

1 Williamson-Travis Counties MUD No. 1

2 Park and Pond Rules and Regulations

3 DRAFT FOR BOARD REVIEW 10/18/2021

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20 Section 1: Hours of Operation

21 Parks are open from 5:00 a.m. until 11:00 p.m., unless otherwise posted. In the event of an emergency, or for

22 good cause, the District may close any Park or Pond.

23 Overnight parking is prohibited during the hours of 11:00 p.m. through 5:00 a.m. at the District's parking lot

24 located at 1000 Old Mill Road, Cedar Park, TX 78613.

25 Section 2: General Rules and Regulations for All District Parks and Ponds

26 Anyone found to be violating the Park and Pond Rules will be considered trespassing on District property and may

27 be subject to penalties up to \$200 per occurrence.

28 The following are prohibited at all times:

- 29 1. Destruction of property and disorderly conduct.
- 30 2. Carrying or possessing a weapon or firearm except as allowed by state and federal law.

- 31 3. Use of a firearm, air gun, paintball gun, pellet, or B.B. gun, bow and arrow, or projectile device capable of  
32 inflicting personal injury.
- 33 4. Glass containers, other than inside the Lakeline Oaks building (1000 Old Mill).
- 34 5. Animals other than those considered to be typical household pets, unless otherwise permitted as part of a  
35 District-approved event or activity (e.g., petting zoo).
- 36 6. Failure to pick up and properly dispose of pet waste.
- 37 7. Fireworks, torpedoes, rockets, explosives, or other substances capable of explosion.
- 38 8. Driving or parking of motor vehicles on any area except on designated roads or parking areas.
- 39 9. Overnight camping.
- 40 10. Hitting a golf ball into, upon, or over any park or pond.
- 41 11. Alteration, maintenance, repair, or replacement of any Park or Pond improvement or amenity without prior  
42 written approval from the District.
- 43 12. Public display or consumption of alcohol in all outdoor areas of the parks and ponds. Alcohol is only permitted  
44 under the park pavilions (Lakeline Oaks Park and Anderson Mill West Park) when reserved for private  
45 functions.
- 46 13. Unleashed pets or pets on leashes longer than six feet in length, except as permitted at Vestavia Ridge Pond  
47 and London Lane Pond. Dogs are not allowed in Aster Pass Park.
- 48 14. Damaging, cutting, carving, or removing a tree or plant.
- 49 15. Lighting, building, or maintaining of fires, except in a device provided, maintained, and designated for that  
50 purpose, including BBQ grills, fire rings or other devices explicitly approved by the District.
- 51 16. Dumping or disposing of trash, garbage, brush, or waste except that which is generated by park visitors while  
52 using the park and which is disposed of in the proper receptacles.
- 53 17. Smoking of cigarettes or vaping of e-cigarettes at a park or pond.
- 54 18. Scaling or crawling over or under any amenity fencing.
- 55 19. Panhandling and unauthorized solicitation.
- 56 20. Unreasonably loud noises, including from boom boxes, DJs, bands, speakers connected to cell phones, and  
57 similar. Noise must not exceed 85 decibels as measured at the boundary of the park in front of the source.  
58 Amplified sound systems are not allowed within 100 feet of residential property. At all times, amplification  
59 devices must be oriented to direct sound away from adjacent residential properties. All county nuisance  
60 ordinances apply to sound and noise emanating from District parks/ponds.
- 61 21. Inflatables (moonwalks, bounce houses, etc.) without prior approval from the Parks Committee (see the Park  
62 Use Application on the District's website). Inflatables are only permitted in Lakeline Oaks Park and Anderson  
63 Mill West Park.
- 64 22. Food trucks parked on park or pond property. Food trucks are permitted provided they park on the street.
- 65 23. Petting zoos without prior approval by the Parks Committee (see the Park Use Application on the District's  
66 website).

## 67 Section 3: General Rules and Regulations for Tennis and Pickleball Courts

68 Anyone found to be violating the rules in this section will be considered trespassing on District property.

69 In addition to the rules and regulations in Section 2, the following rules apply to ALL tennis and pickleball court  
70 users:

71 1. Memberships:

72 A. All users of the tennis and pickleball courts must hold active memberships with the District and obtain a  
73 security key card to access the courts. Memberships will be \$35 per year for residents and \$100 for non-  
74 residents. Membership years run from January 1st through December 31st, and annual fees will be  
75 prorated for any persons registering after January 1<sup>st</sup>. If the member decides part way through the year to  
76 discontinue their membership, the prorated annual fee balance will be refunded upon return of the  
77 security key card.

