

**Mixson Assembly Board Meeting**  
**March 25<sup>th</sup>, 2025 at 6:30pm. Location: 4617 Scout Aly.**

1. Call to Order – 18:37
  - a. Attendance/Participation: Trever, Stephen, Keegan, Brian, David, Larry.
2. Final Motions to Amend Business - None
3. Review of February Meeting Minutes – Approved online via email
4. ARB Variance Discussion
  - a. Discussion – details needed, potential structural modifications, reasons why variance would or would not be granted, potential ramifications, need for establishing of standards if a variance is granted, etc.
    - i. Raised issue of lack of specificity re: fence details/styles/material/size, etc. Need to establish some degree of guidelines to make future approvals/variances more streamlined. Concern re: setting precedent if approving this 6’ variance. What would transition point from 6’ to 4’ look like? Maybe require a gate to smooth the transition? Require 6’ sections to finish into the house, not step down?
  - b. 7:00pm- Resident Request for Variance
    - i. President noted that the only fence in the neighborhood that is over 4’ is one that was granted by a variance by the former declarant, which is not in line with the stance of the current board. While board is open to variances, need to be extremely careful with setting precedent and be mindful of what is and is not allowed.
    - ii. Resident (Sam) is planning on 3’ along front on Finn, back would be 6’ along Argos Alley, closed in. Planned transition would be stepped up from 3’ to 4’ to 6’. President confirmed Board does not want anything over 3’ going into front area of house. Asked resident if he would be open to finishing the rear 6’ fence into house to avoid awkward transition point. Resident confirmed plan to finish 6’ fence into house in rear. Reasoning for fence is just to want a private space for relaxing after work.
    - iii. President said tree in yard is likely on Arborist’s list to remove due to health issues. Also raised issue of lawn maintenance – risk of landscapers missing yard due to lack of visibility. Resident confirmed he had talked to landscaper, not concerned re: them potentially missing property due to visibility. Also confirmed gate for front door.
    - iv. President asked if resident was open to small modifications such as finials or trim board to give fence a more finished look, and 6x6 posts for gates rather than 4x4. Asked re: finishing, resident indicated plan for plain wood, president confirmed need for paint or stain.
    - v. Resident requested Board send him details/examples re: gate preferences, color/stain requirements, etc.
    - vi. Treasurer conveyed to resident issue re: this being a novel case for the board where it will set precedent as to what is/is not allowed.
    - vii. Secretary asked re: openness to adjustment to top section to make it more visually open while satisfying the desire for privacy. Resident indicated openness to that approach.
    - viii. Board will follow up with resident with requested modifications needed for variance approval. Will get to resident by Friday.
    - ix. Board in agreement that gates need to be 4’ wide, any 6’ section must end into the house. Cannot be bare wood.
5. Treasurer’s Report
  - a. Discussion – Brian asked and David confirmed that townhome residents whose monthly fee has changed will have their auto-draft payments updated automatically. Stephen noted that tax refund will stay in operating account to substantiate legal budget. No legal fees received yet in 2025, but will need their services to correct deeds.
    - i. Reserve
      1. Deposits/Withdraws – balance is \$57,187.83
      2. Initiation Fees – 4 sales closed/paid as of 3/25. \$9,370 collected in capital contributions.
    - ii. Operating – balance is \$86,984.52
    - iii. Monthly Dues Collection – Significant increase in number of residents on ACH payments.
    - iv. Delinquency - 57 owners only have late fees. 28 owners have not paid anything. 26 just owe one month (some of whom were late setting up ACH and it can’t be backdated, homeowner needs to manually process those payments). Late fees aren’t auto-drafted, must be paid manually. President proposed waiving late fees for anyone who has set up auto-draft ACH. Board and David confirmed that plan. David will reach out again to people with past-due bills to help increase compliance, get them to pay past-due amount in order to waive late fees. Goal is compliance, not penalties. David confirmed that letters/emails

will be sent to clarify to homeowners who need to manually pay past-due amounts so there's no confusion, and will send subsequent follow-up notices.

