

Crystal Tower Condominium Association, Inc.
Board of Directors Meeting
January 24, 2020

Kevin Logsdon called the meeting to order at 1:07PM.

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

Board meeting minutes from November 22, 2019 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. Kevin Logsdon reviewed a few figures on Budget vs. Actual.

Management provided an update as to the progress of the East and West stairwell tower work. The project is in progress and on schedule, and work should continue through the first week of March. The amount of stucco repair work has exceeded what was initially estimated, and C-Sharpe is keeping management informed as to further costs that may be incurred. The first invoice for the job was submitted for payment.

Kevin Logsdon provided an update on Phase II of the elevator modernization plan. The cab interior vendor will be on site in February to survey the current cabs and ThyssenKrupp will have a representative on site to make a final survey of the entire project. The next payment due to ThyssenKrupp will be due in the May-July timeframe, with a firm start date to be determined mid to late summer.

NATRO Refinishing is continuing with the unit door exterior paint work. The continual changing weather has slowed the project some, but the crew is still making steady progress. Maintenance lead Bill King will continue to work on the elevator breezeways (cleaning and laying down a temporary coating).

A few property issues were briefly discussed:

Management has been pleased with the transition to a Digital Tracking System for the security guards on property. All reports are more streamlined and include photos of the property from each shift.

There will be a color change to rental guest wristbands and parking passes taking effect March 01. Board President Kevin Logsdon will be sending a letter to all owners explaining the change and trade in policy for current wristbands and parking passes that have not been used. There will no change in cost to either. The Board has set of date of March 31 for complete compliance to the color change. Management will take care of swapping out wristband s and parking passes for winter guests still on property.

A service animal policy will be posted to the Crystal Tower page at the Young's Suncoast website. Management will also send a copy via email to all owners for review.

A policy for billing guests for elevator shutdowns due to malicious activity and other property damage is now in place. With the CCTV camera system on site, Kevin Logsdon made a motion to use video proof as evidence to bill guests for any damage caused to a common area of Crystal Tower. Lance Monk seconded the motion with all in favor. Billing of guests would be through the rental management company or condo owner if the unit is owner managed. Should an issue occur that is billable to a guest, management will reach out to said management company or owner.

With Spring Break upcoming and peak season not that far behind, additional security will be brought on site as needed. Also, management will have seasonal staff on property early March.

The Board will meet again in March or April, with a firm date to be set at a later time.

The meeting was adjourned at 2:24PM.