



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

**Sea Pines CSA Community Infrastructure and Maintenance Committee Meeting
May 2, 2024**

A regular meeting of Sea Pines CSA Board of Directors Community Infrastructure and Maintenance Committee, was held on Thursday, May 2, 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 9:00 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,
February 29, 2024**

A motion was made by Chair Sharp, to support the resolution, “Ratify Approval – Community Infrastructure, Maintenance Meeting Minutes, February 29, 2024”. The motion was seconded and unanimously carried:

“**RESOLVED**, Sea Pines Community Services Associates, Inc., Community Infrastructure, Maintenance Committee, ratified approval of the February 29, 2024, Community Infrastructure, Maintenance Committee Meeting Minutes, as finalized by email”.

Capital Improvement

Capital Improvements Updates Presentation – Russell Fredericks

- Beach walks 39 and 16 work has been completed and they are open to the community.
- 2024 phased projects reviewed including roadways, leisure trail updates and stormwater drainage improvements.
- Stormwater work was completed, leisure trail and road repaving and realignment are almost done. Finishing touches with landscaping and irrigation are next.
- Gadwall to Lands End is next on the project list before heading 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.
- As learned with the latest section of South Sea Pines Drive Russell and team will have a lot of traffic controls in place and work around the limited space for project mobilization and road closures/detours.
- 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 bridge on Marsh Island 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.
- Lots 1 and 2 2024 phased projects reviewed including roadways, leisure trail updates and stormwater drainage improvements.

Maintenance

Maintenance Department Review Presentation – Jerred Mayse

- Beach walk tree trimming has been completed for the year.
- The lagoons are starting to have algae blooms – Maintenance Technician has been regularly and aggressively treating all CSA lagoons
- The Maintenance Sign Shop team has been working hard to get roadside signs cleaned, repaired and/or replaced over the past few months.
- Areas such as Greenwood Forest has signed cleaned on a regular basis due to the algae/mildew growth in the area.
- The stormwater team has been going through the community jetting and cleaning pipes and catch basins to ensure water flows through the master stormwater system freely
- Overnight mosquito spraying will begin mid May and continue on a bi-weekly basis, weather permitting.
- Community Standards team has added another member and is continuing to review the community as a whole and ensuring Sea Pines keeps up to the standards that it is know for.
- The recent shredding event was well received and organized to make the flow of the line easy and quick.
- 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.
- 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.

Adjournment

With no further business to come before the Sea Pines CSA Community Infrastructure and Maintenance Committee, Chair Sharp adjourned the meeting at 9:29 a.m.

Respectfully Submitted,

Tom Sharp
Chair