

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

8151 E. GARFIELD ST.
SCOTTSDALE, ARIZONA 85257
PHONE (480) 947-3941
FAX (480) 947-6553

**MINUTES OF THE OPEN SPECIAL SESSION MEETING
CONSOLIDATED COOPERATIVES OF SCOTTSDALE EAST, INC.**

The Executive Session Meeting was held on **March 18, 2024 at the Main Office.**

I. Procedures

- A. Call to Order – President Maryana Scott called the meeting to order.
- B. Roll Call - Maryana Scott, George Pool, Ellie Jackson, Jennifer Ward, Dan Free, Trent Schneeberger, and Mary McPherson present.
- C. Approve Agenda.

II. ONGOING LEGAL MATTERS

- A. Delinquencies – Nothing to report
- B. Notice to Vacate – Nothing to report

III. ONGOING OR OLD BUSINESS

- A. Loans for electrical and picket repairs. Ellie is working with various banks to get rates and terms. More to report at next meeting.

IV. NEW BUSINESS

V. ADJOURN

Motion to adjourn was made.

By Jennifer Ward

Jennifer Ward, Board Member

Date: 4/11/24

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NOTICE IS HEREBY GIVEN that an Open Meeting of the Board of Directors of Consolidated Cooperatives of Scottsdale East, Inc. will be held on **Thursday, 18 April 2024** at 6:00 p.m. at the Maintenance Building, 8151 East Garfield Street, Scottsdale, Arizona 85257.

An Executive Board Meeting was held Monday, 15 April 2024 at 5:30p.m.

AGENDA

I. PROCEDURES

- a. Call to Order – President Colleen Domigan
- b. Roll Call
- c. Adopt Agenda
- d. Approval of Minutes from March 2024

II. REPORTS

- a. Manager's Report
- b. Building Reports – Board members report issues, if any, in their respective buildings.
- c. Treasurer's Report – Ellie Jackson, Treasurer
- d. Committee Reports:
 - i. Activity Committee sign up

III. NEW BUSINESS

IV. OLD BUSINESS

- a. Bank loan (info only)
- b. Yard Sale, Saturday 27 April, 9-4. Sign up in the office.

V. MEMBERS' FORUM

VI. ADJOURNMENT

By: *James Wood*

Date: 4/16/24

MINUTES OF THE OPEN BOARD MEETING

An Open Meeting of the Board of Directors of CCSEI was held on **Thursday, 21 March 2024, at 6:00 p.m.** at 8151 East Garfield Street, Scottsdale, Arizona 85257 in the Maintenance Building.

I. PROCEDURES

A. Call to Order –President Maryana Scott called the meeting to order at 6:03 p.m.

GM Jayson Hunt – present

Bldg. E-Jennifer Ward – present

Bldg. B-George Pool – present

Bldg. F-Colleen Domigan – present

Bldg. C-Maryana Scott - present

Bldg. G- Ellie Jackson – present

Bldg. D-Dan Free – present

Bldg. H-Trent Schneeberger – present

B. Adopt Agenda. MOTION: to amend the agenda made by Ellie.

C. Approve Meeting Minutes of February 15, 2024

MOTION: to approve Minutes of February 15, 2024, made by Trent Schneeberger, 2nd by *George Pool*. Passed.

II. REPORTS:

A. Guest Speaker, Wally Cox (Cox Insurance)

- Tight market, inflation due to reconstruction cost up 35-50% over last 3-4 years. National disasters that have occurred. Older properties are the majority of claims. Moratorium in AZ due to losses spiraling upward quickly. During last year, properties of 25 yrs old must bring electrical and plumbing up to code. Increases get kicked down to consumers. Not everything has to be replaced, but inspected and brought to code. Cost to replace is prohibitive. We want quality contractor and brought up to code.
- Jayson stated electrical has to be replaced. We have a list of items. Playgrounds are going to be pulled, currently galvanized steel, soft fall will not solve problem. Property has to be inspected by licensed contractor. Electrical boxes are not approved, must be replaced which is the biggest cost right now. The letter from Farmers Insurance is phrased to that in which we know what the requirements are.
- Ed- asked about electrical boxes, outside only. Plumbing, what needs to be done? Cast iron under buildings, we update those inhouse as often as we can and we haven't been hit with plumbing issues.

