

Maintenance Managers Monthly Report, May 2012

May 13, 2012

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

To: Board Members

Non routine work completed by Maintenance Personnel from 4/16/2012 thru 5/12/2012.

Grounds:

- Repaired site lights 248-260, 5, 48, and 121.
- Repaired cable Sites 54, 141, 283, 278, 187, 260, 75, 192, 11, 205, 201, 57, 219.
- Put new grill on Site 78.
- Rebuilt 8 picnic tables.
- Put new Site post and light on 155.
- Repaired front gate after power outage.
- Cut grass and weed eat as needed.
- Checked power on Site 48.
- Put new frost free faucet on Site 260.
- Cut trees and rebuilt deck and handrails on Site 68 and 69.
- Put new Site light and post on Site 271.
- Repaired swing at upper side of lake.
- Cut down tree on Site 198.
- Took care of spill on Site 9.
- Put new frost free faucet on Site 237.
- Repaired picnic table on Site 116.
- Cut tree limbs on Sites 185, 186.
- Repaired broken water line Site 198.
- Repaired hole burnt in deck on Site 191.
- Added new section to deck Site 191
- Put new frost free faucet on Site 176.
- Cut tree limbs on Site 1

Buildings:

- All Bath Houses. Replaced all entry and privacy locksets, painted/replaced all entry doors, hinges and replaced coat hooks.
- Replaced paneling in Bath House 1.
- Repaired toilet in Bath House 2.
- Repaired front door office.
- Worked on middle dryer in Laundry.
- .Built shelf in Clubhouse
- Repaired sink in Bath House 1
- Replaced trim on propane shed.
- Repaired toilet Bath House 2.
- Replaced shower head Bath House 1.
- Worked on HVAC in Security Office.
- Repaired broken rocker at Clubhouse.

Rentals:

- Caulked shower in #64.
- Repaired leak in #2.
- Welded sofa frame in #39.
- Put new furnace in #8
- Repaired sofa in #135.
- Repaired toilet in #41.
- Repaired sofa in #150.

Activities:

- Cut and split wood for smoker, and stacked for upcoming holiday.

Equipment Maintenance:

- Backhoe and Kubota tractor serviced by North Georgia Machine.
- All maintenance equipment washed and cleaned out by Maintenance.
- Monthly service and needed repairs on golf carts completed by Cleveland Carts.
- Rebuilt hydraulic cylinders on backhoe outriggers.

Administration:

- Restarted Park after power outage.
- Added enzymes to septic system.
- Took water samples from wells for compliance.
- Moved 274 campers.