

River Walk Rules and Regulations

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River Walk Rules and Regulations

The following rules and regulations have been provided to help define the requirements and restrictions necessary to be in compliance with the River Walk Restrictive Covenants and the River Walk Recreation Association corporate by-laws. The rules and regulations listed are not all inclusive, may be modified by the Board of Directors, and are in no way intended to change or supersede the requirements defined in the Covenants or By-Laws.

General

1. Trash and yard waste containers are to be placed at the curb no earlier than 7:00 PM the night before the scheduled pickup and are to be removed as soon as possible thereafter.
2. It is the policy of the River Walk Recreation Association to allow only adult resident volunteers or their children as volunteers if supervised by a parent to perform work on Association projects. Payment for these services is not permitted. All other work must be done by insured contractors.
3. In recognition of constitutional and practical considerations, signs may be placed in Members' individual yards under such guidelines as the Board may approve. Approved signs may include, but not be limited to, those associated with neighborhood sponsored activities (for example, River Walk Swim Team), and those related to listing the Member's home for sale or rent. Also, the Board may approve use of signs on Association-owned property as the Board deems necessary or desirable.
4. In accordance with applicable Restrictive Covenants for the neighborhood, for example, Article I (4), each Member shall keep his/her lot, house and any improvements and landscaping thereon in good condition and repair, including but not limited to (a) repairing and painting, or other appropriate external care, of all buildings and structural improvements; (b) seeding, watering and mowing of all lawns; and (c) keeping the yard free of waste and debris, and (d) appropriate pruning and trimming of all trees, hedges and shrubbery, including trimming necessary to prevent the view of street traffic from being obstructed and to prevent dead wood from falling and damaging persons or property. In the event a Member fails to do this, the Architectural Committee, with permission from the Board of Directors, may take such action as it deems reasonable and necessary to remedy the situation, including but not limited to levying fines and liens if the situation is not remedied within reasonable time following notice to the offending Member.
5. Document Retention Policy (See Appendix A)
6. All contractors providing services for the River Walk Recreation Association and working on River Walk property must provide evidence that they maintain current general liability and workers' compensation insurance, as appropriate. Area chairs will need to request updated certificates to this effect for River Walk files each year.

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Architectural

1. House - When making changes to your house such as expansion of the building envelope, enclosing a porch or deck, changing the exterior "look", material, windows, rooflines, dormers, driveways, etc., adding on to the building in any manner, adding free-standing structures and outbuildings, and changes to any existing exterior colors, Architectural Committee approval must be obtained, per Article III Paragraph 2 of the Restrictive Covenants for the neighborhood. Approval will be based on the following.
 - a. Architecture - All work attached to the house should be the same or similar design, materials, color and scale as the existing house.
 - b. Workmanship - Should be of at least a similar quality and finish as the original house.
 - c. If the exterior is to have a new finish, the new exterior should be predominantly of brick, stone, smooth stucco or clapboard siding (preferably wood or a product that successfully mimics wood at the discretion of The Committee).
 - d. All shutters, window designs, window trim, doorways, porches, dormers and other dominant architectural features must conform in mass, scale and design as the existing architectural features of the house.
 - e. All outbuildings, sheds, or other similar outside structures (all referred to below as "outbuildings") shall, (a) have final locations approved by The Committee, (b) conform to all applicable building codes, including having a valid building permit, (c) avoid interference with easements and mitigate the impact on neighbors, and (d) should be built in the same architectural style as the house, in which case it shall also comply with standards of items 1. a. through 1. d above and item 1. f. below. Additionally, specific to outbuildings and sheds, such structures shall be in compliance with the architectural rules detailed within items e. i. through e. vii. below.
 - i. Outbuilding must be located in the rear yard of the residence.
 - ii. Outbuilding shall be placed to minimize visibility from public streets and neighbors. Shrubs, trees and fences (that otherwise meet all architectural rules) are permitted to accomplish minimizing such visibility.
 - iii. Outbuilding roof shall be sloped or pitched to match that of the residence, and shingles must match those of the roof of the residence.
 - iv. Outbuilding must have door(s) that latch shut
 - v. Outbuilding construction and placement plans must be submitted with the Architectural Change Request form, and shall contain a plot plan and specifications regarding size, color, materials and pictures or renderings
 - vi. Outbuilding may have electricity installed only for the purpose of providing reasonable lighting and such wiring must be installed to the specifications of county code.
 - f. All color changes shall meet the following specifications
 - i. The exterior colors of the walls and roof of a residential structure shall be compatible and harmonious with the colors of nearby residential structures.
 - ii. All large surface areas shall be subdued earth tone colors. "Bright" colors shall be prohibited.
 - iii. Secondary colors shall be compatible with the primary (large surface area) colors and be limited to architectural details such as fascia, frames, shutters, doors, etc.
 - iv. The color of walls (large surface area) of adjacent resident structures shall not be the same. (Brick shall be the only exception.)
 - g. All required governmental permits should be obtained before work is begun.

