

**Crystal Tower Condominium Association, Inc.**  
**Board of Directors Meeting**  
**December 08, 2017**

Kevin Logsdon called the meeting to order at 8:36 AM.

Present were Board members Kevin Logsdon, Shelby Kirk and Lance Monk. Board members Kris Bishop and Bob Guyton joined via teleconference. Representing Young's Suncoast were David Bodenhamer and Jay Kee.

Lance Monk made a motion to approve the meeting minutes from September 29, 2017, seconded by Shelby Kirk. The minutes from September 29 were approved.

Financials were discussed briefly. The October 2017 financials were the most current available. The Board agreed that everything looked good. David Bodenhamer noted that the November 2017 financials would be available in the next few days.

Kevin Logsdon shared with the Board the final numbers from Suncoast Beach Service in comparison to the final numbers from Ikes Beach Service the previous year. Crystal Tower HOA profited \$14034.65 from Suncoast compared to @ \$7000 from Ikes. The contract with Suncoast Beach Service automatically renews unless a termination is requested. The Board has been pleased with Suncoast and it was a unanimous decision to continue service with them.

The status of current projects was discussed. Completed projects include: Parking lot lights conversion to LED, West side privacy fence repair from storm damage, installation of new dehumidifier system at indoor pool, new palm trees at entrance and removal of stumps around property, upgrades to South pool wash station, fitness room glass panel removal (creating a pass through between the two rooms), and East / West wall inspections. The Board congratulated the Crystal Tower staff on working to get the projects completed and especially congratulated maintenance tech Bill King for his outstanding work at the South pool wash station and fitness room. One project still remains on the table and includes, 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 have 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. S&H contracting has been approved to complete the project, but scheduling conflicts have delayed the completion until mid-January. The Board is in favor of staying with S&H, but will entertain more proposals, if it is found the work can be completed at an earlier date.

David Bodenhamer provided yet another follow up to the protruding post tension cables on the South facing of the building. David is in communication with Bullock Tice and Tendon Systems in regard to repair. It was initially determined that the cables could be cut off and capped without any further repair, but now it is being said that the cables must be replaced. Kris Bishop is looking into a similar repair at another property and will follow up with his findings. David will keep the Board informed as needed.

The Board was presented with three proposals to paint the superstructure of the SkyWalk. MD Thomas Construction, CertaPro Painters and Valcourt Building Systems all submitted bids for the project. While the Board is in favor of moving forward with the project, some additional information has been requested from two of the companies, before making a final decision on who is awarded the bid. Management will follow up and provide the Board with requested information.

The conversion of unit doors to fiberglass discussion resurfaced. David Bodenhamer explained to the Board that replacement of the doors would come at an expense to each individual owner, per the Crystal Tower Condominium Documents. It was discussed as a possibility to parallel the door replacement with another project, such as repainting of the breezeway walls and ceilings, and to invoice each owner for the replacement of the entry door. The Board would like management to look into vendors / pricing (David mentioned Superior Doors, out of FL was used for Boardwalk) and have a plan prepared to discuss for 2018 Owners Meeting. While on the topic, management pointed out that the doors at the South side pool pump room and the door leading out the back hallway to North pool are in bad shape and need of replacement. The Board recommended that pricing be obtained for fiberglass and move forward with replacing.

Shelby Kirk presented the Board with some additional winter projects to look into:

1. Now that the wash station at South pool is complete, the Board is in favor of continuing the replacement of walk boards with composite decking to the end of the boardwalk. This project can be completed in house, for a material cost of around \$2200.00. Bob Guyton made a motion to approve the project and was seconded by Lance Monk and Shelby.
2. Also discussed were drainage problems at South pool. Management will check the feasibility of cleaning out small drain trough and will report back to Board. If drain cannot be cleared, pricing will be obtained to replace with a wider drain trough.
3. Management will also have a vendor on property to look at areas of South pool where the pavers have settled and are pooling water. Once information is gathered, the Board will be presented with a proposal to repair the problem areas.
4. Copings at both pools will be painted with high quality UV paint (in house project)

The elevators were briefly discussed. Service has been good, and the Board is happy with the continued service from ThyssenKrupp

The Reserve Study was discussed. Revisions have been made, and reviewed, and the Board is pleased with the study. David Bodenhamer added some explanation regarding some budget issues and mentioned that a slight increase in monthly assessments may help in the future. The board took note of David's thoughts and will review in time, as needed. Kevin Logsdon made a motion to approve the Reserve Study and was seconded by Lance Monk, all in favor. While the study was approved, before the final draft is completed, the Board would like management to verify some budget numbers with Drew Isaac and Associates

The meeting was adjourned at 10:15 AM