

# **Deerfield Village Community Association**

## **ANNUAL MEMBERS MEETING**

**TUESDAY, APRIL 11<sup>th</sup>, 2023**

**7:00 PM**

The Annual Meeting of the Members of the Deerfield Village Community Association was held at the community center. The meeting was called to order at 7:01 PM.

Trustees in attendance were Eric Toureilles (President), Brent Burris (Vice-President), Gerry Hilliard (Secretary), Terry Gray (Treasurer), Bill Wilkinson, Hak Dickenson, John Murphy, David O'Brian. Gabe Lavine was absent.

### **1.. PRESIDENT'S REPORT**

Eric stated that the HOA was doing well, however, we needed to carefully watch our expenses this year due to inflation and cost increases. Our reserves are near balance. See exhibit "A" for President's report.

### **2. TREASURE'S REPORT**

Terry Gray reported that the Association has a balance budget for 2023 and as long as we hold expenses that we should not have to draw from reserves. See Exhibit "B" for Treasurers report.

### **3. MANAGER'S REPORT**

Cat reported that the goal for 2022 was to optimize the office's processing. 2023 goals are in her report. See Exhibit "C" for Managers report.

## **STANDING COMMITTEE REPORTS**

### **A. Landscape Committee:**

Accomplishments for 2022 were the removal of (22) trees that either were affected by the freeze or pine bark beetle infestation. In addition, was the remodeling of the Keith Harrow entrance. Goals for 2023 are the negotiation of a new maintenance contract, Also the repair of standing water areas along the pipeline. Would also like to repair and paint exercise equipment.

## **B. Deeds Committee**

The Committee has worked between 600 to 700 hours on preparing the proposed Architectural Guidelines document. See Exhibit "D" for report.

## **C. Recreation Committee and Men's Group**

The year 2022 was the first time in several years that a full schedule of activities was able to be done. In 2023 (3) new movie nights were added to have (32) events. There are now (21) clubs within the association. Also accomplished were repairs to the swimming pool area and the painting of the bathrooms by the Men's Group. The Men's Group also stenciled the street names on the Greenbelt, mulched the playgrounds, added a new basketball goal and rebuilt the light enclosures along the Greenbelt.

## **D. Tennis**

Mark presented for the Tennis Committee their report. See Exhibit "E".

## **E. Security Committee**

The year 2022 was a good year with lessening incidents. Costs for security rose considerably due to inflation and rising gas prices. Signs stating that our area is being patrolled will be installed shortly. The security committee has added several new members.

## **F. Community Services Committee**

The year 2022 accomplishments were improving facility services, mosquito control, general maintenance, and the new fence. Men's Group has been extremely helpful in these accomplishments. In 2023 the goal will be to concentrate on deferred maintenance with emphasis on the annex. There is needed repair needed on the exterior and new LED lighting to be added.

## **G. Financial Services Committee**

Annual assessments collections are slower this year, many payment plans. In 2022 a new reserve report was added. The 2022 budget remained balanced with a slightly under budget conclusion. In 2023 expect to improve financial reporting even more.

## **H. Swimming Pool**

Last year's accomplishments included the installation of the new driving board and the painting of the bathrooms. Goals for 2023 assuring a

proper lifeguarding staff and acclimating resident to the new state ruling about parental supervision of all children under the age of 14 at the pool.

**J. Architectural Guidelines Committee**


No report.

**K. Elections Committee**

Elections for new Board Members were held March 25<sup>th</sup>. There were (3) open positions and (3) candidates. Those candidates were elected. See Exhibit "F" for Election results report.

**4. ADJOURNMENT**

A Motion to adjourn was made at 8:02PM by Brent Burris and seconded by David O'Brian. The motion was passed unanimously.



