

*City of San Ramon Parks and Community Services  
Master Plan Update and Strategic Action Plan  
Appendices*

***Appendix 8.1  
Existing Maintenance Standards for City Parks***

**PARKS MAINTENANCE STANDARDS**

Maintenance Activity	Level "A"	Level "B"	Level "C"	Level "D"	Comment
Playground Maintenance & Inspection	<p><b>Playground are serviced on a 7-5-3 day a week schedule based on public demand and use. Potential hazards are identified and corrected in a time appropriate manner. Surfacing material is level, uncompacted. Public reports/complaints are responded to within one day depending on the nature/severity.</b></p> 	<p>Playground areas are cleaned and groomed five days per week. Surfacing may appear unlevel and/or compacted at some sites on unscheduled days. Public reports/complaints are responded to within one day depending on the nature/severity.</p>	<p>Playground areas are cleaned and groomed three days per week. Surfacing may be unlevel and/or compacted at some sites between visits. Playground area and equipment hazards may go undetected between visits. Public reports/complaints are responded to within one day depending on the nature/severity.</p>	<p>Playground area are cleaned and groomed once per week. Surfacing may be unlevel and/or compacted at some sites between visits. Playground area and hazards may go undetected between visits. Public reports/complaints are responded to within one day depending on the nature/severity.</p>	

**PARKS MAINTENANCE STANDARDS**

Maintenance Activity	Level "A"	Level "B"	Level "C"	Level "D"	Comment
Water Management	<p><b>Landscapes are irrigated for maximum performance, appearance and optimum plant health. Landscape is watered at a target rate of 100% of actual ET. Trees, shrubs, turf grass and ground cover will appear healthy and will be attractive year round.</b></p> 	<p><b>Landscapes are irrigated to maintain acceptable performance and appearance. Some plant injury is tolerable. Landscape is watered at 90% actual ET. Turf grass may exhibit some discoloration and browning during periods of high temperature. Ground cover and Perennial flowers May be stressed and lack an appearance of vigorous growth.</b></p>	<p>Landscapes receive limited irrigation. Trees and shrubs prevail. Severe turf and plant injury occurs during warmer months. Landscape watered at 80% or less of actual ET. Shrubs may exhibit a stressed appearance during periods of high temperatures. Turf grasses and ground cover plantings and perennial flowers may progressively begin to die.</p>	<p>Landscapes are watered minimally for trees or not at all. All but the heartiest native shrubs, ground covers and perennial plantings will fail. Turf grass areas will die.</p>	<p>Target for irrigation is based on 100% of actual evapo-transpiration (ET) Turf is Level A Shrub landscape is Level B</p>
Irrigation Maintenance	<p><b>Irrigation monitored daily through central control system. Alerts repaired within twenty-four hours. Damage to landscape is usually minimal. Healthy plants. No standing water or over watering.</b></p>	<p>Alerts repaired within three days - Moderate damage to landscape may occur. Plants may wilt and/or die. Less than optimal growth is expected.</p>	<p>Alerts repaired within seven days - Severe damage to landscape may occur. Plants may wilt and/or die especially during periods of high temperatures.</p>	<p>Alerts repaired within fourteen days - Severe damage to landscape is likely.</p>	
Litter/Garbage Removal	<p><b>Litter and garbage accumulation is removed daily. Grounds appear neat and clean.</b></p>	<p><b>Litter and garbage accumulation is removed five days a week. Parks may appear unkept depending on Park site and volume of users.</b></p>	<p><b>Litter and garbage accumulation is removed three times a week. Parks may appear unkept depending on Park site and volume of users.</b></p>	<p>Litter and garbage accumulation is removed once per week. Parks will appear unkept depending on Park site and volume of users.</p>	<p>7 Day Parks = Level A      5 Day Parks = Level B      3 Day Parks = Level C</p>

