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The Association Office will close at 12:00pm on Thursday, July 4th in observance of Independence Day.

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As we have done in the



past, your Association Management Team wanted to offer a few maintenance tidbits that should be added to every unit's preventative checklist. Along with

the items listed below, please remember to always use a licensed plumber, HVAC company, or contractor for work inside your unit. Additionally, make sure to get a copy of the certificate of insurance. You want to be sure that should something happen as a result of a faulty installation or service, that their insurance will cover any damages to your unit, common areas, and the unit of your fellow owners. Using an unlicensed "handyman" exposes you directly to liability for damages caused to Association common areas and other units. As always, your Association Management Team is here to help. Please let us know if we can offer any assistance or answer any questions.

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### **HVAC Maintenance:**

On a regular basis, the Association's Maintenance staff is called due to a leak within a condominium unit. Often the source of the leak is due to an HVAC



system that either has a dirty filter, dirty coil, or clogged drain line. An HVAC system is like a car. It needs proper care and maintenance to function correctly and extend its lifespan. A properly working HVAC system is one that will keep

your condo nice and cool for several years to come. But the pre-requisite for this longevity is HVAC maintenance, which is essential. Properly maintaining your HVAC can lower your power bills, improve air quality, increase the lifespan of your HVAC, improve efficiency of your HVAC, and result in fewer emergency repairs. Below are some crucial keys to proper preventative maintenance.

1. **Clean the Condenser:** Outdoor condensers exposed to our salty environment can get notably dirty, causing the system to work harder to create the necessary cold and warm air you want in your condo. Cleaning condensers reduce the likelihood of damage to any internal components. It is important to ensure that there is no debris on the top and sides of the outdoor air-conditioning units. Use your garden hose on the fins, making sure that you get in-between the crevices to get all the gunk out.
2. **Change the Filter:** One of the most apparent reasons for air conditioner repair is a dirty air filter. Changing the filter is one of the more straightforward ways of doing HVAC maintenance to improve the air conditioner's efficiency, reduce energy costs of heating the home, and decrease the likelihood of needing repairs. Check your filter monthly to ensure it isn't dirty or clogged.
3. **Clean the Drain Line:** An air conditioner, along with cooling, also takes out the moisture from the air. This moisture then accumulates within the drain lines of the air conditioner and is directed outside. Over time, with the accumulation of dirt and dust, the drain lines can become clogged and even be a home for algae and mold. It is thus a good idea to periodically clean the drain line. Take off the air conditioner's outer cover or drain line cap and clean the drain line with a clean piece of cloth. Moreover, you can rinse it with a mixture of water and vinegar, removing any mold which might have formed.
4. **Keep you HVAC Closet Clear:** Your HVAC closet is not meant to be a storage closet. Cluttering the closets with paint cans, beach items, etc. restrict the return air flow your HVAC needs to run efficiently. Additionally, these items also collect dirt and dust which clog your HVAC filter. It is also recommended to clean this closet regularly to reduce any excess dust and debris.
5. **Regular or Annual Professional Check-Up:** A check-up comprises an on-site visit from a certified HVAC technician who will examine the HVAC system and ensure it operates at optimum performance. Depending on the technician involved, the inspection may include doing any of the following:
  - Ensuring the fan is working correctly
  - Cleaning the coils
  - Checking (or possibly changing) the air filter
  - Cleaning drain lines
  - Checking the refrigerant level
  - Checking for leaks in the heat exchanger

Many HVAC companies offer affordable preventative maintenance plans.

Owner Services can provide a list of recommended HVAC vendors that can address all your HVAC needs.

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### **Water Heater Maintenance:**

Like the HVAC system in your condo, preventative on your unit's water heater is often overlooked.

Nobody wants their water heater to break down.

However, a neglected water heater not only can result in a cold shower, but can also cause extensive damage to not only your condo unit, but to that of your fellow owners. Regular inspections and preventative maintenance by a professional can preserve the efficiency and extend the life of your water heater. Here are some helpful water heater maintenance tips that should be part of your regular unit checklist.

1. **Visual Inspection:** Simply conduct a visual inspection of the water heaters components for apparent signs of wear and tear. Check the water heater pan and the floor surrounding it for signs of water.
2. **Test the Valve:** Test the pressure-relief valve located on the top or side of the water heater. This valve opens automatically if the pressure inside the tank gets too high. (Excess pressure can actually cause the tank to explode.) To test it, first ensure the discharge pipe on your water heater tank is piped into the discharge hub drain at the rear of the water heater and gently lift the lever on the pressure-relief valve. If the valve doesn't release water lower the lever back to its normal position. Contact a certified plumber to replace the valve.
3. **Check the Pressure Regulator:** On a high-rise condominium the buildings booster pump system pumps water up the building to the units. The pressure regulator reduces the pressure of the water as it gets to your unit. In some units there is a gauge on the regulator in order to monitor pressure. The pressure on these regulators should not get above 70-75 psi (pounds per square inch). Once they start getting over 75 psi, it is time to replace the regulator. Contact a certified plumber to replace the valve.
4. **Life Expectancy:** While a water heater in a normal single family home can last up to ten years, in a high-rise condo the normal life expectancy is only approximately 6-7 years. It can be difficult to determine when a water heater will stop working, as the water heaters usually begin deteriorating from the inside out. When replacing your water heater it is important to use a certified plumber. Additionally, ensure that the drain line from the water heater pan to the main drain has the proper pitch. The original plumbing contractor installed 2"x4"s under the water heater pan to lift the pan in order to ensure the proper pitch of the drain line. Please be sure when changing the water heater that your plumber replace the 2"x4"s.



