POSTED:	
BY:	

Twin Towers Homeowners Association, Inc. BOARD OF DIRECTORS MEETING

WHERE: ATLANTIC ROOM*
WHEN: Monday, November 29, 2021
TIME: 10:00 a.m.

AGENDA

- Call the meeting to order
- Pledge of Allegiance
- Certify Posting of Notice of Meeting
- Approve the Minutes of December 4, 2020
- Old Business
- New Business
 - Proposed Budget for 2022
 - Concrete Work Update
 - Speed Humps
 - Owners comments on agenda items
- Adjournment

*SOCIAL DISTANCING AND MASKS ARE REQUIRED

The meeting of the Board of Directors of the Twin Towers Homeowners Association, Inc. was called to order by President Richard Murphy on November 29, 2021, at 10:02 a.m. in the Atlantic Room.

Board Members in attendance were Richard Murphy, Mike Naumann, Karen Patrick, Anthony Jorge, and Lyn Parsons.

The Pledge of Allegiance was recited and the posting of the notice of meeting was certified. Richard Murphy motioned that the reading of the minutes be waived and minutes be approved as written. The motion was seconded by Mike Naumann and unanimously approved.

New Business:

2022 Proposed Budgets: Launa Young advised that the majority of the increase in the 2022 monthly maintenance fees is due to the increase in property insurance premiums. Premiums are being based solely on the age of the building without consideration for repairs and maintenance. She advised that the premiums have been paid in full and were lower than originally projected. She requested that the proposed budget under consideration be updated to reflect the actual premiums paid of \$195,000 and that the remainder of the originally projected premium balance of \$33,582 will be added to "Building Structure" reserves on the proposed partially-funded reserve budget to be mailed for the homeowner vote.

Anthony Jorge made a motion to send the fully-funded reserve budget and the partially-funded reserve budget to homeowners for a vote with the changes requested by manager Launa Young. The motion was seconded by Richard Murphy and unanimously approved.

A Board of Directors meeting will be scheduled on Monday, December 13, 2021 to accept the results of the homeowners vote.

Concrete Work: The work originally scheduled to begin this fall has been delayed due to contractor labor issues and scheduling. As we have done in prior years, we will add these scheduled stacks into next years' schedule and complete work on the entire south side of the North Building starting in 2022.

The Association provided the Board of Directors with a Change Order to Concrete Restoration Inc.'s existing contract for all eight stacks and overhangs of the south side of the North Building. The total amount of the change order is \$382,064.82 and the work is to be scheduled for late Summer/Fall 2022.

Mike Naumann made a motion to approve the concrete work as described. The motion was seconded by Richard Murphy and unanimously approved.

Speed Humps: With recent damage to the maintenance shop by a driver who stepped on the gas instead of the brake, management has requested the Board consider placing speed humps throughout the property to slow traffic.

Following discussion, a motion was made by Richard Murphy to install low-profile speed humps on-site. The motion was seconded by Mike Naumann and unanimously approved.

Board of Directors Meeting November 29, 2021 Page Two

The floor was open to general discussion resulting in Richard Murphy moving to create a Rules Committee to review our existing property rules and make recommendations for change, if necessary. The motion was seconded by Lyn Parsons and unanimously approved.

The Board will also (1) survey all homeowners to determine interest in becoming a 55+ community, a pet-free complex, restricting/reducing rental unit, and/or becoming an owner-occupied only property AND (2) review the steps for incorporating an Application process for all new residents (owner and/or renter).

There being no further business before the Board, the meeting was adjourned at 12:18 p.m.

Respectfully Submitted,

Launa Young, Manager

TWIN TOWERS 2022 BUDGET - PARTIALLY FUNDED RESERVES BUDGET

FLORIDA STATUTE 718.112(2)(f)4,
"WAIVING OF RESERVES, IN WHOLE OR IN PART, OR ALLOWING ALTERNATIVES USES OF
EXISTING RESERVES MAY RESULT IN UNIT OWNER LIABILITY FOR PAYMENT OF UNANTICIPATED SPECIAL ASSESSMENTS REGARDING THOSE ITEMS."

