



# Oak Creek

## Oak Creek Subdivision Homeowners Association (HOA) Open Meeting Minutes – November 10, 2025

Attendees: See Listing Below

7:00pm – Call to Order

### November Open Meeting Minutes

A move to enter into the record the meeting minutes from the September 8, 2025 open mtg was made by HOA Board (Bd) member Ginger Thayer 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](http://oakcreekyv-hoa.org)) and RowCal website ([www.rowcal.cincwebaxis.com](http://www.rowcal.cincwebaxis.com)).

7:05pm – New property manager RowCal (RC) transition update:

- RowCal representatives Kathryn Hovorka (Director of Community Mgmt.) and Zoe Hughes (Community Manager(CM)) in attendance via Zoom.
- Since last open meeting in September, a change to the Community Manager position has occurred. We thank Christi Wessel for all of her help in the past and welcome Zoe as our new CM POC.
- Positive feedback from residents attending the meeting was received regarding the transition to, communications with, and responsiveness of the RC team; RC website seems easy to navigate.
- RC reps confirmed that Oak Creek residents can mail assessment checks to either the previously posted Commerce, GA PO Box (preferred) or to RC's Orland Park address. Payment will be received and posted either way.
- Income/payments received by the HOA for rental of the Clubhouse should also be sent to either of the two RC addresses mentioned. *No payments of any type (assessment checks, clubhouse rental checks, etc.) should be sent to RC's corporate Minneapolis, MN office or PO Box.*
- Submittal of violations / complaints process was discussed
  - For convenience, a form is available on the HOA website to be filled in and submitted to the Bd (form “Possible Violation – Report”). Alternate formats are acceptable but *must be in writing* and as long as the pertinent information related to a given complaint is communicated clearly (resident offender name, address, offense location, date, etc.)



# Oak Creek

- Complaints can be submitted through the email or chat feature on the RowCal website portal for residents. Ultimately, any legitimate complaints or reports of possible violations will be forwarded (by RC) to, and addressed by, the Bd in accordance with the By-Laws.
- All HOA forms are posted on the HOA website.
- Meeting minutes will continue to be posted on the HOA website. Meeting minutes will be available on the RC homeowner portal via a hyperlink back to the HOA website.

## 7:15pm – Finance

- **Budget** – discussion of status of budget development process:
  - Thanks to the four committees and committee chairs for submitting the proposed budget information for their specific areas of responsibility.
  - Preliminary draft of the proposed budget was shown to all meeting attendees on the large TV screen.
  - RowCal has been assisting with the budget data inputs, refinement of budget spreadsheet formatting, and reconciliation of budget cost categories / numbers between The Building Group (old) and RowCal (new) accounting systems.
  - The proposed budget, when it is complete and distributed to the residents, will be formatted similar to as it was in past years.(i.e., the budget for each cost category will show “2025 Budget” vs. “2025 Actuals” vs. “2026 (proposed) Budget”).
  - As mentioned in previous open meetings a new, separate, “reserve” category has been created to identify specific reserve funds to be earmarked for major long term new or known/anticipated large maintenance projects.
    - ✖ Current “Long Term” projects identified are for the possible future tennis court repair / refurbishment and/or the future required maintenance to the pool liner.
  - The Bd's approach to the 2026 budget development is to focus on realistically funding each of the HOAs fundamental and essential Operational needs with an eye towards replenishing the Reserves to a “normal” or generally acceptable level.
    - ✖ Unnecessary improvements or “wish list” items that are suggested or submitted for budget approval will be heavily scrutinized and avoided or outright rejected to keep assessment levels to a minimum.
    - ✖ The 2026 budget will consider an adjustment to the current assessment level to address cost-of-living (COL) and inflation increases and for purposes of avoiding any large, unexpected increases similar to what was experienced during the 2025 budget development process.
- 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.



# Oak Creek

- A special acknowledgement and thanks to the community volunteers (pool committee) and the competent and experienced consultants and services attending to the operation and maintenance of our pool. Very economic (vs. hiring an outside pool service company) and a huge savings to the community.

## 7:50pm – Committee & Group Reports

- **Architectural Review Committee (ARC)**

- Two roofing projects were completed and a request to approve exterior lighting was successfully addressed.
- No new issues pending.
- A noticeable increase in OC HOA website traffic has been observed, especially access to the ARC and posted Meeting Minutes webpage(s). This may be attributable to the recent number of home sales (past year) and continuing outside interest in our community.

- **Clubhouse (CH) Committee**

- CH Committee exploration of estimates and quotes to replace windows in the kitchen and pump room is on-going. Some money allocated for this work remains in the 2025 budget. Goal is to have this work done this budgetary fiscal year.
- Two clubhouse rentals are scheduled for November.
- Lamp post repair work continues to be evaluated. Lamp post and baseplate only need to be replaced.
- Wi-Fi connectivity options continue to be explored.

- **Grounds Committee (GC)**

- Fountain and bubblers have been removed from pond.
- Last herbicide/algaeicide treatment of pond water for this year has been completed.
- Common area grounds maintenance is on-going and satisfactory
- Tennis court repair, replacement or refurbishment options are still being evaluated. Community involvement will be solicited in the coming months regarding this important asset.

- **Pool Committee (PC)**

- Pool is closed and fully winterized; all pool furniture stored away.
- A new main pool drain grating/cover has been purchased (as reported and authorized by the Bd in Sept. open meeting). To be installed next spring prior to pool opening.
  - As previously reported, purchase and installation of a drain cover was a requirement from the Illinois Dept of Health audit and inspection from last spring.
- One resident reported their concern about the condition of the recently resurfaced pool. Areas of grout flaking or peeling have been noticed. Pool Committee is aware and has consulted with the contractor who performed the recent resurfacing work. Repairs, as needed, will be covered under the materials and workmanship warranty.



