

LEGISLATIVE ACTION

Senate House

Comm: RCS 04/01/2009

The Committee on Regulated Industries (Deutch) recommended the following:

Senate Amendment (with title amendment)

Delete everything after the enacting clause and insert:

Section 1. Subsection (13) of section 718.110, Florida Statutes, is amended to read:

718.110 Amendment of declaration; correction of error or omission in declaration by circuit court.-

(13) Any amendment prohibiting restricting unit owners from renting their units or altering the number of times unit owners are entitled to rent their units during a specified period

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owners' rights relating to the rental of units applies only to unit owners who consent to the amendment and unit owners who acquire title to purchase their units after the effective date of that amendment.

Section 2. Subsections (12) and (13) of section 718.111, Florida Statutes, are amended to read:

718.111 The association.-

- (12) OFFICIAL RECORDS.-
- (a) From the inception of the association, the association shall maintain each of the following items, when applicable, which shall constitute the official records of the association:
- 1. A copy of the plans, permits, warranties, and other items provided by the developer pursuant to s. 718.301(4).
- 2. A photocopy of the recorded declaration of condominium of each condominium operated by the association and of each amendment to each declaration.
- 3. A photocopy of the recorded bylaws of the association and of each amendment to the bylaws.
- 4. A certified copy of the articles of incorporation of the association, or other documents creating the association, and of each amendment thereto.
 - 5. A copy of the current rules of the association.
- 6. A book or books which contain the minutes of all meetings of the association, of the board of administration, and of unit owners, which minutes shall be retained for a period of not less than 7 years.
- 7. A current roster of all unit owners and their mailing addresses, unit identifications, voting certifications, and, if known, telephone numbers. The association shall also maintain

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the electronic mailing addresses and the numbers designated by unit owners for receiving notice sent by electronic transmission of those unit owners consenting to receive notice by electronic transmission. The electronic mailing addresses and numbers provided by unit owners to receive notice by electronic transmission shall be removed from association records when consent to receive notice by electronic transmission is revoked. However, the association is not liable for an erroneous disclosure of the electronic mail address or the number for receiving electronic transmission of notices.

- 8. All current insurance policies of the association and condominiums operated by the association.
- 9. A current copy of any management agreement, lease, or other contract to which the association is a party or under which the association or the unit owners have an obligation or responsibility.
- 10. Bills of sale or transfer for all property owned by the association.
- 11. Accounting records for the association and separate accounting records for each condominium which the association operates. All accounting records shall be maintained for a period of not less than 7 years. Any person who knowingly or intentionally defaces or destroys accounting records required to be created and maintained by this chapter during the period for which such records are required to be maintained pursuant to this chapter, or who knowingly or intentionally fails to create or maintain accounting records required to be maintained by this chapter, with the intent of causing harm to the association or one or more of its members, is personally subject to a civil

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penalty pursuant to s. 718.501(1)(d). The accounting records shall include, but are not limited to:

- a. Accurate, itemized, and detailed records of all receipts and expenditures.
- b. A current account and a monthly, bimonthly, or quarterly statement of the account for each unit designating the name of the unit owner, the due date and amount of each assessment, the amount paid upon the account, and the balance due.
- c. All audits, reviews, accounting statements, and financial reports of the association or condominium.
- d. All contracts for work to be performed. Bids for work to be performed shall also be considered official records and shall be maintained by the association.
- 12. Ballots, sign-in sheets, voting proxies, and all other papers relating to voting by unit owners, which shall be maintained for a period of 1 year from the date of the election, vote, or meeting to which the document relates, notwithstanding paragraph (b).
- 13. All rental records, when the association is acting as agent for the rental of condominium units.
- 14. A copy of the current question and answer sheet as described by s. 718.504.
- 15. All other records of the association not specifically included in the foregoing which are related to the operation of the association.
- 16. A copy of the inspection report as provided for in s. 718.301(4)(p).
- (b) The official records of the association shall be maintained within the state for at least 7 years. The records of

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the association shall be made available to a unit owner within 45 miles of the condominium property or within the county in which the condominium property is located within 5 working days after receipt of written request by the board or its designee. However, such distance requirement does not apply to an association governing a timeshare condominium. This paragraph may be complied with by having a copy of the official records of the association available for inspection or copying on the condominium property or association property, or the association may offer the option of making the records of the association available to a unit owner either electronically via the Internet or by allowing the records to be viewed in electronic format on a computer screen and printed upon request. The association is not responsible for the use or misuse of the information provided pursuant to the compliance requirements of this chapter unless the association has an affirmative duty not to disclose such information pursuant to this chapter.

(c) The official records of the association are open to inspection by any association member or the authorized representative of such member at all reasonable times. The right to inspect the records includes the right to make or obtain copies, at the reasonable expense, if any, of the association member. The association may adopt reasonable rules regarding the frequency, time, location, notice, and manner of record inspections and copying. The failure of an association to provide the records within 10 working days after receipt of a written request shall create a rebuttable presumption that the association willfully failed to comply with this paragraph. A unit owner who is denied access to official records is entitled

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to the actual damages or minimum damages for the association's willful failure to comply with this paragraph. The minimum damages shall be \$50 per calendar day up to 10 days, the calculation to begin on the 11th working day after receipt of the written request. The failure to permit inspection of the association records as provided herein entitles any person prevailing in an enforcement action to recover reasonable attorney's fees from the person in control of the records who, directly or indirectly, knowingly denied access to the records for inspection. Any person who knowingly or intentionally defaces or destroys accounting records that are required by this chapter to be created and maintained during the period for which such records are required to be maintained pursuant to this chapter, or who knowingly or intentionally fails to create or maintain accounting records that are required to be maintained by this chapter, with the intent of causing harm to the association or one or more of its members, is personally subject to a civil penalty pursuant to s. 718.501(1)(d). The association shall maintain an adequate number of copies of the declaration, articles of incorporation, bylaws, and rules, and all amendments to each of the foregoing, as well as the question and answer sheet provided for in s. 718.504 and year-end financial information required in this section, on the condominium property to ensure their availability to unit owners and prospective purchasers, and may charge its actual costs for preparing and furnishing these documents to those requesting the documents same. Notwithstanding the provisions of this paragraph, the following records shall not be accessible to unit owners:

