



# Harris County Water Control and Improvement District 110

## Forest Oaks General User Policies and Procedures

Updated 3/27/24

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## Policies in GRAY have been changed or added from previous years.

### Forest Oaks Policies and Procedures

Use of Forest Oaks Park is at your own risk. WCID110 / Forest Oaks is not responsible for any injury that may occur on District property. WCID110 / Forest Oaks is not responsible for any damage, destruction, or theft of an individual's personal property while on any property owned and operated by WCID110 / Forest Oaks.

Forest Oaks Swim and Racquet Club (FOSRC or "the Club") is a "members only" club providing a fitness center, eight lighted tennis courts, outdoor pool, clubhouse facility, and large outdoor pavilion.

Forest Oaks Park is approximately 60 acres and is open to the Harris County WCID110 residents and public and provides a playground, walking/jogging trails, covered & uncovered picnic pavilions, four stocked fishing lakes and lots of benches and swings throughout the park.

The Board of Directors (the "Board") of Harris County Water Control and Improvement District No. 110 ("WCID110") hereby establishes the following General User and Facility Policies and Procedures for Forest Oaks Swim and Racquet Club for the protection, safety, and benefit of all the members and guests of the Forest Oaks Swim and Racquet Club (the "Club"), and Forest Oaks Park (the "Park"). These policies and procedures shall be effective as of May 1, 2023 and shall apply to all Club Members and their guest(s). Members and their guest(s) utilizing Forest Oaks facilities, programs, or services should comply with all listed policies, procedures, and rules as well as reasonable directions of Forest Oaks staff or representatives while they are performing their duties.

These policies and procedures are established for the benefit and protection of the Club members and WCID110 property and facilities. Peace Officers, District Manager, Club staff, and the Board of Directors are authorized to implement and enforce these Policies and Procedures. In addition, Peace Officers are authorized to issue citations or make arrests when necessary to prevent or abate the commission of any violation of these policies and procedures.

As a member of our community, you have a responsibility to abide by the policies set forth in this document. It is a privilege to utilize the Forest Oaks facilities and participate in Forest Oaks programs and services; it is not a right. Failure to comply with these Policies and Procedures may result in accountability actions outlined in this document.

The Board retains the right to amend these Policies and Procedures at any time. The District Manager will review and provide proposed changes and updates on an annual basis. Members of the community can contact the District Manager at any time with suggestions, comments, or concerns about the Policies and Procedures of Forest Oaks.

Any issue or situation that is not covered in a policy will be decided by Forest Oaks Administration. Any policies can be altered by Forest Oaks Administration for the purposes of safety or the concept of "best practices."

### Forest Oaks Administration Information

The Club is owned and operated by [WCID110](#). WCID110 is a political subdivision of the State of Texas governed by a Board of Directors. The District provides water and sewer services to its customers. WCID110 Board of Directors are elected public officials and have oversight of all staff of Forest Oaks.

WCID110 includes the subdivisions of Enchanted Oaks, Cypress Forest Lakes, Cypress Forest Estates, Cypress Estates, Lakes of Cypress Forest, Spring Park Village, Cypresswood Lake, and Kings Village. It also includes the commercial development along I-45 and Holzwarth and some commercial development along the eastside of I-45.

Forest Oaks is managed on a day-to-day basis by the District Manager and Maintenance Manager. The District Manager oversees the Office Manager, Aquatics Manager, facility custodian, and seasonal staff. The District Manager shall operate and maintain the Club Facilities and is charged with the enforcement of these policies and procedures. The

Maintenance Manager oversees the maintenance staff and the upkeep of Forest Oaks Park and maintenance of both the Park and all facilities.

The District Manager and all WCID 110/Forest Oaks staff are authorized and directed for and on behalf of the Board to notify any person who fails or refuses to comply with any applicable provision of law(s) or these Policies and Procedures and has the authority to remove any individual or group from the facilities and property. Any such person or group who, upon receiving a request to leave the facility(ies), and refuses shall be subject to criminal trespassing or other applicable laws or ordinances.

### Forest Oaks Administration

District Manager	Brian Mills	<a href="mailto:brianmills@hcwcid110.com">brianmills@hcwcid110.com</a>	281-353-0998
Maintenance Manager	Shane Breyette	<a href="mailto:shanebreyette@hcwcid110.com">shanebreyette@hcwcid110.com</a>	281-353-0998
Office Manager	Denise Simples	<a href="mailto:denisesimples@hcwcid110.com">denisesimples@hcwcid110.com</a>	281-353-0998
Aquatics Manager	Carlee Nava-Schmidt	<a href="mailto:carleenavaschmidt@hcwcid110.com">carleenavaschmidt@hcwcid110.com</a>	281-353-0998

### Forest Oaks 3<sup>rd</sup> Party Affiliates

Forest Oaks works in conjunction with 3<sup>rd</sup> party affiliates for tennis programming and our Forest Oaks Swim Team. These 3<sup>rd</sup> party affiliates are not staff of WCID110 or Forest Oaks and are either their own business or a non-profit organization. When members, guests or non-members participate with these 3<sup>rd</sup> Party Affiliates, these affiliates assume responsibility for the facility, equipment, and the participants of their program. Forest Oaks has Memorandums of Understanding with these groups outlining specific policies, procedures, fees, and responsibilities. They will have specific policies and procedures for their participants which should be followed at all times.

If there are any questions about these 3<sup>rd</sup> party affiliates, it is best to contact them directly and their information can be found on the [WCID110](http://www.wcid110.com) website under the Parks and Recreation tab.

If there are concerns or issues with these 3<sup>rd</sup> party affiliates, you may contact the District Manager to schedule a meeting to discuss and address the issue or concern.

### Facility Contact Information

Address: 19023 Joanleigh Dr., Spring, TX 77388

Office Phone: 281-353-0998

Website: [www.wcid110.com](http://www.wcid110.com)

Office Email: [office@hcwcid110.com](mailto:office@hcwcid110.com)

Social Media: Facebook @WCID110Recreation

### Forest Oaks Facility Hours of Operation

Forest Oaks Administrative Office:

- Normal Hours from mid-July through mid-May:
  - Monday – Friday: 9 a.m. – 6 p.m.
  - Saturdays and Sundays: Closed
- Expanded Office Hours mid-May through mid-June (check website for specifics):
  - Monday – Friday: 9 a.m. – 6 p.m.
  - Saturdays: 9 a.m. – 1 p.m. (*subject to change*)
  - Sundays: Closed

Forest Oaks Fitness Center

- Normal Hours: Daily: 4:30 a.m. – 10:30 p.m.

Forest Oaks Tennis Courts

- Normal Hours: Daily: 6 a.m. – 10 p.m.
- NOTE: Maintenance staff cleans courts between 7 - 8 a.m.

## Forest Oaks Pool

- Normal pool season:
  - All member access from Memorial Day weekend to Labor Day weekend.
  - Mondays: Closed for maintenance, cleaning, and staff development.
  - Tuesday – Saturday: 11 a.m. – 9 p.m.
  - Sundays: noon – 6 p.m.
- Adult Swim only:
  - Starts in April and ends in October and is dependent on weather and outdoor temperature.
  - Adult Swim is suspended during first weeks of summer when Forest Oaks Swim Team has morning practices. Swim season usually ends by 4<sup>th</sup> weekend in June.
  - Times change based on month and pool usage for swim team and rentals.

## Forest Oaks Park

- Normal Hours: Daily: sun-rise to sun-down

## Forest Oaks Facility Rentals

For policies related to the use of the Forest Oaks for rentals, please review the Forest Oaks Rentals Policies and Procedures which can be found on our [District website under Parks and Recreation](#).

## Forest Oaks Memberships and Guest Information

### Membership Categories

- Forest Oaks offers four types of memberships based on residency within or outside of the district, homeowner vs. tenant, and a tennis only membership. There is also a price difference for seniors 65 years and older.
- Memberships are designed for a single-family living within the same residence for up to two (2) adults and all minors age 6 - 21 years. Minors includes children and/or grandchildren, foster children.
- Guests of Club members in good standing are allowed to use facilities after the daily guest fee has been paid.

### Membership Definitions

- Family
  - Up to two (2) adults who are considered “Head of Household”.
  - Minor children and/or grandchildren and foster children.
  - All individuals must reside at same address/residency.
- Senior
  - 65 years or older.
- Adult
  - 18 years or older.
    - Adults 18-20 years old can remain on a family membership.
  - 21 years or older must have their own membership.
    - Exception: Adults age 21 to 24 years old can remain on family membership if they are an active college student or are active-duty military. Proof of college enrollment or active-duty military service must be presented if requesting this exception.
  - Can bring minors to the facilities but must actively supervise them at all times.
- Minor
  - Ages 4 to 17 years old.
  - See [Minors Access Policies](#) for specifics on space requirements and restrictions.
- Child
  - Younger than 4 years old.
- Good Standing
  - A member in good standing is a member of the club who is current in the payment of the monthly dues and who has not been suspended from the Club Facilities. Use of Club Facilities and any leagues formed in connection with the use of the Club Facilities is restricted to members in good standing.

## Purchasing and Renewing Memberships

- One adult will be listed as Head of Household and can create the membership by completing the application from our [website](#) or can complete one in our Admin Office.
- All **initial** memberships can only be sold in-person in our Admin Office during normal business hours.
- After the initial payment for membership, members who do not utilize the “pay on water bill” option will receive an email notification from Square when the membership is close to expiring. Renewals can be done through Square using a credit or debit card.

## Guest Passes

- Guest passes are available for members to purchase when needed and are valid only for the day it is purchased.
- Guest passes are non-refundable.
- Guest passes can be purchased in the Forest Oaks Admin Office during all normal business hours or from the Head Guard during pool hours.
- Guests may not enter the facility until the adult member is present.
- Guest passes are limited to no more than two (2) guests per member.
- Adult Guest Pass: 18 years and older are \$5/pass.
- Minor Guest Pass: age 4 – 17 years old are \$2/pass. **All age requirements and restrictions apply to guests.**
- Children under the age of 4 are free.

