



MAINTENANCE ANALYSIS

Maintenance and operation of the Central Mesa are the responsibility of the Central Division of the Park and Recreation Department.

Buildings Maintenance

Central Mesa buildings which are under long-term leases or operating agreements, as well as those which are occupied under Preferential Non-Exclusive Use and Occupancy Permits are maintained on a daily basis by the occupants. Major repairs to these facilities such as re-roofing, structural repairs, etc., remain the responsibility of the City. The Park and Recreation Department's involvement in the day-to-day operation and maintenance of these buildings is minimal.

A second group of buildings is those which either house City staff, directly support City operated or City sponsored recreational programs, or are occupied under Special Use Permits. The day to day operation and maintenance of these buildings are the responsibility of the Central Division of the Park and Recreation Department. A Building Supervisor with a staff of custodians and other maintenance personnel are housed in Building No. 1 at the former Naval Hospital site. Central Mesa Buildings maintained by this work unit are:

- Municipal Gymnasium
- Federal Building
- Palisades Building
- Balboa Park Club
- Casa del Prado
- Casa del Prado Theater
- Spreckles Organ Pavilion
- War Memorial Building
- Freestanding Public Restrooms

The unit is also responsible for daily maintenance of all restrooms, safety inspections, equipment set up for users, and related duties of a daily, but relatively routine nature.

Repairs to this group of buildings which cannot be handled by the custodians, are directed to the City's General Services Department, Buildings Division. Their staff perform services such as plumbing, window repairs, painting, carpentry, locksmithing and electrical work. All these repairs must be initiated through a Service Request which is submitted to Buildings Division by the Balboa Park Buildings Supervisor. Under these procedures, repairs are undertaken by Buildings Division staff on a City-wide priority basis. Major repairs in Balboa Park must await their turn. Low-priority repairs often take many weeks to accomplish.



The Buildings Division also serves as liaison for the repairs to City owned buildings which are leased to institutions and other organizations. The lessees are responsible for the daily maintenance and upkeep of the facilities they occupy. They are also responsible for repairs described in their lease which relate to their specific program operations. In general, the City assumes responsibility for upkeep of building exteriors. The repair procedure is for the institution or organization to contact the Balboa Park Buildings Supervisor, who then evaluates the request and submits the Service Request to Buildings Division.

Grounds Maintenance and Horticulture

Both the grounds maintenance and horticulture programs, and the new Park Ranger program are combined into one work unit within the Central Division of the Park and Recreation Department.

On-site staff currently consists of one (1) Grounds Maintenance Manager, one (1) Horticulturist, four (4) Grounds Maintenance Supervisors and forty (40) full-time maintenance staff, which include Ground Maintenance Workers and a Light Equipment Operator. In addition to Balboa Park, this work unit staff is responsible for the maintenance of Mission Hills Park and Presidio Park. Typical tasks for the grounds and horticulture crews include gardening, litter and trash removal, sign maintenance, irrigation repair and operation, pest control and various other physical improvements and repairs. Heavy maintenance operations are performed by City-wide Park and Recreation Department crews. Tree trimming, turf mowing, brush hauling, heavy maintenance, major pest control, major irrigation repair and playground equipment repair and maintenance are all included.

The City General Services Department has three divisions with responsibilities for Balboa Park maintenance. Street Division is responsible for street and sidewalk maintenance. Communications and Electrical Division is responsible for the maintenance and repair of outdoor lighting. Buildings Division is responsible for most plumbing, electrical, painting, carpentry and other trades related maintenance of buildings. Repair and maintenance of major water lines, backflow devices and sewer systems are performed by the Water Utilities Department.

Many specialized tasks are performed by private contractors. These include fence repair, specialized irrigation repairs, ornamental fountain and water feature maintenance, specialized restroom maintenance, structural pest control, carpet cleaning and trash container services.

Maintenance Analysis Summary

Both the Buildings Program and the Grounds Maintenance and Horticulture Programs would benefit from increased staffing. It is recognized, however, that the City will continue to face severe budgetary constraints which limit its ability to provide additional staff. Nonetheless, the Central Mesa requires improved service levels and response times for maintenance and repairs.



Functions such as plumbing, carpentry, electrical and painting would be more effectively administered directly by the Park and Recreation Department. In order to effectively maintain the Central Mesa, maintenance crews should have access to adequate tools and materials. They should also have sufficient work space in which to perform their tasks and in which to store their equipment and materials. The public has made significant investment in the Central Mesa and the investment should be protected and maintained at a high level.