- b. Questions
  - i. Acceleration discussion: Treasurer recommends moving any homeowners with no payments made by 3/31 to full balance due. If not paid by 4/30, account will be sent to collections. Will not accelerate accounts that are paying but past due by one month.
  - ii. Phase 1 streetscape – was invoiced in October 2024. Was that invoice paid in 2024 and did it come from reserve account? David will check and confirm details with Treasurer.
  - iii. Capital contributions – are those transferred to reserve account monthly or at time of receipt? David confirmed monthly.
  - iv. Potential need for establishing relationship with a new attorney given that current one has been overloaded, not able to respond promptly. May be worth doing. Will ask Sean if he has capacity for taking on deeds review project, get his timeline. Will make decision based on that.

- c. Motions
  - i. Motion to move all 28 homeowners who have not made any payments by end of March move to full amount due, with required payments in full by April 10th. Motion passed unanimously. Residents will be sent clear demand letters outlining requirements, consequences of non-compliance. Board will review remaining delinquent accounts in April meeting, will move remaining accounts to collections.

## 6. Action Items

- a. Compliance/Inspections Start/Update
  - i. Larry meeting with David on Thursday to discuss further. David will follow up with STR owners for data of management companies and contact info so Board has it on-hand if need be.
  - ii. David confirmed that all residents who had received letters re: painting were committed to having it done by April.
- b. Mixson Row Absorption- Paused
  - i. Waiting on Attorney. Brian regularly following up. Delay due to attorney's concern re: preserving regulations and authority through transition.
- c. Landscaping and Arborist
  - i. Arborist- Treatment Update
    - 1. Done, may need a second treatment in a couple of months. Also looking into potential need for systemic shock for all affected trees, but that may be costly, so TBD based on quote.
    - 2. Will need plan for replacement on some of the larger trees that are slated for removal. Will also make sure to send notifications to homeowners with affected trees on their lots. Hold on that until end of year.
  - ii. Property Brothers- Project Update
    - 1. Slight delay from temperatures dropping. Wanted to avoid risk of frost damaging new plantings. Should begin next week and go into April.
    - 2. Brian said Taylor had not started Mixson Row updates yet. Need update – will request invoice and date from Taylor, CC Trever.
- d. Streetscape Project
  - i. Zone 1- Board Review, completed
  - ii. Zone 4- Completed today
  - iii. Zones 2-3 – next half will be approx. \$28k, so holding until Treasurer confirms budget (either through capital contributions and/or closer to 5% delinquency)
  - iv. Line Painting/Speed Bumps – on the list but not until completion of signage project
- e. Insurance Claim Social Aly at Summey St. (4403 Social) - completed
- f. Insurance Claim Newmans Aly at Social Aly (4499 Summey) – still pending, David having to go through Sunbelt as well as owner. Making slow progress. Also had to contact North Charleston Compliance in regards to secondary issue with painters dumping paint down storm drains. Pending city review. David managing.
- g. Signage insurance claim – Amazon driver ran into old signs. Amazon will not even hear complaint without video evidence. However we do have photos of scratches on truck at height of sign, President is sending that in to see if we can get claim.
- h. Black Barn structure at front of neighborhood – Larry and Becky suggesting hosting a landscaping/planting session or multiple sessions to help with compliance for people who don't know where to start. Great potential to use this

structure for potting shed for community, seasonal drop-off point for donations, bike shed, etc. Lots of potential. Would need it to be closed off like the other half is, with a lock for residents to use. One quote was \$925, another was over \$3k. President requested that Larry get one more bid, for open aluminum or wrought iron gates so it is visually open but secure. Will need to paint building and do landscaping around it as well. May collaborate with Roadside Blooms on landscaping.

- i. Merch Sales Update – Secretary did not have capacity during prior month, will bring update to next meeting with plan of action to roll out.
7. Legal Recommendations/Follow up
  - a. Resolutions 6-9 for 2025 Filing- Paused
  - b. Deed Audit/Chain of Title Issues- Paused
8. General Discussion
  - a. Stephen has had conversations with our councilman, Brandon Hudson, regarding need for measures to slow/control traffic along Mixson Avenue for increased safety. Brandon has been supportive but hasn't been able to make any progress yet. Trever pointed out that, because of established authority that Mixson Assembly has under maintenance agreement with City, we have some degree of authority. But due to blended nature of Mixson Avenue, we want someone from the City to confirm in writing that we have authority to add signage. Once we get that, we can move forward with signage.
9. Next Meeting Date and Time – TBD, nothing big on upcoming agenda so may have meeting virtually just to confirm a few things, review collections issues.
10. Adjournment – meeting adjourned at 20:31