

**Litchfield by the Sea Community  
Association, Inc.**  
**QUARTERLY MEETING OF THE BOARD OF DIRECTORS**  
Wednesday, April 27, 2022.

Pursuant to call, the Meeting of the Board of Directors of Litchfield by the Sea Community Association, Inc. was held on Wednesday, April 27, 2022 at 2:00 p.m. at the Beach House at LBTS, located in Pawley's Island, South Carolina.

**BOARD MEMBERS**

Bob Postiglione, President  
Dr. Vic Figlar, Vice-President  
Bruce Allan, Secretary  
Bob Gilman, Director  
Royce King, Director  
Scott Manhoff, Director  
Wayne Flowers, Director  
Larry Ferguson, Director  
Dr. Carroll Player, Treasurer - absent

**WACCAMAW MANAGEMENT**

Lisa Hergenrother, Community Association Manager  
Amanda Karchner, Community Specialist

**CALL TO ORDER and COMMENTS**

Mr. Postiglione called the meeting to order at 2:05 p.m. and a quorum was established.

**FINANCIAL REPORTS**

Mrs. Hergenrother gave the financial report. The report shows an influx of money for the month of February due to the Special Assessment. The total assets are \$1,080,541.33. Total Liabilities are \$590, 713.93 and the total Reserves are \$1,931,840.11.

**COMMITTEE UPDATES/UPCOMING PROJECTS**

**River Club Road Project**

Bob Gilman gave an update on meeting with the engineer and the scope of work on the River Club roads project as follows: Phase 1 will be Club Circle

starting in 2023 and phase 2 will be interior roads in 2024. Mr. Gilman plans to send the job out to bid in September of this year. Mr. Gilman stated there are 43 pine trees that will be removed prior to the road work beginning. Mr. Gilman is working with a landscape architect on a re-design of the medians.

### **Communications**

Mr. Ferguson gave the Communications Committee report. On April 25<sup>th</sup>, 2022 there was a dinner meeting with all of the Presidents of the LBTS member communities. The goal of the meeting is to improve communication with the elected Board presidents. 95% of the regimes were represented at the dinner meeting. Mr. Ferguson stated LBTS is a shared services community. It is the Communication Committee's goal to educate the regime presidents about LBTS with the hope of reaching all LBTS members.

The LBTS board is the board for River Club. There have been two previous attempts to revise the governing documents so that River Club could obtain a discounted cable/internet contract and fell short on both attempts. The LBTS Board is asking all members to vote in favor of the document changes.

Mr. Ferguson stated the LBTS website will be revised and could be a possible revenue source. Mr. Manhoff stated that changes will be made so the website is more user-friendly. The goal is to make the website representative of a first-class resort.

Mr. Manhoff asked for additional volunteers for the Communications Committee to help with technology improvements. The committee is interested in recruiting younger members with an IT background. If interested, please contact Amanda Karchner at Waccamaw Management and she will relay your desire to serve to the committee. Mrs. Karchner can be reached at [amandak@waccamawmanagement.com](mailto:amandak@waccamawmanagement.com).

### **Beach House**

Mr. Manhoff stated he would like to see more activities at the Beach House such as a Veterans Day event, Cinco De Mayo party, etc. Mr. Manhoff reported that he would like to have a "Speaker Series" at the Beach House. There are several people who know a great deal about LBTS and the history that surrounds it. Mr. Manhoff will work with Mrs. Karchner at Waccamaw Management to finalize these details. Mr. Manhoff would like to welcome a new Beach House Committee member, Mrs. Jane Kelly from which community.

Mr. Manhoff met with Carolina Sports Surfaces about converting a tennis court to two Pickle Ball courts due to repeated requests from interested LBTS

members. Currently, there is only one Pickle Ball court at LBTS. The estimate is \$12,000.00 to convert one of the tennis courts into 2 Pickle Ball courts.

Upon a Motion from Mr. Manhoff, seconded by Mr. Ferguson and approved with no objections, it was:

**MOVED: To convert one tennis court into two Pickle Ball courts**

### **Security**

Mr. Gilman met with Benjamin Greene from Litchfield Beach & Golf Resort (LBGR) about the access near Summerhouse. There is a gate there with a key lock on a chain that only LBGR maintenance staff can use. The process was working until construction crews left the gate unlocked and open. There were some golf carts that did get through during that time. Mr. Gilman will continue working with LBGR to find a more permanent solution for this area.

Mr. Gilman stated the shuttle has started operating so the temporary bollards closest to Retreat Beach Circle have been removed. Mr. Gilman reported that every single rider of the shuttle will need a wristband. There will be signage in the shuttle to let residents and their guests know the procedure. The no trespassing signs will be installed. The signs are 3x3 feet, and will be installed at the main gate, north-end of the property facing north and, south-end of the property facing south. Additional fencing is being explored for several areas that are vulnerable to golf cart traffic.

Mr. Gilman reminded everyone that golf carts can no longer display a blue decal sticker and can entry to LBTS. Now an owner must obtain a bar code for their golf cart. Towing signs have been installed in and around the Beach House parking lots. Security will do their best to locate the owners of illegally parked vehicle to give the opportunity to move the vehicle or present the appropriate pass before they call the towing company.

There was a meeting with six tent companies in the fall and they have all agreed on a set of rules they will follow. Each company has signed an agreement with the Security committee. Allied Security has a preferred vendor list of these companies. The tent companies are not allowed to set up their tents in front of the Beach House. They must be at least 60 feet north or south of the crossovers to the beach. Their vehicles must be marked and employees must be wearing a shirt identifying who they work for.

The board was presented with a REVISED copy of the LBTS Rules and Regulations. A few changes are being made in the document.

