

**ORDER ESTABLISHING RULES AND REGULATIONS GOVERNING  
PARKS AND RECREATIONAL FACILITIES AND GREENBELT,  
INCLUDING WET POND, FACILITIES**

**NORTHTOWN MUNICIPAL UTILITY DISTRICT**

March 28, 2017

THE STATE OF TEXAS                   §

COUNTY OF TRAVIS                   §

WHEREAS, Northtown Municipal Utility District (the “*District*”) is the owner of parkland, recreational facilities and greenbelt areas (collectively, the “*Parks*”), including wet ponds that have both water quality and aesthetic features (collectively the “*Ponds*”), a disc golf course, and a pavilion; and

WHEREAS, the Board of Directors (the “*Board*”) of the District is authorized to adopt and enforce all necessary rules and regulations governing the District’s Parks and other District property and to establish fees, charges and a schedule for the use of its facilities;

IT IS ORDERED by the Board as follows:

Section 1.    Access Policy.

1.01    Access to and use of the Parks between dusk and dawn is not permitted. Park hours will be from dawn to dusk unless otherwise established by the Board. Park hours will be posted in the Parks.

1.02    Unless reserved in accordance with **Attachment A**, the District’s pavilion is available on a first-come, first-served basis. Reservations may be made in accordance with the “Pavilion Reservation Procedures, Policies and Rules” attached as **Attachment A**.

1.03    Unless reserved in accordance with **Attachment B** and except as limited below, the District’s disc golf course is available on a first-come, first-served basis. Reservations may be made in accordance with the “Disc Golf Reservation Procedures, Policies and Rules” attached as **Attachment B**.

        a.    In order to maximize the availability of the disc golf course to the District’s residents, reservations for team, club or organization use of the disc golf course will be limited to a maximum of two reservations and/or events during any calendar year and the permitted reservations and/or uses may not occur within six months of each other.

b. Individual members of a team, club or organization or other persons affiliated with a team, club or organization may not make additional reservations or hold events on the course in order to avoid the limitation set forth in Subsection a.

c. No team, club or organization or group of individuals that does not hold a reservation may use or occupy the disc golf course for more than two hours per day if others are waiting to use the course.

d. Any activity conducted on the disc golf course in violation of these access policies may be terminated by the District and the participants may be required to leave and be barred from making further reservations of or holding future activities on the course.

Section 2. General Rules and Regulations Applicable to the Parks.

2.01 No glass containers are permitted.

2.02 The discharge of firearms, pellet guns, bow and arrows, sling shots and other weapons or hazardous items is prohibited. The discharge of starter pistols is also prohibited.

2.03 The display of a firearm or other weapon in a manner calculated to alarm or threaten another person is prohibited.

2.04 No vandalism or other actions that could cause damage to the District's facilities or vegetation is permitted. Marking, painting or placing graffiti on the District's facilities or trees within the Parks, or cutting of trees within the Parks, is not permitted. No spray paint cans or other paint products that could be used for marking, painting or placing graffiti on the District's facilities are permitted in the Parks.

2.05 Motorized vehicles and equipment are not allowed in the Parks, except on paved roads, driveways and marked parking areas, except as follows:

a. Authorized District vehicles, including vehicles of the District's contractors when engaged in approved District construction, maintenance or repair work and vehicles of District Board members when engaged in official District business; and

b. Vehicles admitted on a temporary basis for the purpose of delivering supplies or materials to patrons using the Parks, when authorized by the District's Manager in writing in advance, provided that no damage is caused to District facilities, grounds or sprinkler systems as a result.

2.06 No camping or open fires are permitted without the prior, written approval of the Board.

2.07 The possession or use of fireworks within the Parks is prohibited without the prior, written approval of the Board.

2.08 No disorderly conduct is permitted.

2.09 Children who are eight years old or younger must be supervised at all times by a parent or other responsible adult.

2.10 The use of controlled substances and/or consumption of alcoholic beverages is not permitted.

2.11 No amplified or live music or sound-generating machinery, device or equipment is permitted within 100 feet of a residential area. No amplified or live music or sound-generating machinery, device or equipment that creates vibrations apparent to a person of normal sensitivities more than 75 feet from the area it is generated and/or that creates sound in excess of 75 decibels that is audible more than 75 feet from the area it is generated is permitted.

