SIERRA ASSOCIATION

2024 ANNUAL MEETING

TUESDAY APRIL 9TH, 2024

Sierra

Sierra Association Inc.
P.O. Box 4,
Waconia, MN 55387

www.sierraassociation.org

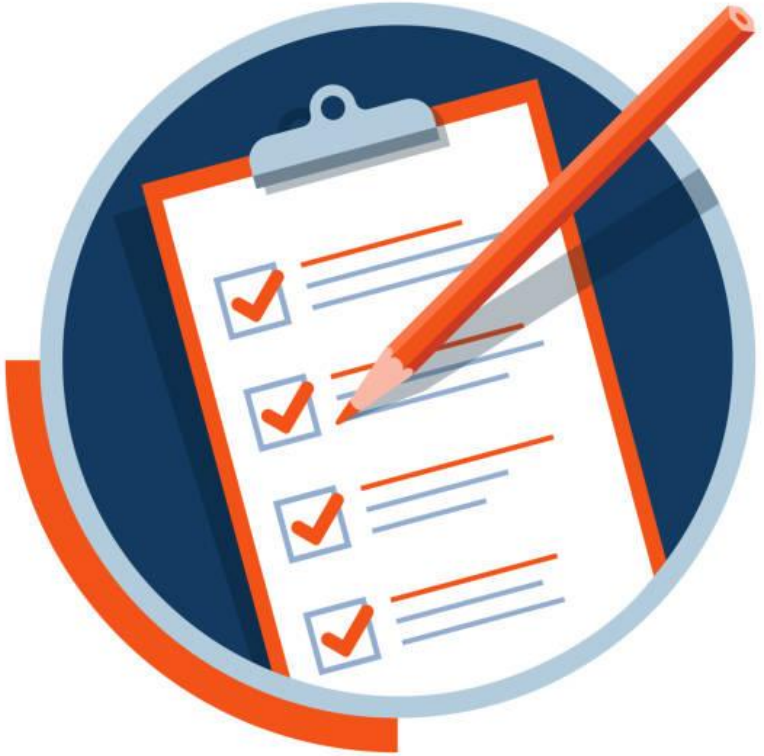
board@sierraassociation.org

Sierra Homeowners Association

SIERRA ANNUAL MEETING

2024 AGENDA

1. Introductions
   - Call to order and notation of members present
   - Board Member Update
2. 2023 Update
   - Financial Update
   - Activities and Maintenance
3. 2024 Outlook
   - Financial Update
   - Activities and Maintenance
4. Open Discussion / Q&A



SIERRA ANNUAL MEETING

1 *INTRODUCTIONS*

- Current Board Members (term completed)
  - President: Dan Viessman (4th Term)
  - Secretary: Jenna Schultz (1st Term)
  - Treasurer: Cody Cox (1st Term)
  - Members
    - John Broughton
    - Jacci Haley
- 2024 Update
  - Jenna Schultz, Cody Cox, and John Broughton were re-elected for 2-year terms.



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2 *2023 UPDATE*

Activities and Maintenance

- Dues unchanged at $154 per household annually.
- 1st annual Easter Egg Hunt in April 2023.
- Annual Meeting in April 2023.
- Picnic held in July 2023.
- Playground Maintenance.
  - Sealed Blacktop and Stained Park.
- Mailbox repairs due to snowplow/other incidents.
- Introduced new neighborhood engagement communications.
- Park replacement Town Halls (in-person and virtual).

2023 Financial Performance

	ACTUAL	BUDGET	B/(W)
Dues Income & Late Fees	**$ 38,016**	**$ 37,581**	**$ 435**
Management Fees	4,500	4,500	-
Other Administrative Expenses	3,575	3,875	300
Neighborhood Party	3,210	3,600	390
Utilities (Electric, Water, Refuse)	5,220	4,633	(587)
Grounds Maintenance	15,083	14,500	(583)
Irrigation Maintenance	2,043	500	(1,543)
Playground Maintenance	1,011	1,000	(11)
Mailbox Maintenance	1,195	600	(595)
All Other, net	369	3,000	2,632
Total Expenses	**$ 36,206**	**$ 36,208**	**$ 1**
Net Income	**$ 1,810**	**$ 1,374**	**$ 437**
Ending Cash Balance	*$ 19,817*		

- Net income of $1.8k largely aligned with Budget.
- Ahead on revenue from collection of late fees.
- Expenses align with higher irrigation repairs and other maintenance offsetting budget earmarked for tree repair and neighborhood document refresh not spent.

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3 *2024 UPDATE*

Activities and Maintenance

- Performed Annual Survey (76 Participants).
- Held an additional Park Town Hall.
- 2nd annual Easter Egg Hunt on March 23rd 2024.
- Annual Picnic scheduled for Thursday July 11th 2024.
- Finalize Electronic Payment option.
- Research potential neighborhood-wide trash and recycling rate.
- Playground Maintenance.
  - Refresh playground mulch (likely in May).
  - Align toddler swing colors and height.
  - Repair/Stabilize trash structure at the park.
  - Install smart irrigation controller and hot spots.
  - Perform a park safety assessment.
  - Begin strategy for neighborhood-wide mailbox post replacement.
- City will be installing a new water meter pole on the east side of the park.
- Establish Sierra Park upgrade proposal and perform a vote.