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- 1. Any record protected by the lawyer-client privilege as described in s. 90.502; and any record protected by the workproduct privilege, including any record prepared by an association attorney or prepared at the attorney's express direction; which reflects a mental impression, conclusion, litigation strategy, or legal theory of the attorney or the association, and which was prepared exclusively for civil or criminal litigation or for adversarial administrative proceedings, or which was prepared in anticipation of imminent civil or criminal litigation or imminent adversarial administrative proceedings until the conclusion of the litigation or adversarial administrative proceedings.
- 2. Information obtained by an association in connection with the approval of the lease, sale, or other transfer of a unit.
- 3. Disciplinary, health, insurance, and personnel records of the association's employees.
 - 4.3. Medical records of unit owners.
- 5.4. Social security numbers, driver's license numbers, credit card numbers, e-mail addresses, and other personal identifying information of any person, excluding the person's name, unit designation, mailing address, property address, and other contact information.
- 6. Any electronic security measure that is used by the association to safeguard data, including passwords.
- 7. The data generated by software used by the association which allows manipulation of data. Such data is part of the official records of the association, even if the owner owns a copy of the same software used by the association, but the

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underlying software and operating system are not part of the official records of the association.

(13) FINANCIAL REPORTING. - Within 90 days after the end of the fiscal year, or annually on a date provided in the bylaws, the association shall prepare and complete, or contract for the preparation and completion of, a financial report for the preceding fiscal year. Within 21 days after the final financial report is completed by the association or received from the third party, but not later than 120 days after the end of the fiscal year or other date as provided in the bylaws, the association shall mail to each unit owner at the address last furnished to the association by the unit owner, or hand deliver to each unit owner, a copy of the financial report or a notice that a copy of the financial report will be mailed or hand delivered to the unit owner, without charge, upon receipt of a written request from the unit owner. The division shall adopt rules setting forth uniform accounting principles and standards to be used by all associations and shall adopt rules addressing financial reporting requirements for multicondominium associations. The rules shall include, but not be limited to, standards for presenting a summary of association reserves, including, but not limited to, a good faith estimate disclosing the annual amount of reserve funds that would be necessary for the association to fully fund reserves for each reserve item based on the straight-line accounting method. This disclosure is not applicable to reserves funded via the pooling method uniform accounting principles and standards for stating the disclosure of at least a summary of the reserves, including information as to whether such reserves are being funded at a level sufficient

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prevent the need for a special assessment and, if not, the amount of assessments necessary to bring the reserves up to the level necessary to avoid a special assessment. The person preparing the financial reports shall be entitled to rely on an inspection report prepared for or provided to the association to meet the fiscal and fiduciary standards of this chapter. In adopting such rules, the division shall consider the number of members and annual revenues of an association. Financial reports shall be prepared as follows:

- (a) An association that meets the criteria of this paragraph shall prepare or cause to be prepared a complete set of financial statements in accordance with generally accepted accounting principles. The financial statements shall be based upon the association's total annual revenues, as follows:
- 1. An association with total annual revenues of \$100,000 or more, but less than \$200,000, shall prepare compiled financial statements.
- 2. An association with total annual revenues of at least \$200,000, but less than \$400,000, shall prepare reviewed financial statements.
- 3. An association with total annual revenues of \$400,000 or more shall prepare audited financial statements.
- (b) 1. An association with total annual revenues of less than \$100,000 shall prepare a report of cash receipts and expenditures.
- 2. An association that $\frac{\text{which}}{\text{operates}}$ fewer $\frac{\text{less}}{\text{than}}$ than 50 units, regardless of the association's annual revenues, shall prepare a report of cash receipts and expenditures in lieu of financial statements required by paragraph (a).

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- 3. A report of cash receipts and disbursements must disclose the amount of receipts by accounts and receipt classifications and the amount of expenses by accounts and expense classifications, including, but not limited to, the following, as applicable: costs for security, professional and management fees and expenses, taxes, costs for recreation facilities, expenses for refuse collection and utility services, expenses for lawn care, costs for building maintenance and repair, insurance costs, administration and salary expenses, and reserves accumulated and expended for capital expenditures, deferred maintenance, and any other category for which the association maintains reserves.
- (c) An association may prepare or cause to be prepared, without a meeting of or approval by the unit owners:
- 1. Compiled, reviewed, or audited financial statements, if the association is required to prepare a report of cash receipts and expenditures;
- 2. Reviewed or audited financial statements, if the association is required to prepare compiled financial statements; or
- 3. Audited financial statements if the association is required to prepare reviewed financial statements.
- (d) If approved by a majority of the voting interests present at a properly called meeting of the association, an association may prepare or cause to be prepared:
- 1. A report of cash receipts and expenditures in lieu of a compiled, reviewed, or audited financial statement;
- 2. A report of cash receipts and expenditures or a compiled financial statement in lieu of a reviewed or audited financial



statement; or

3. A report of cash receipts and expenditures, a compiled financial statement, or a reviewed financial statement in lieu of an audited financial statement.

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Such meeting and approval must occur before prior to the end of the fiscal year and is effective only for the fiscal year in which the vote is taken, except that the approval also may be effective for the following fiscal year. With respect to an association to which the developer has not turned over control of the association, all unit owners, including the developer, may vote on issues related to the preparation of financial reports for the first 2 fiscal years of the association's operation, beginning with the fiscal year in which the declaration is recorded. Thereafter, all unit owners except the developer may vote on such issues until control is turned over to the association by the developer. Any audit or review prepared under this section shall be paid for by the developer if done prior to turnover of control of the association. An association may not waive the financial reporting requirements of this section for more than 3 consecutive years.

