



## Minutes

Holland Area Community Swimming Pool Authority Meeting  
Holland, Michigan, May 20, 2021

The Authority Board met in special session on Thursday, May 20, 2021, at 4:00 p.m. The meeting was held at 550 Maple Avenue in Holland and via Zoom.com virtual meeting under the guidance of Michigan Department of Health and Human Services.

Board Members Present: Candis deBoer, Darrin Duistermars, Sara Giesler, Tim Hemingway, Ron Hemmeke, and Steve Sisson

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

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 4:02 p.m.

### 2. Approval of Agenda

Motion to approve the agenda, as proposed.

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

### 3. Public Comments

There were no public comments.

### 4. Approval of Minutes of the April 15, 2021, Board Meeting

Motion to approve the minutes of the March 15, 2021, Board Meeting, as written.

Moved by: Duistermars  
Seconded by: Hemingway  
Vote: 6-0

### 5. HACSPA Committee Reports

- a) **Executive Committee** – Giesler reported that the Executive Committee will be meeting the second Wednesday of each month, and their main focus is currently on the construction project.
- b) **Finance Committee** – Hemingway presented requested proposals from the Finance Committee:
  - i) Requested authorization to approve \$36,265 for the commissioning of Synergy Consulting Engineers to audit and verify the design specifications.
  - ii) Requested authorization to approve PCC06 – Totaling \$119,993.37 in various trades for the project.

Motion to approve both requested authorizations as presented by the Finance Committee.  
 Moved: Giesler  
 Seconded: Duistermars  
 Vote: 6-0

- iii) Requested approval of FY2021-2022 Milage Rates;

|            | Current<br><u>2020-2021</u> | To<br><u>2021-2022</u> |
|------------|-----------------------------|------------------------|
| Operations | 0.9788                      | 0.9658                 |
| Debt       | 1.2400                      | 1.1200                 |

Motion to approve 2021-2022 Tax Rates at the requested rate.  
 Moved: Giesler  
 Seconded: Hemingway  
 Vote:6-0

- iv) Requested approval of 2021-2022 Budget with projected fund balance amounts

Motion to approve 2021-2022 Budget, with projected fund balance amounts  
 Moved: Hemingway  
 Seconded: Giesler  
 Vote: 6-0

- c) **Safety and Communications Committee** – to present logo design and messaging proposal for Board approval later within the meeting.

## 6. HCAC Foundation Report

Huisingh provided the Board with a brief HCACF update including:

- a) The campaign has reached \$1,644,152 in donations support to date, along with \$300,000 achieved towards the endowment fund.
- b) HCAC partners AMDG and Lakewood Construction have been supporting efforts to achieve vendor support and contributions to the campaign.
- c) HCACF Cabinet members and Huisingh continue with many facility tours including; private tours, West Coast Chamber, Holland Visitors Bureau, and Grand Rapids Chamber.
- d) Motion to approve the updated naming opportunities list.  
 Moved: Duistermars  
 Seconded: Hemingway  
 Vote: 6-0

## 7. Next Gen Project Status

Maybury provided the Board with a construction status update including:

- a) There have been no safety incidents and the project continues on within schedule and within budget.

- b) Contractors on site include mostly West Michigan regional suppliers, with as many as 50 workers currently on site each day.
- c) Pool construction continues, as well as locker rooms, and mechanical systems.
- d) The team is preparing for the 1968 pool to shut down currently scheduled to begin in late July.

## 8. Safety and Communications Committee

Vince Boileau joined the meeting to present progress from the Safety and Communications Committee.

- a) Boileau reviewed the process that the committee has followed regarding revisions to HCAC's key messaging and new logo. He presented the Board with two similar logo options for review and discussion.

Motion to approve logo #1 as provided in a rendering to the Board.

Moved: Hemingway

Seconded: deBoer

Vote:6-0

The Board thanked Boileau and team for their continued efforts within the communication, branding, and logo process. The new logo will be presented as part of the completed renovation, expansion, and philanthropic additions.

## 9. Executive Director Update (Huisingh)

- a) COVID-19 Operations Update – transition to no masks for those with vaccinations and increased capacity 20% to 30% to 50% (June 1). Full opening planned for July 1, 2021.
- b) Facility operations are currently experiencing a challenge in labor shortages.
- c) End-of-year closing and budgeting highlights include:
  - Property Taxes are up 4.3%
  - State PPT Sharing is down over 78%
  - Daily Rev are down 85%
  - Instructional Rev are up 23%
  - Rental Income down almost 100%
  - Comp Rev is up 25%
  - School Rental down over 20%
  - Total Income is down 25%
  - Labor is down over 25%
  - Total Expenses are down 25%
  - Net closing will be better than plan and include some capital expenditures required for next year
- d) The organization will complete a banking transition from TCF Bank to West Michigan Community Bank at the start of FY2021-2022.
- e) The expansion is on schedule to open in early 2022 with signage and programming planning ongoing.
- f) The team continues to work toward staffing for transition to the new building expansion.
- g) Lease items and terms have been agreed to between Mary Free Bed and HACSPA. A formal agreement is being prepared with an estimated start date of July 1, 2021 and including a 3-year and renewing agreement.

## 10. Other Business and Issues

- a) deBoer requested that the Board consider working with the local schools to offer more options for student memberships at the Aquatic Center
- b) The next meeting is scheduled for June 24, 2021 at 4:00 p.m.

## **11. Adjournment**

Giesler adjourned the meeting at 5:30 p.m.

Respectively Submitted,

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Darrin Duistermars  
Secretary