

Margaret Gutierrez
President
Lori Mirelez
Vice President
Michael Hald
Treasurer
Danielle Grosh
Secretary
Warren Blair
Assistant Secretary/Treasurer

# **NOTICE OF MEETING**

# BOARD OF DIRECTORS HYLAND HILLS PARK AND RECREATION DISTRICT

Tuesday, August 12, 2025 5:15 p.m.: Study Session 6:00 p.m.: Board Meeting

NOTICE IS HEREBY GIVEN that the Board of Directors of the Hyland Hills Park and Recreation District will meet Tuesday, August 12, 2025, at the Hyland Hills Administration Building located at 8801 Pecos Street, Federal Heights, CO 80260.

BY: Danielle Grosh Secretary August 8, 2025



#### BOARD OF DIRECTORS' MEETING Tuesday, August 12, 2025 6:00 p.m. – Board Meeting

#### **AGENDA**

(Agenda is preliminary and subject to change by majority vote of the Board at the meeting)

- 1. Call Meeting to Order
- 2. Roll Call
- 3. Pledge of Allegiance
- 4. Consideration of Additional Agenda Items
- Public Comment
- 6. Introductions/Presentations
  - a. Deputy Director Beck: Ballard King Community Aquatics
  - b. Deputy Director Beck: Cyber Audit, Justin Lemme, Manager of Information Technology
- 7. Approval of Treasurers Report June 2025
- 8. Approval of Meeting Minutes Study Sessions of July 8, 2025, and Board Meeting of July 8, 2025
- 9. Communication and Correspondence to the Board
- 10. Executive Director Update
  - a. Executive Director Report
  - b. KPI Report
  - c. Quarterly Reports
- 11.Legal Report
- 12. Old Business
- 13. New Business
  - a. Resolution to Appoint Staff to Prepare 2026 Budget
  - b. Schedule Study Session: 2026 Budget Review
  - c. Declare Equipment Surplus

- 14. Board of Directors Committee Update
  - a. Bylaws Committee
  - b. Capital Projects Committee
  - c. Finance Committee
  - d. Lease Committee
- 15. Board of Directors Open Discussion
  - a. Hyland Hills Foundation Update
  - b. Westminster Rotary Club Update
- 16. Board Meeting Action Recap
- 17. Adjournment



#### Memo

To:	Hyland Hills Board of Directors
From:	Yvonne Fischbach, Executive Director
	Skyler Beck, Deputy Director
	Bob Owens, Deputy Director
Date:	August 11, 2025
Subject:	Community Aquatics Study

#### **ISSUE:**

Staff hired Ballard King to conduct an assessment of the district's two outdoor pools: Carroll Butts and Splashland.

#### **DISCUSSION:**

HHPRD adopted a new comprehensive Strategic Plan in August 2023. Staff has aligned workplans and projects with findings and recommendations detailed in the Strategic Plan. One of the major recommendations was to complete a more thorough assessment of the district's outdoor pools. The Strategic Plan states "Improve, repurpose, or consolidate high-cost, low-use, and low-cost recovery facilities to shift limited resources to higher priorities."

In February, staff hired Ballard King to complete this assessment as a third-party expert. This process included a review of all existing studies and documents related to the pool, including those completed as part of the Strategic Plan. Other elements of this study include market analysis, facility assessment, community engagement, operations review and numerous meetings with District staff.

Attached is the final report.

#### **RECOMMENDATION:**

No action needed at this time.



Yvonne Fischbach Executive Director Hyland Hills Park & Recreation District

#### Memo

To:	Hyland Hills Board of Directors
From:	Skyler Beck, Deputy Director
	Justin Lemme, IT Manager
Date:	August 11, 2025
Subject:	District Cybersecurity Audit

#### **ISSUE:**

Share results from a cybersecurity audit that was recently conducted for the district.

#### **DISCUSSION:**

The district contracted with Code Red Audits to complete an audit focused on cybersecurity. Code Red Audits is a Colorado based company with a mission to keep data safe through comprehensive security measures. Over the course of several months, Code Red executed a District-wide physical and digital security audit with a focus on assessing the readiness, resilience, and vulnerabilities within each site's IT ecosystem.

Staff is pleased with the study's findings. As noted in the report, the district "demonstrated a consistent commitment to cybersecurity, data integrity and operational excellence across its facilities." A full report will be shared with the Executive Leadership Team and the IT Manager will present specific results to facility managers.

Attached includes an Executive Summary of the full audit report.

#### **RECOMMENDATION:**

No action needed at this time.

#### TREASURERS REPORT

I move that the Board of Directors of Hyland Hills Park and Recreation District approve the June 2025 Treasurers Report as presented.

