

Community Services Associates, Inc.

Safety and Security Committee Meeting

October 28, 2020

A regular meeting of Community Services Associates, Inc., (CSA), Safety and Security Committee, was held on Wednesday, October 28, 2020, via videoconference.

Present from the Safety and Security Committee, were: Bill Johnson, CSA Director, Chair; Steve Alfred, Member; Paul Crunkleton, Member; Mark Faraci, Member; Alex Franseen, Member; Felice LaMarca, Member and Marty O'Brien, Member.

Present as Ex-Officio, was: Larry Movshin, CSA Chair; Sam Bennett, CSA President and Toby McSwain, Director of Safety, Security and Transportation.

Guest: Cliff McMackin, Sea Pines Resort, Director of Resort Development.

Absent from the Safety and Security Committee, were: Bob Crawford, Member; Nancy Eldridge, Member; and Margie Tomczak, Member.

Present from Community Services Associates, Inc., were: David Henderson, Director of Special Projects and Operations; Victoria Shanahan, Director of Finance and Administration and Sarah McMillen, Security Office Manager.

1. Call to Order

The meeting was called to order by Chair Johnson, at 2:03 p.m., Eastern Time.

2. Establishment of Quorum

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

3. Ratify Approval – Committee Meeting Minutes, May 6, 2020

A motion was made by Mr. Alfred, to support the resolution, "Ratify Approval – Committee Meeting Minutes, September 8, 2020". The motion was seconded and unanimously carried:

“**RESOLVED**, Community Services Associates, Inc., Safety and Security Committee ratified approval of the Committee Meeting Minutes, September 8, 2020, as finalized by email”.

4. Pass Revenue and Incident Reports

Revenues

Ms. Shanahan provided an update regarding pass revenues.

- Total gate pass revenues are down through October 26, 2020, YOY, by approximately \$500,000;
- Daily gate pass revenue alone is up during the month of October 2020, compared with October 2019, by 29%;
- Property Owner guest passes are up for the month of October, 2020, compared with October 2019, by nearly 6%. However, these passes are down, YOY, by 9%.
- Short term rental pass revenue was up in 2020, compared with the same time period last year.
- The short term rental pass data shows that Property Owner Rentals and Rental Management Companies are starting to shift away from purchasing passes via the

Welcome Center Pass Office and instead, are instructing their rental guest to purchase the Weekly Rental Pass at the Sea Pines Gates.

- Commercial passes sold at the Sea Pines gates are slightly down, compared to the same time period last year.

No action taken.

Incidents

Mr. McSwain presented the number of calls for service (YTD) and provided an update relating to incident reports.

- Over 2,000 calls for service for the month of October, 2020.
- Security are completing house checks again, as staffing levels permit.
- Improper parking calls have remained consistent.
- The number of motor collisions are up.
- Noise complaints have reduced significantly in October, 2020 compared to September, 2020.
- 33 state citations and 28 warnings issued this month.
- This year, September and October have been extremely busy for calls for service.
- The Security Department is down by one patrol officer and one gate officer. High staff turnover is typically due to competitive salary offered by 'off island' gated communities.

Action taken:

- Mr. Bennett is working with the Finance Committee to improve salary for Security Officers. An hourly \$2 increase has already been implemented.
- Security Department audit needs to be performed. CSA has reached out to two firms to assist in recommending a company to complete this audit.

Unfinished Business

5. Software Updates

Mr. McSwain provided an update.

Action taken:

- CSA 360 will provide a demonstration to relevant parties on November 12, 2020. The Committee were invited to join. A time will be finalized and confirmed with the Committee via email.

6. Leisure Trail Task Force

Mr. Alfred confirmed there are no updates to report.

Action taken:

- Temporary signs have been installed at the Ocean and Greenwood Gates to remind cyclists that electric bicycles are prohibited in Sea Pines. The temporary signs will be replaced with permanent signs once made.

- The ‘Safety Education Session’ will be presented to the Board of Directors for consideration.

7. Review Draft Communication Piece / Campaign

Chair Johnson provided an update.

Action taken:

- The Committee were informed of a Bicycle Rental Company that violated Sea Pines rules by delivering electronic bicycles within the community. CSA will reach out to their legal team for advice on how to best approach this situation.

8. Beach Drop-off for Sea Pines Visitors

Mr. McSwain provided an update and clarified the suggested ‘trolley pull off’ discussed during the September 8, 2020 meeting would be a designated “drop off” and not a trolley stop like the ‘Heritage Trolley Pad’. To gain approval, this item would be presented to all Committees, Board of Directors and the Sea Pines community.

9. Motor Coach Short Term Parking

This item was not discussed.

During the September 8, 2020 meeting the Committee proposed the Gate Entry Committee discuss this item at their November 4, 2020 meeting. If the Gate Entry Committee propose to amend the Gate Entry Policy to permit short term parking for Sea Pines property owner RV’s, the Committee request they place the following limitations: timeframe, size of vehicle and if a fee should be required.

New Business

10. Sea Pines Resort Beach Club Tent Restrictions

Mr. McMackin provided an update in regards to the growing popularity of personal pop-up tents used by beachgoers and concerns with the tents blocking visibility and access to the water’s edge for lifeguards and safety personnel. The location of concern is within 200 yards of the Sea Pines Resort Beach Club, where the beach is most dense. Mr. McMackin proposed adding to the list of Town ordinances a ban of pop-up tents within 100ft either side of the Sea Pines Resort Beach Club. Sea Pines CSA does not have jurisdiction seaward of the Beach Trust property boundary and therefore, a proposal would be sent to the Town of Hilton Head to enforce this rule. However, CSA would probably be asked to help enforce the new town ordinance, same as with the current ordinances CSA has agreed to help enforce.

Action taken:

- Mr. Crunkleton made a motion to support the Sea Pines Resort’s attempt to ban personal pop-up tents on the beach within 200 yards of the Sea Pines Resort Beach Club and for this item to be presented to the Board of Directors for consideration. This motion was seconded by Ms. LaMarca. Chair Johnson, Mr. Alfred, Mr. Faraci and Mr. O’Brian voted in favor. Mr. Franseen and Mr. Movshin voted against. With the majority of the Committee voting in favor, this motion passed.

“**RESOLVED**, Community Services Associates, Inc., Safety and Security Committee, propose the Board of Directors consider supporting the Sea Pines Resort in an effort to ban personal pop-up tents within 200 yards of the dense beach located in front of the Sea Pines Resort Beach Club”.

11. Member Comments

- Mr. McSwain updated the Committee regarding improvements to the Greenwood Gate entrance by completing the gate house structure on the driver’s side of the ‘pass lane’. This will allow for the gate officer to communicate to the driver entering Sea Pines in the left lane. No action taken.

- Mr. Movshin asked the Committee for their feedback in regards to the possibility of permitting property owners to travel via motorcycle to and from their Sea Pines residence and the entrance gates only. The Committee were not in support of this. No action taken.

Adjournment

With no further business to come before the Committee, Mr. Crunkleton made a motion to adjourn the meeting. The motion was seconded and Chair Johnson adjourned the meeting at 3:40 p.m.

Respectfully Submitted,



Bill Johnson
Chair