

Gate Entry Committee Meeting
Thursday, February 9, 2017
Main CSA Conference Room
11:00 a.m.

The February meeting of the Gate Entry Committee was called to order at 11:00 a.m. In the main conference room of the CSA Building. Chairman Cary Corbitt presided.

1. Roll Call

Present

Commercial:	Cary Corbitt Steve Birdwell	Bob Gossett Mark King	Don Sigmon
Residential:	Bill Johnson Michael Tucker	Mark Griffith	Charlie Miner
Staff:	Bret Martin Amanda Sutcliffe-Jones	Toby McSwain Sarah Squires- McMillen	Lou Maietta

2. The Approval of the November 10, 2016 Meeting Minutes

The Committee reviewed the minutes of the November 10, 2016 meeting. Mr. Tucker made the following motion, seconded by Mr. Johnson and was unanimously passed.

“RESOLVED, the Gate Entry Committee approves the minutes of the November 10, 2016 meeting as submitted.”

3. Approval of the Gate Entry Committee Charter for 2017

The Committee reviewed the proposed charter for 2017 and Mr. King made the following motion, seconded by Mr. Tucker and was unanimously passed.

“RESOLVED, the Gate Entry Committee recommends the CSA Board approve the proposed charter for the Gate Entry Committee in 2017 as presented.”

4. The Proposed Committee Members for 2017

The committee discussed whether to add an additional residential member to the Gate Entry Committee that is not currently affiliated with any other committee. The committee agreed at this time to remain as is with 9 committee members, as this is the preferred size of any committee group. However, the committee will review property owners that have an interest in serving on the committee and may possibly add one additional member in the future. Mr. King made the following motion, seconded by Mr. Birdwell and was unanimously passed.

“RESOLVED, the Gate Entry Committee recommends the CSA Board approve the proposed committee members for 2017 as presented.”

5. CSA 2017 Sponsorship Agreement

Discussion was made, whether to continue allowing tournament attendees back into Sea Pines after the daily tournament had ended, by showing their tournament tickets at the gate. The committee agreed this to be a successful program and will continue this again for the 2017 RBC Heritage Tournament. A flyer that promotes this program was distributed to the group for review. Mr. King and Mrs. Sutcliffe-Jones will work on the design of the flyer in preparation for March 1, 2017 deadline.

6. Recommendation of increasing the age of the Dependent ID Card

The Dependent ID Card is currently issued to those who are 3 – 19 years of age. The committee suggested to increase the age that a Dependent ID Card can be issued, and to reflect other programs and health insurances that consider children up to 25 years as dependents. Mr. King made the following motion, seconded by Mr. Tucker.

“RESOLVED, the Gate Entry Committee recommends the CSA Board approve the proposed increase of age to be considered a dependent, and change the age range of a dependent from 3 - 19 years to 3 - 25 years.”

7. Commercial Property Owners Access Rights / Commercial Pass Fees

The committee discussed the current access rights regarding invited guests of private events held by Commercial Property Owners in Sea Pines and identified the current Gate Entry Policy does not distinguish any difference between Residential Property Owners and Commercial Property Owners access rights. Therefore, both property owner types can request passes for invitees at no cost, for small events (less than 12 people) by calling in passes at the Guest Pass Desk, located at the Welcome Center. For larger groups (12 people or more), the owner can submit a written request to the Sea Pines Security Dispatcher at least 48 hours in advance of each event, accompanied with the required information stated in the Gate Entry Policy. The committee confirmed this procedure had not been utilized previously for Commercial Property Owners.

Mr. Tucker stated there is currently no limitation in the Gate Entry Policy, regarding the invitee group size and suggested this to be discussed further.

Mr. Birdwell suggested ‘Non Profit Events’ and ‘Club Sports Events’ terminology currently used in the Gate Entry Policy should read “Scheduled Events” moving forward. The committee agreed this would allow consistency among the various Commercial Property Owners within Sea Pines. This subject is to be discussed further with Mr. Martin before proposing any changes to the CSA Board.

The committee discussed distinguishing a difference between the ‘visitor daily gate pass fee’ and the ‘commercial daily gate pass fee’, when entering Sea Pines. Currently both groups are charged a daily rate of \$6, when driving a two axel vehicle. Commercial vehicles with a two axel vehicle, pulling either a single or double axel trailer are currently charged a daily fee of \$10. The committee suggested making a daily commercial gate pass, with a fixed rate of \$10 that includes two axel vehicles not pulling trailers, as well as two axel vehicles pulling both types of trailer. It was suggested to start this type of commercial daily gate pass from June 1, 2017 to give time to communicate this change and to make necessary updates with the software used at both entrance gates. Mr. Griffith made the following motion, seconded by Mr. Gossett.

“RESOLVED, the Gate Entry Committee recommends the CSA Board approve the proposed daily commercial gate pass, with a fixed rate of \$10 for vehicles with two axels and no trailers and vehicles with two axels pulling either single or double axel trailers, from June 1, 2017.”