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2. Yard-When making changes to your yard such as, (a) changing the impervious surface of the lot (this will also require County approval), (b) adding landscape features such as pergolas, play gyms, swing sets, or other structures (not otherwise covered under item 1. above), (c) alteration of the surface of the yard such that it changes the storm water runoff from the lot or alters the common storm water easement on the lot, or (d) adding fences to the property Architectural Committee approval must be obtained. Once approval has been obtained work related to the project must be started within 90 days and all project work completed within a reasonable time frame considering the scope of the project. Approval will be based on the following.
 - a. All storm water runoff must have a "zero" effect on adjoining property owners.
 - b. All landscape structures must be made of materials that are the same as the house or dwelling and shall be constructed of wood, brick, stone, smooth stucco or clapboard siding (preferably wood or a product that successfully mimics wood at the discretion of The Committee).
 - c. Fences shall be no higher than six feet, though four feet is preferred, and made of materials that are compatible with the house and neighborhood. Wood fences should be of pressure-treated wood, built with the smooth side facing towards the outer boundary of the property, and located 3 to 6 inches inside the property line as a minimum.
 - d. All play gyms or outdoor play equipment shall be made of wood or a material that successfully mimics wood at the discretion of the Committee and, if it is to have a permanent installation, then it should be located in an area that will have minimal impact on views from neighboring houses and will not interfere with common easements.

3. Approval Process
 - a. All architectural approval requests must be submitted using the Application for Architectural Committee Review or the RW website online Architectural Change Request form. Failure to seek or obtain approval before starting a project will subject the homeowner to all legal remedies available under the Restrictive Covenants for the neighborhood.
 - b. Any deviation from or change to any originally approved plans must be resubmitted to the Architectural Committee for approval. Failure to obtain approval for changes to previously approved plans will be subject to all legal remedies available under the Restrictive Covenants for the neighborhood.
 - c. Once approval has been obtained, work related to the project must be started within 90 days (unless extenuating circumstances prohibit such start and are communicated to and approved by the Architectural Committee) and all project work completed within a reasonable time frame considering the scope of the project.
 - d. Upon completion of a project, the homeowner must notify the Architectural Committee of such completion. The Architectural Committee may or may not visit the project site for final review. The Architectural Committee's final visit to the site or failure to visit the site upon project's completion does not absolve the homeowner from completing the project to the specifications originally approved by the Architectural Committee.

4. Property Use
 - a. Raising farm animals or other animals that are noxious or unsightly is not permitted.
 - b. Conducting a commercial activity or using a house as a place of business, except for the use of a home office by the occupant of the house is not permitted.
 - c. Recreational equipment storage in the driveway or the construction of semi-permanent structures in a driveway (i.e. skate board ramps, play gyms, boats) that cannot be stored in a garage when not in use is not permitted.
 - d. Temporary parking of boat trailers and RVs (no more than two weeks) is permitted. Otherwise, all trailers (boat, utility, camping, etc.) must be parked out of view of a public right of way. If the lot cannot adequately provide for such storage, then the trailer or equipment must be stored off site.

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- e. Licensed vehicles may only be parked in driveways and are not permitted in any yard area. Vehicles, even licensed, that are non-operable or appear to be under constant repair, or cannot be driven because of being repaired for more than two weeks, will be considered in violation of the Covenants and must be removed.
 - f. All satellite dishes and antennas shall be mounted out of view from a street or from a neighbor's yard. If the mounting is required to be in view from a house or street, then the dish must be no more than 21 inches in diameter and the location must be screened from view with plantings and/or landscape features so that it is not visible. All wiring shall be buried if the antenna or dish is ground mounted.
 - g. Semi-permanent structures in a driveway or yard may not be stored in view from the street or from a neighbor's yard.
5. Mailboxes
- a. All mailboxes shall conform to the River Walk standard and be regularly painted and maintained. (See Appendix B for specifications)

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Compliance

The function of the Compliance Committee is to manage compliance with River Walk rules, regulations, and covenants. The Committee assists the other committees of River Walk in that effort, particularly the Architectural Committee and the Grounds Committee. The overall objective is to maintain property values while keeping River Walk one of the premier neighborhoods in the area. The Compliance Committee is managed under the direction of the River Walk Vice President.

The Committee is not designed to seek out violations, but to properly respond to complaint submissions as they are received. A minimum of two complaint submissions are needed before action is taken by the Committee. Under normal circumstances, complaints are handled by first contacting the homeowner in person, by phone, email, or letter. Most situations can, and are, remedied by an explanation of the violation and the resident proceeding with a mutually agreed upon remedy. To help expedite compliance, a time-frame is established allowing a reasonable amount of time to complete. Should extenuating circumstances interfere with completion dates, the homeowner is strongly urged to stay in contact the Compliance Committee to provide assurances that compliance will be achieved. Please note that compliance with the mailbox requirements from the covenants is handled by the Architectural Committee, and special rules may apply.

In the event a mutual solution cannot be achieved, the Committee may be required to follow a more aggressive approach. This would normally be a series of escalating sanctions against the homeowner as set forth below. At any time during this process, the homeowner may request a hearing with the Compliance Committee.

1. If the homeowner does not appropriately respond to the initial notification, the next step would usually be a letter sent to the homeowner indicating that a reasonable fine may be imposed if remedial action is not completed within the time frame set forth in the letter. The amount of the fine will require a majority vote of the RWRA Board.
2. If remedial action is not completed within the time allowed in (1), a second letter would then normally be sent indicating the fine to be paid within a specified time frame (usually 15 days) and that use of all River Walk amenities has been suspended. If remedial action is completed prior to the due date, the fine will be dropped and access to amenities restored.
3. If the fine is not paid and remedial action not taken by that due date, a third letter would be sent to the property owner indicating that the Committee will recommend to the RWRA Board that a lien in an amount of the fine be placed on the property. If remedial action is taken prior to implementation of the lien, the lien will be rescinded, and amenities restored.
4. Lastly, following Board approval, and if compliance is still not achieved, a lien will be placed on the property. Subsequently, should compliance be achieved, the lien will be rescinded, and amenities restored. Please note that the homeowner will be responsible for all costs associated with the placement and removal of the lien.

