

Maintenance Managers Monthly Report, April 2012

April 16, 2012

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

To: Board Members

Non-routine work completed by Maintenance Personal from 3/16/2012 thru 4/15/2012.

Grounds:

- Completed upgrade work in Area 4.
- Installed 2 new street lights in Area 1.
- Installed gates on Sites 150,151.
- Built 6 new picnic tables.
- Repaired cable on Sites 229, 24, 26, 27, 244, 56, 57, 158.
- Replaced 30 amp receptacle. Site 249.
- Blew leaves around Park and hauled off.
- Replaced frost free faucets at Sites 179, 258, 57, 275, 279.
- Started Upper Well and flushed system.
- Installed 2 aerator systems in tank 18.
- Moved pet bags from Site 31 to Site 27.
- Repaired swing at upper side of lake.
- Replaced 30 amp receptacle on Site 247.
- Installed new door at upper tanks
- Replaced sprinkler timer at front entrance.
- Trimmed tree limbs around Park.
- Cut grass and weedeat as needed.
- Repaired broken water line Site 87.
- Cut and removed tree from rear of Site 280.
- Repaired 15 site lights
- Cleaned up in tent camping area.

Buildings:

- Installed new entry doors on Bath House 1.
- Replaced faucet Bath House 1 ladies side.
- Painted light fixtures in Bath House 2.
- Replaced toilet Bath House 3
- Replaced toilet floats Bath House 1, Bath House 2.
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Rentals:

- Repaired heater in Rental 250 .
- Repaired 2 dining room chairs Cabin 40.
- Replaced backwash system on Rentals 13,22,150.
- Inspected roofs on Rentals
- Put new drain in kitchen sink Rental150
- Replaced hardware on sliding bedroom doors of rentals.
- Patched shower pan Rental 150.
- Repaired leaking window in Rental 167.

Activities:

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Equipment Maintenance:

- Had skid steer picked up by Piedmont Equip. serviced and returned.
- All maint. Equipment washed and cleaned out by maintenance.
- Monthly service on golf carts completed by Cleveland Carts.
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Administration:

- Started up Upper Well and flushed system and reopened closed section of Park 4/1/12.
- Reopened pools after inspection 4/2/12.
- Pool deck completed Lower Pool 3/30/12
- Added enzymes to septic system.
- Took quarterly water samples and sent to lab.
- Built chair racks in Activity Building.
- Moved 244 rv's.