

**III CORPS AND FORT HOOD REGULATION 420-37**

Installations  
**INSTALLATION HOUSING  
COMMUNITY STANDARDS**

**Department of the Army  
Headquarters, III Corps and Fort Hood  
Fort Hood Texas 76544  
9 August 2016**

**Unclassified**

# SUMMARY OF CHANGE

Fort Hood Regulation 420-37

Installation Housing Community Standards

This minor revision, dated 9 August 2016

This revision establishes standards, policies, and responsibilities for on post housing. Changes include:

- Paragraph 2g – “Family sponsors pay rent in the amount of Basic Allowance for Housing is removed in accordance with major decision that Fort Hood Family Housing can now charge fair market value for the home not to exceed Basic Allowance for Housing.
- Paragraph 8b – Number of authorized pet’s changes from three to two.
- Paragraph 8b - Clarification of enforcement of the pet policy dated 5 January 2009 and enforced 1 August 2009.
- Paragraph 7b, and Appendix B – Directorate of Family, Moral, Welfare, and Recreation department name changes are incorporated.

Installations  
**Installation Housing Community Standards**

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**History.** This is an administrative change. Portions affected by this revision are listed in the summary of change.

**Summary.** These standards apply to all personnel occupying Family housing at Fort Hood, including Family members and guests. These requirements are in effect during mobilization or deployment.

**Supplementation.** Supplementation by subordinate headquarters is prohibited, unless approved by the Directorate of Public Works

(DPW), Housing Services Office, IMHD-PWH.

**Changes.** Changes to this regulation are **not** official unless they are authenticated by the Directorate of Human Resources (DHR).

**Suggested Improvements.** The proponent of this regulation is the DPW, Housing Services Office. Send comments and suggested improvements to the US Army Garrison, Directorate of Public Works (IMHD-PWH), 18010 T.J. Mills Boulevard, Fort Hood, Texas 76544-5028.

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IAW FH FORM 1853: S

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\*This supersedes III Corps and Fort Hood Regulation 420-37, dated 21 November 2013

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Not Used



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**OVERVIEW**

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1

**Purpose**

Installation housing community standards are part of the quality of life initiatives for III Corps and Fort Hood. These standards: Offer safe and attractive living conditions, and promote the best possible environment for Family housing residents.

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1a**References**

Appendix A lists required and related references for this regulation.

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1b**Abbreviations and Terms**

The glossary explains abbreviations and terms used in this regulation.

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1c**Standards**

These standards apply to the Residential Communities Initiative (RCI) Private Partner, and Liberty Village. The appropriate agencies, including Installation and Regional Community Life Officers established according to Fort Hood Regulation (FHR) 600-20 (Community Life Program), coordinate these standards.

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1d**RESPONSIBILITIES**

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2

**Housing Services Office**

The Housing Services Office (HSO) is responsible for in- and out-processing of Soldiers, oversight of the waiting list, and enforcing community standards and misconduct-based termination of eligibility for housing privileges for violation of this regulation.

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2a**Residential Communities Initiative (RCI) Private Partner**

Family Housing on Fort Hood, with exception to Liberty Village, is operated under a private venture partnership between the Army and civilian contractors, under the RCI program. The civilian contractors, referred to as the RCI Private Partner within this regulation, manage and maintain the on-post Family housing units, and are responsible for:

- Maintaining the waiting list.
- Assignment and termination of housing.
- Mowing common areas.
- Providing self-help materials and tools.
- Providing refuse collection services.

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**Residential  
Communities  
Initiative (RCI)  
Private  
Partner  
(continued)**

- Maintaining and repairing housing.
- Notifying residents of major projects and utility outages.
- Providing sponsoring units and Directorate of Emergency Services (DES) monthly list of housing residents by name, rank, unit, and house number.
- Assuming responsibility of enforcing installation housing community standards in the event sponsoring units deploy.

2b

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**Liberty  
Village**

Liberty Village is private rental property, separate from the RCI Private Partner, which is also located on the installation. A civilian company, Universal Services Fort Hood (USFH), owns and manages the properties to Soldiers with Families, at the Soldier's Basic Allowance for Housing (BAH).  
The standards within this regulation also apply to Liberty Village. The Liberty Village property management is referred to as USFH within this regulation.

2c

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**Directorate  
of Emergency  
Services (DES)**

DES is responsible for Police Officer enforcement of state laws (such as traffic, criminal, health, and safety), and punitive Department of the Army and Fort Hood traffic laws.  
DES is also responsible for registration of firearms on the installation. FHR 190-11 (Weapons) provides information on the registration, transportation, and possession of privately owned weapons.  
DES also manages the Emergency Dispatch Center.  
All residents can call 911 in case of an emergency.

2d

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**Staff Judge  
Advocate  
(SJA)**

The SJA:

- Reviews Misconduct-Based Terminations of Eligibility for Housing Privileges (MBTEHP), and other disciplinary actions.
- Provides a housing arbitrator or hearing officer.

2e

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**Housing  
Arbitrator  
or Hearing  
Officer**

The housing arbitrator or hearing officer:

- Monitors disciplinary actions which could result in MBTEHP
- Initiates actions to terminate housing privileges to forward to the Garrison Commander for approval.

2f

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**Family Sponsors**

The Family sponsor is the senior ranked Soldier assigned to and accountable for the on-post housing.

Family sponsors pay rent in full to the RCI Partner and USFH. Rent, for dual-military couples, is based on the senior ranked Soldier's pay, at the with-dependent rate. A divorce decree is required to reverse the rank of the primary occupant.

Family Sponsors are responsible for:

- Care of lawns.
- Care of parking areas and sidewalks, and refuse areas.
- Care of trees, shrubs, and any landscaping features.
- Ensuring their house and exterior are maintained during their absence (example: unaccompanied tours, deployments, deferred travel, personal travel) according to the standards outlined in this regulation.
- Storing bicycles, carts, toys, etc., to avoid a hazardous or unsightly appearance.
- Pest and insect control for their house and outside areas, including lawns and carports.
- Cooperating with contractors or maintenance personnel to accomplish needed maintenance and repair, or contracted projects.
- Practicing fire safety in and around their housing. Note: Renter's insurance is highly recommended, as residents may be liable for damages caused by negligence.
- Providing the RCI Private Partner, or Liberty Village Office, with an emergency phone number and Point of Contact (POC) before departing the area.

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2g

**Chain of Command**

The sponsor's Chain of Command (COC) ensures that the Soldier complies with the standards outlined in this regulation, and assists the Soldier and the Housing Office in resolving non-compliance issues.

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2h

**Sponsoring Units**

Sponsoring units enforce administrative restrictions and policies outlined in this regulation, including:

- Providing a POC to the Housing Sergeant Major, RCI Private Partner, and USFH.
- Designating individuals to issue citations.

Sponsoring units will comply with Command and Community Responsibilities Concerning Fort Hood Family Housing.

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2i

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## VIOLATIONS, PENALTIES, AND MISCONDUCT-BASED TERMINATION OF HOUSING PRIVILEGES (MBTHP)

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3

### Violations

Those who fail to comply with the standards of this regulation receive citations on Fort Hood (FH) Form 420-37(Citation to Occupant).

Violations include:

- Failure to maintain yard or unsightly appearance.
- Curfew violations by minor children.
- Unauthorized care of children on a regular basis.
- Pet policy violations.
- Poor sanitary practices.
- Energy conservation violations.
- Failure to allow maintenance personnel access to the house for needed work.
- Failure to secure personal and government property (unsecured property valued above \$100 may also receive a DA Form 1408 by Military Police patrols).
- Unauthorized commercial activities.
- Unauthorized vehicle maintenance.
- Unauthorized construction.
- Abuse of Lawn and Garden Shop privileges, including untimely return of temporary loan items.

3a

### Penalties

Penalties for violations of this regulation are:

- First violation:
  - The sponsor receives a citation.
  - The Community Life NCO (CLNCO) of the village provides a copy to the sponsor's chain of command, and maintains a file copy of the citation for future reference.
  - The RCI Private Partner and USFH receive copy of citation.
- Second violation:
  - The Fort Hood HSO, in coordination with the RCI Private Partner or USFH, issues a letter of warning to the sponsor and a copy is provided to the COC.
  - The sponsor and COC are asked to report to the Housing Office to receive formal counseling by the Housing Sergeant Major (SGM).