- Jayson stated we are waiting until we have the items in the works before we contact insurance directly.
- Wally, Jayson is being proactive. Railings are a safety issue. The issues we are facing would be the same with any insurance company.
- What kind of grace are we going to get in with getting things accomplished? Farmers is willing to work with us in getting things done, not required all at once. Not trying to not renew, but need updates.
- Carolyn, C15. How much is this insurance? We pay \$167,000 per year, went up 67% in the last year. We don't have a specific date, but plan needs to be in place and progressing.
- Mary, E13, what happens if we can't get insurance? For HOA's there are plenty of companies, but it will be a higher premium. We have a preferred carrier.
- We need a lot of money, we can't get employees, all kinds of issues. Nothing is organized. Members don't have information. Would appreciate if Board would work with these issues and communicate with members of what needs to be done and in what order. How it's going to be paid for.
- Pool fences are broken. When is something going to be done? Jayson stated it has been inspected and approved. Broken or rusted?
- Sherry , B110, do we have bids? \$500,000-750,000 for rails. No bids for electrical yet, we didn't know until last week. 3rd bid will be in Mon-Tues. They are all similar. No decision has been made. Sounds like we can have some time to get things done. We are waiting for the bids before we can make a final decision, hope to have 3-5 bids to make decision with.
- **Information will be provided through meetings, minutes, website, and newsletter.**
- C13, are those bids available? They will be at meetings. For insurance, only so many preferred companies exist. They will all look at the same requirements. We are insurable and Wally is an agent, looks at all the rates for us, we do shop around. Farmers, All State, Nation Wide are some of the big companies that we do look at.

B. Manger's Report. None

C. Building Reports (Report of any issues in their respective building).

Bldg. B (George Pool): No issues.

Bldg. C (Maryana Scott): Maryana will be working with another member to work at North end of building. Will work with what they have.

Bldg. D (Dan Free): No issues.

Bldg. E (Jennifer Ward): No issues

Bldg. F (Colleen Domigan): would like laundry washers to be able be cleaned or something. Getting white soap scum on clothing. Possibly happening from overloading

too. Jayson stated they are having issues getting parts for washers. Lint traps needs to be cleaned out too.

Bldg. G (Ellie Jackson): No issues.

Bldg. H (Trent Schneeberger): Follow up on electric in parking and weeds are appearing, Jayson said they have been spraying more often. Few areas use to have signs and they are gone, please replace signs.

D. Treasurer's Report – Ellie Jackson not available. We are looking at banks for rates, we may be \$1-2M. We don't want to increase fees. Met with bankers and they will let us know something Monday. It will be brought to members.

E. Membership – Ellie Jackson, Chair. MOTION: to accept new members made by George Pool; 2nd by Trent Schneeberger. Passed. *Welcome New Members!*

- Nathan Stanford, E4-not approved yet, not interviewed till Tuesday
- Robin Spurlock, D7
- Derek Mann, Cody Garcia, H206

III. OLD BUSINESS

A. ELECTIONS: Closed ballot elections were held.

-President: Colleen Domigan

-Vice President: Trent Schneeberger

-Treasurer: Ellie Jackson

-Secretary: Jennifer Ward

B. Temporary Maintenance Employee- Joseph Boubion

C. Yard Sale April 27th, 9 a.m. - 4 p.m.

By: Jennifer Ward Date: March 27, 2024
Jennifer Ward, Secretary

Manager's Report

April 18, 2024

We have three of the bids for the catwalk and balcony railings. They range from \$300,000 to \$750,000. The board will make a decision in the near future who we will be using. We have also started the bid process for the electrical. This will happen different than most bids we get. The contractor needs to work with SRP to determine exactly how the project needs to be completed. The bid we have received Simply Electric is \$850,000 dollars. This is a rough estimate due to the unknowns involving trenching and permitting. The price in the bids will also only be good for a very short period of time because of the rapidly changing prices for the wire and the boxes

The building letter sample has been placed on the east side of the Camelback complex. We plan on doing this to all complexes once I get feedback from the board.

