

## THE CASTLE COUNCIL BOARD MEETING MINUTES

Nov 17, 2025

**Call to order** the meeting was called to order at 6:02 PM on November 17, 2025 in the Ameritech New Port Richey office by Anita Reich, President/Chairperson and Jody Pavlak, Secretary recorded the minutes. A quorum of directors was present and the meeting, having been duly convened, was ready to proceed with business.

### Certify Quorum of the Board and membership

Anita, President/Chairman conducted a roll call. The following people were present.

- Anita Reich – President
- Jon Snyder - Vice President via zoom
- Jody Pavlak – Secretary
- – Treasurer
- Ken Anderson – Director

**Proof of Notice of the meeting** – notices was sent by Ameritech via e-blasted, and notification was hung in Sea Castle as required.

### Read or waive minutes of the last members meeting

A motion was made by Jody and seconded by Ken to waive the reading of the minutes from the previous meeting. Unanimously approved

### Reports

a) Treasurer report was given by Anita Reich

1. Bank account balances as of 10/31/2025

Operating funds	\$ 690,821.31
Reserve funds	<u>\$ 334,966.37</u>
Total funds	\$ 1,025,787.68

2. Actual vs Budget as of 10/31/2025

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
<b>Revenue</b> ( excluding Boat dock Income )	\$ 1, 551,170.16	\$ 788,156.00	\$ 763,014.16
<b>Expenses</b>			
Operating Expenses	\$ 1,057,136.99	\$ 701,932.30	\$ (355,204.69)
Non-SIRS Reserves	\$ 36,280.20	\$ 36,280.10	\$ 0.00
SIRS Reserves	\$ 49,943.40	\$ 49,943.40	\$ 0.00

**3. Delinquencies as of 10/31/25**

Maintenance Fees 2025	\$ 6,096.37
Boat Dock 2025	\$ 500.00
Legal fees & interest 2023	\$ 253.88
Legal fees & Interest 2025	\$ <u>1,339.59</u>
<b>Total delinquencies</b>	<b>\$ 8,189.84</b>

Please note : From our rules & regulations page 7

**17. Maintenance payments**

Monthly maintenance fees are due and payable on the first of the month. Delinquent fees will incur a late fee and interest in the amount of 10% per year, after 10 days past due. Failure to pay assessments within 30 days of the due date will result in legal action as provided in the Governing Documents and the State Law.

A motion was made by Ken Anderson and seconded by Jody Pavlak to accept the Treasurers report as. Unanimously approved

**Reports**

A.) Boat Dock Committee – Broken GFI's and lights have been replaced. A meeting of dock owners will be set up for January.

B.) Events Committee – Jason is trying to find out when the north channel boat parade is. Once determined he will setup a tree decorating party in the gazebo

**C.) Old Business**

- Pye Barker has tested the water pump and has determined that it needs to be replaced as it is leaking profusely. Per the fire Marshall the controller also needs to be replaced to meet current code. A quote for a new pump and controller is in process.
- Based on his 2/22/24 roof inspection the Pasco County Inspector had stated he would provide a letter that he agrees that our roof is concrete. Multiple follow-ups have occurred yet to date we have not received anything. Ken has identified 6 building plans that specify that we have a concrete roof. In the fall, Ken and Andrew will meet with the head of the Pasco Building Department to discuss how we correct the county records.
- The process to control the 15% rental cap was amended at the 4/28/25 board meeting (see BOD minutes). The rules & regulations will be updated to reflect the change.

