

**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 called to order at 6:09pm.
- b. Roll Call: Jayson Hunt, George Pool, Maryana Scott, Dan Free, Jennifer Ward, Colleen Domigan and Ellie Jackson present. Trent Schneeberger absent.
- c. Adopt Agenda. Motion to amend agenda made by Jennifer, seconded by Dan. Passed.
- d. Approval of Minutes from 15 May 2024. Motion to approve made by Maryana, seconded by Ellie. Passed

**II. REPORTS**

- a. Manager's Report-See attached.
- b. Irrigation Work will cost \$4,500-\$6,000. Motion made by Ellie, seconded by Dan. Passed
- c. Building Reports – Board members report issues, if any, in their respective buildings.
  - B. Nothing to report.
  - C. Nothing to report.
  - D. Nothing to report.
  - E. Nothing to report.
  - F. Pool has been corrected, working on pigeons.
  - G. Concern about rust at pools.
  - F. Concerns from residents about Koi Pond. Light issues in covered parking lot along Roosevelt. Couple areas that need to be repainted or touched up. Concern about increasing watering for grass since it's getting hotter.
- d. Treasurer's Report – Ellie Jackson, Treasurer. Report available in office.
- e. Committee Reports:
  - i. Membership Committee – Ellie Jackson, Chair
  - ii. Budget Committee – Ellie Jackson, Chair. If you are interested, please let Ellie know. Ellie did get 3 volunteers at meeting.
  - iii. Activity Committee – Jenn Ward, Chair. No meetings until August when things cool down some.

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**III. OLD BUSINESS**

- a. Board Member Property Walk Around. Colleen did walk around and took notes of what needs to be accomplished.
- b. Community Improvement Projects. Bench at F and E cabana furniture has been completed. If there are other projects that can be done by residents, please let us know.
- c. Catwalk bids. Discussion was held. Intent is to bring them to code. No painting will be done and no real warranty. Motion was made by Jennifer for Accurate to complete the catwalks with horizontal wire welding for \$248,500.60. Seconded by Ellie. Passed.
- d. Loan updates. Sending in application shortly.

**IV. NEW BUSINESS**

- a. Club House discussion. Tabled
- b. Reminder to update addresses with office as soon as possible.

**V. MEMBERS' FORUM**


- a. **Mary E13**, questioned playground removal. Galvanized metal goes, wood one will stay.

**VI. ADJOURNMENT.** Jenn made motion to adjourn at 7:10, seconded by George. Passed.

By: \_\_\_\_\_ //S// \_\_\_\_\_

Jenn Ward

Date: 7/1/2024



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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, 19 September 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 23 July 2024 & 20 June 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
    1. F216 Katie Helen Strong - occupant
    2. Mustafa Kizilan F7 - Member
    3. Russell & Candice Powell, H110 - Member
    4. Cindy, Lawrence, and Jane Fouraker, H012 - Member
  - ii. Budget Committee – Ellie Jackson, Chair
  - iii. Activity Committee – Jenn Ward, Chair

**III. OLD BUSINESS**

- a. Loan updates

**IV. NEW BUSINESS**

- a. Club House discussion
- b. New Maintenance Employee
- c. Reports of large dogs roaming property

