



# RCSCW GM Weekly Report

January 31, 2022

*W. A. S. P.* 2/4/22

## Human Resources

- Last week we had 5 new employee cases of covid.
- RCSCW COVID Task Force meets as necessary to evaluate the latest information from the Arizona Dept. of Health and the CDC and prepare updated guidelines. We are currently mandating employees/volunteers wear masks when dealing with residents and/or outside guests or when they leave their workstations. If they maintain a 6 ft. distance from other employees, a mask is not mandated. Plexi-glass shields have been reinstated where they were previously located.
- The Supreme Court decision to block enforcement of vaccine and test requirements will not take effect for now and RCSCW will not have to enforce the vaccinate or test standards we had been preparing for. Masking will continue to be required for all employees and volunteers. Keep a six-foot distance from others, if possible.
- HR reminds staff management to submit the names of any employees to be considered for the Governing Board Recognition Program.

## Sports Pavilion

- Weekend Operating Hours for the Lizard Acres Pub are 3 pm on Saturday and Sunday. Closing time remains 10:00 pm.
- For the first 24 days of January, 2022 vs.2021:
  - 🚩 League Revenue up 99%
  - 🚩 Open Play Revenue up 38%.
  - 🚩 Bowling Revenue Up 75%
  - 🚩 Lizard Acres Pub Rev. at \$17,950 (Avg. \$665/day).
  - 🚩 Total Rev. up 108%
  - 🚩 Lizard Acres Pub is now offering Live Music and Karaoke. Over 104 attended our last live music on Wednesday of last week.

## B & F

- The next B&F Meeting is scheduled for Tuesday, Feb. 22<sup>nd</sup>.
- Property and Casualty Insurance bids due back this week.
- It appears our two grant applications have been approved: one with the Office of Tourism on Water Conservation and one for Employee Retention Tax Credit.
- We continue to work with T-Mobile on the additional cell tower. T-Mobile has chosen to use one of the three locations we recommended.
- Expense Sheets for Dept. Managers were sent out to staff. Meetings have been set up for GM and Accounting to meet with staff to review individual Dept. Budgets.
- Clif reminded staff that the Operations Budget Spreadsheet was due this week. Accounting will compile all budget info, including assumptions, to come up with a rough draft of the 2022-2023 Budget.
- Contract Safe Software training is expected to take place in the next week.

## Golf Operations

- **Financials** - For the month through January 29, 2022
  - Golf – Rounds are up 14% vs. January 2021.
  - Revenue for green fees and cart fees up 16% vs January 2021.
  - Revenues are ahead of Budget and prior year.
- **Green Team Lessons** – Staying busy with play at Stardust Golf Course on Saturday morning and lessons being offered to staff to the Green Team members. Play is up 5% over last year. Green Team 101 class is being held on Friday at 3:30 p.m. as well as Monday. This class is for the beginner golfer as we discuss rules/etiquette.
- **Sun City West Classic** – Entry forms went out yesterday. Tournament is a two-day event on March 12<sup>th</sup> and 13<sup>th</sup>. Trail Ridge Golf Course and Pebblebrook Golf Course will play host to this event. As of Monday morning, we have 23 teams (50 plyers) signed up.
- **Quick Picks at Point of Sale** – These will be standardized and deployed on Tuesday, February 1<sup>st</sup>. This is part of the change from Food & Beverage inventory to service classification. This should help in minimizing the adjustments that happen every month at each golf course.
- **Liquor License Renewals** – Check request for renewals was submitted to Accounting. Once Pat receives the check he will visit the Liquor Control Office and submit it.

## **Golf Course Maintenance/Landscape Management**

### **General Course Maintenance:**

- Solid tine greens aerification – solid tine (venting) schedule of greens is:
  - Echo Mesa, Grandview, Stardust and Deer Valley, February 17<sup>th</sup> through February 20<sup>th</sup>.
  - Trail Ridge, Desert Trails and Pebblebrook, February 24<sup>th</sup> through February 26<sup>th</sup>.This is an annual cultural practice with little or no disruption to the putting surface.
- Grandview Irrigation and Turf Reduction Project – Landscape and irrigation plans are completed. We should have the Irrigation Road Crossing Plans later this week
- Grant applications have been submitted and we should see something this week.

### **Landscape Maintenance:**

- There was an attempted break-in at the Landscape Maintenance Equipment Storage Locker at RHJ. They were unsuccessful but there was damage to the locker.
- Continue to perform general landscape maintenance.

## **Membership**

### **Asset Preservation Fees**

- Through January 31, 2022 there have been 115 APFs collected and 141 Inquiries for 2022 and 62 APFs and 104 Inquiries for 2021..

### **CC&Rs**

- Liens recorded: 2
- Liens released: 0
- Certified Collection Letters Mailed: 0
- Turned over to Attorney for Collections: 0
- Current CC&R Violations: 30
- CC&R Cases: 7 New, 3 Closed, 0 Escalated
- We are slowly reducing the number of Long-Term Violations.

## **Facility Maintenance**

- Continued demolition in the new CC&R Bldg.
- The RHJ Lecture Hall is being rewired this week.
- The lighted logo on the west side of the SCW Monument sign at Bell Rd. and Johnson Blvd. has been repaired and is now working.

