



Twin Towers Homeowners Association, Inc.

2020 North Atlantic Avenue • Cocoa Beach, Florida 32931

April 12, 2019

Dear Twin Towers Homeowner:

The Board of Directors has contracted with Concrete Restoration Inc. (CRI) to perform balcony concrete restoration on the south side of the south building beginning in May. This means that if the last two digits of your unit number are “01, 03, 05, 07, 09, 11, 15, 17” your unit will be part of the restoration project.

As we prepare for this project, we would like to advise homeowners of the following important information relating to the restoration project:

- Homeowners will be notified the week prior to work on their stack and will need to remove ALL items from the balcony.
- Homeowners with storm shutters may be required to have the shutters removed by a shutter contractor prior to CRI working on your unit.
- For units in which the balcony has been enclosed, there is the potential for the windows to be removed to make repairs to the concrete structure. The contractor will perform the removal and reinstallation of the enclosure windows; however, the cost of such will be the responsibility of the homeowner.
- Should concrete restoration extend above or below the sliding glass door, the slider may be removed to make repairs to the balcony decks and repair any interior damage. If this occurs, a temporary watertight wooden barrier will be installed floor-to-ceiling and wall-to-wall three (3) feet into the unit in order to remove the door.
- If your unit is flagged for door removal, you must move ALL items (furniture and decorations including blinds) three (3) feet back from the wall that the door is on. The contractor will make the interior where the barrier is location back to paint-ready condition. The contractor and/or Association is not responsible for repair/replacement of the finishing, i.e. tile, wallpaper, paint to the inside ceilings, floors, or walls of the unit. Carpet located in the affected area will be rolled-back.
- In situations where the concrete of the balcony floor has been covered with a permanent finish – carpet, tile, elevated flooring, etc. – the covering will be removed during renovations and will not be authorized for re-installation. We must be able to inspect and reseal the deck area in the future.
- Because of the work being performed on the balconies, all sliding glass doors will be secured shut from the outside for safety reasons during the stage that your stack

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is being worked on. Please do not try to open your door because this may cause damage.

- There will be a high level of noise and vibration during active demolition. Please remove all items from your balcony including items hanging from walls and screens from sliding glass doors. Remove all items on the inside walls near the door including items on shelves that may fall from vibration. Contractors will not be responsible for damage to items inside of the units nor items left on the balcony during the project.
- There will be large amounts of dust during active demolition. It is recommended that you tape the frame on the inside of your sliding glass doors (make sure to use painter's tape NOT masking or duct tape) If you have respiratory problems, it is suggested that you vacate your unit during the day that demolition is occurring on your balcony.
- Please be aware of your surroundings and any trip hazards. Do not disturb any work areas. Do not lean on or disturb temporary guard rails. Please be extra attentive to your children.
- The contractor will be using the outlets on the balconies for power. Research has been done regarding power usage and it becomes a maximum of a couple extra dollars a month. This is a requirement of the contract and will be allowed.
- The contractor will be responsible for securing the site and building in the event of a named Tropical Storm or Hurricane headed for the project.
- If you have any questions during the project, please direct them to the office not to the contractor. Generally, the construction workers have no overall knowledge of the project other than the trade that they perform. This will prevent any miscommunication between owners and contractor.

We will be providing further information regarding this important work as we get closer to the start date. Should you have any questions, please contact the office.

Sincerely,



Mike Naumann, President