



## BEAU CHÊNE HOMEOWNERS ASSOCIATION, INC.

105 Beau Chêne Blvd., Suite 102, Mandeville, LA 70471

Phone: (985) 231-6285 Fax: (985) 231-6286

Website: [www.bchoa.org](http://www.bchoa.org)

Dear New Homeowner:

Welcome to the Beau Chene Homeowners Association!

As one of the most recognized names on the Northshore, Beau Chene stands as an established, community-minded homeowners association in St Tammany Parish. With over 39 years of history, Beau Chene strives to maintain a level of commitment that exceeds the expectations of those living in the community. We are constantly working on innovative ideas to better serve the community and deliver high quality service to each residence.

The homeowner's association is a corporation that files annually with the Federal and State governments. We are governed, as a corporation, by an eleven-member Board of Directors and are self-managed. By listening to each other, and through combining our various expertise, we have created the recipe for a strong, focused and trusted group of individuals with the goal of serving the community. We hope that your becoming a resident in Beau Chene is rewarding and that you will also seek to become involved in the many ongoing community based efforts and might possibly seek to serve on the Board or on one of our various Committees.

By enhancing the reputation of Beau Chene and empowering our management team, we are able to create value for all of our homeowners. We are continually working to achieve our mission.

***“To preserve Beau Chene as the premier community on the Northshore by protecting, maintaining, managing, and enhancing the assets of the association and advancing the interests of the homeowners.”***

This mission requires us to develop new and better ways to operate our systems which create sustainable value for our association as well as advancing the social and wellness needs of our residents. We are very proud of what we've achieved so far, but there is always more to be done. One of the ways we can help you as a new resident is through our website where you can obtain all the information you need to know about the Beau Chene Homeowners Association and St. Tammany Parish. You can visit us at [www.bchoa.org](http://www.bchoa.org), our public Facebook page is: [facebook.com/BeauCheneCommunity](https://facebook.com/BeauCheneCommunity) and our *homeowners only* Facebook page may be accessed at: [facebook.com/groups/BeauCheneHOA](https://facebook.com/groups/BeauCheneHOA).

The management team at Beau Chene Homeowners Association is proud to serve you and the needs of your family and hope that your experience living, working, and playing in Beau Chene brings you and yours much fulfillment.

Truly,

*Cristina Donovan,  
Chief Administrative Officer*

# BEAU CHENE HOMEOWNERS ASSOCIATION, INC. (BCHOA)

## MEMBERSHIP AND PAYMENT OF DUES

The following information is provided to acquaint you with the services, privileges and restrictions of our community. Please contact us should you desire additional information or have questions.

The BCHOA provides services and operates as detailed below. All property owners, including condominium owners, are required to be BCHOA members; required membership in the various condominium associations is separate from the BCHOA. **The country club, golf courses, swimming pool, tennis facilities, and golf course ponds and lakes are owned and operated by The Earnest Corporation. Membership in the club is separate and apart from BCHOA membership.**

No property owner is exempt from BCHOA membership. **Dues are \$181.50/month for dwellings and \$58.56/ month for lots.** Dues are monthly. Coupon booklets and automatic bank drafts are provided for use when making your dues payments. **Payments are due the 1st of the month; those received after the 15th will be assessed a \$12 late charge on dwellings and \$4 on lots. There is a \$15.00 fee for all NSF checks.** Unless BCHOA is notified that dues were prorated at the act of sale, the accounting department bills new owners for the prorated portion. If the seller has paid for the entire month in advance, he/she will be refunded the pro rated credit. Accounts are never to be opened in a tenant's name and BCHOA does not serve as an intermediary between owner and tenant. **Questions regarding your account should be directed to the BCHOA's accounting department at (985) 231-6285.**

## SERVICES PROVIDED

The BCHOA has authority to levy dues against members. The Board of Directors, based upon an expense budget, sets these annually. Expenses include, but are not limited to:

1. Maintenance of streets and drainage
2. Garbage / trash collection
3. Operation of sewer and water systems
4. Security guard service
5. Roadside and entrance maintenance
6. Environment control for Beau Chene Residences
7. Mailbox and sign construction

## GARBAGE / TRASH COLLECTION

Collection is provided by Northshore Disposal Service (N.D.S.) – Keys Family, owner at (985) 845-1380.

