

QUESTIONS FOR PARK REPRESENTATIVE—OCTOBER 24 2018 MEETING

Please describe the management structure of the Park Service.

Where does maintenance fit in? Is there a separate maintenance department?

Which positions are directly responsible for supervising individual parks?

To whom do rank-and-file maintenance workers report?

What are the maintenance positions assigned to individual parks?

What are the maintenance positions assigned to cover multiple parks?

What maintenance work is handled by the employees of other city departments?

What maintenance work is handled by outside contractors?

How are decisions made about using contractors instead of inhouse services?

Which maintenance items are performed periodically?

How are the intervals for such maintenance established?

Which items are handled by outside contractors?

How and to whom are maintenance problems reported?

What records are kept on the status and resolution of reported problems?

What are the time limits and other standards, if any, that have been established for the resolution of problems?

Are periodic inspections made of each individual park?

If so, by whom, how often, and what is covered?

Have maintenance standards and policies been established for periodic maintenance, repair/replacement of equipment, and handling of unneeded/obsolete structures?

If there are such standards, what are they and how are they enforced?

Is there a program for repurposing unneeded buildings/structures/equipment?

If so, please describe in detail.

QUESTIONS FOR PARK REPRESENTATIVE—OCTOBER 24 2018 MEETING

Please describe the management structure of the Park Service.

- The Department is Directed by the Director of Parks, Recreation and Community Services.
- The Department has [6] Divisions, each with a Division Chief:
 - Natural Marine and Resources
 - Recreation and Community Programming
 - Senior Services
 - Disabled Services
 - Social Services
 - UF Extension Office

Where does maintenance fit in? Is there a separate maintenance department?

- Parks Maintenance is overseen by the Chiefs of 1) Recreation and Community Services and 2) Natural Marine Resources. Each Chief has managers or superintendents in place that supervise various elements of parks maintenance.

Which positions are directly responsible for supervising individual parks?

- The Parks District Maintenance Supervisors are responsible for the parks in their respective districts (see maps), with each park being assigned a Grounds Maintenance Working Foreman who performs the maintenance at each park assigned, along with their crew.

To whom do rank-and-file maintenance workers report?

- They report to the Parks District Maintenance Supervisors who report to the Parks District Manager, who reports to the Chief of Recreation and Community Services.

What are the maintenance positions assigned to individual parks?

- The individual parks have a Grounds Maintenance Working Foreman, Maintenance Workers I & II's and Maintenance Helpers assigned.

What are the maintenance positions assigned to cover multiple parks?

- Each Crew as described above has several parks assigned. Each Crew is responsible for 15-25 parks.

What maintenance work is handled by the employees of other city departments?

- Public Works\Public Buildings provides some maintenance in parks
 - Drain Fields and Sewer
 - Some Electrical
 - Some Plumbing
 - Various Building Repairs (doors, windows, roofs, elevators)

What maintenance work is handled by outside contractors?

To name a few

- Mowing of common areas of parks
- Tree Trimming
- Fence Repairs
- Playground Mulch installation
- Playground repairs
- Some painting
- Large Electrical Repairs
- All Pool Repairs
- Concrete and Asphalt Repairs

How are decisions made about using contractors instead of inhouse services?

- Degree of difficulty of repair
- Length of time to complete for in house vs contractor
- Equipment levels beyond what is available for a specific job
- Building and\or other regulations

Which maintenance items are performed periodically?

Various Items – To name a few

- Ballfield Lighting Replacements
- Playground Mulch installations
- Replacement of Playground structures or apparatus'
- Tree Trimming
- Mowing
- Painting
- Roof Replacements
- Tennis and Basketball Court Resurfacing
- Clay Tennis Court Renovations

How are the intervals for such maintenance established?

- Growing Patterns\Rates
- Expected life of Materials
- Actual life of Materials used

Which items are handled by outside contractors?

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- Fence Repairs
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- Playground repairs
- Some painting
- Large Electrical Repairs
- Large Pool Repairs
- Concrete and Asphalt Repairs
- Various Building Repairs (doors, windows, roofs, elevators)
- Tennis and Basketball Court Resurfacing
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How and to whom are maintenance problems reported?

- Grounds maintenance working foremen perform informal inspections during each visit as well as a monthly park inspection. Issues are reported to the Parks District Maintenance Supervisor. They would review and submit a request to one of the trades groups or to the Parks District Manager if the work would require a contractor to perform.
- Issues are also reported by citizens through the CARE system.

What records are kept on the status and resolution of reported problems?

