

Preventative Maintenance Schedule

<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>
SVRD Testing	SVRD Testing	SVRD Testing	SVRD Testing	SVRD Testing	SVRD Testing
Check Retention Fences/Overgrowth	Check Retention Fences/Overgrowth	Check Retention Fences/Overgrowth	Check Retention Fences/Overgrowth	Check Retention Fences/Overgrowth	Check Retention Fences/Overgrowth
Oil Access Gate Chains	Oil Access Gate Chains, Grease bearings, change oil in gear box	Oil Access Gate Chains	Oil Access Gate Chains	Oil Access Gate Chains, Grease bearings, change oil in gear box	Oil Access Gate Chains
Fitness Center	Fitness Center	Fitness Center	Fitness Center	Fitness Center	Fitness Center
Playground	Playground	Playground	Playground	Playground	Playground
Other Amenities	Other Amenities	Other Amenities	Other Amenities	Other Amenities	Other Amenities
Clean Around Compactor	Clean Around Compactor	Clean Around Compactor	Clean Around Compactor	Clean Around Compactor	Clean Around Compactor
Check Irrigation System	Check Irrigation System	Check Irrigation System	Check Irrigation System	Check Irrigation System	Check Irrigation System
Change Oil in Gas Carts	Roof/Gutter Check	Property O & M Plan	Change Oil in Gas Carts		Check Landscaping pumps
Inspect Compactor equip. and canister			Inspect Compactor equip. and canister		Property O & M Plan
<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>
SVRD Testing	SVRD Testing	SVRD Testing	SVRD Testing	SVRD Testing	SVRD Testing
Check Retention Fences/Overgrowth	Check Retention Fences/Overgrowth	Check Retention Fences/Overgrowth	Check Retention Fences/Overgrowth	Check Retention Fences/Overgrowth	Check Retention Fences/Overgrowth
Oil Access Gate Chains	Oil Access Gate Chains, Grease bearings, change oil in gear box	Oil Access Gate Chains	Oil Access Gate Chains	Oil Access Gate Chains, Grease bearings, change oil in gear box	Oil Access Gate Chains
Fitness Center	Fitness Center	Fitness Center	Fitness Center	Fitness Center	Fitness Center
Playground	Playground	Playground	Playground	Playground	Playground
Other Amenities	Other Amenities	Other Amenities	Other Amenities	Other Amenities	Other Amenities
Clean Around Compactor	Clean Around Compactor	Clean Around Compactor	Clean Around Compactor	Clean Around Compactor	Clean Around Compactor
Check Irrigation System	Check Irrigation System	Check Irrigation System	Check Irrigation System	Check Irrigation System	Check Irrigation System
Change Oil in Gas Carts		Property O & M Plan	Change Oil in Gas Carts		Property O & M Plan
Inspect Compactor equip. and canister		Roof/Gutter Check	Inspect Compactor equip. and canister		

Notes:

A/C Filters - If using regular quality A/C filters, change once each month; if using high-quality allergy A/C filters, change quarterly

Back Flow (irrigation, pool, fire sprinklers, etc.)- annually by expiration date

Replace sand in pool(s) & hot tub(s) every 5 years.

Hot tub filters - cartridges 1/month,

Windows/Roofs - Check for potential or existing leaks

Fire Extinguishers - annually by expiration date

Fire Sprinklers - annually (or per Ordinance) by contractor

Circulating hot water systems (Boilers) - quarterly; if applicable

Fireplaces - annually by contractor

Site specific concerns - lakes, ponds, fountains, etc.

Check all A/C vents for moisture and mold