A bill to be entitled 1 2 An act relating to community associations; repealing 3 s. 553.509(2), F.S., relating to public elevators and 4 emergency operation plans in certain condominiums and 5 multifamily dwellings; creating s. 627.714, F.S.; 6 requiring that condominium unit owners' policies 7 issued on or after a specified date include a 8 specified minimum amount of loss-assessment coverage; 9 providing requirements for such coverage; amending s. 10 718.111, F.S.; providing guidelines for property insurance coverage obtained by specified types of 11 associations; authorizing an association to obtain 12 13 certain other types of coverage; providing 14 requirements regarding notice of board meetings 15 conducted for the purpose of establishing the amounts 16 of certain deductibles; providing that insurance for property excluded from the list of items required to 17 be covered under a property policy is the 18 19 responsibility of a unit owner; requiring that certain 20 policies issued on or after a specified date conform 21 to specified requirements of state law; requiring that 22 certain policies include loss-assessment coverage; 23 specifying a minimum amount for such coverage; 24 deleting provisions relating to the responsibility to 25 provide property insurance for certain improvements or 26 additions; requiring that an association require unit 27 owners to provide evidence of a currently effective 28 personal liability policy; limiting the number of

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times an association may enforce such requirement; specifying a minimum amount for such coverage; requiring that such coverage contain certain provisions; deleting a provision requiring that an association be an additional named insured and loss payee on all casualty policies issued to unit owners in a condominium operated by an association; providing conditions under which a unit owner is responsible for costs of replacement or repair of portions of condominium property not paid by insurance proceeds; 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 information obtained pursuant to state law requiring the maintenance of certain records of an association; providing that, notwithstanding certain requirements, certain records are not accessible to unit owners; requiring that any rules adopted for the purpose of setting forth uniform accounting principles and standards 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; providing for the expiration of the terms of members of the board of administration if no

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provisions in that regard exist in the bylaws; authorizing the reappointment of members under certain conditions; prohibiting coowners or cooccupants from simultaneously serving as members of the board of certain associations; providing an exception; deleting a provision requiring an association to mail a certification containing certain provisions to unit owners before an election of board members; requiring that any unit owner desiring to be a candidate for election as a member of the board give written notice; requiring that such notice contain certain attestations; requiring that such notice be signed and acknowledged by the candidate on or before a specified deadline; requiring that certain expenses be detailed in an association's annual budget; providing that a director or officer delinquent in the payment of regular or special assessments by more than a specified number of days is deemed to have abandoned the office; requiring that a director charged by 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 broadband or Internet service obtained pursuant to a bulk contract as provided in the declaration be deemed a common expense; conforming a cross-reference; amending s. 718.116, F.S.; limiting the liability for certain unpaid assessments of certain entities acquiring title to a unit by

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foreclosure or deed in lieu of foreclosure; providing that the failure of such an entity to pay such unpaid assessments within a specified period after acquiring title entitles the association to recover all outstanding special and regular assessments that were due before the acquisition of title; expanding the definition of the term "successor or assignee" to include certain affiliates and subsidiaries; prohibiting an association from filing a lien against a condominium unit for a specified period after notice of intent to file such lien is delivered to the owner; providing means for completion of such delivery; correcting a cross-reference; repealing s. 718.121(4), F.S., relating to the filing of liens by an association against a condominium unit; amending s. 720.304, F.S.; providing that a flagpole and any flagpole display are subject to certain codes and regulations; amending s. 721.16, F.S., relating to liens for overdue assessments; conforming a crossreference; providing an effective date. Be It Enacted by the Legislature of the State of Florida: Section 1. Subsection (2) of section 553.509, Florida

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Statutes, is repealed.

