

**Altair Vail Inn Association  
Annual Meeting Minutes  
Saturday, June 9, 2018, at 9:00AM MT  
MPM Office and Via Conference Call**

MEMBERS PRESENT IN PERSON: Coughlin (Unit #101), Stenmark (Unit #102), Bedker (Unit #103), Rundle (Unit #108) and Linnan (Unit #205)

MEMBERS PRESENT VIA CONFERENCE CALL: Reddig (Unit #107)

MEMBERS REPRESENTED BY PROXY: Levine (Unit #209 and #210), Barclay (Unit #211) and Conlin (Unit #212)

ALSO PRESENT IN PERSON: Dan McNeill, Managing Agent and Sara Thurston McNeill, Secretary to the Meeting

ALSO PRESENT VIA CONFERENCE CALL: Dave Zippie, CPA

- I. Roll Call. With 10 of 24 units either represented in person or by proxy, a quorum was established. According to the Bylaws, at least 25% of owners (or six units) must present in person or by telephone or represented by proxy in order to establish a quorum. Dan called the meeting to order shortly after 9:00AM and welcomed all attendees. Those present in person and over the telephone took turns introducing themselves.
  
- II. Review and Approval of 2017 Annual Meeting Minutes. These minutes were previously distributed and posted to the website (hoa.mcneillproperties.com) for review. There being no proposed changes, there was a MOTION: TO APPROVE THE MINUTES OF THE 2017 ALTAIR VAIL INN ASSOCIATION ANNUAL MEETING. The motion was duly seconded and passed unanimously.
  
- III. Financial Review. Dave Zippie, CPA prepared and presented the 2016-2017 Fiscal Year Year-End (as of November 30, 2017) financial reports to the membership. According to the Balance Sheet, the association ended the 2016-2017 fiscal year with \$69,159 in total assets, liabilities and equity including \$30,302 owed by three owners who chose to finance their facelift special assessment; they are making payments on a monthly basis. The total balance on the loan to Alpine Bank was \$149,221.

The Income Statement reveals that there was a fiscal year-end net deficit of \$8254 in the Operating Account. This compares to a budgeted year-end surplus of \$8000; therefore, the association was \$16,254 over budget on operating expenses. Cost overruns were experienced in Building Maintenance, Snow End Loader, Sidewalk Shoveling and Snow Roof.

The fiscal year beginning balance in the Maintenance Reserve Capital Account was \$77,816. 2016-2017 fiscal year funding totaled \$11,900, and reserve participation was \$1311. Capital expenses totaled \$12,348 and included \$11,270 for the jetting and camera inspections of sewer lines and \$1078 for concrete walkway repairs. The ending balance in the Maintenance Reserve Capital Account was \$78,679

Dave presented the 2017-18 Operating Budget to the membership. The Board approved a dues increase in order to cover the prior two years' fiscal year-end operating deficits. Total income is expected to be \$161,798, with \$103,028 allocated to operating assessments, \$11,900 allocated to reserves and loan payback special assessments of \$46,667. Dues are \$325 per month for one-bedroom units and \$478 per month for two bedroom units.

Beginning on December 1, 2017, and every six months thereafter (June 1, 2018, December 1, 2018, June 1, 2019 and December 1, 2019) the one-bedroom units will pay five equal payments of \$791 and the two bedroom units will pay five equal payments of \$1153. At the end of this period, the loan to Alpine Bank will be paid off.

Dave then presented the current, year-to-date (as of April 30, 2018) financial reports to the membership. For the first four months of the fiscal year, the association has \$37,907 in total assets, liabilities and equity including \$3005 in prepaid insurance premiums. The total amount owed to Alpine Bank for the Facelift Project is \$127,000; \$14,882 is due from owners who borrowed money to pay their special assessment.

The Income Statement reveals that four months through the fiscal year there is a net deficit of \$4557 in the Operating Account. This compares to a budgeted deficit of \$4958 at this point in the year; therefore, the association is currently \$610 under budget.

The fiscal year beginning balance in the Maintenance Capital Reserve Account was \$78,679. Current year funding stands at \$4980 and \$1950 was added from Reserve Participation (one quarter of dues from three new owners). Capital expenses total \$1305 for the replacement of some gutters and heat tapes. The ending balance in the Maintenance Capital Reserve Account is \$84,304.

