

**Consolidated Co-ops  
of Scottsdale East, Inc.**

8151 E. GARFIELD ST.  
SCOTTSDALE, ARIZONA 85257  
PHONE (480) 947-8941  
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**CONSOLIDATED COOPERATIVES OF SCOTTSDALE EAST, INC.**  
**NOTICE IS HEREBY GIVEN** that a Regular Open Session of the Members of CCSEI will be held on **Thursday, January 18, 2024, at 6:00 p.m.** at 8151 East Garfield St. Scottsdale, Arizona 85257 in the Maintenance Building.  
This meeting begins after the CCSEI Executive Session Meeting adjourns.

## **AGENDA**

### **I. PROCEDURES**

- A. Call to Order
- B. Roll Call
- C. Adopt Agenda
- D. Approval of Minutes of Regular Open Session Meeting held December 21, 2023

### **II. REPORTS**

- A. Manager's Report
- B. Building Reports – Board members report issues, if any, in their respective buildings.
- C. Treasurer's Report
- D. Committee Reports
  - Membership Committee** - *Ellie Jackson, Chair*
  - Grounds Committee** - Vacant
  - Budget/Finance Committee** – Progressing.

### **III. OLD BUSINESS**

- A. Close trash & recycling bins
- B. No plastic bags in recycling bins
- C. Insurance quotes – Progressing.
- D. Scottsdale East & Consolidated Co-ops Block Party  
1:00 p.m. -5:00 p.m. - February 3, 2024

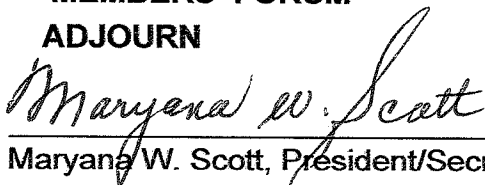
### **IV. NEW BUSINESS**

- A. Audit – completed.
- B. Fee Checks - being scanned.
- C. Handicap Signs - in place.

### **V. MEMBERS' FORUM**

### **VI. ADJOURN**

By:

  
Maryana W. Scott, President/Secretary

Date: January 16, 2024

# Manager's Report

January 18, 2024

We have received a letter from Farmers Insurance relating to issues with the property that will need to be addressed in order to continue the property coverages. All property electrical systems need to be inspected by licensed electrician due to the age. Any issues discovered by electrician will need to be addressed immediately. All stair rails and balcony railings need to be brought up to modern code ASAP. This is referring to the spacing of the pickets, up and down metal bars, being too far apart. All areas must have less than a four-inch gap. There are a few additional requirements, but these are the most expensive. And this isn't an issue where we could just switch insurance companies. Everything is recorded in a system similar to Health. All companies will require the work to be done. So, long story short, it appears we have no option but to address these issues immediately.

Reminder: Co-op/SEH block party will be February 3<sup>rd</sup> on the Camelback Green- the curve on Garfield St.

And the annual members meeting will be March 9<sup>th</sup>. Any members wanting to run for the board need to have petitions turned into office by Feb 6<sup>th</sup>. Please also provide a Bio for yourself for us to provide to the members.



**Bldg. H (Trent Schneeberger):** Requested better lighting in parking lot. (GM will address lighting and pool issues.

**C. Committee Reports:**

**-Treasurer’s Report – Ellie Jackson** (Get Report from the Office)

**-Membership – Ellie Jackson, Chair**

(B11-Victoria & Tyler Pelkey

(B08)-April & Joseph West

(G9-Secundia Fernandez

(B202)-Maya McCutheon

**MOTION:** to accept new members made by Ellie Jackson; 2<sup>nd</sup> by Maryana Scott  
Passed. **Welcome New Members!**

**D. -Grounds - (Vacant)**

**E. -Budget - (2024 Budget approval has been tabled)**

**III. OLD BUSINESS**

-Landscaping - GM Hunt is in talks with landscaping company.

-Finish what has been started with xeriscaping.

-GM Hunt is making progress with Farmers Insurance Company.

**IV. NEW BUSINESS**

-GM Hunt stated that the Co-op will require \$82K for air conditioners in 2024. (Plan to replace 20 air conditioners next year.)