Motion		
Second		



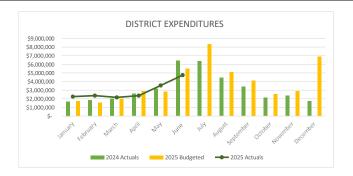
#### Treasurer Report June 2025

	 Dec 31, 2024	 June 30, 2025	 Increase (Decrease)
Unrestricted Cash and Investments (Book Balance)	\$ 28,282,666	\$ 27,783,721	\$ (498,945)
Restricted Cash and Investments (Book Balance)	\$ 2,988,561	\$ 2,988,561	\$ -
Debt	\$ 24,694,891	\$ 24,694,891	
less Principal Payments	 	\$ 829,852	
Actual Principal Balance (not book)	\$ 24,694,891	\$ 23,865,039	

	\$	24,694,891	\$	24,694,891				
less Principal Payments			\$	829,852				
Actual Principal Balance (not book)	\$	24,694,891	\$	23,865,039				
		, 2024 YTD Actual		une 30, 2025 YTD Actual		FY2025 Budget		Remaining Amount to Spend
Capital Investments	\$	2,975,380	\$	4,574,848	\$	1,756,150	\$	(2,818,69
Debt Service	\$	667,099	\$	1,364,641	\$	5,412,704	\$	4,048,00
Government Fund Revenues Administration (Includes Investment Income)	\$\$	902,730	\$	June 30, 2025 YTD Actual 768,028	- ;	June 30, 2025 YTD Budget 635,500	\$	Favorable (Unfavorable) to Bud 132,52
		·		700,028		653,300		132,5
Conservation Trust Fund (Lottery)	\$	418,350	\$		\$		\$	
Community Pools	\$	24,536	\$	43,558	\$	39,000	\$	4,55
Recreation	\$	1,048,314	\$	1,083,473	\$	1,422,960	\$	(339,4
Tax Revenue	\$	6,841,679	\$	6,548,621	\$	6,639,250	\$	(90,62
TOTAL REVENUES:	\$	9,235,608	\$	8,443,680	\$	8,736,710	\$	(293,0
overnment Fund Expenditures	June 30	, 2024 YTD Actual		une 30, 2025 YTD Actual		June 30, 2025 YTD Budget		orable (Unfavorable) to Budget
Administration	\$	2,378,286	\$	3,224,368	\$	2,496,573	\$	(727,79
Board of Directors	\$	149,546	\$	155,724	\$	108,956	\$	(46,76
Community Pools	Ś	36,965	\$	85,029	\$	94,656	\$	9,62
Communications	Ś	178,420	Ś	175,453	\$	168,397	Ś	(7,05
Human Resources	÷	•	Ś	235,768	\$	·	\$	
	\$	222,987	\$	·	\$	247,222	ş Ś	11,4
nformation Technology	*	250,859		316,466		254,375		(62,09
nterest and Other Expenses	\$	667,099	\$	1,261,704	\$	643,347	\$	(618,35
Parks Operations	\$	1,135,668	\$	1,169,521	\$	1,198,388	\$	28,86
Recreation	\$	1,475,272	\$	1,439,423	\$	1,958,505	\$	519,08
TOTAL EXPENDITURES:	\$	6,495,104	\$	8,063,455	\$	7,170,418	\$	(893,03
	\$	6,495,104	\$	8,063,455	\$	7,170,418	\$	(893,03
		e 30, 2024 YTD Actual	\$	June 30, 2025 YTD Actual		June 30, 2025 YTD Budget		Favorable (Unfavorable) to Bud
TOTAL EXPENDITURES:			\$ - - \$		\$  \$			Favorable (Unfavorable) to Bud
TOTAL EXPENDITURES:  Enterprise Revenues	June	e 30, 2024 YTD Actual	· _	June 30, 2025 YTD Actual		June 30, 2025 YTD Budget		Favorable (Unfavorable) to Bud
TOTAL EXPENDITURES:  Enterprise Revenues  Adventure Golf Golf Courses		2 30, 2024 YTD Actual 1,022,495	\$	June 30, 2025 YTD Actual 916,978		June 30, 2025 YTD Budget 891,616	\$	Favorable (Unfavorable) to Bud 25,36 350,63
TOTAL EXPENDITURES:  Enterprise Revenues Adventure Golf Solf Courses See Centre		2 30, 2024 YTD Actual 1,022,495 3,062,072	\$ \$	June 30, 2025 YTD Actual 916,978 3,347,399	\$ \$	June 30, 2025 YTD Budget 891,616 2,996,726	\$ \$	Favorable (Unfavorable) to Bud 25,31 350,6: 295,5:
TOTAL EXPENDITURES:  Enterprise Revenues Adventure Golf Golf Courses ce Centre		2 30, 2024 YTD Actual 1,022,495 3,062,072 1,903,389	\$ \$ \$	June 30, 2025 YTD Actual 916,978 3,347,399 2,056,559	\$ \$ \$	June 30, 2025 YTD Budget 891,616 2,996,726 1,761,023	\$ \$ \$ \$	Favorable (Unfavorable) to Bud 25,3 350,6 295,5: 1,272,92
Enterprise Revenues  Adventure Golf Golf Courses ce Centre Water World  TOTAL REVENUES:	\$ \$ \$ \$ \$ \$ \$ \$ \$	2 30, 2024 YTD Actual 1,022,495 3,062,072 1,903,389 10,490,369	\$ \$ \$ \$	June 30, 2025 YTD Actual 916,978 3,347,399 2,056,559 9,900,778	\$ \$ \$ \$	June 30, 2025 YTD Budget 891,616 2,996,726 1,761,023 8,627,852	\$ \$ \$ \$	Favorable (Unfavorable) to Bud 25,36 350,61 295,53 1,272,92 1,944,45
Enterprise Revenues Adventure Golf Solf Courses the Centre Water World  TOTAL REVENUES: Enterprise Expenditures	\$ \$ \$ \$ \$ \$ \$ \$ \$	2 30, 2024 YTD Actual 1,022,495 3,062,072 1,903,389 10,490,369 16,478,325	\$ \$ \$ \$	June 30, 2025 YTD Actual 916,978 3,347,399 2,056,559 9,900,778 16,221,714	\$ \$ \$ \$	June 30, 2025 YTD Budget 891,616 2,996,726 1,761,023 8,627,852 14,277,217	\$ \$ \$ \$	Favorable (Unfavorable) to Bud 25,36 350,6 295,5: 1,272,92 1,944,45 vorable (Unfavorable) to Budget
Enterprise Revenues Adventure Golf Solf Courses See Centre Water World TOTAL REVENUES: Enterprise Expenditures Adventure Golf	June 30	2 30, 2024 YTD Actual 1,022,495 3,062,072 1,903,389 10,490,369 16,478,325 2024 YTD Actual 797,836	\$ \$ \$ \$	June 30, 2025 YTD Actual 916,978 3,347,399 2,056,559 9,900,778 16,221,714 une 30, 2025 YTD Actual 739,233	\$ \$ \$ \$	June 30, 2025 YTD Budget  891,616 2,996,726 1,761,023 8,627,852 14,277,217  June 30, 2025 YTD Budget 685,754	\$ \$ \$ \$ \$	Favorable (Unfavorable) to Bud 25,34 350,6: 295,5: 1,272,92 1,944,4: rorable (Unfavorable) to Budget (53,44
