



Minutes

Holland Area Community Swimming Pool Authority Special Meeting
Holland, Michigan, August 15, 2019

The Authority Board met in special session on Thursday, August 15, 2019, at 4:00 p.m. in the Holland Community Aquatic Center conference room.

Board Members Present: Darrin Duistermars, Jack Gisinger, Tim Hemingway, Ron Hemmeke, and Matthew VanZetten

Board Members Absent: Ben Farkas (Ex-Officio), Sara Giesler, and Wendy Willoughby

Staff Present: Executive Director Jack Huisingh, General Manager Amanda Duimstra, and Aquatic Operations Manager Thomas Miller

Others Present: Greg Maybury, HCAC Owner's Representative, Mary Slafkosky of Kennari Consulting, and Randall Miller and Bob Miller of the HCAC Foundation Board

1. Call to Order

Gisinger called the meeting to order at 4:05 p.m.

2. Approval of Agenda

Motion to approve the agenda as written.

Moved by: Hemingway
Seconded by: Duistermars
Vote: 4-0

3. Public Comments

There were no persons wishing to address the Board.

VanZetten entered the meeting.

4. Approval of Minutes of the June 20, 2019, Board Meeting

Motion to approve the minutes of the June 20, 2019, Board Meeting, as written.

Moved by: Hemingway
Seconded by: Duistermars
Vote: 5-0

5. HACSPA 2019 Bond

a. Status Review (Huisingh)

- i. The HACSPA Board adopted a Resolution to submit a Bond Proposal for renovation and expansion of our facilities on January 10, 2019.
- ii. HACSPA is very thankful to the voters who passed the HACSPA proposal for 1.25 mills for 20 years to yield \$26.3M on May 7, 2019 by 63%.

- iii. This approval came as other school millage proposals adjacent to HCAC passed or failed by very narrow margins.
- iv. The HACSPA Board adopted a Resolution Authorizing Bonds on May 24, 2019 in the amount of \$26,350,000.
- v. The Authority was able to achieve a Moody's Investor rating of "A1" and subsequently achieved a letter of S&P Global Rating of "AA" based upon the issuance of a Municipal Bond Insurance Policy.
- vi. With the excellent support of the Public Finance Group, Miller-Canfield's legal staff, and lead Bond underwriters Stifel and 5/3rd Bank, HACSPA was able to achieve the sale of the entire bond offering for \$26,350,000 and place proceeds into Huntington Bank on June 27, 2019.
- vii. The Authority's Total Interest Calculation (TIC) for Bonds is 2.93% with a Bond Term of just under 20 years.
- viii. HACSPA was able to achieve this rapid sale program and urgently invest those proceeds in light of expected interest rate reductions.
- ix. Bond proceeds have been invested with Meeder Public Funds Investment as the organization proceeds through the current plan of design, quote and renovation /construction process.

b. Investment – Meeder Public Funds Investment

- i. Introduction of Meeder Investment Manager; Michael Kloack.
- ii. Kloack reviewed the process for Bond proceeds investment status and plan. Public Act 20 requirements will be followed and monitored by Meeder Investments.

6. HACSPA HCAC Foundation

a. Kennari Consulting

- i. Mary Slafkosky of Kennari Consulting advised the Board on the status of the feasibility study for philanthropic support beyond the current \$26.3M Bond to achieve desirable items beyond the Bond Concept Scope. Packets were mailed out this week.
- ii. Slafkosky advised the Board of the recommendation to move forward with a HACSPA Annual Plan for philanthropic funding. Kennari has provided a proposal for Board consideration.

b. Foundation Board

- i. Randall Miller, HCAFC Chairperson reported HCAC Foundation Board activity – current goals are to secure support from within the organization in the form of 100% donation support, and clearly defining where all donations will go

7. HACSPA Next Generation

a. Status (Huisingh)

- i. Bonds have been sold and invested
- ii. Design Concept has been completed, and costed nationally and locally
- iii. HACSPA has hired an Owner's Rep with extensive local architectural and construction experience to support both the Board, Executive Director and our Community.
- iv. HACSPA must now choose the A&E firm and Construction Management Firm capable to deliver this project with excellence, within budget and on time.
- v. The Community, Staff and Customers are both excited and anxious regarding the potential implications of this renovation and expansion project.
- vi. The Construction Committee has concluded extensive interviews with our Owner's Rep to achieve the best possible team comprised of: Owner's Rep, A&E Firm, Construction Management Firm with strong local ties and capabilities to support this project.

b. Interview Process Review (Maybury)

The Construction Committee interviewed the following firms for Architectural and Engineering Services:

AMDG Architects and OLC Aquatic Design
Integrated Arch
Tower Pinkster with WTI

The Construction Committee interviewed the following firms for Construction Services:

Elizinga & Volkers
GDK/OAK – GO Construction
Lakewood Construction

The Committee recommended that the Board of Directors of the Holland Area Community Swimming Pool Authority engage AMDG Architects and OLC Aquatic Design as the architectural and aquatic design team and Lakewood Construction as the construction management team for the renovation and expansion of the Holland Community Aquatic Center with the expectation of meeting the goals of the project as presented to the community within a project total of \$26.3 million.

Motion for Board Approval of AMDG Architects and OLC Aquatic Design for Architecture & Engineering

Moved by: Hemingway
Seconded by: VanZetten
Vote: 5-0

Motion for Board Approval of Lakewood Construction for Construction Management

Moved by: Hemingway
Seconded by: VanZetten
Vote: 5-0

Noted by Executive Director Huisingsh: Although Board representatives Giesler and Willoughby were unable to attend the meeting, both have involved in the process and support the recommendation of the Selection Committee. The Construction Committee recommendation was unanimous among the committee, and Board support of the recommendation was also unanimous.

8. HCAC Operations Safety

- a. Huisingsh introduced Thomas Miller, HCAC Aquatics Operations Manager, to the Board
- b. Miller advised the Board of ongoing safety initiatives, emergency procedures, Next Gen staffing plans, and fitness program improvements.

9. Executive Director Update (Huisingsh)

- a. The HCAC FY2018-19 has been completed and audited.
- b. FY2018-19 Audit results will be reviewed with the Finance Committee in August and the full Board in September 2019.
- c. HCAC is thankful to have closed the year without a major safety incident, without legal or liability claims and with a staff preparing for an expanded future.
- d. HACSPA paid of our previous 20 year Bonded debt and continue to add to our Fund Balance
- e. HCAC exceeded our revised Operations Revenue Plan.
- f. HCAC slightly exceed our revised Operations Expense Plan
- g. Overall, HCAC moved from a Budget requiring \$50,000 from our Fund Balance to a position of better than break even and even providing additional funding to the Fund Balance.
- h. Memberships and Daily Use each increased by more than 10%
- i. Total revenues at the Operations level also increased by greater than 10%
- j. Total expenses at the Operations level were held to below a 10% increase providing net positive revenue.

- k. Huising would like to thank a very motivated and capable staff, a great and supportive HACSPA Board, a new and motivated HCAC Foundation, a loyal and supportive Community and some excellent suppliers!

10. Other Business and Issues

Upcoming Board meetings are scheduled for 4:00 p.m. on Sept. 19 and Oct. 17, 2019

11. Adjournment

The Board was adjourned by Gisinger at 5:30 p.m.

Respectively Submitted,

Wendy Willoughby
Secretary