

MINUTES OF THE OPEN BOARD MEETING

An Open Meeting of the Board of Directors of CCSEI was held on **Thursday, February 20, 2025**, at 8151 East Garfield Street, Scottsdale, Arizona, 85257 in the Maintenance Building.

I. PROCEDURES

a. Call to Order – President Colleen Domigan called the meeting to order at 6:09 p.m.

b. Roll Call:

GM Jayson Hunt – present

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-Elle Jackson – present

Bldg. H-Trent Schneeberger - present

c. Agenda. Motion made by George, seconded by Dan; passed.

d. Minutes from January 2025. Motion was made by Ellie, seconded by George; passed.

e. Moment of silence for Keith who passed away Tuesday 18 Feb 2025.

II. REPORTS

a. Manager's Report – see attached.

b. Building Reports –

B. Nothing to report.

C. Nothing to report.

D. Nothing to report.

E. Nothing to report

F. Asked to replace the basketball net. Still working on pigeons; ongoing project. Nesting at patios is known. D has a pigeon nest above the laundry room.

G. Nothing to report.

H. Nothing to report.

c. Treasurer's Report – Ellie Jackson, Treasurer. Report available in the office.

d. Committee Reports:

i. Membership Committee – motion made by Ellie, seconded by Jenn.
Passed.

1. F215 - Daniel Clark - occupant
2. F215 - Rebecca Domigan – occupant
3. C106-Adam Cundieff – member
4. C106- Cipora Cundieff - occupant
5. B2 - Elizabeth Renstrom - member
6. F6 - Shannon Weninger - member
7. F108 Nicole Collucci - occupant
8. D207-Mark Osredker – member

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

8151 E. GARFIELD ST.
SCOTTSDALE, ARIZONA 85267
PHONE (480) 947-3941
FAX (480) 947-6553

III. OLD BUSINESS

IV. NEW BUSINESS

- a. Long Term Budget - tabled
- b. Bldg reps do walk around – Board of Directors is being asked to do walk arounds and put notices on doors.
- c. Laundry Company Contract – Motion made by Jennifer to accept a new CPEC contract that includes smart machines and to have a Pay Range kiosk in C, D, G for members that do not want to use a smartphone app. Seconded by Ellie and passed.
- d. Motion made by Jennifer to discontinue recycling services. Seconded by George and passed

V. MEMBERS' FORUM

- Debbie-C103 – asked about all of the community lights and if we could go with motion detection lights. Concerns from the audience regarding safety and from the board regarding expense.
- Marty-D207 – read a note from B, please handle all of the giant cockroaches on the ground floor. Kind of normal for this time of year. Pest control will be out for their monthly maintenance. Also, members can pay \$20 for inside spray.
- Carrie-D5 – Concern about the lemon tree being cut. Ellie confirmed it was done by the owner.
- Mary-E13 – Concern about trees; tree trimmers are not scheduled yet. Jayson would like to get all the stumps ground down. Branches in the SE corner of E need to be trimmed. Requested a bench be put at the corner of D pool.
- Colleen discussed the proposal for C106. Proposal was to install a new portion of the patio. However, it will interfere with the lentil and cost about \$30,000, it will be unapproved.

- VI. ADJOURNMENT.** Motion to adjourn was made by Jenn, seconded by Ellie, and passed. Meeting adjourned at 7:04pm.

By: _____
Jennifer Ward, Secretary

Date: 2/27/25

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of Scottsdale East, Inc.**

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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, 20 March, 2025** at 6:00 p.m. at the Maintenance Building, 8151 East Garfield Street, Scottsdale, Arizona 85257.

AGENDA

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 20 February 2025
- 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
- III. OLD BUSINESS**
- IV. NEW BUSINESS**
 - a. Voting of officers
 - b. Approval of Long Term and Operating Budgets
 - c. Modification to Remodel/Upgrade unit requirements
- V. MEMBERS' FORUM**
- VI. ADJOURNMENT**

By: _____
Jennifer Ward, Secretary

Date: 3/18/2025

Consolidated Cooperatives of Scottsdale East, Inc.

