

Maintenance Policy

As a general policy, the Land Bank will work with qualified end-users, community-minded neighbors, and others to return a property to productive, private ownership as soon as possible. However, the Land Bank may acquire parcels that will require regular maintenance for extended periods of time while end-users are solicited.

Maintenance Procedures

1. Maintenance Property

- When the land bank acquires an improved property that will be held and/or rehabilitated or when the Land Bank acquires a vacant lot without a designated end-user, the parcel is considered a Maintenance Property.

2. Maintenance Generally

- The Land Bank will maintain the property in accordance with local standards for the duration of the Land Bank's ownership.
- To use resources most efficiently, the Land Bank will prioritize maintenance partnerships with public-sector vendors or not-for-profit organizations whenever possible.
- When necessary, the Land Bank may solicit bids from private vendors in order to meet its maintenance needs. A request for proposals of this nature may include a block of properties or properties on an individual basis.

3. Maintenance Standards

- For all newly acquired improved properties the Land Bank will require the vendor to:
 - Remove all trash and debris
 - Change locks
 - Board up or otherwise secure the property
 - Terminate all utilities
 - Winterize (when necessary)
- For all newly acquired vacant lots the Land Bank will require the vendor to:
 - Remove all trash and debris
 - Mow grass and/or weeds
- Ongoing maintenance will include:
 - Removing debris from porch, steps, yard and driveway
 - Re-securing the property if necessary
 - Mowing of lawn on a regular basis as needed
- When maintenance is provided by the municipality, maintenance schedule may be

coordinated with the municipality's existing maintenance schedule.

- Maintenance will be in accordance with local standards.
- Any variation from this maintenance policy shall have Board approval.