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Clubhouse

Clubhouse as referenced in this policy consists of the main room, kitchen, bathrooms, front and rear porches, and outside surrounding lawn areas, but not the fitness center, pool area, or tennis courts.

1. Rental

- a. The clubhouse may be rented by River Walk Recreation Association Active and Special Type 2 Members only, by submitting a completed Clubhouse Rental Agreement which defines all requirements, restrictions, and fees.
- b. The clubhouse is reserved on a first come, first served basis and can be reserved up to six months in advance by contacting the River Walk Recreation Association Clubhouse Committee person. Reservations will not be confirmed until receipt of the rental fee, security deposit, and completed Clubhouse Rental Agreement.
- c. Abuse of clubhouse facilities or failure to comply with the terms of the Clubhouse Rental Agreement, will result in the loss of Clubhouse use and rental privileges.
- d. The Clubhouse is for non-commercial use ONLY. (Any sales and/or promotional activities are strictly prohibited) except as provided in the Clubhouse Rental Agreement.
- e. Microphones, karaoke, amplified music, and boom boxes are not allowed outside of the clubhouse doors at any time. DJ's must set up inside the clubhouse and doors should remain closed so any outside noise is minimized. In no case shall any activities be allowed out of doors of the facilities past 11:00 PM.

2. Non-Rental Usage

- a. Non-rental use of the Clubhouse is permitted when available (not rented) for the following purposes:
- b. Association Board and Committee meetings.
- c. Social, Swim Team, and Tennis Committee sponsored Association member activities. The committee chairman is responsible for compliance with all requirements stated in the Clubhouse Rental Agreement, with the exception of rental, security, and clean-up fees.
- d. The Board at its discretion may approve use of the Clubhouse for special community functions, non-politically biased in nature, such as Election Precinct voting. When done so, the Board will select a representative to be responsible for compliance with all requirements stated in the Clubhouse Rental Agreement, with the exception of rental, security, and clean-up fees.

3. Use of Clubhouse Furniture and Equipment

- a. Clubhouse furniture and equipment may not generally be used outside its use as part of a clubhouse event.
- b. The exception to this rule is that clubhouse portable banquet and card tables may be rented out by the Social Committee for use in the River Walk Annual Yard Sale if the clubhouse has not been booked for a rental. If prior to the event a Clubhouse rental is booked for the yard sale weekend, the rental will supersede Yard Sale table rentals. The social chair will establish pick up, drop off, and administrative rules for this event, and will enforce replacement of any damaged table with a new duplicate within two days of rental.
- c. Other exceptions to the rule require explicit board approval.

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Fitness Center

The Fitness Center is for the enjoyment of residents. It is maintained through your dues and resident volunteers of the Clubhouse Committee.

The Fitness Center is not staffed; therefore, we need your cooperation to ensure the trouble-free operation of the Fitness Center. Please report equipment problems to the Fitness Center Coordinator. Please keep the facility free of trash (newspapers, magazines, etc.).

1. You must be 14 years of age or older to use the Fitness Center. Also, no one under 14 years of age is allowed in the Fitness Center. Parents/guardians are responsible for the behavior of their children, household members and guests.
2. All persons using the Fitness Center must sign a liability waiver form before using the exercise equipment.
3. No "in-town" guests. "Out of town" guests are allowed but must have signed a liability waiver form.
4. The Fitness Center is open from 5:00am to 11:00pm. You must leave by 11:00pm.
5. All persons using the Fitness Center should have a physician's approval before starting an exercise program.
6. Proper exercise attire, including exercise shoes and shirts, are required. No bathing suits allowed.
7. Keep electronically controlled doors closed at all times. Please insure these doors are securely shut when you leave the facility.
8. Bring a towel to keep the equipment free of perspiration.
9. Lockers are available in the locker room. Locks are not provided. Do not leave locks on lockers overnight. Locks will be cut off and the contents of the locker will be disposed of.
10. Access chips will be given to residents upon paying the non-refundable security fee of \$10.00 and upon signing the liability waiver form.
11. Circuit training has priority over those using individual machines.
12. No smoking or eating in the Fitness Center. This includes beverages other than water.
13. Call the Fitness Center Coordinator if you need instructions on how to use the equipment.
14. Turn off the step machine and/or treadmill when finished.
15. Turn off the lights and the fan when you leave.
16. Please be sure the blinds are closed when you leave to prevent fading of the carpet.
17. No pets are allowed in the Fitness Center.
18. Thirty-minute time limit is recommended on the machines when someone is waiting.
19. River Walk Recreation Association dues must be paid in full before using the Fitness Center.
20. Violation of the rule(s) may lead to the suspension and revocation of your benefits to use the Fitness Center and the other facilities at the Clubhouse Complex. If your benefits are suspended or revoked, your access chip will also be deactivated. It will cost \$10.00 for a replacement access chip. Suspensions or revocations are determined by the River Walk Recreation Steering Committee.

