



# COLUMBINE KNOLLS RECREATION DISTRICT



6191 W. PLYMOUTH DRIVE, LITTLETON, CO 80128  
(303) 979-5120 [kwallace@ckrd.org](mailto:kwallace@ckrd.org)  
[www.ckrd.org](http://www.ckrd.org)

May 6, 2026

## 1. CALL TO ORDER

Meeting was called to order 7:30pm

**LOCATION:** 6191 W. Plymouth Drive, Littleton, CO 80128

### ROLL CALL

- i. Board Members Present In person:
  1. Matt Bussmann – In person
  2. Matt Hale – Absent
  3. Andrew Garver – Absent
  4. Sara Heald – In person
  5. Ashley Kennedy – In person
- ii. CKRD STAFF:
  1. Kathy Wallace – In person
- iii. Attorney:
  1. Paul Rufien – Absent

**2. AGENDA ADDITIONS:** Nothing to add

**3. APPROVAL OF MINUTES:** Matt B motioned to approve as submitted and Sarah second the minutes. Minutes are approved.

**4. PUBLIC COMMENT:** No Comments or additional attendance.

**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): Nothing to report

**Financial Report:** Bank account not reconciled yet, online bank info not available. Last months data was reported. Checking and swim team accounts likely up, next distribution coming. Recreation software on track, financials on target.

**Director's Report:** See Exhibit A below

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## Unfinished Business

- a. **Planning and Zoning (Location and extent) waiver** – Waiver for possible new playground at Marker Park.
- b. **Community Engagement plan** – Letter and survey approved for distribution to the community.

## New Business

1. **Denver Water Budget Approved**-1M less gallons to use between 2 parks
  - a. some guidance given
  - b. Bill will be total year end not month to month
2. QuickBooks update-File sent for repairs up to 10 days, no account access

## ANNOUNCEMENTS:

- a. **Next meeting: May 20, 2026 at 7:30pm**

9. **ADJOURNMENT:** *The regular meeting adjourned at 8:20pm*

Respectfully submitted by: Matt Bussman

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## Exhibit A

### Financial Report:

Checking:	\$403,954
FBO CKST:	\$5,715
CTF:	\$75,756
Colorado Trust:	\$236,435

#### 1. Administrative

- a. Denver Water Budget approved, and requires a 20% water reduction
- b. Attended Civic Rec software demo. Will attend a 2<sup>nd</sup> demo in August. Future possibility when it can fully integrate with our website.
- c. Q1 UI wage report submitted
- d. QuickBooks issues unresolved after 12 hours of troubleshooting over 3 days
- e. Assisted swim team parent board to rewrite coaching contracts and expectations
- f. Completed survey and community letter revisions

#### 2. Parks

- a. Holding off on full mowing of MP to avoid burning up with water restrictions
- b. Spring baseball continues through Mid-June

#### 3. Tennis

- a. Adult leagues continuing, High school season has ended.
- b. Replacement windscreens on order for MP Courts 1-4
- c. A hole has developed in the fence of court 3 and needs repair
- d. Windscreens dropped and secured at Marker Park by volunteer

#### 4. Pool

- a. Completing spring clean up and repairs in the pool area
- b. Pool filled and circulating, Cast Iron hair strainer ready for replacement next season.
- c. CEM patching the leaks in the baby pool this weekend
- d. All Staff meeting and pool set up set scheduled for Sunday evening
- e. Pool opens in 3 weeks

