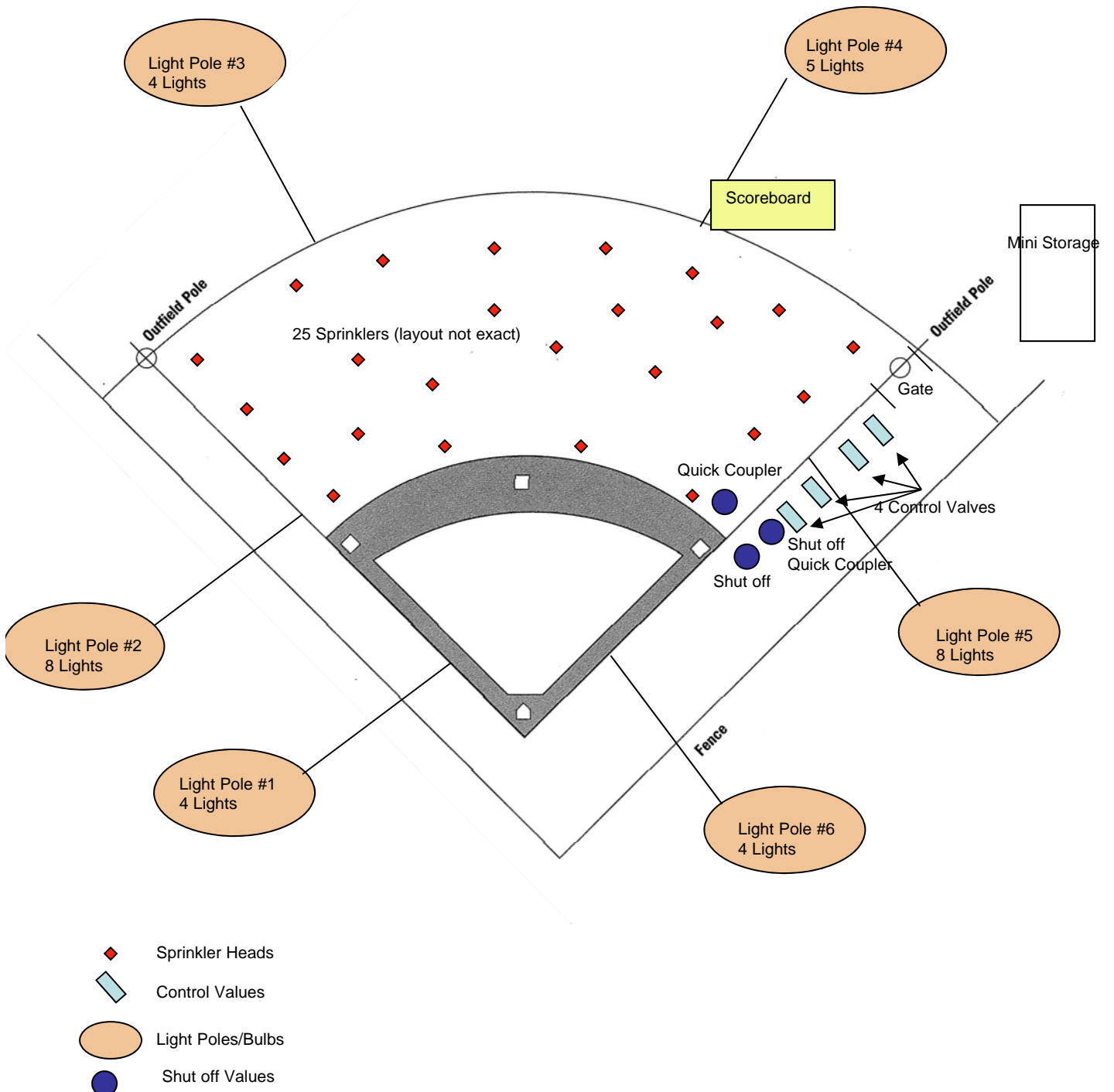
Athletic Fields Maintenance Tasks	Level 1	Level 2	Schedule	Level 3	Level 4	Level 5
<b>Turf Care</b>						
Mowing	2-3 times per week	1-2 times per week	week 52	every 7 days	Bi-weekly	Bi-weekly
Verti-Cut	3 times per year	once per year	December	n/a	n/a	n/a
end of season	mow 3 to 4 times per week in two directions	n/a		n/a	n/a	n/a
<b>Turf Edging</b>						
edge turf around warning tracks	every 2 weeks	n/a		n/a	n/a	n/a
edge skinned infield, including base paths and mound	once per week	once every two weeks	week 4, 8, 12	once per month	once per season	once per season
clippings	remove clippings	n/a		n/a	n/a	n/a
add infield and warning track material	as needed	pre-season and as needed		as needed	once per year	once per year
turf edge	mechanical edger monthly	mechanical edge twice a year	week 8, 21, 34	mechanical edge twice a year	mechanical edge once a year	mechanical edge once a year
edge non playing areas	once per week	once every two weeks		once per month	once per season	once per season
chemical edging	not permitted	permitted in low visibility areas as needed		permitted in low visibility areas	permitted	permitted
<b>Rest/Restoration</b>	one month per year	one month per year		one month per year	one month per year	one month per year
	8 hours for every 40 hours used	8 hours for every 40 hours used		8 hours for every 40 hours used	8 hours for every 40 hours used	8 hours for every 40 hours used
<b>Overseeding</b>						
overseed	in October	not done		not done	n/a	n/a
<b>Fertilizer</b>						
perform soil analysis	twice per year	once per year		once per year	n/a	n/a
apply granular fertilizer	every three weeks	once during growing season		once during growing season	n/a	n/a
apply liquid fertilizer	every week	n/a		n/a	n/a	n/a
<b>Aerifying</b>						
aerify turf	3 times per year	twice per year	week 23 and 51	once per year	not aerified	not aerified
matt drag	after each aerification	after each aerification		after each aerification	n/a	n/a
top dress	once every two years	once every two years		once every five years	n/a	n/a
<b>Disease/Pest and Weed Control</b>						
apply granular pre-emergent	in early Spring	if needed in early Spring		if needed in early Spring	n/a	n/a
treat rodents	maintain zero populations	maintain zero populations		maintain zero populations	n/a	n/a

Athletic Fields Maintenance Tasks	Level 1	Level 2	Schedule	Level 3	Level 4	Level 5
apply liquid pre-emergent to landscaped areas	every Spring and Fall	every Winter		every Winter	n/a	n/a
<b>Infield Preparation</b>						
drag infields when not in use	once per day	once per week		once per month	n/a	n/a
drag infields	twice in each direction daily	daily		daily	weekly	monthly
rake base paths	daily	daily		n/a	n/a	n/a
hand water infields	daily	daily		daily using irrigation system	n/a	n/a
nail drag infields	once per day	once per week, as needed		once per month	once per year	once per year
<b>Home Plate and Pitching Mound Preparation</b>						
cover mounds and plate areas	when not in use	n/a		n/a	n/a	n/a
check pitching rubbers	daily and rotate as needed	repair weekly		repair monthly	repair each year	repair each year
check slope and height of mound	atleast 8 times per year	atleast 4 times per year	week, 4, 12, 26, 52	atleast twice per year	atleaset once per year	atleaset once per year
<b>Field Lining and Painting</b>						
paint field markings, foul lines	weekly	weekly using athletic field marker		weekly using athletic field marker	monthly using athletic field marker	monthly using athletic field marker
paint infield foul lines and batter boxes	daily	daily using athletic field marker		weekly using athletic field marker	monthly using athletic field marker	monthly using athletic field marker
<b>Outfield Fences, Fould Poles, Dugouts, Backstops</b>						
check fence material on outfield fences, backstops and dugouts	daily	weekly		monthly	each season	each season
inspect bleachers andbackstop kickboards	daily	weekly		monthly	each season	each season
inspect soccer goals and foul poles	daily	weekly		monthly	each season	each season
paint soccer goals	every year	every two years		every three years	every three years	every three years
check sun/wind screens	daily	weekly		monthly	n/a	n/a
<b>Irrigation</b>						
check heads, quick couplers and valve boxes	daily	weekly		weekly	n/a	n/a
check heads for proper adjustment	routinely	routinely		routinely	n/a	n/a
hand water	as needed	as needed		as needed	n/a	n/a
<b>Tree Maintenance</b>						
mulch	six foot diameter circle, 3 inches deep	six foot diameter circle, 3 inches deep		six foot diameter circle, 3 inches deep	six foot diameter circle, 3 inches deep	six foot diameter circle, 3 inches deep

