

**DEERFIELD VILLAGE COMMUNITY ASSOCIATION  
REGULAR BOARD MEETING**

MONDAY, January 22, 2024

7:00 PM

The regular meeting of the Board of Trustees of Deerfield Village Community Association was held at the community center. President Eric Toureilles called the meeting to order at 7:04 PM. Trustees in attendance were Eric Toureilles (President), Brent Burris (Vice-President), Terry Gray (Treasurer), Hak Dickenson (Secretary), Bill Wilkinson, John Murphy, David O'Brian, and Amy Lacy. Kim Samman was absent, and John Murphy had her 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 November Board Meeting minutes, Brent Burris made a motion to approve the minutes and Terry Gray seconded the motion. The motion carried unanimously.

**III. RESIDENTIAL INQUIRIES**

Glenn Sommers wanted to know the status of effort to repair the Perimeter Fence. Rick replied that he would later discuss the matter. A motion was made by Eric to divert from the scheduled agenda and go straight to New Business regarding the matter of Rolling Creek Utility Division, which was seconded by Terry, and the motion carried.

**IV. PRESIDENT'S REPORT**

None.

**V. MANAGER'S REPORT**

The office continues to support committees' daily activities and facilitate residents' issues. The office staff is also presently helping on the election committee. The office received about 150 payments that were dropped off and sent to CMS in the last 2 months. The office has also set up 50 payment plans as of today. The processed about 4 AAs for January as well. Between December & January there have been 13 rentals and 3 DVCA events. Our recreation center & office did well during the freeze, no pipes were broken.

## **VI. STANDING COMMITTEE REPORTS**

### **A. Landscape Committee**

Danbridge & Heathersage lighting issue-The problem deals with lack of light to mailboxes. The utility company apparently has a problem marking the troubled area because of confusion involving location of private property.

Tom reported election of new chairman, vice-chair, and Secretary, Tom Gerrity, Steven Shelly, and Debra Fredette, respectively. John made a motion to approve the committee officers, seconded by Bill, which passed unanimously.

### **B. Security Committee**

On behalf of the committee Terry reported that the neighborhood was calm and quiet. The SEAL contract asserted 4.5% for 2024, above the CPI increase of 3% incorporated into the 2024 budget, but should still be within budget if we don't have to pay for charges for high gasoline prices. No approval of committee chair and other officers yet.

### **C. Recreation & Yes Subcommittee**

The Committee is still trying to get more members and 2024 calendar of events is out. Roger reported that he has been elected as chair and Rebecca Bivens as the vice-chair. Men's Group is working on flooring, attics, and needs spring cleaning to make more room for storage.

### **D. Finance Committee**

Tom reported status of the payment plans at the end of the year; there were 6 unpaid plans, 60 out of 70 plans have been paid. As a result of overspending largely for legal and insurance expenses, the expenses were over-budgeted by almost \$32,000; and the unencumbered cash is 76% of the targeted safety reserve, about \$40,000 under safety reserve. The accounts receivables are at 97.6% collection level, which is 1 % less of the collection last year.

Tom Choate was elected as the chair, Jan Dickenson as vice-chair, and Jay Singleton as secretary. Terry made a motion to approve the election results, which was seconded by Dave, and the motion carried.

#### **E. Swim Pool Committee**

Carrissa reported a leak in the bathroom and will get a plumber to fix it. The committee is soliciting for lifeguards, and polar bear event had a low turnout this year. Carissa Lamkahouan reported that she was elected as the chair again, with Scott Bivens for vice chair, and Erinn Brown as Secretary. Bill made a motion to approve the election results, which was seconded by Terry. The Board unanimously approved the officers.

#### **F. Deeds Committee**

Janelle reported that Buddy Scott was elected as chair, with Lisa Johnson as vice-chair, and Charlotte Benincasa as the Secretary. Hak made a motion to approve the election results, which was seconded by John, and the result was unanimously approved.

