



RCSCW GM Weekly Report

June 01, 2021

 6-3-21

Human Resources

- The number of COVID cases for employees last week was zero.
- Informational Memo on the Travel Reduction Program was sent out to employees this week. We are at a 70% participation rate which is enough to satisfy the County.

Asset Preservation Fees

- For the month of May 2021 there have been 183 APFs collected with 18 refunds vs. a total of 94 APFs for the same time frame in May 2020.

Sports Pavilion

- The Sports Pavilion has been reopened for a week. We have found there are some issues with the reports coming out of Point-of-Sale for the new system.
- We are waiting on Brunswick to get back to us regarding the point-of-sale issue and to install a credit card machine.
- Activity and revenue at the Sports Pavilion continue looking good.

B & F - Membership

- The FY21/22 Budget was passed by the Governing Board last week.
- Accounting is entering the rate changes for the new Budget Year into the system.
- We want to be sure to not carry over any of this year's expenses into next year's budget. Staff is requested to contact Accounting with any questions.

Golf Operations

- Last year at this time, our 7 golf courses were closed from April 14th through May 3rd. For comparison purposes, we used FY 2019 numbers to be more accurate.
- Golf Greens Fee Revenue and Rounds for May 2021 to date:
 - Rounds – 17% up over **2019**.
 - Revenue – 25% up over **2019**.
- Linda Plastis will be training Golf Ops Staff and Golf Course Managers on the creation, set up and implementation of tee sheets. This task has been handled by Linda exclusively and we are looking to give her help/backup in this area.
- The Master Golf Schedule will be finalized by the end of this week. This will include Chartered Club Play, Tournaments and Special Events.
- We continue to re-grip our rental golf clubs. Roughly 50% have been completed. This will help us in keeping them for another year or so before replacement.
- We continue looking for On-call Custodians at the Golf Courses.

Golf / Landscape Maintenance

- We are currently 22 FT positions down.
- Green's Aerification was completed and Echo Mesa reopened Tuesday, June 1. Deer Valley is scheduled to close this Thursday, June 3 and will reopen on Tuesday, June 8.
- Stardust Golf Course will close for summer maintenance on June 7 and reopen in October 2021.
- Trail Ridge closes for summer maintenance July 5.
- Golf course palm tree trimming crews will be at Deer Valley later this week. Trimming of the palms will continue for the next several months as we work through the schedule.
- The dry well for the drainage on the Pebblebrook Putting Green Renovation project will be installed today.
- The Fall overseeding Schedule is coming out next week.
- Transition took place early this year. We will repair areas that don't come in properly with sod.
- We continue to be 8 FT positions down in Landscape Maintenance Staffing.
- The Johnson Lawn Bowl greens will be laser leveled this Thursday, June 3. One court will be left open for play during shutdown.
- The Bell Road Beautification Project has started. This is a PRIDES Project coordinated by Landscape Maintenance Staff and is completely funded by the PRIDES. This Project includes new irrigation along with all new plant materials (bougainvillea and yellow bells) to be planted along the outer RHJ walls. We understand that getting permits for this project are about five weeks out.

Clubs / CC & R's / Tours & Scheduling

- Riley has had many meetings with clubs as they work on pre-covid business and have more questions and concerns regarding the 501-c-7 issue.
- Mona and Jan are doing a great job with tours. The 2021 and 2022 extended travel trips are filling up fast and many are sold out!
- CC&R violation numbers are dropping. Current violations are at 59. 49 are related to lawn maintenance and weeds. There are 32 violations in stage 1, 15 in stage 2, 3 in stage 3 and 1 violation in stage 4. There are also 8 cases in special circumstances (i.e., HUD, Bank Owned, Legal Status).

Facility Maintenance

- A vendor was in last week and installed 14 A/C Units and had them up and running in one day.
- Staff will be reviewing policy and procedure on procurement.

Facility Operations

David

- During the Palm Ridge closure, 5-24 through 6-24, there will be 4 – 6 employees working during the day each week throughout the shutdown. These employees will not be performing any monitoring duties. Continue to focus on deep cleaning. This will allow us to cancel future scheduled facility closures for rooms and other deep cleaning that will no longer need to be done. We will also concentrate on the showers and have already scheduled our chemical company for their assistance.
- We will be conducting training for Facility Operations employees over the summer.
- There will be no Fitness Orientations this week at Palm Ridge or for the months of July and August.
- Weekly attendance continues to be good for pool and fitness. Guest numbers have fallen off after spring break.

Jack

- We have been monitoring the pool deck at Kuentz and notice it is getting dingey. We will be doing some labor-intensive cleaning to correct that.
- Jack is working on issues at the Dog Park which include new signage that just went in and was well received, and meeting with people suggesting additional space/alternatives that might be provided for the Dog Park.
- The RHJ Tennis Courts are scheduled to be cleaned twice a year. The next cleaning is schedule for October 2021 and then again in March of 2022.

Library

- We are planning a Virtual Book talk with J. A. Jance on June 03 at 1 pm. 55 have signed up for this event.
- We are testing out a new option for people coming in to print copies. They can now email attachments to print@suncitywest.com and the staff or monitor in the Data Resource Center can print them out bypassing the sign-in process for members to use to print on DRC computers.
- The Summer Community Puzzle will start June 2 at 9:30 a.m. Tables were set up May 31.
- The Summer Adult Reading Club will start on June 8th. Residents can register online or at the library. 28 have signed up for the Reading Club.
- In May the library has over 15,000 physical items checked out and as well as over 4,300 digital items.

