

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

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

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, 20 June 2024** at 6:00 p.m. at the Maintenance Building, 8151 East Garfield Street, Scottsdale, Arizona 85257.

An Executive meeting proceeds this Open Meeting.

I. PROCEDURES

- a. Call to Order – President Colleen Domigan
- b. Roll Call
- c. Adopt Agenda
- d. Approval of Minutes from 15 May 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. Membership Committee – Ellie Jackson, Chair
 - ii. Budget Committee – Ellie Jackson, Chair
 - iii. Activity Committee – Jenn Ward, Chair

III. OLD BUSINESS

- a. Board Member Property Walk Around
- b. Community Improvement Projects
- c. Catwalk bids
- d. Loan updates

IV. NEW BUSINESS

- a. Club House discussion

V. MEMBERS' FORUM

VI. ADJOURNMENT

By: _____
Jenn Ward

Date: 5/12/2024

Manager's Report

June 20, 2024

Maintenance had a couple big sewer jobs since last weeks meeting so some of the smaller issues I wanted to address haven't been completed yet. We have started on getting the lettering on the buildings and should have it completed next week. We have most of the pools in optimal working order with the exception of Buena Ventura. The chlorinator was failing and we were unaware of it at first. We know the issue now and should have the part any day. It most likely will be ready for swimming next week.

I have rightfully received many complaints regarding the irrigation. It was my intent to have maintenance go through the entire system by last month but they have not had the opportunity to get to it. Now with all the A/C's needing work it is going to be very difficult for them to do this. I am requesting the board let me have the landscapers go through and get it all repaired. It will take two guys about a week to get it done. We have the parts so it would just be labor somewhere around \$4500 to \$6000. Once the system is gone through any new repairs would be addressed by maintenance as usual. A small silver lining regarding water though: this May water consumption (\$6000) was almost half of last year's May bill (\$11,500).

Also, the board should be choosing a welder tonight so we will most likely be starting on the railing improvements very soon. And the metal playsets will be taken out over the next month. We are still receiving bids for electrical and hopefully we get member and bank approval for the loan.

MINUTES OF THE OPEN BOARD MEETING

An Open Meeting of the Board of Directors of CCSEI was held on Thursday, 16 May 18, 2024, at 6:00 p.m. at 8151 East Garfield, Scottsdale, Arizona, 85257 in the Maintenance Building.

I. PROCEDURES

A. Call to Order – President Colleen Domingan called the meeting to order at 6:00 p.m.

B. Roll Call

GM Jayson Hunt

Bldg. B – George Pool – present

Bldg. C – Maryana Scott – present

Bldg. D – Dan Free – present

Bldg. E – Jennifer Ward – present

Bldg. F – Colleen Domigan – present

Bldg. G – Ellie Jackson – present

Bldg. H – Trent Schneeberger-present

C. Adopt Agenda

MOTION to adopt made by George Pool, 2nd by Ellie Jackson. Passed.

D. Approval of Minutes of Regular Open Session Meeting held 18 April, 2024

MOTION to approve made by Dan Free, 2nd by Trent Schneeberger. Passed.

II. REPORTS

A. Manager's Report (Report posted and is available at the Office) Also, pool gate locks are hard to find and purchase. Looking at new code requirements, will work on getting new ones.

B. Building Reports:

Bldg. B – Nothing to report

Bldg. C – Nothing to report

Bldg. D – Nothing to report

Bldg. E – Jayson confirmed that the water sprinklers are being worked. Wasps are reported at pools D, E, and G and we were told that there really is nothing you can do to get rid of them.

Bldg. F – Still issues with pigeon poo in the laundry rooms, suggested nets be put back up

Bldg. G – Still issues with pigeon poo in the walkways.

Bldg. H – Nothing to report

C. Committee Reports:

- Treasurer's Report available in office. Still working on loan. Colleen has worked with a few banks as well, will work with Ellie to get something finalized. Again suggested to reach out to National Association of Housing Cooperatives.
- Membership Committee: Christopher Hamlin, G207 and Anthony Yacob, H12. MOTION to approve made by Maryana Scott, 2nd by Jennifer Ward. Passed.

Welcome new Members!

III. OLD BUSINESS

- A. Membership Committee was discussed. Motion was made to discontinue interviews. Membership will be approved based upon requirements received from General Manager. Board members will go to office to sign application. The interview questions and responsibilities will be updated and signed by member at closing. At time of move in, building rep will meet with new member, introduce themselves and ensure they know about Regs & Rules. MOTION to approve made by Jennifer Ward, 2nd by Dan Free. Passed.
- B. Yard Sale didn't go so well; next one could be with Scottsdale East in December.

