

# ISLAND COURT VENICE CONDOMINIUM ASSOCIATION, INC.

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## **IMPORTANT ASSOCIATION INFORMATION**

The items below are meant to be informational and a reminder as to certain restrictions of the Association Documents (Declaration, By-Laws, and Rules and Regulations). Condominium living involves sharing common areas and walls with your neighbors and giving up certain lifestyle freedoms generally associated with free standing homes. Please read all the Association Documents on our Website to be familiar with their obligations, limitations, directives, and guidance which applies to all of us and will help us to be better neighbors.

**KEYS TO OWNER UNITS:** Florida law requires that the Association have a key to every Owner's Unit for access in the event of an emergency. The key to your Unit is kept in a lock box with access only by an Association Board Member or RealManage Property Management. In an emergency, Management or a Board Member would try to contact you prior to entering your Unit unless the emergency precludes it (**please make sure RealManage Property Management has your key**). It is also highly advisable that you leave a key with someone you trust who also lives nearby, in case you lock yourself out or need a friend to access your Unit in case of emergency or otherwise.

**POOL HOURS:** Pool hours are from Dawn to Dusk. No swimming is allowed before dawn or after dusk. The pool lights will be turned off at 10:30PM. Please also be aware of the pool rules, which are posted at each end of the pool. Note returning chairs and lounges to their original location, showering before entering the pool, closing umbrellas, and no glass containers need special attention.

**NOISE AND PETS:** Please be courteous and respectful of your neighbors including keeping noise inside your Units, e.g., TVs, music, etc., at an appropriate level due to the sound which may penetrate the shared walls. Additionally, when you are at the pool or sitting outside on your balcony or patio, be aware of that sound travel and you should keep conversations civil and at a reasonable level.

Dog owners are asked to be respectful of your neighbors, including noise and cleanup after their pets. Also, please be mindful of our landscaping when walking your pets, as digging, urine and feces can destroy grass and plants.

**GUEST and VISITOR PARKING:** All parking spaces in front of Building 2 (addresses 445 thru 453 Nokomis Ave S) and Building 4 (addresses 411 through 419 Nokomis Ave S) are

designated guest and visitor parking only. Owners, lessees, renters and long-term occupants are prohibited from parking in guest and visitor spaces and should park only in the parking assigned to the Unit they occupy. Please note all guests, visitors and handicapped parking is parallel only.

**GARAGES:** The primary purpose of the garage is for vehicle parking, not storage. Combustible materials may not be stored in the garage per fire code. Also, in accordance with our Declaration, garage doors are to always remain closed when access through the garage door is not active.

**SALES / RENTALS / LEASES:** The Association Board of Directors must approve all sales, rentals and / or leases. The Sales application form is on our website or request a copy from RealManage). Rentals and leases include all situations where any form of compensation (monetary or otherwise) is involved. The Rental application form is on our website or request a copy from RealManage. Completed form(s) are to be sent to the address on the form with checks made payable as noted on the application. The Board is to be notified of any visitors that will be staying in or otherwise using your Unit, and owners are to be sure that all visitors are made aware of our rules and regulations with which they will be expected to comply.

**INSURANCE:** Our Declaration requires Owners to have liability and property insurance for their Unit. Owners are responsible for the interior of their home and damage that may occur therein. Appropriate insurance should be purchased to cover the interior of the Unit as well as any personal property. If you rent or lease your Unit, it is recommended that your tenant have an HO-4 Policy which helps protect the Owner.

**VENDORS:** Vendors performing work anywhere at Island Court must be properly licensed, as required, and must have at least **Liability Insurance** and **Workman's Compensation** prior to starting any work. Even if the State of Florida may issue a Vendor an exemption from workman's compensation; this does not exempt you or the Association from potential liability for an injury to the person(s) involved. As such, a Workman's Compensation policy is required. **All insurance policies / licenses must be kept on file with the Association.** It is the responsibility of the Owner to obtain any necessary permits and post them appropriately.

**ARCHITECTURAL CHANGES:** Any changes made to original construction within your Unit must be approved in advance by the Association. Decorative changes inside a Unit that do not involve modification or penetration of any common wall do not require approval so long as they are in accordance with our Association Documents. Changes involving work on plumbing, fire systems, electrical, interior walls, windows, or exterior doors do need Association approval. Please use the architectural change form on our website or request a copy from RealManage. Any penetration (for example, hangers for items, anchor bolts or screws, etc. on balconies or patios) of an exterior wall is not allowed and may void the building warranty.

