COOLING SYSTEM MAINTENANCE

THE TIP SHEET

Whether you have central or ductless (mini-split) units or individual room units, there are steps you can take to keep your air conditioner in working order and prevent problems throughout the cooling season.

HELPFUL TIPS FOR USING YOUR AIR CONDITIONER:

• Always keep windows and doors to the outside closed.
• Don’t cool unoccupied rooms.
• Got a ceiling fan? Set the fan to spin clockwise. Setting the fan to spin counterclockwise (in the winter) increases the humidity.
• When you’re not home, set your thermostat to 78°F or higher.
• Make sure the thermostat does not malfunction.
• Prevent problems throughout the cooling season.
• Consider getting a programmable thermostat for central units, especially if you’re away from home at the same time during the week. Some programmable thermostats can be controlled from your computer or smart phone.
• Keep lamps, rugs, and other materials away from your air conditioner. The thermostat can sense heat, which causes your air conditioner to run longer than necessary.

HELPFUL TIPS FOR MAINTAINING YOUR AIR CONDITIONING SYSTEM:

• Choose proper outdoor installation location.
• Inspect window seals. Room units. Make sure the window frame makes contact with the unit’s metal case when the unit is shut off.
• Straighten condenser coils. All except room units. Buy a “fin comb” from an air conditioner repair shop, and carefully comb fins on outside units. Do not damage the coil fins.
• Clean outside coils. All except room units. Shut off power to the unit, then gently dive filter completely before cleaning. Do not use any kind of detergent or solvent to clean coils.
• Clean inside coils. All except room units. Buy a “fin comb” from an air conditioner repair shop, and carefully comb fins on inside units. Do not damage the coil fins.
• Liquids can damage the coil fins. Clean coils inside and outside condenser units after severe rain. Do not use water to flush out dirt. Clean coils inside and reduce or damage the coil fins.
• Cover your unit if you are not using it for an extended period of time.
• Do not move your unit to a window that is shaded or is not in direct sunlight.
• Do not cool unoccupied rooms.
• Keep lamps, rugs, and other materials away from your air conditioner. The thermostat can sense heat, which causes your air conditioner to run longer than necessary.

Make sure your home’s air conditioner will keep you cool and comfortable without driving up your utility bills.

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Residents can help shape Loveland’s future through Create Loveland

The City of Loveland’s new City Manager, Dave Huse, is taking the lead on Create Loveland, and will guide Loveland’s development in the coming years, with the help of the Loveland City Council. The City Manager role is to be filled with a new employee within the next year, and the City Council is expected to select a City Manager in the next six months.

The City Manager will be working closely with the City Council to develop a comprehensive plan for the City’s future. This plan will be developed over the next year and will be presented to the City Council in the fall of 2014.

The City Manager will be responsible for developing a comprehensive plan for the City’s future that will include recommendations for the best ways to chart Loveland’s course for the future. There will be three visioning workshops that will be held at the Bill Reed Middle School on Wednesday, June 11. These workshops will be held from 4-8 p.m., and the City Manager will be holding two public forums on Wednesday, June 11. These forums will be held at 6 p.m. and 8 p.m., and the City Manager will be available to answer questions and provide feedback on the City’s future roadmap.

The City Manager will also be responsible for developing a comprehensive plan for the City’s future that will include recommendations for the best ways to chart Loveland’s course for the future. This plan will be developed over the next year and will be presented to the City Council in the fall of 2014.

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