78 B. Key cards must be obtained directly from the District and may not be transferred between users, except  
79 that members of the same household may share a key card. Application forms are available on the  
80 District's website ([www.wtcmud1.org](http://www.wtcmud1.org)) or by contacting Inframark at [parks@inframark.com](mailto:parks@inframark.com) for assistance,  
81 as needed.

82 C. The charge for replacement of lost or stolen cards is \$15.

83 D. Users must keep their security key cards with them at all times when playing. Users may be required to  
84 show keys and identification to District staff and representatives at any time while using the courts.

85 E. Persons holding a security key card may have a maximum of three guests at one time on courts (except for  
86 those persons with "Registered Instructor" status per Section 4.2 below). The key card holder (or member  
87 of the key card holder's household) must be present on the court at all times.

88 F. Anyone violating the terms outlined in paragraphs A-E, above, will be considered trespassing on District  
89 property.

90 2. Any special tennis and/or pickleball events or tournaments must be scheduled through the District.

91 3. No audible music is allowed on the courts at any time, unless approved by the District as part of an event or  
92 tournament. Any approved music will be subject to the provisions of Section 2, paragraph 20.

93 4. Except as needed to leave or enter the courts, gates must be kept closed and locked at all times. At no time  
94 shall a person prop open the gate or interfere with the gate's locking mechanism, unless given express  
95 permission to do so by District personnel.

96 5. Courts are for tennis and pickleball use ONLY. No roller skates/blades, skateboards, bikes, scooters, or similar  
97 wheeled devices may be used on the courts.

98 6. Only soft-soled athletic shoes are allowed on the courts.

99 7. Marking of the surface of the courts, whether permanent or temporary, is prohibited, including marks made  
100 with chalk, paint, tape, or other marking supplies.

101 8. No alcoholic beverages or glass containers are allowed on the courts.

102 9. No pets are permitted on the courts, other than service animals.

