



Preventative Maintenance: The Key to Great Properties

After the Inspection, Work on Prevention

Like your car, your property deserves preventative maintenance. We buy new tires before the old ones are completely bald, and we replace old brakes before they fail. Why do we wait to do maintenance repairs until something has gone wrong? You can prevent larger problems with Preventative Maintenance.

Now that Summer Inspections have been done, it is time to work on preventing future problems by thinking ahead and performing maintenance tasks that will help avoid difficulties later if they are completed now.

Here's a list of interior and exterior preventative repairs that you can address before they become expensive repairs:



Interior:

- Repair Vinyl Tears and Gouges
- Install Doorstops
- Repair Failed/Missing Caulk
- Check Door and Window Seals
- Inspect Dripping Faucets, P-traps
- Ensure Bath Fans are Functioning

Exterior:

- Inspect Deck Boards and Railings
- Clean Gutters
- Exterior Window and Door Caulking
- Check Vents
- Inspect Earth/Wood Contact
- Contact a Chimney Cleaning Vendor

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Carbon Monoxide Detectors: New Laws Prompt B&H Policy Response



As of July 1, 2010, there are new Oregon laws to protect tenants from the dangers of carbon monoxide, and the Bluestone & Hockley (B&H) Maintenance Team recognizes the importance of effective compliance.

According to the new laws, any properties with a carbon monoxide source, being rented or sold as of July 1st, must be equipped with carbon monoxide detectors. Recent deaths and poisoning due to carbon monoxide moved this law into effect. Many other state legislatures are also passing carbon monoxide protection laws. *The Oregonian* stated that (according to the Centers for Disease Control and Prevention) "450 people die and 20,000 others go to the emergency room every year because of carbon monoxide."

All of the B&H Maintenance technicians have experience in the installation of these detectors, and are dedicated to the safety and health of our tenants. In the past few months, the techs have installed over 50 carbon monoxide detectors and anticipate many more as owners continue to comply with the legislation.

According to the new B&H policies, written in response to the legislation, there are several important points to remember as properties are outfitted with carbon monoxide detectors.

See Page 2 for Bluestone & Hockley Carbon Monoxide Detector Policies



Our Team is Dedicated to Being Green!

We want to protect the environment and help our clients conserve energy in their homes.

We Use Green Products Everyday:

- Double-flush or low-flush toilets
- Low or no VOC paint products
- Low or no VOC mastics
- Eco-friendly caulks and sealants
- Florescent light bulbs

We Save Water:

Toilets, clothes washers, and showers are the largest consumers of water in the home. So we suggest the following cost-effective methods to conserve water and save money:

1. Toilet Retrofit
2. Low Flow Toilets
3. Tank Bladders and Fill Cycle Diverters
4. Front Loading Clothes Washers
5. Shower Head Retrofit and Aerators



Buyer Beware! The Dual Flush conversion kit you can buy at stores like Home Depot does NOT fit every toilet, despite the advertisements. Be sure to inspect your toilet before buying one of these kits.

Read More Details about B&H Green Initiatives at www.bluestonehockley.com/green-initiatives

B&H Carbon Monoxide Policies: Continued

These are the new B&H policies, which the Maintenance techs are following on a daily basis as they install carbon monoxide detectors in homes:

Detector Specification:

- Can not be a combination smoke detector and carbon monoxide detector
- Can be battery operated or hard wired
- Must be ANSI/UL 2034 or 2075 device

Required if the following fixtures/conditions are present:

- Fireplace (natural gas, wood burning or propane)
- Furnace (natural gas or propane)
- Wood or Pellet stoves
- Attached garage with door or ventilation duct connected to main living area



Detector Placement

- Within each bedroom OR within 15 feet of the bedroom door
- On each floor if bedrooms are on separate floors
- In any enclosed common area containing a carbon monoxide source (see above) or connected via ductwork to a carbon monoxide source

All homes should be in compliance with these policies by April 1, 2011.

Great Phones, Great Communication—Great Work!



When the Maintenance team received new phones last November, they were excited. Now that they have learned how to use the phones to their full advantage, they are thrilled with the effect this technology has had on their daily work. Our two managers have the Samsung Intrepid, and the technicians have the Palm Pre. The phones allow them to communicate more effectively with tenants, property managers, and owners to provide better service for all.

- They can take great pictures to show what needs to be done or what has been done more clearly.
- They can send texts and scanned documents, which means they do not have to rely on memory or notes for specific jobs.
- They can email questions with pictures for faster response time.
- They can use the GPS and the Internet applications to find stores and parts quickly and locally, to ensure no time is wasted searching for

Employee News

We were very excited to welcome **Mike Wilson** back to our team in June. Mike has worked for B&H since 2005, and took some time off in 2009. He returns to offer his commercial building engineering experience to our department.



And Congratulations to **Luong Phan** for recently celebrating his 13th anniversary as a B&H technician!