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**Penalties  
(continued)**

- Third violation
  - After three violations, within a 6-month period, MBTHP begins.
  - The Fort Hood Housing Office, in coordination with the RCI Private Partner, issues a recommendation for MBTHP through the housing arbitrator and COC to the sponsor.
  - The sponsor and the COC are notified to report to the Housing SGM.
  - The Housing SGM informs Soldier of right to a hearing, within 7 business days, through chain of command to arbitration officer.
  - If the Soldier declines a hearing, or upon completion of the hearing, the arbitration officer may prepare a report with recommendations for termination to the Garrison Commander for approval.
  - The sponsor has 30 calendar days to clear housing, upon receiving notice of termination of housing privileges.

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3b

**Misconduct-  
Based  
Terminations  
of Eligibility  
for Housing  
Privileges**

The HSO, in conjunction with the RCI Private Partner or USFH, Partner or USFH, may recommend MBTEHP for repeated violations of this regulation, by following procedures outlined in paragraph 3b Either the COC, or the housing arbitration officer, may recommend termination of housing privileges if one of the following grounds exist.

The decision to terminate housing privileges based on misconduct rests with the Garrison Commander.

Reasons for misconduct-based termination of housing privileges include incidents of serious misconduct, including repeat minor offenses, involving the sponsor, Family Member, or guest. They include, but are not limited to:

- Any incident which results in generation of a police report.
- Inherently dangerous actions.
- Domestic disturbances.
- Felony convictions, registered sex offenders in any state, and/or criminal activity by any member of the household.
- Misconduct which results in injury or property loss to a neighbor, or the government.
- Spouse or child abuse.

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**Misconduct-  
Based  
Terminations  
of Eligibility  
for Housing  
Privileges  
(continued)**

- In cases of serious misconduct, in which a Family’s continued occupancy presents an imminent danger to the health, welfare, and safety of others on Fort Hood, the Garrison Commander may order immediate removal from the home

3c

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**Chain of  
Command  
Responsibility  
For  
Misconduct-  
Based  
Termination**

The sponsor’s chain of command will involve itself in the resolution of issues pertaining to misconduct by its Soldiers. Upon notice of termination, based on misconduct, the Soldier’s chain of command will ensure its Soldier is responsible to attend all required meetings, will attend meetings with the Soldier when required, and will ensure the Soldier vacates housing in accordance with housing direction and policy.

3d

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**Evictions**

Non-payment of rent or charges for damages will result in the RCI Private Partner (or Liberty Village Office) reporting the delinquency to a collection agency after 30 days, and will result in eviction by the RCI Private Partner, or USFH, for non-payment of rent and/or damages.

- Failure to comply with eviction directive can result in a “lockout.”

3e

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**Ineligibles**

Residents are ineligible to retain housing when:

- The sponsor or Family Members no longer reside in housing:
  - Over 30 consecutive days.
  - Over 90 days in case of death of sponsor. An exception to policy request will be required through Fort Hood Family Housing beyond the first 90 days up to 12 months.
    - Sponsor is absent without leave.
    - Sponsor is dropped from the rolls.
      - Divorce is finalized and sponsor does **not** have court appointed custody of the children for more than 6 consecutive months of the year.
      - Authorized Retention of Housing has expired.
    - The sponsor is convicted of a felony offense, under state or federal law, or is convicted of any offense which requires the sponsor, or dependent who resides in the Family housing with the sponsor, to register as a convicted sex offender in any state.

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**Ineligibles  
(continued)**

- The sponsor is found guilty at a court-martial for an offense which carries a possible maximum punishment, a punitive discharge, and/or confinement for 1 year or more.

3f

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**Chain of  
Command  
Responsibility  
for  
Abandoned  
Housing**

It is the responsibility of the COC to clear the house, if it is determined to be abandoned while the Soldier is deployed, or if the sponsor is absent without leave, and/or has been dropped from the rolls In Accordance With (IAW) FHR 210-55, (Disposition of Lost Mislaid Abandoned, or Unclaimed Personal Property Discovered Abandoned on the Installation). The COC is responsible to: Appoint, on orders, a staff sergeant or above, with retain-ability, as responsible POC for ensuring housing is cleared IAW housing standards.

Meet with Housing personnel to determine the status and condition of the house.

- Inventory any military items remaining in the house.
- Pack and store personal items in the house.
- Clear the housing unit.

3g

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**Termination  
of Housing**

Termination of housing for Residents losing eligibility will include input from the sponsor's chain of command and will be at the discretion of the Chief, Housing Services Office.

Termination of housing becomes effective 30 days from the date of notification.

The move will be at the sponsor's expense unless otherwise determined by the Garrison Commander.

Sponsors must clear housing according to established cleaning standards.

Money owed to RCI Private Partner, or USFH, will be deducted from any refund due after housing is terminated.

Sponsors, whose housing privileges have been terminated or who have been evicted from on post housing for non-payment, are ineligible to reapply for on-post housing during their tour at Fort Hood.

3h

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**House  
Guests and  
Visitors**

Active duty military personnel assigned to Fort Hood and their Family members may **not** cohabitate with another military member or Family who occupies on-post housing.

For visitations during non-deployment periods that exceed 30 calendar days, submit an explanation of the extenuating circumstances warranting an exception to policy for visitation, in writing, to their Village Community Manager for consideration and approval or disapproval.

3i

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**Visitation  
During  
Deployment**

During a sponsor's deployment, an adult Family Member, who is not a member of the immediate Family, may reside in quarters up to 30 days. For periods exceeding 30 days, written requests must be submitted to the Village Community Manager for approval.

3j

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**PARKING RESTRICTIONS**

4

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**Parallel  
Parking**

When parallel parking:

- Remember that on-street parking is limited in many areas.
- Avoid damages to other vehicles.

4a

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**Parking  
Restrictions**

The following restrictions are enforceable by the CLNCO.

Do not park:

- In front of or within 15 feet (4.57m) of a fire hydrant.
- In a location that interferes with residential mailbox access.
- On lawns, grassed areas, or sidewalks.
- In front of refuse, recycle, or compost containers at curbside for pickup.
- In cul-de-sacs (that is, in a manner that may restrict access by emergency vehicles).

Consult FHR 190-5 , for information on punitive parking, for traffic regulations enforceable by police officers (such as, parking where prohibited, on sidewalks, in crosswalks, within 15 feet (4.57 m) of fire hydrants, against the flow of traffic, and in front of public driveways). Punitive violations may result in judicial or non-judicial action.

Residents must **not** interfere/impede with the parking rights of other residents, to include designated parking spaces and driveways.

Do **not** park oversized vehicles and equipment in the housing areas (for example, 18-wheelers, tractor trailers, dump trucks, etc.).

Residents will share on-street parking equally, and use their assigned carport space (that is, if two or more vehicles are owned).

4b

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**Motor Home and Trailer Parking**

Policy prohibits the parking of motor homes, recreational vehicles, boats, or trailers of any kind, exceeding 6 feet in length from the tongue to the back of the trailer, to include boat/jet ski trailers in the Family Housing areas. Exceptions to this policy are as follows:

- A motor home or trailer that is parked at the house, overnight, for loading or unloading.
- A motor home or trailer that is in transition from the permanent parking facility to the sponsor's guest destination.
- Recreational vehicles, including boats and trailers that are parked in garages with the door closed.
- Special Fire Safety Note: Portable/detachable fuel containers shall be removed and stored IAW paragraph 23b prior to parking recreational vehicles, boats/trailers in garages. This also applies when the garage door is open temporarily for loading/unloading.

Notify the Community Manager, or Liberty Village Office, if the occupant has an emergency that requires longer parking.

Note: Motor home and trailer parking is available at the owner's expense at the MWR, West Fort Hood Travel Camp, or Belton Lake Outdoor Recreational Area (BLORA).

Appendix B provides telephone numbers.

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4c

**Motor home and Trailer Restrictions**

When it is required that a motor home or trailer park at a house, overnight, for loading, etc., it must be parked in the designated paved parking area of the house.

Motor homes and trailers must **not** park:

- On streets, roadways, or undesignated parking spots.
- In front yard lawn areas.
- Within 10 feet (3 m) of any building, unless parked in carport.

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4d

**Detached Carports**

Detached carports are:

- Marked by the RCI Private Partner.
- For the exclusive use of Families assigned to those houses.

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4e

**Questions or Exceptions**

Address questions or requests for exception through the Housing Services Office, the Private Partner, and USFH. Refer to FHR 190-5 for additional information.

