

# *Colington Harbour Association*

## MANAGER'S REPORT

**Date:** August 21, 2013 – September 17, 2013

**Distribution:** Marion Carroll, President  
 Steve Ornstien, Chairman  
 Dennis Linkous, 1<sup>st</sup> Vice President  
 Frank Hendricks, 2<sup>nd</sup> Vice President  
 John Collins, Treasurer  
 Bill Froehlich, Secretary  
 Bill Hentnik, Member-at-Large  
 Niels Moore, Cape Management

**Prepared by:** Deke Bolte, Property Manager

### ACC Applications

Date	Address	Name	ACC Item	Status
8/20	103 Sir John White Court	David Lloyd	Dock & Platform	Approved
8/20	219 Soundview Drive	Kevin Whitehead	House	Approved
9/4	100 Kitty Hawk Bay Court	Benjamin Miller	Play Structure	Approved
9/4	232 Soundview Drive	Donald Hipsman	Piles & Boat Lift	Approved
9/4	108 King Edward Court	Susie McIntosh	Bulkhead Repair	Approved
9/4	231 Sunset Drive	Ann Fentress	Bulkhead	Approved
9/17	128 Lee Court	Matt Lisagor	New House	Approved
9/17	201 Outrigger Drive	William Hentnik	Shed	Approved
9/17	437 Kitty Hawk Bay Drive	Robert Bock	Fence	Approved
9/17	212 Outrigger Drive	Raymond Heinrich	Dock & Boat Lift	Approved

### Property To-Do Items

Description	Status / Cost	Cat*
Coordinating with Planning Department about cleaning up nuisance properties in the Harbour	Ongoing	S
Drainage expert/soil specialist reviewing problem areas in the Harbour. Waiting answers from DWQ on proceeding.	Ongoing	S / O
Contacted contractors for bids on drainage ditch 600/700 block Harbour View Drive	Ongoing	S/CN
After lack of response from previously contacted contractors, contacted Buddy Sears.		
Sent out several letters about issues in the Harbour.	Ongoing	S

Continued enforcement of signs throughout the Harbour	Ongoing	S / M
Sent Letter to Board of Realtor addressing sign regulations	Completed	S
Grant money was not awarded this year.	Completed	O
Preparing bid packet for N. Jetty replacement to be advertised September 1, 2013.	Completed	S
Bid packet advertised in paper August 29, 2013. Three contractors have picked up bid packets.	Ongoing	S
Maintenance has been cutting low hanging limbs and will focus on more in the fall.	Ongoing	M
Maintenance has been preparing school bus stops for the start of school.	Completed	M
Maintenance will be power washing and "spiffing" up the clubhouse area.	Ongoing	M
Covenant review	Ongoing	S / B
Contacted John Trimpi and informed him of the Board decision to have someone else review the rest of the covenant revisions. He is sending us what has been completed to this date.	Ongoing	S/O
Asphalt paving has started.	Ongoing	S
Garden of the Month for August was awarded to Jim and Brandi Caldwell at 501 Colington Drive.	Completed	O
Maintenance has begun filling low shoulder areas with crush and run.	Ongoing	M
A new office assistant, Theresa Christian. She is working well for us.	Completed	S
Property Manager will start a new inspection schedule covering different sections of the Harbour each month.	Ongoing	S
A link to the website accessible only to Board members is being created to log inspection reports each day.	Ongoing	O/S
Regular maintenance continues in the park. (Replacing cap boards; checking play equipment, pavilion, bath house, etc...)	Ongoing	M
The Recycling Shed is closing as of October 1, 2013.	Ongoing	S/M
Received estimate of \$1100.00 to close in shed for use as satellite maintenance shed.	Ongoing	M/S
Contacted Rainwater Tree Service for estimates on removing several dead trees and taking care of old Oak in park.	Ongoing	S
Removed bush at the corner of Lancer and Colington Drive	Completed	M
The floor of the tilt utility is being replaced.	Ongoing	O
Graffiti was sprayed at the modular bus stop. Maintenance repainted and/or removed paint from the affected areas.	Completed	M
Large item pickup is October 16, 2013	Ongoing	O

**B = CHA Board**  
**C = Cape Management**  
**CN = Contractor**  
**HO = Homeowner**  
**L = Legal**  
**M = CHA Maintenance Staff**  
**O = Other**  
**S = CHA Office Staff**

**TBD = To Be Determined**  
**V = Volunteer**