

**BOARD OF DIRECTORS' MEETING**  
**Tuesday, September 9, 2025**  
**6:00 p.m. – Board Meeting**

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**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
5. Public Comment
6. Introductions/Presentations
  - A. Deputy Director Beck: Director of Human Resources Lisa Zaragoza
7. Approval of Treasurers Report – July 2025
8. Approval of Meeting Minutes – Study Session & Board Meeting of August 12, 2025, and Special Board Meeting of August 21, 2025
9. Communication and Correspondence to the Board
10. Executive Director Update
  - A. Executive Director Report
  - B. KPI Report
  - C. Water World Project Dashboard
11. Legal Report
12. Old Business
13. New Business
  - A. Parking Shelter Construction and Installation



14. Board of Directors Committees
  - A. New Committee Assignments
  - B. Bylaws Committee Update
  - C. Capital Projects Committee Update
  - D. Finance Committee Update
  - E. Lease Committee Update
15. Board of Directors Open Discussion
  - A. Hyland Hills Foundation Update
  - B. Westminster Rotary Club Update
16. Board Meeting Action Recap
17. Adjournment

**MOTION**  
**TREASURERS REPORT**

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

**Motion** \_\_\_\_\_

**Second** \_\_\_\_\_



## Treasurer Report July 2025

	Dec 31, 2024	July 31, 2025	Increase (Decrease)
Unrestricted Cash and Investments (Book Balance)	\$ 31,856,301	\$ 42,124,608	\$ 10,268,307
Restricted Cash and Investments (Book Balance)	\$ 2,988,561	\$ 2,988,561	\$ -
Debt	\$ 28,235,781	\$ 26,063,339	
less Principal Payments	\$ 2,172,442	\$ 1,010,982	
Actual Principal Balance (not book)	\$ 26,063,339	\$ 25,052,358	

	July 31, 2024 YTD Actual	July 31, 2025 YTD Actual	FY2025 Budget	Remaining Amount to Spend
Capital Investments	\$ 3,152,594	\$ 4,848,587	\$ 2,029,250	\$ (2,819,337)
Debt Service	\$ 667,099	\$ 1,598,885	\$ 5,412,704	\$ 3,813,819

Government Fund Revenues	July 31, 2024 YTD Actual	July 31, 2025 YTD Actual	July 31, 2025 YTD Budget	Favorable (Unfavorable) to Budget
Administration (Includes Investment Income)	\$ 1,020,596	\$ 2,726,353	\$ 750,500	\$ 1,975,853
Conservation Trust Fund (Lottery)	\$ 418,350	\$ 363,368	\$ -	\$ 363,368
Community Pools	\$ 35,406	\$ 53,302	\$ 56,901	\$ (3,599)
Recreation	\$ 1,240,841	\$ 1,298,623	\$ 1,661,078	\$ (362,455)
Tax Revenue	\$ 9,322,413	\$ 8,978,032	\$ 9,105,000	\$ (126,968)
<b>TOTAL REVENUES:</b>	<b>\$ 12,037,606</b>	<b>\$ 13,419,679</b>	<b>\$ 11,573,478</b>	<b>\$ 1,846,200</b>