Enterprise Revenues  Adventure Golf Golf Courses ce Centre Water World  TOTAL REVENUES: Enterprise Expenditures Adventure Golf Golf Courses	June 30	2 30, 2024 YTD Actual 1,022,495 3,062,072 1,903,389 10,490,369 16,478,325 ,2024 YTD Actual 797,836 2,350,649	\$ \$ \$ \$ \$	June 30, 2025 YTD Actual 916,978 3,347,399 2,056,559 9,900,778 16,221,714 une 30, 2025 YTD Actual 739,233 2,335,181	\$ \$ \$ \$	June 30, 2025 YTD Budget  891,616 2,996,726 1,761,023 8,627,852 14,277,217  June 30, 2025 YTD Budget 685,754 2,286,106	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Favorable (Unfavorable) to Bud 25,34 350,65 295,5: 1,272,92 1,944,45 vorable (Unfavorable) to Budget (53,44 (49,0)
Enterprise Revenues  Adventure Golf Golf Courses ce Centre Water World  TOTAL REVENUES:  Enterprise Expenditures Adventure Golf Golf Courses ce Centre	June 30   \$   \$   \$   \$   \$   \$   \$   \$   \$	2 30, 2024 YTD Actual 1,022,495 3,062,072 1,903,389 10,490,369 16,478,325 2024 YTD Actual 797,836 2,350,649 1,761,019	\$ \$ \$ \$ \$	916,978 3,347,399 2,056,559 9,900,778 16,221,714 une 30, 2025 YTD Actual 739,233 2,335,181 1,941,299	\$ \$ \$ \$	June 30, 2025 YTD Budget  891,616 2,996,726 1,761,023 8,627,852 14,277,217  June 30, 2025 YTD Budget 685,754 2,286,106 1,518,024	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Favorable (Unfavorable) to Bud 25,34 350,65 295,5: 1,272,92 1,944,45 vorable (Unfavorable) to Budget (53,48 (49,01 (423,2)
Enterprise Revenues  Adventure Golf Golf Courses ce Centre Water World  TOTAL REVENUES:  Enterprise Expenditures Adventure Golf Golf Courses ce Centre	June 30	2 30, 2024 YTD Actual 1,022,495 3,062,072 1,903,389 10,490,369 16,478,325 ,2024 YTD Actual 797,836 2,350,649	\$ \$ \$ \$ \$	June 30, 2025 YTD Actual 916,978 3,347,399 2,056,559 9,900,778 16,221,714 une 30, 2025 YTD Actual 739,233 2,335,181	\$ \$ \$ \$	June 30, 2025 YTD Budget  891,616 2,996,726 1,761,023 8,627,852 14,277,217  June 30, 2025 YTD Budget 685,754 2,286,106	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Favorable (Unfavorable) to Bud 25,31 350,6 295,5: 1,272,92 1,944,4: vorable (Unfavorable) to Budget (53,4; (49,0) (423,2: 1,532,57
Enterprise Revenues Adventure Golf Golf Courses ce Centre Water World  TOTAL REVENUES: Enterprise Expenditures Adventure Golf Golf Courses ce Centre Water World  Water World  TOTAL REVENUES:		2 30, 2024 YTD Actual 1,022,495 3,062,072 1,903,389 10,490,369 16,478,325  ,2024 YTD Actual 797,836 2,350,649 1,761,019 5,597,598 10,507,102	\$ \$ \$ \$ \$ \$ \$ \$	June 30, 2025 YTD Actual 916,978 3,347,399 2,056,559 9,900,778 16,221,714 une 30, 2025 YTD Actual 739,233 2,335,181 1,941,299 5,056,173 10,071,886	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	June 30, 2025 YTD Budget  891,616 2,996,726 1,761,023 8,627,852 14,277,217  June 30, 2025 YTD Budget 685,754 2,286,106 1,518,024 6,588,751 11,078,635	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Favorable (Unfavorable) to Bud 25,3( 350,6: 295,5: 1,272,92 1,944,4: rorable (Unfavorable) to Budget (53,4( (49,0: (423,2: 1,532,57 1,006,74
Enterprise Revenues  Adventure Golf Golf Courses ce Centre Water World  TOTAL REVENUES: Enterprise Expenditures Adventure Golf Golf Courses ce Centre Water World  TOTAL REVENUES:  TOTAL EXPENDITURES:	June 30   S   S   S   S   S   S   S   S   S	2 30, 2024 YTD Actual 1,022,495 3,062,072 1,903,389 10,490,369 16,478,325 , 2024 YTD Actual 797,836 2,350,649 1,761,019 5,597,598 10,507,102	\$ \$ \$ \$ \$ \$ \$ \$	June 30, 2025 YTD Actual 916,978 3,347,399 2,056,559 9,900,778 16,221,714 une 30, 2025 YTD Actual 739,233 2,335,181 1,941,299 5,056,173 10,071,886 une 30, 2025 YTD Actual	\$ \$ \$ \$ \$ \$	June 30, 2025 YTD Budget  891,616 2,996,726 1,761,023 8,627,852 14,277,217  June 30, 2025 YTD Budget 685,754 2,286,106 1,518,024 6,588,751 11,078,635  June 30, 2025 YTD Budget	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Favorable (Unfavorable) to Budget 25,36 350,67 295,52 1,272,92 1,944,45 rorable (Unfavorable) to Budget (53,48 (49,07 (423,27 1,532,57 1,006,74
Enterprise Revenues  Adventure Golf Golf Courses ce Centre Water World  TOTAL REVENUES:  Enterprise Expenditures Adventure Golf Golf Courses ce Centre Water World  TOTAL REVENUES:  HYLAND HILLS NET GOVERNMENT:		2 30, 2024 YTD Actual 1,022,495 3,062,072 1,903,389 10,490,369 16,478,325  ,2024 YTD Actual 797,836 2,350,649 1,761,019 5,597,598 10,507,102	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	June 30, 2025 YTD Actual 916,978 3,347,399 2,056,559 9,900,778 16,221,714 une 30, 2025 YTD Actual 739,233 2,335,181 1,941,299 5,056,173 10,071,886	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	June 30, 2025 YTD Budget  891,616 2,996,726 1,761,023 8,627,852 14,277,217  June 30, 2025 YTD Budget 685,754 2,286,106 1,518,024 6,588,751 11,078,635	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Favorable (Unfavorable) to Bud 25,34 350,6: 295,5: 1,272,92 1,944,4: rorable (Unfavorable) to Budget (53,48 (49,0: (423,2: 1,532,57 1,006,74