## 103 Section 4: Commercial Use

104 Anyone found to be violating the rules in this section will be considered trespassing on District property.

### 105 Section 4.1 General:

106

- 107 In addition to the rules and regulations in Section 2, the following rules apply to all commercial uses of District  
108 parks and ponds and the facilities therein except for the tennis/pickleball courts. For rules governing the  
109 commercial use of tennis/pickleball courts, see Section 4.2 below.
- 110 1. For the purposes of this section, “commercial use” is defined as any class, activity, or session in which  
111 participants pay to participate, and for which a profit is being made by the person or organization hosting or  
112 organizing the use. The term “commercial use” does not apply to the following:
    - 113 A. Non-Private Events, as defined under Section 5.
    - 114 B. Registered non-profit organizations (See rules governing non-profit reservation rates under Section 6)
  - 115 2. All persons or organizations using District parks or ponds or the facilities therein for commercial use must  
116 register their use with the District. Applications are available on the District’s website ([www.wtcmud1.org](http://www.wtcmud1.org)) or  
117 by contacting District staff at [parks@inframark.org](mailto:parks@inframark.org). In order to register a commercial use with the District, the  
118 person or organization must submit full contact information, proof of qualifications, proof of liability  
119 insurance, and basic information regarding their commercial use, specifically the number of expected people  
120 and expected days, times, and duration of use.
  - 121 3. Commercial users expecting to host groups at any time larger than 25 persons must reserve space for their  
122 use, per paragraph 4 below. Spaces available for reservation include: the Anderson Mill West pavilion, the  
123 Lakeline Oaks pavilion, and the District Building (1000 Old Mill Rd).
  - 124 4. Commercial users reserving the pavilion at Anderson Mill West Park, the pavilion at Lakeline Oaks Park, or the  
125 District Building (1000 Old Mill Rd) on a recurring basis must pay, up front, an annual fee of \$400 for residents  
126 and \$2000 for non-residents, as well as a one-time, refundable deposit, per Section 6, below. For fee  
127 collection purposes, the year runs from January 1st through December 31st, and annual fees will be prorated  
128 for any persons or organizations registering after January 1<sup>st</sup>, and/or those who only need to use the facilities  
129 for part of the year. No other facility reservation fees will apply. If the user decides part way through the year  
130 to discontinue their reservation, the prorated annual fee balance will be refunded.
  - 131 5. Commercial users reserving a pavilion on a recurring basis must specify, at time of reservation, which of the  
132 two pavilions (Anderson Mill West or Lakeline Oaks) they will be reserving, and only the specified pavilion may  
133 be used for the registered commercial use.
  - 134 6. Commercial users requiring a one-time reservation of a pavilion or the District Building (1000 Old Mill Rd) will  
135 be subject to standard reservation fees and requirements under Section 6.
  - 136 7. Commercial reservations of the Anderson Mill West Pavilion, Lakeline Oaks Pavilion, and Lakeline Oaks Building  
137 (1000 Old Mill) are not permitted between 4:00 p.m. on Friday 6:00 p.m. on Sunday.
  - 138 8. Walk-on commercial use of pavilions is prohibited. If a commercial user wishes to use a pavilion, they may only  
139 do so if that space has been properly reserved per this section.
  - 140 9. Commercial users reserving a pavilion or the District Building (1000 Old Mill), either on a one-time or recurring  
141 basis, must, each time they use such facility, return the space to the conditions prescribed in Section 6.1,  
142 paragraph 4 and/or Section 6.2, paragraph 2. Failure to do so may result in a forfeiture of the deposit, and any  
143 of the following:
    - 144 A. The District may deny the commercial user continued commercial use of District property. In this case,  
145 annual fees will not be refunded.
    - 146 B. If any damage to District property has been incurred as a result of the commercial use, the District may  
147 charge the commercial user for the full costs associated with necessary repairs.
  - 148 10. Commercial users hosting groups with fewer than 25 participants and utilizing District parks, ponds, gazebos,  
149 fields, or facilities other than the Anderson Mill West pavilion, Lakeline Oaks pavilion, or the District Building

150 (1000 Old Mill Rd) are not subject to reservation fees; however, such users must still register their use with the  
151 District. Any person or organization attempting to use a District park, pond or facility therein for a commercial  
152 use without first registering such use will be considered trespassing on District property. Commercial users not  
153 reserving facilities will receive no special accommodations and must use their preferred spaces on a first-  
154 come-first-served basis. Such users may not ask other park users, commercial or otherwise, to move out of  
155 any area of any park or pond to accommodate their commercial use.

156 11. Commercial users not reserving facilities are obligated to maintain the space in the manner in which they  
157 found it. Failure to do so may result in any of the following:

158 A. The District may require the user to reserve a pavilion or the District Building (1000 Old Mill Rd) per this  
159 section, for any future commercial use, subject to all applicable fees.

160 B. The District may deny the commercial user continued commercial use of District property.

161 C. If any damage to District property has been incurred as a result of the commercial use, the District may  
162 charge the commercial user for the full costs associated with necessary repairs.

163 12. In the event that a commercial use creates conflicts with other parks users, the District may, at any time,  
164 resolve the conflict by any of the following means:

165 A. If the commercial user has not reserved a pavilion or the District Building (1000 Old Mill Rd) per this  
166 section, the District may require the user to make such reservations for any future commercial use,  
167 subject to all applicable fees.

168 B. The District may require the user to make changes to the commercial use, including location, time, days,  
169 number of persons, duration, or other aspects of the use that may be causing conflict.

170 C. The District may deny the commercial user continued commercial use of District property.

171

## 172 Section 4.2 Commercial Use of Tennis/Pickleball Courts

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174 In addition to the rules and regulations in Sections 2 and 3, the following rules apply to all commercial users of  
175 the tennis/pickleball courts. Use of the courts is considered “commercial” when an instructor is present and giving  
176 paid lessons to students.

177

178 1. **Registered Instructor:**

179 A. Any person offering paid lessons on District courts must first apply for “Registered Instructor” status with  
180 the District by filling out the application on the District’s website or by contacting the District. No  
181 commercial use of the courts may begin until this status is granted, and appropriate court reservations  
182 have been made. Any person attempting to conduct lessons without first obtaining Registered Instructor  
183 status will be considered trespassing on District property.

