

THE CASTLE COUNCIL BOARD MEETING MINUTES

Mar 02, 2026

Call to order the meeting was called to order at 6:00 PM on March 02, 2026 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
- Jason Sharpless - Vice President
- Jody Pavlak – Secretary
- Ken Anderson – Treasurer
- Jon Snyder – 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 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 01/31/2026

Operating funds	\$ 684,998.01
Reserve funds	<u>\$ 378,763.82</u>
Total funds	\$ 1,068,761.83

2. Actual vs Budget as of 01/31/2026

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Revenue (excluding Boat dock Income)	\$ 110,336.72	\$ 79,310.92	\$ 31,025.80
Expenses			
Operating Expenses	\$ 61,044.67	\$ 67,036.33	\$ 5,991.66
Non-SIRS Reserves	\$ 5,140.75	\$ 5,140.75	\$ 0.00
SIRS Reserves	\$ 7,133.84	\$ 7,133.84	\$ 0.00

3. <u>Delinquencies as of 01/31/26</u>	
Maintenance Fees 2025	\$ 5,229.96
Maintenance Fees 2026	\$ 4,623.49
Legal fees & interest 2023	\$ 253.88
Legal fees & Interest 2025	<u>\$ 100.00</u>
Total delinquencies	\$ 10,207.33

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 Jason Sharpless to accept the Treasurers report as. Unanimously approved

Reports

A.) Boat Dock Committee – Jason & Ken have marked boards needing to be replaced and submitted the information to the boat dock committee. Spring is here, please make sure your dock box is cleaned.

B.) Events Committee – A St Patrick’s party is being planned

C.) Old Business

- Pye Barker has tested the water pump and has determined that it needs to be replaced as it is leaking profusely. Per the fire Marshall the controller also needs to be replaced to meet current code. Quotes from three vendors have been received. Additional information is required to determine the full scope and cost of the project. The initial quotes range between \$ 62,000 – \$ 77,000 not including electrical work required.
- 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 and Andrew will schedule a meeting 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.

- Second violation letters have been sent to those who still need to replace or clean their vents.
- Ameritech has obtained 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
 3. Quote from Wind River Environmental is 207,987

- **Hurricane Helene damage repair update**
 1. The potable water pumps & tanks have been replaced
 2. Locker keys are available in the office on Wednesday morning.
 3. Emergency push bars have been added to the specs due to code requirements. Three bids have been received to replace doors in the west & east lobby entrance, roof , electrical room and potable water pump room.
 1. Southern Building Rehab Group at a cost of \$22,720.00
 2. Specialty Builders & Developers \$ 21,196.69
 3. Buxton Building \$20,745.01.

- Hurricane Milton damage repair update
 - a. Shawn has completed prepping and painting all parking bay ceilings.

- The passenger elevator pit has been cleaned, the oil in the reservoir replaced and the piston repacked.
- Unit 214 had a backup caused by a clog in the sewer line. PRS cutting the asphalt to expose the pipe, install a cleanout and put cameras down to determine the cause of the backup. It was determined that the entire sewer run was blocked with solidified debris. The line was jet vacuumed and is flowing properly. Total cost was \$16,600

New Business

- Three quotes have been received for our required financial audit.
 1. Bashor & Legendre, LLP \$7500 for the audit and \$350 for tax prep
 2. Marsocci Appleby & Co. \$ 5,000 for the audit. \$275 for tax prep
 3. Affinity CPA \$ 4,750 for the audit and \$250 for tax prep

A motion was made by Ken Anderson and seconded by Jody Pavlak to proceed with Affinity CPA to perform the 2025 financial audit and tax prep. Unanimously approved

- During the cold spell it was reported and confirmed that tile removal from the parking bays created bone chilling temperatures and condensation in many 2nd floor units. As a result, we expedited the planned addition of soffits to eliminate wind flow through the hallway and improve the aesthetics of the project. As this was affecting the quality of life for numerous residents and Chris's schedule was timely, the board hired Buxton Building Services at a total cost of \$26,906.80. The east end has been completed and the west end will be worked on in a few weeks.

In addition, we are getting quotes for spray foam insulation.

1. Huntsman Building Solutions with a cost of \$26,469 for 2 inch foam and \$12,853 to apply a thermal barrier and paint. Total cost of \$39,322
2. Paul Davis \$24,500 for 2 inch foam & paint or \$31,500 for 3 inch foam & paint
3. Quote in process

Please note that initial verbal quotes to repair the parking garage ceiling were all over \$200,000. The route we picked will be a savings of over \$130,000 , looks better and provides better access to repair aging pipes.

Two residents have pointed out that morning doves have been nesting on exposed girders and pooping on their vehicles. Upon completion of the foam spray we plan to run fishing wire to deter the birds. As the parking spots are deeded property and do not affect all owners it is our belief that further action to deter birds will be the owner's responsibility. Those who do not own also deal with bird excrement as well as falling acorns.

- There is an owner who has a person living in their unit for an extended period of time. Our documents read 'All guest s staying more than 30 days must have a background check". Multiple violation notices have been sent and ignored. Andrew has presented two options to handle, one being a fining committee the second legal action. After discussion, we opted to have Andrew contacting the lawyer

- Our elevator inspection noted two minor things that need attention
 - 1 Temporary electric wiring to run the generator needs to be removed. This has been completed.
 - 2 GFI & wiring new LED lights in the passenger elevator pit is required. Andrew has coordinated Dave Bryant and Elevated to be on property Wed. 3/3 for needed repairs.
- Flood insurance for the period of 3/26/26 – 3/25/27 has been received at a cost of \$27,166. Last years cost was \$27,154. The increase of \$12 covers increased content coverage. In addition, we will not be paying finance fees as we currently have funds to pay in full.
- Our heat sensor system has been failing. Two sensors have been replaced and it was suggested that we replace others while parts are still available. Jason has sourced parts and we have gotten a price from Skyway Fire Protection to install the parts. Their labor fee is \$125 per hour. Cable cost is \$60 per foot. Pye Barker has still not provided confirmation that the parts are correct or their labor fee

A motion was made by Ken Anderson and seconded by Jason Sharpless to purchase 7 sensors and have Skyway install them. Unanimously approved

- There are three invoices currently on hold.
 1. Pye Barker \$ 1,840.73 dated 12/26/25 – The vendor brought the incorrect parts and charged us for the time to travel 2 times and labor time. We do not feel it our responsibility to pay for their error
 2. Pye Barker \$ 1,840.73 dated 1/26/26 – The installation took less that 1 hour and we were charged for 5 hours
 3. EZ Fill - \$ 955.40 dated 1/29/26 – The vendor delivered diesel fuel after we removed the generator. Ameritech confirmed that both verbal & written notice to halt fuel delivery was sent to EZ fill prior to this delivery.
- Welcome new residents:
Paul & Cynthia Dembowski purchased unit 501, Jaime De La Vega Jr & Calinda Pagan purchased unit 302, Timothy Coleman purchased unit 511, Darren Wagmen is leasing unit 302 and Guillermo Diaz and Nancy Borroto are guests in unit 208.

General Comments

New GFI's in the laundry rooms are more sensitive than in the past, If a washer or dryer stops please check the breakers prior to reporting there is a problem. It costs us \$60 each time we bring in the repair man to find it was a breaker.

A motion was made by Ken Anderson and seconded by Jason Sharpless to purchase have Sid ground all dryers. Unanimously passed

Please do not leave cardboard boxes in the laundry rooms. It is the residents responsibility to break down their boxes and place them in the dumpsters on either the east or west end on the ground floor.

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 7:20 PM

Minutes submitted by: Jody Pavlak