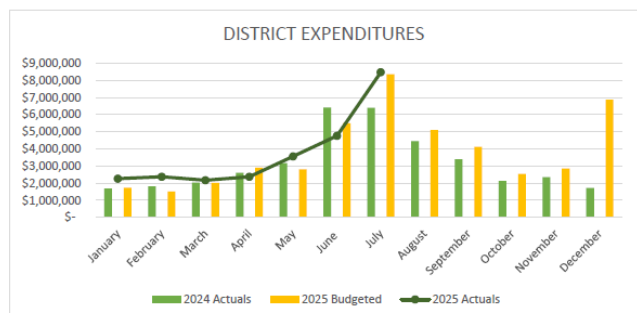
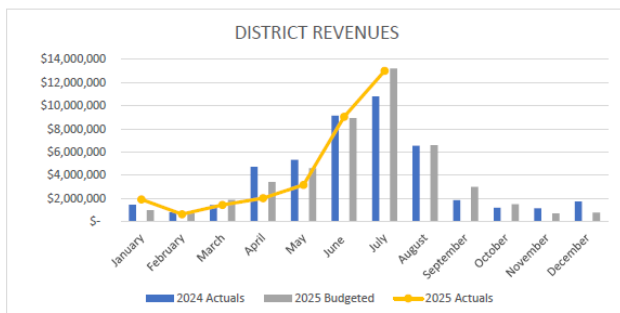
Government Fund Expenditures	July 31, 2024 YTD Actual	July 31, 2025 YTD Actual	July 31, 2025 YTD Budget	Favorable (Unfavorable) to Budget
Administration	\$ 2,978,408	\$ 3,659,819	\$ 3,145,472	\$ (514,347)
Board of Directors	\$ 260,500	\$ 250,722	\$ 251,250	\$ 528
Community Pools	\$ 111,021	\$ 160,988	\$ 149,319	\$ (11,669)
Communications	\$ 191,937	\$ 209,085	\$ 203,414	\$ (5,671)
Human Resources	\$ 273,621	\$ 290,472	\$ 296,237	\$ 5,765
Information Technology	\$ 277,965	\$ 370,922	\$ 291,020	\$ (79,903)
Interest and Other Expenses	\$ 667,099	\$ 1,598,885	\$ 643,347	\$ (955,538)
Parks Operations	\$ 1,429,812	\$ 1,386,433	\$ 1,453,371	\$ 66,937
Recreation	\$ 1,777,735	\$ 1,806,275	\$ 2,029,190	\$ 222,914
<b>TOTAL EXPENDITURES:</b>	<b>\$ 7,968,099</b>	<b>\$ 9,733,603</b>	<b>\$ 8,462,619</b>	<b>\$ (1,270,984)</b>

Enterprise Revenues	July 31, 2024 YTD Actual	July 31, 2025 YTD Actual	July 31, 2025 YTD Budget	Favorable (Unfavorable) to Budget
Adventure Golf	\$ 1,540,947	\$ 1,429,426	\$ 1,397,885	\$ 31,541
Golf Courses	\$ 3,913,789	\$ 4,313,890	\$ 4,058,765	\$ 255,125
Ice Centre	\$ 2,063,112	\$ 2,235,243	\$ 1,893,017	\$ 342,226
Water World	\$ 19,558,849	\$ 19,050,283	\$ 17,203,713	\$ 1,846,570
<b>TOTAL REVENUES:</b>	<b>\$ 27,076,698</b>	<b>\$ 27,028,843</b>	<b>\$ 24,553,381</b>	<b>\$ 2,475,462</b>

Enterprise Expenditures	July 31, 2024 YTD Actual	July 31, 2025 YTD Actual	July 31, 2025 YTD Budget	Favorable (Unfavorable) to Budget
Adventure Golf	\$ 1,037,230	\$ 968,212	\$ 936,902	\$ (31,310)
Golf Courses	\$ 2,935,217	\$ 2,933,208	\$ 2,846,752	\$ (86,456)
Ice Centre	\$ 1,917,160	\$ 2,211,932	\$ 1,736,437	\$ (475,494)
Water World	\$ 9,907,913	\$ 8,088,512	\$ 9,458,328	\$ 1,369,816
<b>TOTAL EXPENDITURES:</b>	<b>\$ 15,797,519</b>	<b>\$ 14,201,864</b>	<b>\$ 14,978,419</b>	<b>\$ 776,555</b>

