

Posted By: Al Young
Date: 12/18/19 - 12:50 pm

Twin Towers Homeowners Association, Inc. BOARD OF DIRECTORS MEETING

WHERE: ATLANTIC ROOM

WHEN: March 20, 2019

TIME: 7:00 p.m.

AGENDA

- Call the meeting to order
- Pledge of Allegiance
- Certify the posting of the notice
- Approve Minutes of October 30, 2018
- Old Business
- A. Recreational Equipment Storage
- New Business
- A. Owner's Meeting Open Forum Topics
 1. Clubhouse Bike Utilization Study/Shuffleboard Benches
 2. Postings & Rules Enforcement
 3. 516N Windows
 4. Pickle Ball Court
 5. Women's Club Donation/Requests
 - Clubhouse Bathrooms
 - Elevator Lobby
 - Pickle Ball courts
 6. Parking Structure Update
 7. Out of Country Mailing
 8. Owner Mailing Stamp
 9. Committees
- B. Elevator Maintenance Agreement
- C. Fire System Maintenance Agreement
- D. Main Drain Clean-Out Proposals
- E. Atlantic Room Roof Proposals
- F. Pickleball & Bocce Ball Court pricing
- G. 4th Floor Dryer Replacement
- Owner comments on agenda items
- Adjournment



Twin Towers Homeowners Association, Inc.

2020 North Atlantic Avenue • Cocoa Beach, Florida 32931

The meeting of the Board of Directors of the Twin Towers Homeowners Association, Inc. was called to order by President Mike Naumann on March 20, 2019, at 7:00 p.m. in the Atlantic Room.

All board members were present.

The Pledge of Allegiance was recited and the posting of the notice of meeting was certified. The minutes of the October 30, 2018 meeting were read by Sue Howden. A motion was made by Ruth Kondracki to accept the minutes as read. The motion was seconded by Sue Howden and unanimously approved.

Old Business:

Recreational Equipment Storage: Dennis Howden provided a committee update. The committee assessed the reasons additional storage was requested and determined that the use of a pole barn was not feasible. Committee member Tony Jorge indicated that the situation is worthy of looking into and that further assessment should be made.

President Naumann provided a suggestion that may include, expanding existing bike storage, alternate bike storage in another location, and board storage on the existing pads where bikes currently reside. Other suggestions from board members and homeowners were to provide overhead surf board storage in the existing bike room, use of old generator room for storage, limit existing bike storage to one bike per unit, and to review the area in the front, south side of the south building for additional storage.

Other homeowners voiced concerns about the cost of additional storage and/or their reasoning for not using the existing bicycle storage and questioned if bike storage is the best use of the current building. The need for additional bike storage spaces was reiterated by one of our year-round resident.

The Board of Directors asked the Recreational Equipment Storage committee to continue review of the recreational equipment storage issue. Sherry Walsh, unit #515N, has joined the committee.

New Business:

Rules & Regulations Enforcement: Mike Naumann advised attendees that our legal counsel has recommended written notice of rules violations. The recommendation included information regarding a timeline for compliance and that the issue be sent to the attorney should the homeowner fail to correct the infraction.

Following owner comments regarding the on-going attempt to gain compliance to property rules, possible reasons for homeowners and visitors failure to comply, and general discussion of the length and distribution of our rules, Mike Naumann made a motion to provide written notice to residents who fail to comply with our current property rules indicating that failure to comply may result in legal action. The motion was seconded by Tony Jorge and unanimously approved.

516N Windows: An update was provided regarding the history and current status of the window installation for this unit. Property management is working directly with the vendor to move the project along.

Pickle Ball Court: Pricing was provided for the installation of new courts as follows:

Advantage Courts	\$33,724
Sport Surfaces	\$16,900
Varsity Courts	\$26,337

Other options regarding pickle ball courts will be discussed later in the meeting, so the topic was temporarily tabled.

Atlantic Room Bathrooms: President Mike Naumann provided a general cost of full renovations to the Clubhouse Bathrooms. Other options regarding Clubhouse Bathroom renovations will be discussed later in the meeting, so the topic was temporarily tabled.

Women's Club Donations/Requests: Karen Patrick, Unit 405N, has submitted three proposals from the Women's Club regarding projects they would like to complete on the property. All three projects would be performed utilizing funds from the Women's Club, therefore, there would be no cost to the Association.

The Women's Club first project would be to refresh all ten (10) elevator lobbies with new furniture and pictures. Following review of the materials provided, Mike Naumann made a motion to approve the project as presented. The motion was seconded by Tony Jorge and unanimously approved.

The Women's Club would also like to update the Ladies Room in the Clubhouse facilities to include a new fan, light fixture, counter, sink, and paint. The proposal included changing the toilet seats; however, Mike Naumann requested the Association be allowed to put in handicap compliant toilets. Several homeowner offered to assist in paint color selection.

Members of the Women's Club have researched the option of a removable pickle ball court. Removable tape is used to draw the court and a removable net would be used. Use of this style of court will allow the Board to assess the popularity of this type of amenity.

Richard Murphy made a motion to accept the proposals with the Association purchasing handicap compliant toilets and installing grab bars, as feasible. The motion was seconded by Sue Howden and unanimously approved.

A copy of each proposal has been attached to the minutes and is made a part hereof.

Parking Structure Repair: An update on the status of the parking structure repair was provided indicating that Existing Structures Engineering is working on the drawings to be submitted with the permit application. Once the permit is received, work can begin.

Richard Murphy made a motion to ratify the Board of Directors written approval of February 7, 2019 to accept the proposal from Concrete Restoration Inc. for repair of the parking structure. The cost of the repair is \$30,740 of which an insurance check has been received. The motion was seconded by Tony Jorge and unanimously approved.

