


Recreation Centers Of Sun City West, Inc.

Date: August 24, 2020
To: RCSCW Governing Board
From: William Schwind, General Manager 
Subject: Weekly Activity Report – August 24, 2020

Facility Projects: (Karl)

Kuentz:

1. **Parking Lot Addition:** Final Concrete, Landscape and Asphalt. We are waiting on the Building Addition's HVAC Units to be craned into place.
2. **KZ Craft Room Addition:** Roofing, Plumbing/HVAC/Electrical/Sprinkler roughs are complete. We are in the progress of craning the HVAC units to the roof, exterior painting and window installation.
3. **Courtyard Renovation:** We are in the process of working on the installation of Pavers, Fireplace and Decorative Iron work.
4. **Locker Room - Men's/Women's Shower Renovation:** Tile and grout are in progress for the Men's Showers. We are ready to begin tile work in the Women's Showers.
5. **Storage Room Addition:** Drywall and Exterior Painting is in progress.

R. H. Johnson:

6. **RHJ Large Dog Park Renovation:** We have completed Grading, Retaining Walls, and Concrete Canopy Pads. The French Drain installation is in progress

Beardsley:

7. **Beardsley Arts & Crafts Flat Roof Restoration:** Roof Restoration was completed on 8-20-20.

Pebblebrook Golf Course:

8. The Pebblebrook Driving Range Electrical Project – Saw Cutting, haul off and trenching are complete. Electrical conduit is in progress.

Palm Ridge:

9. Palm Ridge Activity Center Hallway Carpet Replacement Project was completed on 8-19-20. The pattern and color were both a great choice. The carpeting looks sharp.

10. Palm Ridge Summit Hall Hardwood Floors Screen and Seal – Screen (sanding) is complete. Sealing is in progress and in the drying phase until August 30th.

Upcoming Project Start Dates:

- Beardsley Staff Office, Photography Club/ Sagebrush Room Flooring Replacement – August 24th .
- Pebblebrook Pro Shop Parking Lot – Asphalt – Mill and Replace – September 24th
- Beardsley Arts& Crafts Parking Lot – Asphalt – Seal and Stripe – September 24th through 25th.
- Grandview Pro Shop Parking Lot – Asphalt – Seal and Stripe – Sept. 24th – 25th.

Facility Maintenance: (Russ)

11. Facility Maintenance Staff is working on concerns that the Pickleball Court area at Palm Ridge does not have appropriate seating for members. Seating was assessed and moved to shaded area.

12. Facility Maintenance personnel continue monitoring, installing and working on HVAC Systems as needed to keep us all cool.

13. Facility Maintenance Staff continues to work on the Kuentz Monitor's Booth and office area.

Sports Pavilion:

14. League play starts on Tuesday, 9-8-20. 807 bowlers have committed to League Play and 747 bowlers have not. We will try and offer more open play, specials and tournaments as we move forward to make up some of the losses.

15. We now have the new bowling software that allows for social distancing. We have tested it out and it appears to work.

16. Fall Operating Hours at the Sports Pavilion will be Monday through Saturday, 8 a.m. to 9 p.m. and Sunday, 8 a.m. to 8 p.m. We will be closed for Labor Day, 9-7-20.

Member Services:

17. The Member Services Office is 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.

Recreation: (David)

18. The Arizona Department of Health Services has issued reopening “Requirements for Indoor Gyms and Fitness Clubs/Centers”. In this document it is stated that we must meet the designated thresholds established by the CDC for “community spread levels” for a period of 2 weeks (14 days) before we can reopen. The Charts below depicts where the Rec. Centers currently stands in meeting the benchmark for Current COVID Cases and Percent of Positivity as 8/2/20. This chart will be updated each Thursday when AZDHS provides the new numbers. See RCSCW Reopening Metrics Chart under “**General Information**”.

Once reopened, in all circumstances, all precautions outlined must be adhered to by staff and anyone utilizing the facility. Masks will still be required in common areas where distancing might not be possible, as we must still enforce physical distancing (6 ft.) and limit capacity in indoor facilities as prescribed.

We have submitted an Official Reopening Attestation Form to the Arizona Department of Health Services for all our Indoor Gyms and Fitness Clubs/Centers to ask for their approval and permission to reopen early. We must demonstrate we have met all requirements for reopening on the attestation form and it must be approved by ADHS.

You can check the following link to see latest on facility reopening dates and times. Check <https://suncitywest.com/covid19/>. All items on the list are subject to change.

19. David is working on an audio/visual slide show which contains many historical photos capturing the early stages of the Sun City West Rec. Centers.

20. We’ve received the final bids for the Audio/Visual Update of the Social Hall. We will be having sound and cameras installed so we can duplicate the upgrade that occurred at Palm Ridge and turn the portable audio/visual equipment into “built-in” equipment which will serve us better.

