City of Pataskala Parks and Recreation Department Council Report
Lenier Crawford, Parks Manager

Administrative

- **Pool Concession Operations**
  - **Parks Supplemental:**
    - The parks department is asking council for funds to cover expenses that will accrue with adding the concessions to our operations this summer. We have received a lot of information from PRA concession operations since 2019 as this has help drive our decision to ask for $20,000. With the passing of the Swim Instructor/Guest Services Position, we have budgeted 1250 total hours to operate the concession stand at a pay rate of $10.00 per hour. We will run a modified scheduled while having some food truck appearances in the park for the community sometimes during the summer months. The option to continue operating the concession stand in house will come with an additional expense, so we are asking council to approve this amount to ensure we have the spending authority ahead our pool season. We are still taking applications for aquatic positions. We have completed 2 rounds of interviews

  - **Ordinance 2022-4416: Creating New Aquatic Facility Concession Stand positions**
    - This is an ordinance to create 2 new positions within the parks and recreation department. We are seeking to add Concession Stand Worker and an Assistant Concessions Manager. The Pataskala Municipal Pool has been offering concessions for the patrons for many years and we would like to have this option in the future as we prepare to fully take over. The recreation department now would like to create official positions to solely operate this aspect of the Aquatic Division. The positions are not funded in the 2022 budget cycle at this time.

- **Parks Advisory Board meetings being held in park in 2022**
  - Starting in April, 1 of 2 parks board meetings will be held in 1 of 7 parks. We will highlight each park and engage the community and collect data for future use as the community grows. Economic development in the area is booming and now is the time to gather as much data as possible and begin discussion to begin implementing plans for the future of our parks system. More information will be given at next council meeting regarding our goal of the meetings. See attached schedule. We hope to see ward representatives present in the parks.

- **Project updates**
  - **Foundation Park Dugout:** Project has started
  - **Aeration of Ponds:** Service will be added by the end of the month (AEP)
    - Only completing Liberty Park this season. Citizens Park will be delayed due to Headwall construction being planned this summer

