A bill to be entitled

An act relating to residential properties; amending s.

201.02, F.S.; providing that a certain deed, transfer,

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201.02, F.S.; providing that a certain deed, transfer, or conveyance from an owner of property is subject to certain taxes; amending s. 617.0721, F.S.; authorizing the use of a copy, facsimile transmission, or other reliable reproduction of an original proxy vote for certain purposes; amending s. 718.103, F.S.; revising the definition of the term "developer"; amending s. 718.111, F.S.; revising liability of unit owners under certain conditions; revising what constitutes official records of an association; amending s. 718.112, F.S.; revising provisions relating to the voting process for providing reserves; amending s. 718.116, F.S.; revising provisions relating to the liability of condominium unit owners and mortgagees; revising applicability; revising effect of a claim of lien; amending s. 718.301, F.S.; adding conditions under which certain unit owners are entitled to elect at least a majority of the members of the board of administration of an association; requiring a bulkunit purchaser to deliver certain items during the transfer of association control from the bulk-unit purchaser; amending s. 718.302, F.S.; revising the conditions under which certain grants, reservations, or contracts made by an association may be cancelled;

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prohibiting a lender-unit purchaser from voting on cancellation of certain grants, reservations, or contracts while the association is under control of that lender-unit purchaser; amending s. 718.303, F.S.; providing that a fine may be levied by the board under certain conditions; revising requirements for levying a fine or suspension; amending s. 718.501, F.S.; conforming provisions of chapter 718, F.S., relating to the enforcement powers of the Division of Florida Condominiums, Timeshares, and Mobile Homes; creating s. 718.709, F.S.; providing applicability of provisions relating to the Distressed Condominium Relief Act; creating part VIII of chapter 718, F.S.; providing legislative intent; providing definitions; authorizing a bulk-unit purchaser to exercise certain developer rights; requiring a bulk-unit purchaser to pay a working capital contribution under certain circumstances; providing applicability; authorizing a lender-unit purchaser to exercise any developer rights he or she acquires; requiring a bulk-unit purchaser and a lender-unit purchaser to comply with specified provisions under chapter 718, F.S.; limiting the rights of bulk-unit purchasers and lender-unit purchasers to vote on reserves or funding of reserves; prohibiting the transfer of such voting rights; providing assessment liability for bulk-unit

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purchasers and lender-unit purchasers; providing for suspension of a director who has been elected or appointed by a bulk-unit purchaser in certain circumstances; specifying amendments and alterations for which majority approval of unit owners is required; requiring consent of a bulk-unit purchaser, lender-unit purchaser, or developer to certain amendments; requiring certain warranties and disclosures; subjecting multiple bulk-unit purchasers to joint and several liability; prohibiting a board of administration, a majority of which is elected by a bulk-unit purchaser, from resolving certain construction disputes unless other conditions are satisfied; providing that a bulk-unit purchaser or lender-unit purchaser who does not comply with chapter 718, F.S., forfeits all protections or exemptions under chapter 718, F.S.; clarifying conditions under which a bulk-unit purchaser must deliver certain items during the transfer of association control from the bulk-unit purchaser; providing conditions under which a person may become a bulk-unit purchaser following acquisition of title to certain timeshare interests; requiring the disclosure of certain information to purchasers by certain bulk-unit purchasers of timeshare interests; amending s. 719.104, F.S.; revising what constitutes the official records of an

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association; amending s. 719.108, F.S.; revising applicability; revising effect of a claim of lien; amending s. 719.303, F.S.; providing that a fine may be levied by the board under certain conditions; revising requirements for levying a fine or suspension; amending s. 720.301, F.S.; revising the definition of the term "governing documents"; creating s. 720.3015, F.S.; providing a short title; amending s. 720.305, F.S.; revising requirements for levying a fine or suspension; revising application of certain provisions; amending s. 720.306, F.S.; revising requirements for the adoption of amendments to the governing documents; revising requirements for the election of directors; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

- Section 1. Subsection (9) of section 201.02, Florida Statutes, is amended to read:
- 201.02 Tax on deeds and other instruments relating to real property or interests in real property.—
 - (9) (a) A certificate of title issued by the clerk of court under s. 45.031(5) in a judicial sale of real property under an order or final judgment issued pursuant to a foreclosure proceeding is subject to the tax imposed by subsection (1). However, the amount of the tax shall be computed based solely on

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the amount of the highest and best bid received for the property at the foreclosure sale. This <u>paragraph</u> subsection is intended to clarify existing law and shall be applied retroactively.

- (b) A deed, transfer, or conveyance from an owner of property, subject to assessments authorized by chapter 718, chapter 719, chapter 720, or chapter 721, to an association having lien rights against the property in lieu of the foreclosure of an assessment lien held by the association against such property is subject to the tax imposed by subsection (1). However, the amount of the tax shall be computed based solely on the amount of the unpaid assessments which are due and owing to the association on the date of said transfer.
- Section 2. Subsection (2) of section 617.0721, Florida Statutes, is amended to read:
 - 617.0721 Voting by members.-

or, unless the articles of incorporation or the bylaws otherwise provide, may vote by proxy executed in writing by the member or by his or her duly authorized attorney in fact. Notwithstanding any provision to the contrary in the articles of incorporation or bylaws, any copy, facsimile transmission, or other reliable reproduction of the original proxy may be substituted or used in lieu of the original proxy for any purpose for which the original proxy could be used if the copy, facsimile transmission, or other reproduction is a complete reproduction of the entire proxy. An appointment of a proxy is not valid

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after 11 months following the date of its execution unless otherwise provided in the proxy.

- (a) If directors or officers are to be elected by members, the bylaws may provide that such elections may be conducted by mail.
- (b) A corporation may reject a vote, consent, waiver, or proxy appointment if the secretary or other officer or agent authorized to tabulate votes, acting in good faith, has a reasonable basis for doubting the validity of the signature on it or the signatory's authority to sign for the member.
- Section 3. Subsection (16) of section 718.103, Florida Statutes, is amended to read:
 - 718.103 Definitions.—As used in this chapter, the term:
- (16) "Developer" means a person who creates a condominium or offers condominium parcels for sale or lease in the ordinary course of business, but does not include:
- (a) An owner or lessee of a condominium or cooperative unit who has acquired the unit for his or her own occupancy;
- (b) A cooperative association that creates a condominium by conversion of an existing residential cooperative after control of the association has been transferred to the unit owners if, following the conversion, the unit owners are the same persons who were unit owners of the cooperative and no units are offered for sale or lease to the public as part of the plan of conversion;
 - (c) A bulk-unit purchaser, lender-unit purchaser, bulk

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assignee, or bulk buyer as defined in s. 718.802 718.703;

- (d) A person who acquires title to 7 or fewer units operated by the same association consisting of 40 or fewer units or who acquires title to less than 20 percent of the units operated by the same association consisting of more than 40 units, regardless of whether that person offers any of those units for sale;
- (e) The trustee and any related trust association of a timeshare trust, the interests in which are qualified as timeshare estates pursuant to s. 721.08 or s. 721.53; or
- $\underline{\text{(f)}}$ A state, county, or municipal entity acting as a lessor and not otherwise named as a developer in the declaration of condominium.
- Section 4. Paragraph (j) of subsection (11) and paragraph (a) of subsection (12) 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.
 - (j) Any portion of the condominium property that must be

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insured by the association against property loss pursuant to paragraph (f) which is damaged by an insurable event shall be reconstructed, repaired, or replaced as necessary by the association as a common expense. In the absence of an insurable event, the association or the unit owners shall be responsible for the reconstruction, repair, or replacement, as determined by the maintenance provisions of the declaration or bylaws. All property insurance deductibles, uninsured losses, and other damages in excess of property insurance coverage under the property 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 intentional conduct, negligence, or failure to comply with the terms of the declaration or the rules of the association by a unit owner, the members of his or her family, unit occupants, tenants, guests, or invitees, without compromise of the subrogation rights of the insurer.
- 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.

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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 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 reconstruction or repairs of property losses as a common expense if the property 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 property was settled or resolved with finality, or denied because it was untimely filed.
 - (12) OFFICIAL RECORDS.

- (a) From the inception of the association, the association shall maintain each of the following items, if applicable, which constitutes 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 each amendment to each declaration.
- 3. A photocopy of the recorded bylaws of the association and each amendment to the bylaws.
 - 4. A certified copy of the articles of incorporation of

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the association, or other documents creating the association, and each amendment thereto.

