

ROANOKE SHORES HOA

PO BOX 1683
MANTEO, NC 27954

September 17, 2025

Dear Owners:

At the annual meeting on May 31, 2025, the group led by President Richard Hess discussed improvements to the building with emphasis on the windows and sliding glass doors. The decision was made to replace the sliding windows on the sound side and the sliding glass doors.

Since that decision was made, the building has suffered two serious leaks originating in the attic above the third floor. The HOA's insurance company has been cooperative with the claims but told us that something had to be done about the attic plumbing and gave us thirty days to have the work completed in August.

We employed McGee and Sons Plumbers to replumb the attic at a cost of \$21,000. Given these circumstances, the Board of Directors made the decision to replace only the glass sliding doors and postpone the window replacement.

The glass sliding doors have been purchased and are stored on the property. This project will begin in early November.

We will call and speak to every owner regarding the scheduling of the installation of the new sliding doors. Please feel free to call me at 252-423-0501 with any questions.

Best Regards,

J.S. Martin,
HOA Manager