## Access Cards and Photo ID Cards

- Access Cards
  - Provided to the two (2) adults listed on the membership application.
  - Should be kept available at all times while using Forest Oaks facilities and presented when asked by a Forest Oaks staff member or Security Officer.
  - Access cards are used to scan for access to facility gates or doors.
  - Minors 14 years and older or other adults (18 years or older) listed on the membership application can also receive access cards for \$15/card. If they do not have access cards, they will only be provided photo ID cards.
  - Access card replacement due to loss of card or damage beyond normal wear and tear are \$15/card and can only be requested from the Forest Oaks Admin Office during normal business hours.
  - **If an access card is faulty or damaged through normal wear and tear, the member can bring the card to the Forest Oaks Admin Office for inspection and, if deemed appropriate, a replacement card is provided at no charge.**
- Photo ID Cards
  - Provided to all members of the household listed on the application ages 5-21 years old except for the two (2) adults.
  - Should be kept available at all times while using Forest Oaks facilities and presented when asked by a Forest Oaks staff member or Security Officer.
  - Photo ID cards do not provide access to any gates or doors.
  - Children under the age of four (4) and younger will not receive ID cards and an adult (18 years or older) with an access card should be with them at all times.
  - Replacement ID Cards are free of charge and can be updated as needed if the physical appearance of a minor has changed significantly **or if the member photo or name is not clearly visible and legible.**
- Use of access cards by anyone other than members of that household is prohibited.
  - Members age 14 and older that only have an ID Card are allowed to bring an adult’s Access Card along with their ID card to access facilities.
  - Access cards cannot be loaned to individuals not listed on the membership application.



## Membership Pricing and Payment Options

Membership pricing is reviewed and approved by the WCID110 Board of Directors and Forest Oaks Administration. Pricing is reviewed on an annual basis. Members will be notified at least 30 days prior to any changes to membership pricing.

In-District Homeowner Regular Membership	Resident: \$30/month per family. Senior (65+): \$15/month per family.	Can be added to water bill for monthly membership billing  OR  Can be prepaid in 3- / 6- / 12-month increments.	If charged to water bill and then cancelled, final charge will show one month after cancellation. • \$200 fee if renewed on water bill within the first year from cancellation. • \$100 if renewed on water bill within the second year from cancellation.
In-District Tenant Temporary Membership	Resident: \$30/month per family Senior (65+): \$15/month per family	Must be prepaid in 3- / 6- / 12-month increments.	Non-refundable for early cancellation, suspension, or termination of membership.
Out-of-District Membership	Resident: \$60/month per family. Senior (65+): \$35/month per family	Must be prepaid in 3- / 6- / 12-month increments.	Non-refundable for early cancellation, suspension, or termination of membership.
Tennis Only Membership	\$30/month per individual	Must be prepaid in 3- / 6- / 12-month increments.	Non-refundable for early cancellation, suspension, or termination of membership.
Guest Passes	\$5 for adults 18 years or older. \$2 for minors age 4 – 17 years old. Minors under the age of four (4) are free.	Must be paid in the Forest Oaks Admin office or at the pool before guests can utilize facilities.	Non-refundable.

### In-District Homeowner Regular Memberships

- Available only for homeowners within the District who choose to add the membership fee to their monthly water bill.
- Must be listed as the account owner of the water bill for the residence and must bring or provide the most recent copy of their water bill for verification and to provide the account number.
- If the homeowner chooses to cancel the monthly membership charge to the water bill but choose to maintain the membership, they will have to complete new Temporary Membership application, pre-pay for 3-/6-/12-month memberships, and receive new Access and ID cards.
- If, after cancelling the “pay on water bill” option, the homeowner chooses to restart monthly payments on their water bill, there are additional fees if reinstated within two years.
  - \$200 fee if renewed on water bill within first year from cancellation.
  - \$100 if renewed on water bill within second year from cancellation.

### In-District Temporary Memberships

- Available for homeowners or tenants within the District.
- Homeowners who choose not to add their monthly membership fee to their water bill will be classified as Temporary members.
- Any adults (children, family or friend/s) and NOT the homeowner that moves in with or lives with a resident homeowner and are 21 years old or older.
- In-District home, apartment tenant, lessee, renter, or approved user of an in-district address with a valid lease or written agreement of the in-district address for which they are applying.

## Out-of-District Temporary Memberships

- Any family with a residence outside of the District.

## Tennis Only Memberships

- Available only for out-of-district individuals.
- Membership is per individual and not family.
- Provides access to tennis courts only for open play, tennis league participation, or purchasing services from Rivera Tennis Academy.

## Membership Cancellation

- In-District Homeowner paying on monthly water bill
  - Must contact the Forest Oaks Admin Office either in [email](#) or over-the-phone at 281-353-0998.
  - Forest Oaks will submit cancellation to the water operator to have the charge cancelled from the water bill.
  - Once cancelled, the final charge will appear on your water bill one month after your cancellation.
  - No refunds will be given for previous months of non-use of the facilities.
- All temporary memberships
  - No refunds are given for early cancellation of temporary memberships or for membership suspension or termination.
  - Temporary members will receive email notifications from Square prior to a membership expiring for online renewal. If you choose not to renew, do not pay for the renewal.
  - Square (the system used for credit card payments) will continue to send reminder emails for several months even if you choose not to renew. You may contact the Forest Oaks Admin Office through [email](#) or over-the-phone at 281-353-0998 and ask us to [terminate](#) the membership and this will keep you from receiving the reminders.

## Termination of Water Service for Failure to Pay

The District approves and consents to allowing In-District Homeowners the option of including the Membership Dues on the In-District member's water service bill. Any In-District member who selects the option of placing the Membership Dues on the water service bill agrees to and consents to the District exercising its right to terminate water service in accordance with the procedures set forth in the [District's Rate Order](#) in the event the in-District member:

- fails to pay the Membership Dues on the service bill as they become due,
- if payment is made by a check which is returned for non-sufficient funds, or
- a payment to the District is not honored by the merchant bank provided by the In-District member.

## Lost and Found

Any item that is found in a Forest Oaks facility or the Park by Forest Oaks staff will be brought to the Forest Oaks Admin Office in the clubhouse for storage. Any items found by a member or guest can also be brought to the Admin Office as soon as possible and given to a manager if it is during normal business hours. Items found when the office is closed can be brought in on the next business day.

If an item is found and has contact information available (a wallet with a license or ID, bag with a name tag, etc.), we will attempt to contact the owner and let them know the item(s) is in our office. Members or guests can contact the Admin Office during normal business hours and ask if a specific item has been submitted. We will not provide a description of any items but can answer questions if provided with details.

Items in lost and found will be kept for a maximum of 60 days and then either discarded or donated, depending on the item.

## General Forest Oaks Facility Access Policies

It is the responsibility of every Club Member to become acquainted with the policies, procedures, and rules for the Club and Park. These policies and procedures are designed for the safety and protection of our Club Members as well as for WCID110.

### Forest Oaks Security

#### Access Gates

- Forest Oaks secures access by using card access controls for all entrance/exit gates.
- Members are required to use their member access card and scan to enter all gates and facility doors.
- Exit buttons are available on two of the three gates and the 3<sup>rd</sup> gate (lower tennis court gate) is scan to exit only.
- Access gates should not be propped open without prior approval from Forest Oaks staff.
- Members should not hold gates open for others.

#### Security Officers

- WCID110 contracts with Precinct 4 Constables and other licensed and certified law enforcement officers for security officers.
- Security officers have the authority to enforce all policies, procedures, and rules as well as federal, state, and local laws. They have the ability and authority to remove any individual or group from the premises, write citations and tickets, perform arrests, and perform any other law enforcement protocols when required.
- When given instructions or requests from a Security Officer, you should comply promptly and follow all given commands.

#### Video Security Cameras

- All Forest Oaks facilities have numerous security cameras owned and operated by WCID110.
- Cameras are viewed by WCID110 Managers, Board Members, and local law enforcement when needed.
- Camera footage is not available to be viewed by the public and will only be shared with Forest Oaks Staff, Security Officers, Board Members, District Consultants, and law enforcement officers/agencies.
- Violations of policies and accountability of members and guests in violation of our policies can be initiated by use of video footage.

### Use of Club and Park Facilities

- The Club facilities include:
  - clubhouse,
  - main pavilion,
  - access gates,
  - message centers,
  - fitness center,
  - tennis courts,
  - swimming pool,
  - pool house,
  - patios/plazas,
  - upper clubhouse parking lot, and
  - lower tennis court parking lot.
- The Park facilities include
  - Forest Oaks Park,
  - parking lots,
  - playgrounds,
  - bathrooms,
  - amphitheater,
  - fishing docks,
  - pavilions,
  - trails/paths,
  - roads,
  - access gates,
  - message centers,
  - lakes and creeks, and
  - related areas and amenities owned and operated by the District.
- Only members of the Club, their paid guests, and visiting non-members of a swim team or tennis league organized and coordinated through the Club are allowed to use the Club Facilities.
- Visiting non-members of a swim or tennis league can only use the Club pool or tennis courts during competitive events.
- “Tennis Only” memberships shall include only tennis court use and not the fitness center or swimming pool.
- The park is open to all residents and non-residents with or without a membership with Forest Oaks.

## Minors Access Policies

- Active Adult Supervision
  - All references to active adult supervision refers to the responsibilities of an adult with the minor and does not include a Club staff member.
  - Adult must be 18 years or older and may be a parent, legal guardian, or adult guardian (brother/sister, family member).
  - Participants of Rivera Tennis Academy or Forest Oaks Swim Team, while in a lesson or practice, are actively supervised by their coach(es) and/or instructor(s). When their lesson or practice is over, they should be actively supervised by a parent, legal guardian, or adult guardian if remaining in the facilities.
- All Minors 14 years old and under:
  - Must be accompanied and actively supervised by a parent, legal guardian or adult guardian at all times and in all facilities.
  - Any minor 14 and under who is not accompanied and actively supervised by an adult will be removed from the facility and brought to the Forest Oaks Clubhouse. A parent, legal guardian, or adult sibling will be contacted to pick them up from the Forest Oaks Clubhouse.
- Fitness Center
  - Minors 11 and under are not allowed in the Fitness Center for any reason at any time.
  - Minors 12-14 years old may be in the Fitness Center with a parent, legal guardian, or adult guardian and must be actively supervised at all times. They can use fitness equipment only if directly supervised. The adult must be immediately in the area and focused on the minor, not working out on another piece of equipment.
  - Minors 15-17 may be in the Fitness Center without a parent, legal guardian, or adult guardian.
  - See [Fitness Center Policies](#) for more specifics related to minors' access, requirements, and restrictions.
- Pool
  - Minors 14 – 17 years old can use the pool without immediate adult supervision.
  - Minors under the age of 14 must be accompanied by a parent, legal guardian, or adult guardian 18 years or older.
  - Minors 12 and under are required to take a swim test on their first visit. If passed, they do not have to take another test. If failed or if they refuse to take the test, an adult must be physically in the water with them at all times.
  - See [Pool Policies](#) for more specifics related to minors' access, requirements, and restrictions.

