

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 BOARD MEETING

An Open Meeting of the Board of Directors of CCSEI was held on **Thursday, March 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 6:10 p.m.
- b. Roll Call:

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 - absent
- c. Agenda. Motion to approve made by Ellie, seconded by Dan; passed.
- d. Minutes from February 2025. Motion to approve was made by Maryana, seconded by George; passed.

II. REPORTS

- a. Manager's Report – see attached.
- b. Building Reports –
 - B. Nothing to report.
 - C. Nothing to report.
 - D. Nothing to report.
 - E. E building resident meeting will be held during April.
 - F. Request lights in pool and the ring inside be replaced.
 - G. Tree on east side of pool should be done soon, work in progress.
 - H. Nothing to report.
- c. Treasurer's Report – Ellie Jackson, Treasurer. Report available in office.
- d. Committee Reports:
 - i. Membership Committee – Ellie Jackson, Chair
 1. Gage and Cheryl Hicks, G217
motion made by Jenn, seconded by Maryana; passed.

III. OLD BUSINESS

IV. NEW BUSINESS

- a. Voting of Officers:

President: George Pool
Vice President: Colleen Domigan
Treasurer: Ellie Jackson
Secretary: Jennifer Ward

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- b. Approval of Operating Budget, motion made by Ellie, seconded by Jenn; passed.
- c. Modification to remodel/upgrade unit requirements now include getting a permit from Scottsdale. Motion made by Ellie, seconded by Jenn; passed.
- d. SRP notified Jayson of a change. The disconnect switches on all boxes must be replaced and brought up to code. Laundry, utility, and pool meters must be commercial, 13 of them. Looking at a \$200K increase, Jayson is looking at the numbers to see if another area can be decreased due to less copper use. Looks like B is the only building needing to be trenched.
- e. Docusign documents will be accepted by the co-op. Motion made by Jenn, seconded by George; passed.

V. MEMBERS' FORUM

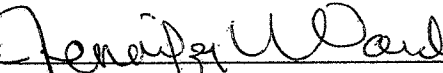
Ed Sullivan, C213, confirmed cost of Scottsdale permit to remodel/upgrade your residence is \$130.00.

Jane Supan, G211, confirmed that any remodel/upgrade must be approved by co-op first, then permit, and a copy of the permit goes to the office. Suggested bulletin boards get cleaned with all purpose cleaner.

Dee, G209, follow up on Zillow listing condo vs apartment, Jenn will follow up
Mary McPherson, E13, Notices on bulletin boards need to go at the bottom so they can be read

Ed Sullivan, C213, Confirmed someone is working on yard sale info and garden boxes are done

- VI. ADJOURNMENT.** Motion to adjourn was made by Jenn, seconded by George, and passed. Meeting adjourned at 6:59pm.

By: 
Jennifer Ward, Secretary

Date: 4/14/2025

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

An Executive meeting proceeds this Open Meeting.

AGENDA

I. PROCEDURES

- a. Call to Order – President Colleen Domigan
- b. Roll Call
- c. Adopt Agenda
- d. Approval of Minutes from 20 March 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
 - 1.
 - 2.
 - 3.
 - ii. Budget Committee – Ellie Jackson

III. OLD BUSINESS

IV. NEW BUSINESS

- a. Pool gates **MUST** remain closed
- b. Security Doors
- c. Catwalk Painting

V. MEMBERS' FORUM

VI. ADJOURNMENT

By: _____

Jennifer Ward, Secretary

Date: 4/14/2025

Manager's Report

April 17, 2025

After a couple of weeks of myself and our new porter Jeff attempting to paint the new railings, we have discovered that is way to big of a project to handle in house. We have enlisted MTS Painting (who painted our complex recently) to do the project. What they anticipated to take three days are now realizing it is going to take 6-7 days per unit. The initial painting of the weld wire is taking longer than anyone imagined. But they are on the project and will have it completed in a timely manner.

The electrical project is still on pace for the Buena Ventura and Camelback complexes to start in September. They are moving to Desert Star and Edgewood after that. SRP is already been on property planning out those buildings. I believe we should be able to finish the project before Spring ends in '26. The electricians are hoping to do the change out in a day but I believe the Members need to be ready for 24 hours minimum and possibly 48. The Co-op will not have the means to accommodate the members during the power outage and need prepare for the situation. This will include themselves, any pets, and the refrigerated food. The staff will do what we can to help but the members need to be prepared for this.

Also: The trees were supposed to be addressed last week and obviously weren't. I do not remember the reason/excuse given, but it was rescheduled for today(Thursday). As of this writing they are not here yet. It's noon.

Consolidated Cooperatives of Scottsdale East, Inc.