**V. MEMBERS' FORUM**

**VI. ADJOURNMENT**

By: \_\_\_\_\_

Jenn Ward

Date: 9/18/2024

## Consolidated Cooperatives of Scottsdale East, Inc.

## Balance Sheet

As of August 31, 2024

Accrual Basis

	Aug 31, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1120 · Cash	
1122.0 · Chase Checking	393,828.37
Total 1120 · Cash	393,828.37
1300 · Capital Replacement Reserve	
1309.4 · BofA CD - 5% (11.26.24)	52,376.19
Total 1300 · Capital Replacement Reserve	52,376.19
1300.1 · Emergency Reserve	
1312 · USBank MM - .45%	269,516.71
Total 1300.1 · Emergency Reserve	269,516.71
Total Checking/Savings	715,721.27
<b>Accounts Receivable</b>	
1130 · Member Accounts Receivable	31,831.67
Total Accounts Receivable	31,831.67
<b>Other Current Assets</b>	
1200 · Prepaid Expenses	
1241 · Prepaid Property & Liability Ins	409.50
1280 · Federal Prepaid Tax	18,000.00
1285 · State Prepaid Tax	14,143.00
1200 · Prepaid Expenses - Other	2,500.00
Total 1200 · Prepaid Expenses	35,052.50
1350 · Due from Bank-Fraud	285.00
1499 · Undeposited Receipts	580.00
Total Other Current Assets	35,917.50
Total Current Assets	783,470.44
<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	2,394,159.02
1425 · Building Equipment	799,538.15
1461 · Furniture	15,602.00
1481 · Vehicle and Maintenance Equip	10,119.33
4121 · Buildings - Accum Depn	-5,036,443.27
Total 1400 · FIXED ASSETS	1,540,352.58
Total Fixed Assets	1,540,352.58
<b>Other Assets</b>	
1800 · Origination Fee	1,500.00
Total Other Assets	1,500.00
<b>TOTAL ASSETS</b>	<b>2,325,323.02</b>

11:37 AM

## Consolidated Cooperatives of Scottsdale East, Inc.

## Balance Sheet

As of August 31, 2024

09/16/24

Accrual Basis

	Aug 31, 24
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2110 · Accounts Payable - Trade	37,155.17
2150 · Real Property Taxes - Accrued	46,417.47
2211 · Prepaid Member Carrying Charges	154,774.74
<b>Total Accounts Payable</b>	238,347.38
<b>Other Current Liabilities</b>	
2120 · Wages & Payroll Taxes Payable	6,079.26
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	106,500.00
2213 · Deferred Tax Liability	15,347.00
<b>Total Other Current Liabilities</b>	111,313.26
<b>Total Current Liabilities</b>	349,660.64
<b>Total Liabilities</b>	349,660.64
<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	-2,064,339.11
Net Income	172,705.49
<b>Total Equity</b>	1,975,662.38
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,325,323.02</b>

