

UNITE, GROW,



Denton Parks and Rec

**Park Maintenance
and Operations
Management Standards**

Park Planning and Operations Division

The Park Planning and Operations Division consists of five sub-divisions that are responsible for park development, maintenance, and care of the City's parks, trails, and athletic field, and aquatic maintenance. Staff within this division also oversee the mowing of medians, right-of-ways, parks, and various other city-owned properties.

Park Planning

This sub-division oversees park planning and design, CIP project implementation, parkland dedication and development management, grant funding, and land acquisition. Areas of control include the Integrated Pest Management Plan, Plan, Parks, Recreation, and Trails Master Plan, and the application of GIS.

Park Maintenance

This sub-division (north and south) oversees more than 4,500 acres of parkland containing 90 neighborhood, community, and linear parks, 53 miles of trails, and the maintenance of developed and undeveloped parkland, parks, playgrounds, trails, cemeteries, and amenities thereof. Ballfield maintenance crews maintain 80 athletic fields for baseball, softball, soccer, and football, located within six sports complexes throughout the City. These fields are regularly maintained and prepped daily for league play, which consists of approximately 10,000 games per year. Other areas of maintenance include irrigation, park signage, lighting, landscaping, and public irrigation, turf, trees, shrubs, and groundcover maintenance throughout the City's streetscapes, ROWs, and medians.

Landscape and Cemetery Maintenance

This sub-division maintains 370,357 square feet of landscape beds in parks, on medians, and around public buildings. Maintenance includes fertilizing, weed and litter removal, trimming, seasonal color change out, and upkeep of 38 acres of cemeteries, including litter removal, road maintenance, fence maintenance, and grave placement.

Aquatic Maintenance

This sub-division maintains a natatorium, water park, community pool, and sprayground totaling 1.3 million gallons of water throughout the year, and over annual 220,000 patrons.

Urban Forestry

This sub-division oversees the Urban Forest Master Plan with areas of interest that include long-range tree canopy, preservation, tree mitigation, and developer and project compliance. Management duties include tree planting, pruning & removal contract administration, design review, emergency response, pest management, service request-response, community engagement, and Urban Forestry Master Plan development and implementation. Guidance regarding tree-related issues is shared with other departments, including Engineering, Community Improvement Services, and Development Services.

Purpose of the Plan

The purpose of this plan is to manage forward efficiently and effectively the operational standards, classifications, and for this division and defines services performance expectations, quality standards, and frequency of service deliveries.

The objective of this plan is to maximize metrics and quantifiable outcomes to highlight and reward performance to the Parks, Recreation, and Beautification Board and City Council. The goal is to identify areas of opportunity that will influence growth, improve service integrity, and strengthen staff retention.

The application of this plan serves to apply and improve best practices against national standards and benchmarks identified by the National Recreation and Park Association (NRPA).

The expectation of this plan is to merge strategies that support the strategic plan in the form of process improvements, utilization of technology, asset and inventory management, volunteer outreach, and project completion efficiency.



Service Level Classifications | Maintenance Standards

LEVEL ONE | Parks and Open Spaces

Maintenance applications associated with city parks such as North Lakes Park, Quakertown Park, and South Lakes Park; primarily sports complexes, pools, recreation centers, other municipal facilities, and downtown district properties.

- ✓ All AA and A Turf are Level One.
- ✓ Provide a clean, safe, well-maintained appearance to these areas.

LEVEL ONE | Park Amenities

Maintenance applications associated with all park amenities including restrooms,

formal athletic fields, playgrounds, outdoor pool and public building grounds, and permitted picnic sites.

- ✓ All AA and A Turf are Level 1
- ✓ Maintain a safe and clean appearance

LEVEL TWO | Park Amenities

Maintenance applications primarily associated with neighborhood parks, parkways, and informal athletic fields. Examples of Level Two parks include Denia Park, Milam Park, And Nette Schultz.