I've been shopping around for furniture for the gazebo at the east end of camelback. The items in-stock at both Lowe's and Home Depot seem overpriced for the quality. I will continue to look at some outdoor furniture stores and online. Hopefully it will be done by the end of the month.

A/C season is here. If you think the air conditioner for your unit is not working, please call it in as soon as possible, do not wait too see if problem corrects itself.

Consolidated Cooperatives of Scottsdale East, Inc.

Balance Sheet

As of March 31, 2024

04/17/24

Accrual Basis

	Mar 31, 24
ASSETS	
Current Assets	
Checking/Savings	
1120 - Cash	
1122.0 - Chase Checking	177,770.93
Total 1120 - Cash	177,770.93
1300 - Capital Replacement Reserve	
1309.4 - BofA CD - 5% (11.26.24)	51,950.77
Total 1300 - Capital Replacement Reserve	51,950.77
1300.1 - Emergency Reserve	
1312 - USBank MM - .45%	268,841.58
Total 1300.1 - Emergency Reserve	268,841.58
1300.2 - Member Deposits	
1379 - Chase CD - 5% (6.19.24)	109,846.19
Total 1300.2 - Member Deposits	109,846.19
Total Checking/Savings	608,409.47
Accounts Receivable	
1130 - Member Accounts Receivable	35,709.44
Total Accounts Receivable	35,709.44
Other Current Assets	
1200 - Prepaid Expenses	
1241 - Prepaid Property & Liability Ins	2,866.50
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
Total 1200 - Prepaid Expenses	40,089.00
1310 - Employee Advance	-4,000.00
1350 - Due from Bank-Fraud	285.00
1499 - Undeposited Receipts	1,459.00
Total Other Current Assets	37,833.00
Total Current Assets	681,951.91
Fixed Assets	
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
Total 1400 - FIXED ASSETS	1,635,727.76
Total Fixed Assets	1,635,727.76
TOTAL ASSETS	2,317,679.67

9:54 AM

Consolidated Cooperatives of Scottsdale East, Inc.

Balance Sheet

As of March 31, 2024

04/17/24

Accrual Basis

	Mar 31, 24
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2110 · Accounts Payable - Trade	29,619.12
2150 · Real Property Taxes - Accrued	44,133.73
2211 · Prepaid Member Carrying Charges	108,467.58
Total Accounts Payable	182,220.43
Other Current Liabilities	
2120 · Wages & Payroll Taxes Payable	
2129 · Garnishment	901.92
2120 · Wages & Payroll Taxes Payable - Other	6,184.04
Total 2120 · Wages & Payroll Taxes Payable	7,085.96
2140 · Taxes Payable	
2141 · Federal Taxes Payable	-19,337.00
2142 · State Taxes Payable	2,724.00
Total 2140 · Taxes Payable	-16,613.00
2191 · Member Deposits Held in Trust	108,000.00
2213 · Deferred Tax Liability	15,347.00
Total Other Current Liabilities	113,819.96
Total Current Liabilities	296,040.39
Total Liabilities	296,040.39
Equity	
3100 · Owner Equity	
3121 · Common Stock - 350 shares	350.00
3131 · Treasury Stock @ Cost 1share	-10,000.00
3241 · Additional Paid-in capital	3,265,786.00
Total 3100 · Owner Equity	3,256,136.00
3240 · Funded Reserve Costs	
3240.1 · Reserve for Replacements	351,869.00
3240.2 · Gen Op Reserve	2,341.00
Total 3240 · Funded Reserve Costs	354,210.00
3243 · General Operating Reserve	256,950.00
3900 · Retained Earnings	-1,971,022.99
Net Income	125,366.27
Total Equity	2,021,639.28
TOTAL LIABILITIES & EQUITY	2,317,679.67

Consolidated Cooperatives of Scottsdale East, Inc.

