

THE DEER CREEK AT NORTHGATE HOMEOWNERS ASSOCIATION, INC.

2025 ANNUAL MEETING PACKET



The Deer Creek at Northgate Homeowners Association, Inc.

Notice of Annual Meeting

The Annual Meeting of The Deer Creek at Northgate Homeowners Association, Inc. will be held on:

Thursday, October 9, 2025 6:00pm
Library 21c
1175 Chapel Hills Dr. Colorado Springs, CO. 80919

The main purpose of this meeting will be the election of directors to serve on the Board of Directors for the Association. Other matters concerning the affairs of the Association will be discussed. The Agenda for the meeting is as follows:

The Agenda

- A. Establish Quorum – 10 % (16 Homes)
- B. Introductions
- C. Proof of Annual Meeting Notice
- D. Approval of 2024 Annual Meeting Minutes
- E. Election of the Board of Directors
2-Three-year terms
- F. 2026 Budget
 - A) Presentation of the 2026 Budget
 - B) Q&A
 - C) Vote
- G. Voting Results

If you have any questions or concerns prior to the Annual Meeting, please contact mike.atencio@rowcal.com

Deer Creek 2024 Meeting Minutes

Board Meeting Minutes

Location: Library 21C

Date/Time: Monday, October 10, 2024 @ 6:00 PM

- I. CALL TO ORDER AND ESTABLISH QUORUM
 - a. The meeting was called to order 6:03 PM by President Sharon Wood
- II. PROOF OF MEETING NOTICE
 - a. Overview of Purpose of Meeting
 - b. 10 households were represented in person
 - c. 11 households were represented by proxy
 - d. The meeting packet was sent on September 13th, 2024
- III. INTRODUCTION OF OFFICERS AND MANAGEMENT COMPANY
 - a. Mike Atencio – RowCal Community Manager
- IV. REVIEW OF 2023 ANNUAL MEETING MINUTES
 - a. Rick White motioned to accept the 2023 meeting minutes and Camille Blakely seconded. Motion passed.
- V. REPORTS FROM OFFICERS – See Slides
 - a. PRESIDENT’S REPORT
 - i. Safety
 - ii. Community
 - iii. Value
 - b. TREASURER’S REPORT
 1. Treasurer Camille Blakely reported the financials are in good shape for 2024. Most of the 2024 budget went towards trash, HOA admin costs, landscaping.
- VI. ELECTION OF OFFICERS
 - a. BOARD NOMINATIONS FROM THE FLOOR/CANDIDATES
 - i. John Stewart (Silver Creek Drive)
 - ii. Jim Tiedemann (Fieldcrest Drive)
 - b. QUESTIONS & ANSWERS TO THE CANDIDATES FROM THE FLOOR
 - i. All open slots on the Board of Directors were filled
 - ii. New members on the Board introduced themselves
 - c. CONDUCT BOARD VOTE BY BALLOT
 - i. Both John Stewart and Jim Tiedemann were unanimously voted to the Board.

VII. NEW BUSINESS

- a. PRESENTATION OF APPROVED 2025 BUDGET
- b. QUESTIONS & ANSWERS: 2025 APPROVED BUDGET
 - i. A question regarding the audit line item was presented to confirm its accuracy. Mike Atencio will confirm.
- c. RATIFICATION OF THE 2025 APPROVED BUDGET
 - i. Rick White motioned to ratify the approved budget. Leroy Willener seconded the motion. The motion passed.
- d. FIELD OF DREAMS INITIATIVE-See Slides
 - i. The Board will continue to work with the ACC on this in 2025
- e. COMMUNITY RECOGNITION-See Slides
 - i. Mike Hendricks, Rebecca Rounds, Mike & Gail Estes, Street Captains, Leroy Willener, Heather Evans, Robert Hermann, Steve & Gretchen Sandridge, Colleen Bunkers & Katia Winkler were all recognized for their contributions.

VIII. ADJOURNMENT

- a. Rick White motioned to end the meeting. Camille Blakely seconded the motion. The motion passed and the meeting was adjourned at 7:47 PM.

Prepared by Mike Atencio

The Deer Creek At Northgate Homeowner's Association, Inc.

