

# Deerfield Village Community Association

## MINUTES OF REGULAR BOARD MEETING

August 26, 2019

The regular meeting of the Board of Trustees of the Deerfield Village Community Association was held at 4045 Deerfield Village Drive in Houston, Texas 77084. President Eric Toureilles called the meeting to order at 7:02 PM.

Trustees in attendance were Eric Toureilles (President), Brent Burris (Vice President), Bruce Bott (Secretary), Dave Flick, John Murphy and Bob Shortle. Terry Gray arrived late as noted below. Chris Saldana (Treasurer) did not attend and did not provide a proxy. David Olivo resigned from the Board effective August 13<sup>th</sup>.

### I. DETERMINATION OF A QUORUM (6 required)

Eric determined there was a quorum. Trustees introduced themselves to the crowd.

### II. APPROVAL OF MINUTES

After a review, Bob motioned to approve the June 24<sup>th</sup> Board Meeting minutes as submitted. The motion was seconded by Brent and passed unanimously.

After a review, Brent motioned to approve the July 22<sup>nd</sup> Board Meeting minutes as submitted. The motion was seconded by Eric and passed on a vote of 5 to 1 with Bruce abstaining.

### III. RESIDENTIAL INQUIRIES

- A. Multiple residents voiced complaints about a large trailer being parked on Heathersage Drive at Forest Town that they consider to be a safety issue and not in harmony with the neighborhood. Complaints were reported to HCSO and an officer arrived and spoke to the resident who owns the trailer. The trailer was moved, but has reappeared. Subsequent confrontations between the residents have also involved HCSO. Eric stated that the Deeds Committee and the Board are aware of the situation and have issued letters to the resident. The Board asked the nearby residents to continue monitoring the situation and to document the presence of the trailer in the future.

### IV. PRESIDENT'S REPORT

- A. Eric expressed his Thanks to Tina for her excellent work over the past years as the Deerfield Office Manager and noted that she is retiring at the end of September. Replacement candidates are being evaluated and will be discussed.
- B. The County is doing minor drainage work on Windsong. The road reconstruction project planned for 2019 is now on hold.

V. TREASURER'S REPORT

None.

VI. MANAGER'S REPORT

Tina reported the following:

- A. 55 residents have now signed up to participate in the SAYOR program. They have been issued PIN codes that will operate the lock on the access gate.
- B. Sign-up will start on September 1<sup>st</sup> for the October 19<sup>th</sup> Deerfield garage sale.
- C. The County has repaired the sinkhole in the street in the 18300 block of Longcliff.

VII. STANDING COMMITTEES

A. Swim Pool Committee

- a) Sand replacement proposal - after further information was received, AB Pool's price was determined to be competitive. Bob motioned to approve the \$3,300 expenditure. Eric seconded that the motion passed unanimously.
- b) Pavilion update proposal - no further information was provided.

B. Community Services Committee

- a) Paint inside clubhouse proposal - after presentation by the Committee rep, Bob motioned to approve the \$4,255 expenditure for painting. Eric seconded and the motion passed unanimously.

Terry Gray joined the meeting.

C. Security Committee

- a) Parking Safety Card - an example of the proposed card was presented to the Board for review (see Attachment I). Seal will provide the first set of cards at no cost. After some discussion, Dave motioned to proceed with the program and evaluate it in the future after we have some resident feedback. Bruce seconded and the motion passed 5 to 1 with one abstention.
- b) The Committee reported that there has been an increase in the number of non-residents walking through the neighborhood.

D. Recreation Committee

- a. The October 5th Event is proceeding within budget. The committee requested that all DVCA Committees form teams and participate in the chili cook-off.
- b. Community Survey proposal - a copy of the proposed survey was presented to the Board for feedback (see Attachment II). The Committee is now planning to conduct the survey in March or April 2020.

- c. The YES Committee meetings will be added to the newsletter events calendar.
  - d. Bob recognized Peter and Rebecca for the success of the recent events conducted by their committees.
- E. Financial Services Committee
  - a. Committee 2020 budget submittals are due September 1st.
  - b. DVCA remains in good financial shape.
- F. Tennis Committee
  - a. No report.
- G. Landscape Committee
  - a. The Committee asked for bids from several local landscaping companies for future landscape contracts and is now evaluating the bids.
  - b. A request was made to observe and adjust the sprinkler system so that it does not water the tennis courts.
- H. Deeds Committee
  - a) Multiple homes were presented and the Board was asked for direction on how to proceed. This item was deferred to Executive Session.
- I. SAYOR Special Committee
  - a. It was confirmed that the "buddy system" was still in force for the program.
  - b. A resident raised some issues with the current SAYOR waiver. The Committee will review this matter.
- J. Perimeter Fence Special Committee
  - a) The Committee presented a large volume of information on their activities to date, plans for easement agreements, possible fence designs, financing options and other information. After extensive discussion, Bob motioned to table the discussion and resume it in a special meeting in the near future. Brent seconded and the motion passed unanimously. The special meeting was set for September 11<sup>th</sup> at 7:00 PM in the Clubhouse.

