

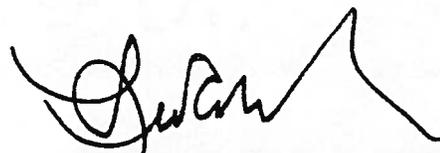
MANAGING DIRECTOR'S DIRECTIVE NO. 18

MAINTENANCE OF CITY-OWNED PROPERTIES

The purpose of this directive is to re-emphasize the responsibility of the head of each City agency to maintain, to the extent possible, all City-owned properties assigned, including the removal of debris and overgrown weeds on the premises.

It is recognized that budget limitations, personnel shortages, or other deficiencies may limit the effectiveness of your maintenance program. Nonetheless, you are directed to be particularly sensitive to community concern and impatience over any unsatisfactory maintenance situations that may develop. Further, you are to take immediate steps within the limits of your resources to rectify such situations to the end that citizen complaints are reduced to a minimum.

Should you be unable to cope with problem maintenance situations by utilizing your own resources, you should immediately advise this office.



Managing Director