



**Property Owners Association**

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**RIVER CHASE  
INFORMATION/  
WELCOME PACKET**

*Prepared by the*  
**River Chase Welcome Committee**  
*Email: [welcome@riverchasepoa.org](mailto:welcome@riverchasepoa.org)*  
**January 10, 2016**



## WELCOME TO RIVER CHASE

The Board of Directors of the **New Braunfels River Chase Property Owners Association** (“**NBRC POA**”) and your fellow River Chase property owners welcome you to this 3,753-acre community.

Between 1998 and 2001, the land was acquired by Southerland Properties, Inc., and developed into 10 units (1,740 lots), as well as large common areas. We hope you will enjoy the combination of pleasing natural surroundings and variety of physical and social amenities.

The purpose of this Information/Welcome Packet (Packet) is to acquaint you with the NBRC POA, a non-profit organization that maintains River Chase common properties and facilities. The Board of Directors (BOD) and various committees are an integral part of the NBRC POA. **Spectrum Association Management (“Spectrum”)** is the company your NBRC POA employs to provide financial management and other services, beyond what can be expected of resident volunteers.

This Packet will also introduce you to useful websites, which are developing into the most accurate and convenient ways of obtaining information about our community, and communicating with the BOD officers and committee chairpersons. Please explore these websites to find a variety of information that may be helpful and useful:

- **NBRC POA Website:** [www.riverchasepoa.org](http://www.riverchasepoa.org)
- **NBRC POA Facebook Site:** *River Chase New Braunfels Forum*

The River Chase Declaration of Covenants, Conditions and Restrictions (DCCRs) can be found on the NBRC POA website at [www.riverchasepoa.org](http://www.riverchasepoa.org). We encourage you to familiarize yourself with the DCCRs as they are designed to preserve and enhance property values.

The Table of Contents will give you an overview of information contained in this document. We invite you to become involved in the life of your new community.

Sincerely,  
Your NBRC POA  
Board of Directors



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## Property Owners Association

### *Welcomes You to Our Community*

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The NBRC POA is a non-profit organization that maintains the common properties and facilities. These include the clubhouse, fitness room, pool complex, pond area, walking trails, private rights-of-way and easements not owned by Comal County, landscaped areas at the entrances and associated sprinkler systems, and a gated, private 58-acre park and pavilion, located near the Guadalupe River.

Responsibilities of the NBRC POA also include conducting annual or special meetings and elections, managing contractors, providing services, collecting assessments, making disbursements, establishing the annual budget, keeping financial records, and maintaining all administrative records. Several committees, whose responsibilities are outlined below, operate as part of the NBRC POA.

#### **GENERAL INFORMATION**

**Access Cards to the Clubhouse, Pool, Office, Fitness Center, River Park**  
[rc\\_onsiteoffice@riverchasepoa.org](mailto:rc_onsiteoffice@riverchasepoa.org) or 830-964-2197

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Gate access cards are required for entrance into River Chase amenities, specifically: 1) the Guadalupe River park and pavilion, 2) the clubhouse gate that also leads into the swimming pool complex and onsite office, and 3) the fitness center. You can obtain access cards at no cost at the RC Onsite Office shown on page 2, or you can have them mailed at a cost of ten dollars (\$10.00). Homeowners obtaining new cards will be asked to complete a liability/amenity instruction form. Access cards that no longer work, or are lost or stolen, can be replaced at a cost of five dollars (\$5.00) each. If you are a new homeowner and acquired the previous homeowner's cards, they may have been cancelled; therefore, you may need to contact the RC Onsite Office, see page 2.

**Assignment of Mailbox / Mailbox Keys – [www.usps.com](http://www.usps.com) or 830-625-7736**

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To begin delivery of your U.S. postal mail and to receive your mailbox keys, take proof of residence (i.e., utility bill or turn-on statement) to the New Braunfels Post Office, 175 South Seguin Avenue, New Braunfels, TX 78132, Monday through Saturday.

## **Association's Management Company, Spectrum – [www.spectrumam.com](http://www.spectrumam.com)**

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The management company for the NBRC POA is **Spectrum Association Management ("Spectrum")**.

Spectrum encourages you to become familiar with its website at [www.spectrumam.com](http://www.spectrumam.com). You will find many convenient services available, which are designed to make it easy to pay assessments online by credit card or e-check, and your account information, etc. In order to receive a User ID and password to access your account and the POA website, you will need to register on the Spectrum website using your personal account number. Keep this number confidential as it is used to access your homeowner's association account information.

You can also contact Spectrum by telephone, email or postal mail using the contact information below. The RC Onsite Office address shown below is also the mailing address for the NBRC POA. Please keep Spectrum updated with changes to your address, phone number(s), and email address(es).

River Chase Onsite Office Information (Spectrum):

**RC Onsite Office & NBRC POA**  
**9 a.m. to 2 p.m., Mon thru Fri**  
Office Manager: Bre Carrell  
436 River Chase Way, NB TX 78132  
[rc\\_onsiteoffice@riverchasepoa.org](mailto:rc_onsiteoffice@riverchasepoa.org)  
or [bcarrell@spectrumam.com](mailto:bcarrell@spectrumam.com)  
**RC Onsite Office: 830-964-2197**

**Spectrum Corporate Office**  
**9 a.m. to 5 p.m., Mon thru Fri**  
17319 San Pedro Avenue, #318  
San Antonio, Texas 78232  
[www.spectrumam.com](http://www.spectrumam.com)  
**Corporate Office: 210-494-0659**  
Receptionist or "LiveChat" Online

## **Board of Directors (BOD) – [bod@riverchasepoa.org](mailto:bod@riverchasepoa.org)**

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The NBRC POA is governed by a Board of Directors, consisting of five River Chase community volunteers. They are elected to serve for staggered, three-year terms and are voted in at the annual meeting each November. Directors select among themselves the office each will hold for the next year.

The BOD meets monthly to discuss community business. All residents are encouraged to attend. You can find the meeting dates and minutes at the RC website, [www.riverchasepoa.org](http://www.riverchasepoa.org). If you would like to add a topic to the meeting agenda, please send an email to [president@riverchasepoa.org](mailto:president@riverchasepoa.org). You can find email addresses for specific BOD members at the website, [www.riverchasepoa.org](http://www.riverchasepoa.org).

## Clubhouse and River Park Pavilion – Reservations and Information

[rc\\_onsiteoffice@riverchasepoa.org](mailto:rc_onsiteoffice@riverchasepoa.org)

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### 1) General Guidelines - See more specific information under 2) and 3) below.

- a) River Chase property owners can reserve the clubhouse, located at 436 River Chase Way, or the pavilion, located at the Guadalupe River park, for private events under the conditions outlined below. **To reserve either facility, please contact the RC Onsite Office, see page 2.**
- b) To reserve a facility, the property owner must be current on all dues and fees.
- c) Your request to reserve the facility must include the property owner's name, lot number, plus the date, time and length of use of the requested facility.
- d) Signed agreement, checks for payment of deposit and fee must be received from the property owner, and must be provided to the RC Onsite Office, at least two (2) weeks prior to the event to hold the reservation. *Please send checks to NBRC POA Reservations, 436 River Chase Way, New Braunfels, TX 78132, or you can personally deliver it during business hours (see page 2).*
- e) The property owner must be present at all times.
- f) The clubhouse or pavilion must be left clean and damage-free, otherwise some or all of your deposit will be retained. The amount to be retained will be determined by the condition of the facility and costs to clean/repair it. Go to [www.riverchasepoa.org](http://www.riverchasepoa.org) to view the *River Chase Clubhouse Rules & Clean-up* document.
- g) The clubhouse pool cannot be reserved or rented, and its use is not included with any reservation.

### 2) Reserving the Clubhouse – To obtain a copy of the Clubhouse Rental Agreement, go to [www.riverchasepoa.org](http://www.riverchasepoa.org), click on Documentation.

- a) The clubhouse may be reserved in four-hour blocks (from 8-12 a.m., 1-5 p.m., and 6-10 p.m.) for \$50.00 per four-hour block of time.
- b) Renters of the POA clubhouse shall provide security and cleaning deposits as set by the Board of Directors annually, based in part on the Cleaning Vendor's contract. These fees may vary from time to time due to the selected vendor.

- c) Reservations can be made by email, telephone, mail, or with the Onsite Manager, see page 2 for contact information.
- d) Reservation information shall be indicated on the POA's website with appropriate contact information.
- e) No reservation is confirmed until the rental payment and deposit check are received.
- f) Checks may be from the property owner/renter.
- g) Reservations are made by property lot number.
- h) A cleaning fee may be assessed and subtracted from the initial deposit provided at the time of reservation if the clubhouse is not returned to its original clean state.
- i) Note: The clubhouse reservation does **NOT** include the pool; the pool cannot be reserved.

**3) Reserving the Pavilion** – To obtain the Pavilion Rental Agreement, go to [www.riverchasepoa.org](http://www.riverchasepoa.org), *Documentation*.

- a) The pavilion may be reserved for exclusive use on a given date, with a non-refundable fee of \$25.00.
- b) A guest code will be given only to the person reserving the pavilion.
- c) Pavilion parties must end by dark and follow river rules.
- d) For a list of holidays when the Pavilion cannot be reserved, please refer to the Pavilion Rental Agreement.

**Common Areas, Hours of Operation** – [common\\_areas@riverchasepoa.org](mailto:common_areas@riverchasepoa.org)

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The common recreational facilities are for the use of River Chase property owners and their accompanied guests, including the clubhouse, fitness center, Guadalupe River park and pavilion (including small sports court, playscape, picnic areas and bathrooms), swimming pool, tennis/basketball/pickleball courts, walking trails, baseball/soccer fields, and pond. Your River Chase gate access card is required at the clubhouse gate, pool complex and onsite office, fitness center, and river park. *See more details on the following page.*



## RIVER CHASE RECREATIONAL FACILITY HOURS OF OPERATION

[common\\_areas@riverchasepoa.org](mailto:common_areas@riverchasepoa.org)