**Pick-up Days** – Monday & Thursday for garbage / trash and non-yard trash Wednesday & Saturday for yard trash only.

**Pick-up Time** - Before 8:00 A.M. on *collection days* **(Please do not place on the street prior to collection days.)**

**Specifications** - Boxes, rubbish, grass; leaves and limbs must be bagged, boxed or tied in bundles. Bundles must be no larger than 4' x 2' x 2'.

**Builder's trash/vacant lot clearing trash** - Responsibility of the builder or lot owner and will not be picked up by N.D.S.

**Large Items** - Refrigerators, freezers, etc., should be handled by the residents themselves, a private service or by contacting N.D.S. at 845-1380 to make special arrangements.

## PETS

Article VIII, Section (1): The Restrictive Covenants governing all property in Beau Chene prohibits animals, except for the non-commercial, domestic keeping of dogs, cats or caged birds, and only if such animals are not a source of annoyance or nuisance to the neighborhood or other members. **All Beau Chene households are limited to 2 adult dogs and 2 adult cats at a maximum.** The Board of Directors of the Association has the right to order any member whose pet is a nuisance to remove such pet from the property after a hearing with due notice before the Board.

**PLEASE NOTE THERE ARE BOTH STATE AND PARISH LEASH LAWS. PETS ARE TO BE REGISTERED, LICENSED, AND INOCULATED BY THE PARISH SPCA AS REQUIRED BY LAW.**

If there are problems with your pet, you may receive a phone call or letter from the Association, to be followed by further action by the Board or its attorney, and/or the parish, should the problem persist. The Association will try to assist you in resolving any problems that may arise with your neighbor's animals.

**RECREATIONAL VEHICLES, BOATS, MACHINERY, ETC.**

Article VIII, Section 1(d): No junk vehicles, trailers, campers, camp trucks, house trailers, boats, machinery or other equipment, except for that which is reasonable, customary, and usual in connection with the use of any dwelling, shall be kept at a dwelling or lot. Further, except for true emergencies, no repair or extraordinary maintenance of automobiles or other vehicles shall occur at a dwelling. These restrictions do not apply to vehicles, trailers, boats ...kept within an enclosed room or garage.

**CONSTRUCTION APPROVAL AND SIGNS**

Article VI: This article creates an Environmental Control Committee (ECC). Plans for houses, additions, decks, fences, pools, garages, cabanas, patios, sprinkler systems, greenhouses, accessory buildings, etc. are to be submitted to and approved in writing by the ECC as to safety, harmony of external design, color, and location in conformity with the design concept for Beau Chene by the Board of Directors.

Signs allowed include 1 (one) real estate sign no greater than 8 (eight) sq. ft. in size, but one additional sign is allowed on the golf course side of the golf course lots and on the other street of corner lots; for houses under construction, 1 (one) contractor's sign no greater than 16 (sixteen) sq. ft. in size, and also those subcontractor signs required by parish law; and security (alarm) company signs no greater than 72 (seventy-two) sq. in. in size.

Please note these regulations and abide by them so that we will enjoy a more attractive and livable community. **Questions regarding the restrictions should be directed to the Manager of the Association.** A complete set of the restrictive covenants and/or the ECC Guidelines is available in the administrative office, mailed to you upon request or accessed in the information tab on our website [www.bchoa.org](http://www.bchoa.org).

**SECURITY**

Beau Chene is a restricted entry community with 3 entrances and some 17 miles of private streets. There are guardhouses with security cameras at the 3 entrances. The Main Gate on Beau Chene Blvd. off La. Hwy. 22 and the East Gate on Fontainebleau Drive off the Hwy. 190 Service Road are manned 24 hours a day. The Marina Gate on Marina Blvd. off La. Hwy. 22 is open from 6 AM to 10 PM. A security patrol operates 24 hours a day. Beau Chene is a St. Tammany Parish Sheriff's Sub-Station and thus the STPSO provides additional patrols during weekdays and paid extra duty patrols on Friday and Saturday nights.

Entry for property owners may be by vehicle decal or the optional RFID tag (the RFID tag allows entrance through the right-hand lanes at the Main and East gates). Frequent visitors may enter with a temporary pass. There are two types of temporary passes. Daylight entry passes are issued to workers, housekeepers, service people, etc. Daylight passes are renewed every four months – Jan. 31<sup>st</sup>, May 31<sup>st</sup> and Sept. 30<sup>th</sup> each year. 24 hour (day and night) entry passes are issued to all renters, club workers, resident's house guests and home healthcare workers. The 24 hour passes are renewed every 6 months-Jan. 31<sup>st</sup> and July 31<sup>st</sup>.