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4f

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## VEHICLE MAINTENANCE

5

### Vehicle Maintenance Guidance

Table 5-1 lists restrictions on common maintenance work done at Family housing

**Table 5-1. Vehicle Maintenance Guidance**

TYPE OF MAINTENANCE	ALLOWED	PROHIBITED
Motor tune up		X
Rotating tires	X	
Fixing flats	X	
Removal of hoods		X
Removal of fenders	X	
Removal of engines		X
Stripping of vehicles		X
Major repairs		X
Placing vehicles on blocks, supervised	X	
*Changing oil	X	
Placing vehicles on blocks, unsupervised or overnight		X

Used oil must be properly disposed of at the Classification Unit on North Ave, Bldg. 1348.

Self-help repair work on vehicles may be performed at the Sprocket Self Help Auto Repair Shop. Owners may store vehicles at this facility, while the vehicle is under repair.

5a

### Appearance

Residents ensure their house does not take a “junkyard” appearance:

- Maintenance areas are thoroughly clean at all times.  
A nuisance does **not** occur because of oil spills or excessive noise.
- Oil spills in driveways may result in a citation, if **not** cleaned up.

5b

### Inoperable Vehicles

All vehicles on Fort Hood must have a current state registration. Vehicles must be registered with the Fort Hood DES.

Do **not** park inoperable or unused vehicles on streets or roadways, or in driveways or carports for more than 30 days.

- The RCI Private Partner / USFH will have inoperable vehicles tagged and towed at the owners expense.
- Vehicles that leak gasoline, or other hazardous material, are towed off-post at the owner’s expense.

5c

<b>Abandoned Vehicles</b>	Call the DES desk sergeant to report abandoned vehicles. FHR 210-55 and Fort Hood Regulation 190-5 outline abandoned vehicles.	5d
<b>Two- or Three-Wheeled Motor Vehicles</b>	Residents should refer to FHR 190-5: <ul style="list-style-type: none"> <li>• For policy governing the use of two- and three-wheeled motor vehicles on the installation.</li> <li>• For authorized areas of operation.</li> </ul>	5e
<b>Vehicle Washing</b>	Hoses being used to wash and rinse vehicles must be equipped with an automatic shut-off spray attachment.	5f
<b>BICYCLES</b>		6
<b>General Bicycle Rules</b>	Secure bicycles to a fixed object, with an appropriate locking device, when <b>not</b> in use.	6a
<b>Operators</b>	Bicycle operators must comply with the rules of the roadway for motor vehicles, including: <ul style="list-style-type: none"> <li>• Traffic-control signs.</li> <li>• Signals.</li> <li>• Traffic control personnel.</li> <li>• The use of helmets and reflective material, according to FHR 190-5.</li> </ul>	6b
<b>Skateboards</b>	Fort Hood Regulation 190-5 outlines policy for skateboard operation. Fort Hood prohibits personally-owned skateboard ramps.	6c
<b>Other</b>	Exercise parental control over children to ensure that tricycles, scooters, roller skates, roller blades, and like equipment: <ul style="list-style-type: none"> <li>• Are <b>not</b> operated in streets or roadways.</li> <li>• Do <b>not</b> cause a hazard to vehicular or pedestrian traffic.</li> <li>• Are operated safely.</li> </ul> Rollerbladers may use designated roller-blade courts for rollerblading.	6d

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## CONTROL AND SUPERVISION OF CHILDREN/YOUTH

7

### **Parental Control/ and Adult Supervision**

Parents are accountable for the conduct of their minor children. Unsupervised children are subject to at-risk behaviors to include:

- Victimization.
- Early sexual activity
- Substance abuse.
- Vandalism/petty crimes.

Parents are liable for damages caused by negligent or unlawful Conduct of their children.

Fort Hood Regulation 190-5 provides information on leaving children unattended in vehicles.

The installation Out of School/Youth Supervision Policy, outlined in paragraph 7b-d, provides information pertaining to unsupervised children.

7a

### **Out of School Child/Youth Supervision Policy**

The following standards of supervision are enforced on children 12 years and younger:

Children 10 years-old and under (or 11 years old if in the 5th grade) will have direct supervision (that is, line of sight) by a(n):

- Adult.
- Parent.
- Child, Youth and School Services (CYSS) site staff.
- Designated “responsible” teenager, who is at least 13 years old.

Children 11 years old (or 12 years old, if in the 6th grade) will have monitored supervision.

Children 12 years old (or 11 years old, if in the 6th grade) may be left unattended for no more than 6 hours, between the hours of 0600 to 2100, during a 24-hour period. Additionally, this age group may sign themselves in/out of a youth center for no more than 6 hours per day during youth center operating hours.

Parents may designate an adult neighbor, whom the child (11 years old, or 12 years old if in the 6th grade) may physically check in with at intervals. Intervals are defined as no more than 6 hours. A child cannot be in “check-in” status between the hours 2100 and 0600.

Parents must ensure that the child (11 years old, or 12 years old if in the 6th grade) is capable and knowledgeable in handling emergency situations.

Teenagers, between the ages of 13-15 years, may be left unattended between the hours of 0600 to 2100, but not to exceed 8 hours during a 24-hour period.

(continued on next page)

**Out of School  
Child/Youth  
Supervision  
Policy  
(continued)**

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Teenagers, between the ages of 16-18 years (and still in high school), will not be left unattended for more than 12 hours during a 24-hour period.

While walking to and from school, children in grades pre-kindergarten through 1st grade must have direct supervision (line of sight) by a(n):

- Adult.
- Parent.
- Designated “responsible” teenager, who is at least 13 years old.
- CYSS site staff, or Family Child Care (FCC) Provider.

Every Soldier, employee, and Family Member of the military community must report known violations of this policy and suspected child abuse or neglect to the Family Advocacy Program (287-CARE /2273) or to the Police (287-2176).

CYSS Parent Central Services Office (287-8029) will assist parents with finding suitable childcare at a Child Development Center, School-Age Services site, or in a certified FCC home.

No person shall care for children in Family housing quarters for more than 10 total hours per week on a regular basis (i.e., 1 child for 10 hours, 2 children for 5 hours, etc.) without being FCC-certified through CYSS.

Suspected unauthorized child care will be investigated and, if validated, will result in immediate removal of the unauthorized children from the home, as well as possible loss of housing entitlement for the sponsor.

Telephone numbers can be found in Appendix B.

Police officers respond to complaints of violation of this policy. Action taken by the military police, when a child is found unattended, is contingent upon the degree of danger in which the child is found.

Police officers take the following actions, when a child is found contingent upon the degree of danger in which the child is found.

- Police officers take the following actions, when a child is found without proper supervision:
  - Safeguard and identify.
  - Detain and return to parental control.
  - Notify 287-CARE.

Parents are responsible for ensuring compliance with the Out of School Child/Youth Supervision Policy. Violations of this policy place children at risk and may result in action taken by:

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(continued on next page)

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**Out of School  
Child/Youth  
Supervision  
Policy  
(continued)**

- DES
- Directorate of Public Works - Housing Division
- Army Community Service - Family Advocacy Program.
- Department of Social Work.
- Texas Department of Protective and Regulatory Services, Child Protective Services.

---

7b

**Curfew  
for  
Juveniles**

Family Members under 18 years of age may **not** be out-of-doors unless accompanied by the sponsor, parent, or legal guardian during curfew hours. Violators may be detained by the police and processed. Repeated violations justify misconduct-based termination of eligibility for housing privileges.

For Friday night, curfew begins at 0030 (Saturday), and ends at 0500 (Saturday).

For Saturday night, curfew begins at 0030 hours (Sunday), and ends at 0500 (Sunday).

For Sunday through Thursday night, curfew begins at 2300 hours, and ends at 0500 the following morning.

---

7c

**Prohibited  
Play Areas**

Children are prohibited from playing:

- On any street.
- Around unoccupied buildings and housing.
- At any construction site, whether or not work is in progress.
- Near government or contractor equipment such as mowers, construction equipment, maintenance trucks, etc.
- In ponds, creeks, drainage ditches, and culverts.
- Near school buildings when school is not in session.
- On golf courses.

---

7d

**Key  
Authori-  
zations**

Only children over 10 years of age, who are identified to the RCI Private Partner and USFH in the housing agreement, will receive a key to housing.

Exceptions are case-by-case.

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7e

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## CONTROL OF PETS

8

### **Pet Registration**

Owners must register dogs and cats with Fort Hood Veterinary Services prior to moving into on-post Family housing, or within 5 days after obtaining an animal.  
FHR 40-5 (Authorized Veterinary Care and Animal Control Program) outlines pet control.

8a

### **Pet Limitations**

Families are not authorized more than a combined total of two authorized pets per house address.

- Fish aquariums are acceptable up to 100 gallon tanks and are not included under the two pet policy.  
Note; Residents owning three pets that are registered with the Fort Hood Veterinary Services prior to the effective date of this version of the regulation will be grandfathered.

