

**Bluff Condominium Association
Board of Directors Meeting
February 20, 2025**

MINUTES

PRESENT: Anita Northwood – President
Eric Smallwood – Vice President – Zoom
Brad Bergquist – Sec./Treas. - Zoom
Kim Gunning – Vice President – Zoom
Scott Cantor – Zoom

OWNERS: Ed Hart – 4038 - Zoom
Jane Connor – 4114 - Zoom
Teresa Reiter - 4096
John Anderson - 4095
Pam Larsen - 4023
Ben Jennings – 4127 - Zoom
Orla Knight – 4137 - Zoom

NOT PRESENT:

MANAGERS: Sharon Williamson
Chuck Williamson

CALL TO ORDER

Anita called the meeting to order at 3:00 p.m.

ESTABLISH A QUORUM

A quorum was established with all Directors present by Zoom conference call.

REVIEW AND APPROVE THE 10/17/2024 MEETING MINUTES

The minutes from the October 17, 2024, Board of Directors meetings were sent to all Board members for review prior to the meeting. With no corrections or additions, ***MOTION: Kim Gunning moved to approve the minutes as presented, Brad Bergquist seconded, and the motion passed unanimously.***

OWNER COMMENTS

Jane Connor – Unit 4114 – Jane asked about the exterior light lens cleaning. Chuck stated that this was completed on her building in October.

Teresa Reiter – Unit 4096 – Expressed her opposition towards tree removal at 4101. She asked that the Board consider requesting that owners with water heaters in excess of 10+ year old consider replacing them so as not to damage neighboring condominiums. She suggested an annual water supply inspection. Pam Larsen explained that water shutoffs were installed approximately 5 years ago and that all owners should shut off water when the condominium is unoccupied.

John Anderson – Unit 4095 – Reported on the water leaks from the drain lines in the garage area. Chuck stated that the leak has been repaired by two different plumbers. Blair from Pioneer Plumbing was asked to reinspect his work as the line continues to drip.

Pam Larsen – Unit 4023 – Expressed concern about vehicles not moving for snow removal and the additional costs associated with the snowplow having to return because people are not complying with snow removal and vehicle parking guidelines.

FINANCIAL REVIEW

Balance Sheet – Chuck reported the Financial Statements are posted online. He reported the following cash balances:

Checking Account – Idaho First Bank:	\$ 75,832.29
Capital Reserve – Idaho First Bank:	\$198,059.34
Accounts Receivable:	\$ 4,846.28
Total Cash and Receivables:	\$278,737.91

He explained that the cash and accounts receivable indicated the monies allocated to Operational Account total \$47,981.64 and Capital Savings totals \$230,756.27 totaling \$278,737.91.

Profit/Loss Statement

Chuck stated the profit and loss statement is tracking as anticipated and is expected to have a budget deficit of approximately 10% at year end.

Insurance premiums are expected to be approximately \$4,000 over at year end. Chuck recommended that if there is an insurance loss of less than \$25,000 the Board might consider making repairs without filing a claim. The loss history has a significant negative impact on the insurance premiums paid each year. The current insurance coverage is very good with "extended replacement cost" coverage which will replace the condominiums in the event of a loss. Brad asked about the budget absorbing a loss up to \$25,000. Chuck stated that he would likely have to borrow funds from the capital reserve.

Landscaping costs are expected to be over budget at year end. However, it is too early to tell what the impact will be on the budget.

Snow Removal costs are within budget; however, the contractor would like to move the piles of snow to the lower parking area near the dumpster. After discussion, Board members directed management to hold off on moving snow in an effort to remain within budget.

Building Renovations Cost Summary

Chuck reviewed the cost of the building renovation project. He reported the following:

	Budgeted	Actual	Difference
Exterior Siding/Chimney Repairs	\$245,870	\$211,731	\$34,139 – Under
Exterior Painting	\$118,200	\$125,240	\$ 7,040 – Over
Stairwell Repairs	\$120,000	\$141,689.41	\$21,689.41 – Over
Contractor P&O	\$ 48,500	\$31,173	\$17,327 – Under

He reported that the project total will be approximately \$22,736 under budget when complete.

Those present expressed their overall satisfaction with the renovation project.

OLD BUSINESS

CAPITAL IMPROVEMENT PROJECTS

Parking & Driveway Repairs and Sealcoat – Chuck reported that this project is complete. He explained that management authorized that in addition to the paver installation at building #9, they also approved additional pavers be installed in front of building #10. This alteration allowed enough space gained to install an additional parking space in front of this building. This work is now complete.

