

Crystal Tower Condominium Association, Inc.
Board of Directors Meeting
December 14, 2022

Kevin Logsdon called the meeting to order at 2:30 PM.

Present were Board members Kevin Logsdon, Shelby Kirk, and Tom Maleck. David Bodenhamer and Property Manager, DeAnn Duhon and Assistant Property Manager, Von Burt represented Young's Suncoast. Board members Kris Bishop and Nancy Gordon joined the meeting via teleconference. Present were Owners Phyllis Louria and Patricia Liesik, Condo 1601, Charles and Christine Schreiner, Condo 1507, Chip Alonzo, Condo 808, Phil Tsilis, Condo 509, and Phillip Palmer, Condo 2001. Also representing Gulf Coast Security were Ethan Miller, Crystal Tower Account Manager, and Patric Landrum, Owner.

Tom Maleck introduced the members of the Crystal Tower Security Committee which included himself, Von Burt, Phillip Palmer, Phil Tsilis, David Apple, and Patric Landrum. Mr. Maleck explained that the committee recommended addressing security in three components. The first being controlling access to the facility. Mr. Maleck discussed the first step of controlling access was to install the fence at the south pool area that had been previously approved by the Board. The second component would be surveillance and the third is sanctions or prosecution. A presentation will be made by representatives of Verkada regarding surveillance and access control later in the Board meeting. There was discussion of installation of access control for the lobby, the elevators, and the common amenities. Mr. Maleck shared that David Apple had met with the Gulf Shores Police Department regarding sanctions or prosecution of offenders in the event of misconduct at Crystal Tower. Mr. Maleck also shared that is the committee's recommendation that more and better lighting be installed around the exterior of the property. Patric Landrum shared a report he had compiled from the viewpoint of providing security services at Crystal Tower. The main topic was regarding areas where lighting and cameras could be added to possibly provide a more secure property. Tom Maleck discussed possibly installing a crosswalk in the large north parking lot. Mr. Maleck expressed his appreciation to all the committee members for their efforts and Kevin Logsdon also expressed his appreciation. Von Burt discussed that a

representative from Overwatch Security Advisors would be visiting the property to perform an assessment of where additional lighting might be needed on the property. Patric Landrum concluded the committee presentation by discussing controlling the flow of traffic on property and possibly installing gates at the access points of the property.

Nancy Gordon discussed possible changes to the information packet provided to new owners of Crystal Tower. Nancy stated that getting this information to new owners will primarily fall to DeAnn Duhon, Crystal Tower Property Manager. Nancy stated that it might be a good idea to have a few Owners involved with meeting with new owners after hours or on the weekend that would be tasked with providing the information packet and answering any questions. Nancy also suggested a pamphlet that could be provided to owners and guests upon arrival on the property that would provide a general overview of the property and even include the property rules and how violations are addressed. Nancy stated that overall, the information provided to new owners is good and clear, but it could use a few updates and a general short summary of the property would be helpful for those who are receiving such a large amount of information at the time of purchase of their condo.

DeAnn Duhon provided an update regarding the condo entry door sweep replacements. A bump stop that was recommended by Commercial Door Systems has been ordered but has not been received yet. Once the bump stop is received it will be installed on a door at Crystal Tower to see how it performs and if it could replace the door sweep that has previously been used. DeAnn Duhon discussed the difficulty in sourcing the door sweeps currently installed on most doors at Crystal Tower and how the bump stop will function and allow the door sweep to be discontinued. It was recommended that owners install a door sweep on the interior of their condo doors. Kevin Logsdon reminded all present that the doors on property will be a constant source of maintenance and that some doors may be able to be salvaged with rust treatments and paint but that some doors may require replacement. Phyllis Louria, Owner of Condo 1601, discussed the installation of a new door and frame for her condo. Phil Tsilis, Owner of Condo 509, stated that he sands and paints his door approximately every six months.

The condition of condo balcony floors was discussed. The maintenance team will test a possible solution to cleaning with an attachment on a pressure washer. The

test will be done on Condo 1507 in the beginning months of 2023 as their schedule allows.

Winter maintenance projects at Crystal Tower included deep cleaning the property, organizing stock and tools, creating logs for product receipt, keeping an accurate inventory, and painting the common areas as needed. The need for replacing the bathroom partitions at the south pool house was discussed. Possibly acid washing the plaster at the north spa was discussed as well as replacing the grates and returns at the north spa and south pool.

Patric Landrum with Gulf Coast Security provided an update regarding GRC (parking pass) violations and using the wheel lock system (tire boot) on property. The update was positive with the general discussion being that all visiting Crystal Tower seem to be being more compliant with the parking rules and regulations.

The North Elevator Tower and East Elevation repair and recoating update was provided by Kevin Logsdon. Change Order in the amount of \$518,608.00 was received for the additional costs required to repair and recoat the North Elevator Tower with an allowance for the cost of the stud repair and replacement. This was discussed by Hollis Anderson, with C-Sharpe, Kevin Logsdon, Shelby Kirk, Tom Maleck and DeAnn Duhon at a project update meeting earlier today. C-Sharpe indicated they could resume the project on Monday, December 19th. Mr. Logsdon reported that the Board is awaiting a report from Thompson Engineering regarding the East Elevation. Kevin Logsdon made a motion to proceed with the repair and recoating of the North Elevator Tower. Shelby Kirk seconded the motion, with all in favor. The motion was approved.

All except the Board and Management were asked to briefly leave the meeting for a conference call held with the Board, Management, and Unit Owners to discuss damage that was caused. Several questions were asked. The Owners indicated that they would have a response back to the Board by December 23rd. All the Board Members were in agreement with this.

All present were asked to rejoin the meeting. The Beach Renourishment Project was discussed, and it was reported that the City of Gulf Shores had released a statement stating that the project had been delayed until Fall/Winter 2023. It was discussed that due to the beach erosion at Crystal Tower there will be congestion at all the pools on the property and a decrease in revenue from the beach service.

An update regarding the Skywalk roof and a request to Willoughby roofing to sign a release prepared by the HOA Attorney was discussed. This agreement would release the HOA from any balance owed to Willoughby Roofing and allow the HOA to contract another vendor for repair or replacement of the Skywalk Roof. Willoughby Roofing had not signed the agreement and the HOA Attorney had advised the BOD they may need to contract with an Engineering Firm to have them perform an evaluation of the Skywalk Roof and make a recommendation of how to repair or replace the TPO membrane roof.

Liam Piles with Verkada and Ryan Dunbar with RJ Young provided a presentation of security products and services they could provide to Crystal Tower to address security issues on property.

The financials and a tentative 2023 budget were discussed. The tentative budget accounted for the increase in monthly assessments from \$600.00 to \$700.00 and the pre-Hurricane Sally budgeted amount of \$105,000.00 remained as the amount indicated for insurance in the tentative 2023 budget. This was due to the unknowns of what the insurance cost for 2023-2024 will be and that the Board had previously decided not to include the increased cost of insurance in the monthly assessments but rather have a yearly assessment for any amount above what was budgeted until the market stabilizes.

During Agenda Item Other, the topic of adding the replacement of hot water heaters to the Water Leak Prevention Letter was discussed. Information was presented stating the life of a regular tank hot water heater is 10 to 12 years depending on maintenance. It was decided that the maintenance team at Crystal Tower would inspect each condo and log the age of the hot water heater and report the findings back to the Board.

Kevin Logsdon moved to adjourn the meeting at 5:10pm with all in favor.