

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: October 22, 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
- John Scardella– Secretary – *In-person*
- John Davenport – Member at large – In-person
- 38 Community Participants on Zoom
- 29 Community Clubhouse attendees

III. Review and consideration: September meeting minutes.

Motion to accept the September’s meeting minutes.

1st – Mike Lewis

2nd – John Davenport

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

- A meeting related to the 2025 budget was held on October 21st. A draft will be posted by Friday October 25th, and the budget meeting will be held on November 11th at 6:00 pm in the Clubhouse.
- We have received the preliminary financials for September from Cardinal Management.
- We are working reclassifying some line items from property maintenance to Lighting
- We received a refund of \$5,600 from insurance company for Hurricane Ian damage.

V. Community Manager’s Report:

- Brandi stated that the Avon Park Pool will re-open on October 23rd after a backflow valve was repaired.

- The Main gate has been repaired and is working properly while the residents gate is awaiting an electrical repair
- Advance Roofing will be out over the next 2 weeks to inspect for damage related to Hurricane Milton and the tornado.
- The Reserve Study should be complete by November 8.
- Our insurance renewal is due in November and as of yet we do not have any information to cost for 2025.

VI. 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

- Chill & Grill was delayed by 2 weeks due to the weather. Kona Ice was in attendance, sponsored by Greenscapes.
- Halloween Party including a DJ is scheduled for 10/25 at 6pm.
- Trunk or Treat is scheduled for 10/26 from 4:00-5:30 pm in the Clubhouse parking lot.
- November 10th at 9:30 is our Coffee Hour in the Clubhouse.
- Next meeting is scheduled for November 5th at 4:40 in the clubhouse.

Building & Amenities – Keith Miller / John Davenport

- Weather has delayed the start of the Sports Court renovation and our contractor states the will begin sometime during the first two weeks of November. Completion is expected by the end of 2024.

• **Landscape – Chairperson Dan Korinuk** / Paul Niss

- A meeting will be held on Thursday October 24 with Greenscapes to discuss the damage from the tornado and Hurricane Milton.
- Greenscapes should be back on track the week of October 28 with their mowing/trimming and pruning schedule.

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

- South Trail Fire Dept is scheduled for a November 12 seminar on safety. More details will follow.
- In January and February the Lee County Sheriff's Department will be holding seminars. More details will follow.

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

- **Item 1** – A new issue of the newsletter is scheduled for a Thanksgiving release.
- **Item 2** – We are in need of additional committee members
- **Item 3** – November 7th at 6:00 pm will be a meeting with Bluestream that was postponed due to Hurricane Milton. Please bring your questions.
- **Item 4** – Next meeting is scheduled for November 7th and 1 pm in the Clubhouse.

• **Finance – Martha Harrie / Mike Lewis - Meeting – TBD**

- Information from the finance committee is recorded in the treasurer's report.

VII. Old Business:

- a) The board discussed the possibility of implementing Electronic Voting as an alternative to mailings as is the current practice. The process will not be easy and many owners will need to agree to be involved. Not everyone will need to comply, which will complicate the process. There will be fees and costs involved but Cardinal Management works with EZ Vote, a firm that would assist us in implementing the program.

It was unanimously decided by the board to table this and investigate it further in early 2025.

- b) Brandi has been working tirelessly on getting information from Lee County on the preserves within our property, and who is responsible for cleaning and trimming them. We have 3 large and 16 smaller preserves. The 16 smaller preserves were last serviced in 2016; in 2017 they were told to discontinue the trimming and collection of dead limbs and to spray for invasive growth species only.

A motion was made by Mike Lewis and 2nd by Paul Niss to approve a quote of \$3,450 by Aquatic Weed Control for the clean up and spraying of the 16 small preserves. Motion passed unanimously.

The larger preserves will be addressed next year.

- c) The Roof Tiles project was discussed. The tiles were moved on October 22nd to an area in the woods along the southern perimeter. Several residents raised concerns that a safety hazard could arise if they were to become airborne due to strong winds from a tornado or hurricane. A meeting with the President of the Courtyard I Board will take place in the immediate future to determine a resolution.

VIII. New Business:

- a) The Federal Government's Treasury Department Statute Corporate Transparency Act was explained and discussed. The statute requires that members of any Board of Directors or Trustees that has responsibility for the finances of the organization must submit personal information to the department. The information they require is name, address, telephone number, date of birth and drivers license information. This information is mandatory and must be submitted if anyone wishes to serve on the board of directors. This does not include any committee members. Any non-compliance is subject to fines up to \$10,000 and/or jail time. The board unanimously agreed to comply. Cardinal Management/Real Manage will execute the paperwork and filing on behalf of Bell Tower Park Board of Directors.

b) As stated in the Community Managers Report, a 1” backflow was replaced in the Avon Park Pool. A 2” backflow at the clubhouse will also need replacement, it was last serviced in 2014.

c) A discussion was had related to issues with bees, bee hives, wasps and hornets. Some nests are very large, and Brandi has been in contact with our pest control company and an individual who previously assisted in the removes of the bees/hives. These will be addressed beginning on October 23.

d) Several street signs were damaged by the tornado and hurricane. A company has been contacted and they will be worked on during the next couple of weeks. The cost may be covered by insurance.

e) Parking and Rules and Regulations were discussed. The Safety Committee has resumed nightly patrols to detect parking violations. This discussion included residents parking in guest spots overnight as well as visitors not having parking passes. The Board and the committee will be re-instituting and enforcing these rules starting immediately, including fines and in some instances towing of vehicles. The entire initiative will be outlined in a note to the community soon.

f) Vice President Paul Niss presented to the board an idea to test a pavement sealing program. This project would help preserve our streets and parking areas while also postpone the costly endeavor of repaving these areas. GreenEarth, who will be doing the pressure washing of our sidewalks, street swales and common buildings will seal a strip of the Boulevard so we can visually see how the process appears and react to the heat and traffic in our most busiest area. The cost will be approximately \$6,000.

Community Discussion

- A question was asked related to the responsibility of replacing plantings where Shady Lady Trees have been removed.
 - The replacement of plants is the responsibility of the homeowner.
- A question was raised related to the responsibility of rain gutters not draining properly.
 - The issue will need to be researched to why these are not draining and who will be responsible for a proper resolution.
- Brandi reported that the flag will be put back up by the end of the week of October 21.
- It was reported that the roadway on Bently Circle has deteriorated and is in need of repair.

IX. Adjournment –

- A motion to adjourn was made by John Scardella and seconded by John Davenport. Motion passed unanimously at 7:42 PM