

**Mixson Assembly & Mixson Row Homeowners Associations**  
**Special Joint Board Meeting**  
Executive Session Minutes  
4414 Avery Avenue, North Charleston, SC 29405  
Thursday, 5 December 2024 6:30PM

**Attendance**

Brian Pecor, President  
Elizabeth Goodrich, Treasurer (via Zoom)  
Courtney Koronkowski, Secretary  
Michael Polens, Voting Member  
Trevor Etminan, President, Mixson Assembly Homeowners Association  
Stephen Johnson, Treasurer, Mixson Assembly Homeowners Association

**Call to Order/Verification of Quorum**

Brian Pecor called the meeting to order at 6:33PM and verified all elected Board of Director members in attendance.

**Review Preliminary Budget per Unit**

The below services were previously determined by the Mixson Row Board to be sub-association responsibilities (excluding costs of maintaining separate sub-association and those responsibilities that would otherwise fall under the master association):

- Accounting - annual tax preparation estimate for 2024 & 2025 as needed
- Pest Control - annual termite bond inspection and renewal fees
- Pressure Washing - pressure washing estimate for each building 1x annually
- Irrigation Maintenance - maintaining irrigation on Marblehead Lane
- Utilities (Water & Sewer, Electric) - maintaining irrigation on Marblehead Lane
- Reserve Funding - if/when applicable after Reserve Study completed (if necessary) or further funding required for potential future projects (audit and repair of irrigation on Mablehead Lane, irrigation for rest of Row, general improvements to common areas, exterior painting/roof replacement if resolution created and then approved by majority of owners, etc.)

Distinction between New Leaf & Eastwood units (grouped by building):

- New Leaf units
  - 8 townhomes on Marblehead Lane
    - 4419, 4421, 4423, 4425
    - 4427, 4429, 4431, 4433
- Eastwood units
  - 10 townhomes on Avery Avenue
    - 4402, 4404, 4406, 4408, 4410
    - 4414, 4416, 4418, 4420, 4422
  - 10 townhomes on Summey Street
    - 4571, 4573, 4575, 4577, 4579
    - 4583, 4585, 4587, 4589, 4591
  - 51 townhomes on Mixson Avenue
    - 4541, 4543, 4545, 4547, 4549, 4551
    - 4555, 4557, 4559, 4561, 4563, 4565, 4567, 4569
    - 4575, 4577, 4579, 4581, 4583, 4585, 4587, 4589
    - 4593, 4595, 4597, 4599, 4601, 4603, 4605, 4607
    - 4602, 4600, 4598, 4596, 4594
    - 4590, 4588, 4586, 4584, 4582, 4580, 4578, 4576
    - 4572, 4570, 4568, 4566, 4564, 4562, 4560, 4558

Only Marblehead Lane has irrigation, so projected expenses were broken down with irrigation costs for New Leaf units only and all other expenses shared equally between Eastwood units and New Leaf units.

## **Reserve and General Funding**

The following concerns were discussed in relation to the current and future sub-association funds:

- Separate Reserve Study for the townhome units will not be necessary as the association will not assume responsibility for additional exterior maintenance (painting, roof replacement, etc.).
  - Board of Directors would have to draft Resolution for approval from majority of the residential owners.
  - Townhome owners would be required to change their property insurance policies from homeowners insurance to condo insurance only.
  - Master association would be required to change their insurance policy to add additional coverage for exteriors, instead of only General Liability and Directors & Officers.
- Irrigation for New Leaf units will be absorbed into the master association's budget for audit and repairs as needed, along with regular maintenance and utilities expenses.
- Quote for additional irrigation for Eastwood units will be requested and may require majority of townhome owners' approval and/or special assessment.
- Quote for additional landscaping in needed areas will be requested and paid for from current reserves.
- Any potential recoup of all legal costs for 2023 investigation/complaints, 2024 attempt to incorporate excluded units, and projected 2025 dissolution of the sub-association due to declarant mistake or oversight to be further reviewed at later date.

## **Next Steps**

Mixson Assembly Board of Directors passed Resolution 9 - Absorption of Mixson Row Duties and Responsibilities to Eastwood and New Leaf Townhomes.

Mixson Row Board of Directors passed motion to pursue dissolution of the Mixson Row Homeowners Association by termination of the Covenants, Restrictions and Easements for Mixson Row Homes.

HOA Attorney will draft the following:

- *Third Amendment to Declaration of Covenants, Restrictions and Easements for Mixson Row Homes*
- Update notice for all included and excluded members
- Special meeting notice for included members to vote on proposed amendment

HOA Managers will be notified by the associations' Presidents of any outstanding documentation requirements and/or business to be concluded.

## **Next Meetings**

The next Board and Special meetings to be finalized at later date.

## **Adjournment**

With no further business to discuss, Brian adjourned the meeting at 7:47PM.

Respectfully submitted by:



Courtney Koronkowski  
Recording Secretary  
Mixson Row Homeowners Association, LLC  
**Approved 13 January 2025**