#### **G. Community Services Committee**

Rick reported that there has been continuing communication between him, SRF and Trex in an effort to resolve the Perimeter Fence problems that had been identified over the summer. Rick had been a party to a number of calls on this matter in the last several months. All parties agreed that Trex issues at Deerfield is an unusual problem and may take time to resolve the issues, including maintenance issues.

Rick also reported that he was elected as chair, George Schneider as vice-chair, and Susan Wolf as Secretary. Dave made a motion to approve the election with Terry seconding the motion, and the motion passed.

#### **H. Tennis Committee**

Mark reported that he purchased supplies, including a net and battery charger for \$250. Rick reported that he was elected as chair, with Kay McGuyre as vice-chair, and Charlotte Benincasa as Secretary. Amy made a motion to approve the election results, with Terry seconding the motion, and the motion passed.

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

Terry reported that we are at final stages of finishing the Guidelines. The Board and the Deeds will soon receive an advance copy of the Guidelines. the goal is to post the Guidelines on the DVCA website by February 1, with the Town Hall to follow on March 6 at 7:00 P.M.

## **J. Election Special Committee**

Because of a delay of notice in the Newsletter, the voting date will be moved to April 13. The motion was made by John, which was seconded by Eric, which was approved unanimously. The Annual Meeting will be in second week of May. The motion was made by Eric and seconded by David, which was approved unanimously.

## **VII. OLD BUSINESS**

None.

## **VIII. NEW BUSINESS**

- a) A representative from Rolling Creek Utility Division (RCUD) proposed that there be an interconnection of pipes between MUD 136 (Deerfield) and RCUD. There will be an easement agreement between DVCA, RCUD, and MUD 136. The primary purpose of the meeting was to get the approval from DVCA on the location of the Interconnect. Basically, the Interconnect will be utilized only if there's a line break or out of service event. In the weeks ahead, MUD, DVCA, and RCUD will hammer out the details of the easement agreement. It is understood that RCUD will bear the legal costs connected with the easement agreement. Terry made a motion to approve the initial phase of the interconnect project by DVCA with David seconding the motion, and the motion was carried unanimously.
- b) The letter to PK was sent regarding the matter of the bids. The Board agreed to review the DVCA's policy requirements on bids, especially concerning the security contract.
- c) Approve the fine policy-There are good reasons to promulgate a penalty policy. There have been a number of complaints by residents that the neighborhood is not being kept-up as it used to. In addition, the Texas law has changed expressly to accommodate penalty policy imposition by the HOAs. It used to be called "administrative fees" by some HOAs in the absence of the law permitting penalties. The fees are not intended to raise money, rather, they are designed to encourage compliance of the protective covenant requirements. To provide sufficient notice to the residents, it was decided that the new Fine Policy will not be effective

until May 1, 2024. Amy made a motion to approve the Penalty Policy, with Brent seconding the motion, and the motion passed unanimously.

**IX. EXECUTIVE SESSION**

A motion was made by Eric and seconded by Dave to go into Executive Session, and the motion was unanimously carried. At 8:37 PM, the Board went into an Executive Session.

On House A (Chantry) - There is dumpster on the driveway. We will send a letter to the resident to file an AA.

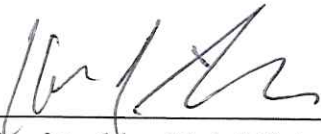
ON House B (Widcombe) - An owner has a movable basketball goal. This is a repeated offender situation. The Board determined that a second letter should be sent.

On House C (Farnsfield) - In November, the Board upheld the decision made by the Deeds that the black/charcoal colored fence be repainted. A notice was sent to the resident to complete repainting by January 31. The Board determined that the matter is still within its jurisdiction and will continue to pursue the matter.

The Board concluded the Executive Session at 9:21 PM.

**X. ADJOURNMENT**

At 9:21 p.m., a motion to adjourn was made by Brent Burris, and seconded by Amy Lacy. The motion passed unanimously.



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Submitted by Hak Dickenson  
DVCA Secretary



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Accepted by: Eric Toureilles  
DVCA President