- 5. A copy of the current rules of the association.
- 6. A book or books that contain the minutes of all meetings of the association, the board of administration, and the unit owners, which minutes must be retained for at least 7 years.
- 7. A current roster of all unit owners and their mailing addresses, unit identifications, voting certifications, and, if known, telephone numbers. The association shall also maintain the electronic mailing addresses and facsimile numbers of unit owners consenting to receive notice by electronic transmission. The electronic mailing addresses and facsimile numbers are not accessible to unit owners if consent to receive notice by electronic transmission is not provided in accordance with subparagraph (c)5. However, the association is not liable for an inadvertent disclosure of the electronic mail address or facsimile 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

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261 the association.

- 11. Accounting records for the association and separate accounting records for each condominium that the association operates. All accounting records must be maintained for at least 7 years. Any person who knowingly or intentionally defaces or destroys such records, or who knowingly or intentionally fails to create or maintain such records, 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 must 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 on 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 are also considered official records and must be maintained by the association.
- 12. Ballots, sign-in sheets, voting proxies, and all other papers relating to voting by unit owners, which must be maintained for 1 year from the date of the election, vote, or meeting to which the document relates, notwithstanding paragraph

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- 13. All rental records if the association is acting as agent for the rental of condominium units.
- 14. A copy of the current question and answer sheet as described in s. 718.504.
- 15. All other $\underline{\text{written}}$ records of the association not specifically included in the foregoing which are related to the operation of the association.
- 295 16. A copy of the inspection report as described in s. 296 718.301(4)(p).
 - Section 5. Paragraph (f) of subsection (2) of section 718.112, Florida Statutes, is amended to read:
 - 718.112 Bylaws.-
 - (2) REQUIRED PROVISIONS.—The bylaws shall provide for the following and, if they do not do so, shall be deemed to include the following:
 - (f) Annual budget.-
 - 1. The proposed annual budget of estimated revenues and expenses must be detailed and must show the amounts budgeted by accounts and expense classifications, including, at a minimum, any 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

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only by those entitled to use the limited common elements as provided for in s. 718.113(1), the budget or a schedule attached to it must show the amount budgeted for this maintenance. 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.

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- In addition to annual operating expenses, the budget must include reserve accounts for capital expenditures and deferred maintenance. These accounts must 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 that has a deferred maintenance expense or replacement cost that exceeds \$10,000. The amount to be reserved must be computed using a formula based upon estimated remaining useful life 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.
- <u>b. Before</u> However, prior to turnover of control of an association by a developer to unit owners other than a developer

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pursuant to s. 718.301, the developer may vote the voting interests allocated to its units to waive the reserves or reduce the funding of reserves through the period expiring at the end of the second fiscal year after the fiscal year in which the certificate of a surveyor and mapper is recorded pursuant to s. 718.104(4)(e) or an instrument that transfers title to a unit in the condominium which is not accompanied by a recorded assignment of developer rights in favor of the grantee of such unit is recorded, whichever occurs first, 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 τ and no such result is achieved or a quorum is not attained, the reserves 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 may 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. Before 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 may shall not vote to use reserves for

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purposes other than those 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 that 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 must 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.
- Section 6. Paragraphs (a) and (b) of subsection (1), subsection (3), and paragraph (b) of subsection (5) of section 718.116, Florida Statutes, are amended to read:
- 718.116 Assessments; liability; lien and priority; interest; collection.—
- (1) (a) A unit owner, regardless of how the unit owner has acquired his or her title has been acquired, including, but not limited to, by purchase at a foreclosure sale or by deed in lieu

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of foreclosure, is liable for all assessments that which come due while he or she is the unit owner, including any special assessments or installments on special assessments coming due during the period of ownership, regardless of when the special assessment was levied. Additionally, a unit owner is jointly and severally liable with the previous unit owner for all unpaid monthly and special assessments, interest and late fees on both unpaid assessments and unpaid special assessments, and costs and reasonable attorney fees incurred by the association in an attempt to collect all such amounts that came due up to the time of transfer of title. This joint and several liability of a subsequent unit owner does not apply to an owner who acquires title through purchase of a tax deed and is without prejudice to any right the present unit owner may have to recover from the previous unit owner the amounts paid by the present unit owner. For the purposes of this section paragraph, the term "previous unit owner" does not include an association that acquires title to a unit delinquent property through foreclosure or by deed in lieu of foreclosure. A present unit owner's liability for unpaid assessments, interest, late fees, and costs and reasonable attorney fees is limited to any unpaid assessments, interest, late fees, and costs and reasonable attorney fees that accrued before the association acquired title to the unit delinquent property through foreclosure or by deed in lieu of foreclosure. (b)1. The liability of a first mortgagee or its successor or assignees who acquire title to a unit by foreclosure or by

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deed in lieu of foreclosure for the unpaid assessments, interest, late fees, costs and reasonable attorney fees, and any other fee, cost, or expense incurred by or on behalf of the association in the collection process that became due before the mortgagee's acquisition of title is limited to the lesser of:

- a. The unit's unpaid common expenses and regular periodic assessments which accrued or came due during the 12 months immediately preceding the acquisition of title and for which payment in full has not been received by the association; or
- b. 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 maintain an office or agent for service of process at a location which was known to or reasonably discoverable by the mortgagee.
- 2. An association, or its successor or assignee, that acquires title to a unit through the foreclosure of its lien for assessments is not liable for any unpaid assessments, late fees, interest, or reasonable attorney attorney's fees and costs that came due before the association's acquisition of title in favor of any other association, as defined in s. 718.103(2) or s. 720.301(9), which holds a superior lien interest on the unit. This subparagraph is intended to clarify existing law.
- (3) Assessments and installments on assessments which are not paid when due bear interest at the rate provided in the

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declaration, from the due date until paid. The rate may not exceed the rate allowed by law, and, if no rate is provided in the declaration, interest accrues at the rate of 18 percent per year. If provided by the declaration or bylaws, the association may, in addition to such interest, charge an administrative late fee of up to the greater of \$25 or 5 percent of each delinquent installment for which the payment is late. Any payment received by an association must be applied first to any interest accrued by the association, then to any administrative late fee, then to any costs and reasonable attorney attorney's fees incurred in collection, and then to the delinquent assessment. The foregoing is applicable notwithstanding s. 673.3111, any purported accord and satisfaction, or any restrictive endorsement, designation, or instruction placed on or accompanying a payment. The preceding sentence is intended to clarify existing law. A late fee is not subject to chapter 687 or s. 718.303(4).

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(b) To be valid, a claim of lien must state the description of the condominium parcel, the name of the record owner, the name and address of the association, the amount due, and the due dates. It must be executed and acknowledged by an officer or authorized agent of the association. The lien is not effective 1 year after the claim of lien was recorded unless, within that time, an action to enforce the lien is commenced. The 1-year period is automatically extended for any length of time during which the association is prevented from filing a

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foreclosure action by an automatic stay resulting from a bankruptcy petition filed by the parcel owner or any other person claiming an interest in the parcel. The claim of lien secures all unpaid assessments that are due and that may accrue after the claim of lien is recorded and through the entry of a final judgment, as well as interest, administrative late fees, and all reasonable costs and attorney attorney's fees incurred by the association incident to the collection process. Upon payment in full, the person making the payment is entitled to a satisfaction of the lien.

