

Deerfield Village Community Association
REGULAR BOARD MEETING
Monday, November 24, 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 7:02 PM.

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

I. Determination of Quorum (6 Required)

Eric determined that a quorum was present with 7 members attending. David O'Brian had Brents Proxy. Kim did not provide a proxy.

II. Approval of Minutes

The October minutes were approved as submitted. Steve Gunzelman made a motion to approve the minutes, seconded by Eric Toureilles. The motion was approved unanimously.

III. Residential and HC Inquiries

None.

IV. President's Report

Eric advised the County is finally repairing the road on Deerfield Village drive and replacing the temporary asphalt patches with concrete slab. This may take up to a week to complete. Eric also wanted to express his thanks to the nice work on the Christmas decorations, in addition to everything they do.

V. Manager's Report

Cat mentioned she had 6 AA and received a few pay plan requests. She is assisting with any Resident Portal questions. She also mentioned that she has a lot of rentals in November & December.

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

A. Landscape Committee

Tom mentioned the Garden Club found Trees for Houston to donate trees for Deerfield and residents, if requested. They did plant about 6 trees in 5-gallon buckets this month.

- a) Eric made a motion to approve the Urgent Tree proposal for \$2,500 that would put us over budget. It was second by Amy. The motion was approved unanimously.

- b) Tom presented the Green Masters contract for Eric's signature which was for 24 months and with a minor increase to last year and in 2026 budget. Eric made a motion to approve the agreement, and it was second by Amy. The motion was approved unanimously.

B. Deeds Committee

Buddy was absent, but Eric presented the Proposed Deeds Matrix for Board approval, that had recently been approved by the Deeds Committee and the AG Committee. This documents our Deeds letter process and adds an administrative fee, before going to the attorney. After a lengthy review and discussion, the Board approved the Matrix and the administrative fee, but will not begin charging the administrative fee until April of next year, so it can be socialized in the Newsletter and with residents. Eric made a motion to approve the proposed matrix and the administrative fee, to be effective no earlier than April 1st, and that it be set at \$50. The motion was second by David and approved unanimously.

C. Security Committee

Eric said that Glenn Sommers worked with SEAL Security on the 2026 Patrol Amendment, to keep costs in line with the 2026 budgeted amount and less than the CPI. Since he was successful, before signing Eric made a motion to approve the new Amendment, and it was second by Terry Gray. The motion was approved unanimously.

D. Swim Pool Committee

Carissa was absent but submitted to the Board a 3-year agreement with A-Beautiful Pools for continued guarded swim and pool maintenance. There was no increase in cost from last year's hourly rate and by locking it in for 3 years, we help control costs. We have a clause to cancel the agreement with 30 days' notice, so no risk to a longer agreement. John made a motion to approve the agreement, and it was seconded by Eric. The motion was approved unanimously.

E. Recreation Committee

Roger mentioned about the Christmas Social and we needed more attendance. He also said the Family Campfire was a success with over 60 people attending and one family camping out. Roger stated the Men's group re-stained all the benches and trash cans. They will also do the Tennis benches in the future.

F. Tennis Committee

Mark reported all is well and that the number of pickleball players has increased. He even indicated that he had participated in a few games. As of last month, we now have 4 Pickle Ball courts vs 2. He will also be purchasing wind screens and there is no November or January tennis meeting.

G. Community Services Committee

Rick was not present, but Steve mentioned that the stairs are still in progress, but that the vendor has fallen 6 weeks behind, so it may be completed in January 2026 at this point. No other issues.

H. Financial Services Committee-

Tom reported that we had 4 Attorney referrals that we are working on, and we are at 96.3% in collections. We still have over 25 homes that have not paid their dues. Tom said that we are at 90% of unencumbered cash with at track to be 100% in 2026.

I. Architectural Guideline Special Committee

Eric mentioned we cancelled the November 25th meeting due to Thanksgiving and the next meeting was December 4th at 7PM in the Clubhouse and this is the last meeting of the year. Eric thanked the Board for approving the Matrix, so he can go to the next phase of the new software that automates the letter process and gives more visibility to residents when a violation is resolved. He then asked and presented a reorganization of two policies, the General policies and the Supplemental policies, so that Deerfield related policy be in the General Policy and the Statutory Deed related policies go into the Supplemental policy but renamed so residents know these are driven by State Law and not the HOA. This way they could always be a way to add share this protection for residents as new laws are created, which requires the HOA to give input. Nothing new was being presented, just a shuffling of paragraphs from the General Policy to the "Renamed" Supplemental policy. This will be very important to the AGC. Eric made a motion to approve these amended policies, appropriately renamed with direction from the attorney and missing Security measures language and edits that was previously approved. This was seconded by Terry Gray and approved unanimously.

VII. Old Business

No discussion under old Business.

VIII. New Business

- A. Eric reiterated that the December meeting is cancelled due to Christmas, unless we have an urgent issue.
- B. Eric and Cat brought up the 2026 SAYOR agreement and asked that we extend the SAYOR closure from November 1st to December 1st, with the continued understanding the temperatures below 70 degrees would still be a condition the pool would be closed. However, this change allows a hard date for Cat to disable cards, rather than have to turn them off and back on due to favorable

weather conditions. No other language change was proposed, just the date. John Murphy made a motion to approve the update to the SAYOR form, and it was seconded by Eric. The Motion was approved unanimously.

- C. Eric mentioned we should start the election committee activities and nominate the participants.

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

Eric motioned to enter Executive Session at 8:02 and seconded by Bill. The Motion was approved unanimously.

The Board exited Executive Session at 8:46 PM.

Property referrals requested by Deeds was discussed.

Eric made a motion to send an attorney letter to properties A & C and the motion we second by Steve. The motion passed with 7 Yay and 1 Nay.

David made a motion to provide Property B until January 1st to resolve or demonstrate the issue is resolved or proceed with attorney letter. The motion was seconded by Eric and approved with 7 Yay and 1 Nay.

- X. **Adjournment-** David made a motion to adjourn the meeting at 8:48 PM, seconded by Steve. The motion was approved unanimously.



Submitted by: Bill Wilkinson
DVCA Secretary



Accepted by: Eric Toureilles
DVCA President