184 B. To become a Registered Instructor, the person must submit full contact information, proof of  
185 qualifications, proof of liability insurance, and basic information regarding their classes and client base,  
186 specifically the number of expected students and expected days, times, and duration of classes.

187 C. Registered Instructors must pay, up front, an annual fee of \$500 for residents and \$2500 for non-  
188 residents. For fee collection purposes, the year runs from January 1st through December 31st, and annual  
189 fees will be prorated for any instructors registering after January 1st. No instruction may be given unless  
190 and until this fee has been paid in full.

191 D. Registered Instructors will be issued a security key card, which must be used to enter the courts.

- 192 E. Registered Instructors are allowed usage of the courts for instruction only. Personal use of the courts will  
193 not be allowed unless the instructor is also registered as a non-commercial user and has paid all fees  
194 applicable to such users under Section 3.
- 195 2. Commercial use of the courts is restricted to reserved times. No walk-on commercial usage is allowed.  
196 Reservations must be made through the District's online reservation system, which is available on the  
197 District's website.
- 198 3. Registered Instructors will be limited to three hours per reservation Monday through Friday. No commercial  
199 use of the courts will be allowed on the weekend. Registered Instructors may not reserve the courts on the  
200 following holidays, except by special request and subject to approval: New Year's Eve, New Year's Day,  
201 Memorial Day, 4<sup>th</sup> of July, Labor Day, Thanksgiving, the day after Thanksgiving, Christmas Eve, and Christmas  
202 Day.
- 203 4. Students are not allowed on the courts without their Registered Instructor, unless they are using their own  
204 key card issued for non-commercial use under Section 3.
- 205 5. A maximum of eight students are allowed per tennis court area (for pickleball instructors, one tennis court  
206 area equals two pickleball courts)
- 207 13. In the event that a commercial use of the courts creates conflicts with other court users, the District may, at  
208 any time, resolve the conflict by any of the following means:
- 209 A. The District may require the registered instructor to make changes to their commercial use, including  
210 location, time, days, number of persons, duration, or other aspects of the use that may be causing  
211 conflict.
- 212 B. The District may deny the registered instructor continued commercial use of District property.  
213

## Section 5: Non-Private Events

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- 215
- 216 1. For the purposes of this section, a non-private event is defined as any gathering that takes place in a District  
217 park or pond that is advertised and/or open to the public or to a portion of the public. Such gatherings may  
218 include:
- 219 A. Community-oriented events (e.g., picnics, outdoor movie nights, etc.)
- 220 B. Events that include any of the following activities:
- 221 a. Sale of food or products, including concessions (not including private events that are commercially  
222 catered)
- 223 b. Marketing/advertising of products, services, or businesses (e.g., fair, market, or similar).
- 224 c. Fundraising (e.g., charity event)
- 225 d. Entry fees
- 226 Private gatherings such as birthday parties, family reunions, and similar do not qualify as "Non-Private  
227 Events" under this section.
- 228 2. Non-Private Events must be approved in advance by the Parks Committee. See the application for Non-Private  
229 Events on the District's website.
- 230 3. Sale of alcohol is prohibited within District parks and ponds.

## Section 6: Non-Commercial Reservation Policies and Rates

### Section 6.1 Non-Commercial\* Reservation of the District Building (1000 Old Mill Rd):

\* For commercial use of the District building, reservations must be made in accordance with the provisions of Section 4.1.

1. **Reservation Policies.** The interior of the District building may not be used by the public unless properly reserved.

A. Residents and organizations may reserve the District Building no more than six months but at least seven days in advance for one-time functions. Once reservations are confirmed, the reserving party will be provided an access key card to be able to enter the building. Parties reserving the District Building less than seven days in advance may not receive their access key card in time. Reservations will be on a first-come, first served basis. A reservation form must be completed and applicable fees paid for the reservation to be effective. Reservations can be completed through the online reservation system available on the District's website, or documents may be mailed or delivered to the District's office, but reservations will not be confirmed until all deposits and fees are collected.

B. Non-commercial recurring reservations will be made in accordance with the fee schedule in Table 6.1. No more than twelve (12) recurring reservations may be scheduled by a single person/group/organization at any one time.

