

Maintenance Managers Monthly Report, January 2012

January 10, 2012

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

To: Board Members

Non routine work completed by maintenance personnel from 11/15/2011 thru 1/10/2012.

Grounds:

- Worked on 11 sites in area 4. Removed some trees, water and sewer, to accommodate slide-outs. Rebuilt 11 decks with new site lights and formed for new concrete entrances.
- Closed down well #2 and drained fresh water system in the following areas 2,3,4,6, and 200 section.
- Turned off hot water tanks and lights, in bath houses 2,3,and 4.
- Built 15 new picnic tables.
- Installed new spring on Duck at playground, broken spring was under warranty.
- Removed the wooden decks in area 1 along hwy. 384.
- Removed two trees near dam, one at 187 and one at 191.

Buildings:

- Cleaned out loft above maintenance shop office.
- Installed fans and lights over new pool table, in clubhouse.
- Replaced two rotten logs, and a hand rail on clubhouse porch near the outdoor fire place.

Rentals:

- Winterized all rentals with the exception of 2,3,8, and 22.
- Replaced hot water tank pressure relief valves in rental 8 and 22.
- Rebuilt commode in rental 13 and 3.
- Moved rentals 8,13 and 22 off sites to be clear from tree removal in area 1.