- All trades issues are entered into CARE for tracking. Other issues that are resolved by District Maintenance Staff are tracked and monitored by the Parks District Maintenance Supervisors.

What are the time limits and other standards, if any, that have been established for the resolution of problems?

Completion Time Repairs are rated in 5 categories:

1. Immediate (24 hours)
2. > 1 week
3. 2 - 4 weeks
4. 30-90 days
5. 90 - 120 days
6. > 120 days

Are periodic inspections made of each individual park?

- Yes - Monthly

If so, by whom, how often, and what is covered?

Grounds maintenance working foremen perform informal inspections during each visit as well as a monthly park inspection. Issues are reported to the Parks District Maintenance Supervisor.

Have maintenance standards and policies been established for periodic maintenance, repair/replacement of equipment, and handling of unneeded/obsolete structures?

- Yes, the Department uses a Mode system that provides standards of how often certain items are performed at each park based on the classification of the park.
 - Mode 1 – for High Use Parks (Regional and Specialty Parks)
 - Mode 2 – Moderate Use Parks (Neighborhood and Community Parks)
 - Mode 3 – Low Use Parks (Passive and Pocket Parks)
- In regards to repair\replacement of structures –
 - Repairs are performed on an as needed basis
 - Replacements are performed upon the structure reaching its life expectancy

If there are such standards, what are they and how are they enforced?

- Each type of equipment\structure has a life expectancy.
- Examples:
 - Playgrounds – 20 years
 - Picnic Shelters – 20-30 years
 - Shade Sail structures – 5-10 years for shades, 15-20 years for frames
- Replacement recommendations are provided upon inspection and periodic evaluations performed by staff.

Is there a program for repurposing unneeded buildings/structures/equipment?

If so, please describe in detail.

- Repurposing is performed on an as needed basis.
- A recent example is when the playground at Boone Park South was replaced, the usable pieces of equipment were salvaged to be re-used in other playgrounds. The dome was relocated to Boone Park North and the Silver Slide will be repurposed in the new playground being installed at Murray Hill Four Corners Park.

Parks Maintenance	
○ Parks, Facilities and Public Spaces Maintained:	
405	Number of Parks
36,811	Total Acres Managed by Parks Dept.
207	Acres of Bermuda Turf Mowed
103	Football / Soccer Fields
248	Baseball / Softball Fields
195	Playgrounds
209	Miles of Walking Trail
183	Tennis Courts
96	Basketball Courts
290	Picnic Shelters / Pavilions
57	Community Centers
25	Boat Ramps
35	Swimming Pools

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Parks Maintenance	
○ Staffing:	
137	Total Parks Maintenance Staff
114	<i>Maintenance Team Members</i>
	Tradesmen
4	<i>Electricians</i>
4	<i>Plumbers</i>
5	<i>Special Project Maintenance</i>
3	<i>Carpenters</i>
7	<i>Pool Mechanics</i>

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Maintenance Modes		Mode 1 - High Use
MODE 1 - GREEN: MOST INTENSIVE LEVEL OF MAINTENANCE DUE TO HIGH USE AND DEMAND		
Parameters:		
Park Types:	Regional & Specialty Parks	
5 Days	Average Maintenance Visits Per Week	
Weekly <small>(Bi-Weekly in Winter)</small>	Mowing Bermuda Athletic Fields	
5 Treatments	Bermuda Turf Fertilization Per Year	
5 Days	Trash Removal & Litter Pick Up	
Annually	Tree Trimming	
Weekly	Irrigation Systems Testing	
Quarterly	Pressure Wash Playground Equipment / Pavilions	
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Maintenance Modes		Mode 2 - Moderate Use
MODE 2 - YELLOW: APPROPRIATE LEVEL OF MAINTENANCE FOR MODERATE USE AND DEMAND		
Parameters:		
Park Types:	Neighborhood & Community Parks	
3 Days	Average Maintenance Visits Per Week	
Weekly <small>(Bi-Weekly in Winter)</small>	Mowing Bermuda Athletic Fields	
5 Treatments	Bermuda Turf Fertilization Per Year	
3 Days	Trash Removal & Litter Pick Up	
Annually	Tree Trimming	
Bi-Weekly	Irrigation Systems Testing	
Twice Yearly	Pressure Wash Playground Equipment / Pavilions	
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Maintenance Modes

Mode 3 - Low Use

MODE 3 - ORANGE: APPROPRIATE LEVEL OF MAINTENANCE FOR LOW USE

Parameters:

Park Types:	Passive & Pocket Parks
1 Days	Average Maintenance Visits Per Week
1 Day	Trash Removal and Litter Pick Up
Annually	Tree Trimming
Annually	Pressure Wash Amenities