**MOTION:** to approve made by Jennifer Ward; 2<sup>nd</sup> by Colleen Domigan. Passed.

**V. -MEMBERS FORUM**

-Mary McPherson (E-10) Requested a strip of grass be placed at the East end of E Building

**VI. ADJOURN:**

**MOTION:** to adjourn made by **Dan Free**; 2<sup>nd</sup> by **Ellie Jackson**. **Passed.** Meeting adjourned at 7:05 p.m.

By: \_\_\_\_\_  
Maryana W. Scott, President/Acting Secretary

Date: December 16, 2023

**HAPPY HOLIDAYS!**

## Consolidated Cooperatives of Scottsdale East, Inc.

## Balance Sheet

As of December 31, 2023

01/18/24

Accrual Basis

	<u>Dec 31, 23</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1120 · Cash	
1121.0 · NEW WF Chkg-8323	14,099.64
1122.0 · Chase Checking	25,628.09
<b>Total 1120 · Cash</b>	<u>39,727.73</u>
1300 · Capital Replacement Reserve	
1309.4 · BofA CD - 5%	51,950.77
<b>Total 1300 · Capital Replacement Reserve</b>	<u>51,950.77</u>
1300.1 · Emergency Reserve	
1312 · USBank MM - .45%	268,434.09
<b>Total 1300.1 · Emergency Reserve</b>	<u>268,434.09</u>
1300.2 · Member Deposits	
1379 · Chase CD - 5%	109,846.19
<b>Total 1300.2 · Member Deposits</b>	<u>109,846.19</u>
<b>Total Checking/Savings</b>	<u>469,958.78</u>
<b>Accounts Receivable</b>	
1130 · Member Accounts Receivable	34,116.88
<b>Total Accounts Receivable</b>	<u>34,116.88</u>
<b>Other Current Assets</b>	
1200 · Prepaid Expenses	
1241 · Prepaid Property & Liability Ins	4,095.00
1280 · Federal Prepaid Tax	18,000.00
1285 · State Prepaid Tax	14,143.00
1291 · Workmens Comp Deposit - Arizona	2,579.50
1200 · Prepaid Expenses - Other	2,500.00
<b>Total 1200 · Prepaid Expenses</b>	<u>41,317.50</u>
1310 · Employee Advance	-4,000.00
1350 · Due from Bank-Fraud	285.00
1499 · Undeposited Receipts	797.00
<b>Total Other Current Assets</b>	<u>38,399.50</u>
<b>Total Current Assets</b>	<u>542,475.16</u>
<b>Fixed Assets</b>	
1400 · FIXED ASSETS	
1410 · Land	337,882.00
1412 · Land & Land Improvements	435,509.73
1421 · Buildings	2,583,985.62
1423 · Buildings - Capital Improvement	2,326,836.23
1425 · Building Equipment	811,590.15
1461 · Furniture	15,602.00
1481 · Vehicle and Maintenance Equip	10,119.33
4121 · Buildings - Accum Depn	-4,885,797.30
<b>Total 1400 · FIXED ASSETS</b>	<u>1,635,727.76</u>
<b>Total Fixed Assets</b>	<u>1,635,727.76</u>
<b>TOTAL ASSETS</b>	<u><u>2,178,202.92</u></u>