110 Section 627.714, Florida Statutes, is created 111 to read:

112 627.714 Condominium unit owner's coverage; loss-assessment

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coverage required.—For policies issued or renewed on or after October 1, 2009, coverage under a condominium unit owner's policy shall include loss-assessment coverage of at least \$2,000. Such loss-assessment coverage shall cover the unit owner's share of the master policy deductible and the unit owner's share of an assessment against all condominium unit owners by the association, up to the limit of liability in effect at the time of the loss that results in the assessment. At a minimum, the loss-assessment coverage must cover assessments for a loss to property for a peril insured by the association.

Section 3. Paragraphs (a), (b), (c), (d), (e), (f), (g), and (j) of subsection (11), paragraphs (a), (b), and (c) of subsection (12), and subsection (13) of section 718.111, Florida Statutes, are amended to read:

718.111 The association.--

- (11) INSURANCE. -- In order to protect the safety, health, and welfare of the people of the State of Florida and to ensure consistency in the provision of insurance coverage to condominiums and their unit owners, this subsection applies to every residential condominium in the state, regardless of the date of its declaration of condominium. It is the intent of the Legislature to encourage lower or stable insurance premiums for associations described in this subsection.
- (a) Adequate <u>property</u> hazard insurance, regardless of any requirement in the declaration of condominium for coverage by the association for full insurable value, replacement cost, or similar coverage, shall be based upon the replacement cost of

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the property to be insured as determined by an independent insurance appraisal or update of a prior appraisal. The full insurable value shall be determined at least once every 36 months. The association may also obtain other coverage as appropriate, including, but not limited to, liability insurance for directors and officers, insurance for the benefit of association employees, and flood insurance for common elements, association property, and units.

- 1. An association or group of associations may provide adequate property hazard insurance through a self-insurance fund that complies with the requirements of ss. 624.460-624.488.
- The association may also provide adequate property hazard insurance coverage for a group of no fewer than three communities created and operating under this chapter, chapter 719, chapter 720, or chapter 721 by obtaining and maintaining for such communities insurance coverage sufficient to cover an amount equal to the probable maximum loss for the communities for a 250-year windstorm event. Such probable maximum loss must be determined through the use of a competent model that has been accepted by the Florida Commission on Hurricane Loss Projection Methodology. No policy or program providing such coverage shall be issued or renewed after July 1, 2008, unless it has been reviewed and approved by the Office of Insurance Regulation. The review and approval shall include approval of the policy and related forms pursuant to ss. 627.410 and 627.411, approval of the rates pursuant to s. 627.062, a determination that the loss model approved by the commission was accurately and appropriately applied to the insured structures to determine the

250-year probable maximum loss, and a determination that complete and accurate disclosure of all material provisions is provided to condominium unit owners prior to execution of the agreement by a condominium association.

- 3. When determining the adequate amount of <u>property hazard</u> insurance coverage, the association may consider deductibles as determined by this subsection.
- (b) If an association is a developer-controlled association, the association shall exercise its best efforts to obtain and maintain insurance as described in paragraph (a). Failure to obtain and maintain adequate property hazard insurance during any period of developer control constitutes a breach of fiduciary responsibility by the developer-appointed members of the board of directors of the association, unless the members can show that, despite such failure, they have made their best efforts to maintain the required coverage.
- (c) Policies may include deductibles as determined by the board.
- 1. The deductibles shall be consistent with industry standards and prevailing practice for communities of similar size and age, and having similar construction and facilities in the locale where the condominium property is situated.
- 2. The deductibles may be based upon <u>prevailing industry</u> <u>deductibles</u>, available funds, including reserve accounts, or predetermined assessment authority at the time the insurance is obtained.
- 3. The board shall establish the amount of deductibles based upon the level of available funds and predetermined

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assessment authority at a meeting of the board. Such meeting shall be open to all unit owners in the manner set forth in s. 718.112(2)(e). The notice of such meeting must state the current, prevailing, or proposed deductible and the available funds and the assessment authority relied upon by the board and estimate any potential assessment amount against each unit, if any. The meeting described in this paragraph may be held in conjunction with a meeting to consider the proposed budget or an amendment thereto.

