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# ST Clair Terraces - Executive Meeting - June 1, 2024

Call to Order: 9:33AM

## Attendees

Board Members: Betty Smith - Bryan Lane - Shaun Simon - Jay Riley

Crystal Crawford (absent)

Co-owners: Jim Alley

## 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 - Betty Smith will contact SEM and request a diagnosis/assessment of 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 + \$8.0 per linear foot for lumber)
- 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 rawd iron railing
- b) 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 - Prospective co-owners will be charged \$69.14 - Betty Smith will follow-up with SEM to confirm co-owners were invoiced for their 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

### **6) Tree Trimming and Replacement**

- a) Camelot pruned four trees on St Clair and planted a replacement tree in the front (north) courtyard
- b) Shaun Simon and Bryan Lane pruned the tree in front of 484 St Clair to alleviate branches from hitting the windows and gutter - Shaun Simon will remove additional branches at the request of the co-owner

## **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 \$48,00 (full drive) - Shawn Simon will patch the hole in the small drive off St Clair until the full drive can be replaced
- Damaged Cedar trees in the large courtyard will be revisited in Spring 2025

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- 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 - Betty Smith is working with the GFL insurance adjuster on reimbursement - Kimberly Fence install the replacement fences
  - 17107 Maumee reported a first floor ceiling water leak - Action pending until pictures are received and/or access to the unit
  - 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 was hired to wash all outside windows for \$3,000 (paid by the Association) - Inside windows can be washed at an additional cost of \$100 to co-owners - Contact Betty Smith if you elect to have your inside windows washed - Windows Full of Light is scheduled to be on the property June 12th and 13th
  - Jim Alley was approved to lease his unit to a new renter - Copy of Lease Agreement and Renters Insurance will be provided

### Important Reminder to Co-Owners

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

Meeting Adjourned: 10:55AM