

**Deerfield Village Community Association**  
**REGULAR BOARD MEETING**  
**MONDAY, OCTOBER 23, 2023**  
**7:00 PM**

The regular meeting of the Board of Trustees of the Deerfield Village Community Association was held at the community center. President Eric Toureilles called the meeting to order at 7:01 PM. Trustees in attendance were Eric Toureilles (President), Brent Burris (Vice-President), Terry Gray (Treasurer), Hak Dickenson (Secretary), Bill Wilkinson, David O'Brian, Kim Samman and Amy Lacy. Absent at the meeting was John Murphy. Eric Toureilles had John Murphy's proxy.

**I. DETERMINATION OF QUORUM (5 required)**

Eric determined that a quorum was present with 8 members attending.

**II. APPROVAL OF MINUTES**

After a review of the Regular September Board Meeting minutes, Terry Gray made a motion to approve the minutes and Kim Samman seconded the motion. The motion carried unanimously. The Board also reviewed Annual Budget Meeting minutes and Eric Toureilles made a motion to approve the minutes and Terry Gray seconded the motion to approve the minutes. The latter motion carried unanimously as well.

**III. RESIDENTIAL INQUIRIES**

Andrew Paultanis, representing Katy Toastmasters, made a presentation sponsoring Youth Leadership Programs. The Programs build self-confidence for youths between ages 12-17 years old. The Program asks students and parents to attend eight sessions. Among other things, the Program is designed to introduce and develop speaking skills for youths. Eric stated that meeting spaces could be accommodated rent free provided if at least 50% of the youths were Deerfield residents. However, he also stated exceptions could be made for these kinds of charitable purposes. Beginning January 24, 2024, the Group would be seeking eight meeting days at the Clubhouse for the next year. It was determined that schedule would be worked out with the Office.

**IV. PRESIDENT'S REPORT**

Eric reported that Harris County is looking at the possibility of a barrier wall on Clay between Windsong and Barker-Cypress. The purpose of the barrier is to protect residents from traffic noises and sounds.

## **V. MANAGER'S REPORT**

Cat reported that the Office continues to work closely with all the Committees. During October, the Office processed eight (8) AAs with the Deeds Committee, processed 1 SAYOR member, and contracted four (4) rentals. Cat also assisted the Recreation Committee with the Music on the Green, 55 Garage Sale signups, and shred day events. She also devoted a substantial time working with Community Services Committee on new outside wall lighting at the Clubhouse. The Office also set up a rental agreement with the county for the Election Day, including a visit by Judge Mark Trevino.

## **VI. STANDING COMMITTEE REPORTS**

### **A. Community Services Committee**

#### **a) Garbage Area Fence Proposal**

Rick reported that Jay received three Garbage area fence proposals. The Committee has decided to move forward with the bid by Masterpiece Fence, which had the lowest bid and also received a favorable recommendation from one of our residents. The cost would be at \$2,750. A motion was made to approve the project by Dave and seconded by Kim. The motion carried unanimously.

### **B. Landscape Committee**

Tom reported that the next two weeks will be a busy season for flowers. With the new budget, the Committee's planting proposal included planting at Clay Rd. and Patio Homes entrances. Eric suggested that we need not delay planting due to potential County sound barrier type of issues.

### **C. Deeds Committee**

#### **a) Yard of the month proposal/guidelines**

Lisa Johnson with the Deeds Committee reported on the progress of organizing the Yard of the Month and Christmas decoration winners programs. The yard award is based on the factors of neatness, properly trimmed, consistently maintained, and aesthetically pleasing to the neighborhood. The award will be selected by a committee, which will consist of three home owners, meeting one a month, doing drive-bys and agreeing on the winners. There will be one winner per month chosen for the Deerfield Village at large. The Christmas decoration winner will be chosen as well, one at large. For both Yard of the Month and Christmas decorations, there will be also second place winners as well as an honorable mention. The winners will only be eligible once a year per

property. Hak made the motion to approve the proposal and Amy seconded the motion, with the Board approving the motion.

Lisa Gilpin suggested that the residents should be encouraged to clean up the yards, remove dead shrubs and trees, fall planting, and make other efforts to improve the look of the neighborhood. She further recommended that this suggestion should come from Eric in the Newsletter. Lisa stated that she would provide the suggested language to Eric. On the yard clean up, Brent also suggested that since some residents do not read the News Letters, the same suggested cleanup language for the yards should be inserted in the new assessment letter as well. Eric suggested that Tom, the Finance Committee, contact CMS to enquire as to how much this would cost.

#### **D. Tennis Committee**

Mark received a quotation for replacement of two oldest wind screens. They will cost around \$420. Mark also reported that thanks to Cat, there will be new signup sheets, requiring, among other things, the first and last name listing for the courts.

#### **E. Security Committee**

None, other than that reported by Lisa Johnson.

#### **F. Recreation Committee & YES Subcommittees**

Trunk or Treat is on October 29, the Holiday Bazaar is coming up and we will have Campfire on November 4<sup>th</sup>.

#### **G. Swim Pool Committee**

None.

#### **H. Financial Services Committee**

Tom reported that the Budget was approved by the Board. New assessment letter should be sent earlier than mid-November. Two Demand letters were sent by Attorney Gainer, and one more would be added soon. Of the 74 payment plans in effect this year, only eight remains to be paid. The collection rate for 2023 assessment is at 97.2%, slightly lower than a five-year average.

#### **I. Architectural Guidelines Committee**

Next meeting will be on October 25, at 4:30 p.m. Eric sent a Draft of the Guidelines to the Committee members.

## **VII. OLD BUSINESS**

None.

## **VIII. NEW BUSINESS**

### **a) Troop 120 Policy**

A new policy for Troop 120 was proposed that an adult volunteer must be at least 21 years old. A motion was made by Eric to adopt the policy and the motion was seconded by Bill, and the motion was carried and so adopted.

### **b) Election Committee**

A motion was made by Eric and seconded by Amy to elect the following members and persons for the Election Committee: John Murphy as Chair, Bill as the Vice Chair, Dave as the Committee Member, Cat was appointed the Administrator, and Deborah was appointed as the Observer.

- c) Aaron Azio, Harris County, Precinct 4 representative, was asked to check on the status of the sound barrier on Clay. Mr. Azio was also asked to obtain 3 poles to be placed by the county so we can put up the new security signs.

## **10. EXECUTIVE SESSION**

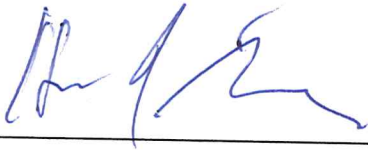
A motion was made by Eric and seconded by Dave to go into Executive Session, and the motion was unanimously approved. At 8:15 PM, the Board went into an executive session. The Board concluded the Executive session at 8:45 PM.

On property referrals House A, the Board decided that the resident did not timely file the protest and the Board would be considering the matter at October meeting. It was also recommended that some of the Board members should visit the house to get the facts to determine the right course when this issue will be reviewed at the next meeting.

The Board voted that Cat attend a seminar or education type of activity once a year (not to exceed \$1,000 per annum beginning 2024) to improve and enhance her education in the field of property owner's association responsibilities and activities. The Board's vote was made on the basis of a motion made by Dave and seconded by Terry. The Motion carried.

11. **ADJOURNMENT**

A motion to adjourn was made at 8:45 p.m. by Eric Toureilles and seconded by Amy Lace. The motion passed unanimously.



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Submitted by Hak Dickenson  
DVCA Secretary



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Accepted by: Eric Toureilles  
DVCA President