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River Walk Grounds and Common Areas

1. Use of Community Posting Boards is for association events and resident lost and found notices only. Documents should be attached with pins and tacks only. (Do not use staples or tape)
2. Dumping of grass clippings, limbs, branches, or yard waste is not allowed on common areas, creek beds, or vacant lots, whether by the resident or their lawn care contractors.
3. Grass clippings are not to be raked or blown onto the roads or along the curbs by the resident or their lawn care contractor. Please use mulching blade on mower or use disposal.
4. Tree cutting along the paths or in the common areas is not permitted.
5. Planting of shrubs and trees, or placement of yard furnishings and play equipment is not allowed on paths or common areas without expressed written permission from the Grounds Chairperson. Plans for such proposals must include a written description with diagrams and are to be submitted to the Grounds Chairperson for review and subsequent approval by the Board. Additionally, Grounds projects and path maintenance (i.e. – bush-hogging, tree removal, path and bridge reconstruction), will have path right of way and may require disruption of those plantings to allow access for large vehicles.
6. Homeowners with property lines that are directly adjacent to the path are responsible for the removal of fallen trees or trees that are imminently in danger of falling onto the path from their properties.
7. Excessive water drainage onto the paths from malfunctioning irrigation systems or soil erosion must be corrected by the homeowner.
8. Fires and “fireworks” are not allowed on the paths or in common areas.
9. Motorized vehicles are not allowed on the paths. Construction vehicles are allowed at the discretion of the Grounds and/or Path chairperson.
10. In accordance with County regulations, dogs are permitted on paths and common areas only if leashed. Additionally, owners are responsible for picking up waste left by their pets. Violations are to be reported to Greenville County Animal Control.
11. All food, wrappers, cans, etc., used at the playground are to be discarded in the receptacle or brought home.
12. No skateboarding is allowed on any of the clubhouse/tennis/playground area grounds.
13. Parking of vehicles is not allowed on River Walk common areas or berms along the Adams Mill Road, or Parkside Drive entrances.
14. Paths are for River Walk resident use exclusively. “Invitations” to any outside groups are not permitted.
15. Stones are a necessary component of the drainage system around the tennis courts and pool fencing and are absolutely not to be disturbed. Children must be made aware of this.
16. Disruptive behavior, particularly after dark, will not be allowed in common areas. Neighborhood security (Bravo One) has the discretion to ask persons to leave if this occurs, with consultation from the Security Chairperson and/or the Greenville County Sheriff's Department (“Sheriff's Department”) as necessary.
17. River Walk residents are encouraged to contact Bravo One or the Sheriff's Department (not the Security Chairperson) if they witness any potential criminal activity in common areas.

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18. The River Walk Recreation Association strongly prefers that gatherings of people in common areas not occur after dark or 8 PM, whichever is earlier, unless in connection with neighborhood-sponsored activities. This is intended to help keep outsiders out of our common areas, to prevent unlawful activity, and to minimize liability to the Association and River Walk residents. Bravo One and the Security Chairperson are authorized to check on any such gathering. If a particular gathering is desired by a River Walk resident, advance notice to the Security Chairperson or Bravo One should be made, and if children involved, adult supervision should be present.

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Non-Resident Membership

1. Special Membership, Type 2 - These memberships are available to residents of Avondale Heights only. They permit use of all Corporation facilities but provide no voting rights and are non-transferable. There is an initiation fee of not less than \$500 to be established by the Board, and an annual membership fee no less than that paid by regular members, also to be established by the Board.
2. Family Pool Memberships
 - a. Granting of non-residential family memberships for pool usage only is reviewed each year by the pool committee, usually in January or February, recommended to the Board, and approved by the Board. The number and cost are set and are part of the annual budget for River Walk Recreation Association. Memberships are for one summer only. (The Board has agreed that if non-resident memberships are ever discontinued, those who belonged the previous year would be grandfathered, paying each year, until such time as they did not wish to belong. No new memberships would be sold.)
 - b. Non-residents from the prior year are sent a renewal package before the end of March. The Membership chairperson keeps a waiting list during the year. Those families are also sent the package at the same time. Returning families are given two weeks to rejoin before any new members may join. At the end of the two-week period. Remaining memberships are filled on a first come, first served basis, from checks sent in from those on the waiting list or any who contact the membership chair during the two-week period.
 - c. Non-residential members of the pool have all rights of pool membership, i.e. they may take part in any open social activities that are planned at the pool, take swim lessons, plan pool parties, be part of swim team, etc. They must abide by all pool rules and may lose privileges if they do not.
3. Individual Pool Memberships - Individual pool memberships are the same as family pool memberships, except they are available only to individuals, 13 years old and older, and cost 50% of the family memberships.

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Pool

1. General

- a. These rules are not meant to restrict enjoyment of the pool facilities but are intended to provide for the safety of users and protection of River Walk property.
- b. All resident and non-resident member must complete a Pool Registration Card.
- c. Lifeguards have the authority to enforce these rules, especially repeat or major violations. Progressive discipline is recommended, with first violations of minor nature typically being sitting out of the pool for 10 minutes. Repeat or more serious violations could involve, based on degree of severity, (i) having to leave the pool for the rest of the day, (ii) losing pool privileges for a week, and (iii) suspension from using the pool. Lifeguards should consult with their manager for any discipline beyond simple sitting out. All violations resulting in discipline shall be documented and should be reported to the Pool Committee. All situations involving suspension would involve a meeting of the offender (and parent if offender is a child) with the Pool Manager and a representative of the Pool Committee. The Pool Committee shall approve the length of the suspension.
- d. The pool is for the exclusive use of current members and their guests. Normal hours: Monday-Thursday, 10am-8pm, Friday-Saturday 10am-9pm, (10 pm Fridays during June), Sunday 1-8pm; shortened weekday hours when school is open, Pool may be closed for Swim Team functions upon advanced notice.
- e. The pool will close when necessary for maintenance operations or inclement weather (such as lightning/thunder) at the discretion of the Pool Manager. Reopening of the pool will be determined based on guidelines set by the Pool Manager (reflecting applicable DHEC rules). If the pool cannot be safely reopened by 6:30 pm, the pool will be closed for the evening.