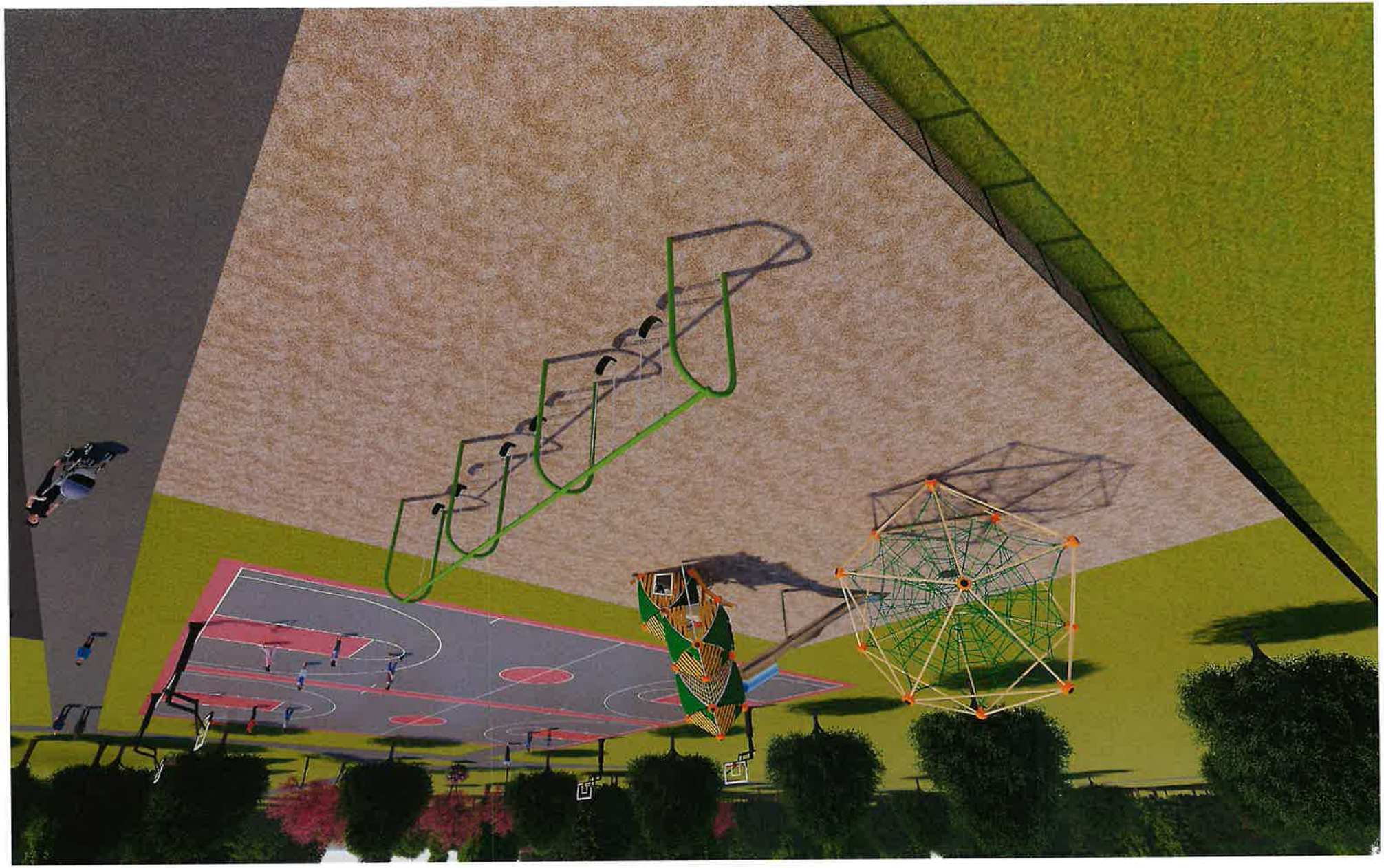
- **Security Cameras**: Final quote has been approved and will be under budget. In the final process of the budget cycle in 2021, this line item wasn't added into the budget by accident so we are asking to place it on this supplement so that I can move forward with purchasing the camera systems to ensure installation prior to the busy spring/summer season approaching.
- **Ice Machines**: Ordered and will be installed April 13th.
- **Pool Pump:** New Pump/motor has been installed
  - **Pool Pre-**Season Prep work begins the April 4th
- **Foundation Park: Athletic Field Development Project:** Preliminary planning for the future of our parks and recreation program growth. Parking will be included in the plan as well. See attached document
  - Currently in our unfunded CIP we have athletic field improvements. We are in the process of obtaining a feasibility study for Foundation Parks open space to add additional fields to help with our existing programs (Soccer) and will be a resource for other leagues within the community who need open athletic field space for practices and games. We are working with Verdantas to obtain a site image of the site work. This feasibility study will be completed by September 2022 to ensure that I can potentially apply for the Land and Water Conservation Fund (ODNR) This is a 50% match grant for the development and rehabilitation of recreation areas.
- **Citizens Park planning**: The goal this year is to apply for a nature works grant for this park. We are waiting on site plan from Midstate Recreation. We are writing the grant to engineer the area and do the following in 2024: The nature works grant is a 25% allocation from the city. The goal would be to apply for improvement two years in a row. **See imaging attached**
  - Add/Upgrade Parking lot on site
  - Add caged basketball court
  - Add an aggregate walking path around the perimeter of the park and connect to Faith Ann (Taylor Rd)
  - Grade field area to add greenspace so that its usable space for the West Side of Pataskala. Athletic Fields

Parks and Recreation News/ New Updates:

