



Oak Creek

Oak Creek Subdivision Homeowners Association (HOA)

Open Meeting Minutes – September 8, 2025

Board in Attendance: Linda Grahovec, Randy Olson, John Baer, Ginger Thayer
Resident Attendees: Eric & Jean Paetzel, Nabil & Suzanne Fayomi, Gene & Eileen Dunne, George Booras, Dorothy Jarmen, Ed Grahovec

7:00pm – Call to Order

July Open Meeting Minutes

A move to enter into the record the meeting minutes from the July 21, 2025 Open Mtg was made by HOA Board (Bd) Treasurer Randy Olson and unanimously approved with no revisions or corrections by the attending Bd members.

Meeting minutes were approved and were already posted to the HOA website (oakcreekyv-hoa.org) and TBG website (buildinggroup.com/resident-portal).

7:05pm - Introduction of new property management organization RowCal

- RowCal representatives Kathryn Hovorka (Director of Community Mgmt) and Mike Sanderson (Director of Maintenance) in attendance.
- A brief explanation of the transition from The Building Group to RowCal was offered. Changes to property management services was *initiated by TBG and RowCal*; both are owned by Morgan Stanley Capital Partners.
 - ✱ RowCal's property management strengths and local presence are more aligned with suburban and rural residential communities and infrastructure (similar and to the benefit of Oak Creek) vs. TBG's strengths aligned with urban and hi-rise residential communities.
- Transition to go into effect October 1st, 2025. RowCal website portal access available starting September 24th.
- Note that last year the Board interviewed two management companies in preparation for possible changes. One of the two companies was RowCal and was the preference of the two at that time. The Board decided, at that time, that changing companies would be too much of a burden to the community and did not move forward.
- The current TBG administrative point-of-contact (POC)/“community manager” will remain in place w/RowCal to facilitate the transition and maintain continuity.
- Current/existing management fees, contracts and project arrangements will remain as previously agreed with TBG.
- Welcome letter to each homeowner will be forthcoming with instructions on payments of assessment fees, payment options and homeowner portal login credentials; note, some fees for credit card payment or e-check payments may be incurred for assessment fee payments. Review each option carefully.
 - ✱ Training and on-boarding support is available to support a smooth transition for each homeowner.



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7:25pm – Finance

- **Budget** – based on financials posted (by TBG) through end of July (Aug financial statement is expected shortly):
 - Current spending aligns within all budget levels and cost increases as expected.
 - Delinquency payments are down (mostly lingering assessment increase issues from \$105/mo to \$120/mo).
 - Migration of current accounting programs and practices is internal between TBG to RowCal. Also, TBG administrative POC who is most familiar with OC HOA Bd and operations will remain, so expecting transition to be smooth.
 - 2026 budget development activities to get underway ahead of November open mtg and preparation of preliminary 2026 budget in Dec/Jan. Draft budgets from applicable committees is requested by October 15th for Bd review.
 - ✦ Near term, Bd and community should consider and prepare for implementation of an adjustment (%) to the assessment to address cost-of-living (COL) and inflation and avoid any large unexpected increases similar to what was experienced during the 2025 budget development process.
 - ✦ Long term – propose that future Bd(s) to consider a By-Laws modification to authorize the Bd to implement an annual COL /inflation increase.
 - A motion was approved to open a third account (not subset) for long term planning expenses (capital improvements, not reserves) with Barrington Bank.
 - ✦ Future tennis court resurfacing or sport court replacement – 5 yr plan (current estimates range from \$85k o \$125k for two court size)
 - ✦ Future pool liner replacement (needed every \pm 10 years) – 9 yr plan. (current estimates range from \$65k o \$85k)

Motion was seconded by Randy (Treasurer) and approved by all Bd members in attendance. Randy to work with RowCal and our banking services, as needed (Barrington Bank) to implement.

- Reserves are currently 70% funded which is not ideal but corresponds with recommendations from our HOA counsel.
- A general appreciation for all volunteers was voiced thanking them (and reminding all of us) for their on-going contributions and our reliance on them for the successful operation of the community *and related cost savings to all homeowners*.

7:45pm – Committee & Group Reports

- **Architectural Review Committee (ARC)**
 - Two roofing projects underway and one more to start soon; all were pre-approved by ARC. Linda requested the ARC to update the approved roofing materials to reflect current changes and upgrades on the market.
 - **Also, a reminder that ALL roofing needs to be submitted and approved by ARC – this includes any outdoor structures with roofing, porticos or permanent patio covers.**



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- **Clubhouse (CH) Committee**

- North and south clubhouse parking lots will be seal-coated starting Tuesday, September 23rd or as weather permits.
 - ✖ Contractor (DNM) to recommend parking lot striping and related costs for Committee consideration.
- No new clubhouse rentals are scheduled.
- Lamp post repair work continues to be evaluated. Lamp post and baseplate only needs to be replaced.
- Volunteers to evaluate and perform repair to pump room exterior window sill and brickwork that has been pulling away from the building and creating a water gap. (Thank you Ed Grahovec, George Booras and Gene Dunn)

- **Grounds Committee (GC)**

- Common area grounds maintenance is on-going and satisfactory
- Walking path and drainage ditch was sprayed for weeds (Thx Gene)
- Pond maintenance – Copper sulfate (herbicide/algaecide) application performed on 8/31 (Thx Gene / George).
- Interim tennis court crack repair is on-going (Special thanks to John Baer for the extra volunteer hours that have been put in)
- Reminder that absolutely no motorized vehicles, cycles or e-bikes of any kind are to be on the common area path or beyond the signage on any community grounds, which includes the retention pond area and the clubhouse property and private driveways.