IV. New BUSINESS

- A. Board Member Property Walk Around. Colleen will contact board members to schedule.
- B. Community Improvement Projects were discussed. After walkaround is completed, community members can begin working on things such as benches, signs, handicap signs for B & D, etc. First one will be F corner bench.

V. MEMBERS' FORUM

Debbie, C103. Recommended C pool for meeting gathering in the afternoon for shade if necessary .

Mary, E13. Would like to see sign up for committees done another way rather than coming into office. 3 lights are out in the alley. Asked for bench near playground for sitting area.

Mr Voss, B4. Member provided a letter to each board member. Claims "we" aren't addressing issues with a toilet that was installed incorrectly. Due to being hard of hearing, asked for a written response.

VI. ADJOURN

MOTION to adjourn at 6:53 p.m. made by Jenn Ward, Seconded by Ellie Jackson. Passed.

By: _____/s/
Jennifer Ward, Secretary

Date: May 29, 2024

Consolidated Cooperatives of Scottsdale East, Inc.

Balance Sheet

As of May 31, 2024

06/18/24

Accrual Basis

	May 31, 24
ASSETS	
Current Assets	
Checking/Savings	
1120 - Cash	
1122.0 - Chase Checking	143,710.37
Total 1120 - Cash	143,710.37
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%	269,110.54
Total 1300.1 - Emergency Reserve	269,110.54
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	574,617.87
Accounts Receivable	
1130 - Member Accounts Receivable	35,509.16
Total Accounts Receivable	35,509.16
Other Current Assets	
1200 - Prepaid Expenses	
1241 - Prepaid Property & Liability Ins	2,047.50
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	39,270.00
1310 - Employee Advance	-4,000.00
1350 - Due from Bank-Fraud	285.00
1499 - Undeposited Receipts	580.00
Total Other Current Assets	36,135.00
Total Current Assets	646,262.03
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	2,281,989.79

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Consolidated Cooperatives of Scottsdale East, Inc.

Balance Sheet

As of May 31, 2024

06/18/24

Accrual Basis

	May 31, 24
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2110 · Accounts Payable - Trade	11,098.32
2150 · Real Property Taxes - Accrued	44,133.73
2211 · Prepaid Member Carrying Charges	105,787.02
Total Accounts Payable	161,019.07
Other Current Liabilities	
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
Total 2140 · Taxes Payable	-16,613.00
2191 · Member Deposits Held in Trust	105,900.00
2213 · Deferred Tax Liability	15,347.00
Total Other Current Liabilities	110,818.04
Total Current Liabilities	271,837.11
Total Liabilities	271,837.11
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	113,879.67
Total Equity	2,010,152.68
TOTAL LIABILITIES & EQUITY	2,281,989.79

Consolidated Cooperatives of Scottsdale East, Inc.

Profit & Loss Budget Performance

May 2024

	May 24	Budget	Jan - May...	YTD Bud...	Annual Bu...
Ordinary Income/Expense					
Income					
5100 · Rent Revenue					
5120 · Member Carrying Charges	115,225.00	115,179.00	572,714.00	575,895.00	1,382,148.00
5170 · Parking Permits	0.00	0.00	18,480.00	18,500.00	18,500.00
5190 · Locker Rental	1,410.00	1,500.00	7,110.00	7,500.00	18,000.00
Total 5100 · Rent Revenue	116,635.00	116,679.00	598,304.00	601,895.00	1,418,648.00
5401 · Interest Income	136.72		669.70		
5900 · Other Revenue					
5910 · Laundry Income	919.30	791.66	4,654.60	3,958.38	9,500.00
5920 · NSF & Late Charges	494.00	500.00	2,608.00	2,500.00	6,000.00
5925 · Fines, Fees	0.00	20.00	75.00	110.00	250.00
5930 · Transfer Fees	1,000.00	416.66	4,400.00	2,083.38	5,000.00
5940 · Pet Fees	0.00	41.67	100.00	208.31	500.00
5950 · Service Repair Fees	388.00	416.74	4,247.00	2,082.82	5,000.00
5990 · Other Income	0.00	125.00	840.00	625.00	1,500.00
5991 · Recovered Legal Fees	0.00	2,500.00	0.00	2,500.00	5,000.00
Total 5900 · Other Revenue	2,801.30	4,811.73	16,924.60	14,067.89	32,750.00
Total Income	119,573.02	121,490.73	615,898.30	615,962.89	1,451,398.00
Gross Profit	119,573.02	121,490.73	615,898.30	615,962.89	1,451,398.00
Expense					
6300 · Administrative Expenses					
6309 · Advertising	0.00	0.00	10.79	1,000.00	2,000.00
6310 · Salaries & Wages - Office					
6310.1 · Salaries & Wages	9,010.84	11,250.00	47,304.81	56,250.00	135,000.00
6310.2 · Holiday	0.00		860.00		
6310.3 · Vacation	0.00		860.00		
6310.4 · Sick	0.00		516.00		
6310.6 · Contract Labor - Porter	2,500.16	800.00	5,100.16	4,200.00	10,000.00
Total 6310 · Salaries & Wages - Office	11,511.00	12,050.00	54,640.97	60,450.00	145,000.00
6311 · Supplies - Office					
6311.1 · Office Supplies	0.00	208.33	1,391.30	1,041.69	2,500.00
6311.3 · Postage	0.00	0.00	264.00	500.00	500.00
Total 6311 · Supplies - Office	0.00	208.33	1,655.30	1,541.69	3,000.00
6312 · Computers Equip/Supplies/S...	0.00	166.66	0.00	833.38	2,000.00
6313 · Equip Maint Contracts	521.01	229.16	1,273.88	1,145.88	2,750.00
6341 · Legal	1,313.02		14,809.03		
6350 · Audit & Accounting					
6351 · Accounting Services	2,895.00	833.33	3,814.00	4,166.69	10,000.00
6352 · Annual Audit Costs	0.00	0.00	15,000.00	10,000.00	20,000.00
6353 · Payroll Service Fee	532.08	333.33	2,252.19	1,666.69	4,000.00
Total 6350 · Audit & Accounting	3,427.08	1,166.66	21,066.19	15,833.38	34,000.00
6360 · Telephone/Cellular					
6361 · Telephone Lease	0.00	300.00	0.00	1,500.00	3,600.00
6360 · Telephone/Cellular - Other	546.70		1,370.00		
Total 6360 · Telephone/Cellular	546.70	300.00	1,370.00	1,500.00	3,600.00
6363 · Internet Contract	742.72	125.00	2,295.55	625.00	1,500.00
6391 · Bank Charges	0.00	62.50	130.00	312.50	750.00
6392 · Credit Checks	161.75	125.00	952.55	625.00	1,500.00