Balance Sheet

03/19/25

As of February 28, 2025

Accrual Basis

	Feb 28, 25
ASSETS	
Current Assets	
Checking/Savings	
1120 - Cash	
1122.0 - Chase Checking	215,676.94
Total 1120 - Cash	215,676.94
1300 - Capital Replacement Reserve	
1309.5 - Alliance MM 0.25%	100,071.01
Total 1300 - Capital Replacement Reserve	100,071.01
1300.1 - Emergency Reserve	
1312 - USBank MM - .45%	270,318.30
Total 1300.1 - Emergency Reserve	270,318.30
1300.2 - Member Deposits	
1380 - BMO CD (12/15/25 .03922%)	114,371.90
Total 1300.2 - Member Deposits	114,371.90
Total Checking/Savings	700,438.15
Accounts Receivable	
1130 - Member Accounts Receivable	38,238.67
Total Accounts Receivable	38,238.67
Other Current Assets	
1200 - Prepaid Expenses	
1285 - State Prepaid Tax	11,419.00
1291 - Workmens Comp Deposit - Arizona	3,955.00
1200 - Prepaid Expenses - Other	2,500.00
Total 1200 - Prepaid Expenses	17,874.00
1350 - Due from Bank-Fraud	285.00
1499 - Undeposited Receipts	340.00
Total Other Current Assets	18,499.00
Total Current Assets	757,175.82
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	2,394,159.02
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
Other Assets	
1510 - Deposit - Improvements	828,290.72
1800 - Origination Fee	1,500.00
Total Other Assets	829,790.72
TOTAL ASSETS	3,127,319.12

Consolidated Cooperatives of Scottsdale East, Inc.

03/19/25

Balance Sheet

Accrual Basis

As of February 28, 2025

	<u>Feb 28, 25</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2110 · Accounts Payable - Trade	25,987.69
2150 · Real Property Taxes - Accrued	46,417.47
2211 · Prepaid Member Carrying Charges	196,773.74
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Total Accounts Payable	269,178.90
Other Current Liabilities	
2120 · Wages & Payroll Taxes Payable	6,079.26
2140 · Taxes Payable	
2141 · Federal Taxes Payable	-37,337.00
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Total 2140 · Taxes Payable	-37,337.00
2191 · Member Deposits Held in Trust	105,300.00
2213 · Deferred Tax Liability	15,347.00
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Total Other Current Liabilities	89,389.26
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Total Current Liabilities	358,568.16
Long Term Liabilities	
2322 · N/P Western Alliance Bank	989,431.36
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Total Long Term Liabilities	989,431.36
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Total Liabilities	1,347,999.52
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
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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
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Total 3240 · Funded Reserve Costs	354,210.00
3243 · General Operating Reserve	256,950.00
3900 · Retained Earnings	-2,114,806.22
Net Income	26,829.82
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Total Equity	1,779,319.60
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TOTAL LIABILITIES & EQUITY	3,127,319.12
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Consolidated Cooperatives of Scottsdale East, Inc.

03/20/25

Profit & Loss Budget Performance

Accrual Basis

February 2025

	Feb 25	Budget	Jan - Feb...	YTD Bud...	Annual Bu...
Ordinary Income/Expense					
Income					
5100 · Rent Revenue					
5120 · Member Carrying Charges	120,525.00	120,232.00	240,561.00	240,464.00	1,442,784.00
5170 · Parking Permits	325.00	125.00	18,350.00	18,350.00	18,500.00
5190 · Locker Rental	1,440.00	1,418.00	2,895.00	2,836.00	17,000.00
Total 5100 · Rent Revenue	122,290.00	121,775.00	261,806.00	261,650.00	1,478,284.00
5401 · Interest Income	145.39	708.33	761.28	1,416.70	8,500.00
5900 · Other Revenue					
5910 · Laundry Income	0.00	791.66	1,925.00	1,583.40	9,500.00
5920 · NSF & Late Charges	675.00	666.66	2,278.00	1,333.40	8,000.00
5925 · Fines, Fees	0.00	25.00	0.00	50.00	300.00
5930 · Transfer Fees	0.00	625.00	0.00	1,250.00	7,500.00
5940 · Pet Fees	0.00	50.00	0.00	100.00	600.00
5950 · Service Repair Fees	522.00	500.00	1,355.00	1,000.00	6,000.00
5990 · Other Income	315.00	125.00	315.00	250.00	1,500.00
5992 · Recovered Rehab	0.00	0.00	0.00	0.00	0.00
Total 5900 · Other Revenue	1,512.00	2,783.32	5,873.00	5,566.80	33,400.00
Total Income	123,947.39	125,266.65	268,440.28	268,633.50	1,520,184.00
Gross Profit	123,947.39	125,266.65	268,440.28	268,633.50	1,520,184.00
Expense					
6300 · Administrative Expenses					
6309 · Advertising	0.00	25.00	0.00	50.00	300.00
6310 · Salaries & Wages - Office					
6310.1 · Salaries & Wages	9,257.96	11,300.00	17,338.39	22,600.00	135,600.00
6310.2 · Holiday	186.08		744.32		
6310.3 · Vacation	186.08	0.00	930.40	0.00	0.00
6310.4 · Sick	0.00		186.08		
6310.5 · Bonus	0.00	0.00	0.00	0.00	0.00
6310.6 · Contract Labor - Porter	800.00	800.00	1,800.00	1,800.00	11,200.00
Total 6310 · Salaries & Wages - Office	10,430.12	12,100.00	20,999.19	24,400.00	146,800.00
6311 · Supplies - Office					
6311.1 · Office Supplies	96.37	125.00	550.09	250.00	1,500.00
6311.3 · Postage	292.00	0.00	292.00	0.00	500.00
Total 6311 · Supplies - Office	388.37	125.00	842.09	250.00	2,000.00
6312 · Computers Equip/Supplies/So...	21.60	166.66	43.20	333.40	2,000.00
6313 · Equip Maint Contracts	294.23	266.66	507.93	533.40	3,200.00
6341 · Legal	0.00	400.00	0.00	800.00	4,800.00
6350 · Audit & Accounting					
6351 · Accounting Services	3,760.00	833.33	3,760.00	1,666.70	10,000.00
6352 · Annual Audit Costs	0.00	0.00	0.00	0.00	20,000.00
6353 · Payroll Service Fee	386.24	420.00	1,257.99	840.00	5,040.00
6350 · Audit & Accounting - Other	0.00	0.00	0.00	0.00	0.00
Total 6350 · Audit & Accounting	4,146.24	1,253.33	5,017.99	2,506.70	35,040.00
6360 · Telephone/Cellular	303.50	275.00	303.50	550.00	3,300.00
6363 · Internet Contract	440.11	400.00	912.72	800.00	4,800.00
6391 · Bank Charges	0.00	62.50	0.00	125.00	750.00
6392 · Credit Checks	131.80	125.00	395.40	250.00	1,500.00
6397 · Dues/Education	0.00	25.00	0.00	50.00	300.00