<b>Clubhouse</b> (behind mailboxes on RC Way)	<ul style="list-style-type: none"> <li>- 8 a.m. to 10 p.m.</li> <li>- Reservations required - necessary documents can be found at <b><a href="http://www.riverchasepoa.org">www.riverchasepoa.org</a></b></li> </ul>
<b>Fitness Center</b> (adjoins clubhouse)	<ul style="list-style-type: none"> <li>- 7 a.m. to 11 p.m.; open all year.</li> <li>- Rules are posted on the wall in the fitness room.</li> </ul>
<b>Pavilion and River Park</b> (River Chase Drive to Terrace Point)	<ul style="list-style-type: none"> <li>- 6 a.m. until dark; open all year.</li> <li>- A fresh-water fishing license is required for anyone 17 years or older.</li> <li>- <b><i>No lifeguard on duty.</i></b></li> </ul>
<b>Pond</b> (at the back of clubhouse walking trail)	<ul style="list-style-type: none"> <li>- Open 24 hours a day; open all year.</li> <li>- This is a catch-and-release pond.</li> <li>- A fresh-water fishing license is required for anyone seventeen (17) years or older.</li> <li>- <b><i>No swimming or diving is permitted.</i></b></li> </ul>
<b>Pool</b> (at the clubhouse)	<ul style="list-style-type: none"> <li>- 9 a.m. until dark; open Apr 1 through Oct 31</li> <li>- Closed at 10 a.m. every Monday for entire day due to maintenance (closed for day after water aerobics class).</li> <li>- Pool rules are posted near the clubhouse gate and on the fence inside the pool area.</li> <li>- <b><i>No lifeguard is on duty; no diving permitted.</i></b></li> </ul>
<b>RC Onsite Office</b> (adjacent to the clubhouse)	<ul style="list-style-type: none"> <li>- 9 a.m. to 2 p.m. M-F, open year round; closed on recognized holidays.</li> <li>- <a href="mailto:rc_onsiteoffice@riverchasepoa.org">rc_onsiteoffice@riverchasepoa.org</a></li> </ul>
<b>Tennis/Basketball/Pickleball Courts</b> (behind clubhouse)	<ul style="list-style-type: none"> <li>- 7 a.m. to 11 p.m.; open all year.</li> <li>- Rules are posted on a large sign at the court.</li> </ul>
<b>Walking Trail/Sidewalk</b> (behind clubhouse)	<ul style="list-style-type: none"> <li>- Open 24 hours a day; open all year.</li> <li>- All pets must be on a leash.</li> <li>- Animal owners should be prepared to clean up after all pets. Your cooperation is appreciated.</li> <li>- Full distance of walking trail is .66 mile.</li> </ul>

## Communicating with Your Neighbors – Email, Facebook and Website

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Please explore the websites shown below to find a variety of ways to communicate in River Chase:

➤ **NBRC POA Official Website** – [www.riverchasepoa.org](http://www.riverchasepoa.org)

This website provides access to River Chase covenants, management company contact information, events and calendar information, email addresses for all River Chase committees under the **Contact Us** link, community news, classified ads and other information.

➤ **Closed Facebook Group Pages** –

[www.facebook.com/groups/riverchasenewbraunfelsforum/](https://www.facebook.com/groups/riverchasenewbraunfelsforum/)

- **River Chase New Braunfels Forum** - This site provides a venue for residents to discuss community-related topics and to obtain community information in a closed/private group venue. At the top of this page, you can click on *Events*, *Photos* or *Files* to see additional community information.

- **River Chase Entrepreneurs** – This page is used to promote the Entrepreneurs of River Chase.

- **River Chase Garage Sale** – This page is used to post items of value for sale by River Chase residents.

➤ **Official Email Correspondence** – [administrator@riverchasepoa.org](mailto:administrator@riverchasepoa.org)

An email distribution list is maintained and utilized to forward relevant information in a timely manner to River Chase residents concerning events, meetings, emergency, weather, safety and traffic issues. It is updated by a website administrator for the purpose of making official POA announcements and notifications. If you would like to be included in future communications, you can:

- email your name, address and lot number to

[administrator@riverchasepoa.org](mailto:administrator@riverchasepoa.org)

- or send your information by written notice to the **NBRC POA Board of Directors, 436 River Chase Way, New Braunfels TX 78132**

## Declaration of Covenants, Conditions & Restrictions (DCCRs)

[DCCRC@riverchasepoa.org](mailto:DCCRC@riverchasepoa.org)

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River Chase homeowners live in a development which wants to ensure long-term property values. Every property owner should strive to comply with the DCCRs. While each unit in River Chase has its own DCCRs (thus, there are 10 DCCRs), there are many commonalities across them. The property description on your deed includes your lot number and River Chase unit number.

Through the DCCRs, the developer established a set of restrictions “for enhancing and protecting the value, desirability and attractiveness of said property.” Many people choose to purchase property and live in River Chase because of the careful consideration put into the DCCRs. For more details, please consult the DCCRs.

Please familiarize yourself with the DCCRs to reduce the possibility of non-compliance. They can be read or downloaded from [www.riverchasepoa.org](http://www.riverchasepoa.org).

## Property Owner’s Assessment - Annual

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Every property owner in River Chase is a member of the NBRC POA and shares in the responsibility for its support. The current NBRC POA assessment is \$150 per year, per lot. Owners of two or more lots pay no more than twice the annual amount for one lot, or currently \$300.

As a property owner of River Chase, you will receive annual assessment billings in December. Payment of your annual assessment is due on January 1st and will be considered delinquent if not paid by January 29th. If you do not receive your assessment bill, please contact Spectrum, see page 2 for contact information. Please submit payment showing your account number to:

- Lockbox address: NBRC Property Owners Association, Inc., c/o Spectrum Association Management, P. O. Box 1118, Commerce, GA 30529, or
- [www.spectrumam.com](http://www.spectrumam.com): You can pay assessments online by credit card or e-check. ***If you do not know your account number, please contact Spectrum.***

Delinquent accounts incur a monthly late fee. Late notices are sent in early February. If payment is not received by February 28th, a final warning letter is sent. If payment is not received after another 30 days, the account will be turned over to collection. Late fees, attorney fees, and all other expenses related to collecting the account will be charged to the property owner.

The Closing Department handles statement of accounts and resale certificates.

- Resale Department – [resales@spectrumam.com](mailto:resales@spectrumam.com) or 210-494-0659
- Closing Department – [closing@spectrumam.com](mailto:closing@spectrumam.com) or 210-494-0659

### **Emergency Services Districts (ESD), All Properties, Units 1 - 10**

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- **Units 1 thru 8** – [www.canyonlakefire-ems.org](http://www.canyonlakefire-ems.org) & [www.facebook.com/ccesd3](https://www.facebook.com/ccesd3)

Units 1 through 8 are part of ESD #2 (EMS) and ESD #3 (Fire) and served by the Canyon Lake Fire department at **830-907-2922**. Consider adding this phone number to your cell phone.

- **Units 9 and 10** – [www.nbtexas.org](http://www.nbtexas.org) and [www.facebook.com/pages/city-of-newbraunfelsfiredepartment](https://www.facebook.com/pages/city-of-newbraunfelsfiredepartment)

Units 9 and 10 are part of ESD #7 and served by New Braunfels Fire department at **830-221-4200**. ESD #7 includes other homes that fall within an area designated by Bexar Metro 911.

- **Blue Reflective Address Sign** – If you wish to aid your emergency services personnel in their ability to respond to a call to your residence, particularly at night, all Units 1-10 can purchase a blue reflective address sign from the Canyon Lake Professional Firefighters Assoc. **The order forms can be found at the back of this Packet or online at [www.riverchasepoa.org](http://www.riverchasepoa.org).** The blue address sign will be installed by the Firefighters Association.
- **9-1-1 Dispatch** – Regardless of where you live in River Chase, an emergency call to 911 will dispatch the proper emergency response team (fire, law enforcement, EMS).



## COMMITTEES, CLUBS and ASSOCIATIONS

Participation in any committee and use of community assets (including the website, marquee, newsletter) is dependent upon being a property owner in River Chase who is in good standing with no outstanding dues or fines.

River Chase committees are comprised of supportive volunteer property owners. All committees need additional manpower resources. If a particular committee appeals to you, you can make your initial contact via the respective email address, indicating your desire to help. You do not need to be a committee member to participate. In addition to helping our neighborhood maintain its vibrancy, participating in a committee can also provide opportunities to meet new people and make new friends. All volunteers and visitors are invited to attend the meetings and events. Other committees can be initiated at the Board's discretion, either temporary or permanent. See *additional committee information on following pages.*

### Contact Information

#### Architectural Control Committee:

- [acc@riverchasepoa.org](mailto:acc@riverchasepoa.org)

#### Bluebonnet 4-H Club:

- [bluebonnet4h@riverchasepoa.org](mailto:bluebonnet4h@riverchasepoa.org)

#### Book Club, RC:

- [rcbookclub@riverchasepoa.org](mailto:rcbookclub@riverchasepoa.org)

#### Common Areas Committee:

- [common\\_areas@riverchasepoa.org](mailto:common_areas@riverchasepoa.org)

#### Communications Committee:

- [communications@riverchasepoa.org](mailto:communications@riverchasepoa.org)
- [newsletter@riverchasepoa.org](mailto:newsletter@riverchasepoa.org)

#### Emergency Services Committee:

- [emergency\\_services@riverchasepoa.org](mailto:emergency_services@riverchasepoa.org)

#### Events Committee:

- [events@riverchasepoa.org](mailto:events@riverchasepoa.org)

#### Gardeners, RC

- [info@riverchasegardeners.org](mailto:info@riverchasegardeners.org)
- [www.riverchasegardeners.org](http://www.riverchasegardeners.org)

#### Kids' Club:

- [kids@riverchasepoa.org](mailto:kids@riverchasepoa.org)

#### Neighborhood Board

- [neighborhoodboard@riverchasepoa.org](mailto:neighborhoodboard@riverchasepoa.org)

#### Nominations Committee:

- [nominations@riverchasepoa.org](mailto:nominations@riverchasepoa.org)

#### Veterans Association, River Chase:

- [membership@rcveteransassociation.org](mailto:membership@rcveteransassociation.org)

#### Welcome Committee:

- [welcome@riverchasepoa.org](mailto:welcome@riverchasepoa.org)

## **Architectural Control Committee (ACC) – [acc@riverchasepoa.org](mailto:acc@riverchasepoa.org)**

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The Architectural Control Committee (ACC), established under Article IV of the River Chase River Chase Declaration of Covenants, Conditions and Restrictions (DCCRs), is a three-member committee of volunteers who are appointed by the BOD at their November meeting, and serve for staggered, three-year terms. For the specific duties and responsibilities of this committee, refer to the DCCRs document at [www.riverchasepoa.org](http://www.riverchasepoa.org). This committee must review and approve construction or removal of any exterior improvement on any property.

Covenants and restrictions that apply to a primary residence also apply to any, and all, additional improvements. For example, ACC approval is required for workshops, storage structures, fences, driveways, swimming pools, etc. For additional information and a better understanding of improvements requiring approval, please review the *Construction Checklists* at [www.riverchasepoa.org](http://www.riverchasepoa.org).

The ACC encourages every property owner to make a complete and appropriate application before initiating any property construction or improvement. Please observe the submission requirements as posted on the NBRC POA website at [www.riverchasepoa.org](http://www.riverchasepoa.org). Quarterly minutes from the ACC can be found in The News Stream. If there are any questions about the requirements for ACC approval, you can request a review of your specific situation via the ACC email address at [acc@riverchasepoa.org](mailto:acc@riverchasepoa.org). The ACC meets twice monthly at the clubhouse, see the Events Calendar on the POA website.

## **Bluebonnet 4-H Club – [bluebonnet4h@riverchasepoa.org](mailto:bluebonnet4h@riverchasepoa.org)**

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We would like to welcome you to the Bluebonnet 4-H Club. This Club provides an opportunity for us to teach our children leadership, citizenship and life skills. 4-H isn't only about raising animals -- there is much more to it! Come to our meetings and find out how to get involved in activities that promote well rounded citizens! We meet at the clubhouse on the second Sunday of the month from 3-5:00 p.m.