04/17/24

Profit & Loss Budget Performance

Accrual Basis

March 2024

	Mar 24	Budget	Jan - Mar ...	YTD Budget	Annual Bu...
Ordinary Income/Expense					
Income					
5100 · Rent Revenue					
5120 · Member Carrying Charges	114,432.00	115,179.00	342,978.00	345,537.00	1,382,148.00
5170 · Parking Permits	105.00	6,000.00	18,455.00	18,500.00	18,500.00
5190 · Locker Rental	1,440.00	1,500.00	4,350.00	4,500.00	18,000.00
Total 5100 · Rent Revenue	115,977.00	122,679.00	365,783.00	368,537.00	1,418,648.00
5401 · Interest Income	136.58		400.74		
5900 · Other Revenue					
5910 · Laundry Income	1,041.60	791.66	3,735.30	2,375.06	9,500.00
5920 · NSF & Late Charges	451.00	500.00	1,565.00	1,500.00	6,000.00
5925 · Fines, Fees	0.00	20.00	0.00	70.00	250.00
5930 · Transfer Fees	800.00	416.66	1,400.00	1,250.06	5,000.00
5940 · Pet Fees	0.00	41.67	100.00	124.97	500.00
5950 · Service Repair Fees	710.00	416.74	2,561.00	1,249.34	5,000.00
5990 · Other Income	280.00	125.00	595.00	375.00	1,500.00
5991 · Recovered Legal Fees	0.00	0.00	0.00	0.00	5,000.00
Total 5900 · Other Revenue	3,282.60	2,311.73	9,956.30	6,944.43	32,750.00
Total Income	119,396.18	124,990.73	376,140.04	375,481.43	1,451,398.00
Gross Profit	119,396.18	124,990.73	376,140.04	375,481.43	1,451,398.00
Expense					
6300 · Administrative Expenses					
6309 · Advertising	0.00	0.00	10.79	500.00	2,000.00
6310 · Salaries & Wages - Office					
6310.1 · Salaries & Wages	8,922.15	11,250.00	24,949.71	33,750.00	135,000.00
6310.2 · Holiday	172.00		688.00		
6310.3 · Vacation	0.00		860.00		
6310.4 · Sick	0.00		516.00		
6310.6 · Contract Labor - Porter	0.00	1,000.00	1,800.00	2,600.00	10,000.00
Total 6310 · Salaries & Wages - ...	9,094.15	12,250.00	28,813.71	36,350.00	145,000.00
6311 · Supplies - Office					
6311.1 · Office Supplies	71.88	208.33	1,327.83	625.03	2,500.00
6311.3 · Postage	0.00	250.00	264.00	250.00	500.00
Total 6311 · Supplies - Office	71.88	458.33	1,591.83	875.03	3,000.00
6312 · Computers Equip/Supplie...	0.00	166.66	0.00	500.06	2,000.00
6313 · Equip Maint Contracts	19.14	229.16	517.87	687.56	2,750.00
6341 · Legal	0.00		9,967.49		
6350 · Audit & Accounting					
6351 · Accounting Services	0.00	833.33	919.00	2,500.03	10,000.00
6352 · Annual Audit Costs	0.00	0.00	0.00	0.00	20,000.00
6353 · Payroll Service Fee	538.66	333.33	1,365.39	1,000.03	4,000.00
Total 6350 · Audit & Accounting	538.66	1,166.66	2,284.39	3,500.06	34,000.00
6360 · Telephone/Cellular					
6361 · Telephone Lease	0.00	300.00	0.00	900.00	3,600.00
6360 · Telephone/Cellular - Ot...	0.00		549.80		
Total 6360 · Telephone/Cellular	0.00	300.00	549.80	900.00	3,600.00
6363 · Internet Contract	270.11	125.00	940.22	375.00	1,500.00
6391 · Bank Charges	0.00	62.50	130.00	187.50	750.00
6392 · Credit Checks	230.65	125.00	593.10	375.00	1,500.00

Consolidated Cooperatives of Scottsdale East, Inc.

