



SECURITY ADMINISTRATION DEPARTMENT
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Community Services Associates, Inc.
Gate Entry Committee Meeting
August 10, 2017

On Thursday, August 10, 2017, a regular meeting of the Community Services Associates, Inc., (CSA), Gate Entry Committee, was held at the CSA Administration Building, main conference room. The meeting was called to order at 11:10 a.m. Co-Chairman Corbitt presided.

Roll Call

Present:	Cary Corbitt Donald Sigmon Michael Tucker	Steve Birdwell Bill Johnson	Bob Gossett Charles Miner
Guest:	Barry Barth		
Absent:	Mark Griffith	Mark King	
Staff:	Sandra Archer Bret Martin	Russell Fredericks	David Henderson

Approval of the May 4, 2017, Meeting Minutes

The May 4, 2017, Gate Entry Committee meeting minutes were approved. Michael Tucker made the following motion, seconded by Donald Sigmon and unanimously carried.

“**RESOLVED**, the Community Services Associates, Inc., Gate Entry Committee, approved the minutes of the May 4, 2017, as submitted.

Ratify Approval of the Trolley Key Chain Order - Financial Update – Co-Chairman Corbitt

A motion was made by Donald Sigmon to ratify approval of the trolley key chain order. The motion was seconded by Bill Johnson and unanimously carried.

“**RESOLVED**, the Community Services Associates, Inc., Gate Entry Committee, ratified approval of the trolley key chain order, in the amount of \$2,940.00, as finalized by email”.

Trolley Gratuities and Usage Report – Co-Chairman Corbitt

There was discussion regarding the use of the basket and signage on the trolleys used for tips. It was recommended by the Committee to keep the baskets in place and create smaller, brass signs. Suggested wording, “Have a great day. Gratuities Appreciated” could be considered.

Mr. McSwain explained that, prior to the June 2016 trolley season, all tip jars/baskets/hats were removed from the trolleys. In all trolleys, above the drivers head, were 2 inch lettering “Gratuities Accepted, but not Required”. This wording was added at the same time the word “Plantation” was removed from the trolleys.

Mr. McSwain stated that the sale of gate passes are up, January through June 2017, compared to the previous year. The trolleys are running the same routes and times as in the previous year, with the exception of the red route, on 1 Saturday, into Harbour Town. Trolley ridership was down by 4600 in July, which could possibly be due to weather. Mr. McSwain will pull the ridership numbers from July 4th 2016 and 2017 and run a comparison. To date, 75,000 guests have ridden the trolley which does remove cars from the road.

Proposals from the Joint Short Term Rental Committee – Co-Chairman Corbitt, Bill Johnson
A discussion was held, at the request of the Short Term Rental Committee, to address the number of guest passes issued per property to align with the available parking spaces on the property. Mr. Martin stated that home owners and rental agencies, could be contacted to confirm the number of parking spaces at each residence. The number of spots would be modifiable as additional information received.

A motion was made by Co-Chairman Miner, to approve the recommendation by the Short Term Rental Committee, to limit the number of rental/resort guest vehicle passes issued per property, to coincide with the property's hardscapes, to include driveways and garages. The motion was seconded by Michael Tucker and unanimously carried.

“**RESOLVED**, the number of rental/resort guest vehicle passes issued per rental property will be limited to the number of vehicles that can reasonably be parked on the property's hardscapes, to include driveways and garages. Provisions will be made for overflow parking in Lot 1/Trolley Lot, as needed, for properties that cannot accommodate the desired number of guests' vehicles on driveways or in garages/carports. The Short Term Rental Committee further recommends the policy take effect January 1, 2018, giving ample time for all rental owners and managers to update their contracts and guest communications”.

Of interest, as well, to the Short Term Rental Committee, was to address the regulations of trailers entering the community, as well as the need to define what constitutes a trailer. The Committee recommended to table further discussion until further research is complete at Harbour Town. Mr. Johnson will notify Mr. McSwain when a trailer is identified in the Harbour Town area and Mr. McSwain will monitor the situation.

Seabrook, TidePointe and Cypress Residents: Sea Pines Access – Toby McSwain
Former Sea Pines property owners are issued a decal, if and when, they move to either The Seabrook, TidePointe or The Cypress. Although not a large number of people, issues arise when those residents no longer own or operate a vehicle and another person drives them into the community. The Committee recommends that the prior property owners addressed here, are issued a special ID card, allowing them entry. The Gate Entry Policy will need to be updated to reflect this addition.