## **Book Club, RC – [RCbookclub@riverchasepoa.org](mailto:RCbookclub@riverchasepoa.org)**

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The purpose of the RC Book Club is to encourage members to read and share their experiences with others to 1) discuss issues in the book that might be of interest to the group, 2) discover an author who might not be familiar to our members, which in turn might lead to an interest in other books by the author for personal reading, 3) discover a new genre of books through sharing, 4) develop book discussion guidelines to use within the club, as well as for personal use, and 5) discover new sources for books, book lists, or book discussions.

We announce the books we are reading several months ahead; however, you can request this information by email at [rcbookclub@riverchasepoa.org](mailto:rcbookclub@riverchasepoa.org). If you have not yet read the book, please join us anyway. We have “goodies” at each meeting. We meet at the clubhouse on the second Tuesday of each month at 7:00 p.m. Please don’t hesitate to contact us if you have any questions.

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#### **Common Areas Committee – [common\\_areas@riverchasepoa.org](mailto:common_areas@riverchasepoa.org)**

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The Common Areas Committee has the ongoing responsibility of maintaining the community's facilities in good working order, researching and acting on improvements, or upgrading amenities. All property owners can share in this effort by treating our facilities with respect. Your help in reporting items that need repair will be greatly appreciated.

- **Routine Problems:** Email message to [common\\_areas@riverchasepoa.org](mailto:common_areas@riverchasepoa.org)
- **Emergency Problems:** Contact **Spectrum’s Main Office at 210-494-0659**

Meetings are scheduled at the clubhouse on the first Wednesday of each month at 5:30 p.m. Property owners are welcome.

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#### **Communications Committee – [communications@riverchasepoa.org](mailto:communications@riverchasepoa.org)**

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The goals of the Communications Committee are to **1)** promote goodwill among the residents and property owners of River Chase, **2)** build a positive reputation for the community both internally and externally, and **3)** keep the community informed of the latest information on events, clubs, organizations, community safety, and RC residents’ business enterprises.

- **Newsletter, River Chase News Stream – [newsletter@riverchasepoa.org](mailto:newsletter@riverchasepoa.org)**

The *News Stream* is a community newsletter that is e-published four times each year. You are invited to view current and past publications of the newsletter on the River Chase website.

- **Articles for the newsletter** are written by River Chase residents and should be emailed to [communications@riverchasepoa.org](mailto:communications@riverchasepoa.org).
- **Newsletter guidelines** can be found at the River Chase website, [www.riverchasepoa.org](http://www.riverchasepoa.org), click on Community Newsletter.
- **Receive the newsletter** by email automatically! Send your name, street and email addresses to [administrator@riverchasepoa.org](mailto:administrator@riverchasepoa.org). You will be added to the Email Distribution List by the administrator.
- **Meetings** are scheduled as needed at the clubhouse and posted on the RC Events Calendar at [www.riverchasepoa.org](http://www.riverchasepoa.org).



## **Emergency Services Committee (ESC) [emergency\\_services@riverchasepoa.org](mailto:emergency_services@riverchasepoa.org)**

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The function of the Committee is to increase awareness of medical, fire and law enforcement/crime prevention issues within River Chase. The members are committed to working with local emergency providers to ensure that our residents receive the most appropriate response. Meetings are scheduled as required and posted on the RC Events Calendar at [www.riverchasepoa.org](http://www.riverchasepoa.org).

Other useful websites are:

- [www.co.comal.tx.us/fire\\_marshall.htm](http://www.co.comal.tx.us/fire_marshall.htm)
- [www.facebook.com/comalcountyfiremarshalsoffice](http://www.facebook.com/comalcountyfiremarshalsoffice)
- [www.canyonlakefire-ems.org](http://www.canyonlakefire-ems.org) and [www.facebook.com/ccesd3](http://www.facebook.com/ccesd3)
- [www.facebook.com/pages/city-of-newbraunfelsfiredepartment](http://www.facebook.com/pages/city-of-newbraunfelsfiredepartment)
- [www.firewise.org](http://www.firewise.org)

For questions about the additional areas covered under the ESC umbrella, as shown below, please send an email to: [emergency\\_services@riverchasepoa.org](mailto:emergency_services@riverchasepoa.org).

- **AirLIFE Guardian Angel Ambulance Service – [www.airlifeangel.com](http://www.airlifeangel.com)**
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AirLIFE, our local air ambulance transport service, has worked with your River Chase Emergency Services Committee and the Canyon Lake Fire Department to establish landing zones within River Chase. A helicopter is stationed at the New Braunfels airport.

At the back of this Packet, you will find an additional information page, with a membership form. AirLIFE has a membership program that costs \$10.00 annually per family. It will forgive the amount not paid by your insurance after your co-pay is met. If you would like more information, please contact **AirLIFE** at **1-877-404-7111**. ***Inform them that you are a member of HCNC (Hill Country Neighborhood Coalition); otherwise, the annual family cost is \$49.00.***

- **ESC Firewise – [emergency\\_services@riverchasepoa.org](mailto:emergency_services@riverchasepoa.org)**
- 

Due to the significant vegetation throughout our area, combined with drought and wind conditions, this committee has worked with the Texas Forest Service in making River Chase a 'Firewise Community', thereby creating a safer environment for all of us, see [www.firewise.org](http://www.firewise.org).



In case of emergency, you should know two exits from your location, and become familiar with all subdivision exits (see two subdivision maps in at the end of this document or at [riverchasepoa.org](http://riverchasepoa.org)).

- **Units 1 through 3:** River Chase Drive to Hwy 306
- **Units 4 through 10:**
  - River Chase Way to Hwy 306
  - Western Oaks to Hwy 306
  - Knights Way to Purgatory Road
  - Glen Wood Drive through Gruene Haven to Hwy 306
  - Cambridge east, through the gated community of Havenwood. This access is normally closed to through traffic, but could be made available by the Fire Department for evacuation purposes only.

There are related materials to review at the back of this Packet, and online at [www.riverchasepoa.org](http://www.riverchasepoa.org), *Emergency Services*.

➤ **ESC Neighborhood Watch** – [emergency\\_services@riverchasepoa.org](mailto:emergency_services@riverchasepoa.org)

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River Chase is an official Neighborhood Watch community, working in conjunction with the crime prevention officers at the Comal County Sheriff's Department. See additional information at the end of this Information Packet on Crime Prevention & Neighborhood Watch tips, and check with your Local Emergency Services representatives for more information.

- Report any observed vandalism or suspicious activities to the **Comal County Sheriff's Department at 830-620-3400**, and use your cell phone camera to record activity.
- If life threatening, **DIAL 9-1-1**.
- Additional sources include: [www.co.comal.tx.us/so/index.htm](http://www.co.comal.tx.us/so/index.htm) and [www.facebook.co/comal-county-sheriffs-office](https://www.facebook.co/comal-county-sheriffs-office)

Also in this Packet, don't miss the flyers at the back on CRIME PREVENTION, MAKE YOUR HOME A SAFER PLACE, and NEIGHBORHOOD WATCH TIPS.

***You can schedule a home inspection with the Comal County Sheriff's office, free of charge, by calling 830.643.5842. The visiting deputy will observe and rate your home on its security features, and provide suggestions on improvements.***

## **Events Committee – [events@riverchasepoa.org](mailto:events@riverchasepoa.org)**

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The Events Committee sponsors a variety of social events each year. For event details, please check the website at [www.riverchasepoa.org](http://www.riverchasepoa.org) and the **River Chase New Braunfels Facebook Forum** under the *Events* and/or *Files* tabs at the top of the page. We are always looking for volunteers, so please contact us at your earliest convenience! Committee meetings are scheduled as needed at the clubhouse and posted online at [www.riverchasepoa.org](http://www.riverchasepoa.org), or on the marquee, bulletin board, and Facebook Forum. All property owners are welcome to attend.

## **Gardeners, RC – [info@riverchasegardeners.org](mailto:info@riverchasegardeners.org) or [www.riverchasegardeners.org](http://www.riverchasegardeners.org)**

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The RC Gardeners' mission is to promote the knowledge and love of gardening and to inform and educate River Chase residents about gardening techniques and plants suitable to the Hill Country landscape. Programs also explore area wildlife, water conservation, landscaping, and fire prevention. The speakers are Master Gardeners, Master Naturalists and experts in their field. The club is open to all River Chase residents and there are no membership dues or fees. If you have questions or comments, please contact us at the links shown above. We meet at the clubhouse on the first Thursday of the month 7:00 p.m.

## **Homeschoolers, Association of River Chase (ARCH) – Facebook**

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The Association of River Chase Homeschoolers is an informal group of neighbors sharing experiences, resources, and fellowship. If you should have an interest in this group, please contact them on Facebook at Association of River Chase Homeschoolers (ARCH).

## **Kids Club of RC – [kids@riverchasepoa.org](mailto:kids@riverchasepoa.org)**

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The Kids Club of RC promotes outreach to our neighborhood youth offering fun fellowship, encouraging community involvement, and hosts various enrichment activities. During the summer, the Kids Club holds bi-weekly story and craft times, summer reading programs, day camps, and family friendly events such as a pool party and fall family camp out. For upcoming events and information, please check the website at [www.riverchasepoa.org](http://www.riverchasepoa.org) and the **River Chase New Braunfels Facebook Forum**, under the *Events* and/or *Files* tabs at the top of the page. If you would like to volunteer for this club, please contact us! Committee meetings are scheduled as needed at the clubhouse and posted on the website, and/or on the marquee, bulletin board and Facebook Forum. All property owners are welcome to attend.

## **Neighborhood Board (NB) – [rcneighborhoodboard@riverchasepoa.org](mailto:rcneighborhoodboard@riverchasepoa.org)**

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The NB consists of five members, each appointed by a sitting Director of the Board. They volunteer to serve as long as the Director on the Board remains on the BOD. Acting in their capacity as advocates for the homeowners they:

- 1) Review and confirm any violations identified by either the Management Company or other POA members, attempt to resolve the violation with the affected property owner and recommend action, if any, to the Board of Directors for consideration.
- 2) Review appeals to ACC denials of Applications for Construction, and recommend action, if any, to the Board of Directors for consideration.
- 3) Review and consider policies and procedures, as directed by the Board of Directors, and recommend changes and actions, if any, to the Board of Directors for consideration.
- 4) Have access to any committee meeting to promote membership knowledge and commitment to the committee activities.

For more information, see a detailed description on page 36.

## **Nominations Committee – [nominations@riverchasepoa.org](mailto:nominations@riverchasepoa.org)**

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The Committee is responsible for identifying, recruiting, and training neighbors to 1) stand for election as Directors and ACC members, 2) volunteer to chair Standing and Ad Hoc Committees, and 3) volunteer their services as members of Standing and Ad Hoc committees. If you would like to participate on this committee, please send an email to [nominations@riverchasepoa.org](mailto:nominations@riverchasepoa.org). Meetings are scheduled as needed at the clubhouse and posted at [www.riverchasepoa.org](http://www.riverchasepoa.org). For more information, see a detailed description on page 38.

