



# RCSCW GM Weekly Report

August 22, 2022

 8-23-22

## Human Resources

- We continue to fill more open positions.
- Maricopa County Covid Status is reported at "Low". There were 3 employee covid cases reported last week.
- A new Covid Status poster has been designed and will be distributed to Dept. Managers for posting. Managers are requested to let HR know how many posters are needed for each of their facilities.

## Sports Pavilion

For the month of August:

- We are down 53% in overall Bowling Revenue due to the recent 2-week closure.
- 72 League Bowlers have been added to the Fall League.
- We have one bid out of three in on replacement of Lizard Acres Pub bar top. The crack in the wood has been shored up to prevent any further damage.
- Live Music entertainment at Lizard Acres Pub has been scheduled through October. A new wine ordered for the Pub is now available for purchase.

## B & F

- Pete and Clif meeting with CLA to further talk about one entry on the audit. Once complete CLA will generate the Audit Summary Report for October.
- We continue preparing for presentation by Auditor Clifton, Allen, Larsen and Cap Trust at the October B&F Committee Meeting.
- Budget to Actual Presentation at next Staff Meeting.

## Golf Operations

- **Financials for the First 21 days of July 2022:**
  - Golf Rounds were up 4% vs. August 2021
  - Revenue for greens and cart fees are up 10% vs. August 2021.
- **Replacement of Driving Range Ball Dispensers** – Working on replacement of all 7 dispensers. New and improved functionality will be available. Initial indications are that costs will exceed current capital replacement budget amount. Expect this will take place after the current year.

- **Pro-shop Merchandise** – Finalizing vendors for pro-shop merchandise. Grandview GC pro-shop will take on a more concise look this next fall/winter. Trying to streamline vendors while expanding our offerings..
- **Cart Rentals after 4pm** – In order to reduce payroll dollars, we have enacted a policy (3 weeks ago) to end fleet cart/rental clubs at 4 pm daily. Not seeing any push back with golfers. We will track hours to quantify reduction of payroll expense and report back to General Manager.
- **Night Patrol on Random Days and Courses** – Still have staff randomly patrolling Echo Mesa, Deer Valley and Trail Ridge Golf Courses to reduce non-golf activity on the golf courses. Fishing at Trail Ridge Golf Course is being reported occasionally.

## Golf Course Maintenance/Landscape Management

### General Course Maintenance:

- **Irrigation Wells** – Last week we started the inspection of our irrigation wet wells and intake screens. All courses will be completed by the end of this week
- Well pump testing is scheduled for next week. Will compare static water level with last year's totals.
- A new pump station was installed last week at Grandview. This was part of Phase 1 of the Irrigation and Turf Reduction Project scheduled to start next spring (April 2023)

### Overseeding

- **Rainfall Totals**
  - We received 3/10" to 1" of rain across the board at our courses.
  - No major storm or wind damage on the courses.
- This year's seed has been ordered. Through the bidding process and using carry-over seed from last year, we were able to keep cost down; we are also experimenting with a different type of intermediate rye seed in selected areas throughout the seven golf courses. This seed came in at a lower price per pound than the seed that we normally use.
- Overseeding of the first four courses starts in 39 days – Deer Valley, Echo Mesa, Stardust and Pebblebrook will close on Thursday, September 29<sup>th</sup>. Courses will reopen on Tuesday, October 25<sup>th</sup> (four-week closure).
- 3 new Golf Course Maintenance employees start this week.

### Landscape Maintenance:

- Completed the 2<sup>nd</sup> pre-emergent application of the season on Lawn Bowl greens last week. This treatment will help control weeds during winter months.
- Storm damage cleanup of common areas from the weekend's monsoon storms included the loss of 3 Palo Verde trees, a cactus and one ocotillo.



## Membership

### Asset Preservation Fees/Tenants/Golf Cards

- For the first 21 days of August there have been 67 APFs collected compared to 88 APFs in 2021. Inquiries are 60 for 2022 vs. 126 for 2021
- Number of tenants for the month: 61
- Golf Cards Sold in Membership: 23 Total Last Week: 3 Unlimited, 4 Twilight, 0 Frequent Player, 8 Kachina, 8 Coyote.

### REDs

- Liens recorded: 0
- Liens released: 0
- Certified Collection Letters Mailed: 0
- Turned over to Attorney for Collections: 0

### CC&Rs

- Current CC&R Violations: 52
- 36 – Landscaping (Trees), 7 closed, 0 escalated.

### Facility Maintenance

- **Administration:** Painting Offices and moving furniture at RHJ Admin. Bldg. continues
- A/C went down in Executive and HR side of the REH Johnson Admin. Bldg. over the weekend. Maintenance staff working to determine cause and repair.
- MPS (Repair/Maintenance) Tickets:
  - 7,669 work orders to date
  - 7,607 completed
  - 62 Current Open Work Orders in Progress

### Facility Operations

#### Jack – RHJ, KZ, BD, PR

- Collecting bids for RHJ Fitness Room Equipment changeout.
- Continually looking into new efficiencies in Facility Operations and new strategies to keep great workers

#### Attendance Paid Guest Numbers August 14 through August 21, 2022

	Pool	Gym	Walking Track	Guests -Under 18/Over 18/Total	Total
BRD	Closed	Closed		Closed	Closed
KRC	897	642		0/30/30	1539
PR	1671	1118	1596	13/85/98	4385
RHJ	3268	1178		67/185/252	4446

## Library

- Continue scheduling software, LibCal,, for Library Classes, Lectures and one on one appointments and calendar events.
- The recent Friends of the Library Booksale sold less books than usual but revenue for this event was good..
- Tracy working with new calendar software to see how it can be applied to other departments.
- We are looking at new catalog systems. The one we currently use is limited and not user friendly. The newer software is more current, has many upgrades and is user friendly.

