Bluff Condominium Association
Board of Directors Meeting
October 16, 2026

MINUTES

PRESENT: Anita Northwood – President
Brad Bergquist – Sec./Treas.
Eric Smallwood - Director - Zoom
Scott Cantor – Director - Zoom
Sonja Uri – Director - Zoom

MANAGERS: Sharon Williamson
Chuck Williamson

OWNERS: Eileen Engstrom – 4036 - Zoom
Mr. & Mrs. Zinter – 4114 - Zoom
Ed Hart – 4036 - Present
Meaghan McKenzie – 4130 - Zoom
Laura Anderson – 4048 – Zoom
Paul Reed – 4006 – Zoom
Gretchen Hauble – 4018 – Zoom
Christopher Reiter – 4096 – Zoom
Tom Jewell – 4017 - Zoom

NOT PRESENT: All Board Members Present

CALL TO ORDER
Anita called the meeting to order at 4:03 p.m.

ESTABLISH A QUORUM
A quorum was established with all directors present in person or by Zoom conference call.

READ AND APPROVE 6-10-26 MEETING MINUTES
The meeting minutes were sent to all Board Members prior to the meeting for review. With no corrections or additions, ***MOTION: Brad moved to approve the June 10, 2026 meeting minutes as presented, Eric seconded, and motion was unanimously approved.***

OWNER COMMENTS
Gretchen Hauble - 4018 – Gretchen requested information on the building light change and the dimmer switch installation. Chuck explained that many owners expressed concern about the brightness of the new fixtures, so a dimmer switch was installed on all building to address owner concerns. The new lights were installed to eliminate the insect accumulation in the fixture lenses, reduce power cost and eliminate the cleaning expense involved annually. The dimmer switch controls the entire building, if owners have individual preferences for more light there is an adjustment on each light to increase lumens if needed.

FINANCIAL REVIEW
Balance Sheet – Chuck reported the following cash balances as of September 30, 2026:

Checking Account – Idaho First Bank	$ 50,587.71	
Capital Reserve – Idaho First Bank	$304,214.48	
Account Receivable -	$ 3,736.72	
Total cash and Receivables:		**$358,538.91**

Account Receivable – The accounts receivable indicate that four accounts were past due approximately 60 days. Management will follow up with the owners to ensure receipt of the dues statements and pursue collection.

Profit & Loss Statement: The following items in the operational and capital reserve income and expenses were reported during the meeting:

Operational Income & Expenses: With only two months information into the new fiscal year, Chuck explained that it is difficult to draw any firm conclusions; however, overall the budget versus actual appears to be tracking as anticipated. Total expenses are (-$5,797.96) under budget as of September 30th.

Capital Income & Expenses: The Capital Reserve planned expenses have not yet been incurred or the actual billings paid as of September 30th. More information should be available by the end of October as billings are received and recorded within the financial statements. Management will keep the Board informed.

OLD BUSINESS

Capital Improvement Projects:

Rec Center Renovation – Chuck reported that the Bluff Pool Area Renovation Committee reviewed and finalized the proposed pool area renovation plan. He presented the proposed improvements for Board consideration as follows:

1) Pool will be same size and configuration.
2) Hot Tub will transition from round to square, raised side walls.
3) Automatic Hot Tub cover to be installed.
4) New modular 10 x 12 building installed for pool/hot tub equipment.
5) Increase in patio area size by removing large spruce tree and pushing back south wall by approximately 3-5 feet.
6) Remove juniper bushes along walkway near 4017 and facility entry.
7) Try to reuse existing retaining walls and patio pavers materials.
8) Install snow melt on entry walk and around hot tub.
9) No work to be done on west fence line.
10) New security equipment for video monitoring.

Chuck reviewed the pool and hot tub renovation project cost summary. The total cost of the project with small contingency as approved by the committee is estimated at $697,657.00.

Chuck explained that recent discussions with SVEA resulted in unexpected approval requirements. SVEA is requesting a full ADC review for what is essentially a maintenance project replacing a 40+ year old pool and hot tub with small landscaping alterations. Chuck expressed that the process of obtaining surveys, soils samples, architectural and landscape architectural drawings could increase construction cost by $50,000 - $80,000. In addition, he expressed concern that the fencing along the west property line initially appears to be situated partially on SVEA open space land, which will likely require SVEA approval for continued encroachment which is uncertain.

Options for repairs of existing facilities were discussed. Chuck requested guidance from the Board on whether to proceed with the current plan and engage the required design professionals or pursue repairs to the existing amenities.

Owner Comments: Ed Hart questioned the Board about eliminating the pool and hot tub entirely when they fail. Chuck explained that it may require approval of all the owners as well as mortgagees to eliminate an asset of the Association in which all owners own a portion as common area. Achieving 100%, or even a super majority approval, of the owners and lenders to remove the facilities would be a monumental task. Legal assistance would be required to facilitate such action. Others present expressed their desire to keep the pool and hot tub with its perceived favorable impact on their property value.

Conclusion: The Board directed that management obtain pricing from the necessary professionals to meet SVEA review requirements. Chuck will report back to the Board when additional pricing information is obtained.

Landscape Alterations:

Area Improvements after Tree Removal: Chuck reported that tree well improvement with the addition of soil aid and/or bark around tree well will continue next spring with cleanup of other areas where trees have been removed. He recommended that if there are owners that would like additional trees removed they should contact management where a list of future tree removal requests will be compiled and presented to the Board.

Maintenance:

Chuck reported on the following maintenance projects:

Building Light Fixture Replacement**:** This project is complete LED lights and dimmer switches have been installed.

Pathway to Elkhorn Road: The pathway asphalt resurfacing from the Bluff pool to Elkhorn Road has been completed. The old non-working bollard lights will be removed. Owners requested that the warning signage be reinstalled. The signs warn pathway users of the steepness and that the use of the path is at their own risk.

Window/Wall Bump Out Construction Status:

Legal Requirements for Window/Wall Bump Outs Updated: Chuck explained that the City initially reported that all future window/wall bump out projects would require either a replat of the building or an easement signed by the Board of Directors. Meaghan McKenzie, owner 4130, pursued an easement prepared by legal counsel and had it approved and signed by the Bluff Board of Directors. She then continued through the City approval process with her bump out request as part of her remodel plans for Bluff 4130. After the funds were expended on legal fees and the easement prepared, the City informed management that all bump out projects will require a replat of the building, and 4130 would not receive final completion certification until a replat is conducted which may impact the sale of the unit.

Bump Out and Update to Common Area Percentages: Chuck reported that he received a request to update the common area percentages for all units that have installed the bump outs. The common area percentage allocation affects the dues and special assessment amounts paid by each condominium owner. He stated that management has reviewed the project and will soon finalize the amended common area percentages for Board consideration.

NEW BUSINESS

Condominium Owner Listing on Website:

Anita requested that management include an "owners only" section of the website that contains owner contact information. Chuck stated that the website could easily include an "owners only" password protected page. He recommended that owner information posting have an opt in feature whereby the posting of the owners name is approved by the condominium owner in advance. All present agreed. Management will reach out to the owners for their permission to post their contact information.

EXECUTIVE SESSION

MOTION: Eric moved to approve the Board adjourn into Executive Session for the purpose of discussing employee matters, Anita seconded, and the motion was approved.

Action as a result of Executive Session: ***None***

ADJOURNMENT

With no further business the meeting was adjourned by unanimous consent at 5:45 p.m.

Respectfully Submitted,

Chuck Williamson
Recording Secretary