

**THE BOARD OF DIRECTORS
OF THE
LIVERMORE AREA RECREATION AND PARK DISTRICT**

RESOLUTION NO. 28XX

**A RESOLUTION REPEALING HUMAN RESOURCES-RELATED
DISTRICT NOTICES AND POLICIES**

WHEREAS, the LIVERMORE AREA RECREATION AND PARK DISTRICT (“LARPD”) is committed to providing concise and transparent guidance to employees in a usable format; and

WHEREAS, to further those goals, LARPD wishes to utilize a single employee handbook that compiles the rules and regulations that apply to its employees; and

WHEREAS, LARPD’s use of an employee handbook would be significantly easier for the District’s human resources staff to modify and update to address the District’s needs and changes in applicable law; and

WHEREAS, over several decades, LARPD has adopted many district notices and policies addressing human resources-related issues; and

WHEREAS, the repeal of these human resources-related district notices and policies would add significant clarity to the District’s operations and employees by confirming that District employees should refer to the new employee handbook; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors, as the governing body of the Livermore Area Recreation and Park District, that the following is approved:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Repeal. The Board of Directors hereby repeals the following district notices and policies:

- DN 0001 - Holiday Pay
- DN 0001 - Holiday Pay (Revised)

- DN 0002 - Benefit Waiting Period for Part-Time Benefitted Employees
- DN 0003 – Required Tuberculosis Testing for all Employees
- DN 0004 – Hiring Process
- DN 0005 - Reduction in Force
- DN 0007 – Elimination of Administrative Leave for Exempt Employees
- DN 0009 - Role of the Personnel Commission
- DN 0010 - Employee Discounts
- ADM-14-10914 – Expense Reimbursement
- ADM-15-010715 – Code of Conduct
- HR-91-42591 – Drug Free Workplace Policy
- HR-91-1311 – Policy Against Sexual Harassment
- HR-95-32195 – Modified Duty Status
- HR-98-22598 – Reasonable Accommodations for Employees with Disabilities/ADA
- HR-98-1623 – Driver Evaluation
- HR-03-91303 – Criminal Screening Records
- HR-06-11106 – Employee Discounts
- HR-06-12106 - Fingerprinting
- HR-06-121506 – Employee Training
- HR-08-2145 – Drug and Alcohol Abuse
- HR-08-2154 – Electronic Media Use
- HR-09-51809 – Tuition Reimbursement
- HR-09-81009 – Criminal Offender Record Screening Info (CORI)
- HR-09-82509 – Dress and Appearance
- HR-10-12910 – Volunteers
- HR-13-42613 – Returning Retirees
- HR-13-50913 – Reclassification
- HR-13-2388 – Recreation Activities Benefits
- HR-14-81214 – Bay Area Commuter Benefits Program
- HR-14-2455 – Administrative Leave
- HR-15-2485 – Mobile Communications
- HR-15-2486 – Mandatory Paid Sick Leave
- HR-15-2487 – Telecommuting

Section 3. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption.

ON MOTION of Director _____, seconded by Director _____, the foregoing resolution was passed and adopted this 29th day of January, 2025, by the following roll call vote:

AYES:
NOES:
ABSTENTIONS:
ABSENT:

Approved this 29th day of January, 2025

Jan Palajac
Chair, Board of Directors

ATTEST:

Mathew L. Fuzie
General Manager and ex-officio Clerk
to the Board of Directors