

HIGHLANDS RECREATION DISTRICT  
REGULAR BOARD MEETING MINUTES (DRAFT)  
Tuesday, February 8, 2022  
Location: 1851 Lexington Ave., San Mateo, CA 94402 (MPR)

Attendees

Community Members wishing to attend were encouraged to teleconference into the meeting.

Join Zoom Meeting <https://zoom.us/j/2360984155>

Board Members:

Michelle McNeil  
Shirin Bakhshay  
Andrew Aquino  
Pam Merkadeau  
Eric Olbekson

Staff:

Derek Schweigart  
Mike Koeing  
Natalee Garay-Espinal  
Monica Fellis  
Dan Ryken  
Osa Wolff

1. Call to Order

The meeting was called to order at 7:01 pm by Board Member MM.

2. Review and Approval of Minutes

Board Member EO made a motion, AA second, to approve the Regular Meeting Minutes from January 11, 2022. The motion passed unanimously.

Vote: AA - Y; SB - Y; MM - Y; PM – Y; EO –Y

3. Introduction of Guests

Guests were introduced.

4. Communications, Announcements & Public Comments

Public comments were taken.

5. Manager's Report

- a. Programming
- b. Administration

6. Financial Report

- a. Monthly Statement

7. Old Business

- a. Discussion: Playground and Sports Court Renovation Project Ad Hoc Committee Update

8. New Business

- a. Discussion/Motion: Board Member AA made a motion, SB second, to Adopt Resolution No. 2022-02 approving and directing the continued use of remote/teleconferencing for all Board meetings pursuant to the provisions of Assembly Bill 361. The motion passed unanimously.

Vote: AA - Y; SB - Y; MM - Y; PM – Y; EO – Y

- b. Discussion: 2021 Board Director attendance report
- c. Discussion: EEC Tuition Plan for 2022-23 school year
- d. Discussion: Fiscal year 2020-21 Financial Audit
- e. Discussion/Motion: Fiscal year 2021-22 mid-year budget review and approve amendment to reflect post-audit starting fund balance

Board Member EO made a motion, PM second, to approve amendment to reflect post-audit starting fund balance. The motion passed unanimously.

Vote: AA - Y; SB - Y; MM - Y; PM - Y; EO – Y

9. UPCOMING MEETINGS: March 8, April 12, May 10

10. Review and Payment of Bills

- a. Action: Motion to approve Expenditures

Board Member AA made a motion, EO second, to pay the bills. The motion passed unanimously.

Vote: AA - Y; SB - Y; MM - Abstain; PM - Y; EO – Y

11. Adjournment

- a. Board Member EO made a motion, SB second, to adjourn the meeting. The motion passed unanimously.

Vote: AA - Y; SB - Y; MM - Y; PM – Y; EO - Y

The Meeting adjourned at 7:55 p.m.

Respectfully Submitted,

Monica Fellis  
Board Secretary