- **News:**
  - **Pool Recruiting is still active.**
  - **Seasonal Maintenance: Planning to return a seasonal from last year and hire an additional body from the 3 applications received. Will be taking apps to PBR April 7th.**
  - **In June 2022 Parks Manager will be taking an exam to become a Certified Parks and Recreation Professional (CPRP): This certification is for park professional seeking to become a director and more with the city's parks department.**
  - **Soccer Registration is closed: 47 Teams**
  - **Licking Memorial will be using our facilities for Walk with a Doc program on July 30th.**
  - **Pace with Passion 5K Race: May 21st, 2022**
  - **Story Walk: May 27th: TBD Also opening day of the pool 4pm**

- **Outdoor Adventure Day: Fishing, Archery and more: June 18th, 2022**
- **Pataskala Chamber 50th Anniversary Event: June 11th: planning is in progress. The event will take place at foundation Park. A movie will be played, music, vendors tent. More information to come.**
- **United Way 5k July 2nd, 2022: Confirmed the race for July 2nd.**

Citizens Park
MIDSTATES
RECREATION



CITY OF PATASKALA PARKS AND RECREATION DEPARTMENT

Lenier Crawford AFO
Parks and Recreation Manager

2022

Updated justification for the new Parks and Recreation Full-Time Maintenance employee.

While the aquatic component was the main driver in needing additional staff, hiring a full-time aquatics manager is not feasible. Mostly, due to the fact that the pool is closed through the winter months. Likewise, a full-time recreation position could be justified in the spring, summer, and Fall. However, in the winter we see very little recreational programing at this time. This is not true for the maintenance aspects of the park. While summer staff are responsible for mowing, weed eating and other general maintenance within the parks they still require regular supervision. Supervision that sometimes doesn't occur due to the workload on the parks manager. Having a full-time grounds maintenance employee provides the supervision of seasonal staff as well as regular evaluation of the maintenance needs of the 7 parks in our system. Winter work would be focused on assisting the park manager with woods management, plowing of parks and trails, equipment upkeep, reordering of supplies and general garage maintenance. Ultimately our goal is to have enough employees to effectively manage and facilitate all resources that the park programs provide.

Currently with the staffing we have in the department we must maintain seven parks and work very hard to successfully run our recreation programs. In 2020 the recreation department inherited operations of the Municipal Pool. Since this new responsibility was started during the pandemic it was difficult to gauge the workload on the department. 2021 has provided a significantly more reliable expectation of how much time should be dedicated to pool operations. After evaluating the situation, we have decided to concentrate on one division for a potential full-time hire.

This proposal to city leadership highlights the various duties and time commitments for typical weeks in various months throughout the busiest season for the Parks Manager.

April Typical Work Week Task	Frequency (Weekly)
Coordinate/Supervise Parks Maintenance Seasonals	10 hours
Parks Maintenance Duties: Mowing and Turf Management/Soccer field work	11 Hours
Coordinate/Supervise Pool Managers	2 hours
Pre-Season Pool Operations Training Review (Licensed Instructor: creating lessons for each day and finalizing aquatic operations in prep for new employees)	3 Hours
Pre Pool opening list: Cleaning and working on pool prep to open and have water in the pool no later than the 2nd Monday in May each year	8 Hours: Will work 2-3 half days on site to begin working on the lawn, drain water and begin pulling out furniture etc. and more.
Admin/On site coordinator: Soccer program: Wednesday night games/Saturday soccer days.	12 Hours
Administrative Duties: Board meetings/Council meetings/Future of our parks department	2 hours
Public Relations: Email/social media/resident communications	1 hours
Total	50-55 Hours

