
ST Clair Terraces - Executive Meeting - Apr 4, 2025

Call to Order: 12:30PM

Attendees

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

Priority Items

1) Tuck Pointing

- a) Top Hat is scheduled to begin work on the 10th or 11th of April (weather permitting)
- b) Important areas of concern: 486 over back second floor window - 490 near front door bell - 492 back door sill & front lower right corner - 494 right of the back door - 508 back window ledge - Back porch steps at 488, 490 and 494 - 17129 right front edge of unit

2) Garage Roof Leaks/Repairs

- a) Schoenherr Roofing completed the new DuroLast roof on eleven garage units (24 - 34)

3) Building Roof Assessment

- a) First and second building roof assessments (approximately \$2k) were completed in 2024
- b) The garage roof assessment was completed in March 2025
- c) Fourth assessment (third building roof assessment) approximately \$2k is due by September 30, 2025

4) Landscaping & Snow Removal

- a) Bryan Lane received the bid from Marshall Landscaping (\$3,826) - Bryan Lane motioned to approve Marshall's estimate and the board unanimously approved - Marshall estimate contains the following:
 - i) Five lawn fertilizations
 - ii) Summer and fall grub suppressions
 - iii) Three pachysandra fungicides

-
- iv) Two fungicide applications for decorative trees
 - v) Foliage application in May
 - b) Bryan Lane & Jay Riley will even the front lawn at 492 St Clair
 - c) Bryan Lane will seed and cut tree branches to try and improve the front lawn at 472 St Clair
 - d) The Master Courtyard Landscape Plan must include an ALTA Survey to identify general common elements in the courtyards - Upon completion of the survey a Landscape Architect must be hired to complete a detailed landscape rendering of the courtyards - The board will obtain estimates for the ALTA Survey
 - e) Bryan Lane will contact LBI Sprinklers to start the sprinkler system and install additional sprinkler heads - Pending until May, 2025

New & Pending Discussion Items

- Bryan Lane motioned to approve HomeSpec's estimate (\$5,913) to repair basement water leak at 17129 Maumee and the board unanimously approved - HomeSpec is scheduled to begin this project on April 9th
- Betty Smith attended the City Council Meeting to propose parking solutions on St Clair - City vetoed parking on both sides of the street and marked parking spots - Betty Smith researched further and the City offered to issue two permits for each resident on both sides of St Clair - Jay Riley motioned to decline permit parking and the board unanimously approved
- Betty Smith is making the updates to Condo Rules & Regulations - Once completed and approved they will be distributed to the co-owners and posted to the SCT website
- Betty Smith will obtain an estimate to clean and discard the scrap metal in the condo garage unit 23
- Schoenherr Roofing was selected for the building roof project - New building roof is scheduled to begin April 2025 - Waiting for a response from Schoenherr with a firm start date
- Railings will be inspected once the roof is completed - Important areas of concern: 500 St Clair front railing not attached to the building - 488 & 490 St Clair back railing not attached to the building - 488, 490 & 494 St Clair scrape/paint or replace

Important Reminder to Co-Owners

-
- Co-owner's insurance policies must include a \$1MM liability coverage (please reference the ByLaws)
 - Co-owner issues and problems must be emailed to all board members with pictures included

Meeting Adjourned: 1:40PM

jr