Enterprise Revenues Adventure Golf Solf Courses ce Centre Water World  TOTAL REVENUES: Enterprise Expenditures Adventure Golf Solf Courses ce Centre Water World  TOTAL REVENUES:  Interprise Expenditures Adventure Golf Solf Courses ce Centre Water World  TOTAL EXPENDITURES:	June 30   S   S   S   S   S   S   S   S   S	2 30, 2024 YTD Actual 1,022,495 3,062,072 1,903,389 10,490,369 16,478,325 , 2024 YTD Actual 797,836 2,350,649 1,761,019 5,597,598 10,507,102	\$ \$ \$ \$ \$ \$ \$ \$	June 30, 2025 YTD Actual 916,978 3,347,399 2,056,559 9,900,778 16,221,714 une 30, 2025 YTD Actual 739,233 2,335,181 1,941,299 5,056,173 10,071,886 une 30, 2025 YTD Actual	\$ \$ \$ \$ \$ \$	June 30, 2025 YTD Budget  891,616 2,996,726 1,761,023 8,627,852 14,277,217  June 30, 2025 YTD Budget 685,754 2,286,106 1,518,024 6,588,751 11,078,635  June 30, 2025 YTD Budget	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Favorable (Unfavorable) to Bud 25,3 350.6 295,5 1,272,92 1,944,4 (rorable (Unfavorable) to Budget (53,4 (49,0 (423,2 1,532,57 1,006,7
Enterprise Revenues  Adventure Golf Golf Courses ce Centre Water World  TOTAL REVENUES:  Enterprise Expenditures Adventure Golf Golf Courses ce Centre Water World  TOTAL REVENUES:  HYLAND HILLS NET GOVERNMENT:	June 30   S   S   S   S   S   S   S   S   S	2 30, 2024 YTD Actual 1,022,495 3,062,072 1,903,389 10,490,369 16,478,325 , 2024 YTD Actual 797,836 2,350,649 1,761,019 5,597,598 10,507,102 , 2024 YTD Actual 2,740,504	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	June 30, 2025 YTD Actual 916,978 3,347,399 2,056,559 9,900,778 16,221,714  June 30, 2025 YTD Actual 739,233 2,335,181 1,941,299 5,056,173 10,071,886  June 30, 2025 YTD Actual 380,225	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	June 30, 2025 YTD Budget  891,616 2,996,726 1,761,023 8,627,852 14,277,217  June 30, 2025 YTD Budget 685,754 2,286,106 1,518,024 6,588,751 11,078,635  June 30, 2025 YTD Budget	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Favorable (Unfavorable) to Bud 25,36 350,6 295,53 1,272,29 1,944,45 vorable (Unfavorable) to Budget (53,44 (49,07 (423,27 1,532,57 1,006,74 vorable (Unfavorable) to Budget (1,186,06 2,951,24
Enterprise Revenues Adventure Golf Golf Courses ce Centre Water World  TOTAL REVENUES: Enterprise Expenditures Adventure Golf Golf Courses ce Centre Water World  TOTAL REVENUES:  HYLAND HILLS NET GOVERNMENT: HYLAND HILLS NET ENTERPRISE:		2 30, 2024 YTD Actual 1,022,495 3,062,072 1,903,389 10,490,369 16,478,325 2,250,649 1,761,019 5,597,598 10,507,102 2,740,504 5,971,223	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	June 30, 2025 YTD Actual 916,978 3,347,399 2,056,559 9,900,778 16,221,714 une 30, 2025 YTD Actual 739,233 2,335,181 1,941,299 5,056,173 10,071,886 une 30, 2025 YTD Actual 380,225 6,149,828	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	June 30, 2025 YTD Budget  891,616 2,996,726 1,761,023 8,627,852 14,277,217  June 30, 2025 YTD Budget 685,754 2,286,106 1,518,024 6,588,751 11,078,635  June 30, 2025 YTD Budget 1,566,292 3,198,583	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Favorable (Unfavorable) to Bud 25,31 350,6 295,5: 1,272,92 1,944,4: vorable (Unfavorable) to Budget (53,4: (49,0) (423,2: 1,532,57 1,006,7: vorable (Unfavorable) to Budget (1,186,06 2,951,24
Enterprise Revenues Adventure Golf Golf Courses ce Centre Water World  TOTAL REVENUES: Enterprise Expenditures Adventure Golf Golf Courses ce Centre Water World  TOTAL REVENUES:  HYLAND HILLS NET GOVERNMENT: HYLAND HILLS NET ENTERPRISE:		2 30, 2024 YTD Actual 1,022,495 3,062,072 1,903,389 10,490,369 16,478,325 2,250,649 1,761,019 5,597,598 10,507,102 2,740,504 5,971,223	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	June 30, 2025 YTD Actual 916,978 3,347,399 2,056,559 9,900,778 16,221,714 une 30, 2025 YTD Actual 739,233 2,335,181 1,941,299 5,056,173 10,071,886 une 30, 2025 YTD Actual 380,225 6,149,828	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	June 30, 2025 YTD Budget  891,616 2,996,726 1,761,023 8,627,852 14,277,217  June 30, 2025 YTD Budget 685,754 2,286,106 1,518,024 6,588,751 11,078,635  June 30, 2025 YTD Budget 1,566,292 3,198,583	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Favorable (Unfavorable) to Budget 25,36 350,67 295,52 1,272,92 1,944,45 rorable (Unfavorable) to Budget (53,48 (49,07 (423,27 1,532,57

