

**VILLA MARBELLA TOWNHOUSE ASSOCIATION
BOARD MEETING MINUTES
THURSDAY, MAY 21, 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 6:34 pm.

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

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

Jen Wyman with Metro Property Management was in attendance.

APPROVAL OF THE AGENDA; DISCLOSURE OF CONFLICTS OF INTEREST

Board Announcements- Samuel Miller thanked Board members Bryan Kaump and David Ruskin for the extra time that have contributed to the community for obtaining the pool license, as well as the edging and mulch enhancements.

Approval of minutes – April 16, 2026- 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- Nothing to report.

ARC Committee- Nothing to report.

Communications Committee- Sydney Rubin will draft a community newsletter in the near future.

Projects Committee- Bryan Kaump and David Ruskin reported that the pool is up and running, the community landscape is being cleaned up, they are working on replacing lights in the community, and the balconies and stairs need significant repairs.

HOMEOWNER FORUM- There were 7 homeowners in attendance. Homeowners discussed the following topics: monthly invoices, documents posted to the portal/website, bees, pool company cleaning the bathrooms and putting out the pool furniture, and the grill at the swimming pool.

HOMEOWNER CORRESPONDENCE –

Homeowner Hearings- none scheduled.

Board members review correspondence from the community- The Board reviewed correspondence to and from the community. The Board unanimously approved the request from a homeowner for a \$200 budget for the pool flowers. The Board reviewed a request from a homeowner to have the vine residue removed from the exterior of her home. The Board unanimously agreed that this would need to be investigated further, as power washing could damage the stucco and painting over would not match the existing paint.

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

FINANCIAL STATEMENT

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

UNFINISHED BUSINESS

Stair tread and riser repair- On a motion duly made and seconded, the Board unanimously approved to move forward with the stair tread and riser repair, by approving the proposal from Legacy Contracting in the amount of \$169,017 and obtaining a bank loan. However, because there is some contingency built into the proposal, the Board unanimously agreed to obtain a bank loan for \$203,000.

AGS settlement- update- Samuel reported that the default judgement against the HOA was dismissed and the interest was waived. The HOA settled with the trustee for AGS in the amount of \$5,000.

Unit 30 roof repair- *pending*- The Board is still waiting for confirmation from the homeowner if there is leak present.

Engineering engagement- *ratify*- The Board unanimously ratified the approval of the Knott Laboratory engagement for the terrace design in the amount of \$20,500.

NEW BUSINESS

Gutter cleaning- Management has reached out to Jack's Roofing for a proposal to clean the community gutters and downspouts.

Setting up new Vantaca accounts- Samuel reminded homeowners in attendance to set up their new Vantaca accounts with Metro Property Management.

Davey Tree communication-Round about installation- The Board reviewed correspondence from Davey Tree about a roundabout installation, which could possibly affect some of the community trees.

Schedule for the next Board meeting date- Thursday, June 18, 2026, at 6:30 pm via Zoom

ADJOURNMENT- On a motion duly made and seconded, it was unanimously approved to adjourn the meeting at 8:08 pm.

EXECUTIVE SESSION (Discuss Delinquencies)

Respectfully submitted by Jennifer Wyman

Approved by an officer