

Charlotte County
Community Services Department

Parks and Natural Resources Division
Levels of Maintenance and Operations
Modes and Standards

Parks Maintenance

Mode 1

Visited Daily: High level of intensive and frequent maintenance associated with high visitation premier parks. The goal is to provide a clean and safe environment; maintenance includes more extensive work that would surpass other service level areas.

Park is visited a minimum of once per day, 7 days per week to perform a visual inspection to include general site conditions, playground safety, electrical outlets, water fountains and hose bibs, sport courts, pests (fire ants, bees, rodents) and restrooms.

Trash/recycling is removed when bags are over 1/3rd full, food, bugs or odor is present. Pick-sticking park property to include parking lot and perimeter. Quantity of receptacles should be plentiful enough to hold all trash generated between servicing without routine overflowing.

Sweeping, cleaning and washing of surfaces should be done daily and include blowing off of pavilions, playgrounds, pay stations, boardwalks, sidewalks and parking areas so that accumulation of dirt and leaves distract from the appearance or safety of the area. Parks with playgrounds should include raking of mulch under swings and slide exits. Graffiti should be washed off or painted over the next working day after application.

Repairs to all elements should be done immediately upon discovery provided replacement parts and technicians are available to accomplish the job; work orders should be submitted immediately. When disruption to the public might be major and the repair not critical, repairs may be postponed to a time period which is least disruptive. Features/elements including BBQ grills, bike racks, dog parks, dog waste stations, fitness equipment, flag poles, water fountains should be maintained on the highest possible level.

Mode 2

Visited 5/week: High level maintenance associated with well-developed park areas with reasonably high visitation. The goal is to provide areas that are safe, neat and orderly in their appearance.

Park is visited 5 days per week to perform a visual inspection to include general site conditions, playground safety, electrical outlets, water fountains and hose bibs, sport courts, pests (fire ants, bees, rodents) and restrooms.

Trash/recycling is removed when bags are over 1/2 full, food, bugs or odor is present. Pick-sticking park property to include parking lot and perimeter. Off-site movement of trash dependent on size of containers and use by the public.

Sweeping, cleaning and washing of surfaces should be done 3 times per week and include blowing off of pavilions, playgrounds, pay stations, boardwalks, sidewalks and parking areas so that accumulation of dirt and leaves distract from the appearance or safety of the area. Graffiti should be washed off or painted over within 48 hours. Parks with playgrounds should include raking of mulch under swings and slide exits.

Work orders should be submitted by close of business whenever safety, function or bad appearance is in question. When disruption to the public might be major and the repair not critical, repairs may be postponed to a time period which is least disruptive. Features/elements including BBQ grills, bike racks, dog parks, dog waste stations, fitness equipment, flag poles, water fountains should be maintained for safety, function and appearance.

Mode 3

Visited 3/week: Moderate level maintenance associated with moderately developed parks with moderate to low levels of visitation or budget imposed maintenance restrictions. The goal is to provide areas that are generally neat and orderly with some tolerance to the effects of wear and tear.

Park is visited 3 days per week to perform a visual inspection to include general site conditions, playground safety, electrical outlets, water fountains and hose bibs, sport courts, pests (fire ants, bees, rodents) and restrooms.

Trash/recycling is removed when bags are over ½ full, food, bugs or odor is present. Pick-sticking park property to include parking lot and perimeter. High use may dictate higher levels during season.

Sweeping, cleaning and washing of surfaces should be done 2 times per week and include blowing off of pavilions, playgrounds, pay stations, boardwalks, sidewalks and parking areas so that accumulation of dirt and leaves distract from the appearance or safety of the area. Graffiti should be washed off or painted over within 5 business days. Parks with playgrounds should include raking of mulch under swings and slide exits.

Work orders should be submitted weekly unless safety or function is in question. Features/elements including BBQ grills, bike racks, dog parks, dog waste stations, fitness equipment, flag poles, water fountains should be maintained for function and safety.

Mode 4

Visited Weekly: Moderately low level associated with low level of development, low visitation, or remote parks. The goal is to provide areas that are generally neat and orderly with tolerance to the effects of wear and tear.

Park is visited weekly to perform a visual inspection to include general site conditions, playground safety, electrical outlets, water fountains and hose bibs, sport courts, pests (fire ants, bees, rodents) and restrooms.

Trash/recycling is removed when bags are over ½ full, food, bugs or odor is present. Pick-sticking park property to include parking lot and perimeter. Complaint may increase level above one servicing.

Sweeping, cleaning and washing of surfaces should be done 1 times per week and include blowing off of pavilions, playgrounds, pay stations, boardwalks, sidewalks and parking areas so that accumulation of dirt and leaves distract from the appearance or safety of the area. Graffiti should be washed off or painted over within 10 business days. Parks with playgrounds should include raking of mulch under swings and slide exits.

Work orders should be submitted bi-weekly unless safety or function is in question. Features/elements including BBQ grills, bike racks, dog parks, dog waste stations, fitness equipment, flag poles, water fountains should be maintained to allow safe use.

Mode 5

Visited Monthly: Minimum maintenance level undeveloped parks, remote parks and/or designated reduced service parks. The goal is to provide areas that are safe.

