



Minutes

Holland Area Community Swimming Pool Authority Special Meeting
Holland, Michigan, November 19, 2020

The Authority Board met in special session on Thursday, November 19, 2020, 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, Sara Giesler, Jack Gisinger, Tim Hemingway, and Ron Hemmeke

Board Members Absent: Ben Farkas (Ex-Officio)

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 4:05 p.m.

2. Approval of Agenda

Motion to approve the agenda, as proposed.

Moved by: Giesler
Seconded by: Folkert
Roll Call Vote: All Yes
Vote: 6-0

3. Public Comments

There were no public comments.

4. Approval of Minutes of the September 24, 2020, Board Meeting

Motion to approve the minutes of the September 24, 2020, Board Meeting, as written.

Moved by: Giesler
Seconded by: Hemingway
Roll Call Vote: All Yes
Vote: 6-0

5. HCAC Foundation

- a) Motion to approve donor naming rights including the Masselink Family and Miller Family donations to the "Happy Families, Healthy Communities" campaign.

Moved by: Hemingway
Seconded by: Duistermars
Roll Call Vote: All Yes
Vote: 6 -0

- b) Foundation Activities Update: Randall Miller
 - i. \$1.2 million has been received in gifts to date, with \$300K in endowment.
 - ii. A video is being produced with several testimonials.
 - iii. The campaign enhancement video is complete and materials are being produced for the Public Campaign.
 - iv. The Public Campaign will launch December 2, with \$1.5 million needed to achieve enhancements.

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

6. HCAC Next Gen Project Status Update

- a) Maybury provided the Board with an updated project overview and timeline. The project remains on schedule and within budget. The community leisure space is on schedule for completion near the end of 2021.

7. HACSPA Executive Committee

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

- a) Strategic Plan update: Board members are asked to review the mission and vision statements and be prepared for discussion of goals at the December 17 meeting.

8. HACSPA Finance Committee

- a) Construction Bid Authorizations

- i. Masonry – Integrated Exteriors – contract for \$270,375.00. There were two bidders and Integrated Exteriors was the qualified low bidder. Integrated Exteriors is already under contract for the enclosure phase of the project.

Local Contractor; Integrated Exteriors is a west Michigan contractor located in Byron Center, MI (1000 100th St SW STE A, Byron Center, MI 49315)

Motion to approve the Masonry, as proposed.

Moved by: Gisinger
Seconded by: Hemingway
Roll Call Vote – All Yes
Vote: 7-0

- ii. Interior Caulking – Custom Caulking Inc. – contract for \$28,500.00. There was only one bidder, but it was within budget. Custom Caulking is already under contract for the exterior caulking.

Local Contractor; Custom Caulking Inc. is a west Michigan contractor located in Marne, MI (1460 Comstock St, Marne, MI 49435)

Motion to approve Interior Caulking, as proposed.

Moved by: Gisinger
Seconded by: Hemingway
Roll Call Vote – All Yes
Vote: 7-0

- iii. Interior Painting (non-Tnemec paint) – H.L. Bolkema Decorating – contract for \$57,280.00. There were two bidders and Bolkema Decorating was the qualified low bidder.

Local Contractor; H.L. Bolkema Decorating is a west Michigan contractor located in Grand Rapids, MI (3480 Jefferson Ave SE, Grand Rapids, MI 49548)

Motion to approve Interior Painting, as proposed.

Moved by: Gisinger
Seconded by: Hemingway
Roll Call Vote – All Yes
Vote: 7-0

- iv. Interior Aluminum and Glazing – Prism Glass – contract for \$208,204.00. There were two bidders and Prism Glass was the qualified low bidder.

Local Contractor; Prism Glass is a west Michigan contractor located in Zeeland, MI (699 Construction Ct, Zeeland, MI 49464)

Motion to approve Interior Aluminum and Glazing, as proposed.

Moved by: Gisinger
Seconded by: Hemingway
Roll Call Vote – All Yes
Vote: 7-0

- v. Flooring - Welch Tile & Marble – contract for \$732,585.00. Five companies were asked to bid, but Welch is the only company to submit a bid. This is the same contractor who is performing the work on all of the new pools in the natatorium.

Local Contractor; Welch Tile is a west Michigan contractor located in Holland, MI (76 Veterans Drive #310, Holland, MI 49423)

Motion to approve the Flooring, as proposed.

Moved by: Gisinger
Seconded by: Hemingway
Roll Call Vote – All Yes
Vote: 7-0

- vi. Interior Metal Studs/Drywall/Acoustical - Schepers Brothers Co Inc. – contract for \$474,412.00. There were three bidders and Schepers Brothers was the qualified low bidder.

Local Contractor; Schepers Brothers is a west Michigan contractor located in Grand Rapids, MI (45 Barry St. SE, Grand Rapids, MI 49548)

Motion to approve the Interior Metal Studs/Drywall/Acoustical, as proposed.

Moved by: Gisinger
Seconded by: Hemingway
Roll Call Vote – All Yes
Vote: 7-0

- b) Total Budget Revision – Proposed by Finance Chair, Gisinger: Expand the project budget from its original bond proceeds allowance of \$25,899,843 to a revised budget to allow for enhancements to a budgetary allowance not to exceed \$28,400,000.

This allowance will allow for the following enhancements to the original Base Bond Project supported by the \$26,300,000 Bond approved by HPS District Voters in 2019; additional track, expanded lobby, and flat covered entrance extending to the entry/exit road drop-off and an expanded fitness room shell.

These additional items are funded by;
- Donations and Pledges received to date
- HACSPA Fund Balance Loan of \$250,000

Motion to approve this budget revision, as proposed (above).

Moved by: Gisinger
Seconded by: Hemingway
Roll Call Vote: All Yes
Vote: 7-0

9. Executive Director Update (Huisingsh)

- a) HACSPA continues to operate under National, State and County Health mandates regarding Covid-19.
- b) Operations and Debt Budgets are being revised at the Authority's 6-month point within the Fiscal Year 2020-21 as planned and as a result of Covid-19 disruptions.
- c) HCAC is achieving our operation budgetary plans to date.
- d) We are maintaining a strong and great working relationship with Ottawa County Health Dept.
- e) 132 Families signed up and received swim lessons in August - October, 2020.
- f) MLA Competitive Programs are achieving record attendance for Swim and Dive Programs.
- g) Our new 3M Dive Platform is in place and in use.
- h) Our partially renovated Instructional Swim and Instructional Dive Pools are up and running.

- i) School Teams have discontinued practices/events as of Nov. 18.
- j) Hope College has canceled three events.
- k) Prior to this latest Covid-19 shutdown action; "Pause-To-Save-Lives", HCAC was steadily adding to its programming and open-hour schedules. Our next planned revision was to begin appointment-based Community fun usage of our leisure areas.
- l) The State of MI has implemented "Pause to Save Lives" restrictions, Nov. 19 – Dec. 8.
- m) Dec HACSPA Board Meeting is set for Dec. 17, 2020.
- n) Huisingsh recognized all those who have provided recorded testimonials for our Aquatic Center in order to support our Foundation and future HCAC endeavors!

10. Other Business and Issues

Giesler requested a Social Media policy be proposed to the Board for approval at the December meeting.

11. Adjournment

The Board was adjourned by Giesler at 5:15 p.m.

Respectively Submitted,

Darrin Duistermars
Secretary