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Consolidated Cooperatives of Scottsdale East, Inc.
Profit & Loss Budget Performance
 May 2024

06/18/24

Accrual Basis

	May 24	Budget	Jan - May...	YTD Bud...	Annual Bu...
6399 · Other					
6399.1 · Fuel/Mileage	0.00	12.00	0.00	66.00	150.00
6399.4 · Community Days	544.00	0.00	2,213.52	2,500.00	2,500.00
6399.5 · Misc Admin	0.00	0.00	450.00	500.00	1,000.00
Total 6399 · Other	544.00	12.00	2,663.52	3,066.00	3,650.00
Total 6300 · Administrative Expenses	18,767.28	14,445.31	100,867.78	86,932.83	199,750.00
6400 · Utilities Expense					
6450 · Electric	2,956.14	3,333.33	13,607.55	16,666.69	40,000.00
6451 · Water	6,116.62	9,166.74	29,645.92	45,833.38	110,000.00
6452 · Gas	1,536.62	1,541.66	16,008.89	7,708.38	18,500.00
6453 · Sewer	3,975.37	3,833.33	19,876.85	19,166.69	46,000.00
6454 · Trash	0.00	3,333.33	21,053.75	16,666.69	40,000.00
6455 · Envir/Taxes & Fees	618.52	833.33	3,016.17	4,166.69	10,000.00
Total 6400 · Utilities Expense	15,203.27	22,041.72	103,209.13	110,208.52	264,500.00
6500 · Operating & Maintenance Expen...					
6501 · Sales Tax Maintenance Items	20.56		200.26		
6502 · Building Maint/Improvements	674.09	1,250.00	5,138.53	6,250.00	15,000.00
6503 · Temp Labor - Maintenance	0.00	416.66	7,314.31	2,083.38	5,000.00
6510 · Janitor- Laundry Rooms-Sup...	23.51		23.51		
6511 · Janitorial Supplies	76.93	108.33	797.99	541.69	1,300.00
6519 · Exterminating Contract	199.00	566.66	3,049.90	2,833.38	6,800.00
6532 · Security	0.00	0.00	0.00	0.00	0.00
6535 · Fuel-Equipment	0.00	10.00	71.15	50.00	120.00
6536 · Plants&Supplies - Grounds	0.00	416.66	237.46	2,083.38	5,000.00
6537 · Contracts - Grounds	4,800.00	4,583.33	22,400.00	22,916.69	55,000.00
6538 · Sprinkler System - Grounds	615.88	500.00	615.88	2,000.00	5,000.00
6539 · Trees - Grounds	0.00	0.00	500.00	5,000.00	15,000.00
6540 · Payroll					
6540.1 · Wages	8,310.00	14,583.33	44,139.25	72,916.69	175,000.00
6540.2 · Holiday	0.00		2,240.00		
6540.3 · Vacation	0.00		1,020.00		
6540.4 · Sick	240.00		924.00		
Total 6540 · Payroll	8,550.00	14,583.33	48,323.25	72,916.69	175,000.00
6541 · Materials					
6541.1 · Materials	0.00	100.00	0.00	300.00	500.00
6541.2 · Signage	0.00	250.00	111.07	750.00	1,000.00
6541.5 · Hardware	0.00	50.00	40.40	150.00	250.00
6541.6 · Rehab	0.00	1,000.00	1,365.66	2,000.00	6,000.00
Total 6541 · Materials	0.00	1,400.00	1,517.13	3,200.00	7,750.00
6542 · Capital Improvements					
6542.5 · Xeriscape	0.00	5,000.00	0.00	10,000.00	10,000.00
Total 6542 · Capital Improvements	0.00	5,000.00	0.00	10,000.00	10,000.00
6545 · HVAC					
6545.1 · HVAC Replacements	7,123.65	6,250.00	32,043.92	31,250.00	75,000.00
6545.3 · HVAC Parts	0.00	1,041.66	5,176.89	5,208.38	12,500.00
Total 6545 · HVAC	7,123.65	7,291.66	37,220.81	36,458.38	87,500.00
6547 · Swimming Pools					
6547.2 · Chemicals - Pools	491.69	625.00	1,559.38	3,125.00	7,500.00
6547.3 · Parts for Pool	1,081.46	291.66	4,622.70	1,458.38	3,500.00
6547.4 · Pool Furniture	614.06		614.06		
6547.5 · Permits	0.00		330.00		
Total 6547 · Swimming Pools	2,187.21	916.66	7,126.14	4,583.38	11,000.00
6551 · Small Tools - Repairs	88.96	0.00	140.03	750.00	2,000.00
6555 · Electrical Supplies	395.52	333.33	914.98	1,666.69	4,000.00

