



King County

Parks and Recreation Division

Department of Natural Resources and Parks

Weyerhaeuser King County Aquatic Center

650 SW Campus Drive

Federal Way, WA 98023-8425

206-477-4444 1-855-952-9970

TTY Relay: 711

www.kingcounty.gov/parks/wkcac

October 2023

TO: Event Hosts

FM: Mike Dunwiddie

RE: Event Policies

Parking: No RV or extended vehicle parking for all upcoming events.

RV parking is not permitted in the upper lot. Power and sewage service is not provided.

No camping on property (KC Ord 7.12.350). Structures and equipment outside must be removed each evening.

Parking is not permitted on yellow curbs, sidewalks or landscaping. Cars blocking traffic or improperly parked may be ticketed and towed. Hosts are requested to make several announcements at each session regarding this policy.

Valuables should not be left in cars. King County is not responsible for vehicle security.

Use of the adjacent Little League parking lot must be pre-arranged by the event host with the Federal Way Little League Association. Payment of the fee and other requirements for use is the responsibility of the event host. To schedule use of the Little League parking lot contact Ryan Schwalb. His phone number 1-775-843-3991 and his email address is Rental@fwnll.org

Evacuation:

Emergency evacuation routes (hallways, doors, stairways) must be kept clear of people and belongings at all times. Air mattresses are not permitted. Personal areas at large events should be contained to a size less than a closed single-sized sleeping bag.

Aquatic Center staff retains complete authority during evacuation procedures, staff directions shall be followed by all event personnel. The event host is provided a copy of WKCAC emergency procedures and will share this information with key event personnel.

Smoking/Alcohol:

Per Washington State RCW 70.160, smoking is prohibited anywhere in the facility and within 25 feet of outside doors and air vents. Per King County Ordinance 17375, smoking is prohibited in King County parks, which includes the grounds and parking lots of the Aquatic Center.

Alcohol and controlled substance use (per US & state statutes) is prohibited in the facility and on the grounds.

Pool Rules:

All rules shall be followed (posted on pool deck)

No swimming under the bulkheads. During short course events: no swimming between the bulkheads.

No glass containers on deck or locker rooms.

No on-site shaving

No “deck changing”. All dressing must be done in locker rooms.

Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.

Use of the diving boards, platforms and equipment is not permitted except for purposes of diving competitions.

Aquatic Center staff does not enforce warm-up procedures or perform the duties of deck marshals.

Hospitality Room:

Cooking may not be done on site in the deck-level hospitality room.

No glass containers in the hospitality room (pitchers, serving bowls, vases, etc.).

Host needs to be onsite to accept Costco deliveries.

Costco does not deliver to the deck-level hospitality room.

Miscellaneous Items:

Folding chairs are not allowed in the bleachers due to safety concerns. Chairs will continue to be allowed in the handicap platform areas behind the railings. People using these areas must relinquish the spot for guests with mobility limitations.

Tents and other temporary structures may not be used inside the facility.

Event personnel may not use the facility receptionist area, equipment or phone. There is a deck-level phone in the hospitality room and pay phones in the lobby vestibule.

The concession stand operates under a lease contract with King County. No other food, beverage and vending service is permitted on the property. The concessionaire does not provide or loan equipment and supplies to hosts.

Postings may not be affixed to lobby artwork or any painted surfaces. Framed plastic boards are provided in the lobby hallways for this purpose. Please use tape; do not write on the result boards or use staples and tacks.

Official team banners may be hung from the balcony railings. Hand-made signs may not be posted.

Event hosts provide all necessary administrative supplies. Items forgotten may be secured from near-by retail stores.

King County is not responsible for lost or stolen items. Items will be left in place until the end of each session. The facility receptionist will secure items turned into staff. Found items will be kept at the facility for no more than 4 weeks following the event.