## Member and Guest Conduct and Behavior

### Member and Guest Expectations

- Members and guests are expected to abide by all policies, procedures, and rules developed by WCID110 and Forest Oaks as well as all local, state, and federal laws.
- Responsibility for general supervision of the facilities and other activity areas rests with the Club staff and managers directly in charge of the activity or area.
- The District Manager is the final authority for all policies, procedures, interpretations, enforcement, and accountability measures.
- Members and guests are expected to:
  - a. be safe by following all posted policies, procedures, and rules and following instructions or requests from Club staff and Club security officers.
  - b. use membership access or ID cards when arriving and provide them when asked by Club staff or security officers.
  - c. pay any membership or guest fees prior to entering facilities.
  - d. not share their access or ID cards with individuals who should not have them.
  - e. show respect to all other members, guests, and club staff.
  - f. use appropriate language and behaviors for a family-friendly environment.
  - g. take ownership of the equipment, spaces, and facilities available.

- h. use equipment for its intended purposes only.
- i. return equipment to its correct location after use.
- j. clean up after yourself and/or your group and dispose of trash in a trash can.
- k. park legally in the correct parking lots dependent on your membership status.
- l. not bring pets into the FOSRC gates.
- m. follow all Harris County Leash Laws when bringing pets to the Forest Oaks Park.
- n. if bringing minors 14 and under, always provide active adult supervision.
- o. wear appropriate clothing for the activity or facility being used (swimwear in the pool, athletic clothing and closed-toe athletic shoes in the fitness center, etc.).
- p. seek first aid or medical emergency assistance from our lifeguards or come to the clubhouse when needed.
- q. not smoke tobacco products inside the FOSRC fences.
- r. use e-cigarettes or vapes in appropriate locations and be respectful of those in the surrounding area when using them.
- s. refrain from the consumption of alcohol on WCID110 property unless prior approval has been given by the District Manager.
- t. refrain from the use of illegal drugs on WCID110 property.
- u. report issues or concerns to club staff or park security officers when observed.
- v. provide feedback or ideas about how we could enhance or improve your experience.
- w. have fun!!!

## Pets/Animals

- Club Facilities
  - Pets, with the exception of trained service animals, are not allowed in the Club Facilities.
  - Emotional support animals are not allowed in Club Facilities.
- Park
  - Pets must be on a leash and under control of their owner at all times while in the Park regardless of location, time, or the presence of others.
  - This includes all trails, roads, and walking paths.
  - More details about the leash policy for Forest Oaks Park is listed in the [Park section labeled Pets](#) of this document.
  - For specific details on the Harris County Leash Laws, visit their [website](#).

## Firearms Policies

- WCID110 and Forest Oaks follows all applicable Texas state laws regarding firearms.
- The Laws and Regulations related to firearms can be found on the [Texas Department of Public Safety website](#).
- Violations of firearms policies will be enforced by Park Security, Precinct 4 Constables, or other law enforcement officers.

## Forest Oaks Pool

### Use of Pool

- Use of the Forest Oaks pool is limited to club members in good standing, their paid non-member guests, and authorized swim team(s) for practice and meets.
- Organized group usage of the pool is not allowed and should follow rental procedures to secure space.
  - Example: swim club, organized practice, birthday party, etc.
- All members must scan their Access ID card to access the pool gates, provide access and ID cards to lifeguard staff when entering, and pay for any non-member guests before entering the water. Failure to have or provide access card(s), member card(s), or guest passes will result in your inability to use the pool.
- All seating on the pool deck and around the pool house is first come, first serve.

- Lounge chairs may be moved by patrons as needed but may not be placed in the water, right along the edge of the water, or in any location that causes a congestion of pool patrons or staff.
- Operations of the pool are managed on a day-to-day basis by the Aquatics Manager and District Manager. All decisions made by either are final.

## Pool Hours

- The Forest Oaks pool is open seasonally from Memorial Day Weekend through Labor Day Weekend for general member usage. Specific pool days of operation will be determined by Forest Oaks Administration on an annual basis.
- General Member Pool Hours of Operation
  - Mondays: Closed
  - Tuesdays – Saturdays: 11 a.m. - 9 p.m.
  - Sundays: noon – 6 p.m.
- Adult Swim:
  - Off-season hours: Tuesdays – Fridays: 9 a.m. – 4 p.m.
  - Summer hours starting at end of swim team season practices: Tuesdays – Fridays: 9 a.m. – 11 a.m.
    - NOTE: Adult Swim is not available while Forest Oaks Swim Team is in season following the end of Klein ISD school year as they have early morning practices through mid-June.
    - These dates are available on our website and social media accounts.

## Adult Swim Only

- Members and guests must be 18 years or older. Guests must have a valid guest pass before entering with a member.
- Children (under the age of 17) and infants are not allowed.
- Adult members must scan their access card to enter the facility gate and then scan it again to access the pool gate(s). Failure to have your access card will result in your inability to access the pool.
- Members in the pool area are not allowed to open gates for others who do not have their access card.
- Access cards can be requested at any time by Forest Oaks staff or security officers.
- Adults may not bring children of any age with them during adult swim time.
- Lifeguards are not present during adult swim times. Swim at your own risk.
- Adult swim is available starting in mid/late April or early May depending on weather conditions and water temperature.
- Adult swim continues through the summer months but is adjusted around the Forest Oaks Swim Team schedule.
- Adult swim will continue after Labor Day until mid-October and the exact end date will be determined based on weather conditions and water temperature.
- Weather / Water conditions for Adult Swim to start
  - Water temperature must be 70 degrees or warmer **AND**
  - Forecast must project outdoor temperature is above 75 degrees for three (3) consecutive days.
- Weather / Water Conditions for Adult Swim to close
  - Water temperature must be 70 degrees or warmer **AND**
  - Outdoor temperature is below 75 degrees for three (3) consecutive days.

## Lifeguards

- Lifeguards are for the benefit and safety of members and guests.
- Lifeguards shall enforce the policies, procedures, and rules of the Forest Oaks facilities.
- Lifeguard instructions and directions must be followed by all members and guests.
- Lifeguards are the final authority on policies, procedures, and rules and have the ability to remove and/or suspend daily swim privileges for any Club member, guest, family, or group. If instructed to leave the pool area, the member and/or guest(s) are expected to leave the entire Forest Oaks facility in a timely manner.

## Proper Swim Attire Requirement

Forest Oaks Pool is a family-friendly facility and patrons are expected to wear appropriate swim apparel and clothing at all times. Any questionable swim attire will be addressed by Forest Oaks lifeguards and the ultimate decision will be made by the Life Guards on duty. Proper swim attire is required because:

- Street clothes (especially cotton) can transport airborne and ultimately water borne contaminants into the pool.
- Lycra and nylon are the best non-absorbent material for swimming and the best fabrics for proper swim attire.
  - Other absorbent materials such as cotton can break down in the water and cause fibers to clog filters.
  - Any “colored” material, unless specifically made for swimming, can bleed into the pool, effecting water chemistry and balance.
- Cotton and similar materials can absorb the chemicals in the water, causing the water to become less effective at maintaining the proper chemical balance or may cloud the water.

### Approved swimwear in the pool:

- Must have an interior liner.
- Women’s one and two-piece bathing suits
- Men’s Jammers or Speedo-style suits
- Board Shorts (no grommets allowed)
- Rash Guards
- Religious swimwear (Ex. Burkini)
- Swim shirt made of material designed for use in the water.
- Swim diapers
- Sunglasses
- Hats/visors
- Swim shoes

### Not Approved swimwear in the pool:

- Any shorts that do not have a liner.
- All examples provided are not an exhaustive list and Life Guards have final approval or denial of swimwear.
- Bathing suits that do not have proper coverage (Examples: thong and cheeky bottoms)
- Athletic shorts and pants (Examples: running shorts, basketball shorts, volleyball shorts, yoga pants or shorts, etc.)
- Undergarments (Examples: sports bras, underwear, compression shorts, boxers, briefs, etc.)
- Clothing with grommets (Examples: denim, khaki shorts or pants, etc.)
- Cotton Shirts (Examples: t-shirts, tank tops, etc.)

## Pool Rules

- Access Requirements
  - Members must use their Access Card and must show access card and/or ID Cards to lifeguard staff upon arrival.
  - Pool gates must remain closed at all times and are not allowed to be propped open.
  - Members and guests are prohibited from holding the gate open for others.
  - Do not swim if you have been ill with diarrhea within the past two (2) weeks.
- Age Requirements
  - Children under the age of 14 must not be in the pool without adult supervision.
  - Children 11 and under are required to take a swim test. See Child Safety Policies for specifics.
- Swimwear
  - Proper swim attire is required and must be appropriate for a “family-friendly” environment.
  - Changing clothing on deck is prohibited. Please use the bathrooms located outside the pool gates.
  - Infants and toddlers in diapers must wear leak-proof rubber swim pants or swim diapers.
  - Changing diapers within six feet (6’) of the pool edge is not allowed. Please use the bathrooms outside the pool gates.
- Flotation Device
  - All personal flotation devices must be U.S Coast Guard approved Type III.
  - Approved flotation devices are available to check-out through lifeguard staff.

- Non-swimmers are encouraged to use life jackets.
- Water wings are prohibited.
- Children wearing flotation devices must be within arm's reach of their parent, legal guardian, or adult guardian at all times while in the water. That adult must be physically in the water and not sitting on the edge of the pool and the adult's attention must be on the child at all times.
- Prohibited Actions
  - Running, dunking, pushing, shoving, and any other horseplay is not allowed inside the pool gates.
  - Hanging on the pool lap lines;
  - Flips and somersaults are not allowed from the side of the pool;
  - Diving is not allowed in the shallow water and is marked by "No Diving" signs;
  - Fake drowning;
  - Extended breath holding activities are dangerous and prohibited;
  - Persons with bandages, open wounds/blisters/sores/etc. or breaks of any type in the skin are prohibited from entering the pool.
- Prohibited Items
  - Food and drinks are not allowed to be consumed within six (6) feet of the pool.
  - Gum is not allowed inside the pool gate.
  - Glass containers are not allowed inside the pool area.
  - Smoking is not allowed inside Forest Oaks gates. Tobacco free water vapor products may be used in the pool area but we ask that you be considerate and aware of your surroundings and the presence of minors.

### Climbing Wall

- Use of the climbing wall is at your own risk.
- Swimmers under twelve (12) years of age are required to pass the swim test prior to using the climbing wall.
- Non-swimmers are prohibited from using the climbing wall.
- Members and their guests wearing personal flotation devices are not allowed on climbing wall, or in the deep area of the pool.
- Members and guests must wait in line on the pool edge outside of the water.
- Only two (2) people are allowed on the climbing wall at a time.
- Climbing on the back or sides of the climbing wall is strictly prohibited.
- Hanging from the top glass of the board is strictly prohibited.
- Climber is not allowed on the climbing wall until the prior person has exited the water to the side of the pool.
- Climbers must start climbing from the water, not the side of the pool deck.
- Climbers get one attempt to climb. Once the climber falls, they must exit the water on the ladder on the side of the wall they used and go to the end of the line.
- Pushing, pulling, shoving, or other horseplay is prohibited on or near the climbing wall.
- Climbers must drop feet first from the wall.
- Flips, twists and diving off from the climbing wall is strictly prohibited.
- Members and guests with heart conditions, back problems as well as expecting mothers should not use the climbing wall.
- Swimming in the Drop Zone while the climbing wall is in use is strictly prohibited.

