

Maintenance Policy

Date of Last Maintenance

1. All RSC equipment shall be maintained in a periodic manner as described in the service manuals
2. All maintenance performed will be recorded on the RSC laptop. This will include the maintenance performed, parts and materials used, who performed the procedure, and the date.
3. All RSC equipment will be evaluated at the end of the season for performance , value, and repairs. This evaluation should be brought to the Board for determination of repair or replacement.
4. Equipment Manager approval is required before any money is spent on repairs. This does not apply to normal maintenance items, oil, filters, Plugs, etc. Outside repairs.

Annual Lawn Mower Maintenance Checklist

Use this checklist to make sure you're doing everything needed to keep your lawn mower running at its best:

- Change the engine oil
- Add fuel stabilizer to the fuel system, or remove all fuel from the mower
- Replace the spark plug
- Replace and clean the air filter
- Sharpen the lawn mower blades
- Balance the lawn mower blades
- Keep the mower clean
- Fog the engine

Annual Snowblower Maintenance Checklist

- Check shear bolts/pins (if equipped) and other fasteners frequently for proper tightness.
- Check skid shoes/plates (if equipped) and shave plates/scraper bars for wear and damage; adjust or replace as needed.
- Check the scraper bar/shave plate (if equipped) and replace as needed.
- Verify that the unit's control levers engage and disengage correctly and adjust them as needed.
- Maintain the proper tire pressure.
- Lubricate the machine according to the manufacturer's instructions.
- Check belts for wear and damage; adjust or replace as needed.
- Add fuel stabilizer to the fuel system, or remove all fuel from the snow blower if discontinuing use for more than 30 days
- Replace the spark plug if needed