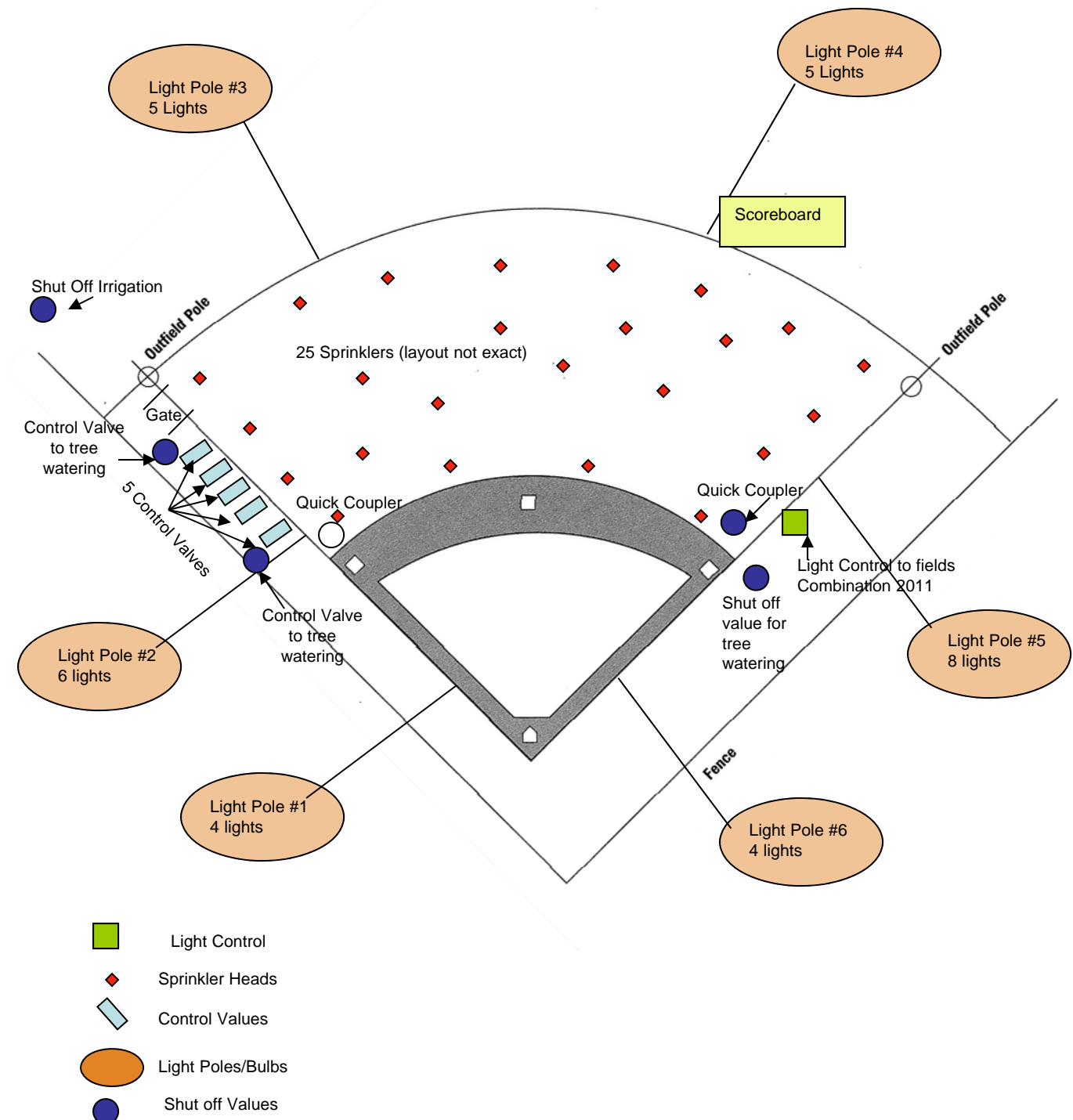
Athletic Fields Maintenance Tasks	Level 1	Level 2	Schedule	Level 3	Level 4	Level 5
trim	as needed	as needed		as needed	as needed	as needed
prune	annually remove suckers	annually remove suckers		annually remove suckers	n/a	n/a
<b>Litter Control</b>						
remove	once per day, 7 days a week	once per day, 7 days a week		once per day, 7 days a week	once per week	once per week
spray wash dug-outs, picnic areas, seating areas and food service areas	daily	as needed		bi-monthly	n/a	n/a
<b>Sustainability</b>						
recycling	collect all types	collect all types		collect aluminum and plastic	none	none
irrigation	audit annually	audit annually		audit annually	none	none
lighting	audit annually	audit annually		audit annually	audit annually	audit annually
invasive species	monitor and remove	monitor		develop a program	develop a program	develop a program
chemicals	use only green	use only green		when available	when available	when available
fuels	use only green	use only green		when available	when available	when available
<b>Hardscape Surfaces</b>						
blow and/or sweep concourse and hard surfaces	daily	twice per week		twice per month	once a month	safety
spray wash high traffic areas	weekly/daily if needed	monthly		monthly/safety	n/a	n/a
<b>Restrooms/Drinking Fountains</b>						
sanitize/clean restroom and drinking fountains	daily/7 days per week	daily/7 days per week		weekly	weekly	weekly
fill paper and soap fixtures/whip down	daily/7 days per week	daily/7 days per week		weekly - no soap	weekly - no soap	weekly - no soap
clean all walls and partitions	daily/7 days per week	daily/7 days per week		weekly	weekly	weekly
sweep and mop floors	daily/7 days per week	daily/7 days per week		weekly	weekly	weekly
inspect drinking fountain	daily/7 days per week	daily/7 days per week		weekly	weekly	weekly
<b>Lighting/Scoreboards</b>						
Replace or repair fixtures	immediately when observed, submit Work Order as "1" Priority	immediately when observed, submit Work Order as "1" Priority		immediately when observed, submit Work Order as "2" Priority	not available	not available
<b>Signs</b>						
install/replace	as per Sign Manual	as per Sign Manual		as per Sign Manual	as per Sign Manual	as per Sign Manual
<b>Graffiti</b>						
inspect	daily	daily		weekly	monthly	monthly
Remove	immediately	within 24 hours		within 24 hours	within 24 hours	within 24 hours

Athletic Fields Maintenance Tasks	Level 1	Level 2	Schedule	Level 3	Level 4	Level 5
<b>Building and Site Maintenance</b>						
Structures	immediately when observed, submit Work Order as "1" Priority	immediately when observed, submit Work Order as "2" Priority		immediately when observed, submit Work Order as "3" Priority	immediately when observed, submit Work Order as "3" Priority	immediately when observed, submit Work Order as "3" Priority
Parking Lots	inspect monthly	inspect monthly		inspect monthly	inspect twice a year	inspect annually
Parking Lots - surface	maintain smooth clean surface, free of holes	maintain smooth clean surface, free of holes		maintain surface, minimal holes	repair safety issues	repair safety issues
Parking Lot - resurface, repaint line	annually	annually		every two years	repair safety issues	repair safety issues
Compound/Basehouses/Meeting Rooms	inspect monthly	inspect monthly		n/a	n/a	n/a
Compound/Basehouses/Meeting Rooms	Organize and maintain in an orderly and functional manner	Organize and maintain in an orderly and functional manner		n/a	n/a	n/a
<b>Equipment Maintenance</b>						
Fleet Equipment	maintain to Fleet Standards	maintain to Fleet Standards				
Small Engines						
Utility Vehicles						
<b>Special Features</b>						
maintained for safety	repair safety issues immediately	repair safety issues immediately		repair safety issues immediately	repair safety issues immediately	repair safety issues immediately

