**User Guide | Daily Tasks**

*Created April 26, 2019  
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NYC Parks*

**What’s In This Dataset?** This data contains cleaning records for City property under the jurisdiction of or maintained by NYC Parks. It includes records of tasks such as cleaning and restocking comfort stations, and removing graffiti, litter and natural debris.

Each row of data represents an activity logged in the Daily Tasks park cleaning database. Only work activities are tied to a specific NYC Parks’ site, while non-work activities are not. Data accuracy is limited by the accuracy of the original source database.

This data represents a portion of the underlying information used to produce the annual reports on Park Maintenance, as required by Administrative Code 18-144. These reports can be accessed at <https://www.nycgovparks.org/news/archive>.

**Who Manages This Data?**

Daily Tasks data is input and managed by staff that perform daily maintenance, as well as garbage collection, snow plowing, and basic repairs and upkeep**.** These staff are tasked with cleaning a park for as long and as often as it takes to make it clean and safe for the public. We have codified standards of cleanliness and safety, as well as expectations of cleaning frequency. To ensure these standards are met, every park receives at least two random audit inspections per year by highly-trained inspectors from the Parks Inspection Program (PIP), as well as monthly inspections by the sector’s supervisors. We measure our daily park maintenance by looking at outcomes as captured in the inspection ratings. Our priority is to ensure that a park is clean and safe, whether it took one hour or four hours to achieve that result. This report provides a summary of those inputs.

For cleaning service, a park is considered “mobile” or “fixed post.” Mobile crew staff visit multiple parks throughout a sector, following a specific route. Fixed post staff are assigned to a single park or, most commonly, to a group of nearby parks (sometimes known as “split post”), which are generally high-use, high-priority locations such as playgrounds, or out-of-the-way sites that are not feasible to service by mobile crew. In order to host fixed post staff, a park must have a facility with storage space, a bathroom, and heat (generally a comfort station). A fixed post-eligible site may also be cleaned by a mobile crew, and the type of crew deployed at a site depends on seasonal needs, daily staffing levels, and other priorities as determined by sector supervision. Whether they are driving from park-to-park as a mobile crew, or walking around on a fixed post, the same staff will generally visit a given park each day and become familiar with the park’s visitors and patterns of use.

Parks are cleaned to a standard–not for a set length of time–and the amount of hours spent cleaning an individual park can vary greatly depending on how it was used the previous day. Some of our parks are consistently more heavily utilized than others, or are utilized in a manner that requires additional maintenance resources. In other words, not all park acres need the same level of service. Usage can also vary considerably by season. A crew arriving at a park that is mostly clean will not spend a large number of hours there– they will move on to the next park that needs their attention. Therefore, we have included the average number of weekly cleaning visits in this report to give New Yorkers a better sense of how we are taking care of each park.

**Get Started With This Data:**

How much time was spent cleaning a specific park during a specific period of time?

What is the average size of the cleaning crew that visits the parks in my neighborhood?

How has the level of service for a specific park changed year over year?

**Columns (Fields, Attributes):**

|  |  |
| --- | --- |
| Field Name | Description |
| gispropnum | Unique identification number for each park property. |
| omppropid | Unique identification number for a property or portion of a property. In some cases – a standalone, smaller park for example – this number will be equivalent to the PropNum. In other cases – a zone, playground or other site within a larger park – an additional designation of letters and/or numbers will be added. |
| gisobjid | Unique identifier that links the property being serviced to an asset in AMPS. |
| route\_\_id | Unique identification number for the route as part of which the indicated activity was performed |
| off\_route | An indicator as to whether or not a property is included on the selected route. |
| description | Description of park property or portion of property location |
| district | Unique identification string of the Park Maintenance District in which the property is located. |
| sector | Unique identification string of the Park Maintenance Sector |
| sector\_name | The name of the sector. |
| sector\_desc | The identifiers of the Park Maintenance Districts that comprise the associated Sector |
| vehicle\_number | The vehicle number used for the given date and route. |
| date\_worked | The date on which the indicated activity was performed. |
| start\_time | The date and time at which the indicated activity started. |
| end\_time | The date and time at indicated which the activity ended. |
| activity | The type of activity captured for a record. Cleaning is indicated by the "Work" activity, while other activity codes are used for other actions. |
| animal\_waste | An indicator as to whether or not animal waste was cleaned during a visit. |
| broken\_glass | An indicator as to whether or not broken glass was cleaned during a visit. |
| dumping | An indicator as to whether or not dumping was cleaned during a visit. |
| graffiti | An indicator as to whether or not graffiti was cleaned during a visit. |
| medical\_waste | An indicator as to whether or not medical waste was cleaned during a visit. |
| napsw | A count of the number of staff in the Associate Park Service Worker title on the cleaning crew during the indicated activity. |
| ncpw | A count of the number of staff in the City Park Worker title on the cleaning crew during the indicated activity. |
| ncsa | A count of the number of staff in the City Seasonal Aide title on the cleaning crew during the indicated activity. |
| npop | A count of the number of staff in the Parks Opportunity Program (POP) Participant title on the cleaning crew during the indicated activity. |
| nnpw | A count of the number of non-Parks employees on the cleaning crew during the indicated activity. |
| ncrew | A count of the total number of workers on the cleaning crew during the indicated activity |
| fixed\_post | An indicator as to whether or not an entry was made using the "Fixed Post" module of the application. |
| nhours | A count of the adjusted number of hours a given task was performed. |
| daily\_task\_\_id | A unique ID assigned to each Daily Task entry. |
| daily\_task\_activity\_\_id | A unique ID assigned to each Daily Task activity entry. |
| overlap\_flag | An indicator as to whether or not the number of hours (nhours) were adjusted for overlapping times and tasks. |
| dt\_system | The system from which the data was entered. |
| fiscal\_day | The relative day of the fiscal year. |
| fiscal\_week | The relative week of the fiscal year. |
| fiscal\_qtr | The fiscal year followed by the fiscal quarter for a given record. |