



# COLUMBINE KNOLLS RECREATION DISTRICT

## Agenda January 21, 2026

The board meeting will be held at the district office 6191 W Plymouth Dr. at 7:30pm

- A. Call to Order
- B. Additions to Agenda
- C. Approval of Minutes
- D. Public Comment
- E. Correspondence: Jeffco Distribution
- F. Board Reports

Andrew Garver: Projects/Bids

Matt Hale: Any/Financials

Matt Bussmann: Parks/Playgrounds

Sara: Regulations/Compliance

Ashley Kennedy: Any

Paul Rufien: Attorney

- G. Financial Report
- H. Directors Report
- I. Unfinished Business
  - a. Capital projects
- J. New Business
  - a. November Election
- K. Announcements:
  - a. Next meeting February 4, 2026, at 7:30pm
- L. Adjournment:



# COLUMBINE KNOLLS RECREATION DISTRICT

Directors Report  
January 21, 2026

## Financial Report:

Checking:	\$162,570
FBO CKST:	\$631.00
CTF:	\$69,922
Colorado Trust:	\$234,513

### 1. Administrative

- a. USTA Coordinator meeting Adult Tennis
- b. Secured new JTT coach for 2026 -Wayne Applehans
- c. Created tennis and swimming programs on registration site, created Resident membership, and updated district website with changes.
- d. GOCO grant meeting
- e. Finalized returning employees and sent invitations to interns who age up this year
- f. CKST board meeting
- g. Added financials to SharePoint
- h. Excel Energy set to do a safety trim on Russian olives for future removal at CK Park
- i. Preparing 2025 employee W-2 forms



## Distribution Report by Tax Authority December 2025 Collections ~ January 2026 Distributions

Tax Authority	Distribution Category	Fund	Tax Year	Tax	Interest	Fees	Misc Charges	Gross Distribution	Commissions	Net Distribution
4200 COLUMBINE KNOLLS GR REC DIST	Specific Ownership	COLUMBINE KNOLLS GR REC DIST	2024	\$0.00	\$0.00	\$0.00	\$2,876.37	\$2,876.37	\$0.00	\$2,876.37
<b>Tax Authority Total</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,876.37</b>	<b>\$2,876.37</b>	<b>\$0.00</b>	<b>\$2,876.37</b>



# 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)

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

**2. AGENDA ADDITIONS:** No additions

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

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

**5. CORRESPONDENCE:** No correspondence.

## 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): Nothing to report

**Financial Report:** Finished the year above on revenue and expenses, but finished the year ahead about \$1500 better then budget.

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

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## Unfinished Business

a.

## New Business

a. Set meeting dates for 2026

## ANNOUNCEMENTS:

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

9. **ADJOURNMENT:** *The regular meeting adjourned at 8:01pm*

Respectfully submitted by: Matt Hale

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## Exhibit A

### Financial Report:

Checking: \$165,120

FBO CKST: \$631.00

CTF: \$69,922

Colorado Trust: \$233,707

#### 1. Parks

- a. Snow removal.
- b. Sidewalks repaired at Marker Park near tennis shelter
- c. Graffiti removal Marker Park
- d. Removed damaged windscreens, salvaged ones we could from windstorm.

#### 2. Administrative

- a. CSD Payroll Audit for Workman's comp
- b. CDLE reporting completed
  - i. Q4 Unemployment Insurance
  - ii. 2025 Seasonal Status
- c. 2026 Budget filed with DOLA
- d. Division Of Oil & Gas
  - i. 2026 Slide application
- e. Transparency notice updated
- f. Account Reconciliation
- g. Summer scheduling meeting with Cara and Jordyn
- h. Took time off for the holidays