
ST Clair Terraces - Executive Meeting - Oct 5, 2024

Call to Order: 10:03AM

Attendees

Board Members: Crystal Crawford - Bryan Lane - Shaun Simon - Jay Riley -
Claire Gordon

Co-owners: Matt Reno - Marcena May

Priority Items

1) Basement Water Leaks

- a) 17129 Maumee - It appears the dirt added to pitch water away from the building did not resolve the issue - HomeSpec assessed the root cause as a foundation issue - Claire Gordon and Shaun Simon met with RAM Construction - RAM would like SCT to obtain a small sample of the basement wall to better determine the root cause - Claire Gordon will request a quote from RAM to obtain the sample of the wall

2) Tuckpointing

- a) Jay Riley and Shaun Simon will meet with Top Hat on October 9, 2024 to assess the areas of concern and obtain an hourly rate for additional tuckpointing
- 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

3) Garage Roof Leaks

- a) Board approved Second Option (\$28,800) from M Power which includes fully adhered Duro-Last to new cover board on garage units 24 through 34 - M Power will begin the project in November
- b) All co-owners will be assessed \$702 per garage unit - co-owners with two garage units will be assessed \$1,404 (see ****REVISED Roof Assessment**** for changes)

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- c) Garage units 10, 11, 19 & 35 also reported roof leaks - Action pending until pictures are received

4) Railing Replacement

- a) Railing replacement/repairs at 498 & 514 St Clair - Completed by Connors Welding
- b) 500 St Clair front railing is not attached to the building - Repairs pending
- c) Bryan Lane and Shawn Simon will repair (scrape & paint) 488, 490 & 494 St Clair - Repairs pending

5) Landscaping & Snow Removal

- a) Bryan Lane obtained an estimate from Russell Landscaping for snow removal and landscaping - Board approved Russell for landscaping in 2025 - Josh will continue with snow removal and provided a \$1,000 discount
- b) Jay Riley will contact Amezola to remove the dead large oak tree in front of 492 St Clair - Shaun Simon will contact Soullier for the cost of a Black Gum replacement tree and sod for the loss of grass on the corner of Maumee/St Clair
- c) Nancy Zieimsk will facilitate a committee to draft the Master Courtyard Landscaping Plan

6) Master Deeds and ByLaws

- a) Master Deed and ByLaws were sent to all co-owners on September 20, 2024

7) **REVISED**** Roof Assessment**

- a) Second roof assessment payment (approximately \$2k per unit) was due September 30, 2024
- b) ****REVISED**** Third roof assessment due by March 31, 2025 will be replaced with a garage roof assessment of \$702 per garage unit
- c) Fourth roof assessment payment (approximately \$2k) is due by September 30, 2025

New & Pending Miscellaneous Discussion

- Shaun Simon will contact SEM regarding the second sewer clean out
- Claire Gordon will research a media for conference calls
- In accordance with the ByLaws - Co-owners with a mortgage must provide name and address of their mortgage company - Condo insurance must include a \$1MM liability coverage

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- Citizens Bank began charging an annual checking account fee of \$562
- Brian Lane found a no fee checking account with Comerica Bank -
Citizens Bank agreed to waive the checking account fee
 - Shaun Simon will contact SEM/Bruttell Roofing for second floor roof leak at 486 St Clair
 - 484 St Clair roof leak on the third floor is pending until pictures are received
 - GFL damaged a recycle bin - Jay Riley purchased a new bin from GPC -
No additional bins will be purchased at this time
 - Shaun Simon and Jay Riley checked all sprinkler heads to ensure they were replaced by GPC/Bidigare (all good) - Four additional areas were identified where sprinkler heads are needed - Shaun Simon will contact LBI Sprinklers to bleed the lines and shut down the system for the winter
 - Electricity line over the garages (unit 24-34) is sagging - Electrician will be called prior to the garage roof repairs
 - Bryan Lane organized a meeting with Schoenherr Roofing -
Schoenherr revisited the property to access internal attics and venting
- Bryan Lane will follow-up with Schoenherr regarding the proposal
 - Various questions regarding board meetings and budgets were discussed with co-owners Matt Reno and Marcena May

Important Reminder to Co-Owners

- **Annual Boiler/Furnace inspections must be completed by a certified HVAC company no later than December 31, 2024 - Provide a copy of your inspection to Crystal Crawford at 500 St Clair or email: ctcrawford25@yahoo.com**
- Co-owner issues and problems must be emailed to all board members and pictures must be included
- Board meetings are held on the first Saturday of the month at 10:00AM
- If a co-owner wishes to attend - send an email with your agenda to the board one week prior to the meeting

Meeting Adjourned: 12:02PM

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