- (d) An association controlled by unit owners operating as a residential condominium shall use its best efforts to obtain and maintain adequate insurance to protect the association, the association property, the common elements, and the condominium property that is required to be insured by the association pursuant to this subsection. Such insurance shall include property insurance, which must insure, at a minimum, loss due to the perils of fire, lightning, windstorm, and hail.
- (e) The declaration of condominium, as originally recorded, or as amended pursuant to procedures provided therein, may provide that condominium property consisting of freestanding buildings comprised of no more than one building in or on such unit need not be insured by the association if the declaration requires the unit owner to obtain adequate insurance for the condominium property. An association may also obtain and maintain liability insurance for directors and officers, insurance for the benefit of association employees, and flood insurance for common elements, association property, and units.
  - (f) Every property hazard insurance policy issued or

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renewed on or after January 1, 2009, for the purpose of protecting the condominium shall provide primary coverage for:

- 1. All portions of the condominium property as originally installed or replacement of like kind and quality, in accordance with the original plans and specifications.
- 2. All alterations or additions made to the condominium property or association property pursuant to s. 718.113(2).
- 3. The coverage shall exclude all personal property within the unit or limited common elements, and floor, wall, and ceiling coverings, electrical fixtures, appliances, water heaters, water filters, built-in cabinets and countertops, and window treatments, including curtains, drapes, blinds, hardware, and similar window treatment components, or replacements of any of the foregoing. Such property and any insurance thereupon is the responsibility of the unit owner.
- (g) A condominium unit owner's policy issued after October 1, 2009, shall conform to the requirements of s. 627.714. Every hazard insurance policy issued or renewed on or after January 1, 2009, to an individual unit owner must contain a provision stating that the coverage afforded by such policy is excess coverage over the amount recoverable under any other policy covering the same property. Such policies must include <a href="Loss-assessment special assessment">Loss-assessment special assessment</a> coverage of no less than \$2,000 per occurrence <a href="without a deductible">without a deductible</a>. An insurance policy issued to an individual unit owner providing such coverage does not provide rights of subrogation against the condominium association operating the condominium in which such individual's unit is located.

1. All improvements or additions to the condominium property that benefit fewer than all unit owners shall be insured by the unit owner or owners having the use thereof, or may be insured by the association at the cost and expense of the unit owners having the use thereof.

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1.2. The association shall require each owner to provide evidence of a currently effective policy of personal hazard and liability insurance upon request, but not more than once per year. Such insurance must provide limits of no less than \$300,000 per occurrence and shall insure the unit owner for losses to others resulting from conditions and occurrences within the unit or the limited common elements without regard to fault. Upon the failure of an owner to provide a certificate of insurance issued by an insurer approved to write such insurance in this state within 30 days after the date on which a written request is delivered, the association may purchase a policy of insurance on behalf of an owner. The cost of such a policy, together with reconstruction costs undertaken by the association but which are the responsibility of the unit owner, may be collected in the manner provided for the collection of assessments in s. 718.116.

2.3. All reconstruction work after a casualty loss shall be undertaken by the association except as otherwise authorized in this section. A unit owner may undertake reconstruction work on portions of the unit with the prior written consent of the board of administration. However, such work may be conditioned upon the approval of the repair methods, the qualifications of the proposed contractor, or the contract that is used for that

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purpose. A unit owner shall obtain all required governmental permits and approvals prior to commencing reconstruction.

