

PREVENTATIVE MAINTENANCE IS DOA PREDICTIVE MAINTENANCE IS THE FUTURE

& DEFERRED MAINTENANCE IS “SO YESTERDAY”



Robert W. Browning, PCAM, RS
Browning Reserve Group

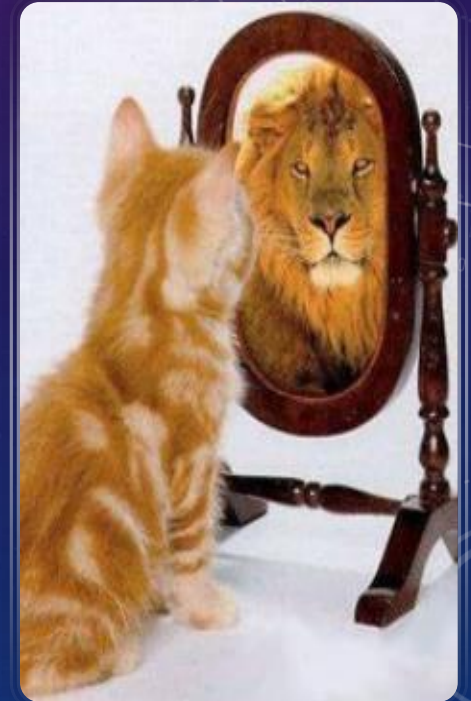
Rolf M. Crocker, AMS, CAMEx, CCAM | CEO/Principal
OMNI Community Management, LLC

KEY TAKEAWAYS

One of the most important functions of an association is physical plant maintenance

You need to have a plan in place for your association's short-term, intermediate and long-term maintenance needs

How the reserve study fits into the maintenance plan



WHY SO DIFFICULT?



Boards are reluctant to incur what they believe to be additional expenses in an already-burdensome economic climate

Budgets are viewed as political tools rather than planning and repair tools

A general misunderstanding of the true value of proactive, preventive & predictive maintenance

Extensive maintenance and repair costs for long-term preservation are rejected by members and directors with shorter-term ownership and service horizons

Lack of scale for professional help

TOOLS AVAILABLE TO BOARDS

Annual Budget

Reserve Study

Perhaps some specialized reports or survey

Is that enough? What's missing?



KEY COMPONENTS FOR A SUCCESSFUL PLAN

Annual Agenda

This is good for ALL aspects of the Association, including Governance, Maintenance and Finance

Operational Maintenance Schedule

Preventive Maintenance Schedule

Predictive Maintenance Schedule

Reserve Replacement Schedule



OPERATIONAL MAINTENANCE SCHEDULE

Daily: Police the grounds for debris, pool chemicals, check restrooms, irrigation overwatering/signs of broken heads/pipes

Weekly: Pool furniture, security gates, clubhouse, entrance lighting,

Monthly: Trip/fall hazards, light runs, landscape encroaching walkways; pool and electrical room cleaning

Annually: Gutter and v-ditch cleaning, storm drain/sewer jetting, caulking on southwest facing elevations, street and driveway inspections



PREVENTIVE MAINTENANCE

Systematically maintaining a system according to “Manufacturer Specifications”

Some require interval inspections at 3, 5 or 7 years

Regular & Routine Inspections

Document Inspections with Log

Maintaining NOT Covering up



PREVENTIVE MAINTENANCE EXAMPLES

- Paint & Caulk
- Streets, Drives & Walks
- Irrigation & Landscape
- Lighting & Electrical
- Roof & Gutters
- Windows & Trim
- Decks & Coated Surfaces
- Other Amenities (pool, spa, tennis or basketball courts, guard shack, etc.)
- Product Warranty Required Maintenance
- CC&R Provisions on Maintenance

PREDICTIVE MAINTENANCE

Monitoring at regular intervals for comparative results from a baseline to current inspection.

Fire Sprinkler Systems

HVAC systems

Pools

Can also be applied to other building systems.



MAINTENANCE MANAGEMENT

Preventative Maintenance Alone

Preventative alone will create a Cost Savings of 30% over Reactive Maintenance.

Doing both Preventative and Predictive*

Will create a Cost Savings of 40-45%

Will Maximize the life expectancy of products and systems.

Eliminates breakdowns of equipment up to 70 – 75%.

**Kingsley Report – Practical Industry Intelligence for Real Estate – Benchmarking | Autumn 2010, Market Analysis – 2010, “Experience Exchange Report Indicates Tight Management Needed for Today’s Demanding Market”, By Phil Mobley*

HOW DOES THE RESERVE STUDY FIT IN?

- A Reserve Study is a budget tool, NOT a repair plan, engineering report, pest control or home inspection
- As your replacements become due, engage experts to ensure the Reserve Study has real-world pricing
- Your Horizon:
 - 18 Months: Develop Specs & Scope; Distribute RFP's; Lock pricing in the fall/winter for the following year
 - 2 Year: Review imminent projects; Economies of scale may be gained by combining work
 - 5 Year: Look at projects that can be phased (Roofing, Re-siding, Major Street Renovation) and develop a plan or survey to map out your approach
 - Look at the big picture. Most associations have a once in a generation opportunity to coordinate products, colors, materials, aesthetics and proper planning, to bring the community up to date with market demands

“I LOVE IT WHEN A PLAN COMES TOGETHER...”

- Enlist the help of Professionals and others:
 - Reserve Study Preparer
 - CPA
 - Legal Counsel
 - Trusted Vendors
 - Community Manager
 - Network with other board members
 - CAI, ECHO, and other organizations have publications, best practices available



Marmaduke

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"I'm with the Homeowners Association. We understand you have a pony in your back yard."

THANK YOU!