MAINTENANCE FEES AND SUNDRY REVENUE	MONTHLY AMOUNT	ANNUAL BUDGET WITH 11.2487% OF TOTAL INCOME FUNDING RESERVES
Maintenance fees:	+	
96 one BR units @ \$363	\$ 34,848	\$ \$ 418,17
71 two BR units @ \$438	\$ 31,098	
24 oceanfront units @\$485	\$ 11,640	
Laundry Rooms	\$ 1,045	
Apartment Rental	\$ 1,000	CONTRACTOR
Interest	\$ (
Miscellaneous Income	\$ 378	\$ \$ 4,533
TOTAL INCOME	= \$ 80,009	\$ 960,103
ESTIMATED EXPENSES FOR THE ASSOCIATION		
A. Administration of Association		
Wages & Benefits:	1.	
Office & Maintenance Salaries	\$ 15,833	
Health Insurance	\$ 2,400	
Payroll Taxes	\$. 1,211	
Accounting and Legal	\$ 542	
Office Expense	\$ 542	
Tayor & Liconsos	\$ 458	
Taxes & Licenses Subscriptions & Dues	\$ 119	
	\$ 8	
Car Expense	\$ 57	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
B. Management Fee C. Maintenance	\$ 0	\$ (
Service Contracts:		
Cable TV	40.507	
Elevator Maintenance	\$ 10,607	
	\$ 767	
Landscape -	\$ 2,333	1000
Repairs & Maintenance	\$ 3,333	
Balcony Repair	\$ 0	
Washer Dryer Expense	\$ 125	
Apartment Expense Taxes Apartment Expense Maintenance	\$ 192	
Supplies	\$ 375 \$ 1,500	
D. Rent for Recreational and other commonly used facilities		
E. Taxes upon Association Property	\$ 0	
F. Taxes upon leased areas	\$ 0	
G. Insurance	\$.19,049	
H. Security	\$ 83	
I. Fire Alarm	\$ 833	
J. Other Expenses	\$ 0	
Electricity	\$ 1,667	\$ 20,000
Gas	\$ 700	
Water & Sewer	\$ 5,417	\$ 65,000
Trash	\$ 1,083	1
Pest service	\$ 1,708	
Uncollected/Bad Debt	\$ 0	
Depreciation	\$ 0	\$ 0
J. Fees Paid to Division	\$ 66	
	\$ 71,009	\$ 852,103
K. Reserves	1	
Building Painting	\$. 0	\$ 0
Building Structure	\$ 7,917	\$ 95,000
Elevators .	\$ 0	
Mechanical & Electric	\$ 0	\$ 0
aundry Equipment	667	\$ 8,000
Misc. Site Improvements	\$ 0	\$ 0,000
Parking Lot Paving	\$ 0	\$ 0
Roof	\$. 417	\$ 5,000
Pool	\$ 0	\$ 5,000
urniture, Fixtures & Equip	\$ 0	\$ 0
TOTAL EXPENSES		\$ 108,000
TOTAL FUNDS TO BE RAISED BY ASSESSMENT AND		230,000
OTHER REVENUE	\$ 80,009	\$ 960,103

PROPOSED TWIN TOWERS 2022 BUDGET - FULLY FUNDED RESERVES BUDGET

FLORIDA STATUTE 718.112(2)(f)4,

"WAIVING OF RESERVES, IN WHOLE OR IN PART, OR ALLOWING ALTERNATIVES USES OF EXISTING RESERVES MAY RESULT IN UNIT OWNER LIABILITY FOR PAYMENT OF UNANTICIPATED SPECIAL ASSESSMENTS REGARDING THOSE ITEMS."

