

**Mixson Assembly Board Meeting**  
**July 24<sup>th</sup> at 6:30pm. Location: 4617 Scout Aly.**

1. Call to Order- 18:35
2. Final Motions to Amend Business - none
3. Review of June Minutes
  - a. Review - previously approved online
  - b. Discussion
  - c. Questions
  - d. Motions
4. General Updates
  - a. Review Community Meeting
    - i. Committee Sheets
      1. None signed up for crime watch
      2. 2 signed up for social
      3. Parks - only a couple initially signed up
  - b. K & A S. - No reply. If they want to continue, will go to arbitration.
    - i. Note that Trever needs to send Resolution 6 to Stephen for review so it can be signed off at next meeting.
  - c. 4400 & 4398 -
    - i. Only multi-unit dwelling with an issue. Confirmed that they have two registered addresses and TMS numbers and thus are subject to annual dues for each unit regardless of having one or two deeds.
    - ii. Board reviewed and approved draft email reply. Miranda will send.
  - d. STR Letters Cease and Desist
    - i. Were mailed and emailed.
    - ii. One resident confirmed that they are changing their rentals to 30+ days.
    - iii. Property which had been converted to duplex was notified that it is a zoning violation because it is designated as a single-family residence. Board president communicated that board will withdraw complaint to the city if it is converted back to a single-family unit within 30 days.
    - iv. Owner with one side unpainted was sent notice with 30 days to come into compliance.
  - e. Other/General
    - i. Meeting with Manale next week to review contract.
    - ii. Discussed added cost of pine straw and mulch, whether or not mulch is worth offering again or not. Benefit would be to ensure all properties are kept up and nice looking. Downside is additional cost on top of pine straw, plus logistics of confirming which properties do or do not want it. Will get bid on mulch and pine straw and decide then.
5. Legal Recommendations/Follow up - 18:57
  - a. Enforcement of Mixson Club Covenant.
    - i. Review Drafted Resolution for recording. Trever sending draft of Resolution 6 to Stephen to review.
    - ii. No motion to change. Will sign at next meeting.
6. Treasurer's Report - 18:59
  - a. Review - cash on hand is \$169,485.47, initiation fee has brought in over \$31k.
    - i. Assessment (Special and Annual) - Have collected \$41,529 of 2023 special assessment. President raised question re: ability to contribute to reserve fund now that several unexpected expenses have been addressed. Treasurer said yes, suggested moving \$15k to dedicated account for reserve fund. At end of year, any remaining funds will go to capital contribution account.
    - ii. Actions to Collect Outstanding Debt
      1. Payment plans are having mixed results. Some following through, others not.
      2. One resident unable to pay, selling house. Asked to pay out of sale price. Treasurer pointed out potential legal issue with that given that home sale is not guaranteed on any set timeline. Will be sent to collections.
      3. One resident had been paying on schedule, did not make last payment and has not responded to multiple email and phone contact attempts. Will be sent to collections.
      4. One resident on payment plan had check bounce, confirmed that had used incorrect checking account upon contact and assured they will pay outstanding plus currently due amount. Will only be sent to collections if payments do not process by Friday.