2. Registration

- a. All members & guests must sign-in legibly on the proper form, stating name/name of sponsor each time they enter the pool.
- b. Each member shall provide annually the names of family members, family doctor, medical information regarding health conditions, and other information necessary for the proper care of individuals using the facility who may suffer an accident. This information will be kept on file at the pool.
- c. Full time professional nannies and/or babysitters, employed by a member and pre-registered, may use the pool while caring for the members' children. Nannies/babysitters may bring their children if registered. Nannies/babysitters that have children over 6 years of age must pay a yearly fee of \$100 per child for them to accompany them to the pool.

3. Guests.

- a. All in town guests must be registered and accompanied by a host family member; guests leave when host family leaves.
- b. Fees for in-town guests are \$3.00/person/visit no matter what the age. River Walk pool members may purchase discounted guest passes, 5/\$10. Pass use may be spread over multiple visits. Fees/passes should be given to the gatekeeper upon arrival.
- c. In-town guests may visit the pool once per week, no matter whom they accompany.
- d. Out-of-town guests shall have all the pool privileges of the current member once they are signed in. This privilege is not to be abused.

4. Safety and Health

- a. No child under age 10 will be allowed at the pool without a parent or a responsible sitter age 13 or older. Children ages 10-12 may come to the pool without an adult or sitter if they can meet the following criteria:

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- i. Pass the deep-water test defined by the Pool Manager annually, and
 - ii. have the permission and responsibility form (Pool Registration Card) signed by their parent.
- b. This privilege can be revoked if pool rules are not being obeyed.
- c. Members and guests under age 18 must be able to pass the deep-water testing order to use the deep end of the pool-swim lessons are the only exception.
- d. Children at the pool must have a way home in the event the pool is closed early.
- e. The pool will have an announced 10-minute rest period for the lifeguards once an hour. During this time, persons under age 18 must stay out of the pool (including steps). Children under the age 3 can be in the pool during this time if with their parent or responsible sitter.
- f. Pool users should shower before entering the pool.
- g. No glass items of any kind are allowed in the pool area.
- h. No running, pushing, wrestling, towel snapping or other horseplay is permitted.
- i. No one other than lifeguards allowed on lifeguard stands. Hanging on the stands is not allowed.
- j. Only one person on the diving board at a time. No hanging from the board or jumping to the side of the board. At the discretion of the lifeguard on duty, the deep end may be used for games like "sharks and minnows" if at least ten people wish to play, there are few people wanting to use the diving board, and only for limited periods of time (not to exceed 20 minutes). No one is allowed to use the diving board while such games are going on.
- k. Proper swim attire is required. Shorts, cutoffs, and belts are not allowed. All infants must wear swim diapers for either the main pool or the baby pool.
- l. Please clean all spills and properly dispose of trash when eating or drinking in the pool area. No food or drink is allowed in the bathhouse or pool.
- m. No hanging or playing on the lane ropes is allowed. No one is allowed on starting blocks except as specifically authorized by Swim Team. Use of Swim Team kickboards is by permission of Swim Team only.
- n. Lifeguards must approve all pool toys and flotation devices. They should consult with their manager or the Pool Committee Chair if questions. Toys that can cause injury to others are not allowed-this includes tennis balls, footballs, or other hard balls. Other toys and flotation devices may be permitted, but not if they interfere with or disturb a member's use of the pool-these include water guns, noodles, and large, (over 5 feet long) floats. A member's complaint to the lifeguard about such a toy or flotation device shall be sufficient for the lifeguard to prohibit its use.
- o. No animals are allowed in the pool area, pool entrance, or bathhouse.
- p. Persons with open wounds or contagious skin rashes are not allowed in the pool.
- q. Children in the baby pool must be accompanied by a parent or responsible sitter. No children over age 5 are allowed in the baby pool at any time.
- r. Bicycles must be parked in the rack provided and not brought into the pool area. No scooters or roller blades are allowed in the pool area.

5. Property

- a. Members must repair, replace, or otherwise take care of any damage to River Walk property caused by the fault or intentional act of the member or his/her guest. Any damage must be reported to the lifeguards who shall document it.
- b. No member, other than the Pool Committee Chair or his/her designate, shall give instructions to the Pool Manager or lifeguards regarding pool operation or pool area discipline.
- c. Only authorized persons allowed in the pool office, or in the pump and storage room.

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6. Miscellaneous

- a. These rules will be posted on the pool bulletin board.
- b. Vehicles (including mopeds, golf carts, and bicycles) should be parked in designated areas. Please drive carefully.,
- c. River Walk Recreation Assoc. will not be responsible for loss of or damage to personal property
- d. Lost and Found items will normally be disposed of weekly
- e. Swim lessons are offered by the Swim Team coaches or the lifeguards working for the Pool Manager. No others may offer lessons without permission of Swim Team and the Pool Manager, plus the approval of the Pool Committee, and either a bond or evidence of liability insurance is required.
- f. Grilling on the pool deck, adjacent grounds, or the pool/clubhouse parking lot is not permitted except at neighborhood events (such as Swim Team home meets) and other special events with prior approval from the Pool Committee and Clubhouse Committee.
- g. Use of microphones, karaoke, and specially amplified or loud music is not allowed in the pool area except as described in Section 7 below
- h. Smoking is not permitted in the pool area or bath house.

