

Maintenance Managers Monthly Report for August, 2009

18 August, 2009

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

To: Board Members

Work completed by Maintenance personnel from dates 7-15-2009 thru
8-18-2009

Campers Moved:

- Moved 532 campers. This time last year we moved 463 campers.

Grounds:

- Cleaned and maintained two pools every day.
- Checked and recorded chlorine and PH residual of drinking water every day and recorded water usage.
- Replaced light bulbs or repaired the following lights at Sites 40,43,46,81,131,140,141,144,177,208,215,237,239,250,294,309,178, 35,187,walkway between Site 35 and 36, security light at Upper Pool, steps at tent area, two lights at Holey Board , two lights at covered golf cart storage, repaired a table lamp in cabin 39,replaced light switch on ceiling fan in Clubhouse, and replaced six 8 ft bulbs in Bath Houses .
- Replaced the following 30amp receptacles at Sites, 126,278,and 192
- Replaced the following GFI receptacles at Sites, 10,193, and 195.
- Put out han cap ramps as requested.
- Replaced rotten boards on top of picnic table at Site 114.

- Cut grass twice.
- Trimmed limbs and cut back bushes throughout the Park.
- Put down gravel at Site 306.
- Repaired deck at Site 152.
- Replaced deck boards at Rental 22.
- Replaced security system in Guard House old system was broken and parts were obsolete.
- Repaired water leaks at the following Sites 12, 256, 2, 298, 309, and 261.
- Pulled out four sections of bad sidewalk around Clubhouse and re-poured concrete.
- Re-hung 2 broken swings lakeside.
- Put new picnic table at Site 279
- Cut 3 trees down and trimmed bushes at Site 279.
- Checked power at the following Sites, 266,125,152,307,253,125,312,28,and 38 replaced breakers as needed.
- Checked and repaired as needed cable 'TV at the following sites, 279,150,167,132,203,126,27,and 77.

Buildings:

- Repaired broken water line behind shower in Bath House 5.
- Repaired door knob Bath House 4.
- Repaired sticking buttons on bottom dryer in Laundry.

Rentals:

- Adjusted door at Rental 196.
- Repaired chairs in Rental 231 and 13.
- Fixed leaking back flush at Rental 221 and 127.
- Repaired broken picnic at Site 294.
- Repaired broken frame on sofa bed Rental 64.
- Repaired fresh water connection at Rental 135.
- Repaired sliding door at Rental 221.
- Repaired broken commode in Rental 283 and sprayed for ants.

Activities:

- Installed new hasp on Activities gear locker.

- Built stage for 4th of July BBQ with electric.
- Brought down picnic tables and hay bales to Clubhouse for 4th of July BBQ.
- Put chicken wire around flowers in front of Clubhouse to protect them from being trampled during 4th of July BBQ.
- Cleaned up after 4th of July party.
- Install a new hoop, new nets and stiffened up the back boards at Basketball Court.
- Repaired end of pool table upstairs Clubhouse.

Equipment Maintenance:

- Worked on Hustler mower replaced belt and spindle bearing.

Administration:

- Attended Employee Lunch. Thank You.
- Worked on estimates for proposed winter projects.
- Georgia EPD was out for Administration and Mechanical Inspection of our fresh water system. Inspector said we were in outstanding shape administration and mechanically. A report will be coming and posted in Clubhouse.

Planned work and purchases for upcoming month:

- Repair sidewalks around Clubhouse.
- Build covered shelters by 3 fire rings.
- Install salt water systems at Lower Pool.
- Work on estimates to resurface Basketball Court.