## Consolidated Cooperatives of Scottsdale East, Inc.

## Balance Sheet

As of December 31, 2023

01/18/24

Accrual Basis

	Dec 31, 23
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2110 · Accounts Payable - Trade	15,252.85
2150 · Real Property Taxes - Accrued	44,133.73
2211 · Prepaid Member Carrying Charges	106,226.02
<b>Total Accounts Payable</b>	165,612.60
<b>Other Current Liabilities</b>	
2120 · Wages & Payroll Taxes Payable	6,184.04
2140 · Taxes Payable	
2141 · Federal Taxes Payable	-19,337.00
2142 · State Taxes Payable	2,724.00
<b>Total 2140 · Taxes Payable</b>	-16,613.00
2191 · Member Deposits Held in Trust	106,800.00
2213 · Deferred Tax Liability	15,347.00
<b>Total Other Current Liabilities</b>	111,718.04
<b>Total Current Liabilities</b>	277,330.64
<b>Total Liabilities</b>	277,330.64
<b>Equity</b>	
<b>3100 · Owner Equity</b>	
3121 · Common Stock - 350 shares	350.00
3131 · Treasury Stock @ Cost 1share	-10,000.00
3241 · Additional Paid-in capital	3,265,786.00
<b>Total 3100 · Owner Equity</b>	3,256,136.00
<b>3240 · Funded Reserve Costs</b>	
3240.1 · Reserve for Replacements	351,869.00
3240.2 · Gen Op Reserve	2,341.00
<b>Total 3240 · Funded Reserve Costs</b>	354,210.00
3243 · General Operating Reserve	256,950.00
3900 · Retained Earnings	-1,593,019.51
Net Income	-373,404.21
<b>Total Equity</b>	1,900,872.28
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,178,202.92</b>

## Consolidated Cooperatives of Scottsdale East, Inc.

01/18/24

## Profit &amp; Loss Budget Performance

Accrual Basis

December 2023

	Dec 23	Budget	Jan - Dec 23	YTD Budget	Annual Bu...
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
5100 · Rent Revenue					
5120 · Member Carrying Charges	104,401.00	106,021.00	1,257,198.72	1,272,252.00	1,272,252.00
5170 · Parking Permits	0.00	0.00	18,788.00	18,500.00	18,500.00
5190 · Locker Rental	1,440.00	1,500.00	18,525.00	18,000.00	18,000.00
<b>Total 5100 · Rent Revenue</b>	<b>105,841.00</b>	<b>107,521.00</b>	<b>1,294,511.72</b>	<b>1,308,752.00</b>	<b>1,308,752.00</b>
5401 · Interest Income	130.00	0.00	3,760.77	0.00	0.00
<b>5900 · Other Revenue</b>					
5910 · Laundry Income	1,310.10	833.33	9,583.70	10,000.00	10,000.00
5920 · NSF & Late Charges	1,608.00	500.00	13,083.00	6,000.00	6,000.00
5925 · Fines, Fees	0.00	22.50	950.00	250.00	250.00
5930 · Transfer Fees	0.00	666.66	4,600.00	8,000.00	8,000.00
5940 · Pet Fees	0.00	0.00	400.00	400.00	400.00
5950 · Service Repair Fees	691.00	583.33	5,157.00	7,000.00	7,000.00