## Consolidated Cooperatives of Scottsdale East, Inc.

09/16/24

## Profit &amp; Loss Budget Performance

Accrual Basis

August 2024

	Aug 24	Budget	Jan - Aug...	YTD Bud...	Annual Bu...
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
5100 · Rent Revenue					
5120 · Member Carrying Charges	115,518.00	115,179.00	920,101.00	921,432.00	1,382,148.00
5170 · Parking Permits	140.00	0.00	18,625.00	18,500.00	18,500.00
5190 · Locker Rental	1,380.00	1,500.00	11,310.00	12,000.00	18,000.00
<b>Total 5100 · Rent Revenue</b>	<b>117,038.00</b>	<b>116,679.00</b>	<b>950,036.00</b>	<b>951,932.00</b>	<b>1,418,648.00</b>
5401 · Interest Income	4,662.64		5,601.58		
5900 · Other Revenue					
5910 · Laundry Income	704.80	791.66	6,480.90	6,333.36	9,500.00
5920 · NSF & Late Charges	516.00	500.00	4,364.00	4,000.00	6,000.00
5925 · Fines, Fees	0.00	20.00	150.00	170.00	250.00
5930 · Transfer Fees	400.00	416.66	5,800.00	3,333.36	5,000.00
5940 · Pet Fees	300.00	41.67	800.00	333.32	500.00
5950 · Service Repair Fees	831.26	416.74	6,056.26	3,333.04	5,000.00
5990 · Other Income	0.00	125.00	1,365.00	1,000.00	1,500.00
5991 · Recovered Legal Fees	0.00	0.00	0.00	2,500.00	5,000.00
<b>Total 5900 · Other Revenue</b>	<b>2,752.06</b>	<b>2,311.73</b>	<b>25,016.16</b>	<b>21,003.08</b>	<b>32,750.00</b>
<b>Total Income</b>	<b>124,452.70</b>	<b>118,990.73</b>	<b>980,653.74</b>	<b>972,935.08</b>	<b>1,451,398.00</b>
<b>Gross Profit</b>	<b>124,452.70</b>	<b>118,990.73</b>	<b>980,653.74</b>	<b>972,935.08</b>	<b>1,451,398.00</b>
<b>Expense</b>					
6300 · Administrative Expenses					
6309 · Advertising	0.00	0.00	10.79	1,500.00	2,000.00
6310 · Salaries & Wages - Office					
6310.1 · Salaries & Wages	14,333.25	11,250.00	82,310.69	90,000.00	135,000.00
6310.2 · Holiday	0.00		1,204.00		
6310.3 · Vacation	186.08		1,218.08		
6310.4 · Sick	0.00		516.00		
6310.6 · Contract Labor - Porter	1,000.00	1,000.00	7,700.16	6,800.00	10,000.00
<b>Total 6310 · Salaries &amp; Wages - Offi...</b>	<b>15,519.33</b>	<b>12,250.00</b>	<b>92,948.93</b>	<b>96,800.00</b>	<b>145,000.00</b>
6311 · Supplies - Office					
6311.1 · Office Supplies	0.00	208.33	1,411.87	1,666.68	2,500.00
6311.3 · Postage	0.00	0.00	264.00	500.00	500.00
<b>Total 6311 · Supplies - Office</b>	<b>0.00</b>	<b>208.33</b>	<b>1,675.87</b>	<b>2,166.68</b>	<b>3,000.00</b>
6312 · Computers Equip/Supplies/S...	0.00	166.66	1,590.83	1,333.36	2,000.00
6313 · Equip Maint Contracts	257.99	229.16	1,959.27	1,833.36	2,750.00
6341 · Legal	947.15		16,631.90		
6350 · Audit & Accounting					
6351 · Accounting Services	3,153.00	833.33	8,867.00	6,666.68	10,000.00
6352 · Annual Audit Costs	0.00	0.00	15,000.00	20,000.00	20,000.00
6353 · Payroll Service Fee	749.82	333.33	3,552.97	2,666.68	4,000.00
6350 · Audit & Accounting - Other	672.00		672.00		
<b>Total 6350 · Audit &amp; Accounting</b>	<b>4,574.82</b>	<b>1,166.66</b>	<b>28,091.97</b>	<b>29,333.36</b>	<b>34,000.00</b>
6360 · Telephone/Cellular					
6361 · Telephone Lease	0.00	300.00	0.00	2,400.00	3,600.00
6360 · Telephone/Cellular - Other	577.30		2,220.65		
<b>Total 6360 · Telephone/Cellular</b>	<b>577.30</b>	<b>300.00</b>	<b>2,220.65</b>	<b>2,400.00</b>	<b>3,600.00</b>
6363 · Internet Contract	170.00	125.00	3,375.77	1,000.00	1,500.00
6391 · Bank Charges	0.00	62.50	677.45	500.00	750.00
6392 · Credit Checks	131.80	125.00	1,347.95	1,000.00	1,500.00