Entry procedure other than by decal, RFID tag or pass requires one to stop and submit an ID to be scanned by the guard. In addition, entry at night (9:30 PM to 6:00 AM) other than by decal or pass requires clearance by phone, written permission, or registration on a resident's record (up to 10 names). While every effort is made to enforce procedures, please note there is no absolute guarantee a given individual will not gain entry to Beau Chene.

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PLEASE VISIT OUR WEBSITE FOR MORE INFORMATION ABOUT THESE AND OTHER SERVICES IN THE AREA

## **BEAU CHENE HOMEOWNERS OFFICE:**

Administration Office, Accounting, Maintenance and Water	Phone	985-231-6285
	Fax	985-231-6286

## **BCHOA ENTRANCES:**

Main Guard Gate	985-845-7560
East Guard Gate	985-845-8495
Marina Guard Gate	985-845-7022
<b>For emergencies call 911</b>	
Hurricane Hotline (La Attorney General Hurricane Hotline)	800-351-4889
Hurricane Hotline Information on Beau Chene conditions	314-272-0288

## **BEAU CHENE COUNTRY CLUB:**

Main Number	985-845-3571
Billing	985-845-3565
Golf Pro Shop	985-845-3572
Tennis & Fitness Center	985-845-3504
Cabana & Pool	985-845-3579

<b><u>MARINA BEAU CHENE HARBOR OFFICE</u></b>	985-845-3454
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## **OTHER IMPORTANT NUMBERS**

Fire Department (non-emergency)	985-626-8671	
St. Tammany Parish Sheriff's Office (non-emergency)	985-898-2388	985-892-4141
Louisiana State Police Troop L	985-893-6250	
Louisiana One Call (underground line location)	811	800-272-3020
CLECO Electric Company	800-622-6537	
Atmos Gas Company	800-547-4321	
AT&T	888-757-6500	
Charter Communications	888-821-4559	
St. Tammany Animal Control	985-809-0183	
St. Tammany Parish Mosquito Control	985-643-5050	
Louisiana Department of Wildlife & Fisheries	225-765-2800	
Northshore Disposal	985-845-1380	

**BOARD OF DIRECTORS / PHONE NUMBERS / CALENDAR**

There is an annual, general membership Association meeting each Spring. At this time, directors are elected to fill the positions of those with expiring terms. A meeting notice, the previous year's minutes and copies of the annual audited financial statement are mailed to all members in advance of the meeting.

The eleven-member Board, meets bi-monthly and/or as necessary for special needs.

**HOMEOWNERS OFFICE**

105 Beau Chene Blvd., Suite 102  
Mandeville, LA 70471-1787  
PHONE: (985) 231-6285  
HOURS: 8:00 A.M. - 5:00 P.M.  
Office Closed 12:00-1:00 P.M.

MAIN GATE .....845-7560  
EAST GATE .....845-8495  
MARINA GATE . .....845-7022

**OTHER IMPORTANT NUMBERS:**

EMERGENCIES: ..... 911  
FIRE DEPT. (NON-EMERGENCY)..... 985-626-8671  
S/T SHERIFF'S OFF. (NON-EMERGENCY)... 985-892-4141  
  
LA STATE POLICE (NON-EMERGENCY)..... 985-893-6250  
CLECO .....1-800-622-6537  
AT&T .....1-888-757-6500  
CHARTER.....1-888-821-4559  
ATMOS GAS COMPANY.....1-800-547-4321

**HURRICANE EMERGENCY NUMBER** - Information Hotline for Beau Chene Homeowners Association: **1-314-272-0288** or visit the website at: **www.bchoa.org**

**BOARD OF DIRECTORS**

Douglas Tate - President  
Paul Angelle – V.P.  
Lance Rase – Treasurer  
Jay Whealdon – Secretary  
Geoffrey Hingle  
Dave Parnell  
David Pesses  
Deshea Richardson  
Michael Riggs  
Louise Rusch  
Neal Hennegan

**2019 BOARD MEETINGS**

January 25<sup>th</sup>  
March 22<sup>nd</sup>  
May 10<sup>th</sup>  
Annual Meeting May 1<sup>th</sup>  
June 14<sup>th</sup>  
September 13<sup>th</sup>  
November 15<sup>th</sup>

**ADMINISTRATION**

Cristina Donovan - CAO  
Bill Maier - Manager  
David Vinson – Director of Public Works





## *Louisiana's only 36-Hole Private Country Club*

Thank you for your interest in Beau Chêne Country Club, the Northshore's premier full-service private country club!