7. Parties and Special Events

- a. General
 - i. Amplified music is permitted with prior approval by both the Pool and Clubhouse Committees.
 - ii. See specific rules for neighborhood parties, regular hour, and after hour parties.
 - iii. No parties may be scheduled during the first full week or last week of the pool season.
- b. Association/Swim Team Sponsored Parties
 - i. The pool may be used for Association/Swim Team sponsored parties. The Social Committee Chairman/, Swim Team President or Social Committee Chairperson must make the arrangements in advance with the Pool Management Company the RW Pool Rental Coordinator, or the Pool Committee Chairperson at least two weeks in advance.
 - ii. Representatives of the Social Committee/Swim Team must be present during the entire event and all pool guidelines will remain in effect. All members and guests must follow directions of the lifeguards with regard to rest breaks, pool evacuation, conduct, etc.
 - iii. Social Committee/Swim Team members representatives will be responsible for overseeing and helping with cleaning the area used for the function, wiping up all spills, picking up and disposing of all trash, etc. and making sure participants leave by designated time.
- c. Private Parties During Regular Hours
 - i. The pool may be used for functions by pool members during normal operational hours of the pool on a 72-hour, pre-arranged basis. The arrangement must be made by the adult River Walk pool member with the Pool Management Company, RW Pool Rental Coordinator, or the Pool Committee Chairperson, and will be on a first come, first serve basis. All pool rules will apply during the pool party.
 - ii. For daytime parties, there may be an hourly charge for extra guards. Guidelines for lifeguards are posted on the Pool Management Company website and during the reservation process online at the Pool Management Company website.
 - iii. The pool member will be responsible for payment of guest fees (\$3.00 per person) for all non-member guests attending the party, both adults and children. Guest count includes all

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of those in the gated area, regardless of whether or not they are using the pool. There will be a separate sign-in sheet for the party with the Gatekeeper. Each guest must check-in, and the sponsoring River Walk Pool Member must pay the Gatekeeper before leaving the event. Checks for guests are to be payable to River Walk Recreation Association.

- iv. The sponsoring pool member must be present during the entire event and will be responsible for the conduct of all guests. All pool members and guests must follow direction of the lifeguards with regard to rest breaks, pool evacuation, conduct, etc.
 - v. The sponsoring pool member will be responsible for any damage resulting from the event and for cleaning the area used for the function, wiping up all spills, and picking up and disposing of all trash, etc.
 - vi. All guests must be out of the gated area and cleanup completed by closing time.
- d. Private Parties After Regular Hours
- i. One week's notice is required to rent the pool to allow for arranging the guards. The guards will open and close the pool.
 - ii. Reservations are to be made with the Pool Management Company, RW Pool Rental Coordinator, or the Pool Committee Chairperson. The reservation will not be confirmed until all fees and the clean-up/damage deposit are paid, and the rental agreement has been completed and signed.
 - iii. The pool may only be rented by an adult/homeowner River Walk Pool Member.
 - iv. The renting member must be present during the entire event and will be responsible for the conduct of all guests.
 - v. All pool members and guests must follow direction of the lifeguards with regard to rest breaks, pool conduct and evacuation, etc.
 - vi. At least two lifeguards must be on duty at all times regardless of whether the party involves swimming. For a party over 50 people, three lifeguards are required. For a party over 100, four lifeguards are required. The Pool Management Company will obtain the guards, provide pricing information, and collect all necessary fees. Note, one additional lifeguard shall be required if the event is for teenagers, college-aged participants or for any party involving alcoholic beverages. The pool member sponsor must also provide one adult chaperone for each 10 people at a teenage or college age party.
 - vii. A clean-up/damage deposit of \$50.00 is required and will be returned provided the pool area is properly cleaned and no damage has occurred. Any cleaning costs or damage incurred above the \$50.00 damage deposit will be invoiced to the sponsoring pool member who signed the rental agreement.
 - viii. Normal rental will be for two hours immediately after the pool closes to the regular membership. (No increased time Fridays in June.) This includes clean up time. Renter and guests may be asked to wait outside the gate if guests are not picked up promptly, so the guards may be able to lock-up and leave. All guests must be out of the gated area by 9:30 Sun.-Thurs, 10:30 Fri. & Sat. and cleanup must be completed by 10:00 P.M. Sun.-Thurs. and 11:00 P.M. Fri. and Sat. Lifeguards may charge additional fees if they stay to cleanup past the time stipulated above.

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Tennis

1. General Information

- a. Courts are for tennis use only except for Pickleball as noted below.
- b. The Tennis Committee provides keys for the courts. The cost is \$5.00 per key. Only residents may obtain a key. Checks payable to River Walk Recreation Association will be accepted.
- c. Courts are numbered 1-4, starting next to pool. Lights for all courts are located on Court#1.
- d. A River Walk resident must accompany all guests.
- e. No smoking, glass containers, skateboards, roller skates, or bikes are allowed on the courts.
- f. Parents and guardians are responsible for the behavior and actions of their children.
- g. Only River Walk teams may use the courts for team practice.
- h. Non- sanctioned tennis teams may not use the courts for competitive play.
- i. Players are required to turn off all lights after court use.

2. Attire

- a. Only tennis shoes may be worn on the courts.
- b. Players are to wear proper and tasteful tennis clothing.
- c. Shirts must be worn.

3. Etiquette

- a. Players should refrain from profanity and excess noise that may disturb other players.
- b. Players should not be interrupted while playing a point.
- c. Players should dispose of any litter and leave courts clean.
- d. Players should enter and exit courts without interrupting other matches.

