



BOERNE *Heights*
Homeowners Association, Inc.

1600 N.E. Loop 410, Suite #202
San Antonio, Texas 78209
(210) 829-7202 Office | Fax (210) 829-5207
www.boerne-heights.com

Dear Homeowner,

Prior to purchasing your home, you were informed of the Boerne Heights Homeowners Association and its many fine features. The Board of Directors and the Architectural Control Authorities would like to provide you more information about the Association's rules and regulations, services provided by outside agencies, utilities and phone numbers for your convenience.

Homeowners in Boerne Heights want to make it a better place to live and enhance long-term property values. In order to do this, everyone must comply with the Declaration of Covenants, Conditions and Restrictions (DCCR's), which are provided at time of closing. Most violations occur as a result of insufficient information or misinformation. The following information is provided to help clarify the requirements. If you have any questions, please call the Association office at 210-829-7202 or visit our management company's website at www.ams-sa.com.

Association:

The Boerne Heights Association is a non-profit organization. The Association owns and maintains the common properties and facilities. The common properties and facilities include, but are not limited to, public rights-of-way or easements, walls, fencing, greenbelt landscaping, sprinkler systems and improvements.

Every homeowner is an automatic member of the Boerne Heights Homeowners Association, shares a portion of the responsibility for it's support and pays mandatory assessments.

The Boerne Heights HOA assessments are billed semi-annually and are due on the 1st of January and the 1st of July of each year. (If you do not receive a statement, your account is still due and you should make arrangements for payment.) Please call 829-7202 for the current amount of the assessments.

Administration:

The offices of the Association are located on the access road off of Loop 410 East at Harry Wurzbach. It is a two-story tan building with "Association Management Services" on the front of it. The mailing address is 1600 N.E. Loop 410, Suite #202, San Antonio, Texas 78209, (210-829-7202). Hours of operation are: Monday through Friday, 8:00 a.m. to 6:00 p.m.

Responsibilities are to represent the Association in providing for the physical maintenance and operation of the common facilities as well as administer the services of all contractors providing services to the Association. Additional responsibilities include collecting assessments, making disbursements, establishing the budgets, keeping financial records and maintaining all administrative records of the Association. The Association has other responsibilities, at the direction of the Board, such as assisting in Architectural review.

Building & Improvements Approval:

The Architectural Control Authority (ACA) must approve any exterior improvements to your home or property before work may be started. It is the responsibility of each owner to submit plans for any improvement to the ACA for review at the time of submission of the plans. **Plans must be approved in writing prior to commencing construction.**

"Improvement" is defined as any addition or change to the existing property. Everything is covered from home additions, to sidewalks, replacement or treatment of fences, landscaping, lawn sculptures, pool, patios, decks, flagpoles, basketball goals, athletic equipment, radio/TV antennae, satellite dishes, backyard sheds, gazebos, playscapes, swing sets, exterior colors to home, changing of windows, etc.

For improvements, please submit a site drawing (showing lot, existing house and any additions, intended placement on site, list of materials, colors, screening, etc.) to the Association office along with the Improvement Request Form included in this packet. Additional copies of the form may be obtained from the Association office or downloaded from our website at www.boerne-heights.com.

Pets:

All household pets shall at all times, except when they are confined within the boundaries of a private single-family residence, be restrained or controlled by a leash, rope or similar restraint. **Please do not let your pets run loose.** Please also clean up after your pet when taking them for a walk, no one wants their landscaping damaged nor wants to clean up after someone else's pet.

Animal Nuisances:

To report animal nuisances, please call the City Of Boerne's Animal Control at 830-249-2456.

Utilities & Services:

Bandera Electric Cooperative, Inc. provides electric -	866-226-3372	www.bandera-ec.com
City of Boerne provides water -	830-249-9511	www.ci.boerne.tx.us/
GVTC (Guadalupe Valley Telecommunications Cooperative) provides telephone service -	800-367-4882	www.gvtc.com
GVTC and	800-367-4882	www.gvtc.com
Time Warner Cable provides Cable TV service	210-244-2500	www.timewarnercable.com
City of Boerne (Texas Waste Management) provides garbage collection -	830-249-9551	www.ci.boerne.tx.us/

Streetlights:

Bandera Electric Cooperative, Inc. maintains the streetlights. If you notice a light out, please report it to the BEC at 866-226-3372 or call the association office at 210-829-7202.

Speed Limits & Traffic Signs:

The streets are public. Traffic and pedestrian control signs and speed limits are installed and maintained by the City of Boerne.

Newspaper Delivery:

Delivery of the Boerne Star is available by calling 830-249-2441. For additional information visit their website at www.boernestar.com.

Delivery of the San Antonio Express News is available by calling 210-250-2000. For additional information visit their website at www.mysanantonio.com/.

Delivery of the Hill Country View is available by calling 830-249-0889. For additional information visit their website at www.primetimenewspapers.com/theview/.

Mail Delivery:

Delivery is made Monday through Saturday and deposited in the cluster mailboxes provided by the builder. The USPS Boerne Post Office, located at 607 East Blanco, serves the Residents of Boerne Heights; please call 1-(800)-275-8777 if you have delivery problems. Keys and locks associated with individual mailboxes are the responsibility of the resident upon issuance of the initial keys. Any damage or loss of keys is the sole responsibility of the homeowner. For more information visit the USPS website at www.usps.com. **Your new zip code is 78006.**

Garbage Services:

Garbage services are provided by the City of Boerne (Texas Waste Management). To set up service, call the City of Boerne at 830-249-9511. Garbage is picked up on **FRIDAY** – Trash cans are to be placed curbside **ONLY ON THE MORNINGS** of pickup by 7 a.m. Please do not leave trash or grass leaf cans/bags on the curb for pickup; they must be stored out of sight until the actual morning of pickup.

Public Schools*:

Boerne Independent School District -	830-249-5000	www.boerne.isd.net
Kendall Elementary, 141 Old San Antonio Rd -	830-249-4500	
Boerne Middle School, 10 Cascade Caverns Rd -	830-249-4400	
Boerne High School, #1 Greyhound Lane -	830-249-5100	

* Due to enrollment caps, the schools listed above are subject to change. Please consult your school district's main office for future plans.

ALL EMERGENCY SERVICES MAY BE REACHED BY DIALING 911

Fire Protection & Rescue:

The Boerne Volunteer Fire Department provides fire fighting & rescue services. In non-emergency situations call 830-249-8645.

Police:

The Boerne Police Department provides public law enforcement service. In non-emergency situations call 830-249-8645 or visit their website at www.boernepolice.org.