5990 · Other Income	360.00	70.00	1,930.00	1,383.00	1,383.00
5992 · Recovered Rehab	0.00	0.00	0.00	-250.00	-250.00
<b>Total 5900 · Other Revenue</b>	<b>3,969.10</b>	<b>2,675.82</b>	<b>35,703.70</b>	<b>32,783.00</b>	<b>32,783.00</b>
<b>Total Income</b>	<b>109,940.10</b>	<b>110,196.82</b>	<b>1,333,976.19</b>	<b>1,341,535.00</b>	<b>1,341,535.00</b>
<b>Gross Profit</b>	<b>109,940.10</b>	<b>110,196.82</b>	<b>1,333,976.19</b>	<b>1,341,535.00</b>	<b>1,341,535.00</b>
<b>Expense</b>					
<b>6300 · Administrative Expenses</b>					
6309 · Advertising	0.00	166.66	118.69	2,000.00	2,000.00
<b>6310 · Salaries &amp; Wages - Office</b>					
6310.1 · Salaries & Wages	8,704.47	10,833.33	110,454.46	130,000.00	130,000.00
6310.2 · Holiday	172.00	0.00	1,892.00	0.00	0.00
6310.3 · Vacation	0.00	172.00	3,101.38	2,580.00	2,580.00
6310.4 · Sick	0.00	0.00	989.00	0.00	0.00
6310.5 · Bonus	4,500.00	0.00	4,500.00	0.00	0.00
6310.6 · Contract Labor - Porter	400.00	600.00	3,100.00	7,800.00	7,800.00
<b>Total 6310 · Salaries &amp; Wages - Office</b>	<b>13,776.47</b>	<b>11,605.33</b>	<b>124,036.84</b>	<b>140,380.00</b>	<b>140,380.00</b>
<b>6311 · Supplies - Office</b>					
6311.1 · Office Supplies	0.00	166.66	3,081.37	2,000.00	2,000.00
6311.3 · Postage	0.00	0.00	419.37	500.00	500.00
<b>Total 6311 · Supplies - Office</b>	<b>0.00</b>	<b>166.66</b>	<b>3,500.74</b>	<b>2,500.00</b>	<b>2,500.00</b>
<b>6312 · Computers Equip/Supplies/S...</b>	<b>0.00</b>	<b>166.66</b>	<b>2,295.49</b>	<b>2,000.00</b>	<b>2,000.00</b>
6313 · Equip Maint Contracts	212.08	208.33	2,864.64	2,500.00	2,500.00
6341 · Legal	13,766.16	208.33	45,999.95	2,500.00	2,500.00
<b>6350 · Audit &amp; Accounting</b>					
6351 · Accounting Services	0.00	833.33	7,887.04	10,000.00	10,000.00
6352 · Annual Audit Costs	0.00		46,092.00		
6353 · Payroll Service Fee	532.68	250.00	4,752.06	3,000.00	3,000.00
<b>Total 6350 · Audit &amp; Accounting</b>	<b>532.68</b>	<b>1,083.33</b>	<b>58,731.10</b>	<b>13,000.00</b>	<b>13,000.00</b>
<b>6360 · Telephone/Cellular</b>					
6361 · Telephone Lease	0.00		1,216.94		
6360 · Telephone/Cellular - Other	801.42	291.66	4,015.46	3,500.00	3,500.00
<b>Total 6360 · Telephone/Cellular</b>	<b>801.42</b>	<b>291.66</b>	<b>5,232.40</b>	<b>3,500.00</b>	<b>3,500.00</b>
6363 · Internet Contract	170.00	333.33	4,486.22	4,000.00	4,000.00
6391 · Bank Charges	0.00	0.00	753.88	250.00	250.00
6392 · Credit Checks	65.90	125.00	1,681.40	1,500.00	1,500.00
6397 · Dues/Education	0.00	0.00	0.00	0.00	0.00