2024 Financial Performance

	2024	2023	B/(W)
Dues Income & Late Fees	**$ 41,405**	**$ 38,016**	**$ 3,389**
Management Fees	4,800	4,500	(300)
Other Administrative Expenses	4,180	3,575	(605)
Neighborhood Party	3,600	3,210	(390)
Utilities (Electric, Water, Refuse)	4,868	5,220	351
Grounds Maintenance	14,500	15,083	583
Irrigation Maintenance	1,000	2,043	1,043
Playground Maintenance	1,000	1,011	11
Mailbox Maintenance	3,000	1,195	(1,805)
All Other, net	1,100	369	(732)
Total Expenses	**$ 38,048**	**$ 36,206**	**$ (1,842)**
Net Income	**$ 3,357**	**$ 1,810**	**$ 1,547**
Ending Cash Balance	*$ 23,173*		

- Dues increased by $15 per house to $169 annually.
- No material changes besides planned maintenance items.
- Planned start of mailbox maintenance driving the biggest expense change from 2023.

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4 *OPEN DISCUSSION*



APPENDIX

SIERRA ANNUAL MEETING

2024 SURVEY RESULTS

Overview

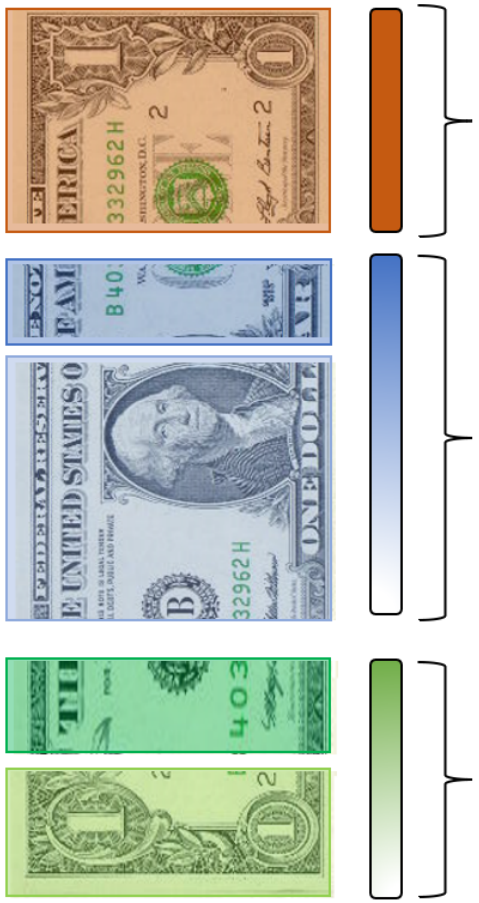
- 76 Responses
- Seven question survey:
  - How long have you lived in Sierra?
  - What is your age range?
  - Do you have kids living at home?
  - How do you prefer hearing Sierra news?
  - How likely are you to vote "yes" for the park replacement?
  - Would a larger scope park overhaul with additions for kids and adults without driving up the overall cost beyond $400-$600 per house impact your vote?
  - Would you be interested in the board procuring a neighborhood-wide single trash and recycling rate for all houses in the neighborhood, presumably with a group discount?

Themes and Take-aways

- 76 Responses out of 245 Sierra households.
  - Over 50% lived in Sierra for 6+ years.
  - Just over 70% of respondents are between 40-60 years old.
  - Over 70% with kids living at home, roughly half of those with kids in pre-school through elementary school.
- Majority of people like getting their Sierra news through Facebook (80%) and/or the quarterly newsletter (59%). Less dependence on the website and mailings.
- On the park – 59% likely to vote yes; 12% undecided.
- 50/50 split on larger scope impacting vote.
- 68% interested in neighborhood-wide trash/recycling rate.
- Board Take-aways:
  - Finalize park proposal and bring to vote.
  - Research group trash/recycling rates.

WHAT DO OUR DUES PAY FOR

2024 DUES BUDGET ILLUSTRATION



% of Budget	per House	Budget Allocation by Activity
Association Admin and Management (22%)	**$37 per House**	**Association Administration Expenses - 22% ($9k)** • Association Management Company (12%) • Property & Liability Insurance (5%) • Tax Prep and Audit Support (1%) • Other Supplies, Printing, Postage, Website, etc (4%)
Maintenance and Utilities (54%)	**$20 per House**	**Utilities- 12% ($4.9k)** • Water (9%) • Electricity (2%) • Refuse and Sanitation (1%)
	$71 per House	**Neighborhood Maintenance 42% ($17.5k)** • Park and common grounds Maintenance Contract (31%) • Snow Removal and salt (4%) • Playground Equipment Maintenance (2%) • Tree and Shrub Service (2%) • Park Irrigation System Repair & Maintenance (2%) • Pest Control (Mosquito Spraying) (1%)
Discretionary Expenses (24%)	**$15 per House**	**Neighborhood Parties - 9% ($3.6k)** • Annual Party + Easter Egg Hunt + TBD Future Events
	$26 per House	**Remaining income leftover for projects - 15% ($6.5k)** • Lighthouse and Mailbox Repair and Painting • Neighborhood Document Refresh • Capital Savings for future major projects

Overview

- 2024 Dues increasing to $169 per household, which is a $15 increase from 2023.
- Dues increase needed to cover increases in maintenance contracts, inflationary impacts on administrative spending (ie postage, etc), and maintenance expectations, specifically beginning repairs on worn down mailbox structures.
- $169 per house dues spent as follows:
  - $71 spent on Maintenance and Utilities covering mowing/maintenance on vast Sierra Common Land (Park and out lots), attending to trees/shrubs across the Sierra property, and maintaining the Sierra Park.
  - $20 on irrigation (lighthouse + park) and park electricity and sanitation.
  - $37 spent on administrative functions maintaining the association.
  - $15 on Neighborhood events.
  - $26 for discretionary project spend.