

Agenda for the Regular Meeting of the Board of Directors
Tuesday, May 8, 2012

1. Call to Order-7:00 P.M.
2. Review & Approval of the Minutes (4/5/12 & 4/12/12)
3. Introduction of Guests
4. Communications, Announcements & Public Comments
5. Manager's Report
 - A. Programming - *directors/ supervisors report individually*
 - B. Facility & Grounds – *BSS will meet with Steve and staff to discuss July4 grounds prep needs; staff needs more training on all new building tech/ controls; Backflow repair will occur in late May.*
 - C. Administration – *Need maintenance assistant; Staff mini-retreat held 5/2; BSS conference 5/4-5; BSS training plan*
 - D. LAFCo Service Review Update *nothing to update. BSS has contacted Martha. Martha is busy with other emergency review of mosquito abatement district. BSS will monitor frequently per MG advice.*
 - E. Encroachment Permit for 1775 Yorktown Road Update – *Per County: the permit has expired. Suresh can now: submit an application for a use permit by 5/2 (he's already late on this) and that would reactivate the permit and begin process for use permit hearing (requires \$3K+ in fees and several months of time). If no application by 5/2 county will initiate proceedings to require demolition of play house structure.*
6. Committee Reports *None*
7. Financial Report
 - A. Monthly Statement - *discuss YTD numbers and status of 2012-2013 budget process*
8. Old Business
 - A. Election of Board Member Officers –*Board decision. Wait until appointment?*
 - B. Update re: Additional Architectural Fees - *we received Bill's packet; Portor, Pam and BSS are reviewing. Will come up with recommendation to Board by next meeting (?)*
 - C. Pool ADA Compliance – *Stairs have been ordered. Bryce is checking for compliance clarification re: the PAL lift daily. As soon as specifics are defined, we will order the required lift. \$ has been budgeted for that in this FY.*
9. New Business
 - A. New Board Member Appointment - *vacancy notice has been posted in 6 places at the Rec, on Nextdoor.com, on HRD website , on HRD facebook page and twitter , distributed via Highlands School and will be an insert in the next Lowdown. Have already received 3 indications of interest.*
 - B. Sports Court – *we've received 3 bids for paving the sports court. Option A: \$\$\$ and may require engineering and permitting; OptionB: \$\$ and can be done by July 4*
 - C. Schedule Finance Committee meeting - *For prelim budget discussions and financial reporting changes*
 - D. Intern Opportunity – *Students Rising Above organization has an intern interested in Rec Management. If interested, we can offer a paid or unpaid internship for the summer*
10. Payment of Bills
11. Adjournment

Board Meetings are accessible to people with disabilities. Individuals who need special assistance or disability-related modification or accommodation (including auxiliary aids or services) to participate in this

meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the General Manager at least 10 working days before the meeting at (650) 341-4251. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.

Public records that relate to any item on the open session agenda for a regular board meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Board. The Board has designated the office of the Highlands Recreation District, located at 1851 Lexington Ave, for the purpose of making those public records available for inspection.