

Maintenance Managers

Monthly Report June 2008

June 17, 2008

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

To: Board Members

Work completed by maintenance personnel from dates 5-13-2008 thru 6-17-2008:

- Moved 557 campers. This time last year we moved 279 campers.
- Finished upgrade work on sites 53, 54, removed trees for slid outs moved electric, sewer, water and installed frost free hydrant.
- Cut up fallen tree on Site 52.
- Replaced 12 cracked toilet seats in bath houses.
- Repaired or replaced 6 picnic tables.
- Repaired ceiling fan in Clubhouse.
- Repaired broken outlet on putt putt course, safety hazard.
- Repaired leak on steam table in Activities Building.
- Cut grass 3 times.
- Repaired entrance gate.
- Had sewage backup at lower pool bath rooms. Ran snake and camera in line 200ft. Could not reach block Next day sewage backed up Area 3. Called in North Georgia Sewer. They jet out line from lower pool 300ft. and from site 116 to tank, and pumped tank.

- Trimmed bushes and trees and sprayed weed killer throughout the Park.
- Installed two outlets and two light switches on security light poles behind 200 section for movies.
- Repaired broken water lines site 216, 66, and dug up road at site 111 to fix main line.
- Moved campers back to lower end of D-lot, organized and counted all storage campers.
- Put down mulch at lower pool and rental cabins
- Thinned out brush by horseshoe pit and pet walk in Area 1.
- Filled rentals with propane.
- Made 3 more easels for Activities.
- Worked on bids for equipment and winter projects.
- Cleared brush from outside upper pool and finished mulching inside of upper pool.
- Installed new converter and breaker board in Rental 150.
- Cut two trees down at Site 123. Installed a key box in maintenance office to organize our keys.
- Installed new city water connection on Rentals 231 and 125.
- Repaired shower stall floor Bathhouse 4.
- Removed old broken lounge chairs from upper pool and replaced with new ones.
- Changed out air filters in office.
- Sprayed for ants and poison ivy.
- Changed out both filters at Lower pool.
- Remounted loose electrical box Site 70.
- Repaired brace on deck of Site 223.
- Replaced 30-amp breaker in breaker box Site 77.
- Removed leaning tree for Site 77.
- Replaced upper part of air conditioning unit in Rental 127.
- Checked out security camera in guard house it was not recording due to old tapes. Purchased new tapes and is now recording fine.
- Installed analog control kit in air conditioning unit in Rental 150.
- Repaired hot water tank Rental 64.

- Removed cost of camping advertisement sign, from roadside.
- Repaired and painted stall door in Bathhouse 2 mens side.
- Removed ell bench Site 296.
- Replaced step on Site 47.
- Moved campers around in H-lot to put down 6 truck loads of gravel.
- All About Tree Service came out and removed 6 large trees.
- Called pest control company, to come out and spray front porch of Clubhouse for wood boring bees.
- Replaced breaker box roof in Area 1 where motor home hit it and knocked it off.
- Replaced rotten deck board's Site 6.
- Returned tables and chair to Activities Building after craft show.
- Cut two dead trees down behind lower pool.
- Reworked horseshoe pits behind Site 77.
- Repaired air conditioning duct work in housekeeping workspace.
- Replaced 4 deck boards Site 205.
- Repaired deck rail Site 187.
- Checked all Springdale rentals to be sure jacks were tight.
- Ordering parts, and set up for a contractor to install pole for newly purchased tornado siren.
- Repaired or replaced as needed 30 site lights, and 3 security lights.
- Installed one handrail at tent site.

Planned work and purchases for upcoming month;

- Continue working on extra storage area between E and F Lot
- Move LP tank behind lower pool.
- Install tornado siren.
- Continue working on decks and rails
- Finish upgrade work on Site 55.
- Purchased material to fabricate two more handrails, one at tent site the other going up to horseshoe pits across from Site 28.