

# Recreation Centers Of Sun City West, Inc.

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## INTER-OFFICE MEMORANDUM:

**Date:** June 29, 2020  
**To:** RCSCW Governing Board  
**From:** William Schwind, General Manager  
**Subject:** Weekly Activity Report – June 29, 2020



### Facility Projects: (Karl)

#### **Kuentz:**

1. **Parking Lot:** Walkways and Curbing are all in progress and on schedule.
2. **Craft Room Addition:** Masonry Walls in progress and on schedule.
3. **Courtyard Renovation:** Concrete Benches, Planter Box Forms and concrete pour are in progress and on schedule.
4. **Spa Room Remodel:** General Contracting remodel complete. Flooring 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:** Masonry Wall portion of this project is in progress and on schedule.
7. **Kuentz Directional Signage:** Footings for this sign is now in progress.

#### **R. H. Johnson:**

8. **RHJ Large Dog Park:** Demolition is now in progress.
9. **Memo's Café:** The RHJ Memo's Café Gas Line Project is set to begin July 6 and will last approximately 4 weeks.
10. **RHJ Sports Pavilion North entry Flooring Replacement:** This project begins July 6 and will be completed in approximately 1 week.

**Beardsley:**

11. **Beardsley Arts & Crafts Roof Restoration:** The Project begins July 6 and lasts approximately 3 weeks.

**Facility Maintenance: (Russ)**

12. We have made a modification to the Facility Maintenance Office entry way by installing a door bell and camera which allows for staff to “buzz” someone in,

**Recreation: (David)**

13. 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](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.

14. Due to the Governor’s most recent orders, all indoor Pools, Fitness Rooms, Table Tennis, Racquet Ball and indoor walking track facilities have been closed through July 27.

15. 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.

16. 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 many of the items on backorder. The portable hand-sanitizing stations that we have had on order for 2 months finally arrived. We will be scheduling installation of these stations throughout our facilities.

17. Traffic at the pools continues to be steady but not over-crowded.

**Recreation Activities/CC&Rs: (Riley)**

**CC&Rs**

18. 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](http://www.suncitywest.com)) or by telephone at 623-544-6661. CC&Rs investigators are working on 77 current violations as of 6-22-20.

19. Current CC&R violations stand at 80 open cases as of 6-26-20.

20. We will be meeting this week to discuss the increasing number of homes falling into disrepair as well as delinquent accounts.

### **Chartered Clubs:**

21. We've created a video tutorial to assist clubs with online meetings and sending it out to the Chartered Clubs this week.
22. The Clay Club has asked for a remodel of their club space. The CR-13 was forwarded to Karl and Russ for review.
23. We have created a questionnaire and definition page that we would like to be added to the CR-13 form. The information is now with Karl and Russ for review and input.
24. We met with Palo Verde Patchers last week. The Club has made a decision on tables and chairs which will be forwarded to John D. for purchase.

### **Tours and Scheduling:**

25. A reminder was sent out to Chartered Clubs via MaiChimp to ask them to submit their CR-6 Forms requesting room usage. We added the caveat that scheduling may be changing or need to be adjusted due to COVID-19.
26. Scheduling has booked the Social Hall for the Primary and General Elections. The Social Hall will be closed July 27 – Aug. 7<sup>th</sup> and Oct. 26<sup>th</sup> – Nov. 5<sup>th</sup>.

### **Village Store**

27. 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.
28. 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.
29. 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:**

30. Business at the Sports Pavilion is down 70% compared to last year.
31. We are concerned about the Fall League due to Corona Virus. One West Valley Bowling Center is said to have had their 3<sup>rd</sup> positive case.
32. Billiards, Darts and Shuffleboard have all been very slow.

### **General Services:**

33. For the most up-to-date information on the Covid-19 virus, please visit our website at <https://suncitywest.com/covid19/>.
34. The July issue of the Rec. Center News was published and distributed on the last Wednesday of June.
35. The recently re-designed New Member Packets are out and available for viewing online.
36. 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.

### **RHJ Library:**

37. 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.
38. The Summer Reading Program is up and running. About 20 patrons have signed up for this Program.