Recreation Activities/CC&Rs: (Riley)

CC&Rs

21. 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.

Chartered Clubs:

22. Please visit this link for the latest in Club Closures and Openings. <https://suncitywest.com/covid19/>
23. Staff has contacted Clubs that are currently closed to inform them that they will be closed until a minimum of October 1st. We will review the situation again at that time.
24. Staff has updated the Club List as to their open or closed status.
25. Staff will be reviewing Club activity in mid-September for the month of October.

Tours and Scheduling:

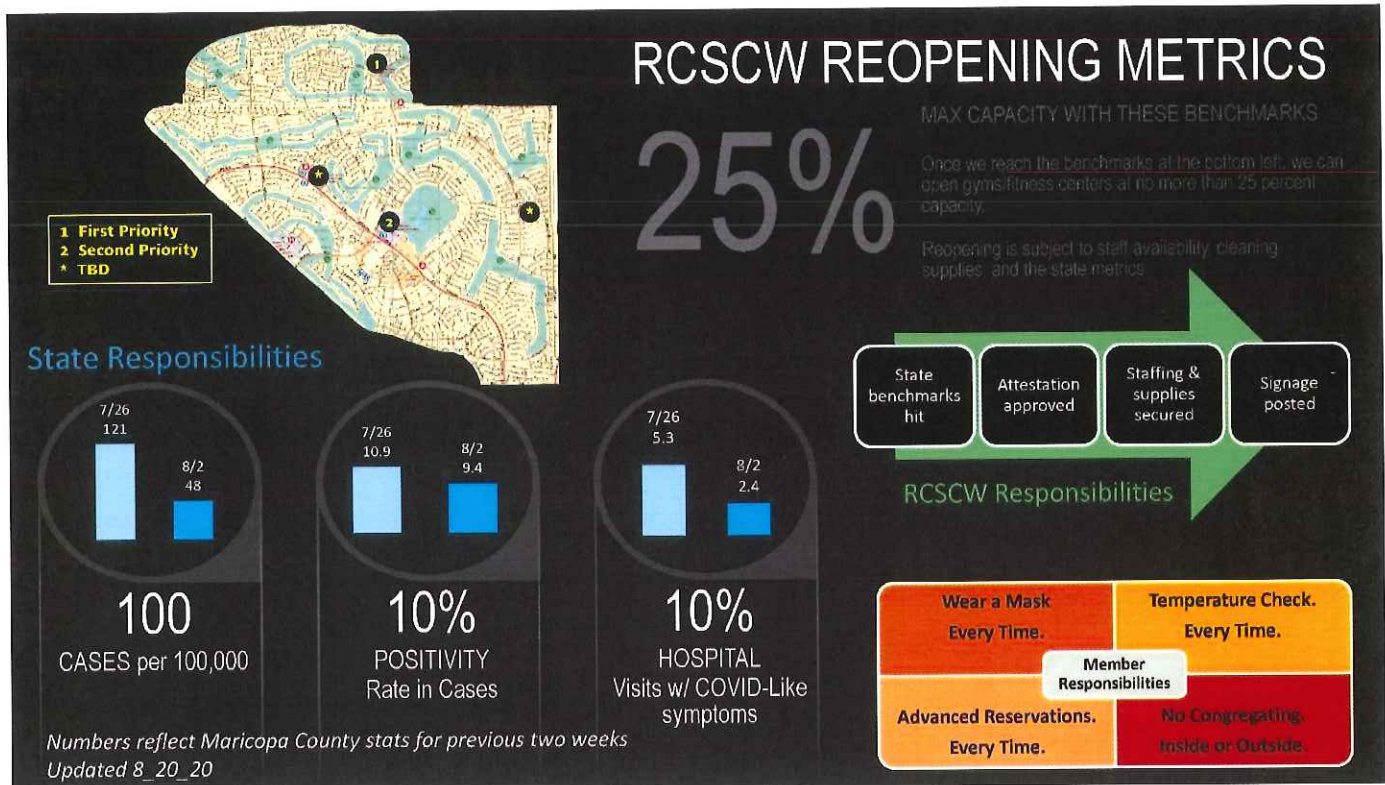
26. The Tours and Scheduling Dept. continually review all Club Room Schedules as well as upcoming meetings for possible cancellations.