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Maintenance District 1

JaxParks District 1 Map

Legend

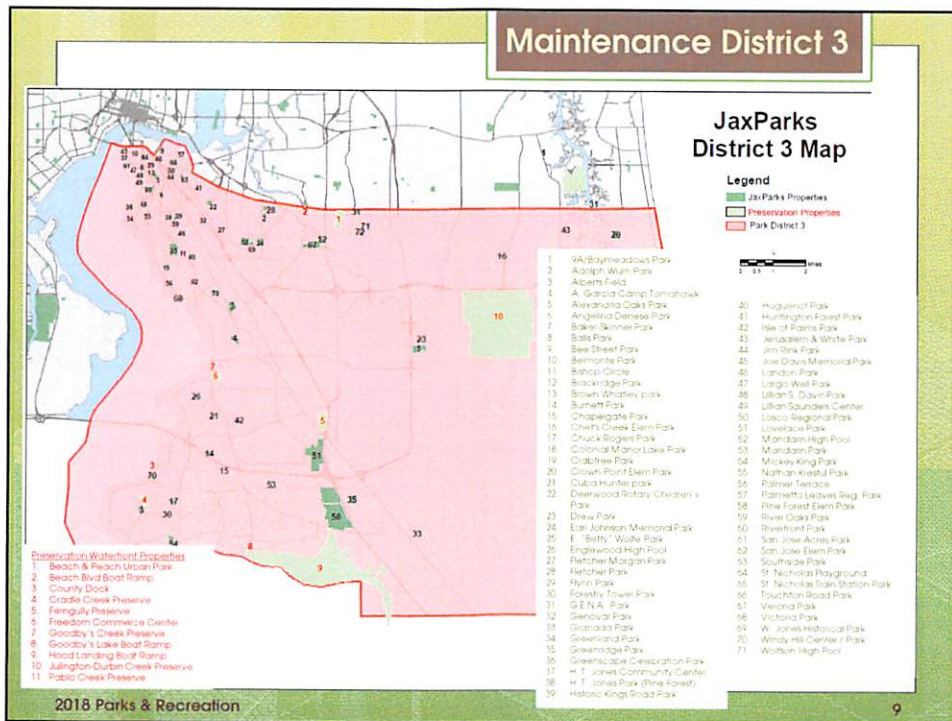
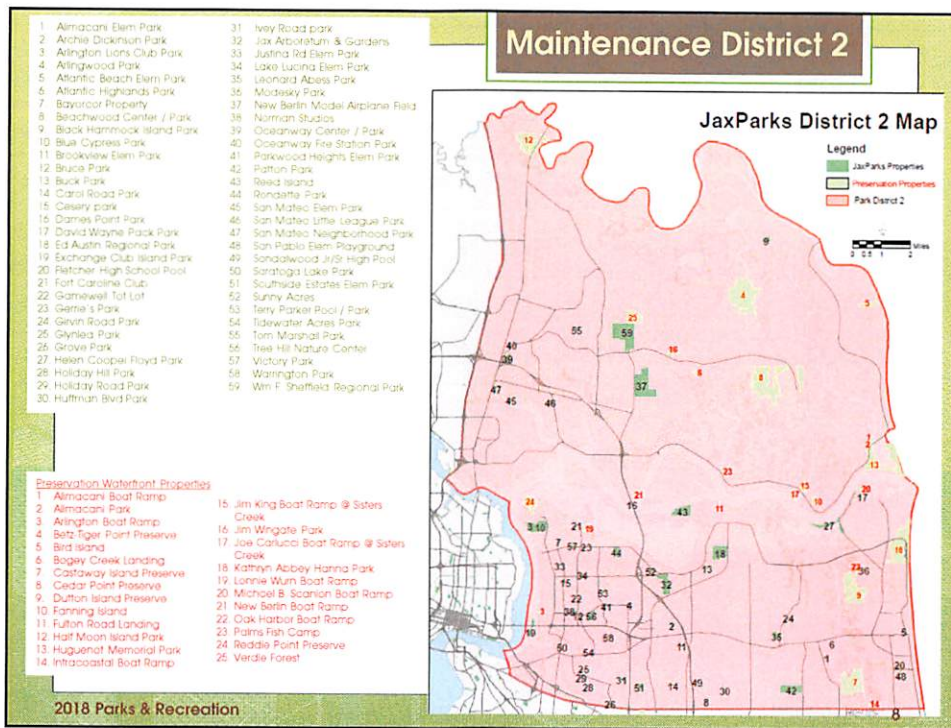
- JaxParks Properties
- Preservation Properties
- Park District 1

