



# COLUMBINE KNOLLS RECREATION DISTRICT



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

February 4, 2026

## 1. CALL TO ORDER

Meeting was called to order 7:37pm

**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 in attendance
- ii. CKRD STAFF:
  1. Kathy Wallace – In person
- iii. Attorney:
  1. Paul Rufien – Not in attendance

**2. AGENDA ADDITIONS:** Kathy will participate in Jefferson County Vision 0 program

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

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

**5. CORRESPONDENCE:** We received a letter from State Auditor about wording in the Audit. Our Auditor will correct the issue. Immaterial corrections.

## 6. REPORTS: Board Members

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

**Financial Report:** Income for the year is minimal as property and ownership taxes have not been disbursed and pool income won't start until we get closer to spring.

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

---



# COLUMBINE KNOLLS RECREATION DISTRICT



6191 W. PLYMOUTH DRIVE, LITTLETON, CO 80128

(303) [979-5120](tel:979-5120) [kwallace@ckrd.org](mailto:kwallace@ckrd.org)

[www.ckrd.org](http://www.ckrd.org)

## Unfinished Business

a. Capital Projects – Meeting with irrigation designer to change material of proposed irrigation system. Still waiting on pricing proposal.

## New Business

a. CK Playground EWF Project – The playgrounds at all parks will have new wood chips installed.

## ANNOUNCEMENTS:

a. *Next meeting February 25, 2026, at 7:30pm*

9. **ADJOURNMENT:** *The regular meeting adjourned at 8:26pm*

Respectfully submitted by: Matt Hale

---



# COLUMBINE KNOLLS RECREATION DISTRICT



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

## Exhibit A

### Financial Report:

Financial Report:

Checking: \$150,824

FBO CKST: \$632

CTF: \$70,123

Colorado Trust: \$234,811

#### 1. Administrative

- a. Hosted Adult Tennis Captains meeting
- b. Entered block time for captains for season
- b. Interviewed candidates for Head Guard position
- c. Updated Sportsman webpages, content, and links
- d. Updated District Website with 2026 dates and information
- e. Completed 2025 employee W-2 forms available on Workforce
- f. Filed year end forms with State of Colorado and IRS
- g. Filled 2025 forms W-2 with PERA
- h. Reached out to Planning & Zoning for MP project requirements
- i. Began working on Jeffco Grant proposal
- j. Scheduled meeting with Irrigation Technologies to revise irrigation system

#### 2. Parks

- a. Snow removal
- b. Received EWF estimate for CK park

