

# Maintenance Managers Monthly Report, September 2009

September 14, 2009

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

To: Board Members

Work completed by Maintenance Personnel from dates 8-18-2009 thru  
9-14-2008

## **Campers Moved:**

- Moved 457 campers. This time last year we moved 430 campers.

## **Grounds:**

- Repaired cable TV at the following Sites: 77, 210, 164, 165, 254, 305, 166, 192, 288 and 23. Dug up and replaced about 25ft of bad main cable TV line in 300 Section. Worked with Windstream on this project, they located the bad section of cable we dug it up, and helped replaced it.
- Repaired the following Site lights: 40, 43, 46, 81, 140, 141, 208, 215, 237, 239, 250, 2, 177, 257, 316, 27, 134, 57, 59, 259, 226, 156, 119, 120, 24, 121, 122, 123, 124, 125, 126, 210, 196, and 156.
- Replaced the following Site lights: 131, 236, 93, 85, 14, 26, 156, and 177.
- Replaced faulty gfi receptacles at Sites 193 and 195.
- Adjusted floats at sewage lift station pumps were short cycling.
- Reinstalled plumbing access door at fish cleaning station.
- Ran cable and installed another security camera at Lower Pool to cover all of pool deck.

- Replaced 2 burned out light bulbs at Upper Pool.
- Cut grass twice.
- Checked out power problem at Site 191.
- Removed leaves from Site 212.
- Lowered water post at Site 5 to accommodate slide out.
- Repaired wooden bench at Site 311.
- Replaced missing sewage cap at Site 197.
- Put down gravel at Site 193, 226, and 64.
- Sprayed for yellow jackets through out the Park.
- Replaced water spigot at Site 214.
- Put out oil soak at Site 201 where gasoline was spilled.
- Repaired leaky water inlet at Rental Site 283.
- Repaired broken yard hydrant at Site 218.
- Cut limbs at Sites 2 and 4.
- Extended concrete pad well #2 as per EPD requirements.
- Repaired broken water line Site 256.
- Installed new roof with latch on booster pump house 300 section, as per EPD.
- Repaired rail and some deck board's at Sites 25 and 140.
- Repaired picnic table at Site 133.
- Buried exposed electric wire at Site 214.
- Added monthly and weekly enzymes to all septic tanks.
- Repaired picnic table at Site 75.
- Cut limbs at Site 188.
- Trimmed bushes throughout the Park.
- Repaired water line leak underground at Site 207.
- Fixed water leak at Site 142.
- Replaced picnic table at Site 202.
- Replaced 30 amp receptacle at Site 251.
- Repaired two picnic tables.
- Checked power on Site 137.

- Replaced 20 amp receptacle at Site 180.
- Repaired leaky water spigot at Site 131.

### **Buildings:**

- Replaced thermostat on exhaust fan Bath House 2.
- Remounted baby changing table ladies restroom in Clubhouse.
- Replaced P-trap on deep sink in Laundry Room.
- Replaced 2 8ft bulbs in Bath House 2 and Bath House 1.
- Repaired Clubhouse water cooler.
- Repaired commode Bath House 1 men's side.
- Repaired exhaust fan Bath House 2.
- Repaired sticky door at Bath House 2 ladies side.
- Repaired running commode Bath House 3.
- Started enclosing ceilings in Activities Building as per fire marshal inspection. This will be a on going project, having to work around our schedule and the activities schedule.
- Replaced photo eye for lights in Bath House 3.
- Repaired loose light socket over pool table.
- Repaired commode Bath House 2 ladies side.
- Unclogged the inlet too Bath House two's septic tank. Tank was root bound after removing what we could manually we added root kill directly to roots in tank.
- Replaced light in Kitchen at Activities Building.
- Cleaned gutters at Clubhouse.
- Repaired running commode in Clubhouse.

### **Rentals:**

- Repaired broken draw Rental 150.
- Repaired bath room fan in Rental 64.
- Filled rentals with propane as needed.

**Activities:**

- Picked up BBQ grill at United Community Bank to be used for the Labor Day cook out.
- Pressure washed BBQ grill inside and out and returned to the bank.

**Equipment Maintenance:**

- Replaced the following site lights: 131, 236, 93, 85, 14, 26, and 177.
- Did preventive maintenance on all Park golf carts.
- Installed a set of brakes on two golf carts.
- Installed new set of leaf springs on guard's golf cart.
- Installed 6 sets of leaf spring bushings on Park golf carts as needed.

**Administration:**

- Looked for license electrician that would let us work under his licenses to complete the electrical part of Fire Marshal's inspection on the Clubhouse and Activities Building.
- Steve Tallman and Scott Boyd attended a Georgia Ground Water training class in Helen, Ga. This covered new ground water sampling procedures. Training was given by Georgia Rule Water Association.
- Sent out required progress report to EPD on correction of the inspection discrepancies. All discrepancies are corrected at this time with the exception of the 6ft security fence around the fresh water tanks in the 300 Section. Fence scheduled to be installed this month on 9/19/09.
- Obtained 3 estimates for material to complete winter projects.