


INFORMATIONAL MEMORANDUM

Tukwila Metropolitan Park District

TO: Tukwila Pool MPD Board

FROM: Rick Still, Parks and Recreation Director 

DATE: January 16, 2013

SUBJECT: Staff Report

ISSUE

Staff update on pool issues.

FINANCIAL IMPACT

No Financial Impact

BACKGROUND

This Informational Memorandum is to update the Board on the Capital Improvement Projects, operational issues and future MPD agendas.

DISCUSSION

Capital Improvement Project Update: For more detailed information see the Capital Project Update Memo (agenda item # 4a) The "Parking Lot & Access Improvements" project is complete and permits have been issued for the "Roof" project. Nearly all equipment is installed and operating, the boiler system has been on since January 14th. Tile work is complete and locker room floor resurfacing is also complete. The pool liner will be installed in conjunction with the heat exchanger in the coming weeks.

Marketing

The Pool Marketing Team meets regularly to work on projects related to the Pool, as well as planning and promoting the Grand Re-Opening Event. Staff has been producing the Tukwila Pool e- newsletter, managing the Project Update Page and overseeing Tukwila MPD Facebook page. A special newsletter highlighting the opening dates of the pool was emailed on January 18, 2013.

Operations

Staff implemented a Lifeguard Training Course in late December and early January. There were 12 attendees, several have applied for lifeguard positions at the pool. Staff has been busy updating the pool's staff policy and procedure manual, planning summer programs and events and planning for the re-opening of the facility. The Tukwila Community Center continues to open at 5:30 AM as an early morning workout option for pool users who traditionally use the pool at that time of day. The 5:30 AM opening is proving to be an attractive workout time for the community as well.

Quarterly Report

Fourth quarter figures are still coming in, the report is scheduled to be delivered at the March meeting.

Long Term Agenda

A preliminary Long Term Agenda was distributed at the December 17, 2012 MPD Board Meeting. At that time the Board determined further discussion should occur at the Board Retreat. Staff is working from the long-term agenda until the Board provides further input after the Board Retreat scheduled for March.

February 19, 2013	No Meeting
March 18, 2013	Capital Projects Update and Closeout, Support Services 2012 Financial Report, Pool Operations Scope of Work, Marketing
March 30, 2013	Board Retreat
April 15, 2013	No Meeting

ATTACHMENTS

None