

THE CASTLE COUNCIL BOARD MEETING MINUTES

Sept 29, 2025

Call to order the meeting was called to order at 6:01 PM on September 29, 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
- Ron Burgess – Treasurer absent
- 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 Pavlak and seconded by Ken Anderson 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 08/31/2025

Operating funds	\$ 915,729.36
Reserve funds	<u>\$ 315,281.44</u>
Total funds	\$ 1,231,010.80

2. Actual vs Budget as of 08/31/2025

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Revenue (excluding Boat dock Income)	\$ 1,400,654.70	\$ 630,524.80	\$ 770,129.90
Expenses			
Operating Expenses	\$ 698,958.18	\$ 561,412.34	\$ (137,412.34)
Non-SIRS Reserves	\$ 29,024.08	\$ 29,024.08	\$ 0.00
SIRS Reserves	\$ 39,954.72	\$ 39,954.72	\$ 0.00

3. Delinquencies as of 08/31/25

Maintenance Fees 2025	\$ 5,214.88
Boat Dock 2025	\$ 500.00
Legal fees & interest 2023	\$ 253.88
Legal fees & Interest 2025	\$ 944.56
Total delinquencies	\$ 6,913.32

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 – The common dock was repaired. It was reported that a few outlets on the dock have GFI issues. A meeting of dock owners will be set up for 10/9/25.
- B.) Events Committee – Prior to the electrical shutdown an empty your freezer/refrigerator party is being planned. Jason also offered to coordinate donation of leftover food.

Old Business

- Pye Barker has suggested we wait until the new electrical panels are installed and working to test the water pump. Prior to testing, we will need a new jockey pump which was part of the flood insurance claim. On 9/29/25 Pye Barker has provided a quote for \$10,048.81
A motion was made by Ken Anderrson and seconded by Jody Pavlak to proceed with Pye Barkers quote. Unanimously approved.
- 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 to be updated to accept the future price increase. Washer \$2.00 per load, Dryer \$1.50 per load. Matt from Arnie's Dependable Appliance Repair will be here Tuesday morning to prepare a quote.
- JRG Productions is installing a new camera system. Ken & Sid will determine if it is possible to hook the system up to the boat dock electricity during the main electrical panel building rebuild.
- The gazebo over the grill will be replaced after hurricane season. Thanks to all the residents who generously donated money .
- West Cobb Electronics has installed new wiring, electric panels & GFI breakers in 16 laundry rooms, bringing us up to the current code. Dry wall repair is complete. Final electrical inspection will happen after the new main electrical panels are installed by David Bryan Electrics.
- Ameritech (Andrew), a board member (Ron) and a resident (Becca) have identified units needing to replace or clean, sand and repaint their vents. 42 Violation letters have been sent to owners whose AC vents and or screens need repair. Andrew to report at the next meeting the total number of number of owners who have not acted to rectify.
- 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.

If has been determined that the pipe in locker 17 is a drainpipe. PRS has suggested that we hold off repairs.

- Ameritech to set up accounts in a fifth bank to divide our funds and provide FDIC protection.
- A new lock has been placed on the current resident's bulletin board to stop other residents from removing postings. Residents will have to go through the board or Ameritech to post notices.
- Southern Building Rehab Group has completed the repair a small area on the 9th floor west walkway where we have noticed delamination.
- 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 .
- The winners of the annual car port lottery held 8/27/25 were Edith Salter, unit 312 and Maite Diaz unit 408

- Hurricane Helene damage repair update

1. On Wed. 9/24/25 we received notice from David Bryan Electrics that parts and permits are available to replace the 1200a & 2000a switch gears. Duke Energy has been contacted and the date of 10/20/25 has been agreed upon to start the project. Notice was posted, emailed and placed on our website. Andrew will notify the Sheriff's office and ask for extra police presence.

Our mailman has advised that the main post office on Main Street will hold all mail during the period that we have no electric. If you know you received a package through USPS it can be picked up at the post office. Other delivery services such as Fedex, Amazon, etc will be advised to leave the packages in the lobby.

You may want to check with your condo insurance agent if they cover the cost of temporary housing due to named storms

2. 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. After discussion that alternate vendors have been difficult to find a motion was made by Ken Anderson, seconded by Jody Anderson to proceed with Coastal. Unanimously approved.

3. The Pasco County Permit for drywall repair was received 9/24/25. A framing inspection is required before we can proceed to repair the sheetrock in the lobby areas, office, library and storage room. The stall partitions in the first-floor men's & ladies' rooms have been installed. New vanities will be installed upon receipt of the framing inspection.

4. Southern Building Rehab Group has removed old locker doors, trim & hardware. Wood repair is complete, Zinsser or KILZ Oil base Primer / Stain block has been applied and closest interiors to painted. Doors have been hung, trim is being installed. Once knob installation is complete keys for the locks will be available for pickup in the office. At time of pick up owners will be asked to sign for receipt of the key as well as notice that replacement locks much match the current ones on the doors. There are to be no hasps, double locks, electronic entry pads, etc

5. Furniture for the library and office to be ordered after the drywall repairs is completed in both rooms.

- 6 A quote to replace doors in the west & east lobby entrance, roof , electrical room and potable water pump room has been received from Southern Building Rehab Group at a cost of \$20,845 Andrew to advise why the potable water pump door was quoted as a metal door and obtain two additional vendor bids. The hold up is verifying what kind of door is needed for the main electrical room.

Specialty Builders & Developers has quoted \$18,376.69

- Hurricane Milton damage repair update
 - a. Shawn is in process prepping and painting all parking bay ceilings. The locker hallway ceilings have been painted dark blue and look much better than they did prior to the hurricane

New Business

- Welcome Diane & Sid Akins who recently purchased unit 812.
- Thanks to John & Debbie Keyes for donating a clock in the pool area.
- Upon installation completion of the new electrical system, Andrew will schedule an elevator inspection.

General Comments

Hurricane season is upon us. The Sea Castle is in evacuation zone A, therefore elevators will be shut down within 24 hours of an evacuation order. Please keep in mind that board members and staff need to relocate and have been advised not to wait until last minute to shut the building down. Doors will be blocked by sandbags, and elevator buttons will be covered with plastic. Please do not remove this protection as rainwater will damage the elevators. If you decide to stay in the building, please be aware that it is at your own risk and emergency services will not be available until it is deemed safe. The Castle Council advises you to evacuate as per the state & county guidelines. We cannot be held liable for your choice to ignore the evacuation notice.

Note that generators must be over 15 feet away from the building. They cannot be placed on walkways or under the building as exhaust fumes can kill residents.

During rainy season please close your units north side windows when not in residence. This is requested to prevent rainwater from flooding your neighbors on lower floors.

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.

Adjournment

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

The meeting was adjourned at 7:04PM

Minutes submitted by: Jody Pavlak