

**VILLA MARBELLA TOWNHOUSE ASSOCIATION
BOARD MEETING MINUTES
THURSDAY, JUNE 18, 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-absent
David Ruskin, Member-present

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 – May 21, 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 soon.

Projects Committee- Bryan Kaump and David Ruskin reported that several light bulbs and globes have been replaced, as well as the pool lighting in the pool area was repaired by the electrician. They would like to explore the possibility of a trash and recycle bin at the pool; they also discussed some necessary tree trimming.

HOMEOWNER FORUM- There were 16 homeowners in attendance. Homeowners discussed the following topics: pool incident on May 26, the condition of the grass and lack of water, additional address directional signs, the tree removal next to #57, pool rules, hours and furniture, and dead tree branches.

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

May 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- The Board discussed the proposal that was approved from Legacy Contracting and consulting with Sean Davis about adding the concrete work needed to the project, which could increase the loan amount.

Meeting of the membership- loan approval- To obtain a loan for the stair treads and possible concrete work, the Association requires approval of 67% of qualified owners present at a meeting, in person or by proxy, duly called for that purpose. The Board has scheduled the meeting of the membership for this purpose on July 29 at 6:30 pm.

Balcony repair update- The Board unanimously approved the change order from Legacy Contracting for additional destructive testing, in the amount of \$3,701.25.

Gutter cleaning proposal- ratify- The Board unanimously approved the proposal from Reclamation Roofing to clean the community gutters and downspouts, in the amount of \$6,750.00.

NEW BUSINESS

Schedule for the next Board meeting date- Thursday, July 16, 2026, at 6:30 pm via Zoom

ADJOURNMENT- On a motion duly made and seconded, it was unanimously approved to adjourn the meeting at 8:29 pm.

EXECUTIVE SESSION (Discuss Delinquencies)

Respectfully submitted by Jennifer Wyman

Approved by an officer