

Recreation Centers Of Sun City West, Inc.

INTER-OFFICE MEMORANDUM:

Date: June 15, 2020

To: RCSCW Governing Board

From: William Schwind, General Manager

Subject: Weekly Activity Report – June 15, 2020



Facility Projects: (Karl)

Kuentz:

1. **Parking Lot:** Curbing is in progress and on schedule.
2. **Craft Room Addition:** Concrete Pad has been completed. Roof tile is being removed and demolition of the eaves is in progress. This project is on schedule.
3. **Courtyard Renovation:** Concrete Benches, Planter Box footings and work on gas lines are in progress. These projects are on schedule.
4. **Spa Room Remodel:** Tile and Grout work is 95% complete. Grid ceiling work is in progress and on schedule.
5. **Men's/Women's Shower Renovation:** Demolition of the Men's and Women's Shower Room Renovation in in progress and the project is on schedule.
6. **Storage Room Addition:** The Concrete Pad has been completed. Masonry Walls portion of this project is in progress and is on schedule.

R. H. Johnson:

7. **RHJ Large Dog Park:** This project was awarded to a new General Contractor C&J Custom Construction. Their tentative start date for this project is July 29, 2020.
8. **Memo's Café:** The RHJ Memo's Café Gas Line Project is set to begin July 6.

Facility Maintenance: (Russ)

9. The A/C Unit at Echo Mesa Pro Shop went down. Facility Maintenance Staff is working to get it back up and running.

10. The Crooked Putter A/C was repaired last week after going down. Facility Maintenance Staff is watching it to be sure it continues working properly.

Recreation: (David)

11. Due to the spike in corona virus positives in AZ and our current backlog of sanitizing supplies, we will delay the reopening of Beardsley Pool until the situation improves.

You can check the following link to see latest on facility reopening dates and times.

https://suncitywest.com/wp-content/uploads/2020/06/Rec-Center-Club-Reopening_6_3_20.pdf. All items on this list are subject to change. Facility usage has increased since our initial reopening and we expect the numbers using facilities to increase as we continue.

12. The deep cleaning, chemical treatment and sealing of the wall and floor tiles in the Men's Showers at Beardsley turned out great! We are very pleased with the results. The team performing this cleaning moves on to the Women's Showers and then to the flooring.

13. Due to lack of attendance and business, The Buzz is shutting down until the Fall season. Our Health and Wellness Partners (Massage) reopened last week with limitations.

14. We are equipped with the supplies we need for maintaining the facilities that are open but do not have as big a supply as we would like. Our Purchasing Agent Dave has been successful in locating some of the items on backorder we are still in need of. He continues trying to track down some of these as the order placed May 1, 2020 still has not been received.

15. Our EXPLORE! Program has about 15-20 Zoom Classes scheduled for those interested in taking on-line courses. There has been a good turnout on these.

16. We have blocked off every other piece of cardio equipment to assist with social distancing of Fitness Room Users. At the present time, users of the Fitness Rooms are required to wear a mask.

Recreation Activities: (Riley)

17. Due to the closure of the Rec. Centers, all CC&R complaints should be sent in by email (located on the main page of our website (www.suncitywest.com)) or by telephone at 623-544-6661. CC&Rs are working on 85 current violations as of 6-15-20.

18. The Fitness Club has decided to close for the next few weeks.

19. We are working on how clubs can hold quarterly meetings and pass votes via electronic meetings which is not addressed in the RR&Ps.

20. Scheduling is working with clubs inputting CR-6 and CR-14 form requests for future events.
21. Scheduling is booking special events for clubs for FY20-21 with the understanding that it may be necessary to cancel them

Village Store

22. The Village Store reopened on June 15 from 9 a.m. to 1 p.m. Monday through Friday. Village Store Management will be taking in new merchandise from the Clubs limited to a maximum of 3 items per week. We will rotate out the older items.
23. Due to Corona Virus and the need for social distancing, we will allow 6 to 8 people in the village Store at any one time.
24. We have cancelled the Fall Arts and Crats Fair originally scheduled for November. 2020
25. We are checking into the possibility that some Clubs who hold sales in their club space may be able to use Park space or a larger venue so they are not dealing with confined spaces.

