

Crystal Tower Condominium Association, Inc.
Board of Directors Meeting
September 29, 2017

Kevin Logsdon called the meeting to order at 11:05 AM

Present were Board members Kevin Logsdon, Shelby Kirk and Lance Monk. Board members Kris Bishop and Bob Guyton joined via teleconference. Also present was Crystal Tower 2008/2009 owner Ron Sikes. Representing Young's Suncoast were David Bodenhamer and Jay Kee.

Lance Monk made a motion to approve the meeting minutes from August 18, 2017, seconded by Shelby Kirk. The minutes from August 18 were approved.

The Reserve Study was discussed. The initial PDF of the report has been received, and Drew Isaac and Associates has given the Board a 30 day window to make revisions, before the final report is made. After initial review, it was agreed upon by the Board that a conference call with DIA to clarify some points in the report would be a good idea. Management will follow up with DIA to set up a time for a conference call (within the next three weeks).

Improvements to the beach access boardwalk were discussed, primarily dealing with the wash stations at the gate. The Board reviewed a few ideas, and is in favor of building two outward additions to the existing boardwalk, and moving the washing stations to those new locations. Moving the stations will alleviate the buildup of sand under the entrance to boardwalk and eliminate a slip hazard due to continually wet conditions at the gate. In addition, the decking will be replaced at the entrance gate to further eliminate any slips. David Bodenhamer is in touch with the City of Gulf Shores regarding permission needed for construction. Once approval is granted, a more solid plan will be drawn up for constructing the new stations.

Along with the discussion of the new wash station, the Board has asked management to have a vendor visit the property and look at some areas around the South pool where settling has caused the pavers to settle and pool water. Once information is gathered, the Board will be presented with a proposal to repair the problem areas.

No financial business was discussed as the September financials were not available at the time of meeting. Due to some questions from owners, the Board visited briefly on the topic of insurance. It was decided that the building is in good shape as far as insurance coverage and no changes will be made at this time.

As another follow up to the protruding post tension cables on the South facing of the building, David Bodenhamer is in communication with Bullock Tice and Tendon Systems in regard to repair. It has already been determined that the cables can be cut off and capped without any further repair. David will keep the board informed as needed.

The Board was presented with and approved three proposals for enhancements / repair to the building and property. **Jones Coastline Services** will provide an annual inspection of the East and West facings on the building. The inspection will include looking for any cracks in the facing as well as checking windows for any sign of breaches in the sealants. Jones Coastline will repair up to 50 linear feet of any cracks found, but beyond that will seek approval for additional repair. **Kutter's Ground Maintenance** will be installing six (three on each side) Sabal palm trees of staggering height, at the entrance of the property and will be flush cutting multiple dead palm stumps around the property. **S&H Contracting** will be making some repairs to the Skywalk roof and adding a gutter system to the west side edge of the same roof. The repairs to the roof include replacement of previous patches that have failed and securing the roof membrane in areas that it has separated from the wall edge. The additional gutter will assist in keeping water off of the indoor pool roof and will assist the existing gutter from overflowing to brick pavers at outdoor pool.

Management was asked to provide information to the board regarding security cameras on property. The initial cameras would be placed in the elevator cars and the landings outside of elevators at the parking and lobby levels. A proposal from IPSC Security was presented to the Board, but after review and discussion, it was decided not to move forward at this time. In line with the security camera discussion, David Bodenhamer requested that the IPSC Security guards on property continue to use the Deggy System as they patrol the property. Management will follow up with guards to make sure this policy is adhered to and will also be downloading reports monitoring checkpoints.

Recoating the breezeway flooring at the elevators was discussed. Questions arose on when to schedule, and how to divert traffic during the process. It was mentioned that it could be an in-house project, but at the request of David Bodenhamer, management will contact Specialty Concrete to visit property and present a proposal for recoating.

The Board briefly discussed any future renovation work that be needed to the elevator system. The decision was made to hold off on any further discussion until the Reserve Study had been thoroughly reviewed

Approval was given in the last Board meeting to move forward with a conversion to LED lighting for the parking lot. The Board asked management to follow up with some additional information regarding the LED lights and that information was presented. The Board is still in favor of the conversion, but still has additional questions for the vendor. When final approval is given, Gulf Coast Electric will assist with the conversion and any further information that is needed.

The meeting was adjourned at 12:26 PM