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Submitted by William G. Hilliard  
DVCA Secretary



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Accepted by: Eric Toureilles  
DVCA President

**President's report**

1. First, I want to thank all the volunteers that give their time and effort to make DV a better place. We would not have such a great community without you!
2. Second, I want to personally thank Gerry Hilliard for his time on the Board. He was instrumental in helping us with fence financing and making sure all our minutes were properly documented, he will be missed.
3. The overall operations of the Association are doing well, and we have just under 1.9 million in cash/reserves. We have a very well-balanced budget and are in a strong position. However, inflation and the rising cost of utilities and services are areas we continue to watch carefully.  
**Our Treasurer Terry Gray and the finance Committee will cover more details in a minute.**

**4. General update:**

- Our biggest accomplishment last year was the completion of the fence project. I feel it has added new life to the community, as it allows us to appreciate the outside perimeter, as well as the beautiful interior of our village.
- We will continue to focus on updating our policies, guidelines, and processes that improve our community. We hope to revise our flag policy and enforcement and socialize the new Architectural Guidelines, that we hope to have approved this year.
- Aligning more with the MUD on improvement projects
- Make website enhancements to provide a simpler way to navigate to the information you are looking for. Our new email blast system has worked out well and is instant.
- We will have a volunteer appreciation event this year, which we had to skip during Covid and later for financial reasons to support the fence project.
- We continue to support our community groups users like the Men's group, Scout Troop 120 and Cub Scout Pack 120, the Bazar and the Deerfield Dolphins.
- We believe the use of SEAL Security in our neighborhood has mitigated much crime in our community and is supported by the Crime Reports website. However, crime has gone up in the area, and we must remain vigilant by calling in any suspicious activity and staying on the lookout. We plan to have signage across the neighborhood to advertise our partnership with SEAL Security and bring awareness to criminals.
- We are still seeing some issues with the pipeline easement and the Men's group has taken a proactive approach to resolve sink holes and drainage issues. We are planning on seeding the area with grass again, as we are not 100% there.
- The Association and some of its' volunteers, including law enforcement and our attorney are being sued by Art & Anita Reyes. Unfortunately, this will create a higher amount of legal fees until this is resolved. We tried mediation, but this was unsuccessful.
- Lastly, Deborah Plattsmier will be leaving us in June, after 6 years of outstanding service. I can't say enough great things about her contribution to Deerfield and will be missed. So that means we will begin to look for a new person to help with Deeds activities and office assistance. If you know someone interested, please contact Cat.

Deerfield Village Community Association

ANNUAL MEETING OF THE MEMBERS

Tuesday, April 11, 2023

7:00 PM

Treasurer's report:

1. Budget – 2022 was a challenging year with lingering COVID transition, completion of the perimeter fence project, rapidly escalating energy costs, inflationary pressures and some unexpected and unbudgeted expenses. With appropriate budget restraint by the committees and the Board, we remained within overall budget without deferring necessary operating, maintenance or capital expenditures. On balance, DVCA finished 2022 \$2,500 under budget. This year, we are below budget through March, but some of this is due to timing. Overall, DVCA has historically been, and continues to be, financially sound.
2. The assessment collection rate for 2022 was 98.8%, the highest rate in at least 5 years in spite of lingering concerns about COVID impact. The rate for 2023 collections through March is slightly lower than the historical rate. More payment plans have been requested and these have a negative short-term impact on payments received. Performance is being monitored.
3. Bill Lessels has been an exceptional Vice-Chair and then Chair of the Financial Services Committee for a long time but, as he has said, not forever. In the past year, the committee added several new members including 2 CPAs and an experienced business manager, allowing Bill to retire as Chair and guide a smooth transition to the new officers including Tom Choate, Chairman, Jan Dickenson, Vice-Chair, and veteran Jay Singleton, Secretary. Combined with John Cartwright (CPA) and other experienced members, we continue to have a very capable Financial Services Committee. Deerfield is fortunate to have such a knowledgeable and dedicated group. Many thanks to Bill for his outstanding service and to the new officers for their willingness to follow a legend.

Terry Gray  
DVCA Treasurer

Exhibit "c"

Cat's Office -Manager's -report for April 11, -2023

Last year's office goal was to optimize office processing and this year I plan to continue to achieve this goal.

Our first accomplishment for 2022 is that both Deborah and I set up 2 new spreadsheets to help us organize the -deeds issues & AAs for reporting. Our spreadsheets have been very helpful to locate information quickly and to follow up easily.

My second accomplishment is the communication with the committees has improved tremendously. I took some time to attend at least one meeting for each individual committee over the year. I feel this helps show support to the volunteers and let them know the office appreciates them.

I have 2 goals planned for the 2023 year.

The first goal is to better organize the office for functionality. I will probably rearrange some files & basket locations and will look into getting faster internet.

The second goal is to update some basic office forms such as the complaint issues for committees to review. This includes a standard form to make it easier to relay the message, action & follow-up needed for the committees and the Board.