Out of Country Mailing: General discussion ensued regarding the length of time mailings take to reach residents living outside of the United States. Recommendations included using email to return documents such as proxies. Management would like to use priority mail for future mailings requiring an owner response, then will follow-up with email for responses not received. We will also check into placing Canadian postage on return envelopes mailed to our Canadian homeowners.

Owner Mailing Stamp: To advise homeowners of items within a mailing that may require a response, a stamp will be used as an alert on the front of the envelope.

Committees: Director Sue Howden provided history of the use of committees within the community and suggested that we consider use of such in future.

Elevator Maintenance Agreement: The Association is currently paying \$14,648 per year for our elevator maintenance contract. We have received a proposal from Premier to perform the same work at a cost of \$9,264.

Following question and answers by the Board, Mike Naumann made a motion to accept the Premier contract. The motion was seconded by Richard Murphy and unanimously approved.

Fire System Maintenance Agreement: Management has received proposal from three fire system maintenance companies. While our existing provider, Cintas, has comparable pricing, management has noticed lag times in repair response and is recommending switching our service to Signature Systems.

Following discussion of the term and annual costs, Richard Murphy made a motion to accept the proposal from Signature Systems at an annual cost of \$5,596. The motion was seconded by Ruth Kondracki and unanimously approved.

Main Drain Clean-Out: The Association has received proposals to jet the main plumbing drain lines running under each building. Once cleaned, a camera will be run through the lines to determine if there is a need for upcoming maintenance. Proposals were received from Petro Plumbing in the amount of \$2,500 and ServiceMaster in the amount of \$3,800.

Mike Naumann requested a motion be made to approve the project, with the vendor selection being left to management. Richard Murphy so moved. The motion was seconded by Sue Howden and unanimously approved.

Atlantic Room Roof: The Association has received proposals to coat the Atlantic Room roof with a silicone coating to provide a waterproof seal on the roof. Proposals were received from Pro-Tech in the amount of \$15,725 and Rhyne Restoration in the amount of \$15,390. Tony Jorge made a motion to accept the proposal from Rhyne Restoration in the amount of \$15,390. The motion was seconded by Ruth Kondracki and unanimously approved.

Pickle Ball & Bocce Ball: As pickle ball was discussed previously, the cost of the installation of a Bocce Ball court was reviewed. Costs range from \$9,500 to \$17,900 depending on the court surface. The board has elected to table this topic as it determines the interest of members in adding this amenity to the community.

Board of Directors Meeting

March 20, 2019

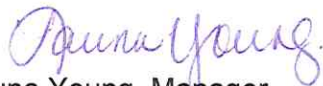
Page Four

4th Floor Dryer Replacement:

The Association has had an increase in the issues related to the 4th floor dryer in the North Building. This is one of the oldest pieces of laundry equipment on-site. We have had service from the laundry repair technician and the gas company, but continue to have issues with the equipment. President, Mike Naumann announced that a 55 lb. has been ordered at a cost of \$5,082.50, which will be paid out of our laundry equipment reserve balance of \$16,767. Richard Murphy moved to ratify the approval to purchase the dryer. The motion was seconded by Tony Jorge and unanimously approved.

There being no further business before the Board, the meeting was adjourned at 8:46 p.m.

Respectfully Submitted,



Launa Young, Manager

TWIN TOWERS HOMEOWNERS ASSOCIATION, INC.

Written consent of the Board of Directors
of Twin Towers Homeowners Association, Inc.

Action taken in lieu of a meeting of the Board of Directors of Twin Towers Homeowners
Association, Inc. pursuant to Florida Statutes

Action by directors without a meeting.

(1) Unless the articles of incorporation or the bylaws provide otherwise, action may be taken prior to a Board of Directors meeting and action ratified at the next scheduled Board of Directors meeting.

(2) Action taken under this section is effective when a majority of the Board Members sign this consent.

(3) A consent signed under this section has the effect of a meeting vote and may be described as such in any document.

THE UNDERSIGNED being members of the Board of Directors of Twin Towers Homeowners Association, Inc. (hereinafter referred to as the "Association" hereby consent to, authorize, adopt and approve the following action by written consent in lieu of a meeting of the Board of Directors of the Association. This action shall be ratified at the next scheduled meeting of the Board of Directors and this written consent shall be attached to the minutes.

THE FOLLOWING ACTION IS BEING REQUESTED:

Execute proposal from Concrete Restoration Inc. to repair carport damage cause by vehicle accident on 12/17/18. Proposed total repair is \$30,740, for which a check has been received and deposited from Cincinnati Insurance Company.

The following authorization by signature:

Richard Murphy, President:

yes or no

Anthony Jorge, Vice-President:

yes or no

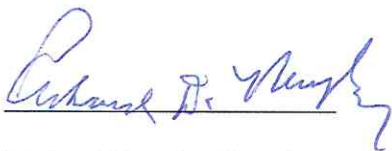
Susan Howden, Secretary:

yes or no

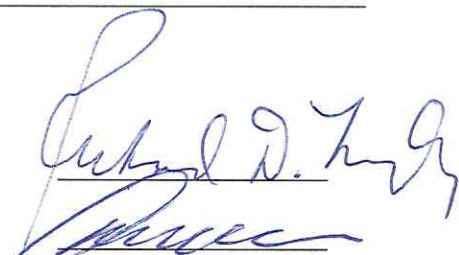


Michael Naumann, Treasurer:

yes or no

Above action ratified at the next regularly scheduled Board of Directors Meeting.



Richard Murphy, President




2-7-2019

Date