C. Use of the District Building for a Non-Private Event is subject to the rules outlined in Section 5.

D. Reservation of the District Building includes access to and use of the main corridor and meeting space, the restrooms, and the kitchen. The office and storage closet are off-limits to the public, except that access to the storage closet may be granted to certain groups, subject to District approval. Reservation of the District Building does not include reservation of the Lakeline Oaks Pavilion unless both facilities are reserved and the combined Building/Pavilion fees are paid, in accordance with Tables 6.1 and 6.2.

E. If alcoholic beverages are to be served, an additional charge of \$100 is required along with the presence of a MUD appointed constable at a rate of \$45 per hour. The hosts of any event are responsible for the welfare of all persons attending their event and must ensure that all guests leaving can drive safely or have made other arrangements to safely travel from the event. Any user who does not pay the required cost but allows alcoholic beverages to be consumed at their event will forfeit their deposit. In addition, the User will be held responsible for all clean-up costs and any damages. Payment to constables must be made at time of service.

F. There must be one adult supervisor twenty-one (21) years or older for every 12 children under the age of fifteen (15).

G. Smoking is prohibited within the District Building.

2. **Reservations by District Personnel.**

A. The District Building will be reserved the third Monday of each month beginning at 6:30 p.m., and the third and fourth Wednesdays of each month beginning at 6:00 p.m. for District Board meetings.

B. Board meetings may be scheduled at other times by the District, as needed, and such meetings shall take precedence over other reservations, including those made in advance. However, the District will make all reasonable efforts to schedule around existing reservations for Board meetings not being held on their standard dates and times, as described in paragraph A, above.

- 273 C. Board Directors may reserve and use the District Building at other times at no cost, provided that use of  
 274 the District Building is for District business only. All other uses of the District Building by Board  
 275 Directors are subject to the same reservation policies and rates applicable to all members of the public.
- 276 3. **Reservation by District Associations.** Texas Non-Profit Corporations operating as a homeowners or property  
 277 owners association, or neighborhood associations with mandatory or optional membership may reserve the  
 278 District Building at no cost for their official Board meetings, subject to Building availability. Such organizations  
 279 must make reservations in advance. One access card will be distributed to the president of each organization  
 280 for such purposes. Any other events or gatherings hosted by these organizations are subject to the same  
 281 reservation policies and rates applicable to all members of the public.
- 282 4. **Deposit Refunds:** Deposits will be refunded, provided that upon inspection of the District Building, the following  
 283 conditions have been met:
- 284 A. The Building has been properly cleaned-up in accordance with the checklist provided to the user at  
 285 the time of their reservation. This checklist is also available on the District website.
- 286 B. There is no damage to the interior of the Building or any property therein. Users will be charged  
 287 the full costs associated with any necessary repairs.
- 288 C. The building access key card has been returned to the District.
- 289 D. No other applicable rules or regulations including the General Rules and Regulations for all District  
 290 Parks and Ponds per Section 2, General Rules for Commercial Use in Section 4.1, or those rules  
 291 applicable to the Reservation of the District Building in this section have been violated.
- 292 Deposits are processed at the end of each month and returned after the refunds are approved at the  
 293 next available meeting of the Board of Directors.

294 **Table 6.1: District Building (1000 Old Mill Rd) Reservation Rates (Non-Commercial)**

295 Deposit Amount: \$250

296 If using AV equipment, an additional deposit of \$100 will be required.

Resident	Non-Resident	Non-Profit*
\$50	\$200	\$5

297 \* For the purposes of reservations, Non-Profits include any organization or group established and operated for public  
 298 or social benefit that does not generate or distribute income for or to its owners, members, directors, or officers.  
 299 This includes, but may not be limited to, schools or education groups, religious groups, social clubs, and Girl or Boy  
 300 Scouts.

301 **Section 6.2 Non-Commercial\* Reservation of Pavilions (Anderson Mill West and Lakeline**  
 302 **Oaks)**

303 \* For commercial use of the pavilions, reservations must be made in accordance with the provisions of Section 4.1.

