



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

**Sea Pines CSA Community Infrastructure and Maintenance Committee Meeting  
February 29, 2024**

A regular meeting of Sea Pines CSA Board of Directors Community Infrastructure and Maintenance Committee, was held on Thursday, February 29, 2024, via in person and videoconference.

**Present from the Sea Pines CSA Community Infrastructure, Maintenance Committee, were:** Tom Sharp, CSA Director/Chair; Steve Fricker, CSA Director/Vice Chair; John Apostle, Member; Paul Crunkleton, Member; Lee Ann Leahy, CSA Director; Don Sigmon, Member; Frederick Smith, Member; Ed Warner, Member;

**Absent from the Sea Pines CSA Community Infrastructure, Maintenance Committee, were:** Barry Barth, Member; Peter Knight, Member; Joseph Macrina, Member; James Nolan, 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 9:02 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 Committee Meeting Minutes,  
January 25, 2024**

A motion was made by Chair Sharp, to support the resolution, “Ratify Approval – Community Infrastructure, Maintenance Meeting Minutes, January 25, 2024”. The motion was seconded and unanimously carried:

“**RESOLVED**, Sea Pines Community Services Associates, Inc., Community Infrastructure, Maintenance Committee, ratified approval of the January 25, 2024, Community Infrastructure, Maintenance 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.
- Stormwater work was completed over many weeks next steps will address the leisure trail and road repaving and realignments.
- 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 vehicles on Marsh Island bridge as well as Beachwalks 16 and 39 are slated to be updated due to age, in the Spring of 2024.
- Tower Beach boardwalks are being extended due to the extreme beach erosion in the area and CSA is working with the Town of Hilton Head regarding beach sand renourishment.

## **Maintenance**

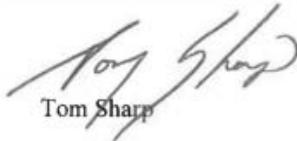
### **Maintenance Department Review Presentation – Jerred Mayse**

- Many areas of the community have had road/pothole repairs, Plantation Drive, Black Skimmer Road, Planters Wood Drive, Lighthouse Road, Mizzenmast and Water Oak so far.
- The team has been trimming lagoon edged from both the land side and from the water. Removing dead or dying vegetation and clearing around pipes.
- The Stormwater team continues to be proactive by regularly during dry times cleaning out drains, catch basins, ditches and cleaning pipes in the lagoons as needed.
- In continued arbor care the CSA team has been proactively having tree companies come in to trim low hanging, dying or damaged branches thought the community, focusing on the beach walks and leisure trails.
- As part of keeping Sea Pines the looking like the premier community it is, the CSA Maintenance team has staff power washing Tower Beach pavilion, leisure trails and parking lot, the wall at the intersection of Plantation and Lighthouse Road, gate area bricks, leisure trial kiosks and trolley stop structures.

## **Adjournment**

With no further business to come before the Sea Pines CSA Community Infrastructure and Maintenance Committee, Chair Sharp adjourned the meeting at 9:42 a.m.

Respectfully Submitted,



Tom Sharp