8. Update – Operation of Motorcycles within Sea Pines - Survey

The current Gate Entry Policy prohibits motorcycles, mopeds and golf carts driving into the Sea Pines Community. The committee previously discussed whether to continue with the long standing policy to restrict these types of vehicles, or whether to move forward with the times and suggest allowing access. The committee agreed motorcycles in Sea Pines will be difficult to police and the committee will need to identify what is currently stated in the Sea Pines covenants, regarding motorcycles and mopeds. The committee agreed further research is needed before discussing further.

Mr. Gossett questioned the use of golf carts and Mr. Sigmon the use of blowers within Sea Pines, due to blowers creating a noise issue. Mr. McSwain will research these items and provide feedback to the committee.

9. Lawton Stables Trolley / 2017 Trolley Schedule

The committee discussed the Lawton Stables Trolley stop location: across Greenwood Drive from Lawton Stables, close to the Forest Preserve entrance. This is a favorable location, as it provides access to the Forest Preserve, and the Sea Pines allotment gardens, in addition to Lawton Stables. However, the committee confirmed a trolley pad would be too expensive to install.

The committee reviewed the draft Trolley Schedule and confirmed for Ms. Sutcliffe-Jones to use this information for the 2017 Trolley Schedule flyer.

10. Sea Pines Decal / Trailer Rates for 2017

Mr. McSwain shared there had been some push back regarding the new decal rates since adding the trailer fees, however the Commercial Hang Tags are working well so far.

11. Utility Easement Parking Lot Repairs

The committee discussed Lot 3 and stated work will begin soon to resurface the area with base materials, causing the lot to appear white in color. Over seeding and mulch placement is expected to occur at Lot 3, after the PGA Heritage Tournament in April.

12. Update – Marketing Sub-Committee

Mr. King confirmed there are no updates to report.

13. Update – Gate Fee Sub-Committee

The task force confirmed further discussion needs to be made before any recommendations can be presented to the committee, based on the 5 year forecast expected to be received by Ms. Shanahan. The task force plan to schedule a meeting soon to pursue this subject further.

14. Gate Entry Policy Revisions

Mr. McSwain will discuss suggested revisions with Mr. Martin upon his return. The revised Gate Entry Policy will be sent to the committee via email to approve and make recommendations, before proposing any changes to the CSA Board.

15. Update on Automated Pass System (ABDI)

The committee would like to have a better understanding of the ABDI system and what this means for the Sea Pines Property Owners and others involved in using this software. Mr. McSwain will investigate setting up a presentation or webinar with ABDI, so the committee can learn more about the ABDI software. The committee suggested a presentation should be set up for the Sea Pines Property Owners also, so they are aware of what changes to expect.

The group shared a general concern regarding the app feature that ABDI offers. It is thought this feature could potentially cause further delays at the entrance gates. Mr. McSwain confirmed an automatic reader would prevent any delays at the gate, however this would cost more money to install. The committee would like to research this option further.

The group confirmed both Safety & Security Committee and Gate Entry Committee would have to be involved to approve the ABDI software installation.

16. Update on Greenwood Gate Signage / Traffic Counts

Mr. McSwain is currently in communication with Darrin Shoemaker (Traffic & Transportation Engineer for the Town of Hilton Head) regarding signage that is to be placed on Palmetto Bay Road, Business Route 278 and Greenwood Drive. The purpose of the signs is to encourage visitors to move to the right lane on Greenwood Drive, prior to approaching the main gates of Sea Pines. Both Mr. McSwain and Mr. Shoemaker are working on the design and wording of the signs to better prepare Sea Pines visitors.

Ms. Sutcliffe-Jones shared to the committee an overhead sign was the preferred choice from a recent survey completed by the Sea Pines Property Owners. However, the committee confirmed as well as this type of signage being the most costly, it would not be reflective of a high quality entrance experience to welcome our visitors.

17. Update on UBER Contract

A contract with UBER is still to be finalized and the entrance fee into Sea Pines remains at \$2 for each pick up and drop off.

18. Comments

The committee requested the 15mph speed limit within Sea Pines, as drivers approach Fraser Circle to be reviewed. Mr. McSwain will research if the speed limit needs to be increased.

Ms. Sutcliffe- Jones shared the number of visitor handouts at the entrance gates of Sea Pines are running low and an order for more handouts will need to be placed prior to the RBC Heritage Tournament. Suggestions for any changes / additions to the handout will need to be communicated within the next two weeks.

19. Adjournment

With no further business to conduct, the meeting adjourned at 12:36 p.m. The next meeting is scheduled for Thursday, May 4, 2017, at 11:00 a.m. and will be held in the main conference room at the CSA Building.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Cary Corbett", with a stylized flourish at the end.

Cary Corbett
Chairman