

**Deerfield Village Community Association**  
**ANNUAL MEETING OF THE MEMBERS**  
**Tuesday, April 14, 2026 – 7:08 p.m.**

**I. Call to order**

President Eric Toureilles called the meeting to order at 7:08 PM.

**II Annual Condition of the Association**

a) **President's Report** - See attached.

b) **Treasurer's Report** - See attached.

c) **Manager's Report** - See attached.

**II. Standing Committee Reports – Accomplishments & Goals 2025**

**a) Landscape Committee**

Tom reported that some of their accomplishments in 2025 were; 1) The start of the Garden Club, 2) planted four large oak trees at the Vanbury playground, 3) they completed the backlog of tree and stump removal and 4) addressed sidewalk flooding and ADA issues by replacing sections of the sidewalk and adding/cleaning existing drains.

Tom reported that some of their plans and projects for 2026 were; 1) Replacement of the flagstone behind the pool house with pavers and landscaping, 2) Take a large portion of the annual flower planting in-house with emphasis on perennials and support from garden club and men's group, 3) Complete a 3-year drainage and sidewalk flooding remediation project, 4) continue to provide the tree give-away program to all residents, 5) complete the program to replant trees in common areas. See attached report.

**b) Swim Pool Committee**

This year the Committee did lots of code work to keep in compliance, including repairing the fence and decking. We also rounded out our new furniture purchases with new lounge chairs in matching colors and materials. Most importantly, we secured a three-year locked-in contract price with AB to keep costs down.

**c) Financial Services Committee**

Jan spoke for the finance team and reported that in 2025 the two big things were; 1) the switch from working our bookkeeping through an external provider

(CMS) to an in-house system (eUnify). This involved close cooperation between the Financial Services team and the office staff to ensure records transfer from CMS to eUnify, to adapt our processes as appropriate to work with the new system, and to resolve problems as they develop. 2) revise our 2026 budget planning package to reflect experience and to make preparation of the package more straightforward going forward. We used that package to coordinate with all committees and the board to successfully develop the 2026 budget.

Going forward; 1) continue to work on better understanding and implementing the eUnify system and will work with the office staff as needed. 2) further improve the budget planning package and will work with the committees and the Board to develop a 2027 budget, 3) provide monthly updates to the board each month.

**d) Community Services Committee**

With a lot of support from the Deerfield Office Manager, the Community Services Committee focuses on the maintenance and upkeep of the Rec Center buildings along with some other contracting services for the neighborhood. One major project last year was replacement of the emergency exit stairs from the Annex. The old wooden stairs were deteriorating and had to be temporarily reinforced while we had a new metal stairway fabricated and installed. Renovations to the Annex meeting room were also completed, including wall and ceiling repairs and a new paint job. Projects for the coming year include repairs and restriping of the parking lots and replacement of some of the Rec Center decor, including furniture and rugs. Community Services has five members and meets on the first Monday of every month at 7 pm at the Rec. Residents are welcome to come and join us!

**e) Security Committee**

Angela reported that Deerfield remains a very safe place and SEAL has been a big part of that success. No major incidents to report. The 2026 contract with SEAL has been renewed at less than 3% increase which is good given the higher cost in fuel. Some SEAL signs had to be replaced as they were fading away. Most calls were concerning solicitation.

**f) Deeds Committee**

Terry represented Deeds and mentioned that the Committee is doing well and is focused on the new Matrix that went into effect on April 1<sup>st</sup>, which gives us a more structured approach. He also believes the new administrative fee will help those that need a nudge to address a violation and less expensive than receiving a letter from the attorney. However, if that does not address the issue, both

Deeds and the Board will continue to proceed with the legal process. Terry mentioned that the AGC is progressing very well. Terry said they are also looking forward to working with the new uManage system for processing AA's and deeds violations.

**g) Recreation Committee**

Roger could not attend, but asked Kim to report the following; 1) There are over 20 clubs or groups that meet either weekly or monthly. The Yoga group stopped meeting after their instructor moved away. A new Garden Club has formed and has been very active recently planting flowers around the clubhouse; 2) We have had record attendance at a number of events--Campfire, the last 2 Pancake Breakfasts and the recent garage sale, and above average attendance at the Snow party and the Easter party, 3) the Men's group saves Deerfield about \$25K to \$30K per year by taking on projects that we would normally have to pay an outside contractor. They are currently working on a 2-page list of projects and have done work for several Committees. They have completed a lot of work for Landscape, including flowers, shrub and tree planting, drainage improvements and 2 loads of mulch at the north playground. Bob Shortle told Roger that he has a dream to plant 500 trees in Deerfield in the next 10 years. I have a recurring nightmare that he wants to do that. They will keep working on all the projects left on our list.

