

**HIGHLANDS RECREATION DISTRICT BOARD MEETING
MINUTES**

Tuesday, January 8, 2018

Regular Meeting

W A
2/12/19

Attendees

Board Members:

Eric Olbekson
Pam Merkadeau-arrived at 7:15
Christopher Gurr
Andrew Aquino
Michelle McNeill-arrived at 7:10

Staff:

Counsel: Portor Goltz-arrived 7:20
Cathy Haas
Mike Koenig
Jeff Schwartz
Amanda Schwartz

1. Call to Order

The meeting was called to order at 7:03 p.m. by Board Member EO.

2. Review and Approval of the Minutes

Board Member CG made a motion, AA second, to approve the minutes of the regular meeting December 11, 2018.

Vote: EO – Y; AA – Y; CG – Y; PM – Absent; MM-Absent

3. Introduction of Guests

Chris Ford-Architect BRW
Dylan Ashbrook HCA Liaison arrived at 7:05 p.m.

4. Communications, Announcements & Public Comments

Dylan shared about work for PG & E to inventory the types of power poles in the neighborhood and conduct repairs as needed.

5. Manager's Report

- a. Programming
 - 1. Seasonal Programs/ Events – see staff report
 - 2. Pool – see staff report
 - 3. EEC – see staff report
 - 4. ASP – see staff report
- b. Facility & Grounds
 - 1. See Manager's report.
- c. Administration
 - 1. See Manager's report.

6. Financial Report

- a. Monthly Statement: The YTD financials were discussed.

7. Old Business

a. Discussion: Bathroom/ADA/ Retrofit Project: Chris Ford was in attendance to give a status update on the construction project. The Board reviewed the Contracting and General Requirements and submitted edits to Chris.

b. New Business

a. Discussion/Motion re: Awarding of Bid for Boiler Replacement Project RFP 2018-001: PM made a motion to reject all bids. MM second to reject all bids.

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

b. Discussion/Motion re: Amendment of Supervisor Salary Range: AA made a motion, CG second, to approve amendment of Supervisor Salary Range.

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

c. Discussion/Motion re: Amendment of Salary Ranges to Comply with 2019 Minimum Wage Regulations: PM made a motion, MM second to approve new salary ranges increasing the minimum of each range to \$12.00- retroactive to January 1, 2019 for the following positions: Rec Leader I, Pool Cashier, League Supervisor, Special Event Assistant, Maintenance Summer Help, Facility Maintenance Assistant.

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

d. Discussion re: EEC Pricing Strategy: A rationale to support the 2019-20 EEC Prices were shared.

e. Discussion/appointment of Ad Hoc Open Space Committee: EO appointed MM and AA

c. **UPCOMING MEETINGS:** February 12, 2019 & March 12, 2019

f. Review and Payment of Bills

Bills were passed for the Board's review and signatures. Board Member PM made a motion, MM second, to pay the bills. The motion passed unanimously.

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

g. Adjournment

Board Member AA made a motion to adjourn the meeting, CG second. Meeting adjourned at 9:01 p.m.

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