- ✓ All B Turf is Level 2
- ✓ Maintain an orderly and neat appearance with some tolerance to wear and tear

LEVEL THREE | Undeveloped or Natural Areas

Maintenance applications associated with undeveloped sites or remote natural areas or parks including open parkland areas, natural vegetation areas, wildlife and preserve areas, and areas seldom publicly used except for specific leisure activities such as hiking.

- ✓ All C and D Turf are Level 3

Please see *Appendix B* for an alphabetized list of all parks and facilities and their assigned service level. Each park and/or natural area is designated a specific maintenance level.

Following are the specific elements that are to be maintained and the performance specifications for each maintenance function, including the inspection frequency and response priorities.

CLASS AA | Turf and Landscape

Maintenance applications associated with rentable athletic fields, including landscape, baseball fields, softball fields, soccer fields, football fields, etc.

- ✓ Responsible for 69.48 Class AA acres
- ✓ Mow turf 2 times per week in growing season.
- ✓ Mow turf 1 time per week in the offseason (ryegrass)
- ✓ Maintain landscape 52 cycles per year
- ✓ Irrigate turf and landscape

CLASS A | Turf and Landscape

Highest level of maintenance applications for high visibility and high use areas on developed parkland, including the Civic Center, parks, athletic fields, and other City buildings including the fire stations.

- Responsible for 277.67 Class A acres
- ✓ Maintain mowing and landscape no less than 32 per year
- Irrigate turf

CLASS B | Turf and Landscape

Moderate level of maintenance applications for locations with moderate activity and visibility including neighborhood parks and medins.

- Responsible for 517.79 Class B acres
- Mow turf a minimum of 20 cycles per year
- Non-irrigated turf

CLASS C | Turf and Landscape

Limited level of maintenance applications for naturalized areas that receive minimum use and no hardscape development including perimeter control, roadside mowing, wildflower areas, parks, and rights-of-ways.

- Responsible for 486.84 Class C acres
- Mow a minimum of 5 times per year
- Non-irrigated turf

Class D Turf and Landscape

Base level of maintenance for undeveloped park sites, natural, open space, greenbelts and preserves.

- Natural and undeveloped areas
- Non-irrigated turf
- Includes open space, nature preserves, and trail areas
- Responsible for 860.49 Class D acres

Appendix A – Turfgrass Maintenance Plan

| MAINTENANCE TASK | Class AA | Class A | Class B | Class C | Class D |
|----------------------------|--|---|--|---|---|
| Mow, edge, and trim | Two times per week. Mow at 1.5 – 2”, clippings not collected. | 32 mowing cycles per year, every seven days at 2.5-3”, clippings not collected. Leaves are shredded and returned to soil. | Every 14 days Mow at 2.5-3”, clippings not collected. Leaves are shredded and returned to soil. | 5-7 mowing cycles. Mow at 4-6” clippings not collected. Leaves are shredded and returned to soil. | As needed to maintain an identified particular natural state or within City code. |
| Fertilization | 4-5 lbs of Nitrogen per 1000 square feet per year | 3 lbs Nitrogen per 1000 square feet year in 2 applications – In conjunction with Athletic field fertilization | As needed | None | None |
| Irrigation | Minimum of 1” per week, repairs w/in 24 hours. Potential increase watering due to drought or ryegrass transition. Deep watering cycles recommended. | Approximate 1” per week, repairs within 48 hours. | None | None | None |
| Aerification | Five times per year in conjunction with fertilizer applications. | As needed | As needed | None | None |
| Over-seed/sod | Over-seed ryegrass on athletic fields. Oct. 1. Sod during field renovations. | Over-seed all bare areas in turfgrass once during growing season. | As needed | None | None |