2.12 No wildlife may be harmed, harassed, hunted, trapped or removed from the Parks unless expressly authorized by the Board.

2.13 Littering is not permitted. All trash generated by park patrons must be collected and disposed of in the trash receptacles provided or removed from the Parks and disposed of properly off of the premises. If trash receptacles are full, additional trash must be placed in plastic trash bags that are tied closed and placed next to the receptacles.

2.14 No smoking is permitted within 15 feet of any playground or playscape area.

2.15 No signs may be attached to or placed on any District property without the prior, written approval of the Board. Unauthorized signs may be removed and disposed of without liability to the individual who installed or placed them.

2.16 Moonwalks, inflatables, rock walls, water/splash slides, miniature trains and petting zoos are NOT permitted at any time.

2.17 Confetti and piñatas containing confetti or similar material are not permitted. The throwing of rice is not permitted.

2.18 The Board reserves the right to impose additional restrictions on use as the situation warrants.

### Section 3. Additional Regulations Applicable to the Ponds.

3.01 Fishing in the Ponds is subject to regulation by the Board. Signage may be posted advising patrons whether “fishing is permitted”, “catch and release regulations

are in effect”, or “fishing is prohibited”. Violations of any posted signage will subject the violator to a fine as authorized by these Rules.

3.02 When fishing is authorized under Section 3.01, it is only permitted from the banks of the Ponds. No wading or swimming in the Ponds is permitted.

3.03 Except for boats being used by District employees or contractors for maintenance purposes, no boats are permitted in the Ponds without prior approval of the Board or the District Manager. The access ramps are designed for pond maintenance only, and no boat trailers are permitted on the ramps.

3.04 No actions that could harm the natural flora and fauna in and around the Ponds is permitted. The release or feeding of domestic ducks around the Ponds is not permitted, as they may cause harm to the natural environment of the Ponds.

#### Section 4. Additional Regulations applicable to Dogs and Use of the Dog Park.

##### 4.01 General Regulations.

a. All dogs in the Parks must have all required vaccinations, with appropriate tags displayed on their collars. Dog owners or handlers must furnish proof of current vaccinations upon request.

b. Except when in specifically designated “off leash” dog park areas, all dogs must be confined to a leash under the physical control and restraint by their owners or handlers at all times, including when in and around Ponds.

c. Dogs that have been determined to be “dangerous dogs” under Chapter 822, Subchapter D of the Texas Health & Safety Code are not permitted in the Parks.

d. All waste generated by a dog while in the Parks must be collected by the dog’s owner or handler and disposed of in an appropriate trash receptacle.

#### Section 5. Additional Regulations Applicable to “off leash” Dog Park areas.

5.01 Use of the dog park is at the patron’s own risk. **THE DISTRICT IS NOT RESPONSIBLE FOR ANY INJURY OR DAMAGE CAUSED BY ANY DOG IN THE OFF-LEASH DOG PARK AREA.** All owners and handlers are responsible for any damage or injuries caused by the dogs they bring to the dog park.

5.02 All gates to the dog park must be closed and latched upon entry and departure.

5.03 The small dog enclosure is only for dogs 25 pounds and under. The large dog enclosure is only for dogs over 25 pounds.

5.04 No dog may be left unattended in the dog park. All dogs must be within the view of and under voice control by a handler over the age of 16 who is physically capable of controlling his or her dogs.

5.05 No handler may be responsible for more than three dogs on any one visit unless an exception is approved by the District Manager.