4. Reservations

- a. Sign-up sheets are posted for all courts on court #2.
- b. Each family is limited to 5 total reservations per week. Only one reservation is allowed during peak time, Monday-Friday between 8-11am.
- c. Playing time starts from sun-up until 11:00pm.
- d. Singles may reserve only 1-1/2 hrs. Doubles may reserve 2hrs.
- e. Players lose court reservations when more than 15minutes late and others are waiting for a court.
- f. Players may finish a point when their time has expired and others are waiting.
- g. A court may not be reserved for the same group for two consecutive periods.
- h. Any organized River Walk group wishing to reserve a regularly scheduled time may petition the Tennis Committee chair for consideration e.g. Ladies Summer Doubles.
- i. Any outside tennis club or tennis facility wishing to use River Walk courts for tournament or any tennis event must contact current tennis chairperson. Contact must be at least one month in advance of any event for consideration. There will always be two courts available for resident play.

5. River Walk Team League Rules

- a. All River Walk tennis teams should consist of River Walk residents. If a vacancy exists and no qualified resident is available, then a non-resident may be considered. Final selection of players is at the discretion of each team captain.

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- b. Team vacancies must be published in the River Walk newsletter or sent via River Walk email notification.
 - c. Team captains must be River Walk residents.
 - d. A River Walk resident must be present at all scheduled matches.
 - e. All non-residents on the team roster must pay \$10 for each match scheduled at River Walk.
 - f. League rosters, liability waivers and fees must be submitted to the tennis chairperson prior to league play. Checks should be made to River Walk Recreation Association.
 - g. Team captains should reserve the courts for the scheduled matches on the court reservation sheet.
 - h. League teams may use up to 3 courts for the scheduled match. One court must remain available for resident use.
6. Tennis Lessons/Clinics
- a. Any group taking lessons or clinics must have at least 50% River Walk residents.
 - b. River Walk currently has an approved in-house teaching professional. Any teaching professional/instructor utilizing the River Walk courts, for the purpose of teaching tennis, must be approved by the tennis committee chairperson.
7. Pickleball
- a. Pickle ball lines are on Court 1. There are 2 nets in carry bags with easy assembly instructions and outdoor pickleballs, locked in a secure box on Court 1.
 - b. Court 1 must be reserved in advance. (Court sign out sheets are located in a case on Court 2)
 - c. At the end of play, the Pickleball nets must be taken down, disassembled, and placed in their bag along with the paper instructions. Balls, are to be put back into the white buckets and locked up with the nets in the Pickleball box.

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d. Appendix A – Document Retention Policy

The following table identified the River Walk documentation policy. Where practical, it is recommended that documents be converted to a digital format (MS Office, or PDF) and backed up to a location separate from the PC. A best practice would be to back-up to a remote site.

Additionally, those document types with an asterisk (*) will be available to Board members from the River Walk website.

