

HOUSE OF REPRESENTATIVES STAFF ANALYSIS

BILL #: CS/HB 1243 Homeowners' Associations

SPONSOR(S): Regulatory Reform & Economic Development Subcommittee, Porras and others

TIED BILLS: **IDEN./SIM. BILLS:**

REFERENCE	ACTION	ANALYST	STAFF DIRECTOR or BUDGET/POLICY CHIEF
1) Regulatory Reform & Economic Development Subcommittee	13 Y, 0 N, As CS	Larkin	Anstead
2) Appropriations Committee			
3) Judiciary Committee			

SUMMARY ANALYSIS

A homeowners' association (HOA) is an association of residential property owners in which voting membership is made up of parcel owners and membership is a mandatory condition of parcel ownership. HOAs are authorized to impose assessments that, if unpaid, may become a lien on the parcel. HOAs may levy fines against or suspend certain access rights of a parcel owner for failing to comply with the HOA's governing documents. In addition, Florida law requires officers and directors of an HOA to comply with certain requirements.

The bill provides educational requirements for community association managers (CAMs) and HOA directors.

The bill requires a CAM that is authorized by contract to provide an HOA community association management services to meet certain conditions.

Related to official records, the bill:

- Requires every HOA, by January 1, 2025, to post a current digital copy of the official records on its website or make such documents available through an application.
- Requires an HOA to ensure that the private information and records that are not allowed to be accessible to parcel owners are not posted on the website or application or are redacted.
- Provides that an HOA must provide a copy of records or otherwise make the records available that are subpoenaed by a law enforcement agency.

The bill requires an HOA that has 2,500 members or more to:

- Use an independent certified public accountant (CPA) to prepare the HOA's annual budget.
- Retain an attorney to advise the HOA and its members on procedural matters relating to the annual budget and to foster communications between the board and the HOA members.

The bill provides that an HOA officer, director, or manager that accepts a kickback that is:

- Valued at least \$25 but not more than \$1,000 commits a first-degree misdemeanor.
- Valued at \$1,000 or more commits a third-degree felony.

Related to an HOA or its architectural, construction improvement, or other similar committee (ARC), the bill:

- Requires an HOA or an ARC to uniformly apply and enforce on all parcel owners the architectural and construction improvement standards.
- Requires an HOA or an ARC to provide specific reasons for a denial of a parcel owner's request for the construction on his or her property.

The bill has no fiscal impact on state or local government.

The bill provides an effective date of July 1, 2024.

FULL ANALYSIS

I. SUBSTANTIVE ANALYSIS

A. EFFECT OF PROPOSED CHANGES:

Community Association Managers- Current Situation

Community association managers (CAMs) are licensed and regulated by the Department of Business and Professional Regulation (DBPR) pursuant to part VIII of ch. 468, F.S. Community association managers are regulated by the seven-member Regulatory Council of Community Association Managers at DBPR.¹

Section 468.431(2), F.S., defines “community association management” to mean:

any of the following practices requiring substantial specialized knowledge, judgment, and managerial skill when done for remuneration and when the association or associations served contain more than 10 units or have an annual budget or budgets in excess of \$100,000: controlling or disbursing funds of a community association, preparing budgets or other financial documents for a community association, assisting in the noticing or conduct of community association meetings, and coordinating maintenance for the residential development and other day-to-day services involved with the operation of a community association.

A license is not required for a person who:

- Performs clerical or ministerial functions under the direct supervision and control of a licensed manager, or
- Performs only the maintenance of a community association and does not assist in any of the management services.²

To become licensed as a CAM, a license applicant must:

- Submit to a background check to determine good moral character,
- Attend a DBPR-approved in-person training prior to taking the examination, and
- Pass the licensure examination.³

CAMs must also complete not more than 10 hours of continuing education hours as approved by the council to renew and maintain their licenses.⁴

Section 468.4334, F.S., outlines the professional practice standards for CAMs and CAM firms, including the duty to “discharge the duties performed on behalf of the association as authorized by [ch. 468, F.S.], loyally, skillfully, and diligently; dealing honestly and fairly; in good faith; with care and full disclosure to the community association; accounting for all funds; and not charging unreasonable or excessive fees.”

