Sea Pines
COMMUNITY SERVICES ASSOCIATES

Sea Pines Community Services Associates, Inc. (CSA)
Board of Directors Meeting
Videoconference
Thursday, May 19, 2022, 9:30 a.m.

Agenda

1.	Call to Order	Movshin
2.	Establishment of Quorum	Corbitt
3.	Executive Session	Movshin
	a. Approval – Board of Directors Call to Executive Session *	
	b. Contracts, Legal, Personnel Matters	
4.	Sea Pines CSA Board of Directors Meeting Reconvenes, 10:00 a.m.	Movshin
	a. Approval - Possible Actions Related to Executive Session *	
5.	Ratify Approval – Sea Pines CSA Board of Directors Meeting Minutes, March 29, 2022 *	Corbitt
6.	Chair Remarks	Movshin
7.	President Remarks	Bennett
8.	Director Reports	
	a. Capital Projects and Community Development	Fredericks
	b. Land Use Management	Fredericks
	c. Communication	Sutcliffe-Jones
	d. Finance and Administration	Shanahan
	e. Maintenance and Facilities	Mayse
	f. Operations and Special Projects	Henderson
	g. Safety, Security and Transportation	McSwain
9.	Financial Report	
	a. Acceptance – Financial Statements, YTD/March 31, 2022 *	Shanahan
10.	Committee Reports	
	a. Finance	Borghesi
	b. Gate Entry	Corbitt
	c. Governance	Kaskie
	d. Land Use Management (LUM)	Thomson
	e. Maintenance, Enhancement and Major Projects	Sharp

f. Safety, Security and Transportation	Johnson
g. Sea Pines Forest Preserve Foundation Advisory Board	Miner
h. Short Term Rental	Ellis
i. Strategic Planning	Pardue

11. Unfinished Business

a. Update/Approval – Sea Pines CSA Committee Charters, 2022 *	Movshin
b. Update - Sea Pines CSA Revenue Sources Proposal	Movshin
c. Update – Board Member Conflict of Interest Policy/Disclosure	Movshin

12. New Business

a. Approval – Amendment, Gate Entry Policy, May 19, 2022 *	Movshin
b. Approval – Amendment, Land Use Rules and Regulations, May 19, 2022 *	Movshin
c. Approval – Amendment, Sea Pines CSA Bylaws, May 19, 2022 *	Movshin
d. Ratify Approval – Encroachment Agreement, Sea Pines Baynard Cove Club Villas Horizontal Property Regime XII, #A-403 *	Movshin
e. Ratify Approval – Encroachment Agreement, Gull Point, Lot 35 *	Movshin
f. Ratify Approval – Encroachment Agreement, Harbour Town Townhouse Sites, Lot 8, Block H	Movshin

13. Adjournment Movshin

Q & A Session

* Denotes Action Item

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Resolutions

Resolution for 3a. **Approval – Sea Pines CSA Board of Directors Call to Executive Session:**
"RESOLVED, Sea Pines Community Services Associates, Inc., Board of Directors, approves call to Executive Session".

Resolution for 5. **Ratify Approval – Sea Pines CSA Board of Director Meeting Minutes, March 29, 2022:**
"**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, ratifies approval of the Sea Pines CSA Board of Director Meeting Minutes, March 29, 2022, as finalized by email".

Resolution for 9a. **Acceptance – Financial Statements, YTD/March 31, 2022:**
"**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, as recommended by the Finance Committee, accepts the Financial Statements, YTD/March 31, 2022, as presented".

Resolution for 11a. **Approval – Sea Pines CSA Committee Charters, 2022:**
"**RESOLVED**, Sea Pines Community Services Associates, Inc., Board of Directors, approves the Sea Pines CSA Committee Charters, 2022: Governance, Maintenance/Enhancements and Major Projects, Short Term Rentals and Strategic Planning, as presented".

Resolution for 12a. **Approval – Amendment, Sea Pines CSA Gate Entry Policy, May 19, 2022:**
"RESOLVED, Community Services Associates, Inc., Board of Directors, approves amendment to the Sea Pines CSA Gate Entry Policy, May 19, 2022, to increase the Commercial Vehicle Daily and Annual Gate Fees, effective July 1, 2022, as follows:

- Annual Decals: Two (2) Axle Commercial, $250; Three (3) Axle Commercial, $350 and Three (3) + Axle Commercial, $450;
- Daily Gate Pass: Commercial Daily Pass – Two (2) Axle Vehicle, $15; Commercial Daily Pass – Three (3) Axle Vehicle, $35 and Commercial Daily Pass – Three (3) + Axle Vehicle, $40. Since these rate increases are subject to certain third party approvals, they shall become effective on the later of July 1, 2022, or the ten

(10) days following the first date on which all required third party approvals have been obtained.