Section 7. Subsections (1) and (4) of section 718.301, Florida Statutes, are amended to read:

718.301 Transfer of association control; claims of defect by association.—

- or more of the units in a condominium that ultimately will be operated ultimately by an association, as provided in the declaration, articles of incorporation, or bylaws as originally recorded, the unit owners other than the developer are entitled to elect at least one-third of the members of the board of administration of the association. Unit owners other than the developer are entitled to elect at least a majority of the members of the board of administration of an association, upon the first to occur of any of the following events that occurs:
- (a) Three years after 50 percent of the units that ultimately will be operated ultimately by the association, as

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provided in the declaration, articles of incorporation, or bylaws as originally recorded, have been conveyed to purchasers...;

- (b) Three months after 90 percent of the units that ultimately will be operated ultimately by the association, as provided in the declaration, articles of incorporation, or bylaws as originally recorded, have been conveyed to purchasers.;
- (c) When all the units that <u>ultimately</u> will be operated <u>ultimately</u> by the association, as provided in the declaration, articles of incorporation, or bylaws as originally recorded, have been completed, some of them have been conveyed to purchasers, and none of the others <u>is</u> are being offered for sale by the developer in the ordinary course of business.;
- (d) When some of the units have been conveyed to purchasers and none of the others <u>is</u> are being constructed or offered for sale by the developer in the ordinary course of business.
- (e) When the developer files a petition seeking protection in bankruptcy. \div
- (f) When a bulk-unit purchaser who owns a majority of the units that ultimately will be operated by the association, as provided in the declaration, articles of incorporation, or bylaws as originally recorded, files a petition seeking protection in bankruptcy.
 - (g) (f) When a receiver for the developer is appointed by a

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circuit court and is not discharged within 30 days after such appointment, unless the court determines within 30 days after appointment of the receiver that transfer of control would be detrimental to the association or its members.; or

- (h) When a receiver for a bulk-unit purchaser who owns a majority of the units that ultimately will be operated by the association, as provided in the declaration, articles of incorporation, or bylaws as originally recorded, is appointed by a circuit court and is not discharged within 30 days after such appointment, unless the court determines within 30 days after appointment of the receiver that transfer of control would be detrimental to the association or its members.
- (i) Five years after the date of recording of the first conveyance to a bulk-unit purchaser that owns a majority of the units that ultimately will be operated by the association, as provided in the declaration, articles of incorporation, or bylaws as originally recorded. Notwithstanding that unit owners other than the developer are entitled to elect a majority of the members of the board of administration and notwithstanding s.

 718.112(2)(f)2., 5 years after the date of recording of the first conveyance of a unit to a bulk-unit purchaser that owns a majority of the units, the bulk-unit purchaser may exercise the right to vote for each unit owned by the bulk-unit purchaser in the same manner as any other unit owner except for the purposes of reacquiring control of the association or electing or appointing a majority of the members of the board of

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(j) (q) Seven years after the date of the recording of the certificate of a surveyor and mapper pursuant to s. 718.104(4)(e) or the recording of an instrument that transfers title to a unit in the condominium which is not accompanied by a recorded assignment of developer rights in favor of the grantee of such unit, whichever occurs first; or, in the case of an association that may ultimately may operate more than one condominium, 7 years after the date of the recording of the certificate of a surveyor and mapper pursuant to s. 718.104(4)(e) or the recording of an instrument that transfers title to a unit which is not accompanied by a recorded assignment of developer rights in favor of the grantee of such unit, whichever occurs first, for the first condominium it operates; or, in the case of an association operating a phase condominium created pursuant to s. 718.403, 7 years after the date of the recording of the certificate of a surveyor and mapper pursuant to s. 718.104(4)(e) or the recording of an instrument that transfers title to a unit which is not accompanied by a recorded assignment of developer rights in favor of the grantee of such unit, whichever occurs first.

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The developer is entitled to elect at least one member of the board of administration of an association as long as the developer holds for sale in the ordinary course of business at least 5 percent, in condominiums with fewer than 500 units, and

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2 percent, in condominiums with more than 500 units, of the units in a condominium operated by the association. After the developer relinquishes control of the association, the developer may exercise the right to vote any developer-owned units in the same manner as any other unit owner except for purposes of reacquiring control of the association or selecting <u>a</u> the majority of the members of the board of administration.

- elect a majority of the members of the board of administration of an association, the developer or bulk-unit purchaser shall relinquish control of the association, and the unit owners shall accept control. Simultaneously, or for the purposes of paragraph (c) not more than 90 days thereafter, the developer or bulk-unit purchaser shall deliver to the association, at the developer's or bulk-unit purchaser's expense, all property of the unit owners and of the association which is held or controlled by the developer or bulk-unit purchaser, including, but not limited to, the following items, if applicable, as to each condominium operated by the association:
- (a)1. The original or a photocopy of the recorded declaration of condominium and all amendments thereto. If a photocopy is provided, it must be certified by affidavit of the developer, a bulk-unit purchaser, or an officer or agent of the developer or bulk-unit purchaser as being a complete copy of the actual recorded declaration.
 - 2. A certified copy of the articles of incorporation of

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the association or, if the association was created <u>before</u> prior to the effective date of this act and it is not incorporated, copies of the documents creating the association.

3. A copy of the bylaws.

- 4. The minute books, including all minutes, and other books and records of the association, if any.
- 5. Any house rules and regulations that have been <u>adopted</u> promulgated.
- (b) Resignations of officers and members of the board of administration who are required to resign because the developer or bulk-unit purchaser is required to relinquish control of the association.
- (c) The financial records, including financial statements of the association, and source documents from the incorporation of the association through the date of turnover. The records must be audited for the period from the incorporation of the association or from the period covered by the last audit, if an audit has been performed for each fiscal year since incorporation, by an independent certified public accountant. All financial statements must be prepared in accordance with generally accepted accounting principles and must be audited in accordance with generally accepted auditing standards, as prescribed by the Florida Board of Accountancy, pursuant to chapter 473. The accountant performing the audit shall examine to the extent necessary supporting documents and records, including the cash disbursements and related paid invoices, to

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determine whether if expenditures were for association purposes and the billings, cash receipts, and related records to determine whether that the developer or bulk-unit purchaser was charged and paid the proper amounts of assessments.

(d) Association funds or control thereof.

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- (e) All tangible personal property that is property of the association, which is represented by the developer or bulk-unit purchaser to be part of the common elements or which is ostensibly part of the common elements, and an inventory of that property.
- A copy of the plans and specifications used utilized in the construction or remodeling of improvements and the supplying of equipment to the condominium and in the construction and installation of all mechanical components serving the improvements and the site with a certificate in affidavit form of the developer, the bulk-unit purchaser, or the developer's or bulk-unit purchaser's agent or an architect or engineer authorized to practice in this state that such plans and specifications represent, to the best of his or her knowledge and belief, the actual plans and specifications used utilized in the construction and improvement of the condominium property and for the construction and installation of the mechanical components serving the improvements. If the condominium property has been declared a condominium more than 3 years after the completion of construction or remodeling of the improvements, the requirements of this paragraph does do not

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- (g) A list of the names and addresses of all contractors, subcontractors, and suppliers <u>used</u> <u>utilized</u> in the construction or remodeling of the improvements and in the landscaping of the condominium or association property which the developer <u>or bulk-unit purchaser</u> had knowledge of at any time in the development of the condominium.
 - (h) Insurance policies.
- (i) Copies of any certificates of occupancy that may have been issued for the condominium property.
- (j) Any other permits applicable to the condominium property which have been issued by governmental bodies and are in force or were issued within 1 year <u>before</u> prior to the date the unit owners other than the developer <u>or bulk-unit purchaser</u> took control of the association.
- (k) All written warranties of the contractor, subcontractors, suppliers, and manufacturers, if any, that are still effective.
- (1) A roster of unit owners and their addresses and telephone numbers, if known, as shown on the developer's <u>or</u> bulk-unit purchaser's records.
- $\,$ (m) Leases of the common elements and other leases to which the association is a party.
- (n) Employment contracts or service contracts in which the association is one of the contracting parties or service contracts in which the association or the unit owners have an

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obligation or responsibility, directly or indirectly, to pay some or all of the fee or charge of the person or persons performing the service.

- (o) All other contracts to which the association is a party.
- (p) A report included in the official records, under seal of an architect or engineer authorized to practice in this state, attesting to required maintenance, useful life, and replacement costs of the following applicable common elements comprising a turnover inspection report:
- 687 1. Roof.

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- 688 2. Structure.
- 3. Fireproofing and fire protection systems.
- 690 4. Elevators.
- 691 5. Heating and cooling systems.
- 692 6. Plumbing.
- 7. Electrical systems.
- 8. Swimming pool or spa and equipment.
- 695 9. Seawalls.
- 696 10. Pavement and parking areas.
- 697 11. Drainage systems.
 - 12. Painting.
- 699 13. Irrigation systems.
- 700 (q) A copy of the certificate of a surveyor and mapper 701 recorded pursuant to s. 718.104(4)(e) or the recorded instrument 702 that transfers title to a unit in the condominium which is not

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accompanied by a recorded assignment of developer <u>or bulk-unit</u> <u>purchaser</u> rights in favor of the grantee of such unit, whichever occurred first.

