

# Deerfield Village Community Association

## MINUTES OF REGULAR BOARD MEETING

January 27, 2020

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 7:05 PM.

Trustees in attendance were Eric Toureilles (President), Brent Burris (Vice President), Bruce Bott (Secretary), Dave Flick, Terry Gray, John Murphy and Kristine Spiller. Chris Saldana (Treasurer) did not attend and provided his proxy to Eric. Bob Shortle did not attend and did not provide a proxy.

### 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, Brent motioned to approve the November 25<sup>th</sup> Board Meeting minutes as submitted. The motion was seconded by Kristine and passed unanimously.

### III. RESIDENTIAL INQUIRIES

A. None.

### IV. PRESIDENT'S REPORT

A. Eric reported the following:

- a) New signs (rooms, directions, etc.) have been added to the Rec Center.
- b) Upgrades for both functionality and security have been completed on the DVCA website.
- c) The county has started drainage repair work on the ditch east of Farnington Drive. The Landscape Committee will follow-up with any required sidewalk and landscape repairs.
- d) Efforts are in progress with MUD 136 to install a new water fountain at the north playground area. The new fountain will be ADA compliant and have a pet bowl. Installation is planned before summer.

### V. TREASURER'S REPORT

A. None.

## VI. MANAGER'S REPORT

### A. Catherine reported the following:

- a) Several 2020 assessment payments have been received in the office.
- b) The first Deerfield Social for 2020 is planned for February 22<sup>nd</sup>.

## VII. STANDING COMMITTEES

### A. Swim Pool Committee

- a. Approval of 2020 Committee Officers - Eric motioned to approve the Committee's vote of Erinn Brown for chair, Scott Bivens for vice chair and Carissa Lamkahouan for secretary. Brent seconded and the motion passed unanimously.
- b. eVote for repair of 2 pumps over the holiday - During December 22<sup>nd</sup> – 24<sup>th</sup>, Board Trustees reviewed the SPC proposal for \$3,391.29 to have AB Pools replace two pumps at the pool. Via email all Trustees waived their right to notice. Eric motioned to approve the Committee proposal as submitted. Brent seconded and the motion passed unanimously by email vote.
- c. NWAL has advised that there will be changes to the rules for conducting swim meets during the 2020 season. Details are forthcoming.

### B. Financial Services Committee

- a) Approval of 2020 Committee Officers - Eric motioned to approve the Committee's vote of Bill Lessels for chair and Nancy Callans for secretary. Kristine seconded and the motion passed unanimously. No Committee member was willing to serve as vice-chair.
- b) DVCA ended 2019 in good financial shape approximately \$28K underbudget with collections running .2% above 2018. Eighteen payment plans have been requested or approved for 2020. DVCA is currently carrying \$33K in uncollectable debt.

### C. Recreation Committee and YES Subcommittee

- a) No Committee rep attended the meeting and no officer elections have been reported.

### D. Tennis Committee

- a) No officer elections have been reported.
- b) Light proposal - Terry motioned to approve the Committee proposal for \$3,435 to repaint and service the 4 light poles and lights on courts 1&2 as submitted. Kristine seconded and the motion passed unanimously.
- c) The Texas Christian School tennis team will be using the courts for team practice. Liability waivers are being signed.

E. Landscape Committee

- a) No officer elections have been reported.
- b) LED lights for front entrance - John motioned to approve the Committee proposal for \$4,529.93 to replace 12 existing tree lights and 4 center lights at the front entrance with LED lights as submitted. Terry seconded and the motion passed unanimously.

F. Security Committee

- a) Approval of 2020 Committee Officers - Eric motioned to approve the Committee's vote of Glenn Sommers for chair and Philip Lanham for vice chair. Kristine seconded and the motion passed unanimously.
- b) SEAL will begin passing out parking violation cards in February.
- c) No major security issues were reported over the Holidays.

G. Deeds Committee

The Committee rep requested to break from the agenda to address items submitted but not included in the agenda. Eric motioned to grant the request. Bruce seconded and the motion passed unanimously.

- a. Approval of 2020 Committee Officers - Bruce motioned to approve the Committee's vote of Janelle Meyer for chair, Elaine Mills for vice chair and Charlotte Benincasa for secretary. Brent seconded and the motion passed unanimously.
- b. The Committee rep noted that Trex is not an approved material for private home fences but it should be considered if Trex is used for the perimeter fence.
- c. The Committee requests that the Board put in place a policy that prohibits the use of fireworks on DVCA property. This item will be added to the agenda for the February Board meeting.
- d. After presenting history and the current conditions, the Deeds Office Manager requested that "House A" be moved to an attorney letter. After some discussion Bruce motioned to approve the use of an attorney letter. Eric seconded and the motion passed 7 to 1.

Eric motioned to return to the agenda. Bruce seconded and the motion passed unanimously.

H. Fence Special Committee

- a) Update from Town Hall - Eric reported that approximately 80 residents attended that latest Town Hall. All but 4 were in favor of the perimeter fence initiative and 1 was undecided. One attendee requested that their interior fence be replaced as part of the project.
- b) After discussion it was requested that the current scope and all committee meeting minutes be made available on the DVCA website. Eric advised that the requested materials will be posted. It was noted that replacing the perimeter fences in the Patio Homes is not in the current Phase I scope.



I. Community Services Committee

- a) No Committee rep attended the meeting and no officer elections have been reported
- b) Proposal for Patio Home street repair - John motioned to approve the Committee proposal for \$2,500 to Discount Concrete Leveling to lift a section of the Partridge Green street and adjacent sidewalks that have subsided. Kristine seconded and the motion passed unanimously.

J. Election Committee

- a) Bruce Bott has replaced Bob Shortle as a Committee member.
- b) At present 2 candidates have filed to run for the 3 open Trustee positions.
- c) Time for "Meet the Candidates" will be added to the February Board meeting agenda.

VIII. OLD BUSINESS

- A. Fence repair on Oak Hampton - The insurance company for the driver involved in the crash has denied our claim and DVCA must cover the repair. Dave motioned to approve spending up to \$1,500 for the fence and post repair. Terry seconded and the motion passed unanimously.

IX. NEW BUSINESS

- A. Texas Christian tennis court use approval for 2020 season - The Tennis Committee approved this request and the Board approved the same via email over the holidays. Use fees and waivers will be consistent with those used by the swim team
- B. Approval for CPA review of DVCA financials - The Finance Committee has arranged for and approved this review. The Board supports this action.


X. EXECUTIVE SESSION


At 8:36 PM Eric made a motion to go into Executive Session to discuss property issues, referrals and personnel. Brent seconded, and the motion passed unanimously. The session ended at 8:54 PM.

Post Executive Session - Eric advised that Chris Saldana has resigned from the Board effective January 28<sup>th</sup>.

XI. ADJOURNMENT

Kristine motioned to adjourn the meeting. Terry seconded, and the motion passed unanimously. Eric called the meeting adjourned at 8:56 PM.

  
Submitted by: Bruce Bott  
DVCA Secretary

  
Accepted by: Eric Toureilles  
DVCA President