

HIGHLANDS RECREATION DISTRICT
REGULAR BOARD MEETING MINUTES (DRAFT)
Tuesday, November 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://us06web.zoom.us/j/9896708662>

Meeting ID: 989 670 8662

Board Members:

Michelle McNeil (President)
Shirin Bakhshay (Vice President)
Andrew Aquino
Pam Merkadeau
Eric Olbekson

Staff:

Mike Koenig (Interim General Manager)
Dan Ryken (Aquatics Supervisor)
Christopher Gurr (HR Consultant)

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 Olbekson made a motion, Board Member Aquino second, to approve the Regular Meeting Minutes from October 11, 2022. The motion passed.
Vote: AA - Y; SB – Not Present; MM - Y; PM – Y; EO - Y
3. Public Forum
Nothing to Report.
4. Closed Session
-Closed business
5. Open Session
-No Reportable Actions from Closed Session

6. Manager's Report

- a. Programming
- b. Administration

7. Financial Report

- a. Monthly Statement

8. Old Business

9. New Business

- a. Discussion/Motion: Employee benefits and contribution levels for Exempt & Regular Non-Exempt full-time employees.
 - Board Member Olbekson made a motion to set employee contributions for vision and dental to \$5/pay period for eligible full-time employees. Board Member Aquino second, to approve. The motion passed unanimously. Vote: AA - Y; SB -Y; MM – Y; PM - Y; EO - Y

- b. Discussion/Motion: General Manager Compensation (salary schedule, and compensation paid in the form of fringe benefits)
 - The Board decided to table this item until the December 13 regular board meeting.

10. UPCOMING MEETINGS: December 13, January 10, February 14

11. Review and Payment of Bills

- a. Action: Motion to approve Expenditures

Board Member Aquino made a motion, Board Member Olbekson second, to pay the bills. Vote: AA - Y; SB - Not Abstained; MM – Y; PM – Not Abstained; EO – Y
Board Member Bakhshay and Board Member Merkadeau were remote.

12. HRD Board of Directors Announcements

Board Member McNeil gave some departing remarks as this was her last board meeting as an HRD Board Member. Board Members thanked her for her 16 years of service.

13. Adjournment

- a. Board Member Aquino made a motion, Board Member Olbekson second, to adjourn the meeting. The motion passed unanimously.
Vote: AA - Y; SB -Y; MM - Y; PM – Y; EO - Y

The Meeting adjourned at 7:47 p.m.

Respectfully Submitted,

Mike Koenig
Interim General manager