Section 8. Subsections (1) through (4) of section 718.302, Florida Statutes, are amended to read:

718.302 Agreements entered into by the association.-

- (1) A Any grant or reservation made by a declaration, lease, or other document, and a any contract made by an association before prior to assumption of control of the association by unit owners other than the developer, a bulk-unit purchaser, or a lender-unit purchaser, which that provides for operation, maintenance, or management of a condominium association or property serving the unit owners of a condominium must shall be fair and reasonable, and such grant, reservation, or contract may be canceled by unit owners other than the developer or a bulk-unit purchaser. A lender-unit purchaser may not vote on cancellation of a grant, reservation, or contract made by the association while the association is under control of that lender-unit purchaser.÷
- (a) If the association operates only one condominium and the unit owners other than the developer, a bulk-unit purchaser, or a lender-unit purchaser have assumed control of the association, or if the unit owners other than the developer, a bulk-unit purchaser, or a lender-unit purchaser own at least not less than 75 percent of the voting interests in the condominium, the cancellation shall be by concurrence of the owners of at

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<u>least</u> not less than 75 percent of the voting interests other than the voting interests owned by the developer, a bulk-unit purchaser, or a lender-unit purchaser. If a grant, reservation, or contract is so canceled and the unit owners other than the developer or a bulk-unit purchaser have not assumed control of the association, the association shall make a new contract or otherwise provide for maintenance, management, or operation in lieu of the canceled obligation, at the direction of the owners of not less than a majority of the voting interests in the condominium other than the voting interests owned by the developer, a bulk-unit purchaser, or a lender-unit purchaser.

(b) If the association operates more than one condominium and the unit owners other than the developer, a bulk-unit purchaser, or a lender-unit purchaser have not assumed control of the association, and if the unit owners other than the developer or a bulk-unit purchaser own at least 75 percent of the voting interests in a condominium operated by the association, any grant, reservation, or contract for maintenance, management, or operation of buildings containing the units in that condominium or of improvements used only by the unit owners of that condominium may be canceled by concurrence of the owners of at least 75 percent of the voting interests in the condominium other than the voting interests owned by the developer or a bulk-unit purchaser. A No grant, reservation, or contract for maintenance, management, or operation of recreational areas or any other property serving

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more than one condominium, and operated by more than one association, may $\underline{\text{not}}$ be canceled except pursuant to paragraph (d).

- (c) If the association operates more than one condominium and the unit owners other than the developer, a bulk-unit purchaser, or a lender-unit purchaser have assumed control of the association, the cancellation shall be by concurrence of the owners of at least not less than 75 percent of the total number of voting interests in all condominiums operated by the association other than the voting interests owned by the developer or a bulk-unit purchaser.
- (d) If the owners of units in a condominium have the right to use property in common with owners of units in other condominiums and those condominiums are operated by more than one association, a no grant, reservation, or contract for maintenance, management, or operation of the property serving more than one condominium may not be canceled until the unit owners other than the developer, a bulk-unit purchaser, or a lender-unit purchaser have assumed control of all of the associations operating the condominiums that are to be served by the recreational area or other property, after which cancellation may be effected by concurrence of the owners of at least not less than 75 percent of the total number of voting interests in those condominiums other than voting interests owned by the developer, a bulk-unit purchaser, or a lender-unit purchaser.

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A Any grant or reservation made by a declaration, lease, or other document, or a any contract made by the developer or association before prior to the time when unit owners other than the developer or a bulk-unit purchaser elect a majority of the board of administration, which grant, reservation, or contract requires the association to purchase condominium property or to lease condominium property to another party, shall be deemed ratified unless rejected by a majority of the voting interests of the unit owners other than the developer or a bulk-unit purchaser within 18 months after the unit owners other than the developer or a bulk-unit purchaser elect a majority of the board of administration. A lender-unit purchaser may not vote on cancellation of a grant, reservation, or contract made by the association while the association is under control of that lender-unit purchaser. This subsection does not apply to a any grant or reservation made by a declaration under which whereby persons other than the developer or the developer's or bulk-unit purchaser's heirs, assigns, affiliates, directors, officers, or employees are granted the right to use the condominium property, if so long as such persons are obligated to pay at least, at a minimum, a proportionate share of the cost associated with such property.

(3) \underline{A} Any grant or reservation made by a declaration, lease, or other document, and \underline{a} any contract made by an association, whether before or after assumption of control of the association by unit owners other than the developer, a bulk-

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unit purchaser, or a lender-unit purchaser, which that provides for operation, maintenance, or management of a condominium association or property serving the unit owners of a condominium may shall not be in conflict with the powers and duties of the association or the rights of the unit owners as provided in this chapter. This subsection is intended only as a clarification of existing law.

- (4) A Any grant or reservation made by a declaration, lease, or other document, and a any contract made by an association before prior to assumption of control of the association by unit owners other than the developer, a bulk-unit purchaser, or a lender-unit purchaser, must shall be fair and reasonable.
- Section 9. Subsections (3), (4), and (5) of section 718.303, Florida Statutes, are amended, and subsection (7) is added to that section, to read:
 - 718.303 Obligations of owners and occupants; remedies.-
- (3) The association may levy reasonable fines for the failure of the owner of the unit or its occupant, licensee, or invitee to comply with any provision of the declaration, the association bylaws, or reasonable rules of the association. A fine may not become a lien against a unit. A fine may be levied by the board on the basis of each day of a continuing violation, with a single notice and opportunity for hearing before a committee as provided in paragraph (b). However, the fine may not exceed \$100 per violation, or \$1,000 in the aggregate.

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(a) An association may suspend, for a reasonable period of time, the right of a unit owner, or a unit owner's tenant, guest, or invitee, to use the common elements, common facilities, or any other association property for failure to comply with any provision of the declaration, the association bylaws, or reasonable rules of the association. This paragraph does not apply to limited common elements intended to be used only by that unit, common elements needed to access the unit, utility services provided to the unit, parking spaces, or elevators.

- (b) A fine or suspension levied by the board of administration may not be imposed unless the board association first provides at least 14 days' written notice and an opportunity for a hearing to the unit owner and, if applicable, its occupant, licensee, or invitee. The hearing must be held before a committee of other unit owners who are neither board members nor persons residing in a board member's household. The role of the committee is limited to determining whether to confirm or reject the fine or suspension levied by the board. If the committee does not agree, the fine or suspension may not be imposed.
- (4) If a unit owner is more than 90 days delinquent in paying a fee, fine, or other monetary obligation due to the association, the association may suspend the right of the unit owner or the unit's occupant, licensee, or invitee to use common elements, common facilities, or any other association property

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until the <u>fee, fine, or other</u> monetary obligation is paid in full. This subsection does not apply to limited common elements intended to be used only by that unit, common elements needed to access the unit, utility services provided to the unit, parking spaces, or elevators. The notice and hearing requirements under subsection (3) do not apply to suspensions imposed under this subsection.

(5) An association may suspend the voting rights of a unit or member due to nonpayment of any fee, fine, or other monetary obligation due to the association which is more than 90 days delinquent. A voting interest or consent right allocated to a unit or member which has been suspended by the association shall be subtracted from may not be counted towards the total number of voting interests in the association, which shall be reduced by the number of suspended voting interests when calculating the total percentage or number of all voting interests available to take or approve any action, and the suspended voting interests shall not be considered for any purpose, including, but not limited to, the percentage or number of voting interests necessary to constitute a quorum, the percentage or number of voting interests required to conduct an election, or the percentage or number of voting interests required to approve an action under this chapter or pursuant to the declaration, articles of incorporation, or bylaws. The suspension ends upon full payment of all obligations currently due or overdue the association. The notice and hearing requirements under

subsection (3) do not apply to a suspension imposed under this subsection.

- (7) The suspensions permitted by paragraph (3) (a) and subsections (4) and (5) apply to a member and, when appropriate, the member's tenants, guests, or invitees, even if the delinquency or failure that resulted in the suspension arose from less than all of the multiple units owned by a member.
- Section 10. Subsection (1) of section 718.501, Florida Statutes, is amended to read:
- 718.501 Authority, responsibility, and duties of Division of Florida Condominiums, Timeshares, and Mobile Homes.—
- (1) The division may enforce and ensure compliance with the provisions of this chapter and rules relating to the development, construction, sale, lease, ownership, operation, and management of residential condominium units. In performing its duties, the division has complete jurisdiction to investigate complaints and enforce compliance with respect to associations that are still under the control of the developer, the control of a bulk-unit purchaser or lender-unit purchaser, or the control of a bulk assignee or bulk buyer pursuant to part VII of this chapter and complaints against developers, bulk-unit purchasers, lender-unit purchasers, bulk assignees, or bulk buyers involving improper turnover or failure to turnover, pursuant to s. 718.301. However, after turnover has occurred, the division has jurisdiction to investigate only complaints related only to financial issues, elections, and unit owner

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access to association records pursuant to s. 718.111(12).

