

## East Montgomery County YMCA and the City of Roman Forest Pool Management Contract

This contract between the East Montgomery County YMCA and the City of Roman Forest for the usage and management of the pool for the time frame of May 1, 2007 through September 30, 2007. This contract can be terminated by either party for any of the following: The Health Department does not clear the pool for operation, the YMCA of Greater Houston find the pool does not meet its standards, and/or the City does not uphold its obligation to provide the necessary equipment required by the Health Department and the YMCA of Greater Houston.

### City of Roman Forest Responsibilities

1. Provide the necessary facility equipment to meet the standards for the Health Department and the YMCA of Greater Houston.
  - a. Lifeguard stand
  - b. Rescue tubes (minimum 3)
  - c. Ring buoy
  - d. Shepard's Crook
  - e. Backboard with minimum 4 straps and head immobilizer
  - f. Cervical collar
  - g. Telephone with and outside line that does not require operator assistance or dialing '9'
2. Maintain the purchase and distribution of the pool chemicals, pump equipment, restrooms, gates and entrances to the premises.
3. Promote the programs being offered as well as supporting any pool events the YMCA sponsors on the property.
4. Maintain the pool tiles, pool deck and physical structure of the building.

### YMCA Responsibilities

1. Hiring and training of all staff. All lifeguards must be at least 16 years of age and be certified.
  - a. The YMCA requires all lifeguards have certifications in Lifeguarding, CPR for the Professional Rescuer, AED, Oxygen Administration and Standard First Aid.

- b. For staff who are hired as Red Cross lifeguards the YMCA requires staff be trained as YMCA lifeguards. There is no charge to the staff for this training. There is also no charge for training (or recertification) the YMCA requires once a staff person is hired.
  - c. We will make every attempt to hire lifeguards who worked for the City in the past or candidates who live in Roman Forest before opening the positions to the public.
  - d. All trainings will be held at the Roman Forest pool as often as possible. There will be times that trainings will be held at the Lake Houston YMCA in Kingwood. Attendance to all trainings and in-services are mandatory.
  - e. The YMCA will hire a Pool Manager who will be on duty 40 hours a week to ensure all standards are being maintained. The pool manager will be hired by the Director of the East Montgomery County YMCA and will be at least 21 years of age with a minimum of 2 years of aquatic experience as well as supervisory experience.
2. Daily operations. The YMCA will operate the City Pool with the following hours for member usage:
- a. Hours of operation from June 2-August 26
    - i. Mondays CLOSED
    - ii. Tuesday-Saturday 11am-7pm
    - iii. Sunday 12pm-7pm
  - b. Hours of operation May 26-28; August 27-September 16
    - i. Saturdays and Sundays 12pm-6pm
    - ii. Monday, May 28<sup>th</sup> (Memorial Day) 12pm-6pm
    - iii. We will NOT be open during the week once school is in session.
  - c. The YMCA requires a 1 guard to 25 patron ration AT ALL TIMES the pool is open.
  - d. The YMCA requires 2 guards on duty at all times there are patrons in the pool for recreational swim, lessons, water fitness or any other event using the pool.
  - e. The YMCA is required to maintain daily records indicating staying within the above guideline.
  - f. Only YMCA members and those purchasing pool memberships will be permitted to use the facility.

3. Aquatic programs. The YMCA will offer YMCA swim lessons and water fitness.
  - a. All instructors will be certified YMCA swim lesson instructors and will teach the YMCA swim program.
  - b. Swim lessons are open for everyone, with priority registration in the following order: YMCA, Roman Forest residents, non-YMCA members and non-Roman Forest residents.
  - c. Water fitness classes are only for YMCA members and those with pool memberships.
  - d. Classes will be taught in the mornings before the pool is open and in the evenings; the pool will be open in the evenings so space will be limited.
  - e. All programs will have lifeguards on duty maintaining the 1:25 ratio.
4. Daycares, day camp usage
  - a. The YMCA will allow day cares and the YMCA day camp to use the pool for recreational swim as well as for swim lessons. Times will be scheduled based on the pool usage for regular swim lessons and can be used outside the regular operating hours.
  - b. These programs will have lifeguards on duty maintaining the 1:25 ratio.
5. Pool parties
  - a. The YMCA will host pool parties outside operating hours including Monday when the pool is scheduled to be closed.
  - b. Parties will be booked for a minimum of 2 hours and a max of 45 swimmers.
  - c. There must be a minimum of 2 guards at all times.
  - d. The staff will be paid at a rate of \$10/hour.
  - e. The YMCA will host a minimum of 2 pool parties for YMCA members during the summer in which the pool may close early. The date/time will be determined and posted prior to the pool opening for the summer.
  - f. All swimmers under age 6 must have a parent in the water; kids 7 and up must take a deep end swim test in order to be in the deep part of the pool.

## Financial Obligations

The City of Roman Forest will be financially responsible for all costs associated with the daily chemical operations including the purchase of all chemicals and agents required to check the chemicals. The city is also responsible for the purchase, and cost, of required equipment stated in the above section with regards to the City of Roman Forest responsibilities.

The East Montgomery County YMCA will be financially responsible for the cost associated with the following:

- Hiring and training of all staff (pool manager, lifeguards, swim instructors)
- All salaries
- All instructional equipment necessary for teaching swim lessons, and water fitness.
- Anything the YMCA wishes to provide for parties, special events, or for the betterment of the facility.

In order to cover the costs of the above expenses the YMCA will keep all revenue from pool memberships, swim lessons, and pool parties. This will allow the pool to remain operational during its posted hours without fear of expenses exceeding incoming revenue. The YMCA would absorb any net loss.

## Fee Structures

<u>Pool memberships:</u>	EMC YMCA members:	no cost
	Roman Forest families:	\$85
	Non-Roman Forest families:	\$125
<u>Swim lessons:</u>	EMC YMCA members:	\$35/session
	Roman Forest families:	\$40/session
	Non members:	\$45/session
<u>Pool parties:</u>	YMCA members:	\$110
	Roman Forest families:	\$110
	Non members:	\$150
		\$50/hr for each additional hour

The contents of this contract are to also include the Aquatic Standards set forth by the YMCA of Greater Houston as well as the Texas Department of Health. They are attached for your review.