

COLINGTON HARBOUR MAINTENANCE DEPARTMENT

Detailed Monthly Activities Report

October 15 – November 16 2012

Jim Roberts, John Kottas, Paul Deaver

- Cleaned park bathrooms and emptied trash cans inside park and pool area.
- Continue replacing old bots with new stainless steel bolts on playground equipment in park.
- Sprayed glyphosate on yucca plants again at clubhouse.
- Dropped off utility trailer for resident in modular section where they filled up with brush.
- Picked up limbs that were cut at front entrance and brought to the maintenance yard.
- Picked up trailer load of brush on right of way in front of 501 Harbourview Drive and brought to the maintenance yard where it was cut up with tractor bush hog.
- Sprayed glyphosate on weeds behind park bathrooms.
- Blew off parking lot at clubhouse.
- Pulled up yucca plants at clubhouse.
- Went to Ace Hardware in Kitty Hawk and picked up 16 trash cans and three lids for recycle center.
- Took tires off utility trailer and dropped off at garage in Kitty Hawk to have new tires mounted on rims.
- Took tractor and utility trailer into harbour and picked up items that residents placed out on right of ways after large item pickup had been concluded and loaded items into bin inside the maintenance yard.
- Picked up bow of boat that was abandoned on Huron Court with tractor and loaded onto trailer and disposed of in the maintenance yard.
- Cut angles on 4x4 posts and painted and mounted signs onto posts for recycle center at front entrance.
- Tagged violation notice on boat parked on right of way at 336 Colington Drive.
- Cleaned park bathrooms and emptied trash inside park and marina.
- Picked up trailer load of boxes and assorted items on right of way at 610 Harbourview Drive where renters moved out.
- Put two posts into ground near recycle center with signs indicating concerns for recycle center.
- Painted over white lines for three existing parking spaces and made area into a no parking area so residents could utilize recycle center.
- Mounted signs onto recycle center indicating what goes where.
- Mounted four new used tires on utility trailer.
- Picked up with tractor and loaded onto utility trailer pile of brush in front of 142 Sir Chandler Drive and unloaded in the maintenance yard. Resident will send a check of \$50.00 to the association.
- Picked up with tractor and loaded onto utility trailer pile of brush in front of 718 Kitty Hawk Bay Drive and unloaded in the maintenance yard. Resident will send a check for \$50.00 to the association.
- Continue cutting empty lots with tractor and bush hog and zero turn mowers. These cuts should be the last cut for the season.
- Cut yards at 118 and 122 Lee Court again.
- Brought in trash cans and secured park bathrooms due to upcoming storm.
- Took down flags at front entrance and clubhouse due to expected high winds this weekend.
- Dropped off utility trailer at 340 Sandpiper Drive to assist resident in cleaning up his yard.
- Turned off water at park bathrooms due to broken water line during Hurricane Sandy. Water line to be repaired at a later date.
- Picked up utility trailer at 340 Sandpiper Drive and unloaded items in the maintenance yard.
- Cut down partially fallen tree near bus stop inside modular section, cut up and brought to yard.
- Took utility trailer into harbour after storm and picked up four trailer loads of limbs that fell during storm.
- Cut up large limb that fell onto Roanoke Drive during storm and brought to the yard.

- Wired and secured sections of fence at basketball court where kids had pulled fence away to enter.
- Cleaned out heater in guard house and lit pilot light.
- Secured fence around rocket slide in park.
- Secured deck boards that were lifted up by high water in park.
- Cut back oleander bushes at corner of Soundview and Colington Drive.
- Cut back bush at corner of parking area at basketball court to enhance vehicular visibility.
- Picked up washed up debris and fallen limbs in park after recent storm.
- Stood maintenance yard entrance sign back up after being moved by recent storm.
- Bought parts to repair broken water line at park and supplies to winterize park bathrooms.
- Cut grass at front entrance and marina.
- Put notice on sandwich board about Dare County making a sweep to pick up storm debris.
- Spread fertilizer at front entrance.
- Spread rye grass seed on hill at Clipper Court.
- Painted trash can lid green for recycle center.
- Repaired pot hole in front of 102 Duchess Court.
- Graded mound by air conditioner units at clubhouse to allow rain water to flow.
- Mounted conduit at maintenance shop for wires for cameras.
- Jim monitored the maintenance yard on Tuesday due to Paul being out of town.
- Ran wire and mounted camera in shop area.
- Pulled wires through conduit for remaining cameras.
- John pulled weeds out of flower bed at clubhouse.
- Jim monitored maintenance yard for residents on Thursday.
- Put trash cans back out in park after having brought them in because of storm.
- Put out flags at front entrance and modular section in observance of Veteran's Day.
- Emptied all trash cans at school bus stops and marina.
- Cut up brush inside maintenance yard with bush hog.
- Mounted and connected remaining three cameras outside of maintenance building.
- Loaded up plastics at recycle center due to overflow and discarded in the maintenance yard.
- Repaired broken water line at marina.
- Winterized park bathrooms for the season.
- Took down flags at front entrance and modular section after observing Veterans Day.
- Took tractor into park and moved sand from behind park bathrooms. Covered septic lines with sand and filled in washed out area by bulkhead as a result of Hurricane Sandy.
- Began moving sand off of park walkway so broken boards can be pulled up and replaced.
- Began replacing damaged 2x6x10' decking boards on walkway in park and began putting down new boards.
- Took Christmas decorations stored in the maintenance yard down to the clubhouse for the yacht and racquet club members to set up for this upcoming season.
- Continue to replace damaged boards on walkway replace with new boards.
- Took tractor into harbour and moved limbs where residents in the 200 block of Roanoke Drive were using this empty lot for a dumping area. Placed limbs on side of right of way so Dare County can pick up when they arrive for storm cleanup later this month.
- Finished putting down deck boards for walkway in park.
- Made up sign for outside residents of harbour reminding them of Dare County doing a storm cleanup later this month and to put brush on side of roadway.
- Moved sand again between park bathrooms and rocket.