

**TRI-PAR ESTATES PARK & RECREATION DISTRICT  
POLICY AND PROCEDURE**

**ITEM 5.08      FOB REVOCATIONS**

- 1. BASIS:** Fobs, and the privileges provided to Fob holders, may be revoked for the following:

  - A. Disregard or violation of Tri-Par policies and rules, including but not limited to Pool rules.
  - B. Vandalism, misuse or damage to park facilities, buildings, contents, and equipment.
  - C. Unruly or illegal behavior on park property and common grounds.
  - D. Verbal or physical abuse of trustees, employees, volunteers, residents and guests.
  - E. Any other valid reason.
  
- 2. REVOCATION ACTION:** The Trustees will make decisions regarding revocation. The Chair will call a special Workshop meeting for this purpose. In the event a quorum of Trustees is not available, the Executive Committee may act for the Board. Decisions at these Workshops may become effective without further Board action. In the event legal action is recommended, such action will need to be authorized at the next meeting of the Board of Trustees.
  
- 3. HEARINGS:** The alleged violator and witnesses will be called for a hearing at the Workshop. If the offender refuses to appear the process will proceed in absentia. This will be a public meeting, with no audience participation unless specifically authorized by the chair. Minutes will be taken and a copy included in resident's file. After reviewing all available evidence of the situation, an appropriate penalty will be determined. Suggested possible penalties:

  - A. First offense: Range of penalty from a warning to up to 3 month revocation.
  - B. Second offense: Range from 3 month to 12 month revocation.
  - C. Subsequent offenses: Range from 12 month up to permanent revocation, and legal action if warranted.
  
- 4. PROPERTY DAMAGE:** Cost of repair or replacement will be required, in addition to any fob revocation. Fob will remain revoked as authorized and until full payment is received, whichever is longer. The Board of Trustees may authorize legal action for collection of damages and costs if necessary.
  
- 5. HOUSEHOLD MEMBERS AND GUESTS:** Primary fob holder has signed on their fob application to be responsible for these persons, therefore any revocations will apply to the primary fob holder plus all household members and guests, regardless of which person committed the violation.
  
- 6. DEED RESTRICTIONS:** The above process does not apply to Deed Restriction enforcement. Those issues will be processed according to policies applicable to such matters.

Adopted by Trustees – 10/20/2015

**SECTION 5:    POLICY AND PROCEDURE**