Section 3. Paragraphs (c), (d), (n), and (o) of subsection 294 295 (2) of section 718.112, Florida Statutes, are amended to read: 296 718.112 Bylaws.-

- (2) REQUIRED PROVISIONS.—The bylaws shall provide for the following and, if they do not do so, shall be deemed to include the following:
- (c) Board of administration meetings.—Meetings of the board of administration at which a quorum of the members is present

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shall be open to all unit owners. Any unit owner may tape record or videotape meetings of the board of administration. The right to attend such meetings includes the right to speak at such meetings with reference to all designated agenda items. The division shall adopt reasonable rules governing the tape recording and videotaping of the meeting. The association may adopt written reasonable rules governing the frequency, duration, and manner of unit owner statements. Adequate notice of all meetings, which notice shall specifically incorporate an identification of agenda items, shall be posted conspicuously on the condominium property at least 48 continuous hours preceding the meeting except in an emergency. If 20 percent of the voting interests petition the board to address an item of business, the board shall at its next regular board meeting or at a special meeting of the board, but not later than 60 days after the receipt of the petition, place the item on the agenda. However, the board has no obligation to take any action on the item. Any item not included on the notice may be taken up on an emergency basis by at least a majority plus one of the members of the board. Such emergency action shall be noticed and ratified at the next regular meeting of the board. However, written notice of any meeting at which nonemergency special assessments, or at which amendment to rules regarding unit use, will be considered shall be mailed, delivered, or electronically transmitted to the unit owners and posted conspicuously on the condominium property not less than 14 days prior to the meeting. Evidence of compliance with this 14-day notice shall be made by an affidavit executed by the person providing the notice and filed among the official records of the association. Upon notice to the unit

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owners, the board shall by duly adopted rule designate a specific location on the condominium property or association property upon which all notices of board meetings shall be posted. If there is no condominium property or association property upon which notices can be posted, notices of board meetings shall be mailed, delivered, or electronically transmitted at least 14 days before the meeting to the owner of each unit. In lieu of or in addition to the physical posting of notice of any meeting of the board of administration on the condominium property, the association may, by reasonable rule, adopt a procedure for conspicuously posting and repeatedly broadcasting the notice and the agenda on a closed-circuit cable television system serving the condominium association. However, if broadcast notice is used in lieu of a notice posted physically on the condominium property, the notice and agenda must be broadcast at least four times every broadcast hour of each day that a posted notice is otherwise required under this section. When broadcast notice is provided, the notice and agenda must be broadcast in a manner and for a sufficient continuous length of time so as to allow an average reader to observe the notice and read and comprehend the entire content of the notice and the agenda. Notice of any meeting in which regular or special assessments against unit owners are to be considered for any reason shall specifically state that assessments will be considered and the nature, estimated cost, and description of the purposes for such assessments. Meetings of a committee to take final action on behalf of the board or make recommendations to the board regarding the association budget are subject to the provisions of this paragraph. Meetings

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of a committee that does not take final action on behalf of the board or make recommendations to the board regarding the association budget are subject to the provisions of this section, unless those meetings are exempted from this section by the bylaws of the association. Notwithstanding any other law, the requirement that board meetings and committee meetings be open to the unit owners is inapplicable to meetings between the board or a committee and the association's attorney, with respect to proposed or pending litigation, when the meeting is held for the purpose of seeking or rendering legal advice.

- (d) Unit owner meetings.-
- 1. There shall be an annual meeting of the unit owners held at the location provided in the association bylaws and, if the bylaws are silent as to the location, the meeting shall be held within 45 miles of the condominium property. However, such distance requirement does not apply to an association governing a timeshare condominium. Unless the bylaws provide otherwise, a vacancy on the board caused by the expiration of a director's term shall be filled by electing a new board member, and the election shall be by secret ballot; however, if the number of vacancies equals or exceeds the number of candidates, no election is required. Except in timeshare condominiums, the terms of all members of the board shall expire at the annual meeting and such board members may stand for reelection unless otherwise permitted by the bylaws. If In the event that the bylaws permit staggered terms of no more than 2 years and upon approval of a majority of the total voting interests, the association board members may serve 2-year staggered terms. If no person is interested in or demonstrates an intention to run

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for the position of a board member whose term has expired according to the provisions of this subparagraph, such board member whose term has expired shall be automatically reappointed to the board of administration and need not stand for reelection. In a condominium association of more than 10 units or in a condominium association that does not include timeshare units, coowners of a unit may not serve as members of the board of directors at the same time unless one coowner owns more than one unit. Any unit owner desiring to be a candidate for board membership shall comply with subparagraph 3. A person who has been suspended or removed by the division under this chapter, or any person who is delinquent in the payment of any fee, fine, or special or regular assessment by more than 90 days as provided in paragraph (n), is not eligible for board membership. A person who has been convicted of any felony in this state or in a United States District or Territorial Court, or who has been convicted of any offense in another jurisdiction that would be considered a felony if committed in this state, is not eligible for board membership unless such felon's civil rights have been restored for a period of no less than 5 years as of the date on which such person seeks election to the board. The validity of an action by the board is not affected if it is later determined that a member of the board is ineligible for board membership due to having been convicted of a felony.

2. The bylaws shall provide the method of calling meetings of unit owners, including annual meetings. Written notice, which notice must include an agenda, shall be mailed, hand delivered, or electronically transmitted to each unit owner at least 14 days prior to the annual meeting and shall be posted in a

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conspicuous place on the condominium property at least 14 continuous days preceding the annual meeting. Upon notice to the unit owners, the board shall by duly adopted rule designate a specific location on the condominium property or association property where upon which all notices of unit owner meetings shall be posted; however, if there is no condominium property or association property upon which notices can be posted, this requirement does not apply. In lieu of or in addition to the physical posting of notice of any meeting of the unit owners on the condominium property, the association may, by reasonable rule, adopt a procedure for conspicuously posting and repeatedly broadcasting the notice and the agenda on a closed-circuit cable television system serving the condominium association. However, if broadcast notice is used in lieu of a notice posted physically on the condominium property, the notice and agenda must be broadcast at least four times every broadcast hour of each day that a posted notice is otherwise required under this section. When broadcast notice is provided, the notice and agenda must be broadcast in a manner and for a sufficient continuous length of time so as to allow an average reader to observe the notice and read and comprehend the entire content of the notice and the agenda. Unless a unit owner waives in writing the right to receive notice of the annual meeting, such notice shall be hand delivered, mailed, or electronically transmitted to each unit owner. Notice for meetings and notice for all other purposes shall be mailed to each unit owner at the address last furnished to the association by the unit owner, or hand delivered to each unit owner. However, if a unit is owned by more than one person, the association shall provide notice, for

