
ST Clair Terraces - Executive Meeting - Mar 1, 2025

Call to Order: 10:02

Attendees

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

Priority Items

1) Tuck Pointing

- a) Shaun Simon and Jay Riley met with Top Hat on October 9, 2024 to assess areas of concern and obtained an hourly rate (\$75) for additional tuckpointing - Due to low temperatures, tuck pointing is pending until April 2025
- 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 - 17129 right front edge of unit

2) Garage Roof Leaks/Repairs

- a) Due to lack of response from M Power a second estimate was requested from Schoenherr Roofing - Bryan Lane motioned to approve Schoenherr Roofing and the board unanimously approved
- b) All co-owners were assessed \$677 per garage unit - Co-owners with two garage units will be assessed \$1,354 (see ****Revised Roof Assessment****)
- c) Garage units 10, 11, 19, 35 & 41 also reported roof leaks - Action pending until pictures are received

3) ****Revised Roof Assessment****

- a) First and second building roof assessments (approximately \$2k) were completed in 2024
- b) Third building roof assessment was replaced with a garage roof assessment of \$677 per garage unit - Due by March 31, 2025
- c) Fourth building roof assessment (approximately \$2k) is due by September 30, 2025

4) Landscaping & Snow Removal

- a) Nancy Ziemiński expressed concerns with snow removal and lack of salt on walkways - Betty Smith continues to work with our snow removal company to spread the correct amount of salt and will ask to eliminate rock salt for the preservation of cement slabs and railings - Betty Smith purchased three 50lb bags of magnesium chloride (pet friendly) - Magnesium chloride is stored in each of the courtyard sheds and available to co-owners
- b) Nancy Ziemiński expressed concerns with a hornets nest in the tree in front of 492 St Clair - Jay Riley contacted the City and the nest was removed
- c) Nancy Ziemiński requested to remove the dead cedars in the large courtyard - Pending until the roof is completed
- 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 install additional sprinkler heads - Pending until Spring 2025
- f) Bryan Lane contacted Marshall Landscaping for the two tree issues at 508 St Clair - Board unanimously voted to obtain a quote from Marshall for all trees on SCT property

New & Pending Discussion Items

- Board discussed ideas to save for expensive building repairs - Discussion will be revisited after the building roof is completed
- 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 - Permit parking may be possible - Further research is needed before a petition is started
- Approved paint color is Benjamin's Moore "St Clair Terraces" brown - Please contact Betty Smith for touch-up paint
- Betty Smith updated the SCT Website and Co-owner Contact Lists - Rules & Regulations were reviewed and pending board approval
- Betty Smith reinvested two CD's which will mature in March - CD's will not be reinvested until the roof is paid in full

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- Bryan Lane motioned to approve HomeSpec to repair basement water leak at 17129 Maumee (\$5,913) and the board unanimously voted to approve - Bryan Lane contacted HomeSpec to begin this project
 - Schoenherr Roofing was selected for the building roof/gutter project - Thank you Shaun Simon for managing this project and obtaining bids - New roof is scheduled to begin April 2025
 - Crystal Crawford and Jay Riley contacted co-owners who did not comply with boiler/furnace inspections - All boiler/furnace inspections are now complete
 - 500 St Clair front railing is not attached to the building - Bryan Lane and Shaun Simon will scrape and paint back porch railings at 488, 490 & 494 - Repairs pending until Spring 2025

Important Reminder to Co-Owners

- Trash receptacles are not for contractor's use - Contractors must haul away their debris (including sinks and toilets) - Recycled items must be washed and cleaned
- 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: 11:18AM

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