
ST Clair Terraces - Executive Meeting - Mar 2, 2024

Call to Order: 10:04AM

Attendees

Betty Smith - Crystal Crawford - Bryan Lane - Shaun Simon - Jay Riley

Priority Items

1) Master Deed and ByLaws

- a) Every co-owner must complete the Mortgage Information document sent with the proposed changes to the Master Deed and ByLaws
- b) Betty Smith will follow up with the Attorney to see if the changes to the Master Deed and ByLaws were approved by the co-owners

2) Tree Trimming and Replacement

- a) Camelot provided an estimate (\$5,935) for trimming, maintenance and two replacement trees on St Clair - Davey Tree Service provided an estimate (\$2,860) for tree trimming and maintenance
- b) Jay Riley contacted Davey to obtain the estimate for two replacement trees
- c) 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 - Additional steps will be taken if dirt does not remedy the problem
- 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

4) Roof Assessment

- a) Betty Smith contacted SEM to provide assessment payment coupons to the co-owners
- b) Roof assessments will be based on the Master Deed square footage of each unit

5) Garage Roof Leaks

- a) Jay Riley is working with M Power to research the effects of patching vs full replacement of garage roofs (units 24 through 34) - M Power will need access to all garage units to complete the assessment - Betty Smith will notify co-owners to open garages prior to the next meeting with M Power

New & Pending Miscellaneous Discussion Items

- Continuum proposed a new 3 year landscaping contract - Bryan Lane is working with SEM to make the following revisions for a savings of approximately \$4k annually
 - One year contract - not three
 - Aerate grass once a year - not twice
 - One fall clean-up - not two (complete after Dec 1st and before Dec 21st)
 - Eliminate shrub trimming for one year
- Back drive drains are cleaned every two years - next cleaning will be spring 2024
- Betty Smith will contact SEM for a railing repair at 514 St Clair
- Additional tuckpointing (including garages, french walls and 508 St Clair window ledge) will be completed in spring/summer 2024
- Shaun Simon will follow-up with the co-owner who has not provided a boiler/furnace inspection by a licensed HVAC vendor by December, 31 2023

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- The north drive fence was damaged by GFL Recycling - Betty Smith is working with the GFL insurance adjuster on reimbursement and/or replacement - Shaun Simon is working on removing the damaged fence

Reminder to Co-Owners

- Co-Owner issues/problems should be emailed to **all** board members **along** with pictures
- Master Deed/ByLaw ballots and Mortgage information may be sent to L1910smith@aol.com or tdannerbond@hirzellaw.com

Meeting Adjourned: 11:04AM