Monday: 8 hours: Park Inspections, Parks Maint. Council meetings x 2 per month

Tuesday: 8 hours: Admin Duties, PAB Meetings x 2 per month, Pool Prep

Wednesday: 12 Hours: Parks Maint. Youth Soccer, Pool Prep

Thursday: 6 hours: Office/Engineer meetings, Park Inspections

Friday: 7 hours: Admin, Special project oversite/workday and soccer field prep

Saturday: 7 hours: Youth Soccer Duties

Sunday: 2 hours: Softball league appearances

May Typical Work Week Task	**Frequency (Weekly)**
Coordinate/Supervise Parks Maintenance Seasonals	4 hours
Coordinate/Supervise Pool Managers on site	2 hours
Pre-Season Pool Operations Training (New employee training)	15 Hours
Pre-Pool Opening: Day to Day water checks and prepping facility for opening	
Admin/On site coordinator: Soccer program: Wednesday night games/Saturday soccer days.	10 Hours: Weekends included
Parks Maintenance Duties: Mowing and Turf Management/Soccer field work	12 hours
Public Relations: Email/social media/resident communications	2 hours
Administrative Duties: Board meetings/Council meetings/Future of our parks department	2 Hours
Total	45-55 Hours

Monday: 8 Hours: Park Inspections, Pool Operations, Pool Training

Tuesdays: 8 Hours: Pool Operations, Park Maintenance, Pool Training

Wednesday: 12 hours: Parks Maintenance, Pool operations, Pool Training

Thursday: 9 hours: Park inspections, Admin Day, Pool Training/Operations

Friday: 8 hours: Director's meetings, Park Fridays, Pool operation/training

Saturday: 8 hours: Soccer Saturday, AM/PM Pool Operations

Sunday: 3 Hours: Pool Operations AM/PM checks, Softball League appearances

June Typical Work Week Task	Frequency (Weekly)
Coordinate/Supervise Parks Maintenance Seasonals	4 hours
Coordinate/Supervise Pool Managers and seasonal employees on site. Pool Day to day operation: Daily Checks, Money Handling practices	15 hours:
In-Season Pool Operations Training (In-Services)	6 Hours: 4 hours required for each guard this time include lesson plan for each of the 4 days
Admin/On site coordinator: Soccer program: Wednesday night games/Saturday soccer days.	10 Hours: Weekends included
Parks Maintenance Duties: Mowing and Turf Management/Soccer field/Ball diamond work	12 hours
Public Relations: Email/social media/resident communications	3 hours
Administrative Duties: Board meetings/Council meetings/Future of our parks department	10 Hours
Total	**53-60 hours**

Monday: 8 Hours: Park Inspections, Pool Operations, Pool Training

Tuesdays: 10 Hours: Pool Operations, Park Maintenance, Parks Meeting

Wednesday: 12 hours: Parks Maintenance, Pool operations, Pool Training

Thursday: 9 hours: Park inspections, Admin Day, Pool Training/Operations

Friday: 9 hours: Director's meetings, Park Fridays, Pool operation/training

Saturday: 8 hours: Soccer Saturday, AM/PM Pool Operations

Sunday: 3 Hours: Pool Operations AM/PM checks, Pool In-services, Softball League appearances

July Typical Work Week Task	Frequency (Weekly)
Coordinate/Supervise Parks Maintenance Seasonals	12 hours
Coordinate/Supervise Pool Managers and seasonal employees on site. Pool Day to day operation: Daily Checks, Money Handling practices	20 hours:
In-Season Pool Operations Training (In-Services)	6 Hours: 4 hours required for each guard this time include lesson plan for each of the 4 days
Parks Project Oversite/Budgeting	4 Hours
Parks Maintenance Duties: Mowing and Turf Management/Soccer field/Ball diamond work	15 hours
Public Relations: Email/social media/resident communications	5 hours
Administrative Duties: Board meetings/Council meetings/Future of our parks department	2 Hours
Total	**55-62 hours**

Monday: 9 Hours: Park Inspections, Pool Operations, Pool Training

Tuesdays: 12 Hours: Pool Operations, Park Maintenance, Pool Training, Parks Board Meeting

Wednesday: 12 hours: Parks Maintenance, Pool operations, Pool Training

Thursday: 10 hours: Park inspections, Admin Day, Pool Training/Operations

Friday: 9 hours: Director's meetings, Park Fridays, Pool operation/training

Saturday: 5 hours: AM/PM Pool Operations

Sunday: 3 Hours: Pool Operations/ Pool In-services, AM/PM pool checks, Softball League appearances

Pataskala Parks Maintenance Plan

2021 Budget supporting documentation for consideration of a full-time maintenance employee

The Pataskala Parks and Recreation system is facing unprecedented growth as the local population is increasing rapidly, and new facilities and programs are being added as grant funds, sponsorships and partnerships have become available. At the same time, local residents' interest in our park facilities and participation in park programs is robust and rising. These circumstances provide opportunities as well as challenges to meet today's needs and prepare for our bright future.