| Leaf Removal | Mow & mulch | Mow & mulch | Mow & mulch | None | None |
|---|---|---|--|--|--|
| <p>Pesticide Program:</p> <ul style="list-style-type: none"> • Herbicide • Insecticide • Fungicide • Rodenticide | <p>January, February, March</p> <p>Pre-emergent for summer grassy weeds. (Oxidiazon)</p> <p>Glyphosate on infield skinned surfaces and transition areas during the growing season.</p> <p>Spot treat broadleaf and/or grassy weed infestations during from March until December.</p> <p>May and August Broadcast treatment for fire ants with Advion, Extinguish, or Award II, 1lb per acre. Spot treat for fire ants during the warm season.</p> <p>April - September Monitor and treat for pest infestations such as grub worms, army worms and other pesticides detrimental to plant health or public safety.</p> | <p>January, February, March</p> <p>Non-selective herbicide on dormant Bermuda.</p> <p>Pre-emergent for summer grassy weeds (Barricade Dimension, Specticle, or Pendimethalin.</p> <p>May and August Broadcast treatment for fire ants with Advion, Extinguish, or Award II, 1lb per acre. Spot treat for fire ants during the warm season.</p> <p>April - September Monitor and treat pest infestations such as grub worms, army worms and other pests that detrimental to plant health or public safety.</p> <p>August and September Pre-emergent for winter weeds by October 1.</p> | <p>January, February, March</p> <p>Non selective herbicide on dormant Bermuda.</p> <p>Pre-emergent for summer grassy weeds (Barricade Dimension, Specticle, or Pendimethalin.</p> <p>May and August Broadcast treatment for fire ants with Advion, Extinguish, or Award II, 1lb per acre. Spot treat for fire ants during the warm season.</p> <p>April - September Dependent on location, pest and amount of infestation.</p> <p>August and September Pre-emergent for winter weeds by October 1.</p> | <p>As needed to maintain an identified particular natural state or within City code.</p> | <p>As needed to maintain an identified particular natural state or within City code.</p> |

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| <p>Fertilizer & Aerification Program</p> | <p>February</p> <p>15-0-5 with pre-emergent for control of summer weeds</p> <p>March</p> <p>A single application of fertilizer should take place. 1 lb of N per 1000 square feet.</p> <p>Aerification of turf should be done just prior to application of fertilizer.</p> <p>May</p> <p>A single application of slow release fertilizer should take place</p> <p>Aerification of turf should be done just prior to application of fertilizer.</p> <p>July</p> <p>A single application of fertilizer should take place.</p> <p>Aerification of turf should be done just prior to application of fertilizer.</p> | <p>April, May, June</p> <p>A single application of fertilizer should take place by mid-May. It should be applied at 1 pound of N per 1000 square feet. Aerification of turf should be done just prior to application of fertilizer.</p> <p>July, August, September</p> <p>One application of fertilizer should take place during this period in mid-July. It should be applied at 1 pound of N per 1000 square feet. Aerification of turf should be done just prior to application of fertilizer.</p> | <p>Treat as needed to prevent loss of turf.</p> | <p>None</p> | <p>None</p> |
|---|--|---|---|-------------|-------------|

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|-------------------------|--|---|--|--|---|
| | <p>August, September</p> <p>A single application of slow release fertilizer should take place.</p> <p>Aerification of turf should be done just prior to application of fertilizer.</p> | | | | |
| Action Threshold | <p>Currently practicing good turf health practices, such as over-seeding, mulching, aeration, etc.</p> <p>Other measures will be taken prior to infestations to prevent degradation of the aesthetics, to eliminate rapidly declining plant health, to eliminate negative impacts on athletic programs and/or a threat to the public (wasps, mosquitos, etc.).</p> | <p>In some cases pests can be tolerated and is only considered a nuisance pest.</p> <p>Measures may be taken when infestations are present and are detrimental to plant health and a threat to public safety. Pests will be controlled in active areas such as playgrounds, hard surface trails, and around public buildings.</p> | <p>In some cases pests can be tolerated and is only considered a nuisance pest.</p> <p>Vegetation is critical for stream stabilization and is tolerated in specific locations.</p> <p>Measures may be taken when infestations are present and are detrimental to plant health and a threat to public safety. Pests will be controlled in active areas such as playgrounds, hard surface trails, and around public buildings.</p> | <p>As needed to maintain an identified particular natural state or within City code.</p> | <p>Measures will be taken for vegetation encroachment on soft surface trails.</p> |