	July 31, 2024 YTD Actual	July 31, 2025 YTD Actual	July 31, 2025 YTD Budget	Favorable (Unfavorable) to Budget
<b>HYLAND HILLS NET GOVERNMENT:</b>	<b>\$ 4,069,507</b>	<b>\$ 3,686,076</b>	<b>\$ 3,110,860</b>	<b>\$ 575,217</b>
<b>HYLAND HILLS NET ENTERPRISE:</b>	<b>\$ 11,279,178</b>	<b>\$ 12,826,979</b>	<b>\$ 9,574,962</b>	<b>\$ 3,252,017</b>
<b>TOTAL NET:</b>	<b>\$ 15,348,685</b>	<b>\$ 16,513,055</b>	<b>\$ 12,685,821</b>	<b>\$ 3,827,234</b>

	August 31, 2024 Actual	August 31, 2025 Estimate	August 31, 2025 Budget	Favorable (Unfavorable) to Budget
Preliminary July Enterprise Revenues	\$ 6,395,941	\$ 6,316,723	\$ 6,418,857	\$ (102,134)



**MOTION**  
**MINUTES OF BOARD MEETING**

I move that the Board of Directors of Hyland Hills Park and Recreation District approve the minutes of the Study Session of August 12, 2025, Board Meeting of August 12, 2025, and Special Board meeting of August 21, 2025, as written.

**Motion** \_\_\_\_\_

**Second** \_\_\_\_\_

# HYLAND HILLS PARK AND RECREATION DISTRICT STUDY SESSION

Federal Heights, Colorado

August 12, 2025

1. 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 5:15 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.

## Executive Staff Present

Yvonne Fischbach, Executive Director  
Skyler Beck, Deputy Director of Administrative Services  
Allen Brown, Deputy Director of Enterprise Operations  
Nicole Knight, Executive Assistant  
Bob Owens, Deputy Director of Enterprise Operations  
Allison Ulmer, Legal Counsel  
Guest: Scott Caron with Ballard King & Associates

## 3. STUDY SESSION

### a. Community Aquatic Study

Deputy Director Beck introduced Scott Caron with Ballard King & Associates. Staff recently hired Ballard King & Associates as a third-party expert to conduct a thorough assessment of the district's two outdoor swimming pools: Carroll Butts Aquatic Center and Splashland Aquatic Center. Mr. Caron reviewed the assessment that included a review of all existing studies and documents related to the pools, including those completed as part of the district's Strategic Plan, market analysis, facility assessment, community engagement, operations review and numerous meetings with district staff.

## 4. ADJOURNMENT

There being no further business, the meeting adjourned at 5:58 p.m.

Respectfully Submitted,  
Nicole D. Knight

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Margaret Gutierrez, President

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Daneille Grosh, Secretary

# HYLAND HILLS PARK AND RECREATION DISTRICT

## REGULAR BOARD OF DIRECTORS MEETING

Federal Heights, Colorado

August 12, 2025

1. 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 6:05 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.

Executive Staff & Legal Counsel Present

Yvonne Fischbach, Executive Director

Skyler Beck, Deputy Director of Administrative Services

Allen Brown, Deputy Director of Enterprise Operations

Nicole Knight, Executive Assistant

Justin Lemme, Manager of Information Technology

Bob Owens, Deputy Director of Enterprise Operations

Cory Viscosi, Park Ranger/Security

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 guest parking at and around Water World.
- B. District resident Gary Bland addressed the board and staff regarding Water World, the Greg Mastriona Golf Courses at Hyland Hills, Adventure Golf & Raceway and the Ice Centre at the Promenade. He and his family enjoy spending time at the various facilities, and he thanked the board and staff for the recreation opportunities that the district provides to the community.