**Consolidated Cooperatives of Scottsdale East, Inc.**  
**Profit & Loss Budget Performance**  
**December 2023**

01/18/24

Accrual Basis

	Dec 23	Budget	Jan - Dec 23	YTD Budget	Annual Bu...
<b>6399 · Other</b>					
6399.1 · Fuel/Mileage	0.00	0.00	142.73	100.00	100.00
6399.4 · Community Days	89.20	0.00	2,153.34	2,500.00	2,500.00
6399.5 · Misc Admin	-0.63	0.00	1,519.81	500.00	500.00
<b>Total 6399 · Other</b>	<b>88.57</b>	<b>0.00</b>	<b>3,815.88</b>	<b>3,100.00</b>	<b>3,100.00</b>
<b>Total 6300 · Administrative Expenses</b>	<b>29,413.28</b>	<b>14,355.29</b>	<b>253,517.23</b>	<b>177,230.00</b>	<b>177,230.00</b>
<b>6400 · Utilities Expense</b>					
6450 · Electric	2,809.85	3,333.33	34,403.07	40,000.00	40,000.00
6451 · Water	5,277.62	7,500.00	110,428.89	90,000.00	90,000.00
6452 · Gas	4,516.90	1,333.33	23,959.97	16,000.00	16,000.00
6453 · Sewer	3,975.37	3,333.33	50,645.95	40,000.00	40,000.00
6454 · Trash	3,341.41	2,083.33	40,759.94	25,000.00	25,000.00
6455 · Envir/Taxes & Fees	550.03	733.33	10,498.65	8,800.00	8,800.00
<b>Total 6400 · Utilities Expense</b>	<b>20,471.18</b>	<b>18,316.65</b>	<b>270,696.47</b>	<b>219,800.00</b>	<b>219,800.00</b>
<b>6500 · Operating &amp; Maintenance Expen...</b>					
6501 · Sales Tax Maintenance Items	29.00	0.00	750.92	0.00	0.00
6502 · Building Maint/Improvements	71.22	1,250.00	10,325.35	15,000.00	15,000.00
6503 · Temp Labor - Maintenance	2,208.75	0.00	13,715.54	5,000.00	5,000.00
6510 · Janitor- Laundry Rooms-Sup...	0.00		84.80		
6511 · Janitorial Supplies	0.00	104.16	1,146.85	1,250.00	1,250.00
6519 · Exterminating Contract	0.00	583.33	6,768.30	7,000.00	7,000.00
6532 · Security	0.00		313.14		
6535 · Fuel-Equipment	0.00	0.00	84.13	50.00	50.00
6536 · Plants&Supplies - Grounds	0.00	833.33	485.21	10,000.00	10,000.00
6537 · Contracts - Grounds	4,000.00	4,583.33	48,250.00	55,000.00	55,000.00
6538 · Sprinkler System - Grounds	0.00	250.00	6,005.69	3,000.00	3,000.00
6539 · Trees - Grounds	0.00	1,250.00	19,569.60	15,000.00	15,000.00
<b>6540 · Payroll</b>					
6540.1 · Wages	7,508.00	14,166.66	147,847.63	170,000.00	170,000.00
6540.2 · Holiday	416.00	0.00	6,228.00	0.00	0.00
6540.3 · Vacation	176.00	0.00	3,288.00	0.00	0.00
6540.4 · Sick	176.00	0.00	3,296.00	0.00	0.00
6540.5 · Bonus	3,500.00	0.00	3,500.00	0.00	0.00
<b>Total 6540 · Payroll</b>	<b>11,776.00</b>	<b>14,166.66</b>	<b>164,159.63</b>	<b>170,000.00</b>	<b>170,000.00</b>
<b>6541 · Materials</b>					
6541.1 · Materials	0.00	0.00	34.68	500.00	500.00
6541.2 · Signage	0.00	500.00	9,981.56	6,000.00	6,000.00
6541.4 · Appliance Parts	0.00	0.00	0.00	0.00	0.00
6541.5 · Hardware	0.00	20.00	446.41	250.00	250.00
6541.6 · Rehab	0.00	416.66	4,394.26	5,000.00	5,000.00
6541.7 · Rehab - Recoverable	0.00	0.00	253.12	0.00	0.00
<b>Total 6541 · Materials</b>	<b>0.00</b>	<b>936.66</b>	<b>15,110.03</b>	<b>11,750.00</b>	<b>11,750.00</b>
<b>6542 · Capital Improvements</b>					
6542.0 · Pool Repairs	0.00		1,207.21		
6542.1 · Repairs - Contracted	0.00		28,795.00		
6542.5 · Xeriscape	0.00		25,777.79		
6542.6 · Metal/Prep	0.00		12,750.00		
6542.7 · Painting	64,350.00	0.00	465,373.32	0.00	0.00
<b>Total 6542 · Capital Improvements</b>	<b>64,350.00</b>	<b>0.00</b>	<b>533,903.32</b>	<b>0.00</b>	<b>0.00</b>
<b>6545 · HVAC</b>					
6545.1 · HVAC Replacements	6,801.24	5,000.00	14,183.34	60,000.00	60,000.00
6545.3 · HVAC Parts	502.32	1,041.66	9,666.33	12,500.00	12,500.00
<b>Total 6545 · HVAC</b>	<b>7,303.56</b>	<b>6,041.66</b>	<b>23,849.67</b>	<b>72,500.00</b>	<b>72,500.00</b>

