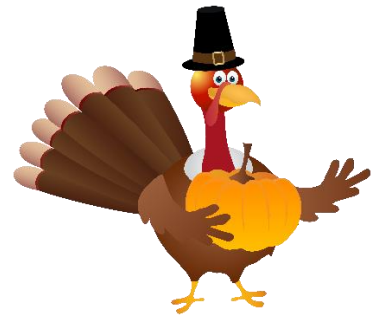




THE SHORES NEWS and NOTES

November 2025

Issue #13

News, Notices, and Policy Reminders

- Please keep drapes, and furniture or anything combustible away from baseboard heaters.
- As was previously discussed in our July 14th email communications, starting January 1, 2026 a \$25 administrative fee per rental stay will be initiated when an Owner or Management company submits the rental contract paperwork.
- Erin Osstifin's office has recently moved. The new address is 1787 Indian Circle, Suite A, Maumee, Ohio 43537. If you use online pay bill through your bank, please make sure to change the address so that the next payment comes to the new office.
- The Shores now has a website, to access the website, go to **theshorespc.com**. You will be instructed to create an account.
- Please do not verbally disturb contractors hired by the Association to do work on our property. If you have a question or complaint please contact the Property Manager.
- If you are selling your condo, please ask your realtor to contact the Property Manager before the realtor has inspectors or contractors do any work involving plumbing, electrical, or repairs that require contractor approval.

Winterizing

- All condos have been Winterized by the Property Manager and his staff. The winterizing procedure has been placed in all condos and also emailed to all Owners.
- The responsibility of Winterizing is now the responsibility of the **OWNER**. If you have a guest, renter, cleaning company or if your Unit is occupied for any other reason after the initial Management October winterizing check, you must make sure your Unit is winterized according to the Shores Winterizing procedures.
- During the Winter season the Property Manager checks every Unit monthly (Nov., Dec., Jan., Feb., and March.) During this visit, he will check for problems and adjust temperatures in Units. Management also conducts periodic checks if conditions such as outside temperatures or weather becomes severe. If your Unit is occupied during these check visits, the Property Manager will not enter the Unit.

- All storage closets have been checked for fire and safety issues, the heat in these closets were increased to help prevent frozen pipes from occurring this winter.

Rentals

- Please remind renters that they are not permitted to use the pool or common areas before they check in or after they check out.
- Be sure to have Renter Registration forms submitted to Management **BEFORE** your occupants arrive. We have had issues with renters getting access to the property where the Management has no prior information about the rental.
- If you have another party or rental agency acting on your behalf, they **must** comply by using the Shores Rental Registration form.
- If you are having difficulty in using the rental form, contact Mel McCord, the Shores Property Manager, at **419-734-7007** and he can assist you.
- All renters and guests **MUST** display lanyard parking passes on rearview mirror of their car while on the Shores property.
- Remind renters and guests that they should be prepared to identify themselves by providing identification or Unit key when questioned by any staff member or security.
- If you are renting short term, be aware of the City of Port Clinton's new Ordinance 24-23 which imposes new regulations on short term rentals.
- Please remind renters the gate code is for registered visitors only! Please do not give your code to others who are not registered to be on the property. We have had issues with renters giving out gate codes and inviting unregistered guests to use common facilities. This is not permitted.
- **Please provide renters and guests a copy of the Shores Rules and Regulations.**
- **All renters and guests MUST display lanyard parking passes on rearview mirror of their car while on Shores property.**
- **Starting January 1, 2026 a \$25 administrative fee per rental stay will be initiated when an Owner or Management company submits the rental contract paperwork.**

Gate Information

- New walls have been installed enclosing the front gate on both sides.
- The Pedestrian Gate has been installed. To exit the property, you need to push the button on the post in front of the gate. To enter the property, you must enter your gate code or scan your lanyard card to unlock the gate.

Building Construction Projects

- The wall between carports #63 and #70 in building 1807 will be under repair starting at the end of November weather permitting.
- Several balconies were repaired and sealed this fall.
- Building walls and structures will be inspected again this Spring by the structural engineer.

Other Projects

- The process of leveling carports continued in October. In building 1807 carports #62, #63, #65, #70, #71, have been leveled. Between carports #74-#73 and #77-#78 in center landing 20 small sections leveled, between carports #64-#69 and #70-#71 in center landing 2 small sections leveled, between carports #80-#82 and #86-#88 in center landing concrete 14 small sections were prepped and holes were drilled but leveling was not done, will be completed on next scheduled visit.
- The decks have been inspected for replacement of damaged wood, and a comprehensive list was made of all the balconies that need wood railing parts replaced. Ten decks were selected to be repaired and replaced last Spring. The process of replacing damaged wood is scheduled to continue.

Roof Replacement

- The roof on building 1803 has been replaced.
- AM Roofing Systems LLC are scheduled to install a new metal roof in building 1801 starting in October 2026. A separate email will be sent out to Owners explaining the time line and procedure for these improvements.

Maintenance

- It has been suggested to check the age of water heaters to prevent water damage to condos if water heater fails. An email was sent June 3rd with more information.
- The carports that have become raised above the asphalt because of leveling are to be leveled out using a cold patch repair and the cracks are being filled.
- Changing of entry deadbolt or adding a doorknob lock is strictly prohibited. Do not change or alter your lock. If there is an issue call McCord's Management Services: 419-743-7007
- Do not lubricate key slot with WD40 or any oil, only graphite.

Rules and Regulation Reminders

- Do not place furniture, construction material, or large objects in the trash dumpsters.
- Do not place mattresses in dumpster area, they will not be accepted by our trash removal company. If you need to have a mattress remove, please contact Property Manager. There is a fee to have it taken away.

Pool and Common Elements

- The pool and hot tub are now closed for the season and will be reopened on Saturday, May 9, 2026.

Commendations of Residents or Board Members

- Thanks to Mike Linthicum and Cliff Dearth for trimming the Austrian Pine tree located between the pool and sun deck.

Upcoming Events

- Happy Holidays!

HOA/Board Meetings

- Next Board Meeting – Saturday March 14, 2026 at 10am at the Shores.
- **Annual Owners Meeting** – Saturday, April 11, 2026 @ 11am, at the VFW Hall, 214 Madison St. Port Clinton, Ohio

Sincerely,

The Board of Trustees