Profit & Loss Budget Performance

March 2024

04/17/24

Accrual Basis

	Mar 24	Budget	Jan - Mar ...	YTD Budget	Annual Bu...
6399 · Other					
6399.1 · Fuel/Mileage	0.00	12.00	0.00	42.00	150.00
6399.4 · Community Days	561.66	1,500.00	1,444.33	2,500.00	2,500.00
6399.5 · Misc Admin	450.00	0.00	450.00	250.00	1,000.00
Total 6399 · Other	1,011.66	1,512.00	1,894.33	2,792.00	3,650.00
Total 6300 · Administrative Expenses	11,236.25	16,395.31	47,293.53	47,042.21	199,750.00
6400 · Utilities Expense					
6450 · Electric	2,581.73	3,333.33	7,801.97	10,000.03	40,000.00
6451 · Water	5,597.09	9,166.66	17,517.33	27,499.98	110,000.00
6452 · Gas	2,946.68	1,541.66	11,970.64	4,625.06	18,500.00
6453 · Sewer	3,975.37	3,833.33	11,926.11	11,500.03	46,000.00
6454 · Trash	4,096.76	3,333.33	16,971.17	10,000.03	40,000.00
6455 · Envir/Taxes & Fees	576.12	833.33	1,787.65	2,500.03	10,000.00
Total 6400 · Utilities Expense	19,773.75	22,041.64	67,974.87	66,125.16	264,500.00
6500 · Operating & Maintenance Ex...					
6501 · Sales Tax Maintenance Ite...	28.83		74.04		
6502 · Building Maint/Improvem...	297.49	1,250.00	2,690.49	3,750.00	15,000.00
6503 · Temp Labor - Maintenance	0.00	416.66	0.00	1,250.06	5,000.00
6511 · Janitorial Supplies	0.00	108.33	506.02	325.03	1,300.00
6519 · Exterminating Contract	0.00	566.66	1,717.95	1,700.06	6,800.00
6532 · Security	0.00	0.00	0.00	0.00	0.00
6535 · Fuel-Equipment	0.00	10.00	71.15	30.00	120.00
6536 · Plants&Supplies - Grounds	0.00	416.66	237.46	1,250.06	5,000.00
6537 · Contracts - Grounds	4,800.00	4,583.33	12,800.00	13,750.03	55,000.00
6538 · Sprinkler System - Grounds	0.00	500.00	0.00	1,000.00	5,000.00
6539 · Trees - Grounds	0.00	0.00	0.00	0.00	15,000.00
6540 · Payroll					
6540.1 · Wages	9,624.25	14,583.33	25,587.17	43,750.03	175,000.00
6540.2 · Holiday	576.00		1,824.00		
6540.3 · Vacation	0.00		240.00		
6540.4 · Sick	0.00		552.00		
Total 6540 · Payroll	10,200.25	14,583.33	28,203.17	43,750.03	175,000.00
6541 · Materials					
6541.1 · Materials	0.00	100.00	0.00	200.00	500.00
6541.2 · Signage	0.00	0.00	111.07	250.00	1,000.00
6541.5 · Hardware	0.00	50.00	0.00	100.00	250.00
6541.6 · Rehab	703.12	1,000.00	703.12	1,000.00	6,000.00
Total 6541 · Materials	703.12	1,150.00	814.19	1,550.00	7,750.00
6542 · Capital Improvements					
6542.5 · Xeriscape	0.00	5,000.00	0.00	5,000.00	10,000.00
Total 6542 · Capital Improvements	0.00	5,000.00	0.00	5,000.00	10,000.00
6545 · HVAC					
6545.1 · HVAC Replacements	0.00	6,250.00	10,672.97	18,750.00	75,000.00
6545.3 · HVAC Parts	0.00	1,041.74	3,176.60	3,125.06	12,500.00
Total 6545 · HVAC	0.00	7,291.74	13,849.57	21,875.06	87,500.00
6547 · Swimming Pools					
6547.2 · Chemicals - Pools	0.00	625.00	942.75	1,875.00	7,500.00
6547.3 · Parts for Pool	381.06	291.66	3,047.59	875.06	3,500.00
Total 6547 · Swimming Pools	381.06	916.66	3,990.34	2,750.06	11,000.00
6551 · Small Tools - Repairs	0.00	250.00	0.00	500.00	2,000.00
6555 · Electrical Supplies	132.81	333.33	463.46	1,000.03	4,000.00

