Oak Creek Club Homeowners Association

14505 Mary Bowie Parkway

Upper Marlboro MD, 20774

**Grounds Committee Meeting Agenda**

**Tuesday, December 10, 6:30 pm**

Call To Order: 6:30 pm

**Establish Minute Taker:**

**Old Business:**

* Pet waste stations update survey
* Identify Streets for Additional Pet Waste Signage
* Establish a plan for the Yard of the Month Program

**Key Decisions from last meeting**

* + Homeowners maintaining trees will continue to do so; but if trees are not being maintained and in the HOA owned locations, Landscape vendor to assume maintenance of trees

**New Business:**

* Landscape RFP
  + Next steps
* Follow up on decisions from last meeting:
  + Install lights cluster mailboxes
  + Is this in budget 2025 or 2026?
* Porter Schedule and concerns
* Sink holes in communities near drainage areas
* Review Grounds project list

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Grounds Committee Project List | Initiation | Planning | Execute | Monitor/Control | Close | Backburner | Board approved? | Grounds Lead |
| Landscaping RFP |  | x |  |  |  |  |  | Stephanie Brown |
| Pet Waste Stations | x |  |  |  |  |  |  | Brooke? |
| Identify streets for additional Pet Waste Signage | x |  |  |  |  |  |  | Brooke? |
| Lighting Cluster Mailboxes | x |  |  |  |  |  |  | Charles Snow |
| Yard of the Month Program |  |  |  |  |  |  |  | x |
| Tree maintenance-money available from County? |  |  |  |  |  |  |  | Charles Stewart |
| **Sangerville Circle Project** |  |  |  |  |  | x |  | Stephanie Brown |

* **Porter**
  + Increase of trash on Church road and Fox Turn especially after weekends
  + **Ask CAMP to send contract, who is holding vendor LAKESOURCE accountable?**

**Resident Forum:** 25 minutes

**CAMP ACTION ITEMS:**

1. Follow up on Porter are they working based on contract parameters?
2. McFall and Berry- tree replacement and evaluation of community should continue. Who is holding them accountable? How often are vendor reviews conducted? Are the reviews written? Feedback provided to vendors?

**Meeting Attendance**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Grounds Committee | Attendance 10/2 | Attendance  10/29 | Attendance  12/10 | Attendance | Attendance |
| Brooke Walker | Yes | Yes |  |  |  |
| Charles Snow | Yes | \* |  |  |  |
| Charles Steward | Yes | Yes |  |  |  |
| Jacqueline Magruder | Yes | Yes |  |  |  |
| Ken Howard | \* | \* |  |  |  |
| Lynne Todd | Yes | Yes |  |  |  |
| Stephanie Brown | Yes | Yes |  |  |  |
| Tyree Webster | \* | Yes |  |  |  |
| Community at Large total members | 18 | 19 |  |  |  |