5. Lien - 3 active liens filed.
6. Identified miscommunication re: residents under collections still being able to make direct payments to Leasing and Management instead of collections. Confirmed that any homeowner in collections must pay office, not association.
7. Miranda will verify how balances payed to attorney will be paid to association.
8. Miranda will verify how balances incorrectly to association should be coordinated with collections.
9. Miranda will check with Sean regarding how to manage collections/lien on property of individual who passed away, home was deeded to his son.
- iii. Delinquency Report
  1. 6 households in collections from 2023 special assessment.
  2. 13 households delinquent from 2024 annual assessment. 2 multi-unit billing, 3 on payment plans, 8 in collections.
- iv. Needs to Prepare Initial Budget 2025
  1. Need to start shopping our contracts now in preparation for bids for 2025 budget. Lake Doctors is only real option in the area. Manale will provide updated bid. Will need to get updated G&L insurance quote in December (policy renews in February). Doody Calls - no other real options.
  2. Will need to establish what reserve contribution will be in 2025 and what will be paid from capital contributions from this year.
- b. Discussion
  - i. Reviewed June P&L. June was unusually high but July is unusually low.
- c. Questions
- d. Motions
7. Annual Meeting Planning - 19:23
  - a. Goal to have in beginning November - all agreed. Week of November 10<sup>th</sup>. Will try to have it at the Kieth Summey Library. Miranda will call - aiming for November 13<sup>th</sup> or 14<sup>th</sup>. Will prepare about 1 month prior.
  - b. Trever will be up for reelection. If he is unseated, new member will be able to join November and December meetings to get up to speed.
  - c. Miranda will coordinate on notifications, nomination forms, etc.
8. 2025 Project Planning - 19:38
  - a. Goal to have bids done sooner rather than later so projects can be done earlier in the year.
  - b. Signage - lost another one. City of North Charleston will not do anything with our signage since it does not meet city standards. That means they also will not replace any of them. Not sure how to do this. May have to piece things together through different vendors, or do all through one company. Trever found one company that could do them all and they can do them all - stop sign plus street sign combos (\$920-\$1000 each). Length of street name dictates cost. Also need alligator warning signs for drainage ponds. Slightly fancier signs with hanging street names and Mixson logo in middle for \$1,000-\$1,500 each - much nicer and in-line with neighborhood aesthetic. These are also taller so less likely to get hit by trucks, and better for blind alleys. Could also put a "Do not enter"/"one way" sign on the back of the Stop sign. Also freestanding stop/do not enter/one way signs, and parking/no parking/tow-away signs.
  - c. The audit to begin the full process for GoAtlas to survey neighborhood, plot on a map, and mark it with what signs go where. Costs \$350. Then we would be able to review and edit their report before agreement. Will be additional \$50 per to remove old signs. 4 sections in neighborhood, each section will be \$20-\$30k. Project can be broken up into 4 parts, 6 months each. Phase 1 could start Feb/Mar 2025 and then proceed from there. If we end up with more money than expected, some could be allocated to expedite the process. This has been budgeted for in the reserve study.
  - d. Stephen raised motion to approve \$350 for audit. Seconded and approved.
  - e. Other items to get quotes on/plan for
    - i. Landscaping
    - ii. Fresh gravel for pathways
    - iii. Turning parks into community arboretum - measure we could take to fully protect parks now and in the future. There is a precedent in the city of North Charleston (Chicorra Gardens) and they were lost over time. Requires certain criteria: 25 woody species at minimum (we're already almost there). Parts of community already need refreshes, part of those could include understory species (dogwoods, camillas,

rhododendrons, etc.). Would help us make parks prettier while also getting us to the requirements. No cost to get our parks registered as such, just what we put in to set it up. Could possibly get grants from the city. Would need to add signs to parks w/names, maps, key for trees. Some sort of event e.g. winter festival, kids event, etc. Some additional fencing, too (split-rail).

- iv. Drainage issue (biosoil) in park at back. If we put water-loving species there, it could be a better solution plus would help us meet the arboretum criteria).
  - v. Setting parks up as arboretum would allow us to deed them to the city in a way that significantly protects the parks and restricts their use and what the city can do to change them. Limits on ability for the city to use them for an event.
  - vi. Irrigation improvements? Yes, several will be needed, just need to scope out.
  - vii. Additional tree trimming on crepe myrtles (Eric)
  - viii. At next meeting, will bring lists of priorities of what we'd like to focus on next year and discuss them.
9. Open Discussion - 20:03
- a. Website notes. Look into livestreaming annual meeting (borrow equipment from library). Provide a community calendar at some point, too.
10. Next Meeting Date and Time - to be scheduled later
11. Adjournment - meeting adjourned at 20:33