	Account	Description	2025 Budget	2025 Actual	2026 Budget
Operating Accounts					
Income Accounts					
Assessments					
	40-4000-00	Residential Assessments	\$56,575.00	\$56,575.00	\$57,388.92
Delinquency Income					
	43-4300-00	Delinquency Processing Fees	\$0.00	\$600.00	\$0.00
	43-4305-00	Late Fees & Interest	\$0.00	\$1,225.35	\$0.00
Investment Income					
	45-4500-00	Interest Earned – Operating Accounts	\$0.00	\$15.57	\$0.00
New					
Income Accounts Total			\$56,575.00	\$58,415.92	\$57,388.92
Expense Accounts					
Administrative Expense					
	50-5000-00	General Administrative	\$2,846.76	\$3,321.72	\$300.00
	50-5020-00	Community Events	\$500.00	\$0.00	\$500.00
	50-5035-00	Bad Debt	\$20.00	\$0.00	\$0.00
	50-5045-00	Delinquency Fee Expense	\$0.00	\$600.00	\$0.00
	50-5048-00	Compliance Fee Expense	\$0.00	\$20.00	\$0.00
Insurance Expenses					
	53-5300-00	Property & D&O Liability Insurance	\$2,000.00	\$1,632.00	\$1,750.00
Utilities					
	54-5420-00	Trash Removal Service	\$31,000.00	\$21,729.90	\$30,000.00
Landscaping & Irrigation					
	63-6300-00	Landscaping Contract	\$2,400.00	\$2,585.97	\$4,233.42
	63-6325-00	Snow Removal & Supplies	\$550.00	\$0.00	\$800.00
Professional Services					
	70-7000-00	Audit & Tax Services	\$70.00	\$345.00	\$345.00
	70-7025-00	Legal Services - Collections	\$1,000.00	\$0.00	\$1,000.00
	70-7030-00	Legal Services - General Counsel	\$414.24	\$325.00	\$460.50
	70-7040-00	Management Fees	\$15,774.00	\$10,516.00	\$18,000.00
New					
Expense Accounts Total			\$56,575.00	\$41,075.59	\$57,388.92
Operating Accounts Net			\$0.00	\$17,340.33	\$0.00

THE DEER CREEK AT NORTHGATE HOMEOWNERS ASSOCIATION, INC.
2025 Nomination Form

The Annual Meeting of the Homeowners Association will be held on October 9th, 2025, at 6:00pm at:

Library 21c: 1175 Chapel Hills Dr. Colorado Springs, CO. 80919

The election to be held at this Annual Meeting will be to elect 2 Directors to the Board. 2-THREE-YEAR TERMS.

If you wish to nominate someone, please complete and return this form prior to the meeting date/time mentioned above. You may nominate yourself or another individual. Please be sure that if you are nominating someone other than yourself, you verify their interest in serving on the Board prior to filling in their name. You may nominate as many people as you choose.

Remember, nominations will also be taken from the floor at the meeting as well, prior to the election.

It is important to note that this form is for ***nominations*** only and will not count toward quorum or as a vote for a particular candidate. Please be sure to complete and return the enclosed Proxy if you are unable to, or unsure you will be able to, attend the meeting. All voting will take place (in person or by proxy) at the Annual Meeting.

Name: _____

Address: _____

Signature: _____

Nominee 1: _____

Nominee 2: _____

Please email completed nomination form to mike.atencio@rowcal.com or mail it to:
THE DEER CREEK AT NORTHGATE HOMEOWNERS ASSOCIATION, INC.
c/o RowCal, 3630 Sinton Rd. Suite 300, Colorado Springs, CO. 80907

THE DEER CREEK AT NORTHGATE HOMEOWNERS ASSOCIATION, INC.
Annual Meeting Board of Director(s) Election Ballot
Thursday, October 9, 2025
6:00pm

Your Name: _____

Your Address: _____

Signature: _____

Voting Rules

1. This election is to elect 2 Director(s) to the Board. 2-THREE-YEAR TERMS
2. If you have already cast a proxy/absentee ballot prior to the Annual Meeting, please do not vote again.
3. Each unit (home) may cast ONE ballot only.
4. Cumulative voting is prohibited. You may only vote for an individual nominee once.
5. Check the box next to the nominee you wish to vote for.

☐ _____

☐ _____

☐ _____

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The Deer Creek at Northgate Homeowners Association,
Inc.

2025 PROXY FORM

—ACTION REQUIRED—

As member(s) of **The Deer Creek at Northgate Homeowners Association, Inc.** and as owner of the unit identified below, I am unable to attend the meeting stated below and would like to appoint:

Please Select One Below:

- ☐ The Board of Directors of the **Deer Creek Homeowners Association, Inc.**
OR

☐ _____
(Insert name only if you wish to name a different proxy)

I understand that by submitting this proxy and not attending the Annual meeting of the Association to be held on October 9, 6:00pm, Library 21c, my home will be counted towards quorum, and I am giving my voting authority to the Board, or the individual named at the meeting, or any adjournment or reconvening of such meeting.

You are authorized to vote for or against any other matter or proposal which may properly come before such meeting.

(Date)

(Signature of Unit Owner)

(Print Name)

(Address/Unit Number)

INSTRUCTIONS:

1. Complete and return this proxy if you are unable or unsure you will be able to attend the meeting.
2. The Proxy must be (i) mailed or delivered to the address/email below, or (ii) brought to the meeting, but **must** be received by the Association's Secretary prior to the start of the meeting.

Please email completed form to mike.atencio@rowcal.com or mail it to:
The Deer Creek at Northgate Homeowners Association, Inc., c/o RowCal, 3630 Sinton Rd. Suite 300, Colorado Springs, CO 80907