This plan is intended to be a dynamic document which may be amended as needs arise and priorities shift, and as new facilities come on-line. Safety, functionality and cleanliness are chief concerns with emphasis placed on facilities that are rented by the public. Secondarily, aesthetics or curb appeal will be addressed.

Work flow will integrate ongoing preventative maintenance to be performed on a routine basis and special projects that may be performed once or over a limited period of time. Staff use the Park Grounds Inspection Form as a checklist for each park as they perform maintenance tasks, and to note areas that need additional attention. This system assists the parks manager with tracking and prioritizing maintenance jobs. Work orders may be generated by staff while performing routine maintenance/inspections, or upon notification by the parks manager, parks board, city council, citizen complaint, or other park stakeholders.

Pataskala Parks assets include:

- Aquatic facilities
- Ball fields
- Basketball courts
- Community gardens
- Concession facilities
- Fences
- Maintenance facilities and equipment
- Parking lots
- Playground and fitness equipment
- Restrooms
- Shelters
- Soccer fields
- Trails

Additional maintenance needs include:

- Landscaping
- Mowing and weed management
- Pond management
- Trash removal and litter pick-up

Aquatic Facilities & Operations

Offered at: Municipal Park

Includes: Pool, Deck, Grass lawn, Restrooms, Changing rooms/showers, outdoor furniture, Lifeguard stands, Concession, Office

Aquatic staff are primarily responsible for periodic, end-of-shift and as-needed cleaning as part of daily pool operations. Seasonal maintenance staff are responsible for mowing the grass lawn inside the pool fence as well as the grass outside the pool fence.

Pre-season Maintenance Tasks:	Timeframe:	Performed by:
Inspect pool for cracks, repair if needed	May	Parks manager/permanent staff
Paint pool	May	Parks manager/permanent staff
Fill pool, inspect for leaks	May	Parks manager/permanent staff
Inspect concrete pool deck, repair if needed	Apr/May	Parks manager/permanent staff
Clean/paint restrooms	Apr/May	Parks manager/permanent staff

Routine maintenance tasks:	**Frequency:**	**Performed by:**
Water quality testing	Daily	Pool managers
Change acid tank/chlorine feed tank	As needed/check daily	Pool managers
Inspect fence	Daily	Pool managers
Inspect pool water level	Daily	Pool managers
Clean chemical room filters	Daily	Pool managers
Clean baby pool pump filter	As needed/check daily	Pool managers
Check skimmer	Daily	Pool managers
Sweep pool deck	Daily	Pool staff
Pick up litter	Daily	Pool staff
Clean restrooms:	Daily	Pool staff
Clean/disinfect toilets	Daily	Pool staff
Clean sinks	Daily	Pool staff
Sweep/mop floor	Daily	Pool staff
Clean changing rooms:	Daily	Pool staff
Sweep/mop floor	Daily	Pool staff

Ball fields

Offered at: Foundation Park, Municipal Park, Volunteer Park

Includes: Infield, outfield, fencing, backstop and dugout benches

Regular ball field users, including local school youth associations and the adult softball league members, assist with tasks including dragging and raking as well as litter pick-up as part of their use of Pataskala Parks all fields.