The license of a CAM or CAM firm may be disciplined, including a suspension or revocation of their license, or denial of a license renewal, for the grounds specified in s. 468.436, F.S., including:

- Committing acts of gross misconduct or gross negligence in connection with the profession.
- Contracting, on behalf of an association, with any entity in which the CAM has a financial interest that is not disclosed.
- Violating any provision of chapter 718 (relating to condominiums), chapter 719 (relating to cooperatives), or chapter 720 (relating to homeowners’ associations) during the course of

¹ S. 468.4315(1), F.S.

² S. 468.431(2), F.S.

³ S. 468.433, F.S.

⁴ S. 468.4336 and 468.4337, F.S.

performing community association management services pursuant to a contract with a community association.⁵

Community Association Managers- Effect of the Bill

The bill requires CAMs and CAM firms authorized by a contract to provide community association management to an HOA to:

- Attend in person at least one member meeting or board meeting of the homeowners' association annually;
- Provide HOA members:
 - The name and contact information for each CAM or representative of the CAM firm assigned to the HOA.
 - The CAM's or representative's hours of availability.
 - A summary of the duties for which the CAM or representative is responsible.

The bill requires that the HOA post this information on the HOA website or application. The bill requires that a CAM or CAM firm must update the HOA and its members within 14 business days after any change to such information.

A CAM or CAM firm is required to provide the contract between the HOA and the CAM, and the HOA governing documents, upon an HOA member's request.

The bill mandates that every two years, a CAM that provides services to an HOA must complete at least 5 hours of continuing education that pertains specifically to HOAs, 3 hours of which must relate to recordkeeping.

Homeowners' Associations

A homeowners' association (HOA) is an association of residential property owners in which voting membership is made up of parcel owners and membership is a mandatory condition of parcel ownership. HOAs are authorized to impose assessments that, if unpaid, may become a lien on the parcel.⁶ In Florida, approximately 45 percent of homes are part of an HOA.⁷

Only HOAs whose covenants and restrictions include mandatory assessments are regulated by ch. 720, F.S., the Homeowners' Association Act (HOA Act). Like a condominium, an HOA is administered by an elected board of directors. The powers and duties of an HOA include the powers and duties provided in the HOA Act, and in the association's governing documents, which include the recorded covenants and restrictions, together with the bylaws, articles of incorporation, and duly adopted amendments to those documents.⁸

An HOA must be a Florida corporation and the initial governing documents must be recorded in the official records of the county in which the community is located. The powers and duties of an association include those set forth in the HOA Act and in the governing documents, except as expressly limited or restricted in the HOA Act.

After control of the HOA is obtained by members other than the developer, the HOA may institute, maintain, settle, or appeal actions or hearings in its name on behalf of all members concerning matters of common interest to the members. The HOA may defend actions in eminent domain or bring inverse condemnation actions. Any individual member or class of members may bring any action without

⁵ S. 468.436(2)(b)5.-7., F.S.

⁶ S. 720.301(9), F.S.

⁷ Patrick Regan, "45% of Florida Homes Are Part of an HOA, the Highest Percentage in the Nation." *South Florida Agent Magazine*, Apr. 21, 2023, <https://southfloridaagentmagazine.com/2023/04/20/45-of-florida-homes-are-part-of-an-hoa-the-highest-percentage-in-the-nation/> (last visited Jan. 20, 2024).

