

THE CASTLE COUNCIL BOARD MEETING MINUTES

March 24, 2025

Call to order The meeting was called to order at 6:00 PM on March 24, 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
- 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 Ron Burgess 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 02/28/2025

Operating funds	\$ 317,948.28
Reserve funds	<u>\$ 262,045.76</u>
Total funds	\$ 579,994.04

2. Actual vs Budget as of 02/28/2025

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Revenue (excluding Boat dock Income)	\$ 219,368.56	\$ 157,631.20	\$ 61,737.36
Expenses			
Operating Expenses	\$ 154,687.22	\$ 140,386.46	\$ (14,300.76)
Non-SIRS Reserves	\$ 7,256.02	\$ 7,256.02	\$ 0.00
SIRS Reserves	\$ 9,988.68	\$ 9,988.68	\$ 0.00

3. Delinquencies as of 02/28/25

Maintenance Fees 2024	\$ 4,567.35
Maintenance Fees 2025	\$ 8,285.26
Bike Rack fees 2025	\$ 500.00
RV/Parking Spaces 2025	\$ 2,352.76
Legal fees & interest	\$ 253.88
Total delinquencies	\$ 15,959.25 (\$ 7,559.68 less than 01/31/25)

A motion was made by Ken Anderson and seconded by Jon Snyder to accept the Treasurers report as. Unanimous

Reports

A.) Boat Dock Committee –A meeting was held 3/3/25 at 6:00 in the Sea Castle meeting room.

- 1.0 New officers for 2025 were voted in, President: Ken Anderson, Vice President: Craig Dow, Secretary/Treasurer: Robin Danko
- 2.0 Dock boxes must be cleaned by 5/1/2025
- 3.0 It is the owner's responsibility to report slip rentals to the office along with a copy of the renter's boat registration
- 4.0 If you sell your dock a copy of the sales document must be filed with the office

B.) Events Committee – No report.

Old Business

- Pye Barker has tried to test the water pump and was not able to determine if it works as we have insufficient power. Pye Barker is coming to evaluate if we can hook up to the generator to test the 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.
- Rules and regulations need to be updated to reflect 15% cap on the number of units rented at a given time. The policy will be discussed in new business.
- 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.
- Sid is putting together a quote to replace some of our electrical panels in laundry rooms.
- Flood Insurance renewal is due 3/26/25. A new elevation study was required at an approximate cost of \$700. The draft proposal was received 5:00 PM 3/24/25 at a cost of \$27,091, down \$7,483

from last year. The building value has also increased from \$21,964,000 to \$26,000,000. The content coverage is \$50,000, which we would like raised. Our agent is getting a revised quote for \$70,000 content coverage.

- Property Insurance renewal is 4/19/25. Our agents anticipate premium relief and expect to have firm numbers shortly.

- Hurricane Helene issues

1. A contract has been signed with David Bryan Electrics to replace our main electrical panels at a cost of \$189,486 and an expedited build of approximately 20 weeks (5 months). Anticipated completion is late July / early August.

2. The pool heater has been installed on 2/27/24

3. Still waiting for flood insurance approval to replace our potable water tanks from Coastal Service at a cost of \$26,945.

4. Most of the PVC baseboard has been installed .

5. 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. The required deposit of \$41,897.10 will be taken from our Sea Wall Reserve account (to be replaced when we receive the flood insurance check). Delivery lead time for doors is 12 – 16 weeks. Munyan will be filing for permits.

6. Munyan will initiate a separate contract for dry wall repair in the first floor storage units and common areas. Once received they will file for required permits

7. Furniture and AC's to be ordered to replace flood damaged items. Two office chairs were donated by Rick & Brigitte Hancharrd.

8. Our flood damaged blueprints are currently being digitally scanned by Pasco Blueprint Supply. Once complete Andrew will file with our flood insurance for cost reimbursement.

- Hurricane Milton issues

- a. Proturnz has completed replacement of damaged drywall in effected units

- b. Shawn will proceed to prep and paint the southwest parking bay ceilings. Once complete we will repair the southeast parking bays.

- c. 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. If a check is not received by this month end we will have our attorney address the issue.

New Business

1. Pye Barker has performed our annual fire extinguisher inspection 3/24/25
2. The automatic door opener by the elevators has broken beyond repair. A new part is on order.
3. Please note that Sea Castle is currently at the maximum rental percentage (15% or 16 units).

Rental units terms of lease remain at a minimum of 90 days as stated in our bylaws. The process to control the 15% maximum rental (16 units) was discussed at length. A motion was made by Ron Burgess and seconded by Ken Anderson to implement the following process.

- a. 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.
- b. Any owner wanting to lease their unit must notify the board and Ameritech LCAM. Their name will be entered on a list for future openings.
- c. Once notification is received that a rental agreement will be terminated in 30 days the board or manager will reach out to the owner on top of the 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.

The motion was passed unanimously.

4. Three new water heaters have been purchased to proactively replace units that were installed in 2008 & 2009 (2 west, 2 east & 8 east laundry rooms). All water heaters and water to slop sinks have been shut off in laundry rooms to prevent residents from using washers & dryers jeopardizing the electrical leg that is currently working. Once repairs to the electrical panel are complete, we will reopen the laundry facilities.
5. The Milestone inspection and structural integrity reserve study is on our website. They can be found in official documents
6. We are getting quotes to replace our antiquated camera system
7. Replacement of the gazebo over the grill at a cost of approximately \$1000 was discussed. Most residents who were on the call agreed we should pursue the initiative through donations. Please put your donation in the office door mail slot. Shortly we will be competing with new condos being built across the canal. By making these types of improvements we hope to keep the value of our units up.

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.

Adjournment

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

The meeting was adjourned at 7:03 PM

Minutes submitted by: Jody Pavlak