

# Livermore Area Recreation and Park District Staff Report

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TO: Chair Faltings and Program Committee

FROM: Mat Fuzie, General Manager

PREPARED BY: Jill Kirk, Community Services Manager

DATE: February 14, 2023

**SUBJECT: Employee Discounts**

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**Recommendation:** That the Program Committee recommends that the Board of Directors approve the attached District Notice DN0010 Employee Discount policy.

**Background:** Currently, LARPD offers employee activity discounts to all current full-time employees, part-time benefited employees (min. 25 hours per week), current Board Members, and retired LARPD employees who are: 50 years old or older and who worked a minimum of 5 years (total of 60 calendar months) as a full-time or fully part-time benefited employee; and former Board Members who have served a minimum of 3 terms.

**Discussion:** Staff recommends that all current staff receive some benefit for eligible programs and services, whether Full Time or Part Time benefitted or Part Time. The employee must be working at the time of the benefit. This recommendation only applies to current staff, and an additional policy will be needed for retired LARPD employees and Board members. The following staff categories and programs/services would be included:

- Full-Time: Employee plus family members living in the same household.
- Part-Time Benefitted: employee plus family members living in the same household.
- Part-Time/Casual: Employee only
  
- Programs and Classes: 20% discount at the Resident Rate
- Aquatics: Use of the pool for lap swim and recreation swim
- Facility Rentals: 20% at the Resident Rate for personal use only. It may only be used once per calendar year. Not eligible for weekend rentals.
- Camp Shelly: 20% discount, Sunday-Thursday only, and excludes holidays.
- Sycamore Grove Pass: casual staff not eligible

Attachment:

A. Proposed District Notice DN0010 Employee Discounts

**Attachment A – Proposed District Notice – Employee Discounts**

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TO: All Staff

FROM: Mathew Fuzie, General Manager

DATE:

SUBJECT: District Notice DN0010 – Employee Discounts

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**Purpose:** To offer all employees an opportunity to participate in eligible LARPD programs and services at a discounted rate. This District Notice separates current employees from retired employees and board members.

**Who is Eligible:**

- Full-Time: Employee plus family members living in the same household.
- Part-Time Benefited: Employee plus family members living in the same household.
- Part-Time/Casual: Employee only

**Programs and Services included:**

- Programs and Classes: 20% discount at the Resident Rate
- Aquatics: Use of the pools for lap swim and recreation swim
- Facility Rentals: 20% at the Resident Rate for personal use only. It may only be used once per calendar year. Not eligible for weekend rentals. Picnic rentals are not eligible.
- Camp Shelly: 20% discount, Sunday-Thursday only, and excludes holidays.
- Sycamore Grove Pass: All staff except casual

**General Provisions:** The employee discounts for LARPD programs and services are not transferable and are only intended for the personal use of District employees and their eligible family members. They cannot be used for any group or organization or to provide a financial gain of any kind (sales, fundraisers, promotions). The General Manager may determine that a program may have a negative impact on the public's normal use and deem it ineligible for a discount.