



Sea Pines Community Services Associates, Inc. (Sea Pines CSA)

**Sea Pines CSA Community Infrastructure and Maintenance Committee Meeting
January 25, 2024**

A regular meeting of Sea Pines CSA Board of Directors Community Infrastructure and Maintenance Committee, was held on Thursday, January 25, 2024, via in person and videoconference.

Present from the Sea Pines CSA Community Infrastructure, Maintenance & Standards Committee, were: Tom Sharp, CSA Director/Chair; Steve Fricker, CSA Director/Vice Chair; John Apostle, Member; Barry Barth, Member; Paul Crunkleton, Member; Lee Ann Leahy, CSA Director; James Nolan, Member; Frederick Smith, Member; Ed Warner, Member;

Absent from the Sea Pines CSA Community Infrastructure, Maintenance & Standards Committee, were: Peter Knight, Member; Joseph Macrina, Member; Don Sigmon, Member; Marci Tressel, Member

Present as Ex-Officio, was: David Ellis, Sea Pines CSA Chair

Present from Sea Pines CSA., were: Russell Fredericks, Director of Capital Projects and Community Development, Jerred Mayse, Director of Maintenance and Facilities; Victoria Shanahan, Vice President/CFO; Sandra Archer, Executive Administrator; Jody Rockwood, Maintenance Administrative Assistant

Call to Order

The meeting was called to order by Tom Sharp, Chair, at 9:01 a.m., Eastern time.

Establishment of Quorum

With a majority Community Infrastructure and Maintenance Committee Members in attendance, quorum was met.

**Ratify Approval – Community Infrastructure, Maintenance & Standards Committee Meeting
Minutes, October 26, 2023**

A motion was made by Chair Sharp, to support the resolution, “Ratify Approval – Community Infrastructure, Maintenance & Standards Meeting Minutes, October 26, 2023”. The motion was seconded and unanimously carried:

“**RESOLVED**, Sea Pines Community Services Associates, Inc., Community Infrastructure, Maintenance & Standards Committee, ratified approval of the October 26, 2023, Community Infrastructure, Maintenance & Standards Committee Meeting Minutes, as finalized by email”.

Capital Improvement

Capital Improvements Updates Presentation – Russell Fredericks

- 2024 phased projects reviewed including roadways, leisure trail updates and stormwater drainage improvements.
- After Baynard Cover to Lands End is completed, the team will move to the Harbortown area where sections of roads have collapsed in the past. This work will happen post Heritage Tournament and tourist season Fall 2024 with phase 1 being completed by Spring 2025.
- Another area with work being surveyed is the Club Course area near the Greenwood Gate, this area will have some leisure trail realignments as well as adding a section to connect the Greenwood Gate to Governors Road beginning in the Spring of 2024. The Capital Improvement team will begin the process of redecking and updating vehicle Marsh Island bridge as well as Beachwalks 16 and 39 are slated to be updated due to age, in the Spring of 2024.

Maintenance

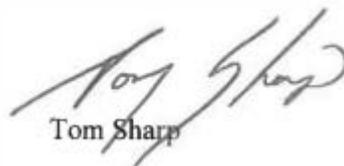
Maintenance Department Review Presentation – Jerred Mayse

- In 2023 approximately 2100 work orders were submitted to the Maintenance Department, noting that the number of stormwater requests has gone down considerably since the infrastructure projects have begun.
- The Stormwater team has taken a much more proactive approach to rain events and storm by regularly during dry times cleaning out drains, catch basins, ditches and lowering lagoons to allow the system to have room to accept the increased water levels. Once a storm surge happens the team is in recovery mode with CSA owned pumps to aid the pump stations in evacuating the excess water from the system.
- Jerred has worked with arbor care companies that are doing regular work to help keep the Sea Pines canopy in good shape and have them on call during all-weather events to aid the CSA team with tree related situations.
- The majority of work order requests are related to CSA Sign Shop. This team does all the signage around the community, street signs, stop signs, mailbox, mailbox nameplates, mailbox posts, house number signs, villa name and number signs and custom signage.

Adjournment

With no further business to come before the Sea Pines CSA Community Infrastructure and Maintenance Committee, Chair Sharp adjourned the meeting at 10:01 a.m.

Respectfully Submitted,



Tom Sharp