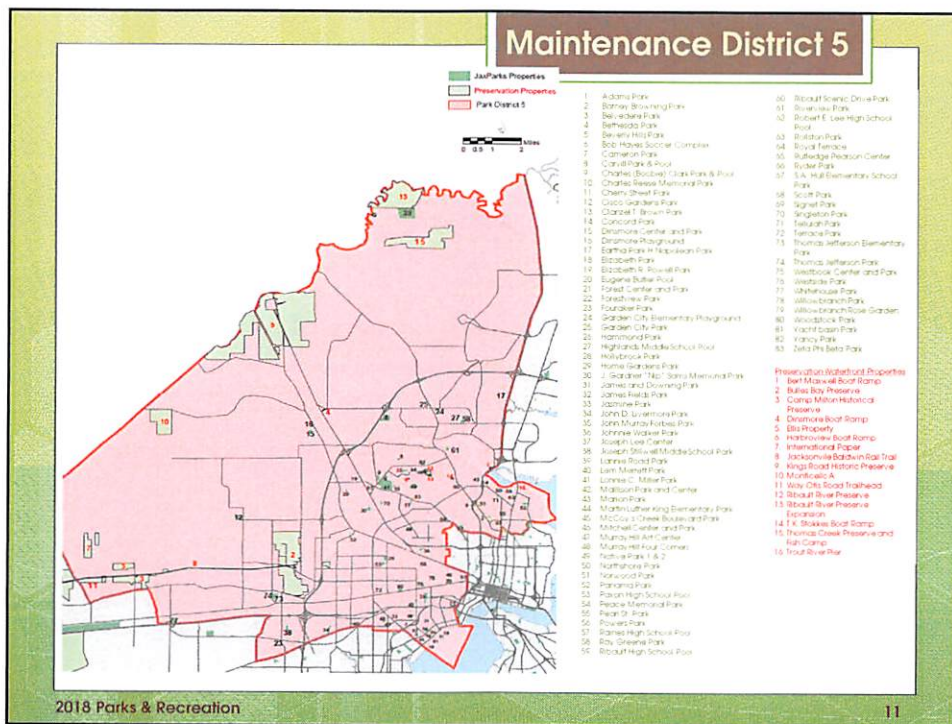
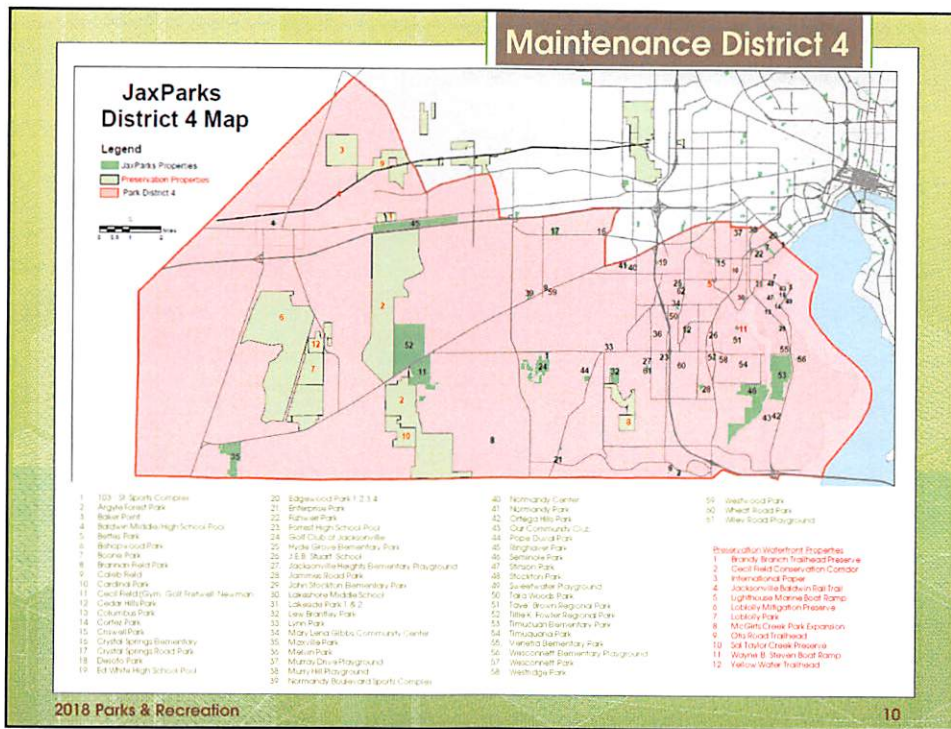
2018 Parks & Recreation