Lastly, I would like to thank all the Board members who have dedicated their time to Deerfield, a unique community that I am proud to be a resident and your office manager.

## Annual Committee Report April 2023

### 2022 Accomplishments:

1. After 1 ½ + years of review (Covid got in the way), Deeds completed their review and editing of the Proposed Architectural Guidelines. The revised document was returned to the Board for further review and editing.
2. As a subcommittee, several Deeds members revised the Matrix which is the process of sending violation letters to Homeowners. The purpose was to streamline the process. The Matrix was submitted to the Board for their review.
3. Hours/year all members of the Deeds Committee spend at meetings (including attending Board meetings), writing articles for the Newsletter, driving by properties from time to time, and approving HO AAs via emails.....approximately: 640/year.

### 2023 Goals:

1. Deeds is looking forward to the Board finalizing the Proposed Guidelines and Matrix.
2. Deeds plans to review and update if necessary, the various AA forms.

## **2023 Annual Meeting of Members and Annual Board Meeting** **TENNIS COMMITTEE**

Last but not least or saving best for last!

Over the last 5 years the Tennis Committee have completed various tennis court projects which now means only maintenance work\*\* is needed. These projects included 3 new light poles, servicing of lights and bulb replacement, new fuse box for court 3 and painting of posts on courts 1 and 2. All 4 courts will likely need to be resurfaced in 2024 and 2025 depending on court surface condition and wear. \*\*replace broken windscreen ties, install new nets, ensure fencing is attached to posts, maintain nets at correct height.....all as required.

### **2022 Accomplishments**

1. 2 New windscreens bought and installed.
2. Approval by Board of Revised Tennis Court Rules.
3. Approval by Board of a new Agreement for Tennis Ball Machine Use.
4. Installation of 1new tennis court net.

### **2023 Goals/Objectives**

1. Maintain Tennis courts in best possible condition within the 2023 Budget.
2. It is expected that 2 or 3 new windscreens will be required this year.
3. Tennis Committee has paid for 2 new Pickle Ball nets this year. Pickle Ball is now being played more at Deerfield by both Ladies and Men resident groups.

### **General Information**

- Cost of a new windscreen is about \$340 depending on length.
- Cost of a new net is about \$110.
- Cost to resurface and paint new lines on 1(one) court is currently \$4000.
- Cost to rebuild Courts 3 and 4 was \$133,500 in 2018.

The Tennis courts in Deerfield are in very good condition and many of the Ladies League visiting teams comment that these are the best courts they play on.

Mark A.M.Tinne  
April 11<sup>th</sup> 2023

# DVCA ANNUAL MEETING OF THE MEMBERS

Exh. b.7 "F"

April 11, 2023

## 2023 DVCA TRUSTEE ELECTION SUMMARY

The following is a brief summary of the 2023 DVCA election for the Board of Trustees. The election was conducted in accordance with historical schedule and voting in accordance with state and local government guidance. The election was completed on March 25, 2023, and ballots were counted on March 25, 2023, with all five (5) members of the Election Committee participating.

|   |    |
|---|----|
| 1. Total number of envelopes in the sealed ballot box .....   | 37 |
| 2. Total number of normal envelopes.....  | 37 |
| 3. Total number of provisional envelopes .....  | 0  |
| 4. Total number of normal envelopes rejected for not following the voting process, not written across the seal, etc. .... | 0  |
| 5. Total number of provisional envelopes rejected (no valid proof of Deerfield ownership, etc.) .....                     | 0  |
| 6. Number of valid ballots .....  | 37 |
| 7. Number of ballots cast for each candidate, including write-ins:  |    |

|                  |              |
|------------------|--------------|
| Brent Burris     | 36 (elected) |
| Hak Dickinson    | 36 (elected) |
| John Murphy      | 35 (elected) |
| Write In Votes   | 0            |
| Total Votes Cast | 107          |

### Reconciliation of Total Votes Cast with Total Ballots:

|                         |     |
|-------------------------|-----|
| Total Votes Cast        | 107 |
| Undervotes              | 4   |
| Total                   | 111 |
| Reconciliation (37 x 3) | 111 |

Cat  
 Deborah  
 Eric  
 Kristine

Submitted by the 2023 Election Committee (Bill Wilkinson [Chairman], Kristine Spiller [Vice Chairman], Eric Toureilles, Catherine Guiberteau, and Deborah Plattsmier).