Village Store

27. The Village Store current hours of operation are from 9 a.m. to 1 p.m. Monday through Friday. These hours will continue into September.
28. Due to Corona Virus and the need for social distancing, we currently allow 6 to 8 people in the Village Store at any one time. The wearing of masks is mandatory for indoor facility locations along with increased facility sanitization.
29. Sales through the Village Store for the month of August were just under \$3,300.
30. Store Manager Katie Van Leuven will be participating in upcoming SCW Radio Programming on 103.1 FM that will focus on small businesses in Sun City West.
31. Katie attended a meeting with the Clay Club to discuss the possibility of an outdoor/virtual sale for the Club for some time in Nov. or Dec. We are still discussing details.
32. We are busy moving out expired items from the Village Store. We started with 2,000 items and are now down to 607.

General Services:

33. For the most up-to-date information on the Covid-19 virus, please visit our website at <https://suncitywest.com/covid19/>. We are very close to meeting the Covid-19 benchmark numbers for reopening at 25% capacity as per state mandates (See Reopening Metric Below).



34. The IT Department continues to encourage Staff to make IT aware of any and all personnel changes in their departments as this affects email addresses, phone numbers, access to software and hardware, etc. which requires action on IT’s part.

35. The Go Live date for our Golf Portal is Sept. 14, 2020. The public will be able to book tee times using this software once it goes live.

36. Martin has finalized the tri-fold pamphlet on Association dues and what they pay for. It is now out for print. We expect it back within three weeks. Martin also continues working on a video dealing with the same subject which could be used for educational purposes for new owner-members as well as other educational videos for our members on other topics.

37. The Northwest Valley Sun Cities Transit Study Group has scheduled a virtual public meeting on September 10 from 2:30 through 3:30. Check out their web site at valleymetro.org/northwestvalley for information on how to register and join the meeting.

38. Staff is reminded that if they have any planned interaction with or response going to the media, they should go through Katy O’Grady first before moving forward.

RHJ Library:

39. We have reduced the hours of operation for the Library. Library hours are now Tuesdays through Saturday from 9 a.m. to 2 p.m. through Saturday, October 3rd.
40. Library Staff has started its annual weeding of the collection to make room for new items. We are starting with the Large Print section.
41. The video introducing the new Patron side of the library catalog has been completed. You can visit it at <https://www.youtube.com/watch?v=yd6GwLeH-A8&feature=youtu.be>.
42. We continue to look at ways to offer virtual library programming. One of our local authors will do a presentation at the end of September.

Financial Services:

43. Once we receive the final annual audit it will be presented to the B&F Committee at their meeting on 9-22-20 and to the Governing Board at their meeting dated 9-24-20.

Events Planning:

44. We are cancelling all fall special events for the remainder of **2020**. Please see the attached for more details/information.
45. Monday, August 17, 2020 we began ticket exchanges for our rescheduled 2021 Spring Fest.
46. We have closed all sales to **2021** Top Hat and Cruise Ship Series tickets to allow for more room between the seats. If the virus numbers subside and we no longer have to worry about distancing, we can always open back up for individual ticket sales on these events.

Human Resources:

47. Some employees continue working from home to limit the number of employees working together in close proximity at their offices and it does not impact the daily operation of their departments.
48. As a precaution, HR has instructed employees to continue to take their temperatures each morning after arriving at work and initial off that the reading is below 100.4 degrees. If the reading is higher than that they are instructed to contact the HR Department or their supervision. This should be done until the end of the month.
49. The HR Dept. received no new reports of employee/spouse positive COVID-19 cases this past week. The numbers are finally heading down.
50. We continue to work to fill 19 Full Time Golf Maintenance positions in the Golf Maintenance Department.

Golf Operations:

51. Revenue numbers for the first 22 days of August; Green Fees and Cart Fees were 25% ahead of prior year. Rounds of golf for the same time period are 15% ahead of last year's numbers. Public and Member guest play is up 115 rounds while our resident rounds are up 1,100. The biggest contributors on the resident side are the Unlimited cardholders (up by 30%) and the Regular Resident Rate (up by 20%).
52. We expect to have the signed Golf Lab Contract in our hands this week.
53. **Web Portal** – We expect the new Golf Web Portal to go live on September 14th.
54. **Green Team** – Organized play will begin again on Saturday, August 29th at Echo Mesa Golf Course. Lessons are going well and are being conducted by PGA golf professionals on staff.
55. **Thanksgiving Schedule** – The four golf courses open on Thanksgiving this year will be Desert Trails, Echo Mesa, Pebblebrook and Trail Ridge.
56. We had an opportunity to tour the new Toll Brother's Community, Sterling Grove and their golf course which is scheduled to be open 1/1/21. It was nice to visit a new community that is featuring golf in the West Valley.
57. We will re-visit working with Golf Now on January 1, 2021.

