



Sea Pines Community Services Associates, Inc. (SPCSA)

SPCSA Board of Directors

March 19, 2024

A regular meeting of SPCSA Board of Directors, was held on Tuesday, March 19, 2024, via in-person and videoconference.

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

Absent from SPCSA Board of Directors, were: Steve Birdwell, Director; Cary Corbitt, Secretary; Ann Esposito, Director and Rick Ray, Director

Present from SPCSA Staff, were: Sam Bennett, President/COO; Joe Count, Director of Safety, Security and Transportation; Stephanie Fera, Communications Manager; Russell Fredericks, Director of Capital Projects; David Henderson, Director of Special Projects and Operations; Jerred Mayse, Director of Maintenance and Facilities and Sandra Archer, Senior Executive Assistant to President/COO

Call to Order

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

Establishment of Quorum

With a majority of 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, February 13, 2024

A motion was made by Lee Ann Leahy, to support the resolution, “Ratify Approval – SPCSA Board of Directors Meeting Minutes, February 13, 2024”. The motion was seconded and unanimously carried:

“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, ratified approval of the SPCSA Board of Director Meeting Minutes, February 13, 2024, as finalized by email”.

Chair Remarks – Chair Ellis

- Traffic Task Force – Roadway project, to include Sea Pines Circle, Greenwood Drive and quadrant streets, under review. SCDOT engineers to provide roadway signage samples for review, to be implemented as short term, temporary solution, upon approval;
- Referendum 2020 - Federal Appeals Court decision, pending;
- Communications Task Force – Communications program under review. Community encouraged to read all emails, newsletters and publications sent.
- County Tax Referendum – One percent sales tax due to expire, 2024. County to potentially seek referendum to re-instate 1% tax. Sales tax funding could support Sea Pines Circle/roadways traffic project. Community Members encouraged to contact Tom Reitz, Beaufort County Council, in support of Tax Referendum. Sea Pines cannot fund project, solely;
- Electric Lawn Equipment Task Force – Property Owners Advisory Group to be formed. Data to be collected as to ability, availability and cost of electric landscape equipment as compared to gas powered equipment. Various landscape companies, to be consulted;
- South Beach Marina and Village Pool – Pool to be closed through season, 2024, for reconstruction/replacement. Community to contact Sea Pines Resort, for Harbour Town pool access/usage rules.

President Remarks – Sam Bennett

There were no remarks.

Management Reports

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

Committee recommendations brought to SPCSA Board of Directors for approval, included: Finance Committee, Mrs. Leahy, Chair. Refer to Financial Report.

Task Force Report

Communications – Jim Kaskie

- Robust communications program, to be developed;
- Program to be more proactive, visible, provide leadership and authority;
- Communications Guidebook to be created.

Greenwood Drive– Cliff McMackin/Tom Sharp

- Task Forces formed to study gate operations/reconfiguration, traffic congestion and safety issues on Greenwood Drive, quadrant streets and Sea Pines Circle. Task Forces to jointly coordinate, collaborate and provide a functional and operational solution to SPCSA;

- Gate/Signage Task Force to focus on software solutions, gate operations and road signage;
- Traffic Task Force to focus on traffic congestion and safety on Greenwood Drive, quadrant streets and Sea Pines Circle;
- Kimley-Horn and Associates, Inc., Engineering Consultants, retained by SPCSA;
- Project and funding to be negotiated with Town of Hilton Head Island, Beaufort County and South Carolina Department of Transportation;
- Potential Sales Tax Referendum, Fall 2024, could be critical to provide funding and move project forward;
- Recommendation to the Board of Directors anticipated, Fall 2024.

Financial Report – Lee Ann Leahy

Approval – Amendment, SPCSA Budget, 2024

A motion was made by Lee Ann Leahy, to support the resolution, “Approval – Amendment, SPCSA Budget, 2024”. The motion was seconded and unanimously carried:

“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Finance Committee, approved amendment to SPCSA Budget, 2024, to include \$155,339 of unused 2023 budgeted MR&R funds and \$262,558 of unused Critical Infrastructure funds, to roll forward into SPCSA Budget, 2024, as presented. Amendment also includes \$59,250 of Operating Funds to be used to repave the Ocean Gate and surrounding area”.

Unfinished Business

South Beach Village and Marina Pool Renovation – Chair Ellis, Bob Gossett

- South Beach Village and Marina pool, in operation for over 50 years, scheduled for refurbishment/replacement. Pool to be closed for 2024 season and to re-open upon project completion;
- Sea Pines Property Owners referred to The Sea Pines Resort, for information/terms of access, to Harbour Town pool.

New Business

Approval – Appointment, SPCSA Nominating Committee Members, Classes “A and B”, 2024:

A motion was made by Chair Ellis, to support the resolution, “Approval – Appointment, SPCSA Nominating Committee Members: Classes “A and B”, 2024”. The motion was seconded and unanimously carried:

“**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, approved appointment of SPCSA Nominating Committee Members, Class A, 2024: David Pardue, Chair; Jim Kaskie/Lee Ann Leahy, Members and Class B, 2024: Don Sigmon, Chair; Rick Ray, Member, as presented”.

Adjournment

A motion to adjourn was made by Larry 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 Sea Pines CSA Board of Directors, to be held Tuesday, May 21, 2024, 9:30 a.m., via in person and videoconference.

Respectfully Submitted,



David Ellis
Chair