

Maintenance Managers Report, June 2011

June 13, 2011

Unicoi Springs Owners Association
2444 Hwy 356 North
Helen, Ga. 30545

To: Board Members

Work completed by Maintenance Personnel from 5/17/2011 thru 6/15/2011.

Campers Moved:

- Moved 506 campers. This time last year we moved 512 campers.

Grounds:

- Cut grass in Park. Leach fields and at barn twice this month.
- Repaired TV cable at the following sites: 307, 305, 57, 296, 68, 275, 59, 210, 146, and 142.
- Checked or repaired power at the following sites: 269, 308, 208, 126, 122, 251, 24, 56, 57, and 12.
- Repaired or replaced bulbs in the following site lights: 167, 210, 120, 135, 212, 224, 57, 236, 67, 57, and at fishing pier.
- Had fence installed between the Playground and Putt Putt Course, then installed a 1x12 board along the bottom of fence to keep the sand in the Playground, and out of Site the Putt Putt course.
- Installed a security camera at Upper Pool.
- Cleaned and maintained water quality at both pools daily.
- Moved 3 round umbrella tables from Upper Pool down to the Lower Pool.
- Open both pools on May 23, 2011.
- Replaced 7 deck boards at Site 128.
- Replaced frost free spigot at Site 230.
- Removed fallen tree at Site 20.
- Trimmed trees at entrance that were hitting the top of RVs coming into the Park.
- Put down mulch on Site 213 where it was washed out.
- Replaced deck boards on Site 192 and Site 194.
- Spread and sprayed mulch at Lower Pool.

- Replaced picnic table at Site 199. Put up new signs at Golf Cart Parking "Parking in wrong spot will result in a 20.00 fine".
- Rearranged spots at Golf Cart Parking for easier access.
- Sprayed entire Park for weeds, poison ivy, and oak.
- Worked on Putt Putt. Cleaned and reattached loose bricks.
- Repaired bench swing by 200 section.
- Replaced picnic table at Site 203.
- Replaced deck boards at Site 193.
- Ran splitter to CATV jack on Site 146.
- Repaired broken latch at Lower Pool gate.
- Repaired sewer line at Site 126.
- Cut bushes at Site 123.
- Repaired broken rocking chair on front porch of Clubhouse
- Repaired breaking water line at Site 206.
- Readjusted frost free faucet at Site 242 that was leaking.
- Repaired water leak at Site 153.
- Replaced lathes at Activity Building.
- Repaired shower chain at Lower Pool.
- Replaced bulb on street light at Lower Pool.
- Tighten commode seats on men's and ladies side at Lower Pool.
- Repaired pool valve that was leaking by into discharge line causing the pool to lose water. -ad to close pool for 5 hours to refill.
- Replaced photo eye on street light going down hill from Upper Pavilion.
- Put down fire ant killer and sprayed for wasps as requested.
- Changed out 30 amp receptacle at Sites 9, 56, 57 and 32.
- Repaired water leak at Site 5.
- Replaced water spigot at Site 44.
- Cut down limbs that were touching camper on Site 54.
- Repaired railing on Site 237.
- Replaced 2 deck boards at Site 28.
- Repaired and replaced broken basketball hoop at upper court.
- Filled fish food containers.
- Sprayed camper storage lots for weeds.
- Cleaned out storm drain between Cabin 39 and Cabin 41.

Buildings:

- Re-attached washing machine drain line in laundry room.
- Repaired urinal in Bath House 1.
- Replaced cold water knob and shower knob in Bath House 1
- Replaced rotten boards on Clubhouse porch steps and painted with non-skid.
- Repaired water line leak at Lower Pool shower. Ran new waste line to two of the women's sinks in Bath House 3, old drain line was so brittle it broke.

- Installed 3 more lights over puzzle table.
- Replaced 8ft light in Bath House 4.

Rentals:

- Replaced broken water hose on Rental 125.
- While we were repairing water damage in Rental 8 last month, Mr. and Mrs. Jerald Davis purchased and recovered the worn and thread bare sofas in that rental,
Thank you for the help!
- Found loose wire in breaker box causing lights to flicker in Rental 150.
- Reattached trim that came down in Rental 13.
- Repaired broken bunk bed in Rental 67.
- Repaired AC unit on Rental 221.
- Repaired broken bunk bed in Rental 167.

Activities:

- Installed stage with electric in front of Clubhouse.
- Picked up grill from United Community Bank and returned grill after holiday.
- Picked up hay and placed around stage.
- Repaired the hinges on a table in Activity Building.

Equipment Maintenance:

- Adjusted blades on Ferris mower, they were hitting.
- Cleveland Golf Carts performed their monthly inspection/maintenance on all carts.
- Took security truck to Jack Jones had two tie rod ends replaced and alignment.
- Checked all Stihl equipment for recalled gas caps.

Administration:

- Maintained Equipment Preventive Maintenance Program.
- Took daily water samples and maintained paper work, as required by EPD.
- Cleaned Maintenance Shop and Maintenance Office and removed garbage weekly.
- Completed Monthly Maintenance Report.
- Chris Coker attended CPO training. (Certified Pool Operator)
- Called Windstream after storm CATV was out throughout most of the Park.
- Researched VGA pool main drain cover recall.
- Researched new ADA pool accessibility standard going into effect March of 2012.