## **Veterans Association, River Chase – [membership@rcveteransassociation.org](mailto:membership@rcveteransassociation.org) or [www.rcveteransassociation.org](http://www.rcveteransassociation.org)**

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The River Chase Veterans Association mission is to participate and educate about what it means to be a Veteran. We will be participating in Veteran events in and around our community. The group was formed in October 2015 with approval from the River Chase POA Board of Directors. Membership is open to Veterans and those who support Veterans! Our first project is complete; we had a fundraiser to purchase a flagpole that will be erected at the River Chase clubhouse in 2016. Please email [membership@rcveteransassociation.org](mailto:membership@rcveteransassociation.org) for more information, or visit the website! Our meetings are held on the second Thursday of each month, 6:30 p.m., at the clubhouse.

The Welcome Committee assists property owners in the smooth transition into the River Chase community. The committee creates and distributes the Information/Welcome Packet to address questions and concerns frequently raised by new property owners. You can obtain a Packet as shown below:

- View/print a copy at the NBRC POA website – [www.riverchasepoa.org](http://www.riverchasepoa.org).
- View/print a copy at the NBRC POA Facebook site, ***River Chase New Braunfels Forum***, *Files tab at the top of the page*.

Committee meetings are scheduled as needed at the clubhouse and posted online at [www.riverchasepoa.org](http://www.riverchasepoa.org).

## **OTHER RIVER CHASE INFORMATION**

### **General Rules and Regulations**

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- There is no hunting allowed (guns or bows) in River Chase subdivision.
- Dogs **MUST** be on a leash at all times or be subject to County fine of \$500.
- All roads and streets in River Chase are owned and maintained by Comal County.
- Please follow Comal County outdoor burning rules, available at:  
[www.co.comal.tx.us/Fire\\_Marshal.htm](http://www.co.comal.tx.us/Fire_Marshal.htm).
- Please observe our 30-mph speed limit to help ensure that River Chase is a safe, as well as beautiful and friendly, community.

### **Local Museums**

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- Heritage Museum of TX Hill Country, Featuring Dinosaur Tracks,  
4831 FM 2673, Canyon Lake - 830-899-4542
- McKenna Children's Museum, 801 West San Antonio Street - 830-606-9525
- Sophienburg Museum, 401 West Coll Street - 830-629-1572

## Comal County Lost and Found Dogs

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Email a description and photo to:

- [ComalCountyLostAndFoundDogs@gmail.com](mailto:ComalCountyLostAndFoundDogs@gmail.com), or go to
- **Facebook, click LIKE on Comal County Lost and Found Dogs**, and post a description and photo.
- They network with Comal County residents to reunite pets and families.
- To avoid delays, consider adding your contact information to your dog's collar.

## SNAKES!

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Bruce the Snake Man says, "Now that the weather is cooling off and we have gotten some rain, the snakes will be coming out. These animals are very beneficial and most are harmless. They eat rodents and vermin. Please do not kill them. Let me safely remove them and take them to a remote, safe location." This is a free service. Bruce is a River Chase resident and a member of the South Texas Herpetology Association.

You can contact **Bruce** at **512.667.0566** or **830.964.2994**.



## Reflective Address Sign Order Form

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### Canyon Lake Professional Firefighters Association Local 4713

Cash and/or Checks Accepted

Please make checks payable to CLPFFA /

\$25.00 per sign

By Mail: PO Box 1943 Canyon Lake, TX 78133

In Person: Station 1 located at 1074 Scissortail

Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Address: \_\_\_\_\_ Date Installed: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Special Placement Instructions: \_\_\_\_\_

\_\_\_\_\_

Amount Paid: \$ \_\_\_\_\_ ☐ Cash ☐ Check# \_\_\_\_\_

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### Customer Receipt

Date:

Amount Paid:

Employee Number:

For any questions or concerns please contact Greg Eckert at [gregory.eckert@ccesd3.org](mailto:gregory.eckert@ccesd3.org)



## **AirLIFE Guardian Angel Membership**

**About AirLIFE** - San Antonio AirLIFE is Southwest Texas' premier air medical transport service dedicated to safety, rapid transport, and superior medical care of patients requiring critical care 24 hours a day within a 150-mile radius of San Antonio. San Antonio AirLIFE is committed to community service through activities which promote safety, illness and injury prevention, and awareness of community medical resources.

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**To become a member of AirLIFE Guardian Angel,  
the cost is \$10/year per household  
(the normal cost for a family of up to eight members is \$49/year).**

Recently, the Hill Country Coalition of Subdivisions in Comal County was accepted as an organization. This meant we needed 100 members from multiple subdivisions rather than just River Chase. Emergency transport of injured patients is very expensive, even with insurance. The total cost can run over \$10,000 to \$15,000, depending on time and mileage. Even with insurance and Medicare, there can be deductibles and gaps in coverage. The membership of 100 has been met, so residents can continue to join for \$10/year.

To read more about it, go to [www.AirlifeAngel.com](http://www.AirlifeAngel.com). If you would like to join, please review the brochure at the link shown above, and:

1. Complete the AirLIFE registration form on the following page.
2. On the registration form, check the box labeled 'New' and write "HCNC" under the box (*this has been done for you if you use the form on the following page*).
3. Select a 1-year membership (cross through the \$49 and write \$10) – *only required if you use the form on the AirLIFE website*.
4. Attach a \$10.00 check and mail the form in a stamped envelope to:

**AirLIFE Guardian Angel, Attn: Marina Dienhart  
7500 Hwy 90 West, AT&T Center, #220, San Antonio TX 78227  
If you have questions, please call Marina Dienhart  
at 877-404-7111 or 210-233-5917**

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***In the event of a crisis, do not contact AirLIFE directly.***

In emergencies, AirLIFE is dispatched by the 911 system after a first responder (EMS, fire department, sheriff's deputy, police officer, state trooper or other authority) has determined that air transport is needed.



## River Chase Residents Register Today!

Please complete the form below and mail to: AirLIFE Guardian Angel – 7500 Hwy 90 West, AT&T Center, #220 – San Antonio, TX 78227 or register online at [www.airLIFEAngel.com](http://www.airLIFEAngel.com)

☒ New – HCNC \$10.00   ☐ Renewal   ☐ Gift

1. PRIMARY MEMBER NAME ^ Birthdate

Mailing Address /City/State/Zip

Telephone Email

2. SPOUSE/PARTNER NAME ^ Birthdate

Mailing Address /City/State/Zip

Telephone Email

### FAMILY MEMBERS:

Name Relationship Birthdate

Name Relationship Birthdate

Name Relationship Birthdate

Name Relationship Birthdate

For additional dependents, please provide same information on separate page.

HCNC COST IS TEN DOLLARS (\$10.00) ANNUALLY. How are you paying?

☐ Check Enclosed   ☐ MasterCard   ☐ VISA  
☐ Money Order   ☐ American Express   ☐ Discover

Account # \_\_\_\_\_

Exp Date \_\_\_\_\_

Name on Card \_\_\_\_\_



<b>COMAL COUNTY COMMUNITY SERVICES</b>	
<b>Comal County Services</b>	<b><i>www.co.comal.tx.us/</i></b>
Animal Control	830-608-2016
Appraisal District (property values)	830-625-8597
County Road Department (potholes/road repair)	830-608-2090
Driver's License Bureau (DPS)	830-625-0700
Environmental Health (septic issues)	830-608-2094
Motor Vehicle License Plates and Registration	830-221-1350
Precinct 4 County Commissioner	830-221-1104
Tax Assessor-Collector (county/school taxes)	830-221-1353
Visitor Center (I-35 and Sequin Avenue at exit 187)	Pick up free new-resident packets with maps, restaurant information, entertainment, etc.
<b>Comal Independent School District Offices</b>	<b>830-221-2000 <i>www.comalisd.org</i></b>
Hoffmann Lane Elementary (Grades K-5) 4600 FM 306, New Braunfels 78132	830-221-2500
Church Hill Middle School (Grades 6 - 8) 1275 N Business 35, New Braunfels 78130	830-221-2800
Canyon High School (Grades 9 - 12) 1510 IH-35 North, New Braunfels 78130	830-221-2400
Special Education Programs	830-221-2088
Transportation Department	830-221-2055
<b>Garbage Services</b>	
Tiger Sanitation, Friday pick-up with curbside recycling	210-333-4287
Progressive Waste, <a href="http://www.progressivewaste.com/">www.progressivewaste.com/</a> Thursday pick-up with curbside recycling	512-251-5622

<b>COMAL COUNTY COMMUNITY SERVICES (continued)</b>	
<b>Libraries</b>	
<b>City Library:</b> <ul style="list-style-type: none"> <li>NB Public Lbry, 700 Common St</li> <li>Friends of the Book Store, Used /Donated</li> </ul>	830-221-4300 830-627-7824
<b>County Library:</b> Tye Preston Memorial Lbry, 1321 FM 2673, Canyon Lake	830-964-3744
<b>Mail Delivery</b>	
New Braunfels Post Office, 175 South Seguin Ave 78132; Mon - Sat. To begin delivery and receive mailbox keys, take proof of residence (i.e., utility bill or turn-on statement).	830-625-7736 <a href="http://www.usps.com">www.usps.com</a>
<b>Newspapers</b>	
Austin American Statesman	512-445-3500
Herald-Zeitung (New Braunfels/Comal County)	830-625-9144
San Antonio Express News, Customer Service	800-456-7411
Wall Street Journal	1-800-568-7625
<b>Recycling - See next page</b>	
<b>Utilities</b>	
Direct TV (AAA discounts)	1-855-229-4388
GVTC (Guadalupe Valley Telecommunications Cooperative)	830-885-4411 <a href="http://www.gvtc.com">www.gvtc.com</a>
NBU (New Braunfels Utilities) Water Service	830-629-8400 <a href="http://www.nbutexas.com">www.nbutexas.com</a>
PEC (Pedernales Electric Cooperative)	830-964-3346 888-554-4732 <a href="http://www.pec.coop/">www.pec.coop/</a>
TWC (Time Warner Cable)	210-244-0500 <a href="http://www.timewarnercable.com">www.timewarnercable.com</a>
<b>Voter Information</b>	
Precinct 404 - Official Voting Poll	<a href="http://www.co.comal.tx.us">www.co.comal.tx.us</a>
Comal County Voter Registrar	830-221-1352

