

Mixson Assembly Board Meeting
November 18th at 6:30pm. Location: 4617 Scout Aly.

In Attendance: Trever Etminan, Stephen Johnson, Keegan Robbins, Brian Pecor, Larry LaRoche, David Jonjevic

1. Call to Order- 18:37
2. Final Motions to Amend Business - None
3. Review of October Minutes - Reviewed and Approved
 - a. Review
 - b. Discussion
 - c. Questions
 - d. Motions
4. General Updates
 - a. Status update on Management Change - No major updates, waiting on October bank statements
 - b. Phase 1 Signage Install (January Start) Approved, Updated David on status, timeline
 - i. Starting January at front of neighborhood, as they're missing the most signage
 - ii. Scope of the project will include line painting and possibly speed bumps. Association dues will cover half of that, initiation fees will cover other half. Will ensure funding without inflating dues.
 - iii. Keegan will put together one-pager for annual meeting highlighting signage project
 - iv. Will include park signs in final phase.
 - c. Annuals, Irrigation Repairs (Complete)
 - i. Completed, annuals and palm added to column planter, lines have been laid.
 - ii. Need to look at line near townhomes still.
 - d. Property Brothers (January Start)
 - i. David will confirm when we get billing in from Taylor/Property Bros. for January start.
 - ii. Bid for Irrigation System Winter Shutdown (Property Brothers)
 - e. Stacks plan for courtyard plantings
 - i. Taylor from PB will work to reduce cost while using Stacks's plan.
 - f. Annual Meeting November 20th at 6pm.
 - i. Doors open to board at 5pm
 - ii. Trever will bring speaker/microphone in case they're needed.
 - iii. Progress toward quorum? 22 proxies filled out + 27 saying they'll attend (need 74 residents)
 - iv. Keegan will put in a calendar reminder to plan this out for October next year so we can get the Park Circle complex. Also reminder to order signs for that meeting.
 - v. Brian/Mixson Row association will have time at annual meeting as well.
 - vi. Discussion re: clarification of issues facing Mixson Assembly vs Mixson Row, current status
5. Legal Recommendations/Follow up
 - a. Holding Resolutions 6-8 for 2025 Filing
 - i. Holding for beginning of the year.
 - ii. Resolution 6 clarifies scope of responsibility of Association for initial club dues. Resolution 7 clarifies payment options for residents. Resolution 8 clarifies and establishes scope of Mixson Assembly Arboretum.
 - b. Taxes Audits/Payments
 - i. Stephen confirmed we're good on payments.
 - ii. Taxes - former declarant never filed for HOA tax rate on any of our properties. David will submit mailings for special valuation application w/CCRs included with each.
 - c. Deed Audit/Chain of Title Issues
 - i. 4 parcel IDs that are still deeded to the developer, not the Association. Those will need to be corrected with the help of a Title Abstractor. Once those updates are done, filed, submitted, etc., then the Association will seek refunds. Still have to pay taxes for now to ensure there's no risk of going up for tax lien sale. 1 parcel is within Bluffwood park but zoned commercial due to prior planning for a building there that was never realized.
6. Compliance Officer Update
 - a. Start conversation with David to begin Inspections - Ravenel and Associates does monthly inspections.
 - b. Board will need to determine and clarify for Ravenel & Assc. scope of what those monthly inspections should focus on and include. Priority will be short-term rental compliance.

- c. Larry (Compliance Officer) will notify David/Ravenel & Assc. of any new STR violations or concerns. Signage audit will help clarify new road signs, no parking areas, etc.
 - d. In Annual Meeting, will clarify that fines have to be consistent across the board, so same initial noncompliance fine for trash cans vs STR, which is why the Board has kept them low.
7. Treasurer's Report
- a. Review - no significant updates since last meeting due to timing.
 - b. Capital Contribution Account - Ravenel and Associations still needs to set this up.
 - i. Account Detail
 - ii. Actions to Collect Outstanding Debt
 - iii. Delinquency Report - less than 1% (only 2 properties, both are in collections/payment plan)
 - iv. Final comments on 2025 Annual Budget - update based on corrected Doody Calls price.
8. Plan for Annual Meeting
- a. Will note that prior annual meeting minutes and all monthly meeting minutes were approved and are available on the website.
 - b. Budget and Reserve Study will be printed out for attendees. Stephen will review Line Items at meeting. Also highlight monthly payment option, progress on taxes.
 - c. Larry will review STR compliance status, plan for upcoming monthly inspections, etc.
 - d. Keegan will put together one-pager for signage audit to provide to people.
 - e. Keegan will remind people about the website as a resource. Clarify that Facebook group is not official source and that, while we post to it, the website is the official place for announcement/news/etc.
 - f. Cover benefits of initiation fees, how it has helped community, remind people that it exists.
 - g. Q&A
 - h. Vote
9. Open Discussion
- a. Keegan will post Food Truck announcement to website, Facebook
 - b. Budget and Reserve Study will be posted to website and sent via email
10. Adjournment - Meeting adjourned at 19:58