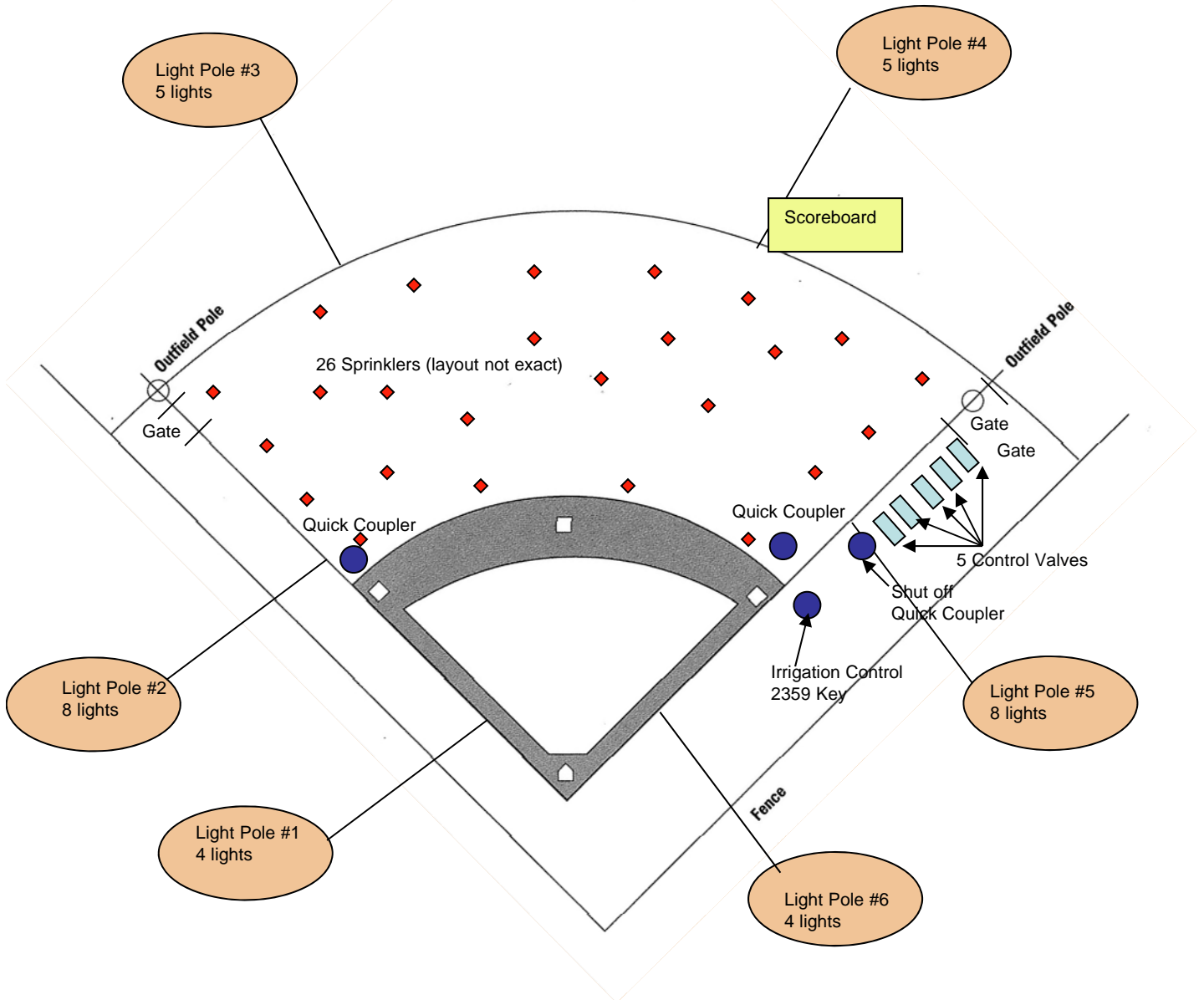
# Havins #1







## Havins #2



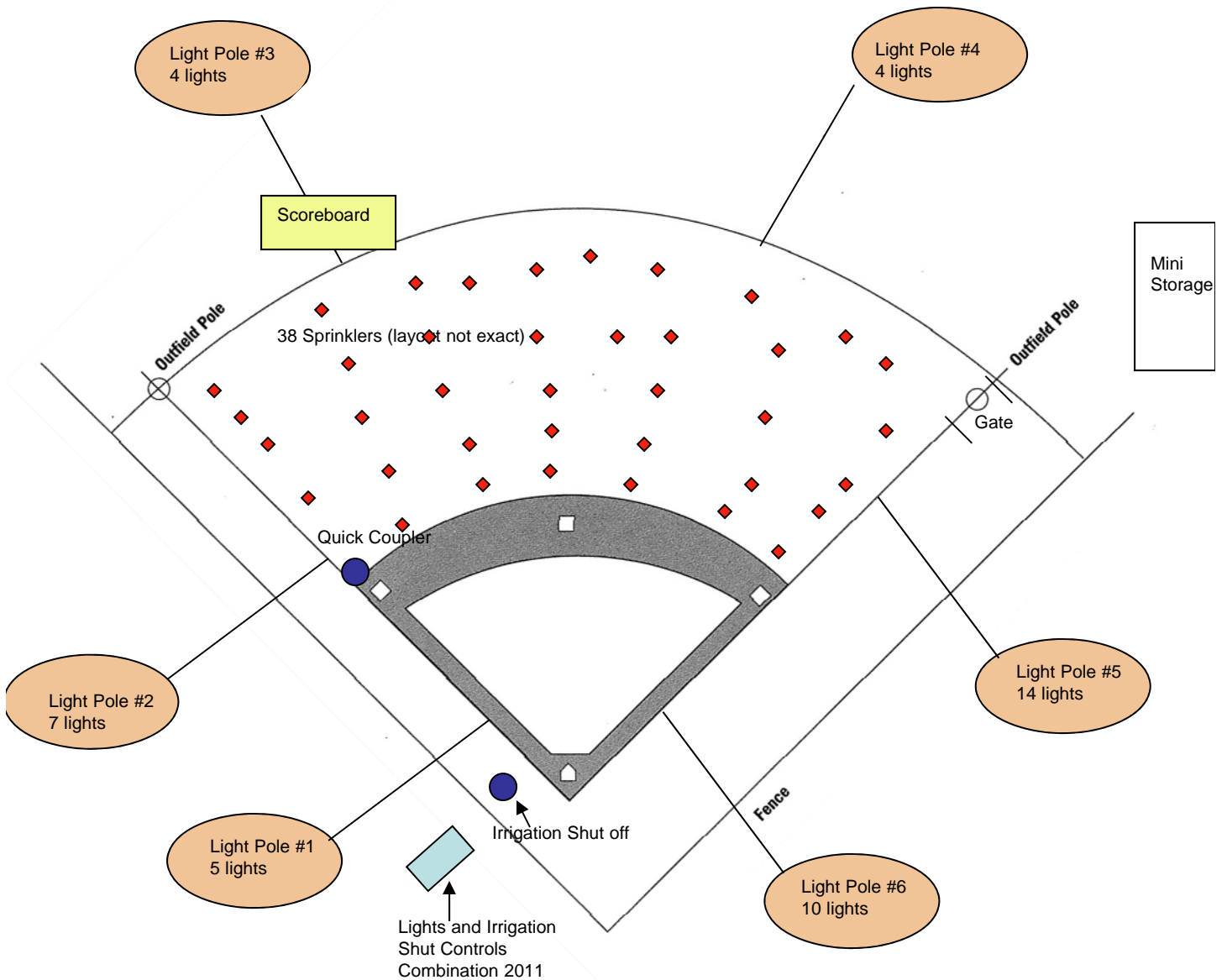
# Havins #3



-  Sprinkler Heads
-  Control Values
-  Light Poles/Bulbs
-  Quick Coupler/Irrigation/Shut off Values



