

**VILLA MARBELLA TOWNHOUSE ASSOCIATION
BOARD MEETING MINUTES
THURSDAY, AUGUST 20, 2026, AT 6:30 PM
VIA ZOOM MEETING**

ESTABLISH A QUORUM (Three of the Five directors needed) Samuel Miller called the meeting to order at 6:33 pm.

Samuel Miller, President-present
Mike Tapp, VP-present
Bryan Kaump, Secretary-present

Zachary McDade, Treasurer-present
David Ruskin, Member-absent

Jen Wyman with Metro Property Management was in attendance.

APPROVAL OF THE AGENDA; DISCLOSURE OF CONFLICTS OF INTEREST

Board Announcements- Sam announced that he will need to leave the meeting early.

Approval of minutes – July 16, 2026, and July 29, 2026, special meeting minutes- On a motion duly made and seconded the minutes were approved as written.

Board members disclose any conflicts of interest regarding agenda items- There were no conflicts to disclose.

SPECIAL GUEST: NONE

COMMITTEE REPORTS

Finance Committee- Zach McDade reported that there is no access to past water bills through Denver Water. Zach will begin to chart out usage from current water bills. Bill McDonald is going to step aside from the finance committee.

ARC Committee- #73 submitted a request for new windows and a sliding glass door. The homeowner confirmed that all windows will be brown/bronze in color. On a motion duly made and seconded, the Board unanimously approved the request.

Communications Committee- Nothing to report.

Projects Committee- David Ruskin reported that if the pool pump lasts, the pool season will be extended to September 30, otherwise it will close when the pool pump fails. He also reported that the pump that pump which supplies gas to heat the pool was replaced. He put a thermostat in the pool room to monitor the temperature in the winter. There are other repairs needed; however, they should be scheduled when the pool closes for the season. The stairs, patios, and fences were also discussed, in which DHA is leading those projects. Bryan reported that he is waiting for a proposal from Principle Electric to replace the backing on the electric meter which services unit #18-#21.

HOMEOWNER FORUM- There were 11 homeowners in attendance. Homeowners discussed the following topics: gas leak at #17, deteriorating stairs and putting up caution tape, directional address signs, as well as the patio project.

HOMEOWNER CORRESPONDENCE –

Homeowner Hearings- none scheduled.

Board members review correspondence from the community- The Board reviewed correspondence to and from the community.

MANAGER'S REPORT- The Board reviewed the report submitted by management.

FINANCIAL STATEMENT

July 2026- On a motion duly made and seconded, it was unanimously resolved to approve the financials subject to final audit.

UNFINISHED BUSINESS

Loan application- The Board reviewed the loan application with First Citizens Bank. On a motion duly made and seconded, the Board unanimously approved the application.

Concrete update- The Board will review the most recent update submitted by DHA and will follow those recommendations.

Stair update- The Board will review the most recent update submitted by DHA and will follow those recommendations.

Board member orientation- The Board will continue to work on a mutually convenient date.

NEW BUSINESS

#17 gas leak- This matter is pending the report and repair scope submitted by the plumber hired by the Association. There will be further discussion on the outstanding invoice submitted by the plumber that the homeowner hired, as to who is responsible for paying.

Maxx Auto Recovery tow agreement- On a motion duly made and seconded the Board unanimously approved the tow agreement with Maxx Auto.

2027 attorney fee schedule- The Board reviewed the fee schedule.

Davey Tree proposal- On a motion duly made and seconded, the Board unanimously approved the proposal from Davey Tree in the amount of \$1,780 to prune one Maple tree and to inject three trees with iron.

Schedule for the next Board meeting date- Thursday, September 17, 2026, at 6:30 pm via Zoom

ADJOURNMENT- On a motion duly made and seconded, it was unanimously approved to adjourn the meeting at 8:00 pm.

EXECUTIVE SESSION (Discuss Delinquencies)

Respectfully submitted by Jennifer Wyman

Approved by an officer