



## Highlands Recreation District

1851 Lexington Avenue • San Mateo, CA 94402

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[www.highlandsrec.ca.gov](http://www.highlandsrec.ca.gov)

*"A Community Place to Learn, Grow & Play"*

Topic: HRD Regular Board Meeting

Time: June 9, 2026, 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: June 9, 2026, 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

**Board Members:**

Pam Merkadeau

Andrew Aquino

Chris Carlos

Uy Ut (President)

Ranya Francis (Vice President)

**Staff:**

Tamsen Burke (General Manager)

**1. Call to Order**

The meeting was called to order at 7:02 pm by President Ut.

**2. Review and Approval of Minutes**

Board Member Aquino made a motion, Board Member Frances second, to approve the Regular Board Meeting Minutes from May 12, 2026. The motion passed.

Vote: UU – Y ; AA – Y; CC – Y; PM – Y; RF – Y

**3. Public Forum**

A public comment was received

**4. Manager's Information Report**

a. Administration

b. Programming

**5. Board Discussion on Strategic Priorities and Outcomes – Financial, Community, Facilities/Projects, Program/Services, Transparency**

a. No discussion/action item

6. Financial Information Report
  - a. February 2026 Monthly Statement Memo
  - b. March 2026 Monthly Statement (Preliminary)
7. Old Business: no items
8. New Business:
  - a. Discussion/Motion: Review and approval of the O'Conner and Company Engagement for FY 2026 Highlands Recreation District Audit. of Auditor for the FY 24-2025 Audit and subsequent years 2026, 2027.
    - i. Board Member Merkadeau made a motion, Board Member Carlos second, to approve the O'Conner and Company Engagement for FY 2026 Highlands Recreation District Audit. of Auditor for the FY 24-2025 Audit and subsequent years 2026, 2027. The motion passed. Vote: UU – Y ; AA – Y; CC – Y; PM – Y; RF – Y
  - b. Discussion/Motion: Resolution 2026-03 calling for November 2026 election
    - i. Board Member Aquino made a motion, Board Member Carlos second, to approve Resolution 2026-03 calling for November 2026 election with the additional properties added to the Non-Resident Houses on Cobblehill Place - #2184 & #2185, and #88 Cowpens Way to the Highlands Recreation District Service Area Map, name correction of Director Ranya Kaileh Francis; and removal of two-year appointment language. The motion passed. Vote: UU – Y ; AA – Y; CC – Y; PM – Y; RF – Y
  - c. Discussion/Motion: Review FY 2026-2027 Recreation and Rental Fees
    - i. No action was taken
9. Upcoming Meetings:
  - a. Board of Directors: July 14, 2026 - August 11, 2026, September 8, 2026
10. Review and Payment of Bills
  - i. Board Member Board Member Aquino made a motion, Board Member Carlos second, to pay the bills. The motion passed unanimously. Vote: AA - Y; CC – Y; PM – Y; UU – Y; RF – Y
11. HRD Board of Directors Announcements
12. Adjournment
  - i. Board Member Aquino made a motion, Board Member Francis second, to adjourn the meeting. The motion passed unanimously. Vote: AA - Y; CC – Y; PM – Y; UU – Y; RF – Y
13. The Meeting adjourned at 7:55 pm on June 8, 2026.

Respectfully submitted

Tamsen K. Burke  
Interim Board Secretary

Board President or Vice President (Print) \_\_\_\_\_

Signature \_\_\_\_\_