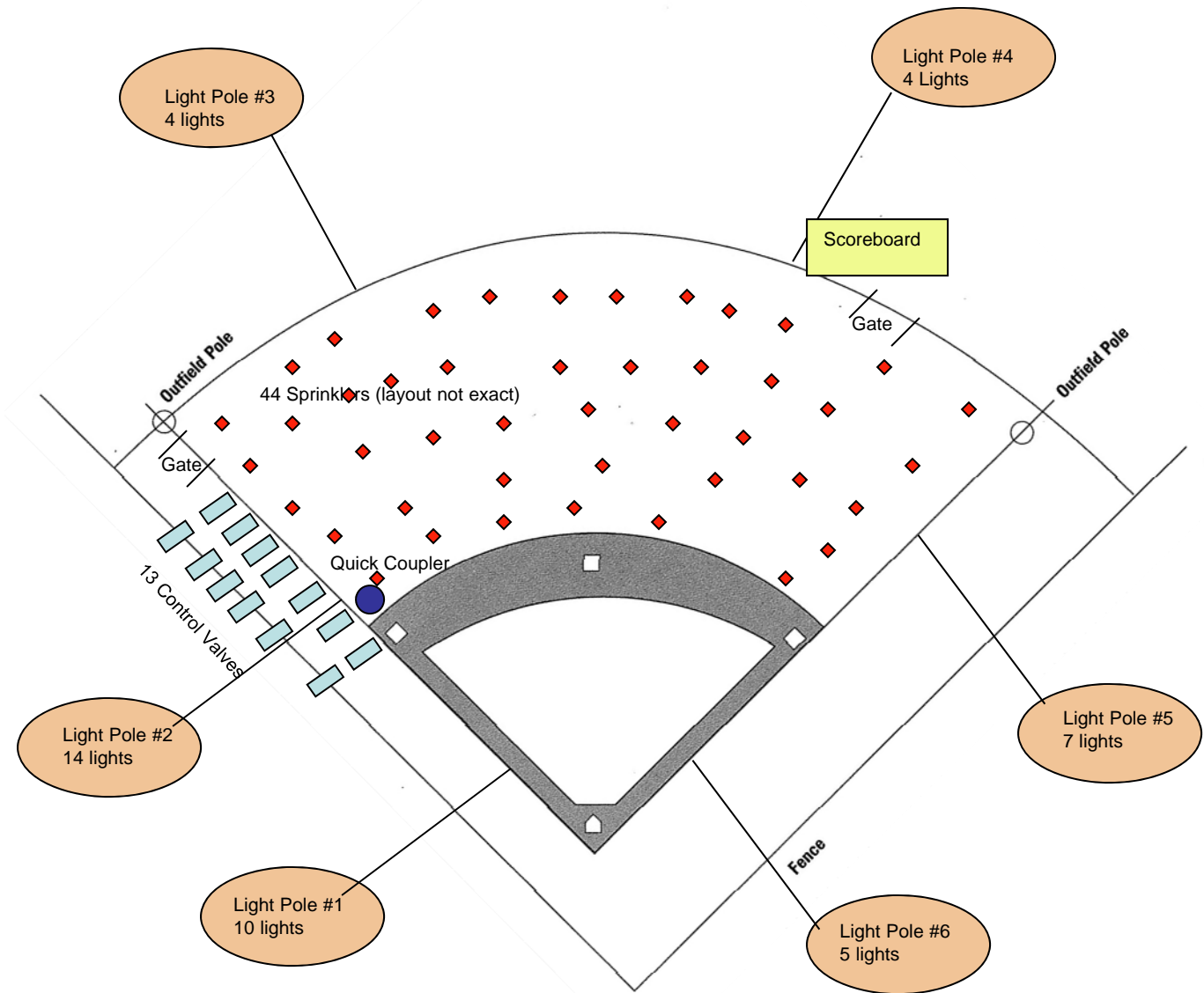
# Havins #4








- ◆ Sprinkler Heads
- ▭ Control Values
- Light Poles/Bulbs
- Shut off Values

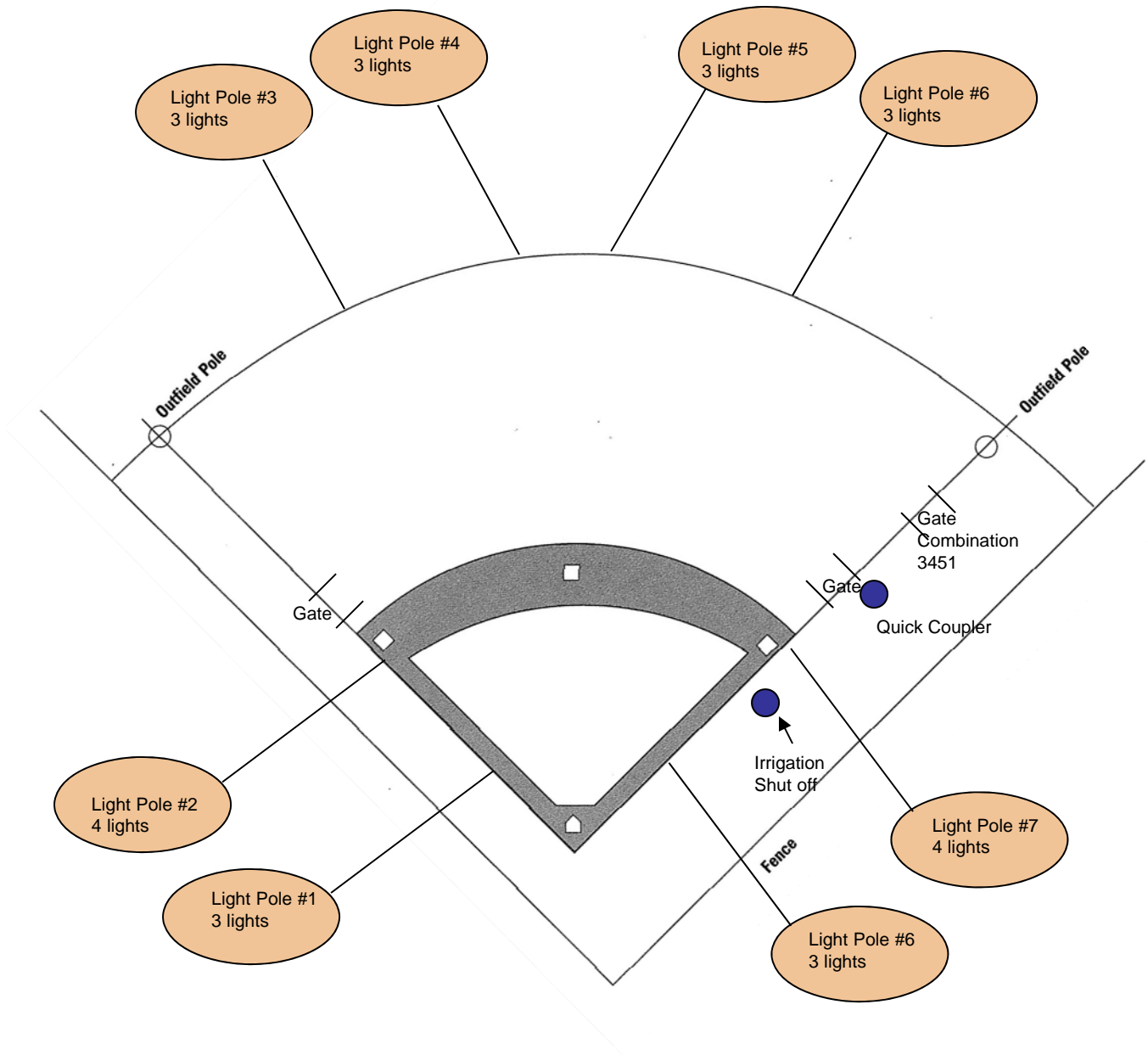






## Havins #5



-  Light Control
-  Sprinkler Heads
-  Control Values
-  Light Poles/Bulbs
-  Shut off Values

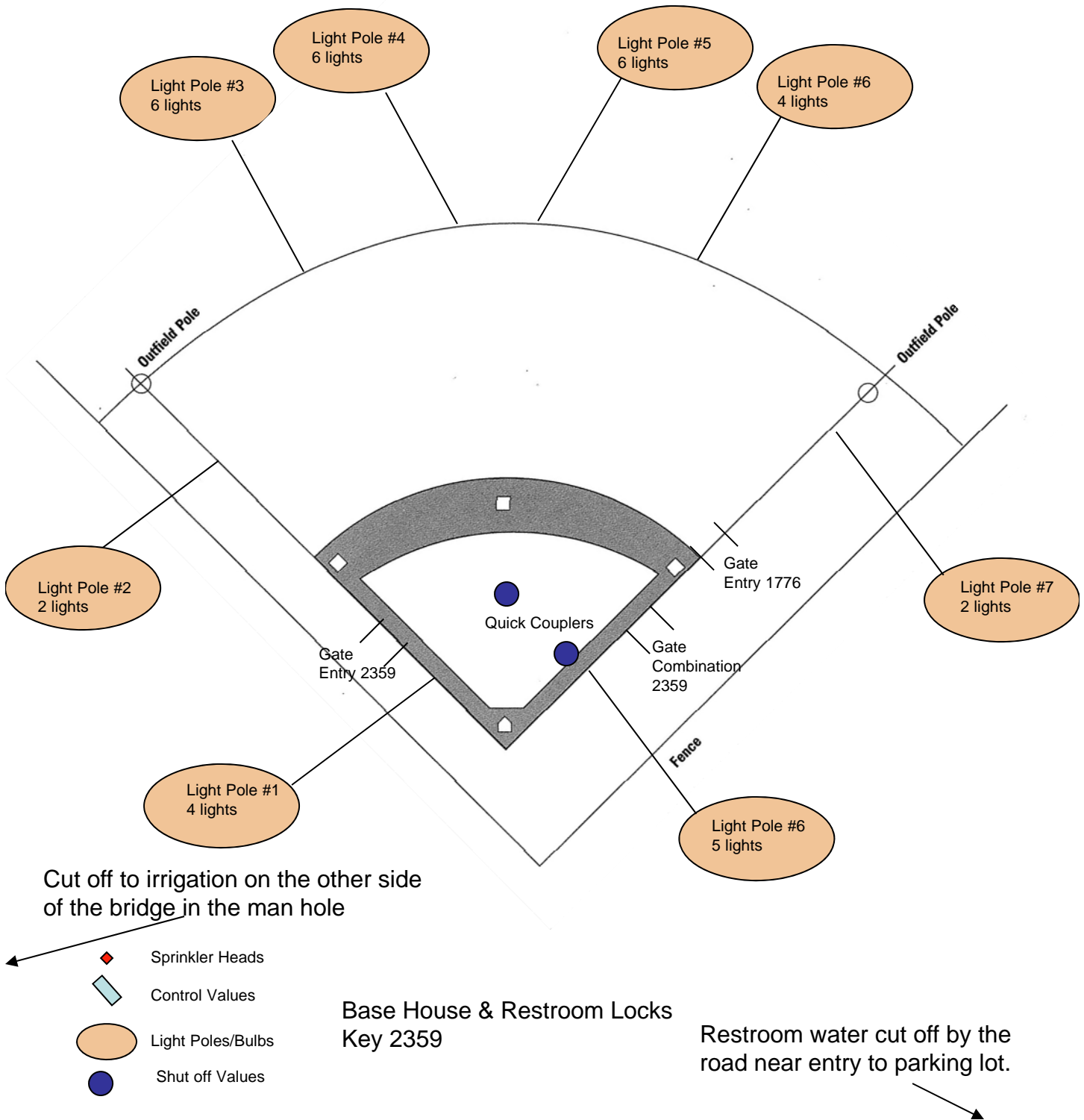
# Pan Am



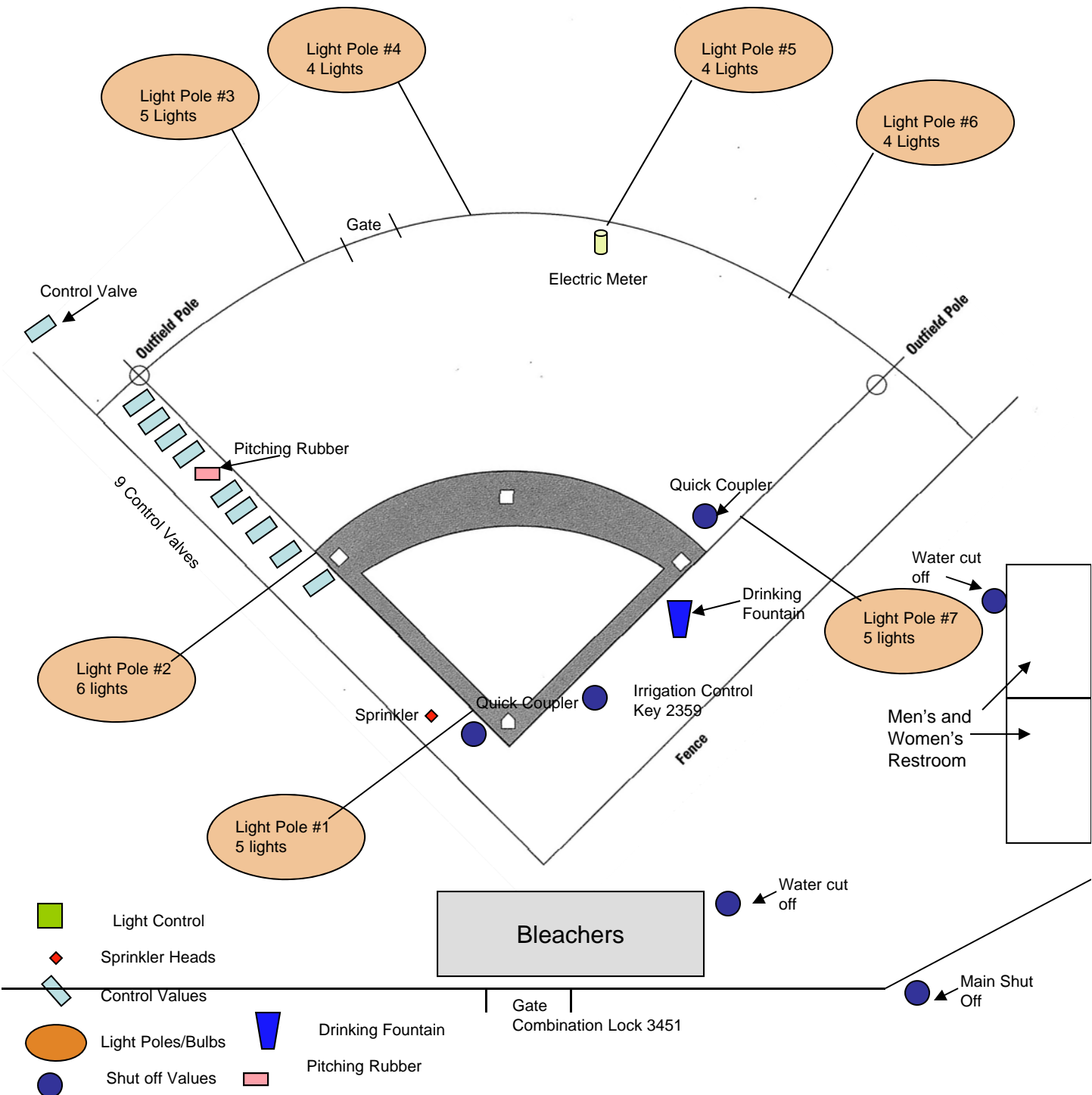
-  Sprinkler Heads
-  Control Values
-  Light Poles/Bulbs
-  Shut off Values

