

COVENEY  
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Dear New Neighbors:

On behalf of the Coveney Homeowner's Association, we would like to welcome you to our neighborhood and extend our best wishes for a smooth and simple transition into your new home. We know that you have many tasks and responsibilities to attend to related to your move, so we have put together what we hope will be an informative booklet.

Keep this packet for reference when questions arise, no need to read it all now. However, we do recommend pages 2 and 3, which contain information about services that you might find helpful right away, such as garbage service, newspapers and mail delivery.

We are glad that you are here and hope you will find Coveney Ranch to be as warm and friendly as we do.

Board of Directors  
Coveney Ranch Home Owner's Association

# COVENEY

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## Homeowners Association, Inc.

1600 N.E. Loop 410, Suite 202  
San Antonio, Texas 78209  
(210) 829-7202 Office | Toll-Free (866) 232-4386

Dear Homeowner,

Prior to purchasing your home, you were informed of the Coveney Ranch Homeowners Association and its many fine features. The Board of Directors and the Architectural Review Committee (ARC) 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 Coveney Ranch 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 website at [www.ams-sa.com](http://www.ams-sa.com).

### Association:

The Coveney Ranch Homeowners 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 Coveney Ranch Homeowners Association, shares a portion of the responsibility for it's support and pays mandatory assessments.

**The Coveney Ranch HOA assessments are billed annually and are due on the 1<sup>st</sup> of January of each year. If you do not receive a statement, your account is still due and you should make arrangements for payment. Please call the association for the current assessment rates.**

### 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 or 866-232-4386 Toll Free). Hours of operation are: Monday through Friday, 8:00 a.m. to 6:00 p.m. ([MAP](#))

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 Review Committee (ARC) 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 ARC for review at the time of submission of the plans. **Plans must be approved in writing prior to commencing construction.** ([Improvement Request Form](#))

"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, 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.ams-sa.com](http://www.ams-sa.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 [Kendall County's Animal Control](#) at 830-249-9721.

## Utilities & Services:

[Pedernales Electric](#)

888-554-4732

[GVTC](#) (Guadalupe Valley Telecommunications Cooperative) provides telephone service  
And Cable TV -

800-367-4882 [www.gvtc.com](http://www.gvtc.com)

## Speed Limits & Traffic Signs:

The streets are private. Traffic and pedestrian control signs and speed limits are installed and determined by the Association.

## Newspaper Delivery:

Delivery of the Boerne Star is available by calling 830-249-2441. For additional information visit their website at [www.boernestar.com](http://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/](http://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/](http://www.primetimenewspapers.com/theview/).

## Mail Delivery:

Delivery is made Monday through Saturday and deposited in the cluster mailboxes provided by the developer. The USPS Boerne Post Office, located at 607 East Blanco, serves the Residents of Coveney Ranch; 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](http://www.usps.com). **Your new zip code is 78006.**

## Garbage Services:

Owner acquires service from:

Waste Management	800-594-2088
Texas Disposal	210-494-3495

## Public Schools\*:

Boerne Independent School District -	830-249-5000	<a href="http://www.boerne.isd.net">www.boerne.isd.net</a>
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\* 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:

Bergheim volunteer Fire Department	210-663-4340	<a href="http://bergheimvfd.org/">http://bergheimvfd.org/</a>
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## Police:

<a href="#">Kendall County Sheriff</a>	(830) 249-9721
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# Welcome to Coveney Ranch!

If we may provide any additional information, please call the Association office at 210-829-7202