Sports Pavilion:

26. We reopened the Sports Pavilion on Tuesday, June 9. It was a slow start but business picked up by the middle of the week. By the weekend, we lost half of our bowlers due to the requirement to wear masks while bowling. We have clarified our mask position for the Sports Pavilion; someone at the line bowling need not wear a mask but those sitting and waiting their turn are required to wear a mask. We hope this increases the numbers of those coming in to bowl.
27. We plan to have Fall League signups as it will be easier to cancel them if necessary than to try and start leagues up at the last minute. We remain hopeful restrictions can be relaxed in July so we can hold our Fall Tournaments and offer League Play.
28. The Sports Pavilion usually closes for the month of July for maintenance and deep cleaning but those tasks were accomplished during the Covid shutdown which will allow us to be open the month of July.

General Services:

29. For the most up-to-date information on the Covid-19 virus, please visit our website at <https://suncitywest.com/covid19/>.
30. The July issue of the Rec. Center News will be published and distributed on the last Wednesday of June.
31. There was a power outage/cox communications outage at all of the Pro Shops and several Recreation Facilities early Monday morning that lasted for about 3 hours. Staff was able to work around the outage and processed credit card transactions by hand. By afternoon all was back to normal.

RHJ Library:

32. The Hours of Operation for the Library went back to normal hours Tuesday through Saturday, 9 a.m. to 4 p.m. using “Grab and Go” to try and limit the number of people in the Library at any given time.
33. The Summer Reading Program is up and running. About 20 patrons have signed up for this Program.
34. Library numbers are up a bit from last week but still low enough to be able to observe social distancing.
35. The Library is providing masks at each entrance to the facility for residents to use if they’ve forgotten theirs.

Financial Services:

36. Staff is asking the Governing Board, at the upcoming Annual Meeting, to give the GM summer project signing approval to expend the funds for those budgeted Capital Projects that take place over the summer months. Staff is ready to go with Capital Projects beginning July 1.
37. Two weeks into June 2020 saw 46 APF’s with 5 refunds for a total of 41 APFs. There were 116 APF’s collected for the entire month June of 2019. We are currently 75 APFs down for FY 2020.
38. Our Annual Audit kickoff begins this week with the firm of CliftonLarsonAllen.
39. Due to COVID-19 virus the Brunswick Scoring Replacement Project will have to be rescheduled. The company had a manufacturing shutdown for several months and has just recently reopened. We missed our deadline for the replacement and will have to go through the process and reschedule this project at a time that works for Brunswick and the Sports Pavilion later in this fiscal year.
40. The numbers for End-of-Month Financials for May 2020 indicate that there were some Revenue Shortfalls but some of our expenses were also down which puts us off budget by about \$15K. The overall May Financial Statement looks good.
41. We are assessing Security Issues regarding meetings, membership entrance doors and other events out of concern for the safety and security of those who work at and visit Association property.

Membership:

42. The Member Services Office is now open Monday through Friday from 8:00 a.m. to 2:30 p.m. should you need to come in for assistance. You can also continue to pay your dues online or call 623-544-6100 to pay by phone. Member credit can be purchased at any of our open Golf Course Pro Shops or from Member Services during their normal hours. If you have any questions you are welcome to contact us by email as well at membership@suncitywest.com.

