

SKCAF PMD Maintenance Schedule

Effective Date:	January 10,2007
Approved by SKCAF Board on:	January 10,2007
Applicability:	Lake Wilderness Arboretum Grounds
Manager of Responsibility:	PMD Chairperson

PMD Calendar of Scheduled Maintenance

This calendar serves as a guide to various maintenance tasks that occur throughout the year. This schedule should be managed by the PMD chairperson who will allocate tasks as appropriate. The chairperson should also review this calendar yearly and update it as needed.

Twice weekly

- Check filter in water feature pump
- Deal with trash
- Maintain kiosk brochures
- Spot check water meter for any motion of the leak detector

Twice monthly

- Log water meter readings into record book

January/February

- Cut back red twig dogwood in SM
- Cut back 1 smoke bush in Rhododendron Garden

March/April

- Fertilize rhododendrons and other plants, including trees, shrubs and perennials
- Dewinterize irrigation
- Begin mowing season
- Mulch beds to maintain moisture during summer
- Organize large community work parties for large maintenance and development tasks

May/June

- Put up shade cloth in nursery

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- **Service SM irrigation - each emitter should be checked to assure each azalea is receiving water. Weed around each plant at the same time.**

July/August

- **Prune rhodies after bloom**

Sept/Oct

- **Winterize irrigation**
- **Take down shade cloth in nursery**
- **Organize large Community work parties for large maintenance and development tasks**

Nov/Dec

- **Christmas light display**
- **Negotiate new contracts with contractors for coming year, so that contracts are in effect, with insurance and licenses on file by January 1**