Consolidated Cooperatives of Scottsdale East, Inc.

03/20/25

Profit & Loss Budget Performance

Accrual Basis

February 2025

	Feb 25	Budget	Jan - Feb...	YTD Bud...	Annual Bu...
6399 · Other					
6399.1 · Fuel/Mileage	0.00	15.00	0.00	30.00	180.00
6399.4 · Community Days	0.00	0.00	0.00	0.00	2,500.00
6399.5 · Misc Admin	0.00	100.00	52.67	180.00	1,000.00
Total 6399 · Other	0.00	115.00	52.67	210.00	3,680.00
Total 6300 · Administrative Expenses	16,155.97	15,339.15	29,074.69	30,858.50	208,470.00
6400 · Utilities Expense					
6450 · Electric	2,522.67	3,000.00	5,352.01	6,000.00	36,000.00
6451 · Water	5,347.97	7,600.00	11,732.65	15,200.00	91,200.00
6452 · Gas	3,260.78	1,850.00	7,053.29	3,700.00	22,200.00
6453 · Sewer	3,385.29	3,666.66	6,770.58	7,333.40	44,000.00
6454 · Trash	0.00	4,583.33	0.00	9,166.70	55,000.00
6455 · Envir/Taxes & Fees	552.11	800.00	1,188.77	1,600.00	9,600.00
Total 6400 · Utilities Expense	15,068.82	21,499.99	32,097.30	43,000.10	258,000.00
6500 · Operating & Maintenance Expense					
6501 · Sales Tax Maintenance Items	220.40		255.87		
6502 · Building Maint/Improvements	137.47	800.00	786.88	1,600.00	9,600.00
6503 · Temp Labor - Maintenance	0.00	0.00	0.00	0.00	0.00
6510 · Janitor- Laundry Rooms-Supp...	0.00	0.00	0.00	0.00	0.00
6511 · Janitorial Supplies	325.33	125.00	400.92	250.00	1,500.00
6519 · Exterminating Contract	0.00	566.66	933.95	1,133.40	6,800.00
6535 · Fuel-Equipment	0.00	10.00	0.00	20.00	120.00
6536 · Plants&Supplies - Grounds	0.00	416.66	878.21	833.32	5,000.00
6537 · Contracts - Grounds	4,800.00	4,800.00	9,600.00	9,600.00	57,600.00
6538 · Sprinkler System - Grounds	0.00	300.00	7.96	600.00	3,600.00
6539 · Trees - Grounds	0.00	1,000.00	7,857.30	2,000.00	12,000.00
6540 · Payroll					
6540.1 · Wages	13,739.94	12,500.00	24,990.09	25,000.00	150,000.00
6540.2 · Holiday	768.16		2,592.64		
6540.3 · Vacation	300.00		300.00		
6540.4 · Sick	248.16		856.32		
Total 6540 · Payroll	15,056.26	12,500.00	28,739.05	25,000.00	150,000.00
6541 · Materials					
6541.2 · Signage	0.00	100.00	0.00	200.00	1,200.00
6541.5 · Hardware	0.00	50.00	42.43	100.00	600.00
6541.6 · Rehab	1,678.47	250.00	2,078.47	500.00	3,000.00
6541.7 · Rehab - Recoverable	22.17	0.00	15,517.81	0.00	0.00
Total 6541 · Materials	1,700.64	400.00	17,638.71	800.00	4,800.00
6542 · Capital Improvements					
6542.6 · Metal/Prep	31,500.00	0.00	31,500.00	0.00	0.00
6542.9 · Corridor Utilities	0.00	0.00	0.00	0.00	0.00
Total 6542 · Capital Improvements	31,500.00	0.00	31,500.00	0.00	0.00
6545 · HVAC					
6545.1 · HVAC Replacements	11,712.16	10,000.00	11,712.16	10,000.00	70,000.00
6545.3 · HVAC Parts	0.00	1,000.00	0.00	2,000.00	12,000.00
Total 6545 · HVAC	11,712.16	11,000.00	11,712.16	12,000.00	82,000.00
6547 · Swimming Pools					
6547.2 · Chemicals - Pools	0.00	625.00	395.40	1,250.00	7,500.00
6547.3 · Parts for Pool	0.00	500.00	0.00	1,000.00	6,000.00
6547.4 · Pool Furniture	0.00	0.00	378.10	0.00	0.00
6547.5 · Permits	0.00	0.00	0.00	0.00	920.00
Total 6547 · Swimming Pools	0.00	1,125.00	773.50	2,250.00	14,420.00
6551 · Small Tools - Repairs	163.61	125.00	163.61	250.00	1,500.00
6555 · Electrical Supplies	72.22	333.33	72.22	666.70	4,000.00