Daily Pass Visitors: Surf Boards, Kayaks and Paddle Boards – Toby McSwain
Discussion on daily passes for vehicles carrying surf boards, kayaks and paddle boards was tabled, until further information on trailer entry is complete. Co-Chairman Corbitt, will seek feedback from Brooke McCullough, H2O Water Sports.

Commercial Property Owners Access Rights – Co-Chairman Corbitt, Toby McSwain
There was no Commercial Property Owners Access Rights discussion.

Discussion: Commercial Hangtag – Co-Chairman Corbitt, Toby McSwain
There was no Commercial Hangtag discussion.

Commercial Contractors – Heritage and Holiday Restrictions – Toby McSwain
Discussion ensued on commercial contractors' access to the community during the RBC Heritage Classic and Holidays. The Gate Entry Policy states that commercial contractors are granted entry to the community, from 7 a.m. – 7 p.m., Monday through Saturday. Commercial entry restrictions for special events, to include the RBC Heritage Tournament, Wine Fest and July 4th, need to be defined and addressed in the policy.

The Committee recommended that Co-chairman Corbitt, contact Mr. Richardson, Chairman, ARB, to facilitate directions, via e-mail, to contractors on site during the RBC Heritage Tournament. Contractors will be advised of road blockage restrictions in place.

Gate Entry Policy Revisions – Toby McSwain
Due to meeting time constraints and the extent of policy revisions, the Committee recommended that a Workshop, whose sole focus will be the Gate Entry Policy Revisions, take place on August 17, 2017, from 8 a.m. to 11:00 a.m.

Proposed Gate Entry Signage on Greenwood Drive – David Henderson
Eighty percent of daily pass purchasers, exit the Sea Pines Circle into the left lane of Greenwood Drive. This leaves the visitor approximately 1,000 feet, to move into the appropriate right lane, for pass purchase. The new replacement signs would be larger than those currently in existence. Fabrication of the signage would take a minimum of 3 weeks and installation would occur during the fall months.

A motion was made by Michael Tucker, to approve the gate entry signage. The motion was seconded by Charles Miner and unanimously carried.

“**RESOLVED**, the Gate Entry Committee, approved the Greenwood Corridor, gate entry signage, as proposed on June 14, 2017.”

Sea Pines Decal Rates for 2018 – Toby McSwain
Though motions have been passed, discussion remains, surrounding the impact of the \$10 daily gate fee increase. Closure is required. A funding package, to include gate fees, yearly assessments and real estate property fees, needs to be assembled for presentation.

Mr. Corbitt commented that an increase to the commercial contractors' gate entry fee, has added a burden on the housekeeping industry, through the summer months. Housekeeping is critical to the rental programs and it has become increasingly difficult to bring housekeeping to the Sea Pines community. Housekeeping staff have pulled out of Palmetto Dunes, since an increase in the entry fee was established

Update – Gate Fee Sub-Committee – Bob Gossett, Bill Johnson

Mr. Johnson stressed the importance of being informed and involved, with any future meetings with commercial representatives, in order for the committee to remain viable.

New Business: Daily Gate Pass Design – Bob Gossett

The new daily gate pass is ready to go into circulation. The “No Beach Access” verbiage, is clearly marked and identifiable. The Committee recommends to move forward with the updated pass.

Update – Marketing Sub-Committee – Mark King

There was no update from the Marketing Sub-Committee.

Board Member Comments

Mr. Fredericks stated that paving will take place along Plantation Drive, from Greenwood Drive to Lighthouse Road. There will be no road closures and completion is expected by October 1, 2017. The project will include: replacement of curbing, striping and crosswalk stamping at 8 locations.

Co-Chairman Corbitt expressed concern over the condition of roads, erosion and questioned whether road erosion control, should fall under the auspices of the ARB.

Mr. McSwain agreed that security needs to be aware when cement trucks and other large vehicles are entering the community. Vehicles could then be advised as to the correct route to reach their destination. Mr. McSwain will provide a list to Mr. Tucker and Co-Chairman Miner, outlining the Safety and Security Department’s needs from the ARB.

Adjournment

With no further business to come before the Board, Co-Chairman Corbitt adjourned the meeting at 12:40 p.m. The next scheduled meeting, of the CSA Inc., Gate Entry Committee, is Thursday, October 12, 2017, 11:00 a.m., at the CSA Administration Building.

Respectfully Submitted,



Cary Corbitt
Co-Chairman



Charles Miner
Co-Chairman