Score Keeper Box,  
Base House & Restroom Locks  
Key 2359

# Govalle



# Zaragoza
























## Northwest District

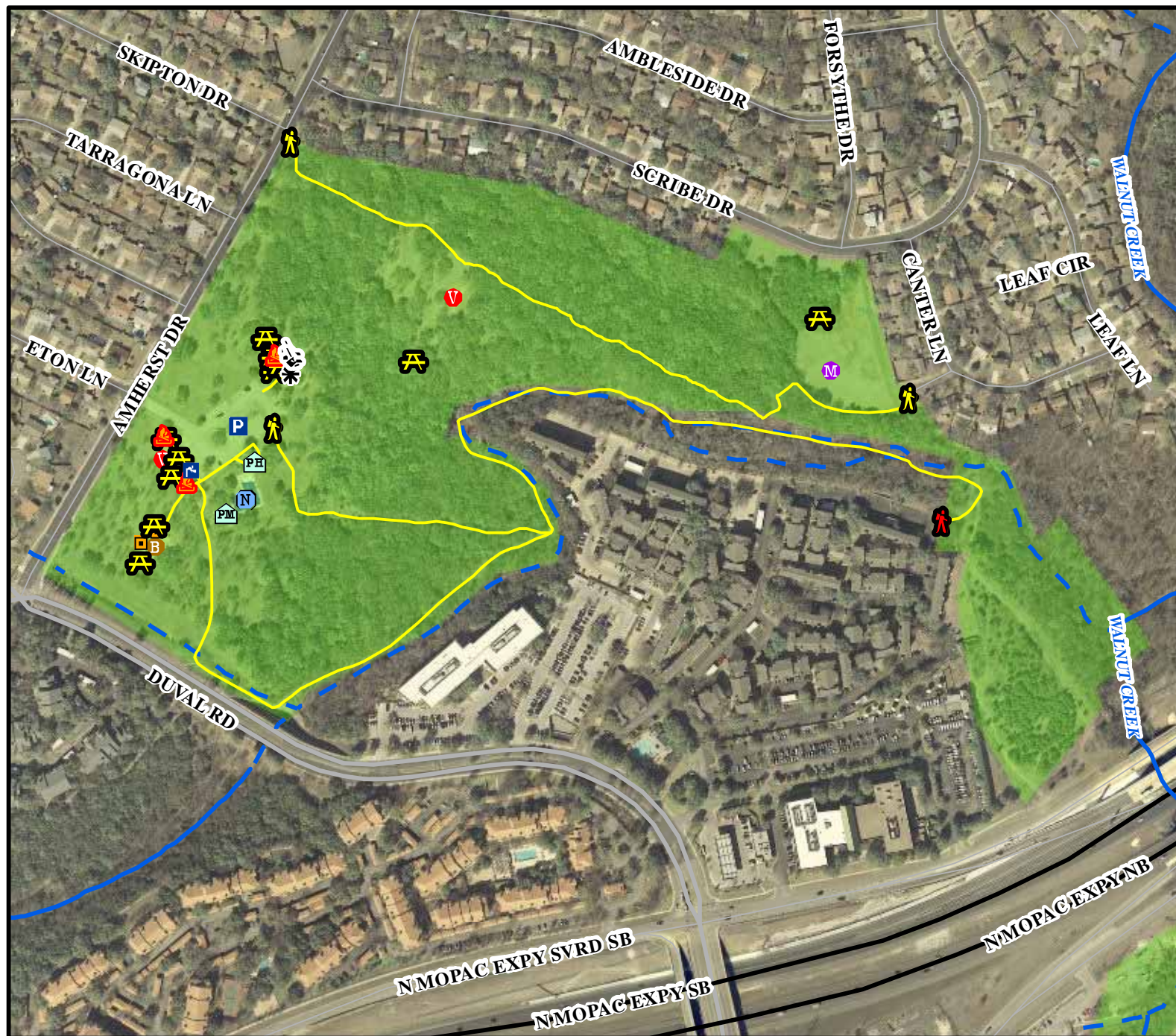
12017 Amherst Dr.

### Legend

-  Drinking Fountains
-  Neighborhood Pool
-  Swings
-  Playscapes
-  BBQ Pits
-  Picnic Tables
-  Benches
-  Basketball Courts
-  Volleyball Courts
-  Multipurpose Fields
-  Parking Lots
-  Pool Maintenance
-  Pool House
-  Authorized Trail Access
-  Unauthorized Trail Access
-  Authorized Trails
-  Unauthorized Trails
-  Creeks and Drainage
-  City of Austin Parks

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0 100 200  
Feet



# Balcones District Park

7 February 2011 AH





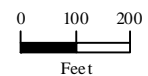
## Northeast District

5201 Berkman Dr.

### Legend

- Drinking Fountains
- Restrooms
- Municipal Pool
- Splash Pad
- Swings
- Playscapes
- BBQ Pits
- Picnic Tables
- Picnic Shelter
- Special Purpose Pavilion
- Benches
- Basketball Courts
- Tennis Courts
- Baseball/Softball Fields
- Multipurpose Fields
- Parking Lots
- Pool Maintenance
- Pool House
- Disc Golf Fairways
- Regular Golf Fairways
- Creeks and Drainage
- City of Austin Parks

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# Bartholomew District Park

7 February 2011

AH



## Northwest District

7000 Ardath St.

### Legend

-  Drinking Fountains
-  Restrooms
-  Municipal Pool
-  Swings
-  Playscapes
-  BBQ Pits
-  Picnic Tables
-  Benches
-  Basketball Courts
-  Tennis Courts
-  Volleyball Courts
-  Baseball/Softball Fields
-  Parking Lots
-  Pool Maintenance
-  Pool House
-  Authorized Trail Access
-  Unauthorized Trail Access
-  Authorized Trails
-  Unauthorized Trails
-  Creeks and Drainage
-  City of Austin Parks

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0 50 100  
Feet



# Beverly S. Sheffield Northwest District Park

7 February 2011

AH



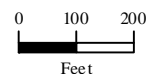


**Central District**  
200 S Lamar Blvd.

## Legend

- Drinking Fountains
- Swings
- Benches
- Baseball/Softball Fields
- Parking Lots
- Admin. Office
- Theatre
- Authorized Trail Access
- Unauthorized Trail Access
- Authorized Trails
- Unauthorized Trails
- Creeks and Drainage
- Other City of Austin Parks
- Butler Shores at Town Lake

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# Butler Shores at Town Lake Metropolitan Park

8 February 2011

AH





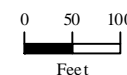
## South District

513 Vargas Rd.

### Legend

- Drinking Fountains
- Restrooms
- Neighborhood
- Wading
- Swings
- Playscapes
- BBQ Pits
- Picnic Tables
- Benches
- Basketball Courts
- Tennis Courts
- Baseball/Softball Fields
- Authorized Trails
- Unauthorized Trails
- Creeks and Drainage
- City of Austin Parks

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# Civitan Neighborhood Park

8 February 2011

AH



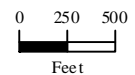


**Central District**  
400 Grove Blvd.

**Legend**

- Drinking Fountains
- Restrooms
- Playscapes
- Fitness Stations
- Picnic Tables
- Picnic Shelter
- Special Purpose Pavilion
- Benches
- BMX Area
- Baseball/Softball Fields
- Parking Lots
- Sports Facility
- Admin. Office
- House
- Other Buildings
- Authorized Trail Access
- Unauthorized Trail Access
- Authorized Trails
- Unauthorized Trails
- Creeks and Drainage
- Other City of Austin Parks
- Roy G. Guerrero Colorado River Park

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# Roy G. Guerrero Colorado River Metro Park

21 April 2011

AH





# Cook School Park

9 February 2011

AH

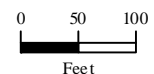


Northwest District  
1505 Cripple Creek Dr.