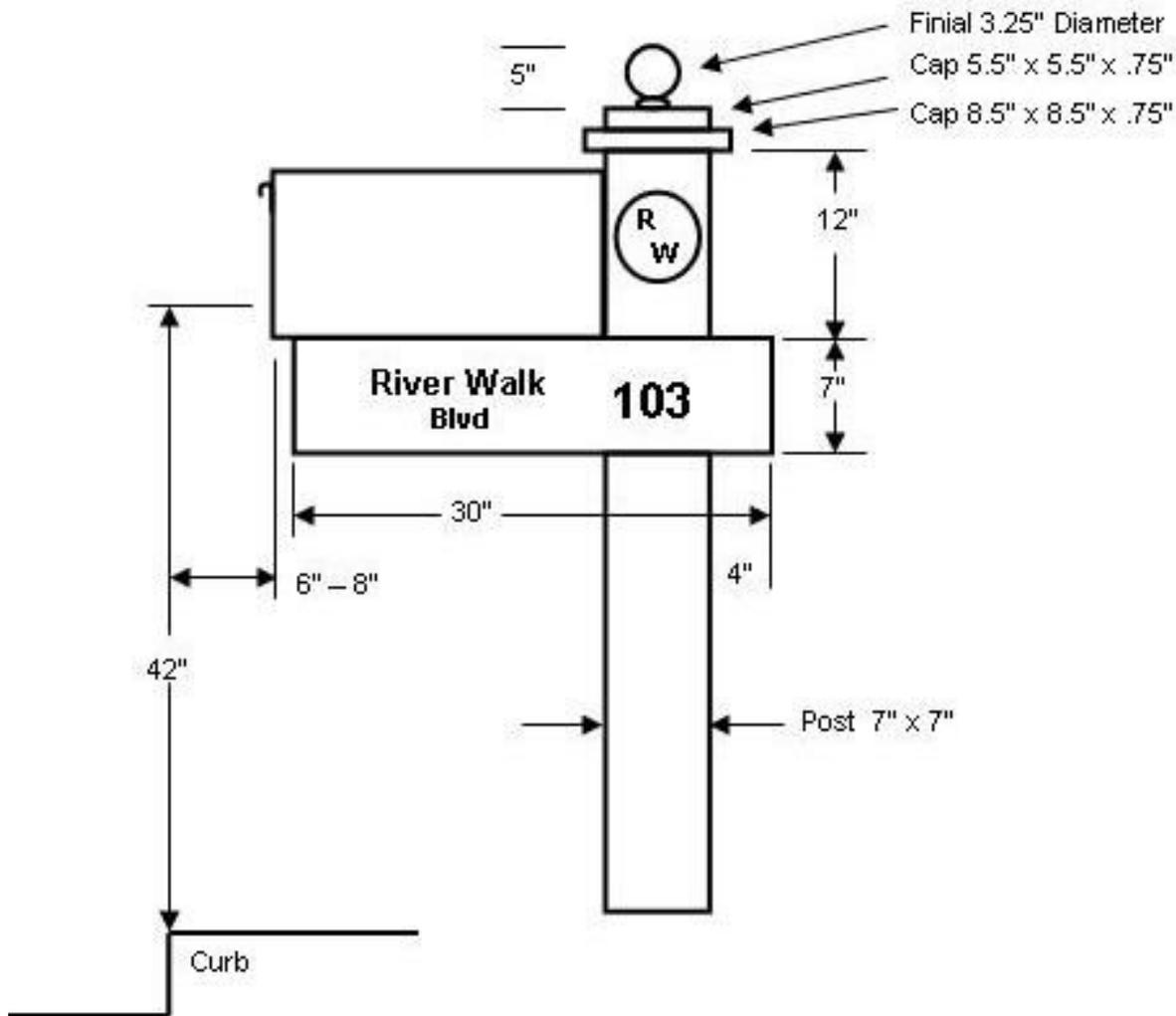
Document	Custodian	Retention	Comments
Miscellaneous Files	All	2 years	
Architectural Letters	Architectural	Permanent	
Building Drawings	Clubhouse	Permanent	
Plats	Grounds	Permanent	Available on Greenville website
Interest Survey	Membership	Permanent	Most recent only
Open Liens	Membership	Till Removed	Available on Greenville website
Directories	Publication	Current year	
Newsletters*	Publication	4 years	
Bylaws and Covenants*	Secretary	Permanent	
Deeds	Secretary	Permanent	
Legal / Court Documents	Secretary	Permanent	
Meeting Minutes – Annual*	Secretary	Permanent	
Meeting Minutes – Board*	Secretary	Permanent	
Rules and Regulations*	Secretary	Permanent	
Budgets	Treasurer	7 years	
Financial Reports – FY End*	Treasurer	Permanent	
Financial Reports – Monthly*	Treasurer	7 years	
Ledger	Treasurer	7 years	
Receipt, Invoices, etc	Treasurer	7 years	
Bank Statements, Operations	Treasurer	7 years	
Bank Statements, LRP	Treasurer	Permanent	
Tax Filings*	Treasurer	Permanent	
Contracts	VP	7 years or until end of contract period	
Insurance Policy/Documents	VP	Permanent	
Project Proposals, etc.	VP	10 years	

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Appendix B – Mailbox Specifications

Paint for mailboxes can be purchased from any Benjamin Moore Paint Store - Both Rainbow Paint of Mauldin and Ace Hardware on Woodruff Road carry River Walk Green. The formula for a Gallon is, N401-4X (Base), S1 2 x 19.0000, W1 0x 27.0000, B1 1x 15.0000, G1 8x 8.0000. For a quart it is, N401-4X (Base), S1 0x 20.7500, W1 0x 6.7500, B1 0x 11.7500, G1 2x 2.0000. The gold paint is called Gold Plate and is available at Ace Hardware.



- Letterbox – standard 21" x 10.5" x 8", glossy black metal, w/front flush to curb
- RW Logo – 6.75" Diameter w/ 3" script letters
- Address Letter Size – Name 2", Blvd, etc. 1.5", Number 4"
- Lettering and Logo – sand blasted with gold trim
- Material – pressure treated wood, or equivalent, to prevent warping and rot

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Appendix Z 1 – Update History

Mar18, 2010	Document Retention table re-drawn and Appendix Z (Update History) added
Jun 20, 2011	Restriction on smoking in the pool area were added to Section 4
Mar 20, 2013	Sign usage policy added to General
Apr 3, 2013	Property maintenance policy added to General
Apr 3, 2013	Mailbox paint specifications updated – Appendix B
Dec 2, 2013	Revised clubhouse rental terms and fees
Nov 3, 2014	Revised Retention Policy – Appendix A
Mar 30, 2015	Pool rules were rewritten
Jun 1, 2015	Clubhouse inventory list revised – Appendix D1
Mar 6, 2016	Added paragraphs 17, 18, and 19 to Grounds and Common Areas
April 11, 2016	Pool rules revised making the reservation contact Sweetwaterpools.net
May 9, 2016	Added Clubhouse, Section 3, Use of Clubhouse Furniture and Equipment
Oct 10, 2016	Wording revised regarding dogs in the Grounds section and Clubhouse Usage and Rental Rules, Appendix D-2 revised.
Apr 23, 2017	Pool rules re-written and Appendix E-4 Pool Registration Card added.
Sep 11, 2017	Architectural revisions regarding sheds and outbuildings.
Jan 9, 2018	General and Appendix D were revised to require contractors and charities to provide insurance certificates.
Apr 2, 2018	Architectural revisions including clarification of the approval process
Aug 6, 2018	Revised Tennis rules including the addition of Pickleball rules. Also moved the Architectural Change Request form, the Clubhouse Rental Agreement, the Pool Rental Agreement, and the Pool Registration Card, to the Committee Forms folder in the Red Book. Updated pool guest pass availability, and non-resident pool membership renewal procedure.
Sep 10, 2018	The Architectural section has been amended to reflect the need for governmental permits, a new Compliance section has been added, and the Pool section has been revised to reflect that the Pool Management Company will coordinate pool rentals.