8b

### **Unauthorized Animals**

The following breeds (including hybrids and mixes of the breeds) of dogs are prohibited from residing/being kept in on-post housing IAW the current reference policy, SUBJECT: Pet Policy for Privatized Housing Under the Army's Residential Communities Initiative (RCI) Privatization Program Memorandum dated 5 January 2009 and enforced on 1 August 2009:

- Pit Bulls,
- American and English Staffordshire Bull Terriers,
- Rottweilers,
- Doberman Pinschers,
- Chows,
- Coyotes, Wolves, Jackals.

Any of the above breeds of dogs and their crosses which are living on-post and registered with the Fort Hood Veterinary Clinic on the date of this policy, may remain in housing unless the pet demonstrates a propensity for dominant or aggressive behavior. Prohibition also extends to other dogs that demonstrate dominant or aggressive behavior, such as:

- Unprovoked barking, growling, or snarling at people, biting, or scratching;
- Aggressively running along fence line when people are present;
- or, escaping confinement or restriction to chase people.

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(continued on next page)

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**Unauthorized  
Animals  
(continued)**

FHR 40-5 further defines a dangerous animal as one that:

- Is involved in an attack on a person or another animal off the owner's premises.
- Approaches any person on streets, sidewalks, or public grounds with an apparent attitude of attack.
- Has a known propensity, tendency, or disposition to attack, cause injury, or to otherwise threaten the safety of a human being or domestic animals.
- Could not be controlled or restrained at the time of an attack to prevent the attack.
- Is trained, tormented, badgered, baited, or used for the purpose of causing or encouraging attack on human beings or domestic animals.
- Is involved in two unprovoked bite incidents.

The Housing Office, in coordination with SJA, the RCI Private Partner, and USFH, maintains the authority to initiate termination of housing privileges for failure to remove aggressive or unruly pets. Other prohibited animals include, but are not limited to, reptiles, rodents (with exception to hamsters and guinea pigs), ferrets, hedgehogs, skunks, rats, raccoons, squirrels, pot-bellied pigs, monkeys, arachnids, bees (raising bees), or any farm animal.

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8c

**Authorized  
Privately  
Owned  
Animals**

The following privately owned animals may be kept in housing, if they comply with the requirements of this regulation:

- Dogs, excluding those described in paragraph 8c
- Cats (excluding hybrids with bobcat, margays, or ocelots).
- Captive-bred species of common caged birds, except raptors, and pigeons.
- Hamsters, guinea pigs.
- Aquarium fish.

Privately owned equines (horses, mules, donkeys and ponies) may **not** be kept or ridden in Family housing, but may be kept at a riding stable.

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8d



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**Stray  
Animals**

Report all wildlife that strays into the housing areas, to include snakes, to the RCI Private Partner Maintenance, at 532-3133. Liberty Village residents report wildlife to the Liberty Village Office, at 526-3788.

Report domesticated animals that are running loose to the DES, Animal Control.

Appendix B lists telephone numbers.

8e

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**Guidelines  
for  
Pet Owners**

Table 8-1 outlines guidelines for pet owners.

**Table 8-1. Pet guidelines**

<b>Category</b>	<b>Prohibited</b>	<b>Allowed</b>
Maintaining pets for sale	X	
Selling pets on a one-time basis		X
Leaving pets unattended at housing for more than 24 hours	X	
Tying animals to trees	X	
Keeping annoying, unpleasant, obnoxious, or vicious animals	X	
Walking pet on a leash		X
Permitting interference with service personnel, maintenance personnel, contractors, mail carriers, etc.	X	
Allowing pets in neighbors' yards, playgrounds, or school yards.	X	
Leaving pets outdoors unattended (only allowed in fenced enclosure)		X
Leaving pets unattended on balconies	X	

Animals kept outdoors must be provided adequate shelter from seasonal weather conditions. A doghouse of sufficient size, to allow the animal to comfortably stand, turn around, and lay down, is required.

The dog house must be clean and in high state of repair. Pets must have clean water at all times, if maintained outdoors.

New litters of cats and dogs can be kept up to 90 days after birth.

Pet privileges may be revoked when:

- Pets have been running loose more than three times.
- Dogs continue to bark excessively after three warnings.
- The animal is determined to be a threat to the health or safety of persons, other animals, or property.
- The animal is determined to be a public nuisance.

8f

<b>Disposal of Dead Pets</b>	<p>Owners are responsible for disposing of dead pets and hunting/fishing waste at:</p> <ul style="list-style-type: none"> <li>• The sanitary landfill.</li> <li>• Installation Veterinary Services.</li> </ul>	8g
<b>Insurance</b>	<p>Pet owners are strongly encouraged to get insurance to cover pet damage or injury to persons.</p>	8h
<b>Sanitation</b>	<p>Clean up animal waste daily, and when walking dogs outside of yard. Maintain sanitary conditions daily, inside and outside the house.</p>	8i
<b>Damages</b>	<p>Residents are responsible for damages and injuries caused by their pets.</p>	8j
<b>Horses</b>	<p>Horses are not allowed in the housing areas or north of drainage ditch between stables and Chaffee Village.</p>	8k
<b>FIREARMS AND NOISE CONTROL</b>		9
<b>Firearms Registration and Storage</b>	<p>FHR 190-11 governs ownership of firearms on Fort Hood. Personnel occupying on post housing must register their firearms with DES. Children will <b>not</b> have access to firearms. Reasonable steps must be taken to secure firearms, such as:</p> <ul style="list-style-type: none"> <li>• Placing the firearm in a locked container.</li> <li>• Rendering the firearm inoperable by a trigger lock, or other means. Discharging firearms in Family housing is prohibited. Further details are available from the DES Crime Records Section.</li> </ul>	9a

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**Noise  
Control**

Quiet hours are from 2200 to 0600 hours nightly, and will be observed. Excessive noise is prohibited on the installation. For enforcement purposes, the term “excessive noise” is: Music vibrations or other sounds emanating from housing or billets that can be heard from a distance of 50 (15.2 m) or more feet in any direction of the house or billets. Noise in a public place that, under the circumstances, is unreasonably disturbing to the quiet and comfort of another person within the vicinity or hearing thereof. Music, vibrations, or other sounds emanating from a vehicle with closed windows is too loud and will be considered excessive if they can be heard 10 feet or more from the vehicle. Music, vibrations, or other sounds emanating from a vehicle with open windows, will be considered excessive if they can be heard 50 feet (15.2 m) or more from the vehicle. Violators may be subject to action under the Uniformed Code of Military Justice (UCMJ), administrative action, or the state laws of Texas.

9b

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**GROUNDS MAINTENANCE**

10

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**Maintenance  
Service**

The RCI Private Partner, and USFH, trims, mows, and polices lawns and common areas within the boundaries of their Family housing area(s) and unoccupied housing.

10a

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**Occupant**

Residents are responsible for the area extending to the center line of:

- Adjacent streets, service drives, and parking lots.
- Half the distance between buildings.

Residents are responsible for 50 feet (15.2 m) from housing when lawn borders common ground.

10b

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**Mowing**

Residents are responsible for providing mowing, edging, and weeding of their house lawn. Failure to properly maintain lawn/yard will result in the RCI Private Partner, or USFH, utilizing a private contractor to cut, rake, and maintain the lawn at residents' expense. The same procedure will be used for lawn clean-up items, such as leaf removal and/or tree trimming, below 8 feet, which is a resident responsibility. Residents can sign up for lawn service to maintain their yard. Prices and signs are available at the respective community office. Soldiers who are deployed, or in the process of deploying, may register with their community office for free lawn mowing service for the length of deployment. Soldiers under those circumstances must provide a copy of the deployment orders. Mowing must be:

- Uniform.
- Done as often as necessary for a neat, finished appearance.
- Cut to a height between 2-1/2 to 4 inches.

Residents will receive a citation, if a lawn is over 6 inches in height at any point in the year, with a notice to mow within 2 days.

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10c

**Lawn Clippings**

Place lawn clippings in compost containers for collection, or scatter over an adjoining common area. Residents may call the RCI Private Partner / USFH for a compost container.

Do **not** dispose of clippings in lined or unlined drainage features, storm drains, or catch basins.

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10d

**Areas Bordering Lawns**

Keep grassy areas neat and trim, including lawns bordering:

- Sidewalks/Curbs
- Trees
- Shrubs
- Flower beds
- Driveways
- Rock Beds
- Utility transformers
- Utility Poles
- Building foundations
- Fences

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10e

**Weeds**

Remove weeds and other vegetation growing in cracks of sidewalks, streets, curbs, driveways, etc.

