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November 4, 2023

## MINUTES OF THE 2023 ANNUAL ASSOCIATION MEETING OF THE OWNERS OF CRYSTAL SHORES WEST

### 1. QUORUM:

*Due Notice having been sent and posted, the Annual Association Meeting of the Owners of Crystal Shores West was held at 260 Clubhouse Drive, at the Activity Center, in Gulf Shores, Alabama on November 4, 2023 at 10:00 AM. It was determined that there was a quorum of 67% of the Ownership and so the meeting was officially convened at 10:15 AM.*

#### **Board Members Present:**

*~Karen Dilldine, President (#0508);  
~Vice President Peg Fried (#0404);  
~Director Jason Willis (#107);  
~Director Anthony Troyke (#1303).*

*Young's Suncoast, the Association Management company, was represented by:*

*~Managing Partner David Bodenhamer  
~Property Manager Robert Gardner.*

#### **Absent**

*~Kris Bishop, Secretary/Treasurer (#0601, #1005).*

### 3. 2022 ANNUAL MEETING :

*A motion was made by Pat Causey (402) and seconded by Kurt Kleinschmidt (105) to dispense with the reading of the 2022 Minutes and to approve them.*

*The motion passed without dissent.*

### 4. REPORTS:

David Bodenhamer delivered the financial and insurance reports, running through the current balance sheet and a draft of the budget for fiscal 2024. Regarding insurance, there was a description of the tough global market, and how insurance premiums are no longer localized, but globalized, meaning we can no longer expect rates to fall back to "normal" within a few years of a major storm even with good weather and no claims.

The Board's policy of purchasing a deductible buy down to \$25,000 per event was discussed, in the event of storm damage potential savings of millions of dollars per event.

The current premium was paid off early to minimize finance charges.

All assessments are currently paid.

The replacement value of the property will be reassessed this year

*The financial & insurance reports were accepted without dissent.*

## **5. COMPLETED PROJECTS:**

Karen Dilldine and Robert Gardner reviewed completion of major projects:

*~2022 FINANCIAL AUDIT & 2024 RESERVE FUND STUDY:*

Available via email upon request to help with future budgeting

*~PARKING LEVEL DOOR REPLACEMENT*

Complete except for painting of crawlspace hatches.

*~POOL & SPA RENOVATION*

Premier Pool and Spa totally renovated the amenities, which included dealing with cracks discovered in the pool shell, delaying completion. They came back to fix issues with the spa bubble jet system. We've received many compliments, and other Associations have taken a look at what we've done. Best looking amenities on West Beach.

*~ELEVATOR SAFETY REPLACEMENTS*

Thyssen-Krupp Elevators has completed replacement of the KONE "safety brakes" and the East Elevator Counterweights.

*~WINDOW CLEANING*

Premier Skylines was retained to restore groundfloor windows around the amenities and to clean windows on the building. Whatever sealant issues they may discover will be turned over to C-Sharpe for repairs.

## **6. UNFINISHED (OLD) BUSINESS:**

Karen Dilldine and Robert Gardner reviewed the following matters:

*~2024 ANNUAL MEETING:*

10:00 AM on the 1<sup>st</sup> Saturday in November (11/2/2024) at the Activity Center

*~PARKING LEVEL CONCRETE REPAIRS:*

4 out of 5 ramp unions completed.

Most rod chair and rebar work finished.

Cracks on P3 ramp and P2 deck to be addressed.

Sealants to be replaced.

*~BOARDWALK*

We will select an engineer to draw up a scope of work for a new boardwalk over the restored sand berm. This will be put out to bid as soon as it is ready. The City Engineer expects permitting will begin in January. We may remove a small section of easement fence at the dog park for beach access during construction of the new boardwalk.

## 7. NEW BUSINESS:

Karen Dilldine and Robert Gardner reviewed the following matters:

### *~EAST ELEVATOR RAILS*

We were informed last week that a realignment of the rails for that elevator is necessary. Our consultant, Robert Dieter, inspected Friday to evaluate their proposal and to check on the rest of the modifications that TKE contracted to perform.

### *~ELEVATOR INTERIORS*

After several years of wear and tear, the wall panels on the elevators need replacement.

### *~POTABLE WATER SYSTEM*

Flo Innovations will be replacing the monitor on the potable water pump controller as well as performing maintenance on the three pumps that provide water to the building. The system is functioning, but we don't want to take a chance on a failure. Flo Innovations promises that a temporary drive can be mounted the same day as a failure of the controller to keep a pump running until a replacement controller arrives. Hydro Technologies also provided a proposal for installing a new controller.