⁸ See generally ch. 720, F.S.

participation by the HOA, but a member does not have authority to act for the HOA by virtue of being a member.⁹

No state agency has direct oversight over HOAs. However, Florida law provides for a limited mandatory binding arbitration program, administered by the Division of Condominiums, Timeshares and Mobile Homes, within the Department of Business and Professional Regulation, for certain election and recall disputes.¹⁰

HOA Governing Documents

An HOA's governing documents include the:

- Recorded declaration of covenants for a community and all duly adopted amendments thereto;
- HOA's articles of incorporation and bylaws and any duly adopted amendments thereto; and
- Rules and regulations adopted under the authority of the recorded declaration, articles of incorporation, or bylaws and any duly adopted amendments thereto.¹¹

The declaration of covenants, much like a constitution, establishes the community's basic covenants and restrictions.¹² The articles of incorporation establish the HOA's existence, basic structure, and governance.¹³ The bylaws govern the HOA's operation and administration, while the rules and regulations typically supplement the other documents, addressing matters of everyday policy.¹⁴

Unless otherwise provided in the governing documents or required by law, an HOA's governing documents may be amended by the affirmative vote of two-thirds of the HOA's voting interests.¹⁵ Within 30 days after recording a governing document amendment, the HOA must give its members copies thereof unless a copy was provided to the members before the vote on the amendment, in which case the HOA must only provide the members with notice of the amendment's adoption.¹⁶

Official Records- Current Situation

An HOA must maintain each of the following items, when applicable, which constitute the official records of the HOA:¹⁷

- A copy of the HOA's governing documents:
 - declaration of covenants and each amendment,
 - bylaws and each amendment,
 - articles of incorporation and each amendment, and
 - current rules.
- Copies of any plans, specifications, permits, and warranties related to improvements constructed on the common areas or other property that the HOA is obligated to maintain, repair, or replace.
- The minutes of all meetings of the board of directors and of the members, which minutes must be retained for at least 7 years.
- A current roster of all members and their designated mailing addresses and parcel identifications. A member's designated mailing address is the member's property address, unless the member has sent written notice to the association requesting that a different mailing address be used for all required notices.
 - The association shall also maintain the e-mail addresses and the facsimile numbers designated by members for receiving notice sent by electronic transmission of those

⁹ S. 720.303(1), F.S.

¹⁰ S. 720.311, F.S.

¹¹ S. 720.301(8), F.S.

¹² Joseph Adams, *HOA Governing Documents Explained* (July 1, 2018),

<https://www.floridacondoalawblog.com/2018/07/01/hoa-governing-documents-explained/> (last visited Jan. 21, 2024).

¹³ *Id.*

¹⁴ *Id.*

¹⁵ S. 720.306(1), F.S.

¹⁶ *Id.*

¹⁷ S. 720.303(4), F.S.

members consenting to receive notice by electronic transmission. A member's e-mail address is the e-mail address the member provided when consenting in writing to receiving notice by electronic transmission, unless the member has sent written notice to the association requesting that a different e-mail address be used for all required notices. The e-mail addresses and facsimile numbers provided by members to receive notice by electronic transmission must be removed from association records when the member revokes consent to receive notice by electronic transmission.

- All of the HOA's insurance policies, which must be retained for at least 7 years.
- A current copy of all contracts to which the HOA is a party, including, without limitation, any management agreement, lease, or other contract under which the HOA has any obligation or responsibility.
 - Bids received by the HOA for work to be performed must also be considered official records and must be kept for a period of 1 year.
- The financial and accounting records of the HOA, kept according to good accounting practices. All financial and accounting records must be maintained for a period of at least 7 years. The financial and accounting records must include:
 - Accurate, itemized, and detailed records of all receipts and expenditures.
 - A current account and a periodic statement of the account for each member, designating the name and current address of each member who is obligated to pay assessments, the due date and amount of each assessment or other charge against the member, the date and amount of each payment on the account, and the balance due.
 - All tax returns, financial statements, and financial reports of the HOA.
 - Any other records that identify, measure, record, or communicate financial information.
- A copy of the disclosure summary.
- Ballots, sign-in sheets, voting proxies, and all other papers and electronic records relating to voting by parcel owners, which must be maintained for at least 1 year after the date of the election, vote, or meeting.
- All affirmative acknowledgments made pursuant to s. 720.3085(3)(c)3, F.S.
- All other written records of the HOA which are related to the operation of the HOA.

