

Trail Maintenance Standards

1.0 Introduction

The responsibility for the City of San José's trail system lies with the Department of Parks, Recreation and Neighborhood Services, PRNS. The Parks Division of PRNS maintains and operates the park system, connecting people to healthy lifestyles and nature, offering equitable access to public life, and contributing to San José's identity with unique destinations and events. Parks and trails are maintained by park maintenance employees and contractors working seven days per week and through partnerships with Public Works and Capital Maintenance.

2.0 Parks Maintenance

This provides the maintenance standards or requirements employed by parks maintenance personnel in performing their daily work. It specifies minimum workmanship requirements. These standards are also employed in the annual Trail Condition Assessment, TCA, and for periodic inspection of trails. This covers maintenance items only for park-maintained amenities. Capital features are covered in other documents.

3.0 References

4.0 Definitions

- 4.1 Debris: limbs, rocks and various natural and/or organic materials. Leaves are excluded.
- 4.2 Drainage: capability of planted areas to drain water from irrigation and/or rain.
- 4.3 Gabions: caged riprap rock, K Rail, concrete terrace on sloped walls of trail.
- 4.4 Graffiti: writing or drawings made on a wall or other surface, without permission, within public view.
- 4.5 Litter: examples include cigarette butts, tissue paper, food wrappings, newspapers, and larger items like abandoned appliances or grocery shopping carts.
- 4.6 Park Concerns reporting: Park concerns can be communicated to the hotline at (408) 793-5510 or by the mobile phone application.
- 4.7 Unsafe Litter: hypodermic needles, condoms, broken glass, feces, and/or other biowaste.
- 4.8 Vehicle Deterrents: Structures such as boulders, bollards, and gates that block traffic from entering the trail.

5.0 Policies Across San José Trails and Landscaping

- 5.1 Health and Safety: all features within all park sites shall be always safe and healthy. Any unsafe or unhealthy condition observed by city staff or other people shall be reported by using the park concerns reporting system, see section 4.6, above.
- 5.2 Unsafe Litter: unacceptable at any site, any feature, anytime. Observation of such means that cleanliness attribute of that feature is in non-compliance of this maintenance standard.
- 5.3 Graffiti: PRNS has a "no tolerance of graffiti" policy. Areas surrounding parks shall be 100% free of graffiti. If graffiti is observed, it must be reported to the parks concerns report system, see section 4.4 above, to be abated within 24-48 hours.
- 5.4 Drainage: No standing water or puddles are always allowed from the use of reclaimed water systems.

5.5 Signs: signs shall be secured by appropriate fasteners and shall be rust free in every case.

5.6 Safety: PRNS operates a “safety first” policy. When a non-safe condition is observed by anyone, then PRNS shall be notified, see 4.6 above. PRNS shall make correction of unsafe conditions the highest priority.

6.0 Detailed Standards

6.1 Aesthetic

6.1.1 Cleanliness: Trail is free of all visible litter and debris. The standard allows for no more than 10 pieces of litter or debris, lightly scattered, visible in a 100’ line of sight on the trail. Debris include limbs, rocks and any other items that impedes use of the area. Leaves are excluded. Unsafe litter is not acceptable.

6.2 Benches

6.2.1 Cleanliness: 90% of available benches are free of litter, dirt, stains, and rust. 90% of immediate areas surrounding benches are free of litter, weeds, and debris. The standard allows for no more than 5 pieces of litter or debris present in surrounding area. Debris include limbs and rocks. Unsafe litter is not acceptable.

6.2.2 Graffiti: Benches are 100% free of graffiti.

6.2.3 Paint/Aesthetics: At least 80% of surface of all benches appear free of peeling, cracked/chipped surfaces, and exposed Rebar.

6.3 Drinking Fountains

6.3.1 Integrity of Equipment: Drinking fountains are accessible, operational with appropriate water flow (enough flow to drink from and flow does not overshoot the bowl), bowl drains, no leaks, and free of standing water.

6.3.2 Cleanliness: Drinking fountain is free of garbage, sand, stains, or organic material. Fountain should be presentable and sanitary for use.

6.3.3 Graffiti: Drinking Fountain is 100% free of graffiti.

6.3.4 Paint/Aesthetics: Drinking Fountain is 90% free of rust.

6.4 Landscaped Areas

6.4.1 Cleanliness: Ornamental or landscaped gardens, shrubs, and ground covers are free of litter and debris. The standard allows for no more than 5 pieces of litter or debris visible in a 10’ by 10’ area or along a 100’ line. Natural leaf litter is acceptable. Unsafe litter is not acceptable.

6.4.2 Plant Health: 80% or more of each ornamental or landscaped gardens, shrubs, and ground cover show no signs of death or damage (e.g., broken or uprooted) and are the correct shape for the variety.

