

COLINGTON HARBOUR MAINTENANCE DEPARTMENT

Detailed Monthly Activities Report

July 14 – August 15, 2014

Jim Roberts, John Kottas, Paul Deaver and Barren Burch

- Emptied trash cans in park and marina.
- Swept out park bathrooms and filled canisters with paper goods.
- Climbed rocket tower and disconnected inside light due to damage to the light from Hurricane Arthur.
- Cut grass inside the maintenance yard with bush hog.
- Cut up brush inside the maintenance yard.
- Cut right of ways inside the modular section.
- Set up tables and chairs at clubhouse for monthly meeting.
- Removed old 2x6 boards on top of wood bin platform and replaced with new ones and put down sealant on wood.
- Climbed rocket tower again and connected and mounted new light.
- Secured new stringers for steps for wood bin platform cut up wood and installed steps.
- Took down tables and chairs after monthly meeting at clubhouse.
- Took tractor into park and moved more sand placing some around swing set and some around old oak tree.
- Cut grass at front entrance and Roanoke Drive bus stop.
- Cut grass at clubhouse, marina and pool area.
- Fixed hood latch on tractor.
- Swept bathrooms floors in park bathrooms.
- Secured five boat slip signs at marina.
- Took tractor into park and removed large whaler board that washed up during storm.
- Cut large limbs from two trees that were damaged during Hurricane Arthur in front of 1214 Harbourview Drive and 400 block of Kitty Hawk Bay Drive.
- Removed trash cans downstairs clubhouse after Monday evening function and took cans to maintenance yard and cleaned the out with bleach.
- Called around and got the best price for number 5 rock to be used for drainage ditch.
- Unloaded 16' utility trailer of wood and loaded into wood bin using tractor.
- Took 16' utility trailer to Home Depot and picked up drain pipes for upcoming project.
- Cut up brush inside the maintenance yard with bush hog.
- Went to Kellogg's and had keys made for clubhouse.
- Built new platform for shower and put down seal on top. Removed old platform and put down new one.
- Weeded drainage ditch in the 700 block of Harbourview Drive.

- Put flags back up after recent storm at front entrance and clubhouse.
- Cut grass at clubhouse, marina and pool area.
- Cut grass at front entrance and Roanoke Drive bus stop.
- Sprayed spider spray around guard house.
- Sprayed roundup inside and outside of basketball court.
- Sprayed roundup near entrance to park and alongside pool fence.
- Changed out lock at men's bathroom in park.
- Replaced railing on railing going down the steps towards the pool.
- Replaced top railing on wood bin platform in the maintenance yard.
- Unclogged ladies toilet in park bathroom.
- Sprayed roundup alongside fence around pool and areas behind clubhouse.
- Sprayed glyphosate on both sides of Roanoke Drive, Quork Court and Sir Chandler Drive.
- Started spraying glyphosate on Colington Drive side of harbour, spraying both sides of Lancer and Sabre Courts, one side of Colington Drive down to Harbour Road and one side of Kitty Hawk Bay Drive.
- Took out old toilet and replaced with new one in guard house.
- Cleaned gutters out at clubhouse.
- Sprayed ant killer spray around bar code reader.
- Cut back low lying limbs at the following locations: 1301 Harbourview Drive, 108 Craigy Court, 210 Harbour Road, 713 Colington Drive and around main intersection inside the modular section.
- Weedeated drainage ditch 700 and 800 block of Harbourview Drive.
- Took tractor up to clubhouse and scrapped parking lot with bucket.
- Cut back hedges along wooden walkway at clubhouse.
- Took tractor into park and picked up washed up boards and disposed of in the maintenance yard.
- Weedeated hill in front of clubhouse and hill beside clubhouse.
- Dug up cover of septic tank in park and had tank pumped.
- Cut grass at front entrance and weedeated flower beds.
- Cut grass at clubhouse, pool and marina.
- Jim worked over two hours on Friday due to waiting on septic tank being pumped and then trying to clear lines due to some kind of blockage. Jim and John came in on Saturday and Sunday to clear blockage. Broke loose roots near entrance to septic tank and first cleanout and opened up park and pool bathrooms. Work still in progress on Monday to finalize septic issues.
- Cleaned up trash downstairs in clubhouse due to clubhouse rental.
- Emptied trash cans in park, pool, marina and doggie station on Kitty Hawk Bay Drive.
- Secured extension on cleanout next to septic tank in park.
- Finished cutting brush alongside walkway beside clubhouse.
- Trimmed back tree to better enhance vehicular visibility coming off of Inlet Court onto Harbourview Drive.
- Trimmed back tree on corner of Huron Court and Kitty Hawk Bay Court.
- Took tractor into park and covered up septic tank.

- Moved mattress from yard at 423 Sandpiper Drive and placed on right of way for Dare County to pick up.
- Cut back mimosa tree again at pool entrance.
- Edged grass on curbs around islands at front entrance.
- Cut hanging limb in front of 106 Eagle Drive that was protruding over roadway due to being hit by Dare County truck during pickup.
- Cut back laroque in front flower bed at front entrance.
- Painted curb in front of front entrance bus stop.
- Cut grass at clubhouse, marina, pool area and in front of tennis court.
- Cut grass at front entrance and Roanoke Drive bus stop.
- Took the zero turn into the harbour and cut several lots that Barry couldn't cut due to being too wet at that time. These lots have since dried out and were able to cut.
- Mark cut grass inside the maintenance yard.