

Deerfield Village Community Association

MINUTES OF REGULAR BOARD MEETING

September 29, 2020

The regular meeting of the Board of Trustees of the Deerfield Village Community Association was held at the community center; however, all committee members attended via conference call in order to maintain social distancing guidelines. The dial-in number and access code were provided for all Board Trustees, Committee Members and Residents in the published meeting agenda. President Eric Toureilles called the meeting to order at 7:02 PM.

Trustees in attendance were Eric Toureilles (President), Brent Burris (Vice President), Kristine Spiller (Secretary), Terry Gray (Treasurer), Bill Potscavage, John DeVine, and John Murphy. Dave Flick was not in attendance; however, Brent acted as his proxy.

I. DETERMINATION OF A QUORUM (6 required)

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

II. APPROVAL OF MINUTES

After a review, Brett motioned to approve the August 24th Board Meeting minutes as submitted. The motion was seconded by Terry and passed unanimously.

III. RESIDENTIAL INQUIRIES

- A. One resident had concerns that there was a “break down in the Deed committee,” that there were too many variations in paint and roof colors, etc. Eric informed the resident that the Deeds Guidelines committee was working on the problem.
- B. The same resident had concerns regarding parties in front yards (excess of people and presence of food trucks). The resident was advised to present the issue to the Deeds and Security committee.
- C. The same resident also had suspicions of people renting out rooms and has requested that the board review Craigslist type ads for verification.
- D. John Hopko wanted a fence vote update but was advised that there was no board vote to take place at this meeting.

IV. PRESIDENT’S REPORT

- A. Accident at corner of Clay and Windsong
 - a. MUD/DVCA is getting estimates to rebuild.

V. MANAGER'S REPORT

A. Catherine reported the following:

- a) 3 rentals for the month
- b) Garage sale sign-up was ongoing
- c) 15 architectural applications

VI. STANDING COMMITTEES

A. Landscaping Committee

- a) Two proposals:
 - i. Changing of flowers (spring/fall) – higher cost due to dead plants, moving roses, estimated at \$5,800 (normally \$3,400). The motion to approve was submitted by Bill and seconded by John Murphy. The motion was approved unanimously.
 - ii. Repair of sidewalk/handicap ramps near rec center, cost \$8,900. Kristine motioned to approve, seconded by John Murphy. The motion was approved unanimously.

B. Deeds Committee

- a) AAs are slowing; however, more residents are using the applications.
- b) Document from the Guidelines committee are still being reviewed and will take several more meetings to do so.

C. Financial Services Committee

- a) Income statement through August: we have \$39,000+ to budget.
- b) 97% in collections. Reminder letters have been sent asking for delinquent residents to set up payment plans.
- c) 2021 budget: need to get into balance. Currently \$93,000 deficit with no increase in assessments.
- d) Budget meeting set for Oct. 13th at 7pm.

D. Swimming Pool Committee

- a) No proposals
- b) Future splash pad:
 - a. AB Pools is working on a design.
 - b. Likely \$35 daily maintenance cost (when open separate from pool). Weekly visit of maintenance needed in off-season.

E. Security Committee

- a) One resident inquiry regarding response to potential civil unrest; was informed the matter would be sent to HCSO.
- b) Begin working on new SEAL contract, which begins January 1st.

F. Community Services Committee

- a) Annex was repainted in white
- b) Railings have been stained
- c) Consider writing an article for the newsletter to inform residents of mosquito control changes.

G. Tennis Committee

- a) No proposals
- b) 2021 budget is 15% higher than 2020's.

H. Recreation Committee

- a) Music on the Green – Oct. 10th
- b) Garage Sale – Oct. 17th
- c) Paper shredding – Oct. 24th
- d) Modified Truck or Treat – Oct. 31st
 - i. Cars giving candy have to park every other space
 - ii. Designated entrance/exit
 - iii. Face coverings/masks must be worn
 - iv. Gloves must be worn by residents handing out candy (kids cannot handle candy). The use of tongs was suggested by Eric.
 - v. Talking pumpkin patch – will have barriers/social distancing/microphone. Volunteers needed for crowd control.

I. Fence Special Committee

- a) Three bids received. Recommendation to use East Texas Fence if Board decides to proceed.
- b) 4-5 months to complete
- c) Trex materials are in stock (no anticipated delays)
- d) 30 days to start project
- e) Cost projection: \$1,003,278.60
- f) Removal of trees – up to residents but will be offered a discounted price
- g) Soil sample: waiting for report (needed to determine hole depth)
- h) 6 easements still outstanding

VII. OLD BUSINESS

- A. Covid-19 Pandemic response - continue with current precautions and guidelines
 - a. Continue to limit clubhouse capacity to 25 residents.

VIII. NEW BUSINESS

- A. Demand letters for board approval. Further discussion to be held in Executive Session.

IX. EXECUTIVE SESSION

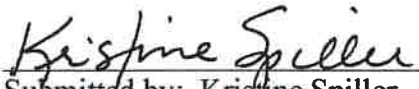
At 9:12 PM Eric made a motion to go into Executive Session. Brent seconded, and the motion passed unanimously. The session ended at 9:40 PM.


- a. Performance reviews for office staff. Salary increase for office staff of 3-5% suggested for Cat and Deborah due to increased duties.
- b. House B – suggested to proceed with lawsuit regarding multiple deeds violations.

Post Executive Session – Terry motioned for approval for filing the lawsuit for House B deeds violations. Bill seconded. The motion passed unanimously. Eric motioned for approval to perform annual office staff reviews with the salary increase not to exceed 5%. Terry seconded. The motion passed unanimously.

X. ADJOURNMENT

Eric motioned to adjourn the meeting. Kristine seconded, and the motion passed unanimously. Eric called the meeting adjourned at 9:43 PM.


Submitted by: Kristine Spiller
DVCA Secretary


Accepted by: Eric Toureilles
DVCA President