## Facility Operations

### Jack – RHJ, KZ, BD, PR

- The new “Snack Bar” venue near the Johnson Pool opens this week on 2/1/22 soft opening. All February we will have buy-one get one free coffees and teas.
- We are working with the Men’s Club to clean up Club Room before remodel.
- We are in desperate need of 5 Facilities Assistants at Palm Ridge and we are short 1 FA at Beardsley, 1 FA at Kuentz and 3 FA’s at RH Johnson.
- As we reorganize Facility Operations, we are looking into new efficiencies in the Department, i.e., shared calendars, date postings, sharing FA’s, new training, storage, and FA3 Staff position.

## Library

### Library Events

- We are offered small classes in January on using Libby, iPhones, Android phones and on-line couponing. These were very successful. We are planning more classes for February starting with “Learn to Play Wordle”, Friday, Feb. 04, 2022 at 10 am.

## Media / I.T.

- IT Dept. is expanding wi-fi infrastructure in the Lecture Hall.
- The TORCH Books have been put together and sent out to a printer for binding.
- Installation of Club Software is complete. Reporting delayed due to staff shortage.
- The new Point of Sale (POS) System at Lizard Acres Pub was expected to go live Tuesday morning.
- During Microsoft Tuesday updates it may become necessary to process credit card Payments by hand and take cash when the lines are temporarily down for updates. This will occur on one Tuesday of each month.
- The TORCH Books for the upcoming classes were delivered and are ready for indexing.
- The Chartered Club Committee made the decision to remove any non-chartered clubs from the Rec. Centers Web Site
- The deadline for the March issue of the Rec. Center News is Friday, 2/4/22 at noon.
- Governing Board Election information is being set up on our social media.

## Recreation

### Clubs:

- Chartered Club Committee Meeting 2/1/22
- Club Events:
  - ARC Feb 12, 2022
  - Palo Verde Patchers Feb 26-27, 2022

## Scheduling/Tours:

### 2022 FEB/MAR Tours

Start Date	Tour	Availability
2/10/2022	Valentine's Celebration at Durant's	41
2/11/2022	Tubac Festival of the Arts	24
2/18/2022	Brigadoon at Hale Theatre - RigaTony's	46
2/24/2022	Jerome & Wine Tasting	48
2/28/2022	Rocky Point, Mexico	0 – SOLD OUT
3/09/2022	Botanical Garden w/Chihuly Exhibit	50
3/16/2022	The MIM & Farm at South Mountain	50
3/23/2022	SE AZ w/Tombstone etc.	45
3/24/2022	Verde Canyon RR	47

4 out of 17 tours complete

## Events :

### Current / Upcoming Ticket Sales

Event	Event Date	Location	Time	Ticket Sales
Duttons	February 8	Palm Ridge	3&7pm	Still Available
February Dance – Rhythm Edition	February 18	Palm Ridge	7pm	Still Available
Elvis and the Cadillac Kings	February 25	Beardsley	5pm	Still Available
Spring Fest – Voyager	March 11	Beardsley	7pm	SOLD OUT
Spring Fest – Mirage	March 12	Beardsley	7pm	SOLD OUT
Spring Fest – One of These Nights	March 13	Beardsley	7pm	SOLD OUT
CS – Danika and the Jeb	February 11	Palm Ridge	3&7pm	SOLD OUT
CS – Beatlesque	March 4	Palm Ridge	3&7pm	SOLD OUT
West Valley Winds	March 6	Palm Ridge	2pm	Still Available
Top Hat <b>Series</b> 3pm	Jan 13, Feb 3, Feb 17, Mar 3	Palm Ridge	3pm	Series Still Available
Top Hat Series 7pm	Jan 13, Feb 3, Feb 17, Mar 3	Palm Ridge	7pm	Series SOLD OUT
TH – Oh Canada	February 3	Palm Ridge	3&7pm	Individuals available
TH – Johnny Rodger Buddy & Beyond	February 17	Palm Ridge	3&7pm	Individuals available
TH – Walk the Line Johnny Cash Trib	March 3	Palm Ridge	3&7pm	Individuals available

\*CS – Cabaret Series \*TH – Top Hat – ALL 7pm Top Hats almost sold out

*Top Hat this week – Oh Canada*

*Julie Shawcross begins this week to work with the Events Department*

## Capital Projects Update:

### RH Johnson

- **Metal Shop Addition** - Facility is Closed; Structural Steel & Roof joist system, Fire Sprinkler System, Overhead Door are complete. HVAC, Electrical, Plumbing, Door schedule install in progress. We expect to reopen the Metal Shop by late March, a bit earlier possible.
- **Swim & Fitness Center Flooring Project:** Phase 1 complete, Phase 2 tile complete. Room painting toilet fixtures, shower trim, toilet partitions and accessory installation in progress. We are aiming to reopen next Monday.
- **RHJ Environmental Services Office:** Storage containers moved, Electrical Plumbing "Make Safe", and all existing structure demolition complete. General Contractor scheduled to begin construction 2/7/22.
- **Beardsley Greenhouse:** Demolition and site prep complete. Permit received 1/24/22. Foundation work to begin on 1/31/22.
- **Pebblebrook Trash Enclosure Project:** Metal fabrication and installation in progress. We are waiting on materials.