Highlands Recreation District

1851 Lexington Avenue • San Mateo, CA 94402
(650) 341-4251 • Fax (650) 349-9627
www.highlandsrec.ca.gov
"A Community Place to Learn, Grow & Play"

Topic: HRD Regular Board Meeting
Time: October 14, 2025, 07:00 PM Pacific Time (US and Canada)
Location: Multi-Purpose Room, Highlands Recreation District, 1851 Lexington Ave., San Mateo, CA 94402

Board meetings are held in-person, with a Zoom participation option provided to the public as a courtesy. Public comment is limited to (3) minutes per person per item. The public is encouraged to participate in whatever form they are most comfortable. If participating remotely via Zoom, see details below:

Topic: HRD Regular Board Meeting
Time: October 14, 2025, 07:00 PM Pacific Time (US and Canada)

Join Zoom Meeting
https://us06web.zoom.us/j/86897396127?pwd=ENb0lMPaCMhygsOg8RcBVV3XS2GppB.1

Meeting ID: 868 9739 6127
Passcode: 041879
Find your local number: https://us06web.zoom.us/u/kPeuY2H5c

Board Members:
Pam Merkadeau
Andrew Aquino (President)
Chris Carlos
Uy Ut (Vice President) – Absent
Ranya Francis

Staff:
Tamsen Burke (General Manager)
Meg Catmull (Assistant General Manager)
Mike Koenig (K-8 Childcare Director)
Sam Anderson (Aquatics Supervisor)

1. Call to Order
   The meeting was called to order at 7:00 pm by President Aquino.

2. Review and Approval of Minutes
   Board Member Merkadeau made a motion, Board Member Carlos second, to approve the Regular Board Meeting Minutes from September 9, 2025. The motion passed.
   Vote: AA - Y; CC - Y; PM – Y; UU – Absent; RF – Y

3. Public Forum:
   Public comments were received.

4. Manager's Information Report
   a. Administration
   b. Programming

5. Financial Information Report
   a. August 2025 Monthly Statement Memo
   b. September 2025 Monthly Statement (Preliminary)

6. New Business

a. Discussion/Action: Adopt Resolution 2025-04 for Determining the Calculation of the Appropriations Limits for fiscal year 2025-2026, Section 7910 Government Code, California Constitution Article XIIIB.
    i. Board Member Merkadeau made a motion, Board Member Francis second, to approve Resolution 2025-04. The motion passed.
    Vote: AA - Y; CC – Y; PM – Y; UU – Absent; RF – Y

b. Discussion: Review of the 2026-2027 Budget Schedule (Draft)

7. Upcoming BOD Meetings:
    a. Board of Directors Regular Meetings: November 11, 2025 (Cancelled due to Veteran's Day) – December 9, 2025 – January 13, 2026
    b. Board of Directors Special Meeting: Wednesday, November 12, 2025 at 7:00 PM

8. Review and Payment of Bills
    a. Action: Motion to approve Expenditures
        i. Board Member Carlos made a motion, Board Member Francis second, to pay the bills. The motion passed.
        Vote: AA - Y; CC – Y; PM – Y; UU – Absent; RF – Y

9. HRD Board of Directors Announcements

10. Adjournment
    Board Member Carlos made a motion, Board Member Merkadeau second, to adjourn the meeting. The motion passed.
    Vote: AA - Y; CC – Y; PM – Y; UU – Absent; RF – Y

    The Meeting adjourned at 8:50 pm.

Respectfully Submitted,

Megan Catmull
Board Secretary

Board President or Vice President: Andrew Aguilar

Signature: _____