

**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: November 28, 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
- Mike Lewis – Treasurer – In-person
- Paul Niss – VP – In-person
- Jodi Harrison – Secretary – In-person
- Ron McEwan – Member at large – In-person
- 14 Participants on the bridge
- 24 Clubhouse attendees

### **III. Review and consideration: October meeting minutes**

Motion to accept amended minutes accepted – October meeting. 1st –  
Mike Lewis  
2nd – Ron McEwan

### **IV. Treasurer's Report – Mike Lewis & Martha Harrie**

- No highlights or adjustments noted – nothing unusual
- All budgeted items – lighting repairs, mulch, etc.
- Reminder CD needs to be converted before year end

### **V. Community Manager's Report: CAM highlight summary includes:**

#### **Clubhouse Repairs:**

- Replaced broken handle on the middle treadmill.

#### **Pool Repairs:**

Clubhouse:

- Replaced failed pool heat pump.
- There is a leak in the spa, Red Rhino will be in to repair it December 5th.
- Replaced float reservoir.

Avon Park:

- No issues to report.

**Gates:**

- Reinstalled gate knocked down by Door Dash driver.
  - Report filed with Law enforcement.

**General:**

- Pure Electric is working to replace/repair the landscape lighting damaged by Ian.
- Pure Electric is working on the issues with the tower lighting.
- Christmas lights and decorations have been installed.
- The Pergola repairs will start the week of December 11th.
- Street signs no update.
- Extra tile roof needs to be removed by the sub associations from the club house parking lot.
  - POA may negotiate for some tiles to repair other property areas.
- Blue Stream engineering team will visit BTP to review our set-up.

**Drainage:**

- No issues to report.

**Landscape:**

- Mulch installation is complete.
  - CAM has asked Green Heron to leave a pallet to use for new plantings.
- Green Heron has started new plantings on Bently.
- Avon Park, Kensington, and the Carriage homes are next.
- Sod replacement has started and will continue through December.

**Irrigation Repair:**

- Replaced pump motor in unit 1.
- Replaced failed discharge pipe in pump 4.

**Aerator Repairs:**

- The aerators for lake three (3) and eight (8) have failed and are waiting to be repaired.
  - CAM has been advised they will be here the second week of December.

**Fountain Repairs:**

- Fountain 3 has been replaced at no cost to the association.

**VI. 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 – Meeting – 12/5 @ 6:30P

- **Dec** – 12/9 – Holiday Party

- **Jan** – Trivia and brunch events under discussions
  - **Feb** – Wine tasting event under discussion
  - More food truck events coming in Q1.
- **Building & Amenities – Keith Miller / John Davenport – Meeting – 12/12 @ 1P**
    - The team reviewed the earlier submitted list and most items are completed.
  - **Landscape – Ken Downing / Paul Niss – Meeting – TBD**
    - Initial meetings with potential new landscaping companies.
      - The team has narrowed the search down to several vendors based RFQ and quotes – findings will be presented to the board in January.
  - **Security – David Shaw / John Davenport – Meeting – TBD**
    - Monitoring the community and addressing violations.
      - Happy to report residents have been cooperative regarding overnight parking.
    - Lee County Sherriff department for community presentations:
      - 01/10/24 – Active shooter
  - **Communications – John Fuller / Ron Mc Ewan – Meeting – 12/14 @ 1P**
    - The committee has gathered information on several website designers and will be reviewed later in new business.
  - **Finance – Martha Harrie / Mike Lewis - Meeting - TBD**
    - No additional update.

**VII. Old Business:**

- CAM Manager provided a Hurricane Ian insurance update:
  - The CAM Manager is scheduling a meeting with the Hurricane Law Group and the board regarding our claim.

**VIII. New Business:**

- Approve Green Clean pressure washing proposal. (Funded through General Fund).  
**Motion to approve the Green Clean proposal.**  
**1st – Jodi Harrison**  
**2nd – John Davenport**
- Discussion on December POA BOD meeting date – move or cancel.  
**Motion to approve cancellation of the December POA meeting and move the January meeting to January 16<sup>th</sup>.**  
**1st – Jodi Harrison**  
**2nd – Paul Niss**
- Ron Mc Ewan - Update on the BTP Web Site Initiative.
  - See email from November 27<sup>th</sup>.
  - More clarification and discussion to follow.

- Approve Palm Tree pruning dollar amount.  
**Motion to approve Plam Tree pruning amount not to exceed \$37,500.**  
**1st – Jodi Harrison**  
**2nd – Mike Lewis**
  
- Approval to place a proxy vote to place the Sports courts into the reserves.  
**Motion to approve a proxy vote mailing for the sports court to be added into the reserves.** (mailing in January 2024)  
**1st – John Davenport**  
**2nd – Ron McEwan**
  
- Approval to place through a proxy vote to make a notable change to the tennis courts.
  - Removing the current clay courts with replacing with hardcourts.
  - Going from two tennis courts to one tennis court
  - Adding four (4) pickleball courts**Motion to approve a proxy vote to allow changes to the tennis courts.**  
**1st – John Davenport**  
**2nd – Jodi Harrison**
  
- Approval to remove and replace the current parking stops with new six-foot rubber car stops with reserve money - \$31,395.  
**Motion to replace the current parking stops with new six-foot rubber car stops with reserve money - \$31,395.**  
**1st – Mike Lewis**  
**2nd – Paul Niss**

**IX. Adjournment – 7:20 PM**

