

Maintenance Managers

Monthly June Report 2009

16 June, 2009

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

To: Board Members

Work completed by maintenance personnel from dates 5-13-2009 thru
6--16-2009

Campers Moved:

- Moved 549 campers. This time last year we moved 557 campers.

Grounds:

- Completed temporary storage with electric in C-Lot. Obtained three bids for all material, fabricated a meter box/breaker box stand with roof, fabricated 10 posts with 30 amp receptacles, concreted all posts and breaker box stand in the ground, dug ditch and ran all electric to 30 amp posts, wired two 200 amp breaker boxes, wired meter box to feed 200 amp boxes, coordinated with HEMC on the 9th of June to dig up road so they could splice into main power line, and install transformer to supply new meter with electric. While digging we ran into two main water lines and a cable TV. We repaired all breaks covered holes in road and had power to temporary storage at the end of the day. We hayed and seeded all disturbed soil, put gravel down over holes in road and power washed the road clean of soil.
- Repaired or replaced bulbs at the following Site lights. 314, 72, 237, 187, 303, 53, 9, 45, 242, 312, 64, 56, 30, 129-134 photo eye replaced.
- Spread new mulch around Clubhouse and Upper Pool.
- Added chemicals to Lower Pool after refilling it with water. Pool was drained to repair main drain cover.
- Two men cleaned two pools every day.

- Filled dumpster in A-lot. Waste Management said it was too heavy to move they drop off another dumpster; we had to remove some of the material from over filled dumpster into new dumpster.
- Stenciled deck at Upper Pool.
- Spread dirt in trailer storage lot to smooth out ruts.
- Pass Health Department inspection on both pools and open them on the 15th of May.
- Upper Pool pump stopped working took out pump and motor, took it to midway electric for repair, then reinstalled.
- Repaired pool lights at Lower Pool.
- Completed new golf cart storage behind covered golf cart storage. Installed 40ft of culvert, storm drains, then covered with dirt and gravel. Made 17 new spots 13 with electric 4 without, numbered spaces, and installed lights with motion sensors.
- Ran new TV cable to Site 164.
- Moved trailers into trailer storage area as needed.
- Repaired cable TV at Sites 73, 266, 78, 227.
- Heavy rains filled Upper Pool with mud. Had to close pool for 3 days to get clean. Vacuumed mud from bottom of pool every day, power washed deck, balanced chemicals prior to reopening.
- Pump at well #2 next to Site 149 went bad, we called Freeman pump service to pull pipe and replace pump. New pump would not go back down to the same depth as old pump due to some type of blockage. Freeman pump service said they recommend it be re-drilled. In order to re-drill existing well we had to remove the corner of the well house building approximately 3ft on each side and the roof over that area. All the plumbing, insulation and electric needed to be removed from that area. Well was then re-drilled by M&R drilling, building was put back together by maintenance with new log siding on the two sides. Re-plumbed and re-wired, roofed, painted, and insulated. Seeded and hayed all disturbed soil.
- Cut grass twice through out the park and back storage lots.
- Replaced 30 amp breaker in main breaker panel for Site 51.
- Sprayed for weeds though out the park.
- Replaced photo eye that runs over head security lights around guard house entrance and exit.
- Painted the word STOP at all five stop lines.
- Replaced blown Surge protected in well house #1.

- Spread gravel after heavy rains at the following Sites 215, 214, 219, 169, 166, 275 and 212.
- Cut limbs at Site 257, 227, 71, 34, 148, 251, 249
- Cut road at Site 224, removed 60ft of 12 inch collapsed culvert and replaced with new 12 inch culvert.
- Re-secured electrical power box at Site 113.
- Purchased and installed three new signs 2 “No Golf Cart Parking” and 1 “No Passing on the Right”.
- Unclogged sewage line at Site 75.
- Checked power at Sites 26, 48, and 116.
- Electrical relay in #2 well house burned up we replaced relay with our old one. Freeman Pump Service will warrantee new part.
- Repaired two water line breaks under road one at Site 26 and the other at Site 199.
- Repaired broken picnic table at Site 61.
- Checked out complaint of no hot water in Bath House 3, found breaker was shut off.
- Added monthly sewage enzymes to all septic tanks.
- Repaired table and bench at Site 192.
- Repaired two broken rocking chairs from Clubhouse porch.
- Replaced 30 amp receptacle at Site 249.
- Replaced GFI at Site 267.
- Lower Pool replaced multi-port spider gasket 3 times in one week. Have on order new top valve assembly hopefully this will take care of problem.
- Replaced 2 8ft bulbs in Bath House #2.
- Repaired light at Upper Pool.
- Repaired picnic table at Site 223.
- Replaced shower head Bath House 2.
- Repaired slide at Playground.

Buildings:

- Replaced two 8ft bulbs in Bath House 1.
- Removed all Bath House vent covers for the summer.
- Repaired security light at Bath House 3.
- Replaced three 8ft bulbs in Activities Building.
- Tightened all ceiling fan blades in Activities Building.
- Check out report that 2 dryers were not working, had to call Sears technician to repair.
- Removed rotten log post from Activities Building. Installed new log post and painted.
- Adjusted switch on washing machine.
- Repaired leak under sink in Activities Building.
- Repaired broken hinge on shower door Bath House 4.

Rentals:

- Replaced toilet in Rental #2.
- Replaced main board for AC unit Rental 150.
- Repaired AC and floor vent at Rental 231.
- Put up curtain rod in Rental 283.
- Remounted torn down fire extinguisher Rental #3.
- Repaired sliding door at Rental 221.
- Power washed deck at Rental 150.
- Repaired sticking door on Rental 131.

Activities:

- Helped with the moving of tables and chairs for homecoming dinner.
- Brought down grill and supplied wood for Memorial Day BBQ.
- Brought extra picnic tables to Clubhouse for Memorial Day BBQ.
- Power washed outdoor grill for repairs as per board members.
- Filled all fish feeders.
- Brought chairs from Activities Building to Site 215 for function.

Equipment Maintenance:

- Repaired gate card embossing machine for Office.
- Repaired driver's side head light on guard's golf cart.
- Installed new blades on Hustler mower.
- Installed new regulator on portable compressor.

Administration:

- Replaced 4 stabilizer jacks damaged while being moved.
- Repaired trim on damaged camper.
- Sent out quarterly water samples.

Planned work and purchases for upcoming month:

- Work on general maintenance grass, bushes. Prepare for 4th of July.
- Repair sidewalks around Clubhouse.
- Build covered shelters by 3 fire rings.
- Install salt water systems at both pools.
- Install Vac-Alert system at Upper Pool.
- Work on estimates to resurface Basketball Court.