

COLINGTON HARBOUR MAINTENANCE DEPARTMENT

Detailed Monthly Activities Report

July 15 – August 16, 2013

Jim Roberts, John Kottas, Paul Deaver and Barren Burch

- Emptied trash cans in park, marina and pool area.
- Cleaned out truck load of cardboard and paper inside recycle center and brought to the maintenance yard.
- Jim went in Saturday due to vacationer getting locked inside the men's park bathroom. Had to remove lock to let gentleman out.
- Went to Kellogg's and purchased another lock for men's bathroom in park and installed.
- Washed out trash cans at clubhouse and park.
- Cut empty lot at 108 King Court due to resident complaining about height of grass.
- Cut back bush at corner of Lancer Court and Colington Drive to improve driver's visibility.
- Blew off parking lot at clubhouse.
- Cut back large tree encroaching right of way in the 200 blocks of Sunset Drive.
- Sprayed weeds with roundup alongside pool wall in park.
- Cut back oleander bush at corner of Soundview and Colington Drive.
- Weedeated drainage ditch 800 blocks of Harbourview Drive.
- Cut limbs back on corner of Clipper Court and Colington Drive.
- Power washed outside of guard house.
- Painted exterior door and trim at guard house.
- Emptied trash cans at park, marina and pool area again.
- Painted another coat of paint on exterior door at guard house.
- Cut grass at clubhouse, marina and pool area.
- Cut grass at front entrance, edged curbs, weedeated around needed areas and blew off street debris.
- Paul changed out air filter canister on Kubota tractor.
- Barry sharpened blades on Kubota zero turn mower.
- Emptied trash cans in park, marina and pool area again.
- Loaded up truck with cardboard and paper from recycle center and brought to the yard again.
- Took tractor into harbour and cut right of way at Colleton Lane and Colington Drive.
- Cut yard with tractor and bush hog at 101 Clipper Court.
- Took out old air conditioner in guard house and installed new air conditioner. Enclosed area where old conditioner was mounted and caulked area and painted area inside and outside.
- Ran exhaust line for air conditioner through hole exiting guard house for maximum air release and mounted hood vent on outside of guard house.
- Went into the sound and adjusted floats on rope in park.
- Edged curb on Roanoke Drive at bus stop and painted curb.
- Secured initial window unit back in window in guard house.
- Installed new blades on John Deere riding mower.
- Cut grass at front entrance, Roanoke Drive bus stop, weedeated and blew off roadway debris.
- Cut grass at clubhouse, marina, pool area and weedeated around needed areas.
- Secured two wood panels beside air conditioner put in window in guard house, caulked and painted.

- Put another coat of oil based paint on curb at Roanoke Drive bus stop.
- Paul installed new grille on front of Kubota tractor.
- Emptied trash cans inside park, marina and pool area again.
- Spread crush and run at the following intersections: Capt. Arthur Barlowe Ct. at Colington Drive, Kitty Hawk Bay Drive and Colington Drive, Soundview Drive and Colington Drive, Sir Richard East and Harbourview Drive, entering the front entrance and exiting by stop sign and against bulkhead behind the basketball Court.
- Loaded up overflow of paper, cardboard and general garbage at recycle center and brought to the maintenance yard.
- Took tractor over to 119 Craigy Court and picked up recliner and brought to the maintenance yard.
- Changed out two sprinkler heads behind clubhouse.
- Emptied trash cans in park, marina and pool area again.
- Loaded up utility trailer with paper and cardboard at recycle center and unloaded in the maintenance yard again.
- Tagged illegally parked vehicle in front of 105 Inlet Court.
- Weedeated drainage ditch 800 block Harbourview Drive.
- Painted another coat of oil based paint on curb at Roanoke Drive bus stop.
- Reported water leak to water department at 308 Sandpiper Drive.
- Swept floors in park bathrooms and filled canisters with paper.
- Cut out wood for caps on bulkhead in park.
- Spread crush and run on side of roadway in the 400 block of Harbourview Drive.
- Paul cut grass inside the maintenance yard.
- Cut high grass again at vacant house at 99 Lee Court.
- Cut grass on right of ways inside modular section.
- Put up new set of blinds in guard house.
- Changed oil and filter on Kubota zero turn mower.
- Changed oil and filter on Kubota tractor.
- Added two more trash cans inside recycle center and labeled cans for specific items.
- Cut grass at clubhouse, marina, weedeated inside park and pool area.
- Emptied trash cans inside park again.
- Cut grass at front entrance, weedeated and blew off roadway debris.
- Emptied trash cans in park, marina, pool area and doggie stations.
- Took utility trailer to recycle center and loaded up cardboard and bags and other stuff that don't belong and brought to the maintenance yard and discarded in trash bin again.
- Took F-250 Ford truck to OBX Motorsports to have state inspection.
- Put down asphalt patch in pot holes in front of 525 Harbourview Drive, 229 Soundview Drive, 2002 Harbourview Drive and 334 Sandpiper Drive.
- Emptied trash cans in park and pool area again.
- Changed sprinkler head behind clubhouse.
- Took tractor and 16' utility trailer over to 115 Clipper Court and loaded up three loads of limbs and brush and unloaded in the maintenance yard. Resident paid the association 150.00 for the service.
- Painted school bus stop crosswalk at Craigy Court and Harbourview Drive.
- Spread crush and run at corner of Clipper Court and Colington Drive.
- Sharpened blades on zero turn mower.