## COMAL COUNTY LOCAL NON-EMERGENCY NUMBERS

Local Non-Emergency Services	Phone	Website
<b>Fire/EMS Protection</b>		
Canyon Lake Fire Department (EMS)	830-907-2922	<a href="http://www.canyonlakefire-ems.org">www.canyonlakefire-ems.org</a>
Comal County Fire Marshall, Burn Bans (1)	830-643-3748	<a href="http://www.co.comal.tx.us/Fire_Marshal.htm">www.co.comal.tx.us/Fire_Marshal.htm</a>
New Braunfels Fire Department	830-221-4200	<a href="http://www.nbtexas.org/index.aspx?NID=304">www.nbtexas.org/index.aspx?NID=304</a>
<b>Hospital / Medical</b>		
Central Texas Medical Center, San Marcos	512-353-8979	<a href="http://www.ctmc.org/">www.ctmc.org/</a>
CHRISTUS Santa Rosa Hospital - New Braunfels 600 North Union Avenue, NB 78130	830-606-9111	<a href="http://www.christussantarosa.org">www.christussantarosa.org</a>
CHRISTUS Santa Rosa Emergency Center - Creskide, 244 Creskide Crossing, NB 78130	830-608-5600	
RESOLUTE Health Hospital & Wellness Campus 555 Creskide Crossing, NB 78130	830-500-6000	<a href="http://www.resolutehealth.com/">www.resolutehealth.com/</a>
Texas Poison Control Center	800-222-1222	<a href="http://www.aapcc.org">www.aapcc.org</a>
<b>Law Enforcement</b>		
Sheriff's Department, Comal County (2)	830-620-3400	<a href="http://www.co.comal.tx.us">www.co.comal.tx.us</a>
Crime Prevention / Neighborhood Watch (3)	830-643-5842	<a href="http://www.nnwi.org">www.nnwi.org</a>
Dept of Public Safety (DPS) / State Hwy Patrol	830-625-8331	<a href="http://www.co.comal.tx.us/DPS.htm">www.co.comal.tx.us/DPS.htm</a>
<b>Texas Forest Service</b>		<a href="http://Txforestservice.tamu.edu">Txforestservice.tamu.edu</a> and <a href="http://firewise.org">firewise.org</a>
<b>Texas Parks &amp; Wildlife Game Warden (24-hour reporting of poaching)</b>	800-792-4263	<a href="http://tpwd.state.tx.us">tpwd.state.tx.us</a>
<b>Wildlife Rescue &amp; Rehabilitation</b>	830-336-2725	<a href="http://www.wildlife-rescue.org/">www.wildlife-rescue.org/</a>
Wildlife Sanctuary, The Drift Inn	512-731-9386	<a href="http://www.TheDriftInn.org">www.TheDriftInn.org</a>
Central Texas Bee Rescue	512-914-0123	<a href="http://www.honeybeekind.com">www.honeybeekind.com</a>

(1) Check website for controlled burn ban info. Burn ban status sign is displayed on Hwy 306 at Hunter as you go toward Canyon Lake. *To report questionable burns, call 830-620-3400.*

(2) Call the Sheriff's office for drive-by vacation watch.

(3) Free home inspections can be scheduled at 830-643-5842 and leaving a return number. May reduce homeowner's insurance.



# Property Owners Association

## COMMITTEES, CLUBS AND ASSOCIATIONS

Meeting date, time and location can be found on the River Chase website,  
[www.riverchasepoa.org](http://www.riverchasepoa.org) , RC Events Calendar.

To schedule a date, contact [RC\\_onsiteoffice@riverchasepoa.org](mailto:RC_onsiteoffice@riverchasepoa.org)

Committees / Clubs / Associations	Email Address
Architectural Control Committee	<a href="mailto:acc@riverchasepoa.org">acc@riverchasepoa.org</a>
Bluebonnet 4-H Club	<a href="mailto:Bluebonnet4h@riverchasepoa.org">Bluebonnet4h@riverchasepoa.org</a>
Book Club, RC	<a href="mailto:rcbookclub@riverchasepoa.org">rcbookclub@riverchasepoa.org</a>
Common Areas Committee	<a href="mailto:common_areas@riverchasepoa.org">common_areas@riverchasepoa.org</a>
Communications Committee	<a href="mailto:communications@riverchasepoa.org">communications@riverchasepoa.org</a>
Emergency Services Committee Neighborhood Watch Firewise & AirLIFE	<a href="mailto:emergency_services@riverchasepoa.org">emergency_services@riverchasepoa.org</a>
Events Committee	<a href="mailto:events@riverchasepoa.org">events@riverchasepoa.org</a>
Gardeners, RC	<a href="mailto:info@riverchasegardeners.org">info@riverchasegardeners.org</a> <a href="http://www.riverchasegardeners.org">www.riverchasegardeners.org</a>
Kid's Club, RC	<a href="mailto:kids@riverchasepoa.org">kids@riverchasepoa.org</a>
Neighborhood Board	<a href="mailto:rcneighborhoodboard@riverchasepoa.org">rcneighborhoodboard@riverchasepoa.org</a>
Neighborhood Watch	<a href="mailto:emergency_services@riverchasepoa.org">emergency_services@riverchasepoa.org</a>
Nominations Committee	<a href="mailto:nominations@riverchasepoa.org">nominations@riverchasepoa.org</a>
Veterans Association, RC	<a href="mailto:membership@rcveteransassociation.org">membership@rcveteransassociation.org</a>
Welcome Committee	<a href="mailto:welcome@riverchasepoa.org">welcome@riverchasepoa.org</a>

## COMMUNICATING IS FUN & EASY IN RIVER CHASE!

The River Chase Board of Directors invites you to explore various River Chase sites where you can find a variety of useful information that may be helpful to you as a member of our community.

- 1) RIVER CHASE WEBSITE** ([www.riverchasepoa.org](http://www.riverchasepoa.org)) – We encourage you to spend some time on this POA website to familiarize yourself with its contents, including:

Home  
Architectural Committee  
Articles and By-Laws  
Board Of Directors  
Classifieds:Personal  
Classifieds:Business  
Committees & Clubs  
Community Newsletter  
Covenants and Restrictions  
DCCR Review Committee  
Documentation  
Emergency Services  
Committee  
Events in River Chase  
FAQ's  
Links  
RC Common Areas  
RC Events Calendar  
RC Financials  
RC Information Packet  
Reservations  
Contact Us

### 2) RIVER CHASE FACEBOOK GROUP PAGES

- **River Chase New Braunfels Forum** – Learn about your community and participate in ongoing communication with your neighbors. We want your opinions and suggestions! This is a *closed* group and is intended for the sole use by River Chase Property Owners. This site is for property owners of River Chase New Braunfels. No exceptions. This is an uncensored site, as long as we have civil discussions.

At your request, you will be added to the site after appropriate address verification has been completed. ***Once you become a member, please check the “Files” and “Events” tabs (under the cover photo at the top of the page) for important community documents.***

- **River Chase Entrepreneurs** – This page is use to promote the entrepreneurs who live in River Chase.
- **River Chase Garage Sale** – River Chase residents can place their items of value for sale on this site.

- 3) EMAIL CORRESPONDENCE** ([administrator@riverchasepoa.org](mailto:administrator@riverchasepoa.org)) – An **email distribution list** is maintained and utilized to forward official NBRC POA announcements and notifications in a timely manner to River Chase Property Owners. The distribution list is updated by a website administrator. If you would like to be included in future communications, please email your name, address, & lot number to **administrator@riverchasepoa.org**, or by written notice to the **NBRC POA Board of Directors, 436 River Chase Way, New Braunfels TX 78132**.

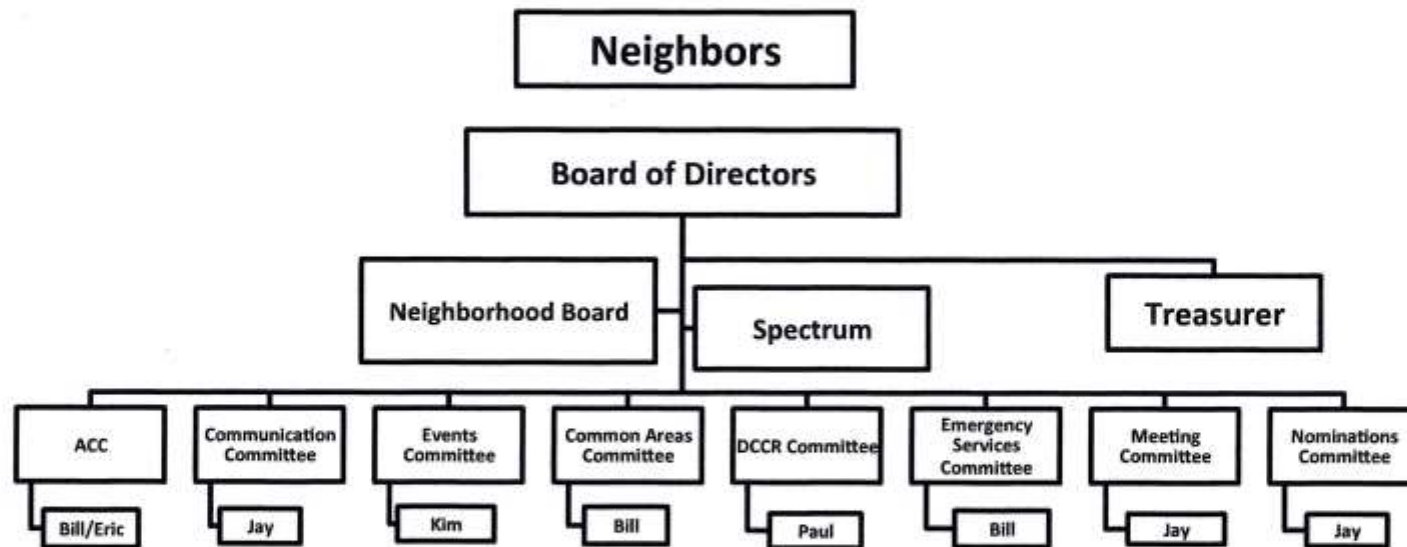
- 4) NEWSLETTER** ([communications@riverchasepoa.org](mailto:communications@riverchasepoa.org)) – The Communications Committee produces a quarterly online newsletter, *The News Stream*. They would like to hear from you! Topics can include anything of interest to you personally, varying broadly from visiting a local restaurant...to traveling abroad, from rafting down the Guadalupe... to gardening, or maybe you have a hobby that you would like to share with us, like woodworking or quilting. Send in your child’s poem or artwork, or your favorite recipe! They also encourage adding a few photos to entice our readers' interest.

- Past and present quarterly publications, and instructions for your submittals, can be viewed at [www.riverchasepoa.org](http://www.riverchasepoa.org).
- You can sign up at to receive the newsletter by email at [administrator@riverchasepoa.org](mailto:administrator@riverchasepoa.org). Please include your name, street and email address.

- 5) RC BULLETIN BOARD & MARQUEE** – Located at the mailbox area at the Clubhouse.

# Community Organization Chart

## River Chase POA



## CRIME PREVENTION / NEIGHBORHOOD WATCH

*We stress safety first.*

*Never confront a suspicious person... call 9-1-1*

River Chase has a Crime Prevention Program as an extension of the Emergency Services Committee. Our goal is for our neighbors to protect themselves and each other. Being observant of your personal surroundings and those of your neighbors is the best way to enhance safety and security within the neighborhood. We consider all neighbors as participants.

Eventually, we would like to have area captains in all sections or streets in River Chase. River Chase is over six miles across, and many homes are isolated either back in the trees or alone at the end of a cul-de-sac, so it is difficult to cover the entire neighborhood. All residents should get to know their closest neighbors and be able to watch out for each other. If someone has not contacted you, then there may not have been a volunteer captain in your area. To volunteer, please contact ***emergency\_services@riverchasepoa.org***, and provide your contact information.

