

JOINT POOL COMMITTEE

July 7, 2025
Rec Center
110 East 13th Street

Minutes

Meeting was called to order at 2:30 pm.

Attendees included:

Stephanie Houk Sheetz, Director of Community Development
Mike Soppe, Recreation & Community Programs Manager
Mickey Devine, Recreation Programs Supervisor
Justin Urbanek, Activities Director
Denelle Gonnerman, Chief Financial Officer
Chris Thome, Building and Grounds Director

Agenda Revisions

None.

Minutes

The minutes of the May 8, 2025 meeting were briefly reviewed. Thome motioned to approve. Urbank seconded. The minutes were unanimously approved.

Construction Updates

Thome shared photos with the group via e-mail this morning. The contractor continues to communicate that the pool will be ready August 22nd. There was discussion about the reality of this projection. He reported the main pool is full of water, testing the pool (leak test). Painting has been occurring the past 3-4 weeks (ceiling down). A second shift of painting was occurring.

Thome stated 100% of the FF&E has been received: lane markers, diving blocks, scoreboard, etc. Urbank asked about training for the scoreboard. Thome said the first meet will have someone there to help: September 5th. Gonnerman reported she has requested plans to work on the furniture for the community room as well as whiteboards for meeting room, etc. It is anticipated to be standard furniture. What are the needs for a desk at the entrance/office. The thought has been to have a table at the entrance. We'll need to discuss needs and wants. **Gonnerman will follow up once information is received from INVISION.** Urbank asked about bleachers (on the west side of the pool, on the deck level, for the competitors). Gonnerman said Becker had ordered them. Thome doesn't recall seeing those yet. **He will follow up to see if they are being delivered directly to the site or what the plan is.**

Sheetz asked the timing of the pool length verification. **Thome will ask.**

Grants

Gaming: Sheetz updated that all items were submitted to request the final Gaming grant payment. She thanked Thome & Gonnerman for information to complete that. The City has received payment and will be approving payment to the District July 7th.

CAT: One payment has been received. The District will submit payment requests as needed, likely thinking the next will simply be at completion. Black Hawk County has provided their payment to the District.

It was asked the timing of the additional City payment portion. Sheetz said it will be at time of completion. Dates were reviewed, considering an invoice might be received (early Sept.) which would result in a check the week of Sept. 15.

Pool Rules Sign

Devine provided a layout of the pool rules. It was verified a QR code could go to more rules/information, that is already provided on the City's website.

It was asked how many signs we wish to order, for General Pool Rules. After some discussion, it was concluded that **Thome & Urbank will review the area and determine where signs are needed.** For sure, it was thought one at the public entrance, where a user goes down the stairs to get to the pool deck would be good.

The signage for Diving Area Rules would be posted on the east wall. (There is no wall next to/behind them to put it.) Could it be mounted to the diving board? **Thome & Urbank will review this.**

Our goal to install the signs would be August 1st. Follow up will be provided to meet this. When the order is ready, the sign company will work through Devine to then work with Adam Shephard (Peters) to get access to install signs.

Thome asked if the rules should list "no glass." **Devine will review and make sure it's included.** Soppe asked to reorder some things. Sheetz asked about adding the City logo. Denelle suggested removing "Cedar Falls High School." Logos could be removed altogether.

Invoices for the signs should be sent to School District.

Schedule

Sheetz said the last we heard was Becker advised coaches & swim team to work together. The City would like to know the daytime availability, to know what the city programming opportunities this fall: lap swim? aquasize? swimming lessons? Urbank doesn't think there's a 4th our PE which is 11:00 am -1:15 pm. It was noted this is a perfect window for lunchtime lap swim. City typically offers morning lapswim M-W-F 5:30-7:00 am. More work is needed on this to outline a plan. **Urbank will follow up on the coaches. Sheetz will provide the outline of use times from 2019.**

The intention is to close Holmes and Peet by December.

Start up & Operations Budget Estimates

Sheetz & Gonnerman will be in touch.

Transition Discussion

Gonnerman asked about rentals for the new facility. Should we set a date, that anything before that is the old pools and anything after is the new pool?

Gonnerman asked what trainings may be needed for city staff. **Devine should coordinate with Thome to visit in early/mid August to consider what needs to be part of the training.**

Thome feels we should sharpen our documentation of water quality monitoring. County inspector recommended keys to the mechanical room or an e-stop that lifeguards can have access to. **Thome will investigate the latter.** Remote access may be an option for District staff. Thome is just looking for ways to improve this. How are we managing the requirement to check 30 minutes before entering the pool?

Sheetz will give the rental rate from the fee schedule.

Next Meeting

Topics: setting a date for transition from old pool to new pool (for rentals), schedule for uses, construction update, FF&E, lifeguard training & emergency action plan, water quality monitoring (and the laws: 30 minutes before).

For the next meeting date, Sheetz will send a Doodle poll. The poll will include options for the week of August 11th & 18th.

Adjournment

Soppe motioned to adjourn, Gonnerman seconded it. Adjournment unanimously approved at 3:30 pm.