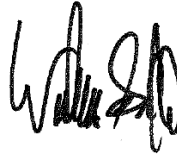


Recreation Centers Of Sun City West, Inc.

INTER-OFFICE MEMORANDUM:

Date: June 22, 2020
To: RCSCW Governing Board
From: William Schwind, General Manager
Subject: Weekly Activity Report – June 22, 2020



Facility Projects: (Karl)

Kuentz:

1. **Parking Lot:** Light Pole Foundations, Walkways and Curbing are all in progress and on schedule.
2. **Craft Room Addition:** Concrete Pad has been completed. Roof Tile removal and Demolition of Eaves are 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:** Grid Ceiling work complete, Mechanical Trim in progress. Everything on schedule and anticipated to be done in about a week.
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 on schedule.

R. H. Johnson:

7. **RHJ Large Dog Park:** The Dog Park has been closed today to begin construction. Landscape Staff started removing the hardscape from the park this morning.
8. **Memo's Café:** The RHJ Memo's Café Gas Line Project is set to begin July 6.
9. Staff Management will be meeting with Pickleball Club to discuss future needs and to review the process the Club is required to follow.

Facility Maintenance: (Russ)

10. The A/C Unit at Echo Mesa Pro Shop went down last week. Facility Maintenance Staff was able to get replacement parts and had it back up and running later that same day.

11. Since the A/C repair at the Crooked Putter, the Facility Maintenance Staff continues watching it to be sure it is working properly. The Swamp Cooler at the Crooked Putter had a water feed line fail which affected the air to the exhaust fan. This problem was taken care of by Facility Maintenance Staff later that same day.

Recreation: (David)

12. 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.

13. 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 has now completed the Women's Showers and they continue to work on the flooring. We will be having a walkabout for some Board Member to tour the area this week.

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

15. 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. We finally received the portable hand-sanitizing stations we have had on order for 2 months. We will be scheduling installation of these stations throughout our facilities.

16. Traffic at the pools is steady but not over-crowded. We estimate attendance at about one hundred people per day. Palm Ridge is the only indoor pool that is open at the present time.

Recreation Activities: (Riley)

CC&Rs

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 investigators are working on 77 current violations as of 6-22-20.

18. We have been working in conjunction with the Maricopa County Code Department which has helped us with 14 Code violations as of recently.

Chartered Clubs:

19. Chartered Clubs that have reopened have been monitored by staff and we have found that they are doing the correct things regarding social distancing, restricting numbers of club members at any given time and the wearing of masks.
20. We have given Clubs the authorization to hold meetings and pass votes electronically through Dec. 31, 2020.

Tours and Scheduling:

21. Scheduling is working with the SCW Board and Staff for future needs regarding meeting locations and social distancing.
22. Scheduling has booked the Social Hall for the Primary and General Elections. The Social Hall will be closed July 27 – Aug. 7th and Oct. 26th – Nov. 5th.

Village Store

23. 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 are rotating out the older items. Sales are fairly good at this time.
24. 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.
25. We have cancelled the Fall Arts and Crats Fair originally scheduled for November 2020 and look forward to the Fair in the Spring.

Sports Pavilion:

26. When we reopened the Sports Pavilion on Tuesday, June 9, it was a slow start but business picked up by the middle of that week. By the weekend, we lost half of our bowlers due to the requirement to wear masks while bowling. It has been difficult to get people who are bowling to wear masks. We have since clarified our mask position for the Sports Pavilion; someone at the line bowling can pull down their mask below the nose but those sitting and waiting their turn are required to wear a mask in the normal fashion. 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.

29. We have had to ask a few people to leave the facility due to non-compliance with the rules. In the interest of social distancing, we have every other lane open for bowling. Two Sports Pavilion employees turned in their resignations rather than having to deal with these issues regarding enforcement of rule changes every day.

General Services:

30. For the most up-to-date information on the Covid-19 virus, please visit our website at <https://suncitywest.com/covid19/>. The latest numbers per the County reported the morning of 6/22 are 2,196 positive cases and 3 deaths.

31. The July issue of the Rec. Center News was published and distributed on the last Wednesday of June.

32. The recently re-designed New Member Packets are out and available for viewing online.

33. We have generated email addresses for the new Board Members that take their seats July 1, 2020. They have not been added to the GB Group email address list yet but are working individually. The email addresses for the 3 Board Members going off the board will be turned off Wednesday, July 1, 2020.

34. We have scheduled a meeting this week to discuss tracking and invoicing multi-unit properties and better ways we can account for these properties.

RHJ Library:

35. 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.

36. The Summer Reading Program is up and running. About 20 patrons have signed up for this Program.

37. We have seen the numbers of those coming into the Library go up a bit each day. We estimate we have about 150 to 220 people coming in now but the number is still low enough to be able to observe social distancing. Most people have masks with them and those that do not are given one to use upon entry to the Library.