304 1. **Reservation Policies.**

- 306 A. Residents and organizations may reserve the pavilions no more than six months in advance for one-  
 307 time functions. Reservations will be on a first come, first served basis. A reservation form must be  
 308 completed and applicable fees paid for the reservation to be effective. Reservations can be completed  
 309 through the online reservation system or documents may be delivered to the District office at 1000  
 310 Old Mill but reservations will not be confirmed until all deposits and fees are collected.
- 311 B. For commercial use of the pavilions, reservations must be made in accordance with the provisions of  
 312 Section 4.1, above. No more than twelve (12) recurring reservations may be scheduled by a single  
 313 person/group/organization at any one time.



- 314 C. Non-commercial recurring reservations will be made in accordance with the fee schedule in Table 6.2.  
 315 No more than twelve (12) recurring reservations may be scheduled by a single  
 316 person/group/organization at any one time.
- 317 D. Use of the pavilions for Non-Private Events is subject to the rules outlined in Section 5.
- 318 E. Park areas and facilities outside the pavilion are not included in the reservation and must be shared with  
 319 other park users.
- 320 F. Walk on use of pavilions is permitted, subject to all other applicable park rules. Walk on users are expected  
 321 to return the space to the condition in which they found it in accordance with paragraph 2, A-D, below.  
 322 Failure to comply with these expectations may result in loss of privilege to use the pavilions and/or fines per  
 323 Section 2.
- 324 2. **Deposit Refunds:** Deposits will be refunded, provided that upon inspection of the area, the following conditions  
 325 have been met:
- 326 A. If moved, picnic tables are put back in their original locations.
- 327 B. All trash has been picked up, bagged, and placed in the proper trash receptacles.
- 328 C. There is no damage to the pavilion area, lights, fans, or picnic tables. Users will be charged the full  
 329 costs associated with any necessary repairs.
- 330 D. No other applicable rules or regulations including the General Rules and Regulations for all District  
 331 Parks and Ponds per Section 2, General Rules for Commercial Use in Section 4.1, or those rules  
 332 applicable to the Reservation of the pavilions in this section have been violated.
- 333 Deposits are processed at the end of each month and returned after the refunds are approved at  
 334 the next available meeting of the Board of Directors.

335 **Table 6.2: Pavilion Reservation Rates (Non-Commercial)**

336 Deposit Amount: \$175

Resident	Non-Resident	Non-Profit*
\$40	\$150	\$5

337 \* For the purposes of reservations, Non-Profits include any organization or group established and operated for public  
 338 or social benefit that does not generate or distribute income for or to its owners, members, directors, or officers.  
 339 This includes, but may not be limited to, schools or education groups, religious groups, social clubs, Girl or Boy  
 340 Scouts, and charity or fundraising organizations.

341

342 [Section 6.3 Non-Commercial\\* Reservation of Tennis/Pickleball Courts \(Anderson Mill  
 343 West and Lakeline Oaks\)](#)

344 \* For commercial use of the tennis/pickleball courts, reservations must be made in accordance with the provisions  
 345 of Section 4.2.

- 346
- 347 1. Court reservations may only be made by persons holding active court memberships, per Section 3. No other  
 348 reservation fees apply. All court reservations must be made through the online reservation system, which is  
 349 available on the District's website. The e-mailed confirmation from the online reservation system will be proof  
 350 of a court reservation.
- 351 2. Reservations can be made no earlier than 30 days prior to the reservation time and up to four hours prior to the  
 352 reservation start time.
- 353 3. A maximum of two hours per reservation and one reservation per member, per day is allowed.
- 354 4. Non-commercial walk-on use of the courts is permitted. However, persons with reservations will have priority  
 355 over walk on users. If a person shows up with proof of their reserved time (the e-mailed confirmation), but not

356 15 minutes late, the walk-on players must give up the court immediately to the reserved party. Failure to do so  
357 can result in loss of court reservation privileges and continued non-compliance could result in trespassing  
358 charges. If the person without a reservation refuses to yield, please do not breach the peace. Communicate with  
359 Inframark personnel at 512-246-0498 and e-mail the Parks Committee with pertinent details at  
360 [parks@wtcmud1.org](mailto:parks@wtcmud1.org). Anonymous complaints will not be considered. Please include dates, names and license  
361 plate information if this information can be peacefully collected.

362 5. Please cancel any unused reservations in a timely fashion to allow others to use the courts.

363

DRAFT