

## Community Services Associates, Inc.

### **Short Term Rental Committee Meeting**

**May 4, 2021**

A regular meeting of Community Services Associates, Inc., (CSA), Short Term Rental Committee, was held on Tuesday, May 4, 2021, via videoconference.

**Present from the Short Term Rental Committee, were:** David Ellis, CSA Director, Chair; Carolyn Adams, CSA Director; Armando DelToro, Member; Kerry de Vallette, Member; Paula Eagle, Member; John Munro, Member.

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

**Absent from the Short Term Rental Committee, were:** John Hall, Member and Beverly Serral, Member.

**Present from Community Services Associates, Inc., were:** Sam Bennett, President; Toby McSwain, Director of Safety, Security and Transportation; Sarah McMillen, Security Office Manager; Bruce Perry, Guest Services Supervisor; Victoria Shanahan, Director of Finance and Administration and Amanda Sutcliffe-Jones, Director of Communications.

#### **1. Call to Order**

The meeting was called to order by David Ellis, Chair, at 9:00 a.m., Eastern Time.

#### **2. Establishment of Quorum**

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

#### **3. Approval – Committee Meeting Minutes, March 24, 2021**

A motion was made by Carolyn Adams, to support the resolution, “Approval – Committee Meeting Minutes, March 24, 2021”. The motion was seconded and unanimously carried:

“RESOLVED, Community Services Associates, Inc., Short Term Rental Committee approve the Committee Meeting Minutes, March 24, 2021, as submitted”.

#### **4. Weekly Guest Pass Volumes Generated by Short Term Rental Guests**

Ms. Shanahan presented the volume of Weekly Short Term Rental Passes issued, comparing all three years: 2019, 2020 and 2021, from January 1 through April 30:

- 2021 experienced the highest number of Short Term Rental passes ever issued, with an increase of 42% compared to passes issued in 2019. 90% of Short Term Rental passes issued were distributed by the Welcome Center Pass Office (88% scheduled by Rental Management Companies and 12% scheduled by Property Owner Rentals).
- Revenues received for Short Term Rental Vouchers are deferred until the voucher is redeemed at the Sea Pines Gates.
- Total revenue received from the \$2 Beach Shuttle surcharge during March 22, 2021 through April 30, 2021 is: \$17,882. \$15,751 of this revenue was used to make improvements to the Beach Shuttle Lot (Lot 8): covered canopy tent, electrical power and beach lot attendant.

No action taken.

## **Unfinished Business**

### **5. Software Companies**

Mr. McSwain provided an update:

- Integration between both software's (NetSuite and CSA 360) has started. Testing the new software should start in approximately 3 weeks; however, the new software will not be ready for use before the end of this year (2021).

No action taken.

## **New Business**

### **6. Beach Shuttle and Parking Update**

Mr. McSwain provided the following update:

- During the 2021 RBC Heritage Tournament, approximately 6,000 passengers utilized the Sea Pines Trolleys compared to approximately 17,000 passengers in previous years. Approximately, 7 passengers utilized the Beach Shuttle during tournament week.
- Unlike previous years, the Blue Trolley Route is in operation April 19, 2021 through the end of the Trolley Season (September 6, 2021). Based on ridership data, this route is the preferred method of transport to the Sea Pines Beach Club, compared to the Beach Shuttle (Yellow Route); with 774 passengers travelling on the Blue Route and 244 passengers travelling on the Beach Shuttle (Yellow Route), from April 19, 2021 through May 2, 2021.

Action taken:

- Mr. McSwain will contact Mark King to investigate if beachgoers are parking at the Sea Pines Center instead of utilizing the Beach Shuttle from Lot 8 (Yellow Route).

### **7. 2021 RBC Heritage Golf Tournament Feedback**

Mr. McSwain provided an update.

No action taken.

### **8. Member Comments**

- Mr. Movshin encouraged the Committee to focus on ideas to better educate Rental Management Companies regarding Sea Pines rules.
- Mr. Movshin received positive feedback regarding property owner's utilizing Lot 4 during the 2021 RBC Heritage Tournament.
- The Committee discussed in detail the confusion among bicyclists that are not aware vehicles have the right of way within Sea Pines. Ideas were shared to better this communication.

Action taken:

CSA staff to review adding the following verbiage to the leisure trail stop sign or pavement marking: "Bicycles must yield to oncoming vehicles".

**Adjournment**

A motion was made by Mr. de Vallette to adjourn the meeting. The motion was seconded and unanimously carried.

With no further business to come before the Committee, Chair Ellis adjourned the meeting at 9:36 a.m. The next scheduled meeting of the Short Term Rental Committee, is Tuesday, June 8, 2021, 9:00 a.m., via videoconference.

Respectfully Submitted,

A handwritten signature in blue ink that reads "David W. Ellis". The signature is written in a cursive style.

David Ellis  
Chair