

**Community Services Associates, Inc.
Maintenance, Enhancements,
and Major Projects Committee
Meeting,
September 17, 2020**

On September 17, 2020, a regular meeting of the Community Services Associates, Inc., (CSA), Maintenance, Enhancements, and Major Projects Committee Meeting, was held at the CSA Administration Building- Large Conference Room, 175 Greenwood Drive, Hilton Head Island SC, 29928

Roll Call

Present:	James Richardson	Bill Johnson	
	Barry Barth	Ron Thomas	
	Bob Hodde	Becky Pardue	
Ex-Officio:	Larry Movshin	Sam Bennett	
	Dave Borghesi		
Absent:	Richard Denny	John Parsons	Don Sigmon
	Fritz Smith	Steve Alfred	
Staff:	Russell Fredericks	David Henderson	
	Jody Rockwood	Jerred Mayse	

1. Call to Order

The meeting was called to order by James Richardson, at 9:00 a.m., Eastern Time.

2. Verify Quorum

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

3. Ratify Approval of the August 7, 2020 Meeting Minutes

A motion was made by James Richardson, to ratify approval of the August 7, 2020, CSA Maintenance, Enhancements, and Major Projects meeting minutes. The motion was seconded and unanimously carried:

“**RESOLVED**, the Community Services Associates, Inc., Maintenance, Enhancements, and Major Projects, ratified approval of the August 7, 2020, meeting minutes, as finalized by e-mail”.

4. Unfinished Business

a. 2020 Road Resurfacing/Construction Projects Update

Russell Fredericks provided an update on the 2020 road resurfacing and construction projects.

1. South Sea Pines Drive and Lighthouse Road repaving will begin in the fall 2020.

b. North Sea Pines Drive:

Engineering at 60% complete including drainage design. Using a phased approach, Phase 1 Oct/Nov 2020 – March 2021, Phase 2 Sept-Dec 2021. Adding crosswalks to increase access to the beach walks. There will be traffic disruptions – there will be signage throughout the area to alert

the community of the project and traffic disruption, alternative routes will be made available and some traffic will be diverted to the Greenwood Gate.

c. Sea Pines Drive Survey Lighthouse Road to South Beach:

CSA has received all the CAD files for this project.

d. Greenwood Drive Leisure Trail - Phased approach to repair, realign and repair sections of the leisure trail.

Project is ready to begin resurfacing/realigning/repairing sections of the leisure trail as the budget allows. The primary focus is on the area from Plantation Drive to the Service Road where the leisure trail traverses in front of Lawton Stables.

e. Pull off pads at kiosks:

1. 2 new brick pull off pads at kiosks on North Sea Pines Drive and 2 on Lighthouse heading towards Harbortown.

f. Lawton Pump Station – New Pump Shed/Components:

1. CSA is working with the Town on the repair of the pumps and construction of a new pump shed.

g. Town of Hilton Head Drainage Repair Update:

1. Beach Walk #25 realigning and replacing pipe from a collapses at the Beach walk
2. Canvasback Road
3. Battery Road next
4. South Beach area

h. 2020 Project

1. North Sea Pines Drive Construction/Resurfacing

Project limits are from Lighthouse Road to the Ocean Gate and includes drainage improvements, roadway resurfacing, roadway alignment, intersection improvements, leisure trail alignments and improvements, pedestrian roadway crossings and connectivity.

2. Drainage Ditch Maintenance

Maintenance on ditches will include fresh water and dry ditches by priority as part of the Master Storm Water System. Includes removing sediment buildup in pipe ends and ditches, and establishing proper grades.

3. Lighthouse Road Leisure Trail Project

The limits of the project are from Fraser Circle to Lighthouse lane. The project scope is to add a leisure trail on the opposite side of the road to improve mobility/connectivity. Includes drainage improvements, roadway crossings, pull-off pad by the kiosks and resurfacing the existing sections of the leisure trail.

4. Plantation Drive Enhancements

Looking to plant live oak trees and in need of a beautification plan, Greenwood Drive to Lighthouse Road. Need for enhancements on Calibogue Cay Road, including crossings.

Financially the projects are listed in order of importance as each project is finished CSA Maintenance will evaluate where the total budget stands and determine next steps and costs.

5. New Business

1. Sand Fencing

Install where necessary near CSA boardwalks to help with sand migration, up to 2 rows of sand fencing per home maximum

2. Railing on Selected Beach Walks

Due to the dunes growing larger some of the beach walks need to be raised/adjusted – causing harsher inclines/declines. Some area are in need of a hand railing (ex. Palmetto Dunes beach walks) to aid beach goers walking the inclines/declines (tractions and sand issues). Used when the beach walk is in excess 30” above grade, used only on the sloped area. Some beach walks in the near future may need to be taken down and rebuilt with steps and increased slopes.

6. Adjournment

With no further business to come before the Committee, James Richardson adjourned the meeting at 10:45 a.m.

The next scheduled meeting, of the Community Services Associates, Inc., Maintenance, Enhancements, and Major Projects Committee, is November 5, 2020 at 9 a.m., at the CSA Administration Building- Large Conference Room, 175 Greenwood Drive, Hilton Head Island SC, 29928

Respectfully Submitted,

James Richardson

Chair