### **Be Aware – What Should You Report?** Document with cameras or cell phones.

1. **Suspicious People** – Report general appearance, sex, age, race, height, weight, hair color and style, complexion, scars, speech, clothing, facial hair on men.
2. **Suspicious Vehicles** – Report vehicles that drive slowly past your house repeatedly. Report the make and model, year, color, dents, license plate, direction of travel, occupants.
3. **Suspicious Activities** (anything that doesn't *feel* right) – Report questionable activity around your home, around your neighbor's home, on your street, or at any of the POA property parks, pool, or clubhouse, including sounds of gunshots.

### **Be Aware – How Should You Report It?**

1. ***If the situation is life-threatening or you need immediate attention – CALL 9-1-1***
2. ***If you need to ask a non-emergency question or you have something that can be delayed, call 830-620-3400***

3. Report the location, what happened, and provide descriptions. Make notes to yourself for later reference and take pictures with your phone. Either way, remain on the phone and stay calm. Let the professionals handle the problem. **Please do not call Spectrum or NBRC POA members — this will only delay matters.**

### **Local Emergency Services**

- ✓ Our **Crime Prevention Office** for Neighborhood Watch matters can be reached at **830-643-5842**.
- ✓ **Sergeant Ricardo Cardenas, Sr., Community Resource Team**, can be reached at **830-643-5846** or [soarcs@co.comal.tx.us](mailto:soarcs@co.comal.tx.us).
- ✓ **Shane Rapp, Precinct #4 Constable**, can be reached at **830-237-6762**.

### **Make Your Home A Safer Place**

We participate in the Comal County Sheriff's Crime Prevention Program. Crime Prevention officers will perform home inspections to assist in making your home burglar resistant. Most insurance providers will give a discount after the inspection is completed and paperwork submitted.

***You can schedule a home inspection with a Crime Prevention Officer by calling 830-643-5842.***

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#### ***Doors***

1. Install good quality deadbolt locks on all exterior doors, and security-type door strikes and properly installed doorframes on doors from attached garages.
2. All exterior doors should be metal or solid wood, have strong door hinges on the inside of the door with hidden, or non-removable pins.
3. Door areas should be well lighted and have wide-angle viewer to check outside without opening the door.

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#### ***Locks***

1. Good quality deadbolt locks on all exterior doors and those from attached garages.
  2. Strong reliable deadbolts extending one inch when in locked position.
  3. Double cylinder deadbolts or those with reinforced strike plate.
-



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## ***Windows***

1. Window locks or bars may be used to increase security, especially all windows that are accessible from the ground.
2. Use window coverings, curtains or mini-blinds, to decrease visibility into your home.

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## ***Lighting***

1. Use automatic timers all of the time, not just when you are away.
2. Utilize specialty lighting in high security areas.
3. Install around doors, porches, windows, garage and all points of entry.
4. Illuminate house and grounds, consider motion detectors.
5. Increase visibility and eliminate hiding places.

---

## ***Appearance***

1. Use landscaping to provide maximum visibility to and from the house.
2. Plant thorny bushes around windows to make illegal entry more difficult.
3. Trim shrubs and trees that could conceal criminals
4. Cut back tree limbs that might allow thieves to climb into windows.

---

## ***Garages***

1. Always lock the house door from an attached garage.
2. When at home, always park your cars in the garage with the garage door shut.
3. Install automatic openers that will allow you to stay in your car until safely parked in the garage.

---

## ***General***

1. Make a list of your property and etch it with license number.
  2. When you're not at home, make it look as though somebody is there.
  3. Never let people know when your home will be empty.
  4. Don't let burglars use your spare key, be careful where you hide it.
  5. Lock up your tools and your shed.
  6. REGARDLESS, if you have an alarm or dog, display the signage.
  7. Always check windows to see if unlocked when workers have left your house.
  8. Think about displaying a NO Solicitation sign in your front window/door.
-

## NEIGHBORHOOD WATCH TIPS

*Prepared By Your River Chase Emergency Services Committee*

1. Be sure all outside doors are locked, including the house door from an attached garage.
2. When you are not at home, make it look as though someone is there (i.e., turning on a light viewable from the street).
3. Use automatic timers on lights all the time, not just when you are away.
4. Consider using motion detectors.
5. Never let service people (maid, plumber, etc.) know when your home will be empty.
6. Stop your paper and ask a neighbor to ensure it wasn't delivered and sits in the driveway as a red flag.
7. Do not leave a trash can at the street; if it is still there on Sunday, and trash collection was on Thursday, it's another red flag. Again, ask a neighbor to take it in or hold it for you until you return.
8. An overflowing trash can that is visible beside your garage, and it's still overflowing after trash collection day, is another red flag.
9. **Notify the Comal County Sheriff (830-620-3400)** for a "vacation watch" one week before leaving home.
10. Notify your security company that you'll be gone and be sure to display their sign. Be sure to set the alarm before leaving.
11. Both the Sheriff's office and your security company should ask for each other's number and the numbers you want notified (i.e. your cell, whoever might have a key, your next door neighbor, etc.).
12. Notify someone you trust of your itinerary.
13. Make a list/pictures/CD of your property and keep in a safety deposit box or somewhere safe.
14. Consider displaying a BEWARE OF DOG sign, whether you have a dog or not.
15. Place a radio and/or TV on a timer so there is some noise in the house.
16. If you have an extra vehicle, leave it parked outside to give the appearance someone is home, and/or park it so that it blocks the driveway to the property.
17. Be sure windows are locked after realtor showings or if contract workers have been to the home.
18. The Comal County Crime Prevention team will do a home inspection and give suggestions to assist you in making your home burglar resistant.  
**Call 830-643-5842 and leave a contact message.**
19. REMEMBER to use your cell phone to document suspicious activity.

## **FIREWISE ANNUAL REPORTING**

**River Chase has been a FIREWISE Community since 2008. What does that mean?** It means that with the help of the Texas Forest Service, we have had programs presented teaching us how to mitigate around our houses to prevent the spread of wildfire. Trees are trimmed; bedding plants are flame resistant, grass – domestic or wild grasses – is kept mowed, wood piles are not against the house. They have made presentations for Emergency Services and for the Gardeners Club. Also, useful information is provided in the Information Packets.

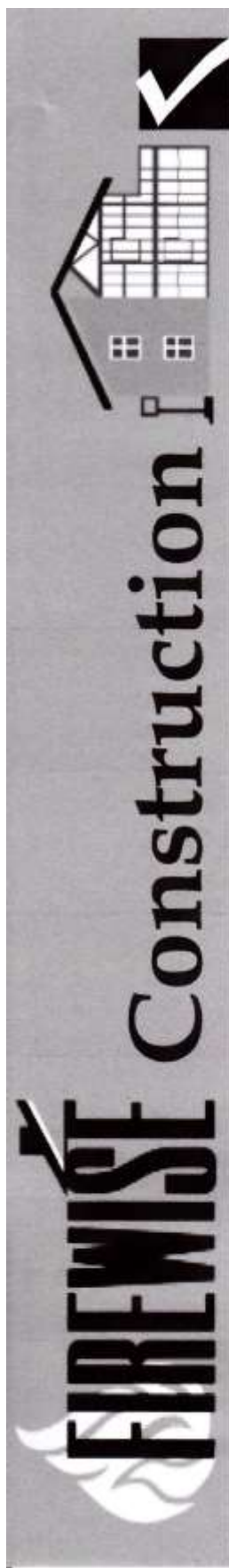
To remain FIREWISE and in good standing, a report is sent to FIREWISE showing the estimated expenditures that have been incurred by our residents during the year to keep our properties in shape. At the end of the year, we request our property owners to provide an estimated dollar amount and/or estimated hours spent on their individual properties. This might be paying a yard person \$200 a month for eight (8) months, or spending \$250 on mulch, rock, compost, etc. Hours spent working in the yard includes mowing, trimming, general cleanup of shrubs, etc.

In November a request will be sent to each property owner via email. If you have not signed up for the River Chase email, please do so through the **[www.riverchasepoa.org](http://www.riverchasepoa.org)** website. Everyone who answers helps to keep us as a FIREWISE Community. It's relatively painless and you can start now by keeping track of your expended hours and/or dollar amounts. These do not have to be accurate and no names are exchanged.

**[www.Firewise.org](http://www.Firewise.org)** is a website that also provides additional information. We never want River Chase to be a Bastrop type of event.

For any questions ahead of time go to  
**[www.emergency\\_services@riverchasepoa.org](mailto:www.emergency_services@riverchasepoa.org)**

Susan Shirley-Menzel  
Emergency Services, Chairperson  
[Emergency\\_services@riverchasepoa.org](mailto:Emergency_services@riverchasepoa.org)



# Firewise Construction Checklist

**When constructing, renovating, or adding to a firewise home, consider the following:**

- ☐ Choose a firewise location.
- ☐ Design and build a firewise structure.
- ☐ Employ firewise landscaping and maintenance.

**To select a firewise location, observe the following:**

- ☐ Slope of terrain; be sure to build on the most level portion of the land, since fire spreads more rapidly on even minor slopes.
- ☐ Set your single-story structure at least 30 feet back from any ridge or cliff; increase distance if your home will be higher than one story.

**In designing and building your firewise structure, remember that the primary goals are fuel and exposure reduction. To this end:**

- ☐ Use construction materials that are fire-resistant or non-combustible whenever possible.
- ☐ For roof construction, consider using materials such as Class-A asphalt shingles, slate or clay tile, metal, cement and concrete products, or terra-cotta tiles.
- ☐ Constructing a fire-resistant sub-roof can add protection as well.
- ☐ On exterior wall facing, fire resistive materials such as stucco or masonry are much better choices than vinyl which can soften and melt.
- ☐ Window materials and size are important. Smaller panes hold up better in their frames than larger ones. Double pane glass and tempered glass are more reliable and effective heat barriers than single pane glass. Plastic skylights can melt.
- ☐ Install non-flammable shutters on windows and skylights.
- ☐ To prevent sparks from entering your home through vents, cover exterior attic and underfloor vents with wire screening no larger than 1/8 of an inch mesh. Make sure under-eave and soffit vents are as close as possible to the roof line. Box in eaves, but be sure to provide adequate ventilation to prevent condensation.
- ☐ Include a driveway that is wide enough to provide easy access for fire engines (12 feet wide with a vertical clearance of 15 feet and a slope that is less than 5 percent). The driveway and access roads should be well-maintained, clearly marked, and include ample turnaround space near the house. Also provide easy access to fire service water supplies, whenever possible.
- ☐ Provide at least two ground level doors for easy and safe exit and at least two means of escape (i.e., doors or windows) in each room so that everyone has a way out.
- ☐ Keep gutters, eaves, and roofs clear of leaves and other debris.
- ☐ Make periodic inspections of your home, looking for deterioration such as breaks and spaces between roof tiles, warping wood, or cracks and crevices in the structure.
- ☐ Periodically inspect your property, clearing dead wood and dense vegetation at distance of at least 30 feet from your house. Move firewood away from the house or attachments like fences or decks.

