

Maintenance Managers'

Monthly Report

June 2012

June 13, 2012

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

To: Board Members

Non-routine work completed by Maintenance Personnel from 5/13/2012 thru 6/13/2012.

Grounds:

- Repaired site lights 226-248, 242, 26-30, 315, 43, 9, 8, 261, 263.
- Repaired cable sites 195, 66, 82, 36, 50, 26, 163, 316, 19, 199, 213, 142.
- Checked power sites 120, 250, 51, 240.
- Trimmed tree limbs and shrubs around Park.
- Put new site post and light at walkway to Clubhouse.
- Repaired front gate after arm knocked off.
- Cut grass and weed eat as needed.
- Graded roads in storage area for drainage
- Rebuilt deck Site 209.
- Lowered sewer Site 144.
- Extended deck on Site 207.
- Rebuilt picnic table Site 133.
- Worked on Site 26 to improve drainage.
- Put new frost-free faucet on Site 116.
- Repaired septic on Site 157.
- Sprayed weeds and poison ivy around Park.
- Replaced photo eyes at Site 300, Bath House 1, tent area and Site 253.
- Replaced drain pipe at Activity Building.
- Replaced lattice on slide at Playground.
- Repaired sewer Site 309.
- Repaired picnic table at Site 133.
- Repaired deck at Site 47.
- Mowed grass and weed eat as needed.
- Built new plant box at Activity Building.

- Repaired water leak in roadway at 284

Buildings:

- Replaced siding on corner of Activity Building.
- Replaced 8' light in Bath House 4.
- Replaced tv's in Laundry and upstairs Clubhouse.
- Replaced two lights in Front Office.
- Replaced window in door of Security Building.
- Repaired pool table upstairs Clubhouse. End fell out – put back on.
- Repaired sink in Bath House 5.
- Repaired toilet Bath House 2 Ladies' side and Bath House 5 Mens' side.
- Repaired light over puzzle table.
- Reworked handrail at Activity Building.
- Replaced light bulbs in Bath House 5 and Bath House 2.
- Put pocket back on pool table upstairs Clubhouse.

Rentals:

- Installed new door lockset Rental 64.
- Put new heating element Rental 8.
- Repaired bedroom door Rental 135.
- Repaired door at Rental 2.
- Caulked door and sprayed for ants in Rental 64.
- Replaced tv's Rentals 39 and 41 due to lightning.
- Replaced GFI in Rental 66.
- Installed new board for water heater Rental 125.
- Repaired toilet Rental 13.
- Repaired drawer in bedroom Rental 150.

Activities:

- Brought down stage and returned for holiday weekend.

Equipment Maintenance:

- Equipment greased by Maintenance as needed.
- All maintenance equipment washed and cleaned out by Maintenance staff.
- Monthly service and needed repairs on golf carts completed by Cleveland Carts.

Administration:

- Added enzymes to septic system.
 - Took quarterly water samples compliance.
 - Moved 395 campers.
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Pools:

Upper Pool was drained and acid cleaned. All loose lining material was chipped away and patched. Pool was then painted with epoxy paint and reopened.