

Bell Tower Park Property Owners Association, Inc.

c/o Cardinal Management Group of Florida, Inc.

5100 Bell Tower Park Boulevard, Fort Myers, FL 33912

DATE: September 24, 2024

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

- Brandi Wells - CAM Manager – In-person
- Ron McEwan – President – In-person
- Mike Lewis – Treasurer – In-person
- Paul Niss – VP – In-person
- Secretary – *Open Position*
- John Davenport – Member at large – In-person
- 19 Community Participants on Zoom
- 21 Community Clubhouse attendees

III. Review and consideration: August meeting minutes.

Motion to accept the August meeting minutes.

1st – John Davenport

2nd – Mike Lewis

IV. Announcement of Open Position on Board of Directors/Selection by Board to name replacement on board

Motion to accept the resignation of Jodi Harrison from the board.

1st – John Davenport

2nd – Mike Lewis

Motion to accept John Scardella as replacement on board to the position of Secretary.

1st – John Davenport

2nd – Paul Niss

V. Treasurer's Report – Mike Lewis & Martha Harrie

- Preliminary meetings have begun related to the 2025 budget.
- Question was raised on the amount Cardinal Management charged related to assessment processing.
- We are over on a couple of line items and under on a couple of line items.

Motion to accept the treasurers' report.

1st – John Davenport

2nd – Mike Lewis

VI. Community Manager's Report:

- Brandi stated that requests can be made by email or in person at the clubhouse.
- Brandi is working on the timeline for the Reserve Study to be conducted this year.

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

• Social – Kim Walerius /– 10/8 @ 4P - Clubhouse

- September 28th Chill & Grill with a contingency date of 10/5 if weather is uncooperative.
- Halloween Party including a DJ is scheduled for 10/25. Tickets are \$25/person.

• Building & Amenities – Keith Miller / John Davenport – Sept – TBD

- No updates to Report.

• Landscape – Chairperson TBD / Paul Niss – Meeting – 9/19 @ 4P - Clubhouse.

- Ficus hedge trimming and fertilizing is scheduled.
- Fertilizing of lawns and new palm trees will begin after 10/11/2024.
- Mulching will begin in October. The new process will consist of the mulch being sprayed and the savings is approximately \$30,000.
- Mulching will take place the week of 11/11/2024
- South Wall Phase 2 was discussed at length. The plantings were established in error in the wrong spot/direction. Next step to be determined and the budget ramifications were added to this discussion.
- There was extensive discussion from the community and committee members related to Phase 2 of the South Wall project.

• Security – Dan Hickie / John Davenport – Meeting – TBD @ 3P – Office

- Security team will meet on 10/27.

• Communications – Annie Granatino / Ron McEwan – Meeting – 9/5 @ 1P - CH

- **Item 1** – A new issue of the newsletter is scheduled for November release.

- **Item 2** – Our new website has 260 registrants. Our goal is 312 registrants, 2/3rds of the homeowners.
 - **Item 3** – The committee is exploring putting the community calendar on the home page so renters can have access to events in the community.
 - **Item 4** – October 10 at 6pm in the clubhouse will be a meeting with representatives of Blue Stream. Please bring your questions.
 - **Item 5** – Next meeting is Thursday 10/15 at 1P in the clubhouse.
- **Finance – Martha Harrie / Mike Lewis - Meeting – TBD**
 - Only meet as needed.

VIII. Old Business:

- a) Palm Tree Trimming was completed by Greenscapes.
- b) Discussion related to the Pool Furniture Quotes – a motion was made to contract with Cardinal Management for this work.
 - 1st Mike Lewis
 - 2nd John Davenport
- c) Tennis Court update was provided and a meeting with Sports Services is scheduled for next week. A tentative start date will be determined at this time.
- d) Avon Park pool gate replacement is on-going. Envera is working on issues related to the locking mechanism.
- e) Main exit gate to 41 discussion – Hands Free is having difficulties getting parts as these are under warranty. A new vendor, New IQ is working on these issues and may be considered as a replacement vendor in the future.
- f) Trimming of low hanging Shary Lady's and other hardwoods was completed.

IX. New Business:

- a) Discussion related to Electronic Voting for the community was conducted. The cost and the multi-logistic issues will have to be further researched.
- b) Discussion on the Preserve and its maintenance was conducted. The issue is to determine what areas are considered preserves and who is responsible for what areas – BTP or Lee County.

President update –

- Roofing project - is complete.
 1. Tiles to be saved/stored by the sub-Associations in the process of being moved to back storage area in the southeast corner of the property this

coming week and next. Sub Associations will move the tiles into their storage area along the property boundary.

2. Remaining, unused tiles are being removed by Target and dumped in a landfill in No Ft. Myers at no charge.

- Landscaping – Palm Tree pruning is scheduled for the end of October
- Power washing of culverts and sidewalks will be conducted the week of 11/15. Driveways can be power washed at a cost of \$65 per driveway
- South Fence replacement is being coordinated between Greenscapes and fencing company
- A decision on the administrative position will be made on Friday

Community Discussion

- Discussion related to the community calendar in the public space of the website was conducted.
- Discussion concerning the tampering of the gate at the Avon Park pool. It was reported that the gate has, at times, been blocked so that it will not secure.
- Brandi reported that the Wind Mitigation Reports for Insurance purposes are available through the office.

X. Adjournment – 7:22 PM