

To: Sea Castle Unit Owners

From: The Castle Council Board of Directors

Date: 01/18/2021

2020 was a trying year both with Covid and increased expenses for insurance, plumbing, general building maintenance, etc. During our budget meeting the board deemed it necessary to increase various fees at SeaCastle that will go into effect 01/01/2021. Below is the revised fee schedule.

1. Maintenance fee for Type A units (1 bedroom / 1 bath) all 08 units \$297.48 per month.
Type B units (1 bedroom / 1 bath) all 01 & 09 units \$302.57 per month
Type C units (1 bedroom / 1 bath) all 02 & 10 units \$307.52 per month
Type D units (2 bedrooms / 2 bath) \$402.52 per month
Type E units (3 bedrooms / 2 bath) \$571.62 per month
2. Screening fee (background check) = \$75 per person or per married couple
3. Replacement of building key fob or gate key = \$50 for 1st replacement and \$100 thereafter.
4. Bicycle room key = \$25
5. Bike Room annual fee is \$25 per bike.
6. RV/Boat Trailer lot – annual fee spot #1 #240, spots #2 - #8 \$360.
7. Kayak Rack – annual fee \$120
8. Dock fee – annual \$250.
9. Association owned locker/storage units – annual \$120.
10. Annual fee/rental of Association owned numbered parking spot (determined by lottery) = \$600
11. Washing machine - \$1.50 per load, Dryer \$1.00 per load
12. Fee for copying of documents in the office = \$0.25 per side of each page

In addition to the increases the board has identified areas where we can cut costs or generate additional revenue. We have implemented the following changes and continue to look for more opportunities.

1. Using recycled wood from the gazebo project, 6 kayak racks in the RV/Trailer lot were built. Each rack can store one kayak or paddle board. The spots are for owners only and will have an annual usage fee of \$120.00. No more than 2 racks per unit. If there is an additional demand, there is material to build three additional racks. Please contact Anita (631-786-9989) if you would like a spot. They will be assigned first come, first served. A waiting list will be set up if we run out of spots.
2. As of 11/23/2020 we have a new maintenance person. Jason has experience in construction, carpentry, electrical, plumbing, drywall, painting & HVAC. He also is NSPF trained and certified as a pool operator. Please do not go directly to Jason for maintenance issues. April Hueter from Ameritech is to be contacted for all maintenance issues. Her phone # is 727-726-8000 ext 312, or email ahueter@ameritechmail.com. Please cc board members to emails so we are aware of your requests and can follow up if necessary. If there is an emergency after working hours, please call Ameritech's emergency # 727-726-8000 and leave a message for the on-call staff.

Per our by-law's renters are to report all issues to their landlord. They should not be going to board members or Ameritech.

3. Our pool service has increased fees by 20%, from \$5400 to \$6480 per year. Effective Feb 01 our in-house maintenance person will be maintaining the pool.
4. 2020 outside vendor dry wall expense was \$4400. In 2021 most of the dry wall work will be done by Sea Castle staff. Please note that texture and paint is the owner's responsibility.
5. Board members will be investigating opportunities to reduce our insurance bills, file storage fees, cleaning services fees, as well as identifying new vendors who can provide the same or better service level and quality at a reduced price.
6. Think Utility Services is putting together a proposal to help us reduce water and sewer costs.

If you have additional ideas, we welcome your suggestions and help to investigating the opportunities.

During the last quarter of 2020, the following projects have been completed.

1. Gazebo structural repair is complete. Additional coil installation, pressure washing, and stain application is scheduled in the 1st quarter of 2021. When this work happens, we ask your cooperation to stay out of the work area. Caution tape & signs will be posted.
2. Repaired underground irrigation pipe leak caused by T-Mobile sub-contractors. Ameritech is negotiating with T-Mobile for cost reimbursement.
3. Painted rusted laundry equipment. They look brand new!

4. Replaced the following common elements:
 - a. Backflow valve in the front of Sea Castle
 - b. Pool heater and pool filter
 - c. Washing machine on 2 west
 - d. Barbeque in pool area. Please note that if you use the BBQ you are responsible to clean it!
5. The party committee purchased a barbeque gazebo. The funds came from money collected on donated basket raffle sales. If you would like to donate a basket for the next party please contact Anita (unit 507), Cheryl (unit 814) or Theresa (unit 403).
6. Utilizing our old BBQ frame and recycled wood from the gazebo a utility table was built for the pool area table.
7. Permanent structures (flowerpots) were built to cover the electrical boxes sticking up from the concrete around the pool. This action has eliminated a potential safety hazard.

We are starting 2021 with significant open issues that need resolution.

1. The sewer pipe running under the driveway from the mechanical room to the sewer tap has collapsed. Two quotes have been presented to the board. 1. Tom Shell Plumbing's quote is \$14,935 and includes replacing pipe, cutting and repair asphalt in driveway. 2. R.J. Kielty's quote is \$5,766 to replace the pipe. We would be responsible to hire a second party to cut and repair the asphalt. Jason is getting us an additional quote from a plumber he is familiar with. A board meeting will be held shortly to select the vendor.
2. Eight units experienced leaks on the north side of the building during tropical storm Eta. Qualiis General Contractors & property inspectors have evaluated the situation and determined that the cause was exterior window seal failure. They presented a quote for \$9,941 to rent a high reach boom lift, seal 9 windows, replace and paint drywall.

Ameritech has discussed the situation with engineers, and they have determined that we are experiencing sealant and paint failure. We are getting quotes to repair sealant, repair stucco issues and paint the building. The board will also investigate loan availability to pay for the difference between paint reserves and project cost.
3. Quite a few owners have expressed a desire to install new windows. We would like to initiate a committee to identify vendors and perhaps get a group rate. If interested, please let the office know and we will schedule a meeting.

4. The bike rooms are jam packed and we do not have a handle on who's bikes are in the rooms. If you have a bike in either room, please provide proof of payment of the \$25 bike fee and you will be issued a sticker to apply to the bike. On 03/31/2021 any bike without a 2021 sticker will be auctioned off to our residents. The funds will go into the general fund. Bikes left over will be either thrown out or given to charity.

Rules and Regulations Reminders

Personnel

- A. Management firm employees and Association employees are assigned specific duties to be performed under the supervision of the firm. Occupants shall not interrupt, socialize, or interfere with the performance of these employees. Exceptions are for emergency only.
- B. Any request by occupants for special service must be directed to the management firm.
- C. Building maintenance requests should be placed in the mail slot on the office door.

Exterior Appearance

- A. Floor mats are not permitted on walkways.
- B. No hanging of clothes or objects from balconies or walkway railings.
- C. Windows, screens, doors, and air condition vents facing the walkways should be kept clean.

The board plans to send communication to you on a quarterly basis. If you have received a hard copy of this correspondence, please provide an email address for future mailings.

We hope to see all our snowbirds soon. Stay safe and have a happy & healthy 2021!