Appendix B - TREE / SHRUB MAINTENANCE

| MAINTENANCE TASK | Class A | Class B | Class C | Class D |
|-------------------|---|---|---|---|
| Tree Trimming | Remove low limbs as needed for safety and equipment access. | Only hazardous limbs as needed. | Only hazardous limbs as needed. | Only hazardous limbs as needed. |
| Shrub Trimming | Complete trim 5-7 times per year. | Complete trim 5 times per year. | Not performed | Not performed |
| Pesticide Program | As needed to prevent loss of plant material. | As needed to prevent loss of plant material. | Not performed | Not performed |
| Fertilization | 2 times per year. | Not performed | Not performed | Not performed |
| Stump Removal | As needed when higher priority projects are completed. | As needed during winter. | As needed during winter. | Only hazardous trees as needed, others maintained for wildlife habitat. |
| Action Threshold | <p>Choosing proper plant material and practicing proper planting methods, fertilizing, mulching, etc.</p> <p>Other measures will be taken prior to infestations to prevent degradation of the aesthetics, rapidly declining plants, and/or hazardous situations to the public (wasps, mosquitos, etc.).</p> | <p>In some cases pests can be tolerated and is only considered a nuisance pest.</p> <p>Other measures will be taken prior to infestations to prevent degradation of the aesthetics, rapidly declining plants, and/or hazardous situations to the public (wasps, mosquitos, etc.).</p> | As needed to maintain an identified particular natural state or within City code. | None |

Appendix C - FLOWERBED/PLANTING MAINTENANCE

| MAINTENANCE TASK | Class AA & A | Class B | Class C | Class D |
|--------------------------|---|---|----------------|----------------|
| Planting/Bed Preparation | 2 changes per year, when color is present. | Not performed | Not performed | Not performed |
| Fertilization | At planting; Bi-monthly after planting when color is present. | Not performed | Not performed | Not performed |
| Cultivation | 2 times per year for color change outs. | Not performed | Not performed | Not performed |
| Mulch | Apply every 18 months or as needed (not in color beds). | Apply every 18 months or as needed. | Not performed | Not performed |
| Pest Control | Treat as needed to prevent loss of plant and degradation of appearance. | Treat as needed to prevent loss of plant material. | Not performed | Not performed |
| Action Threshold | <p>Choosing proper plant material and practicing proper planting methods, fertilizing, mulching, etc.</p> <p>Other measures will be taken prior to infestations to prevent degradation of the aesthetics, rapidly declining plants, and/or hazardous situations to the public (wasps, mosquitos, etc.).</p> | <p>Choosing proper plant material and practicing proper planting methods, fertilizing, mulching, etc.</p> <p>Other measures will be taken prior to infestations to prevent degradation of the aesthetics, rapidly declining plants, and/or hazardous situations to the public (wasps, mosquitos, etc.).</p> | Not applicable | Not applicable |

Appendix D - PARK LITTER CONTROL

| MAINTENANCE TASK | Class A | Class B | Class C | Class D |
|---|---|---|---|--|
| <p>Pick up ground trash & litter; empty receptacles.</p> | <p>Pick up trash and litter 5 days per week.</p> <p>All year</p> <p>Weekend trash route at more populated parks.</p> | <p>Pick up trash, litter and other debris twice per week from April through October. From November through March, pick up trash in all conspicuous park areas once per week.</p> <p>All year</p> <p>Weekend trash route at more populated parks.</p> | <p>Pick up trash, litter and debris from all conspicuous park areas weekly from April through October, monthly from November through March.</p> | <p>Remove illegal dumping as needed.</p> |

