



Your local
provider for
condominium
and association
insurance.

AUGUST 2025 NEWSLETTER

INDUSTRY NEWS, TIPS, TRICKS, & RESOURCES

Tips for a Smooth Insurance Renewal Journey

The insurance renewal process for an association may seem tedious or even confusing at times. Understanding the renewal stages can help your association secure appropriate coverage as smoothly as possible.

The first step is to gather relevant information from the association's community manager or board. To facilitate the renewal, plan to provide your broker with updates and information about the association. The information you provide helps the broker determine needed changes to your association's policies, as well as determine if there are any competitive carriers to approach for quotes. Some examples include information about budget and financials, building updates, or preventative measures taken to avoid claims.

While your association waits to receive your insurance renewal proposal, designate a community manager or board member to act as the primary contact for the insurance broker. Depending on the size of your association, an insurance committee or finance committee can be helpful. Before the board receives the renewal quotes, the insurance or finance committee may need to discuss items such as deductible changes, coverage changes, or premium increases. The association's insurance contact can alleviate a last-minute frenzy by working with your broker to prepare for potential changes.

Once a renewal proposal is sent to the association, the board must review the information and inform the broker of any changes, errors, or questions. Typically, you should expect to receive the renewal proposal around 30 days prior to the expiration date. However, some quotes don't arrive until very close to the renewal date, especially quotes coming from surplus lines or high-risk carriers.

In these cases, the board might need to make important decisions within a small window of time. An open line of communication with your broker during the renewal process can make the process easier.

Once the renewal proposal is accepted, the association's designated insurance contact will need to sign all required renewal documents and provide any other bind requirements. Your broker can then direct the carriers to bind the renewal coverage.

The job of your association's insurance broker is to work with you each year to make sure you have the necessary coverages at the best available rate. With a better understanding of the renewal process and the role your board and other insurance contacts play, your association's renewal journey can run more smoothly.

Join us
at
the
party!

Pearl PARTY

September 13th, 1 PM - 9 PM
NW 13th between Flanders and Hoyt
Hosted by Pearl District Neighborhood Association

Maintenance Tips for Unit Owners



Each appliance and fixture in your unit has a lifespan. Follow these tips to avoid a costly repair or claim.

- **Garbage disposal.** Most have a lifespan of eight to 15 years. Inspect the disposal frequently for leaks. If your garbage disposal has inexplicable clogs, abnormal noises, persistent odors, or runs poorly it may be time to replace it.
- **HVAC air filters.** Replace filters about every 90 days. Using an air filter past its lifespan lowers your air quality and can force your air conditioner or furnace to work harder, leading to more frequent breakdowns.
- **Toilets and valves.** The lifespan of a toilet is about 10 to 15 years. Toilets can sometimes outlast their parts. Flappers usually last three to five years. Fill valves can last about five to seven years. The water supply line may have a lifespan of five to 10 years, and a wax ring may last 10 years or more.
- **Smoke and carbon monoxide detectors.** Smoke detectors need to be replaced every 10 years. Carbon monoxide detectors can last five to seven years. Replace the batteries in these units about every six months or sooner if needed.
- **Dryer vents.** Typically, dryer vents need to be inspected and cleaned annually. Signs a dryer vent needs cleaning include clothes taking too long to dry, excessive lint buildup, a musty or moldy odor, or a burning smell. To avoid a fire, have your dryer vent inspected and cleaned annually.
- **Water hoses.** Replace hoses for dishwashers every five to seven years. Washing machine hoses usually last three to five years. Replace water hoses for icemakers about every five years. Inspect all hoses frequently for leaks and cracks and replace them before they cause a problem.
- **Water heaters.** Standard water heaters can last eight to 12 years while tankless water heaters may last 20 years or more. Regularly check for leaks and corrosion.

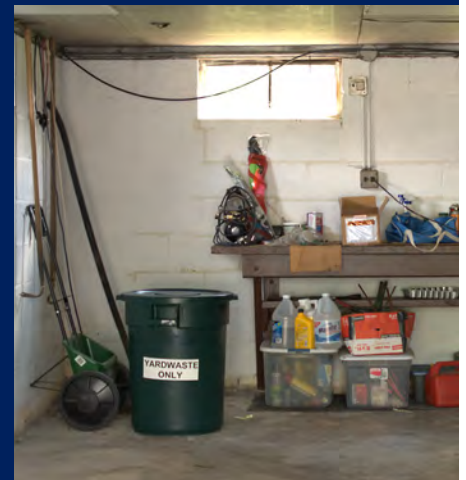
Keep Community Storage Areas Spark-Free and Safe

Many community associations have common spaces with utility rooms or closets where water heaters, HVAC units, or electrical panels are housed. Tucked out of sight, these spaces can seem like a good place to store community items such as cleaning supplies, paint, signs, tools, or boxes. However, it is important to keep flammable items away from these appliances.

It may seem obvious to keep flammable materials away from an open flame such as a water heater with a pilot light, but even electric water heaters can overheat and spark, causing nearby flammable items to ignite. Electrical panels may also overheat or fail and create an electrical fire. Keep the area around electrical panels completely clear and accessible in the event of an emergency that requires immediate shutoff of the electricity.

To minimize the risk of property damage or personal injury, insurance carriers typically expect any flammable materials to be kept at least 36 inches away from heating units, water heaters, and electrical panels. If items are noted too close to these appliances, the carrier will require proof of their removal to keep the association's policy in place.

If possible, store shared community items in a different location away from utility spaces. At a minimum, create a safe space for storage far from water heaters or electrical panels. Consider assigning someone in your community to regularly check shared utility rooms to ensure no flammable materials are stored near heating or electrical units.



503.292.1580
4800 SW Griffith Dr., Suite 300
Beaverton, OR 97005
abipdx.com



Vern Newcomb
Association Director
CIRMS® Certified
An expert in your corner
vern@abipdx.com

Sign up for this newsletter:
abipdx.com/newslettersignup/