The HOA bylaws must require the HOA to post all notices of board meetings in a conspicuous place in the community at least 48 hours in advance of a meeting, except in an emergency.¹⁸

The official records must be maintained within the state for at least 7 years and be made available to a parcel owner for inspection or photocopying within 45 miles of the community or within the county in which the HOA is located within 10 business days after receipt by the board or its designee of a written request.

An HOA may comply with these requirements by having a copy of the official records available for inspection or copying in the community or, at the option of the HOA, by making the records available to a parcel owner electronically via the Internet or by allowing the records to be viewed in electronic format on a computer screen and printed upon request.

If the HOA has a photocopy machine available where the records are maintained, it must provide parcel owners with copies on request during the inspection if the entire request is limited to no more than 25 pages. However, an HOA may impose fees to cover the costs of providing copies of the official records.¹⁹ An association must allow a member or authorized representative to use a portable device, including a smartphone, tablet, portable scanner, or any other technology capable of scanning or taking photographs, to make an electronic copy of the official records in lieu of providing the member or

¹⁸ S. 720.303(2)(c), F.S.

¹⁹ The association may impose fees to cover the costs of providing copies of the official records, including the costs of copying and the costs required for personnel to retrieve and copy the records if the time spent retrieving and copying the records exceeds one-half hour and if the personnel costs do not exceed \$20 per hour. Personnel costs may not be charged for records requests that result in the copying of 25 or fewer pages. The association may charge up to 25 cents per page for copies made on the association's photocopier. S. 720.303(5)(c), F.S.

authorized representative with a copy of such records. The association may not charge a fee to a member or his or her authorized representative for the use of a portable device.²⁰

The failure of an association to provide access to the records within 10 business days after receipt of a written request submitted by certified mail, return receipt requested, creates a rebuttable presumption that the association willfully failed to comply with this requirement.²¹

A member who is denied access to official records is entitled to the actual damages or minimum damages for the HOA's willful failure to comply with this requirement. The minimum damages are to be \$50 per calendar day up to 10 days, the calculation to begin on the 11th business day after receipt of the written request.²²

The HOA may adopt reasonable written rules governing the frequency, time, location, notice, records to be inspected, and manner of inspections, but may not require a parcel owner to demonstrate any proper purpose for the inspection, state any reason for the inspection, or limit a parcel owner's right to inspect records to less than one 8-hour business day per month.²³

The following records are not accessible to members or parcel owners:²⁴

- Any record protected by the lawyer-client privilege as described in s. 90.502, F.S., and any record protected by the work-product privilege.
- Information obtained in connection with the approval of the lease, sale, or other transfer of a parcel.
- Information obtained in a gated community in connection with guests' visits to parcel owners or community residents.
- Personnel records of HOA or management company employees.
- Medical records of parcel owners or community residents.
- Personal identifying information of a parcel owner other than as provided for HOA notice requirements, excluding the person's name, parcel designation, mailing address, and property address.
- Any electronic security measure that is used to safeguard data, including passwords.
- The software and operating system which allows the manipulation of data; however, the data is part of the official records.
- All affirmative acknowledgments made pursuant to s. 720.3085(3)(c)3, F.S.

Official Records- Effect of the Bill

The bill mandates that the HOA adopt written rules governing the method of retaining official records and length of such retention.

The bill requires every HOA, by January 1, 2025, to:

- Post a current digital copy of the official records on its website accessible on the Internet, or
- Make such documents available through an application that can be downloaded on a mobile device.
- Such application or website must have a subpage or portal inaccessible to the general public, and that is accessible only to HOA parcel owners and employees, and
- Must provide a username and password, upon request.

