
ST Clair Terraces - Executive Meeting - June 25, 2024

Call to Order: 10:00AM

Attendees

Board Members: Betty Smith - Crystal Crawford - Bryan Lane - Jay Riley

Shaun Simon (excused)

Priority Items

1) 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 efflorescence 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 - Co-owner submitted a video of the basement water leak - It appears the dirt added to pitch water away from the building did not resolve the issue - SEM will schedule Home Tech to diagnosis/assess the root cause
- 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

2) 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)

- b) M Power submitted estimates for overlaying Duro-Last on the existing roof (\$22,600) and a full replacement (\$32,450 + \$8.00 per linear foot for lumber) - Decision will be made the first week in July
- c) Garage units 19 and 35 reported roof leaks - Action pending until pictures are received

3) Railing Replacement

- a) Board approved replacement railing at 514 St Clair - Betty Smith will contact T & M Home Improvement for an estimate on a wrought iron railing
- b) 490 and 498 St Clair railings will be repaired or replaced - decision will be made first week in July
- c) Railings will be inspected annually for repair or replacement

4) Master Deeds and ByLaws

- a) Title searches were performed on properties where co-owners failed to submit mortgage information - Association was charged \$414.80 to perform the title searches - SEM invoiced co-owners \$69 for title searches
- b) Approved Master Deed and ByLaws will be distributed prior to June 30, 2024

5) Roof Assessment

- a) Next roof assessment payment is due September 30, 2024

New & Pending Miscellaneous Discussion Items

- Back drive drains are cleaned every two years - Next cleaning will be Spring 2026
- Betty Smith obtained estimates for back drive (patching vs cement squares vs total replacement) - Estimates ranged from \$13,225 (patch) to \$48,000 (full drive) - Shawn Simon patched the large pothole in the small drive off St Clair (\$81.00) - Full replacement on hold
- Damaged Cedar trees in the large courtyard will be revisited in Spring 2025
- Additional tuckpointing will be complete Summer/Fall 2024 - Including garages, french walls, 490 near front doorbell, 492 back door sill, 492/494 front lower corner and 508 St Clair window ledge
- The north drive fence was damaged by GFL Recycling and Betty Smith is working with the GFL insurance adjuster on reimbursement - The replacement fence was installed by Kimberly Fence (\$1,400)
- 17107 Maumee reported a first floor ceiling water leak - Action pending until pictures are received and/or access to the unit

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- Bryan Lane and Jay Riley will contact co-owner's regarding infractions (dead shrubs, light fixtures, deck repairs, torn screens, etc)
 - Windows Full of Light completed washing the outside windows (\$3,000) - Windows Full of Light provided an estimate for gutter cleaning (10% less than our current contract with GNS) - Crystal Crawford will review our existing contract and possibly negotiate a discount with GNS
 - Jim Alley was approved to lease his unit to a new renter - Copy of Lease Agreement and Renters Insurance will be provided
 - 494 St Clair is without a sprinkler head - Jay Riley will obtain cost estimate from LBI Sprinklers
 - Spickets in the large front courtyards were repaired/replaced
 - North front courtyard light needs repair and electric line over the garages (unit 24-34) is sagging - Electrician will be called prior to the garage roof repairs

Important Reminders to Co-Owners

- Co-owner issues/problems must be emailed to **all** board members - including pictures
- Annual Meeting will be held in the large back courtyard on Thursday, July 11, 2024 at 6:00PM

Meeting Adjourned: 11:18AM