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meetings and all other purposes, to that one address which the developer initially identifies for that purpose and thereafter as one or more of the owners of the unit shall so advise the association in writing, or if no address is given or the owners of the unit do not agree, to the address provided on the deed of record. An officer of the association, or the manager or other person providing notice of the association meeting, shall provide an affidavit or United States Postal Service certificate of mailing, to be included in the official records of the association affirming that the notice was mailed or hand delivered, in accordance with this provision.

3. The members of the board shall be elected by written ballot or voting machine. Proxies shall in no event be used in electing the board, either in general elections or elections to fill vacancies caused by recall, resignation, or otherwise, unless otherwise provided in this chapter. Not less than 60 days before a scheduled election, the association shall mail, deliver, or electronically transmit, whether by separate association mailing or included in another association mailing, delivery, or transmission, including regularly published newsletters, to each unit owner entitled to a vote, a first notice of the date of the election along with a certification form provided by the division attesting that he or she has read and understands, to the best of his or her ability, the governing documents of the association and the provisions of this chapter and any applicable rules. Within 90 days after being elected or appointed to the board, each newly elected or appointed director shall certify in writing to the secretary of the association that he or she has read the declaration of

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condominium for all condominiums operated by the association and the association's articles of incorporation, bylaws, and rules and regulations; that he or she will work to uphold such documents and policies to the best of his or her ability; and that he or she will faithfully discharge his or her fiduciary responsibility to the association's members. In lieu of this written certification, the newly elected or appointed director may submit a certificate of satisfactory completion of the educational curriculum administered by a division-approved condominium education provider completed within 1 year before the 90-day deadline. Failure to timely file the written certification or educational certificate automatically disqualifies the director from service on the board. The secretary shall cause the association to retain a director's written certification or educational certificate for inspection by the members for 5 years after a director's election or appointment. Failure to have such written certification or educational certificate on file does not affect the validity of any appropriate action. Any unit owner or other eligible person desiring to be a candidate for the board must give written notice to the association not less than 40 days before a scheduled election. Together with the written notice and agenda as set forth in subparagraph 2., the association shall mail, deliver, or electronically transmit a second notice of the election to all unit owners entitled to vote therein, together with a ballot which shall list all candidates. Upon request of a candidate, the association shall include an information sheet, no larger than 8 1/2 inches by 11 inches, which must be furnished by the candidate not less than 35 days before the

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election and, along with the signed certification form provided for in this subparagraph, to be included with the mailing, delivery, or transmission of the ballot., with The costs of mailing, delivery, or electronic transmission and copying shall to be borne by the association. The association is not liable for the contents of the information sheets prepared by the candidates. In order to reduce costs, the association may print or duplicate the information sheets on both sides of the paper. The division shall by rule establish voting procedures consistent with the provisions contained herein, including rules establishing procedures for giving notice by electronic transmission and rules providing for the secrecy of ballots. Elections shall be decided by a plurality of those ballots cast. There shall be no quorum requirement; however, at least 20 percent of the eligible voters must cast a ballot in order to have a valid election of members of the board. No unit owner shall permit any other person to vote his or her ballot, and any such ballots improperly cast shall be deemed invalid, provided any unit owner who violates this provision may be fined by the association in accordance with s. 718.303. A unit owner who needs assistance in casting the ballot for the reasons stated in s. 101.051 may obtain assistance in casting the ballot. The regular election shall occur on the date of the annual meeting. The provisions of this subparagraph shall not apply to timeshare condominium associations. Notwithstanding the provisions of this subparagraph, an election is not required unless more candidates file notices of intent to run or are nominated than board vacancies exist.

4. Any approval by unit owners called for by this chapter

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or the applicable declaration or bylaws, including, but not limited to, the approval requirement in s. 718.111(8), shall be made at a duly noticed meeting of unit owners and shall be subject to all requirements of this chapter or the applicable condominium documents relating to unit owner decisionmaking, except that unit owners may take action by written agreement, without meetings, on matters for which action by written agreement without meetings is expressly allowed by the applicable bylaws or declaration or any statute that provides for such action.

- 5. Unit owners may waive notice of specific meetings if allowed by the applicable bylaws or declaration or any statute. If authorized by the bylaws, notice of meetings of the board of administration, unit owner meetings, except unit owner meetings called to recall board members under paragraph (j), and committee meetings may be given by electronic transmission to unit owners who consent to receive notice by electronic transmission.
- 6. Unit owners shall have the right to participate in meetings of unit owners with reference to all designated agenda items. However, the association may adopt reasonable rules governing the frequency, duration, and manner of unit owner participation.
- 7. Any unit owner may tape record or videotape a meeting of the unit owners subject to reasonable rules adopted by the division.
- 8. Unless otherwise provided in the bylaws, any vacancy occurring on the board before the expiration of a term may be filled by the affirmative vote of the majority of the remaining



directors, even if the remaining directors constitute less than a quorum, or by the sole remaining director. In the alternative, a board may hold an election to fill the vacancy, in which case the election procedures must conform to the requirements of subparagraph 3. unless the association governs 10 units or less and has opted out of the statutory election process, in which case the bylaws of the association control. Unless otherwise provided in the bylaws, a board member appointed or elected under this section shall fill the vacancy for the unexpired term of the seat being filled. Filling vacancies created by recall is governed by paragraph (j) and rules adopted by the division.

