

**TRAILER ESTATES PARK AND RECREATION DISTRICT
DISTRICT OFFICE AREA POLICY/PROCEDURE**

PP 58

In order to ensure proper decorum and civility, the Trailer Estates Park and Recreation District adopts the following policy and procedure for the District Office area. When disorderly conduct is displayed including, but not limited to, threatening behavior, name calling, profanity, personal attacks or harassment; the following procedure is employed.

The District staff or board member will ask the individual to refrain from that behavior and a continuation of his/her present conduct will make it necessary for him/her to be asked to leave the office. If the conduct continues after this warning, the staff/board member shall ask the party to leave the office area. If he/she does not leave and the situation continues or escalates the staff/board member is authorized to contact the Sheriff's Office or 911 if necessary.

