



MINUTES OF THE
BOARD OF DIRECTORS OF THE
HOLLAND AREA COMMUNITY SWIMMING POOL AUTHORITY
REGULAR BOARD MEETING

April 19, 2018

The Regular Board Meeting of the Board of Directors was called to order by Board President, Sara Giesler at Holland Community Aquatic Center, 550 Maple Ave, Holland, MI.

Present: Ron Hemmeke, Jack Huisingsh (Executive Director), Sara Giesler, Sarah LeFebre, and Matthew VanZetten

Absences: Darrin Duistermars, Dennis Gradler, Ben Farkas (Ex-Officio), and Wendy Willoughby

1. Call to Order

The meeting was called to order by Chairperson, Sara Giesler at 6:00 p.m.

2. Approval of Agenda

Revision to note "Feb. 7 minutes"

3. Recognition of persons wishing to address the Board

There were no persons wishing to address the board.

4. Approval of Minutes: February 7, 2018

Motion: Hemmeke / Second: Giesler; Minutes were approved by a vote of 4-0.

5. Committee Reports

a. **Personnel Committee – Willoughby – no report**

b. **Executive Committee - Giesler**

- i. HACSPA Operational Millage Renewal – Schools Election; May 8, 2018
Board members received Millage notecards with facts for discussion and

dissemination requesting May 8, 2018 vote. Mr. Huisingsh noted there has been some confusion among voters about legal language on the ballot. He reiterated the millage request is a renewal of the millage for 1 mil for 5 years and is the same rate as our previous 5-year operational millage. This request is not an increase to the currently approved millage amount. Also, this operational millage supports 50% to 60% of the operational budget and does not include "HACSPA Next Gen" development requirements.

MVZ joined the meeting at 6:10pm

Mr. Huisingsh advised consultant Tom Page is helping with millage and next generation communication efforts. He has been a great help to the HCAC management team and communication efforts.

ii. HACSPA A&E Firm; Master Plan & Concept Firm selection;
HACSPA Special Committee; A&E Concept Firm RFP/Selection

Members: S. Giesler, W. Willoughby, R. Hemmeke, J. Huisingsh, A. Duimstra, L. Scott, B. Roach, S. Spoelhof, J. Spencer

Process:

- 1) RFP Issue; 12 Firms (International)
- 2) RFP Review
- 3) Firm Interviews
- 4) Site Visits; Vancouver, Windsor, Grand Rapids
- 5) A&E Firm Selection – unanimous Special Committee decision

HACSPA has selected the Architecture partnership of HCMA of Vancouver, Canada & Quinn Evans or Ann Arbor, MI to produce; HACSPA Next Gen concepts;

1) HACSPA Two-Block Site – Site master Plan

Giesler advised several site visits had been completed by committee members. She advised as a final check it was agreed she, Jack and Ron should visit HCMA in Vancouver to experience HCMA facilities and specifically evaluate differentiating features such as; use of natural light, wood, and warm water social features. This trip was a fantastic experience where the team was able to visit several aquatics facilities of varied sizes in varied communities. The team noted a result being a paradigm shift regarding newly designed and open changing areas and the need for social warm water within aquatics facilities. Overall, the trip confirmed the selection of HCMA. The team felt that the designs were multi-functional, and supported multi-use purposes. The facilities included warm-water areas, social water, relaxing, saunas and steam rooms.

Locker room designs were "universal" community changing rooms, family-oriented, and served everyone at the same time with improves safety.

Designs included high levels of visibility from inside to outside. Hemmeke advised the committee felt it received the greatest level of Aquatics Facility consulting from HCMA. He was also impressed with their ability to use Spartan-level interior finishes while maintaining a quality appearance.

They also viewed value in appropriate use of concrete and wood furnishings. The committee felt the combined capabilities of HCMA/QE and level of detail provided made the decision quite clear. They also noted HCMA had extensive knowledge and experience with Aquatic Centers in

cold and rapidly changing environments which presents specific challenges. Finally, total A&E Firm quotes for concept through construction completion, and including suggested contingency factors required, were very close within the top three proposals. LeFebre questioned the committee regarding HCMA's knowledge and capabilities for safety and access control. She was assured the sites visited contained safety and access control consistent with systems incorporated into recent School System safety upgrades.