MAINTENANCE FEES AND SUNDRY REVENUE	MOI	NTHLY AMOUNT		ANNUAL BUDGET WITH RESERVES FUNDED @ 100%
Maintenance fees:	-			
96 one BR units @ \$533.24	\$	51,191	\$	614,292
71 two BR units @ \$644.72	\$	45,775	-	549,300
24 oceanfront units @ \$713.38	\$	17,121		. 205,453
Laundry Rooms	\$	1,045	-	12,536
Apartment Rental	\$	1,000	\$	12,000
Interest	\$	C	\$	(
Miscellaneous Income	\$	378	\$	4,535
TOTAL INCOME	= \$	116,510	\$	1,398,118
ESTIMATED EXPENSES FOR THE ASSOCIATION				
A. Administration of Association				2
Wages & Benefits:				
Office & Maintenance Salaries	\$	15,833		190,000
Health Insurance	\$	2,400		28,800
Payroll Taxes	\$	1,211		14,535
Accounting and Legal Office Expense	\$	542		6,500
Telephone	\$	542		6,500
Taxes & Licenses	\$	458 119	-	5,500
Subscriptions & Dues	\$	8	-	1,425
Car Expense	\$	62		100
B. Management Fee	\$. 0		747
C. Maintenance	+		~	
Service Contracts:	_			
Cable TV	\$	10,607	\$	127,285
Elevator Maintenance	\$	767	_	9,200
Landscape	\$	2,333	\$	28,000
Repairs & Maintenance	\$	3,333	\$	40,000
Balcony Repair	\$. 0	\$	0
Washer Dryer Expense	\$	125	\$	1,500
Apartment Expense Taxes Apartment Expense Maintenance	\$	192	\$	2,300
Supplies	\$	375	\$	4,500
D. Rent for Recreational and other commonly used facilities	\$	1,500	\$	18,000
E. Taxes upon Association Property	\$	0	\$. 0
F. Taxes upon leased areas	\$	0	\$	0
G. Insurance	\$	19,049	\$	228,582
H. Security	\$	83	\$	1,000
I. Fire Alarm	\$	833	\$. 10,000
J. Other Expenses	\$	0	\$	0
Electricity	\$	1,667	\$	20,000
Gas	\$	700	\$	8,400
Water & Sewer	\$	5,417	\$	65,000
Trash Pest service	\$. 1,083		13,000
Uncollected/Bad Debt	\$	1,708	\$	20,500
Depreciation	\$		\$	0
I. Fees Paid to Division	\$	0 67	\$	0
	\$	71,015	\$	800 852,174
K. Reserves				
Building Painting	\$	9,825	ć	44= 000
Building Structure	\$	12,079		117,900
Elevators	\$		\$	144,953
Mechanical & Electric	\$		\$	30,755 33,351
aundry Equipment		2,211	-	26,533
Misc. Site Improvements	\$	4,707	\$	56,478
Parking Lot Paving	\$	2,132	\$. 25,587
Roof	\$	5,842	\$	70,108
ool	\$	2,527	\$	30,325
urniture, Fixtures & Equip	\$	829	\$	9,954
TOTAL EXPENSES=	\$	45,495	\$	545,944
TOTAL FUNDS TO BE RAISED BY ASSESSMENT AND				

CHANGE ORDER

ALA DOCUMENT G701 - 2017

OWNER

X

ENGINEER

CONTRACTOR X

PROJECT: (name and address) Twin Towers Condominium 2020 N. Atlantic Ave.

Cocoa Beach, FL 32931

CONTRACT INFORMATION: Concrete Repair to South Building CHANGE ORDER INFORMATION:

Change Order Number: 3 Date:

11/4/21

OWNER: (name and address) Twin Towers Condominium Assoc. 2020 N. Atlantic Ave. Cocoa Beach, FL 32931

ARCHITECT: (name and address) Existing Structures Engineering 102 Columbia Dr. Cape Canaveral, FL 32920

CONTRACTOR: (name and address) Concrete Restoration, Inc. 2935 Bush Dr. Melbourne, FL 32935

The Contract is changed as follows:

The following is for the additional work on the north building from stack 2 thru stack 16 (south elevation). Same scope of work and specifications from Existing Structures Engineering from south building. Pricing has been adjusted due to material and labor increases. The work is to take place in 2022.

