

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

### **ITEM 5.46      LENDING OF EQUIPMENT**

1. Maintenance tools, equipment and furnishings are under supervision of the Buildings and Grounds trustee. Office equipment is under supervision of the Trustee Chair. Kitchen equipment is under supervision of the Recreation trustee.
  
2. Tools and equipment will not be loaned to any resident for personal use, except medical equipment maintained specifically for the purpose of loaning to residents.
  
3. Equipment may be used by volunteers in performing work for Tri-Par as directed by the Buildings and Grounds trustee.
  
4. The truck, golf carts and lawn mowers will not be loaned, and shall be operated only by employees, trustees and authorized volunteers on Tri-Par business.

Adopted by Trustees – 10/20/2015