Turf management schedule:	**Timeframe:**	**Performed by:**
Dormant seeding	March	Parks manager/permanent staff
Soil testing	March	Parks manager/permanent staff
Clean up debris, leaf litter	April	Parks manager/Seasonal staff
Aerating	April	Parks manager/Seasonal staff
Overseeding	April	Parks manager/Seasonal staff
Apply herbicides	May	Parks manager/Seasonal staff
Apply fertilizer	May	Seasonal staff/Permanent
Aerating	June	Seasonal staff/Permanent
Weed control	June, July, Aug	Seasonal staff/Permanent
Reseeding	June, July, Aug	Seasonal staff/Permanent
Aerate & overseed	Sept, Oct, Nov	Parks manager/Seasonal staff
Apply fertilizer	Dec	Parks manager/permanent staff

Routine maintenance tasks:	**Frequency:**	**Performed by:**
Drag/rake infield	After games/practices	Volunteers//Permanent
Re-paint lines	Weekly	Seasonal Staff
Inspect/replace mound & bases	Weekly	Seasonal Staff
Mow outfield	Weekly	Seasonal Staff
Aerate outfield	As needed	Seasonal Staff/Permanent
Weed control in outfield	As needed	Seasonal staff/Permanent
Inspect fences/clear vegetation	Weekly	Seasonal Staff/Permanent
Inspect/repair benches	Weekly/As needed	Seasonal Staff/Permanent
Inspect backstop	Weekly	Seasonal Staff/Permanent
Pick up litter	Weekly	Seasonal Staff/Permanent
	After games/practices	Volunteers

Special projects:

Repair backstop (Municipal)	Spring 2022	Contractor/Permanent staff

Basketball courts

Offered at: Foundation Park, Municipal Park, Volunteer Park

Routine maintenance tasks:	Frequency:	Performed by:
Sweep court surface	Every 2 weeks	Seasonal staff
Inspect court surface	Every 2 weeks	Seasonal staff
Remove graffiti	Every 2 weeks	Seasonal staff
Inspect posts, backboards, nets	Every 2 weeks	Seasonal staff
Inspect painted lines	Every 2 weeks	Seasonal staff
Pick up litter	Every 2 weeks	Seasonal staff

Special projects:

Resurface/repaint (Municipal)	Spring 2022	Contractor/Permanent staff

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Community Gardens

Offered at: Karr Park

Includes: Raised garden beds, signs

When this new program is fully implemented, bed sponsors will accept primary responsibility for management of their sponsored beds including planting, weeding, watering, fertilizing or other specialized care, and harvest. However, in the summer of 2021, the parks manager has assumed responsibility for the care and harvest of donated plants. Park staff will retain responsibility for care of raised beds and signage.

Routine maintenance tasks:	Frequency:	Performed by:
Remove weeds at base of beds	Every 2 weeks	Parks manager/ Seasonal staff 2021+
Inspect signs	Every 2 weeks	Parks manager/ Seasonal staff 2021+
Water garden plants	Weekly or as needed	Parks manager/ Seasonal staff 2021+
Harvest garden plants	Weekly or as needed	Parks manager/ Seasonal staff 2021+

Concession facilities

Offered at: Foundation Park ball fields, Foundation Park soccer fields, Municipal Park pool

Includes: Vendor window, work areas and work surfaces, storage areas, ice machines, coolers, freezers, sinks

The Municipal pool concession is operated primarily by aquatics staff, who assume responsibility for completion of most maintenance tasks as part of regular pool operations. The Foundation Park concessions are operated primarily by volunteers, who assume some responsibility for end-of-shift cleaning as part of concession operations. Building upkeep is the responsibility of the park staff.

Routine maintenance tasks:	**Frequency:**	**Performed by:**
Repairs	As needed	Seasonal staff/Permanent
Paint/power wash	Annually	Seasonal staff/Permanent

Fences

Offered at: Foundation Park, Municipal Park, Volunteer Park

Includes: Split rail fence at Foundation Park and wood fence Municipal Park, chain link fence at Foundation Park ball fields, chain link fence at Municipal Park ball fields and pool

