

# Maintenance Check List

This list may not be all inclusive but is intended to serve as a guideline for some maintenance items  
These items should be checked periodically  
updated 10/28/15

## **Main water supply, supplies only your unit**

Green lid box near your entry on the 2,3,4,5 units, near the garage entry on the 1 & 6 units

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Locate it

Remove lid and check for leaks

Advise Site Manager if leak observed

If the unit is unoccupied for longer than 7 days you must turn this valve off to avoid water intrusion

## **Toilets**

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Check flappers for good seal, replace if leaking detected

Check around base for moisture

Check supply line for leaks. Replace supply line with braided stainless steel.

Make sure fill valves are adjusted properly

Check shut off valve for corrosion/leaks

Check tank gasket and bolts. Replace if rusty or leaking.

## **Hot Water Heater**

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Check for evidence of leaking at inlet

Check for evidence of leaking at base

Flush annually

Check earthquake straps

Recommended you turn off the breaker when unit is not occupied

Consider installing timer to regulate heating and save power

## **Sinks (kitchen and bathrooms)**

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Check supply lines for leaks

Replace kitchen sink water filter spigot every 6 months of normal use (Kohler #K-202)

Clean aerators of calcium buildup that may reduce flow

Add 1/4 table spoon cooking oil monthly and spin garbage disposal inlet to inhibit rust

Mandatory replacement of original Kohler kitchen faucet & water filter supply lines

Check shut off valve for corrosion/leaks

## **Tubs/showers**

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Check shower grout for cracks, seal appropriately if any noticed

Check around shower drain for grout cracks, seal appropriately if noticed

Remove, clean and lube tub pop up mechanism if slow drain or difficult to actuate

Clean tub aerators of calcium buildup

Check shower valve leakage from spout

## **Dishwasher**

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Run dishwasher periodically to clear filter and lube pump

Check shut off valve for corrosion/leaks

Check hoses for evidence of moisture

Check drain line for corrosion/leaks

### Refrigerator

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- Check temp settings for consistency
- Listen for compressor to cycle on and off, continuous running compressor is not good
- Replace ice maker supply line with braided stainless steel
- Check surrounding area for evidence of moisture

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## Maintenance Check List

continued

### Washing Machine

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- Replace hoses with braided stainless steel
- Check primary and secondary drains for proper evacuation

### Air Conditioner

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- Clean primary drain in attic
- Ensure secondary drain is clear
- Inspect/Clean/Replace inlet filter located in grate in unit ceiling
- Inspect/Clean/Replace ac filter within attic assembly
- Consider installing "wet switch" which shuts off ac in the event of an overflow
- Check AC plumbing for drips/leaks

### Windows

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- Check function of all window mechanisms
- Check function of all slider door mechanisms

Anderson window and doors are warranted for 10 years, we are just under that.  
Should you experience a problem, please contact the Anderson service hotline  
Anderson windows service hotline # **888-888-7020**

### Smoke Detectors

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- Test and replace batteries every 6 months

Again, this list is not all inclusive but we want to give you a tool to help you check your unit.

If you experience anything that is not on this list, please let me know so the list can be updated and communicated to other Nahale O Keauhou home owners

Should you have any questions or desire clarity on any of these items, please do not hesitate to let me know.

Mahalo,

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