Appendix E - ROAD & PARKING LOT MAINTENANCE

| MAINTENANCE TASK | Paved Lots | Unpaved Lots |
|-----------------------------------|--|--|
| Inspect | Weekly | Weekly |
| Repair | As needed depending upon severity. | As needed depending upon severity. |
| Sweep | 2 times/year or as needed. | Not applicable |
| Edge | Per mowing schedule. | Per mowing schedule |
| Weed Control | Apply pre-and post-emergent herbicides as needed to control unwanted vegetation growing in expansion cracks. | Apply post-emergent herbicides three times per year. |
| Crack Fill | As needed | |
| Seal Coat/Overlay | As needed | |
| Grade | As needed | As needed |
| Clean culverts and drain pipes | Monthly or as needed | Quarterly, or as needed |
| Striping/markings and wheel stops | Repaint every 2 years | |

Appendix F - PLAYGROUND MAINTENANCE

| MAINTENANCE TASK | Class A & B |
|--|--|
| Initial Audit High frequency inspections Low Frequency inspections | New Installation Weekly - Litter control, redistribute attenuating surfacing, free of vegetation and debris 6 times per year – loose or broken parts, component durability |
| Repair | As needed, immediately after receiving parts |

Appendix G - PARK AMENITIES MAINTENANCE

| MAINTENANCE TASK | Class A, B, C, D |
|---|---|
| Clean restrooms | Clean and restock daily |
| Restroom maintenance & repairs | Work order within 24 hours |
| Inspect Drinking Fountains | Weekly during season of use: March 15-Nov. 15 |
| Pressure Wash | As needed |
| Clean Shelters and Picnic Pavilions | Weekly or clean when reserved for special events. |
| Vandalism/Graffiti | Address within 48 hours of notification; earlier if inappropriate graffiti. |
| Water Features <ul style="list-style-type: none"> • Mechanical (Fountains) • Natural (Ponds, Lakes) | Inspect weekly when in use. Inspect quarterly & maintain as needed. |
| Inspect and/or repair benches, tables, grills | Monthly, or as needed |
| Inspect and/or repair park and directional/street signs | Quarterly, or as needed |
| Inspect and/or repair fencing | Quarterly, or as needed |
| Inspect and/or repair security & parking lot lighting | Monthly, or as needed |
| Inspect and/or repair swimming pools | Daily or as needed during season. Pre/Post season inspection of major repairs. |
| Inspect and/or repair neighborhood tennis nets, net covers, striping, and backboards. | Monthly, or as needed |
| Inspect and/or repair traffic barriers (post & cable, bollards, gates, handrails) | Monthly, or as needed |
| Inspect and/or repair bridges. | Quarterly or as needed |
| Inspect Hike & Bike / Rail Trail | Quarterly or as needed |
| Inspect and/or repair sidewalks | Quarterly or as needed |
| Creeks and drainage ditches | As needed |

Appendix H - ATHLETIC FIELD MAINTENANCE

| MAINTENANCE TASK | Class AA & A |
|-------------------------------|--|
| Baseball Field | |
| Annual Off-Season Maintenance | <ul style="list-style-type: none"> -Once a year add clay or amendment if needed. -Till up clay area to break up hard spots. -Blade clay areas to proper grade. -Remove any silt build up along grass and fence lines. -Check outfield grass area for high and or low areas, and for large cracks, silt in material if needed. |
| Turf Irrigation Systems | Monthly inspections & repairs as needed. |
| Parking lots | Quarterly inspections |
| Ballfield lights | Monthly inspection & bulb replacement (if needed). |
| Bleachers | Quarterly inspections |
| Fences & Backstops | Quarterly inspections |
| Parking Lot Striping | Yearly inspections |
| Restrooms & Concessions | Plumbing, electrical and structural repairs as needed. |
| Scoreboards | Annually during the off-season service or as needed. |
| Softball Fields | |
| Annual Off-Season Maintenance | <ul style="list-style-type: none"> -Once a year add clay material if needed. -Till up clay area to break up hard spots. -Blade clay areas to proper grade. -Remove any silt build up along grass and fence lines. -Check outfield grass area for high and or low areas, and for large cracks, silt in material if needed. |
| Grounds Maintenance | League play, good quality, maintain safety standards |