- **Pool Committee (PC)**

- Pool scheduled to be closed Sunday, September 14th.
- AquaGuard to follow later that week and winterize and cover the pool
(at the time of the recording of these meeting minutes, a request was made and granted to keep the pool open until September 21st. This was due to the continuing warm weather)
- Pool costs and expenses are within 2025 budget but 2026 costs will increase approximately 20% due to minimum wage increases and the cost of pool chemicals
- PC to follow up and close out of four issues identified by Illinois Dept of Health last spring inspection. The non-critical issues reported:
 1. Flow meter – work complete
 2. Pressure gauge – device is ordered and will be installed when received.
 3. Two underwater light fixture repair – lights are ordered; repairs will be performed when received.
 4. Main pool drain grating/cover needs to be replaced.
 - ✖ Due to potential scarcity and higher cost of this item next spring/summer, pool committee highly recommends that this item be purchased this year for installation in spring 2026 before pool opening.
 - ✖ Pool committee to get quote for purchase. Bd will consider approval and purchase once PC presents pricing and makes their recommendation.



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- **Social Events Group**

- Community “patio crawl” was very successful, with 30-35 neighbors visiting multiple homes in the community. Thanks to all participants but especially to the four families/teams who volunteered their homes, food & libations. A good time was had by all. See you next year...? We sure hope so!!
- Future social events under consideration include:
 - ✦ End of October timeframe: Halloween party (TBD pending interest, coordination and participation from families with children).
 - ✦ November 15th: Adult “Soup, Chili & Fixins” cook-off
- RowCal has expressed an interest to be involved with, and participate in, Oak Creek social activities. Party planners and event coordinators take note!
- Watch HOA calendar, Facebook page and monthly (emailed) E-News Board Communication for these and all other upcoming social events.

8:05pm – General Business or New Business

- **General**

- Community Entry Monuments – Delay experienced due to Kendall County involvement and attempts by them to enforce incorporated county requirements on our unincorporated community. Our contractor, Not Just Grass (NJG) Inc, helped to get this sorted and the project will proceed once documentation is recorded with county.

Oak Creek attorney is coordinating getting easement agreements with each of the two property owners where the monuments will be located. Once easement agreements are signed, building permits will be obtained by NJG and construction can begin. One site is completed and we await second property due to Land Trust Trustee delay.

- **New**

- The pool committee, with guidance from our pool consultant, has advised that the pool pump we own may become obsolete in the very near future. While the pump is functioning now, PC and the Bd should consider purchasing some key parts that will likely wear out and become scarce in the future. It would be cost effective to have the spare part(s) in hand now (sooner than later) in anticipation that present day pricing (\pm \$1.5k-\$2k) could triple in cost in near future and to mitigate the need to purchase a new pump at considerable expense.

PC to prepare a proposal and present it to the Bd for further consideration.

8:15pm – Board Executive Session

- Not needed.

8:15pm – Motion to Adjourn

- Motion/Second/Vote to adjourn meeting at this time

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----- FYI CORNER -----

Did you know.....From the Recorded Oak Creek By-Laws:

ARTICLE IV MEETINGS

A. ANNUAL MEETINGS

There shall be an annual meeting of the Association in January of each calendar year, unless otherwise ordered by the governing board of said Association. **During the meeting election of the governing board shall take place and such other business as is necessary for the orderly and efficient administration of said Homeowners Association.** Meetings shall be open to all active members of said Association excluding social members. Notice of such meeting shall be issued by the secretary of the governing board mailed to the last recorded address of each member at least 21 days before the time appointed for the meeting

Let's talk Board and Committees!

Though any owner/member can run for an open position on the Board, if you would like to throw your hat into the election ring, there are a few things to be aware of. First, we highly recommend that you have experience as an active member of at least one committee for two years and that you have attended some of the bi-monthly meetings. Also, being on the Board requires a good amount of commitment of time that is needed for various duties and responsibilities of the Board as conveyed in our Oak Creek By-Laws and Governing Docs, as well as committee oversight.

December will be the time when nominations must be received for notification and distribution to the community-at-large for their consideration, in advance of the January 2026 annual meeting.

There will be two open seats on the board and both will be open to reelection of those two current Board members if they so choose to run for reelection - and we hope they do!!

Please consider joining a committee. Committees are not elected positions and the amount of volunteers needed for each is from 3 to 7 residents. The work that our committees do and the events that they plan, are critical to the Board and the Community. As a member of a Committee you not only gain friendships but also gain knowledge and experience on our communities needs and understand their priorities. Of course, you can volunteer outside of a committee as well!

After the Annual Meeting, the Board will connect with the existing Committee Leads, discuss if they want to continue to lead that committee and then review the submitted Committee forms in order to solidify that years committee membership.

The Social Group is organized outside our By-Laws but is an important part of our Community. The social group organizes and promotes events for any and all members of our subdivision.

Watch for more details and reminders will be forthcoming in future meeting minutes and other HOA communications.

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