

**Deerfield Village Community Association**  
**ARCHITECTURAL GUIDELINES COMMITTEE MEETING MINUTES**  
**Wednesday, May 27, 2026, 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, Elaine Mills, Buddy Scott and Glenn Somers. Deborah Plattsmier 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.

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

Eric determined we had a quorum present and called the meeting to order at 7:06 PM.

**II. APPROVAL OF MINUTES**

Elaine motioned that we approve the minutes from the meeting held on May 7, 2026. Robin seconded the motion; passed unanimously.

**III. RESIDENTIAL INQUIRIES**

No residents were present, nor inquiries submitted.

**IV. OLD BUSINESS**

**A. Definitions document**

The definitions page (currently page 14 in the UPC) will remain open for further revision until the rest of the UPC is completed. Eric will alphabetize the list before sending the document to the attorney for review.

**B. UPC review**

We continued review of comments submitted by Laurie via email prior to the May 7, 2026 meeting. In addition to small editorial changes, these edits were made:

1. We struck the reference to height of “other structures” in Section II.1 **Single Family Residence** since that is addressed in Section II.9 **Outbuildings and Play Structures**.
2. We agreed to refer the wording in Section II.6 **Easements** to the attorney for clarification.
3. In Section II.7 (corrected from 9) **Non-Perimeter Fences and Gates** we removed references to needing an AA, since that is covered by a blanket statement at the beginning of Section II. We also changed “should” to “shall” in several instances.

4. In Section II.10 **Exterior Lighting** we updated the reference to the corresponding content in Maintenance and Use in two places to read Section I.18 instead of Part I Section 17. We also noted that bullet format needs revision; Eric will address that later to save meeting time.
5. Section II.11 **Roof and Roof Additions** also needs bullets reformatted.
6. In Section II.12 **Construction Related Storage**, we added a statement that portable toilets must be approved by the DRC. We updated Section I.6 **Permanent and Semi-Permanent Storage** as well.
7. In **Section III Enforcement and Administration**, we added identifying terms to the first 6 points for consistency with the rest of the document. In order those are: 1. Covenant Continuity, 2. Enforcement, 3. Covenant Endurance, 4. Liens, 5. Deviations, and 6. Assignment. We noted that Deviations is flagged for attorney review and possible deletion.

V. **NEW BUSINESS**

A. **Send document for legal review**

Eric will send the document to the DVCA attorney for review. It's unlikely we will have feedback prior to the next meeting.

B. **Socialization and Voting Strategy**


We agreed that a marketing plan will be important to introduce the UPC and communicate the importance of voting. We can combine newsletter information, website posting and community outreach via committees, events and town hall meetings. We can explore the possibility of online voting, but it may not be an option. We should all come to the next meeting prepared with points to emphasize the benefits of adopting the new UPC. The alternative will not be to start over a third time, but to start enforcing the existing outdated covenants more consistently.

C. **Next meetings**

The next meeting will be on Thursday, June 4, 2026. The subsequent meeting on Tuesday, June 23, 2026, may be cancelled if the UPC is still with the attorney.

VI. **ADJOURNMENT**

Eric motioned that the meeting be adjourned at 8:49 PM. Terry seconded the motion; passed unanimously.

Signed: 

Secretary: Laurie Johnson

Date: 05/28/2026