

Maintenance Managers Report, August, 2010

August 16, 2010

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

To: Board Members

Work completed by Maintenance personnel from 7/14/2010 thru 08/16/2010.

RV Units Moved:

- Moved 525 RV units. This time last year we moved 532 RV units.

Grounds:

- Repaired or replaced the following site lights: lights on walk way going to Clubhouse, 117, 165, 220, 279, 228, 9, 13, 18, 91, 275, 278, 280,, 281, 308, 160, 156, 64, and 53.
- Repaired or checked cable TV at the following sites: 211. 54, 52, 4, 252, 6, 1, and 174.
- Check electrical power at the following sites: 295, 58, 301, 4, 205, 171, 66, 271, 272, 273, 274, 268, 177, 305, 302, 253, and 38.
- Removed tree stump from Site 200.
- Extended log building, to accommodate concrete pad extension that was required by EPD, next to well head.
- Replaced 30 amp breaker on Site 294.
- Cleaned concrete pad on Site 172.
- Researched and repaired pool lights at Lower Pool after lighting storm.
- Adjusted all timers throughout the Park after two power outages.
- Cut limbs on Sites 4, 44, and 149.
- Moved trailers back and forth from trailer storage to trailer parking near Chapel as needed.
- Cut grass though out the Park 3 times and leach fields twice.
- Changed out two lights on poles at Lower Pool.
- Repaired picnic table on Site 198.
- Trimmed back rose bushes in front entrance and sprayed for weeds.
- Changed bulb in pole light on dam next to Site 225.

- Replaced 30 amp receptacle and breaker on Site 292, 37, 53, and 253.
- Replaced sewer cap on Site 122.
- Trimmed bushes on Site 315.
- Replaced 30 amp receptacles on Site 37.
- Repaired underground water leak, in 3 inch line near Site 77.
- Repaired broken deck at Site 4 after motor home ran it over.
- Installed new out door grill at Site 22 and 58,
- Install compressor and ran air line to new air filling station just out side covered golf cart storage next to Laundry.
- Ordered 8 signs and mounted them in buckets in with concrete 5 “RED FLAG WARNING-NO BURNING” and three “ NO PARKING THIS AREA”.
- Pulled up stumps and bushes around Bath House 5, removed weeds, put down seed and hay.
- Trimmed bushes Site 158.
- Spray areas 1, 2, and 6 for weeds and back storage lots.
- Put new picnic table on Site 68.
- Cleaned and maintained two pools every day.
- Did monthly enzymes.
- Filled all fish food containers repaired one that container was broken free from bracket.
- Re-routed pressurized drinking water from 300 Section to Area 2 to bring up water pressure.
- Sprayed for weeds around Upper and Lower Pools.
- Cleaned up large limbs, debris, and back drug ruts in storage lots, after sever weather on August 5th.
- Diagnosed the problem with wireless float system, used to fill fresh water tanks in area 6. Sent out part for repair.
- Replaced deck boards on Site 38.
- Owners expressed concerned they had too high voltage along lake side. Diagnosed and called Habersham Electric Company. HEMC stated not to be concerned unless it reaches 132 to 134 volts. The reason for the high voltage was due to high demand as stated by HEMC.
- Reset breaker at Site 264.
- Replaced 30 amp receptacles on Site 53 and 253.
- Adjusted frost free faucet at Site 252.
- Removed rotten lattices from around Playground slide and installed new lattices.
- Moved owners golf carts around in Golf Cart Storage, Some golf carts were not in thier assigned spots which prevented others from getting their carts into storage.
- Straghtened out the ends of metal culvert pipes in road where vehicles had bent them over.
- Picked up brush from Sites 11, 33, and 28.
- Cut up tree that fell on Site 183.

Buildings:

- Repaired broken door in Bath House #2.
- Installed change holder on new dryer and set it for .75 cents.
- Installed back flow preventer on sink rinse hose in Activities Building kitchen at the direction of the White County Health Department.
- Replaced shower stall, and door knob, on Bath House #5, men's side.
- Hung new fluorescent light fixture in Office over counter.
- Replaced outside light fixture on Lower Pool Bath House.
- Repaired leaking commode Bath House #2 men's side.
- Replaced shower head in Bath House #2.
- Reset breakers at Bath House #3.
- Found water leak in Bath House #5, men's side shower between two of the showers. Removed wall above shower stalls, repaired leak put back walls, and painted.
- Installed shelf in Pump House #2 for chlorinator.
- Adjusted door closure on Clubhouse entrance door.
- Replaced faucet in men's bath room Lower Pool.
- Changed out all heat pump filters in Park.
- Broke free clog in sewage line to Bath House #2 men's side.
- Replaced light cover globe in hallway of office.
- Replaced 3 broken screens in the Clubhouse, upstairs.
- Poured grout around commode flange in Bath House #3 sewer line was not supported and commode rocked.
- Diagnosed why dryer was so noisy ordered idler pulley assembly and installed.
- Changed shower head Bath House# 2 ladies side.
- Adjusted sticking door in laundry room closet.
- Blow off the roofs of all Bath Houses and Holey Board.
- Installed lockset in Bath House #1 storage room door.

Rentals:

- Repaired water leak at out side city connection Rental 125.
- Repaired kitchen draw in Rental 66.
- Replaced screen, on door of Rental 135 and adjusted stabilizer jack.
- Repaired water leak inside Rental 58.
- Repaired front door lockset on Rental 167.
- Cleaned battery posts on Rental 125.
- Repaired flush hose on Rental 64.
- Replaced 30/20 amp main breaker in Rental 283.

- Repaired microwave in Rental 221.
- Repaired broken bed in Rental 135.
- Adjusted front door latch at Cabin 40.
- Remounted towel bar in Rental 3.
- Repaired leak by door Rental 22.
- Stopped black water leak at Rental 64.
- Brought sofa bed liners to atlas to be re-sewed out of Cabin 40 and 39.
- Light stove in Rental 283.
- Filled propane as needed in all rentals.
- Replaced commode handle in Cabin 40.
- Adjusted counter top shelf in rental.
- Repaired broken bed in Rental 67.
- Replaced hot water tank element in Rental 58.
- Replaced lockset in Rental 167.
- Repaired water leak in shower of Rental 150.
- Purchased new TV and mounting bracket for Cabin 41, and installed. Old TV was hit by lighting.
- Repaired broken chair in Rental 231.
- R&D washed the outside of all rentals.

Activities:

- No report

Equipment Maintenance:

- Removed broken idler pulley, and spindle, from Hustler mower, purchased new one and re-installed. Checked all belts, fluids, and air cleaner.
- Pressure washed Case back hoe and Kubota.
- Cleveland Golf carts serviced all 8 carts, mainly working on batteries, cables, cleaning battery compartments and reinforcing battery compartments with metal that were rotten out.
- North Georgia Machine greased all fittings and checked all fluids on Case Back Hoe and Kubota.

Administration:

- Chip Gosnell is out do to shoulder injury.
- Replaced damaged metal on owner's camper that Maintenance damaged moving.
- Rewired owners trailer plug on RV that was damaged while being moved.
- Install a rear leveling jack on owner's camper that was damaged being moved.