




Oak Creek

Oak Creek Subdivision Homeowners Association (HOA) Open Meeting Minutes - May 12, 2025

Attendees:

Board included Linda Grahovec, Randy Olson, Ginger Thayer, Luke Martin (Quorum)

 Oak Creek			
Meeting Sign-In Sheet			
Name	Address	Phone	Email
Eric + Sean Ratzel	51 Oak Creek Dr	630-849-0000	cambria.co@comcast.net
Nicki + Suzanne Fayard	76 Oak Hill	630-253-5444	sayonm35@comcast.net
Gene/Eileen Dunne	38 Winding Creek	708-256-3376	gdunne@ameritech.net
Jeanne Branner	52 Winding Creek	630-267-7416	jeanne.branner@windingyou.com
Belinda Bar	65 Winding Creek	630-372-4222	lfofson@comcast.net
George Booras	6 Fox Hill	630-615-1950	gwb00ras@yahoo.com
Dorothy Jarman	1 Timber Court	630-661-0925	bdjarman@comcast.net
# 10 with the board households			

7:01pm – Call to Order

March Open Meeting Minutes

A move to enter into the record the meeting minutes from the March 10, 2025 Open Mtg was made by HOA Bd President Linda G. 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).

Community Entry Monument Discussion

Introduction of “Not Just Grass Landscaping” (NJGL) (Sugar Grove, IL) representative Adam Voirin to present and discuss the proposed Community Entry Monument design and construction status. Key Takeaways:

- State will honor pricing submitted by HOA. Total cost of materials and installation (including electrical, electrical tie-in, and landscaping) to be reimbursed by the state.
- Multiple contractors were contacted and pricing solicited.
- NJGL was chosen based on favorable pricing, their history and experience working directly with IDOT (minimize HOA involvement as middleman), and HOA comfort level with NJGL management.

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- Direct payment from IDOT to NJGL – payment terms favorable and accepted by both entities.
- Lot owners have communicated to HOA a Letter Of Intent to allow the installation of monument(s) on their property (2 Oak Creek and 1 Fox Hill Ct).
 - ✗ NJGL will supply the surveyor to assist with locating monument footprint and establishing a monument easement, for construction and future legal benefit / protection of lot owner and HOA.
 - ✗ Monument(s) to be set as close to road as practical, to minimize footprint on homeowner's property.
- Monument designs (computer images) were presented; digital copy will be provided
- Bd intends to distribute a community survey seeking input from homeowners to decide final appearance, signage (logo, font, location of same), LED lighting, landscaping, etc. in June.
 - ✗ Solid brick construction – samples presented but final style & color & grout TBD via community survey inputs
 - ✗ Oak Creek Lettering (same as original font) to be “engraved” into limestone face of monument
 - no actual letters attached to face of monument to contend with;
 - lettering reveal to be painted thus easier maintenance over time
- Timing: surveyor and legal description to start shortly.
 - ✗ balance of monument construction hopefully to start sometime mid to late summer, once final road location is understood. The asphalt roadway recently placed by IDOT contractor, running North-to-South adjacent to Oak Creek property, is temporary).
 - ✗ NJGL has new plats and will work w IDOT to formalize.
- Has a bollard type protector been considered to protect the monument structure from damage in the event of an errant driver?
 - ✗ NJGL and HOA to consider after location survey completed; Bd to review IDOT plans for curb and gutter placement which may serve as some protection as well.

7:25pm – Finance

- **Budget** – based on financials posted (by TBG) through end of March (April financial statement is expected any day):
 - Current budget reflects \$62,692 operating budget and \$59,871 in reserves
 - Status of assessment collection is very good; Randy reports lowest level of assessment accounts receivable at this period in a long time. Thank you to all residents.
 - Current spending aligns with budget levels for the 4 months into the year.
 - Operating Account is expected to be at their highest now (anticipating May financial report to reflect this) in advance of coming summer / fall months when expenditures are historically at their peak.



