



Parks and Recreation Department

Policies and Procedures

Title/Topic:	Lane Allocation	Number:	AQ-2080
Author:	Daniel Gleich, Recreation Manager	Effective Date:	04-02-2016
Revised by:	Daniel Gleich, Recreation Manager	Revision Date:	03-16-2021
Approved by:	Jaime Schroeder, Director	# of pages:	3
		Attachments:	0

I PURPOSE

The purpose of this policy is to provide equal lane allocation for swim teams using City of Reno pools.

II PERSONS AFFECTED

All City of Reno aquatic staff.

III POLICY

Lane allocation will primarily be equally distributed among the following teams:

<p><u>Swim Teams</u></p> <ul style="list-style-type: none"> • Lakeridge Swim Team • Northern Nevada Aquatics • Reno Aquatic Club • Sierra Nevada Masters 	<p><u>Water Polo Teams</u></p> <ul style="list-style-type: none"> • Northern Nevada Aquatics Water Polo • Sierra Nevada Water Polo
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Due to extreme pool space limitation, no new swim teams will be allowed to use City of Reno pools.

IV DEFINITIONS

Lane Hour – calculated as 60 minutes per lane in a pool. If there are 8 lanes in a pool, and the pool is available for 2 hours, then there are 16 lane hours available.

Prime Time – lane usage from 4:00 pm to 6:00 pm at all City of Reno pools.

Resident – individuals living within City of Reno limits. A Reno address does not necessarily mean the individual is a resident. Residency will be verified by City staff. Business addresses will not qualify as residency unless the business is owned by the legal guardian.

Segments – specified time periods for competitive lap swim or water polo.

Northwest Pool FALL – WINTER – SPRING*					
Start	End	Day(s) of Week	Team Type	Lanes	Lane Hours
5:30 am	7:00 am	Monday – Friday	Swim	8	60
4:00 pm	6:00 pm	Monday – Friday (prime time)	Swim	8	80
6:00 pm	9:00 pm	Monday – Friday	Swim	8	120
6:00 am	12:00 pm	Saturday – Sunday	Swim	8	96
4:00 pm	6:00 pm	Sunday	Swim	8	16
6:00 pm	9:00 pm	Saturday – Sunday	Water Polo	8	48
Northwest Pool SUMMER					
Start	End	Day(s) of Week	Team Type	Lanes	Lane Hours
4:00 pm	6:00 pm	Monday – Friday (prime time)	Swim	8	80

*During the months of February through May, WCSD will be using NW Pool (3:00 - 4:15 pm, M-F). All pool usage and lane allocation will shift 15 minutes to accommodate the agreement with WCSD. Exact dates are determined each school year.

Idlewild Pool SUMMER (May – August)					
Start	End	Day(s) of Week	Team Type	Lanes	Lane Hours
5:30 am	9:30 am	Monday – Friday	Swim	8 - 16	160 - 320
9:30 am	11:30 am	Monday – Friday	Swim	4 Long Course	80
4:00 pm	6:00 pm	Monday – Friday (prime time)	Swim	8 - 16	120
6:00 pm	7:30 pm	Monday – Friday	Swim	4 Long Course	96
6:00 am	12:00 pm	Saturday – Sunday	Swim	8-16	16
7:30 pm	9:30 pm	Monday – Thursday	Water Polo	16	48

Idlewild Pool Early Opening/Late Close (April, September – October) *					
Start	End	Day(s) of Week	Team Type	Lanes	Lane Hours
4:00 pm	6:00 pm	Monday – Friday (prime time)	Swim	8 - 16	120
6:00 pm	8:00 pm	Monday – Friday	Swim	8 - 16	96
8:00 am	2:00 pm	Saturday – Sunday	Swim	8 - 16	16
8:00 pm	9:30 pm	Monday – Thursday	Water Polo	16	48

*During the months of April, September and October, due to the icy conditions on the pool deck and cold morning weather with temperatures near or below freezing, Idlewild Pool will only be available in the afternoon on the weekdays and will open later on the weekends. This is needed to prevent staff from lifeguarding in temperatures that put their health at risk and not being “rescue ready” due to the need to have multiple layers of clothing in order to stay warm.

V PROCEDURES

1. Prior to the start of the fall/winter and spring/summer seasons, the swim teams shall submit their swim team pool space rental request form to the Recreation Supervisor.
2. The total number of lane hours will be divided equally among the teams.
 - a. For lap swim:
 - i. If there are 400 lane hours, each team will initially receive 100 lane hours each.
 - b. For water polo:
 - i. If there are 24 lane hours, each team will initially receive 12 lane hours each.
3. Should a team not require all of their allocation the hours will be equally distributed again among the remaining teams needing additional time.
 - a. If 3 teams request all 100 lane hours, and 1 team requests 25 lane hours, the remaining 10 hours will be split 3-ways (25 hours per team).
4. The process will repeat until no remaining hours are left.
5. Each team has equal rights to **prime time** lane hours and distribution will be the same as described above.
6. For practical reasons, teams may choose to modify their hours after a group discussion with all teams and agreement is reached.
7. No team has grandfathered usage; the lane allocation process will reset each season.
8. If a dispute arises, lane allocation will be determined by the average number of users per team over the prior three months of regular use.
 - a. City of Reno staff will track the monthly use of swimmers based on the following data points:
 - i. Number of hours the pool is used by a swim team.
 - ii. Average number of swimmers per hour in the pool.
 - iii. Total estimated number of “splash count”. This number is calculated by multiplying the hours of use with the average number of swimmers.
 - b. **The percentage of swimmers in the pool based on “splash count” will determine the number of lane hours to be allocated.** *Total size of team will not be used to determine the number of lane hours.*

Team	# of hours of use	# average swimmers per hour	Estimated “Splash Count”	% total swimmers in the pool	lane allocation (based on 400 hours available)
A	125	22	2,750	45%	180 hours
B	95	11	1,045	17%	68 hours
C	75	16	1,200	19%	76 hours
D	100	12	1,200	19%	76 hours
Total	395	315	6,195	100%	400

VI RESPONSIBILITIES

It is the responsibility of all aquatic staff to fully understand this policy and to apply every aspect as it relates to equal lane allocation.

VII ATTACHMENTS

- a. Swim Team Pool Space Rental Request Form