### Deep End

- Swimming in the deep area is prohibited when the climbing wall is in use.
- Members and guests utilizing personal flotation devices and weak swimmers are not allowed in the deep area.
- Lifeguards will have discretion on the use of the deep end in regards to when it is open for swim and when it is open for climbing.



## Incident Weather

- If thunder is heard or lightning seen, all members and guests must vacate the pool area and seek shelter either in a vehicle, under the pool house pavilion, or under the main pavilion.
- The pool should remain clear for at least 30 minutes after the last thunder is heard or lightning seen.
- Lifeguards will be the final authority on incident weather, timing, and making the decision as to when or if members can reenter the pool.

## Safety Breaks

- Safety breaks will be conducted during the last 10 minutes of every hour.
- This 10-minute break is designed for younger swimmers to take a break, have snacks and drinks, use the restroom, and reapply sunscreen.
- During a safety break members and guests under the age of 18 will be asked to exit the pool.
- Only members and guests over the age of 18 will be allowed to stay in the pool.
- Parents or guardians over the age of eighteen (18) may escort infants into the pool with them at this time, but must be held or kept at arms' length.

## Child Safety Policy

- An adult must accompany children under the age of six (6) in the water at all times. That adult must be physically in the water and not sitting on the edge of the pool and the adult's attention must be on the child at all times.
- There is a limit of three (3) children under the age of six (6) per one (1) adult.
- Children wearing flotation devices must be within arm's reach of their parent, legal guardian, or adult guardian at all times while in the water.
- Any child 11 years old or younger who cannot continuously swim one length of the lap lane must have a parent or guardian in the water with them, no more than 10 feet, away at all times.
- Swim Testing Requirement
  - Children 11 years old or younger that comes to the pool will be required to take a swim test.
  - Test requirement is swimming one length of the pool without stopping, touching the floor, or grabbing the wall.
  - Upon successful completion of the swim test, the child will receive a high five, a colored wristband for the day, and will have their name written down in our swim log binder so when they come back, they will not have to retake the test.
  - For any child who fails the test or refuses to take the test, a parent or guardian must be in the water with them, no more than 10 feet away, at all times. This means the parent or guardian must be physically in the pool and actively supervising the child at all times either within arm's reach or no further than 10 feet depending on the child's age. The parent or guardian may not sit on the side of the pool or have their focus on anything besides their child.

## Lifeguard Whistle Communication for Patrons

- **1 short whistle blast:** lifeguard communicating to patron followed by instruction (i.e., "Please walk", "Please do not hang on lane ropes", "Please stop pushing", etc.)
  - Enforcing Swimming Pool Rules Procedure and Consequences
    - 1st Offense: blown whistle, issue a verbal warning.
    - 2nd Offense: blown whistle, remove from pool for 15 minutes.
    - 3rd Offense: blown whistle, sent home for the day.
- **1 long whistle where sound goes up then down:** Pool open, safety break, or pool closed.
- **1 long whistle blast-** Non-life-threatening emergency; stay out of the lifeguard's way and allow them to assess the situation and perform the skills required for the situation.

- **2 long whistle blasts:** Life-threatening emergency, **CLEAR THE POOL IMMEDIATELY** by going to the nearest wall, stairs or ladder and exit the pool as quickly as possible.

## Pool Emergency Action Plan

In the event of various emergencies in and around the pool area, members or guests may be asked to perform specific tasks by lifeguards or staff such as calling 911, informing the office of the emergency, or waiting to direct EMS when they arrive. EAPs for various situations are listed below.

### Accident/Severe Injury

1. Lifeguards will clear the pool to provide assistance.
2. Rescue/assist victim. Avoid moving victim as much as possible.
3. Direct lifeguard or member to call 911, have someone outside to direct ambulance.
4. Stay with victim and administer aid as needed.
5. Notify the District Manager and Aquatics Manager.
6. Obtain victim's name and information before transporting to medical facility.
7. Fill out accident/injury report.
8. Have all witnesses complete a Witness Statement form.

### Active Drowning (conscious)

One (1) long, loud whistle blast. Patrons do not need to exit the water for active rescues.

1. Lifeguard enters water and performs the rescue.
2. Lifeguard swims victim to the closest wall and assists victim with climbing out.
3. If no further care is needed, documentation is completed and victim is released
  - If the victim is a minor, they will be released to parent, legal guardian or adult guardian.

### Passive Drowning(unconscious)/Severe Aquatic Injury

Two (2) long, loud whistle blasts **\*\*POOL IS CLEARED/EVACUATED FOR THESE RESCUES\*\***

1. Lifeguard enters water and performs a rescue.
2. Lifeguard swims victim to the closest wall and removes victim from water with assistance of other lifeguards.
3. Lifeguards may instruct a member to:
  - a. call 911,
  - b. inform office, and
  - c. send someone to the main facility gate next to the Fitness Center to direct and provide access to EMS.
4. Care continues to be provided until EMS arrives and takes over.
5. Obtain victim's name and information before transporting to medical facility.
6. Have all witnesses complete a Witness Statement form.

### Hostile Patron

1. Head Life Guard addresses concerns with patron.
2. If patron is non-cooperative, they are asked to leave.
3. If patron becomes threatening or continues to be non-cooperative, Life Guards may call 911 or security officers.
4. Law enforcement or security officers will escort patron from property.
5. Patron will be issued a trespass warning and may not return until such time that a formal disciplinary meeting is held with District Manager and patron. See [Patron Accountability](#) section for more information about process and outcomes related to discipline.
6. All witnesses to the incident are asked to complete a Witness Statement form.

## Pool Rentals for Private Parties

- To see rental policies and procedures for pool rentals, please see the Policies and Procedures for [Rentals at Forest Oaks](#).
- Parties with groups less than 40:
  - parties can be held during normal pool hours of operation or rent the space for a private event.

- all individuals (swimmers, non-swimmers, parents, members, guests) are included in the total number of guests for an event.
- there are two spaces available for use for parties. The group can choose between the two spaces.
- we will not approve two parties at the same time.
- Parties for groups 40+ are:
  - required to do a private pool rental and cannot use the space during normal hours of operation.
- All Child Safety Policy are enforced during all private parties.

## Forest Oaks Swim Team (FOST) Barracudas

- All swim leagues/teams must be coordinated through the Aquatics Manager.
- All questions or interest in joining the FOST Barracudas needs to be sent directly to the FOST Board of Directors. That information is available on our [District website](#).
- Swim leagues/teams are allowed to use the pool facilities for the purpose of conducting swim practices, meets, and approved team functions.
- Swim league schedules shall be submitted to the Forest Oaks Admin Office before the start of each league season for approval. Approved league/team schedules shall be posted at the pool and facility.
- Swim Team Fees
  - There will be an out-of-district “Facility Use Fee” of \$10.00 per child or max of \$20.00 per family joining the swim team/league that are NOT current Club members.

## Forest Oaks Tennis Courts

### Use of Tennis Courts

- It is the goal of the Club to provide a neighborhood, “family-friendly” facility with the intent for individuals and families to have regular access for “walk-in” court availability and a fun place to play tennis.
- The Club is not operated as a “professional” tennis facility that is competitively driven.
- Tennis lessons or training are only allowed through Rivera Tennis Academy.
- All eight tennis courts are lighted and the lights are scheduled on a timer system. They will come on and turn off automatically based on the light schedule.

### Tennis Court General Policies

- General Usage
  - Use of the tennis courts is limited to Club Members in good standing, their paid non-member guests, and visiting tennis league players for sanctioned league events against the home teams.
  - Members are limited to no more than two (2) paid guests and the guest passes must be purchased from the Forest Oaks Admin Office prior to use of the courts during normal business hours.
  - The tennis courts are open each day of the week from 6:00 a.m. to 10:30 p.m.
    - Forest Oaks Maintenance Staff clean and blow courts between 7:30 – 9:00 a.m. daily. They will work around any tennis players while performing their job duties. They may ask for tennis players to pause or move to another court so they can finish clearing all courts of debris.
  - All Club staff, tennis coaches, event coordinators and Forest Oaks Security Officers are given the authority to enforce all Club policies and rules.
  - Courts are to be kept clean and all trash must be placed in the receptacles.
  - Proper tennis etiquette will be used at all times.
  - Profanity, abusive and/or offensive conduct, throwing racquets, smoking, consuming alcohol, being under the influence or intoxicated are all prohibited.
- Court Safety
  - Do not sit on or climb over tennis nets.
  - Do not leave personal items unattended or scattered around the courts or in spectator areas.
  - Secure your valuables. Forest Oaks is not responsible for any personal items damaged, destroyed, or stolen.

- Glass containers of any kind are prohibited from the facility.
- Alcohol is not allowed without prior approval from District Manager.
- Smoking is not allowed inside the facility gate. Tobacco free water vapor products may be used in the tennis area but we ask that you be considerate and aware of your surroundings and the presence of minors.
- If the courts are wet, we encourage members to not play on the courts until they are dry. Large squeegees are located around the fencing.
- If thunder is heard or lightning seen, all members and guests must vacate the tennis courts and seek shelter either in a vehicle, under the pool house pavilion, or in the main pavilion. Courts should remain clear for at least 30 minutes after the last thunder is heard or lightning seen.
- Apparel Requirements for Tennis
  - Members and guests must wear appropriate clothing.
  - Upper body
    - The torso area must be covered at all times.
  - Lower body
    - Pants, shorts, skirts, yoga pants/leggings, yoga shorts must be worn at all times.
  - Footwear
    - Closed-toed, athletic, non-marking shoes must be worn at all times.
    - Any shoes that leave marks on the court should be removed immediately and the individual should attempt to clean the marks from the court surface using tennis balls.
- Access/ID Cards
  - At any time, Club staff or tennis coaches are authorized to check member ID's and current Club access. This includes, but is not limited to, enforcing the Club membership policy, enforcing the guest fee policy, and escorting unauthorized persons from the Club.
  - If an access card does not work, either the member is not current on Club dues, has been suspended, or there is a problem with the access card. Anyone with a non-working card should come to the club office during normal office hours to clear the issue prior to continued use or access to the Club.
    - If an access card is cracked or damaged from normal wear and tear, a replacement access card can be provided at no cost during normal business hours. You must bring the damaged card to the office at the time of the request for a replacement card at no cost. If you do not bring the damaged card with you, you will have to pay the replacement fee.
- Access Gates
  - Club members may use any of the three access gates to enter the facility.
  - Members are not allowed to open gates to allow any person to enter the facility that does not have an active access card.
  - All members are required to have access cards or member ID cards with them when using the tennis courts. It can be left with personal belongings but should be accessible when requested by Club staff, tennis coaches, or security officers.
  - All gates will remain closed and secured at all times, except during scheduled league events, and authorized special events. At such times, the back gate may remain open to allow the away league teams and event participants to enter and exit the Club. Team Captains are responsible for ensuring all access gates are closed and secured after all league play has ended.
- Walk-in Tennis Courts
  - Courts are first come, first serve for usage.
  - Two courts will always be available for open rec or walk-in usage. This includes during Rivera Tennis programming or league play. Club special events authorized or organized by Forest Oaks are the only exception to the two-court availability rule.
  - Any tennis court not being used by walk-ins by 9:00 p.m. may be used by leagues and/or Rivera Tennis until close.