### *~REFRESH OFFICE & GAME ROOM*

We will be visiting flooring showrooms and making a decision on replacement of the tiles throughout the Office and Game Room.

### *~BREEZEWAY DOOR REPLACEMENT*

We will be surveying all of the breezeway doors to determine which ones require replacement. The Association will undertake to replace them all with one purchase to assure uniformity and whatever price break is available. Individual owners will be assessed for the cost of what is needed for their unit.

### *~GARAGE & RAMP PAINTING*

We are accepting bids to paint all the vertical surfaces in the garages and ramps, following the concrete work. We will also consider painting the ceilings and resurfacing the P3 ramp.

### *~PARKING PASS INCREASE*

The price of parking passes will be increased from \$20 in bulk to \$35. The price of individual passes in the on-site office will be increased from \$25 to \$40. This is still well under the \$50 price at other resorts (Crystal Shores, .

### *~INVESTIGATE TRAFFIC COATINGS*

Breezeway particularly near the elevator landings, take a beating.

### *~CONSIDERING RECOMENDATIONS FOR BYLAWS AMENDMENTS*

Cleaning up language in the By-laws and staggering Board elections.

### *~2024-2025 INSURANCE ASSESSMENT*

Since Hurricane Sally, insurance premiums have quadrupled. For the past two years, the Association has reduced the assessment required to pay these premiums with money from Reserves. This year, the Owners will be assessed the entire amount over the \$250K budgeted for insurance.

***Based on the current premium shortfall of \$600K,***

***individual insurance assessments in 2024 are estimated as follows:***

***3-Bed: \$6800; 2-Bed \$4850; Corner Penthouse: \$11,700; Center Penthouse: \$9,800***

## **8. DISCUSSIONS FROM THE FLOOR**

*~Elevator landing traffic coatings?*

The Board is examining various coatings and other solutions for high traffic areas.

*~Corner sliding door issues: Whistling? Leaking? Off track?*

Staff can examine and help with adjustments. Frequent cleaning and lubrication recommended.

Replacement and maintenance are owner responsibilities. Local vendors available.

*~Complimentary Parking Policy?*

Complimentary Parking is limited to non-paying family/guests (not renters) using a Reserved Space.

*~Revenue generation. Vending machines?*

Vending machines generate very little revenue. While a convenience for guests, accessibility is an issue.

*~Elevator reliability?*

While there will always be an irreducible amount of time an elevator will need resetting or repair, the elevators have become far more reliable following the TKE modernization project.

*~Utility Board water quality? (Sewage smell near Hwy 59 & Windmill Ridge Rd.)*

A sewage lift station is near that location and there can be occasional odors. Potable city water is frequently tested by law. Chlorine levels sometimes observed on-site by staff found acceptable.

*~Additional reserved parking for sale?*

Reserved Parking Spaces were ONLY available for sale during the Developer tenure of property control.

*~Balcony railing paint?*

The Board will be examining eventual replacement of deck railings, in accordance with Reserve Fund budgeting. These structures are powder coated aluminum, which can be replaced, or re-coated. Touch-ups with appliance epoxy paint offer temporary mitigation.

*~Remote participation at annual meetings?*

Experience with remote participation at other annual association meetings has been discouraging. A great deal of attention is given to resolving often unresolvable technical issues that distract from Association business. In lieu of remote participation, the property manager records and uploads a video of the annual meeting for review later the same weekend. Members are encouraged to turn in proxies and especially to attend in person.

## **9. ELECTION OF THE BOARD OF DIRECTORS:**

*The present Board of Directors being willing to serve, and no nominations forth coming from the floor, a motion to reelect the serving Board of Directors was entertained.*

Motion: Viki Word (#1208); Second: Jo Jordan (#0906)

*The motion passed without dissent.*

## **10. MOTION TO ADJORN:**

Motion: Janice Chandler (#0901); Second: Eric Kreiling (#703)

*The motion passed without dissent.*

## **B.O.D. ELECTIONS & NEW BUSINESS:**

The Board immediately after adjournment of the annual meeting, unanimously reelected the serving President and Vice President and Jason Willis as Secretary/Treasurer. The Board at this time enacted the Parking Pass increases discussed in the course of the annual meeting and then adjourned.