## Legend

- Drinking Fountains
- Swings
- Playscapes
- Picnic Tables
- Benches
- Basketball Courts
- Multipurpose Fields
- Parking Lots
- Authorized Trails
- Unauthorized Trails
- Creeks and Drainage
- City of Austin Parks

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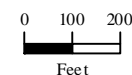
## South District

1009 W Dittmar Rd.

### Legend

-  Drinking Fountains
-  Neighborhood
-  Swings
-  Playscapes
-  BBQ Pits
-  Picnic Tables
-  Benches
-  Basketball Courts
-  Volleyball Courts
-  Multipurpose Fields
-  Parking Lots
-  Recreation Centers
-  Authorized Trail Access
-  Unauthorized Trail Access
-  Authorized Trails
-  Unauthorized Trails
-  Creeks and Drainage
-  City of Austin Parks

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# Dittmar District Park

24 February 2011 AH



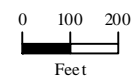


## South District 5801 Ainez Dr.

### Legend

- Drinking Fountains
- Neighborhood
- Swings
- Playscapes
- BBQ Pits
- Picnic Tables
- Picnic Shelter
- Special Purpose Pavilion
- Basketball Courts
- Tennis Courts
- Volleyball Courts
- Baseball/Softball Fields
- Multipurpose Fields
- Parking Lots
- Recreation Centers
- Pool House
- Pool Maintenance
- Authorized Trail Access
- Unauthorized Trail Access
- Authorized Trails
- Unauthorized Trails
- Creeks and Drainage
- Other City of Austin Parks
- Dove Springs

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# Dove Springs District Park

21 March 2011 AH



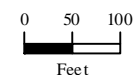


**Northeast District**  
2816 E 12th St.

### Legend

- Drinking Fountains
- Restrooms
- Picnic Tables
- Baseball/Softball Fields
- Parking Lots
- Authorized Trail Access
- Unauthorized Trail Access
- Authorized Trails
- Unauthorized Trails
- Creeks and Drainage
- Other City of Austin Parks
- Downs Mabson Fields

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# Downs Mabson Fields Special Park




























21 March 2011 AH



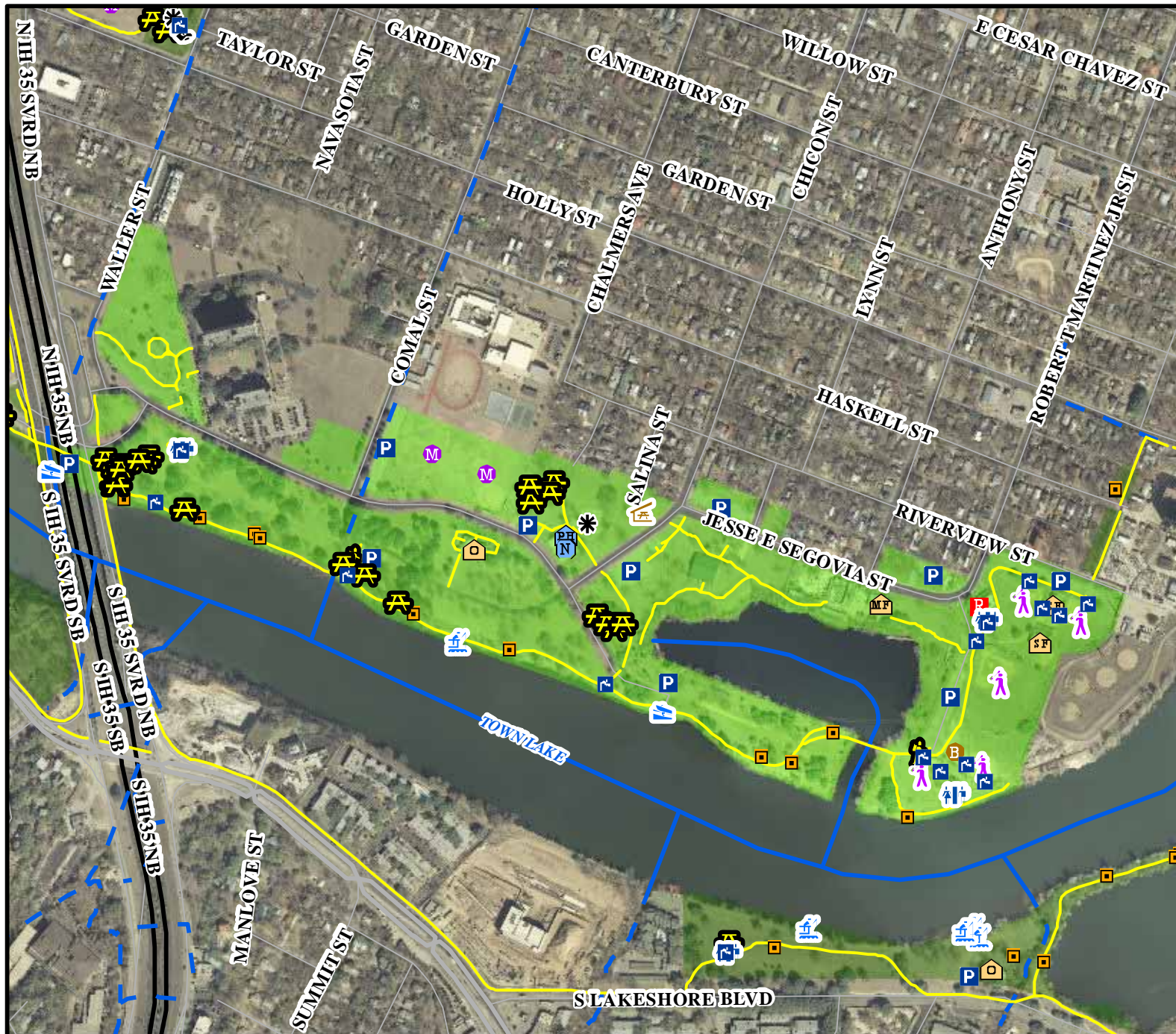
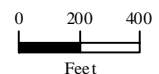
## Central District

2101 Jesse E Segovia St.

### Legend

-  Drinking Fountains
-  Restrooms
-  Neighborhood
-  Fishing/Boat Dock
-  Boat Ramp
-  Swings
-  Playscapes
-  Picnic Tables
-  Picnic Shelter
-  Special Purpose Pavilion
-  Benches
-  Basketball Courts
-  Baseball/Softball Fields
-  Multipurpose Fields
-  Parking Lots
-  Recreation Centers
-  Pool House
-  Maintenance Facility
-  Other
-  Sports Facility
-  Authorized Trail Access
-  Unauthorized Trail Access
-  Authorized Trails
-  Unauthorized Trails
-  Creeks and Drainage
-  Other City of Austin Parks
-  Edward Rendon Sr. Park at Festival Beach

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# Edward Rendon Sr. Metro Park at Festival Beach

22 March 2011 AH





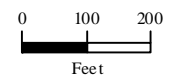
## South District

6001 Manchaca Rd.

### Legend

- Drinking Fountains
- Restrooms
- Municipal Pools
- Swings
- Playscapes
- BBQ Pits
- Picnic Tables
- Picnic Shelter
- Special Purpose Pavilion
- Benches
- Basketball Courts
- Baseball/Softball Fields
- Parking Lots
- Maintenance Facility
- Pool House
- Authorized Trail Access
- Unauthorized Trail Access
- Authorized Trails
- Unauthorized Trails
- Creeks and Drainage
- City of Austin Parks

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# Garrison District Park

22 March 2011 AH



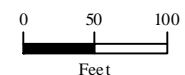


**South District**  
2410 Durwood Ave.

### Legend

- Drinking Fountains
- Restrooms
- Neighborhood Pools
- Swings
- Playscapes
- BBQ Pits
- Picnic Tables
- Benches
- Basketball Courts
- Multipurpose Fields
- Parking Lots
- Pool Maintenance
- Authorized Trail Access
- Unauthorized Trail Access
- Authorized Trails
- Unauthorized Trails
- Creeks and Drainage
- City of Austin Parks

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**Gillis Neighborhood Park**

22 March 2011 AH





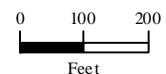
## Northeast District

3811 E 12th St.

### Legend

- Drinking Fountains
- Restrooms
- Neighborhood Pools
- Swings
- Playscapes
- BBQ Pits
- Picnic Tables
- Picnic Shelter
- Special Purpose Pavilion
- Benches
- Basketball Courts
- Tennis Courts
- Baseball/Softball Fields
- Parking Lots
- Recreation Centers
- Pool House
- Theatre
- Authorized Trails
- Unauthorized Trails
- Creeks and Drainage
- City of Austin Parks

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# Givens District Park

22 March 2011 AH





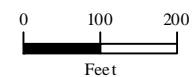
## Northeast District

5200 Bolm Rd.

### Legend

- Drinking Fountains
- Restrooms
- Neighborhood Pools
- Swings
- Playscapes
- BBQ Pits
- Picnic Tables
- Benches
- Basketball Courts
- Volleyball Courts
- Baseball/Softball Fields
- Multipurpose Fields
- Parking Lots
- Pool Maintenance
- Sports Facility
- Authorized Trails
- Unauthorized Trails
- Creeks and Drainage
- Other City of Austin Parks
- Govalle

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# Govalle Neighborhood Park

23 March 2011 AH





# Gullett School Park

23 March 2011 AH

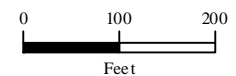


Northwest District  
3105 Hunt Trl.