Management prepared a Dues Comparison, comparing the regular assessments at Altair Vail, to other, similar associations in East Vail. The dues at Altair Vail are comparatively low at 48 cents per square foot per month for a one-bedroom condo and 40 cents for a two bedroom condo. Vail Racquet Club dues are 91 cents and 80 cents, respectively (but include all the amenities of the athletic club), Vail East Lodging is 47 cents and Wren House is 55 cents.

Management also prepared and distributed a Budget Explanation Sheet that details the components of each line item in the Operating Budget.

- IV. Manager's Report. During the recently held Spring Walk Through, the 2018 Projects List was compiled and then distributed to all owners for comments and additions. Projects will be prioritized and completed according to budget constraints. The items on the List can be tied directly to the Building Maintenance and Grounds line items in the operating budget.

Dan distributed the updated Reserve Study. Capital projects under consideration for 2018 include some concrete walkway repairs, asphalt patching, continued gutter and heat tape replacement, electrical work and aspen tree removal. Exterior painting is currently slated for 2019 and interior hallway paint and carpet replacement is planned for 2020 along with the replacement of the flat roof elements.

Approximately seven aspen trees in landscaping islands are slated for removal this year. Their root systems are affecting the sewer lines. The approval for this project is currently in process with the Town of Vail. Once the loan to Alpine Bank is paid off, the association should have enough funds for some landscaping improvements.

2018 has been an active year for real estate sales at Altair Vail Inn, with three sales so far, and one unit under contract. Unit #112 sold for \$323,000 on April 16<sup>th</sup>, Unit #103 sold for \$365,000 on May 14<sup>th</sup> and Unit #210 sold for \$480,000 on May 31<sup>st</sup>.

Management distributed an Insurance Claims Procedure Sheet to all present. All insurance claims must go through management. The association's carrier is Alpine Insurance, and each owner should have their condo owner's insurance agent contact the association's carrier to ensure that there are no gaps in coverage. Every owner needs to insure their own contents, possessions and UPGRADES to developer-conveyed finishes (including, but not limited to wood floors, granite counters and faux painting). Dan recommended that every owner consider adding **loss assessment** coverage their policy to help pay the deductible on an association insurance claim (\$5000 per claim) if the owner is found negligent in contributing to the

damages incurred. Owners that rent their unit on a long-term basis should require their tenants to carry renter's insurance.

Management prepares and distributes a Risk Management Checklist to all owners every fall. It is also posted on the website: [hoa.mcneillproperties.com](http://hoa.mcneillproperties.com). Owners are asked to follow the guidelines in the checklist in order to avoid costly damage and insurance claims. It also includes suggestions for water and energy conservation, and information about the carbon monoxide detector laws in Colorado.

Management's full time code enforcement officer, Jennie Lewis makes weekly inspections of the complex. The time and day of inspections is subject to change. Residents can contact Jennie directly by calling her phone at 970-904-0519 or sending an email to [jennie@mcneillinc.com](mailto:jennie@mcneillinc.com). Photos are very useful when reporting code violations. Residents are also asked to contact the police whenever an after hours incident occurs. Written citations are delivered to the offender, the owner, and kept on file in the management office. Management keeps a detailed log of all violations so that a record of any repeat offences can be easily be accessed. **Several recent code violations involve clutter on decks**, parking violations and some noise issues. Tenants are NOT permitted to have dogs at Altair Vail.

There is one reserved parking spot for each unit at Altair Vail. Guest parking spots are available on a first come, first served basis. No more than two vehicles per unit are permitted. Firewood can be neatly stored on decks, away from the side of the building, under BROWN tarps (only).

V. Board Member Elections. The current Board consists of Kevin Rundle (term expiring), Shawn Coughlin (1 year left in his term) and Pam Aurbach (1 year left in her term). Pam indicated that she is currently residing outside of the country and would like to resign from the Board. Kevin agreed to serve another 3-year term and Emily Linnan volunteered to serve a two-year term (so that one of each of the terms expires every year). Additional nominations were sought from the floor; none were forthcoming. There was a MOTION: TO RE-ELECT KEVIN RUNDLE TO A 3-YEAR TERM AND TO ELECT EMILY LINNAN TO A 2-YEAR TERM. The motion was duly seconded and approved unanimously.

VI. Old / New Business. One owner had concerns about a neighboring property owner trespassing on Altair land and peering into his windows. Management could install additional signage on the property identifying it as private property. Another owner requested that landscaping enhancements be considered for the entrance to the complex.

VII. Adjournment. There being no further business to come before the membership, the meeting adjourned at approximately 9:40AM.

Respectfully submitted,

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Secretary to the Meeting