## Consolidated Cooperatives of Scottsdale East, Inc.

09/16/24

## Profit &amp; Loss Budget Performance

Accrual Basis

August 2024

	Aug 24	Budget	Jan - Aug...	YTD Bud...	Annual Bu...
6399 · Other					
6399.1 · Fuel/Mileage	0.00	12.00	59.09	102.00	150.00
6399.4 · Community Days	0.00	0.00	2,213.52	2,500.00	2,500.00
6399.5 · Misc Admin	0.00	0.00	450.00	750.00	1,000.00
<b>Total 6399 · Other</b>	<b>0.00</b>	<b>12.00</b>	<b>2,722.61</b>	<b>3,352.00</b>	<b>3,650.00</b>
<b>Total 6300 · Administrative Expenses</b>	<b>22,178.39</b>	<b>14,645.31</b>	<b>153,253.99</b>	<b>141,218.76</b>	<b>199,750.00</b>
6400 · Utilities Expense					
6450 · Electric	3,177.53	3,333.33	23,557.16	26,666.68	40,000.00
6451 · Water	10,472.42	9,166.66	56,902.09	73,333.36	110,000.00
6452 · Gas	540.15	1,541.66	17,822.55	12,333.36	18,500.00
6453 · Sewer	3,385.29	3,833.33	30,622.80	30,666.68	46,000.00
6454 · Trash	8,162.73	3,333.33	37,580.36	26,666.68	40,000.00
6455 · Envir/Taxes & Fees	970.83	833.33	5,592.28	6,666.68	10,000.00
<b>Total 6400 · Utilities Expense</b>	<b>26,708.95</b>	<b>22,041.64</b>	<b>172,077.24</b>	<b>176,333.44</b>	<b>264,500.00</b>
6500 · Operating & Maintenance Expe...					
6501 · Sales Tax Maintenance Items	281.40		685.69		
6502 · Building Maint/Improvements	1,162.05	1,250.00	8,057.18	10,000.00	15,000.00
6503 · Temp Labor - Maintenance	0.00	416.66	14,907.79	3,333.36	5,000.00
6510 · Janitor- Laundry Rooms-Sup...	0.00		23.51		
6511 · Janitorial Supplies	91.64	108.33	967.49	866.68	1,300.00
6519 · Exterminating Contract	0.00	566.66	3,248.90	4,533.36	6,800.00
6532 · Security	0.00	0.00	0.00	0.00	0.00
6535 · Fuel-Equipment	48.97	10.00	120.12	80.00	120.00
6536 · Plants&Supplies - Grounds	242.56	416.66	1,011.43	3,333.36	5,000.00
6537 · Contracts - Grounds	4,800.00	4,583.33	42,800.00	36,666.68	55,000.00
6538 · Sprinkler System - Grounds	0.00	500.00	2,585.72	3,500.00	5,000.00
6539 · Trees - Grounds	5,859.00	0.00	7,264.00	10,000.00	15,000.00
6540 · Payroll					
6540.1 · Wages	18,526.08	14,583.33	85,565.83	116,666.68	175,000.00
6540.2 · Holiday	0.00		3,232.00		
6540.3 · Vacation	0.00		1,592.00		
6540.4 · Sick	160.00		1,304.00		
<b>Total 6540 · Payroll</b>	<b>18,686.08</b>	<b>14,583.33</b>	<b>91,693.83</b>	<b>116,666.68</b>	<b>175,000.00</b>
6541 · Materials					
6541.1 · Materials	0.00	0.00	0.00	400.00	500.00
6541.2 · Signage	0.00	250.00	111.07	1,000.00	1,000.00
6541.5 · Hardware	0.00	0.00	74.83	200.00	250.00
6541.6 · Rehab	0.00	0.00	1,642.39	4,000.00	6,000.00
<b>Total 6541 · Materials</b>	<b>0.00</b>	<b>250.00</b>	<b>1,828.29</b>	<b>5,600.00</b>	<b>7,750.00</b>
6542 · Capital Improvements					
6542.5 · Xeriscape	0.00	0.00	-140.58	10,000.00	10,000.00
<b>Total 6542 · Capital Improvements</b>	<b>0.00</b>	<b>0.00</b>	<b>-140.58</b>	<b>10,000.00</b>	<b>10,000.00</b>
6545 · HVAC					
6545.1 · HVAC Replacements	3,251.36	6,250.00	51,136.16	50,000.00	75,000.00
6545.3 · HVAC Parts	0.00	1,041.66	8,759.16	8,333.36	12,500.00
<b>Total 6545 · HVAC</b>	<b>3,251.36</b>	<b>7,291.66</b>	<b>59,895.32</b>	<b>58,333.36</b>	<b>87,500.00</b>
6547 · Swimming Pools					
6547.2 · Chemicals - Pools	391.08	625.00	4,511.41	5,000.00	7,500.00
6547.3 · Parts for Pool	430.72	291.66	5,968.72	2,333.36	3,500.00
6547.4 · Pool Furniture	0.00		614.06		
6547.5 · Permits	270.00		600.00		
<b>Total 6547 · Swimming Pools</b>	<b>1,091.80</b>	<b>916.66</b>	<b>11,694.19</b>	<b>7,333.36</b>	<b>11,000.00</b>
6551 · Small Tools - Repairs	5.00	250.00	145.03	1,500.00	2,000.00
6555 · Electrical Supplies	251.63	333.33	1,545.49	2,666.68	4,000.00