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| Restroom/Concessions | Permanent fixtures are cleaned daily. Portables are serviced weekly. |
| Pitcher Mound | As scheduled for games |
| Lights (Denia, Evers, North Lakes) -Parking Lot -Scoreboards | -Infield 30 foot-candles -Outfield 20 foot-candles -As scheduled for games -Replace bulbs as needed |
| Turf Irrigation Systems | Monthly inspections |
| Drinking Fountains | Quarterly inspections |
| Parking lots | Quarterly inspections |
| Ballfield lights | Monthly inspection & bulb replacement (if needed). |
| Bleachers | Quarterly inspections |
| Fences & Backstops | Quarterly inspections |
| Parking Lot Striping | Yearly inspections |
| Restrooms & Concessions | Plumbing, electrical and structural repairs as needed. |
| Scoreboards | Annual off-season service or as needed |
| Soccer/Football/Rugby Fields | |
| Grounds Maintenance | Line with paint weekly. |
| Concessions- Maintenance | As scheduled for games |
| Restroom - Maintenance | Permanent fixtures cleaned daily. Portable serviced bi-weekly. |
| Safety Check (lights, glass, fence, bleachers) | 2-3 times per week |
| Lights - Maintenance | 20 foot-candles |
| Parking Lot- Maintenance | As scheduled for games |
| Turf Irrigation Systems | Monthly inspections |
| Parking Lots - Trade | Quarterly inspections |
| Ballfield lights - Trade | Monthly inspection & bulb replacement (if needed). |
| Bleachers - Trade | Quarterly inspections |

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| Parking Lot Striping - Trade | Yearly inspections |
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Appendix I - ATHLETIC FIELD MAINTENANCE SPECIFICATIONS

| MAINTENANCE TASK | Class A |
|---|--|
| Mowing | Every 7 days |
| Fertilizer | 2 times per year |
| Weed Control | 2 times per year |
| Irrigation | 3 inches per month |
| Aerification | 3 times a year |
| Pest Control | As required |
| Chemical Trim | 3 times per year |
| Dragging Field | 3-5 times per week |
| Litter Pickup | 3-5 times per week during season |
| Pesticide Program Refer to IPM Program requirements before applying pesticides. Do NOT use products containing the active ingredients: 2-4,D, Dicamba, MCPP, and Simazine. Limit Fusilade, Surflan, and Snapshot to planter and color beds ONLY. Limit Primo to Hardscape items. Blue dye must be added to all spot spray | January, February, March Non selective herbicide on dormant Bermuda. Pre-emergent in February to early March for summer grassy weeds (Barricade or Dimension – Pendametholyne). Roundup on infield, base paths and fences in early March. April, May, June MSMA in May & June (2 applications 7-10 days apart) for grassy weeds if needed. Roundup on infield, base paths and fences in April & June. Treat for Fire Ants in May with Logic bait (growth regulator) 1 pound per acre. |

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| <p>applications, NOT broadcast spray.</p> <p>Post signs for at least 72 hours after application of any pesticide. Minimize contact with public.</p> | <p>July, August, September</p> <p>Pre-emergent for winter weeds by September 10. Treat for grub worms in late July/ August as needed.</p> <p>October, November, December</p> <p>Treat for Fire Ants in October with Logic bait (growth regulator) 1 pound per acre</p> |
| <p>Fertilizer & Aerification Program</p> | <p>January, February, March</p> <p>No fertilization or aerification during this period.</p> <p>April, May, June</p> <p>A single application of fertilizer should take place in mid May. It should be applied at 1 pound of Nitrogen per 1000 sf. Aerification of turf should be done just prior to application of fertilizer.</p> <p>July, August, September</p> <p>One application of fertilizer should take place during this period in mid July. It should be applied at 1.5 pounds of Nitrogen per 1000 square feet.</p> <p>October, November, December</p> <p>No fertilization or aerification during this period.</p> |