

Colington Harbour Association

MANAGER'S REPORT

Date: August 16, 2014 to September 16, 2014

Distribution: Frank Hendricks, President
 Steve Ornstein, Chairman
 Ron Rossi, 1st Vice President
 John Collins, Treasurer
 Bill Hentnik, Secretary
 Hickman Finch, Member-at-Large
 Dennis Donaldson, Member-at-Large
 Niels Moore, Cape Management

Prepared by: Paula Burchette, Property Manager

ACC Applications

Date	Address	Name	ACC Item	Status
8/19/2014	238 Outrigger Dr	Andrew Haletsky	Dock	Approved
9/2/2014	228 Kitty Hawk Bay Dr	Michelle Snyder	New House	Approved
9/2/2014	225 Eagle Dr	Kelly Hess/Gaylind Adams	Fence	Approved
9/2/2014	231 Kitty Hawk Bay Drive	Timothy Daute	Upper Deck	Approved

Description	Status / Cost	Cat*
Coordinating with Planning Department about cleaning up nuisance properties in the Harbour	Ongoing	S
Pipe has been ordered for the Harbour View drainage ditch and work will be done in house with the help of laborers.	Ongoing	B/M/O
The pipe is in the maintenance yard, rock for the project has been priced and is ready for delivery. The Board is coordinating with maintenance on the project schedule.	Ongoing	B/M
Sent out letters about issues in the Harbour.	Ongoing	S
Continued enforcement of signs throughout the Harbour	Ongoing	S / M
Maintenance has been cutting visual obstructions from the right of ways.	Ongoing	M
The CHY&RC is having the exterior of the clubhouse professionally power washed. The Association will have its portion of the clubhouse done at the same time.	Completed	CN
Covenant review	Ongoing	S / B
Put together covenants review packet for Elizabeth Piff to review.	Completed Preliminary	O
Maintenance has begun filling low shoulder areas with crush and run.	Completed	M
Maintenance is spraying the shoulders of all streets with weed and grass kill as part of our street maintenance program	Completed	M
Road maintenance (paving, patching, and crack filling) is progressing with some hold up from rain. Merrell estimate he	Completed	CN

should be finished by Tuesday if not before.		
Sawyers Marine Construction is refining the bid for the jetty extension work. The refinement was needed to clarify the connection of the South Jetty to the bulkhead.	Completed	CN
Hal Goodman will be able to supervise the jetty extension work and has also almost completed the evaluation of the slope behind Clipper Court. He also has preliminary drawings for the bulkhead/retaining wall for stabilization of the slope.	Completed	CN
The approximate start date for jetty construction is September 15, 2014. Goodman and Sawyer are coordinating on the project	Ongoing	CN
Property Manager will start a new inspection schedule covering different sections of the Harbour each month.	Ongoing	S
Regular maintenance continues in the park. (Replacing cap boards; checking play equipment, pavilion, bath house, etc...)	Ongoing	M
Ashley Lingle has resigned and her last day of employment will be Friday September 19, 2014	Ongoing	S/C
The office is in the process of reviewing resumes and interviewing for a second office assistant.	Ongoing	S/C
Deke is no longer with Colington Harbour Association, Paula Burchette hired as new Property Manager as of September 2, 2014	Complete	B/C/S
Paula becoming acquainted with board members, CHA Covenants, policies, homeowners etc.	Ongoing	S
Inspection log has been viewed and properties needing re-inspection have been completed along with follow up results	Ongoing	S
Security traffic light malfunctioning, Albemarle fence contacted to take care of issue next week	Ongoing	S

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