- 3.4. Unit owners are responsible for the cost of reconstruction of any portions of the condominium property for which the unit owner is required to carry casualty insurance, and any such reconstruction work undertaken by the association shall be chargeable to the unit owner and enforceable as an assessment pursuant to s. 718.116. The association must be an additional named insured and loss payee on all casualty insurance policies issued to unit owners in the condominium operated by the association.
- 4.5. A multicondominium association may elect, by a majority vote of the collective members of the condominiums operated by the association, to operate such condominiums as a single condominium for purposes of insurance matters, including, but not limited to, the purchase of the property hazard insurance required by this section and the apportionment of deductibles and damages in excess of coverage. The election to aggregate the treatment of insurance premiums, deductibles, and excess damages constitutes an amendment to the declaration of all condominiums operated by the association, and the costs of insurance shall be stated in the association budget. The amendments shall be recorded as required by s. 718.110.
- (j) Any portion of the condominium property required to be insured by the association against casualty loss pursuant to paragraph (f) which is damaged by casualty shall be reconstructed, repaired, or replaced as necessary by the association as a common expense. All property hazard insurance

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deductibles, uninsured losses, and other damages in excess of <a href="mailto:property">property</a> hazard insurance coverage under the <a href="property">property</a> hazard insurance policies maintained by the association are a common expense of the condominium, except that:

- 1. A unit owner is responsible for the costs of repair or replacement of any portion of the condominium property not paid by insurance proceeds, if such damage is caused by conditions and occurrences within the unit or the limited common elements without regard to fault, by intentional conduct, negligence, or failure to comply with the terms of the declaration or the rules of the association, or by a unit owner, the members of a unit owner's his or her family, unit occupants, tenants, guests, or invitees, without compromise of the subrogation rights of any insurer as set forth in paragraph (g).
- 2. The provisions of subparagraph 1. regarding the financial responsibility of a unit owner for the costs of repairing or replacing other portions of the condominium property also apply to the costs of repair or replacement of personal property of other unit owners or the association, as well as other property, whether real or personal, which the unit owners are required to insure under paragraph (g).
- 3. To the extent the cost of repair or reconstruction for which the unit owner is responsible under this paragraph is reimbursed to the association by insurance proceeds, and, to the extent the association has collected the cost of such repair or reconstruction from the unit owner, the association shall reimburse the unit owner without the waiver of any rights of subrogation.

4. The association is not obligated to pay for repair or reconstruction or repairs of casualty losses as a common expense if the casualty losses were known or should have been known to a unit owner and were not reported to the association until after the insurance claim of the association for that casualty was settled or resolved with finality, or denied on the basis that it was untimely filed.

(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

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known, telephone numbers. The association shall also maintain 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 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.

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16. A copy of the inspection report as provided for in s. 718.301(4)(p).

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- The official records of the association shall be (b) maintained within the state for at least 7 years. The records of 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.
- (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

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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 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

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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:

- 1. Any record protected by the lawyer-client privilege as described in s. 90.502; and any record protected by the work-product 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, and other personal identifying information of any person, excluding the person's name, lot or unit designation, mailing address, property address, and other contact information.

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6. Any electronic security measure that is used by the association to safeguard data, including passwords.

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The functionality included within software used by the association which allows manipulation of data is not a part of the official records of the association, even if the owner owns a copy of the same software used by the association.

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 upon on the straight-line 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 to 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.

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(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 which operates fewer less 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).
- 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

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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.

Such meeting and approval must occur <u>before</u> prior to the end of the fiscal year and is effective enly for the fiscal year in which the vote is taken, except that the approval also may be effective for the following fiscal year <u>if agreed upon by the members</u>. 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

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reporting requirements of this section for more than 3 consecutive years.

Section 4. Paragraphs (c), (d), (f), (n), and (o) of subsection (2) of section 718.112, Florida Statutes, are amended to read:

## 718.112 Bylaws.--

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- (2) REQUIRED PROVISIONS. -- The bylaws shall provide for the following and, if they do not do so, shall be deemed to include the following:
- Board of administration meetings. -- Meetings of the board of administration at which a quorum of the members is present 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 shall have no obligation to take any

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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 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

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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 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. --

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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