The bill provides that if an HOA receives a subpoena for records from a law enforcement agency, the HOA must provide a copy of such records or otherwise make the records available to a law

²⁰ S. 720.303(5), F.S.

²¹ S. 720.303(5)(a), F.S.

²² S. 720.303(5)(b), F.S.

²³ S. 720.303(5)(c), F.S.

²⁴ S. 720.303(5)(c)1.-9., F.S.

enforcement agency within 5 business days after receipt of the subpoena. The bill requires that an HOA must assist a law enforcement agency in its investigation to the extent permissible by law.

Budget- Current Situation

Every HOA is required to prepare an annual budget that sets out the annual operating expenses. The budget must:²⁵

- Reflect the estimated revenues and expenses for that year and the estimated surplus or deficit as of the end of the current year.
- Set out separately all fees or charges paid for by the association for recreational amenities, whether owned by the association, the developer, or another person.

The HOA must provide each member with a copy of the annual budget or a written notice that a copy of the budget is available upon request at no charge to the member. In addition to annual operating expenses, the budget may include reserve accounts for capital expenditures and deferred maintenance for which the HOA is responsible.²⁶ Depending on the HOA's governing documents, an HOA's budget may not provide for reserve accounts.²⁷ Upon approval by the HOA membership, the board of directors must include the required reserve accounts in the budget in the next fiscal year following the approval and each year thereafter.²⁸

Budget- Effect of the Bill

The bill requires an HOA that has 2,500 members or more to:

- Use an independent certified public accountant (CPA) to prepare the HOA's annual budget.
- Retain an attorney to advise the HOA and its members on procedural matters relating to the annual budget and to foster communications between the board and the HOA members.

The bill provides that such CPA and attorney may not be the CAM or an employee of the CAM firm providing community association management services to the HOA.

Powers and Duties of Officers and Directors- Current Situation

The officers and directors of an HOA have a fiduciary relationship to the members who are served by the HOA.²⁹

Within 90 days after being elected or appointed to the board, each director shall certify in writing to the secretary of the HOA that:

- he or she has read the association's declaration of covenants, articles of incorporation, bylaws, and current written rules and policies;
- he or she will work to uphold such documents and policies to the best of his or her ability; and
- he or she will faithfully discharge his or her fiduciary responsibility to the HOA members.

Within 90 days after being elected or appointed to the board, in lieu of such written certification, the newly elected or appointed director may submit a certificate of having satisfactorily completed the educational curriculum administered by a division-approved education provider within 1 year before or 90 days after the date of election or appointment. The written certification or educational certificate is valid for the uninterrupted tenure of the director on the board. A director who does not timely file the written certification or educational certificate shall be suspended from the board until he or she complies with the requirement. The board may temporarily fill the vacancy during the period of suspension.

²⁵ S. 720.303(6)(a), F.S.

²⁶ S. 720.303(6)(b), F.S.

²⁷ S. 720.303(6)(d), F.S.

²⁸ S. 720.303(6)(c)(1), F.S.

²⁹ S. 720.303(1), F.S.

The HOA must retain each director's written certification or educational certificate for inspection by the members for 5 years after the director's election. However, the failure to have the written certification or educational certificate on file does not affect the validity of any board action.³⁰

An officer, a director, or a manager who knowingly solicits, offers to accept, or accepts any thing or service of value or kickback for which consideration has not been provided for his or her own benefit or that of his or her immediate family from any person providing or proposing to provide goods or services to the association is subject to monetary damages. If the board finds that an officer or director has violated this condition, the board must immediately remove the officer or director from office. The vacancy must be filled according to law until the end of the director's term of office. However, an officer, director, or manager may accept food to be consumed at a business meeting with a value of less than \$25 per individual or a service or good received in connection with trade fairs or education programs.³¹