Balance Sheet

As of March 31, 2025

Accrual Basis

	Mar 31, 25
ASSETS	
Current Assets	
Checking/Savings	
1120 · Cash	
1122.0 · Chase Checking	208,305.34
Total 1120 · Cash	208,305.34
1300 · Capital Replacement Reserve	
1309.5 · Alliance MM 0.25%	100,088.20
Total 1300 · Capital Replacement Reserve	100,088.20
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	693,083.74
Accounts Receivable	
1130 · Member Accounts Receivable	37,891.67
Total Accounts Receivable	37,891.67
Other Current Assets	
1200 · Prepaid Expenses	
1285 · State Prepaid Tax	11,419.00
1291 · Workmens Comp Deposit - Arizona	3,757.25
1295 · Prepaid Payroll	12,258.43
1200 · Prepaid Expenses - Other	2,500.00
Total 1200 · Prepaid Expenses	29,934.68
1350 · Due from Bank-Fraud	285.00
Total Other Current Assets	30,219.68
Total Current Assets	761,195.09
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	829,103.74
1800 · Origination Fee	1,500.00
Total Other Assets	830,603.74
TOTAL ASSETS	3,132,151.41

3:27 PM

Consolidated Cooperatives of Scottsdale East, Inc.

Balance Sheet

As of March 31, 2025

04/16/25

Accrual Basis

	<u>Mar 31, 25</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2110 · Accounts Payable - Trade	21,256.19
2150 · Real Property Taxes - Accrued	46,417.47
2211 · Prepaid Member Carrying Charges	199,085.74
Total Accounts Payable	<u>266,759.40</u>
Other Current Liabilities	
2120 · Wages & Payroll Taxes Payable	6,079.26
2140 · Taxes Payable	
2141 · Federal Taxes Payable	-37,337.00
Total 2140 · Taxes Payable	<u>-37,337.00</u>
2191 · Member Deposits Held in Trust	105,300.00
2213 · Deferred Tax Liability	15,347.00
Total Other Current Liabilities	<u>89,389.26</u>
Total Current Liabilities	<u>356,148.66</u>
Long Term Liabilities	
2322 · N/P Western Alliance Bank	980,694.41
Total Long Term Liabilities	<u>980,694.41</u>
Total Liabilities	<u>1,336,843.07</u>
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	<u>3,256,136.00</u>
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	<u>354,210.00</u>
3243 · General Operating Reserve	256,950.00
3900 · Retained Earnings	-2,114,940.53
Net Income	42,952.87
Total Equity	<u>1,795,308.34</u>
TOTAL LIABILITIES & EQUITY	<u><u>3,132,151.41</u></u>

Consolidated Cooperatives of Scottsdale East, Inc.

Profit & Loss Budget Performance

March 2025

	Mar 25	Budget	Jan - Mar ...	YTD Budg...	Annual Bu...
Ordinary Income/Expense					
Income					
5100 · Rent Revenue					
5120 · Member Carrying Charges	119,901.00	120,232.00	359,876.00	360,696.00	1,442,784.00
5170 · Parking Permits	125.00	150.00	18,425.00	18,500.00	18,500.00
5190 · Locker Rental	1,425.00	1,418.00	4,290.00	4,254.00	17,000.00
Total 5100 · Rent Revenue	121,451.00	121,800.00	382,591.00	383,450.00	1,478,284.00
5401 · Interest Income	419.00	708.33	1,591.49	2,125.03	8,500.00
5900 · Other Revenue					
5910 · Laundry Income	1,028.50	791.66	2,953.50	2,375.06	9,500.00
5920 · NSF & Late Charges	408.00	666.66	2,686.00	2,000.06	8,000.00
5925 · Fines, Fees	0.00	25.00	0.00	75.00	300.00
5930 · Transfer Fees	0.00	625.00	0.00	1,875.00	7,500.00
5940 · Pet Fees	0.00	50.00	0.00	150.00	600.00
5950 · Service Repair Fees	111.00	500.00	1,466.00	1,500.00	6,000.00
5990 · Other Income	0.00	125.00	315.00	375.00	1,500.00
5992 · Recovered Rehab	0.00	0.00	0.00	0.00	0.00
Total 5900 · Other Revenue	1,547.50	2,783.32	7,420.50	8,350.12	33,400.00
Total Income	123,417.50	125,291.65	391,602.99	393,925.15	1,520,184.00
Gross Profit	123,417.50	125,291.65	391,602.99	393,925.15	1,520,184.00
Expense					
6300 · Administrative Expenses					
6309 · Advertising	0.00	25.00	0.00	75.00	300.00
6310 · Salaries & Wages - Office					
6310.1 · Salaries & Wages	9,438.23	11,300.00	26,776.62	33,900.00	135,600.00
6310.2 · Holiday	186.08		930.40		
6310.3 · Vacation	186.08	0.00	1,116.48	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	1,000.00	2,600.00	2,800.00	11,200.00
Total 6310 · Salaries & Wages - Offi...	10,610.39	12,300.00	31,609.58	36,700.00	146,800.00
6311 · Supplies - Office					
6311.1 · Office Supplies	46.13	125.00	596.22	375.00	1,500.00
6311.3 · Postage	0.00	400.00	292.00	400.00	500.00
Total 6311 · Supplies - Office	46.13	525.00	888.22	775.00	2,000.00
6312 · Computers Equip/Supplies/S...	21.60	166.66	64.80	500.06	2,000.00
6313 · Equip Maint Contracts	215.49	266.66	723.42	800.06	3,200.00
6341 · Legal	0.00	400.00	0.00	1,200.00	4,800.00
6350 · Audit & Accounting					
6351 · Accounting Services	1,100.00	833.33	4,860.00	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	386.24	420.00	1,644.23	1,260.00	5,040.00
6350 · Audit & Accounting - Other	0.00	0.00	0.00	0.00	0.00
Total 6350 · Audit & Accounting	1,486.24	1,253.33	6,504.23	3,760.03	35,040.00
6360 · Telephone/Cellular	305.50	275.00	609.00	825.00	3,300.00
6363 · Internet Contract	440.11	400.00	1,352.83	1,200.00	4,800.00
6391 · Bank Charges	0.00	62.50	0.00	187.50	750.00
6392 · Credit Checks	98.85	125.00	494.25	375.00	1,500.00
6397 · Dues/Education	0.00	25.00	0.00	75.00	300.00