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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. 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 there is no provision in the bylaws for terms of the members of the board, the terms of all members of the board shall expire upon the election of their successors at the annual meeting or at a special meeting called for that purpose and such board members may stand for reelection unless otherwise provided in the bylaws. If the number of vacancies exceeds the number of candidates, any <del>no person is interested in</del> or demonstrates an intention to run for the position of a board member whose term would expire upon the election of a successor has expired according to the provisions of this subparagraph may be reappointed to serve by the remaining directors and, such board member whose term has expired shall be automatically reappointed to the board of administration and need not stand for reelection if there are no other directors whose term would similarly expire. In a condominium association of more than 10 units, coowners or cooccupants of a unit may not serve as

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members of the board of directors at the same time unless one coowner or cooccupant 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 who is delinquent in the payment of any fee, fine, or special or regular assessment 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 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

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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 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

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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.

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. Any unit owner or other eligible person desiring to be a candidate for the board must provide a give written notice of intent to be a candidate to the association, which must contain a certification, in the form designated 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. The notice must be

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acknowledged and signed by the candidate 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 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 eliqible 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

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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 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.

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

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procedures. The different voting and election procedures may provide for elections to be conducted by limited or general proxy.

(f) Annual budget.--

- 1. The proposed annual budget of estimated revenues and common expenses shall be detailed and shall show the amounts budgeted by accounts and expense classifications, including, if applicable, but not limited to, those expenses listed in s. 718.504(21). A multicondominium association shall adopt a separate budget of common expenses for each condominium the association operates and shall adopt a separate budget of common expenses for the association. In addition, if the association maintains limited common elements with the cost to be shared only by those entitled to use the limited common elements as provided for in s. 718.113(1), the budget or a schedule attached thereto shall show amounts budgeted therefor. If, after turnover of control of the association to the unit owners, any of the expenses listed in s. 718.504(21) are not applicable, they need not be listed.
- 2. In addition to annual operating expenses, the budget shall include reserve accounts for capital expenditures and deferred maintenance. These accounts shall include, but are not limited to, roof replacement, building painting, and pavement resurfacing, regardless of the amount of deferred maintenance expense or replacement cost, and for any other item for which the deferred maintenance expense or replacement cost exceeds \$10,000. The amount to be reserved shall be computed by means of a formula which is based upon estimated remaining useful life

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and estimated replacement cost or deferred maintenance expense of each reserve item. The association may adjust replacement reserve assessments annually to take into account any changes in estimates or extension of the useful life of a reserve item caused by deferred maintenance. This subsection does not apply to an adopted budget in which the members of an association have determined, by a majority vote at a duly called meeting of the association, to provide no reserves or less reserves than required by this subsection. However, prior to turnover of control of an association by a developer to unit owners other than a developer pursuant to s. 718.301, the developer may vote to waive the reserves or reduce the funding of reserves for the first 2 fiscal years of the association's operation, beginning with the fiscal year in which the initial declaration is recorded, after which time reserves may be waived or reduced only upon the vote of a majority of all nondeveloper voting interests voting in person or by limited proxy at a duly called meeting of the association. If a meeting of the unit owners has been called to determine whether to waive or reduce the funding of reserves, and no such result is achieved or a quorum is not attained, the reserves as included in the budget shall go into effect. After the turnover, the developer may vote its voting interest to waive or reduce the funding of reserves.

3. Reserve funds and any interest accruing thereon shall remain in the reserve account or accounts, and shall be used only for authorized reserve expenditures unless their use for other purposes is approved in advance by a majority vote at a duly called meeting of the association. Prior to turnover of

control of an association by a developer to unit owners other than the developer pursuant to s. 718.301, the developer-controlled association shall not vote to use reserves for purposes other than that for which they were intended without the approval of a majority of all nondeveloper voting interests, voting in person or by limited proxy at a duly called meeting of the association.