- Laundry equipment has been updated to accept the price increase: Washer \$2.00 per load, Dryer \$1.50 per load. Thanks to Jason Sharpless who performed the work saving us over \$2,000. We have a couple of machines that have issues and have contacted repairmen to evaluate.
- JRG Productions installation of a new camera system is complete.
- The gazebo over the grill has been ordered and is due 11/19/25.
- West Cobb Electrics has updated wiring and panels for all laundries and has passed inspection.
- Second violation letters have been sent to those who still need to replace or clean their vents.
- Ameritech to obtain quotes from three vendors to clean & reline all kitchen stacks. And to vacuum clean horizontal pipes in the drop ceiling and storage closets running out to our sewer lines.
  1. PRS rates are based on days worked, they have projected an estimated cost of around \$130,000.
  2. Blueworks \$100,850.00
  3. Quote from Wind River Environmental is pending.
- Ameritech to set up accounts in a fifth bank to divide our funds and provide FDIC protection. This is no longer necessary as total funds will be less than \$1,000,000
- Our 5-year bulk package from Spectrum has been renewed. Activation of the new contract will be at the end of October. We expect the \$26,000 sign on check in November or December .
- Hurricane Helene damage repair update
  1. David Bryan Electrics has completed the installation of the 1200a & 2000a switch gears and has passed inspection. The sensitivity of the breaker is being addressed.
  2. The potable water pumps & tanks will be replaced upon receipt of a custom part. We anticipate installation early/mid-December. Water will be shut off for approximately ½ day. We will notify you when this will happen.
  3. All drywall repairs are complete and have passed inspection. New vanities have been installed
  4. Southern Building Rehab Group have completed all lockers and passed inspection. Keys are available in the office on Wednesday morning.
  5. Furniture for the library and office have been received.

6. The lobby air conditioner has been repaired
  7. Emergency push bars have been added to the specs due to code requirements. Three bids have been received to replace doors in the west & east lobby entrance, roof , electrical room and potable water pump room.
    1. Southern Building Rehab Group at a cost of \$22,720.00
    2. Specialty Builders & Developers \$ 21,196.69
    3. Buxton Building is updating his quote to meet code.
- Hurricane Milton damage repair update
    - a. Shawn is in process prepping and painting all parking bay ceilings.

### **New Business**

- The passenger elevator pit needs to be cleaned, the oil in the reservoir replaced and the piston repacked. Elevated to supply time frame for repair. Elevator inspection will follow
- Ron Burgess left Sea Castle resulting in an opening on the board. As Jason is the only non-incumbent to submit a letter of intent for 2026 we would like to add him to the board effective immediately. A motion was made by Ken, seconded by Jody to add Jason to the board. Unanimously approved.
- Speaking with the staff accountant, we would like to move the corporate credit card from Truist to South State. The limit and user access will remain the same. A motion was made by Jody, seconded by Ken to transfer the Castle Council credit card from Truist to South State. Unanimously approved.
- The 2026 Budget is in the mail to all owners. With great effort we were able to reduce costs enabling us to cover the unbudgeted expense of a new pool pump and heater, generator rental & gas, camera system, laundry room electrical upgrade and damages from hurricane Milton. There should be enough funds left over to cover the cost of the new fire pump and controller. The proposed 2026 budget will fully fund all reserves with no annual increase in your monthly maintenance fees.
- A bookshelf has been placed in the nook close to the elevators and office for all items you wish to share with fellow residents. Please do not put items on the office window ledge or table outside the elevators.
- Unit 214 had a backup caused by a clog in the sewer line. PRS will be cutting the asphalt to expose the pipe, install a cleanout and put cameras down to determine the cause of the backup.
- Thanks to Jason, Debbie, Randy, John, Ken and Karen for all their help assembling our new furniture in the library, office and storage room. Please forgive me if I missed someone as there were a lot of you who volunteered to help.

- Welcome to our new residents:  
Jim Himes and Dianna Lewis who recently purchased unit 902, Diane & Dave Alesci who purchased unit 810 for their daughter & son in law, Carol Paige Strisko who purchased unit 414, and Rebecca Bell Mastandrea & Kathie Brewer who are leasing unit 801.

### **General Comments**

Please do not leave cardboard boxes in the laundry rooms. It is the residents responsibility to break down their boxes and place them in the dumpsters on either the east or west end on the ground floor.

Owners are ultimately responsible for the actions of their guests and renters. Please make sure they are familiar with our rules and regulations. Kindly have all guests read the pool rules posted near the pool lady's room. Note there are no floats allowed in the pool, no glass and no jumping or hanging on the pool rope dividing the deep and shallow water.

Please do not interrupt Shawn during work hours. Each time he stops work to chat it costs us all money and the work gets backlogged. Residents should notify Andrew if they need any maintenance work. Please email your request to [andrewg@ameritechmail.com](mailto:andrewg@ameritechmail.com).

### **Adjournment**

There being no further business to come before the meeting, a motion to adjourn was made by Jody Pavlak and seconded by Ken Anderson. Unanimously approved .

The meeting was adjourned at 6:44PM

Minutes submitted by: Jody Pavlak