



COLUMBINE KNOLLS RECREATION DISTRICT



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

September 2, 2026

1. CALL TO ORDER

Meeting was called to order 8:29pm

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 – Absent Excused

ii. CKRD STAFF:

1. Kathy Wallace – In person

iii. Attorney:

1. Paul Rufien – In person

2. AGENDA ADDITIONS: No addition to the agenda.

3. APPROVAL OF MINUTES: Sara motioned to approve as submitted and Matt H. second the minutes. Minutes are approved.

4. PUBLIC COMMENT: no public comments.

5. CORRESPONDENCE: Nothing to report

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: Year-to-date financial performance is favorable, supported by membership revenue and distributions from Jefferson County. Overall, financial results remain acceptable and are tracking in line with budget.

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



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Unfinished Business

- a. Yes committee
- b. Marker Park playground reduction
- c. CKST booster club revisions
- d. Community Engagement events

New Business

- a. Approval of the wording for Jefferson County Ballot for both the Mill Levy and Bond vote. Andrew Garver motioned to approve and Matt Hale second with all voting in favor.
- b. Motion to ratify the resolution for a Election with Jefferson County. Andrew Garver motioned and Matt Hale second with all voting in favor.

ANNOUNCEMENTS:

- a. *Next meeting: September 16, 2026 at 7:30pm*

- 9. **ADJOURNMENT:** *The regular meeting adjourned at 8:53pm*

Respectfully submitted by: Matt Hale



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Exhibit A

Financial Report:

Checking: \$470,140

FBO CKST: \$8969.00

CTF: \$80,067

Colorado Trust: \$239,661

1. Administrative
2. In negotiations with Doc Access and Civic Rec to get package pricing for Website, Recreation Software and Document Accessibility, to switch over
3. Met with USTA Tennis to discuss marker park design and business plan
4. Submitted IGA and Resolution to Jefferson County
5. Attended the Ballot certification process meeting for a successful ballot
6. Created sample ballot text and submitted it to legal for final approval
7. Worked on rewriting the CKST swim team committee roles, and reviewed revenue and expenditures with Jennifer.
8. Bank Reconciliations
9. Upcoming
 - a. 9/3 Fire Inspection
 - b. 9/4 Grant writing meeting with Christine
10. Parks
 - a. 1 lateral repair at CK park and head replacement at Marker Park.
 - b. Marker Park is back in action, extra restroom and trash pick up needed.
11. Tennis
 - a. USTA provided a concept Budget and Market Analysis of Marker Park. Local is spreading the word to the community about the election.
12. Pool
 - a. Last day of pool is Labor Day.
 - b. Continuing to manually brush and vacuum pool until we replace wearable parts for next season.
 - c. Pool will be winterized on Monday September 14th.