- Pickleball
  - If patrons want to play pickleball, they are allowed to do so on any open court that is not in use or reserved for Rivera Tennis or tennis leagues.
  - All timing limitations are applicable to pickleball if other patrons are waiting to use courts.
  - Forest Oaks does not provide equipment for pickleball.
- Use of Tennis Courts for anything besides tennis or pickleball:
  - Any activity that is not tennis or pickleball must be approved by the District Manager prior to the activity starting.
  - Any activity that could or will cause damage to the courts is prohibited.
- Court Reservations
  - Reservations of courts is not allowed for open rec or walk-in usage.
- Time Limits for Court Usage
  - When all courts are being used, a time limit for walk-in courts will be in effect.
  - The time limit should be discussed by the participants on the court and the participants wanting to use the court next.
  - Common practice provides for:
    - Singles: 60 minutes
    - Doubles: 90 minutes
    - Pickleball: 60 minutes
- Court Participant Limits
  - No more than four (4) players are permitted per court.
  - Persons not engaged in the tennis game are not allowed on the tennis courts and must wait outside the fenced area.
  - No small children are allowed on the tennis courts while “adult” play is in progress.
- Tennis Training and Coaching
  - Rivera Tennis Academy is the only authorized party allowed to conduct formal tennis training and coaching at Forest Oaks.
  - Members are not authorized to bring or use unapproved coaches or instructors on the Club tennis courts.
  - Only District Manager approved coaches, instructors and pros are authorized to teach and instruct tennis activities on Club courts.
  - Limited exceptions to training and coaching policy:
    - Forest Oaks will allow a parent, grandparent, or adult sibling to work with a related child, grandchild, sibling or multiple children/grandchildren/siblings individually or in a small group.
    - These “trainings” may not interfere with or intrude upon any Rivera Tennis Academy program, practice, or event.
    - Club staff and Rivera Tennis Academy will approach any group who appears to be conducting a training and will ask for your member access and ID cards to verify family connection.
    - If, in the professional judgement of Club staff or Rivera Tennis Academy, any family training is being conducted in an unsafe, unprofessional, or incorrect manner, the training must be stopped.
  - Any coach, instructor, or pro, whether currently a member or non-member of the Club, wishing to conduct any paid or non-paid instruction or activity through the Club must submit to the District Manager for approval:
    - a written request to conduct instructions,
    - an I-9 for proof of eligibility to work in the US,
    - teaching certifications with credentials, and
    - proof of current liability insurance in the amount required by the District.
    - Upon submitting a written request to conduct instructions, applicant consents to a background check.

- Tennis Ball Recycling Program
  - Members and guests may discard unwanted tennis balls in one of the tennis ball recycling containers located on the exterior fences of the tennis courts.
  - Tennis balls are recycled with RecycleBalls and more information about their program can be found on the RecycleBalls [website](#).
  - The Forest Oaks Tennis Committee coordinates the donation of tennis balls.

## Adult and Juniors Tennis Programs – Rivera Tennis Academy

- Forest Oaks is proud to be the home of Rivera Tennis Academy and their outstanding tennis professionals and coaches. Rivera Tennis Academy is the sole provider of tennis development programs for all ages and from individual or group lessons, camps, and clinics to special event and community tournaments.
- Rivera Tennis Academy information can be found on our [WCID110 website](#) under the Parks and Recreation tab and then click on the Rivera Tennis Academy button. Rivera Tennis Academy has its [own website](#) where specifics on upcoming events as well as pricing can be found.
- Rivera Tennis Academy staff are not employees of WCID110 or Forest Oaks but do have authority to enforce Club policies, monitor tennis court usage, and have the ability to remove individuals from the facility.
- Tennis programs are an integral part of the Club and a tremendous benefit for its tennis members. Tennis programs are thoroughly planned and authorized by the Club in advance, and may not be interfered with by members or leagues once scheduled.
- Adult and Jr. Tennis Programs may be scheduled and authorized at specific times and on specific tennis courts. These club authorized tennis program schedules will be posted in the message center at the tennis courts, but may vary due to the needs of the Club.
- During the summer months when school is out, tennis summer camps may begin.
- In the event Tennis Programs are not utilizing the tennis courts at the scheduled times and/or assigned courts, permission may be granted by the Tennis Coaches or the Club for the use of the tennis courts to member walk-ins on a case-by-case basis.

## Tennis Leagues

- The Club allows a limited number of leagues to utilize tennis courts for home matches for sanctioned league purposes.
- Tennis leagues are coordinated by individual members who serve as captains for a team and competitions are scheduled through a league's governing body. Court reservations for league home matches are submitted to the Forest Oaks Admin Office and scheduled as rentals by the team captains.
- League schedules are posted on the message center near the tennis courts and are available to view at any time.
- When leagues have home competitions, signage is posted on the smaller message centers next to court entrance gates. When scheduled, these league matches have priority use of the courts for the times scheduled.
- All leagues are required to submit for and receive authorization to play at the Club prior to any upcoming league season (Spring, Summer and Fall). All teams are required to submit team rosters (for membership verification) and league schedules to the Club office prior to season start.
- All league/team members must be either temporary tennis only or full regular/senior members of the Club. Non-members are prohibited from participating in Club home leagues/teams.
- Only eight (8) teams will be accepted each season as home teams. Teams will be accepted on a first come, first serve basis each season with priority given to oldest and longest running Club teams.
- On sanctioned league nights/days, leagues will be scheduled and assigned a maximum of four (4) tennis courts. No more than four (4) tennis courts will be authorized on league nights/days regardless of availability. The remaining four (4) tennis courts will be available for Rivera Tennis Academy (two courts) and for walk-in availability (two courts).
- On sanctioned league nights/days if two teams are scheduled at home on the same night/day, one team will be scheduled for four (4) tennis courts and the second team will be scheduled for two (2) tennis courts. Two (2) tennis courts must remain open at all times for walk-ins. Team captains will meet and decide which team has four (4) tennis courts and which team has two (2) tennis courts. If the captains are unable to come to an

agreement, then the District Manager or designated representative will flip a coin to decide tennis court assignment. If the same teams meet at home again during the same season, then the tennis court assignments will be assigned such that the team assigned four tennis courts will now be assigned two tennis courts and vice versa.

- At 9:01PM and thereafter, leagues may use any and all open tennis courts until close. Prior to 9:00 p.m. two (2) walk-in tennis courts will remain available, whether members are currently using them or not.
- League teams are allowed to practice outside of sanctioned league play time, but tennis courts will only be available on a first come, first serve walk-in basis. The Club will not reserve tennis courts for team practices.

## Forest Oaks Fitness Center

### Use of Fitness Center

- Use of the Fitness Center is limited to Club Members and their paid non-member guests.
- Any member wanting to bring a guest must purchase a Guest Pass from the Forest Oaks Admin Office during normal business hours prior to the guest accessing the Fitness Center.

### Fitness Center General Policies

Club Members and their guests will be expected to behave themselves in accordance with these Fitness Center Rules and Regulations. Anyone disobeying these Fitness Center Rules and Regulations, or endangering the safety of other people will be asked leave the Fitness Center. Repeated violations will result in the revocation of Club Facility privileges.

#### Required Apparel in the Fitness Center

- Reminder that this is a family-friendly facility and apparel should be appropriate for this environment.
- Upper body
  - Patrons must wear a shirt.
  - It is still highly encouraged for patrons to wipe down equipment BEFORE use to minimize exposure to potential bodily fluids from other individuals.
- Lower body
  - Clothing must cover the entire buttocks and groin when exercising or moving.
  - To use fitness equipment with seats or pads, apparel must be made of athletic material so as to not scratch or damage padding or equipment or become snagged or catch on equipment.
- Footwear
  - Athletic, non-marking, close-toed shoes.
  - Shoes must be worn at all times within the Fitness Center.

#### Prohibited Apparel in the Fitness Center

- Upper body
  - Shirtless
  - Sports bra only
  - Bathing suit/Bikini top
- Lower Body
  - Bikini bottoms or swim apparel (sarong).
  - Denim/jean materials, khakis, and loose-fitting dresses.
  - Pants or shorts with belts, studs, buttons, rivets, zippers can tear the padding on fitness equipment. Once the padding is scratched or torn, bacteria can grow within the padding, posing a potential health risk to patrons. It is also costly to frequently replace padding and sleeves on fitness equipment.
- Footwear
  - Cleats, sandals, flip-flops, Crocs, sticky feet, high heels and hard-soled shoes.
  - Any shoe that does not cover the entire foot securely.
  - Removing shoes is not allowed.

## Patron General Usage Policies for the Fitness Center

- Use your access card to enter the Fitness Center.
- Keep access and ID cards available and provide when asked by Club staff. They can be left with personal belongings in the cubbies located near the entrance to the Fitness Center.
- Personal items such as backpacks, bags, clothes, etc. should be stored in the cubbies at the front of the Fitness Center or be placed well out of the way of walking areas and clear of any equipment. Do not leave items near treadmill belts or in walk ways.
- Individuals should bring a workout towel and use it throughout their workout.
- Only water or sports drinks are allowed. All drinks should be in a plastic, resealable/closable bottle
- Members and guests are encouraged to wipe down equipment before use and expected to wipe down equipment after use. Gym wipes are available in multiple wipe dispensers in the Fitness Center.
- All equipment should be used as intended and shown on the manufacturer instructions posted on equipment.
- Rerack weights after use in the correct location.
- Return equipment after use to its correct location (handles, grips, stability balls, etc.).
- Headphones should be used for all personal music.
- All weight training should be performed in a controlled and safe manner.
- Slamming weights is not allowed unless it due to bailing on a lift or continuing a lift could cause a potential injury.
- Be aware of your surroundings and other patrons in the space.