- (a)1. The division may make necessary public or private investigations within or outside this state to determine whether any person has violated this chapter or any rule or order hereunder, to aid in the enforcement of this chapter, or to aid in the adoption of rules or forms.
- 2. The division may submit any official written report, worksheet, or other related paper, or a duly certified copy thereof, compiled, prepared, drafted, or otherwise made by and duly authenticated by a financial examiner or analyst to be admitted as competent evidence in any hearing in which the financial examiner or analyst is available for cross-examination and attests under oath that such documents were prepared as a result of an examination or inspection conducted pursuant to this chapter.
- (b) The division may require or permit any person to file a statement in writing, under oath or otherwise, as the division determines, as to the facts and circumstances concerning a matter to be investigated.
- (c) For the purpose of any investigation under this chapter, the division director or any officer or employee designated by the division director may administer oaths or affirmations, subpoena witnesses and compel their attendance, take evidence, and require the production of any matter that which is relevant to the investigation, including the existence, description, nature, custody, condition, and location of any

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books, documents, or other tangible things and the identity and location of persons having knowledge of relevant facts or any other matter reasonably calculated to lead to the discovery of material evidence. Upon the failure of by a person to obey a subpoena or to answer questions propounded by the investigating officer and upon reasonable notice to all affected persons, the division may apply to the circuit court for an order compelling compliance.

- (d) Notwithstanding any remedies available to unit owners and associations, if the division has reasonable cause to believe that a violation of any provision of this chapter or a related rule has occurred, the division may institute enforcement proceedings in its own name against any developer, bulk-unit purchaser, lender-unit purchaser, bulk assignee, bulk buyer, association, officer, or member of the board of administration, or his or her its assignees or agents, as follows:
- 1. The division may permit a person whose conduct or actions may be under investigation to waive formal proceedings and enter into a consent proceeding <u>under which</u> whereby orders, rules, or letters of censure or warning, whether formal or informal, may be entered against the person.
- 2. The division may issue an order requiring the developer, <u>bulk-unit purchaser</u>, <u>lender-unit purchaser</u>, bulk assignee, bulk buyer, association, developer-designated officer, or developer-designated member of the board of administration,

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or his or her developer-designated assignees or agents, the bulk assignee-designated assignees or agents, bulk buyer-designated assignees or agents, community association manager, or the community association management firm to cease and desist from the unlawful practice and take such affirmative action as in the judgment of the division to carry out the purposes of this chapter. If the division finds that a developer, bulk-unit purchaser, lender-unit purchaser, bulk assignee, bulk buyer, association, officer, or member of the board of administration, or his or her its assignees or agents, is violating or is about to violate any provision of this chapter, any rule adopted or order issued by the division, or any written agreement entered into with the division, and the violation presents an immediate danger to the public requiring an immediate final order, it may issue an emergency cease and desist order reciting with particularity the facts underlying such findings. The emergency cease and desist order is effective for 90 days. If the division begins nonemergency cease and desist proceedings, the emergency cease and desist order remains effective until the conclusion of the proceedings under ss. 120.569 and 120.57.

3. If a developer, <u>bulk-unit purchaser</u>, <u>lender-unit</u>

<u>purchaser</u>, bulk assignee, or bulk buyer fails to pay any

restitution determined by the division to be owed <u>and</u>, <u>plus</u> any

accrued interest <u>charged</u> at the highest rate permitted by law,

within 30 days after expiration of any appellate time period of
a final order requiring payment of restitution or the conclusion

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of any appeal thereof, whichever is later, the division <u>shall</u> must bring an action in circuit or county court on behalf of any association, class of unit owners, lessees, or purchasers for restitution, declaratory relief, injunctive relief, or any other available remedy. The division may also temporarily revoke its acceptance of the filing for the developer, bulk-unit purchaser, or lender-unit purchaser, to which the restitution relates until payment of restitution is made.

- 4. The division may petition the court for appointment of a receiver or conservator who, if appointed, the receiver or conservator may take action to implement the court order to ensure the performance of the order and to remedy any breach thereof. In addition to all other means provided by law for the enforcement of an injunction or temporary restraining order, the circuit court may impound or sequester the property of a party defendant, including books, papers, documents, and related records, and allow the examination and use of the property by the division and a court-appointed receiver or conservator.
- 5. The division may apply to the circuit court for an order of restitution <u>under which</u> whereby the defendant in an action brought pursuant to subparagraph 4. is ordered to make restitution of those sums shown by the division to have been obtained by the defendant in violation of this chapter. At the option of the court, such restitution is payable to the conservator or receiver appointed pursuant to subparagraph 4. or directly to the persons whose funds or assets were obtained in

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violation of this chapter.

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The division may impose a civil penalty against a developer, bulk-unit purchaser, lender-unit purchaser, bulk assignee, or bulk buyer, or association, or its assignee or agent, for a any violation of this chapter or a related rule. The division may impose a civil penalty individually against an officer or board member who willfully and knowingly violates a provision of this chapter, an adopted rule, or a final order of the division; may order the removal of such individual as an officer or from the board of administration or as an officer of the association; and may prohibit such individual from serving as an officer or on the board of a community association for a period of time. The term "willfully and knowingly" means that the division informed the officer or board member that his or her action or intended action violates this chapter, a rule adopted under this chapter, or a final order of the division and that the officer or board member refused to comply with the requirements of this chapter, a rule adopted under this chapter, or a final order of the division. The division, Before initiating formal agency action under chapter 120, the division must afford the officer or board member an opportunity to voluntarily comply, and an officer or board member who complies within 10 days is not subject to a civil penalty. A penalty may be imposed on the basis of each day of continuing violation, but the penalty for any offense may not exceed \$5,000. By January 1, 1998, The division shall adopt, by rule, penalty guidelines

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applicable to possible violations or to categories of violations of this chapter or rules adopted by the division. The guidelines must specify a meaningful range of civil penalties for each such violation of the statute and rules and must be based upon the harm caused by the violation, the repetition of the violation, and upon such other factors deemed relevant by the division. For example, The division may consider whether the violations were committed by a developer, bulk-unit purchaser, lender-unit purchaser, bulk assignee, or bulk buyer, or owner-controlled association, the size of the association, and other factors. The quidelines must designate the possible mitigating or aggravating circumstances that justify a departure from the range of penalties provided by the rules. It is the legislative intent that minor violations be distinguished from those that which endanger the health, safety, or welfare of the condominium residents or other persons and that such guidelines provide reasonable and meaningful notice to the public of likely penalties that may be imposed for proscribed conduct. This subsection does not limit the ability of the division to informally dispose of administrative actions or complaints by stipulation, agreed settlement, or consent order. All amounts collected shall be deposited with the Chief Financial Officer to the credit of the Division of Florida Condominiums, Timeshares, and Mobile Homes Trust Fund. If a developer, bulk-unit purchaser, lender-unit purchaser, bulk assignee, or bulk buyer fails to pay the civil penalty and the amount deemed to be owed

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to the association, the division shall issue an order directing that such developer, bulk-unit purchaser, lender-unit purchaser, bulk assignee, or bulk buyer cease and desist from further operation until such time as the civil penalty is paid or may pursue enforcement of the penalty in a court of competent jurisdiction. If an association fails to pay the civil penalty, the division shall pursue enforcement in a court of competent jurisdiction, and the order imposing the civil penalty or the cease and desist order is not effective until 20 days after the date of such order. Any action commenced by the division shall be brought in the county in which the division has its executive offices or in the county where the violation occurred.

- 7. If a unit owner presents the division with proof that the unit owner has requested access to official records in writing by certified mail, and that after 10 days the unit owner again made the same request for access to official records in writing by certified mail, and that more than 10 days has elapsed since the second request and the association has still failed or refused to provide access to official records as required by this chapter, the division shall issue a subpoena requiring production of the requested records where the records are kept pursuant to s. 718.112.
- 8. In addition to subparagraph 6., the division may seek the imposition of a civil penalty through the circuit court for any violation for which the division may issue a notice to show cause under paragraph (r). The civil penalty shall be at least

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\$500 but no more than \$5,000 for each violation. The court may also award to the prevailing party court costs and reasonable attorney attorney's fees and, if the division prevails, may also award reasonable costs of investigation.

