

March 29, 2011

Addendum 1 to Riverwalk Rules and Regulations: Additional Penalties For Units In Arrears Greater Than Ninety Days.

In the event that a homeowner is delinquent on an assessment for a period which exceeds ninety (90) days, the following privileges shall automatically be removed as an additional penalty to collection. The only exception to this rule shall be homeowners who are on a payment plan and current with said payment plan. Homeowners who default on a payment plan shall be subject to suspension of privileges as described below.

1. The Homeowner's voting privileges shall be automatically suspended for a period of sixty days. This suspension shall begin on any day for which a meeting is called that a member would normally be able to cast a vote. This includes but is not limited to: annual, regular, and special meetings of the membership. This suspension shall be lifted when the sixty (60) day period has expired, or when the account becomes current, or when reasonable payment arrangements have been made which are acceptable to the Board of Directors.
2. The Association-provided cable and internet shall be disconnected until such time as the account becomes current, or reasonable payment arrangements have been made which are acceptable to the Board of Directors.
3. The Homeowner(s) and their guests and invitees shall be prohibited from the use of any pool and shall surrender their keys and pool tags to the association. These items shall be returned to the Homeowner when the account becomes current or when reasonable payment arrangements have been made which are acceptable to the Board of Directors.
4. The Homeowner's guest pass privileges shall be removed and no guest pass shall be issued to the homeowner or anyone residing in the unit. This includes but is not limited to guests, invitees, and family members.
5. The Homeowner's Boat Yard and Boat Ramp privileges shall be removed and any issued keys shall be surrendered to the Association with any deposits for keys applied to the delinquent account. In the event that a person becomes current after Boat Yard privileges are removed, the homeowner or resident must reapply for a boat space and wait on the Boat storage waiting list until a space becomes available. Delinquent Owners or tenants of delinquent owners will be removed from the waiting list until such time as the account becomes current at which point they will be added to the end of the waiting list upon notification to the association.
6. The Homeowner(s) and their guests and invitees shall be prohibited from the use of any tennis court and shall surrender their keys to the association. These items shall be returned to the Homeowner when the account becomes current or when reasonable payment arrangements have been made which are acceptable to the Board of Directors.

Addendum #2 to the Association Rules and Regulations

1. Rules regarding the trimming of trees and maintenance of personally owned foliage maintained in individual unit courtyards: Homeowners shall ensure that all trees maintained in individual courtyards are trimmed in accordance with Town of Jupiter tree trimming standards prior to May 1st each year. Furthermore the association requires that all limbs, branches and fronds, are trimmed away from the building, any fruit from palm trees and any dead branches or palm skirts are removed. This rule is in an effort to prevent the unnecessary cleanup of tree droppings and palm fronds by neighbors or the association. With regard to other foliage within courtyards: The homeowners shall maintain all foliage within individual courtyards such that all foliage must be contained within said courtyard with no limbs branches or other parts of plant material extending into the common area or adjacent courtyards at all times. Furthermore, Homeowners shall keep plant material located within courtyards in a neat and orderly fashion and control the presence of weeds. Failure to comply with these guidelines will result in the Association correcting the violation and billing the actual cost of maintenance back to the Homeowner in violation.
2. Rules regarding Parking: in addition to the existing covenants on parking Residents parking vehicles, shall park at least one vehicle in the unit's assigned numbered space. Additional vehicles may then be parked in guest spaces on a first come first served basis. At no time may a Resident park a vehicle in a guest space and leave the assigned numbered space empty for any reason. This is to ensure adequate parking for all residents and an equal opportunity at guest spaces.
3. Rules regarding Airsoft and other projectiles: No person may fire or projectiles within the common elements at any time. This includes the property adjacent to the C18 canal which is under lease to the Association by SFWMD.
4. Rules regarding contractors: All Homeowners conducting repairs shall ensure that the contractor conducting repairs is licensed to perform the work necessary in accordance with Jupiter Code. Contractors must contact the office and provide proof of licensure and adequate insurance prior to beginning any work on the premises. Contractors will also obtain a copy of the covenants regarding repairs from the Association office prior to the commencement of any repair to the exterior of the unit.

