

**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: November 18, 2025

TIME: 6:00 PM

LOCATION: Hybrid - Virtual Meeting/Live – BTP Office

- 19 community attendees in person
- 4 community residents via Zoom

**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
- Mark Trail– Member at large – In-person

**III. Review and consideration: Previous Minutes**

Motion to accept the October meeting minutes.

1st – Mark Trail

2nd – Paul Niss

Approved Unanimously

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

- Mike Lewis commented that the September financial report was adjusted in some accounts and we are over budget by approximately \$144,000 in October.
- Martha Harrie commented that there is an approximately \$200,000 variance to the 2025 budget.
- The 2024 Audit is still in progress.
- President Ron McEwan presented a chart of the percentage increases in POA fees since 2019. He also reviewed the overages in the budget line items that have created the budget shortfall.

**V. 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**

- On October 27<sup>th</sup> the annual Trunk or Treat was held from 5:30 – 7 pm with a food truck from 5-8 pm and Ice Cream truck from 5:30-7 pm. There were 30 children who participated
- On November 1<sup>st</sup> the annual Halloween Party was held.
- On November 8<sup>th</sup> a Comedy Night was held.
- On November 11<sup>th</sup> a movie night was held.
- On December 6<sup>th</sup> an additional movie night will be held in the Clubhouse.
- On December 13<sup>th</sup> the Annual Christmas Party will be held. The flyer for ticket sales is listed on the POA website.

**• Building & Amenities –Vacant Chairperson/ Mark Trail**

- Meeting was held with two existing members and Mark Trail was named interim Chair of the committee. The committee is recruiting new members to serve the community.

**• Landscape – Dan Kerinuk / Paul Niss**

- Information on Irrigation and pump systems are continuing to be researched.
- Planting wildflowers will be done this weekend in designated areas of the community.
- Sod replacement will be done quarterly as we will purchase a “truck load” of sod to minimize expense.

**• Security – Vacant Chairperson/ John Scardella**

- Dan Hickey submitted his resignation from the committee leaving the committee chair vacant and the committee without members. We thank Dan for his service to the community.
- John Scardella is working on a revised safety charter and procedures and hopes to have it ready for the board to review during December’s meeting.

**• Communications –Ron McEwan**

- Website work continues
- On November 6 a “Get to Know the Website” was held with 20-25 community members attended the meeting.

**• Finance – Martha Harrie / Mike Lewis**

- No Report

**VI. Old Business:**

a) Key Security Update

- CAM, Brandi Wells, reported that thus far 200 people have registered their vehicles/fobs with the office. A reminder that community members must come into the office to do this registration.
- On December 1<sup>st</sup> the community will be disconnected from Envera and the conversion to Key Security will take place. This conversion will take approximately several days.

b) Electronic Voting Discussion

- The board discussed the possibility of using an electronic voting system in the future. Further discussion was tabled to 2026.

**VII. New Business:**

- Landscape Contract Renewal
  - Contract renews on May 1, 2026
  - We have received 2 unsolicited contract proposals from other companies.
    - After board discussion, the board determined there will be no change to the landscape contract in 2026.

**VIII. Owners’ Comments:**

**IX. Adjournment – 7:25 pm**

- A motion to adjourn was made by Mike Lewis and seconded by Paul Niss.
  - Motion passed unanimously.