If the HOA enters into a contract or other transaction with any of its directors or a corporation, firm, association that is not an affiliated HOA, or other entity in which a director is also a director or officer or is financially interested, the board must:³²

- Comply with the requirements for conflicts of interest in a corporation not for profit.³³
- Enter certain disclosure requirements into the written minutes of the meeting.
- Approve the contract or other transaction by an affirmative vote of two-thirds of the directors present.
- At the next regular or special meeting of the members, disclose the existence of the contract or other transaction to the members. Upon motion of any member, the contract or transaction must be brought up for a vote and may be canceled by a majority vote of the members present. If the members cancel the contract, the HOA is only liable for the reasonable value of goods and services provided up to the time of cancellation and is not liable for any termination fee, liquidated damages, or other penalty for such cancellation.

The directors and officers of an HOA who are appointed by the developer to disclose to the HOA their relationship to the developer each calendar year in which they serve as a director or an officer. ³⁴A developer's appointment of an officer or director does not create a presumption that the officer or director has a conflict of interest with regard to the performance of his or her official duties.

Directors and officers of an HOA are required to disclose to the HOA any activity that may reasonably be construed to be a conflict of interest at least 14 days prior to voting on the subject of such conflict or entering into such contract. A rebuttable presumption of a conflict of interest exists if any of the following occurs without prior disclosure to the HOA:³⁵

- A director or an officer, or a relative of a director or an officer, enters into a contract for goods or services with the HOA.
- A director or an officer, or a relative of a director or an officer, holds an interest in a corporation, limited liability company, partnership, limited liability partnership, or other business entity that conducts business with the HOA or proposes to enter into a contract or other transaction with the HOA.

Powers and Duties of Officers and Directors- Effect of the Bill

HOA Director Education Requirements

The bill:

³⁰ S. 720.3033(1)(a)-(c), F.S.

³¹ S. 720.3033(3), F.S.

³² S. 720.3033(2), F.S.

³³ A contract or transaction with a conflict of interest is not voidable if the relationship or interest is disclosed or known to the board; the board authorized, approved, or ratified it by vote or written consent; or the contract or transaction is fair and reasonable at the time it is authorized. Such contract or transaction must be authorized, approved, or ratified by a majority of the directors on the board who have no relationship or interest in such transaction. S. 617.0832, F.S.

³⁴ S. 720.3033(6)(a), F.S.

³⁵ S. 720.3033(6)(b), F.S.

- Requires a new elected or appointed director, within 90 days after being elected or appointed, to the board, to complete and submit a certificate of having satisfactorily completed the educational curriculum administered by a DBPR-approved education provider.
- Provides that such educational curriculum, specific to newly elected or appointed directors, must include training relating to financial literacy and transparency, recordkeeping, levying of fines, and notice and meeting requirements.
- Provides that the certification of completion for education specific to newly elected or appointed directors is valid up to four years.
- Requires a director to retake the DBPR-approved initial education every 4 years.

In addition to the educational curriculum specific to newly elected or appointed directors, the bill requires a director of an association that:

- has **fewer than 2,500** members to complete at least **4 hours** of continuing education annually.
- has **2,500 members or more** must complete at least **8 hours** of continuing education annually.

Prohibition of Kickbacks

The bill prohibits an HOA officer, director, or manager from accepting kickbacks:

- If a kickback is valued at least \$25 but not more than \$1,000, it is a first-degree misdemeanor.
- If a kickback is valued at \$1,000 or more, it is a third-degree felony.

HOA Architectural and Construction Improvement Covenants and Rules- Current Situation

If the governing documents allow, an HOA or its architectural, construction improvement, or other similar committee (ARC) may:³⁶

- Require a review and approval of plans and specifications for the location, size, type, or appearance of any structure or other improvement on a parcel before a parcel owner makes such improvement.
- Enforce standards for the external appearance of any structure or improvement located on a parcel.