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10f

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**Watering**

Residents will water lawns when rainfall is insufficient for proper lawn maintenance.

Do **not** water between 1300 and 1700, on any day throughout the year, because:

This effort reduces water waste and reduces the electrical peak demand for electrical pumps required to distribute the water.

Water lawns when dew is present (that is, pre-dawn hours), because:

- The early morning is a low water demand period, and the evaporation rate is low.
- Pre-dawn watering discourages the spread of fungal diseases, which kill grass.

Watering grass, during the hottest part of the day, is counterproductive because most of the water evaporates.

Most lawns do **not** absorb the total amount of water needed at one time. Generally, lawns need watering 1 to 1-1/2 inches (2.5 to 3.8 cm), every 5 to 7 days, unless rainfall is excessive.

Watering every day is **not** necessary.

Monitor sprinklers to prevent excessive watering, which causes overflow into the storm drain inlet or down the street.

Occasional watering restrictions or schedules are published by command letter and distributed to all residents.

Failure to comply with published restrictions or schedules results in the issuance of citations.

---

10g

**Questions and Work Request**

Contact the RCI Private Partner (Liberty Village residents contact the Liberty Village Office) with questions regarding:

- Removing dead trees or shrubs.
- Technical advice on lawn care.
- Correcting drainage problems (that is, beyond occupant's capability).
- Correcting drainage problems (that is, beyond occupant's capability).
- Reestablishing deteriorated front lawn areas, where half or more than half of the front lawn ground cover is dead.

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10h

**TREES, SHRUBS, AND FLOWER BEDS**

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11

**Major Tree and Shrub Pruning**

The RCI Private Partner and USFH perform major tree and shrub pruning at housing and in common areas within their housing areas.

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11a

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**Occupant** To keep house and lawn neat, Residents will periodically trim:

- Bushes / Shrubs / Hedges.  
Trim to a clearance of 18 to 24 inches (.45 to .61 m) when Hedges are next to buildings, utility poles, and pathways.
- Vines.  
Eliminate or trim vines that damage or interfere with any part of the building.
- Low hanging, small limbs that are reachable from the ground.

Residents will remove:

- Dead shrubs.
- Dead hedges less than 3 feet (.91 m) tall that have a base trunk less than 3 inches in diameter.
- Dead trees less than 2 inches (5 cm) in diameter.

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11b

**Flower Beds** Residents may plant flowers.

- Cultivate flowerbeds and keep them free of grass and weeds.
- Leave borders or edging or decorative rocks in place, if they enhance the appearance of the house.
- You must get approval to leave plants in place from the RCI Private Partner, or USFH, before clearing housing.

---

11c

**Trees and Shrubbery** Get a digging permit, before planting trees or shrubbery, to prevent planting over underground utilities.  
Do **not** use string, chain, or wire ties or wraps around trees.  
Do **not** attach rope swings, hammocks, etc., to trees.  
Tree houses are prohibited.  
Painting of trees is prohibited.

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11d

**Leaf Raking** Rake leaves as often as necessary to maintain a neat appearance.

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11e

## **VEGETABLE GARDENS**

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12

**General** Residents may establish and maintain gardens in the backyard of the house.  
Residents may use compost bins.  
Remove compost bins and restore grounds before clearing housing.  
Keep cultivated areas free of grass and weeds.

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12a

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**Housing Clearance** Grounds must be reestablished to standards established within this regulation before clearing housing. 12b

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**Size Restrictions** Gardens do **not** have size limits, but residents must exercise common sense. 12c

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**Common Areas** Gardens are **not** permitted in common areas. 12d

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## **ALTERATIONS AND ADDITIONS** 13

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**Additions** Additions to housing that are accomplished by residents are **not** authorized. 13a

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**Alterations** Residents must have prior approval from the RCI Private Partner, or USFH, before altering housing. Any alterations will be at occupant's expense. 13b

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**Approval** Alterations will be removed and the area or house restored to its original condition, at occupant's expense, before clearing housing, unless the occupant has written permission from the RCI Private Partner, or Liberty Village, to leave the alteration in place. Residents are liable for damages to housing and yard areas resulting from alterations. Residents will **not** nail, screw, or bolt items into exterior siding. Acceptable alterations are:

- Shelving.
- Decks.
- Wallpaper (that is, removable).

Residents who wish to perform self-help alterations in housing should:

- Submit a sketch of the proposed structure, a list of materials, and any other appropriate documents, with the application to the RCI Private Partner / USFH (Liberty Village).
- Get a digging permit from the RCI Private Partner / USFH before proceeding with alterations, if digging is required.
- Proceed, once the work is approved.
- Comply with all restrictions or changes indicated on the permit.

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13c

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**Community Projects**

Projects for construction or improvement for the benefit of the community are initiated by the RCI Private Partner / USFH in coordination with:

- The elected mayor.
- The community life-sponsoring unit.

Submit recommendations for community projects to the village mayor or the unit Community Life NCO.

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13d

**FENCES**

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14

**Approval**

Get approval and utilities clearance from the Family Housing maintenance contractor before construction begins.

Residents may install:

- Personally-owned fences, using only authorized fencing material.
- Only in backyards.

Contractors may install fencing, if the contractor has an on-post solicitation permit, available from the Assistant Chief of Staff, G5, and Consumer Affairs Office.

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14a

**Materials**

Authorized fencing materials are:

- Chain-link, diamond mesh, with round metal posts and rigid top rail.
- Wood privacy fencing with galvanized steel posts, with an outside diameter of at least 2.375 inches (6.032cm) and a wall thickness of at least 0.130 inches (.33 cm).

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14b



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**Installation Rules**

Fence installation guidelines are:

- Fence installation requires a digging permit.
- No barbed wire or electrically charged fences are authorized.
- Occupant will maintain fences.
- Fences must have a gate.
- Fences must not restrict access to utility poles or transformers, fire hydrants, public sidewalks, manholes, public sidewalks, roads, or parking areas.

Do **not** install a chain link fence beneath primary power lines.

- Remove occupant owned fences when occupant clears housing. Rental fences may remain.
- Do not attach fences to housing.
- Maximum height of fence is 72 inches (1.829 m).
- Minimum height is 48 inches (1.219 m).
- Install fences only in the backyard, **not** extending more than 50 feet (15 m) from the main portion of the house, or half the distance between houses.
- Wooden fences may only be treated with a clear sealer.
- Do **not** use stains or paints.
- Decorative barriers may be installed in front or side yards.
- Height may **not** exceed 18 inches (45.72 cm), unless approved by the RCI Private Partner / USFH.

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14c

**STORAGE SHEDS**

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15

**Placement**

Place storage buildings in backyards, at least 10 feet (3 m) from the house, but **not** to exceed 50 (15m) feet from the house.

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15a

**Guidelines**

Residents are encouraged to get a utility clearance from the RCI Private Partner, and USFH, before installing storage sheds to prevent placing the sheds over utility lines.

Residents are responsible for:

- Moving personally owned or rented storage sheds, before clearing housing.
- Restoring turf, upon removal of storage shed.
- Damages to on-post property, caused by the installation or removal of a storage shed.
- Maximum size for storage sheds is 12 x 14 feet.

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15b

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## ANTENNAS AND SATELLITE DISHES

16

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**Requirements** Residents are **not** required to get permits in order to obtain cable television service, but they must use only the companies that are authorized by the RCI Private Partner to operate at Family Housing.

The companies must follow installation guidelines outlined in the contract and approved by the RCI Private Partner / USFH. Residents will be responsible for damages caused by the installation and/or removal of antennas.

Residents may request the installation of a television outlet, for a set price, from the RCI Private Partner.

Do **not** penetrate roofs or siding.

Ground anchoring is **not** allowed.

The company must obtain a digging permit from the RCI Private Partner, or USFH, before making ground penetrations greater than 6 inches (15.24 cm).

Residents who desire cable television must contact approved installation providers to have jacks installed.

Residents are responsible for all costs associated with cable television.

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16a

**Citizens Band (CB) Antennas** Installation of radio antennas for amateur radio stations and CB base stations require approval by the RCI Private Partner, or USFH. Install no more than one antenna per dwelling.

Residents are responsible for damages caused by the installation or removal of CB antennas.

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16b

**Operation** Register CB radio equipment with the Network Enterprise Center (NEC). To register, you must have the:

- Make and model numbers; number of channels; and type of antenna.
- Written approval from the RCI Private Partner.