- Painted school bus stop crossing on Harbourview Drive at Roanoke Drive.
- Cut grass at clubhouse, marina and pool area.
- Cut grass at front entrance, weedeated and blew off roadway debris.
- Emptied trash cans again in park and pool area.
- Loaded up cardboard and paper again at recycle center and discarded in the maintenance yard.
- Put down crush and run corner of Galleon Court and Sunset Drive.
- Put down crush and run at Va. Dare Court and Harbourview Drive.
- Weedeated drainage ditch 800 block Harbourview Drive.
- Repaired bike rack at Roanoke Drive bus stop.
- Replaced seat boards on picnic table in park.
- Took tractor into modular section and picked up bench seat on right of way in front of 322 Sandpiper Drive, an address where this occurs frequently.
- Raised gate on basketball court for easier opening and closing.
- Weedeated around bus stop on Kay Court.
- Emptied trash cans inside park, marina and pool area again.
- Put new blades on zero turn mower.
- Changed out old photo cell with new one for lights at clubhouse.
- Replaced two damaged spot lights south side of clubhouse.
- Removed bottom track on sliding door at guard house and will install new track.
- Painted letters on maintenance yard sign entering yard.
- Loaded up into trailer cardboard, paper, Styrofoam and general garbage from the recycle center and unloaded in the maintenance yard.
- Took the D.R.Brush cutter into the park and cut weeds beside pool and park bathrooms.
- Changed sprinkler head that was run over in zone 6 at front entrance.
- Put down more road patch in front of 523 Harbourview Drive.
- Took down flags at clubhouse and guard house due to upcoming strong storms and winds.
- Mounted stop sign on post near exit of recycle center.
- Swept out park bathrooms floor and cleaned sinks, urinal and toilets.
- Cut up limb that fell from tree in park after previous night's storm.
- Trimmed hedges alongside parking area at clubhouse and loaded debris into trailer and unloaded in the maintenance yard.
- Cleaned steps going down towards pool and painted steps as well as steps entering clubhouse.
- Sprayed and knocked down three hornet nests on three of the six bus stop shelters.
- Cut back pompass grass plants on right of way at corner of Roanoke Drive and Harbourview Drive.
- Painted half of school bus stop crossing on Colington Drive at Kitty Hawk Bay Drive.
- Painted school bus shelter inside modular section.
- Paul cut up brush with bush hog inside the maintenance yard.
- Sprayed glyphosate around curbs at front entrance bus stop and around other needed areas at all other school bus stop shelters.
- Cleaned stopped up toilet in park bathrooms.
- Emptied trash cans in park, pool and marina again.
- Cleaned boat ramp of washed up debris at marina.
- Cut grass at front entrance, weedeated and blew off roadway debris.
- Cut grass at clubhouse, marina and pool area.