

Boynton Yards - Civic Space 1

Milestone description	Assigned to	Start
MAINTENCE SCHEDULE		
Soil Management		
Soil Testing (Required every 3 years)	Landscape Vendor	March
Submit Soil amendment application to City Tree Warden (if necessary)	Landscape Vendor	March
Amend Soil	Landscape Vendor	April
Install Compost	Landscape Vendor	May
Install Compost Tea	Landscape Vendor	May
Apply Fertilizer Application #1	Landscape Vendor	June
Apply Fertilizer Application #2	Landscape Vendor	July
Apply Fertilizer Application #3	Landscape Vendor	August
Tree Care		
Notify Tree Division of Maintenance (14 days prior to pruning)	Landscape Vendor	May
Prune Trees per LMMP	Landscape Vendor	May
Mulch Trees per LMMP	Landscape Vendor	May
Update Tree Inventory	Landscape Vendor	April
Notify Tree Division of Maintenance (14 days prior to pruning)	Landscape Vendor	September
Prune Trees per LMMP	Landscape Vendor	September
Ornamental Plant Bed Care		

Spring Clean Up	Landscape Vendor	May
Contact city for educational signs for Pollinator friendly landscaping practices	Property Management	March
Weekly Pruning of Beds	Landscape Vendor	May-October
Weekly hand weeding of Beds	Landscape Vendor	May-October
Pruning of Shurbs (2 mos after last hard frost)	Landscape Vendor	May
Install compost leaf mulch/natural pine bark mulch	Landscape Vendor	May
Cut back Perennial plant foliage	Landscape Vendor	October
Rake Leaves into Plant Beds (weekly)	Landscape Vendor	Sept.-Nov.

Lawn Care

Mowing to maintain 3"-4"" lawn height (no more than bi-weekly)	Landscape Vendor	May - October
Edging of lawns along walkways	Landscape Vendor	May - October
Treating of lawn with compost, compost tea or organic fertilizer (ongoing as needed)	Landscape Vendor	April
Aeration of lawn (Spring)	Landscape Vendor	May
Aeration of lawn (Fall)	Landscape Vendor	September

General Maintenance Services

Cleaning of litter/debris	Cleaning Vendor	Jan - Dec
Emptying of trash	Cleaning Vendor	Jan - Dec
Power Wash Pavers (as needed depending on temperatures)	Cleaning Vendor	Jan - Dec
Washing down seating (as needed)	Cleaning Vendor	Jan - Dec
Cleaning of park features (pergolas, art installations, lighting, charging stations)	Cleaning Vendor	Jan - Dec
Keeping catch basins free of debris (as needed)	Property Management	Jan - Dec

Cleaning sumps of catch basins (annually)	Property Management	June
Monitor lighting of civic space	Security	Jan - Dec
Clean lighting fixtures	Property Management	June
Inspect Historic Memorial and communicate damage to 311	Property Management	Jan - Dec
Inspection of painted surfaces - Spring	Property Management	May
Inspection of painted surfaces - Fall	Property Management	October
Weekly Pest inspections (April - September)	Pest Control Vendor	April - Sept
Monthly Pest inspections (October - March)	Pest Control Vendor	Oct - March

Snow Removal

Monitoring of weather conditions for snow/ice removal	Snow Removal Vendor	Jan - Dec
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Pavement, Steps and Walls

Monitor all walking surfaces and stone seat walls for tripping hazards	Property Management	Jan - Dec
Repainting of masonry features	Property Management	Dec
Vacuum Sweep of pavers (as needed)	Property Management	
Add sand and joint material to pavers (as needed)	Property Management	

Water Service & Irrigation

Turn on Irrigation	Landscape Vendor	May
Blow out Irrigation	Landscape Vendor	November
Inspection of Water botter fillers	Property Management	May
Turn on and ongoing Maintenance of Splash Pad	Property Management	June
Turn off splash pad	Property Management	September