With 36 championship holes of golf, 2 putting and chipping greens, driving range, swimming complex, 10 tennis courts (2 of which are indoors), fitness facility there is something for everyone in the family to enjoy.

The clubhouse features 2 restaurants and offers both upscale and casual dining, as well as facilities to host events from 2 to 400. There are regular and special dining and social events, as well as holiday and special event celebrations, held year-round for our members and their guests.

You have made the wise decision to reside within the gates of Beau Chêne, now take full advantage of the resort lifestyle that membership at Beau Chêne Country Club has to offer. I'd be delighted to meet with you for a comprehensive tour of the facilities. If you have any questions or would like further information, please do not hesitate to contact me at 985-845-3571 or [zane@beauchenecc.com](mailto:zane@beauchenecc.com) or visit us online at [www.beauchenecc.com](http://www.beauchenecc.com).

Again, thank you for your interest in Beau Chêne Country Club. I hope to have the opportunity to personally meet you in the near future!

Kindest Regards,

Zane Wilson  
Sales / Membership Director



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### HOMEOWNERS REGISTRATION FORM

Welcome to the Beau Chene and Marina Beau Chene Community. To be able to provide certain services to the community, The Beau Chene Homeowners Association, Inc. (BCHOA) charges dues as listed below. These payments are due on the **1<sup>st</sup> of each month** and will incur a late fee after the **15<sup>th</sup> of each month**. You may select the convenience of using the Direct Draft Form (ACH) and have your dues automatically drafted from your account. You may choose either the **1<sup>st</sup>** or **10<sup>th</sup>** of each month for dues to be taken from your account. **We do not accept credit cards.**

\$181.50 per month for a developed lot – house or condo

\$58.56 per month for an undeveloped lot

Please provide the information requested below and return this form to our Main Office as soon as possible, along with a copy of your “Cash Sale” documentation.

#### **Please Print**

Act of Sale (AOS) Date: \_\_\_\_\_ Current Date: \_\_\_\_\_ Lot or Condo No: \_\_\_\_\_

Beau Chene Address: \_\_\_\_\_

Name as it appears on property deed: \_\_\_\_\_

Spouse's Name: \_\_\_\_\_ Billing Address: \_\_\_\_\_

#### **Please list all homeowner's contact information individually:**

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Email address: \_\_\_\_\_

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Email address: \_\_\_\_\_

Closing Attorney/Title Co. \_\_\_\_\_ Seller's Name: \_\_\_\_\_

BCHOA DUES Prorated at Act of Sale: Yes \_\_\_\_\_ No: \_\_\_\_\_ Don't Know: \_\_\_\_\_

A payment booklet with your BCHOA Account Number on each coupon will be provided for use when making dues payments. Please note that your name and account number are on each coupon along with the date that each payment is due. Please notify our office promptly if there are corrections needed on your account. The coupon booklet has mailing labels for returning your payment. If you choose to prepay your account, please send coupons for each month for which you are paying. You may use the Direct Draft Form to have your dues automatically deducted from your checking account. We **DO NOT** send monthly statements.

As a courtesy to new homeowners, we would like to introduce you to the neighborhood by listing your name and address in our newsletter. Please give/deny your permission to post your name and address in the newsletter by selecting: Yes \_\_\_\_\_ No \_\_\_\_\_



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## **BCHOA DIRECT DRAFT**

For Home and Lot Owner Monthly Dues

I authorize Beau Chene Homeowners Association, Inc. to initiate withdrawals from my account at the financial institution named below for payment of dues. This authorization will remain valid until either I, or my financial institution revokes it.

I can suspend payment of this draft by giving written notice to Beau Chene Homeowners Association, Inc. at any time prior to 4:00 p.m. three business days before the first day of each month (the date my payment is scheduled for deduction from my account.)