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Notwithstanding subparagraphs (b) 2. and (d) 3., an association of 10 or fewer units may, by the affirmative vote of a majority of the total voting interests, provide for different voting and election procedures in its bylaws, which vote may be by a proxy specifically delineating the different voting and election procedures. The different voting and election procedures may provide for elections to be conducted by limited or general proxy.

- (n) Director or officer delinquencies.—A director or officer more than 90 days delinquent in the payment of any fee, fine, regular assessment, or special assessment assessments shall be deemed to have abandoned the office, creating a vacancy in the office to be filled according to law.
- (o) Director or officer offenses.-A director or officer charged by information or indictment with a felony theft or embezzlement offense involving the association's funds or property shall be removed from office, creating a vacancy in the



office to be filled according to law. While such director or officer has such criminal charge pending, he or she may not be appointed or elected to a position as a director or officer. However, should the charges be resolved without a finding of guilt, the director or officer shall be reinstated for the remainder of his or her term of office, if any.

Section 4. Paragraph (d) of subsection (1) of section 718.115, Florida Statutes, is amended to read:

718.115 Common expenses and common surplus.

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(d) If so provided in the declaration, the cost of communications services as defined in chapter 202, information services, or Internet services a master antenna television system or duly franchised cable television service obtained pursuant to a bulk contract shall be deemed a common expense. If the declaration does not provide for the cost of communications services as defined in chapter 202, information services, or Internet services a master antenna television system or duly franchised cable television service obtained under a bulk contract as a common expense, the board may enter into such a contract, and the cost of the service will be a common expense but allocated on a per-unit basis rather than a percentage basis if the declaration provides for other than an equal sharing of common expenses, and any contract entered into before July 1, 1998, in which the cost of the service is not equally divided among all unit owners, may be changed by vote of a majority of the voting interests present at a regular or special meeting of the association, to allocate the cost equally among all units. The contract shall be for a term of not less than 2 years.

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- 1. Any contract made by the board after the effective date hereof for communications services as defined in chapter 202, information services, or Internet services a community antenna system or duly franchised cable television service may be canceled by a majority of the voting interests present at the next regular or special meeting of the association. Any member may make a motion to cancel the said contract, but if no motion is made or if such motion fails to obtain the required majority at the next regular or special meeting, whichever occurs is sooner, following the making of the contract, then such contract shall be deemed ratified for the term therein expressed.
- 2. Any such contract shall provide, and shall be deemed to provide if not expressly set forth, that any hearing-impaired or legally blind unit owner who does not occupy the unit with a non-hearing-impaired or sighted person, or any unit owner receiving supplemental security income under Title XVI of the Social Security Act or food stamps as administered by the Department of Children and Family Services pursuant to s. 414.31, may discontinue the cable or video service without incurring disconnect fees, penalties, or subsequent service charges, and, as to such units, the owners shall not be required to pay any common expenses charge related to such service. If fewer less than all members of an association share the expenses of cable or video service television, the expense shall be shared equally by all participating unit owners. The association may use the provisions of s. 718.116 to enforce payment of the shares of such costs by the unit owners receiving cable or video service television.

Section 5. Paragraph (b) of subsection (5) of section



718.116, Florida Statutes, is amended, and subsection (11) is added to that section, to read:

718.116 Assessments; liability; lien and priority; interest; collection.-

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(b) To be valid, a claim of lien must state the description of the condominium parcel, the name of the record owner, the name and address of the association, the amount due, and the due dates. It must be executed and acknowledged by an officer or authorized agent of the association. No such lien shall be effective longer than 1 year after the claim of lien was recorded unless, within that time, an action to enforce the lien is commenced. The 1-year period shall automatically be extended for any length of time during which the association is prevented from filing a foreclosure action by an automatic stay resulting from a bankruptcy petition filed by the parcel owner or any other person claiming an interest in the parcel. The claim of lien shall secure all unpaid assessments which are due and which may accrue subsequent to the recording of the claim of lien and before prior to the entry of a certificate of title, as well as interest and all reasonable costs and attorney's fees incurred by the association incident to the collection process. Costs to the unit owner secured by the association's claim of lien with regard to collection letters or any other collection efforts by management companies or licensed managers as to any delinquent installment of an assessment may not exceed \$75 unless the management company prepares any letter or certificate required by this chapter and charges a reasonable fee related to the preparation of such letter or certificate. Upon payment in full,



the person making the payment is entitled to a satisfaction of the lien.

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After notice of contest of lien has been recorded, the clerk of the circuit court shall mail a copy of the recorded notice to the association by certified mail, return receipt requested, at the address shown in the claim of lien or most recent amendment to it and shall certify to the service on the face of the notice. Service is complete upon mailing. After service, the association has 90 days in which to file an action to enforce the lien; and, if the action is not filed within the 90-day period, the lien is void. However, the 90-day period shall be extended for any length of time that the association is prevented from filing its action because of an automatic stay resulting from the filing of a bankruptcy petition by the unit

owner or by any other person claiming an interest in the parcel.

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(11) If the unit is occupied by a tenant and the unit owner is delinquent in the payment of regular assessments, the association may demand that the tenant pay to the association the future regular assessments related to the condominium unit. The demand is continuing in nature, and upon demand, the tenant shall continue to pay the regular assessments to the association until the association releases the tenant or the tenant discontinues tenancy in the unit. The association shall mail written notice to the unit owner of the association's demand that the tenant pay regular assessments to the association. The tenant is not liable for increases in the amount of the regular

assessment due unless the tenant was reasonably notified of the

increase before the day on which the rent is due. The tenant

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shall be given a credit against rents due to the unit owner in the amount of assessments paid to the association. The association shall, upon request, provide the tenant with written receipts for payments made. The association may issue notices under s. 83.56 and may sue for eviction under ss. 83.59-83.625 as if the association were a landlord under part II of chapter 83 if the tenant fails to pay an assessment. However, the association is not otherwise considered a landlord under chapter 83 and specifically has no duties under s. 83.51. The tenant does not, by virtue of payment of assessments, have any of the rights of a unit owner to vote in any election or to examine the books and records of the association. A court may supersede the effect of this subsection by appointing a receiver.

