

# COLINGTON HARBOUR MAINTENANCE DEPARTMENT

Detailed Monthly Activities Report

January 20 – February 14 2014

Jim Roberts, John Kottas and Barren Burch

- Emptied trash cans in park and marina.
- Illegally parked van at 913 Colington Drive was finally towed out of the harbour by owner.
- Cleaned boat ramp of washed up debris at marina.
- Continue picking up Christmas trees inside harbour.
- Chopped up brush inside the maintenance yard with tractor and bush hog.
- Continue painting trim inside guard house.
- Picked up large cabinet on side of road inside the modular section and disposed of.
- Set up chairs for monthly meeting at clubhouse.
- Put monthly meeting information on both marquee signs.
- Picked up loose boards and other wood washed up on beach in park.
- Put down salt at clubhouse and guard house and entrance to harbour due to snow storm.
- Put away chairs after monthly meeting at clubhouse.
- Picked up four chairs in front of empty lot near 131 Roanoke Drive and disposed of in the yard.
- Picked up old refrigerator in front of 215 Outrigger Drive and brought to the maintenance yard.
- John went to Ace hardware and bought extra salt due to another snow expected.
- Finished painting trim in guard house.
- Picked up trash downstairs by kitchen area in clubhouse.
- Cut up fallen tree on side of road at Craigy Court and Harbourview Drive.
- Replaced 4x4 post for stop sign at front entrance entering Colington Drive.
- Cut up large limbs which had fallen onto side of road in the 100 block of Sir Hart Court.
- Put down salt on roadways at front entrance, 500 block of Harbourview Drive on the hill and the 1100 block of Harbourview Drive due to expected snow fall. Salt was also put down on the hill at Craigy Court and the hill in the 600 block of Harbourview Drive and front entrance of clubhouse.
- Started painting the bathroom inside the guard house.
- Took tractor into harbour and spread sand at front entrance on top of ice and snow, getting sand from the dog beach on Kitty Hawk Bay Drive.
- Took tractor up to clubhouse and scrapped off parking area of snow.
- Cut off water at 414 Harbourview Drive due to broken water line and contacted owner who lives in Virginia.
- Took tractor back up to front entrance and scrapped roadway of slush.
- Changed out children playing sign on Harbour Road with another one due to vandalism to sign.
- Finished painting bathroom in guard house.
- Cleaned boat ramp of washed up debris at marina.
- Changed out no passing zone sign in the 500 block of Colington Drive due to vandalism to sign as well as speed limit sign.

- Bought two new outside flood light fixtures for flags at clubhouse due to kids damaging lights during recent snow storm.
  - Finished painting inside the guard house.
  - Checked water lines at marina due to report of broken water line and found no evidence of such. In fact the water has been off since December and lines were drained.
  - Cut up brush inside the maintenance yard with bush hog and tractor.
  - Painted refrigerator inside the guard house to match interior.
  - John and I spent three hours helping Deke move furniture back into offices at clubhouse.
  - Changed out children playing sign with another one on Harbour Road due to vandalism to sign.
  - Cleaned boat ramp of washed up debris at marina.
  - Changed out no passing zone sign due to vandalism in the 500 block of Colington Drive as well as a new speed limit sign.
  - Finished painting bathroom in guard house.
  - Bought two new outside flood light fixtures at clubhouse for flags due to kids damaging lights during snow storm.
  - Finished painting inside guard house, finally.
  - Checked out water lines in park after report of water line damaged. Water has been turned off and lines drained months ago.
  - Cut up brush inside the maintenance yard with bush hog and tractor.
  - Painted refrigerator in guard house to better match interior.
  - John and I spent three hours helping Deke move furniture back into offices at clubhouse.
  - Picked up trailer load of Christmas trees and brought to the yard.
  - Put flags up at clubhouse and front entrance.
  - Painted exterior door at guard house.
- 
- Cleaned under heat pump and trash can at clubhouse blew entrance to clubhouse off.
  - Went to Ace Hardware Nags Head and got 7 bags of rock salt for approaching snow and ice coming.
  - Cleaned shop up and tractor shed.
  - Picked up roadside debris throughout the harbor.
  - Cut limbs that were impeding the power lines at 118/120 Roanoke Dr. Deke met me to come up with a game plan on the best way to do it. Took them back to the yard to dispose of the limbs.
  - Went to Ace Hardware Kitty Hawk to get a new gas cap for pole saw due to the old one breaking.
  - Spread road salt around the front entrance from the stop signs to to Colington Rd. on both sides of guard house and in the bus entrance .
  - Went down to marina to check again to check on the supposed water leak determined it was just tidal water behind the bulkhead.
  - Took truck and trailer to marina dropped off the dump trailer came back to yard to get tractor put 5 yards of sand in dump trailer. For the approaching snow and ice.

- Spread sand on Harborview Dr. at the hill by Va. Dare Ct and Craigy Ct.
- Put sand in the curve of the 1100 block of Harborview Rd.
- Policed some of the trash on road side of Harborview Dr.
- Picked up a small brush pile at 104 Galleon Ct.
- Started cleaning brush pile along Colington Dr. and Clipper Ct. Took two loads to yard and emptied them with the tractor.
- Picked up a small brush pile at 104 Galleon Ct.
- Completed cleaning up the brush at Colington Dr. and Clipper Ct.
- Took the tractor to the dog park and graded the sand back since we took some for the front entrance.
- Cleaned up brush in empty lot across from 234 Sir Chandler Dr. Unloaded in yard.
- Cut back branches from the stop sign on Broadbay.
- Straightend street posts on Clubview Ct., Kay Ct., and Elizabeth Ct.
- Bush hogged the brush in yard.