Consolidated Cooperatives of Scottsdale East, Inc.

Profit & Loss Budget Performance

May 2024

	May 24	Budget	Jan - May...	YTD Bud...	Annual Bu...
6560 · Painting Costs					
6560.2 · Paint Supplies	100.42	208.33	1,113.07	1,041.69	2,500.00
Total 6560 · Painting Costs	100.42	208.33	1,113.07	1,041.69	2,500.00
6570 · Vehicle					
6571 · Vehicles - Repairs	0.00	500.00	0.00	1,000.00	2,000.00
Total 6570 · Vehicle	0.00	500.00	0.00	1,000.00	2,000.00
6580 · Plumbing					
6581 · Supplies - Plumbing	86.66	1,041.66	4,288.33	5,208.38	12,500.00
6582 · Contracts - Plumbing	0.00		700.00		
6583 · Hot H2O Htrs-Replace	1,829.38	1,000.00	5,522.54	5,000.00	12,000.00
6584 · Toilets - Replacements	928.01	0.00	2,778.88	1,000.00	2,500.00
6580 · Plumbing - Other	0.00		431.69		
Total 6580 · Plumbing	2,844.05	2,041.66	13,721.44	11,208.38	27,000.00
6591 · Lock & Keys	173.74	0.00	266.68	200.00	500.00
6592 · Doors & Screens	359.12	125.00	638.12	625.00	1,500.00
6594 · A/C Filters	0.00	125.00	362.56	625.00	1,500.00
6599.1 · Misc- Maintenance	81.19	125.00	81.19	625.00	1,500.00
6599.2 · Equipment Rental	310.00	100.00	2,130.76	500.00	1,200.00
Total 6500 · Operating & Maintenance ...	28,623.83	40,601.61	153,905.15	189,158.73	443,170.00
6700 · Taxes and Insurance					
6710 · Real Property	46,417.47	0.00	46,417.47	50,000.00	100,000.00
6711 · Payroll Tax (FICA/MC)	1,343.42	1,583.33	7,486.65	7,916.69	19,000.00
6712 · FUTA/SUTA	0.00	133.33	184.41	666.69	1,600.00
6719 · Licenses & Permits	320.00	208.33	330.00	1,041.69	2,500.00
6720 · Property&Liability- Insurance	14,353.08	13,916.66	71,805.40	69,583.38	167,000.00
6722 · Workers Comp -Insurance	0.00	300.00	0.00	1,500.00	3,600.00
6723 · Employee Benefits	3,700.62	2,916.66	17,789.72	14,583.38	35,000.00
6724 · Penalties & Interest Expense	0.00		22.92		
Total 6700 · Taxes and Insurance	66,134.59	19,058.31	144,036.57	145,291.83	328,700.00
Total Expense	128,728.97	96,146.95	502,018.63	531,591.91	1,236,120.00
Net Ordinary Income	-9,155.95	25,343.78	113,879.67	84,370.98	215,278.00
Net Income	-9,155.95	25,343.78	113,879.67	84,370.98	215,278.00