Routine maintenance tasks:	**Frequency:**	**Performed by:**
Split rail/wood fence:		/Permanent
Inspect for missing/broken rails	Every 2 weeks	Seasonal staff/Permanent
Repair/replace rails	As needed	Seasonal staff/Permanent
Remove weeds	Every 2 weeks	Seasonal staff/Permanent
Chain link:		
Inspect caps/gates	Every 2 weeks	Seasonal staff/Permanent
Repair caps/gates	As needed	Seasonal staff/Permanent
Remove weeds	Every 2 weeks	Seasonal staff/Permanent

Maintenance facilities & equipment

Facilities include: Foundation Park main maintenance garage, soccer garage and softball shed; Karr Park shelter garage; Municipal Park shed; Volunteer Park shed

Equipment includes: Passenger truck, dump truck, trailer, plow, tractor, gator, mowers, weed whackers, chainsaws

Routine maintenance tasks:	**Frequency:**	**Performed by:**
Check fluids	Weekly	Seasonal staff/Permanent
Change oil/filters	As needed	Permanent/seasonal staff
Inspect/clean mower decks	Weekly	Seasonal staff/Permanent
Inspect/sharpen blades	As needed	Seasonal staff/Permanent

Parking Lots

Offered at: Citizens Park (1 gravel lot); Foundation Park (5 gravel lots); Freedom Park (1 gravel lot); Karr Park (1 gravel lot); Municipal Park (1 paved lot); Volunteer Park (2 gravel lots)

Routine maintenance tasks:	**Frequency:**	**Performed by:**
Gravel lots:		
Weed control	As needed	Seasonal staff/Permanent
Level/Fill in low spots	As needed	Seasonal staff/Permanent
Asphalt lot:		
Repair potholes	As needed	Seasonal staff/Permanent

Playgrounds & fitness equipment

Offered at: Foundation Park, Freedom Park, Karr Park, Liberty Park, Municipal Park

Foundation Park, Freedom Park, Karr Park and Municipal offer traditional play sets with swing bays, slides and other features such as climbing walls, monkey bars, tic-tac-toe boards, etc. Liberty Park offers a nature play set in the woods. Karr Park offers adult exercise stations with outdoor gym equipment.

Routine maintenance tasks:	**Frequency:**	**Performed by:**
Inspect for safety hazards	Every 2 weeks	Seasonal staff
Remove graffiti	As needed	Seasonal staff

Inspect mulch surface for low spots	Every 2 weeks	Seasonal staff
Add/level mulch	As needed	Seasonal staff
Remove weeds	As needed	Seasonal staff
Pick up litter	Every 2 weeks	Seasonal staff

Restrooms

Offered at: Foundation Park, Karr Park, Municipal Park

Flush restrooms at Foundation Park are open to the public during special events and youth soccer games. Flush restrooms at Karr Park are always locked. Shelter renters are given a code to open a key box. Flush restrooms at Municipal Park are located inside the pool complex and open to pool patrons.

Routine maintenance tasks:	**Frequency:**	**Performed by:**
Clean toilets & sinks	Daily when in use	Seasonal staff/Pool staff
Sweep/Mop floor	Daily when in use	Seasonal staff/Pool staff
Wipe down stalls	Daily when in use	Seasonal staff/Pool staff
Restock toilet paper/towels/soap	As needed	Seasonal staff/Pool staff
Remove trash	Daily when in use	Seasonal staff/Pool staff
Paint/power wash	Annually	Seasonal staff

Shelters

Offered at: Freedom Park, Foundation Park, Karr Park, Municipal Park, Volunteer Park

Routine maintenance tasks:	**Frequency:**	**Performed by:**
Inspect tables and benches	Every 2 weeks	Seasonal staff
Pick up litter	When rented/2 weeks	Seasonal staff
Edge concrete pad	As needed	Seasonal staff
Remove trash	When rented/weekly	Seasonal staff
Paint/power wash	Annually	Seasonal staff

Soccer fields

Offered at: Foundation Park, Freedom Park, Municipal Park, Volunteer Park

Soccer fields at Foundation Park are the most intensely managed for heavy use during the spring and fall youth soccer program.