5. INTRODUCTIONS/PRESENTATION

- a. Deputy Director Beck introduced Scott Caron with Ballard King & Associates. Staff recently hired Ballard King & Associates as a third-party expert to conduct a thorough assessment of the district's two outdoor swimming pools: Carroll Butts Aquatic Center and Splashland Aquatic Center. Mr. Caron reviewed the assessment that included a review of all existing studies and documents related to the pools, including those completed as part of the district's Strategic Plan, market analysis, facility assessment, community engagement, operations review and numerous meetings with district staff. Mr. Caron recommended that the district provides a single outdoor swimming pool facility at a new site centrally located with modern amenities, as district residents have access to year-round indoor facilities operated by the City of Westminster, the district can also consider private partnerships.
- b. Deputy Director Beck introduced district Information Technology Manager Justin Lemme. Manager Lemme provided the board and staff with the results of the district's recent

Network Security Assessment and Infrastructure audit prepared by Code Red Audits, LLC. The major takeaways from the audit were: the core IT infrastructure was moved to the Administration Building, upgraded storage at all district facilities, upgraded cyber security visibility, network security, physical safeguards and device inventory. The necessary steps will be taken to ensure that all district facilities are protected from any potential threats. Steve Phalen with Code Red Audits, LLC thanked Manager Lemme and Information Technology Support Specialist Anthony Sandoval for working with them on the audit.

#### 6. APPROVAL OF TREASURER'S REPORT

- c. Director Hald moved, Director Grosh seconded the motion to approve the June 2025 Treasurer's Report as presented. Deputy Director Beck noted: capital investments are over budget due in part to various capital projects and the Sports Complex Phase II it was noted that 60% of those expenses will be reimbursed by Adams County as part of a grant; the Conservation Trust Fund/Lottery we did not receive a June allotment, a double payment was received in July; recreation revenues are down possibly due to registration timing and over projection, it should correct over the next few months; Water World is under budget due to budgeting three payrolls in June, when there were only two that will be corrected in the next few months. Director Gutierrez asked why the Hyland Hills Fitness Center is not categorized as an enterprise facility. Executive Director Fischbach reported that the facility is under the recreation programming umbrella as a service. The motion passed unanimously.

#### 7. APPROVAL OF MINUTES

Director Mirelez moved, Director Grosh seconded the motion to approve the minutes of the July 8, 2025, Study Sessions and Regular Meeting. The motion passed unanimously.

#### 8. COMMUNICATION & CORRESPONDENCE

- A. The board acknowledged a thank you card from Glenn Mirelez.
- B. The board acknowledged a thank you card from Gina Barton.

#### 9. EXECUTIVE DIRECTOR REPORT

- A. Executive Director Report  
Executive Director Fischbach reviewed the Executive Director's Report the following items were discussed:
  - d. This week our full-time staff is helping work at Water World during our Back to Pool Days as many of our part-time staff members have returned to school.
  - e. The Costco ticket program has gone well for us this summer.
  - f. Thanked Information Technology Manager Lemme and Information Technology Support Specialist Sandoval for their hard work on behalf of the district.
  - g. Director Gutierrez asked if there were plans to host a grand opening of the newly remodeled Sports Complex, staff noted there is nothing planned at this time, but we could tie it to the 2026 Opening Day.
  - h. Staff attending the Adams County Open Space grant presentation and received the following grants: \$840,000.00 for Castens/Camenisch Park Plan Implementation, \$25,000.00 for the Hyland Hills Fitness Center Pickleball Court design, \$910,000.00 for the Learn to Swim Pool.

#### 10. KPI Report

- A. Deputy Director Beck reported that social media engagements continue to increase, Water World was mentioned in a USA Today article of things to do this summer, golf rounds played have increased, Water World attendance numbers are great.



- i. Director Gutierrez asked about the downward trend of visits at the Hyland Hills Fitness Center. Deputy Director Owens noted that there are some errors in the data from 2024 in part due to switching point of sale systems, and visits are usually down during the summer months.

#### 11. Quarterly Reports

- A. Deputy Director Beck reported that the Human Resources department is working on filling open positions.

#### 12. LEGAL REPORT

- A. There were no questions for Attorney Ulmer regarding the Legal Report.