5.06 No large group activities or events, or reservations of the dog park, are permitted without prior Board approval.

5.07 Each handler must have a leash in his or her possession for each dog for which he or she is responsible.

5.08 Dog handlers must prevent all aggressive behavior by their dogs, including aggressive barking, biting, and fighting. Dogs displaying aggressive behavior must be removed from the premises immediately. **DOG OWNERS AND HANDLERS ARE RESPONSIBLE FOR THE BEHAVIOR OF THEIR DOGS. AGGRESSIVE DOGS ARE NOT PERMITTED IN THE DOG PARK AT ANY TIME.**

5.09 Dogs under four months of age, in heat, or displaying symptoms of illness are not permitted in the dog park.

5.10 Children must be under adult supervision at all times while within the dog park. Running and chasing after the dogs is not permitted.

5.11 Smoking, food, and glass containers are not permitted in the dog park.

Section 6. Additional Regulations Applicable to Use of the Pavilion.

6.01 Bicycles, skateboards, skates, rollerblades or similar items are not permitted within the pavilion.

6.02 Motorized vehicles are not permitted within the pavilion or on the pavilion grounds.

Section 7. Development standards. The District's recreational facilities will be developed and maintained in accordance with reasonably acceptable standards for similar facilities. Funds for the development and maintenance of the facilities may be obtained from the fees and charges established in this order and from any other lawful source of District revenue. These funds may be allocated within the District's annual budget. The Board finds that the size and location of its recreational facilities do not duplicate recreational facilities provided by other government entities and are harmonious with municipal or county recreational facilities, whether existing or proposed, serving the area in which the District is located.

Section 8. Vandalism Policy. Damage to District property is a crime. The District will offer a reward of \$500 to anyone providing information that leads to the apprehension and conviction of persons causing damage to District property. Persons

causing damage to District property will be prosecuted to the full extent of the law. To report such activity, please call the Travis County Sheriff's office at (512) 974-0845. For emergency calls only dial 911.

Section 9. Authority; Costs; Penalties. The provisions of this Order constitute rules adopted under the authority set forth in Section 54.205, Texas Water Code. As provided in Section 54.206, Texas Water Code, the provisions of this Order will be recognized by the courts as if they were penal ordinances of a city. Any person or entity that violates any of the provisions of this Order may be punished by a penalty in an amount not to exceed \$1,000 per offense, and will be assessed all costs of clean-up, administrative and professional fees and fines or penalties levied by other governmental entities with jurisdiction. Each day of violation constitutes a separate offense. Any violator will be assessed all costs incurred by the District in connection with the violation, including reasonable fees for attorneys, expert witnesses and other costs incurred by the District, as permitted by Section 49.004, Texas Water Code.

In addition, violation of any of the rules and regulations contained in this Order, specifically including the provisions of this Order prohibiting aggressive dogs from use of the dog park, vandalism, possessing spray cans or other items prohibited by this Order while in the District's Parks, placing graffiti on the District's facilities or trees in the Parks, behavior that is dangerous to others, the use of vulgar language or other inappropriate behavior may subject the violator to exclusion and/or being barred from the District's Parks. The Board may direct the District's attorney to pursue an injunction in order to enforce an exclusion or bar from the Parks. An individual who enters the District's Parks after being excluded or barred from entry will subject to charges for trespassing, and the District will press charges for trespassing against any individual who enters the Parks after being excluded or barred from the Parks.

Section 10. Severability. If any provision of this Order or its application to any person or set of circumstances is, for any reason, held to be unconstitutional, invalid or unenforceable, the validity of the remaining portions of this Order or their application to other persons or sets of circumstances will not be affected, it being the intent of the Board that no provision or regulation contained herein will become inoperative or fail by reason of the unconstitutionality or invalidity of any other provision or regulation.

Section 11. Publication of Notice. The President and Secretary of the Board, and the District's consultants, are hereby authorized to do all acts and things necessary pursuant to this Order, including publishing a substantive statement of these rules as required by Section §54.207, Texas Water Code.


Section 12. This Order supersedes all prior Orders of the Board relating to the subject matter.

