

**Joint Short Term Rental Committee  
Meeting Minutes  
Tuesday, May 17, 2017**

The May meeting of the Joint Short Term Rental Committee of Community Services Associates, Inc. was called to order at 9:02 a.m. in the CSA main conference room.

**1. Roll Call**

Present:	Beverly Serral	Mark Griffith	John Munro	Becky Pardue
	Karl Becker	Linda Farrenkopf	Bob Hawkins	Debbie Zies
Via Telephone	Ted Leavitt	Bill Johnson		
Guest:	Drew Brown			
Staff:	Bret Martin	Toby McSwain	Sarah Squires	

**2. Ratify the approval of the March 7, 2017, Meeting Minutes**

The Committee reviewed the minutes of the March 7, 2017 meeting. Mr. Leavitt made a motion to ratify the approval of the meeting minutes as finalized by email. The motion was seconded by Ms. Farrenkopf and unanimously passed.

“RESOLVED, the Short Term Rental Committee approves the minutes of the March 7, 2017 meeting, as submitted.”

**3. Spring Meeting with Rental Agents Update**

Mr. McSwain provided feedback relating to the Rental Agents meeting, held March 30, 2017 at the Community Center. A good number of representatives from local rental companies attended the meeting. Many items were discussed, relating to short term rental guests and common issues that have previously occurred. Discussion particularly related to the Heritage Tournament in preparation for this annual event, including hangtags, one shot passes and parking. Mr. McSwain confirmed the Rental Agencies are very good at following up with any issues relating to their guests.

The group suggested to invite all property owners that rent short term (VRBO rentals) to meetings such as these in the future. This is to ensure they are familiar with what the committee is trying to achieve.

Mr. McSwain informed the group the Rental Agencies have already had some experience with the ABDI system, since this was installed at Palmetto Dunes. In general, they are happy with what they have experienced so far regarding guest pass requests and paying invoices.

**4. Update: Weekly Guest Revenues Generated by the Short-Term Rental Guests**

Mr. McSwain distributed three (3) handouts to the group to show the revenue analyses for short-term rental passes, daily gate passes and annual decals, ranging from 2010 through 2017.

Short-term rental guest passes increased in revenue in the first four (4) months of 2017, compared to the same point in time last year (2016) by \$16,411. Gate pass revenue increased by \$90,395 and annual decal revenue increased by \$159,855 in 2017 for the same time period. It is thought the increase in gate pass revenue and annual decal revenue is due to the \$25 increase of commercial decals and new trailer fees introduced this year (2017). The increase in revenue could also be due to Hurricane Matthew recovery efforts, with more commercial companies working within Sea Pines and some renting short term within Sea Pines until projects are complete. Overall, the weather could be a significant factor for the increase of short-term rental guest pass revenue.

Mr. McSwain stated the 2017 RBC Heritage Golf Tournament is probably the busiest he has seen yet regarding the number of spectators, especially during the week days. This was probably due to the good weather experienced during the tournament week.

The group discussed how tourism is growing so much that certain destinations around the world that once promoted tourism are now limiting the number of tourists' they receive. Discussion continued regarding how many short term rental properties are currently operating within Sea Pines via VRBO or Air BnB. Ms. Serral will research whether the amount of property owner rentals is increasing within Sea Pines.

The committee raised concerns regarding the use of 'sprinter vans' within Sea Pines, particularly due to the size of these vehicles. The group discussed whether sprinter vans are creating issues with parking.

**5. Update: New Gate Pass System for 2017**

Mr. McSwain informed the committee that a consulting company called: "Tribridge" will soon evaluate the current internal systems used by CSA. Tribridge will research whether ABDI software has the ability to integrate with the current systems. Tribridge specializes in business applications and cloud solutions. The group identified Sea Pines has many unique needs that cannot be found in "your average package" so it is important to find a system that integrates with each other. Integrating is a key issue to prevent multiple systems and duplicating entries. Once the findings from Tribridge have been received, CSA will then be able to analyze whether or not to move forward with the ABDI software.

If the ABDI software is approved, Mr. McSwain anticipated it could take a year before it is fully operating.

**6. New Business: POA Concerns**

Ms. Serral distributed a handout to the committee for review. The handout was sent from a property owner, suggesting the committee discuss placing a cap on the number of short-term rentals within Sea Pines, based on a medallion system. The committee agreed this could only move forward if a referendum took place and 75% of property owners agreed to this restriction. The group agreed this restriction would not necessarily improve traffic or congestion within Sea Pines and decided not to move forward with this item.

**7. New Business Discussion: Limitation of the number of Weekly Rental Passes per property**

It was the general sense of the committee to recommend the Gate Entry Committee discuss this item and make the following recommendation to the CSA Board:

“The number of guest vehicle passes issued per rental property to be limited to the number of vehicles that can reasonably be parked on the properties hardscapes to include driveways and garages.”

**8. New Business Discussion: trailers pulled by short term rental guests**

The committee agreed one of the most significant issues experienced by guests renting short-term within Sea Pines is: open trailers carrying many items such as grills and kayaks. Many of the trailers pulled by short-term renters are not enclosed and very few properties have access to a garage to store the trailer accordingly.

The Short Term Rental Committee recommend the Gate Entry Committee discuss this item and suggest placing a ban on short-term rental guest trailers entering Sea Pines.

**9. Member Comments**

Mr. McSwain had been approached by the Hilton, with their request to pay CSA in advance for gate entry passes, and for the Hilton to distribute these passes to their guests. As a whole the committee was not in favor of this suggestion and agreed this is only an incentive for the Hilton to sell timeshare. The group anticipates this particular market will not benefit Sea Pines by spending money at local businesses.

The committee discussed introducing a cap on how many daily passes should be sold in general, to limit the number of daily visitors entering Sea Pines. It is thought Sea Pines would offer a better quality and experience if the number of visitors to Sea Pines was limited. The group also discussed current agreements with entities located outside of Sea Pines that pay for gate entry passes and questioned if this is financially beneficial for Sea Pines. It was the general sense of the committee to recommend the Gate Entry Committee discuss this item. The committee propose for the Gate

Entry Committee to: review all current bulk agreements involving businesses located outside of Sea Pines and to prevent entering into any new agreements until a new policy has been agreed upon.

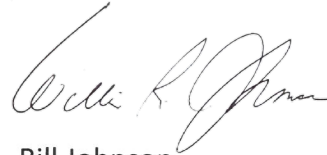
10. **Adjournment**

With no further business to discuss the meeting adjourned at 10:34 a.m. The next meeting is scheduled for June 6, 2017 at 9:00 a.m., in the Main Conference Room at the CSA Building.

Respectfully submitted,



Beverly Serral  
Co-chairman



Bill Johnson  
Co-chairman