Events Planning:

43. We will be streaming our Summer Concerts. You can choose 1 show as you go or purchase our Season Pass for \$20. Our second Summer Concert is available for streaming June 9 through August 31 and is a performance by *The Arizona Wildflowers* and the cost is \$5. Just a note about The Arizona Wildflowers; they will be on this season's America's Got Talent which can be seen every Tuesday on NBC. Visit www.scwconcerts.com to create a login and stream from the comfort of your own home.
44. Tickets are available now for our 2021 Series Top Hat Upgrades and our Cruise Ship Renewals; tickets continue to sell well.
45. *Sixties Mania* comes to Sun City West on November 5, 2020 at 7 p.m. at Beardsley Park. Tickets are available now.
46. *HIFI* performs at Beardsley Park on November 6, 2020 at 7 p.m. Tickets are available now.
47. We will be adding an additional show featuring the Band of Brothers! They are a very talented group from Prescott, AZ and they will be adding some patriotic songs to their show for the July 4th Celebration.
48. All dances have either been cancelled or relocated. We will be moving the "Welcome Back" Dance to Beardsley Park in October and we plan to move the Halloween Dance to Beardsley Park as well.
49. We plan to limit our Movies in the Park to 500 people. Tickets are free. This event will be held beginning Oct. 3 and goes through Fall Fest.

Human Resources:

50. The Association started requiring face masks for employees and those using our facilities when it is not possible to socially distance 6 ft. or people are working or a limited number of people are meeting in a confined space. Golf, Tennis, Pickleball, Racquetball and Bowling are not required to wear masks while playing. Those seated and waiting are required to wear a mask.

Golf Operations:

51. Revenue numbers for the first 14 days of June 2020 – Greens fees and carts fees are 10% ahead of prior year. Rounds of golf for the same time period are 20% ahead of last year's numbers. Greens fees and cart fee revenues totaled over \$90,000.
52. Golf Policies – Starting this past Saturday we required face masks for our staff but not for golfers. One rider per cart is still in effect. The only exception is if the two people in the cart live in the same household. The six-foot separation throughout the round of golf needs to be complied with. There is no congregating on golf course property at this time.
53. Golf Lab – We are working on a new operational contract which is expected to be completed by July 1st.

54. Many thanks go out to the Golf Operations Staff as they continue to report for work and are willing to comply with Covid 19 rules and the use of PPEs. We value the work they do in helping RCSCW provide services to the community throughout this pandemic. We appreciate your efforts!

55. Player's Assistants will continue to work through the month of June. Challenges they have faced the last couple of months have included: disinfecting touching points throughout the round of Golf, Driving Range Machines/baskets, golf carts, pull carts and restroom areas.

56. The six-foot physical separation throughout the round of golf needs to be complied with .

57. Lost and Found Golf Clubs: Over 525 lost golf clubs have been returned to Golf Shops. We will host a three-day event in an attempt to reconnect the owner with their lost property. We are considering the second or third week of July to hold this event. More details to follow.

58. Golf Ops Management has talked to HR Management about the possibility of holding a job fair. We will provide more details as they become available.

59. The Green Team is starting on Saturday, July 11th.

Environmental Services:

60. Golf Course Maintenance

Project Updates:

- Driving Range Tee Project at Pebblebrook has been completed. Staff was scheduled to mow the tee for the first time this past Monday.
- The Shoreline Repair Project on hole number 8 at Pebblebrook is still on schedule and should be completed sometime in early July. 8,000 sq. ft. of sod is scheduled to go in on Wednesday, June 24.
- Maintenance workers at Pebblebrook will be installing 2,000 sq. ft. of sod this week. Last week staff put down 1,500 sq. ft. in the rough and other transition areas.
- Trail Ridge was closed for maintenance and reopened on Tuesday, June 16.
- Deer Valley closes on Thursday, June 18 for course maintenance and will reopen on Tuesday, June 23.

Palm Tree Trimming Update: Desert Trails will be completed this week. Deer Valley trimming begins this Thursday.

Golf Course Staffing Update: Golf Maintenance is currently 18 employees down.