**h) Tennis Committee**

Mark advised that the committee is running well. For 2026, the committee is noticing more pickleball players and all 4 courts being used. There are about 30 pickleball players signing up for play now. Texas Christian High school expressed their thanks for allowing them to use some of our courts for students to practice. Mark advised that there are no major expenses planned, only a few replacement nets and windscreens.

**i) AG Committee**

Eric advised that the committee has been listening to input from DV residents to help in the completion of a unified PC. There are currently 9 members on the committee. The committee hopes to have an election of the Members this year, to approve the Unified PC for all sections. The next committee meeting is on April 28<sup>th</sup>.

**IV. Election Committee**

The 2026 DVCA Elections were held from March 24<sup>th</sup> through March 28<sup>th</sup>. Eric thanked the election committee for their hard work in making this run smoothly.

Eric read the Election Committee report with the result of the election, please see attached.

**V. Resident Inquires**

No resident inquiries were made.

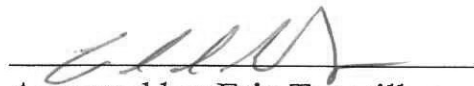
**VI. Adjournment**

Eric announced the meeting adjourned at 7:48.



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Submitted by: David O'Brian  
DVCA Secretary (acting)



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Accepted by: Eric Toureilles  
DVCA President

## President's report

1. First, I want to thank all the volunteers that give their time and effort to make DV a better place. We would not have such a great community without you!
2. The overall operations of the Association are doing well, and we have just under 1.6 million in cash/reserves as of March. We have a very well-balanced budget and are in a strong position. However, we will need to work hard this year to bring volunteers to Committees that are running thin. **Our Treasurer Terry Gray will cover the financial numbers in a minute, so I will skip that.**
3. **General update:**
  - Our biggest accomplishment as an HOA last year was moving to the new HOA software called eUnify. Now our AR and AP platform is housed in one system, and eliminated the need for CMS, a third-party bookkeeping firm. This software not only manages the Finance functions, which have been running for about 1 year, but allows us to move to the second phase. The second phase (2026) will include a central place for residents to submit AA's for improvements to their property and facilitate a quicker response. We will also now have metrics to see how we are doing on replies to AA's and properties with Deeds issues. It will also allow for better communication with residents and a modern Deeds management system to keep Deerfield beautiful, while still adapting to our resident's situation, when extra time is needed.
  - In 2026, we introduced the MATRIX which allows us to have an organized and consistent way to address Property violations more consistently and with shorter time frames, were we were taking to long, based on feedback by residents. The MATRIX is a document created in cooperation between the Deeds Committee and Board in 2026 and has been in effect since April 1<sup>st</sup>. It is important to note that an administrative fee will go into effect on May 1<sup>st</sup>, which we hope will help to motivate those that don't comply with a Deeds letter, and create a plan to address issues mutually beneficial for both parties.
  - We will continue to focus on updating our policies, guidelines, and processes that improve our community, including a unified set of Protective Covenants. This will likely be our hardest initiative, as many residents may not understand that this is necessary for the growth of the community and in everyone's best interest. And the fact it will require a 50+ vote be residents in each section.
  - Continue to work with the MUD on improvement projects. Park tree project as example.
  - Make website enhancements to provide a simpler way to navigate the information you are looking for. Our new email blast system has worked out well and is instant.
  - We believe the use of SEAL Security in our neighborhood has mitigated much crime in our community and is supported by the Crime Reports website. We have added **signage across the neighborhood** to advertise our partnership with SEAL Security and bring awareness to criminals to go somewhere else. However, we all know that crime has gone up in the area, and we must remain vigilant by calling in suspicious activity and staying on the lookout.
  - This Board continues to support the many community groups users like the Men's group, Scout Troop 120 and Cub Scout Pack 120, the Bazaar and the Deerfield Dolphins. For every 10K the Men's group saves us in spending results in \$10 our Annual Assessment.

