

## **JOINT POOL COMMITTEE**

November 13, 2024  
Cedar Falls School Administration  
1002 W 1st St.

### **Minutes**

Meeting was called to order at 2:05 pm.

#### **Attendees included:**

Stephanie Houk Sheetz, Director of Community Development  
Mike Soppe, Recreation & Community Programs Manager  
Chris Schoentag, Recreation Programs Supervisor (retiring May 2025)  
Mickey Devine, Recreation Programs Supervisor  
Troy Becker, Activities Director  
Denelle Gonnerman, Chief Financial Officer  
Chris Thome, Building and Grounds Director

No agenda revisions were requested by the attendees.

Houk Sheetz discussed the purpose of the meeting, having established a Joint Pool Committee in the June 2023 28E Agreement for Swimming Pool Use, Operation and Maintenance. A copy of the 28E Agreement was made available.

Houk Sheetz briefly covered the provisions related to the Joint Pool Committee given this was the first meeting. The Committee is comprised of 3 City representatives and 3 School District representatives. Today we have 4 from the City, anticipating Chris Schoentag's retirement. The frequency of meetings is anticipated to be higher in the first few years of the new pool but then will reduce to once per year. We can meet more frequently as the group feels is helpful. Initially, determining the rules, fees, and schedule may involve additional meetings. A chair is to be elected for the Committee, for a 2-year term, and must rotate between City and School District representatives. Finally, the agreement calls for this Committee to consider budgeting for expenses, identifying capital expenditures, establishing rental fees, scheduling, usage rules, discussing necessary repairs & maintenance, and any other items for the safe and efficient operation of the pool.

Houk Sheetz then called for election of a Chair. Becker nominated Houk Sheetz. Gonnerman seconded the motion. It was unanimously agreed to elect Houk Sheetz for a 2-year term as Chair.

Houk Sheetz asked for some discussion about budget. For awareness on how it has worked in the past & the costs, she handed out the June 1, 2022-May 31, 2023

Swimming Pool Expense sheet. The City has paid 45% of utilities, supplies, and personnel expenses. With the new agreement, this increases to 50% anticipating increased time the City will be able to use the pool too. The group discussed what the potential budget might be for the new pool. No estimating of that has occurred.

**Gonnerman will contact INVISION Architecture to see if there might be some estimates** (for example, water cost to fill the pool, new chemical start up expenses, etc.). This may be hard to determine in advance. Since we are eliminating maintenance of the older facilities, it was thought avoided expenses we have had to cover in the past would be the funding toward the new pool start up expenses. More information is needed to help inform discussion on this.

Houk Sheetz asked for some discussion about scheduling. She handed out a 2019+/- estimate the City had prepared about usage of Peet & Holmes. Becker asked if there is thought to use the facility at the same time? City staff expressed interest in this and Sheetz indicated that was initially in our thoughts with the agreement. The group agreed that if there are activities that could work together, not being disruptive to one or the other, we should allow joint use. For example, high school swim team may use the Competition Pool while swimming lessons are going on in the Therapy Pool.

Gonnerman asked if there are any high school rules that would restrict that. Becker advised there would be no problem. Gonnerman asked about any restrictions about locker rooms, if high school kids are using them. Schoentag offered that those there for public programs could use the family changing rooms. Becker thought that would work. Questions were asked about school programming in Fall 2025, which hasn't been determined yet. Becker noted scheduling of gym space seems to go smoothly with the Rec and he anticipates the pool would operate similarly. There was some more discussion about possibilities, and it was left that Committee members would think about this more.

The group also discussed how rentals would work. The School District anticipates scheduling all rentals. The City will link them through it's website. A rental is defined as anything that is not City or District programming. Gonnerman asked how many rentals are happening now. Devine noted recent ones. It may be helpful for the City to run a report on the number of rentals in the past couple of years. Some discussion about rates was held and potential to allow more than one rental at a time. Perhaps the Therapy Pool is rented at \$50/hour. The Competition Pool is at \$75/hour. The Meeting Room is required with the rental, given there is nearly always food involved and it would need to be in there? The rate being \$25/hr. Meeting Room could be rented during City or District programming time, if discussed in advance that it would not conflict with a program. Becker explained his thoughts on how to delineate or restrict pool area usage. More discussion is needed.

Becker asked what the City anticipates for summer usage. Schoentag explained Holmes is used from 5:45 am – 9:00 pm every day. There are some down times and in the past couple of years no open swim has been in the indoor pool during the summer due to staffing constraints.

Schoentag asked if a high school lifeguard could get a PE exemption and use that time to teach a swimming lesson during the day. He & Devine have been brainstorming options for the City in staffing daytime programs. Becker felt this would be a possibility but noted that often these kids are higher achieving kids already and have programmed their PE exemption with some other class they need/want to take.

Thome asked if the City takes chemical readings 30 minutes before public swim. He said the District does it during the day, but he wasn't sure how that was happening for the City's time. Schoentag said the City staff does take readings. There was discussion about the logs and how we might centralize all the information in one place with the Community Natatorium. Perhaps there is an electronic system we could use, with a touch pad available in an office at the pool?

Houk Sheetz suggested some topics for the next meeting & there was discussion of when to meet again. The group felt early January would be a good time. Sheetz will send a Doodle Poll as we get closer, to schedule that. It was agreed we would likely wish to discuss:

- Usage rules – **Would each group bring rules they use?** We can then discuss any changes or consolidation needed. **(If these are provided in advance, we could put together & identify duplication, so discussion focuses on any different or new items needed.)**
- Budget & rental fee
- Scheduling

The meeting ended at 3:00 pm.

**Adopted 1/13/25.**