

HIGHLANDS RECREATION DISTRICT BOARD MEETING
Tuesday, November 10, 2015

Attendants:

BOARD-

Pam Merkadeau (PM)
Michelle McNeil (MM)
Eric Olbekson (EO)
Hal Carroll (HC)
Johanna Anton (JA) - Absent

STAFF-

Brigitte Shearer (BS)
Mike Koenig

CALL TO ORDER

The meeting was called to order at 7:04pm by Board Member PM

REVIEW AND APPROVAL OF THE MINUTES

Board Member MM made a motion to approve the minutes of the September 8 Regular Meeting (EO second). The Board voted as follows: MM: yes PM: yes HC: absent JA: absent EO: yes Board Member MM made a motion to approve the minutes of the October 13 Regular Meeting (EO second). The Board voted as follows: MM: yes PM: absent HC: yes JA: absent EO: yes Board Member HC made a motion to approve the minutes of the November 8 Special Meeting (EO second). The Board voted as follows: MM: yes PM: yes HC: yes JA: absent EO: yes

INTRODUCTION OF GUESTS

Monika Peschke, HCA

COMMUNICATIONS, ANNOUNCEMENTS & COMMENTS FROM THE AUDIENCE

None

MANAGER'S REPORT

- A. Programming – see staff reports
- B. Facilities & Grounds –.EEC building lighting is being repaired. The dead tree behind the pool will be cut down on Thursday. We received generous donation of power tools. The Fitness Room mural is nearly complete and looks great! The dome shed remodel plan is being revised, costs will be available shortly. The Cal Fire Grant work will begin in March 2016. We will need to train sponsors and staff to assist with this extensive effort.
- C. Administration – Open enrollment for benefits is complete. The auditor will be on site on 11/23. The survey summary was edited and will be distributed. The board vacancy notice will appear in the lowdown and nextdoor next week.

COMMITTEE REPORTS

None.

FINANCIAL REPORT

The YTD financials were discussed. The ad hoc fees committee will review fee proposals in December.

UNFINISHED BUSINESS

- A. The approval of the Employee Handbook was postponed until the December Board meeting
- B. Open Space repair update – BSS provided an update of the completed open space emergency repair project.

NEW BUSINESS

- A. Board Member HC made a Motion to Approve Resolution 2015-4 Determining the Appropriations Limit Calculation for 2015-2016 (MM second). The Board voted as follows: MM: yes PM: yes HC: yes JA: absent EO: no
- B. The Motion to approve Resolution to Approve Right of Entry by Cal Water to Conduct Repair Work and to Authorize the General Manager to Sign the Right of Entry was not presented. The Board requested additional input from counsel
- C. UPCOMING MEETINGS: December 8, January 12 (possibly at 6pm)

PAYMENT OF THE BILLS

Bills were passed for the Board's review and signatures. Several items will be addressed: additional documentation from Professional Tree Care, formalized contractor payment process/documentation. Board Member HC made a motion to pay the bills (MM second) and the motion passed. The motion passed unanimously.

ADJOURNMENT

Board Member HC made a motion to adjourn the meeting (EO second)
The motion passed unanimously. The meeting adjourned at 8:05pm

Respectfully submitted,

Brigitte Shearer
Board Secretary