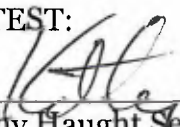
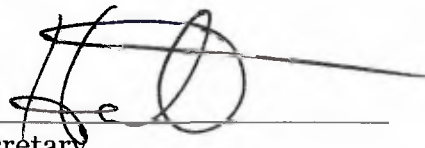
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Passed and approved this 28th day of March, 2017.

**NORTHTOWN MUNICIPAL UTILITY  
DISTRICT**

(SEAL)

By:   
Brenda Richter, Vice President  
Board of Directors

ATTEST:    
Kathy Haught Secretary  
Board of Directors



# PAVILION RESERVATION PROCEDURES, POLICIES and RULES

## Reservation Procedure

- Reservation inquiries may be directed to the District at 512-716-0759; however, reservations may not be made over the phone.
- Requests for reservations may only be made by individuals who are at least 18 years of age.
- Reservations are accepted on a first-come, first-served basis. Reservation requests may be submitted no more than six months in advance of the requested date.  
Reservations are confirmed only upon the District's receipt of **both** the completed "Pavilion Reservation Form" and the required fee and deposit **and** the District's issuance of a written or email reservation confirmation. Completed forms, fees and deposits must be **mailed** to the District at:  
Northtown MUD  
P.O. Box 2405  
Pflugerville, Texas 78691
- The "Pavilion Reservation Form" and required fee and deposit must be received by the District at least 14 calendar days prior to the reservation date.
- Only one reservation of the pavilion will be approved per day.
- The District's reservation confirmation must be posted at the pavilion on the day of the reservation.

## Payment Method

- All fees and deposits must be paid in the form of a **Cashier's Check or Money Order payable to Northtown MUD** only.
- Personal checks and cash will not be accepted.
- Payment must be received with the completed Pavilion Reservation Form

## Reservation Fees

- *Northtown MUD Residents: \$25.00 non-refundable fee; \$100 refundable deposit (proof of residency required)*
- *Non-Residents: \$100.00 non-refundable fee, \$200 refundable deposit*



## **Cancellation**

- Reservation fees are **non-refundable** even if the reservation is cancelled.
- The District encourages all reservation holders to consider canceling their reservation if an event will not occur in order to allow another month's notice reservation to be made.

## **Venue Hours**

- The Pavilion is open from dawn to dusk only. All set-up and take-down/clean-up must occur during these hours. All guests must depart by dusk.

## **Decorations**

- No nails, staples, thumbtacks or other means of affixing decorations may be used.
- Balloons and streamers may be used as decorations provided that they are attached with tape only and all tape is removed at the end of the use.
- Confetti and piñatas containing confetti or similar material are not permitted.
- All decorations must be completely taken down at the end of event and disposed of in designated trash receptacles or removed and disposed of off the premises.

## **Damages**

- If the pavilion or grounds are damaged during the reservation period, the reservation holder's deposit will be applied to the cost of repair. If the deposit is insufficient to cover the cost of the damages, the reservation holder will be responsible for the additional costs. Any damage to the District's facilities may affect the reservation holder's eligibility for future rentals.
- Failure to pay additional repair costs within 30 days from the date they are billed to the reservation holder may affect the reservation holder's eligibility for future rentals and may result in legal action.

## **Responsible Party**

- The reservation holder will be financially responsible for any damage to the pavilion and grounds occurring during the reservation period.

## **Parking**

- Parking is permitted in marked parking spaces only.
- Parking and/or driving on the grass or under the pavilion is strictly prohibited.

## **General Rules**

- Moonwalks, Inflatables, Rock Walls, Water/splash slides, Miniature Trains & Petting Zoos are NOT permitted at any time.
- Trails and restrooms are for public use and must be maintained open and accessible, even during reservation periods. These areas may not be blocked off or access-restricted.

- All trash generated during the event must be properly disposed of. If the trash receptacles are full, additional trash must be placed in plastic trash bags that are tied close and placed next to the roll-up door on the side of the pavilion.
- All rules contained in the District's "Order Establishing Rules and Regulations Governing Parks and Recreational Facilities and Greenbelt, including Wet Pond Facilities" are applicable to use of the pavilion and can be found on <http://northtownmud.org/>.





