Oak Creek Club Homeowners Association

14505 Mary Bowie Parkway

Upper Marlboro MD, 20774

**Grounds Committee Meeting Agenda**

**Tuesday, May 6, 2025, 6:30 pm**

Call To Order: 6:30 pm

1. **Establish Minute Taker: Stephanie Brown**
2. **Old Business:**
	1. Landscape RFP
3. **Key Decisions from last meeting**
	1. *Explore Yard of the Month*
4. **New Business:**
	1. Prince George's County beautification day April 26, 2025
* Summary of Event- Brooke Walker
	1. Update Landscape RFP
	2. Discuss Yard of the Month Program
		1. Month
		2. Quarter
		3. Rules
		4. Timeline
		5. Send to Board for Approval
1. Update 2025 strategic priorities for Grounds Committee

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 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 |

1. **Follow-up on CAMP ACTION ITEMS:**
* Memorial for Grounds member Ken Howard
* Follow up on Porter are they working based on contract parameters? The committee is concerned because none of us have seen the porter in our neighborhood (s).
* McFall and Berry- tree replacements. We did a walkthrough with your predecessor 9/2024. What is the status of replacing the dead trees?
* Install lights cluster mailboxes- 2025?
	+ This work was also done with your predecessor. Will this be completed in 2025? It is a safety issue. It is dark at night when people check the mail. This only impact cluster mailboxes.
* Sinkholes in communities near drainage areas. This is not safe. Need to evaluate all areas.
* Pet waste station surveys- were they sent?
1. **Resident Forum- 30 minutes**

**Meeting Attendance**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Grounds Committee | Attendance 5/1 | Attendance | Attendance  | Attendance | Attendance  |
| Brooke Walker |   |   |   |   |   |
| Charles Snow |   |   |   |   |   |
| Charles Steward |   |  |   |   |   |
| Jacqueline Magruder |  |  |  |  |  |
| Lynne Todd  |   |   |   |   |   |
| Stephanie Brown |   |   |   |   |   |
| Tyree Webster  |   |   |   |   |   |
| Community at Large total members |  |  |  |  |  |