

**Bell Tower Park Property Owners Association, Inc.**

**Organizational Meeting**

c/o Cardinal Management Group of Florida, Inc.

5100 Bell Tower Park Boulevard, Fort Myers, FL 33912

DATE: April 22, 2025

TIME: 6:00 PM

LOCATION: Hybrid - Virtual Meeting/Live – BTP Office

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

**Minutes**

**I. Call to order @ 6:03 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: March Organizational Meeting Minutes.**

Motion to accept the March meeting minutes.

1st – Mike Lewis

2nd – Mark Trail

Motion to accept the Reserve Study meeting minutes.

1<sup>st</sup> – John Davenport

2<sup>nd</sup> – Mike Lewis

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

- Mike Lewis reported that we are on target to our operating budget.

Motion to accept the treasurers report.

1st – John Scardella

2nd – John Davenport

**V. Community Manager's Report:**

- Pressure washing of the driveways already contracted to be done is underway. Any resident who would like to add their driveways and walks to the list should contact GreenEarth directly.
- A discussion on the use and registration of Golf Cart within the community was tabled until a review can be conducted.

**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 / Ron McEwan 1/7 @ 4P - Clubhouse**

- Holiday Party was held on December 17. Received positive comments afterward. Kim gave a shout out to the committee for their dedication and work on this project.
- Decorating Contest will be judged on December 20th, a 1<sup>st</sup> and 2<sup>nd</sup> place prized will be awarded.
- Coffee Hour is planned for January 11th.
- Trivia Night is planned for January 24 th.
- The committee is exploring the possibility of a Comedy Night in February. Kim asked the board if there would be an issue with this activity. The board agreed as long as the topics are socially appropriate.
- The committee is also exploring an Art Show for BTP artists only. This would not be a sale only an exhibition.

• **Building & Amenities – Keith Miller / John Davenport**

- The committee received quotes for the Sports Court renovation and the Board is in receipt of those quotes.
- Progress has been made on the Tennis Court project. No one is allowed on the new asphalt currently.

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

- Tree trimming is on-going
- Mulching will continue starting December 20<sup>th</sup> to completion.
- Pump 4 was down for 2 weeks resulting in a lack of irrigation in the areas that it services. It has since been repaired.

• **Security – Dan Hickie / John Davenport**

- All has been quiet of late. A reminder of the parking rules during the holidays for guest and residents.

• **Communications – Annie Granatino / Ron McEwan**

- November newsletter went out to resident before Thanksgiving. They have received word that some residents are not receiving the email notification and attachment.
- February's Newsletter will be the last to be published as we move the content to the BTP website.
- The BTP website has approximately 300 registrants thus far.
- **Finance – Martha Harrie / Mike Lewis**
- The Edward Jones account has been set-up and the available monies have been transferred.

#### **VII. Old Business:**

- a) Preserve Maintenance Update: Review of contract proposal for annual and bi-annual clearing of debris and dead vegetation. Motion to approve the annual proposal for \$5,175 by Paul Niss, 2<sup>nd</sup> Mike Lewis. Unanimously approved.
- b) Reserve Study Update: waiting on action from MTG for proposal for meeting and answering questions the board raised for review during the reserve study workshop.
- c) Mulch Update: See Landscape Committee Report.
- d) Lake Maintenance Update: Lake Doctors has submitted a update of work completed and planned for January. All lake fountains and aerator systems had their quarterly service in November and the next service is due in February. Service request submitted for Lake #1 aeration system and the end east fountain lights repair. All cattails and shoreline weeds have been treated and are dead. Target lakes will receive sonar applications starting in January to control the spatterdock lilies. Also in January, some water testing will be conducted which includes taking depth measurements, including temperature and dissolved oxygen levels. Muck levels will also be taken at that time.
- e) Superior Fence Installation: work should be completed by December 20<sup>th</sup>.

#### **VIII. New Business:**

- a)
- b) Discussion to remove the bushes at the 41 front entry gates for security camera access.  
Motion to approve the removal of the bushes from the 41 front entry gates at a cost of \$496.50.  
1st – Mike Lewis  
2nd – John Davenport
- c) Discussion of the current lake management contract with **Solitude** and consideration of

**Lake Doctors** proposal. We now have updated proposals that include fountain and aerator maintenance and an enhanced Lake management program. While leaning towards Lake Doctors there are a few remaining questions to investigate. More to come on this topic.

d) Discussion on pressure washing proposals and clarifications – final decision after the meeting was to accept the amended GreenEarth proposal at \$19,000, well within our budget line item for the service.

Motion to approve the GreenEarth proposal

1st – Mike Lewis

2nd – Paul Niss

e) Discussion of pool heat pump replacement at a cost of \$6,325.

Motion to approve the pool heat pump replacement.

1st – Mike Lewis

2nd – Paul Niss

f) Discussion of pool furniture annual cleaning – Community Manager will request a proposal from Green & Clean for both pools areas.

g) Discussion on a Hurricane Preparedness Volunteer – The President will create a plan with committee volunteers.

h) 5121 W. Hyde Park #204 ARC discussion to replace the bench with a picnic bench at the homeowner's expense – no Board issues.

i) President update –

- Roofing project - is moving along, should be completed by the end of next week

(w/o Sept 2nd) weather permitting.

o 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.

o Remaining, unused tiles are being removed by Target and dumped in a landfill in No Ft. Myers

o Hopefully the parking lot will be cleared by the end of next week (w/o Sept 2nd)

- Landscaping -- trimming/pruning - "hard cut" sometimes necessary for the health of the bush/hedge/plant etc.

o Leslie Cassandra - Greenscapes Client Service's Manager is having surgery on 9/11 -- will be away until the end of the month.

o Kristie Dean-Fogle will be replacing her until her return.

o Greenscapes Irrigation team has inventoried all physical parts of our irrigation system. They recommend that BTP replace all sprinkler heads over the next several years to improve efficiency.

- BTP POA Reserve Study is ongoing. Sedgewick rep will visit on 9/5 to evaluate all physical assets - John D. will accompany along with Brandi.

- BTP Preserves -- discrepancy as to how many we have - three or one. The county rep will be here on 9/4 to review with Brandi and Ron Impact on maintenance and responsibility of such.

- Beta will be staying here until a new admin is hired. She will help train the new person and then be reassigned to the Cardinal Corporate Offices -- The position will become part time.

**IX. Adjournment – 7:37 PM**