#### 13. OLD BUSINESS – None

#### 14. NEW BUSINESS

- A. Resolution to Appoint Staff to Prepare the 2026 Budget  
Director Hald moved, Director Blair seconded the motion to appoint Deputy Director of Administrative Services Beck to prepare the 2026 district budget. The motion passed unanimously.
- B. Schedule Study Session: 2026 Budget Review  
Director Grosh moved, Director Mirelez seconded the motion to 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. The motion passed unanimously.
- C. Declare Equipment Surplus  
Director Blair moved, Director Mirelez seconded the motion to declare the presented list of items surplus and authorized staff to dispose of in a proper manner, including listing items on the Public Surplus website. The motion passed unanimously.

#### 15. BOARD OF DIRECTORS COMMITTEE UPDATE

- A. Standing Committees:
  - i. Hyland Hills Foundation: Director Blair, Director Gutierrez
  - ii. Capital Projects: Director Blair, Director Hald
  - iii. Finance: Director Gutierrez, Director Hald
- B. Ad Hoc Committees (temporary):
  - i. Lease: Director Blair, Director Grosh
  - ii. 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 and Director Hald reported that the committee will meet next week, the committee is monitoring 14 projects, looking at the goat grazing program, work at the Allen Ditch and Carstens/Camenisch Park.
  - iii. Finance Committee: Director Hald reported that staff are currently working on the annual audit. Director Gutierrez noted the Finance Committee reviewed the RFP for the upcoming bond issuance.
  - iv. Lease Committee: Director Blair referenced the recent Legal Report that the district will be entering into litigation and are in the discovery phase. The committee has been meeting with Jim Armstrong regarding the Bender's lease. Executive Director Fischbach noted there are leases for physical therapist at the Ice Centre at the Promenade and the Hyland Hills Fitness Center. Attorney Ulmer reminded board members that conversations held regarding pending litigation outside of the presence of legal counsel could be subject to discovery.

## 16. BOARD OF DIRECTORS OPEN DISCUSSION

- A. Hyland Hills Foundation: Director Blair reported that the annual golf tournament was a great event, he thanked the staff for their work on the tournament, raised close to \$65,000.00.
- B. Westminster Rotary Club: Director Gutierrez reported there is no update at this time.
- C. Director Gutierrez noted that staff has provided a Water World Project Dashboard, this will be provided by Deputy Director Owens at future board meetings. Director Gutierrez noted that Director Grosh mentioned possibly having "field trips" to survey the project site.
- D. Director Blair noted: he has spoken with Deputy Director Brown regarding filling the Horticulturist position for the golf course/Adventure Golf & Raceway; he mentioned paddle ball a new racquet game and the possibility of the district offering it; he also asked about staff looking into electronic ticketing. Director Gutierrez asked if the paddle ball and electronic ticketing are items for staff to research and bring to the board, Director Blair noted he brought the topics up for discussion to see if the board is interested in having staff investigate these items. Executive Director Fischbach noted that the district and staff hold memberships in various recreation organizations and research paddle ball, and that the district currently has electronic ticketing at Adventure Golf & Raceway and Water World.
- E. Director Blair addressed a recent email he received that he forwarded to the rest of the board members today, Director Gutierrez noted that she and the other board members have not had an opportunity to read the email and recommended this be discussed following the meeting. Director Blair also noted that he had spoken with someone regarding the Hyland Hills Fitness Center and the individual was going to be sending an email to Director Gutierrez. Director Gutierrez noted she had not received an email regarding the Fitness Center. Director Blair expressed concern that there are some outstanding board discussion items to address including board committee assignments, updates to the board's Norms and Bylaws, he suggested that the board president take on the tasks of moving things forward and that Director Gutierrez and Executive Director Fischbach meet to plan to address these items at the September board meeting. Director Hald suggested that Director Gutierrez and Executive Director Fischbach meet and respond to the emails. Director Gutierrez noted that she and Executive Director Fischbach already have a meeting scheduled to discuss board matters.

## 17. BOARD MEETING RECAP

Director Grosh provided the following meeting recap: Deputy Director Beck will provide final July numbers at the September board meeting

## 18. ADJOURNMENT

There being no further business, the meeting adjourned at 7:51 p.m.

