

RESOLUTION 40-2025

**A RESOLUTION OF THE GROVELAND COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS APPROVING THE ACCEPTING THE DISTRICTS'
EMPLOYEE HANDBOOK AS AMENDED**

WHEREAS, the Groveland Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

WHEREAS, the Groveland Community Services District Employee Handbook establishes the policies, programs, benefits, and expectations that govern District employees; and

WHEREAS, at the February 11, 2025 Regular Meeting, the Board of Directors reviewed a red-lined draft of the Employee Handbook containing revisions recommended by both District management and legal counsel; and

WHEREAS, the Board approved the proposed revisions and directed staff to finalize the document to ensure that all policies are consistent with current practices, District procedures, and applicable laws; and

WHEREAS, management has since completed a comprehensive review and finalized hundreds of updates to the Employee Handbook, ensuring compliance with District policies, procedures, and all relevant legal requirements; and

WHEREAS, the updated Employee Handbook provides clear guidance to all employees regarding workplace expectations, policies, programs, and benefits offered by the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Groveland Community Services District that the updated Employee Handbook is hereby approved and adopted as presented, and that District management is authorized to distribute the finalized Handbook to all District employees.

PASSED AND ADOPTED by the Board of Directors of the Groveland Community Services District on October 14, 2025, by the following vote:

AYES: Directors Mora, Swan, Kwiatkowski, and Turney

NOES:

ABSENT: Director Armstong


ABSTAIN:

APPROVE:



Nancy Mora, Board President

ATTEST:



Rachel Pearlman, Board Secretary

CERTIFICATE OF SECRETARY

I, Rachel Pearlman, the duly appointed and acting Secretary of the Board of Directors of the Groveland Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Groveland Community Services District, duly called and held on October 14, 2025.

DATED: October 14, 2025