## Prohibited Actions/Items in the Fitness Center

- Food is not allowed inside the Fitness Center.
- Failing or refusing to provide access or member ID when requested by Club staff.
- Bringing unpaid guests into the facility.
- Propping open doors to fitness center or opening the door for others who have not scanned to access the fitness center.
- Using emergency exit to exit the facility unless there is an actual emergency.
- Smoking, vaping or use of any other tobacco product.
- Glass containers or non-resealable containers for drinks.
- Use of amplified sound by a phone or speaker.
- Having personal conversations on phone using the speaker function.
- Extraneous grunting, growling, or yelling while performing lifts.
- Using multiple pieces of or hoarding equipment and not allowing others to use that equipment or those items.
- Using weights or other fitness equipment while on cardio equipment.
- Having an infant in a chest or back carrying device while working out on cardio or strength equipment.
- Removing weights or equipment from the Fitness Center.
- Using fitness equipment in ways it was not designed or intended.
- Conducting or providing paid or unpaid personal training services.

## Age Specific Access for Fitness Center

- These age specific access policies apply to both members and guests.
- **Minors 15-17 years old** may be in the Fitness Center without a parent, legal guardian, or adult guardian.
- **Minors 12-14 years old** may be in the Fitness Center with a parent, legal guardian, or adult guardian and must be actively supervised at all times. They can use fitness equipment only if directly supervised. The adult must be immediately in the area and focused on the minor, not working out on another piece of equipment.
- **Minors 11 and under** are not allowed in the Fitness Center for any reason at any time.

## Personal Training Services

- Personal training services are prohibited from being performed in Forest Oaks Fitness Center by any individual.



- If a personal trainer is interested in utilizing our Fitness Center, they must meet with the District Manager and provide all certifications, insurance policies, and submit to a background check.
- Working out with a friend/family member and providing basic information is NOT considered personal training.

## Forest Oaks Park

Harris County Water Control and Improvement District No. 110 (the “District”) hereby promulgates the following rules relating to the use and enjoyment of Forest Oaks Park (collectively, the “Lakes”, “Ponds”, and/or “Waterways”) and all parkland (the “Park”) under the District’s jurisdiction.

The following policies, procedures, and rules for the park are in addition to, and not in lieu of, all federal, state, and local laws, rules, and regulations applicable to the Park, lakes, ponds, and waterways.

District Constables, other law enforcement authorities, and Forest Oaks staff shall be authorized to remove any person who violates any of the Policies and Procedures stated herein from the Park. Where applicable, violators shall be subject to civil and/or criminal prosecution.

### Forest Oaks Park Hours of Operation

- The hours of operation of the Park are daily from sunrise to sunset.
- No unauthorized person, vehicles or watercraft shall enter or remain within the Park or on the Lakes at any time other than during hours of operation without prior approval from the District Manager.
- Park security will announce park closure and all patrons are expected to exit the park in a timely manner.
- Entering the park after closing hours and before sunrise constitutes criminal trespassing.

### Use of Forest Oak Park, Park Amenities, Lakes and Ponds

- Persons(s) entering and utilizing the Park and its facilities shall be deemed to consent to these Policies and Procedures.
- The Park is for the use and enjoyment primarily for residents of the District but the park is open to non-resident guests.
- Access to and use of the Park shall be for recreational purposes only.
- Any formal or organized gathering of five (5) or more individuals using a pavilion are required to have a paid rental for the space. Park Security has the authority to disperse any group of five (5) or more individuals using or sitting under a pavilion without a rental if it appears a pavilion is being used for an organized activity.
- No manual, electric, solar, gas or motorized pumps, nor any device used to extract water from the Lakes will be allowed for the private use of residents for any purposes such as irrigation, cleaning, swimming pools, Jacuzzi’s, spas, hot tubs, air conditioning/heating, etc.
- Do not drink or allow pets to drink water from the lakes or from irrigation system taps/hoses. It is not potable water.
  - Water used in the park irrigation system is predominantly reclaimed water from our waste water treatment plant.
- Drinkable water is available from water fountains or bottle fill stations located in the park.
- Bathroom facilities are located near the playground.
- Glass bottles or containers are strictly prohibited.
- Use of tobacco products is allowed within the park, but please be aware of other patrons and minor children in the surrounding area. Please do not throw cigarette or cigar butts on the ground. Make sure they are completely extinguished and then throw them away in a trash can.
- Alcohol is not permitted in the park without prior approval from the District Manager. Park staff and security officers have the authority to inspect coolers or containers if they suspect alcohol is present. Refusal to allow an inspection will result in the individual or group being removed from the park or Park Security being called.

## Forest Oaks Park Safety

The safety and well-being of park patrons and their guests is the primary goal of the District. The Park and Lakes have been designed, constructed and maintained to provide as much safety as reasonably can be expected. However, all park patrons and their guests should recognize that there are associated risks inherent with all parks, lakes and ponds, trails, paths, roads, and other amenities, whether natural or man-made, and these risks are assumed by the park patrons and their guests.

## Inclement Weather

- If thunder is heard or lightning seen, all patrons should shelter either in a vehicle, under a pavilion, or in the restrooms.
- You should remain in a safe location for at least 30 minutes after the last thunder is heard or lightning seen.
- In the event of significant weather, the park may be closed by the District Manager or security officers for the safety of all patrons. The closure may last beyond the actual significant weather situation while we inspect the park for any safety issues.

## Reporting Issues or Concerns with Park, Lakes, Paths/Trails, and Amenities

- Any person witnessing any concerning action or situation should immediately notify either:
  - Precinct 4 Constables Office – 281-376-3472
  - Forest Oaks District Manager – Office: 281-353-0998    Work Cell: 346-831-9930
  - Maintenance Manager – Work Cell: 832-257-8300
- If you see hazardous conditions or dangerous objects in the park, please notify
  - Forest Oaks staff if you see them in the park, or
  - email us at [office@hcwcid110.com](mailto:office@hcwcid110.com), or
  - call the office at 281-353-0998.

## Rentals of Park Amenities

- For information on renting space or amenities within the park can be found on the [WCID110 website](#) under the Parks and Recreation tab. Click on the **Rentals** button for those policies, procedures, forms, and descriptions of the spaces available.
  - For rentals of park pavilions, to request parking passes, boating approval, or photography, complete and submit Rental Application A-1 along with Rental Application A-3 (Consent Waiver and Liability Agreement).
  - For large group events or weddings, please complete Rental Application B along with Rental Application A-3 (Consent Waiver and Liability Agreement).
- You can view the rental calendar to check on availability of space also on our [WCID110 website](#) under Parks and Recreation by clicking on the **Rentals Viewing Calendar for Availability** button.

## Park Rental Policies

- Specific Forest Oaks Rental Policies and Procedures can be found on the [WCID110 website](#) under the Rentals tab.
- Rentals are available for any size group and for any occasion.
- The rental application, rental fee and deposit must be submitted in-person at the Forest Oaks Admin Office at least three (3) business days prior to the requested date during normal business hours (Monday-Friday from 9 a.m. – 6 p.m.).
  - Any requests for a 5K or similar type event must be submitted sixty (60) days in advance.
- Depending on the nature of the rental request, all participants involved in a rental may be required complete a Waiver of Liability. This form is called our Rental Application A-3 (Consent Waiver and Liability Agreement) and it is found on our [WCID110 website](#). The renter is responsible for collecting these forms and submitting to the Forest Oaks Admin Office.

- The renting party is responsible for all set-up, take-down, and clean-up of the rented space. Failure to properly and thoroughly clean the space will result in fees being deducted from the rental deposit.
- Vehicles access for park rentals is allowed but only for a limited number of vehicles.

## Playground

### General Playground Policies

- Improper or unsafe use of equipment is prohibited at all times.
- Playground hours are from sun-up to sun-down. All park users must exit the park before dark.
- This playground is intended for children age 2 through 12 years old.
- Children under the age of 7 must be accompanied by an adult at all times.
- All children must be actively supervised at all times by an adult. Children may not be left on playground while adults are not present in the immediate area of the playground.
- No glass or alcoholic beverages are allowed in the park.
- Gum is not allowed while using the playground.
- Footwear must be worn at all times. Flipflops, bare feet, or socks only are not allowed.
- Pets are not allowed on playground surface or equipment.
- It is recommended that parents inspect all playground equipment before your child plays. Equipment is inspected in the mornings by WCID110 maintenance staff.

### Playground Equipment Rules

- No pushing/shoving/rough play.
- Slide feet first.
- No walking/running/climbing up slides.
- No climbing on top of slides.
- Do not stand on equipment safety railings.
- Do not climb up or attempt to hang on shade structures.

### Swings Rules

- One individual per swing.
- Only toddlers are allowed in toddler bucket swings.
- ADA swings are for use by those with disabilities only.
- Hold on with both hands.
- No standing on swings.
- Do not walk in front of or behind individuals swinging. No running through swinging individuals.
- Do not swing or twist empty swings.
- Stop swinging before getting off of the swing.
- No jumping from the swing.
- No climbing on the swing structure.

To report issues with playground or equipment, please contact the WCID110 Office or find a WCID110 staff member or park security officer.

## Park Road, Walking Paths, and Nature Trails

### Park Road

- The park road is intended for vehicles but patrons are allowed to walk, run, or bike on it.
- Watch your step as parts of the road may be uneven and debris from trees and plants may be on the road.
- Vehicles have the right-of-way on the road.
- If an emergency is occurring and a vehicle is using the road, clear the road completely by at least 10 feet.
- Park users should yield to any vehicle on the road.

- Park users on bicycles should yield to walkers/joggers.

## Walking Paths

- Intended for walking, running, and biking.
- Watch your step as parts of the path may be uneven and debris from trees and plants may be on the path.
- Park users on bicycles should yield to walkers/joggers.

## Nature Trails

- Stay on nature trails and do not venture off of them.
- Watch your step as the nature trails are rough and uneven.
- If yellow caution tape or signage is posted that a trail or part of a trail is closed, stay off of that trail and out of that area.

## Fishing Policies

- **Effective 4/1/24, a fishing license is required for anyone 17 years old or older as required by the State of Texas. Individuals under the age of 17 are not required to have a fishing license. Texas Game Wardens, FOSRC staff, and park security officers can request your fishing license at any time for any reason. Failure to have or provide your fishing license may result in your being asked to leave the park or being issued a citation.**
  - **Texas Game Wardens will inspect our park and lakes from time to time.**
- Park patrons are permitted to fish in the lakes from docks or from the shoreline.
- Only rod & reel type fishing is permitted.
- Use of the following fishing techniques are prohibited:
  - Nets (cast or seine) regardless of purpose for bait fish or game fish.
  - Trotlines or juglines
  - Traps
  - Spears
  - Compound or Crossbows
- Non-District fish feeders of any type are prohibited to be installed near or discharged.
- The stocking, releasing, or introducing any type of fish or animal into the lakes or park are strictly prohibited without prior approval from the District Manager.