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- Delayed invoice of \$1,966 for pump room electrical repair work performed in 2024 was submitted by Pool Committee. Bd was previously advised a portion of this bill had been paid (an allowance was included in the 2025 budget) however, entire bill is outstanding. As a note, this exceeds the budgeted amount by \$1,000.

7:30pm – Committee & Group Reports

- **Architectural Review Committee (ARC)**

- One fence request was received and approved for a resident desiring a fence/railing around a deck area.

- **Clubhouse (CH) Committee**

- Water testing
 - Second test for interior water source was completed and results returned with acceptable results (First test - exterior water source - was successfully completed in March).
- Pump room repairs
 - Four bids reviewed and perspective contractors interviewed by Ed Grahovec; site surveys were conducted with each contractor and twice with one.
 - Cost and scope settled with Cirrus for \$7.5k (of \$10k budget) per their quote and description of work. CH Committee recommends utilizing Cirrus for this work to the Board.
 - Final work scope was reduced from original plan by omitting possible window repairs. Extent of damage to windows is uncertain at this point. CH committee will continue to monitor and recommend future window repair costs and actions, as necessary. A new exterior door is included along with the needed floor repair.
 - Motion to accept Cirrus bid for NTE \$7.5k and associated work scope as defined in their quote was made by Randy and seconded by Ginger. Attending Bd members approved and motion carried.
- General
 - Clubhouse bathrooms are adequately stocked with cleaning and toiletry products and is ready for the next rental, social or summer pool activity.
 - Cleaning will be scheduled for twice per month during pool season (same as in the past); any extra cleaning will be considered on a case-by-case basis as summer and fall usage occurs. Cleaning person/company information was provided post meeting to Dorthy Jarman.
 - Tom Hytry recognition and memorial plaque has been purchased and ready for posting in CH. Thank you Jeanne Brommer.
 - June rental dates are reported (by Ginger via Jazel communication) for the following dates: 6/1, 6/14, 6/28. Linda added these dates to the website calendar.



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- ✖ Post rental clean-ups are to be performed by renters on same day as the event or no later than the day after the event, Pre and post inspection process will be completed more consistently among CH committee members.
- ✖ This may be a good time for the Rental contract to be reviewed and any updates proposed.
 - New universal remote for TV is needed.
 - North, west and east facing clubhouse gutters cleaned; south facing gutters (facing pool) are scheduled for inspection and cleaning (volunteer).
- **Grounds Committee (GC)**
 - Tree removal: Four trees removed including one very large oak tree at eastern edge of pond common area, adjacent to path.
 - Removal / demolition of barbed wire fence at perimeter of walking path is about 80% complete.
 - Two new maple trees planted near entrance to walking path, just off Winding Creek Rd.
 - Purchase and use of slow-release tree watering bags was proposed by one resident to minimize continual monitoring and watering of newly planted trees. GC to advise source and cost.
 - GC will procure new tree for Tom Hytry memorial. Final location in common area TBD.
 - Pond maintenance: Grounds committee volunteers are performing 100% of this activity, for now. A long-term maintenance solution may need to be considered by future HOA Boards.
 - Pond fountain and aerators are installed and operational (Thx Gene & George)
 - Algae inhibitor and herbicide treatments have been performed (Thx George). Pond is responding well so far.
 - GC to investigate possibility of introducing fish into the pond. This will likely be a 2026 budget consideration, pending recommendations from the committee.
 - Common Area: GC to evaluate and recommend over-seeding area on south side of pond. Ground ruts and rough spots to be leveled and type of seed and cost will be proposed.
 - Tennis courts:
 - Nets have been installed for the summer / fall tennis and pickle ball season
 - Cracks in court surface require repair. GC considering use of a self-leveling “rubber” style compound. Depth of cracks to be evaluated during repair process and filled as needed to minimize overuse (waste) of the flexible compound product.
 - Re-stripping to follow court surface repairs. Courts will need to be closed for a short time for the completion of this maintenance.
 - Playground (rubberized) mulch to be added to existing area to cover bare / worn spots
 - GC suggested a desire to engage the community to assist with the spreading / placing of the new mulch. Looking for volunteers from the kids (and their parents) who benefit most from the play area.