The HOA or ARC may not restrict the right of a parcel owner to select from any options given in the governing documents for the use of material, the size of the structure or improvement, the design of the structure or improvement, or the location of the structure or improvement on the parcel.³⁷

Each parcel owner is entitled to the rights and privileges set forth in the governing documents concerning the architectural use of the parcel, and the construction of permitted structures and improvements on the parcel and such rights and privileges may not be unreasonably infringed upon or impaired by the HOA or ARC. If the an HOA or ARC unreasonably, knowingly, and willfully infringes upon or impairs such rights and privileges, the adversely affected parcel owner may recover damages, including any costs and reasonable attorney's fees.³⁸

An HOA or ARC may not enforce any policy or restriction that is inconsistent with the rights and privileges of a parcel owner set forth in the governing documents, whether uniformly applied or not.³⁹

HOA Architectural and Construction Improvement Covenants and Rules- The Effect of Bill

The bill provides:

- An HOA or ARC must uniformly apply and enforce the architectural and construction improvement standards against all parcel owners authorized by the HOA governing documents.
- If the HOA or ARC denies a parcel owner's request or application for the construction of a structure or other improvement on a parcel, the HOA or ARC must provide written notice to the

³⁶ S. 720.3035(1), F.S.

³⁷ S. 720. 3035(2), F.S.

³⁸ S. 720.3035(4), F.S.

³⁹ S. 720.3035(5), F.

parcel owner stating with specificity the rule or covenant on which the HOA or ARC relied when denying the request or application.

B. SECTION DIRECTORY:

- Section 1: amending s. 468.4334, F.S. relating to community association manager requirements.
- Section 2: amending s. 468.4337, F.S., relating to continuing education.
- Section 3: amending s. 720.303, F.S., relating to official records and budgets.
- Section 4: amending s. 720.3033, F.S., relating to education of directors.
- Section 5: amending s. 720.3035, F.S., relating to architectural control covenants.
- Section 6: amending s. 720.3085, F.S., relating to payment for assessments.
- Section 7: Providing effective date.

II. FISCAL ANALYSIS & ECONOMIC IMPACT STATEMENT

A. FISCAL IMPACT ON STATE GOVERNMENT:

1. Revenues:
None.

2. Expenditures:
None.

B. FISCAL IMPACT ON LOCAL GOVERNMENTS:

1. Revenues:
None.

2. Expenditures:
None.

C. DIRECT ECONOMIC IMPACT ON PRIVATE SECTOR:

Protections put in place preventing HOA board members from accepting kickbacks, and requiring large HOAs to employ a CPA may prevent unlawful behavior from occurring, and, thus, save HOAs money. However, some HOAs may have to spend money to develop a website and HOAs that have 2,500 members or more may have an increase in expenditures related to retaining a CPA and an attorney.

D. FISCAL COMMENTS:

None.

III. COMMENTS

A. CONSTITUTIONAL ISSUES:

1. Applicability of Municipality/County Mandates Provision:
Not Applicable. This bill does not appear to affect county or municipal governments.

2. Other:
None.

B. RULE-MAKING AUTHORITY:

DBPR is given rule-making authority to adopt rules to implement and administer an educational curriculum and continuing education requirements for HOA directors.

C. DRAFTING ISSUES OR OTHER COMMENTS:

None.

IV. AMENDMENTS/COMMITTEE SUBSTITUTE CHANGES

On January 24, 2024, the Regulatory Reform & Economic Development Subcommittee adopted an amendment and reported the bill favorably as a committee substitute. The committee substitute:

- Clarifies that a newly elected or appointed HOA director must take the education class approved by the department at least every four years.
- Clarifies that in addition to the newly elected or appointed HOA director class, directors are also responsible for annual continuing education as follows:
 - 4 hours for directors in communities with less than 2,500 members.
 - 8 hours for directors in communities with 2,500 or more.

This analysis is drafted to the committee substitute as passed by the Regulatory Reform & Economic Development Subcommittee