

## THE CASTLE COUNCIL BOARD MEETING MINUTES

June 30, 2025

**Call to order** The meeting was called to order at 6:01 PM on June 30, 2025 in the Ameritech New Port Richey office by Anita Reich, President/Chairperson and Andrew George, LCAM 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 - Absent
- Ron Burgess – Treasurer via zoom
- Ken Anderson – Director – via zoom

**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 Ron Burgess 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 05/31/2025

|                 |                      |
|-----------------|----------------------|
| Operating funds | \$ 1,030,178.08      |
| Reserve funds   | <u>\$ 288,747.51</u> |
| Total funds     | \$ 1,318,925.59      |

2. Actual vs Budget as of 05/31/2025

|   | <u>Actual</u>   | <u>Budget</u> | <u>Variance</u> |
|---|-----------------|---------------|-----------------|
| <b>Revenue</b> ( excluding Boat dock Income ) | \$ 1,176,813.82 | \$ 394,078.00 | \$ 782,735.82   |
| <b>Expenses</b>                               |                 |               |                 |
| Operating Expenses                            | \$ 374,035.86   | \$ 350,966.15 | \$ (23,069.71)  |
| Non-SIRS Reserves                             | \$ 18,140.05    | \$ 18,140.05  | \$ 0.00         |
| SIRS Reserves                                 | \$ 24,971.70    | \$ 24,971.70  | \$ 0.00         |

### 3. Delinquencies as of 05/31/25

|                            |  |
|----------------------------|--|
| Maintenance Fees 2025      | \$ 14,946.12                                       |
| Boat Dock 2025             | \$ 647.64  |
| Legal fees & interest      | \$ 253.88  |
| <b>Total delinquencies</b> | <b>\$ 15,847.64</b> (\$ 666.16 less than 04/30/25) |

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 Ron Burgess to accept the Treasurers report as. Unanimously approved

### Reports

A.) Boat Dock Committee – No report

B.) Events Committee – An Independence Day celebration will be held poolside 7/5/25 at 1:00. There is a signup sheet on the office window.

### 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.
- 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 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.

- Four quotes for replacing our antiquated camera system have been received.
  1. Beyond Wire LLC \$14,020.10
  2. Surveillance Technology Inc \$11,636
  3. JRG Productions \$ 7,984.06
  4. NETForce Solutions \$6,976.50

The new system does not include cameras in each parking spot under the building. As the spots are not common property it was deemed to be the responsibility of each owner to purchase, install and monitor their own camera if desired.

Additional costs to add cameras in our two elevators will be investigated.

A motion was made by Ron Burgess and seconded by Ken Anderson to contract JRG Productions. Unanimously approved

- To date donations from 7 owners totaling \$ 900 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. It was agreed upon to wait until the hurricane season is over to purchase & install the new structure.
- Three bids have been received to install new electric panels & GFI breakers in 16 laundry rooms bringing us up to the current code.
  1. West Cobb Electrics (Sid) \$36,200
  2. David Bryan \$80,860
  3. Palm Harbor & Dunedin Electric \$58,000

The job has been rewarded to West Cobb Electric and is in process.

- The board has received complaints from a few owners that the condition of some owners AC vents is unacceptable. Ameritech (Andrew), a board member (Ron) and a resident (Becca) will walk the building to identify which units need to clean, sand and repaint their vents. Violation letters will be sent. Craig Theisen has posted a notice that he has a limited number of new AC vents for sale. Please contact him directly if you are interested as this has nothing to do with the board.
- 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. TBD
- Ameritech to set up accounts in a fifth bank to divide our funds and provide FDIC protection.

- Hurricane Helene damage repair update

1. David Bryan Electrics has advised that electrical panel parts are being shipped 7/12/25 from the fabricator. Upon receipt they will confirm measurements and order wires. We anticipate installation sometime in August. Please note there will be a period (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. Andrew will send communication via email and post notices when we have definitive dates.
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. Two additional bids to be obtained.
3. Three quotes were received to repair sheet rock in Lobby areas, the office, storage room & library
  - a. Proturzn \$ 5,300
  - b. Munyan \$10,000
  - c. Buxton Building Services \$4,634 Note for an additional \$4,360 Chris will include smoothing/updating walls to ceiling height, PVC baseboards & painting all the affected areas. Total cost = \$8,994.61

The job has been awarded to Buxton Building Services with smooth skim, baseboards and painting. Permits have been submitted to Pasco in conjunction with the storage unit repairs.