1. A. Phillip Randolph Park
2. Andrew Jackson Pool
3. Armory Building
4. Bay & Broad Pocket Park
5. Brooklyn Park
6. B. Ford Checkersboard Park
7. C. Hester McNair Park
8. Cemetery Park
9. Confederate Park
10. Edwards Park
11. Emmett Reed Park
12. E. M. Glover Playground
13. Florida C. Dwight Park
14. Flossie Brunson Eastside Park
15. Forest St Park (Gefen)
16. Friendship Fountain
17. Glen Myra Park
18. Grunthal Park
19. Hemming Park
20. Henry J. Klutho Park
21. H. L. Brown Kooker Park
22. Hogar's Creek Greenway
23. J. S. Johnson Park
24. J. P. Small Park
25. J. B. Smith Pocket Park
26. Jessie Ball DuPont
27. Joe James Center
28. J. N. McPherson Park
29. Julius Guinyard Park
30. Liberty Park
31. Longbranch Park
32. Main Street Pocket Park
33. Manson "Bull" Felder Park
34. Marienhoff Park
35. May Mann Jennings Park
36. McCoy's Creek Blvd Park
37. Memorial park
38. Metropolitan Park
39. Myrtle Avenue Park
40. Northbank Riverwalk
41. Nbank Riverwalk Artists Square
42. Oakland Park
43. Raymond E. Davis Park
44. Ritz Pocket Park
45. Riverside Park
46. Robert F. Kennedy park
47. R. "Bill" Cook Jr. Park
48. Simonds Johnson Park
49. S Line Rail Trail
50. Southbank Riverwalk
51. St. Johns Park
52. W. W. Schell Jr. Memorial Park
53. Water & Broad St. Pocket Park
54. Wigmore Park

Preservation Waterfront Properties
1. St. Johns Marina

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JaxParks Amenity Catalog Pricing

Tier 1 Amenities - Up To \$100,000	Tier 1 Amenities [Up to \$100,000]	Recognition Term (Years)	Plaque Size	Total Cost
	Grill	10	2"x 4"	\$2,000
	Loop-Style Bike Rack	10	2"x 4"	\$2,250
	Trash Receptacle	10	2"x 4"	\$2,250
	Park Bench	10	2"x 4"	\$3,000
	Legacy Landscaping (30 Gal Tree)	10	2"x 4"	\$3,000
	Picnic Table	10	2"x 4"	\$3,500
	Drinking Fountain	10	2"x 4"	\$5,500
	Kiosks	10	4"x 8"	\$16,500
	Bleachers	10	4"x 8"	\$17,500
	Shade Structures	10	4"x 8"	\$17,500
	Scoreboard	10	4"x 8"	\$28,500
	Pavilion (small)	15	4"x 8"	\$28,500
	Batting Cages	10	4"x 8"	\$34,500
	Basketball Court	10	4"x 8"	\$45,000
	Pavilion (large)	10	4"x 8"	\$56,000
Playground Equipment (small)	10	4"x 8"	\$95,000	

Tier 2 Amenities - \$100,000 + *High Use Facilities	Tier 2 Amenity [\$100,000 and Larger]	Recognition Term (Years)	Plaque Size	Total Cost
	Playground Equipment (large)	\$10	TBD	\$200,000
	Baseball / Softball Field	\$10	TBD	\$280,000
	Restrooms*	\$10	TBD	\$355,000
	Large Sports Field	\$10	TBD	\$480,000
	Concession / Restroom / Scorebox*	\$10	TBD	\$555,000
	Community Center	\$10	TBD	\$1,110,000
Tennis Complex	\$10	TBD	\$2,220,000	

Tier 3 Amenities - Programming *Weekly Classes	Tier 3 Amenities Adult/Youth Programming	Number of Classes / Events	Recognition Opportunities	Total Cost
	Adult - [Zumba, Yoga, Line Dancing]*	6	Marketing Materials	\$1,500
	Youth - Tae Kwon Do*	6	Marketing Materials	\$1,500
	Youth - Hydroponic Growing Systems	6	Marketing Materials	\$1,500
	Youth - Gardening Program *	6	Marketing Materials	\$2,000
	Youth - After School Field Trips (per trip)	1	Marketing Materials	\$2,000
	Youth - After School STEM Club *	6	Marketing Materials	\$3,000
	Youth - Movie in the Park (per movie)	1	Marketing Materials	\$4,000
Swim Lessons *	8	Marketing Materials	\$5,500	