



RCSCW GM Weekly Report

January 30 2023

Wally 2-1-23

Human Resources

- Maricopa County Covid Status is reported as Low. Please remind employees and others to follow Maricopa County and CDC Guidelines on Covid.
- Staff is reminded that if any of the job descriptions in their departments need changing, now would be a good time to do that.

Sports Pavilion

Statistics for month of January 2023 to date:

- League Revenue up 12%
- Open Revenue up 7%
- Bowling Revenue up 10%
- Total Revenue up 16%

B & F

- 401K Audit continues.
- Continuing Workman's Comp audit.
- Our Insurance renewal process continues with our Broker Hayes Companies.
- As of 1/1/23, the State of Arizona is lowering its' state income tax rate from 2.7% to 2.0%. Employees who want to use a different rate will have to change their withholdings through Paycom.
- Clif announced two meetings being held with staff members this week: Head count and Seats per Dept. and Operating Expenses per Dept. Terri will email sheets out to Staff Managers in the next day or so.
- The replacement for Dawn from Payroll starts Monday, February 6th.
- We have posted the open position for Financial Accountant.
- Our investment firm CAP Trust will be presenting at the next B&F Committee Meeting on Feb. 7th and will respond to members questions.
- We are working on comparative pricing regarding Parks & Sons Services.
- We are considering additional investing in T-Bills.

Golf Operations

- **Financials for first 29 days of January 2023:**
 - **Rounds of Golf** – Rounds are down 12% vs. January 2022
 - **Revenue for green fees and cart fees** – Down 3% vs. January 2022.
- **Glendale, Arizona Bowl Scramble & Men's 2-Man Best Ball Mtch Play** – Scheduled for Saturday, February 11th at Deer Valley Golf Course and Saturday/Sunday, March 4th and 5th at Pebblebrook Golf Course. Both events are sold out. Next event is the Sun City West Classic scheduled for March 25th and 26th (Trail Ridge Golf Course and Grandview Golf Course). Entry forms for this event will be sent out on Sunday, February 12th with sign-up beginning Monday, February 13th at Golf Ops
- **First Tee Time in February** – Will return to 7:30 a.m. The 8 a.m. start was in effect through January to help manage frost delays.
- **Group Golf Clinic Schedule for February 2023:**

Date	Time	Lesson Topic	Instructor
Thursday, Feb. 2 nd	3:30 pm (PB)	Course Management	Mike Williams
Tuesday, Feb. 7 th	2pm (PB)	4 – 40 Footers – Putting	Paul Grucza
Thursday, Feb. 9 th	2pm (PB)	Green Reading	Paul Grucza
Tuesday, Feb. 14 th	2pm (PB)	Couples Sand Play	Mike Williams
Thursday, Feb. 16 th	2pm (PB)	Full Swing – Any Club	Mike Williams
Tuesday, Feb. 21 st	2pm (PB)	How to Create Speed	Paul Grucza
Thursday, Feb 23 rd	2pm (PB)	Fundamentals of Chipping	Paul Grucza
Tuesday, Feb. 28 th	3:30pm (PB)	Course Management	Mike Williams

- **Staff Updates** – Staffing at both the Golf Course Supervisor position and other positions will be changing this spring/summer. This will be a good opportunity to re-evaluate job descriptions and positions.

Golf Course Maintenance/Landscape Management

General Course Maintenance

- **Weather and Frost Delay Update Information** – Frost delay restrictions information for January is attached.
- Golf courses are scheduled to finish pre-emergent applications for weed control this week.

Landscape Maintenance:

- Staff continues to perform general landscape maintenance.

Membership

General Information

- Real estate sales continue to be slow.

Asset Preservation Fees/Tenants/Golf Cards

- For the month of January 2023 there have been 69 APFs collected compared to 115 APFs in 2022. Inquiries were 82 for 2023 vs. 135 for 2022.
- Number of tenants for the month: 384 in 2023 vs. 353 in 2022.
- 2023 Golf Cards sold for the Month: 229 Total: 24 Unlimited, 9 Twilight, 0 Frequent Player, 78 Kachina, 118 Coyote.

REDs

- Liens recorded: 1
- Liens released: 1
- Certified Collection Letters Mailed: 0
- Turned over to Attorney for Collections: 0

CC&Rs

- Current CC&R Violations: 23
- 11 – Landscaping (Trees), 7 New, 3 closed, 1 escalated.

