

**Crystal Tower Condominium Association, Inc.**  
**Board of Directors Meeting**  
**September 27, 2019**

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

Present were Board members Kevin Logsdon and Shelby Kirk. Board members Bob Guyton and Kris Bishop joined via teleconference. David Bodenhamer and Property Manager, Jay Kee represented Young's Suncoast. Board member Lance Monk was unable to attend.

Board meeting minutes from August 16 were previously reviewed and approved. There were no further minutes to review.

The current financials for Crystal Tower were reviewed and discussed. All agreed that the financials looked good. The Board reviewed Budget vs Actual numbers. With the HOA dues increase that took place earlier this year, additional funds will be added to the Reserve account through the end of the year to bring the account current.

Phase II of the elevator modernization plan was discussed. The Board reviewed the proposal for the job provided by ThyssenKrupp Elevator Americas, as well as a breakdown of the total project cost. Kevin Logsdon made a motion to move forward with the proposal pending the following: hold off on cab interior work until additional pricing options are made available; hold off on WiFi access inside elevator cars; and obtain additional information regarding the payment schedule. Bob Guyton seconded the motion, with all in favor.

The Board reviewed a revised contract from C-Sharpe in regards to the East and West stairwell tower repair/recoat project. A few clerical errors were corrected on the revised edition, as well as the addition of further painting as previously voted on by the Board. Management will sign the new contract and submit for processing. The project is scheduled to begin right after the first of the year, and conclude the first week of March, 2020. Management will update all owners and guests as the start date gets closer, as well as continual updates throughout the project.

NATRO Refinishing is scheduled to begin the unit door project in November. The project will include a rust prevention and recoat of all unit door exteriors, as well as the interior and exteriors of all 2<sup>nd</sup> floor common doors. The Board briefly discussed recoating common doors on floors 3-20. Kevin Logsdon made a motion to hold off on the remaining common doors at this time. The motion was seconded by Bob Guyton, with all in favor.

Management will follow up with C-Sharpe as to a schedule for the 2<sup>nd</sup> floor breezeway coating. It was previously mentioned that C-Sharpe would provide a redo of the coating at no cost to the HOA. The redo will include more texture and will be a darker color.

The Board discussed recoating breezeway floors 3-20 in front of the elevators only at this time. Bob Guyton made a motion to move forward with the project, seconded by Shelby Kirk, with all in favor. The project will be completed by Crystal Tower staff.

Due to continual damage to the walls outside of the dumpster room caused by Waste Management, the Board reviewed a proposal provided by Jones Coastline. Bollards will be placed at both corners to prevent any further damage to the walls. Shelby Kirk made a motion to proceed, seconded by Kevin Logsdon, with all in favor. Management has reached out to Waste Management to inquire if they would be willing to incur the cost of the project.

The 2020 IPSC Security Budget was reviewed. There was a slight increase in the new budget due to the fact that IPSC implemented an hourly wage increase across the board, as well as time and a half pay for guards that are scheduled to work on major holidays. Bob Guyton made a motion to approve the 2020 budget. Kevin Logsdon seconded the motion with all in favor.

A brief discussion was held in regards to issues with a unit lock. The unit owner and management company involved will be contacted and notified of a two week timeframe to have the issue corrected.

Management will be contacting Premiere Staffing Services to discuss future employees that might be sent to Crystal Tower.

An updated Water Mitigation Notice will be posted in the near future.

Due to time constraints placed on the meeting, two items on the agenda were tabled. Kevin Logsdon made a motion seconded by both Bob Guyton and Shelby Kirk to hold discussion of elevator shutdown /property damage fees and a service animal policy until the next Board meeting.

The meeting was adjourned at 9:49AM.