Respectfully Submitted,  
Nicole D. Knight

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Margaret Gutierrez, President

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Daneille Grosh, Secretary

# **HYLAND HILLS PARK AND RECREATION DISTRICT**

## **SPECIAL BOARD MEETING**

**Federal Heights, Colorado**

**August 21, 2025**

1. CALLED MEETING TO ORDER President, Margaret Gutierrez, called the Special Meeting of the Hyland Hills Park and Recreation District Board of Directors to order at 5:00 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.

### Executive Staff Present

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

### 3. NEW BUSINESS

#### a. Executive Session

Director Mirelez moved, Director Grosh seconded the motion to meet in Executive Session pursuant to Sections 24-6-402(4)(a), (4)(b) and (4)(e), C.R.S. to discuss possible renewal of the Splashland Aquatic Center lease located at 3365 W. 67th Ave., Adams County, Colorado, and for a conference with the District's legal counsel to receive legal advice on specific legal questions and determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators regarding the Splashland Aquatic Center lease. The motion passed unanimously.

The Board and staff entered Executive Session at 5:10 p.m. The Board and staff concluded Executive Session at 5:35 p.m. The meeting was reconvened at 5:40 p.m.

#### b. Splashland Aquatic Center Lease

Director Gutierrez reconvened the meeting for open discussion regarding the Splashland Aquatic Center lease. Director Hald referenced the August 12, 2025, board meeting and the presentation by Scott Caron with Ballard King & Associates and the thorough assessment of the district's two outdoor swimming pools: Carroll Butts Aquatic Center and Splashland Aquatic Center. Director Gutierrez thanked Executive Director Fischbach and Deputy Director Owens for hiring Ballard King & Associates to research and prepare a helpful and thorough report, the information contained in the report was helpful in deciding on how to move forward. Director Gutierrez referenced the district's Strategic Plan, which also helped to guide the board's decision regarding Splashland Aquatic Center. Director Gutierrez noted the report by Ballard King & Associates noted there is a limited footprint on the current location of Splashland. Director Gutierrez noted the decision was not reached lightly, but the board believes it is in the best interests of Hyland Hills to let the current lease for Splashland Aquatic Center expire, it was noted there is no formal action required by the district. Director Blair noted the pool was built in 1957 and has reached its end of life and this will allow the

district to move forward to other aspects of the district. Director Grosh and Director Mirelez both concurred with other board members on the decision not to continue the lease. Director Gutierrez thanked the board for their thoughtful deliberation during the discussions.

4. ADJOURNMENT

There being no further business, the meeting adjourned at 5:46 p.m.

Respectfully Submitted,  
Nicole D. Knight

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Margaret Gutierrez, President

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Daneille Grosh, Secretary

**ATTORNEY STATEMENT**

Pursuant to Section 24-6-402(2)(d.5)(II)(B), C.R.S., I, Allison Ulmer, state that the law firm of Collins Cole Winn & Ulmer, PLLC, is General Counsel to the Hyland Hills Park and Recreation District, and that I was present at the time the Board convened on August 21, 2025. I further state that the special meeting was not recorded because it constituted a privileged attorney-client communication and that no electronic record thereof was necessary.

Date: September 4, 2025

Signature: 