## Legend

- Swings
- Playscapes
- Picnic Tables
- Picnic Shelter
- Special Purpose Pavilion
- Benches
- Basketball Courts
- Baseball/Softball Fields
- Multipurpose Fields
- Parking Lots
- Authorized Trails
- Unauthorized Trails
- Creeks and Drainage
- City of Austin Parks

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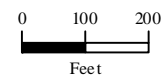
## Northeast District

1101 E Rundberg Ln.

### Legend

- P Parking Lots
- R Recreation Centers
- Authorized Trails
- Unauthorized Trails
- Creeks and Drainage
- City of Austin Parks

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# Gustavo "Gus" L. Garcia District Park

23 March 2011 AH

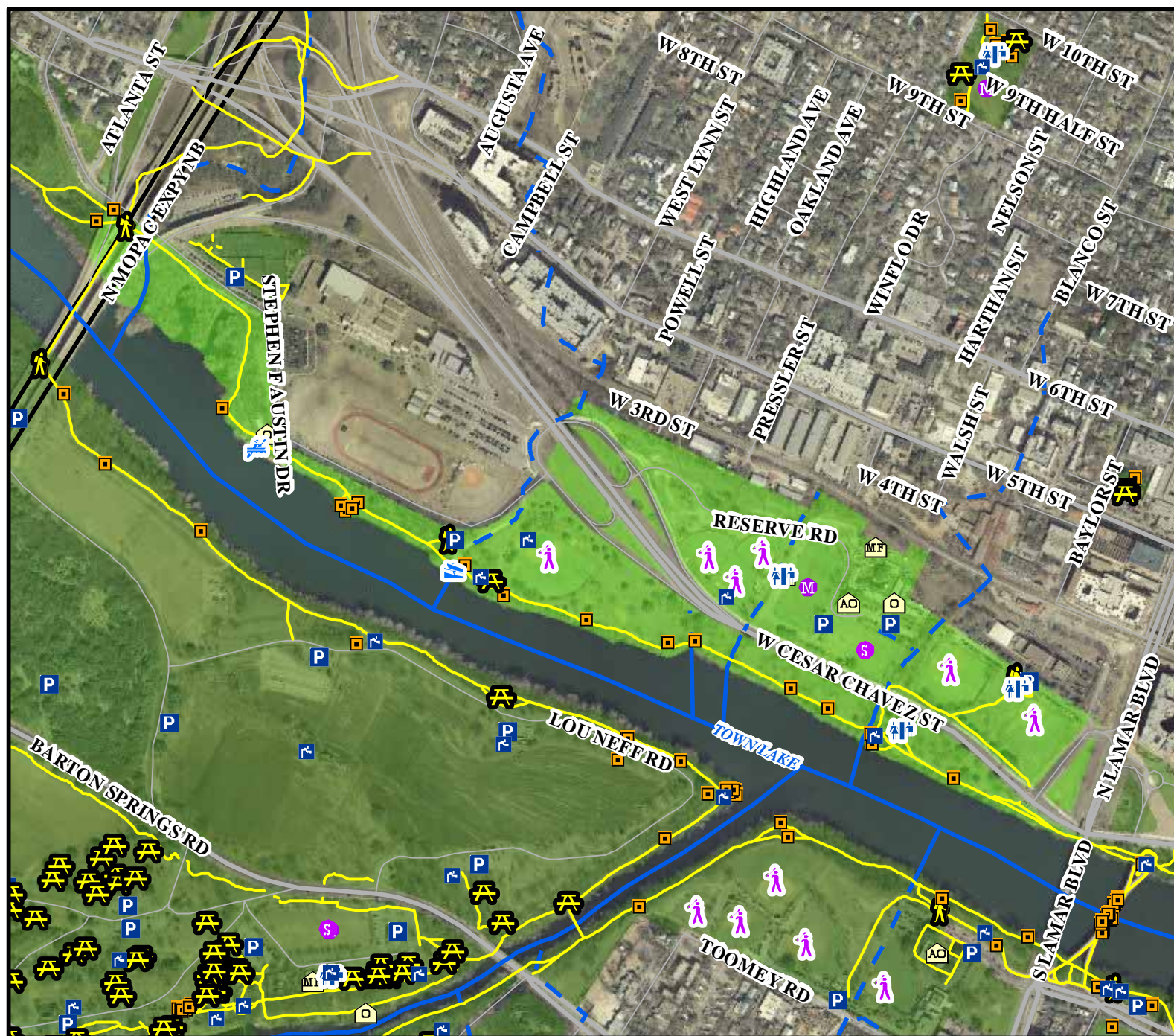
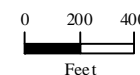


## Central District 1200 W Cesar Chavez St.

### Legend

-  Drinking Fountains
-  Restrooms
-  Boat/Canoe Dock
-  Boat/Canoe Ramp
-  Picnic Tables
-  Benches
-  Baseball/Softball Fields
-  Multipurpose Fields
-  Parking Lots
-  Sports Facility
-  Maintenance Facility
-  Admin. Office
-  Other
-  Authorized Trail Access
-  Unauthorized Trail Access
-  Authorized Trails
-  Unauthorized Trails
-  Creeks and Drainage
-  Other City of Austin Parks
-  Lamar Beach at Town Lake

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# Lamar Beach at Town Lake Metro Park






















11 April 2011 AH



## South District

7609 Longview Rd.

### Legend

-  Drinking Fountains
-  Restrooms
-  Swings
-  Playscapes
-  BBQ Pits
-  Picnic Tables
-  Picnic Shelter
-  Special Purpose Pavilion
-  Benches
-  Sink Hole
-  Cemetery
-  Basketball Courts
-  Multipurpose Fields
-  Parking Lots
-  Authorized Trail Access
-  Unauthorized Trail Access
-  Authorized Trails
-  Unauthorized Trails
-  Creeks and Drainage
-  Other City of Austin Parks
-  Longview

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0 50 100  
Feet



# Longview Neighborhood Park

11 April 2011 AH





# Lucy Read School Park

11 April 2011 AH

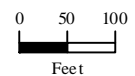


Northwest District  
7509 Silvercrest Dr.

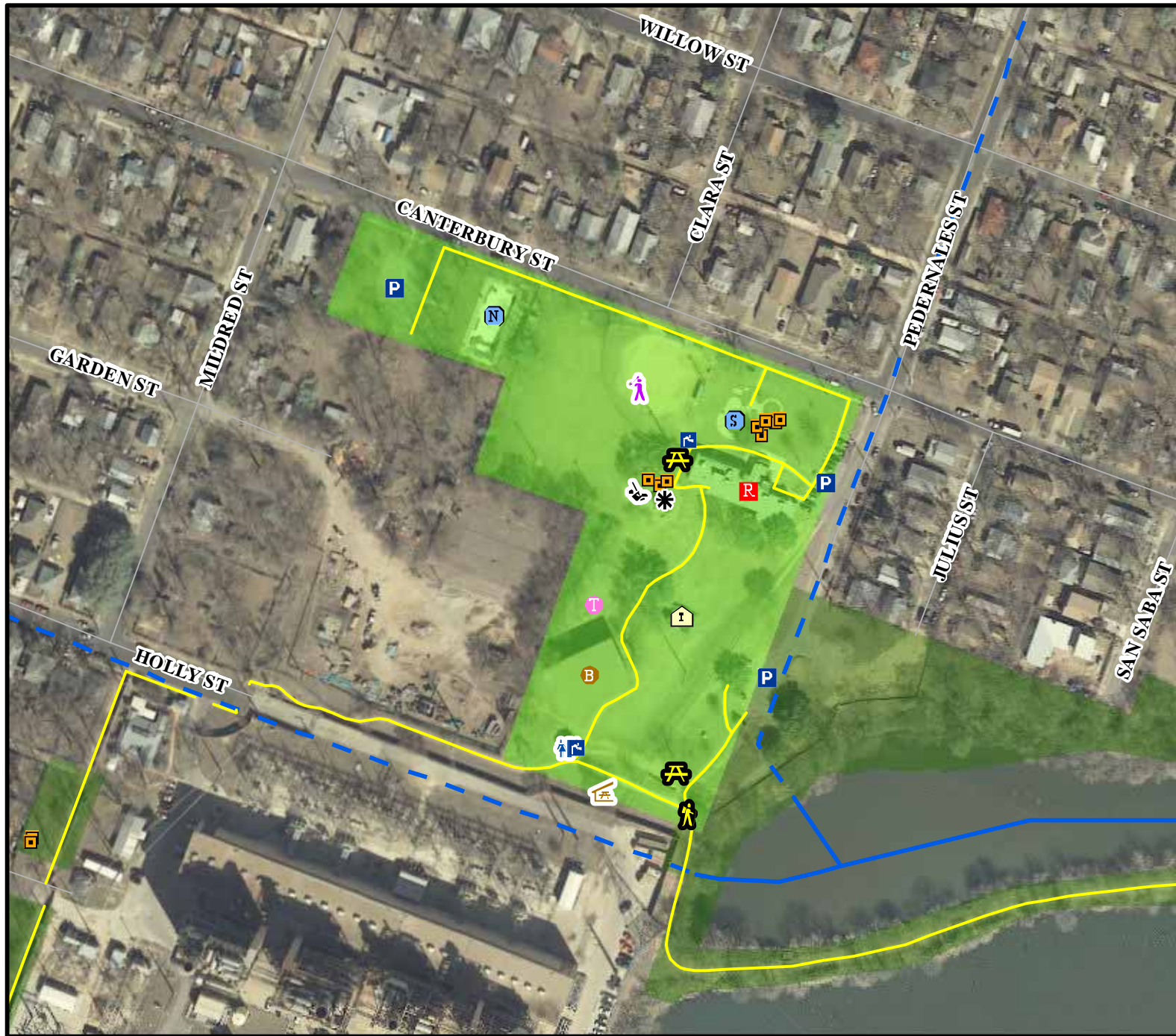
## Legend

- Swings
- Playscapes
- Picnic Tables
- Basketball Courts
- Soccer Fields
- Parking Lots
- Creeks and Drainage
- Other City of Austin Parks
- Lucy Read

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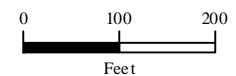
## Central District

2407 Canterbury St.

### Legend

- Drinking Fountains
- Restrooms
- Neighborhood Pools
- Splash Pad
- Swings
- Playscapes
- Picnic Tables
- Picnic Shelter
- Special Purpose Pavilion
- Benches
- Basketball Courts
- Tennis Courts
- Baseball/Softball Fields
- Parking Lots
- Recreation Centers
- Theatre
- Authorized Trail Access
- Unauthorized Trail Access
- Authorized Trails
- Unauthorized Trails
- Creeks and Drainage
- Other City of Austin Parks
- Metz