Maintenance – Russ

- **Palm Ridge** – Completed the additional 3 light poles behind Summit Building to expand lighting in parking lot.
- **MPS Work Order Update:**
 - 8,903 Work Orders to Date
 - 8,846 Completed
 - 57 Open work orders in Progress

Capital Projects Update – Karl

- **R. H. Johnson Arts & Crafts – Flat Roof Restoration:** Roof coating Project completed 1/27/23.
- **RHJ Interior Lighting and Conversion:** Sports Pavilion Billiards Room and Main Concourse are in progress. When that's completed, we move on to the locker room and then on to ARC, Lawn Bowling and then the RHJ Craft Village for completion.
- **Friends of the Library Book Storage Container** – This Club funded project is in progress.
- **Grandview Golf Course – Pump Station:** Roof structure over new pump station in progress.

Facilities Operation Report – Karl

- **Facilities Use:**

	Pool	Gym	Walking Track	Digital Guest	Total
BRD	3009	1360		84/155/239	4685
KRC	537	1403		0/15/15	1429
PR	2066	1361	1045	3/141/144	4472
RHJ	1423	1475		6/172/178	3152

These are the numbers for all 4 Rec. Centers. It includes the use of the pool, fitness rooms, walking tracks, guests under 16, over 16 and total number of guests as well as the total for the facility (which includes other areas not listed).

- **RHJ Snack Bar:** 1/12/23 through 1/28/23 Grand Total: \$1,008.75

Library

- The library has its first meeting scheduled this week for starting implementation of new library software.
- We have the Banner presentation on Tuesday, January 31 at 2 p.m. in Palm Ridge Summit Hall on Dementia Friends. It is free and open to all. Tickets not required.
- Library has extended checkout times for some materials starting Wednesday, Feb. 01.
 - New books will keep their two-week checkout period but all older books will move to a three-week checkout period. New books are limited to four copies at one time.
 - Books on CD time limit will move from two weeks to four weeks. New Books on CD will still have the two-week checkout period. You can have up to six Books on CD checked out at one time.
 - Puzzles and games will be extended to a three-week checkout period and up to five puzzles and five games may be checked out.

Media /I.T.

- TORCH Books should be here Feb. 6. Agendas went to all staffers who have a part in the Academy. Please review book carefully in case you have multiple sessions to attend. The Spring Class is full and we are starting a waiting list, or members can sign up for the Fall Class, which runs Oct. 5 through Nov. 16 with a Meet and Greet on Oct. 4.
- The SD-WAN is up and running at Kuentz. The schedule will continue as follows. We are asking monitors to log out of TEI at 6 p.m. on the date indicated for this maintenance:
 - Beardsley Jan 31
 - Palm Ridge Feb. 01
 - Pebblebrook/Golf Ops Feb. 2
 - Additional Golf courses will be scheduled after those sites are completed.
- We have updated the contact cards in Outlook with the new staff changes, titles and supervisors. If you notice any that are incomplete, please let us know. The new Org Chart has been updated and is posted on the website.
- We are working with each dept. to schedule the computer and phone changes involved with the staff changes. Please be sure to notify us if any of these changes involve file access changes. We are working with those managers who we know have changes.
- We will be working with Facility Maintenance to prepare a cage for network equipment at Lizard Acres so we can reinstall the Club Network and wi-fi down there without worrying about the equipment being damaged again.
- Please make sure your employees are finishing any KnowB4 Training they have been assigned. This is mandatory.
- Our partnership with the Historical Society continues with the new display in the Village Meeting Room windows. Check out the display when you have time! This adds to our partnership with the Society, which already includes the ongoing video display at the library. If you haven't seen that one, stop by the Reference area and watch the historical video.
- Francisco and Joseph are deploying the new Club Track machines with the certs that will provide us with control of who uses the program. Along with the new machines, we are putting out small laminated signs showing the one additional click our clubs will need to make to launch the program. Beardsley, Kuentz and Palm Ridge have been done, and we will get to

RHJ as soon as we coordinate with the leads. After RHJ, we will work with those Clubs who run club track on their own machines, as well as staff who need the program. Once all are complete, we will disallow access from non-certified machines.

- The film crew is scheduled to be here the first two weeks of February. Katy and Martin will be escorting them for most of their visit that involves our properties; please give your front line staff a heads up. No video will be taken of any members unless they approve of it and a waiver is signed.
- We have an offer for a couple of the seats from the historical Sundome Center for the Performing Arts, which was a major highlight and entertainment draw in Sun City West for decades. The Center sat where the Fry's Market is now. These seats are being offered as a historical artifact but we will need to find a place to show them off, with some kind of historical plaque or picture display. Any managers who have areas that might be appropriate should let Katy O'Grady know.

Recreation:

Clubs:

- Continuing the Bylaws process - Moving along
- Chartered Club Committee Meeting – February 7, 2023
- All CR-5's are turned in!!! Great Job Clubs!
- CR-7's and CR-15's are due by February 15th
- CR-4's are due by February 15th unless otherwise requested.

