Oak Creek Club Homeowners Association

14505 Mary Bowie Parkway

Upper Marlboro MD, 20774

**Grounds Committee Meeting Agenda**

**Tuesday, October 29, 2024, 6:30 pm**

Call To Order: 6:30 pm

**Establish Minute Taker:**

**Old Business:**

* Committee discussion and vote on the Sangerville Circle Project
* Vote on adding pet waste stations; Identify Streets for Additional Pet Waste Signage
* Establish a plan for the Yard of the Month Program
* Grounds Committee read charter and landscape RFP

**New Business:**

* Review and approve Pet Waste Station community survey
* Review and approve Landscape RFP
	+ Approve RFP schedule
* Follow up on decisions from last meeting:
	+ Install lights cluster mailboxes
* Introduce Grounds project list
	+ Prioritize what do we want to accomplish in 2024 and 2025?
	+ New project ideas?

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Grounds Committee Project List  | Initiation | Planning | Execute | Monitor/Control | Close | Backburner |
| Landscaping RFP |  x |   |   |   |   |  |
| Pet Waste Stations |  x |   |   |   |   |  |
| Identify streets for additional Pet Waste Signage | x |  |  |  |  |  |
| Lighting Cluster Mailboxes |  x |   |   |   |   |  |
| Yard of the Month Program  |   |   |   |   |   |  |
| **Sangerville Circle Project** |   |   |   |   |   | x |

* McFall/Berry Walkthrough
	+ Results and next steps
	+ Trees in HOA owned spaces
		- Homeowners continue to treat, trim, and mulch?
		- HOA assume all treatment? *We are paying McFall/Berry for this service, being done by homeowners.*
* Confirm the next Board meeting and when committee reports are due

**Resident Forum:** 25 minutes

**Review Action Items**

**Adjournment: 8:30 pm**

**Meeting Attendance**

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| --- | --- | --- | --- | --- | --- |
| Grounds Committee | Attendance 10/2 | Attendance10/29  | Attendance  | Attendance | Attendance  |
| Brooke Walker |  Yes |   |   |   |   |
| Charles Snow |  Yes |   |   |   |   |
| Charles Steward |  Yes |   |   |   |   |
| Ken Howard |  \* |   |   |   |   |
| Lynne Todd  |  Yes |   |   |   |   |
| Stephanie Brown |  Yes |   |   |   |   |
| Tyree Webster  |  \* |   |   |   |   |