- (e) The division may prepare and disseminate a prospectus and other information to assist prospective owners, purchasers, lessees, and developers of residential condominiums in assessing the rights, privileges, and duties pertaining thereto.
- (f) The division may adopt rules to administer and enforce the provisions of this chapter.
- (g) The division shall establish procedures for providing notice to an association and the developer, <u>bulk-unit purchaser</u>, <u>lender-unit purchaser</u>, <u>bulk assignee</u>, or bulk buyer during the period in which the developer, <u>bulk-unit purchaser</u>, <u>lender-unit purchaser</u>, <u>bulk assignee</u>, or bulk buyer controls the association if the division is considering the issuance of a declaratory statement with respect to the declaration of condominium or any related document governing such condominium community.
- (h) The division shall furnish each association that pays the fees required by paragraph (2)(a) a copy of this chapter, as amended, and the rules adopted thereto on an annual basis.
- (i) The division shall annually provide each association with a summary of declaratory statements and formal legal opinions relating to the operations of condominiums which were rendered by the division during the previous year.
 - (j) The division shall provide training and educational

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programs for condominium association board members and unit owners. The training may, at in the division's discretion, include web-based electronic media, and live training and seminars in various locations throughout the state. The division may review and approve education and training programs for board members and unit owners offered by providers, and shall maintain a current list of approved programs and providers, and shall make such list available to board members and unit owners in a reasonable and cost-effective manner.

- (k) The division shall maintain a toll-free telephone number accessible to condominium unit owners.
- (1) The division shall develop a program to certify both volunteer and paid mediators to provide mediation of condominium disputes. Upon request, the division shall provide, upon request, a list of such mediators to any association, unit owner, or other participant in arbitration proceedings under s. 718.1255 requesting a copy of the list. The division shall include on the list of volunteer mediators only the names of individuals persons who have received at least 20 hours of training in mediation techniques or who have mediated at least 20 disputes. In order to become initially certified by the division, paid mediators must be certified by the Supreme Court to mediate court cases in county or circuit courts. However, the division may adopt, by rule, additional factors for the certification of paid mediators, which must be related to experience, education, or background. In order to continue to be

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<u>certified</u>, an individual Any person initially certified as a paid mediator by the division must, in order to continue to be certified, comply with the factors or requirements adopted by rule.

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- If a complaint is made, the division shall must conduct its inquiry with due regard for the interests of the affected parties. Within 30 days after receipt of a complaint, the division shall acknowledge the complaint in writing and notify the complainant as to whether the complaint is within the jurisdiction of the division and whether additional information is needed by the division from the complainant. The division shall conduct its investigation and, within 90 days after receipt of the original complaint or of timely requested additional information, take action upon the complaint. However, the failure to complete the investigation within 90 days does not prevent the division from continuing the investigation, accepting or considering evidence obtained or received after 90 days, or taking administrative action if reasonable cause exists to believe that a violation of this chapter or a rule has occurred. If an investigation is not completed within the time limits established in this paragraph, the division shall, on a monthly basis, notify the complainant in writing of the status of the investigation. When reporting its action to the complainant, the division shall inform the complainant of any right to a hearing pursuant to ss. 120.569 and 120.57.
 - (n) Condominium association directors, officers, and

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employees; condominium developers; <u>bulk-unit purchasers</u>, <u>lender-unit purchasers</u>, <u>bulk assignees</u>, <u>bulk buyers</u>, and community association management firms have an ongoing duty to reasonably cooperate with the division in any investigation pursuant to this section. The division shall refer to local law enforcement authorities any person <u>who</u> whom the division believes has altered, destroyed, concealed, or removed any record, document, or thing required to be kept or maintained by this chapter with the purpose to impair its verity or availability in the department's investigation.

(o) The division may:

- 1. Contract with agencies in this state or other jurisdictions to perform investigative functions; or
 - 2. Accept grants-in-aid from any source.
- (p) The division shall cooperate with similar agencies in other jurisdictions to establish uniform filing procedures and forms, public offering statements, advertising standards, and rules and common administrative practices.
- (q) The division shall consider notice to a developer, bulk-unit purchaser, lender-unit purchaser, bulk assignee, or bulk buyer to be complete when it is delivered to the address of the developer, bulk-unit purchaser, lender-unit purchaser, bulk assignee, or bulk buyer currently on file with the division.
- (r) In addition to its enforcement authority, the division may issue a notice to show cause, which must provide for a hearing, upon written request, in accordance with chapter 120.

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1197	(s) The division shall submit to the Governor, the
1198	President of the Senate, the Speaker of the House of
1199	Representatives, and the chairs of the legislative
1200	appropriations committees an annual report that includes, but
1201	need not be limited to, the number of training programs provided
1202	for condominium association board members and unit owners $\underline{\boldsymbol{\cdot}}_{\mathcal{T}}$ the
1203	number of complaints received $\underline{}$ by type $\underline{}_{\mathcal{T}}$ the number and percent
1204	of complaints acknowledged in writing within 30 days and the
1205	number and percent of investigations acted upon within 90 days
1206	in accordance with paragraph (m) $_{\underline{i}_{\mathcal{T}}}$ and the number of
1207	investigations exceeding the 90-day requirement. The annual
1208	report must also include an evaluation of the division's core
1209	business processes and make recommendations for improvements,
1210	including statutory changes. The report shall be submitted by
1211	September 30 following the end of the fiscal year.
1212	Section 11. Section 718.709, Florida Statutes, is created
1213	to read:
1214	718.709 Applicability.—Sections 718.701-718.708, relating
1215	to the Distressed Condominium Relief Act, apply to title to
1216	units acquired on or after July 1, 2010, but before July 1,
1217	<u>2016.</u>
1218	Section 12. Part VIII of chapter 718, Florida Statutes,
1219	consisting of sections 718.801-718.813, is created to read:
1220	PART VIII
1221	BULK-UNIT PURCHASERS AND LENDER-UNIT PURCHASERS
1222	718.801 Legislative intent.—The Legislature declares that

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1223 it is the public policy of this state to protect the interests 1224 of developers, lenders, unit owners, and condominium 1225 associations with regard to bulk-unit purchasers or lender-unit 1226 purchasers of condominium units and that there is a need to 1227 balance such interests by limiting the applicability of the 1228 Distressed Condominium Relief Act. Notwithstanding the 1229 limitation, the Distressed Condominium Relief Act applies to 1230 title acquired on or after July 1, 2010, but before July 1, 1231 2016. 1232 718.802 Definitions.—As used in this part: 1233 "Bulk-unit purchaser" means a person who acquires (1)1234 title to the greater of at least eight units or 20 percent of 1235 the units that ultimately will be operated by the same 1236 association, as provided in the declaration, articles of 1237 incorporation, or bylaws as originally recorded. Multiple bulk-1238 unit purchasers may be members of an association simultaneously 1239 or successively. There may be one or more bulk-unit purchasers 1240 while the developer still owns units operated by the 1241 association. A person who acquires title to units or timeshare interests in a condominium, the units or timeshare interests of 1242 1243 which are or will be included in a timeshare plan governed by 1244 chapter 721, may elect to be a bulk-unit purchaser pursuant to 1245 s. 718.813. The term does not include a lender-unit purchaser. 1246 Further, the term does not include an acquirer of units if any 1247 transfer of title to the acquirer is made: 1248 With intent to defraud or materially harm a purchaser,

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1249	a unit owner, or the association;
1250	(b) Where the acquirer is a person or limited liability
1251	company that would be an insider, as defined in s. 726.102, of
1252	the bulk-unit purchaser or of the developer; or
1253	(c) As a fraudulent transfer under chapter 726.
1254	(2) "Bulk assignee" means a person who is not a bulk buyer
1255	and who:
1256	(a) Acquires more than seven condominium parcels in a
1257	single condominium;
1258	(b) Receives an assignment of any of the developer rights,
1259	other than or in addition to those rights described in
1260	subsection (3), as set forth in the declaration of condominium
1261	or this chapter:
1262	1. By a written instrument recorded as part of or as an
1263	exhibit of the deed;
1264	2. By a separate instrument recorded in the public records
1265	of the county in which the condominium is located; or
1266	3. Pursuant to a final judgment or certificate of title
1267	issued in favor of a purchaser at a foreclosure sale; and
1268	(c) Acquired condominium parcels on or after July 1, 2010,
1269	but before July 1, 2016. The date of such acquisition shall be
1270	determined by the date of recoding a deed or other instrument of
1271	conveyance for such parcels in the public records of the county
1272	in which the condominium is located, or by the date of issuing a
1273	certificate of title in a foreclosure proceeding with respect to

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such condominium parcels.