## Fishing Catch and Release Policy

- **Effective May 1, 2024, the fishing catch release policy will be adjusted to the following:**
  - **Bass – catch and release only.**
  - **All other fish – may be kept if angler wants to keep them.**
- Forest Oaks staff and Security Officers have the authority to inspect any container, cooler, or other items capable of holding fish at any time. Non-compliance with an inspection request will result confiscation of container and removal from the Park and possible criminal trespassing citation.
- If an individual is found to be removing bass from the lakes, they will be suspended from access and issued a criminal trespassing citation.
- Forest Oaks will schedule fishing tournaments throughout the year. During these events, a limited number of fish will be allowed to be caught and kept, depending on the stock and health of our fish.

## Water Crafts and Boating

- Any request for boating on a lake requires prior approval from the District Manager.
  - Applications can be found on [District website](#) under Parks and Rec then click on the Rentals button.
  - Please submit Rental Application A-1 along with Rental Application A-3 (Consent Waiver and Liability Agreement) at least three business days prior to the requested date.
- No boats, canoes, rafts or other waterborne craft shall be propelled by an internal combustion engine(s) (gasoline) or an electric motor, either inboard or outboard.

- Inflatable crafts, sail and surfboards are prohibited on the Park lakes.
- No water craft shall be left unattended in the water at any time.
- No water craft shall be stored in the water.
- All person, regardless of age, must wear a US Coast Guard approved lifejacket while in any water craft.
- All children under the age of 14 shall be accompanied by an adult (18 year or older) at all time times while in any water craft.

## Swimming or Entering Lakes

- Swimming or any activity that may cause a park patron to be in the Lakes is strictly prohibited.
  - This includes, but is not limited to: swimming, wade fishing, wading, scuba diving, snorkeling, tubing, windsurfing, etc.
- Diving, climbing and jumping on, from or into the Lakes, ponds, bulkheads, docks, waterfalls, etc. is strictly prohibited.

## Waterfalls, Spillways, and other Rock Features

- Hardscape and rock structures are not support structures.
- No person shall be allowed to stand, walk, run, climb on, jump on or from, or perform any other activity on the hardscape and rock structures.
- Fishing is not allowed from any rock structure.
- Snakes are frequently seen on and in rock structure crevices and laying/curled up on stones due to the higher surface temperature.

## Creeks

- Do not enter any of the creeks located in or around the park.
- Banks to the creeks may be covered in debris, slick, loose, or dangerous terrain. It is highly recommended that you do not attempt to get near the creeks.
- Fishing in the creek is allowed if inside the boundaries of Forest Oaks Park.
- It is highly discouraged that park guests attempt to use watercraft on Cypress Creek from Forest Oaks park as there are no docks or boating ramps available.

## Hunting and Firearms

- WCID110 and Forest Oaks follows all applicable Texas state laws regarding firearms.
- The Laws and Regulations related to firearms can be found on the [Texas Department of Public Safety website](#).
- Violations of firearms policies will be enforced by Park Security, Precinct 4 Constables, or other law enforcement officers.
- Park patrons may legally carry conceal or open carry with current License to Carry (LTC) in their possession.
- Hunting is prohibited.
- Possession of any type of unauthorized or illegal firearms or weapons is strictly prohibited
  - “Weapon” means a rifle, bow and arrow, club, handgun, firearm, illegal knife, shotgun, short-barrel firearm, gas gun or gas pistol, BB gun or BB pistol, pellet gun or pellet pistol, zip gun, sling or sling shot, blow guns and includes those objects defined as weapons or prohibited weapons in Chapter 46 of the Texas Penal Code.
  - The prohibition on handguns, firearms, and shot guns in this paragraph does not apply to District Constables, other law enforcement authorities, the District Manager or authorized agents of the District.

## Fireworks

- Within the Park or around the Lakes, no person may possess any fireworks without prior approval from the District Manager.
- This includes parking lots of Forest Oaks Park.

## Wildlife

### General Wildlife Guidelines

- Do not feed the wildlife.
- Do not chase, run after, throw items at, or otherwise irritate the wildlife.
- Be very careful and alert when on nature trails or more remote areas of the park.
- Residents are not permitted to manipulate the number of wild animals, waterfowl by introduction, harvesting, extraction, or breeding.
- The District reserves the right to remove, dispose of, or destroy any nuisance wild animals and waterfowl it feels is necessary whether or not such waterfowl belongs to or was purchased by a resident without liability to any resident.

### Injured Animals

- Animals within the Park may appear to be injured for any number of reasons. It is nature and part of life.
- Forest Oaks staff will not respond to injured animals as we are not trained or licensed to provide the care needed for wild animals.
- If reported to the office, we will take the information but are not able to render aid or care for wild animals.

### Nuisance Animals and Waterfowl

- Nuisance animals and waterfowl can cause serious problems in the water as well as on land.
- Do not approach, chase, or disturb wildlife.

### Snakes

- Forest Oaks Park is home to hundreds of snakes. Treat all snakes as if they are poisonous and stay away from them.
- If you encounter a snake:
  - Leave it alone.
  - Remain calm.
  - Avoid disturbing the snake further or driving it into hiding...you want to know where it is at all times.
  - Regardless of your personal history with snakes, do not attempt to catch or kill a snake. Leave it alone.
- If you are bitten:
  - Seek immediate medical attention at the nearest medical facility.
  - If Forest Oaks staff are in the area, they can provide assistance in getting you to your personal vehicle or to your group/family.
  - Forest Oaks is not liable or responsible for any snake bites, medical expenses related to snake bites, or potential short or long-term injury/illness up to and including death from a snake bite.

### Deer and Deer Feeders

- Forest Oaks Park has multiple deer feeders located on the property. Do not touch or disturb the deer feeders.
- Do not feed deer.
- Do not chase or attempt to run at or after a deer.

## Landscaping

- No person shall introduce any type of vegetation into the Park or Lakes without prior approval from the District Manager.
- No person shall willfully destroy or remove any tree, shrub, vine, wildflower, grass, fern, moss, leaves, cones, or dead or downed wood from within the Park.
- For landscaping purposes, Forest Oaks does use some chemicals for maintenance of the waters and to control aquatic vegetation.
  - Any damage to a resident's trees, shrubs or other vegetation is the sole responsibility of the resident.
- If an individual or group is interested in honoring or celebrating a District resident with a dedicated tree or other vegetation, please contact the District Manager to discuss the possibilities and associated costs.

## Fires and Use of Firepits and Grills

- No person may light, build, or maintain a fire within the Park other than within a camp stove, barbecue pit or fire ring except in designated areas and with prior approval from the District Manager,
- Cooking with fire and charcoal in the park is only allowed at the pavilions in the BBQ pits provided. Personal portable propane grills may also be used.
- For use of the large firepit near Pavilions 4 and 5a rental is required.
  - See [Rental section](#) or our full rental policies and forms on the [District website](#).
  - If rented, the renting party is responsible is required to provide their own firewood, maintain and supervise the fire at all times, enforce basic safety protocols, ensure the fire has been completely extinguished, and remove all remaining charcoal and unburned wood from the pit.
  - Removal of the charcoal and unburned wood may be removed the following day and must be discarded appropriately and safely by the renting party for the fire.

## Trash and Garbage Disposal

- Trash, garbage, refuse or other waste or pollutants of any kind shall not be disposed of in or near the Lakes.
- Trash cans are located throughout the park.
- A large dumpster is located near the front entrance to the park for use by rentals to dispose of trash following a rental.
- While the use of tobacco products is not prohibited, all waste from such products shall be disposed of in the appropriate trash receptacles located throughout the Park.

## Pets in the Park

- Animals that are not properly restrained pose a threat to all our park users. While you may know your pet is friendly, an animal running at someone who is walking by is very scary for that person. Many children are afraid of animals and become frightened, which could result in the child getting hurt trying to avoid the animal.
- “Pet” refers to any domesticated animal.
- **Harris County Animal Control Law requires, “All dogs and cats must be kept under restraint in Harris County”, Texas. The custodian of a dog or cat is not authorized to have, harbor or keep any unlicensed dog or cat, nor to allow any dog or cat to become a stray.”**
- **All dogs and cats must be kept under restraint while in the unincorporated areas of Harris County, Texas; which includes all parts of WCID 110 and Forest Oaks. Pets must always be kept under direct physical control (on a leash) of their owner at all times.**
  - Restraint is defined as “the control of a dog or cat under the following circumstances”:
    - When it is controlled by a line or leash not more than six (6) feet in length, if the line or leash is held by a human being, who is capable of controlling or governing the dog or cat in question
    - When it is within a fully enclosed vehicle
    - When it is on the premise of the custodian and the animal does not have access to sidewalk or street.”
- Pets which are not leashed can be reported Harris County Animal Control.
- Owners can be cited for violations of Harris County Leash Law by law enforcement.
- Any pet seen chasing or harming any waterfowl or wild animals will be removed from the park and the owner is subject to suspension from use of the park.
- It is the owner’s responsibility to remove his/her pet’s waste from the park and lake and dispose of it in the appropriate trash receptacles located throughout the park. Failure to do so will result in the owner and pet being removed from the park and the owner is subject to suspension from use of the park.

## Vehicles in the Park

- No person shall operate a vehicle within the Park without prior approval from the District Manager.
- In the event approval is given, a vehicle may ONLY be operated on the roads or parking lots within the Park.
- The speed limit within the Park is strictly enforced at 5 miles per hour.

- Motorcycles, utility vehicles, side by sides, golf carts and any other vehicles (gas or electric) are prohibited in the park at all times. This includes all nature trails and properties located behind the Hendrick properties along Cypress Creek to I-45.
  - Exceptions may be approved by the District Manager for certain large group or organization events or other situations that warrant specific need.
- Parking is not allowed on the road or walkway or path. There are parking spaces located near most pavilions.
  - Exception 1: Pavilion 1 rentals may park no more than one vehicle alongside the road in the grass.
  - Exception 2: This policy does not apply to park staff or Park Security Officers.
- Vehicles shall not remain within the Park or park parking lots after sunset unless prior approval by the District Manager. Vehicles remaining within the Park or park parking lot without approval are subject to towing at the owner's expense.

## Dumping, Littering, and Destruction of District Property

- The disposal of rubbish in any manner other than by depositing it in trash cans provided for this purpose; the willful destruction of, damage to, or theft of District property; and the creation of any hazard to persons or objects within the Park or on the Lakes is prohibited.
- No person shall bring any trash, refuse, or waste material into the Park or into or onto the Lakes.