### **Financial Services:**

39. So far for June 2020 saw 89 APF's with 18 refunds for a total of 71 APFs. There were 116 APFs collected for the entire month June of 2019. We are currently 45 APFs down for the month of June and 85 down for FY 2020.
40. We will be meeting to discuss audio/visual expenditures that will occur later this year.
41. We have asked staff to get all paperwork and invoices in to Accounting for FY19/20 end-of-year report.
42. Our Financial Accountant Karen will be working on the Balance Sheet for the auditors.
43. We continue 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.
44. It has been reported that minimum wage will now be tied to the CPI. We have come through 5/12's of this year with no inflation so far.

### **Membership:**

45. 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](mailto:membership@suncitywest.com).

46. We are working with the Maricopa County Recorder's Office and the Assessor's Office to generate the legal descriptions for each of the K-Hovnanian lots that will be developed. We are also checking to see that the CC&Rs are uploaded into TEI to match the properties.

### **Events Planning:**

47. *Sixties Mania* comes to Sun City West on November 5, 2020 at 7 p.m. at Beardsley Park. Tickets are available now.

48. *HIFI* performs at Beardsley Park on November 6, 2020 at 7 p.m. Tickets are available now.

49. 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 4<sup>th</sup> Celebration.

50. The "Welcome Back/Halloween Dance at Beardsley Park is scheduled for October 30. Tickets are \$10. The plan is to use one Gazebo to sell pre-packaged concessions and the other Gazeobos as space for dancing.

51. Our Movies in the Park are scheduled for October 4, 11 and 18 and are limited to 500 people. Tickets are free but you must have a ticket to attend. Our Concerts in the Park are scheduled for Oct. 3, 10 and 17. Tickets are \$5 and attendance is limited to 1,000.

### **Human Resources:**

52. The Association started requiring face masks for employees and those using our facilities when it is not possible to socially distance 6 ft. or a limited number of people are meeting in a confined space.

53. Due to the rising number in cases of Corona Virus, we are looking at keeping staff presence to a minimum by having some staff members perform some of their duties from home. How we do this will be decided on a case by case basis by each Dept. Manager as to what works for their Dept.

### **Golf Operations:**

54. For the first 27 days of June 2020 – Revenues are 12% over prior year. Rounds are up 20% over prior year. We are 620 rounds up on Resident Play. We were 385 rounds down on public play from prior year. An interesting fact was that in 2020 there were 5 courses open and in 2019 there were six courses open.

55. 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.

56. We are looking for a new sponsor for our Coors Light Challenge. Beer sales are down due to Corona Virus. The schedule for this event is being finalized

57. Golf Lab – We are working on a new operational contract which is expected to be completed within the next few months.

58. Grandview Golf Course is closed for summer maintenance July 9 through July 14.
59. Use of Player's Assistants are discontinued for the season on June 30<sup>th</sup>.
60. The six-foot physical separation throughout the round of golf needs to be complied with .
61. To assist Accounting in the collection of end-of-year information, inventory and invoices from Golf Operations are being submitted and finalized by Tuesday, June 30.
62. The Green Team season begins on Saturday, July 11<sup>th</sup>.

**Environmental Services:**

**63. Golf Course Maintenance**

Project Updates:

- Stardust Golf Course maintenance has been completed and it reopened on Tuesday, 6-30-20
- There are no other course closures this week.
- Next week, Grandview Golf Course closes on 7-9-20 and reopens on Tuesday, 7-14-20.

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

**64. Landscape Maintenance:**

- We continue to trim palm trees throughout the four facilities. We have them trimmed once per year due to the cost. It is necessary to use different vendors to complete the annual trimming as close to on time as possible 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. are in the process of being trimmed. 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.
- We have removed all the Blocks and Pavers from the Large Dog Park. These will be used for other projects.
- A power outage at Grandview over the weekend shut down irrigation early so we may have to put down additional water to compensate.

65. **Management:**

Other Items discussed:

- Master Plan
- Liens/Foreclosures
- Water Issues/ADWR
- Club Funding Requirements/Facility Enhancements

## 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 19<sup>th</sup>!**

Group	Dates of Streaming	Duration	Cost
<del>The Arizona Wildflowers</del>	<del>June 9 – August 31</del>	<del>60 Minutes</del>	<del>\$5</del>
<del>The Band of Brothers</del>	<del>June 16 – June 22</del>	<del>75 Minutes</del>	<del>\$5</del>
<del>Gordon Lightfoot Tribute</del>	<del>June 23 – June 30</del>	<del>60 Minutes</del>	<del>\$5</del>
AZ Trio 4 <sup>th</sup> 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](http://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

# 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