# Deerfield Village Community Association

## ANNUAL MEETING OF THE MEMBERS

Tuesday, April 14, 2026

7:00 PM

### Treasurer's report:

1. Budget – 2025 was a challenging year with escalating energy costs, higher insurance expense, inflationary pressures and some unexpected and unbudgeted expenses, including overlapping financial services costs during our transition. Total expense and revenue both exceeded plan in 2025, resulting in net income slightly better than budget without deferring necessary operating, maintenance or capital expenditures. This year, we are on budget through March. Overall, DVCA has historically been, and continues to be, financially sound with reserve funds established for all major capital/maintenance expenditures and an additional safety reserve for unforeseen future events.
2. The assessment collection rate for 2025 was 97.0%, which is 0.3% below last year and 1.0% below the prior 5-year average. The rate for 2026 collections through March is similar to last year. Overall performance is being monitored.
3. Through a joint effort led by Eric and supported by the office staff and financial services committee, DVCA has completed its transition to the E-Unify in-house accounting and management system. It will improve accounting efficiency, broaden payment options and increase resident access to their account information. It will also reduce costs by saving outside accounting costs and transferring home sale documentation revenue to DVCA. The positive net financial impact is projected to be about \$20,000 per year. The transition is completed with minor changes still occurring as part of the learning curve. Eric's experience and effort, supported by Cat, Tom Choate and Jan Dickenson made this transition possible. It has been outstanding teamwork utilizing their exceptional complementary skills. This system is bringing DVCA's accounting and management systems into the 21<sup>st</sup> century.

Terry Gray  
DVCA Treasurer

## Office Manager's report - April 14, 2026

Every year the office strives to be more efficient and optimize any office processes for improvement on a day-to-day basis.

Between April 2025 to April 2026 the office has been quite busy learning the new software called eUnify with both AR & AP. In addition, working closely with Finance committee, Tom Choate and Jan Dickenson. I can say with confidence say we have accomplished our goal to be independent with our reporting and closing monthly.

Two other goals accomplished for 2026 have been:

1. Replacing the SAYOR gate LOCK- so that it doesn't "sound off" an alarm and it is more reliable for entry.
2. As always, improved communication with all the committee volunteers and expanding some of the committees.

Landscape & Recreation committees have both added one new member.

One big 2026 goal that is planned for the office is to begin using the Deeds portion of the portal. This will allow better Deeds management with property information & reporting for the office and better communication with the residents. In addition, this will save a lot of time for our Deeds driver when gathering information and pictures on properties. We are looking forward to these results.

Lastly, I would like to thank all the Board members and Committee volunteers who dedicate their time to our unique Deerfield community.

## **2026 Annual Meeting**

### **Landscape Committee Accomplishments and Plans**

#### **2025 Accomplishments**

- 1 Started the garden Club
- 2 Planted 4 large oak trees at Vanbury Playground
- 3 Completed tree and stump removal backlog
- 4 Addressed sidewalk flooding and ADA issues by replacement of sidewalks, adding and cleaning drains

#### **2026 Plans and Projects**

- 1 Replacement flagstone behind pool house with pavers and landscaping
- 2 Take a large portion annual flower planting in-house with emphasis on perennials and support from garden club and men's group
- 3 Complete 3-year drainage and sidewalk flooding remediation project
- 4 Launch and continue residential tree give-away program
- 5 Continue program to replant trees in common areas.

## **Trees**

We removed many dead trees last year and more than 100 over the past few years.

On the positive side, we have teamed up with Trees for Houston. They donated more than 50 trees to Deerfield in the past year. We passed out more than 40 to residents. Trees for Houston donated 4 large San Carlos Oaks, we have used to shade the Vanbury Playground. Mud 136 contributed water irrigation and the men's group planted the trees. We have plans to add 10 more San Carlos Oaks along Vanbury and Mud 136 again contributed the irrigation funding. Look for those additional 10 oaks later this Spring.

We plant 4 trees at Oakhampton along the southeast corner of the greenbelt, 2 bald cypress at Longcliffe and west side of the greenbelt, 8 trees on the greenbelt at Cadbury, donated by resident TJ Speer, 2 live oaks along Deerfield Village Drive to fill in missing trees and 4 Nuttall oaks along the parking lot and Heathersage and a water oak overlooking the basketball court. We planted a water oak on an island in the Patio Homes. We added 2 Redbuds outside of the clubhouse windows. We hope to plant many more trees this year. We are recruiting more volunteering residents to help water future tree plantings. If you were counting, that was 77 trees. More are planned for this year and beyond.

## **Sidewalks Repairs**

Deerfield has more than 20,000 linear feet of sidewalks. We repaired and replaced sidewalks in more than 28 locations (270 linear feet) last year. We replaced 1.3% of our inventory.