- 4. The only voting interests which are eligible to vote on questions that involve waiving or reducing the funding of reserves, or using existing reserve funds for purposes other than purposes for which the reserves were intended, are the voting interests of the units subject to assessment to fund the reserves in question. Proxy questions relating to waiving or reducing the funding of reserves or using existing reserve funds for purposes other than purposes for which the reserves were intended shall contain the following statement in capitalized, bold letters in a font size larger than any other used on the face of the proxy ballot: WAIVING OF RESERVES, IN WHOLE OR IN PART, OR ALLOWING ALTERNATIVE USES OF EXISTING RESERVES MAY RESULT IN UNIT OWNER LIABILITY FOR PAYMENT OF UNANTICIPATED SPECIAL ASSESSMENTS REGARDING THOSE ITEMS.
- (n) Director or officer delinquencies.—A director or officer more than 90 days delinquent in the payment of regular or special 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

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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 5. Paragraphs (d) and (e) of subsection (1) of section 718.115, Florida Statutes, are amended to read:

718.115 Common expenses and common surplus.--

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If <del>so</del> provided for in the declaration, the cost of a master antenna television system, or duly franchised cable television service, or broadband or Internet service obtained pursuant to a bulk contract shall be deemed a common expense. If the declaration does not provide for the cost of a master antenna television system, or duly franchised cable television service, or broadband or Internet 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 a community antenna system, or duly franchised cable television service, or broadband or Internet 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.
- 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 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 less than all members of an association share the expenses of cable 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 television.
  - (e) The expense of installation, replacement, operation,

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repair, and maintenance of hurricane shutters or other hurricane protection by the board pursuant to s. 718.113(5) shall constitute a common expense as defined herein and shall be collected as provided in this section if the association is responsible for the maintenance, repair, and replacement of the hurricane shutters or other hurricane protection pursuant to the declaration of condominium. However, if the maintenance, repair, and replacement of the hurricane shutters or other hurricane protection is the responsibility of the unit owners pursuant to the declaration of condominium, the cost of the installation of the hurricane shutters or other hurricane protection shall not be a common expense, but shall be charged individually to the unit owners based on the cost of installation of the hurricane shutters or other hurricane protection appurtenant to the unit. Notwithstanding the provisions of s. 718.116(10) s. 718.116(9), and regardless of whether or not the declaration requires the association or unit owners maintain, repair, or replace hurricane shutters or other hurricane protection, a unit owner who has previously installed hurricane shutters in accordance with s. 718.113(5), other hurricane protection, or laminated glass architecturally designed to function as hurricane protection, which hurricane shutters or other hurricane protection or laminated glass comply with the current applicable building code, shall receive a credit equal to the pro rata portion of the assessed installation cost assigned to each unit. However, such unit owner shall remain responsible for the pro rata share of expenses for hurricane shutters or other hurricane protection installed on common elements and association property

by the board pursuant to s. 718.113(5), and shall remain responsible for a pro rata share of the expense of the replacement, operation, repair, and maintenance of such shutters or other hurricane protection.

Section 6. Paragraphs (b), (c), and (g) of subsection (1) and paragraph (b) of subsection (6) of section 718.116, Florida Statutes, are amended, present subsections (5) through (10) of that section are renumbered as subsections (6) through (11), respectively, and a new subsection (5) is added to that section, to read:

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

(1)

- (b) The liability of a first mortgagee or its successor or assignees who acquire title to a unit by foreclosure or by deed in lieu of foreclosure for the unpaid assessments that became due <a href="mailto:before">before</a> prior to the mortgagee's acquisition of title is limited to the lesser of:
- 1. The unit's unpaid common expenses, special assessments, and regular periodic assessments which accrued or came due during the 12 6 months immediately preceding the acquisition of title and for which payment in full has not been received by the association; or
- 2. Twenty One percent of the original mortgage debt. The provisions of this paragraph apply only if the first mortgagee joined the association as a defendant in the foreclosure action. Joinder of the association is not required if, on the date the complaint is filed, the association was dissolved or did not

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maintain an office or agent for service of process at a location which was known to or reasonably discoverable by the mortgagee.