Upon a Motion from Mr. Manhoff, seconded by Mr. Gilman and approved with no objections, it was:

**MOVED: To approve the changes to the LBTS Rules and Regulations and upon review from the Association's attorney, post the revised R&R's on the association website and file them with Georgetown County.**

### **Landscaping**

Dr. Figlar reported there are two on-going landscaping projects. The holly bushes need to come out at the south gate. The bushes block the view of traffic and will be removed. Dr. Figlar has an estimate for \$4,000.00 to have the holly bushes removed. The Holly bushes have caused some rooted intrusion with the electrical wiring in the ground. The Holly will be replaced with lustrums.

Upon a Motion from Dr. Figlar, seconded by Mr. Flowers and approved with no objections, it was:

**MOVED: To remove the holly bushes and replace them with lustrums**

Dr. Figlar stated the Bridgewater roundabout circle has live oaks that have grown out and prevent the sun from getting in. These trees will be trimmed and sod will be planted at the appropriate time.

In the median near Osprey Watch, there are crepe myrtles that have grown too high and they are blocking the view of the marsh. A plan is being developed for this area.

Dr. Figlar reported that most of the Oceanside campus landscaping was last improved in 2008 and is now aged and overgrown. Dr. Figlar plans to consult a landscape architect to discuss the aging landscaping and develop a future plan.

### **NEW BUSINESS**

#### **Report from Nominating Committee**

Mr. Postiglione stated that he and Dr. Figlar will be meeting with a candidate today and will advise the board accordingly afterwards.

#### **Approval of March 17<sup>th</sup> Minutes**

Upon a Motion from Mr. Postiglione, seconded by Mr. Flowers and approved with no objections, it was:

**MOVED: To Approve the minutes from the March 17<sup>th</sup>, 2022 Board Meeting.**

#### **Next Meeting Dates**

The LBTS Annual Meeting will be held Saturday, June 25<sup>th</sup> at 10:00am at Inlet Square Mall in Murrells Inlet, South Carolina. The details of this meeting will be mailed out on or before May 25, 2022.

Board of Directors Meeting: August 25, 2022

Board of Director Meeting: November 10<sup>th</sup>, 2022

## **OWNER QUESTIONS AND ANSWERS**

Q: Is there any way to prevent holes being dug on the beach?

A: Georgetown County has jurisdiction over the beach. Owners can report safety issues to LBTS Security and they in turn, can contact Georgetown County for assistance.

Q: What is the status of the electric car chargers?

A: The Board is exploring where on LBTS common area chargers might be installed. Right now, the only charges area available by LBGR.

Q: What is the timeline of the new security measures to be implemented?

A: The signs are complete and just need to be installed. The shuttle wrist bands have already been implemented. Towing signs have been installed by the Beach House.

Q: Why are there towing signs, why are illegal people here anyway?

A: The passes should be displayed or the vehicle will be removed/towed.

Q: How are vendors handled getting through security?

A: If a vendor is coming to a home, the owner has to call in a pass. A common vendor is on a list at the gate and they must check in at the gate before entering.

Q: How are Real Estate agents issued passes?

A: The owner of the company has a bar code. The LBTS owner has to call their agent in a pass.

Q: What are the contractor hours?

A: Monday- Friday 7am-6pm, Saturday work is allowed, 9-5, Sunday 9-5 quiet inside work only. Work on holidays is not permitted unless it's an emergency

Q: How many wristbands do owners get?

A: LBTS does not manage any rental properties. Rental guests must obtain the needed wrist bands for the shuttle from LBGR. Only Summerhouse and Seaside Inn only- these are rental guests has to check-in at the pool deck to get the wristband and they are good for one week.

Q: Can Allied issue a warning ticket?

A: Yes, they can and they do.

Q: Has the board done anything about Royce King's seat on the board which could be seen as a conflict of interest?

A: The LBTS board does not believe there is a conflict of interest.

Q: Can the lighting on the Beach House be put on a dimmer to protect the turtles? Can SHUTE install signs near the Beach House deck?

A: Lisa will plan to meet with SCUTE volunteers to determine where to install signs and how to handle lighting around the Beach House. The board has approved the turtle signs being installed.

Q: Where can get a copy of the Tent Agreement?

A: It will be posted on the LBTS website.

Q: What is the status of banning the tents on the beach? Who on the board is handling this?

A: The County is not going to ban the beach tents just at LBTS. A tent ban would be a county-wide restriction and the board is not pursuing or spearheading a tent ban in Georgetown County.

Q: Is there the same amount of beach furniture on the deck as there was pre-COVID?

A: Yes, the furniture is the same amount furniture. Lisa will check on replenishing the deck furniture.

Q: Is there any undeveloped property in RC?

A: There are several lots inside of River Club that have yet to be developed. There is a large parcel outside of and adjacent to River Club that is going through a County review process to be developed.

Q: Are we charging the tent vendors a fee to use the property?

A: Currently, LBTS is not charging any vendors for access to LBTS or River Club. Mr. Postiglione stated the board is looking into monetizing all vendors in the future.

Q: Can the owners see the RC road project? Why are 43 pine trees being removed?

A: Currently, there is an engineer report which can be shared. The pine trees need to be removed because their roots cause damage to the road by pushing up or heaving the asphalt. Yes, you can see the plans and the pine trees are horrible and they have caused the road issues. They will be removed and replaced with other trees and landscaping.

### **ADJOURNMENT**

With no further business to come before the Board, and upon a Motion made by Mr. Ferguson, seconded by Dr. Figlar and approved with no objections, the meeting was adjourned at 3:21 p.m.

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Bob Postiglione, President

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Scott Manhoff, Secretary

