


INFORMATIONAL MEMORANDUM

Tukwila Metropolitan Park District

TO: Tukwila Pool MPD Board

FROM: Rick Still, Parks and Recreation Director 

DATE: April 10, 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 Grand Re-opening, Capital Improvement Projects, Operational Issues and Short Term Agenda review.

DISCUSSION

Grand Re-Opening Celebration

The re-opening celebration of the Tukwila Pool is scheduled for **Saturday, April 20, 2013**. Ribbon cutting festivities begin at 10:00 am. Two-time Pan American gold medalist and two-time Olympic medalist, Kelly McCormick-Robertson will open the ribbon cutting ceremony followed by words from the Board and Staff. Tours and aquatics demonstrations will follow. Demonstrations include a diving demonstration performed by Ms. McCormick-Robertson's dive team and a member of Seattle Synchronized Swim will perform as well. The Sustain the Tukwila Pool group is coordinating a "Walk the Plank" fundraiser to raise funds for the scholarship program. The group is coordinating ticket sales and has invited Board members to compete for who will "Walk the Plank". 100 Tukwila Pool tote bags will be filled with goodies to the first 100 people at the Ribbon Cutting.

April Pools Day activities will begin at 1:00 pm and conclude at 5:00 pm. The schedule of activities is as follows:

April Pools Day - Session 1

Family Water Carnival 1-2 pm
Family Open Swim 2-3 pm

April Pools Day - Session 2

Water Carnival 3-4 pm
Open Swim 4-5 pm
Life-jacket Raffle 5 pm

Each April Pools Day session is limited to the first 150 participants. Bracelets for admittance to each session will be given out 30 minutes before the session begins. If more than 150 people wish to participate in a session a complimentary swim voucher will be distributed.

Opening Celebration Parking: Parking will be limited due to a coinciding event at Foster High School. Plans to accommodate parking include opening the Tukwila Village site, sending parking passes to dignitaries, reserving parking spaces at the pool for folks with mobility challenges, and having staff on hand to help direct traffic. All press releases and flyers have been updated to inform the public about limited parking. Staff has updated the Pool's Facebook page and websites in addition to verbally encouraging patrons to utilize public transportation and carpooling. It will be a fun yet busy day for the neighborhood surrounding the pool!

Capital Improvement Project

Staff has received training for the pool chemical monitoring system and the building controls system. Staff is pleased with the quality of the system's easy user interfacing and overall capabilities. Boiler operations training are scheduled to occur during the week of April 15.

Progress continues with many in-house projects and several on-going maintenance items to continue improving the look and feel of the pool. Some items will be completed after the Grand Re-Opening celebration (i.e. bench refinishing, painting, door repair/refinish/replacement work, etc.).

- Painting:
 - o Touch-up in lobby
 - o Touch-up in locker rooms (almost done)
 - o Birthday party area by bleachers (prepped)
 - o Family changing rooms (depending on time, could happen after the opening)
 - o Locker room blue bench rails
- Benches
 - o Installing benches in the dressing rooms in the locker rooms
 - o Refinishing Bleachers (started)
 - o Refinishing Locker rooms (started)
 - o Refinishing benches in natorium
- Door Repair/Replacement
 - o Exterior doors need work (polished, looking at painting in the future to spruce them up, general maintenance work)
 - o Interior doors need repair/replacement (looking into options for this, repair vs. replace, conducted a door inventory to prioritize the needs and condition of each door).
- General site clean-up (on-going)
- Installation of storage solutions (some done, might still need more)
- Bulletin boards installation (touching this up and then waiting for install until stuff is ready to be posted on them).
- Additional signage installation (almost done, large front sign will be done close to the Grand Re-Opening).
- Hanging Mirrors in locker rooms (two installed in women's and one in men's).
- Finalizing new reception desk installation and lobby social area furniture.

The roofing contractor has delivered supplies and staged them on the roof. A consistent pattern of dry warm weather is all that we're waiting on. Project closeout will occur in May and all closeout contract documents and manuals are being compiled for delivery. Staff started paperwork to seek reimbursement from the Department of Commerce for the \$416,666 grant.

Operations

The Pool continues to see strong participation since the soft re-opening: lap lanes are full, classes are well attended and pass sales have been strong. Patrons continue to be excited about the improvements and are enjoying the new amenities. Staff has worked to respond to feedback from patrons making adjustments when possible.

Pass specials have resulted in increased sales. Staff is doing high touch marketing on these specials explaining them to patrons as patrons contemplate a pass purchase or renewal. Pass sales have increased compared with March 2012. Year passes have been especially popular as patrons take advantage of the \$20 off year passes if they are purchased before April 20th.

Tukwila Pool was featured on the cover of the Tukwila Reporter for March with two articles spotlighting the pool. April Pools Day and the Grand Re-Opening Celebration marketing continue to be a strong focus for staff.

The complete pool cover is scheduled for delivery the week of April 8th. Part-time staff will be trained to deploy and remove the covers safely and properly.

As a component of contracted services to the MPD, Pool Staff has completed and submitted a Community Transformation Grant application for the City of Tukwila. The grant is from Seattle-King County Public Health, the Healthy King County Coalition, and Seattle Children's Hospital. The grant will enable staff to develop policies to support innovative programming that addresses universal swimming opportunities and overcoming barriers to participating in aquatics as a healthy fitness option. Staff is thrilled with this opportunity and the official announcement will occur at the Grand Re-Opening.

New staff hiring and training continued throughout March. New staff members are learning the ropes quickly and have picked up the torch of providing excellent customer service.

Staff continues to work through the challenges that come with opening a remodeled facility. Overall it has been a smooth soft opening period.

Short term Agenda review

May 20, 2013	Capital Project Update and Closeout, Policy Review (rental program, programs and budget process), Marketing Update
June 17, 2013	Legal Services Appointment, Marketing Update, Quarterly Report
July 15, 2013	Executive Director RFP, Marketing Update, Operations Update