

SEASONAL MAINTENANCE MATRIX

WINTER	FRQ	SPRING	FRQ	SUMMER	FRQ	FALL	FRQ
<u>Irrigation</u>		<u>Irrigation</u>		<u>Irrigation</u>		<u>Irrigation</u>	
Ongoing Repairs & Upgrades	D	Ongoing Repairs & Upgrades	D	Ongoing Repairs & Upgrades	D	Ongoing Repairs & Upgrades	D
Adjust Controller/Water Times	D	Adjust Controller/Water Times	D	Adjust Controller/Water Times	D	Adjust Controller/Water Times	D
Certify Backflow Devices	M	Certify Backflow Devices	M	Certify Backflow Devices	M	Certify Backflow Devices	M
		Booster Pump Inspection & Servicing	Y			Booster Pump Inspection & Servicing	Y
<u>Detail Work</u>	D	<u>Detail Work</u>		<u>Detail Work</u>	D	<u>Detail Work</u>	
Trimming	W	Trimming	D	Trimming	D	Trimming	D
Prune Roses	M	Weeding	D	Weeding	D	Weeding	D
Weeding	D	Weeding	D	Cleaning Parks	D	Weeding	D
Cleaning Parks	D	Cleaning Parks	D	Cleaning Courts	W	Cleaning Parks	D
Cleaning Courts	D	Cleaning Courts	W	Trash Runs	2xW	Cleaning Courts	W
Trash Runs	2xW	Trash Runs	2xW	Community Garden	Q	Trash Runs	2xW
Community Garden	Q	Community Garden	Q			Community Garden	Q
				<u>Mowing</u>	W		
<u>Mowing</u>	2xW	<u>Mowing</u>	W	Edge/Weedeat Pathways/Outlying Areas	W	<u>Mowing</u>	W
Edge/Weedeat Pathways/Outlying Areas	2xW	Edge/Weedeat Pathways/Outlying Areas	W	Blow Down	W	Edge/Weedeat Pathways/Outlying Areas	W
Blow Down	2xW	Blow Down	W			Blow Down	W
				<u>Custodial</u>		<u>Custodial</u>	
<u>Custodial</u>		<u>Custodial</u>		Graffiti Removal	A/N	<u>Custodial</u>	
Graffiti Removal	A/N	Graffiti Removal	A/N	Restrooms/Picnic Pavilions	D	Graffiti Removal	A/N
Restrooms/Picnic Pavilions	D	Restrooms/Picnic Pavilions	D	Playground Maintenance	D	Restrooms/Picnic Pavilions	D
Playground Maintenance	D	Playground Maintenance	D			Playground Maintenance	D
				<u>Janitorial</u>		<u>Janitorial</u>	
<u>Janitorial</u>		<u>Janitorial</u>		Stock Restrooms & Daycares	D	<u>Janitorial</u>	
Stock Restrooms & Daycares	D	Stock Restrooms & Daycares	D			Stock Restrooms & Daycares	D
				<u>Facility Maintenance</u>		<u>Facility Maintenance</u>	
<u>Facility Maintenance</u>		<u>Facility Maintenance</u>		Playgrounds Repairs & Inspections	A/N	<u>Facility Maintenance</u>	
Playgrounds Repairs & Inspections	A/N	Playgrounds Repairs & Inspections	A/N	Nature Trail Repairs	A/N	Playgrounds Repairs & Inspections	A/N
Nature Trail Repairs	A/N	Nature Trail Repairs	A/N	Gates/Locks/Fencing	A/N	Nature Trail Repairs	A/N
Gates/Locks/Fencing	A/N	Gates/Locks/Fencing	A/N	Light Plumbing & Drainage Repairs	A/N	Gates/Locks/Fencing	A/N
Light Plumbing & Drainage Repairs	A/N	Light Plumbing & Drainage Repairs	A/N	Drinking Fountains	A/N	Light Plumbing & Drainage Repairs	A/N
Drinking Fountains		Drinking Fountains		Pressure Wash High Use Areas (Pavilions)		Drinking Fountains	
	A/N		A/N	Events/High Volume Use Period	A/N		A/N
Pressure Wash High Use Areas (Pavilions)		Pressure Wash High Use Areas (Pavilions)				Pressure Wash High Use Areas (Pavilions)	
Events	A/N	Events	A/N	Mural Restoration	A/N	Events/High Volume Use Period	A/N
Mural Restoration	A/N	Mural Restoration	A/N	Amenities: BBQ's, Picnic Tables, Nets, Etc.	A/N	Mural Restoration	A/N
						Amenities: BBQ's, Picnic Tables, Nets, Etc.	
Amenities: BBQ's, Picnic Tables, Nets, Etc.	A/N	Amenities: BBQ's, Picnic Tables, Nets, Etc.	A/N				A/N

FREQUENCY: D = DAILY, W = WEEKLY, 2xW = TWICE A WEEK, M = MONTHLY, Q = QUARTERLY, A/N = AS NEEDED

**SEASONAL MAINTENANCE MATRIX**

<b>SPECIALS (AS NEEDED):</b>		<b>SPECIALS (AS NEEDED):</b>		<b>SPECIALS (AS NEEDED):</b>		<b>SPECIALS (AS NEEDED):</b>	
Turf Refurbishment	A/N	Spring Cleaning Specific Parks	A/N	Fiesta	Y	Storm Drain Management	A/N
Rose Pruning	A/N	Culver City Slopes		Prep/Set-Up	Y		
Reduce Watering	A/N	Fox Hills Slopes					
Add Engineered Wood Fibar (EWF) in Playgrounds	A/N	Spraying Herbicides - Pre-emergents Pesticides	A/N	Event Staff ( <b>Overtime</b> )	Y	Dog Park Detailing	Q
Mulch Planters	A/N		A/N	Irrigation Repairs	Y		
Ballfield Repairs	A/N	EWF Ongoing Replenishment	A/N	Field Repairs	Y	Playground Sand Replenishment	A/N
Pavilion Maintenance - Tape Removal/ Painting	A/N	Mulch Planters	A/N	Take Down	Y		A/N
Painting Interior of Restrooms	A/N	DG (Decomposed Granite) Pathways	A/N	Aerate & Hydroseed Turf	Y	Ballfield Repairs	A/N
Ongoing Inter-Agency Project Coordination	A/N					Aerate (plug)	A/N
(Items not Scheduled)	A/N	Car Show	Y	Vacation Season – Short Staffed During Busiest Time of the Year	A/N	Level/Add Soil & Brick Dust	A/N
		Prep/Take Down			A/N	Irrigation Upgrades	A/N
		Event Staff ( <b>Overtime</b> )			A/N	Hydroseed	A/N
		Hydroseed After Event		Ongoing Inter-Agency Project Coordination (Items not Scheduled)	A/N	Backflow Testing Certification	Y
		Dog Park	A/N			Calsense Controller	A/N
		Grading				Maintenance	A/N
		Trimming plants				System Communication Checks	A/N
		Add D.G./Slope Stabilization					A/N
		Pressure Wash				Heavy Leaf Removal	A/N
		Repair Winter Erosion					A/N
		Trimming	A/N			Ongoing Inter-Agency Project Coordination (Items not Scheduled)	A/N
		Major Areas					A/N
		Heavy Leaf Removal	A/N				
		Irrigation	A/N				
		Replace T-bos batteries					
		Playgrounds	A/N				
		Rototill Sand					
		Ongoing Inter-Agency Project Coordination	A/N				
		(Items not Scheduled)					