## **Sidewalk Flooding & Drains**

We located most of the 40 plus existing drains on the greenbelt, pipeline and patio homes. We cleaned out many blocked drains, some of which had never been remediated, finding breaks and tree roots. We added 9 new drains and many sidewalk crosswalk channel drains while replacing damaged sidewalks. With the help of the Men's Group, we dug several lateral reservoir swales to help keep water from ponding on the sidewalks. We refurbished and added one drain at Red Lodge to remediate sidewalk flooding. We have started a new swale reservoir 120 feet long between Chantry and Foxdale. We plan to add several of these swales as need and continue to groom existing swales as need. We have plans to install 6 more drains this year along the greenbelt and will be monitoring a dozen more locations.

## **Garden Club**

We started a garden club. They transformed the rock garden by the ice machine into a butterfly friendly garden. They have plans to enhance and replant the rose garden outside the trash cans enclosure and generally convert the to perennials as the foundation of plantings around the rec center

## **Shrubs and Entrance Plantings**

Along Clay Road **West** side entrance in front of 120 feet of brick fencing, we adjusted and refurbished sprinklers, trimmed and cleaned out existing plants and added 24 new plants and mulch.

Along Clay Road **East** side entrance in front of 89 feet of brick fencing, we adjusted and refurbished sprinklers, trimmed and cleaned out existing plants and added 20 new plants and mulch. Today you can see the new Olenders blooming.

We requested Harris County to restore more than 50 missing crepe myrtles along the West side Trex fencing towards Randall's where only 13 remain. Next year, we have request funds to continue landscaping enhancements along the fencing on Clay towards Windsong, more than 1600 feet of perimeter brick and Iron fencing is missing more than 50% of shrubs from the past.

We added more than 200 new cannas along Deerfield Villages to add to the 400 plants last year, all donated by a resident, and installed by Landscaping Committee members supported by the Men's Group members. Another resident donated more than 100 day lilies and Narcisus plants which we added to the color ends around the clubhouse and the Deerfield Village Drive Island at Clay

## **Sprinklers**

Around the clubhouse, we have 2 controllers, 16 zones, 16 valves and more than 180 lawn and shrub sprinklers. Along the entrance of Deerfield Village drive and Clay Road for 120 west and 1600 feet east, we have 2 controllers, 25 zones, 25 valves and more than 300 lawn and shrub sprinklers.

At the Danebridge entrance at Kieth Harrow, we have 1 controller with two zones at least a dozen Shrub sprinklers. We are hoping to bring this controller online in 2026.

That's a total of more than 40 zones and 500 sprinklers. We spent considerable time and funds repairing and refurbishing our sprinklers this Spring. We also dogged the Ezee fiber and AT&T fiber installers to repair our equipment they damaged.

### **Flagstone Patio Replacement**

Planning for replacement of the flagstones behind the pool house with pavers and greenery is well underway and is expected to be completed before the swim team's first home competition of the season. We hope to put the old flagstones to good use in the community.

### **Park Benches' Footrests**

We are relocating unwanted flagstones from the flagstone replacement project to become footrests for park benches near the playground equipment replacing muddy holes under the benches. We have hopes to install many more.

DVCA ANNUAL MEETING OF THE MEMBERS

March 28, 2026

2026 DVCA TRUSTEE ELECTION SUMMARY

The following is a brief summary of the 2026 DVCA election for the Board of Trustees. The election was conducted in accordance with historical schedule and voting in accordance with state and local government guidance. The election was completed on March 28, 2026, and ballots were counted on March 28, 2026, with all three (3) members of the Election Committee participating.

|   |    |
|---|----|
| 1. Total number of envelopes in the sealed ballot box .....   | 37 |
| 2. Total number of normal envelopes.....  | 36 |
| 3. Total number of provisional envelopes.....   | 0  |
| 4. Total number of normal envelopes rejected for not following the voting process, not written across the seal, etc. .... | 1  |
| 5. Total number of provisional envelopes rejected (no valid proof of Deerfield ownership, etc.).....                      | 0  |
| 6. Number of valid ballots.....   | 37 |
| 7. Number of ballots cast for each candidate, including write-ins:  |    |

|                  |              |
|------------------|--------------|
| John Murphy      | 35 (elected) |
| Steve Gunzelman  | 35 (elected) |
| Brent Burris     | 35 (elected) |
| Write-in Vote    | 0            |
| Total Votes Cast | 105          |

Reconciliation of Total Votes Cast with Total Ballots:

|                        |     |
|------------------------|-----|
| Total Votes Cast       | 105 |
| Undervotes             | 3   |
| Total                  |     |
| Reconciliation (36 x3) | 108 |

Submitted by the 2026 Election Committee Eric Toureilles [Chair], Kim Samman [Vice Chair], David O'Brian (member), Catherine Guiberteau (Administrative), and Lisa Gilpin (observer).