

Chapter 07 | Seasonal Site Information

07.01 General Information

Seasonal sites are defined as: waysides, scenic overlooks, historical markers, table sites, and parking turnouts. Seasonal sites are typically open in the middle of May and are closed the middle of September. Every spring, Kapur Roadside Facilities emails a letter to seasonal site service providers providing them with specific dates seasonal sites are expected to be opened and closed that year. Prior to each opening and closing date, FAMIS is set up to automatically assign opening and closing work orders to seasonal site service providers. A separate work order will be generated for each seasonal site.

In the spring, a work order is generated for the opening of each seasonal site. A detailed “Opening of Seasonal Site” checkoff list is attached to each work order. The service provider must attend to everything on the list, fill it out, then re-assign each work order back to the “Work Control Center” with a “Work Completed” status.

In the fall, a work order is generated for the closing of each seasonal site. A detailed “Closing of Seasonal Site” checkoff list is attached to each work order. The service provider must attend to everything on the list, fill it out, then reassign each work order back to the “Work Control Center” with a “Work Completed” status.

If there is a well at the site, refer to Chapter 09, Well Water Testing.