	DISTRICT REVENUES
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2024 Actuals 2025 Budgeted 2025 Actuals



# **MINUTES OF BOARD MEETING**

I move that the Board of Directors of Hyland Hills Park and Recreat	tion District
approve the minutes of the Study Sessions of July 8, 2025, and the Boa	ard Meeting of
July 8, 2025, as written.	_

Motion	
Second _	 

#### HYLAND HILLS PARK AND RECREATION DISTRICT STUDY SESSION

#### Federal Heights, Colorado

July 8, 2025

- CALLED MEETING TO ORDER President, Margaret Gutierrez, called the Study Session of the Hyland Hills Park and Recreation District Board of Directors to order at 1:00 p.m. at the Hyland Hills Administration Building.
- 2. ROLL CALL Board Members present were Director Blair, Director Grosh, Director Gutierrez, Director Hald and Director Mirelez.
  - a. Executive Staff Present

Yvonne Fischbach, Executive Director Skyler Beck, Deputy Director Administrative Services Allen Brown, Deputy Director Enterprise Operations Nicole Knight, Executive Assistant Bob Owens, Deputy Director Enterprise Operations Guest: Christy Clay with CPS HR Consulting

#### 3. STUDY SESSION

a. Board of Directors District Vision Session

Executive Director Fischbach introduced Christy Clay with CPS HR Consulting. Ms. Clay led the board and staff in a Development Session. The session included a review of the board's vision and priorities, discussions around creating a successful board, tools to maximize potential and minimize discord, and a review of the board's current Norms.

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There being no further business, the meeting adjourned at 3:45 p.m.

