

Deerfield Village Community Association
REGULAR BOARD MEETING
Monday, October 27, 2025
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 7:01 PM.

Trustees in attendance were Eric Toureilles (President), Brent Burris (Vice President), Terry Gray (Treasurer), Bill Wilkinson (Secretary), David O'Brian, John Murphy, Steve Gunzelman, Kim Samman and Amy Lacy.

I. Determination of Quorum (6 Required)

Eric determined that a quorum was present with 9 members attending.

II. Approval of Minutes

Steve Gunzelman noted a misspell under **B. Security Committee**. The word "Trespassing" was misspelled as "Tresspassing." With this change, September minutes were approved as submitted. Terry Gray made a motion to approve the minutes, seconded by Eric Toureilles. The motion was approved unanimously.

III. Residential and HC Inquiries

Megan Blackwell from Harris County Precinct 4 advised that there will be a Classic Car Show on 11/16. She also asked that street addresses be provided for various tree trimming needs that have been reported, as well as locations that require curb and sidewalk repair within DVCA. There weren't any Residential Inquiries presented.

IV. President's Report

Eric advised that assessments will increase by \$30 for 2026. There will also be an additional fee of \$5 for cluster boxes. Also, there is a change to login for eUnify. Residents can only get to the portal as of now.

V. **Manager's Report-** Some residents are using the new portal for making assessment payments. Resident letters are being sent through the portal.

VI. **Standing Committee Reports (Including Funding Requests and Board Authorizations)**

Eric made a motion to break from the agenda and allow **Community Services** to make the first report. This was seconded by Steve and approved unanimously.

After Rick made his report, Eric made a motion to return to the original order of the agenda. The motion was seconded by Kim and was approved unanimously.

A. **Landscape Committee**

a) Annual Fall Planting Proposal- Release of previously budgeted funds was requested. Current quote is \$6,500. Steve made a motion to approve this amount. Eric seconded. The motion was approved unanimously.

b) Sprinkler Repair Proposal- Existing sprinkler spray and height will be adjusted as needed.

c) Planting on Clay Rd. east and west of DVD proposal- This project will extend along both the west and east side, including restoring existing shrubbery. 24 plants will be added on the east side and 24 on the west. The total cost will be \$3,500. Steve motioned to approve this project, seconded by Terry. The motion was approved unanimously.

B. **Tennis Committee**

Mark reported that the number of pickleball players has increased. Also, several areas of all courts have had minor repairs completed by Classic Sports. These repairs were covered by warranty with Classic Sports.

C. **Deeds Committee**

Buddy advised that deeds subcommittee is working on the Deeds Matrix. They will make modifications and present the matrix to the

full committee for approval. The friendly letter has been updated and sent to the full committee for approval.

D. Security Committee

Two signs on Partridge Green will be replaced due to being badly faded. Committee is working on the 2026 contract with SEAL.

E. Swim Pool Committee

Carissa advised new pool cards for SAYOR are needed. SAYOR program ends on or about 11/1. Two bids have been requested for repair work on the pool fence. Committee is looking at extending the pool schedule next year.

F. Recreation Committee

Over 100 residents attended the last Music on the Green. Pancake breakfast was well attended. Thanks to the Men's Group for helping out. The garage sale had 57 sellers. Upcoming events include Trunk or Treat on 10/26, the Christmas social on 12/5, and Snow Day on 12/14. The Christmas social entertainment will be a magician. The cost is \$15 per person. The Christmas Bazaar is set for 11/5. Collection dates for our toy drive will be from just after Thanksgiving through 12/10. Items should be unwrapped.

G. Community Services Committee

Rick reported that the emergency stairs project at the annex is progressing. New concrete pads will be placed. Once the pads are in place, fabrication measurements will be taken. The support columns and fabrication of the actual stairs will begin, followed by the actual installation of the stairs.

A motion was made and seconded to move Community Services to the first committee giving report. See above for information.

H. Financial Services Committee-

Budget came in lower than expected. Committee is waiting for the September CPI to be set. 2025 collection for assessments was 95.6% as opposed to 96.4% last year. Of 67 pay plans this year, 2 have been terminated. All others have been paid. Total

unencumbered cash is 81% vs. 82% last year. Only one property remains on the AR-Referred List. This property is up for sale.

I. Architectural Guideline Special Committee

Progress is ongoing. The next meeting has been rescheduled to 11/11 or 11/13. There will be 1-2 meetings before the end of the year.

VII. Old Business

The Deeds Matrix is still being worked on and not ready to vote on.

VIII. New Business

None

IX. Executive Session (Property discussions, referrals, legal, personnel)

Eric motioned to enter Executive Session at 7:46, seconded by Amy. The Motion was approved unanimously.

The Board exited Executive Session at 8:12 PM.

Property referrals/liens requested by Finance was discussed.

Eric made a motion to refer 4 properties to the Attorney for collection and a lien to be placed on the property if payment is not received. The motion was second by Brent, and it was approved unanimously.

X. Adjournment- Eric made a motion to adjourn the meeting at 8:34 PM, seconded by Kim. The motion was approved unanimously.



Submitted by: Bill Wilkinson
DVCA Secretary



Accepted by: Eric Toureilles
DVCA President