1274

A mortgagee or its assignee may not be deemed a bulk assignee or developer by reason of the acquisition of condominium units and receipt of an assignment of some or all of a developer's rights unless the mortgage or its assignee exercises any of the developer rights other than those described in subsection (3).

- (3) "Bulk buyer" means a person who acquired condominium parcels on or after July 1, 2010, but before July 1, 2016, and the date of acquisition shall be determined in the same manner as in subsection (2). Further, the term means a person who acquires more than seven condominium parcels in a single condominium but who does not receive an assignment of any developer rights or receives only some or all of the following rights:
- (a) The right to conduct sales, leasing, and marketing activities within the condominium.
- (b) The right to be exempt from the payment of working capital contributions to the condominium association arising out of, or in connection with, the bulk buyer's acquisition of the units.
- (c) The right to be exempt from any rights of first refusal which may be held by the condominium association and would otherwise be applicable to subsequent transfers of title from the bulk buyer to a third-party purchaser concerning one or more units.
 - (4) "Lender-unit purchaser" means a person, or the

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person's successors, assigns, or wholly owned subsidiaries, who holds a mortgage from a developer or from a bulk-unit purchaser on the greater of at least eight units or 20 percent of the units that, as provided in the declaration, articles of incorporation, or bylaws as originally recorded, ultimately will be operated by the same association; who subsequently obtains title to such units through foreclosure or deed in lieu of foreclosure; and who makes the election to become a lender-unit purchaser pursuant to 718.808(4). However, a mortgagee or his or her wholly owned subsidiary that acquires and sells units to one or more bulk-unit purchasers is not a developer or a lender-unit purchaser with respect to the sale.

718.803 Exercise of rights.-

- (1) A bulk-unit purchaser may exercise only the following developer rights, provided such rights are contained in the declaration:
- (a) The right to conduct sales, leasing, and marketing activities within the condominium, including the use of the sales and leasing office.
- (b) The right to assign limited common elements and use rights to common elements and association property which were not assigned before the bulk-unit purchaser acquired title to the units. Such rights may include, without limitation, the rights to garages, parking spaces, storage areas, and cabanas. If there is more than one bulk-unit purchaser, this right must be established in a written assignment from the developer which

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1327	specifies the bulk-unit purchaser who has such a right as to
1328	specified limited common elements, common elements, and
1329	association property.
1330	(c) For a phase condominium, the right to add phases.
1331	(2) If the initial purchaser of a unit from the developer
1332	is required to make a working capital contribution to the
1333	association, a bulk-unit purchaser shall pay a working capital
1334	contribution to the association, which must be calculated in the
1335	same manner for each unit acquired, upon the earlier of:
1336	(a) Sale of a unit by the bulk-unit purchaser to a third
1337	party other than the bulk-unit purchaser; or
1338	(b) Five years from the date of acquisition of title to a
1339	unit by the bulk-unit purchaser.
1340	(3) If a bulk-unit purchaser exercises developer rights
1341	other than those specified in subsection (1), he or she is no
1342	longer deemed to be a bulk-unit purchaser, and this part does
1343	not apply to such person.
1344	(4) Except as set forth in this part, a lender-unit
1345	purchaser may exercise any developer rights that the lender-unit
1346	purchaser acquires.
1347	718.804 Compliance.—A bulk-unit purchaser and a lender-
1348	unit purchaser shall comply with all applicable requirements of
1349	$s.\ 718.202$ and part V of this chapter in connection with any
1350	units that they own or sell.
1351	718.805 Voting rights.—
1352	(1) For the first 2 fiscal years following the first

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conveyance of a unit to a bulk-unit purchaser or lender-unit purchaser, the bulk-unit purchaser or lender-unit purchaser may vote the voting interests allocated to his or her units to waive reserves or reduce the funding of reserves. After these 2 fiscal years, the bulk-unit purchaser or lender-unit purchaser may not vote his or her voting interests to waive reserves or reduce the funding of reserves until the bulk-unit purchaser or lender-unit purchaser holds less than a majority of the voting interests in the association.

- (2) A bulk-unit purchaser or lender-unit purchaser may not transfer his or her right to vote to waive reserves or reduce the funding of reserves to other bulk-unit purchasers or lender-unit purchasers to extend the time period in subsection (1).
 - 718.806 Assessment liability; election of directors.-
- (1) BULK-UNIT PURCHASER ASSESSMENT LIABILITY.—A bulk-unit purchaser is liable for all assessments on his or her units which become due while the bulk-unit purchaser holds title to such units. Additionally, the bulk-unit purchaser is jointly and severally liable with the previous owner for all unpaid regular periodic assessments and special assessments which became due before the acquisition of title, for all other monetary obligations accrued which are secured by the association's lien, and for all costs advanced by the association for the maintenance and repair of the units acquired by the bulk-unit purchaser.
 - (2) LENDER-UNIT PURCHASER ASSESSMENT LIABILITY.—The

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liability of a lender-unit purchaser or his or her successors or assignees for the units that the lender-unit purchaser owns is limited to the lesser of:

- (a) The units' regular periodic assessments that accrued or became due during the 12 months immediately preceding the lender-unit purchaser's acquisition of title and for which payment in full has not been received by the association; or
- (b) One percent of the original mortgage debt.

The lender-unit purchaser acquiring title must comply with s. 718.116(1)(c).

who has been elected or appointed by a bulk-unit purchaser is automatically suspended from board service for 30 days following the failure of the bulk-unit purchaser to timely pay monetary obligations on a unit the bulk-unit purchaser owns. The remaining directors may temporarily fill the vacancy created by the suspension. Once the bulk-unit purchaser has cured all outstanding delinquencies on the unit, the suspended director shall replace the temporary appointee and resume service on the board for the unexpired term.

718.807 Amendments and material alterations.-

(1) The following amendments or alterations may not go into effect unless approved by a majority vote of unit owners other than the developer, a bulk-unit purchaser, or a lender-unit purchaser:

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1405	(a) An amendment described in s. 718.110(4) or (8).
1406	(b) An amendment creating, changing, or terminating
1407	leasing restrictions.
1408	(c) An amendment of the declaration pertaining to the
1409	condominium's status as housing for older persons.
1410	(d) An amendment pursuant to s. 718.110(14) or an
1411	amendment that otherwise reclassifies a portion of the common
1412	elements as a limited common element or that authorizes the
1413	association to change the limited common elements assigned to
1414	any unit.
1415	(e) Material alterations or substantial additions to the
1416	common elements or association property any time one of the
1417	following owns a percentage of voting interests equal to or
1418	greater than the percentage required to approve the amendment:
1419	1. A bulk-unit purchaser;
1420	2. A lender-unit purchaser;
1421	3. The developer and a bulk-unit purchaser;
1422	4. The developer and a lender-unit purchaser; or
1423	5. A bulk-unit purchaser and a lender-unit purchaser.
1424	(2) Notwithstanding subsection (1), consent of the
1425	developer, a bulk-unit purchaser, or a lender-unit purchaser is
1426	required for an amendment that would otherwise require the
1427	approval of such voting interests based upon the requirements of
1428	the declaration, articles of incorporation, or bylaws or s.
1429	718.110 or s. 718.113.
1430	718.808 Warranties and disclosures

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(1) As the seller, a bulk-unit purchaser or lender-unit
purchaser is deemed to have granted an implied warranty of
fitness and merchantability to a purchaser of each unit sold for
a period of 3 years, which begins on the date of the completion
of repairs or improvements that the bulk-unit purchaser or
lender-unit purchaser makes to the unit, common elements, or
limited common elements. The bulk-unit purchaser or lender-unit
purchaser is not deemed to have granted a warranty on
improvements, repairs, or alterations to the condominium which
he or she did not undertake.

- (2) The statute of limitations in s. 718.203 is tolled while the bulk-unit purchaser begins the process of appointing or electing a majority of the board of administration.
- (3) As the seller, the bulk-unit purchaser shall include the following disclosure to purchasers in conspicuous type on the first page of the sales contract:

SELLER IS A BULK-UNIT PURCHASER UNDER THE CONDOMINIUM ACT.