Mr. Huisingsh advised he has stated three concerns to the HCMA/QE Partnership and felt they both understood and agreed to specifically address each concern;

- 1) As a multi-national partnership, HCMA would maintain primary responsibility for the entire project's success;
 - a. HCMA would have overall Master Plan/Concept project design responsibility.
 - b. Quinn Evans would ensure U.S. requirements and appropriate costs were comprehended and provided.
- 2) Competitive water was not prevalent in the HCMA buildings. HACSPA's next gen concept should include upgrades to HCAC's competitive water capabilities.
- 3) A unique and appropriate design to West Michigan was required.

HCMA/QE plan to visit Holland and HCAC April 24.

Mr. Huisingsh advised a Letter of Agreement has been completed. An AIA A&E Contract was being finalized between parties. Payments would be completed over the course of the next several months. The first meeting would include leadership within both parties and also include City of Holland planners for initial discussions.

c. Finance Committee - VanZetten

i. FY2017 -18 Budget Status

We are separating our Total Budget into; Debt, Operational, and Next Gen

- 1) Debt; Significantly lower than last year due to: decreased Debt Millage, State personal Property Tax Reimbursement, and lower Debt Millage Rate.
- 2) Operations; Operations are running better than budget and potential Safety & Security and Equipment replacements are being considered. It was noted HCAC experienced record levels of attendance during the Spring Break period of 2018.
- 3) Next Generation; Spending for Next Generation development in the areas of; Foundation Development, A&E Concept Development, and Legal expenses to support these actions are exceeding budget plans. Mr. Huisingsh will present a revised budget for these areas will be presented at our next meeting.

6. Competitive Programs Coaching Highlight – Huisingsh / Whitehead / Schlatter

Mr. Huisingsh introduced MLA Head Coach, Jim Whitehead and Assistant Coach Rachel Schlatter to the Board. Rachel provided an overview of some the accomplishments the HCAC/MLA Club Swimming Team have achieved this year;

HCAC/MLA Team Win; 2018 Speedo Sectional Meet in Akron, OH.

Very high levels of achievement by many members, vs typical few each year

Record level Sectional qualifiers; 27 vs 11 last year.

Multiple Jr. National qualifiers and (1) top 12 ranking in the world.

Long course season started back on April 16, with 16 new swimmers. MLA is experiencing continued growth. This summer, MLA will host the Big Red Challenge and West Michigan Classic, we have also a bid for a MI. Swimming State Meet.

Jim Whitehead: MLA Head Coach, advised he has completed two years as head coach and is most excited about the support he and the team is receiving from the facility. He highlighted the new dryland exercise program implemented and HCAC/MLA are working to differentiate its competitive programs from others by also implementing mental and physical health training. Jim is glad to support kids in the community. He thanked the board and facility for support of the athletes. He advised the team is currently challenged to build the 12 and under group.

Goal: A local team with national presence.

7. HCAC Executive Director Update

Mr. Huisingsh advised the management team is achieving its goal to achieve strong back up staffing for each of its core competency management areas except for the maintenance area. Further detail was provided.

The Board approved Economic Impact Study to understand the value of the Aquatic Center to the West Michigan region has been postponed while the A&E Master Plan and Concepts have been completed. The E.I.S. Study will be commissioned and completed identifying the current value to the Community vs the proposed value following facilities renovation and improvements.

Mr. Huisingsh advised he is working on legal by-law revisions to the foundation board to better align with HACSPA Board Next Generation objectives. The current HCACF Board will be reconvened for consideration and potential approval of these new by-laws. Mr. Huisingsh asked Board Members to consider others who might like to serve on the foundation board.

8. Other Business & Issues

There were no other issues.

9. Adjournment

The meeting was adjourned by Mrs. Giesler at 7:55 p.m.

Darrin Duistermars, Secretary