



Minutes

Holland Area Community Swimming Pool Authority

Regular Meeting - Holland, Michigan, August 20, 2020

The Authority Board met in regular session on Thursday, August 20, 2020, at 4:00 p.m. The meeting was held in the MP Room A at Holland Community Aquatic Center (550 Maple Ave, Holland MI) and via Zoom.com virtual meeting under the guidance of Governor Whitmer's Executive Order No. 2020-75.

Board Members Present: Candis DeBoer, Darrin Duistermars, Sara Giesler, Jack Gisinger, and Tim Hemingway

Board Members Absent: Eva Dean Folkert, Ben Farkas (Ex-Officio), and Ron Hemmeke

Staff Present: Executive Director Jack Huisingh, and General Manager Amanda Duimstra

Others Present: Greg Maybury, HCAC Owner's Representative

1. Call to Order

Giesler called the meeting to order at 4:00 p.m.

2. Approval of Agenda

The agenda was approved by general consensus.

3. Public Comments

There were no public comments.

4. Approval of Minutes of the June 25, 2020, and July 16, 2020 Board Meetings

- a) Motion to approve the minutes of the June 25, 2020, Board Meeting, as written.

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

- b) Motion to approve the minutes of the July 16, 2020, Board Meeting, as written.

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

5. HCAC Foundation Update

- a) Keith Hopkins provided the Board with an update of HCAC Foundation fundraising activities.

Motion to authorize the HCAC Foundation to provide naming opportunities to donors as a fundraising method, under the oversight and with the approval of HCAC's Executive Director, and the HACSPA representatives currently serving on the HCAC Foundation Board.

Moved by: Gisinger
Seconded by: Duistermars

Vote: 5-0

6. HCAC Next Gen Status Update

- a) Maybury provided the Board with an update on construction project activities including;
 - i. Project Safety Status Report – no safety incidents
 - ii. Instructional (1968) Pool scheduled completion and reopen for HCAC use 10/19/2020
 - iii. Community Leisure and Recreation (Next Gen) area enclosed by November 2020
 - iv. Budgetary considerations will continue to be processed through the Executive Director, Finance Committee and HACSPA Board as required.
 - v. Project is currently on schedule and within budget – future delays may be possible due to COVID-19

7. HACSPA Executive Committee

Giesler provided an update on Executive Committee activities, as follows:

- a) The HACSPA Board will meet on Oct.16 for a retreat and strategic planning discussion.
- b) Motion to eliminate the Board Personnel Committee and replace with a Public Relations and Safety Committee.

Moved by: Giesler
Seconded by: Gisinger
Vote: 5-0

- c) Motion to continue with previous committee appointments and add deBoer and Folkert to the Public Relations and Safety Committee.

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

- d) Motion to appoint Duistermars as the Board Secretary.

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

HACSPA Board Committee Assignments FY2020 – 2021

Executive Committee: (Chairpersons of Committees)

Sara Giesler (Chair)

Darrin Duistermars

Jack Gisinger

Finance Committee:

Jack Gisinger (Chair/Treasurer)

Sara Giesler

Darrin Duistermars*

**suggest reducing Darrin's Comm. load and replacing him with Tim Hemingway, Ron Hemmeke, or Candis deBoer*

Public Relations & Safety Committee:

Darrin Duistermars (Chair/Secretary)

Eva Dean Folkert

Candis deBoer

HCAC Foundation:

Sara Giesler

Tim Hemingway

8. HACSPA Finance Committee

- a) The AMDG and Lakewood teams have recommended that the HACSPA Finance Committee and Board award the following contracts, based on the Holland Community Aquatic Center Bid Package 2, Enclosure documents dated June 5, 2020; Addendum 1 dated June 18, 2020; and the subsequent post bids held on June 25, 26, and 29, 2020. The Finance Committee has reviewed the bid tabs and approved the recommendations, and is presenting these recommendations to the full HACSPA Board for approval:
- ii. Elevator – Schindler Elevator (International Local; Grand Rapids, MI) - \$91,217. There were four bidders, all bids came in below budget.
 - iii. Building Foundations and Flatwork – Van Laan Concrete (Local; Dutton, MI) - \$517,535. There were three bidders in this category, all bids came in below budget.
 - iv. Membrane Roofing – Mikalan Roof (Local; Zeeland, MI) - \$261,070. There were four bidders, the bid came within 3% of budget.
 - v. Caulking and Waterproofing - Custom Caulking (Local; Marne, MI) - \$20,000. There were two bidders, all bids came in below budget.
 - vi. Exterior Framing, EFIS & DEFIS – Ritesma Associates (Local; Grandville, MI) - \$312,350. There were five bidders, the successful bidder came in below budget.
 - vii. Building Excavation and Backfill – Site Work Solutions (Local; Zeeland, MI) - \$97,350. There were two bidders, all bids came in below budget.

Motion to approve proposals i-iv above, as presented.

Moved by: Gisinger

Seconded by: Hemingway

Vote: 5-0

- b) In addition, the Finance Committee recommends the following:

- i. Exterior Enclosure, Glass and Metals – Architectural Glass and Metals (Local; Byron Center, MI) - \$545,022. There were 5 bidders, all came in below budget.

Motion to approve the bid for exterior enclosure.

Moved by: Gisinger

Seconded by: Hemingway

Vote: 5-0

9. Executive Director Update

- a) July and August were busy months with continuation of renovation & construction, planning for re-opening programming/safety procedures, and preparation for school swim lessons.
- b) HCAC operated July with the smallest number of personnel ever and water in the 50M pool only. On July 31, the Governor allowed infant/child swimming lessons in indoor pools and HCAC

obtained approval from the Ottawa County Health Dept. to open for infant/child swimming lessons. On August 5, HCAC prepared the 50M and Therapy Pool for swimming lessons and filled the Community Leisure pool to avoid potential fall hazards. The City of Holland Building Inspector approved the site and building for public use.

- c) HCAC's MLA Swim Team continues to practice daily in an outdoor pool in Spring Lake, MI. As outdoor practice capability ends (Labor Day), the team will pause until indoor pool capability resumes.
- d) A Board orientation class is being provided by Lakeshore Nonprofit Alliance on Sept. 9, 2020 via Zoom. Orientation for new HACSPA Board members will be scheduled for September.
- e) HCAC remains closed due to Executive Order requiring indoor pool closure in lower Michigan. Outdoor public pools throughout MI may open at 50% of capacity and indoor pools in the Upper Peninsula and extreme Northern portion of the lower peninsula are allowed to open at 25% capacity.
- f) HACSPA customers are both thankful our facilities remain closed and anxious to be allowed to return to wellness and fun activities. Many voice frustrations with perceived inequities of allowances for use of taxpayer funded facilities within the State of Michigan.
- g) HCAC is prepared to re-open when allowed to do so and as an appointment-based operation and to support community fitness and wellness with swim, dive and fitness programming including proper physical distancing and the wearing of masks indoors except for in-pool use and contact tracing capability.
- h) HCAC has been closed since the Executive Order in March and continues without any guidance for a re-opening timeframe in weeks or months.
- i) The organization will continue with minimal staffing, minimizing operational expenses, and utilizing fund balance reserves. No Federal or State financial assistance has been provided to HCAC.
- j) HCAC has applied for a PPE grant (\$10K) provided by the State of Michigan.
- k) Area schools are planning to re-open virtually and in-person with some changing direction with only days to go before the Aug 24-26 start, and HCAC school partners are reluctant to begin the annual lesson program/partnership at this time.
- l) Our HCAC team is considering a possible wide array of support options for school lessons, including: Zoom learning, smaller class sizes, fewer grades, and a later start date.
- m) The local high school teams are waiting for State, MHSAA and school leadership direction to determine how to move forward with practices and meets for the season.
- n) HCAC is responding to changing COVID-19 response requirements daily and weekly, and select staff members have returned on a limited basis to assist with preparations and implementation of COVID-19 re-opening plans.

10. Other Business and Issues

There were no other issues for discussion.

11. Adjournment

The Board was adjourned by Giesler at 5:40 p.m.

Respectively Submitted,

Darrin Duistermars
Secretary