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- An email to all residents will be sent with the below information:
Looking for Oak Creek volunteers for mulch spreading at the Playground on Saturday June 7th 10AM. If mulch is remaining, we will repeat on Saturday, June 14th, 10AM.
- **Pool Committee (PC)**
 - Rules and forms to be reviewed and updated by PC and Bd. Current on-line rules are out-of-date (2024). Some changes, clarifications and formatting are needed for posting on website and at the pool. As of 5/20, updates completed and posted.
 - Inspection of pool liner surface was performed by PC and AquaGuard. Surface is intact but minor mortar flaking and cracking was observed above the tile, where the tile and deck meet. Warranty repair has been scheduled.
 - Opening set for Saturday, May 24 at noon. Linda added this to website schedule.
 - Swim lessons
 - Kelsey Lupole was Pool Committees POC for swim lesson interest.
 - Bd not opposed to swim lessons and will reach out to the HOA insurance provider to get the requirements for third party swim lessons conducted at the pool.
 - Diving board is showing non-structural issues (cowling or cover at base of dive board is showing wear and tear). Diving board is functional and PC to investigate new base cover.
 - Pool access code will be changed and communicated to residents.
 - *Late receipt of invoice for electrical repair work on the pump (work performed last summer) was presented to Bd.*
- **Social Events Group**
 - A Kentucky Derby day party was held on Saturday, May 3rd in the clubhouse. Thanks to Dorthy Jarman and Ginger Thayer for coordinating the fun event.
 - Summer party remains in the early stages of planning. ***Social Committee is looking for help to plan and coordinate this and all future events. Residents and families with children are strongly encouraged to provide their input and suggestions for parties and party themes as well as volunteer their time and effort to bring these events to fruition.*** Please reach out to Ginger or any other Bd member for additional info and to which event(s) you would like to volunteer your time and talents for!
 - Watch HOA calendar, Facebook page and monthly (emailed) E-News Board Communication for these and all other upcoming social events.

8:30pm – General Business or New Business

- Community Entry Monuments – addressed in the lead-in to these mtg minutes
- Lot 7 transfer of ownership – as described in previous meetings, the Bd has been working to get ownership of Lot 7 (located on Winding Creek Rd, between 24 Winding Creek and 16 Winding Creek lots) transferred to the OCHOA. Deed is in hand and expecting to be recorded with the Kendall County Recorder's Office shortly.



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- Tom Hytry memorial – new tree planting (in pond area) is being organized by Grounds committee.
- Be aware of children on bicycles and scooters. There are more and more children enjoying the community public roadways, clubhouse parking lot(s) and private driveways, especially during the summer (out-of-school) months. Drive slowly and cautiously and obey the posted speed limits.
- Golf cart safety – a reminder to all, the roadways of the Oak Creek Community (Oak Creek Dr; Winding Creek Rd; Fox Hill Ct; Timber Ct) are all public roadways, not private. Operators of golf carts on public roads need to be at least 16 yrs old and have a valid driver's license.
 - Recreational driving golf carts on the pathway around the pond is prohibited.

8:24pm – Board Executive Session

- Executive session was not needed this month

8:25pm – Motion to Adjourn

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

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

Did you know.....From The By-Laws:

G. CREATION OF COMMITTEES ☐

Said Homeowners Association shall have the following standing committees and such other committees as the governing board determines it is in the best interest of the Association to create from time to time:

1. An Architectural review committee
2. A pool operations committee
3. A clubhouse operations committee
4. A grounds committee
5. Homeowner's assessment committee which shall aid the governing board in determining annual homeowners assessment and budgetary matters.

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