## Consolidated Cooperatives of Scottsdale East, Inc.

01/18/24

## Profit &amp; Loss Budget Performance

Accrual Basis

December 2023

	Dec 23	Budget	Jan - Dec 23	YTD Budget	Annual Bu...
6547 · Swimming Pools					
6547.2 · Chemicals - Pools	0.00	416.66	9,368.94	5,000.00	5,000.00
6547.3 · Parts for Pool	2,067.17	208.33	6,065.76	2,500.00	2,500.00
<b>Total 6547 · Swimming Pools</b>	<b>2,067.17</b>	<b>624.99</b>	<b>15,434.70</b>	<b>7,500.00</b>	<b>7,500.00</b>
6551 · Small Tools - Repairs	0.00	125.00	1,900.44	1,500.00	1,500.00
6555 · Electrical Supplies	51.89	416.66	2,930.60	5,000.00	5,000.00
6560 · Painting Costs					
6560.2 · Paint Supplies	0.00	208.33	605.65	2,500.00	2,500.00
<b>Total 6560 · Painting Costs</b>	<b>0.00</b>	<b>208.33</b>	<b>605.65</b>	<b>2,500.00</b>	<b>2,500.00</b>
6570 · Vehicle					
6571 · Vehicles - Repairs	0.00	0.00	620.97	2,000.00	2,000.00
6570 · Vehicle - Other	0.00		8,395.89		
<b>Total 6570 · Vehicle</b>	<b>0.00</b>	<b>0.00</b>	<b>9,016.86</b>	<b>2,000.00</b>	<b>2,000.00</b>
6580 · Plumbing					
6581 · Supplies - Plumbing	1,765.80	1,000.00	15,532.21	12,000.00	12,000.00
6582 · Contracts - Plumbing	0.00	0.00	0.00	0.00	0.00
6583 · Hot H2O Htrs-Replace	0.00	1,000.00	10,876.56	12,000.00	12,000.00
6584 · Toilets - Replacements	0.00	250.00	0.00	3,000.00	3,000.00
<b>Total 6580 · Plumbing</b>	<b>1,765.80</b>	<b>2,250.00</b>	<b>26,408.77</b>	<b>27,000.00</b>	<b>27,000.00</b>
6591 · Lock & Keys	0.00	0.00	299.07	500.00	500.00
6592 · Doors & Screens	0.00	125.00	891.56	1,500.00	1,500.00
6594 · A/C Filters	0.00	125.00	1,015.25	1,500.00	1,500.00
6599.1 · Misc- Maintenance	0.00	0.00	1,915.25	1,000.00	1,000.00
6599.2 · Equipment Rental	155.00	208.33	735.00	2,500.00	2,500.00
<b>Total 6500 · Operating &amp; Maintenance ...</b>	<b>93,778.39</b>	<b>34,082.44</b>	<b>905,675.33</b>	<b>418,050.00</b>	<b>418,050.00</b>
6700 · Taxes and Insurance					
6710 · Real Property	0.00	0.00	90,551.20	100,000.00	100,000.00
6711 · Payroll Tax (FICA/MC)	1,924.17	1,500.00	21,810.01	18,000.00	18,000.00
6712 · FUTA/SUTA	0.00	483.33	1,495.90	5,800.00	5,800.00
6719 · Licenses & Permits	0.00	125.00	2,592.00	1,500.00	1,500.00
6720 · Property&Liability- Insurance	14,353.08	8,333.33	117,241.75	100,000.00	100,000.00
6722 · Workers Comp -Insurance	0.00	333.33	337.40	4,000.00	4,000.00
6723 · Employee Benefits	0.00	3,250.00	43,449.33	39,000.00	39,000.00
6724 · Penalties & Interest Expense	0.00	0.00	13.78	0.00	0.00
<b>Total 6700 · Taxes and Insurance</b>	<b>16,277.25</b>	<b>14,024.99</b>	<b>277,491.37</b>	<b>268,300.00</b>	<b>268,300.00</b>
<b>Total Expense</b>	<b>159,940.10</b>	<b>80,779.37</b>	<b>1,707,380.40</b>	<b>1,083,380.00</b>	<b>1,083,380.00</b>
<b>Net Ordinary Income</b>	<b>-50,000.00</b>	<b>29,417.45</b>	<b>-373,404.21</b>	<b>258,155.00</b>	<b>258,155.00</b>
Other Income/Expense					
Other Expense					
7000 · Corporate Co-op Expenses					
7131 · Arizona Inc Tax	0.00	0.00	0.00	0.00	0.00
<b>Total 7000 · Corporate Co-op Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Other Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Income</b>	<b>-50,000.00</b>	<b>29,417.45</b>	<b>-373,404.21</b>	<b>258,155.00</b>	<b>258,155.00</b>