# Oak Creek

- The Pool Committee, with support of the Bd, is urged to initiate long term planning for the future operation, servicing and maintenance of the pool. The current level of volunteer support by residents to operate the pool may not be sustainable in the coming years. Training and engaging potential new pool service consultants is encouraged.
- **Social Events Group**
  - Upcoming adult “Soup, Chili & Fixins” community event is scheduled for November 15<sup>th</sup> at the Clubhouse. RSVP to Ginger and/or Marcia Valenzeno if interested.
  - No events for December have been scheduled.
  - Watch HOA calendar, Facebook page and monthly (emailed) E-News Board Communication for proposed upcoming social events for 2026!

## 8:10pm – General Business or New Business

- **General**
  - Lot 7 recorded deed (original) has been received. The deed will remain in possession of the acting HOA President at any given time until a better safekeeping solution can be determined.
  - Community Entry Monuments - Permits for the layout and location for the new entry monuments have been obtained. Our contractor, Not Just Grass (NJG) Inc, will be working to get them installed before the holidays.  
The Bd will endeavor to get reimbursed from the state for the extra legal support we required to obtain the permits. The delay and related (legal) cost impact was caused by Kendall County, not the state, so unsure if reimbursement will occur.
- **New**
  - The next open meeting for our community will be the Annual Meeting (AM) scheduled for January 12, 2026 at the Clubhouse
    - Residents are reminded to watch for information in their mailboxes regarding Annual Mtg information. The information will also be emailed, posted on the HOA website and a link provided on the HOA Facebook site.
    - Two positions will be open on the Bd.
      - ➔ Both Linda Grahovec and Randy Olson have voiced their intentions to run for re-election and serve another term on the Bd.
      - ➔ Residents with committee experience who are interested to serve on the Bd should fill out and submit a “Candidate Profile Form” (which can be found on-line and included in the AM package(s).
    - New volunteers to work on any of the committees is also encouraged. A form is also available to submit to the Bd, or simply talk to a Bd member, if interested.



# Oak Creek

- HOA Rules & Regulations (R&R) review has been completed by the Bd. Clarifications, corrections, formatting changes and edits have been made. Forms for submitting a potential violation and eventual formal disposition by the Bd, *if warranted and determined by the Bd*, have also been updated and posted on the OC HOA website.
  - True violations as determined by the Bd and any associated fines or penalties as allowed and published in the R&Rs, will be issued via RowCal.
- A motion to accept the revised Violation forms was made by HOA Treasurer Randy Olson and seconded by Bd member John Baer. The motion was approved with no revisions or corrections by the attending Bd members.
- A motion to accept the revised R&Rs was made by HOA President Linda Grahovec and seconded by Randy Olson. The motion was approved with no revisions or corrections by the attending Bd members.

## 8:30pm – Board Executive Session

- Not needed.

## 8:31pm – Motion to Adjourn

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

Meeting sign-in for November 10th –

All BOD present:

Linda Grahovec, President  
Randy Olson, Treasurer  
Ginger Thayer, Director  
Luke Martin, Director  
John Baer, Secretary

Name	Address	Phone	Email
Eric + Jean Paetzl	51 Oak Creek Dr.	630-849-0000	cambriso@comcast.net
Randy + Leetun Olson	65 Windy Creek	630-863-3422	
John Baer	41 Winding Crk	708-212-2277	johnbaer1@gmail.com
Luis Aguirre	11 Oak Creek Dr.		
Steve + Rhonda Fyfe	74 Oak Creek	630-225-3544	Fyfes@comcast.net
John + Thuy Tammar	1 Timber Ct.	630-661-0925	
Kari Martin	31 Oak Creek		

Oak Creek Subdivision Homeowners Association

[oakcreekyv-hoa.org](http://oakcreekyv-hoa.org)

Facebook - [Oak Creek Yorkville HOA Community Page](https://www.facebook.com/OakCreekYorkvilleHOACommunityPage)



# Oak Creek

## FYI CORNER

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

### ARTICLE IV MEETINGS

#### A. ANNUAL MEETINGS

There shall be an annual meeting of the Association during the first week of 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!*

*Any resident member can run for a position on the Board, and you should be aware of a few things if you want to throw your hat into the ring. First, we highly recommend that you have experience as an active member of at least one committee for at least two years. This provides the needed knowledge of HOA protocol and processes. Also, being on the Board requires a good amount of time commitment that is needed for various duties, responsibilities and meetings of the Board as conveyed in our Oak Creek By-Laws and Governing Docs as well as enforcing them.*

*There will be two open seats on the board of directors and both are open to re-election of the two current Board members. Both of which have agreed to re-run for the Board of Directors to continue their work.*

*December 31st will be the date when nomination forms must be received so that we can forward and distribute to the community-at-large for their consideration, in advance of the January 2026 Annual Mtg.*

*Please consider joining a committee. Committees are not elected positions and the number 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 Bd 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.*

*After the Annual Meeting, the President or other member of the Board, will connect with the existing Committee Leads, discuss if they desire to continue to lead that committee and then review the submitted Committee forms to solidify that year's Committee Leads and group of resident volunteers.*

*Watch for more details and reminders in future meeting minutes and other HOA communications.*

Oak Creek Subdivision Homeowners Association

[oakcreekyv-hoa.org](http://oakcreekyv-hoa.org)

Facebook - [Oak Creek Yorkville HOA Community Page](https://www.facebook.com/OakCreekYorkvilleHOACommunityPage)