

HIGHLANDS RECREATION DISTRICT  
REGULAR BOARD MEETING MINUTES  
Tuesday, April 12, 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 (absent)

Staff:

Derek Schweigart  
Mike Koeing  
Monica Fellis

1. Call to Order  
The meeting was called to order at 7:04 pm by Board Member MM.
2. Review and Approval of Minutes  
Board Member AA made a motion, SB second, to approve the Regular Meeting Minutes from March 8, 2022. The motion passed unanimously.  
Vote: AA - Y; SB - Y; MM - Y; PM – Y; EO –absent
3. Introduction of Guests  
Guests were introduced.
4. Communications, Announcements  
Nothing to report.
5. Public Forum  
Nothing to report.
6. Manager’s Report
  - a. Programming
  - b. Administration
7. Financial Report

a. Monthly Statement

8. Old Business

- a. Discussion: Update on HRD master plan and community engagement process
- b. Discussion: Ad Hoc Personnel Committee update regarding proposed fiscal year 2022-23 employee benefit and compensation discussion topics

9. New Business

- a. Discussion: Appoint Ad Hoc Budget Committee

Board Member MM appointed Board Members AA and SB as the Ad Hoc Budget Committee.

- b. Discussion: Appoint Ad Hoc Employee Handbook Committee

The Board will appoint Ad Hoc Employee Handbook Committee at the May Board Meeting.

- c. Discussion: Review and discuss proposed district boundary map for submittal to the San Mateo County Registration and Elections Division

10. UPCOMING MEETINGS: May 10, June 14, July 12

11. Review and Payment of Bills

- a. Action: Motion to approve Expenditures

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

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

12. HRD Board of Directors Announcements

Nothing to report.

13. Adjournment

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

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

The Meeting adjourned at 8:01 p.m.

Respectfully Submitted,

Monica Fellis  
Board Secretary