Pressure Reducing Valve

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Pressure Regulator

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### Dryer Vent Cleaning:

Dryer vents over time build up with lint, which can not only present a serious fire hazard, but

can also impact the dry time on your dryer and can result in higher power bills.

As with your HVAC system, your dryer vent also needs cleaning in order to work more efficiently. Additionally, your condo also has a booster fan, which helps push the hot air from your dryer outside through the vent. These fans also can clog up with lint. Many owners have utilized the services of a

professional company that will clean your units dryer vent system including the booster fan. The Association's Vendor List has multiple vendors who offer this service and a thorough inspection of your dryer ventilation system. Two of those vendors include:

Preventative Dryer Vent @ (850)890-6503

and

Majestic On-Site Maintenance @ (850)563-1000

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### **Shower Drain & Caulking**

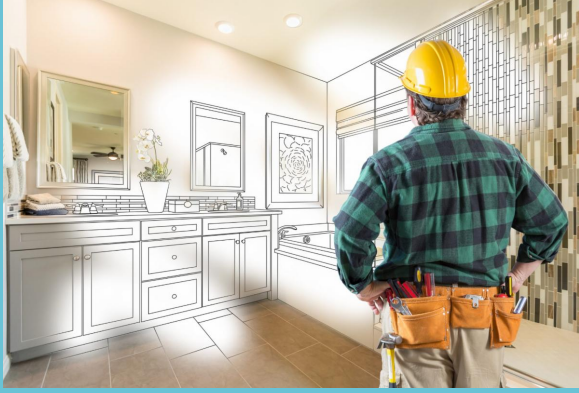
**Maintenance:** Another often overlooked item is the caulking on in the shower of your bathroom. This not only includes the caulking surrounding the base of your shower floor, but also in your shower drain. Over time, the



caulking deteriorates causing leaks that can damage the surrounding walls, baseboards, and unit below. Now that Majestic is 16 years of age, it is highly recommended that if you have never had your shower drain resealed that you have a certified plumber remove the shower drain, reseal and caulk the shower drain and floor/wall joints. Don't wait until you begin having leaks. Contact your preferred plumber today. Many owners have contacted T&D Plumbing to handle this important preventative maintenance task. They can be reached at 850-401-4289.

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**Condo Remodeling:** Many owners use this time of year to remodeling their units. Whether it is new flooring, new cabinets, or simply painting,



remodeling can be messy. As discussed in previous communications, it is important that you not only hire licensed and insured contractors, but more importantly your contractors abide by the rules of the Association.

Contractors are asked to sign in with Security upon arrival. Noisy work, such as tile floor removal or saws for cutting baseboards are only to be done between the hours of 10:00 a.m. - 5:00 p.m. Another important note for contractors and owners alike is regarding disposal of materials. Please keep the following guidelines in place for disposal of materials:

1. The trash chutes are for bagged household trash, not construction materials and debris. **Do Not throw construction debris, carpet, boxes, appliance, trim, or related items down the trash chute, as they will get clogged in the chute and/or cause damage to the chute or compactor.**
2. Construction materials and debris must be hauled off by the contractor or owner. If extensive remodeling is taking place which may produce excessive debris, the contractor or owner may wish to have a dumpster dropped onsite for disposal. Please contact the Association Office prior to having a dumpster delivered in order to ensure the proper drop location.
3. Do not leave discarded construction debris, appliances, mattresses, furniture, or other items in the Association trash chute rooms, dumpsters, or dumpster rooms and enclosures. Again, these are for household bagged trash. The trash company will not take these items. If you have any of the listed or similar items to be discarded, you must either haul it to the City landfill, which is located off of Highway 79 on Steelfield Road, or contact a service company to pick up the items and haul for you. One company that provides such services is 1-800-GOT-JUNK. They can be reached at 800-468-5865.
4. When cutting tile, baseboard, or similar materials, this should be done on the unit balcony during permitted hours of 10:00 a.m. - 5:00 p.m. Please place clear heavy mil plastic on the inside of the railing to prevent debris from going over the balcony. Do not use the north walkways to cut materials, as this poses a safety risk for others using the walkway.
5. **Do not wash tile grout, thin set, or other construction waste down the sinks in the unit.** This will cause the drain lines to clog, resulting in expensive plumbing repair bills and damage to the unit or common areas.

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**REMOTE LEAK DETECTION:**

New apps are developed on what seems like a daily basis to help owners maintain and control their units remotely. From door locks and doorbell cameras to thermostat apps, owners can monitor almost every aspect of their unit from their cell phone. However, very few use this same technology, which is available, to monitor for leaks within their units. Online there are multiple app based leak detection devices, such as [Govee](#), which are simple to install and easy to use. This simple step in preventative maintenance can help save you or the neighbor below you thousands of dollars in damages down the road.



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