

Highlands Recreation District San Mateo, CA 94402

NOTICE OF SPECIAL MEETING (GOVERNMENT CODE §§54954.3, 54956)

Please take note that the President of the Governing Board of the Highlands Recreation District acting pursuant to the authority of Government Code §54956, hereby calls a special meeting of the Governing Board on **Thursday, May 31, 2012**, at **7:30 p.m.**, at the Highlands Recreation Center, at 1851 Lexington Avenue, San Mateo, California 94402.

The special meeting is for the purpose of discussing and transacting the following business:

1. CALL TO ORDER – 7:30 p.m.
3. INTRODUCTION OF GUESTS
4. COMMUNICATIONS, ANNOUNCEMENTS & COMMENTS FROM THE AUDIENCE
5. OLD BUSINESS – Board Member Vacancy - Interview of Applicants
6. NEW BUSINESS – None
7. ADJOURNMENT

Pursuant to Government Code §54954.3, members of the public will have the opportunity to directly address the Governing Board concerning the above-mentioned business before or during the consideration matters, as provided by law.

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.