

**BUSINESS OPERATIONS
GROUNDS**

Grounds

The building maintenance supervisor is responsible for performing or assigning all tasks necessary for implementing the grounds maintenance policy.

Summer maintenance will include grass cutting, replanting of shrubs as needed, fertilizing and seeding periodically, sweeping and hosing down facade and sidewalks biweekly.

Autumn maintenance will include frequent raking and cleanup of falling leaves and other debris.

Winter maintenance will include timely removal of snow on sidewalk and parking lot surfaces and use of ice and snowmelting chemicals as necessary.

Spring maintenance will include cleanup, seeding and fertilizing as needed, sweeping and hosing down facade and sidewalks.

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