Section 6. Section 718.303, Florida Statutes, is amended to read:

- 718.303 Obligations of owners and occupants; waiver; levy of fines, suspension of use or voting rights, and other nonexclusive remedies in law or equity fine against unit by an association.-
- (1) Each unit owner, each tenant and other invitee, and each association shall be governed by, and shall comply with the provisions of, this chapter, the declaration, the documents creating the association, and the association bylaws and the provisions thereof shall be deemed expressly incorporated into any lease of a unit. Actions for damages or for injunctive relief, or both, for failure to comply with these provisions may be brought by the association or by a unit owner against:
 - (a) The association.
 - (b) A unit owner.

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- (c) Directors designated by the developer, for actions taken by them prior to the time control of the association is assumed by unit owners other than the developer.
- (d) Any director who willfully and knowingly fails to comply with these provisions.
- (e) Any tenant leasing a unit, and any other invitee occupying a unit.

The prevailing party in any such action or in any action in which the purchaser claims a right of voidability based upon contractual provisions as required in s. 718.503(1)(a) is entitled to recover reasonable attorney's fees. A unit owner prevailing in an action between the association and the unit owner under this section, in addition to recovering his or her reasonable attorney's fees, may recover additional amounts as determined by the court to be necessary to reimburse the unit owner for his or her share of assessments levied by the association to fund its expenses of the litigation. This relief does not exclude other remedies provided by law. Actions arising under this subsection shall not be deemed to be actions for specific performance.

(2) A provision of this chapter may not be waived if the waiver would adversely affect the rights of a unit owner or the purpose of the provision, except that unit owners or members of a board of administration may waive notice of specific meetings in writing if provided by the bylaws. Any instruction given in writing by a unit owner or purchaser to an escrow agent may be relied upon by an escrow agent, whether or not such instruction and the payment of funds thereunder might constitute a waiver of

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any provision of this chapter.

- (3) If the declaration or bylaws so provide, the association may suspend, for a reasonable time, the right of a unit owner or a unit's occupant, licensee, or invitee to use common elements, common facilities, or any other association property. This subsection does not apply to limited common elements intended to be used only by that unit, common elements that must be used to access the unit, utility services provided to the unit, parking spaces, or elevators. The association may also levy reasonable fines against a unit for the failure of the owner of the unit, or its occupant, licensee, or invitee, to comply with any provision of the declaration, the association bylaws, or reasonable rules of the association. No fine will become a lien against a unit. A No fine may not exceed \$100 per violation. However, a fine may be levied on the basis of each day of a continuing violation, with a single notice and opportunity for hearing, provided that no such fine shall in the aggregate exceed \$1,000. A No fine may not be levied and a suspension may not be imposed unless the association first gives except after giving reasonable notice and opportunity for a hearing to the unit owner and, if applicable, its occupant, licensee, or invitee. The hearing must be held before a committee of other unit owners who are neither board members nor persons residing in a board member's household. If the committee does not agree with the fine or suspension, the fine or suspension may not be levied or imposed. The provisions of this subsection do not apply to unoccupied units.
- (4) The notice and hearing requirements of subsection (3) do not apply to the imposition of suspensions or fines against a

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unit owner or a unit's occupant, licensee, or invitee because of the failure to pay any amounts due the association. If such a fine or suspension is imposed, the association must levy the fine or impose a reasonable suspension at a properly noticed board meeting, and after the imposition of such fine or suspension, the association must notify the unit owner and, if applicable, the unit's occupant, licensee, or invitee by mail or hand delivery.

(5) If the declaration or bylaws so provide, an association may also suspend the voting rights of a member due to nonpayment of assessments, fines, or other charges payable to the association which are delinquent in excess of 90 days.

Section 7. Subsections (3) and (4) of section 719.108, Florida Statutes, are amended, and subsection (10) is added to that section, to read:

719.108 Rents and assessments; liability; lien and priority; interest; collection; cooperative ownership.-

(3) Rents and assessments, and installments on them, not paid when due bear interest at the rate provided in the cooperative documents from the date due until paid. This rate may not exceed the rate allowed by law, and, if no rate is provided in the cooperative documents, then interest shall accrue at 18 percent per annum. Also, if the cooperative documents or bylaws so provide, the association may charge an administrative late fee in addition to such interest, in an amount not to exceed the greater of \$25 or 5 percent of each installment of the assessment for each delinquent installment that the payment is late. Costs to the unit owner secured by the association's claim of lien with regard to collection letters or

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any other collection efforts by management companies or licensed managers as to any delinquent installment of an assessment may not exceed \$75 unless the management company prepares any letter or certificate required by this chapter and charges a reasonable fee related to the preparation of such letter or certificate. Any payment received by an association shall be applied first to any interest accrued by the association, then to any administrative late fee, then to any costs and reasonable attorney's fees incurred in collection, then to any reasonable costs for collection services for which the association has contracted, and then to the delinquent assessment. The foregoing shall be applicable notwithstanding any restrictive endorsement, designation, or instruction placed on or accompanying a payment. A late fee is not subject to chapter 687 or s. 719.303(3).