FURTHER, Page 1, Section 1.2 Procedure, 1.2.1 General, d) to read as follows:

- A US Driver's License, proof of vehicle insurance and current vehicle registration must be valid to receive a vehicle deal. Driver licenses that state: "International Driver's License" are not permitted and cannot be accepted in substitute of a valid US driver's license. Decals will be issued only for vehicles registered in the authorized driver's name. Those who drive a company owned car must provide written verification from the company stating that they are the sole driver of the company-owned vehicle".

Resolution for 12b. **Approval – Amendment, Sea Pines CSA Land Use Rules and Regulations, May 19, 2022:**
"RESOLVED, Community Services Associates, Inc., Board of Directors, approves amendment to Sea Pines Land Use Rules and Regulations for Residential Property Owners, Long Term and Short Term Tenants described in **Exhibit "A"** attached hereto and made a part hereof".

Resolution for 12c. **Approval – Amendment, Sea Pines CSA Bylaws, May 19, 2022:**
"RESOLVED, Community Services Associates, Inc., Board of Directors, approves amendment to the Sea Pines CSA Bylaws, May 19, 2022, as presented".

Resolution for 12d. **Ratify Approval – Encroachment Agreement, Sea Pines Baynard Cove Club Villas Horizontal Property Regime XII, #A-403:**
"RESOLVED, Community Services Associates, Inc., Board of Directors, ratifies the vote on the approval of the encroachment agreement, Sea Pines Baynard Cove Club Villas, Horizontal Property Regime XII, #A-403, as evidenced by the as-built survey, Surveying Consultants, Inc., Terry G. Hatchell, Registered Land Surveyor, October 20, 2021, onto Sea Pines CSA open space, as finalized by email".

Resolution for 12e. **Ratify Approval – Encroachment Agreement, Gull Point, Lot 35:**
"RESOLVED, Sea Pines Community Services Associates, Inc., Board of Directors, ratifies the vote on the approval of the encroachment agreement, Gull Point, Lot 35, as evidenced by the as-built survey Nandina, Inc. dba Sea Island Land Survey, Inc., Justin R. Kesselring Professional Land Surveyor, March 11, 2022, into Sea Pines CSA open space, as finalized by email".

Resolution for 12f. **Ratify Approval – Encroachment Agreement, Harbour Town Townhouse Sites, Lot 8, Block H:**

"RESOLVED, Sea Pines Community Services Associates, Inc., Board of Directors, ratifies the vote on the approval of the encroachment agreement, Harbour Town Townhouse Sites, Lot 8, Block H, as evidenced by the as-built survey, Nandina, Inc., dba Sea Island Land Survey, Inc., Justin R. Kesselring Professional Land Surveyor, January 20, 2022 and updated March 28, 2022, into Sea Pines CSA open space, as finalized by email".

Exhibit "A"

AMENDMENT TO SEA PINES LAND USE RULES AND REGULATIONS FOR RESIDENTIAL PROPERTY OWNERS, LONG TERM AND SHORT TERM TENANTS

Part III. Rental Property Business Registration.

1. **Registration**.

Effective January 1, 2023 any Member of CSA that rents or leases any Residential Property must first register such rental property (herein a "Rental Property") with the CSA Director of Finance and pay an annual registration fee ("Rental Property Business Registration Fee"), the amount of which shall be determined and published prior to the first day of each year by the CSA Board of Directors. These fees will be used to increase and enhance the security, maintenance, and land use management services, the need for which is in large measure due to the continued growth in the number of Residential Properties being held for renting or leasing.

2. **Registration Fee**.

For calendar year 2023, the Rental Property Business Registration Fee shall be based on the number of bedrooms advertised as available for rent in the Rental Property, as follows:

a. For 1 or 2 bedroom properties: $300
b. For 3 or 4 bedroom properties: $700
c. For properties with 5 or more bedrooms $1000

3. **Enforcement of Fee Obligations**.

Failure by a Member engaging in rental of a Rental Property to pay the Rental Property Business Registration Fee may result in the Member's loss of certain privileges, the imposition of fines, and the filing of liens against the applicable Residential Property, in each case as more particularly determined from time to time by the Board of Directors and published in these Land Use Rules and Regulations.