

Mixson Assembly Board Meeting
January 4th at 6pm. Location: 4617 Scout Ally

1. Call to Order- Meeting called to order at 6:07pm
2. Final Motions to Amend Business - none
3. Appointment of Officers
 - a. Voted and appointed Trever as President, Stephen as Treasurer, and Keegan as Secretary
4. Review of Annual Meeting Minutes
 - a. Review - corrected typo, approved minutes, Keegan will send to Miranda
 - b. Discussion
 - c. Questions
 - d. Motions
5. Review of 2023 Actions
 - a. Review
 - i. Special Assessment
 - ii. Actions to Collect - Discussed Row collection, Sean (assoc. attorney will write letter). Reviewed and approved 2024 budget and special assessment. Updated budget based on addition of Row to Mixson Assembly.
 - iii. Actions to Audit - reviewed and approved prior decisions to conduct energy and water usage audits.
 - iv. Actions to Bid/Hire - reviewed prior decisions to retain/contract Leasing and Management, Sean O'Connor (Atty.), Manale Landscaping, and Doody Calls - approved
 - v. Other
 - b. Discussion
 - c. Questions
 - d. Motions
 - i. Motion to approve all prior actions, decisions, bids, and ARB approvals. Passed unanimously.
6. Delinquency Review
 - a. Review
 - b. Discussion - Per CCRs, we have a duty to impose a fine on delinquent accounts of 10% of their balance.
 - c. Questions - Stephen brought up question re: retroactive enforcement/fines going back before the current board was elected. Trever clarified that CCRs specify that collections legally must apply to back-fees and interest first, and then fines.
 - d. Motions
 - i. Board voted and approved motion to impose a 10% late fee on all delinquent accounts, including both annual dues and special assessments.
 - ii. Board voted and approved motion to file liens on accounts with delinquent annual dues. No liens will be filed on delinquent special assessment fees at this time.
7. Annual Assessment 2024 - 6:52pm
 - a. Review - Board reviewed outstanding liabilities, expectations for reserve contributions.
 - b. Discussion - Discussed best approach for allocating budget to reserves vs other projects.
 - c. Questions - Keegan raised question of offering homeowners option for quarterly rather than annual payments of dues. Stephen responded that current cash flow cycle does not afford us the option to break it up quarterly, but it is something that could be discussed next year once reserves are in place. Board discussed best approach for offering homeowners some degree of flexibility in light of increases to dues while also ensuring solvency of the association. Also discussed enforcement options, payment windows, and option for extensions.
 - d. Motions
 - i. Motion to immediately send out annual dues notices with an extended window for payments, ending February 29, 2024, with the option for homeowners to pay all at once or in installments, provided balance paid by February 29th. Approved unanimously. Keegan will draft letter immediately and send to Miranda.
8. CCR Inquiry and Rental Policy Review Committee
 - a. Review - reviewed prior work done on this subject
 - b. Discussion
 - c. Questions
 - d. Motions

- i. Motion to appoint Larry as head of CCR Inquiry and Rental Policy Review Committee. Passed unanimously.
- 9. Open Discussion
 - a. Discussed immediate community improvements that could be implemented. Miranda will get quote from Doody
Calls on price for additional dog stations.
- 10. Next Meeting Date and Time
 - a. Next Meeting scheduled for February 13th at 6:00pm.
- 11. Adjournment - Meeting adjourned at 8:40pm