## Discharges from Surrounding Homes

- Residents who have swimming pools adjacent to the Park are not permitted to discharge or drain pool water directly into the Park, Lakes or onto the areas surrounding the Lakes.
- French drains, flower beds, hot tubs, spas, Jacuzzi's, air conditioning/heating, etc. are also prohibited from draining or discharging directly into the Park, Lakes or onto the areas surrounding the Lakes.

## Solicitation and Sale of Goods and Services

- The solicitation or the sale of goods and services within the Park is prohibited without prior approval from the District Manager.
- To discuss the sale of goods or services on WCID110 property, please contact the District Manager directly through email to schedule a meeting.

## Camping

- Camping in the Park is prohibited without prior approval from the District Manager.
- Camping is usually only approved for Scouting groups.
- To discuss the rental of WCID110 property for camping, please contact the District Manager directly through email to schedule a meeting.

## Violations of Forest Oaks Policies

### Prohibited Items or Actions and Disorderly Conduct

While using the Club Facilities, Club Members, guests and patrons are to observe common rules of courtesy and respect the rights of other Club Members' use of the Club Facilities.

- Prohibited items not allowed within any Club Facilities
  - Glass containers.
  - Alcoholic beverages
  - Skateboards, roller blades, roller skates or any motorized wheeled vehicle or item.
- Prohibited actions not allowed within Club Facilities:
  - Providing your access or ID card to other individuals who should not have it.
  - Holding or propping open access gates or facility doors. All individuals should scan their access card to gain entry.
  - Bringing in non-member guests without first paying for a guest pass either in the Forest Oaks Admin



- Office or at the Pool from our Lifeguards.
- Irresponsible behavior or failure to follow all posted policies, procedures, or rules.
- Pushing, shoving, and general horseplay.
- Fighting or attempting to or instigating a fight.
- Smoking is not allowed inside the Club facility gates. Tobacco free water vapor products may be used inside the club facility gates but we ask that you be considerate and aware of your surroundings and the presence of minors.
- Negatively impacting the “family-friendly” environment or atmosphere of the Club.
- Continually committing minor policy violations and having to be repeatedly addressed by Forest Oaks staff, security officers, or program managers (Rivera Tennis, Swim Team).
- Ignoring or refusing to comply with basic, reasonable instructions or requests from Club staff.
- Physical, verbal and/or sexual harassment of club members, guests, and/or club staff.
- Interfering with a club employee’s job duties and/or their management of the facilities.
- Vulgar, obscene, abusive, offensive, derogatory or demeaning comments and/or gestures directed at another club member or employee.
- Possession of alcohol on District property without approval from District Manager and signed Waiver of Liability as required for any group event.
- Use of alcohol or drugs or public intoxication on WCID110 property.
- Prohibited actions not allowed within Forest Oaks Park:
  - Fishing without a valid Texas fishing license if 17 years of age or older.
  - Using playground equipment in an unsafe manner or creating unsafe environment for others.
  - Standing, climbing, walking/running, or playing on rock formation, waterfall, spillway, or retaining walls.
  - Swimming, diving, or jumping into lakes.
  - Standing, walking, or playing in creeks, spillways, waterfalls, or sloughs.
  - Use of amplified sound without prior approval with a rental.
  - Using any park amenity in a way it is not designed to be used.
  - Use of water craft of any type without prior approval.
  - Groups of five (5) or more using a pavilion for an event without an official rental.
  - Fires are only allowed in pavilion BBQ grills. Use of fire pit required prior approval.
  - Hunting or using any type of weapon is prohibited.
  - Use of fireworks, pinatas, floating or flying lanterns, confetti, glitter, party poppers, or similar items is prohibited.
- Any activity at the Club Facilities which constitutes a felony, a crime involving assault, criminal mischief, or disorderly conduct will be reported to local law enforcement.

## Destructive Activities

- Activities of any kind at the Club Facilities which cause or are likely to cause destruction, damage, defacement or other injury to the Club Facilities other than ordinary wear and tear are prohibited.
- Any activity which results in damaged property of the District will result in immediate removal from the facility, suspension of membership privileges, and will require that individual to be held financially responsible and pay for repair/replacement costs.
- Suspension of member privileges procedure will be initiated for the individual(s) involved.
- Incidents can be reported to Precinct 4 Constables for law enforcement involvement.

## Removal from any Forest Oaks Facility

- If a member, guest, or group is instructed to leave a facility by any club employee or security officer, they are to immediately gather their belongings and exit the facility and our property in a timely manner. Club property includes outside of the fences and parking lots.

- Failure to exit the facility when asked in a timely manner or continuing to display unacceptable or inappropriate behavior can result in Club security officers or Precinct 4 Constables being contacted to assist in the situation.
- If asked to leave, that individual, guest sponsor, or group is suspended from returning until a meeting has occurred with the District Manager.
  - Members are responsible and will be held accountable for the actions and behaviors of their guests. If a guest is asked to leave, the member must leave with them and will have their membership suspended.
- If a member, individual or the group returns to any Forest Oaks facility, a Club security officer or Precinct 4 Constables will be contacted to issue a criminal trespass warning and remove them from the property.

## Suspension of Member Privileges and Termination of Membership

- All cases of membership suspension and/or termination will be handled on a case-by-case basis.
- All suspensions will be decided upon by the District Manager and will be presented to the Board of Directors.
- Loss of Membership Privileges
  - Any individual, member, or group asked to leave a Forest Oaks facility or Forest Oaks Park loses all member privileges and is suspended until such time that a suspension meeting occurs.
  - Suspensions include loss of privileges to use any Forest Oaks facility and Forest Oaks Park.
- Suspension meetings will be:
  - in-person and scheduled. No “drop-in” or “walk-in” meetings will be conducted.
  - scheduled based on the availability of the member(s)/individuals involved and the District Manager’s schedule.
  - conducted in the Forest Oaks Clubhouse Board Room.
  - attended by the District Manager and additional Managers or Club Staff involved in the situation.
  - attended by the individual member and any parties they wish to bring.
    - If this involved a minor (17 years old or younger), a parent or legal guardian is required to attend.
    - This cannot be a sibling who is 18 or older.
- Suspension meeting agenda will cover the following topics:
  - Introductions for everyone present
  - Overview of meeting agenda
  - Time for the individual(s) to provide their perspective of the incident/situation
  - District Manager provides Forest Oaks perspective of the incident/situation and overview of policies
  - Open discussion about incident/situation
  - Discussion of options for moving forward
  - Discussion about expectations and responsibilities if reinstated
- Outcomes of suspension meeting
  - Suspension meeting decisions will not be given at the conclusion of the meeting. A final decision will be provided through email within two business days from the scheduled meeting.
  - Final decisions can:
    - be immediately revoked and member privileges reinstated.
    - include suspension for a determined number of days.
    - be specific decisions for one or more individuals and not an entire group.
    - incorporate a behavioral contract outlining expectations from the individual if reinstated.
    - include action items for follow-up from the individual and the District Manager.
    - include reimbursement for repairs or replacement due to damages or destruction of property.
    - termination of membership for an individual or family.
    - include criminal trespass charges if the suspension from facilities is violated during the suspension period.
- Length of suspensions for policy violation(s) or egregious behavior
  - Depending on the severity or nature of the individual or group actions/behaviors and or if there have been repeatedly documented issues/incidents, the final decisions can be stricter or longer than normal.

- First suspension: up to 90 days.
- Second suspension: up to 180 days.
- Any member who is subject to a third or more suspension:
  - Up to 365-day suspension, or
  - Termination of membership and loss of the right to rejoin for a maximum of two years, or
  - Lifetime ban from all Forest Oaks facilities and Forest Oaks Park.
- Violation of Suspensions
  - If a suspended member violates their suspension by entering a Forest Oaks facility or Forest Oaks Park, the individual will:
    - be immediately escorted off of the premises,
    - be subject to criminal trespassing by Peace Officer, and
    - have suspension extended by a minimum 30 days or longer.
  - If there are special circumstances for a suspended individual to need access to the Forest Oaks facilities or Park, that request can be submitted to the District Manager through [email](#).
    - Examples of special circumstances include, but are not limited to:
      - Having a child on the swim team or a visiting swim team and you request to be present to spectate.
      - Having a child in a tennis program and you request to be present at a competition or event.
      - HOA meeting located in the clubhouse or classroom.
      - Rental for a celebration in the clubhouse or park.
- Suspension/Termination and Fees for Membership Dues
  - Suspension of memberships by category:
    - In-District Homeowner Regular Membership paid monthly on water bill:
      - If the member chooses, they can cancel their membership by emailing [office@hcwcid110.com](mailto:office@hcwcid110.com) and we will submit cancellation of the membership fee to EDP Billing.
      - There will be one additional month charged as the fees are one month behind for dues payment.
    - All Temporary Memberships prepaid for 3/6/12 months:
      - No refund will be given for period of suspension.
      - If a renewal for membership is due during the suspended time period, the member can choose not to renew through Square by not making a payment.
  - Termination of memberships by category:
    - In-District Homeowner Regular Memberships paid monthly on water bill:
      - Forest Oaks will submit a membership termination request to EDP Billing. There will be one additional month charged as the fees are one month behind for dues payment.
    - All Temporary Memberships prepaid for 3/6/12 months:
      - No refund will be given.
      - The membership is terminated immediately.

## Request to Meet with District Manager or WCID110 Board

### Process to request a meeting with District Manager

- Members, guests, or non-members may request a meeting with the District Manager at any time by emailing them directly and providing day and time options for a meeting.
- Any requested meeting will be held in the Forest Oaks Clubhouse or virtually through Zoom.
- The District Manager reserves the right to include another Manager be present during the meeting.

### Process to request a meeting with WCID110 Board

- Any suspension or termination of membership privileges can be appealed to the WCID110 Board of Directors during a scheduled board meeting

- WCID110 Board meetings are held monthly on the second Wednesday at 5 – 9 p.m. and the third Thursday from 9 a.m. – noon in the Forest Oaks Clubhouse.
- All WCID110 Board Meetings are open to the public and may be attended in-person or virtually through Zoom.
- To request time to address the board, a request should be emailed to either the District Manager at [office@hcwcid110.com](mailto:office@hcwcid110.com) or to SK Law (District Attorneys) at [hcwcid110@sklaw.us](mailto:hcwcid110@sklaw.us).
- If attending virtually, the Board Meeting Zoom Information is posted prior to the Board Meetings on our district website under the [Board Meeting](#) tab. All virtual attendees are asked to observe the Online Meeting Rules for the Public which are also listed on the Board Meetings web page.