Respectfully Submitted, Nicole D. Knight	
Margaret Gutierrez, President	Daneille Grosh, Secretary

#### HYLAND HILLS PARK AND RECREATION DISTRICT STUDY SESSION

#### Federal Heights, Colorado

July 8, 2025

- CALLED MEETING TO ORDER President, Margaret Gutierrez, called the Study Session of the Hyland Hills Park and Recreation District Board of Directors to order at 4:35 p.m. at the Hyland Hills Administration Building.
- 2. ROLL CALL Board Members present were Director Blair, Director Grosh, Director Gutierrez, Director Hald and Director Mirelez.
  - a. Executive Staff Present

Yvonne Fischbach, Executive Director Skyler Beck, Deputy Director Administrative Services Allen Brown, Deputy Director Enterprise Operations Nicole Knight, Executive Assistant Bob Owens, Deputy Director Enterprise Operations Allison Ulmer, District Legal Counsel

- 3. STUDY SESSION
  - a. Water World Project Update

Deputy Director Owens provided the board and staff with an update on the Water World construction project. The update included a payment distribution schedule, tariffs discussions, and the owner's scope.

4. ADJOURNMENT

There being no further business, the meeting adjourned at 5:28 p.m.

Respectfully Submitted, Nicole D. Knight	
Micole D. Kriight	
Margaret Gutierrez, President	Daneille Grosh, Secretary

# HYLAND HILLS PARK AND RECREATION DISTRICT REGULAR BOARD OF DIRECTORS MEETING

#### Federal Heights, Colorado

July 8, 2025

- CALLED MEETING TO ORDER President, Margaret Gutierrez, called the Regular Meeting of the Hyland Hills Park and Recreation District Board of Directors to order at 5:34 p.m. at the Hyland Hills Administration Building.
- 2. ROLL CALL Board Members present were Director Blair, Director Grosh, Director Gutierrez, Director Hald and Director Mirelez.
  - a. Executive Staff & Legal Counsel Present

Yvonne Fischbach, Executive Director Skyler Beck, Deputy Director Administrative Services Allen Brown, Deputy Director Enterprise Operations Nicole Knight, Executive Assistant Bob Owens, Deputy Director Enterprise Operations Allison Ulmer, Legal Counsel

- 3. CONSIDERATION OF ADDITIONAL AGENDA ITEMS None
- 4. PUBLIC COMMENT
  - a. District resident Jim Fenimore addressed the board and staff regarding the new fence installed between the disc golf course and the apartments south of Water World. He also talked about trash and the mowing of the property by the fence line.
  - b. District resident Art Dubios addressed the board and staff regarding the new fence installed between the disc golf course and the apartments south of Water World, and keeping the fence line free of trash.
- 5. INTRODUCTIONS/PRESENTATION None
- 6. APPROVAL OF TREASUER'S REPORT
  - a. Director Hald moved, Director Grosh seconded the motion to approve the May 2025
- 7. Treasurer's Report as presented. Deputy Director Beck reported: that under Government Fund Revenue/Conservation Trust Fund the district has not yet received our disbursement, staff has checked on this we should receive two disbursements in July; Tax Revenue under Government Fund Revenue there is a difference from 2024 due to a one time allotment from the state last year regarding property taxes; Government Fund Expenditures are higher due to debt service payments, and 2025 election expenses; the Ice Centre at the Promenade is currently over budget due to capital/maintenance expenses; Preliminary June Revenues currently under budget due to a quick turnaround of the Treasurer's Report this number will change once final numbers are in as the poor weather conditions will have an effect, Executive Director Fischbach noted that hopefully the weather will work in the district's favor the rest of the summer. The motion passed unanimously.
- 8. APPROVAL OF MINUTES
  Director Grosh moved, Director Mirelez seconded the motion to approve the minutes of the

June 10, 2025, board meeting and Special Meeting of June 24, 2025. The motion passed unanimously.

#### 9. COMMUNICATION & CORRESPONDENCE - None

- 10.EXECUTIVE DIRECTOR REPORT Executive Director Fischbach reviewed the Executive Director's Report the following items were discussed:
  - a. We welcomed hundreds of softball players to our ballfields for the annual Sparkler Tournament. We received complements on the Sports Complex as well as the overall condition of our fields. Our thanks to Deputy Director Brown, Parks and Facility Superintendent Hamlin and the parks team for their hard work.
  - b. Recent wet and cool weather conditions and its impact on Adventure Golf & Raceway and Water World. The golf course has been able to keep pace despite the weather challenges.
  - c. Director Gutierrez thanked Executive Director Fischbach and staff for the update on the Carroll Butts Park project grant funds and overall cost.
- 11. KPI Report Deputy Director Beck reported that the part-time employee total numbers have been updated. Worker Compensation claims are down, thanks to Special Projects Manager Selle, who does a great job sending out safety communications to all full-time staff members and heading up the district's Safety Committee.
- 12. LEGAL REPORT Legal Counsel Ulmer provided the following update:
  - The contract with Mountain States Toyota and their participation in the 2025 Belly Flop Contest.
  - b. Director Gutierrez thanked Attorney Ulmer for her comments during the Study Session.

