



**Sea Pines Community Services Associates, Inc. (Sea Pines CSA)
Community Infrastructure and Maintenance (CIM) Committee Meeting
April 30th, 2026**

A regular meeting of Sea Pines CSA Committee of Directors Community Infrastructure and Maintenance Committee was held on Thursday, April 30th, 2026, via in-person and video conference.

Present from the Sea Pines CSA Community Infrastructure and Maintenance Committee, were: Jessica Haire, CSA Director/Chair; John Apostle, Member; Barry Barth, Member; Frederick Smith, Member; Don Sigmon, Member

Absent from the Sea Pines CSA Community Infrastructure and Maintenance Committee, were: James Nolan, Member; Marci Tressel, Member; Paul Crunkleton, Member

Present as Ex-Officio, was: Sam Bennett, Sea Pines CSA President/CEO

Present from Sea Pines CSA., were: Victoria Shanahan, Vice President/CFO; Shawn Colin, Vice President/COO; Russell Fredericks, Director of Capital Projects and Community Development; Jerred Mayse, Director of Maintenance and Facilities; Stephanie Fera, Communications Manager; Sandra Archer, Senior Executive Assistant; Kate Grab, Maintenance Administrative Assistant

Call to Order

The meeting was called to order by Jessica Haire, 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 and Maintenance Committee Meeting Minutes, February 19th, 2026.

A motion was made by Chair Haire, to support the resolution, “Ratify Approval – Community Infrastructure and Maintenance Committee Meeting Minutes, February 19th, 2026”. The motion was seconded and unanimously carried:

“RESOLVED, Sea Pines Community Services Associates, Inc., Community Infrastructure and Maintenance Committee, ratified approval of the February 19th, 2026, Community Infrastructure and Maintenance Committee Meeting Minutes, as finalized by email”.

Capital Improvement – Russell Fredericks

Otter Road

- The community is approximately eight months into the project and has entered the final phase of work.
- Remaining stormwater improvements are weather-dependent.
- Paving operations are expected to begin in the coming weeks, with completion anticipated before Memorial Day.
- Leisure trail enhancements are planned, along with curb installation at the entrance to Otter Road.

Lighthouse Lane Phase 4

- The final phase includes improvements to Windjammer Court.
- Stormwater upgrades will take along Mizzenmast Lane and Windjammer Court.
- Genoa and Mizzenmast Courts roads will be resurfaced.

Greenwood Drive

- Work on Greenwood Drive will be divided into two phases:
 - Plantation Drive to Fraser Circle
 - Plantation Drive to Greenwood Drive

Sea Pines Storm Water System

- Lagoon dredging expected to begin this fall.
- Across the community's 158 lagoons, efforts are focused on stormwater management, including cleaning pipe ends and outfalls to improve water flow.

Upcoming CIP Projects

- Deer Island Bridge work is scheduled to begin after Labor Day, with completion anticipated in 2027.
- Replacement of the Spartina Culvert on Spartina Crescent Road.
- Beach Lagoon Pedestrian Bridge #31.

Maintenance – Jerred Mayse

- CSA continues to prioritize proactive tree care and overall community appearance through regular maintenance and planning to preserve natural beauty and safety.
- Ongoing mulch installation efforts continue to enhance community appearance, support landscape health, and reduce maintenance needs.
- Annual maintenance of the community's 31 beach walk access points included improvements to safety, accessibility, and erosion control.
- Utility box painting projects were completed to better blend with the natural landscape and maintain community appearance.

- Roadside posts and roadway signage were repainted and repaired to improve visibility and maintain a clean, uniform look.
- Community lighting at CSA admin office was transitioned to Palmetto Electric Cooperative, improving reliability while reducing long-term maintenance responsibility and costs.
- **Greenwood Gate**
 - Front gate area landscaping enhancements were installed to create a more formal appearance.
- **Baynard Ruins**
 - Included repainting signs, pressure washing surrounding surfaces, cleaning benches, and enhanced landscaping.
 - Added split rail fencing to enhance both safety and aesthetics.
 - Installed new stone walkway surface to further improve the landscape's appearance, and ease of accessibility.

Q1 2026 Work Orders – 551 Total

- Sign shop – 312
- Road Repair – 6
- Mulch- 126
- Landscaping, Tree services- 21
- Grounds Maintenance- 12
- Facility Management & Fleet Maintenance- 61
- Drainage- 9
- Debris- 3
- Beach Walk - 1

Community Standards Update

- Approximatley 470 violations issues this year to date.
- Top Categories-
 - Landscaping, Unsightly, Maintenance, Architectural
- Summary
 - 25% Landscaping
 - 21% Maintenance Related
 - 15% Architectural

Unfinished Business

- Community Standards will draft updated rules and regulations for review at the next committee meeting.

Adjournment

With no further business to come before the Sea Pines CSA Community Infrastructure and Maintenance Committee, Chair Haire adjourned the meeting at 9:47 a.m. The next regularly scheduled meeting of the Sea Pines CSA Community Infrastructure and Maintenance Committee, to be held on September 3rd, 2026, at 9:00 a.m., via in-person and videoconference.

Respectfully Submitted,

Jessica Haire

Chair