I understand that the Direct Payment program is an alternative method of payment only and does not otherwise affect my rights or the rights of Beau Chene Homeowners Association, Inc. or my financial institution with respect for each other. I further understand that Beau Chene Homeowners Association, Inc. and my financial institution reserve the right to terminate the Direct Payment plan and/or my participation in it. If I wish to cancel my participation in the Direct Payment plan, I may do so by notifying Beau Chene Homeowners Association, Inc. in writing.

**Please attach to this form a Voided Check from the Account you would like debited.**

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

Change type: Start \_\_\_\_\_ Stop \_\_\_\_\_ Other \_\_\_\_\_

Start date of change: \_\_\_\_\_

Reason for change: \_\_\_\_\_

Property Address: \_\_\_\_\_

BCHOA Account Number: \_\_\_\_\_

Account Name (Print): \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Joint Account Signature: \_\_\_\_\_

Financial Institution Name: \_\_\_\_\_

Bank Routing Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

Amount of Monthly Payment: \$ \_\_\_\_\_

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## VEHICLE DECAL FORM

**Homeowner's Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Beau Chene **Property Owner:** Yes or No

Beau Chene **Property Address (If Yes):** \_\_\_\_\_

Mailing Address (If **No** or **Different** from Above): \_\_\_\_\_

**Resident Phone:** Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Office: \_\_\_\_\_

Email Address: \_\_\_\_\_

Request by Email: HOA Security Alerts \_\_\_\_\_ HOA General Notice's \_\_\_\_\_

**Club Member's Name:** \_\_\_\_\_

Beau Chene **Club Member:** Yes or No Club #: \_\_\_\_\_ Email: \_\_\_\_\_

### **List information for each vehicle receiving a window decal:**

First four (4) decals are no charge; for each additional decal over four (4) there will be a fee of \$10.00 per decal. Please mail a check payable to Beau Chene Homeowners Association for each additional decal over four (4) to: BCHOA at 105 Beau Chene Blvd., Suite 100, Mandeville, La. 70471.

	<u>License Plate #</u>	<u>Vehicle Make</u>	<u>Model</u>	<u>Year</u>	<u>Color</u>	<u>Driver's License #</u>
1.	_____	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____	_____
6.	_____	_____	_____	_____	_____	_____

### **List Vehicle(s) being removed from Account:**

1. \_\_\_\_\_ 2. \_\_\_\_\_

As the holder of a Beau Chene Homeowners Association Inc. vehicle decal you are required to keep BCHOA informed of any changes in residential or club member status. Should you move from the community or cancel your club membership the vehicle decal is to be removed from every windshield. By signing this agreement, you have accepted responsibility for all vehicles listed and associated with this property address and/or club membership.

**Signature of Person completing the Application:** \_\_\_\_\_

**For office use only:**  
 Date Issued: \_\_\_\_\_  
 Approved by: \_\_\_\_\_  
 Reason for pass: \_\_\_\_\_

**For Any Vehicle **SOLD** or  
 when a **TRANSFER** of TITLE takes place;  
**DECAL REMOVAL IS REQUIRED!!****

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## RFID TAG REGISTRATION FORM

BCHOA Property Owner \_\_\_\_\_ Club Member \_\_\_\_\_ Renter \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

BCHOA Property Address (if applicable): \_\_\_\_\_

BCCC Member No.: \_\_\_\_\_

If Renter, name of property owner: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Office Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

### List information for each vehicle receiving an RFID Tag

<u>License Plate #</u>	<u>Vehicle Make</u>	<u>Model</u>	<u>Year</u>	<u>Color</u>	<u>Driver's License #</u>	<u>RFID#</u> <small>(FOR OFFICE USE ONLY)</small>
1. _____	_____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____	_____	_____

### List Vehicle(s) being removed from Account:

1. \_\_\_\_\_ 2. \_\_\_\_\_

As the holder of a Beau Chene Homeowners Association Inc. RFID tag you are required to keep the BCHOA informed of any changes in residential or club member status. Should you move from the community or cancel your club membership the RFID tag will be deactivated and should be removed from every windshield. By signing this agreement, you have accepted responsibility for all vehicles listed and associated with this property address and/or club membership.

Signature of Person completing the Application: \_\_\_\_\_ Date \_\_\_\_\_

<b>For office use only:</b>
Date Issued: _____
Approved by: _____
Reason for pass: _____

<b>For Any Vehicle <b>SOLD</b> or when a <b>TRANSFER of TITLE</b> takes place; <b>RFID TAG REMOVAL IS REQUIRED!!</b></b>
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**RECEIVED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_