#### 13. OLD BUSINESS - None

#### 14. NEW BUSINESS

a. Water World Attraction Package

Director Grosh moved, Director Blair seconded the motion to authorize the Executive Director to sign the agreement with ProSlide Technology, Inc. and approved total expenditure of \$4,521,800.00 for attraction materials and installation. The motion passed unanimously.

b. Water World Project Owners Scope Budget

Director Mirelez moved, Director Grosh seconded the motion to approve the Water World Project Owner's Scope Budget, totaling \$3,140,183.00. The motion passed unanimously.

c. Proclamation: Designation of July as Park and Recreation Month

Director Blair moved, Director Mirelez seconded the motion to approve the proclamation designating July as Park and Recreation month, as written. Director Gutierrez and Director Hald read the proclamation. The motion passed unanimously.

d. Director Hald asked those in attendance for a moment of silence for the children who recently passed away during the flood in Texas while attending a summer camp. Director Grosh expressed her appreciation for the values and programs offered by Parks and Recreation agencies. Executive Director Fischbach thanked the board for passing the proclamation.

#### 13. BOARD OF DIRECTORS COMMITTEE UPDATE

a. Standing Committees:

Hyland Hills Foundation: Director Blair, Director Gutierrez

Capital Projects: Director Blair, Director Hald Finance: Director Gutierrez, Director Hald

#### b. Ad Hoc Committees (temporary):

Lease: Director Blair, Director Grosh Bylaws: Director Blair, Director Gutierrez

- c. The following committee reports were given:
  - i. Bylaws Committee: Director Blair reported there is no update at this time.
  - ii. Capital Projects Committee: Director Blair reported the committee is working through a list of 12 projects including the Clear Creek Valley Park bike project, the disc golf course, and the possible goat grazing program.
  - iii. Finance Committee: Director Hald reported that Deputy Director Beck and staff have been working with the district's auditors on the draft of the district's financial statements.
  - iv. Lease Committee: Director Grosh reported there is no update at this time.

#### 15. BOARD OF DIRECTORS OPEN DISCUSSION

- a. Hyland Hills Foundation: Director Blair reported that the annual golf tournament is sold out.
- b. Westminster Rotary Club: Director Gutierrez reported that she and Director Blair represent Hyland Hills with the Rotary Club. The club recently hosted their annual golf tournament at Hyland Hills and will be hosting the peach fundraiser soon.

#### 15. BOARD MEETING RECAP

Director Grosh provided the following meeting recap:

a. Staff will provide an update on the potential goat grazing program.

#### 16. ADJOURNMENT

There being no further business, the meeting adjourned at 6:10 p.m.

Respectfully Submitted, Nicole D. Knight	
Margaret Gutierrez, President	Daneille Grosh, Secretary



### **Executive Director Report - August 2025**

- 1. We are in the final phase of our season at Water World and our peak season at Adventure Golf. Although we began both seasons with challenging weather, we expect to finish with good momentum as the hot weather finally showed up. We experienced normal July weather and so far, August has proven to be hot and dry. We will get the extra "back-to-school" bump as people rush to complete their summer experiences.
- 2. Our recreation and maintenance teams did a wonderful job of managing the shutdowns of both the Fitness Center and Sports Center for a week of deep cleaning and annual maintenance. They worked hard to identify the times that would be the least impactful for our guests and got the work scheduled and completed in a timely manner. This also allowed us to get a third refinish of the gymnasium floor at the Sports Center, which was still under warranty from the initial installation in 2023. The annual work will keep our facilities fresh and reduce deferred maintenance as we go forward.
- 3. We have finalized the agreements with the general contractor and ride manufacturer for the upcoming project at Water World. We expect the construction crews to mobilize at the end of August. We will announce to our guests and team about the project and hold a celebration event as we say goodbye to some of our oldest attractions at the park.
- 4. As we complete the summer, work will begin on our annual budget process. As a reminder, we have a budget retreat scheduled for October 14<sup>th</sup> at the Hyland Hills Sports Center.
- 5. Work is continuing at Carroll Butts Park for the new pickleball courts and parking lot improvement project. The permitting delay that we experienced with the City of Westminster has delayed the project by two months, so we now expect completion by early fall. As a reminder, the budget for that project was \$1.5 million.
- 6. We are at the point of substantial completion for the Phase II improvements at the Sports Complex and are now identifying punch-list items. The playground opened to the kids who were chomping at the bit to enjoy it. The field lighting and concession stand upgrades will begin this fall. As a reminder, the budget for this project was \$4.5 million with a 60% grant match from Adams County Open Space of \$2.7 million. We still expect the project to be completed at or below our budget.



