COLUMBINE KNOLLS RECREATION DISTRICT

6191 W. PLYMOUTH DRIVE, LITTLETON, CO 80128
(303) 979-5120 kwallace@ckrd.org
www.ckrd.org

October 7, 2026

1. CALL TO ORDER

Meeting was called to order 7:33pm
LOCATION: 6191 W. Plymouth Drive, Littleton, CO 80128
ROLL CALL

i. Board Members Present In person:

1. Matt Bussmann – In person
2. Matt Hale – In person
3. Andrew Garver – In person
4. Sara Heald – In person
5. Ashley Kennedy – Not present

ii. CKRD STAFF:

1. Kathy Wallace – In person

iii. Attorney:

1. Paul Rufien – not present

2. AGENDA ADDITIONS: No addition to the agenda.
3. **APPROVAL OF MINUTES:** Andrew motioned to approve as submitted and Sara second the minutes. Minutes are approved.
4. PUBLIC COMMENT: No public comments.
5. CORRESPONDENCE: None

6. REPORTS: Board Members

1. **Andrew: (**Projects/Bids**):** Nothing to report
2. **Matt H.:** (Any/Financials): Nothing to report
3. **Matt B.: (**Parks/Playgrounds): Nothing to report
4. **Sara:** (Regulation/Compliance): Nothing to report
5. **Ashley:** (Any Topic)**:** Not present

Financial Report: Year-to-date revenues are tracking to budget minus a grant. A budgeted grant will not be received in 2026 and will need to be amended. Expenses are also below budget year to date, with three months remaining to report.

Director's Report: See Exhibit A below – discussed items in the report.

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Unfinished Business

a. Election – The CKRD advisory committee has raised funds for yard signs and door hangers

b. Marker Park playground reduction – we will remove the smaller kid playground due to safety issues and we will upgrade with spare parts to the larger playgrounds.

c. CKST committee – Discussed they are still working through documents for swim team committee and discussed staffing.

New Business

a. **2027 Budget preparation - October 15th preliminary budget will be presented to the board and December 15th final budget is due.**

ANNOUNCEMENTS:

a. Next meeting: October 21, 2026 at 7:30pm

9. **ADJOURNMENT:** *The regular meeting adjourned at 8:13pm*

Respectfully submitted by: Matt Hale

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Exhibit A

Financial Report:

Checking: $420,951.00
FBO CKST: $775.00
CTF: $84,113
Colorado Trust: $240,502

1. Administrative
a. Election preparation
b. All deadlines for final approval of the TABOR notice/booklet contents and mailing to electors were met.
c. All property ownership records were compared with the district's voter list to identify and verify all eligible voters within the district.
d. Thank you to Sara for her assistance in reviewing and reconciling approximately 2,000 homeowner and voter records.
e. Denver Water accepted the District's recalculation of water consumption and confirmed that the District will not be penalized for exceeding its water budget this year.
f. Met with CivicPlus several times to negotiate terms for consolidating the District's software services into a single, multiyear agreement with price protections. I expect to receive a final proposal to present to the Board.
g. Submitted the District's third-quarter unemployment insurance report.
h. Attended CKRD Advisory meetings
i. Upcoming
i. Website posting of election information
ii. 2026/2027 Workman's comp report and renewal
iii. 2027 Liability Insurance renewal
iv. 2027 Employee Benefits renewal
v. 2027 Budget
vi. Out of the office October 15-18
vii. CPRA Conference October 21-23

2. Parks
a. Due to mandated water restrictions, all irrigation ceased October 1. Water service was turned off and the parks were winterized on October 3, approximately two weeks earlier than normal due to the restrictions and equipment availability. Baseball and football activities are expected to conclude the week of October 11.
b. Off-season maintenance will begin after October 18, weather and time permitting. Planned projects include tree trimming at CK Park, removal of the preschool playground, repairs and maintenance at the Marker Park restroom building, and fall cleanup in November after the leaves have fallen. Funding needs for these projects will be evaluated as part of the year-end planning process.

3. Tennis

a. Tennis courts are open and available for recreation play. Tennis court memberships continue to be purchased.

4. Pool

a. Evaluating equipment and facility repair costs to determine which items can be addressed with year-end funds and which should be included in the 2027 budget. Planned needs include evaluation of the main pool and baby pool pumps; replacement of pool vacuum parts to improve performance; main pool tile and grout repairs; pool parking lot crack sealing and sealcoating; deck repairs and painting; staining of shelters and arches; and painting of the pump house.