

# **TRI-PAR ESTATES PARK AND RECREATION DISTRICT POLICY AND PROCEDURE MANUAL**

## **ITEM 4.3 RESTRICTIONS ON EMPLOYMENT OF TRUSTEE AND RELATIVES**

### **4.3.1 CONFLICT OF INTEREST**

It is considered a conflict of interest for a Trustee to be an employee of Tri-Par Estates Park and Recreation District. Should an employee be elected to the Board of Trustees, the employee must resign her/her employment on or before the date the employee takes office as Trustee.

### **4.3.2 RELATIVES INCLUDED**

A Trustee may not appoint, employ, promote or advance or advocate for appointment, employment, promotion or advancement, in or to a paid position in Tri-Par Estates father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half-brother or half-sister.

### **4.3.3 REGULAR EMPLOYEE V.S. ODD JOB EMPLOYEE**

This regulation applies only to those persons who are paid through the regular payroll and does not apply to those volunteers who may be paid for specific tasks and paid from other funds.

### **4.3.4 REFUSAL TO VOTE**

A Trustee, whose relative is an employee of Tri-Par Estates previous to his/her election to the Board of Trustees, should refuse to vote on the basis of "Conflict of Interest" on any position of said employee. He/she must then fill out Form 8B Memorandum of Voting Conflict of the State of Florida. (All Trustees should acquaint themselves with this form early in their term.)

Approved 1/3/2017