Financial Services:

38. 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.

39. CFO Pete Finelli has contacted each Department Staff Manager to review their budgeted Capital Items on Capital Tracker.

40. Three weeks into June 2020 saw a total of 70 APF's.. There were 116 APF's collected for the entire month June of 2019.

41. We have been communicating with our audit firm of CliftonLarsonAllen regarding the items and documentation they will be needing from us for the upcoming annual audit.

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 are be streaming our Summer Concerts. You can choose 1 show as you go or purchase our Season Pass for \$20. We have sold 90 season Passes. 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. New rules for COVID-19 have been issued by the Governor's Office and Maricopa County. Due to this, the Association started requiring face masks for employees and anyone using our facilities when it is not possible to socially distance 6 ft., where people are working or a limited number of people are meeting in a confined space. Golf, Tennis, Pickleball, Racquetball 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 20 days of June 2020 – Greens fees and cart fees are 17% ahead of prior year. Rounds of golf for the same time period are 22% ahead of last year's numbers. Greens fees and

cart fee revenues totaled over \$141,000. Public play is behind prior year numbers by 291. This means that we are having more resident than non-resident play this year.

52. Golf Policies – Six-foot physical separation throughout the round of golf needs to be complied with. No congregating on golf course property. Golf Operations Manager Pat O’Hara will be meeting with PAs to discuss and reinforce these issues.

53. Golf Lab – We are working with USchedule Software to finalize lesson scheduling process. Using software to book Green Team clinics each Saturday starting on July 11. Clinics will be limited to 5 students maximum until further notice.

54. The Golf Operations Staff is working hard to enforce COVID-19 rules. The wearing of masks in the Pro Shops and no congregation are the two rules that seem to be the hardest to grasp. We are hoping that we will do better in both these areas this week.

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. We are looking for a new host for Golf Operations Radio Show or at least someone to share the duties with the current host Dan Hern.

57. Lost and Found Golf Clubs: Over 525 lost golf clubs have been brought in to our Golf Shops. We will host a three-day event (July 15 – 17) in an attempt to reconnect the owner with their lost property. This event will be hosted at the Pebblebrook Golf Course Pro Shop.

58. The Green Team starts up on Saturday, July 11th.

Environmental Services:

59. Golf Course Maintenance

Project Updates:

- Shoreline #8 at Pebblebrook – 8,000 Sq. Ft. of sod will be installed tomorrow, Tuesday 6-23-20. This will complete the Project.
- Deer Valley is closed for course maintenance and will reopen tomorrow, Tuesday, 6-23-20.
- Stardust will close for course maintenance on Thursday, 6-25-20 and reopen next Tuesday, 6-30-20.
- Palm Tree Trimming Update: Tree crew is scheduled to finish Deer Valley Golf Course on Wednesday and then start on Stardust, Thursday.

60. **Landscape Maintenance:**

- The palm trees on R. H. Johnson Blvd. have been scheduled for trimming this week. The tree trimming crew will be back on site this Wednesday. 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.
- Laser leveling on Lawn Bowl Green #3 was completed last Friday. All four Lawn Bowls Greens are now leveled.
- Today, Landscape Maintenance Staff started removing all the hardscape material from the Dog Park including pavers and blocks.

Golf Maintenance Miscellaneous:

- 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.

61. **Management:**

Other Items discussed:

- RCSCW Communication/Professional Conduct
- Golf Lab Agreement
- Club Funding Requirements/Facility Enhancements
- Owner Member Late Fee - Process and Policy.

Upcoming Events

Summer Streaming Concerts

Only Individual Shows available

Group	Dates of Streaming	Duration	Cost
The Arizona Wildflowers	June 9 – August 31	60 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-

Ticket Sales June 22, 2020

Summer Streaming Concerts

Show	Dates of Streaming	Sold	Cost
Season Pass - <i>Expired</i>	June 9 – August 31	90	\$20
Duende - <i>Expired</i>	June 9 – June 15	257	FREE
The Wildflowers	June 9 – August 31	2	\$5
Band of Brothers - <i>Expired</i>	June 16 – June 22	5	\$5
Gordon Lightfoot Tribute	June 23 – June 30	6	\$5
Arizona Trio/Band of Brothers	July 4 – July 10	40	FREE
SwingTime	July 14 – July 20	3	\$5
T.A. Burrows	Aug 24 – Aug 31	2	\$5

Viewing by Country

Total Views - 308

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	590	84%	2021
2021 Top Hat Subscriptions 3PM	Palm Ridge	447	62%	2021
2021 Top Hat Subscriptions 7PM	Palm Ridge	679	97%	2021