61. **Landscape Maintenance:**

- Palm tree trimming at the RHJ Center should be completed this week. We have them trimmed once per year due to the cost (\$100,000). It is necessary to use different vendors to complete the annual trimming as there are just over 3,000 palm trees to take care of and giving the job to one vendor would push out the project completion date to much later in the season which would not be acceptable.
- The palm trees on R. H. Johnson Blvd. have been scheduled for trimming next week. The trees in the median along R. H. Johnson Blvd. are the County's responsibility this year as we alternate the median work with them every other year.
- Landscape Maintenance Staff will be replacing eight Palo Brea trees in the RHJ Parking Lot this week.
- Laser leveling on Lawn Bowl Green #3 is scheduled for this Friday.

Golf Maintenance Miscellaneous:

- The start of Monsoon season started on Monday, June 15 and goes through the end of September. Some forecast models are calling for an above average season. Only time will tell.

62. **Management:**

Other Items discussed:

- Local Zoning Issues
- Club Loan Status
- Club Demographics/Facility Enhancements
- APF Changes.
- Owner Member Late Fee - Process and Policy.

Upcoming Events

Summer Streaming Concerts

You can choose 1 show as you go or purchase our SEASON PASS for \$20!

Season Pass will only be available for purchase from Now – June 19th!

Group	Dates of Streaming	Duration	Cost
The Arizona Wildflowers	June 9 – August 31	60 Minutes	\$5
The Band of Brothers	June 16 – June 22	75 Minutes	\$5
Gordon Lightfoot Tribute	June 23 – June 30	60 Minutes	\$5
AZ Trio 4 th of July	July 4 – July 10	75 Minutes	FREE
SwingTime	July 14 – July 20	60 Minutes	\$5
T.A Burrows Bandstand	Aug 24 – Aug 31	60 Minutes	\$5

Vist www.scwconcerts.com

to create a login and stream at the comfort of your home!

Current / Upcoming Ticket Sales

Event	Event Date	Location	Time	Ticket Sales
TOP HAT – UPGRADES	2021 Series	Palm Ridge	3&7pm	Available NOW
CRUISE SHIP RENEWALS	2021 Series	Palm Ridge	7pm	Available NOW
Sixties Mania	November 5, 2020	Beardsley	7pm	Available NOW
HIFI	November 6, 2020	Beardsley	7pm	Available NOW

✓ Arizona Wildflowers will be on this season of America's Got Talent! This show is held every Tuesday on NBC-

New Show Added to 4th of July Performance

✓ Band of Brothers is a very talented group from Prescott AZ and we will be adding some patriotic songs from them to add a little more for 4th of July!

Ticket Sales June 15, 2020

Summer Streaming Concerts

Show	Dates of Streaming	Sold	Cost
Season Pass	June 9 – August 31	73	\$20
Duende - <i>Expired</i>	June 9 – June 15	244	FREE
The Wildflowers	June 9 – August 31	2	\$5
Band of Brothers	June 16 – June 22	0	\$5
Gordon Lightfoot Tribute	June 23 – June 30	3	\$5
Arizona Trio/Band of Brothers	July 4 – July 10	31	FREE
SwingTime	July 14 – July 20	3	\$5
T.A. Burrows	Aug 24 – Aug 31	1	\$5

Viewing by Country

United States - 284

Australia – 2

Canada – 11

Germany – 1

Japan – 1

Morocco – 1

New Caledonia – 1

Spain – 6

United Kingdom – 2

Show	Location	Tickets Sold	%	Date of Event
FALL FEST - Sixties Mania	Beardsley	594	28%	11/58/2020
FALL FEST – HIFI	Beardsley	559	27%	11/6/2020

Subscriptions

2021 Cruise Ship Subscriptions 7PM	Palm Ridge	586	84%	2021
2021 Top Hat Subscriptions 3PM	Palm Ridge	443	62%	2021
2021 Top Hat Subscriptions 7PM	Palm Ridge	679	97%	2021