Consolidated Cooperatives of Scottsdale East, Inc.
Profit & Loss Budget Performance
March 2025

04/16/25

Accrual Basis

	Mar 25	Budget	Jan - Mar ...	YTD Budg...	Annual Bu...
6399 · Other					
6399.1 · Fuel/Mileage	0.00	15.00	0.00	45.00	180.00
6399.4 · Community Days	1,392.95	2,200.00	1,392.95	2,200.00	2,500.00
6399.5 · Misc Admin	350.00	80.00	402.67	260.00	1,000.00
Total 6399 · Other	1,742.95	2,295.00	1,795.62	2,505.00	3,680.00
Total 6300 · Administrative Expenses	14,967.26	18,119.15	44,041.95	48,977.65	208,470.00
6400 · Utilities Expense					
6450 · Electric	2,554.51	3,000.00	7,906.52	9,000.00	36,000.00
6451 · Water	5,990.96	7,600.00	17,723.61	22,800.00	91,200.00
6452 · Gas	2,232.18	1,850.00	9,285.47	5,550.00	22,200.00
6453 · Sewer	3,385.29	3,666.66	10,155.87	11,000.06	44,000.00
6454 · Trash	3,493.58	4,583.33	9,117.81	13,750.03	55,000.00
6455 · Envir/Taxes & Fees	604.56	800.00	1,793.33	2,400.00	9,600.00
Total 6400 · Utilities Expense	18,261.08	21,499.99	55,982.61	64,500.09	258,000.00
6500 · Operating & Maintenance Expe...					
6501 · Sales Tax Maintenance Items	0.00		255.87		
6502 · Building Maint/Improvements	1,068.92	800.00	1,855.80	2,400.00	9,600.00
6503 · Temp Labor - Maintenance	0.00	0.00	0.00	0.00	0.00
6510 · Janitor- Laundry Rooms-Sup...	0.00	0.00	0.00	0.00	0.00
6511 · Janitorial Supplies	0.00	125.00	756.59	375.00	1,500.00
6519 · Exterminating Contract	199.00	566.66	1,132.95	1,700.06	6,800.00
6535 · Fuel-Equipment	0.00	10.00	0.00	30.00	120.00
6536 · Plants&Supplies - Grounds	0.00	416.66	878.21	1,249.98	5,000.00
6537 · Contracts - Grounds	4,800.00	4,800.00	14,400.00	14,400.00	57,600.00
6538 · Sprinkler System - Grounds	0.00	300.00	7.96	900.00	3,600.00
6539 · Trees - Grounds	0.00	1,000.00	7,857.30	3,000.00	12,000.00
6540 · Payroll					
6540.1 · Wages	12,030.28	12,500.00	37,020.37	37,500.00	150,000.00
6540.2 · Holiday	568.16		3,160.80		
6540.3 · Vacation	0.00		300.00		
6540.4 · Sick	310.00		1,166.32		
Total 6540 · Payroll	12,908.44	12,500.00	41,647.49	37,500.00	150,000.00
6541 · Materials					
6541.2 · Signage	0.00	100.00	0.00	300.00	1,200.00
6541.5 · Hardware	13.42	50.00	55.85	150.00	600.00
6541.6 · Rehab	0.00	250.00	2,078.47	750.00	3,000.00
6541.7 · Rehab - Recoverable	10,328.30	0.00	26,280.41	0.00	0.00
Total 6541 · Materials	10,341.72	400.00	28,414.73	1,200.00	4,800.00
6542 · Capital Improvements					
6542.6 · Metal/Prep	0.00	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	0.00	0.00	31,500.00	0.00	0.00
6545 · HVAC					
6545.1 · HVAC Replacements	0.00	0.00	11,712.16	10,000.00	70,000.00
6545.3 · HVAC Parts	1,648.28	1,000.00	1,648.28	3,000.00	12,000.00
Total 6545 · HVAC	1,648.28	1,000.00	13,360.44	13,000.00	82,000.00
6547 · Swimming Pools					
6547.2 · Chemicals - Pools	545.61	625.00	941.01	1,875.00	7,500.00
6547.3 · Parts for Pool	731.68	500.00	731.68	1,500.00	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	1,277.29	1,125.00	2,050.79	3,375.00	14,420.00
6551 · Small Tools - Repairs	43.67	125.00	207.28	375.00	1,500.00
6555 · Electrical Supplies	163.94	333.33	236.16	1,000.03	4,000.00