Repair Item - Unit Prices	Quantities	Unit	Unit Price	Extended Cost
A. Mobilization & Permit.	1.00	LOT	34,500.00	34,500.00
B. Concrete Repairs				
1. Deck repair	110.10	·CF	375.00	41,287.50
2. Interior deck repair	9.81	CF	390.00	3,825.90
3. Thru repair	40.90	CF	400.00	16,360.00
4. Edge repair	112.21	CF	410.00	46,006.10
5. Column/ beam repair		CF	480.00	
6. Overhead repair	91.50	CF	500.00	45,750.00
7. Spot repair		EA	75.00	# =
8. Crack repair - epoxy	54.00	LF	35.00	1,890.00
9. Stucco repair	201.20	SF	40.00	8,048.00
10. Remove/reinstall railings incl new top cap	68.66	LF	260.00	17,851.60
11. Railing top cap - repair	2.58	CF	520.00	1,341.60
12. New rail post	25.00	EA	220.00	5,500.00
C. Replacements:		Section 1		
Balcony (43.17 CF) + block end wall		EA	17,300.00	=
2. Roof overhang (43.17 CF)	3.00	· EA	19,930.00	59,790.00
D. Remove/reinstall SGD incl. barrier				
1. 6-0' SGD		EA	620.00	-
2. 8-0¹ SGD	11.00	EA	830.00	9,130.00
3, 8-0' Barrier only	11.00	EA	470.00	5,170.00
E. Surface prep - acrylic coatings	5,849.55	SF	3.70	21,643.34
F. Surface prep - remove tile	1,372.36	SF	5.00	6,861.80
G. Coatings		10 M		
Acrylic coating - full	7,221.91	SF	6.80	49,108.99
H. Remove/reinstall enclosure incl. barrier	5.00	EA	1,600.00	8,000.00
I. Remove / reinstall shutters		LF	30.00	

Total North Bldg x02 thru x16

\$ 382,064.82

Note: all quantities will be verified by Engineer of Record

Page 2 - Twin Towers Change Order 3

The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	3	161,847.00
The (Contract Sum is(Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	\$. \$	382,064.82 809,143.08
The Contract Time will be (increased) (decreased) (unchanged) by	(1	80) days. From start of new

NOTE: This Change Order does not Include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER

Existing Structures Engineering, Inc.

ENGINEER: (Firm name)

Twin Towers HOA. OWNER: (Firm name) Concrete Restoration, Inc. CONTRACTOR: (Firm name)

Stanley Lockand PRINTED NAME AND TITL [1/9/202]

SIGNATURE MICHAEL L

PRINTED NAME AND TITLE

DATE

SIGNATURE

Paul Dupre Jr. President PRINTED NAME AND TITLE

11/4/21 DATE

CAUTION: You should sign an original AlA document which has this caution printed in red.

An original assures that changes will not be obscured as may occur when documents are reproduced.

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AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W. WASHINGTON, D.C. 20006

G701

G701-2017

Repair Item - Unit Prices	Quantities	Onit	Unit Price	Extended Cost	
A. Mobilization & Permit	1.00	LOT	32390.41	32,390.41	
B. Concrete Repairs					
1. Deck repair	110.10	5	355.00	39,085.50	
2. Interior deck repair	9.81	ŋ	365.00	3,580.65	
3. Thru repair	40.90	5	385.00	15,746.50	
4. Edge repair	112.21	P,	395.00	44,322.95	
5. Column/beam repair	•	S.	400.00		
6. Overhead repair	91.50	5	460.00	42,090.00	
7. Spot repair	*	E	70.00	9	
8. Crack repair - epoxy	54.00	۳	30.00	1,620.00	
9. Stucco repair	201.20	SF	35.00	7,042.00	
10. Remove/reinstall railings incl new top cap	99'89	4	250.00	17,165.00	
11. Railing top cap - repair	2.58	ñ	200.00	1,290.00	
12. New rail post	25.00	EA	200.00	2,000.00	
C. Replacements:					
 Balcony (43.17 CF) + block end wall 		EA	16,450.00	ž	
2. Roof overhang (43.17 CF)	3.00	EA	18,577.00	55,731.00	This can be considred contingency agair
D. Remove/reinstall SGD incl. barrier					65 V
1. 6-0' SGD	7.	EA	600.00		
2. 8-0' SGD	11.00	EA	800.00	8,800.00	
3. 8-0' Barrier only	11.00	EA	450.00	4,950.00	
E. Surface prep - acrylic coating	5,849.55	SF	3.25	19,011.04	
F. Surface prep - tile	1,372.36	SF	4.25	5,832.53	
G. Coatings					
1. Acrylic coating full	7,221.91	SF	6.25	45,136.94	
 H. Remove/reinstall enclosure incl. barrier 	2.00	EA	1,500.00	7,500.00	
I. Remove/reinstall shutters	•	5	25.00		

Total Estimate - x02 to x16 NE North Bldg.

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