

Deer Creek at Northgate Homeowners Association

Board Meeting Minutes

Location: 2005 Silver Creek Drive

Date/Time: Tuesday, August 12, 2025 @ 6:00 PM

I. CALL TO ORDER/ESTABLISH QUORUM:

The meeting was called to order at 6:03 p.m. by President Sharon Wood. Secretary Heather Evans, Member At Large LeRoy Willener, Vice President Jim Tiedemann, Treasurer John Stewart, and Community Manager from RowCal Association Management Michael Atencio were also present. Quorum was achieved.

II. OPEN FORUM:

Rick White from Snowflake Dr. He submitted the website invoice which has gone up to \$210 per year. The website gets about 30 hits per month. He has also done some analysis on the Deer Creek HOA budget and realized costs.

III. APPROVAL OF MINUTES

The minutes from May 20, 2025 were presented for approval. LeRoy motioned to approve the meeting minutes. Jim seconded the motion. This passed unanimously.

IV. APPROVAL OF FINANCIALS

- A. Budget Review:** The year end budget was in line with projections.
- B. Financial Review:** July 2025 financials were sent out. Sharon made a motion to accept the financials. LeRoy seconded. This passed unanimously.
- C. Certificates of Deposit** – The HOA is currently letting the existing CDs auto-renew. Retained earnings can be put back into reserves or to purchase CDs. No new CDs will be purchased so the HOA has liquid assets on hand.
- D. Homeowner Aging Report:** There are two homeowners that have 90+ day balances. A lien was placed on one of the properties.
- E. Treasury Bills:** Mike will research whether the HOA can purchase a Treasury bill. (Carry over from May Meeting Minutes.)

V. COMMITTEE REPORTS

- A. Design Review:**
All submissions have been approved.

VI. UNFINISHED BUSINESS

- A. Ratify Collection Policy Amendment** – This will need to be signed by Sharon and then filed by RowCal. Orten Cavanagh Holmes & Hunt llc is the HOA attorney. Jim made a motion to ratify the collection policy. LeRoy seconded. Motion passed unanimously.
- B. Ratify Insurance Renewal** - LeRoy made a motion to ratify the collection policy. John seconded. Motion passed unanimously.
- C. Annual Garage Sale/Picnic** – A decision was made to not host a picnic in 2025 due to lack of volunteer interest and time.
- D. Community Board** – The installation of the community board is scheduled for Thursday this week after utilities have been marked.
- E. Board Member Recruitment:** There were discussions of homeowners that may be interested in becoming board members.

VII. NEW BUSINESS

- A. Purchase of Second Community Bulletin Board** – This is on hold until the first Community Bulletin Board is installed.
- B. Purchase of Bench** – This is on hold. Further discussion will be held.
- C. ARC Requests and Portal** – The portal is not acting as expected. At times attachments cannot be seen and/or notifications (approval letters) are not going out. Mike has sent a ticket to RowCal IT for review.
- D. Change in Mowing** – A request has been made to the landscape company to add about a foot or two along Ridgeline Drive and to add another mow to the large common areas.
- E. Bill Payment Approvals**– John Stewart is approving bills as they come through. He receives an email notification.
- F. Volunteer Committee** – Heather Evans proposed to form a volunteer committee to recognize work that homeowners invest in the community and to share opportunities.

VII. Management Report

It has been confirmed that the Annual Meeting will be held on October 9, 2025 at Library 21C. Mike will send out the budget within the next few weeks for the presentation. Kate Newbill serves as the Lead Community Association Manager supporting Mike Atencio. Heidi Lane serves as the Senior Director of Management supporting the Colorado Springs branch.

IX. ADJOURNMENT

A motion was made by Heather and seconded by Jim to adjourn the meeting at 7:22 p.m. The motion passed by unanimous consent.

Next Meeting is 11/11/2025

Prepared by Heather Evans

Heather Evans _____
Signature

11/11/2025 ____
Date