Media / I.T.

- As of July 1st all Chartered Clubs will have access to divi software. Michael Melissa will assist Diana Starbuck with training as required.
- COX equipment has been identified as the cause of the issues we've had with the internet in the last couple of weeks. Replacing it should resolve the problem.
- The Data Card Update takes place June 7th.
- The last "Phishing" Test we sent out did not have as good results as the previous test. These continue to serve as training for employees.
- IT will be making changes to the guest fee button on the POS Systems.
- IT has had over 250 Help Tickets submitted to them for the month of May.
- The Deadline for the Rec. Centers News July issue is Friday, June 4.

- Clay Club, Ceramics and Yoga will be part of a Test Pilot for the Club Scanning Software installed before we launch all of the clubs.

Special Events

- Our Dive-In Movies begin on June 10 with a showing of *Underwater* at the RHJ pool at dusk. Tickets are not needed for this event. This will be followed by *The Secret Dare to Dream* on June 24 at the RHJ Pool. During our June Dive-In Movies, soft serve ice cream (Floats, Sundaes, etc.) will be available for purchase from 4 pm through 8 pm in front of the RHJ Pool.
- Lindsey Benedict will be holding a Patriotic Jazz Concert on July 8 at Palm Ridge. Tickets go on sale June 8.
- We will be meeting with Cigna on sponsorships.
- We are showing a full Star Wars Marathon in the afternoon at the Stardust Theatre in June (sold out) and in evenings in July (tickets going fast). This is a free event but you will need to obtain a ticket. Ticket sales began on Tuesday, May the 4th be with you! This event is sponsored by the Statz Insurance Agency.
- We have booked Fall Fest for Nov. 4th and 5th.
- The Maricopa County Safety Fair is scheduled for November 6th. More details will be provided as they become available.
- Tentatively, Special Events, in conjunction with Golf Operations is planning an event to bring food trucks out to Deer Valley Golf Course Parking Lot on Oct. 8th and to Pebblebrook Parking Lot on Oct. 22nd. Beer will be available for purchase at each of those Pro Shops.
- Music on the Green (formerly Happy Hour and Culture Series) will be booked 1 a month for Oct., Nov and Dec. beginning 2021. We will go to 2 events a month from Jan. 2022 through April 2022.

Upcoming Events this Fall

- All concerts in the Park are booked for October.
- Fall Fest is booked.
- Veteran's Day Concert
- Pearl Harbor the Movie Cabaret at Palm Ridge
- Breakfast with Santa at Beardsley
- Music on the Green
- Santa Paws
- New Year's Eve Dance
- Ticket Sales for Top Hat and Cabaret Series will become available in November!

Capital Improvements

Palm Ridge

- Palm Ridge Parking Lot Lighting - Walkway lighting and pouring new light foundations are in progress and are 25% complete. No facility closure needed.
- Palm Ridge Parking Lot Asphalt Project: **Closure Reminder** – Mill and replacement began May 24th. Asphalt removal is complete, multiple sections of the parking lot require soil stabilization. Stabilization and Grading are in progress. The Project is on schedule and expected to be complete June 30, 2021.

RH Johnson

- Metal Shop Addition - The Facility is closed ;and the equipment move is complete. Safety fence has been installed. The electrical and fire system "Make Safe" is complete and the pre-construction demolition of existing structures is in progress. New construction begins in July.

Beardsley

- Beardsley Park Electrical Renovation project is in progress. 75% of underground boring is complete. We expect 2 more days of boring. There has been some damage to the Beardsley Park Field due to tire marks. The vendor will assist Todd in repairing these.

Upcoming Events

Current / Upcoming Ticket Sales

Event	Event Date	Location	Time	Ticket Sales
Dive In Movie – Underwater	June 10	RHJ Pool	Dusk	No tickets
Dive In Movie – The Secret: Dare to Dream	June 24	RHJ Pool	Dusk	No Tickets
Lindsey Benedict Patriotic Jazz Concert	July 8	Palm Ridge	7pm	June 8
Star Wars Marathon	June	Stardust	1pm	SOLD OUT
Star Wars Marathon	July	Stardust	6pm	Going Quickly

June Dive In Movies

We will have soft serve ice cream from 4pm – 8pm in front of RHJ Pool! Open to anybody
Popcorn will be available for purchase in the Buzz area.

STAR WARS MARATHON: FREE EVENT

We will show full Star Wars Marathons in the afternoon at the Stardust Theatre in June and in the evenings in July.

Sponsored by Statz Insurance Agency

Some upcoming events this fall:

- *All Concerts in the park are booked for October*
- *October Movies in the Park*
- *Fall Fest is booked*
- *Food Trucks in October are in the works and teaming up with Golf Ops*
- *Veteran's Day Concert*
- *Pearl Harbor the Movie Cabaret at Palm Ridge*
- *Breakfast with Santa at Beardsley*
- *Santa Paws*
- *New Year's Eve Dance*
- *Ticket Sales for Top Hat and Cabaret Series will become available in November!*