Exterior Painting – Chuck reported that some touchup painting will be required as weather permits in the spring.

LANDSCAPE ALTERATIONS

Building 14 – Management Landscape Shrub Relocation Request – This project is pending and scheduled to be completed in the spring as previously approved.

4134 – Tree Relocation – This matter is pending and scheduled to be completed in the spring.

MAINTENANCE

Gas/Wood/Charcoal BBQ Removal – This project is now complete. All non-electric barbecues have been removed.

Dryer vent Cleaning – Chuck reported that owners have installed dryer vents in a multitude of different ways and locations. Management recommended that owners be asked to make their own arrangements for dryer vent cleaning. Board members expressed that blocked vents create a fire hazard and agreed that this should be an individual owner responsibility. Dryer vent locations are being documented by management during the unit key check process.

Key Check – Management reported that the key checks are nearly complete. There are 4 more buildings where keys need to be checked, and dryer vent locations determined. Management will report back to the Board when this project is done.

Tree Removal Master Planning – Chuck reported that the Board did approve the expense of \$4,750 for the tree removal plan prepared by Alpine Tree Service. This project is expected to begin as weather permits in the spring. Board members suggested that given the recent fires, and insurance classification of Sun Valley as a forested area, the tree removal plan by a third party will be very important for the Bluff moving forward. Scott Cantor expressed his concern that in many areas trees are overgrown and touching or overhanging buildings and damaging deck and building foundations.

Pool Gate Lock – This project has been completed. A new key fob locking system has been installed. The new fob system has reporting capability for monitoring which units are accessing the amenities. Chuck stated that only one key fob per unit will be issued and that the replacement cost is \$100. If a fob is replaced the prior fob issued is deactivated. Rentals will only have one fob allocated to each unit as well. Chuck explained that SVEA is moving away from a mandatory fee structure for rental units which will likely have a negative impact on the condominium recreational facilities with increased use by short term rentals. SVEA is implementing an optional amenity use fee program for Elkhorn rental properties. Chuck stated that he would like to utilize Bluff amenity usage information and formulate a justified rental impact fee that the Bluff Association could impose on all short term rentals. Chuck reported that whatever action the Bluff imposes on short term rental property it must comply with State Statutes and cannot prohibit short term rental activity. After discussion, those present agreed this should be reviewed.

NEW BUSINESS

Bike Storage – Anita reported that she has been approached by other owners about the need for bike racks in the common areas. She requested that management review the installation of bike racks and report back to the Board.

Contractor Vehicle Parking – Anita expressed concern about contractor vehicle parking and the fact that they park in spaces that often impact full time resident parking. Chuck stated that he could include contractor employee parking as an item to address when a remodel application is reviewed for Board approval.

Exterior Lighting – Kim requested that exterior lighting be considered when developing the capital reserve improvement planning. Chuck stated he would include this as an item for consideration.

Rec Center Remodel – Management reported that they would like to review and prepare costs to remodel the changing rooms, laundry room and sauna area. In addition, Chuck will approach contractors about the cost and planning required to replace the pool and hot tub when required. The pool and hot tub are approximately 40 years old and have reached the end of their useful life. He expects that severe maintenance issues will likely occur in the near future. After discussion, those present agreed that management should prepare remodel and replacement information for their consideration.

EXECUTIVE SESSION

The Board motioned and approved going into Executive Session for the purpose of discussing sensitive owner matters. The general session of the Board meeting concluded at 4:20 p.m.

There is no action as a result of the Executive Session.

ADJOURNMENT

With no further business the meeting was adjourned at 4:40 p.m. by unanimous consent.

Respectfully Submitted,

Chuck Williamson
Recording Secretary

Action Items:

- 1) Checking for water issues annually?
- 2) Complete the tree and shrub planting plan on building #14.
- 3) Garage drain pipe leak.
- 4) Touch up painting.
- 5) Move small tree 4134.
- 6) Inform owners to clean dryer vents.
- 7) Finish key check
- 8) Alpine Tree Service – Develop tree removal plan.
- 9) Develop short term rental fee policy.
- 10) Check bike rack installation
- 11) Add exterior lighting to capital reserve improvement plan
- 12) Get bids for Rec facility rebuild.
- 13)