**RIVERWALK HOMEOWNERS ASSOCIATION, INC.
RULES REGARDING INSPECTION
AND COPYING OF ASSOCIATION RECORDS**

I. RECORDS DEFINED

The official records available for inspection and copying are those designated by Section 720.303(4), Florida Statutes, as amended from time to time.

II. PERSONS ENTITLED TO INSPECT OR COPY

Every Association member or the authorized representative of such member, as designated in writing (hereinafter collectively referred to as "member") shall have the right to inspect or copy the official records pursuant to the following rules.

III. INSPECTION AND COPYING

- A. A member desiring to inspect the Association's official records shall submit a written request to the Association, via certified mail, at 6285 Riverwalk Lane, Jupiter, Florida 33458. The request must state with particularity the official records requested, including pertinent dates or time periods. The request must be sufficiently detailed as to allow the Association to retrieve the official records requested. However, the Association is under no obligation to retrieve any records requested and may, in the alternative, require the member to inspect the official records as they are kept in the ordinary course of business.
- B. Inspection or copying of records shall be limited to those records specifically requested in advance, in writing.
- C. No member may submit more than one (1) request for records inspection and/or copying per month.
- D. No member may submit more than one request for inspection and/or copying of the same record in a sixty (60) day period.
- E. No member may request the inspection of more than one hundred (100) records at any one time, nor shall the Association be required to produce records for inspection exceeding one thousand (1,000) pages at one time. If the member's request exceeds either of these limitations, the Association may provide records for inspection in the order requested by the member up to the limiting factor, and notify the member that the other records will be

made available for inspection at another inspection session upon receipt of another written request of the member sent via **certified mail**.

- F. All inspections of records shall be conducted at the Association's office or at such other location designated by the Association. No member may remove original records from the location of inspection. No alteration of the original records shall be allowed.
- G. Records shall be made available for inspection by the Association on or before the tenth business day subsequent to actual receipt by the Association of the written request, **sent via certified mail**, for inspection. This time frame may be extended by written request of the member. The Association shall notify the member in writing, that the records are available and shall attempt to make the records available at a mutually convenient time and date. The Association shall not be obligated to make records available less than ten (10) business days after receipt of the member's written request.
- H. Members will have eight (8) hours to inspect the records requested on the day of the appointment only.
- I. Inspections shall be conducted, by appointment, between the hours of 10:00 a.m. and 6:00 p.m., Monday through Friday.
- J. If a member desires to obtain a copy of any record, the member shall identify the record desired during the inspection. The Association shall not be obligated to copy portions of records. The requested copies will be made available within a reasonable time.
- K. A member shall pay fifty (50) cents per page for letter or legal sized copies, payable in cash or check at the time the copies are requested. The Association shall not be obligated to undertake the photocopying of any records until payment is received by the Association. Personal checks will not constitute payment until funds clear. Should a records request be made that requires copying of more than twenty-five (25) pages, the Association may elect to have the records duplicated by a professional printing company and the member will have to pay the actual cost of copying including any reasonable costs involving personnel fees and charges at an hourly rate for vendor or employee time to cover administrative costs to the vendor or the Association. Once the copies of the official records are produced pursuant to a member's request, there will be no refunds issued in the amount paid to the Association even if the member refuses to take possession of the copies.

IV. MANNER OF INSPECTION

- A. All persons inspecting or requesting copies of records shall conduct themselves in a businesslike manner and shall not interfere with the operation of the Association office or office where the records are otherwise inspected or copied. The Association office, or office of inspection, may assign one staff person to assist in or supervise the inspection.
- B. The Association shall maintain a log detailing:
 - i. The date of receipt of the written request for inspection
 - ii. The name of the requesting party
 - iii. The requested copies
 - iv. The date the owner was notified of the availability of the records
 - v. The date the records were made available for inspection or copying
 - vi. The date of actual inspection and copying
 - vii. The signature of the member acknowledging receipt of or access to the records. Every person inspecting or receiving copies of records shall sign said log or a comparable receipt prior to the inspection or receipt of copies.