



Sea Pines Community Services Associates, Inc. (SPCSA)

SPCSA Board of Directors

February 13, 2024

A regular meeting of SPCSA Board of Directors, was held on Tuesday, February 13, 2024, via in-person and videoconference.

Present from SPCSA Board of Directors, were: David Ellis, Chair; Jim Kaskie, Vice Chair; Cary Corbitt, Secretary; Lee Ann Leahy, Treasurer; Steve Birdwell, Director; Ann Esposito, Director; Steve Fricker, Director; Bob Gossett, Director; Cliff McMackin, Director; Larry Movshin, Director; David Pardue, Director; Rick Ray, Director; Tom Sharp, Director; Don Sigmon, Director; Tim Stearns, Director; Andrea Tarbox, Director and Ray Warco, Director

Present from SPCSA Staff, were: Sam Bennett, President/COO; Victoria Shanahan, Vice President/CFO; Russell Fredericks, Director of Capital Projects; David Henderson, Director of Special Projects and Operations; Jerred Mayse, Director of Maintenance and Facilities; Stephanie Fera, Communications Manager and Sandra Archer, Executive Administrator

Call to Order

David Ellis, Chair, called the meeting to order at 9:30 a.m., Eastern time.

Establishment of Quorum

With all SPCSA Board Members in attendance, quorum was established.

Call to Executive Session

Approval – SPCSA Board of Directors, Call to Executive Session

A motion was made by Chair Ellis to support the resolution, “Approval – SPCSA Board of Directors, Call to Executive Session”. The motion was seconded and unanimously carried:

“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, approved call to Executive Session”.

Call to Reconvene, 10:00 a.m.

Approval – Possible Actions Related to Executive Session

SPCSA Board of Directors Meeting reconvened at 10:00 a.m. No action taken.

**Ratify Approval – SPCSA Board of Directors Meeting Minutes, November 14, 2023;
SPCSA Board of Directors Organizational Meeting Minutes, January 16, 2024**

A motion was made by Lee Ann Leahy, to support the resolution, “Ratify Approval – SPCSA Board of Directors Meeting Minutes, November 14, 2023; SPCSA Board of Directors Organizational Meeting Minutes, January 16, 2024”. The motion was seconded and unanimously carried:

“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, ratified approval of the Sea Pines CSA Board of Director Meeting Minutes, November 14, 2023; Sea Pines CSA Board of Director Organizational Meeting Minutes, January 16, 2024, as finalized by email”.

Chair Remarks – Chair Ellis

- Appreciation extended to retired SPCSA Board Members: Bill Johnson, Charlie Miner, Greg Thomson;
- New SPCSA Board Members welcomed: Class “A”, Steve Fricker, Jim Kaskie, Andrea Tarbox; Class “B”, Tim Stearns;
- Traffic Task Force created. Task Force met and continued work in conjunction with Senator Tom Davis, SCDOT and Town of Hilton Head Island. Engineers presented early, preliminary Sea Pines Circle designs;
- Gate Signage Task Force created. Task Force to work with engineers on immediate short term solutions, to be in effect prior to start of season., i.e., signage directing vehicles into correct lanes;
- Communications Task Force created. Task Force to work on clear communication to community on topics of concern, i.e., critical infrastructure project and funding;
- Electric Lawn Equipment Task Force created. Task Force to gather data to review and evaluate efficiency and cost effectiveness of electric lawn equipment;
- Lawsuit appeal hearing, Referendum, 2020, held January 24, 2024, verdict pending;
- Lawsuit filed, Janet Weingarten.

President Remarks – Sam Bennett

There were no President remarks.

Management Reports

SPCSA Management provided updates on their respective departments: Community Infrastructure, Mr. Fredericks; Community Maintenance and Standards, Mr. Mayse; Communications, Mrs. Fera; Finance and Administration, Ms. Shanahan; Operations and Special Projects, Mr. Henderson and Safety, Security and Transportation, Mr. Count.

Traffic Task Force Report - Cliff McMackin/Tom Sharp

- Traffic Task force created. Task Force to work on long term solutions, forecast 10 – 15 years, for traffic flow and increased safety at Sea Pines Circle/Greenwood Drive;
- Ownership of project area, complex. SPCSA partnered with Town of Hilton Head Island, SCDOT and Senator Tom Davis, to find solutions;
- Kimley Horn and Associates to provide initial analysis for Sea Pines Circle and Greenwood Drive area, April 1, 2024;
- Top three project priorities for Town: North end of Island/pedestrian crossings; Main Street area/upgrade with pedestrian pathways; Sea Pines Circle and adjacent roadways;
- SCDOT engineers met and tasked to provide temporary solutions, to be initiated prior to June 1, 2024, i.e., traffic signage;
- Funding to be secured. Potential 1% tax levied November, 2024, to yield \$60M to Sea Pines project.

Financial Report – Victoria Shanahan
Overview of Year End Results

- Financial statements unavailable pending audit completion, April, 2024.

Unfinished Business – Chair Ellis

There was no unfinished business to discuss.

New Business

Announcement – Date of Record, Annual Meeting, 2024 – Chair Ellis

Chair Ellis announced the Date of Record to be March 8, 2024, for the SPCSA Annual Meeting, May 7, 2024.

Approval – Amendment, Finance Committee Membership List

A motion was made by Lee Ann Leahy, to support the resolution, “Approval – Amendment, Finance Committee Membership List. The motion was seconded and unanimously carried:

“**RESOLVED**, Community Services Associates, Inc., Board of Directors, approved the Finance Committee Membership to include: Manny Alas”, as presented”.

Ratify Approval – Encroachment Agreement, 25 Bateau Road, Lot 151

A motion was made by Steve Birdwell, to support the resolution, “Ratify Approval – Encroachment Agreement, 25 Bateau Road, Lot 151”. The motion was seconded and unanimously carried:

“**RESOLVED**, Community Services Associates, Inc., Board of Directors, ratified the vote on the approval of the encroachment agreement, 25 Bateau Road, Lot 151, as evidenced by as-built survey, Surveying Consultants, Inc., Terry G. Hatchell, Registered Land Surveyor, May 10, 2023, onto SPCSA open space, as finalized by email”.

Adjournment

A motion to adjourn was made by Mr. Movshin. The motion was seconded and unanimously carried.

With no further business to come before the Board, Chair Ellis adjourned the meeting at 11:10 a.m. The next regularly scheduled meeting of the SPCSA Board of Directors, to be held Tuesday, March 19, 2024, 9:30 a.m., via in person and videoconference.

Respectfully Submitted,



Cary Corbitt
Secretary