**Any structures attached to the house, such as decks, porches, fences, and outbuildings should be considered part of the house. These structures can act as fuel bridges, particularly if constructed from flammable materials. Therefore, consider the following:**

- ☐ If you wish to attach an all-wood fence to your house, use masonry or metal as a protective barriers between the fence and house.
- ☐ Use metal when constructing a trellis and cover it with high-moisture, low flammability vegetation.
- ☐ Prevent combustible materials and debris from accumulating beneath patio decks or elevated porches. Screen or box-in areas below patios and decks with wire screen no larger than 1/8 inch mesh.
- ☐ Make sure an elevated wooden deck is not located at the top of a hill where it will be in direct line of a fire moving up slope. Consider a terrace instead.

Access additional information on the Firewise home page: [www.firewise.org](http://www.firewise.org)

Please see the other side of this sheet for the *Firewise Landscaping Checklist*.





# Firewise Landscaping Checklist



## Landscaping



When designing and installing a firewise landscape, consider the following:

- ☐ Local area fire history.
- ☐ Site location and overall terrain.
- ☐ Prevailing winds and seasonal weather.
- ☐ Property contours and boundaries.
- ☐ Native vegetation.
- ☐ Plant characteristics and placement (duffage, water and salt retention ability, aromatic oils, fuel load per area, and size).
- ☐ Irrigation requirements.

To create a firewise landscape, remember that the primary goal is fuel reduction. To this end, initiate the zone concept. Zone 1 is closest to the structure; Zones 2-4 move progressively further away.

- ☐ **Zone 1.** This well-irrigated area encircles the structure for at least 30' on all sides, providing space for fire suppression equipment in the event of an emergency. Plantings should be limited to carefully spaced low flammability species.
- ☐ **Zone 2.** Low flammability plant materials should be used here. Plants should be low-growing, and the irrigation system should extend into this section.
- ☐ **Zone 3.** Place low-growing plants and well-spaced trees in this area, remembering to keep the volume of vegetation (fuel) low.
- ☐ **Zone 4.** This furthest zone from the structure is a natural area. Selectively prune and thin all plants and remove highly flammable vegetation.

Also remember to:

- ☐ Be sure to leave a minimum of 30' around the house to accommodate fire equipment, if necessary.
- ☐ Widely space and carefully situate the trees you plant.
- ☐ Take out the "ladder fuels" — vegetation that serves as a link between grass and tree tops. This arrangement can carry fire to a structure or from a structure to vegetation.
- ☐ Give yourself added protection with "fuel breaks" like driveways, gravel walkways, and lawns.

When maintaining a landscape:

- ☐ Keep trees and shrubs properly pruned. Prune all trees so the lowest limbs are 6' to 10' from the ground.
- ☐ Remove leaf clutter and dead and overhanging branches.
- ☐ Mow the lawn regularly.
- ☐ Dispose of cuttings and debris promptly, according to local regulations.
- ☐ Store firewood away from the house.
- ☐ Be sure the irrigation system is well maintained.
- ☐ Use care when refueling garden equipment and maintain it regularly.
- ☐ Store and use flammable liquids properly.
- ☐ Dispose of smoking materials carefully.
- ☐ Become familiar with local regulations regarding vegetation clearances, disposal of debris, and fire safety requirements for equipment.
- ☐ Follow manufacturers' instructions when using fertilizers and pesticides.

Access additional information on the Firewise home page: [www.firewise.org](http://www.firewise.org)

Please see the other side of this sheet for the *Firewise Construction Checklist*.

# FIREWISE

Texas Forest Service

## Wildfire Safety



**Your Family Is Depending On It!**

**★ Burning trash or brush piles**

First, call your local sheriff's department to make sure there is not a burn ban. It's best to postpone all burning until the fire danger has subsided. Even when conditions have improved, avoid burning debris on dry, windy days. Burn debris in barrels with metal screens or in small piles in areas cleared of vegetation. Stay with the fire until it is completely extinguished. Have a shovel and water handy.

**★ Protecting your home**

Keep your yard mowed closely and remove all trash, brush and combustible materials from within a 30-foot radius of your home. Contact your local fire department or the Texas Forest Service for ways to make your home safer from wildfire.

**★ Driving**

Hot catalytic converters and exhaust systems can cause wildland fires. Park and drive only in areas free of dry vegetation. Dragging chains cause sparks, so be careful when towing.

**★ Smoking**

Extinguish and dispose of smoking materials in your vehicle ashtray.

**★ Cooking outdoors**

Remember coals and ashes are still a fire hazard until they are cold to the touch.

**★ Storing matches and lighters**

Keep them out of the reach of children.

**★ Building campfires**

Build only in open, level spots away from trees and overhanging branches. Extinguish campfires completely with water. If it's too hot to touch, it's too hot to leave.

**★ Operating agricultural equipment**

Keep mufflers and spark arresters in proper working order and avoid rocks and metal when using a blade or a mower. Regularly check sealed bearings in round balers for overheating.

**★ Welding**

Before welding, remove vegetation from the work area or wet it down. Have someone with you to watch for sparks, and keep a shovel and water handy.

**TEXAS  
FOREST SERVICE**  
The Texas A&M University System

Forest Resource Protection  
P.O. Box 310  
Lufkin, Texas 75902  
(936) 639-8100  
<http://texasforestservice.tamu.edu>

"The Texas Forest Service is an Affirmative Action/Equal Opportunity Employer committed to excellence through diversity."



# Heating Safety

There is something about the winter months and curling up with a good book by the fireplace. But did you know that heating equipment is one of the leading causes of home fire deaths? With a few simple safety tips and precautions you can prevent most heating fires from happening.

## BE WARM AND SAFE THIS WINTER!

- » Keep anything that can burn at least three-feet away from heating equipment, like the furnace, fireplace, wood stove, or portable space heater.
- » Have a three-foot "kid-free zone" around open fires and space heaters.
- » Never use your oven to heat your home.
- » Have a qualified professional install stationary space heating equipment, water heaters or central heating equipment according to the local codes and manufacturer's instructions.
- » Have heating equipment and chimneys cleaned and inspected every year by a qualified professional.
- » Remember to turn portable heaters off when leaving the room or going to bed.
- » Always use the right kind of fuel, specified by the manufacturer, for fuel burning space heaters.
- » Make sure the fireplace has a sturdy screen to stop sparks from flying into the room. Ashes should be cool before putting them in a metal container. Keep the container a safe distance away from your home.
- » Test smoke alarms monthly.



## Heating Equipment Smarts

**Install** wood burning stoves following manufacturer's instructions or have a professional do the installation. All fuel-burning equipment should be vented to the outside to avoid carbon monoxide (CO) poisoning.

**Install** and maintain CO alarms to avoid the risk of CO poisoning. If you **smell** gas in your gas heater, do not light the appliance. Leave the home immediately and call your local fire department or gas company.



## FACT

Half of home heating fires are reported during the months of **December, January, and February.**



Your Source for **SAFETY** Information

NFPA Public Education Division • 1 Batterymarch Park, Quincy, MA 02169

[www.nfpa.org/education](http://www.nfpa.org/education)



### Neighborhood Board

During the summer of 2014 the Board of Directors began to address the way that reported DCCR violations were handled. Most of the time they were untimely, frequently sent to the wrong property owner, and often not even violations. However, the feeling was that “Courtesy Notices” weren’t really very courteous.

To remedy this, the Board wanted put in place a process that was more personal and friendly. They decided to form the Neighborhood Board (NB). Their mission statement is to enhance the communication between the POA membership and the Board of Directors and act as an advocate for the River Chase Property owners.

The NB consists of 5 members, each appointed by a sitting Director of the Board. They volunteer to serve as long as the Director on the Board remains on the BOD. Acting in their capacity as advocates for the homeowners they:

- 1) Review and confirm any violations identified by either the Management Company or other POA members, attempt to resolve the violation with the affected property owner and recommend action, if any, to the Board of Directors for consideration.
- 2) Review appeals to ACC denials of Applications for Construction, and recommend action, if any, to the Board of Directors for consideration.
- 3) Review and consider policies and procedures, as directed by the Board of Directors, and recommend changes and actions, if any, to the Board of Directors for consideration.
- 4) Have access to any committee meeting to promote membership knowledge and commitment to the committee activities.

To date, the NB’s primary function has been to investigate violations. Violations are reported to the NB in several ways. Spectrum performs a monthly survey of River Chase properties and identifies potential violations. Property owners can also report violations to Neighborhood Board. (Look at POA website for contact information.)

***Continued...***



The challenge for the NB is to determine if the situation is really a violation (as specified in the DCCRs) or just a nuisance. If they cannot witness the violation, such as a specific activity, then they will ask the violation reporter to complete an Affidavit of Fact. If there is a witness to the violation and it is identified as a violation, then the Neighborhood Board will attempt to contact the violator, by phone, email, letter or knocking on the front door. If there is no success in reaching the homeowner, then a door hanger will be left to have the homeowner contact the POA office to let us know how to contact the homeowner.

Once the NB has the opportunity to speak with the violator, then the violation is explained and alternatives are explored to mitigate the violation. If contact with the homeowner is unsuccessful or the homeowner does not cooperate, then the Neighborhood Board escalates the issue to the Board of Directors to begin the warning letter/fine letter protocol to resolve the violation.

The Board of Directors formed the Neighborhood Board to communicate with homeowners and attempt to rectify violations before receiving formal letters from the Board of Directors. We thought this was a more neighborly method of approaching homeowners, who usually don't recognize that they have violated the DCCRs, and working out a resolution to the problem.

**END**



## NEIGHBORHOOD WATCH QUESTIONNAIRE

1. Name(s): \_\_\_\_\_
2. River Chase Unit/Section: \_\_\_\_\_
3. Address: \_\_\_\_\_  
\_\_\_\_\_
4. Phone numbers: Home \_\_\_\_\_  
Work \_\_\_\_\_  
Cell \_\_\_\_\_
5. Email(s): \_\_\_\_\_
6. Number living in household (used for Firewise Report only): \_\_\_\_\_
7. Number of people who would need assistance in emergency:  
Children \_\_\_\_\_ Wheelchair \_\_\_\_\_ Adaptive equipment \_\_\_\_\_
8. Pets (type & number): \_\_\_\_\_
9. Do you normally have cars in your driveway? ☐ Yes ☐ No
10. Would you participate in a neighborhood watch meeting with your neighbors? ☐ Yes ☐ No
11. Can we add you to the River Chase electronic mail? ☐ Yes ☐ No  
You will automatically receive official River Chase information, including newsletters and meeting notices.

Please return this questionnaire to the River Chase Welcome Committee representative who delivered this Information/Welcome Packet to you, or email a copy to the River Chase Emergency Services website at [emergency\\_services@riverchasepoa.org](mailto:emergency_services@riverchasepoa.org)

**This document will be held confidential.**



## Nominating Committee

### Mission Statement

The Nominating Committee is responsible for identifying, recruiting, and training neighbors to:

- Stand for election as Directors,
- Volunteer to chair Standing and Ad Hoc Committees (including the ACC), and
- Volunteer their services as members of Standing and Ad Hoc Committees (including the ACC).

### Composition of Committee

Bylaws 6:1 . . . The Nominating Committee shall consist of a chairman who shall be a Member of the Board of Directors, and two (2) or more Members of the Association. The committee shall be appointed by the Board of Directors prior to each annual meeting to serve from the close of such meeting until the close of the next annual meeting, and such appointment shall be announced at each annual meeting. . .