(4) The association shall have a lien on each cooperative parcel for any unpaid rents and assessments, plus interest, any authorized administrative late fees, and any reasonable costs for collection services for which the association has contracted against the unit owner of the cooperative parcel. If authorized by the cooperative documents, said lien shall also secure reasonable attorney's fees incurred by the association incident to the collection of the rents and assessments or enforcement of such lien. The lien is effective from and after the recording of a claim of lien in the public records in the county in which the cooperative parcel is located which states the description of the cooperative parcel, the name of the unit owner, the amount due, and the due dates. The lien shall expire if a claim of lien is not filed within 1 year after the date the assessment was due, and no such lien shall continue for a longer period than 1

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year after the claim of lien has been recorded unless, within that time, an action to enforce the lien is commenced in a court of competent jurisdiction. Except as otherwise provided in this chapter, a lien may not be filed by the association against a cooperative parcel until 30 days after the date on which a notice of intent to file a lien has been delivered to the owner by registered or certified mail, return receipt requested, and by first-class United States mail to the owner at his or her last address in the records of the association, if the address is within the United States, and delivered to the owner at the address of the unit if the owner's address as reflected in the records of the association is not the unit address. If the address in the records is outside the United States, notice shall be sent to that address and to the unit address by firstclass United States mail. Delivery of the notice shall be deemed given upon mailing as required by this subsection. No lien may be filed by the association against a cooperative parcel until 30 days after the date on which a notice of intent to file a lien has been served on the unit owner of the cooperative parcel by certified mail or by personal service in the manner authorized by chapter 48 and the Florida Rules of Civil Procedure.

(10) If the share is occupied by a tenant and the share owner is delinquent in the payment of regular assessments, the association may demand that the tenant pay to the association the future regular assessments related to the condominium share. The demand is continuing in nature, and upon demand, the tenant shall continue to pay the regular assessments to the association until the association releases the tenant or the tenant

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discontinues tenancy in the share. The association shall mail written notice to the share owner of the association's demand that the tenant pay regular assessments to the association. The tenant is not liable for increases in the amount of the regular assessment due unless the tenant was reasonably notified of the increase before the day on which the rent is due. The tenant shall be given a credit against rents due to the share owner in the amount of assessments paid to the association. The association shall, upon request, provide the tenant with written receipts for payments made. The association may issue notices under s. 83.56 and may sue for eviction under ss. 83.59-83.625 as if the association were a landlord under part II of chapter 83 if the tenant fails to pay an assessment. However, the association is not otherwise considered a landlord under chapter 83 and specifically has no duties under s. 83.51. The tenant does not, by virtue of payment of assessments, have any of the rights of a share owner to vote in any election or to examine the books and records of the association. A court may supersede the effect of this subsection by appointing a receiver.

Section 8. Paragraph (b) of subsection (2) of section 720.304, Florida Statutes, is amended to read:

720.304 Right of owners to peaceably assemble; display of flag; SLAPP suits prohibited.-

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(b) Any homeowner may erect a freestanding flagpole no more than 20 feet high on any portion of the homeowner's real property, regardless of any covenants, restrictions, bylaws, rules, or requirements of the association, if the flagpole does not obstruct sightlines at intersections and is not erected

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within or upon an easement. The homeowner may further display in a respectful manner from that flagpole, regardless of any covenants, restrictions, bylaws, rules, or requirements of the association, one official United States flag, not larger than 4 1/2 feet by 6 feet, and may additionally display one official flag of the State of Florida or the United States Army, Navy, Air Force, Marines, or Coast Guard, or a POW-MIA flag. Such additional flag must be equal in size to or smaller than the United States flag. The flagpole and display are subject to all building codes, zoning setbacks, and other applicable governmental regulations, including, but not limited to, noise and lighting ordinances in the county or municipality in which the flag pole is erected.

Section 9. Subsection (2) of section 720.305, Florida Statutes, is amended to read:

720.305 Obligations of members; remedies at law or in equity; levy of fines and suspension of use rights.-

(2) If the governing documents so provide, an association may suspend, for a reasonable period of time, the rights of a member or a member's tenants, guests, or invitees, or both, to use common areas and facilities and may levy reasonable fines, not to exceed \$100 per violation, against any member or any tenant, guest, or invitee. A fine may be levied on the basis of each day of a continuing violation, with a single notice and opportunity for hearing, except that no such fine shall exceed \$1,000 in the aggregate unless otherwise provided in the governing documents. A fine shall not become a lien against a parcel. In any action to recover a fine, the prevailing party is entitled to collect its reasonable attorney's fees and costs

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from the nonprevailing party as determined by the court. The provisions regarding the suspension-of-use rights do not apply to common areas that must be used to provide access to the parcel or utility services provided to the parcel.

- (a) A fine or suspension may not be imposed without notice of at least 14 days to the person sought to be fined or suspended and an opportunity for a hearing before a committee of at least three members appointed by the board who are not officers, directors, or employees of the association, or the spouse, parent, child, brother, or sister of an officer, director, or employee. If the committee, by majority vote, does not approve a proposed fine or suspension, it may not be imposed.
- (b) The requirements of this subsection do not apply to the imposition of suspensions or fines upon any member because of the failure of the member to pay assessments or other charges when due if such action is authorized by the governing documents. If such a fine or suspension is imposed, the association must levy the fine or impose a reasonable suspension at a properly noticed board meeting, and after the imposition of such fine or suspension, the association must notify the owner and, if applicable, the unit's occupant, licensee, or invitee by mail or hand delivery.
- (c) Suspension of common-area-use rights shall not impair the right of an owner or tenant of a parcel to have vehicular and pedestrian ingress to and egress from the parcel, including, but not limited to, the right to park.

Section 10. Subsection (8) is added to section 720.3085, Florida Statutes, to read:

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720.3085 Payment for assessments; lien claims.-(8) If the parcel is occupied by a tenant and the parcel owner is delinquent in the payment of regular assessments, the association may demand that the tenant pay to the association the future regular assessments related to the condominium parcel. The demand is continuing in nature, and upon demand, the tenant shall continue to pay the regular assessments to the association until the association releases the tenant or the tenant discontinues tenancy in the parcel. The association shall mail written notice to the parcel owner of the association's demand that the tenant pay regular assessments to the association. The tenant is not liable for increases in the amount of the regular assessment due unless the tenant was reasonably notified of the increase before the day on which the rent is due. The tenant shall be given a credit against rents due to the parcel owner in the amount of assessments paid to the association. The association shall, upon request, provide the tenant with written receipts for payments made. The association may issue notices under s. 83.56 and may sue for eviction under ss. 83.59-83.625 as if the association were a landlord under part II of chapter 83 if the tenant fails to pay an assessment. However, the association is not otherwise considered a landlord under chapter 83 and specifically has no duties under s. 83.51. The tenant does not, by virtue of payment of assessments, have any of the rights of a parcel owner to vote in any election or to examine the books and records of the association. A court may supersede the effect of this subsection by appointing a receiver.

