

COLINGTON HARBOUR MAINTENANCE DEPARTMENT

Detailed Monthly Activities Report

July 16 – August 17, 2012

Jim Roberts, John Kottas, Paul Deaver

- Emptied trash cans in park and marina.
- Cleaned park bathrooms and filled canisters with paper products.
- Changed out pressure switch on irrigation pump at clubhouse and replaced broken sprinkler head.
- Secured main valve marker back in ground on Soundview Drive.
- Called N.C. Power to report lights out again at marina, job number 8333785.
- Cut back crepe myrtle back near pool area, loaded into trailer and unloaded in the maintenance yard.
- Took tractor into harbour and cut empty lots on Eagle Drive.
- Set up tables and chairs for monthly meeting at clubhouse.
- Moved bench, trashcan, sign and bike rack from Ketch Court bus stop over to Kay Court.
- Changed out two sprinkler heads in zone 3 at front entrance.
- John took the zero turn mowers out into harbour and cut empty lots.
- Using tractor picked up three pilings near boat ramp.
- Paul took tractor and bush hog out into harbour and cut empty lots.
- Cleaned off sand on corner of Lancer Court and Colington Drive.
- Weedeated drainage ditch 800 blocks of Harbourview Drive.
- Towed illegally parked boat in front of 102 Colleton Lane to the maintenance yard. Owner has since taken boat out of the harbour.
- Took utility trailer and tractor and loaded up brush in front of 433 Kitty Hawk Bay Drive, 100 blocks of Sir Walter Raleigh W. and 503 Harbourview Drive and unloaded in the maintenance yard.
- Took zero turn mower and tractor and cut lots on Harbourview side of harbour.
- Cut grass at clubhouse, marina, pool area and front entrance.
- Cleaned park bathrooms and emptied trash cans in park, pool area and marina.
- Cut exposed roots at park beach and disposed of in the maintenance yard.
- Secured two faucet water lines on boat slip posts at marina.
- Repaired damaged light fixture that illuminates flags at clubhouse and replaced two halogen bulbs.
- Replaced sections of lattice on trash can enclosures at boat ramp and bus stop on Kitty Hawk Bay Drive.
- Changed out GFI receptacle at pool pavilion.
- Cut back laropie plants inside flower bed at front entrance and pulled up weeds.

- Spread mulch inside front entrance flower bed to enhance color and to slow down weed growth.
- Cut grass inside maintenance yard and weedeated around needed areas.
- Cut right of ways inside modular section and bus stop.
- Took pump over to 702 Harbourview Drive and removed high standing water due to recent storms.
- Secured float line to swim area buoy's in park.
- Started cleaning out gutters at maintenance shop building.
- Collected hoses and pump from 702 Harbourview Drive after pumping standing water.
- Cut grass at clubhouse, marina, pool area and front entrance.
- Sprayed glyphosate around fence area of tennis court.
- Emptied trash cans in park and swept out park bathrooms and filled canisters with paper products.
- Took zero turn mower and tractor and bush hog to the end of Harbourview Drive and began cutting empty lots.
- Cleaned park bathrooms and emptied trash cans in park, marina and pool area.
- Took down worn out silk sand fence and replaced with 200 foot of new fence in park.
- Picked up trash discarded by residents on right of way in front of 370 Sir Chandler Drive.
- Put up 200 foot of new sand fence in park.
- Finished cleaning out gutters at maintenance shop building.
- John put down 5/4 by 16" boards for caps on bulkhead at park.
- Jim took weedeater and cut right of ways inside harbour in areas where mower could not cut.
- Cut right of way on Craigy Court and bus stop area.
- Used weedeater to cut hill at tennis court.
- Cut grass in front of and behind basketball court.
- Took tractor and utility trailer over to 103 Sunset Drive and loaded up large limbs on lot and unloaded in the maintenance yard.
- Took tractor and utility trailer over to empty lot beside 103 Sir John White Court and picked up three piles of brush placed on right of way and unloaded in the maintenance yard.
- Scraped sand off of roadway corner of Lancer Court and Colington Drive using tractor.
- Painted letters on sign for Colony Lane which was recently stolen along with post and stop sign.
- Took tractor into park and covered septic line with sand.
- Cut grass at clubhouse, marina, pool area and front entrance.
- Recovered Colony Lane street sign and post however street sign was damaged and stop sign gone so new Colony Lane sign was placed on post with another stop sign and placed back in ground.
- Took tractor and bush hog and zero turn mower and cut empty lots inside harbour.
- Emptied all trash cans inside park, marina and pool area.
- Cleaned out park bathrooms and filled canisters with paper products.
- Filled up both doggie stations with bags and repaired lock on container on Kitty Hawk Bay Drive.

- Dropped off generator at Gary Frazier's house for upcoming work on bus stop shelter on Kay Court.
- Picked up with the tractor three bucket loads of wood, metals and other assorted items on empty lot at Sandpiper Drive and Seagull Court so lot could be cut.
- Went to Moyock with John Collins and picked up new 6' x 10' galvanized utility trailer for zero turn mower.
- Hooked up pump and hoses for 702 Harbourview Drive to move standing water out of driveway due to heavy rain.
- Took Sir John White Court street sign off post and painted background and new letters.
- Tagged vehicles on Jester Court due to illegal parking in culdesac.
- Moved hoses and pump to 704 Harbourview Drive to move standing water out of driveway due to persistent rain during the week.
- Put down wood sealer on floor of new utility trailer.
- Cut grass at clubhouse, marina, pool area and front entrance.
- Drilled two holes top rail of new utility trailer to hold gate pins and primed holes.
- Swept out bathroom floors in park.
- Took zero turn mower into harbour and cut empty lots.
- Paul came in and cut empty lots with tractor and bush hog in harbour and modular section.
- Took tractor and bush hog over to 2285 Colington Drive and cut right of way and took extension chain saw and cut protruding limbs to enhance vehicular visibility for resident exiting driveway.
- Spread gravel underneath bus stop shelter on Kay Court and placed bench back underneath.
- Dropped off utility trailer for resident at 351 Sir Chandler Drive to assist in removing limbs on adjacent lot.
- Put up flags at front entrance and clubhouse.
- Picked up utility trailer at 351 Sir Chandler Drive and unloaded brush in the maintenance yard and took trailer back to same address for another load.
- Put up part of fence entering park in concrete.
- Cut up large limb on right of way at Dare Court and brought to the maintenance yard.
- Cut residents yard at Roanoke and Sir Chandler Drive with zero turn mower and resident paid a fee to the association.
- Took tractor and bush hog into harbour and cut lots on Colington Drive side of harbour.
- Finished putting up gate in park.
- Changed shower head on outside shower at marina.
- Cut metal supports that secured old lamp post near air conditioner unit at clubhouse and buried cable line at clubhouse.
- Cut grass at front entrance, clubhouse, marina and around pool area.
- Mounted brackets for weedeater on new utility trailer.
- Cut yard on a foreclosure at 107 Roanoke Drive.
- Covered septic line in park with sand using tractor.
- Took zero turn out into the harbour and cut lots.
- Took tractor and bush hog into harbour and cut empty lots.