MINUTES
Coronada Condominiums Board of Managers meeting
Coronada Clubhouse
February 25, 2025

I. Kent called quorum at 7:01 p.m.

II. Roll call (Black dot means "present"; empty circle means "absent.")

- Kent Dolezal, President
- Weymouth Atkinson, Vice President
- Deborah Campbell, Treasurer
- Tracy Polanowski, Secretary
- Cindy Million
- Eileen Koesy
- Rob Crandall
- Greg Avina
- Rob Thomas

III. Proof of notice of meeting. All monthly Board meetings occur on the fourth Tuesday of each month unless otherwise posted; changes are posted on the bulletin board hanging inside the CCA Clubhouse beside the front door.

IV. President's report (Kent)

A. Security incidents
   1. IMMEDIATE DANGER CALL 911
   2. No immediate danger call MNPD (615) 862-8600 or 311 or hub.nashville.gov
   3. Traffic should stop at the 4-way stop by mailboxes and at the exit. Please be aware that drivers on 70S can be speeding down the hill!

B. Other areas
   1. On the hill and on the playground, some people are not cleaning up after their dogs. Please pick it up after your dog poops anywhere in the complex.
   2. Thank you to those who pick up other people's dogs' poop; we notice, and we appreciate it.

C. Do not trespass on [redacted] property next door; this property is between Coronada and ALDI.

D. Boxes in trash must be broken down. Section I(A)(1)(a)(4) in the CCA Rules & Regulations states this. Also, trash should be put outside between 6:30 a.m. and 9:00 a.m. Please don't put out trash the night before! Let's all make an effort to keep our complex looking beautiful by following the rules.

E. Residents are responsible for verifying that ALL CONTRACTORS they use are licensed, bonded, and insured; residents are also responsible for making sure that their contractors' vehicles do not block other residents' parking and/or fire hydrants. They need to give 15 feet clearance to all fire hydrants; that's national code. Even though we're a private property, it's best for us to adhere to the city and national codes. If your contractors are blocking the fire hydrants, and we can't find them, then we're calling a tow truck; and you'll be sent the bill because we're not going to tolerate that at all. We're doing this because that's what our insurance company would expect us to do. Do not block other residents' parking.

V. Committee reports

A. Reserve Study (Kent). This week, we should be sending out requests for proposals (RFPs) to home inspection firms/companies. We're asking them for bids on all the exterior components of every unit, including garages and carports, even those that don't belong to us; so we're talking roofs, siding, gutters, and decks, as well as foundations. Once we have that information, we'll be able to look at the whole property and be able to prioritize those jobs that are the HOA's and then build a plan on how to proceed to do those. Through the design of that plan, we'll see our unmet funding obligations and try to cover as much as we can out of the $385 monthly fee. So we'll get the RFPs this week and hope to get those inspections within the next 45 to 60 days. We will keep you informed about the timeline as it becomes more certain. The main motivation for getting these inspections is that we need as expert an opinion as we can possibly get because no one on the Board has certification in that area.

B. Kent has suspended the Bylaws Committee and the Safety and Security Committee (SSC); the main reason is we don't have the bandwidth to handle those things that we have with the SSC. Kent and Rob Crandall are working on a new RFP for a consultant in the area of crime prevention and safety issues like sidewalks and fire hydrants. As an HOA Board, we have to fulfill our obligations under the governing documents first, such as the physical property, which is in the Master Deed and in the Bylaws. So we have to prioritize, but a *well-justified* addition to our responsibilities could be considered.

C. Treasurer's report (Deborah).

[redacted] Bank

Operating Account:	$64,752.37
Reserve Account:	$5,000.00
Sub Total:	$69,752.37

[redacted] Bank

Operating Account:	$27,848.61
Money Mrkt Acct:	$68,962.03
TOTAL:	**$166,563.01**

Termite remediation report: We have completed Holly Forest's lower numbers, so 101-151 are completed, as well as Holly Forest 900-1014 and Chimney Hill and Pebble Brook 201-215. Also, all of Running Deer is completed. They have started on Fox Trail and Bear Track and will complete them this Wednesday and Thursday. Next will be the lower numbers: Holly Forest starting at 100 through 915; right after that just a couple of units on Chimney Hill and Pebble Brook, as well as the higher numbers on Holly Forest. They're looking to finish up about mid March. Everything's been going really well with that. Absolute's routine pest control is done on the first Wednesday of the month; if you need them inside your home, please call them *in advance* of that first Wednesday and arrange to have them do your inside treatment or something special.