**PARKS MAINTENANCE STANDARDS**

Maintenance Activity	Level "A"	Level "B"	Level "C"	Level "D"	Comment
Restroom Cleaning/stocking supplies	<b>Restrooms are serviced on a 7-5-3 day a week schedule based on public demand and use. Restrooms are stocked with supplies and appear reasonably clean and sanitary at all times. Public reports/complaints are responded to within one day depending on the nature/severity.</b>	Restrooms are cleaned and restocked 3 times per week. Between scheduled service days, restrooms may appear unkept and lack supplies. Public reports/complaints are responded to within one day depending on the nature/severity.	Restrooms are cleaned 2 times per week. Between scheduled service days, restrooms may appear unkept and lack supplies depending upon Park site and volume of users. Public reports/complaints are responded to within one day depending on the nature/severity.	Restrooms are cleaned once a week and open during weekends only, Restrooms at some site may be closed permanently.	
Other/Misc. projects	All Projects are completed on time and on budget through out the year as scheduled.	<b>Most all projects are completed as scheduled through out the year.</b>	A very limited number of projects are scheduled and completed through out the year.	No other projects are scheduled or completed during the year.	
Hardscape Surfaces (blowing, cleaning, power-washing)	<b>Hardscape surfaces are power blown daily. Surfaces are clean and hazard free. Power washing of concrete areas is performed as needed.</b>	<b>Hardscape surfaces are power blown five times per week. Some debris accumulation between visits.</b>	<b>Hardscape surfaces are power blown three times per week. Sand and debris accumulation around playgrounds may pose slipping hazards.</b>	Hardscape surfaces are power blown once per week. Area appears unkept. Sand and debris accumulation around playgrounds may pose slipping hazards.	7 Day Parks = Level A Day Parks = Level B Day Parks = Level C  5 3
Soccer Field Maintenance (walk and inspect fields for hazards) Make repairs.	<b>Soccer fields are maintained twice per week. Fields are safe, playable and attractive. Aerating is performed quarterly.</b>	<b>Soccer fields are maintained once per week. Fields are generally safe. Aerating is performed twice per year.</b>	Soccer fields are maintained twice per month. Turfgrass is tall and unkept. Running is difficult. Thatch and aerating is performed every other year.	Soccer fields are maintained once per month. difficult. Thatch and aerating is performed every third year.	Some fields are level "B".

**PARKS MAINTENANCE STANDARDS**

Maintenance Activity	Level "A"	Level "B"	Level "C"	Level "D"	Comment
Baseball Field Maintenance, infields & outfields (seasonal).	<b>Baseball fields maintained twice per week. Fields are safe and attractive during season. Grass infields are mowed short. Thatch and aerating is performed quarterly.</b>	<b>Baseball fields maintained once per week. Fields are generally safe but less attractive. Lips form on infield edges. Infield turf is not mowed short. Thatch and aerating performed twice per year.</b>	Baseball fields are maintained twice per month. Turfgrass is tall and unkept. Thatch and aerating is performed every other year.	Baseball fields are maintained once per month or less. Turfgrass is very tall and play on the fields is difficult. Thatch and aerating occur every third year.	Schools parks skinned infield are level "B".
Weed Control (manual, chemical, mechanical)	<b>Park sites and Landscaped areas are kept virtually weed free. Pre-emergent applied seasonally. 1% weed cover tolerance.</b>	Park sites areas are kept relatively free of weeds. 5% to 10% weed cover tolerance.	Weeds are pulled or sprayed quarterly. Up to 30% weed cover tolerance between services.	Weeds are cut and/or sprayed when a safety or health issue is present or if condition threatens significant property value loss. Up to 100% weed cover tolerance between services. typically non landscaped right of ways and low use low visibility areas,	
Tennis/Basketball/Volleyball/ Bocce Courts Cleaning & Inspect nets, fences, etc. for replacement/repair	<b>Maintenance occurs twice per month during spring, summer and fall. Courts appear clean and attractive. Court surface life is extended.</b>	Maintenance occurs once per month during spring, summer and fall. Courts may appear dirty, dusty and unattractive between cleanings. Court surface life is potentially reduced.	Maintenance occurs four times a year. Courts are dirty, dusty and unattractive and may have moss and weeds between scheduled services.	Maintenance occurs two times a year. Courts are dirty, dusty, bumpy and unattractive. Weeds and moss are present between scheduled services. Nets, fences, etc. may not be repaired until scheduled maintenance occurs.	Adjust to level B beginning July 2010.
Turf Fertilization	<b>Turf is fertilized five to six times per year. Turf is vigorous and healthy. Sports turf holds up better to high use and recuperates faster from wear and tear.</b>	<b>Turf is fertilized three to four times per year. Turf may show extensive signs of wear and tear. Some yellowing and poor vigor will be noticed in some areas.</b>	Turf is fertilized two times per year. Stress, wear and tear and lack of vigorous growth may be apparent.	Turf is not fertilized. Growth of turf is sporadic. Severe yellowing due to turfgrass diseases.	Sports fields at high use community parks are level A. Reduced frequency of fertilizer and pre-emergent application. From level "A" to level "B" in FY 03-04.