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16c

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**Satellite Dishes**

Residents who wish to install satellite dishes at their house must get permission from the RCI Private Partner / USFH. It is the occupant's responsibility to ensure that private companies they hire to install the dishes comply with the RCI Private Partner / USFH requirements. Residents are responsible for all damages to their house and grounds resulting from satellite dish installation and removal.

The guidelines for installing satellite dishes are listed below:

- Install satellite system in a manner that is **not** unsightly and does **not** damage the house.
- Installed satellites must use the RCI Private Partner's bracket (for all villages but Liberty Village).
- Do **not** penetrate roofs. Do **not** nail satellite dishes into the roof.
- Holes will **not** be made in exterior siding or walls.
- Place satellite dishes in backyards, only within the area that the occupant mows.
- Do **not** cut tree limbs in an effort to get a better signal.
- Vendor or installer must get a digging permit from the RCI Private Partner / USFH when digging is required.
- Vendor, or installer, will use existing cable wiring from the junction box at the residence and will **not** change the location.
- The company will **not** install additional junction boxes on the exterior wall of the house.
- When required to install a second parallel cable, it must be cosmetically acceptable and the existing entrance hole on the house will be used.
- No additional holes will be made in the interior or exterior surface of the house

The vendor or system owner is responsible for removing the satellite system, prior to clearing housing, and restoring grounds upon clearing housing.

Residents will be charged for the removal of system if they do not remove it. Residents are responsible for damages caused by the installation or removal of satellite dishes.

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16d

**PATIO COVERS**

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17

**Requirements** Residents wishing to install a patio cover or similar structure must have received approval from the RCI Private Partner / USFH prior to beginning construction of the structure.

Note: The RCI Private Partner / USFH reserves the right to disapprove any request, if it does **not** complement the appearance of the community.

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17a

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**Guidelines**

Residents applying for a permit to erect a patio cover must:

- Submit a sketch of the proposed structure, showing the intended dimensions, and a material list.
- Get a digging permit, when digging or ground penetration is required.
- Remove the structure, prior to clearing housing.

The structure must be free-standing, **not** attached to the house. Roofing, or other covering materials, must be compatible with the adjacent house.

Patio covers are at the occupant's expense.

Residents are responsible for damages caused by the installation or removal of patio covers.

The structure must be stained or painted to complement the quarter's color scheme.

17b

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**BASKETBALL BACKBOARDS**

18

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**Requirements**

Permanent mount and portable basketball backboards:

- May be installed alongside driveways.
- May **not** be installed within 20 feet (6.1 m) of the street, or in or facing streets or cul-de-sacs.

18a

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**Basketball Backboards**

Backboards are pole-mounted and are **not** to be installed on:

- Carports.
- Storage sheds.
- Utility poles.
- Trees.
- Other separate structures.

18b

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**Guidelines**

The occupant is responsible for:

- Getting a digging permit from the RCI Private Partner / USFH, if digging is necessary.
- Damage to house during installation or removal of, or during playing games associated with, a backboard.
- Removal and restoration of grounds, prior to clearing housing.

18c

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**MISCELLANEOUS**

19

**Lawn  
Ornaments**

Residents may place lawn ornaments on lawns, if the decorations are maintained and present a pleasing appearance.

19a

**Rocks**

Rocks may be used for edging, stepping stones, or mulching.

19b

**Painting**

Residents will **not** paint:

- The exterior of the house.
- Unpainted quarter's privacy fences.

19c

**Nails**

Residents will remove nails from walls before clearing housing.

19d

**Trampo-  
lines**

Trampolines left outdoors unattended, or overnight, must have a surrounding fence.  
Residents are responsible for damages or personal injury associated with trampolines, and therefore, must obtain appropriate liability insurance.

19e

**Waterbeds**

Waterbeds are allowed on slab floors (that is, first floor) only.  
Residents are responsible for damages caused by use of waterbeds.

19f

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## Swimming Pools

Occupant must:

- Register with the Community Manager, prior to installing a pool deeper than 18 inches.
- Ensure parental control during pool use is IAW Paragraph 7.
- Ensure that pools, 18 inches or deeper, are equipped with a cover. When not in use, ensure pools are properly covered. Maintain water quality of pools by proper cleaning and water treatment, rather than daily draining, in order to conserve water.
- Obtain appropriate liability insurance coverage.
- Locate above ground pools, deeper than 18 inches, in backyards only.
- Ensure pools are contained within a minimum of a 4 foot high fence (wading pools less than 18 inches high can be placed outside the fence)
- Do **not** alter ground contours.
- Ensure all pools are supervised by an adult, at all times, while in use.
- Drain unattended wading pools (less than 18 inches high) daily
- Properly secure wading pools, when not in use, to ensure they do **not** collect standing water.
- Use care when draining pools to prevent erosion of soils, to control run-off, and avoid problems for other residents.
- Restore seeded or lawn areas to original condition, when pool is removed. Be responsible for damages and injuries caused by installation, use, and removal of the pool.

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19g

## Pet Houses

Place pet houses in the backyard **not** more than 50 feet (15.24 m) from the rear of the house.

Ensure that the structure is:

- Of sound construction.
- Painted.
- Neat in appearance.
- Cleaned free of animal waste daily.
- Kept free of ticks, fleas, and other parasites.
- Enclosed in a fenced area, if pets are left outdoors and unattended.
- Removed prior to clearing housing.

The residents will restore grounds, prior to clearing housing, and are responsible for any damages caused by the installation and removal of pet houses.

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19h

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**Yard and  
Garage  
Sales**

Housing residents may hold yard and garage sales in the housing area if:

- Sales transpire during daylight hours, and do not exceed 2 days in a row.
- Merchandise is neatly displayed.
- No advertising signs are placed on any structure, such as light poles, street signs, houses, etc.
- Items must be removed from yard, when sale is over, and may not be left overnight.

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19i

**APPEARANCE AND SANITATION**

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20

**Garbage  
Cans**

Garbage cans must:

- Have well-fitted covers kept on cans at all times.
- Be cleaned when necessary.
- **Not** be painted.
- Be properly stored in:
  - Racks.
  - Enclosures.
- Be neatly arranged.

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20a

**Garbage  
Racks**

Garbage racks:

- Are the trash storage point.
- Are **not** used to hang mops or brooms, etc.
- Are kept clean at all times.

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20b

**Unservice-  
able  
Garbage  
Cans**

Exchange unserviceable garbage cans by calling the RCI Private Partner. Liberty Village residents should call USFH.

The RCI Private Partner / USFH has the right to pursue a claim against a Soldier for damage to a container deemed other than fair wear and tear.

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20c

**Garbage  
Collection**

Set refuse containers at the front curb no earlier than 1900, the day prior to collection, and no later than 0730 on collection day.

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(continued on next page)

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**Garbage  
Collection  
(continued)**

Return containers to their storage point no later than 2100 on collection day.

Refuse and compost collections are every week throughout the year. Recycle collection is every other week for all villages except Liberty Village. For questions regarding refuse/recycle collection in all villages, except for Liberty Village, call 539-4697. Liberty Village residents should call 526-3788.

20d

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**Recycling**

Residents must participate in the recycling program.

Recyclables are collected at curbside.

Bundle paper and cardboard and place next to the garbage container.

Coordinate bulk, or large cardboard collections, with the collection contractor.

Recyclable materials include:

- Clean, dry, paper, such as white paper, writing paper, colored paper, school paper, mail, office files, computer paper, newspaper coloring books, maps, manuals, magazines, and flattened cardboard
- Aluminum cans (such as drinks and food). Rinse cans prior to placing in container
- Steel cans (up to 1 gallon [3.785 ltr]). Rinse cans prior to placing in container
- Plastic containers (types No. 1 through 7).
- Clear, green, and brown bottles
- Water and juice jugs, soda bottles, household plastic containers, detergent and shampoo bottles of all sizes, and plastic bags.
- Clean recyclable items. Note: A charge may be assessed if contaminated items are placed in the recycle bin.

Consult the label on your container, or Inland Services, or Liberty Village (Liberty Village residents), for other recycling information.

20e

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**Compost**

Compost containers can be requested from the RCI Private Partner / USFH. Acceptable compost materials are as follows:

- Most vegetables and fruits
- Leaves
- Coffee grounds
- Old plants
- Egg shells
- Tea leaves and
- Bags
- Sawdust (unspoiled or untreated),
- Grass small
- prunings, weeds (no seed heads), and wilted flowers

Required composting materials must be bagged or placed in a composting container. Unacceptable compost materials are:

- Butter
- Mayonnaise
- Yogurt
- Weeds with seed heads
- Bones
- Meat or scraps
- Cat and dog manure
- Milk
- Poisonous Plants
- Cheese
- Ivy
- Evergreen Leaves
- Chicken
- Fish
- Peanut Butter
- Sour Cream
- Lard
- Pernicious weeds
- Vegetable oil (weeds or grasses spread by roots)

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20f

**POLICING AREAS**

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21

**Residents**

Residents are responsible for policing areas:

- Within 50 feet (15.24 m) of their house or to half the distance between houses.
- Directly associated with their assigned houses.
- Out to the centerline of the street.

