Parks Operation Yearly Timeline

Work Plan

- Irrigation Startup
- Start Raw Water Maintenance cycle
- Change over Equipment from snow to mow
- First Monday in Feb Post Seasonal Jobs
- First Week of March Start Seasonal Interviews
- First Week of April Prep Facilities for Opening.
- Start On-call Second Monday of April.
- Open Facilities second Monday in April
- Pre-Emergent/Fertilizer start Last Week of March
- Snow Removal
- Park Inspections (Three times a week)
- Trash Collection (Five Days a Week)

- Mowing Operations First Week in April-Last Week of October
- Parks/Greenway/Right-Of-Way Maintenance
  - Weed Control
  - Zone Inspections (Five times a week)
  - Horticulture and Bed Maintenance
  - Trash Removal
  - Aeration/ Fertilization
- Facility Maintenance
  - Back Flow testing /Repairs
  - Irrigation Monitoring/Repair
  - Raw Water PM/Repair
  - Electrical Audits/Repair
  - Corrective Maintenance
  - DDA/Civic Regular Maintenance
- Start Weekend Trash Collection (Seven Days a Week)

- Irrigation Shutdown
- End pump maintenance cycle
- Change over equipment
- Second Sunday in October Park Facilities Closed
- Fall Cleanup
- Snow Removal
- Park Inspections (3 times a week)
- Trash Collection (Five Days a Week)
- End On-Call Second Sunday in October

Community Parks- Sandstone, Garden Acres, and Clark Facilities open First Saturday in March and close Second Sunday in November

January | February | March | April | May | June | July | August | September | October | November | December

Shrub Bed and Tree Rings/Playground Audit and Repairs/Electrical Audits/Path Maintenance/Graffiti Removal

Operations Planning

- Recreation Yearly Event Planning (January)
- Mow Maps Review for next operating Year
- Budget Planning for next operating year
- CIP Planning with Natural Resources and Engineering
- Renewal Planning with Natural Resources
- Vehicle Replacement

ASSESS AND EVALUATE WORK PLAN
Clean, Green and Safe

- Review and Update Contracts and Work Plans OCT-DEC
- Reviewing Snow Plan Mid. September
- Review OPS Plan OCT-DEC
- Yearly Safety Training Review and Publish in December
- NIP Review
- Lifecycle planning for CIP/PIF funds

As of: 27 December 2017