

**VILLA MARBELLA TOWNHOUSE ASSOCIATION
BOARD MEETING MINUTES
THURSDAY, JULY 16, 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-absent

Jen Wyman with Metro Property Management was in attendance.

APPROVAL OF THE AGENDA; DISCLOSURE OF CONFLICTS OF INTEREST

Board Announcements- There were no announcements.

Approval of minutes – June 18, 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- Bill McDonald and Zach McDade will draft a budget trend analysis for the next meeting.

ARC Committee- Nothing to report.

Communications Committee- Nothing to report.

Projects Committee- Bryan Kaump reported that the deep root watering of the trees is in progress and that the trees have been trimmed. Bryan noted that some of the Board members walked with DHA to discuss the priority concrete repairs needed.

Zach McDade provided an update on the irrigation system. He reported that he did a thorough walk of the system with the landscape company, in which only 3 zones out of 110 were not working properly. Most of the repairs identified in these 3 zones were made during the walk. Due to the watering restrictions the irrigation run times vary based on the type of sprinkler head. Zach also reported that he and the landscape company are running an experiment in one area to help determine adequate watering times.

HOMEOWNER FORUM- There were 10 homeowners in attendance. Homeowners discussed the following topics: irrigation issues, tree trimming, the upcoming loan approval meeting, and fence repairs.

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

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

UNFINISHED BUSINESS

Meeting of the membership- loan approval- The meeting is scheduled for July 29 at 6:30 pm at the Eloise May Library.

NEW BUSINESS

Stop and waste valve repair proposal- *ratify*- On a motion duly made and seconded the Board unanimously ratified the approval of the proposal submitted by JPL to repair the stop and waste valve in the amount of \$2,800.

Tree watering proposal-*ratify*- On a motion duly made and seconded the Board unanimously ratified the approval of the proposal submitted by Davey Tree to deep root water the community trees in the amount of \$2,600.

Tree pruning proposal-*ratify*- On a motion duly made and seconded the Board unanimously ratified the approval of the proposal submitted by Davey Tree to prune the community trees in the amount of \$1,990.

New pool pump proposal- The Board agreed to table this until the end of the pool season, as other repairs may accompany this.

Concrete repair proposal- The Board unanimously agreed that the Priority 1 repairs in the amount of \$41,137.82 are necessary at this time. However, they would like to schedule a call with DHA before making the final decision.

Pool rules- The Board will review the current pool rules and make any necessary updates.

Parking rules- The Board reviewed the parking rules and discussed ongoing overnight parking by one household on the horseshoe. The Board also discussed the need to contract with a towing company.

Schedule for the next Board meeting date- Thursday, August 20, 2026, at 6:30 pm via Zoom

ADJOURNMENT- On a motion duly made and seconded, it was unanimously approved to adjourn the meeting at 8:30 pm.

EXECUTIVE SESSION (Discuss Delinquencies)

Respectfully submitted by Jennifer Wyman

Approved by an officer