#### VIII. OLD BUSINESS

- A. None.

IX. NEW BUSINESS

- A. Special Deeds Board meeting date and agenda - September 19<sup>th</sup>, 24<sup>th</sup> or 25<sup>th</sup> were suggested as meeting dates. The Deeds Committee will be asked to confirm a date and provide an agenda.

X. EXECUTIVE SESSION

At 10:36 PM Eric made a motion to go into Executive Session to discuss property issues, referrals and personnel. Bob seconded, and the motion passed unanimously. The session ended at 11:12 PM.

Post Executive Session - Bob motioned to approve hiring Catherine Guiberteau as the new DVCA Office Manager. Brent seconded and the motion passed 6 to 0 with Eric abstaining.

XI. ADJORNMENT

Brent motioned to adjourn the meeting. Bob seconded, and the motion passed unanimously. Eric called the meeting adjourned at 11:14 PM.



Submitted by: Bruce Bott  
DVCA Secretary



Accepted by: Eric Toureilles  
DVCA President

<div data-bbox="376 1465 545 1631" data-label="Image"> </div> <div data-bbox="406 1150 525 1314" data-label="Text"> <p>SEAL Logo</p> </div> <p data-bbox="602 1129 750 1663">This vehicle is illegally parked. If HCSO was to come by, you could be ticketed or towed.</p> <div data-bbox="794 1146 1163 1663" data-label="List-Group"> <ul style="list-style-type: none"> <li><input type="checkbox"/> Park on the street for greater than 72 hours</li> <li><input type="checkbox"/> Within 30 ft of a traffic sign</li> <li><input type="checkbox"/> Within 20 ft of a crosswalk</li> <li><input type="checkbox"/> Within 15 ft of a fire hydrant</li> <li><input type="checkbox"/> Parked against the flow of traffic</li> <li><input type="checkbox"/> Parked more the 18" from curb</li> <li><input type="checkbox"/> Head in parked in cul-de-sac</li> <li><input type="checkbox"/> Other: _____</li> </ul> </div>	<p data-bbox="421 480 467 888">Help keep Deerfield Safe</p> <p data-bbox="508 411 728 888">The vast majority of crimes reported in Deerfield are auto related. Please do your part and keep Deerfield from being an easy target.</p> <div data-bbox="811 411 1062 888" data-label="List-Group"> <ul style="list-style-type: none"> <li>☆ Lock your car</li> <li>☆ Take your keys</li> <li>☆ Hide or remove anything valuable</li> <li>☆ If possible, park in a driveway / garage</li> </ul> </div>
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Attachment II

DVCA Resident Survey 2019

1. How long have you resided in Deerfield? \_\_\_\_\_

2. How many individuals in the following age groups reside in your household?

Young child (1yr-5yr) \_\_\_\_\_ Elementary (6yr-12yr) \_\_\_\_\_

Teen (13yr-19yr) \_\_\_\_\_ Young adult (20yr-39yr) \_\_\_\_\_

Middle age (40yr-59yr) \_\_\_\_\_ Senior (60+yr) \_\_\_\_\_

3. Which have you/your family members participated/used during the last 12 months?

Adult Socials \_\_\_\_\_ Easter Egg Hunt \_\_\_\_\_ Greenbelt Exercise  
Equipment \_\_\_\_\_

Greenbelt Trail \_\_\_\_\_ Music on the Green \_\_\_\_\_ Playgrounds \_\_\_\_\_ Pool Party \_\_\_\_\_

Snow Party \_\_\_\_\_ Swimming at Pool \_\_\_\_\_ Tennis \_\_\_\_\_ Trunk-r-

Treat \_\_\_\_\_

Other? \_\_\_\_\_

4. How do you currently find news about Deerfield?

DV Website \_\_\_\_\_ Email Blast \_\_\_\_\_ Electronic Sign \_\_\_\_\_ Street signs \_\_\_\_\_

Deerfield Nextdoor.com \_\_\_\_\_ Facebook \_\_\_\_\_ DV Newsletter (delivered to home) \_\_\_\_\_

Other \_\_\_\_\_ I do not receive any news \_\_\_\_\_

5. To avoid duplicate entries please provide your address as a minimum; additional information if you want to be included in the resident directory.

- Last Name: \_\_\_\_\_
- First Name: \_\_\_\_\_
- Address: \_\_\_\_\_
- Phone Number: \_\_\_\_\_
- Other names to be listed: \_\_\_\_\_
- E-mail Address: \_\_\_\_\_

☐ \*CHECK HERE IF YOU DO NOT WANT TO BE LISTED IN THE DIRECTORY

☐ \*CHECK HERE IF YOU DO NOT WANT TO BE INCLUDED IN THE DEERFIELD EMAIL BLASTS