## Consolidated Cooperatives of Scottsdale East, Inc.

## Profit &amp; Loss Budget Performance

09/16/24

August 2024

Accrual Basis

	Aug 24	Budget	Jan - Aug...	YTD Bud...	Annual Bu...
6560 · Painting Costs					
6560.2 · Paint Supplies	304.93	208.33	1,457.69	1,666.68	2,500.00
<b>Total 6560 · Painting Costs</b>	<b>304.93</b>	<b>208.33</b>	<b>1,457.69</b>	<b>1,666.68</b>	<b>2,500.00</b>
6570 · Vehicle					
6571 · Vehicles - Repairs	0.00	0.00	0.00	2,000.00	2,000.00
<b>Total 6570 · Vehicle</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>2,000.00</b>
6580 · Plumbing					
6581 · Supplies - Plumbing	976.33	1,041.66	9,043.14	8,333.36	12,500.00
6582 · Contracts - Plumbing	0.00		700.00		
6583 · Hot H2O Htrs-Replace	1,576.09	1,000.00	7,098.63	8,000.00	12,000.00
6584 · Toilets - Replacements	0.00	500.00	2,778.88	2,000.00	2,500.00
6580 · Plumbing - Other	0.00		431.69		
<b>Total 6580 · Plumbing</b>	<b>2,552.42</b>	<b>2,541.66</b>	<b>20,052.34</b>	<b>18,333.36</b>	<b>27,000.00</b>
6591 · Lock & Keys	0.00	100.00	552.64	400.00	500.00
6592 · Doors & Screens	0.00	125.00	638.12	1,000.00	1,500.00
6594 · A/C Filters	185.95	125.00	1,162.11	1,000.00	1,500.00
6599.1 · Misc- Maintenance	0.00	125.00	81.19	1,000.00	1,500.00
6599.2 · Equipment Rental	0.00	100.00	2,440.76	800.00	1,200.00
<b>Total 6500 · Operating &amp; Maintenance ...</b>	<b>38,814.79</b>	<b>34,801.61</b>	<b>274,718.25</b>	<b>300,613.56</b>	<b>443,170.00</b>
6700 · Taxes and Insurance					
6710 · Real Property	0.00	0.00	46,417.47	50,000.00	100,000.00
6711 · Payroll Tax (FICA/MC)	2,540.22	1,583.33	13,536.20	12,666.68	19,000.00
6712 · FUTA/SUTA	0.00	133.33	219.62	1,066.68	1,600.00
6719 · Licenses & Permits	44.34	208.33	1,979.34	1,666.68	2,500.00
6720 · Property&Liability- Insurance	14,353.08	13,916.66	114,864.64	111,333.36	167,000.00
6722 · Workers Comp -Insurance	0.00	300.00	1,967.00	2,400.00	3,600.00
6723 · Employee Benefits	3,700.62	2,916.66	28,891.58	23,333.36	35,000.00
6724 · Penalties & Interest Expense	0.00		22.92		
<b>Total 6700 · Taxes and Insurance</b>	<b>20,638.26</b>	<b>19,058.31</b>	<b>207,898.77</b>	<b>202,466.76</b>	<b>328,700.00</b>
<b>Total Expense</b>	<b>108,340.39</b>	<b>90,546.87</b>	<b>807,948.25</b>	<b>820,632.52</b>	<b>1,236,120.00</b>
<b>Net Ordinary Income</b>	<b>16,112.31</b>	<b>28,443.86</b>	<b>172,705.49</b>	<b>152,302.56</b>	<b>215,278.00</b>
<b>Net Income</b>	<b>16,112.31</b>	<b>28,443.86</b>	<b>172,705.49</b>	<b>152,302.56</b>	<b>215,278.00</b>

# Manager's Report

September 19, 2024

Approval for, contract drawn, and payment terms have been set and signed for the catwalk work to start. Deposit will be made September 20<sup>th</sup> and materials ordered. According to the contractor, work should start between 4-6 weeks from now. Possibly sooner if materials arrive early. We are still going over info for the electrical but should have contractor decided this week and can get materials ordered for the job. These will take longer to get, so I'm sure work will not begin for a few months. As information comes in, I will inform residents. Primarily where the work will begin.

Pool heaters will be turned on at the end of next week. I want to completely clean them before starting them up for the winter. There is some black algae in the D pool that is being difficult to remove. We will most likely close the pool for 48 hrs to address it before starting up the heater. Most likely Tues. and Wed. next week.

There was a fire in D117 two weeks ago that appears to have started with something being on the stove and burner turned on. It is going through the claim's adjusters now and the work to remove everything should start soon. Once all the burned items have been removed the smoke smell in the D corridor area will be gone.

## Total Work Orders for August = 65

Water Heaters - 2

HVAC - 21

Lights - 2

Plumbing - 27

Irrigation - 2

Misc. - 11