### Definition

“A nomination is a proposal that a person serve as a member of a committee, delegate or an office.” *Robert’s Rules of Order Newly Revised*

### Vision Statement

It is the responsibility of the Nominating Committee to recognize and seek qualified Neighbors for the elected leadership of the Association, and for the Chairmen and staff of the various committees. The members of the Nominating Committee, therefore, have tremendous influence on the future of the Association and should themselves be carefully selected. The Nominating Committee members need a broad acquaintance with the membership and an understanding of the organizations functions and its purpose.

The bylaws state how and when the Nominating Committee is selected. Members of the committee may be candidates for elected positions without resigning from the committee.

The committee is charged with providing sufficient training for Neighbors so that they understand the duties and responsibilities of the offices and committees, including budgeting, POA governance documents, and TX Property Code.

Contact: [nominations@riverchasepoa.org](mailto:nominations@riverchasepoa.org)

## Outdoor Burn Rules for Comal County

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**Welcome to the Comal County Fire Marshal's Information Webpage.**

### **GENERAL REQUIREMENTS FOR ALLOWABLE OUTDOOR BURNING**

Adopted by Texas Commission on Environmental Quality  
Title 30 Texas Administrative Code #111.219

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Outdoor burning which is otherwise authorized shall also be subject to the following requirements when specified in any section of this subchapter.

- (1) Prior to prescribed or controlled burning for forest management purposes, the Texas Forest Service shall be notified.
- (2) Burning must be outside the corporate limits of a city or town except where the incorporated city or town has enacted ordinances which permit burning consistent with the Texas Clean Air Act, Subchapter E, Authority of Local Governments.
- (3) Burning shall be commenced and conducted only when wind direction and other meteorological conditions are such that smoke and other pollutants will not cause adverse effects to any public road, landing strip, navigable water, or off-site structure containing sensitive receptor(s)
- (4) If at any time the burning causes or may tend to cause smoke to blow onto or across a road or highway, it is the responsibility of the person initiating the burn to post flag-persons on affected roads.
- (5) Burning must be conducted downwind of or at least 300 feet (90 meters) from any structure containing sensitive receptors located on adjacent properties unless prior written approval is obtained from the adjacent occupant with possessory control.
- (6) Burning shall be conducted in compliance with the following meteorological and timing considerations:
  - (a) The initiation of burning shall commence no earlier than one hour after sunrise. Burning shall be completed on the same day not later than one hour before sunset, and shall be attended by a responsible party at all times during the active burn phase when fire is progressing. In cases where residual fires and/or smoldering objects continue to emit smoke after this time, such areas shall be extinguished if the smoke from these areas has the potential to create a nuisance or traffic hazard condition. In no case shall the extent of the burn area be allowed to increase after this time.
  - (b) Burning shall not be commenced when **surface wind speed is predicted to be less than six miles per hour (mph) (five knots) or greater than 23 mph (20 knots)** during the burn period.
  - (c) Burning shall not be conducted during periods of actual or predicted persistent low level atmospheric temperature inversions.

(7) Electrical insulation, treated lumber, plastics, non-wood construction/demolition materials, heavy oils, asphaltic materials, potentially explosive materials, chemical wastes, and items containing natural or synthetic rubber must not be burned.

**Title 30 TAC #111.203 Definitions.**

**Structure containing sensitive receptor(s)** - A man-made structure utilized for human residence or business, the containment of livestock, or the housing of sensitive live vegetation. The term "man-made structure" does not include such things as range fences, roads, bridges, hunting blinds or facilities used solely for the storage of hay or other livestock feeds. The term "sensitive live vegetation" is defined as vegetation which has potential to be damaged by smoke and heat, examples of which include, but are not limited to: nursery production, mushroom cultivation, pharmaceutical plant production, or laboratory experiments involving plants.

**ENFORCEMENT**

*[ THE RULES ABOVE WERE ADOPTED BY TCEQ UNDER THE TEXAS CLEAN AIR ACT, CHAPTER 382 OF THE HEALTH AND SAFETY CODE. A VIOLATION OF THESE RULES IS STATED TO BE AN OFFENSE UNDER SEC. 7.177 OF THE WATER CODE, WITH THE RANGE OF PUNISHMENT SET OUT IN SECTION 7.187 OF THE WATER CODE.]*

***[CITE as a violation of Section 7.177, Water Code]***

A person commits an offense if the person intentionally or knowingly, with respect to the person's conduct, violates the General Requirements for Allowable Outdoor burning or any other rule promulgated by the Texas Commission on Environmental Quality regarding outdoor burning. An offense is punishable for an individual by a fine or not less than \$1,000 or more than \$50,000, confinement in the county jail for a period not to exceed 180 days, or both. An offense is punishable for a person other than an individual by fine of not less than \$1,000 or more than \$100,000.

A person may be responsible for the criminal conduct of another under the provisions of Section 7.02, Texas Penal code, as for example where he/she solicits, encourages, directs, aids or attempts to aid the other person to commit the offense.

## RECYCLE INFORMATION – COMAL COUNTY



### **Sattler (VFW) Building**

16425 River Road  
Canyon Lake, TX 78133  
830-964-3334  
FM 2673 and River Road  
Wednesday - 6:30-11:30 a.m.

[www.co.comal.tx.us/](http://www.co.comal.tx.us/)

Click **Services**, then **All Services**,  
then **"R"** to find **Recycling**.



### **Tiger Sanitation**

210-333-4287  
<http://tigersanitation.com/>  
Home pickup recycling, Fridays

### **City of New Braunfels Recycling Center – 830-221-4040**

488 S. Castell, NB, TX 78130  
Located at the end of Butcher,  
off 400 block of Castell.  
Every day, 8a – 12p & 12:30-4p,  
except Sunday and Monday  
[www.nbtexas.org/recycle](http://www.nbtexas.org/recycle)

Click on **City Recycling Center**

### **Comal Iron & Metals**

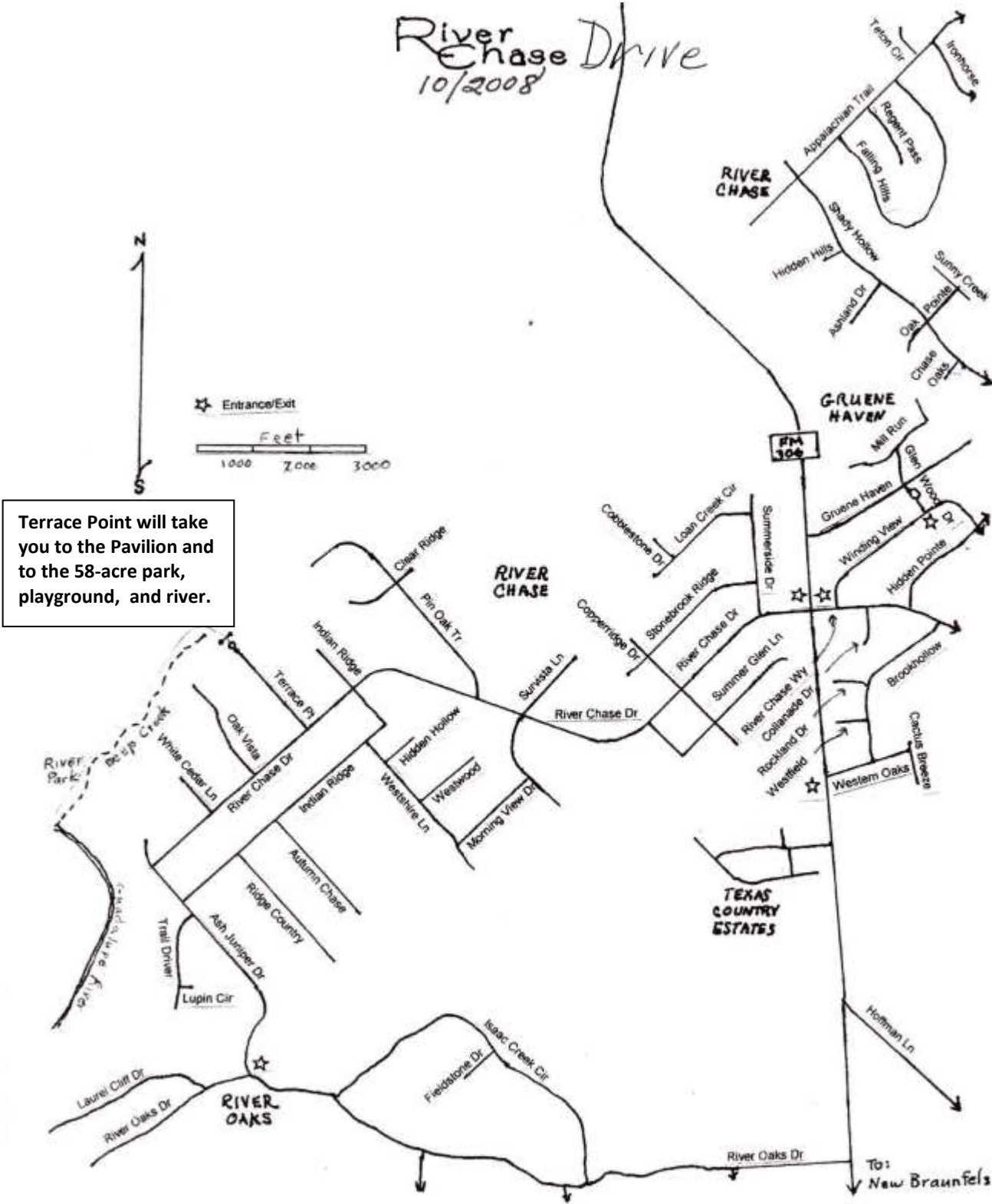
(heavy metal/appliances)  
1431 FM 306, New Braunfels  
830-606-0749  
Roll Off Container Service,  
Stainless, Scrap Metal, New Steel,  
Digital Scales, Copper, Aluminum

## OTHER RECYCLABLE ITEMS AND LOCATIONS

<b>Batteries, Car</b>	Comal Iron & Metals, FM 306, 830-625-4920
<b>Cell phones</b>	All locations for Best Buy, Office Max
<b>Coat hangers</b>	Consult local cleaners
<b>Comal County Recycling and Chipping Center</b>	281 Resource Drive New Braunfels, Texas 78130 Phone: 830-643-3781
<b>Compact fluorescent light (CFL) bulbs</b>	All locations of Home Depot
<b>Computers/electronics</b>	Check Best Buy.com for locations
<b>Grocery bags (plastic)</b>	Most HEB, Walmart and Target
<b>Household furniture</b>	Usable items only. Check with local thrift stores, Habitat for Humanity, Hope Hospice, Senior Center, Salvation Army.
<b>Motor oil</b>	All locations for AutoZone/Walmart Tire/Lube
<b>Newspapers</b>	Any green and yellow recycle bin (at schools churches, other organizations) will take newspapers and magazines, but do not accept phone directories or cardboard.



# RIVER CHASE DRIVE COMMUNITY MAP



# RIVER CHASE WAY COMMUNITY MAP