**AIR CONDITIONER REPLACEMENT:** No Unit owner may make or permit the replacement of the air conditioning unit located on the building roof without first obtaining the written consent of the Board of Directors, which consent shall be denied if the Board determines that the proposed process or method for replacing the air conditioning unit would likely adversely affect the roof of the building or any other Condominium Property in part or whole. Please use the A-C Unit Replacement Application form our website or request a copy from RealManage.

**SEASONAL PREPARATIONS AND PART-TIME RESIDENTS:** Hurricane season is June 1 - Nov. 30. Remember that if winds reach 45 mph, emergency vehicles and services will not respond until those winds have subsided. To be assured of receiving timely recorded information about emergency situations in Venice, use the Code Red link at our website (<https://www.islandcourt.org/locallinks/>) or go to the city's website (<http://www.venicegov.com>). Even moderate storm winds can turn items (e.g., chairs, flowerpots, hanging artwork, statues, tables, decorative items, doormats) into dangerous projectiles. To prevent damage to people or property, **if you are not going to be in Venice during hurricane season (or portions thereof), you need to move all furniture and other objects that you may have on your patio and balcony to a protected place inside your unit or garage while you are away.** Owners are responsible for ensuring that their Units are clear of outdoor objects that might be blown about.

When not present in your Unit for more than a few days, you should shut your main water valve off (outside your garage), turn OFF the circuit breaker for your water heater, and arrange for a home watch/checking service to physically check your Unit once a week. Mold is obviously a real threat in our climate, and if you find mold in your Unit, it must be addressed immediately by a licensed mold remediator including a written resolution plan and report. The report will be needed for your insurance, and the remediation plan must be submitted in advance to the Association Board.

**LIFTS:** For homes with lifts, we suggest: ALWAYS have your charged phone with you when you ride in your lift, in case of emergency. Use your lift regularly - long periods of non-use can lead to battery or mechanical failure. Have your lift serviced periodically to ensure optimal operation. Understand how your lift works so that user error issues can be avoided.

**OWNER BUSINESSES:** The Association Documents specifically state that each Unit shall be used and occupied as a single-family residence only. It is understood that computer technology has changed the way people do business; however, there is a difference between an Owner doing business from home on their computer vs. operating a business wherein employees and / or clients enter the Association / Owner premises. **Operating a business in this manner is not permitted.**

**WATER BILLS:** CWE (Commercial Water and Energy) is the company that bills all Island Court Owners for the monthly water and sewage services. Be aware that even if you may

not be here for part of the year and may even have shut off your main water valve, CWE will bill you each month for minimum city water and sewer access charges. CWE sets its own billing process and timing and will charge late fees if your payment is not received within their guidelines. Please become familiar with CWE's billing arrangement and timing so that you will know payment options and can be sure your monthly payments are timely received. Unit Owners are responsible for making sure their monthly water bills are timely paid, even if they have tenants pay for water and sewer charges. Amanda Powell at CWE if you have questions ([amanda@cwe-net.com](mailto:amanda@cwe-net.com)) phone 786-709-9094.

**RealManage PROPERTY MANAGEMENT:** Island Court Venice Condominium Association is managed by RealManage Property Management, and any comments or questions regarding the Association's Common Areas should be directed to them. Marty O'Leary CAM ([ISLCOURT@CiraMail.com](mailto:ISLCOURT@CiraMail.com)) is the Community Association Manager. The office telephone number is (941) 491-2350 ext. 5020. If you have an issue relating to a neighbor, please try to address minor "neighborly" issues personally one on one, as things can often be worked out amicably without having to escalate matters to RealManage or our Board. Thank you.

**Garbage Can Placement:** The placement of garbage and recycling containers on days for pickup by the Public Works Department trucks (currently Monday & Thursday) mornings should follow the guidelines below. (next page)

Containers must be a minimum of 3 feet apart so the grabbing and lifting mechanisms of the trucks can attach, lift, and dump the container. There is a note on the top of each container reminding owners of this requirement.



For owners of units in Buildings 1, 2, 4, & 5 the containers **MAY** be placed in the area anywhere on the east side of these buildings, as necessary for the required spacing, and as authorized by the Dept. of Public Works with the rear wheels in the gutter as shown here. It is OK to extend slightly onto the blacktop part of the alley (CII Central).