Consolidated Cooperatives of Scottsdale East, Inc.

Profit & Loss Budget Performance

March 2024

04/17/24
Accrual Basis

	Mar 24	Budget	Jan - Mar ...	YTD Budget	Annual Bu...
6560 · Painting Costs					
6560.2 · Paint Supplies	199.77	208.33	373.79	625.03	2,500.00
Total 6560 · Painting Costs	199.77	208.33	373.79	625.03	2,500.00
6570 · Vehicle					
6571 · Vehicles - Repairs	0.00	500.00	0.00	500.00	2,000.00
Total 6570 · Vehicle	0.00	500.00	0.00	500.00	2,000.00
6580 · Plumbing					
6581 · Supplies - Plumbing	87.92	1,041.66	2,866.29	3,125.06	12,500.00
6582 · Contracts - Plumbing	0.00		700.00		
6583 · Hot H2O Htrs-Replace	1,829.38	1,000.00	3,693.16	3,000.00	12,000.00
6584 · Toilets - Replacements	0.00	0.00	1,850.87	500.00	2,500.00
6580 · Plumbing - Other	0.00		431.69		
Total 6580 · Plumbing	1,917.30	2,041.66	9,542.01	6,625.06	27,000.00
6591 · Lock & Keys	0.00	0.00	92.94	100.00	500.00
6592 · Doors & Screens	0.00	125.00	279.00	375.00	1,500.00
6594 · A/C Filters	0.00	125.00	128.46	375.00	1,500.00
6599.1 · Misc- Maintenance	0.00	125.00	0.00	375.00	1,500.00
6599.2 · Equipment Rental	0.00	100.00	1,685.76	300.00	1,200.00
Total 6500 · Operating & Maintenan...	18,660.63	40,601.69	77,519.80	108,755.51	443,170.00
6700 · Taxes and Insurance					
6710 · Real Property	0.00	50,000.00	0.00	50,000.00	100,000.00
6711 · Payroll Tax (FICA/MC)	1,476.03	1,583.33	4,155.11	4,750.03	19,000.00
6712 · FUTA/SUTA	30.77	133.33	319.82	400.03	1,600.00
6719 · Licenses & Permits	0.00	208.33	0.00	625.03	2,500.00
6720 · Property&Liability- Insura...	14,353.08	13,916.66	43,099.24	41,750.06	167,000.00
6722 · Workers Comp -Insurance	0.00	300.00	0.00	900.00	3,600.00
6723 · Employee Benefits	3,700.62	2,916.66	10,388.48	8,750.06	35,000.00
6724 · Penalties & Interest Expe...	0.00		22.92		
Total 6700 · Taxes and Insurance	19,560.50	69,058.31	57,985.57	107,175.21	328,700.00
Total Expense	69,231.13	148,096.95	250,773.77	329,098.09	1,236,120.00
Net Ordinary Income	50,165.05	-23,106.22	125,366.27	46,383.34	215,278.00
Net Income	50,165.05	-23,106.22	125,366.27	46,383.34	215,278.00