6.4.3 Pruning: 80% of ornamental gardens, shrubs, and ground covers have appropriate size and shape for their location. Note: The size and shape should be common to species and should not impede pathway nor block sight lines and landmarks unless they are deliberately designated barriers.

6.4.4 Holes and Pests: Noticeable from a ten (10) foot distance, bed is free of visible holes greater than 2-3 inches in diameter and/or depth. Note: Holes greater than 2-3 inches (in diameter and/or depth) that are observed during the inspection process should be reported so they can be filled. The standard is not met if multiple holes and/or mounds caused by any animal (e.g., gophers, moles) are aesthetically unpleasant and/or impede park users from walking or jogging, even if holes are less than 2-3 inches in diameter and/or depth.

6.4.5 Weeds: 80% or more of each ornamental gardens, shrubs, and ground covers is free of weeds and 100% free of vines overtaking area.

6.4.6 Drainage: 80% of bed area is free of standing water two days after rain or two hours after irrigation.

6.5 Pavement

6.5.1 Surface Quality: Paved portions of trail are free of cracks, depressions, and potholes. Trail is smooth and pavement is not crumbling or lifting.

6.5.2 Drainage: Pavement is free of standing water two days after rain or two hours after any irrigation to areas neighboring the trail.

6.5.4 Graffiti: Pavement is free of graffiti.

6.6 Striping and Signage

6.6.1 Paint/Aesthetics: At least 90% of centerline striping or painted mileage markers are visible along paved portions of trail. Striping markings are not cracked or fading.

6.6.2 Signage: Mileage markers and trail rules are present, legible, and 100% free of graffiti. Trail rules are properly installed in noticeable locations.

6.7 Waste Receptacles

6.7.1 Cleanliness: 90% of all exterior of receptacles are clean of food waste, spills, or other leftover waste items. Immediate areas surrounding 90% of all waste receptacles are free of litter and debris. Trash is not overflowing in waste receptacles. The standard allows for no more than 3 pieces of litter or debris present in the immediate area surrounding any waste receptacle. Unsafe litter is not acceptable.

6.7.2 Graffiti: Waste Receptacles are 100% free of graffiti.

6.7.3 Painting/Aesthetics: Paint is uniform color, paint quality, not peeling, not chipping where applicable, on 90% of all receptacles. 90% are rust free. 90% are dent free.

6.8 Walls and Gabions [option to select type: Caged Riprap Rock, K Rail, Concrete Terrace, Fencing]

6.8.1 Cleanliness: 90% of gabion and wall surface is free of litter, dirt, stains, and rust. Immediate areas surrounding 90% of all hardware are free of litter, weeds, and debris. The standard allows for no more than 5 pieces of litter or debris present in a surrounding area. Debris include limbs and rocks. Unsafe litter is not acceptable.

6.8.2 Graffiti: all gabion and wall surfaces are 100% free of graffiti.

6.8.3 Integrity: 90% of structure is free of deterioration, such as rust, rot, splinters, or dents, and is 100% free of sharp edges and protrusions. 100% of attachments (e.g., bolts and screws) are secure.

6.9 Vegetation

6.9.1 Pruning: 90% clear of weeds and branches alongside of trail within 5' on either side and 90% clear of weeds and branches on paved portions. Vegetation alongside trail should not block sight lines or signage.

6.9.2 Plant Health: 90% of vegetation show no signs of death or damage (e.g., broken or uprooted) and are the correct shape and variety. No apparent insect infestation and no obvious disease.

6.9.3 Holes and Pests: Noticeable from a ten (10) foot distance, areas alongside trail are free of visible holes greater than 2-3 inches in diameter and/or depth. Note: Holes greater than 2-3 inches (in diameter and/depth) that are observed during the inspection process should be reported so they can be filled.

6.9.4 Trees: Trees shall have a minimum eight (8) foot clearance above paved area. No broken or hanging limbs greater than one (1) inch in diameter are visible or impede passage to trail users.

6.10 Vehicle Deterrents [option to select type: Bollards, K Rail, Boulders]

6.10.1 Cleanliness: 90% of vehicle deterrent surface is free of litter, dirt, stains, and rust. Immediate areas surrounding 90% of all deterrent surface is free of litter, weeds, and debris. The standard allows for no more than 5 pieces of litter or debris present in a surrounding area. Debris include limbs and rocks. Unsafe litter is not acceptable.

6.10.2 Graffiti: all deterrent surfaces are 100% free of graffiti.

6.10.3 Paint/Aesthetics: At least 80% of surface of all deterrents appear free of peeling, cracked/chipped surfaces, and exposed Rebar.

6.10.4: Locks: standard PRNS and Valley Water keyed locks are present and locked.

6.11.5 Integrity: 100% of deterrents are present at the correct locations.

REV	REASON AND DESCRIPTION OF CHANGE	APPROVALS	ORIGINATOR	RELEASE DATE
-	Initial draft		C. Cioni	Jan 10 2024
	Second draft		C. Cioni	May 2 2024