

**Villa Marbella Townhouse Association  
Board of Directors Meeting Minutes  
Thursday April 16, 2026, at 6:30 PM**

**CALL TO ORDER:** The meeting was called to order at 6:32pm. Board members present were Samuel Miller-President, Mike Tapp-Vice President, Bryan Kaump-Secretary and Zachary McDade-Treasurer. From Avenue One was Community Manager Lauren Capper.

**GUEST SPEAKER-** Sean Davis with DHA Construction Management spoke in depth regarding the four projects he has created and gathered RFPs for. These include the stairs and risers, concrete, terrace repair design and terrace repair construction.

**APPROVAL OF MINUTES** – Bryan Kaump made a motion to approve the March 2026 minutes, and Samuel Miller seconded, and the motion passed unanimously.

**FINANCIAL REPORT** – March 2026 financials were reviewed by the Board and unanimously accepted.

**COMMITTEE REPORTS**

- **Finance Committee** –Nothing from this committee.
- **Architectural Control Committee** – The ARC Committee approved new windows as requested from Kendall Snow, unit 30.
- **Communications Committee** – Sydney Rubin briefly discussed a summer party for the opening of the pool. They discussed adding the pool rules to the next newsletter.
- **Building/Landscape Committee** – Nothing further.

**UNFINISHED BUSINESS**

- **AVI Roofing Proposal**
  - **Discussion/Summary:** The Board briefly discussed the gutter and downspout removal for the large vine removal completion.
  - **Decision/Action:** Samuel Miller made a motion to approve AVI Roofing’s proposal for \$702. Bryan Kaump seconded and with all in favor the motion carried.
- **Unit 30 Roof Repair**
  - **Discussion/Summary:** The Board and homeowner briefly discussed that there has been no further moisture seen.
  - **Decision/Action:** They will wait and see what happens when moisture is present next and go from there.

**NEW BUSINESS** - None

**HOMEOWNER FORUM**

- One homeowner discussed not receiving the new management welcome letter. Since she just moved in, the Board will send it to her.
- One homeowner asked about the cost for the retainer for the AGS suit.
- One homeowner had questions regarding the community management change.

**EXECUTIVE SESSION**

- The Board went into executive session at 7:41pm to review three accounts. Executive session was adjourned at 8:02pm.

**ADJOURNMENT-** The meeting was adjourned at 8:02pm.

**NEXT BOARD MEETING:** N/A