4. Southern Building Rehab Group has been hired to replace all locker doors, trim & hardware. As the doors are custom sizes the contractor is waiting for Pasco County permit approval prior to ordering. Once a written approval is received installation should begin in approximately 8 weeks
5. 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.
6. The vanity and stall partitions in the first-floor men's & ladies rooms need replacement. Buxton Building Services has provided quotes for two options
  - a. Plastic laminate or baked enamel steel partitions, vanity with granite or marble top, sink faucet, plumbing fixture supply line & P-trap assembly for both bathrooms totaling \$4,285.14
  - b. Upgrade the partitions to solid plastic for an additional \$1,475. Total cost would be \$5,760.14

A motion was made by Ron Burgess, seconded by Ken Anderson to go with the upgraded solid plastic partitions. Unanimously approved

Chris has been asked to bid on replacing the door in the poolside men's room that was destroyed in the flood.

7. 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.
- Hurricane Milton damage repair update
    - a. Shawn is in process prepping and painting all parking bay ceilings. A small area of the locker hallway ceiling has been painted dark blue, and the results were positive. We hope to complete painting the hallway ceilings prior to replacing the doors.
    - b. T-Mobiles equipment fell and tore our roof material. We signed an agreement with T-Mobile to accept payment to reimburse our expenses to repair the roof. We have not received the check and T-Mobile is not returning our attorney's calls. Our options are to incur additional attorney fees and take them to small claims court or write off the debt
    - c. Three quotes were received to repair the roof Mansford.
      1. Veterans Roofing \$ 5,120
      2. Southern Building Services \$ 5,812
      3. Munyan \$2,185

A motion was made by Ron, seconded by Ken to contact Munyan. Unanimously approved

### **New Business**

- We received a complaint that due to the flood the air quality by the mailboxes was causing health issues for a resident. Dry Solutions was hired to test the lobby and mail area for mold spores and fungi. Results showed that the concentration of spores does not exceed the HHS threshold, which indicates that an indoor mold source is unlikely. The report was hung by the elevator for a week after receipt. Please contact Ameritech if you would like a copy of the report.

It is probable that some of the 'smell' in the area are caused by residents putting dog waste and food in the trash can by the mailbox. To prevent odors and pests, please put this type of waste in the external trash bins located on the east & west ends of the building.

- Numerous residents have complained about the number of dogs in our building. Please be advised that state and national laws override condo rules and bylaws. Service dogs and emotional support dogs are not considered pets and must be allowed in residence provided that the animal is registered and the owner presents the required documents to the board and management company. If the animal causes excessive disturbance & annoyance to other occupants, the owner will be asked to train the animal or replace it with another support/service dog.

We have also received complaints that dogs are urinating and defecating in common areas. If your dog has an accident, please have the courtesy to clean it up.

Our gardener or your fellow residents do not want to step into dog poop while enjoying a walk on the grounds. If you are walking your dog on Sea Castle property it is your responsibility to remove the waste and dispose of it properly.

- The county pool inspector was on property 6/24/25 and once again we received zero violations
- Notices are posted by the Board of Directors and Committee members (with board permission) to keep residents informed. Official notices are posted in areas where most residents will read them, such as the elevator, office window, bulletin boards and mail area. Any resident found removing or adulterating these notices will be fined. Unofficial notices are not to be posted in these areas without board permission. The bulletin board by the mailboxes is there for residents to post personal notices.
- The state elevator inspector was here 6/26/25. We received a citation for being late with our annual inspection. We are in a catch 22 situation as state statute reads that the elevator cannot be inspected under temporary power. Currently we have 30 days to pay the fine or appeal it and 90 days to pass an inspection. Andrew will contact the state to explain our situation and hopefully receive an extension to continue running on the generator without fines until the electric panels are replaced.
- Welcome Barbara & Tom Mazzant who recently purchased unit 610.

### **General Comments**

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.

Kindly do not flick ashes or through cigarette butts from your lanai windows.

An FHA loan was recently obtained by an owner. This speaks positively about Sea Castle as it is difficult to get an FHA loan approved for a condominium.

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).

Andrew has been promoted to Associate Director of Operations at Ameritech. We are fortunate that he will be keeping Sea Castle and two other properties.

### **Resident Questions / Discussion**

Craig Dow has volunteered to investigate the feasibility and costs of flood barriers to protect the property from future damage.

Dan O'Connell expressed his concerns that some members of the board are not active and do not return calls and emails.

Note from the president: All board members play an active role and decisions are majority based. Limited contact with residents does not mean that they are not performing their duties. When corresponding via phone, text or emails please place Sea Castle in the subject and try to use an account that identifies the sender. Realize that you might be going to others spam

### **Adjournment**

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

The meeting was adjourned at 7:12 PM

Minutes submitted by: Andrew George