Environmental Services:

58. **Golf Course Maintenance**
Project Updates:

- Pebblebrook Shoreline Project – This [project was completed on Wednesday, August 19th. The project turned out very well and looks sharp!
- Desert Trails Bunker Project – Staff will continue putting new sand in the bunkers this week. All the greenside bunkers will be completed by the end of the week. Completion of this project is still on schedule for the third week of September.
- Palm Tree Trimming Update: Stardust golf Course was completed last week. The tree crew will be at Echo mesa this week.
- Stardust Golf Course reopened on Tuesday, August 25th. This will be the last of our summer aerifications. The course will close down on September 24th for fall overseeding.
- The golf courses had some minor storm damage from last week's storms. We lost a total of 7 trees. Replacement will take place in early October.

59. **Landscape Maintenance:**

- Staff will be applying a pre-emergent on the lawn bowl greens this week. This application will help with winter weed control.
- We are performing general maintenance along with storm damage debris cleanup from last week's storms.
- We have lost several trees and plants this summer due to the extreme heat and lack of rainfall. Staff will start replacing trees and plant material in October when the temperatures cool off.

60. **Management:**

Other Items discussed:

- Documentation and Logistics required for reopening indoor facilities once virus benchmarks have been met.
- Dog Park and Tennis Court Proximity Poop Collection
- Reciprocal Agreements
- Communication – Out of the Ordinary Management Decisions
- GB Workshop on Friday, Sept, 11

Upcoming Events

Only Individual Shows available

Group	Dates of Streaming	Duration	Cost
The Arizona Wildflowers	June 9 – August 31	60 Minutes	\$5
T.A Burrows Bandstand	Aug 24 – Aug 31	60 Minutes	\$5

Current / Upcoming Ticket Sales

Event	Event Date	Location	Time	Ticket Sales
TOP HAT 3pm	2021 Series	Palm Ridge	3pm	Available NOW
TOP HAT 7pm	2021 Series	Palm Ridge	7pm	SOLD OUT
CRUISE SHIP RENEWALS	2021 Series	Palm Ridge	7pm	SOLD OUT

WE have closed all sales for Top Hat 7pm and Cruise Ship to allow more room between seats! If this subsided we can always open back up for individual sales 😊

THE REMAINDER OF 2020 EVENTS HAVE BEEN CANCELLED DUE TO COVID

Ticket Sales August 24, 2020

Summer Streaming Concerts

Show	Dates of Streaming	Sold	Cost
Season Pass - <i>Expired</i>	June 9 – August 31	98	\$20
Duende - <i>Expired</i>	June 9 – June 15	257	FREE
The Wildflowers	June 9 – August 31	12	\$5
Band of Brothers - <i>Expired</i>	June 16 – June 22	8	\$5
Gordon Lightfoot Tribute - <i>Expired</i>	June 23 – June 30	16	\$5
Arizona Trio/Band of Brothers- <i>Expired</i>	July 4 – July 10	177	FREE
SwingTime	July 14 – Aug 10	17	\$5
T.A. Burrows	Aug 24 – Aug 31	12	\$5

Subscriptions

2021 Cruise Ship Subscriptions 7PM	Palm Ridge	598	100%	2021
2021 Top Hat Subscriptions 3PM	Palm Ridge	475	76%	2021
2021 Top Hat Subscriptions 7PM	Palm Ridge	679	100%	2021



19803 R. H. Johnson Blvd.
Sun City West, AZ 85375
www.suncitywest.com
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PRESS RELEASE

8/24/20

Sun City West cancels fall special events

The Recreation Centers of Sun City West has canceled its lineup of fall special events as COVID-19 uncertainty continues to plague the state.

Although Arizona's statistics regarding COVID have been trending in an encouraging direction, RCSCW's Special Events staff had to make decisions now regarding entertainment and down payments for the fall season. Arizona Gov. Doug Ducey still has a statewide mandate in order prohibiting gatherings of more than 50 people, even with physical distancing.

Following is a list of events that have been canceled:

Fall Fest (Nov. 5, Sixtiesmania; and Nov. 6, HIFI). This event will not be rescheduled. Refunds will be issued. Those who have tickets can expect a call from the Events Team in the near future.

Concerts in the Park (Oct. 3, Faded Jeans; Oct. 10, Rhythm Edition; and Oct. 17, Johnny K & Kompany)

Movies in the Park (Oct. 4, Jo Jo Rabbit); Oct. 11 (Midway); and Oct. 18, Knives Out. Staff is working on the possibility of planning some drive-in movies. Stay tuned for details!

Halloween Dance: Oct. 30, Thaddeus Rose

Holiday Show: Dec. 9, Gothard Sisters

New Year's Eve: Dec. 31, Faded Jeans

November's Fall Arts and Crafts Fair and the Friends of the Library Book Sale also have been canceled.

Members are reminded that the Rec Center News went to press before some of these cancellations were made, so old information may appear there. The Curbside Christmas event has not been canceled and is proceeding as planned.

For more information, visit suncitywest.com and sign up for the enews.