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**

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