Section 11. Subsection (6) is added to section 720.31,



Florida Statutes, to read:

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720.31 Recreational leaseholds; right to acquire; escalation clauses .-

(6) An association may enter into agreements to acquire leaseholds, memberships, and other possessory or use interests in lands or facilities such as country clubs, golf courses, marinas, and other recreational facilities. An association may enter into such agreements regardless of whether the lands or facilities are contiguous to the lands of the community or whether such lands or facilities are intended to provide enjoyment, recreation, or other use or benefit to the owners. All leaseholds, memberships, and other possessory or use interests existing or created at the time of recording the declaration must be stated and fully described in the declaration. Subsequent to the recording of the declaration, agreements acquiring leaseholds, memberships, or other possessory or use interests not entered into within 12 months following the recording of the declaration may be entered into only if authorized by the declaration for material alterations or substantial additions to the common areas or association property. If the declaration is silent, any such transaction requires the approval of 75 percent of the total voting interests of the association. The declaration may provide that the rental, membership fees, operations, replacements, or other expenses are common expenses; impose covenants and restrictions concerning their use; and contain other provisions not inconsistent with this subsection. An association exercising its rights under this section may join with other associations that are part of the same development or with a master association



responsible for the enforcement of shared covenants, conditions, and restrictions in carrying out the intent of this subsection.

Section 12. Subsection (17) of section 721.05, Florida Statutes, is amended to read:

721.05 Definitions.—As used in this chapter, the term:

(17) "Facility" means any permanent amenity, including any structure, furnishing, fixture, equipment, service, improvement, or real or personal property, improved or unimproved, other than an accommodation of the timeshare plan, which is made available to the purchasers of a timeshare plan. The term does not include an incidental benefit as defined in this section.

Section 13. Subsection (2) of section 553.509, Florida Statutes, is repealed.

Section 14. This act shall take effect October 1, 2009.

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======== T I T L E A M E N D M E N T ========== And the title is amended as follows:

Delete everything before the enacting clause and insert:

A bill to be entitled

An act relating to condominium associations; amending s. 718.110, F.S.; providing for the application of certain amendments to a declaration of condominium to certain unit owners; amending s. 718.111, F.S.; providing penalties for any person who knowingly or intentionally defaces or destroys certain records of an association with the intent to harm the association or any of its members; providing that an association is not responsible for the use or misuse of certain

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information obtained pursuant to state law requiring the maintenance of certain records of an association; providing an exception; providing that, notwithstanding the other requirements, certain records are not accessible to unit owners; requiring that any rules adopted for the purpose of setting forth accounting principles or addressing financial reporting requirements include certain provisions and standards; amending s. 718.112, F.S.; providing that the board of administration of an association has no obligation to take action with regard to certain items on its agenda; prohibiting coowners from simultaneously serving as members of the board of certain associations; providing an exception; requiring that each newly appointed director provide certain certifications in writing; authorizing the filing of an educational certificate as an alternative to such certification; providing a penalty for failure to timely file a certification or educational certificate; requiring that the association retain such certification or educational certificate for a specified period; deleting a provision requiring an association to mail a certification containing certain provisions to unit owners before an election of board members; providing that a director or officer delinquent in the payment of fee, fine, regular assesment, or special assessments by more than a specified number of days is deemed to have abandoned the office; requiring that a director charged by

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information or indictment of certain offenses involving an association's funds or property be removed from office; amending s. 718.115, F.S.; requiring that certain services obtained pursuant to a bulk contract as provided in the declaration be deemed a common expense; requiring that such contracts contain certain provisions; authorizing the cancellation of certain contracts; amending s. 718.116, F.S.; limiting the amount of certain costs to the unit owner; providing an exception; authorizing an association to demand future regular assessments related to the condominium unit under specified conditions; amending s. 718.303, F.S.; authorizing an association to suspend for a reasonable time the right of a unit owner or the unit's occupant, licensee, or invitee to use certain common elements if the declaration or bylaws so provide; excluding certain common elements from such authorization; prohibiting a fine from being levied or a suspension from being imposed unless the association meets certain notice requirements; providing circumstances under which such notice requirements do not apply; providing procedures and notice requirements for levying a fine or imposing a suspension; authorizing an association to suspend voting rights due to nonpayment of assessments, fines, or other charges delinquent by a specified number of days under certain circumstances; amending s. 719.108, F.S.; authorizing an association to recover charges incurred in connection with collecting a delinquent

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assessment up to a specified maximum amount; providing a prioritized list for disbursement of payments received by an association; providing for a lien by an association on a condominium parcel for certain fees and costs; providing procedures and notice requirements for the filing of a lien by an association; authorizing an association to demand future regular assessments related to a share under specified conditions; amending s. 720.304, F.S.; providing that a flagpole and any flagpole display are subject to certain codes and regulations; amending s. 720.305, F.S.; providing that certain provisions regarding the suspension-of-use rights of an association do not apply to certain common areas; providing procedures and notice requirements for levying a fine or imposing a suspension; amending s. 720.3085, F.S.; authorizing an association to demand future regular assessments related to a parcel under specified conditions; amending s. 720.31, F.S.; authorizing an association to enter into certain agreements; requiring that certain items be stated and fully described in the declaration; limiting an association's power to enter into such agreements after a specified period following the recording of a declaration; requiring that certain agreements be approved by a specified percentage of voting interests of an association when the declaration is silent as to the authority of an association to enter into such agreement; authorizing an association to join with

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other associations or a master association under certain circumstances and for specified purposes; amending s. 721.05, F.S.; limiting the definition of "facility" to certain permanent amenities; repealing s. 553.509(2), F.S., relating to public elevators and emergency operation plans in certain condominiums and multifamily dwellings; providing an effective date.