

Community Services Associates, Inc.

Gate Entry Committee Meeting

March 17, 2021

A regular meeting of Community Services Associates, Inc., (CSA), Gate Entry Committee, was held on Wednesday, March 17, 2021, via videoconference.

Present from the Gate Entry Committee, were: Cary Corbitt, CSA Director, Chair; Bill Johnson, CSA Director, Vice Chair; Andrea Bragg, Member; Paul Crunkleton, Member; Jennifer Erickson, Member; Jamie Furr, Member; David Gransee, Member; Edmund Hafer, Member; Mark King, CSA Director; Don Sigmon, CSA Director; Ron Thomas, Member and Edward Warner, Member.

Present as Ex-Officio, was: Larry Movshin, CSA Chair.

Absent from the Gate Entry Committee, were: Steve Birdwell, CSA Director and Kerry de Vallette, Member.

Present from Community Services Associates, Inc., were: Sam Bennett, President; David Henderson, Director of Special Projects and Operations; Toby McSwain, Director of Safety, Security and Transportation; Victoria Shanahan, Director of Finance and Administration, Amanda Sutcliffe-Jones, Director of Communications and Sarah McMillen, Security Office Manager.

1. Call to Order

The meeting was called to order by Cary Corbitt, Chair, at 9:01 a.m., Eastern Time.

2. Establishment of Quorum

With the majority of Committee Members in attendance, quorum was met.

3. Ratify Approval – Committee Meeting Minutes, February 18, 2021

A motion was made by Mr. Johnson, to support the resolution, “Ratify Approval – Committee Meeting Minutes, February 18, 2021”. The motion was seconded and unanimously carried:

“**RESOLVED**, Community Services Associates, Inc., Gate Entry Committee, ratified approval of the Committee Meeting Minutes, February 18, 2021, as finalized by email”.

4. Pass Volumes

Ms. Shanahan provided the following updates:

- The total number of passes issued by the Sea Pines Gates in January and February, 2021 were up by 4,172, YOY;
- The total number of commercial passes were up from January, 2021 through February, 2021, by 3,649, YOY;
- The total number of daily visitor passes were slightly down from January, 2021 through February, 2021, by 545, YOY;
- The total number of passes issued by the Welcome Center Pass Office in January and February 2021, were presented to the Committee, to include: timeshare passes, short term rental passes and property owner guest passes. Both timeshare and short term rental passes

were up in 2021, however, property owner guest passes were slightly down. The total number of passes issued in 2021 were slightly down, by 1,137, YOY.

No action taken.

Unfinished Business

5. Beach Shuttle Procedure and Sea Pines Trolleys

Mr. McSwain provided the following update:

- Beach parking for the Beach Shuttle will remain in Lot 8 throughout the beach season.
- An 18' by 26' canopy tent has been ordered for beach goers utilizing the Beach Shuttle at Lot 8.
- Portable restrooms will be placed at Lot 8 throughout the beach season.
- The Sea Pines Trolleys (to include the Beach Shuttle) will start operating on March 26, 2021, to mirror the start date the Sea Pines Resort will have their attendant monitoring the Beach Club parking lot. The trolley schedule was verbally shared with the Committee. The trolley season will conclude for the Beach Shuttle and Sea Pines Trolleys on September 6, 2021 at 5pm and 10pm, respectively.
- The Sea Pines Trolleys will continue to operate this year (2021) with a limit of 50% capacity.
- This year, a new company will be used to provide more efficient sanitizer for the Sea Pines trolleys. The sanitizer lasts for a period of 180 days.

No action taken.

6. Software Updates

Mr. McSwain provided an update. No action taken.

7. Task Force Update – the Breeze Trolley

This item was not discussed.

8. 2021 RBC Heritage Golf Tournament

Mr. McSwain provided an update. No action taken.

9. Review Gate Pass, Annual Decal and Hangtag Fees

Mr. Bennett provided an update:

- This item will be discussed at the next Finance Committee meeting held March 23, 2021.

No action taken.


10. Member Comments

- Mr. McSwain confirmed the Greenwood Gate configuration is near completion. This will allow for one more officer to be stationed at the gatehouse to assist with the volume of vehicles entering Sea Pines.

Adjournment

With no further business to come before the Committee, Chair Corbitt adjourned the meeting at 9:22 a.m. The next scheduled meeting of the Gate Entry Committee, is Friday, May 7, 2021, 9:00 a.m., via videoconference.

Respectfully Submitted,



Cary Corbitt

Chair