

Community Services Associates, Inc.

Gate Entry Committee Meeting

November 4, 2020

A regular meeting of Community Services Associates, Inc., (CSA), Gate Entry Committee, was held on Wednesday, November 4, 2020, via videoconference.

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

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

Present from Community Services Associates, Inc., were: Sam Bennett, President; 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 2:01 p.m., Eastern Time.

2. Establishment of Quorum

With all Committee Members in attendance, quorum was met.

3. Ratify Approval – Committee Meeting Minutes, August 26, 2020

A motion was made by Mr. Warner, to support the resolution, “Ratify Approval – Committee Meeting Minutes, August 26, 2020”. The motion was seconded and unanimously carried:

“**RESOLVED**, Community Services Associates, Inc., Gate Entry Committee, ratified approval of the Committee Meeting Minutes, August 26, 2020, as finalized by email”.

4. Pass Revenues

Ms. Shanahan provided an update:

- Total gate pass revenue down through November 3, 2020, YOY, by approximately \$375,000;
- Daily gate passes are down through November 3, 2020, YOY, by 20%;
- Short term rental pass revenue (passes sold through the Welcome Center) was up in 2020, compared with the same time period last year, by approximately \$70,000;
- 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.

No action taken.

Unfinished Business

5. Beach Shuttle Procedure and Sea Pines Trolleys

Mr. McSwain provided an update:

- Due to the COVID-19 pandemic, 2020 procedures will continue for the following year (2021):
 - Trolley ridership limited to 50% capacity to abide by CDC social distancing requirements;
 - Masks are available on all trolleys and are required to be worn by all trolley riders and trolley drivers;
 - The trolleys are sanitized daily with an air sterilizing atomizer.
- Beach Shuttle dates of operation to mirror the same timeframe the Sea Pines Resort Beach Club parking lot is manned, starting March 26, 2021.
- Beach Shuttle Lot location/s still to be determined. Sea Pines Center maybe utilized if Lot 8 is unavailable during the 2021 Heritage Golf Tournament.

Action taken:

- The Committee discussed the Town of Hilton Head Beach Parking Program with beach parking fees implemented throughout the Island. This could increase the number of daily visitors attempting to access the Sea Pines Beach rather than pay the Island beach parking fees. Therefore, Sea Pines beach parking will be monitored in 2021 during the summer months.

6. Software Updates – Decals, Passes

Mr. McSwain provided an update:

- After much review, ‘CSA 360’ have been selected as the software company to interface with NetSuite. Implementation is expected to take place before the 2021 summer season.

Action taken:

- A workshop will be scheduled soon for CSA 360 to introduce their software to the Board of Directors and Committees.

7. Task Force Update – the Breeze Trolley

Mr. Sigmon provided an update:

- The taskforce is not pursuing anything at this time due to the COVID-19 pandemic. Nothing to report.

8. Bike Rental Revenue - Increase fee from \$1 to \$2

Mr. Sigmon provided an update. The taskforce is not pursuing anything at this time and discussion will continue at the beginning of next year.

9. Gate Entry Sub-Committee

Sea Pines Circle

Mr. Bennett provided an update. Action taken:

- To improve traffic at the Sea Pines Circle, engineering consultant: “Thomas and Hutton” have agreed to put together a proposal. Once complete, Mr. Bennett will present the proposal to both the Committee and the Safety and Security Committee for review.

Gallery of Shops

Mr. Bennett provided an update. Action taken:

- Chet Williams will provide CSA with the full understating of redevelopment options.
- CSA are waiting on a response from Chet Williams to confirm if ‘clean up’ can begin e.g. remove awnings etc.

10. Low Speed Vehicles (LSV) and Motorized Bikes

Chair Corbitt provided an update and confirmed ‘motorized bikes’ is a separate issue and will be discussed at a later date.

Mrs. Sutcliffe - Jones reminded the Committee of the results from a Sea Pines Residential Property Owner Survey that took place in 2018, asking the Sea Pines community if LSV should continue to be prohibited in Sea Pines. The majority of Residential Property Owners voted against permitting LSV in Sea Pines (70%).

It was suggested that Residential Property Owners may have mistaken LSV for golf carts when completing the survey.

Action taken:

- Chair Corbitt confirmed more input is needed from others. Once completed Chair Corbitt will come back to the Committee with a recommendation to either restrict or permit LSV’s.

New Business

11. Motor Coach Short Term Parking

Chair Corbitt provided an update regarding a proposal from the Safety and Security Committee, for the Committee to review if Property Owner’s recreational vehicles (RV’s) should be permitted to park overnight in Sea Pines. Limitations were requested to determine the location, duration, size of vehicle and if a fee should be required.

Action taken:

- The Committee discussed various options and confirmed the location selected must completely hide parked RV’s. Based on the criteria, Chairman Corbitt will come back to the Committee with a recommendation.

12. Approve 2021 Decal and Hangtag Fees

Mr. McSwain provided an update.

Action taken:

- This item was tabled until new software system is up and running.

13. Property Owner ID Cards

Mr. McSwain provided an update. Property Owner ID cards will soon have RFID’s embedded to operate Tower Beach entrance gate. The fee for the RFID embedded ID card is significantly

more and discussion took place whether to charge Sea Pines property owners for each ID card requested.

Action taken:

- Chair Corbitt made a motion for the Finance Committee to review charging Sea Pines property owners for new ID cards with embedded RFID, at \$15 per ID card. This motion was seconded by Mr. Birdwell. Mr. Johnson, Ms. Bragg, Ms. Ericksen, Mr. Gransee, Mr. Hafer, Mr. King, Mr. McPhillips, Mr. Sigmon, Mr. Thomas, Mr. Todd, Mr. Warner and Mr. Movshin voted in favor. Mr. Crunkleton voted against. With the majority voting in favor, this motion passed.

“**RESOLVED**, Community Services Associates, Inc., Gate Entry Committee, propose the Finance Committee review charging Sea Pines property owners for new ID cards with embedded RFID, at \$15 per ID card. This type of ID card will operate Tower Beach entrance gate.”

14. Request from Property Owner: Electric Car Charging in Sea Pines

Chair Corbitt provided an update regarding a Sea Pines property owner’s request to promote clean vehicles in Sea Pines by considering the installation of electronic car chargers or potentially Tesla Superchargers in parking lots.

The Committee discussed this request. Since CSA has limited space (Tower Beach and CSA Building) the Committee agreed this is probably more a question for the Sea Pines Resort. In addition, the cost to install and maintain an electric car charging space is unknown.

No action taken.

15. Member Comments

- Electronic bicycle usage in Sea Pines is prohibited, however, they are difficult to police and have been seen on Sea Pines leisure trails. CSA will reach out to their legal team for advice on how to best approach this situation. This item is being reviewed by the Safety and Security Committee.
- A Sea Pines property owner asked the Committee to consider increasing the fee of the Weekly Short Term Rental Pass. This item was tabled and will be reviewed again at the start of the new year (2021).

Adjournment

With no further business to come before the Committee, Mr. Warner made a motion to adjourn the meeting. This motion was seconded and Chair Corbitt adjourned the meeting at 3:20 p.m.

Respectfully Submitted,



Cary Corbitt
Chair