# DISC GOLF RESERVATION PROCEDURES, POLICIES and RULES

## Reservation Procedure

- Reservation inquiries may be directed to the District at 512-716-0759; however, reservations may not be made over the phone.
- Requests for reservations may only be made by individuals who are at least 18 years of age.
- Reservations are accepted on a first-come, first-served basis. Reservation requests may be submitted no more than three months in advance of the requested date.
- Reservations are confirmed only upon the District's receipt of **both** the completed "Disc Golf Reservation Form" and the required fee and deposit **and** the District's issuance of a written or email reservation confirmation.
- Completed forms, fees and deposits must be **mailed** to the District at:  
Northtown MUD  
P.O. Box 2405  
Pflugerville, Texas 78691
- The "Disc Golf Reservation Form" and required fee and deposit must be received by the District at least 60 days prior to the reservation date.
- Only one Saturday or Sunday reservation will be allowed per month unless otherwise approved by the Board.
- The District's reservation confirmation must be posted at the course on the day of the reservation.

## Payment Method

- All fees and deposits must be paid in the form of a **Cashier's Check or Money Order payable to Northtown MUD** only.
- Personal checks and cash will not be accepted.
- Payment must be received with the completed Disc Golf Reservation Form

## Reservation Fees

- *Northtown MUD Residents:*      *\$100.00 non-refundable fee (proof of residency required); \$100 refundable deposit*
- *Non-Residents:*                      *\$300.00 non-refundable fee; \$100 refundable deposit*

## Cancellation Procedure

- Reservation fees are **non-refundable** even if the reservation is cancelled. Deposits are refundable provided that the disc golf course is left in the same condition existing prior to the event, all trash and debris (including cigarette butts) removed from the course and all signage removed at the end of the reservation period.

## Event Hours

- The park hours are from dark to dusk. All event-related trash and debris must be cleaned up, all signage removed and all guests must depart by dusk.

## Signage/Decorations

- Signage must be approved by the District Manager in advance and may not be posted more than one week in advance of an event. All signage must be removed at the end of the event.
- No nails, staples, thumbtacks or other means of affixing decorations may be used. No damage to the course, course signage or trees may be caused by decorations or signage.
- Balloons and streamers may be used as decorations provided that they are attached with tape only and all decorations and tape are removed at the end of the use.
- Confetti and piñatas containing confetti or similar material are not permitted.
- All decorations must be completely taken down at the end of event and disposed of in designated trash receptacles or removed and disposed of off the premises.

## Damages

- If the District's facilities or grounds are damaged during the reservation period, the reservation holder's deposit will be applied to the cost of repair. If the deposit is insufficient to cover the cost of the damages and cost of sign removal and clean up, the reservation holder will be responsible for the additional costs. Any damage to the District's facilities may affect the reservation holder's eligibility for future rentals.
- Failure to pay additional costs within 30 days from the date they are billed to the reservation holder may affect the reservation holder's eligibility for future rentals and result in legal action. If decorations or signage are not removed or if trash and debris is not cleaned up, the deposit will be forfeited.

## Responsible Party

- The reservation holder will be financially responsible for any damage to the District's facilities or grounds occurring during the reservation period.

## **Parking**

- Parking is permitted in marked parking spaces only.
- Parking/driving on the grass or under the pavilion is strictly prohibited.
- No vendor trailers permitted in the parking lot.

## **General Rules**

- Trails and restrooms are for public use and must be maintained open and accessible, even during reservation periods. These areas may not be blocked off or access-restricted.
- All trash generated during the event must be properly disposed of. If the trash receptacles are full, additional trash must be placed in plastic trash bags that are tied close and placed next to the roll-up door on the side of the pavilion.
- All rules contained in the District's "Order Establishing Rules and Regulations Governing Parks and Recreational Facilities and Greenbelt, including Wet Pond Facilities" are applicable to use of the disc golf course and can be found on <http://northtownmud.org/>.

