

## THE CASTLE COUNCIL BOARD MEETING MINUTES

April 28, 2025

**Call to order** The meeting was called to order at 6:00 PM on April 28, 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 via zoom
- Ron Burgess – Treasurer via zoom
- Ken Anderson – Director at large

**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 Ken Anderson and seconded by Jon Snyder to waive the reading of the minutes from the previous meeting. Unanimous

### **Reports**

a) Treasurer report was given by Ron Burgess

1. Bank account balances as of 03/31/2025

Operating funds	\$ 315,433.46
Reserve funds	<u>\$ 229,138.22</u>
Total funds	\$ 544,571.70

2. Actual vs Budget as of 03/31/2025

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
<b>Revenue</b> ( excluding Boat dock Income )	\$ 304,195.00	\$ 236,446.80	\$ 67,748.20
<b>Expenses</b>			
Operating Expenses	\$ 233,406.13	\$ 210,579.69	\$ (22,826.44)
Non-SIRS Reserves	\$ 10,884.03	\$ 10,884.03	\$ 0.00
SIRS Reserves	\$ 14,983.02	\$ 14,983.02	\$ 0.00

### 3. Delinquencies as of 03/31/25

Maintenance Fees 2024	\$ 1,325.85
Maintenance Fees 2025	\$ 10,437.81
Bike Rack fees 2025	\$ 253.88
RV/Parking Spaces 2025	\$ 1,032.76
Legal fees & interest	<u>\$ 253.88</u>
<b>Total delinquencies</b>	<b>\$ 16,197.94</b> (\$ 238.66 more than 02/28/25)

Note – 2 owners are being sent to our lawyers for collection.

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 Jon Snyder to accept the Treasurers report as. Unanimous

### Reports

- A.) Boat Dock Committee – New No Trespassing signs will be installed on each dock ramp. Gary (614) has volunteered to help Ken with the installation.
- B.) Events Committee – Thanks to all who attended the Easter egg hunt. Cinco De Mayo celebration will be held pool side 5/4/25.

### Old Business

- Pye Barker has suggested we wait until the new electrical panels are installed and working to test the water pump.
- 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. Ken, Ron and Andrew have been asked to 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 has been voted on and is effective as of the 3/24/25 meeting (see BOD minutes). As the implementation progresses, we realize that the process needs to be tweaked. The following process is being accepted unanimously by all board members:
  - A. The maximum rental percentage in Sea Castle is 15% or 16 units at any given time
  - B. Rental unit terms of lease remain at a minimum of 90 days
  - C. All lease agreements must be on file with both the board of directors and Ameritech.
    - 30 days prior to lease completion it is the owner's responsibility to either present notice of lease extension (along with a copy of the new lease) or notice that the current renter will be vacating the unit. Note that the 90-day minimum lease requirement is also applicable to lease extensions.
  - D. Any owner wanting to lease their unit must notify the board and Ameritech LCAM in writing. Their name will be entered on a list for future openings. If an owner is currently leasing their unit, they cannot be on the waiting list until they have provided 30-day notice that their tenant will be leaving. Owners who are still in the mandatory 2-year rental period cannot be on the list until the two years have been satisfied.
  - E. Once a notification is received that a rental agreement will be terminated the board or manager will reach out to the owner on top of the waiting list to give them the opportunity to rent their unit. If accepted, the owner will have 60 days to submit a rental application and lease agreement to Ameritech. If the offer is denied or the 60 days have expired, the owner can ask to be put back on the bottom of the list. The next person on the list will be given an opportunity to rent.
  - F. Owners who try to violate the rental cap will face legal action, including the voiding of the rental.
- Initiative to change the voting % in our bylaws to sell common property from 100% to 75% owner approval. Attorney to be contacted
- Laundry equipment to be updated to accept the future price increase.
- Flood insurance has been procured at a cost of \$27,154 plus \$ 1,115 finance fee. The premium is down \$7,423 (21%) from last year, the building value has also increased from \$21,964,000 to \$26,000,000 and the content coverage is increased to \$70,000 from \$50,000 last year.
- Property & Casualty Insurance has procured at a cost of \$114,992 plus \$5,815 finance fee. The premium is down \$114,992 (39.5%) from last year with improved coverage terms.. The fire/hazard deductible was improved from \$25k TO \$10k and the water damage deductible was improved from \$100K to \$25K.
- One new water heater has been installed in the 2 west laundry room. Two additional water heaters have been purchased and will be installed later. They are slated for 2 east & 8 east laundry rooms.
- Quotes for replacing our antiquated camera system are in progress.