- (c) The person acquiring title shall pay the amount owed to the association within 30 days after transfer of title. Failure to pay the full amount when due shall entitle the association to record a claim of lien against the parcel and proceed in the same manner as provided in this section for the collection of unpaid assessments. However, in the case of a first mortgagee or its successor or assignees acquiring title to a condominium parcel as a result of foreclosure of the mortgage or by deed in lieu of foreclosure of the mortgage, the failure to pay the full amount due within 30 days after transfer of title entitles the association to recover all outstanding special and regular assessments that became due before the acquisition of title.
- (g) For purposes of this subsection, the term "successor or assignee" as used with respect to a first mortgagee includes only a subsequent holder of the first mortgage or an affiliate or subsidiary of a parent entity that acquires title in lieu of a transfer to the mortgage holder.
- (5) Except as otherwise provided in this chapter, a lien may not be filed by the association against a condominium unit until 30 days after the date on which a notice of intent to file a lien is delivered to the owner by certified mail, return receipt requested, and by first-class United States mail to the owner at his or her last known address as reflected in the records of the association. However, if the address reflected in the records is outside the United States, the notice must be

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sent by first-class United States mail to the unit and to the last known address by regular mail with international postage.

Delivery of the notice shall be deemed complete upon mailing as required by this subsection. Alternatively, notice shall be deemed complete if served upon the unit owner in the manner authorized by chapter 48 and the Florida Rules of Civil Procedure.

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No foreclosure judgment may be entered until at least 30 days after the association gives written notice to the unit owner of its intention to foreclose its lien to collect the unpaid assessments. If this notice is not given at least 30 days before the foreclosure action is filed, and if the unpaid assessments, including those coming due after the claim of lien is recorded, are paid before the entry of a final judgment of foreclosure, the association shall not recover attorney's fees or costs. The notice must be given by delivery of a copy of it to the unit owner or by certified or registered mail, return receipt requested, addressed to the unit owner at his or her last known address; and, upon such mailing, the notice shall be deemed to have been given, and the court shall proceed with the foreclosure action and may award attorney's fees and costs as permitted by law. The notice requirements of this subsection are satisfied if the unit owner records a notice of contest of lien as provided in subsection (6) (5). The notice requirements of this subsection do not apply if an action to foreclose a mortgage on the condominium unit is pending before any court; if the rights of the association would be affected by such

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foreclosure; and if actual, constructive, or substitute service of process has been made on the unit owner.

Section 7. <u>Subsection (4) of section 718.121, Florida</u>

<u>Statutes, as amended by chapters 2008-28 and 2008-202, Laws of Florida, is repealed.</u>

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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Any homeowner may erect a freestanding flagpole no (b) 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 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 41/2 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 flagpole is erected.

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Section 9. Subsection (3) of section 721.16, Florida Statutes, is amended to read:

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721.16 Liens for overdue assessments; liens for labor performed on, or materials furnished to, a timeshare unit.--

- The lien is effective from the date of recording a claim of lien in the public records of the county or counties in which the accommodations and facilities constituting the timeshare plan are located. The claim of lien shall state the name of the timeshare plan and identify the timeshare interest for which the lien is effective, state the name of the purchaser, state the assessment amount due, and state the due dates. Notwithstanding any provision of s. 718.116(6)(a) s. 718.116(5)(a) or s. 719.108(4) to the contrary, the lien is effective until satisfied or until 5 years have expired after the date the claim of lien is recorded unless, within that time, an action to enforce the lien is commenced pursuant to subsection (2). A claim of lien for assessments may include only assessments which are due when the claim is recorded. A claim of lien shall be signed and acknowledged by an officer or agent of the managing entity. Upon full payment, the person making the payment is entitled to receive a satisfaction of the lien.
  - Section 10. This act shall take effect July 1, 2009.