Consolidated Cooperatives of Scottsdale East, Inc.

Profit & Loss Budget Performance

March 2025

04/16/25

Accrual Basis

	Mar 25	Budget	Jan - Mar ...	YTD Budg...	Annual Bu...
6560 · Painting Costs					
6560.2 · Paint Supplies	1,243.23	208.33	1,339.37	625.03	2,500.00
Total 6560 · Painting Costs	1,243.23	208.33	1,339.37	625.03	2,500.00
6570 · Vehicle					
6571 · Vehicles - Repairs	0.00	100.00	0.00	300.00	1,200.00
Total 6570 · Vehicle	0.00	100.00	0.00	300.00	1,200.00
6580 · Plumbing					
6581 · Supplies - Plumbing	1,155.57	1,041.66	3,972.60	3,125.06	12,500.00
6583 · Hot H2O Htrs-Replace	0.00	1,000.00	3,063.35	3,000.00	12,000.00
6584 · Toilets - Replacements	0.00	125.00	0.00	375.00	1,500.00
Total 6580 · Plumbing	1,155.57	2,166.66	7,035.95	6,500.06	26,000.00
6591 · Lock & Keys	0.00	50.00	0.00	150.00	600.00
6592 · Doors & Screens	0.00	150.00	0.00	450.00	1,800.00
6594 · A/C Filters	0.00	125.00	454.45	375.00	1,500.00
6599.1 · Misc- Maintenance	0.00	100.00	0.00	300.00	1,200.00
6599.2 · Equipment Rental	0.00	0.00	155.00	0.00	0.00
Total 6500 · Operating & Maintenance ...	34,850.06	26,401.64	153,546.34	89,205.16	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)	1,737.97	1,683.33	5,405.24	5,050.03	20,200.00
6712 · FUTA/SUTA	24.52	25.00	276.49	75.00	300.00
6719 · Licenses & Permits	0.00	100.00	0.00	300.00	1,200.00
6720 · Property&Liability- Insurance	21,061.00	21,000.00	63,183.00	63,000.00	252,000.00
6722 · Workers Comp -Insurance	197.75	0.00	-1,779.75	0.00	2,750.00
6723 · Employee Benefits	3,870.68	3,500.00	11,612.04	10,500.00	42,000.00
6724 · Penalties & Interest Expense	0.00	0.00	0.00	0.00	0.00
6727 · Loan Interest	5,080.83	0.00	16,382.20	0.00	0.00
Total 6700 · Taxes and Insurance	31,972.75	26,308.33	95,079.22	78,925.03	413,450.00
Total Expense	100,051.15	92,329.11	348,650.12	281,607.93	1,267,660.00
Net Ordinary Income	23,366.35	32,962.54	42,952.87	112,317.22	252,524.00
Other Income/Expense					
Other Expense					
7300 · Loan Costs	0.00	8,817.78	0.00	26,453.34	105,813.36
Total Other Expense	0.00	8,817.78	0.00	26,453.34	105,813.36
Net Other Income	0.00	-8,817.78	0.00	-26,453.34	-105,813.36
Net Income	23,366.35	24,144.76	42,952.87	85,863.88	146,710.64