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21a

**PEST CONTROL**

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22

**Residents**

Residents will:

- Maintain good sanitation practices.
- Do **not** use contract pest control services, other than those provided by the RCI Private Partner or USFH (Liberty Village).
- Call the RCI Private Partner / USFH for pest control services if over the counter treatments fail. Note: Over the counter treatment is at resident's expense.

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22a

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**Contract Services**

Residents should **not** treat for carpenter ants or termites, but should report the problem to the RCI Private Partner / USFH (Liberty Village). If it is necessary to cancel an appointment, call the RCI Private Partner / USFH at least 24 hours in advance.

22b

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**HOUSEKEEPING**

23

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**Requirements**

Potential health or safety hazards resulting from poor housekeeping are investigated by the Housing Sergeant Major and the RCI Private Partner / USFH in coordination with:

- The sponsor's commander.
- Preventive Medicine.
- Others as appropriate.

Poor housekeeping may result in misconduct-based termination of eligibility for on-post housing.

23a

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**Fire Safety**

Report all fires, regardless of size, to the Fort Hood Fire Department. Appendix B lists telephone numbers.

Residents should have an evacuation plan, in case of fire.

The fire department will, upon request, conduct a courtesy inspection and assist the residents in developing their evacuation plan.

Escape ladders are available from the RCI Private Partner.

Two-story houses receive an escape ladder.

- Store ladders near the window as the emergency exit.
- Do **not** use the ladder for any other purpose.
- Residents are responsible for testing smoke detectors and carbon monoxide detectors on a monthly basis.
- Do **not** disconnect smoke detectors  
Immediately report any smoke detector, which does **not** work properly, to the RCI Private Partner / USFH (Liberty Village).

Keep trees and shrubs trimmed, so they do **not** block the quarter's number.

The quarters number should be clearly visible from the street at all times.

Do **not** store flammable materials in heater closet, near hot water heater, or gas-operated dryer.

Flammable materials must be stored in well-ventilated areas.

Fuel lawn mowers, or other gasoline-operated equipment, and dispense of any flammable liquids outside of all buildings, including garages, basements, or right-of-way associated with the house.

(continued on next page)

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**Fire  
Safety  
(continued)**

Lawn mowers, edgers, tillers, etc. will **not** be refueled until sufficient time is allowed for engine to cool.

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23b

**NORMAL HOME ENTERPRISES**

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24

**Home  
Enterprises**

Fort Hood Supplement 1 to AR 210-7 (Commercial Solicitation on Army Installations) provides information pertaining to authorized or prohibited home enterprises. Contact the Consumer Affairs Solicitation Office for details.

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24a

**Commercial  
Child  
Care**

Directorate of Family and Morale, Welfare, and Recreation (DFMWR) monitors FCC  
Only certified child care providers may provide child care.  
Residents are responsible for any damages to their house resulting from providing FCC.

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24b

**COMMUNITY RELATIONS**

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25

**Domestic  
Tranquility**

Actions and activities contrary to the health, safety, or morale of the community are **not** tolerated.  
This includes spouse or child abuse.  
Violations of these principles will result in misconduct-based termination of eligibility for on-post housing.

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25a

**Reporting  
Criminal Acts**

Report criminal activity and serious disturbances to the military police.

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25b

**Crime  
Prevention**

Residents are encouraged to report unusual incidents or conditions such as:

- Uncut grass.
- Newspapers or mail not picked up.
- No trash out for pickup.
- Unknown or suspicious visitors. Long-term visitors.
- Abandoned, or suspected abandoned quarters.

Residents should notify the Housing Sergeant Major or their Village Community Manager.

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25c

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**COMMUNITY LIFE PROGRAM**

26

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<b>Authority</b>	<p>FHR 600-20, establishes Fort Hood’s Community Life Program. Each village elects a mayor to represent the community and provides a channel for passing information, initiating actions, and making changes. Residents are strongly encouraged to support and participate in this program.</p>	26a
<b>Support</b>	<p>The major commands are designated as sponsoring units, under the Community Life Program, and should support village mayors and residents in village activities.</p>	26b
<b>Unit Police</b>	<p>Within the Family Housing areas, sponsoring units are responsible for policing, including emptying trash receptacles in common use areas, such as:</p> <ul style="list-style-type: none"><li>• Playgrounds.</li><li>• Parks.</li><li>• Open areas.</li><li>• Memorials.</li></ul>	26c
<b>Recognition Program</b>	<p>The Commanding General, or a designated representative, presents annual Home of the Year Awards, usually in January. Sponsoring units may nominate one house per village. Regional Community Life Officers (that is, sponsoring units) administer Home of the Month awards. The sponsoring unit may select one house per village per month. Criteria for selection of the Home of the Year and Home of the Quarter are outlined in FHR 600-20.</p>	26d

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**Village  
Mayors**

Each housing area elects a mayor with a staff of neighborhood volunteers.

Mayors represent the community and are the primary channel to:

- Pass information.
- Initiate actions.
- The role of the mayor is to seek ways to improve the quality of life for the community. The mayor:
- Is elected annually, with the term of office lasting from 1 January through 31 December
- Identifies community needs, interests, and resources
- Conducts and presides over town hall meetings at least quarterly
- Selects village staff.
- Acts as a liaison between Corps staff, village residents, and the RCI Private Partner / USFH.
- Distributes welcome packets and a monthly newsletter.
- Does **not** become involved in resolving disputes
- Posts the village mayor's name and telephone number on a bulletin board in each housing area

For additional information, or specific guidance concerning the village mayor and the Community Life Program, refer to FHR 600-20 or contact the Community Life Officer.

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26e

**ENERGY CONSERVATION**

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27

**Requirements** Residents will:

- Comply with FHR 420-9, Energy Conservation Program, and all other installation directives related to energy conservation.
- Comply with Fort Hood imposed water restriction policy.
- Reduce or eliminate energy waste.
- Avoid the use of high-energy appliances or tools between the hours of 1300 and 1700, on weekdays, during the months May through September.
- Water grass only as needed.
- Do **not** water lawns between 1300 and 1700, daily, throughout the year.

The energy we save today will be available for the future.  
Get information on saving energy by calling the energy hot line listed in Appendix B.

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27a

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**Energy  
Reduction  
Strategies**

Residents will:

- Maintain temperatures within 75-80 degree Fahrenheit (23.9-26.7 c) range in summer.
- Maintain the temperature within 65-70 degree Fahrenheit (18.3-21.1 c) range in the winter
- Raise or lower the thermostat to reduce energy consumption when the house is unoccupied.
- Close all doors and windows when operating heating or air conditioning units.
- Turn off all exterior (that is, outside) lights during daylight hours.
- Turn off lights, especially during the electrical peak demand period.
- Reduce water usage for washing vehicles and cleaning sidewalks or driveways.
  - Use cold water to operate garbage disposals.
  - Lower hot-water heater temperature to 140 degrees (60 c).
  - Run full dishwashers to save energy and water costs.
  - Remove excess food from dishwasher prior to running dishwasher.
  - Avoid washing or drying during the electrical peak demand period.
  - Do **not** keep the refrigerator setting too cold.
  - Never allow frost to build up more than one quarter inch (6.35 mm).
  - Ensure that the door seals are airtight.

27b

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**Prevention of  
Freeze  
Damage**

If outside air temperature falls below 32 degrees Fahrenheit (0 c), residents should take the following precautionary measures to prevent freeze damage to their house:

- Wrap exposed exterior water pipes and faucets with newspaper or plastic, and duct tape.
  - Keep the thermostat turned to 65 degrees Fahrenheit (18.33 c).
  - Leave the thermostat turned to at least 55 degrees Fahrenheit (12.78 c), if planning to be away for a number of days.
  - Leave water dribbling from the cold-water tap at kitchen and bath sinks.
    - Open cabinet doors beneath sinks and vanities.
    - When absent, have a neighbor check on your house.
    - If pipes freeze, allow them to thaw over time.
  - Contact the RCI Private Partner / USFH (Liberty Village) to report frozen pipes.
  - Locate the water shut-off valve and turn off water if pipes break.
  - Call the RCI Private Partner / USFH to report broken pipes.
- Disconnect water hoses and store them in the storage area to prevent water hoses from freezing and splitting.