Consolidated Cooperatives of Scottsdale East, Inc.

03/20/25

Profit & Loss Budget Performance

Accrual Basis

February 2025

	Feb 25	Budget	Jan - Feb...	YTD Bud...	Annual Bu...
6560 · Painting Costs					
6560.2 · Paint Supplies	0.00	208.33	96.14	416.70	2,500.00
Total 6560 · Painting Costs	0.00	208.33	96.14	416.70	2,500.00
6570 · Vehicle					
6571 · Vehicles - Repairs	0.00	100.00	0.00	200.00	1,200.00
Total 6570 · Vehicle	0.00	100.00	0.00	200.00	1,200.00
6580 · Plumbing					
6581 · Supplies - Plumbing	797.92	1,041.66	2,242.72	2,083.40	12,500.00
6583 · Hot H2O Htrs-Replace	1,401.30	1,000.00	3,063.35	2,000.00	12,000.00
6584 · Toilets - Replacements	0.00	125.00	0.00	250.00	1,500.00
Total 6580 · Plumbing	2,199.22	2,166.66	5,306.07	4,333.40	26,000.00
6591 · Lock & Keys	0.00	50.00	0.00	100.00	600.00
6592 · Doors & Screens	0.00	150.00	0.00	300.00	1,800.00
6594 · A/C Filters	454.45	125.00	454.45	250.00	1,500.00
6599.1 · Misc- Maintenance	0.00	100.00	0.00	200.00	1,200.00
6599.2 · Equipment Rental	155.00	0.00	155.00	0.00	0.00
Total 6500 · Operating & Maintenance E...	68,496.76	36,401.64	117,332.00	62,803.52	387,740.00
6700 · Taxes and Insurance					
6710 · Real Property	0.00	0.00	0.00	0.00	95,000.00
6711 · Payroll Tax (FICA/MC)	1,888.50	1,683.33	3,667.27	3,366.70	20,200.00
6712 · FUTA/SUTA	103.16	25.00	251.97	50.00	300.00
6719 · Licenses & Permits	0.00	100.00	0.00	200.00	1,200.00
6720 · Property&Liability- Insurance	21,061.00	21,000.00	42,122.00	42,000.00	252,000.00
6722 · Workers Comp -Insurance	197.75	0.00	-1,977.50	0.00	2,750.00
6723 · Employee Benefits	3,870.68	3,500.00	7,741.36	7,000.00	42,000.00
6724 · Penalties & Interest Expense	0.00	0.00	0.00	0.00	0.00
6727 · Loan Interest	5,641.32	0.00	11,301.37	0.00	0.00
Total 6700 · Taxes and Insurance	32,762.41	26,308.33	63,106.47	52,616.70	413,450.00
Total Expense	132,483.96	99,549.11	241,610.46	189,278.82	1,267,660.00
Net Ordinary Income	-8,536.57	25,717.54	26,829.82	79,354.68	252,524.00
Other Income/Expense					
Other Expense					
7300 · Loan Costs	0.00	8,817.78	0.00	17,635.56	105,813.36
Total Other Expense	0.00	8,817.78	0.00	17,635.56	105,813.36
Net Other Income	0.00	-8,817.78	0.00	-17,635.56	-105,813.36
Net Income	-8,536.57	16,899.76	26,829.82	61,719.12	146,710.64