VI. Property Manager's report (Brent McGarr).

A. Breaker box repair in clubhouse—The part is still on backorder. Brent reached out to the original company that bid it; we had accepted their bid, but Lee Company continues to say it's still six to eight weeks' wait. This may be true because it is

somewhat of a specialty item. Brent suggested the possibility of purchasing the new breaker box from another company ("Into Electric" possibly) and having Lee Co. install it, or we could break the contract with Lee Co. based on the fact that they've continually put us off. It may be out of their control, but it's something that needs to be addressed in a timely manner. Also, an NES technician has said that our meter base needs to be upgraded to a 400-amp service, but we don't necessarily have to do that before the circuit breaker box is replaced; those parts are easier to locate and run in the neighborhood of $7K to $8K (*K* stands for thousand). Brent will forward us those estimates as soon as he has them.

B. Audit situation—Our former CPA, Roger Perry of Gallatin, no longer does HOA audits as it has become too costly for his office due to some changes in the laws and having to have them peer reviewed, etc. Brent has sent out RFPs to some national firms that specialize in HOAs; he has two quotes so far and hopes to get a couple more in the next week. He reports that his team have the files ready to transfer to the company we choose. Weymouth had asked Brent to create a list of work orders showing which have been completed and which are still open. Brent reported that when he looked at his list, he noted that several open items are actually finished; he stated that a lot of them were for work done by Walter, [redacted] So Brent is going to go back through those work orders and close out, on the computer, the ones that he knows are done. Brent also discovered that about a dozen work orders are duplicates because, instead of contacting Brent directly, people are putting in a new maintenance request just to ask him for a progress update on their original work order. Weymouth asked Brent to send before-and-after photos of the job *before* work begins and said that if a service provider doesn't want to do that, then they're not going to work here. He also told Brent that we have changed the way service providers procure the lumber we have stored for our use, as well as checking the amount of stain that workers are using in an effort to determine whether there's a proper correlation between stain used and number of panels of wood used.

   MOTION: Weymouth moved that we reimburse Nelson for his gas while he uses his personal vehicle for Coronada business. Deborah seconded this motion. Discussion: Kent reported that we have done that previously at about $50 per week for gas, insurance, and wear and tear. Brent said he would double-check that amount and inform the Board of that figure; he said that he would ask Nelson to add it to his weekly and that we can just include it in the maintenance since it's coming out of the operating budget instead of making a motion to pay this. So we will pay Nelson $50 a week, and we'll pay him for the partial as a full week. **No motion needed to do this.**

VII. Old Business.

A. Nelson has begun putting new locks on the crawlspace doors to avoid problems with trespassers who are looking for a place to sleep. Weymouth reports that the problem is that he and Nelson are using the locks faster than they can get them keyed up. You might have had your crawl space cleared out by Absolute, and we haven't gotten around to changing the lock yet, but we will be changing those in the next couple of weeks. If you have a heating unit in your crawl space, we will give you a key so that you can have that serviced when you need to.

B. Weymouth is looking into installing a 911 phone in front of the clubhouse; also, the 911 phone line for the pool was cut last spring and has never worked. He has

gotten a phone line for the stamp machine for the office. No progress has been made on getting an AED machine for the swimming pool area; it is cost prohibitive. We want to stay away from buying a used one for fear it might fail to work in an emergency situation; a new one costs about $3K. Weymouth is also looking into arranging for CPR classes at the CCA Clubhouse.

VIII. New Business.

A. Boxes left in the trash that residents put by the curb for pickup must be broken down. Rules and Regulations, Section I(A)(1)(a)(4) states this.

B. Fines for rule breaking and process of receiving fines.

1. First, we give a notification letter;
2. then you get two weeks, at which point we give a warning letter.
3. At thirty days' violation, we give the notice of a $50 fine.

MOTION: Kent moved that we adopt the notification, warning, then $50 fine for each subsequent violation. Tracy seconded. Kent amended the motion to include that we should have photos of the violations. The amended motion passed [redacted]

IX. Community reminders and announcements. (Kent).

A. Book Club meets on the third Tuesday of the month (February 18, 2025) in the CCA Clubhouse.

B. Coffee Club meets on the first Saturday of the month in the CCA Clubhouse from 9 a.m. to 11 a.m. March 1, 2025, is the next meeting.

C. Weymouth's and Tracy's new office hours will begin next week; they will be in the office on Mondays, Wednesdays, and Fridays from 10 a.m. to about 2 p.m. and by appointment. Come on by if you want to talk to a Board officer.

X. Motion to adjourn by Tracy, seconded by Weymouth at 7:28 p.m.

Homeowners' Forum will follow the meeting.