# **2025 Key Performance Indicators**

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Ice Centre Non-Hockey Participants	Ice Centre Hockey Participants	Water World Season Pass Sales	Water World Attendance	Water World Days Open	Golf Rounds Played	AGAR Ticket Admissions	Fitness Center Pass Visits [1]	Sports Center Pass Visits	Sports Center Day Admissions	Fitness Center Day Admissions	Free Community Events	Adult Sports Teams	Gymnastics & Dance	Youth Program Registrations	Swim Lesson Participants	Community Pools Attendance	Court Rentals	Pavilion Rentals	Other Media Engagements	Social Media Engagements	Workers' Comp Claims	Staff Trainings	Part-Time Employee Total	Full-Time Employee Total	
142	884	2,910	0	0	(1,327)	(537)	(11)	7	34	4	2	0	242	70	0	0	(130)	1	(94,672)	486,537	(2)	(3)	6	(3)	Jan
(111)	1,080	(1,778)	0	0	269	0	(2,251)	(64)	(110)	(75)	5	(8)	101	46	0	0	31	0	1,676,583	136,508	0	(5)	159	1	Feb
240	259	(1,524)	0	0	3,625	56	(730)	16	(117)	29	4	(9)	48	20	0	0	(6)	(9)	(1,219,877)	734,137	1	(19)	114	2	Mar
57	184	207	0	0	1,006	80	(1,591)	77	(44)	43	6	0	(144)	(52)	0	0	18	73	818,773	873,601	1	6	5	2	Apr
(294)	(172)	(353)	(5,142)	(3)	(268)	(2,896)	(2,580)	39	86	47	1	(6)	(87)	(36)	0	0	(283)	67	(1,136,166)	1,985,592	(1)	16	(233)	2	May
696	1,291	159	(11,823)	(2)	972	(6,907)	(322)	110	152	(53)	5	(41)	52	20	(26)	(361)	(280)	(18)	6,597,995	2,383,317	(18)	(24)	71	1	June
152	48	59	9,286	0	2,661	(2,591)	(319)	(33)	170	(71)	1	17	14	4	28	(454)	(200)	21	3,540,883	2,027,605	(6)	(9)	(76)	(1)	July
																									Aug
																									Sep
																									Oct
																									Nov
																									Dec
30,914	121,766	20,544	328,404	63	80,062	108,940	85,770	6,048	2,110	1,117	45	84	5,361	1,628	1,023	4,592	3,105	404	29,240,602	15,318,222	18	234	1,447	100	2025 TOTAL YTD
26,722	101,206	20,304	152,713	37	55,195	82,468	80,782	5,381	1,810	1,012	14	129	4,370	1,371	542	2,567	3,150	209	17,023,800	4,420,553	30	244	1,523	101	2025 TOTAL YTD 2024 TOTAL YTD

Recreation

Enterprises

# **APPOINTMENT OF STAFF TO PREPARE 2026 BUDGET**

I move that the Board of Directors of Hyland Hills Park and Recreation
District approve the Resolution to appoint Skyler Beck to prepare the 2026 district budget.

Motion	
Second	

# **RESOLUTION**

	BE IT HEREBY RES d Hills Park and Rec rectors.	•	• • •	• •
President				
Attest:				
Secretary				

Date

# SCHEDULE A BOARD OF DIRECTORS STUDY SESSION

I move that the Board of Directors of Hyland Hills Park and

Recreation District schedule a Study Session for Tuesday, October 14, 2025, at 12:00 p.m. at the Hyland Hills Sports Center to review the proposed 2026 budget.

Motion			
Second			

# **DECLARE EQUIPMENT SURPLUS**

I move that the Board of Directors of Hyland Hills Park and Recreation District declare surplus th
provided list of items and authorize staff to dispose of in a proper manner.

Motion	 	 	
Second			

# **August 2025 Surplus List**

Equipment	Brand/Serial Number/VIN
	Peavy architectural acoustics
Industrial Power Amplifier IPA 75T Industrial Power Amplifier IPA 75T	Peavy architectural acoustics
Industrial Power Amplifier IPA 150T	Peavy architectural acoustics
Industrial Power Amplifier IPA 1501 Industrial Power Amplifier IPA 150T	Peavy architectural acoustics
Dual Channel Industrial Power Amplifier IPS 400	Peavy architectural acoustics
· · · · · · · · · · · · · · · · · · ·	,
Dual Channel Industrial Power Amplifier IPS 800	Peavy architectural acoustics
Dual Channel Industrial Power Amplifier IPS 800	Peavy architectural acoustics
Audia Expi/0-2	Biamp
Batter Back up	
Audia Flex	Nietore
NV-600L	Netsys
TL-SF1008P	TP-link
Nieco Broiler	S/N: 62125474
Dean Fryer	S/N: 1405TS0003
Dean Fryer	S/N: 1504TR0015
Dean Fryer	S/N: 0805WQ0001
Frymaster Fryer	S/N: 1405GP0014
Frymaster Fryer	S/N: 1901GO0015
Frymaster Fryer	S/N: 1701TQ0005
1996 International Bus	1HVBHAAN3TAO74457
2007 Ranger	1FTYR15E67PA97578
2010 F150	1FTFX1EV9AKE38506
2011 F150	1FTFX1EF2BFC95398
2012 F350	1FDBF3A62CEC62789
Wally World: various mechanical and other	
equipment/fittings, filtration, pumps/motors,	
electrical equipment and gear, furnishings,	
fencing, theming elements, attractions and	
infrastructure associated with the Wally World	
area of Water World	
Calypso Cove: various mechanical and other	
equipment/fittings, filtration, pumps/motors,	
electrical equipment and gear, furnishings,	
fencing, theming elements, attractions,	
buildings, shelters, kitchen equipment/fixtures	
and infrastructure associated with the Calypso	
Cove aera of Water World.	