27c

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**Violations** Residents will be cited for violations of energy conservation guidelines. 27d

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**Carbon Monoxide** If carbon monoxide exposure is suspected:

- Immediately evacuate everyone from inside the house.
- Leave house as is: Do **not** open windows or turn off the furnace.
- Go to a neighbor's house and call the RCI Private Partner Maintenance.
  - See Appendix B for phone numbers.
- Wait in front of house until the fire department or the Private Partner arrives.
- Do **not** reenter the house until the fire department clears it for occupancy.

27e

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## HOLIDAY ACTIVITIES

28a

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**Ornamental Lighting** Reasonable use of inside and outside electrical ornamental lighting is authorized, as follows:

- Outdoor lighting may be operational between 1800 and 2300.
- Do **not** penetrate roofs, siding, or fascia with nails, bolts, screws, etc., to install lighting.
- Residents may use clips or tape to install lighting.
- Residents will carefully inspect and control ornamental lighting to avoid fire.
- Outside light and electrical cords must be designed for outside use.
- Use ornamental lighting during Halloween and from 1 December through 1 January.
- Ornamental lighting must be removed by 15 January to avoid receiving a citation.

28

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**Fireworks** Fireworks are prohibited on Fort Hood. 28b

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## APPLIANCES AND DOOR LOCKS

29

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**Restrictions** Do **not** operate or store dishwashers, dryers, freezers, ranges, refrigerators, and washers outside. 29a

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**Lock  
Changes**

To request a lock change, residents should contact the RCI Private Partner or USFH (for Liberty Village)  
Residents must pay for this service, unless a copy of the police blotter is provided, indicating the occupant's safety is at risk.  
If locked out and in need of assistance, contact the RCI Private Partner or USFH (Liberty Village), during regular operating hours.  
Residents of on-post housing will **not** change out locks, install deadbolts, or duplicate keys for housing.

29b

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**FAMILY HOUSING LAWN AND GARDEN**

30

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**Location  
and Use**

The RCI Private Partner Family Housing Lawn and Garden Shop is located on 77th Street and Warehouse Rd. Hours of operation are Tuesday through Friday, between 1000 and 1800, and Saturday between 0700 to 1500. All loaned or issued items are for use in RCI on-post housing only.  
Seminars on the use of lawn and garden equipment will be scheduled and posted.  
The USFH Lawn and Garden Shop is located at the maintenance building on Johnson Drive. All issued items are for USFH residents only.  
Abuse may result in suspension of privileges and/or damage assessment and reimbursement by the occupant.  
For phone numbers, refer to Appendix B.

30a

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**SELF HELP**

31

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**Residents**

Promptly report repairs, which are beyond the capability of the occupant, to the RCI Private Partner or USFH (Liberty Village).  
The occupant will:

- Replace light bulbs.
- Replace pull strings on light sockets.
- Replace wall receptacles and light switches.

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(continued on next page)



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**Residents  
(continued)**

- Repair leaky pipes.
- Reset circuit breakers.
- Replace doorstops or bumpers.
- Replace or tighten loose screws in door hinges and tighten cabinet hardware.
- Replace air filters.
- Remove foreign matter from commode, sink, and bathtub drains with a “plumber’s friend” (that is, rubber suction cup).
- Turn off water valve in case toilet overflows.
- Re-hang window screens

Residents will **not**:

- Adjust hot water heaters.
- Repair or replace faulty wiring.
- Install additional wall outlets.
- Replace or repair damaged walls, ceiling areas, or nail holes.
- Replace or repair equipment or appliances.

Call the RCI Private Partner / USFH for assistance. Appendix B lists telephone numbers.

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31a

**Appliances**

Installation of an occupant-owned household appliance is the sole responsibility of the occupant and is done at occupant’s expense. Do **not** remove ranges, refrigerators, or dishwashers provided by the RCI Private Partner or USFH.

Contact the RCI Private Partner / USFH (Liberty Village) for removal of furnished appliances.

Drip pans should be covered with aluminum foil.

Residents are responsible for washer and dryer connections, including grounding of dryers.

Residents are required to pay for installation of gas lines for gas-operated dryers.

Call the RCI Private Partner / USFH (Liberty Village) for installation.

Residents may install freezers.

Residents may have portable dishwashers.

Window air conditioners are **not** authorized.

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31b

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## Painting

Residents may paint the interior of their house if:

- They agree to an inspection by the RCI Private Partner / USFH before receiving approval for painting.
- They adhere to standards for preparing and painting interior walls.
- They purchase paint at their expense.

If occupant's work does **not** meet established standards, repairs by the RCI Private Partner / USFH will be accomplished at occupant's expense.

Residents will **not** receive approval for self-help correction of occupant damage.

The RCI Private Partner / USFH will repair large holes in walls, etc., at the occupant's expense.

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31c

## Appendix A

### References

#### Section I. Required Publications

**Fort Hood Regulation 40-5**, Authorized Veterinary Care and Animal Control Program cited in: para 8a

**Fort Hood Regulation 190-5**, Fort Hood Traffic Code cited in: para 2d para 4b, para 4f, para 5d, 5e, para 6b, para 6c, para 7a,

**Fort Hood Regulation 190-11**, Weapons, cited in: para 2d, para 9a,

**Fort Hood Regulation 210-55**, Disposition of Lost, Mislaid, Abandoned, or Unclaimed Personal Property Discovered on this Installation cited in: para 3g, 5d,

**Fort Hood Regulation 420-6**, Recycle Program cited in: para 20e,

**Fort Hood Regulation 420-9**, Energy Conservation Program cited in: para 27a,

**Fort Hood Regulation 600-20**, Community Life Program cited in: para 1d, para 26a, para 26e,

**Fort Hood Suppl 1 to AR 210-7** Commercial Solicitation on Army Installations cited in para 24a,

#### Section II. Related References

**Department of the Army Memorandum**, Pet Policy for Privatized Housing Under the Army's Residential Communities Initiative (RCI) Privatization Program dated 5 January 2009 and enforced 1 August 2009 cited in: para 8c,

### Section III. Referenced Forms

**FHT Form 420-37**, Citation to Occupant cited in: para 3a

**FH FORM 1853**, Fort Hood Distribution Scheme

### Appendix B Helpful Telephone Numbers

Belton Lake Outdoor Recreation Area (BLORA) .....	287-2523
.....	287-4907
Child, Youth & School Services .....	287-8029
Energy Hotline.....	287-7283
.....	(287-SAVE)
Family Advocacy Program .....	287-CARE
Fort Hood Fire Department .....	911
Fort Hood Fire Department Emergency Dispatch .....	287-3908
RCI Private Partner and the Housing Services Office, Building 18010, Rm. B209.....	287-3704
.....	287-4212
Family Housing Lawn and Garden Shop.....	287-2264
Family Housing Maintenance .....	532-3133
Fort Hood Police Desk .....	287-2176
USFH/ Liberty Village Office.....	526-3788
USFH Lawn and Garden Shop.....	526-2560
West Fort Hood Travel Camp.....	288-9926

## **Glossary**

### **Section I. Abbreviations**

#### **BAH**

Basic Allowance for Housing

#### **BLORA**

Belton Lake Outdoor Recreation Area

#### **CB**

Citizens Band

#### **CLNCO**

Community Life Noncommissioned Officer

#### **COC**

Chain of Command

#### **CYSS**

Child, Youth and School Services

#### **DA**

Department of the Army

#### **DES**

Directorate of Emergency Services

#### **DFMWR**

Directorate of Family and Morale, Welfare, and Recreation

#### **DHR**

Directorate of Human Resources

#### **DPW**

Directorate of Public Works

#### **FCC**

Family Child Care

#### **FHR**

Fort Hood Regulation

#### **Fort Hood**

Fort Hood

**FM**  
Form

**HDPE**  
High Density Polyethylene

**HSO**  
Housing Services Office

**MBTHP**  
Misconduct-Based Termination of Housing Privileges

**MOU**  
Memorandum of Understanding

**NCO**  
Non-Commissioned Officer

**NEC**  
Network Enterprise Center

**PET**  
Polyethylene Terephthalate

**PO**  
Police Officer

**POC**  
Point of contact

**RCI**  
Residential Communities Initiative

**RV**  
Recreational Vehicle

**SAS**  
School Age Services

**SGM**  
Sergeant Major

**SJA**  
Staff Judge Advocate

**UCMJ**  
Uniformed Code of Military Justice

**USFH**  
**Universal Services Fort Hood**

**Section II. Terms**  
Not Used.