## **Executive Director Report - September 2025**

1. Our team did a fantastic job of celebrating the Calypso Club area at Water World for its final weekend of being open to the public on September 24<sup>th</sup>. The festivities included music, mascots and memories. We held a drawing for a screamin' mimi board with an incredibly happy winner taking home a piece of the park's history. There was a lot of fun and a few tears from the guests but an overall great and positive experience as we say goodbye to some legacy attractions at Water World.
2. Demolition has begun for the Water World renovation project. The Board will be receiving the first monthly tracker for the project including status updates and budget updates. The demolition was delayed by one week but the project remains on schedule and we hope for a winter that allows construction to move along with few weather interruptions.
3. As part of the Water World project, we will be moving a large amount of dirt from Water World to the Golf Course, where work will continue on improvements to the Blue golf course greens and tee complexes. Being able to transfer the dirt from one of our locations to another helps us with the overall project budget at Water World and prevents us from paying to import dirt for the golf projects. This was a great idea from our project and executive management teams.
4. Now that we have moved into September, work on our 2026 budget is underway. As a reminder, we have a budget retreat scheduled for October 14<sup>th</sup> at the Hyland Hills Sports Center.
5. Work is moving along at a better pace 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. Our team has submitted applications for the fall cycle of the Adams County Open Space grant awards. We are hoping to receive grants for an artificial turf field at Sherrelwood Park, an updated playground at Clear Lake Park and a mini-grant to bring in goats for noxious weed control at Camenisch Park.



2025 Key Performance Indicators

Administration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	2025 TOTAL YTD	2024 TOTAL YTD
Full-time Employee Total	(3)	1	2	2	2	1	(1)	0					101	101
Part-time Employee Total	6	159	114	5	(233)	71	(76)	47					1,329	1,282
Staff Trainings	(3)	(5)	(19)	6	16	(24)	(9)	(3)					258	299
Workers' Comp Claims	(2)	0	1	1	(1)	(18)	(6)	1					24	48
Social Media Engagements	486,537	136,508	734,137	873,601	1,985,592	2,383,317	2,027,605	3,724,930					20,595,152	8,242,925
Other Media Engagements	(94,672)	1,676,583	(1,219,877)	818,773	(1,136,166)	6,597,995	3,540,883	(3,973,171)					30,997,069	24,786,721
Pavilion Rentals	1	0	(9)	73	67	(18)	21	(11)					475	351
Court Rentals	(130)	31	(6)	18	(283)	(280)	(200)	(203)					3,661	4,714
Community Pools Attendance	0	0	0	0	0	(361)	(454)	(114)					5,017	5,946
Swim Lesson Participants	0	0	0	0	0	(26)	28	0					1,023	1,021
Youth Program Registrations	70	46	20	(52)	(36)	20	4	(14)					1,698	1,640
Gymnastics & Dance	242	101	48	(144)	(87)	52	14	(35)					5,819	5,628
Adult Sports Teams	0	(8)	(9)	0	(6)	(41)	17	(40)					84	171
Free Community Events	2	5	4	6	1	5	1	2					52	26
Fitness Center Day Admissions	4	(75)	29	43	47	(53)	(71)	(107)					1,180	1,363
Sports Center Day Admissions	34	(110)	(117)	(44)	86	152	170	243					2,474	2,060
Sports Center Pass Visits	7	(64)	16	77	39	110	(33)	147					6,642	6,343
Fitness Center Pass Visits [1]	(11)	(2,251)	(730)	(1,591)	(2,560)	(322)	(319)	(302)					97,756	105,862
AGAR Ticket Admissions	(537)	0	56	80	(2,896)	(6,907)	(2,591)	3,870					138,783	147,708
Golf Rounds Played	(1,327)	269	3,625	1,006	(268)	972	2,661	4,229					100,344	89,177
Water World Days Open	0	0	0	0	(3)	(2)	0	(2)					84	91
Water World Attendance	0	0	0	0	(5,142)	(11,823)	9,286	11,066					446,776	443,389
Water World Season Pass Sales	2,910	(1,778)	(1,524)	207	(353)	159	59	163					20,721	20,878
Ice Centre Hockey Participants	884	1,080	259	184	(172)	1,291	48	(981)					136,747	134,154
Ice Centre Non-Hockey Participants	142	(111)	240	57	(294)	696	152	(88)					34,096	33,302
Enterprises														
Recreation														

[1] Due to the conversion of registration system from 2023-2024, the prior year numbers are being reviewed for accuracy and may be updated at a later date.