**PARKS MAINTENANCE STANDARDS**

Maintenance Activity	Level "A"	Level "B"	Level "C"	Level "D"	Comment
Disease and Insect Control	<b>Preventative and corrective measures. No evidence of a pest or disease infestation.</b>	Corrective measures only. Pest infestation noticeable initially without significant damage to trees and shrubs.	Corrective measures, moderate damage is tolerable. Some infestation will be visible with some plant loss.	Corrective measures for safety and epidemic situations. Some plants will perish. Visible signs of poor health.	
Annual Color Planting	Three times per year. Healthy, vigorous stock planted. Plants removed and bed replanted before seasonal decay sets in.	Two times per year. Dead plants are removed and not replaced until next planting cycle.	One time per year. Seasonal color plantings are visible for a specific period of time.	<b>None. Seasonal color is not planted.</b>	Currently at Level D due to budget reductions
Replacment of plant material.	Plant material to be replaced within 4 weeks. Mulch is added after planting. Healthy vigorous plants with attractive appearance in all areas.	<b>During Spring and Fall, up to 100% replaced. Mulch is added around planting. Missing plants will be noticeable.</b>	One time per year, only 50% replaced. Missing plants will be noticeable for longer periods of time. Mulch over areas where plant material is missing.	One time per year 25% replaced. Missing or dead plants will be very noticeable. Mulch over missing plant material.	
Pruning Trees	As recommended by the Urban Forestry Management Plan and when needed as dictated by species to meet national pruning standards or to maintain intended design function and appearance. Maintain minimum tree per capita. Trees appear healthy with vigorous growth.	<b>A maximum of once per year up to once per 10 years, depending on species, function and location of trees or shrubs - hazardous conditions are corrected as needed. Some over growth is noticeable in smaller and more vigorous growing trees.</b>	Specialized pruning to ensure safety and repair of damaged trees and some scheduled pruning completed. Over growth is noticeable in trees. Some damage may occur in large trees during stormy weather.	Pruning for safety purposes only. Over growth is prevalent in many trees. High probability of tree damage during stormy weather.	Reduce frequency of tree pruning at all City parks from level "A" to level "B" in FY 03-04.
Shrub bed maintenance - Landscape Maintenance	Prune and shape shrubs throughout year as needed to maintain healthy appearance, and maintain intended design, function, appearance and clearance for pedestrians on pathways.	<b>Pruning of shrubs and to maintain shape and clearance of pedestrian pathways and for irrigation clearance up to three times a year. Shrub/trees may look unkept at times.</b>	Prune and shape shrubs up to two times a year to meet intended design, function and appearance. Overgrown, unkept appearance between prunings. Some hazards due to line of sight clearance.	Shrub beds are maintained to address hazardous conditions and correct functional issues. Overgrowth is prevalent on most all shrubs, unkept appearance.	Contract of landscape maintenance of shrubs started July 1, 2006. Contract reduced July 1, 2009. Contract further reduced July 1, 2010 and adjusted to level B.

**PARKS MAINTENANCE STANDARDS**

Maintenance Activity	Level "A"	Level "B"	Level "C"	Level "D"	Comment
General Turf Mowing and Edging	Mowed and edged at least weekly. Clippings are not permitted to remain on turf. Turf will appear green and healthy with a uniform quality throughout the area.	<b>Mowed weekly and edged bi-weekly from March to December and mowed bi-weekly and edged monthly from December to February. Turf will appear healthy. Growth will be noticed in between mowing and edging cycles.</b>	Mowed biweekly year round and edged monthly. Grass clippings highly visible. Turf will grow irregularly. Invasive weeds may be visible.	Mowed and edged once per month from April to November and once every sixty days from November through March. Turf areas will appear natural, weeds will be noticeable.	Service Level reduction from Level A to Level B in FY 03- 04.
Sports Turf Mowing	Mowed twice weekly during the growing season (March-November) and once weekly December-February. Turf height of cut is approximately 1 1/2"-2". Clippings are not permitted to remain on turf. Turf will appear green and healthy with a uniform quality throughout the area.	<b>Mowed once weekly during growing season. Turf height of cut is approximately 2 1/2"-3 1/2" and once every two weeks - December thru February. Turf will appear healthy. Growth will be noticed in between mowing and edging cycles. Some supplemental 2nd weekly mowing on select fields.</b>	Twice a month - At this level grass would be too tall for safe sports play. Clumps of turf clippings would cover the field after each mowing. Turf will grow irregularly. Invasive weeds will begin be noticeable,	N/A	Adjusted mowing contract to Level "B" from level "A" in FY 03/04.