

CENTRAL A/C SYSTEMS

Preventative maintenance should include the following services:

1. Flush out air cooled condensing unit with fresh water for sand and salt removal, **twice a year.**
2. Check and/or clean condensate drain pan and blow out condensate drain line **twice a year.**
3. Change air conditioning filters **monthly.**
4. These routine steps will help reduce unnecessarily high electric bills which can be caused by overworking of a unit due to the system not working at maximum efficiency.
- 5.

HOT WATER HEATERS

Please have hot water heaters checked/serviced thoroughly for any wear or damage. Due to the age of many of these hot water heating units, owners may possibly have failures that can lead to water damage for many.

DOOR BELLS

The Preserve maintenance staff has been working to replace, where needed, any of the push doorbells at the exteriors of the front doors. However, homeowners have reported that the chime box (located inside the condo unit) can make a humming noise and become hot to the touch when they are aged and failing. So please be aware of this owner responsibility.

HURRICANE SEASON PREPARATIONS

The Preserve bylaws remind us that all absentee unit owners should: Remove all furniture, plants and other objects from balcony. And to designate a company or person to care for unit in the event it receives weather related storm damage. Just inform the office of your emergency local contact, if applicable.

FLOORING IN UPSTAIRS UNITS

Please remember to submit any requests for flooring material changes on second floor units. If you are replacing carpet with carpet, you need not submit anything. For replacing carpet with hard flooring such as tiles, wood or laminates, you must have BOARD approval BEFORE any work is begun. Call office for more information or details.