Park is visited monthly to perform a visual inspection to include general site conditions and safety concerns.

Trash/recycling is removed monthly or on *complaint basis*. Pick-sticking park property to include parking lot and perimeter.

Serviced when safety is consideration. Sweeping, cleaning and washing of surfaces should be done on a complaint basis and include blowing off of pavilions, playgrounds, pay stations, boardwalks, sidewalks and parking areas so that accumulation of dirt and leaves distract from the appearance or safety of the area. Graffiti should be washed off or painted over within 15 business days.

Work orders should be submitted monthly unless safety or function is impaired; should have same year service on poor appearance. Features/elements including BBQ grills, bike racks, dog parks, dog waste stations, fitness equipment, flag poles, water fountains should be serviced based on lowest acceptable frequency for feature or removed.

Ballfields Maintenance

Mode 1

High level of intensive and frequent maintenance associated with high usage fields. The goal is to provide clean and safe field conditions above recreational levels; maintenance includes more extensive work that would surpass other service level areas. These fields are used for tournaments, league play and pickup games are allowed when they don't interfere with scheduled games or maintenance. Fields are staffed 7 days per week. Event/tournament staffing 3 FTE for initial prep up to 5 fields; 4 FTE for a full day of service.

Grass height maintained according to species and variety of grass. Mowed at least every other day. Aerate a minimum of four times per year. Over seeding annually or as needed; full field re-sodding as every 5 years. Weed control should be practiced so that no more than 20% of the surface has weeds present.

Pest control program is varied and may include 1. Integrated pest management withholding controls measures until pests demonstrate damage to plant materials 2. Preventative scheduled chemical or cultural program application to prevent significant damage, and/or 3. Corrective applications of chemical or mechanical controls to eliminate observed problems. The maintenance goal is that problems will either be prevented or observed at a very early stage and corrected immediately.

Daily/weekly field prep includes Ballfields to be kept safe and playable through regular dragging/raking to ensure a level-consistent surface; care is taken to avoid lip buildup along infield/outfield transition line. Fencing to be maintained in a manner such that the majority of original material is of good integrity and condition. Bleacher should be intact, seating surface is clean, smooth, and free of any sharp edges or protrusions and secured to concrete pads which are clean and clear of any mold or debris. Pitching mound are sized and sloped to meet infield construction specs. Fields that have been reserved shall be lined for specific user/age groups. Paint turf athletic fields lines with a non-toxic paint that does not harm turf; batter boxes are properly installed and lined. Dugout surfaces should be free of glass, litter, debris, and trip hazards.

Mode 2

Moderate level of maintenance associated with high usage fields. The goal is to provide clean and safe field conditions at base recreational levels. These fields are used for tournaments, league play and pickup games are allowed when they don't interfere with scheduled games or maintenance. Fields are staffed Monday through Friday. Event/tournament staffing 2 FTE for initial prep up to 5 fields; 4 FTE for a full day of service.

Grass cut once every 2-3 working days, but no less than every 5 working days. Aeration as required but not less than two times per year. Re-seeding or sodding when bare spots are present; full field re-sodding as every 10 years. Weed control practiced when weeds present visible problem or when weeds represent 10 percent of the turf surface. Some pre-emergent products may be utilized at this level.

Pest control program is done when disease or insects are inflicting noticeable damage with limited preventative measures such as systemic chemical treatment and limited cultural prevention. The maintenance goal allows for toleration of minor issues with little impact to the public.

Ballfields to be kept safe and playable through pre-game/practice dragging/raking. Fencing to be maintained in a manner such that at least 50% of original material is of good integrity and condition. Bleacher should be intact and free of any sharp edges or protrusions. Pitching mound are sized and sloped to meet infield construction specs. Fields that have been reserved for games shall be lined for specific user/age groups. Paint turf athletic fields lines with a non-toxic paint that does not harm turf; batter boxes are properly installed and lined. Prior to reservation, dugout surfaces should be free of glass, litter, debris, and trip hazards.

Mode 3

Moderately low-level maintenance associated with moderate field usage or budget imposed maintenance restrictions. The goal is to provide fields that are generally neat and orderly with tolerance to the effects of wear and tear. These fields experience moderate visitation, may have league or individual team play and neighborhood pickup games. Event/tournament staffing 1 FTE for initial prep up to 5 fields maximum one multi-location tournament/month; no full day support.

Cut once every 5 working days. Normally not aerated unless turf quality indicates a need or in anticipation of an application of fertilizer. Re-seeding or re-sodding done only when major bare spots appear. Weed control measures normally used when 50 percent of small areas are weed infested, limited pre-emergent products may be utilized at this level.

Pest control is done only on epidemic or serious complaint basis. The maintenance goal it to ensure the health or survival of the plant material when it is threatened.

Ballfields to be kept safe and playable through pre-game dragging/raking. Fencing to be maintained in a manner such that the original material is of fair integrity and condition. Bleacher should be intact and free of any sharp edges or protrusions. Pitching mound are sized and sloped to meet infield construction specs. Fields that have been reserved for games shall be lined for specific user/age groups. Paint turf athletic fields lines with a non-toxic paint that does not harm turf; batter boxes are properly installed and lined. Prior to reservation, dugout surfaces should be free of glass and trip hazards.