Tours:

2023 Upcoming Tours

Start Date	Tour	Availability
1/31/23	Dolly Steamboat & Saguaro Lake Ranch	0
2/10/23	Annual Tubac Festival of the Arts	0
2/24/23	"42 nd Street" at Hale Theatre w/ Lunch	24
2/27/23	San Diego Getaway	10
3/8/23	Barleens #1 Hit Variety Show	21
3/15/23	Fog De Choa & Desert Belle	26
3/23/23	Verde Canyon Railroad	26
4/3/23	Rocky Point, Mexico	0

Events :

Current / Upcoming Ticket Sales

Event	Event Date	Location	Time	Ticket Sales
Tonedevil Brothers CS	2/3/2023	Palm Ridge	3pm & 7pm	Sold Out
Americana CS	2/17/2023	Palm Ridge	3pm & 7pm	Sold Out
Dec-63 RON	1/12/2023	Palm Ridge	3pm & 7pm	Sold Out
Tina Turner Tribute	2/7/23	Palm Ridge	3pm	500/800
Tina Turner Tribute	2/7/23	Palm Ridge	7pm	790/800
February Dance – City Nights	2/10/23	Palm Ridge	7pm	372/432
Barb & Frank RON	2/23/2023	Palm Ridge	3pm	757/800
Barb & Frank RON	2/23/2023	Palm Ridge	7pm	797/800
Everly Brothers Experience RON	3/2/2023	Palm Ridge	3pm	790/800
Everly Brothers Experience RON	3/2/2023	Palm Ridge	7pm	796/800
Spring Vibes – AZ Highway Men	3/10/23	Beardsley	7pm	1525/2400
Spring Vibes – Tim McGraw Exp.	3/11/23	Beardsley	7pm	1509/2400
Spring Vibes – Southern Rock	3/12/23	Beardsley	7pm	1390/2400
St. Patty's Day – HIFI	3/17/23	Beardsley	7pm	Ticket sales 2/7/23

CS – Cabaret Series / RON Rhythm of the Night Series

Thank you all for your patience with our new ticketing vendor. With change there are always speed bumps which we have addressed and continue working on.

February Music on the Green: FREE NO Tickets Needed Located at RHJ Great Lawn

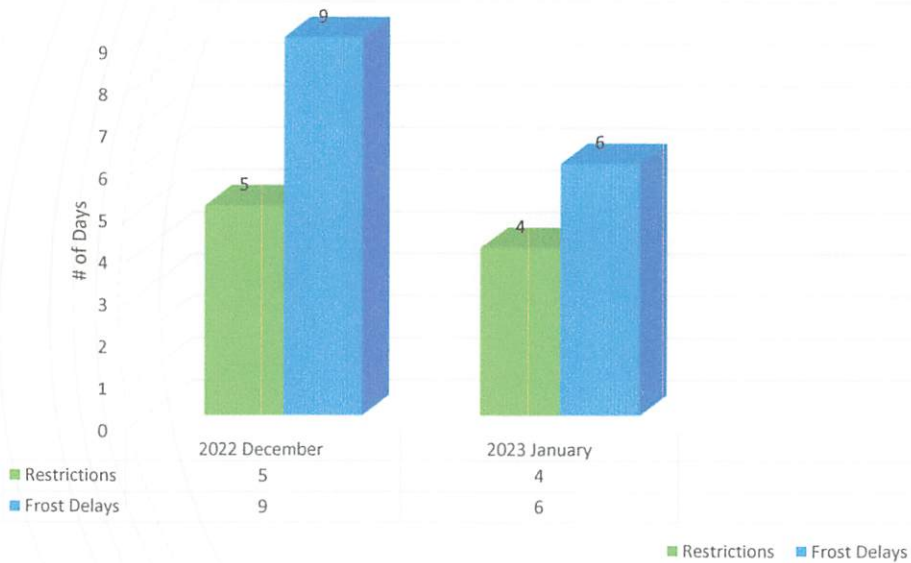
Wednesday, February 1st – Byron Brothers (Makeup from Jan 25)

Wednesday, February 8th – Still Above Ground

Wednesday, February 22nd – John Gamber

Frost Delays/ Restrictions 2022/2023

Frost Delays/Cart Path Restrictions
Dec 2022- Jan 2023



Mon	Tues	Wed	Thurs	Friday	Sat	Sun 1
January 2023						
2 Rain - Cart Path Restrictions All Day No Restrictions at PB	3	4	5	6	7	8
9	10	11	12	13	14	15 PM- Rain
16 Rain – 1" Total Cart Path Restriction All Day	17 Cart Path Restriction All Day	18	19 Cart Path Restrictions 30 - Min	20	21	22
23	24 1.5 HR Frost Delay	25 1.5 HR Frost Delay	26 1- HR Frost Delay	27 1-HR Frost Delay	28 1.5 HR Frost Delay	29 1- HR Frost Delay
30	31					