
ST Clair Terraces - Executive Meeting - April 6, 2024

Call to Order: 10:02AM

Attendees

Betty Smith - Bryan Lane - Shaun Simon - Jay Riley

Crystal Crawford (excused)

Priority Items

1) Master Deed and ByLaws

- a) Master Deed and ByLaw changes were approved by the St Clair Terraces co-owners
- b) New Master Deed and Bylaws will be distributed once Mortgage Company approvals are received - estimated timeline is June 30, 2024

2) Tree Trimming and Replacement

- a) Camelot provided an estimate (\$5,690) for trimming, maintenance and two replacement trees on St Clair - Davey Tree Service provided an estimate (\$5,760) for tree trimming, maintenance and two replacement trees on St Clair
- b) Jay Riley will contract both companies to obtain details on height and break down of the cost for each replacement tree
- c) Shaun Simon will research cost of replacement trees to see if it is feasible to plant our own tree(s) in addition to a new tree in the small courtyard
- d) Tree services will be completed in spring of 2024

3) Basement Water Leaks

- a) 516 St Clair - Bryan Lane added dirt to pitch water away from the building - Shaun Simon re-checked the basement and found effervescent on the brick which can be scraped away by the co-owner
- b) 17111 Maumee - SEM obtained estimate (\$6,800) from Kleiner Construction - Bryan Lane added dirt to pitch water away from the building - It was also recommended to the co-owner to

raise the air conditioner by installing a pad to raise the unit -
Additional steps will be taken if dirt does not remedy the
problem

- c) 494 St Clair - Pictures were received and Bryan Lane added dirt to pitch water away from the building - Additional steps will be taken if dirt does not remedy the problem
- d) 17129 Maumee - Bryan Lane added dirt to pitch water away from the building - Bryan Lane will check the patio pitch to determine if this is a possible the root cause - Additional steps will be taken if necessary
- e) 492 St Clair - Pictures were received and dirt will be added to pitch water away from the building - Shaun Simon will provide a Tamper to ensure dirt is compacted - Additional steps will be taken if dirt does not remedy the problem
- f) (Additional steps are pending until the next rainstorm)

4) Roof Assessment

- a) Roof assessment payment coupons were provided to co-owners by SEM

5) Railing Replacement

- a) Bryan Lane inspected the railing at 514 St Clair and board approved to replace
- b) Betty Smith will obtain additional details on the current estimate (\$400) to ensure the quality of the replacement railing

6) Garage Roof Leaks

- a) Jay Riley met with M Power to research the effects of patching vs full replacement of garage roofs (units 24 through 34) - M Power will provide an estimate for a new Duro-Last material for repairing the roofs
- b) Jay Riley will follow up with DTE regarding the sagging power line over this section of the garage roof

New & Pending Miscellaneous Discussion Items

- Continuum approved the following proposed changes to the landscape contract
 - One year contract - not three
 - Aerate grass once a year - not twice
 - Eliminate shrub trimming for one year
 - Two fall clean-ups

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- Back drive drains are cleaned every two years - Betty Smith will work with SEM to schedule the 2024 spring cleaning
 - Additional tuckpointing (including garages, french walls and 508 St Clair window ledge) will be completed in spring/summer 2024
 - The north drive fence was damaged by GFL Recycling - Betty Smith is working with the GFL insurance adjuster on reimbursement and to ensure the replacement fence matches the existing fences
 - Betty Smith will purchase a sign for the St Clair drive (“no commercial trucks”)

Important reminder to Co-Owners

- Co-owner issues/problems must be emailed to **all** board members - including pictures

Meeting Adjourned: 11:10AM