

Bell Tower Park Property Owners Association, Inc.
c/o Cardinal Management Group of Florida, Inc. 5100
Bell Tower Park Boulevard Ft. Myers, FL 33912

DATE: August 29, 2023

TIME: 6:00 PM

LOCATION: Hybrid - Virtual Meeting/Live – BTP Office

Minutes

i. Call to order @ 6:00 PM

ii. Determination of quorum & roll call

- George Eckhardt - CAM Manager – in-person
- John Davenport – President – in-person
- Joey Raines – Treasurer – in-person
- Paul Niss – VP – Zoom
- Jodi Harrison – Secretary – Zoom
- Ron McEwan – Member at large – in-person
- 7 Participants on the bridge
- 15 Clubhouse attendees

III. Review and consideration: July meeting minutes

Motion to accept and minutes accepted – July meeting.

1st – Joey Raines

2nd – Ron McEwan

IV. Treasurer's Report

- Noted – that the board would like to receive the financial information sooner so it can be reviewed prior to the board meetings.
- Joey Raines – Provided an overview on the documents shared by Cardinal – highlights include:
 - Special Assessment payments arrived in July and need to be reallocated in the statement to the hurricane Ian account.
 - Dollar amounts = \$172,080 and \$79,750

VI. Community Manager's Report: CAM highlight summary includes:

- **Club house** – Installed lower latch on dumpster closure and made additional repairs to pool gate.
- **Club house pool** – Replaced rail cover at main pool all covers will need to be replaced.
- **Avon Park Pool** – None

- **Gates** – Installed new battery packs and changed the code on pedestrian gates.
 - Repaired and installed a new gate bar that fell on its own and hit a truck trailer.
- **General** – None
- **Drainage** – We have our contractor producing proposals for multiple locations.
- **Landscape** – Completed cutback of preserve foliage to preserve line.
 - Replaced plants damaged by hurricane at visitor's gate.
 - Removed two dead queen palms and dead plants at clubhouse pool.
- **Irrigation Repair** – Repaired shorted communication line pump A/1.
 - Installed 11 pops 7 rotors.
 - Replaced failed ball valve.
 - Replaced 3 decoders and 4 solenoids.
 - Installed failed 2-inch filter assembly.
 - Installed 3 1.5-inch hunter valves.
 - Two main line repairs.
- **Aerator repair** – The quarterly maintenance was performed, and no issues were found.
- **Fountain repair** – Still waiting for Fountain 3 warranty repair.

VII. Committee and Liaison Reports: Please share committee updates with the secretary (Jodi Harrison) to be summarized in the POA BOD meeting minutes.

- **Social – Kim Walerius / Jodi Harrison** – next meeting September 5th – 4P
 - August event – Pool side Happy Hour - lots of fun despite the weather
 - September event – Chill & Grill – 28th
 - October events – Welcome back – coffee – 8th & Halloween gathering – 28th.
- **Building & Amenities – Keith Miller / John Davenport** – TBD
 - Tot Lot needs to be replaced/updated – quotes are coming high.
 - Quotes for changing out clay tennis courts to hard surface.
 - Quotes for Club House shutters and generator.
 - Road repairs will begin after the roofing project is completed.
- **Safety – David Shaw / John Davenport** – September 5th – 3P
 - Parking areas
- **Landscape – Ken Downing / Paul Niss** – September 21st 5:30P
 - Discuss timing of planting of new plants within the community
 - Discuss concerns of irrigation equipment functioning properly
 - Discuss bare areas on Bell Tower Park Drive near Club House
 - Discuss holding Green Heron responsible for service per their contract.
- **Communications – John Fuller / Ron Mc Ewan** – September 7th 1P
 - The next newsletter is scheduled for November 14th.
 - Website discussion (see new business)

VIII. Old Business:

- George provided a quick rundown of the Hurricane Ian recovery updates, which will be on going for some time.
- Special Assessment note - only three (3) homes are in arrears.

IX. New Business:

- Approve fence repair and replacement.
 - Funding – insurance and reserves
 - Vendors – Superior (\$38K), Carter (\$123,382), and **Eagle (\$55,250)**

Motion to accept the Eagle Fence proposal.

1st – Ron McEwan

2nd – Paul Niss

- Approve replacement of swing gate posts
 - Funding – reserves
 - Vendor – **HFS - \$13,108.91**

Motion to accept HFS gate repair proposal.

1st – Ron McEwan

2nd – Jodi Harrison

- Approve mulch installation proposal.
 - Funding – general fund
 - Vendor – **Southeast Spreading - \$64,152**

Motion to approve Southeast Spreading for October mulch service.

1st – Jodi Harrison

2nd – Paul Niss

- Approve road and sidewalk repair proposals.
 - Funding – general and reserves
 - Note - Proposals arrived too late to be reviewed in this month’s meeting.
- Approve the landscape committee to investigate other landscape vendors for BTP.
 - The Landscape Committee will investigate possible other landscape vendors.

Motion to approve -

1st – Paul Niss

2nd – Joey Raines

- Approve the Communications Committee request to investigate the possibility of developing a new community website to complement the existing Cardinal Frontsteps platform.
 - The Communications Committee will investigate possible other community website platforms.
Motion to approve -
1st – Ron McEwan
2nd – Joey Raines

X. Adjournment – 7:54 PM