Water World Attraction Project Dashboard | September 9, 2025

Milestone	High Level Status		Updates for this period
Contracting	<div><div>✓</div><div>Completed</div></div>	<div><div>🕒</div><div>Delayed</div></div>	Contracting is complete with both ProSlide and Arco Murray. Delays in contracting and negotiations experienced. Minor details are being completed.
Design	<div><div>🏗️</div><div>Tracking</div></div>		100% Permit Drawings are completed for site. 75% CD drawings completed. 100% CD drawings tracking for delivery at end of September. Preliminary ProSlide engineering has delivered and is tracking.
Permitting	<div><div>🏗️</div><div>Tracking</div></div>		Permits have been submitted and approved for the majority of the project. The remaining two permits are tracking.
Turnover to Contractor	<div><div>✓</div><div>Completed</div></div>	<div><div>🕒</div><div>Delayed</div></div>	Originally scheduled for August 18th, delivered on August 25th. No impact to schedule expected. Calypso Cove and Wally World were closed the last 3 days of the season. (Labor Day Weekend).
Demolition/Site Work	<div><div>🏗️</div><div>Tracking</div></div>		Site prep work began on 8/25. Demolition work began on 9/3/25.
Procurement	<div><div>🏗️</div><div>Tracking</div></div>		Approaching initial milestones for aquatic equipment orders. Currently no known procurement issues to the schedule for long lead items.
Construction-General	<div><div>🏗️</div><div>Tracking</div></div>		Scheduled for early 2026 season. Currently no known issues to the schedule. Weather has had no impact to date, 0 days lost for weather.
Construction-Attraction			
Tariffs Updates	<div><div>🏗️</div><div>Monitoring</div></div>		Arco Murray- Exterior fencing, looking at alternatives, no other known at this time. ProSlide-No current tariffs on Candian Fiberglass. Steel is sourced in China, currently tarrified. ADG-no issues currently.
Completion	<div><div>🏗️</div><div>Tracking</div></div>	<div><div>↔️</div><div>Neutral</div></div>	No impacts to budget, positive or negative, noted at this time.
Budget	Amount Budgeted	Spent to Date	Balance Remaining
Arco Murray	\$19,683,616	\$0	\$19,683,616
Proslide	\$4,521,800	\$1,386,540	\$3,135,260
Owners Scope	\$3,140,183	\$0	\$3,140,183
Totals	\$27,345,599	\$1,386,540	\$25,959,059





Yvonne Fischbach  
Executive Director  
Hyland Hills Park & Recreation District

## MEMO

<b>To:</b>	<b>Hyland Hills Board of Directors</b>
<b>From:</b>	<b>Yvonne Fischbach, Executive Director; Allen Brown, Deputy Director of Enterprise Operations</b>
<b>Date:</b>	<b>September 6, 2025</b>
<b>Subject:</b>	<b>Parks and Facility Maintenance Parking Shelter Construction and Installation</b>

### ISSUE:

**Contractor selection for Parks and Facility Maintenance Parking Shelter Construction and Installation.**

### DISCUSSION:

In July 2025 the construction and installation of a truck shelter at the Parks/Facility Maintenance yard was put out to public bid. Three qualified bids were received, and Novus Construction was ranked highest by staff. The project scope includes surveying, grading, foundation/footer installation and the erection of a 125' x 40' parking shelter (already purchased and on site). Novus Construction was low bid with a bid amount of \$122,961.28. This project was included in the district's 2025 capital plan but because it came in at over \$120,000.00, we are seeking additional Board approval per our purchasing procedures.

### RECOMMENDATION:

**Authorize staff to execute the contract with Novus Construction in the amount of \$122,961.28 for the construction and installation of the Parks/Facility Maintenance Parking Shelter.**

**MOTION**  
**PARKING SHELTER CONSTRUCTION AND INSTALLATION**

I move that the Board of Directors of Hyland Hills Park and Recreation District authorizes the Executive Director to execute the contract with Novus Construction in the amount of \$122,961.28 for the construction and installation of the Parks/Facility Maintenance Parking Shelter.

Motion \_\_\_\_\_

Second \_\_\_\_\_