## Media / I.T.

- Staff is reminded to submit tickets for help desk assistance which will be addressed by available IT personnel.
- Reminder: Deadline for power points or other materials for the notebooks for the Fall 2022 TORCH class is Aug. 29. Please email to Katy prior to the 29<sup>th</sup>.
- Our Help Desk Team continues to offer training to employees on various desktop tasks such as Outlook calendar, Microsoft Office etc. Managers are encouraged to open a ticket if they have training requests for themselves or their team members.
- Rec Center News page count was reduced over the summer months as things slowed down, but as always we continue to publish and promote items on Enews and the website as well.
- Barbara Horton, member of the TORCH Committee resigned this past week. She was an invaluable member of TORCH and her knowledge and willingness to serve on this Committee will be missed.

## Clubs:

- Club:
  - Continuing the Bylaws process
  - First Chartered Club Committee Meeting will be held September 6, 2022
  - Both Bridge Groups agreed by vote to change their name to SCW Contract Bridge Club
  - Handicapables and Water Fitness are merging
  - Events Department is working with Club Espaniol for October Event
  - Club Expo information will be sent out in 2 weeks to all clubs



**Tours:****2022 Upcoming Tours**

Start Date	Tour	Availability
10/4/22	Albuquerque Balloon Fiesta	0
10/13/22	Verde Canyon RR	0
10/18/22	Dolly Steamboat & Saguaro Lake Ranch	13
10/21/22	Tonto Natural Bridge & Fargo's Steak	39
10/23/22	Laughlin, Oatman & Lake Havasu	36
11/1/22	Rocky Point, Mexico	SOLD OUT
11/22/2022	San Antonio & Riverwalk (Thanksgiving)	21
11/24/22	Thanksgiving at the Opry	22
1/1/23	The Tournament of the Rose Parade	46

**Events :****Current / Upcoming Ticket Sales**

Event	Event Date	Location	Time	Ticket Sales
August Dance – Uncorked	August 31	Palm Ridge	7pm	Tickets still available
Welcome Back Dance – HIFI	September 23 <sup>rd</sup>	Palm Ridge	7pm	Tickets still available
October Concerts – Hispanic Heritage	October 1 <sup>st</sup>	Beardsley	5pm	Tickets still available
October Concerts – Desert winds Steel Orchestra	October 8 <sup>th</sup>	Beardsley	7pm	Tickets still available
October Concerts – Johnny K & Kompany	October 15 <sup>th</sup>	Beardsley	7pm	Tickets still available
October Concerts – HI FI	October 22 <sup>nd</sup>	Beardsley	7pm	Tickets still available
October Concerts – Southbound	October 29 <sup>th</sup>	Beardsley	7pm	Tickets still available
Autumn Vibes – Doobie Brothers Tribute	November 3 <sup>rd</sup>	Beardsley	7pm	Available Sept 6 <sup>th</sup>
Autumn Vibes – Return to Woodstock	November 4 <sup>th</sup>	Beardsley	7pm	Available Sept 6 <sup>th</sup>

***Movies in Park – Free and require NO tickets******Located at Beardsley Park – Bring your own Chair, Partial Concessions will be available******Movie starts at Dusk, Concessions start at 5:00pm***

- *October 9<sup>th</sup> – Knives Out*
- *October 16<sup>th</sup> – Murder on the Orient Express*
- *October 30<sup>th</sup> - Death on the Nile*

***October Music on the Green – Free and require NO ticket******Thank you to our sponsor Sun Canyon Bank******Located at RH Johnson all shows start at 6pm! (No food will be served)***

- *October 5<sup>th</sup> – Little Help from My friends*
- *October 19<sup>th</sup> – Sonoran Blues Rock*

***Thank you all for your patience with our new ticketing vendor, with change there is always speed bumps, and we have addressed them or still are working on them.***

## Capital Projects:

- **Beardsley Swim & Fitness - Lobby Enclosure:** Swim and fitness Building closed until project completion. Entry Door, Auto door opener, Interior Paint in Lobby & Hallway complete. Millwork, Electrical trim, Fire Alarm, Low volt/I,T. trim, Rooftop HVAC unit craning, Lobby floor trim, AFMA Final Fire System Inspection, Maricopa County Electrical Inspection in progress during the week of 8/15/22.

Negotiating Temporary Certificate of Occupancy with Maricopa County Inspector and waiting on update status of Windows/Metal Frame Fabrication and Glass arrival.

- **Beardsley Arts and Crafts – Clay Club Monitor Station:** Project completed 8/11/22.
- **Beardsley Arts & Crafts – Storage Area:** Security Ironwork and Gate in progress; posts for gate system are set in place. Waiting on fabricated ironwork install.
- **Rip ‘n Sew – Cabinet Reface:** Phase 1 backroom millwork reface completed 8/2/22. Phase 2 remaining millwork scheduled for 9/5/22 including room repainting and lighting conversion.
- **Lizard Acres Pub Bar Top Cracking.** We will attempt to locate material to repair it but may have to replace Bar Top if we cannot obtain. Will put in an “L” Bracket in the interim to keep the bar top from further cracking until it is repaired.

## Upcoming Summer Projects

- **Metal Shop Parking Lot:** Asphalt Mill and Replace; Closed 8/30 – 9/3/22. Weather permitting.
- **Palm Ridge – Parking Lot:** Asphalt Seal & Stripe; Closed 8/29 – 9/7/22. Weather permitting.