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# Metz Neighborhood Park

11 April 2011 AH



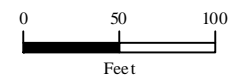


**South District**  
901 Vasquez St.

## Legend

- Drinking Fountains
- Restrooms
- Baseball/Softball Fields
- Parking Lots
- Creeks and Drainage
- Other City of Austin Parks
- Montopolis Practice Fields

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# Montopolis Practice Fields Special Park



















11 April 2011 AH



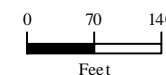
## Northwest District

10225 Talleyran Dr.

### Legend

-  Drinking Fountains
-  Restrooms
-  Swings
-  Playscapes
-  BBQ Pits
-  Picnic Shelter
-  Special Purpose Pavilion
-  Benches
-  Basketball Courts
-  Multipurpose Fields
-  Parking Lots
-  Authorized Trail Access
-  Unauthorized Trail Access
-  Authorized Trails
-  Unauthorized Trails
-  Creeks and Drainage
-  Other City of Austin Parks
-  Northwest Balcones

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# Northwest Balcones Neighborhood Park


















13 April 2011 AH



## Northeast District

307 Chicon St.

### Legend

-  Drinking Fountains
-  Restrooms
-  Wading
-  Swings
-  Playscapes
-  BBQ Pits
-  Picnic Tables
-  Benches
-  Basketball Courts
-  Tennis Courts
-  Baseball/Softball Fields
-  Parking Lots
-  Recreation Centers
-  Theatre
-  Creeks and Drainage
-  Other City of Austin Parks
-  Oswaldo A.B. Cantu/Pan-American



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0 50 100  
Feet



# Oswaldo A.B. Cantu/Pan-American Rec Ctr Neighborhood Park

18 April 2011 AH



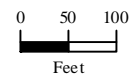


**Northeast District**  
2608 Gonzales St.

### Legend

- Drinking Fountains
- Neighborhood Pools
- Swings
- Playscapes
- BBQ Pits
- Picnic Tables
- Benches
- Basketball Courts
- Volleyball Courts
- Baseball/Softball Fields
- Parking Lots
- Recreation Centers
- Theatre
- Authorized Trails
- Unauthorized Trails
- Creeks and Drainage
- Other City of Austin Parks
- Parque Zaragoza

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# Parque Zaragoza Neighborhood Park

18 April 2011 AH



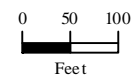


**Northwest District**  
4800 Fairview Dr.

### Legend

- Drinking Fountains
- Swings
- Playscapes
- Picnic Tables
- Picnic Shelter
- Special Purpose Pavilion
- Benches
- Basketball Courts
- Tennis Courts
- Multipurpose Fields
- Parking Lots
- Authorized Trails
- Unauthorized Trails
- Creeks and Drainage
- Other City of Austin Parks
- Perry

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# Perry Neighborhood Park

18 April 2011 AH



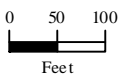


Northwest District  
8500 Rockwood Ln.

Legend

- Drinking Fountains
- Swings
- Playscapes
- Fitness Stations
- Picnic Tables
- Basketball Courts
- Multipurpose Fields
- Parking Lots
- Authorized Trails
- Unauthorized Trails
- Creeks and Drainage
- Other City of Austin Parks
- Pillow

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Pillow School Park

18 April 2011 AH





**South District**  
1100 Cumberland Rd.

### Legend

- Drinking Fountains
- Swings
- Playscapes
- BBQ Pits
- Picnic Tables
- Benches
- Basketball Courts
- Tennis Courts
- Multipurpose Fields
- Parking Lots
- Recreation Centers
- Authorized Trails
- Unauthorized Trails
- Creeks and Drainage
- Other City of Austin Parks
- South Austin

This map has been produced by the Parks and Recreation Department for the sole purpose of geographic reference. No warranty is made by the City of Austin regarding specific accuracy or completeness.



**South Austin Neighborhood Park**

9 May 2011 AH



## Northwest District

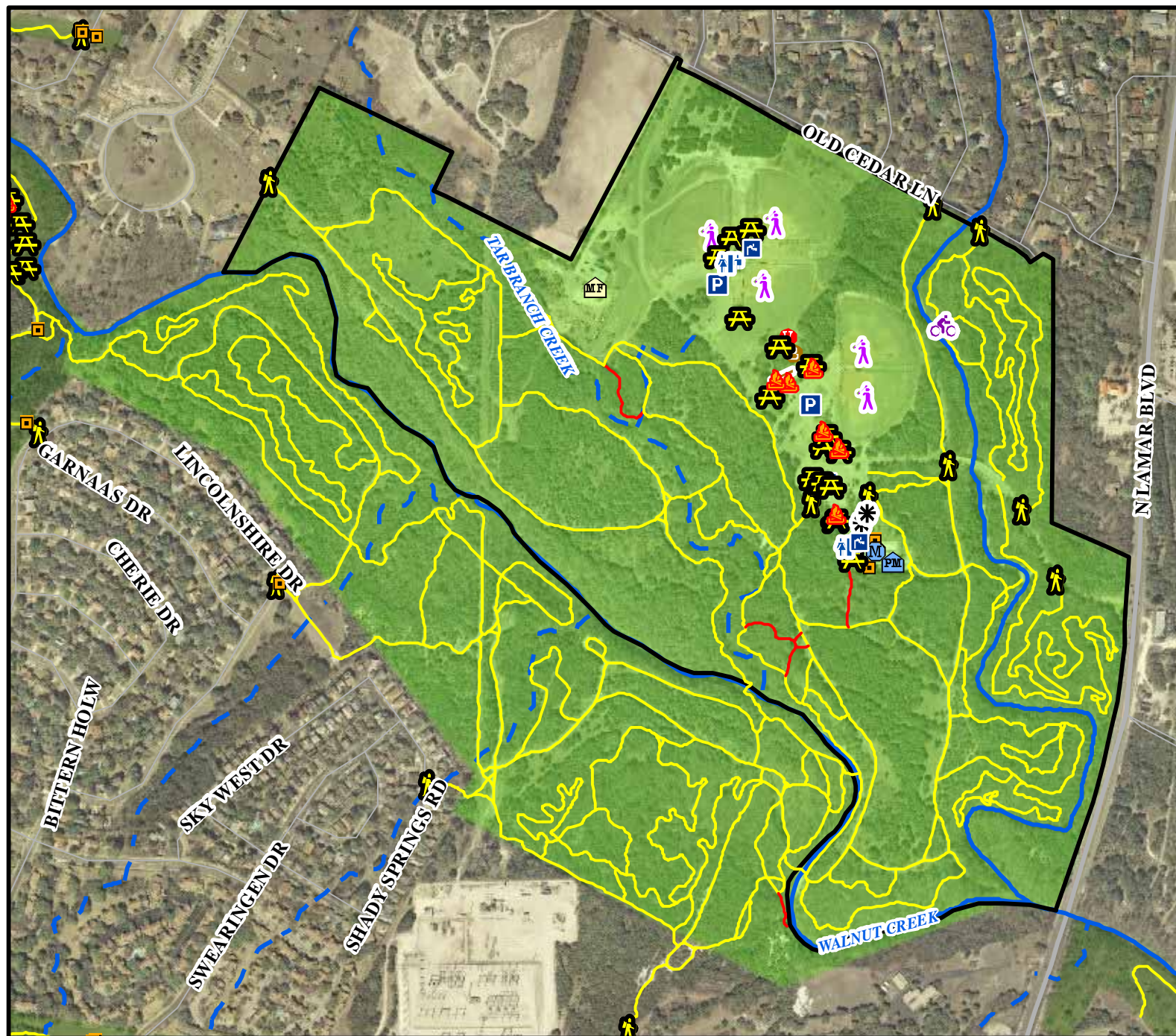
12138 N Lamar Blvd.

### Legend

-  Drinking Fountains
-  Restrooms
-  Municipal Pools
-  Playscapes
-  BBQ Pits
-  Picnic Tables
-  Picnic Shelter Pavilion
-  Special Purpose Pavilion
-  Benches
-  BMX Area
-  Basketball Courts
-  Volleyball Courts
-  Baseball/Softball Fields
-  Parking Lots
-  Maintenance Facility
-  Pool House
-  Pool Maintenance
-  Authorized Trailhead
-  Unauthorized Trailhead
-  Authorized Trails
-  Unauthorized Trails
-  Dog Off-Leash Areas
-  Creeks and Drainage
-  Other City of Austin Parks
-  Walnut Creek Park

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0 190 380  
Feet



# Walnut Creek Metropolitan Park

10 May 2011 AH



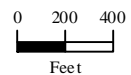


## Central District 2100 Barton Springs

### Legend

- Drinking Fountains
- Restrooms
- Municipal Pool
- Swings
- Playcapes
- BBQ Pits
- Picnic Tables
- Gazebos
- Picnic Shelter Pavilion
- Special Purpose Pavilion
- Benches
- Basketball Courts
- Volleyball Courts
- Baseball Softball Fields
- Multipurpose Fields
- Parking Lots
- Recreation Centers
- Garden Center
- Cultural Facility
- Caretaker's House
- Maintenance Facility
- Other Buildings
- Theatre
- Authorized Trailhead
- Unauthorized Trailhead
- Authorized Trails
- Unauthorized Trails
- Disc Golf Fairways
- Regular Golf Fairways
- Dog Off-Leash Areas
- Creeks and Drainage
- Other City of Austin Parks
- Zilker Park

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# Zilker Metropolitan Park

11 May 2011 AH