



Minutes

Holland Area Community Swimming Pool Authority Meeting
Holland, Michigan, March 18, 2021

The Authority Board met in special session on Thursday, March 18, 2021, at 4:00 p.m. The meeting was held via Zoom.com virtual meeting under the guidance of Michigan Department of Health and Human Services.

Board Members Present: Candis deBoer, Darrin Duistermars, Eva Dean Folkert, Tim Hemingway, Ron Hemmeke, and Steve Sisson

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

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

Others Present: Greg Maybury, HCAC Owner's Representative

1. Call to Order

Duistermars called the meeting to order at 4:03 p.m.

2. Approval of Agenda

Motion to approve the agenda, as proposed.

Moved by: Hemingway

Seconded by: deBoer

Vote: 5-0

3. Public Comments

There were no public comments.

4. Approval of Minutes of the February 25, 2021, Board Meeting

Motion to approve the minutes of the February 25, 2021, Board Meeting, as written.

Moved by: Hemingway

Seconded by: Folkert

Vote: 5-0

5. HCAC Foundation

- a) The HCAC Foundation has received just over half of the \$3 million goal.
- b) Plans continue to move forward with the additional track and expanded lobby.

- c) Remaining fund-raising to achieve full goal continues and is desired for the project's summer 2022 completion.
- d) Donation acknowledgement letters have been issued as donations arrived and 2021 donation receipts have been mailed.
- e) Hopkins Fundraising Consulting Services has proposed to donate their services for the remainder of the campaign. The Board thanks Hopkins Fundraising for this generous gift.
- f) Next HCAC Foundation meeting is scheduled for March 29 at 1:00 p.m.

6. HCAC Next Gen Project Status Update

Maybury provided the Board with a brief construction update including:

- a) There have been no recordable safety incidents on the project to date.
- b) The project is on time and within budget.
- c) Interior painting, poured cement for track, fitness, and universal changing area is completed.
- d) The pools will be going in within the coming weeks.

7. HACSPA Committee Reports

Note: Hemmeke entered the meeting at 4:15 p.m.

- a) Executive Committee – no report

- b) Finance Committee

- i. Motion that the HACSPA Board award the contracts for AV, Security Cameras, Intrusion/Access Card systems to Town and Country Electric I the amount of \$212,946. This is within the budgeted amount in the Owner Cost allowance of \$236,669.

- Moved by: Folkert
Seconded by: Hemmeke
Vote: 5-0

- ii. Motion that the HACSPA Board authorize the remainder of the budgeted amount (\$23,723) be kept in a contingency to be held by the owner for the relocation/expansion of the AV and IT racks, which may include the enclosure of a specified area for these devices.

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

- iii. Motion that the HACSPA Board authorize \$10,000 from the Owner Cost Contingency to be set aside for improvements and the expansion of the HCAC WIFI and network system.

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

- iv. Motion that the HACSPA Board approve PCOO5 for Lakewood Construction in the amount of \$120,178.

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

c) Safety and Public Relations Committee

i. Boileau and the Safety and Public Relations Committee started the process to revise messaging, as well as a potential logo change. Meetings are ongoing and are on a timeline for completion and proposal to the Board for June 2021.

8. Executive Director Update (Huisingsh)

- a) COVID-19 restrictions continue for the foreseeable future.
- b) Capacity constraints have improved from 25% to 30% for pool use and 50% for spectator use, however social distancing requirements will not allow 50% in the spectator area.
- c) HCAC in-persons swimming and private lessons continue on a limited basis.
- d) HCAC events continue with swim/dive meets at the Collegiate, High School and Middle School levels and we are planning larger MLA Club team events for the remainder of the FY2020-21 with highly desired attendance status for every meet.
- e) The Splash Zone is considered a “public” and “indoor water park” and remains closed under MDHHS requirements.
- f) Finances are being held within planned constraints.
- g) Budget development and planning for FY2021-22 is underway.
- h) Our team continues to meet with Mary Free Bed to determine programming opportunities.
- i) HCAC/MFB press release is planned for 3/31/2021.
- j) HCAC square footage of the facility will increase as follows:
Current – 90,102, demo (12,238), New + 50,656 for a Total = 128,250
- k) HCAC gallons of water within the facility will increase as follows:
Current – 1,062,554, demo (62,211), New + 312,364 for a Total = 1,309,889

9. Other Business and Issues

- a) The next HACSPA Board meeting is scheduled for Thursday, April 15, at 4:00 p.m.
- b) Duistermars relayed positive comments from community members highlighting the construction project as well as the staff quality.
- c) The Board formally dismissed Park Township Board appointee; Jack Gisinger per his request to move from the area.
- d) The Board welcomed Park Township appointee; Steve Sisson to the Board and thanked him for his willingness to serve.

10. Adjournment

Motion to adjourn the meeting at 4:47 p.m.

Moved by: Hemmingway
Seconded by: deBoer
Vote:6-0

Respectively Submitted,

Darrin Duistermars
Secretary