Routine maintenance tasks:	Frequency:	Performed by:
Mowing	Weekly	Seasonal staff
Pick up litter	Weekly	Seasonal staff
Remove trash	Weekly	Seasonal staff
Paint line		

Turf management schedule:	**Timeframe:**	**Performed by:**
Dormant seeding	March	Parks manager/permanent staff
Soil testing	March	Parks manager/permanent staff
Clean up debris, leaf litter	April	Parks manager/Seasonal staff
Aerating	April	Parks manager/Seasonal staff
Overseeding	April	Parks manager/Seasonal staff
Apply herbicides	May	Parks manager/Seasonal staff
Apply fertilizer	May	Seasonal staff/Permanent
Aerating	June	Seasonal staff/Permanent
Weed control	June, July, Aug	Seasonal staff/Permanent
Reseeding	June, July, Aug	Seasonal staff/Permanent
Aerate & overseed	Sept, Oct, Nov	Parks manager/Seasonal staff
Apply fertilizer	Dec	Parks manager/permanent staff

Trails and walking paths

Offered at: Foundation Park, Karr Park, Liberty Park, Municipal Park

Foundation Park offers a mile-long natural surface woodland hiking trail in rolling forested terrain along with a walking path around the park perimeter with a relatively wide and level aggregate surface. Liberty Park offers a short woodland trail along with a short paved loop path. Karr Park also offers a short walking path between park attractions while Municipal Park offers a linear paved path along a creekbed.

Routine maintenance tasks:	Frequency:	Performed by:
Inspect path surface for hazards	Every 2 Weeks	Seasonal staff/Permanent
Inspect for hazardous limbs	Every 2 Weeks	Seasonal staff/Permanent
Inspect for drainage problems	Every 2 Weeks	Seasonal staff/Permanent
Correct erosion problems	As needed	Seasonal staff/Permanent
Remove encroaching vegetation	Every 2 Weeks	Seasonal staff/Permanent
Pick up litter	Every 2 Weeks	Seasonal staff/Permanent

Landscaping

From park beautification to removal of dangerous trees, each park has unique needs and opportunities. Landscaping items are included as part of each park grounds inspection performed by staff as they make their daily rounds.

Routine maintenance tasks:	Frequency:	Performed by:
Remove leaves/sticks/plant debris	As needed	Seasonal staff
Remove hazardous trees/limbs	As needed	Seasonal staff
Remove nuisance plants	As needed	Seasonal staff
Remove weeds from flower beds	As needed	Seasonal staff

Mowing and weed management

In addition to soccer and ball fields which are subject to an intensive year-round program for turf management, Pataskala Parks offer grassy open areas that must be mowed on a regular basis. As part of the routine mowing schedule, staff look for weeds growing under benches, around trees, beside buildings, near play structures, in gravel areas, etc.

Routine maintenance tasks:	Frequency:	Performed by:
Mowing	Every 2 weeks	Seasonal staff/Permanent
Inspect for weeds around/under objects	Every 2 weeks	Seasonal staff/Permanent
Remove weeds	As needed	Seasonal staff/Permanent

Pond management

Ponds are offered at Citizens, Foundation and Liberty parks. Ponds are stocked for fishing.

Routine maintenance tasks:	**Frequency:**	**Performed by:**
Treat water for algae	As needed	Parks manager/Contractor
Inspect outlet structures	Every 2 weeks	Seasonal staff
Inspect for fish kill	Every 2 weeks	Seasonal staff
Remove nuisance shoreline vegetation	As needed	Seasonal staff
Pick up litter	Every 2 weeks	Seasonal staff

Trash removal and litter pick-up

As the make their rounds through the park, staff keep an eye out for litter and empty trash receptacles on a regular basis. Special events and busy game days may generate more trash than usual and require more frequent trash removal

Routine maintenance tasks:	**Frequency:**	**Performed by:**
Pick up litter	As needed	Seasonal staff
Inspect receptacles for crack, lids, etc.		
Remove trash	Weekly (or as needed)	Seasonal staff