Bluff Condominium Association
Board of Directors Meeting
October 17, 2024

MINUTES

PRESENT:	Eric Smallwood – Vice President – Zoom Brad Bergquist – Sec./Treas. - Zoom Kim Gunning – Vice President – Zoom Scott Cantor – Zoom	**OWNERS:**	Ed Hart - 4038 Eileen Enstrom - 4038 John Anderson - 4095 Stephanie Grosscup - 4132 Charley Killinger - Zoom Jane Connor – Zoom Grant McDonald - Zoom
NOT PRESENT:	Anita Northwood	**MANAGERS:**	Sharon Williamson Chuck Williamson

CALL TO ORDER
Eric called the meeting to order at 3:00 p.m. *(To facilitate meeting efficiency, Eric approved that Chuck direct the meeting from the Harker Center location.)*

ESTABLISH A QUORUM
A quorum was established with four (4) Directors present by Zoom conference call. Anita Northwood was out of the country and unable to attend.

REVIEW AND APPROVE THE 6/10/2024 and 7/12/2024 MEETING MINUTES
The minutes from the June 10, 2024, and July 12, 2024, Board of Directors meetings were sent to all Board members for review prior to the meeting. With no corrections or additions, ***MOTION: Eric Smallwood moved to approve the minutes as presented, Brad Bergquist seconded, and the motion passed unanimously.***

OWNER COMMENTS
Mr. John Anderson – Unit 4095 - Landscaping Request – Mr. Anderson requested that the Board consider additional planting be considered to soften the deck understory screening on the Hutchinson condominium.

Jane Connor – Unit 4114 – Jane expressed that landscape additions should be limited due to the ongoing cost of maintenance.

FINANCIAL REVIEW
Balance Sheet – Chuck reported the following cash balances:

Checking Account – Idaho First Bank:	$ 40,122.15
Capital Reserve – Idaho First Bank:	$195,818.09
Accounts Receivable:	$ 60,114.39

Profit/Loss Statement
Chuck stated there was not much to report for the first two-month period of the current fiscal year. He noted that the budget versus actual is tracking as anticipated; however, landscaping remains high and recreational maintenance are lower than anticipated.

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 the installation of additional pavers to reconfigure the walkway in front of building #9. This alteration allowed enough space gained to install an additional parking space in front of this building. The striping of the parking spaces should help the overall parking space availability. Several owners expressed their overall approval of the work done and thanked management for their efforts overseeing this project.

Stairwell Renovations – This project is complete. Chuck stated that all stairwells have been reinforced, treads replaced and all non-slip tread panels have been installed.

Building Renovations – The building renovations are complete.

LANDSCAPE ALTERATIONS
Building 14 – Management Landscape Shrub Relocation Request – Chuck explained that the trees planted for screening the Hutchinson unit were planted too close to the building. Management would like to move two (2) trees 5 feet further away from the building allowing the planting more room to grow and fill in the space. The trees will eventually grow to be 10 – 20 feet wide and 15 feet tall. The third tree would be moved to provide additional landscaping in front of building 2. After discussion, ***Motion: Kim moved to approve Management's request to move two (2) trees away from the building and relocate the third tree to building 2, Brad seconded, and motion passes unanimously.***

4134 – Tree Relocation – This matter is pending.

Building 2 Landscape Renovation – Sharon reported that this project is complete except for the tree planting proposed earlier in the meeting.

MAINTENANCE
Gas/Wood/Charcoal BBQ Removal – Chuck reported that one gas BBQ remains, and management will pursue its removal. Management will check for other charcoal/gas BBQ's in upstairs units when keys to units are checked for the winter season. Management will document dryer vent locations during this process.

Key Check – Pending.

Dryer vent Cleaning – Pending.

Tree Removal Master Planning – Management requested Board consideration for hiring a third-party vendor to review and assess the trees throughout the Bluff. Chuck recommended using Alpine Tree Service who performed a similar project for the Ranch Condominium Association. Management estimates the cost will be $3,000 to $5,000 to have this work done and documented. The report will assess each tree for health and building safety. Any tree removal recommendation will come with an explanation. No tree removal will be done without owner notification and suitable time to discuss the removal and a possible replanting plan. Owners present express their concern about removing trees and wanted an opportunity to discuss before any action is taken. Board members expressed their approval and authorized management to contact Alpine Tree Services for a bid to provide an overview and assessment of the trees throughout the Association.

NEW BUSINESS
Sarah Dick – Unit 4044 – Screen Replacement Reimbursement Request – Chuck reported that Sarah Dick was requesting reimbursement for replacing the screen on her condominium 4044. Chuck reported that the Association policy is that if an owner takes it upon themselves to repair any portion of the common area, it is done at their sole expense. This is necessary to prevent owners from spending association funds

without Board or Management approval limiting the expense associated with that repair. After discussion, ***Motion: Brad moved to deny the reimbursement request in accordance with the Bluff Association policy, Kim Seconded, and motion passes unanimously.***

Ed Hart/Eileen Enstrom – Unit 4038 – Deck Rail Modification Request – Ed Hart requested approval to create a solid privacy wall railing between their unit upper deck and the neighbor's deck. This plan would match other railings with a similar design and configuration within the Bluff Association. Management recommended Board approval. After discussion, ***Motion: Eric moved to approve the deck railing modification plan proposed, Kim seconded, and motion was unanimously approved.***

EXECUTIVE SESSION

The general session of the meeting was adjourned at 4:15 p.m. and moved into Executive Session to discuss employee matters.

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

ADJOURNMENT

With no further business the meeting was adjourned at 4:30 p.m. by unanimous consent.

Respectfully Submitted,

Chuck Williamson
Recording Secretary