

**Deerfield Village Community Association**  
**ARCHITECTURAL GUIDELINES COMMITTEE MEETING MINUTES**  
**Thursday, February 6, 2025, 7:00 pm**  
**Deerfield Village Clubhouse**

Members in attendance were Eric Toureilles (Chairman), Terry Gray (Vice-Chair), Laurie Johnson (Secretary), Brent Burris, Alan Copeland, Steve Gunzelman, Robin Haworth, Deborah Plattsmier, Buddy Scott and Glenn Sommers. Elaine Mills was absent.

The meeting of the Architectural Guidelines Committee of the Deerfield Village Community Association was held at 4045 Deerfield Village Drive in Houston, Texas 77084. Chairman Eric Toureilles called the meeting to order at 7:04 PM.

**I. DETERMINATION OF A QUORUM (6 required)**

Eric determined there was a quorum present.

**II. MEETING MINUTES**

Terry made a motion to approve the minutes of the meeting from January 9, 2025. Buddy seconded the motion; after discussion the vote was 9-1 to approve the minutes. The group agreed to revisit the content of the **Sidewalk** section, since it prompted the dissenting vote.

**III. RESIDENTIAL INQUIRIES**

No residents were present, nor inquiries submitted.

**IV. OLD BUSINESS**

A. We agreed to revisit the **Fence and Structure** section along with **Sidewalks etc.** to bring members who missed the last meeting up to speed. Eric continued to record changes in the working document as we progressed.

**B. Fence and Structure Maintenance –now Fence only**

1. After further discussion, we agreed to remove Structures and add them to a subsequent section dealing with building exteriors. We also removed the reference to mildew in reference to fences.
2. We further clarified the statement pertaining to the community perimeter fence.

**C. Sidewalks, Pathways and Driveways –**

We added language to clarify that the HOA is responsible for sidewalk issues on common areas and the homeowner is responsible for sidewalk issues on their property.

**D. Mailboxes**

We agreed that Mailboxes did not require a separate section and could be included in general guidelines under **Home Exterior/Residential Structures**.

**E. Home Exteriors**

1. We agreed to rename **Residential Dwelling and Structures**.
2. We agreed to insert “sanitary, healthful, safe...” language here and include mildew in the list of conditions that are not permitted.
3. We included a list of structures that would be relevant here, noting that the list is not limited to what is spelled out.
4. We agreed that a detailed list of what is acceptable for each structure is not necessary because all are subject to the general language about upkeep.
5. We had an extensive discussion about the need to make every effort to match colors and materials when undertaking repairs and added language to that effect.
6. There was significant discussion on what constitutes minor or major repairs and maintenance, and when the threshold is reached that an AA would be required. As an example, replacing a section of siding at ground level that is badly weathered would be considered repairs and would expect to match the existing color of the house, even if it’s not an approved color. A homeowner painting all of the siding on a house might consider that maintenance, but the extent of the project would require an AA to approve the color and materials. We added language to reflect that and agreed we might revisit this topic after further consideration.

**F. Update Unified PC – Architectural Control** – items were deferred.

**V. NEW BUSINESS**

Items under New Business were deferred.

**VI. ADJOURNMENT**

Terry moved that the meeting be adjourned at 8:43 PM. Glenn seconded the motion; passed unanimously.

The next meeting date will be Tuesday, February 25, 2025.

Signed: 

Date: 02/07/2025

Secretary: Laurie Johnson