- To date donations from 5 owners totaling \$ 300 have been received to replace the gazebo over the grill. \$1100 is needed before we can proceed. By making these types of improvements we hope to keep the value of our units up.
- Hurricane Helene damage repair update
  1. Flood insurance payments totaling \$719,921.70 have been received and deposited in our account.
  2. David Bryan Electrics has advised that we are still on schedule to replace our main electrical panels in late July / early August. Please note there will be a period of time (approximately 4 – 7 days) when electric to the building will be turned off to install new wiring & equipment. This shutdown includes the generator supporting the elevator.
  3. The potable water pumps & tanks will be replaced after the new electrical panels are complete. One quote is available from Coastal Service at a cost of \$26,945. Two additional bids to be obtained.
  4. Most of the PVC baseboard has been installed .

4. A contract to replace storage locker doors, trim & hardware has been signed on 3/19/25 with Munyan at a cost of \$139,657.00. Upon permit application Munyan was advised by Pasco County that we must bring the doors up to code (fiberglass & wind rated. As a result, the quote went from \$139,657 to \$205,750. A second quote has been received by Southern Building Rehab Group at a total cost of \$129,220 including exterior paint. We have asked for a revised quote to include interior repair, interior paint and smart lock hardware. One additional vendors have been asked to quote the job.

A motion was made by Ken Anderson, seconded by Jody Pavlak to proceed with Southern Building Rehab Group. All board members were in favor to sign a contract.

6. Southern Building, Proturzn and a third vendor will be asked to initiate a quote for dry wall repair in the first-floor common areas.

7. Furniture for the library and office to be ordered after the drywall repairs is completed in both rooms. Quotes for AC's in the office, library and storage room are in process to replace flood damaged items.

8. Flood damaged blueprints have been digitally scanned, and a thumb drive is in the office safe.

- Hurricane Milton damage repair update
  - a. Shawn is in process prepping and painting the southwest parking bay ceilings. Once complete we will repair the southeast parking bays.
  - b. T-Mobiles equipment fell and tore our roof material. The roof was repaired by our vendor and T-Mobile was sent the bill for reimbursement. To date we have not been reimbursed and our lawyer is now involved in it.

c. Ameritech to procure bids to repair the roof Mansford

### **New Business**

- The new flood insurance on our website and our property & casualty insurance will be available shortly. They can be found in official documents
- West Cobb Electrics (Sid) has submitted a quote totaling \$36,200 to install new electric panels & GFI breakers in 16 laundry rooms to replace worn equipment and meet current code. Madskill & David Bryant will also be quoting
- The County Health department was here 4/22/25 for a routine inspection of our pool. We received zero violations!
- Pool Medics has been called to repair a leak from the pool filter
- Tri County has been called to repair the lock on the pool entry door on the west hallway
- The board has received complaints from some owners that the condition of some owners AC vents are unacceptable. Ameritech a board member and a resident will walk the building to identify which units need to clean, sand and repaint their vents. Violation letters will be sent. We may have an option for owners to pay volunteers to do the work. The proceeds would be donated to the association.
- It is time to clean our stacks. We investigated a process that the pipe re-liners use where they hook up to a vacuum trailer at the base of the stack to remove scale & debris.  
Option 1. Clean 12 kitchen stacks at approx. \$3,100 per stack. This option would run around \$24,800.  
Option 2. Clean and reline 12 kitchen stacks at a cost of \$8,850 per stack, totaling approx. \$106,200.  
Option 3. Clean the horizontal pipes in the drop ceiling. This should allow us to put cameras out to the sewers to evaluate the integrity of those pipes. The cost is estimated at \$22,950

If we were to choose option 2 & 3 we would need around \$150,000 - \$200,000. This was not budgeted for and we would need to get funds to proceed.

UNIT TYPE	%	\$ 150,000	\$ 200,000
A 1 BED/1 BATH	0.71%	\$ 1,062.87	\$ 1,417.16
B 1 BED/1 BATH	0.72%	\$ 1,083.63	\$ 1,444.84
C 1 BED/1 BATH	0.74%	\$ 1,103.84	\$ 1,471.78
D 2 BED/2 BATH	0.99%	\$ 1,491.51	\$ 1,988.68
E 3 BED/2 BATH	1.45%	\$ 2,181.57	\$ 2,908.76

After discussion with owners a motion was made by Ken Anderson and seconded by Ron Burgess to proceed with option 2 & 3. All board members were in favor however they would like two additional bids from other vendors.

- Welcome new residents: Unit 904 David Zumstein, Unit 803 Jenny Akers- Theisen, Unit 709 Julia Chase, Unit 506 Robert Crossley

### **General Comments**

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 Ken Anderson seconded by Jon Snyder. Unanimously approved .

The meeting was adjourned at 7:32 PM

Minutes submitted by: Jody Pavlak