SELLER IS NOT THE DEVELOPER OF THE CONDOMINIUM FOR ANY PURPOSE

UNDER THE CONDOMINIUM ACT.

(4) A mortgagee who acquires units may elect to become a lender-unit purchaser by providing written notice of the election to the association addressed to the registered agent at the address specified in the records of the Department of State. The notice shall be delivered within the time period ending upon

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1457	the earliest of:
1458	(a) The date on which the mortgagee exercises any
1459	developer rights other than the developer rights described in s.
1460	718.803(1)(a);
1461	(b) Before the sale of a unit by the mortgagee; or
1462	(c) One hundred eighty days after the recording of the
1463	certificate of title or of the deed in lieu of foreclosure if
1464	the mortgagee acquired the units by foreclosure or by deed in
1465	lieu of foreclosure.
1466	(5) As the seller, the lender-unit purchaser shall include
1467	the following disclosure to purchasers in conspicuous type on
1468	the first page of the sales contract:
1469	
1470	SELLER IS A LENDER-UNIT PURCHASER UNDER THE CONDOMINIUM ACT.
1471	SELLER IS NOT THE DEVELOPER OF THE CONDOMINIUM FOR ANY PURPOSE
1472	UNDER THE CONDOMINIUM ACT. SELLER TOOK TITLE TO THE UNIT(S)
1473	BEING SOLD TO PURCHASER BY FORECLOSURE OR DEED IN LIEU OF
1474	FORECLOSURE.
1475	
1476	(6)(a) At or before the signing of a contract to sell a
1477	unit, the bulk-unit purchaser and the lender-unit purchaser must
1478	provide a condition report that complies with s. 718.616(2) and
1479	(3) and this section to the prospective purchaser and must
1480	obtain verification of delivery of such condition report. A
1481	condition report is not required in connection with a sale to a

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bulk-unit purchaser or in connection with a deed in lieu of

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foreclosure to a lender-unit purchaser. A mortgagee is not required to deliver to a bulk-unit purchaser a condition report even if the mortgagee acquires and transfers developer rights to such bulk-unit purchaser.

- (b) The condition report must include a reasonably detailed description of the repairs or replacements necessary to cure defective construction identified in the condition report.
- (c) If, during the course of preparing the condition report, the architect or engineer becomes aware of a component that violates an applicable building code or federal or state law or that deviates from the building plans approved by the permitting authority, the architect or engineer shall disclose such information in the condition report. The architect or engineer shall make written inquiry to the applicable local government authority of any building code violations and shall include in the condition report any of the authority's responses or its failure to respond.
- (d) The condition report shall be prepared before the bulk-unit purchaser or the lender-unit purchaser enters into his or her first sales contract, but the condition report may not be prepared more than 6 months before the first sales contract is agreed upon. If the bulk-unit purchaser or lender-unit purchaser remains engaged in selling units, the condition report shall be updated no later than 1 year after the closing of the first sales contract and each year thereafter.
 - (e) If a bulk-unit purchaser or lender-unit purchaser

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fails to provide the condition report in accordance with this section, the bulk-unit purchaser is deemed to grant implied warranties of fitness and merchantability which are not limited to the construction, improvements, or repairs that he or she undertakes to the units, common elements, or limited common elements.

718.809 Joint and several liability.—For purposes of this chapter, if there are multiple bulk—unit purchasers within the same association, the units owned by the multiple bulk—unit purchasers and the rights of the bulk—unit purchasers shall be aggregated as if there were only one bulk—unit purchaser. Each bulk—unit purchaser is jointly and severally liable with his or her predecessor bulk—unit purchasers for compliance with this chapter.

718.810 Construction disputes.—A board of administration composed of a majority of directors elected or appointed by a bulk-unit purchaser may not resolve a construction dispute that is subject to chapter 558 unless such resolution is approved by a majority of the voting interests of the unit owners other than the developer and a bulk-unit purchaser.

718.811 Noncompliance.—A bulk-unit purchaser or a lender-unit purchaser who fails to substantially comply with the requirements of this chapter pertaining to the obligations and rights of bulk-unit purchasers and lender-unit purchasers forfeits all protections or exemptions provided under the Condominium Act.

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1535 718.812 Documents to be delivered upon turnover.-If a 1536 bulk-unit purchaser elects a majority of the board of 1537 administration and, thereafter, the unit owners other than the 1538 bulk-unit purchaser elect a majority of the board of 1539 administration, the bulk-unit purchaser must deliver all of the 1540 items specified in s. 718.301(4) to the association. However, 1541 the bulk-unit purchaser is not required to deliver items that 1542 were never in the possession of the bulk-unit purchaser. In 1543 conjunction with the acquisition of units, the bulk-unit 1544 purchaser shall undertake a good faith effort to obtain the 1545 items specified in s. 718.301(4) which must be delivered to the 1546 association. If the bulk-unit purchaser cannot obtain such 1547 items, the bulk-unit purchaser must deliver a certificate in 1548 writing to the association which names or describes items that 1549 were not obtainable by the bulk-unit purchaser and which 1550 describes the good faith efforts that were undertaken to obtain 1551 the items. Delivery of the certificate relieves the bulk-unit 1552 purchaser of his or her responsibility under s. 718.301 to 1553 deliver the documents and materials referenced in the 1554 certificate. The responsibility of the bulk-unit purchaser to 1555 conduct the audit required by s. 718.301(4)(c) begins on the 1556 date the bulk-unit purchaser elects or appoints a majority of 1557 the members of the board of administration and ends on the date 1558 the bulk-unit purchaser no longer controls the board. 1559 718.813 Timeshare condominiums.—With respect to the 1560 acquisition of title to units or timeshare interests in a

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1561 condominium, which units or timeshare interests are or 1562 ultimately will be included in a timeshare plan governed by 1563 chapter 721: 1564 (1) A person qualified to be a bulk-unit purchaser 1565 pursuant to s. 718.802 is not a bulk-unit purchaser unless he or 1566 she makes an election to become a bulk-unit purchaser by 1567 providing notice to the association addressed to the registered 1568 agent at the address specified in the records of Department of 1569 State. The notice must be delivered by earliest of the 1570 following: 1571 The date on which the person exercises any developer (a) 1572 rights other than the developer rights described in s. 1573 718.803(1)(a); 1574 (b) The date of sale of any unit or timeshare interest by 1575 the person; or 1576 One hundred eighty days after the date of the 1577 recording of the deed or other instrument of conveyance by which 1578 the person acquired the units or timeshare interests. 1579 If a person has made an election to be a bulk-unit (2) 1580 purchaser pursuant to subsection (1), the bulk-unit purchaser, 1581 when selling units or timeshare interests, must include the 1582 following disclosure to purchasers in conspicuous type on the 1583 first page of the contract for sale of units or timeshare 1584 interests:

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SELLER IS A BULK-UNIT PURCHASER UNDER THE CONDOMINIUM

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- Section 13. Paragraph (a) of subsection (2) of section 719.104, Florida Statutes, is amended to read:
- 719.104 Cooperatives; access to units; records; financial reports; assessments; purchase of leases.—
 - (2) OFFICIAL RECORDS. -
 - (a) From the inception of the association, the association shall maintain a copy of each of the following, where applicable, which shall constitute the official records of the association:
 - 1. The plans, permits, warranties, and other items provided by the developer pursuant to s. 719.301(4).
 - 2. A photocopy of the cooperative documents.
 - 3. A copy of the current rules of the association.
 - 4. A book or books containing the minutes of all meetings of the association, of the board of directors, and of the unit owners, which minutes shall be retained for a period of not less than 7 years.
 - 5. A current roster of all unit owners and their mailing addresses, unit identifications, voting certifications, and, if known, telephone numbers. The association shall also maintain 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

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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.

- 6. All current insurance policies of the association.
- 7. 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.
- 8. Bills of sale or transfer for all property owned by the association.
- 9. Accounting records for the association and separate accounting records for each unit it operates, according to good accounting practices. All accounting records shall be maintained for a period of not less than 7 years. The accounting records shall include, but not be 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.

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c. All audits, reviews, accounting statements, and financial reports of the association.

- d. All contracts for work to be performed. Bids for work to be performed shall also be considered official records and shall be maintained for a period of 1 year.
- 10. 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 after the date of the election, vote, or meeting to which the document relates.
- 11. All rental records where the association is acting as agent for the rental of units.
- 12. A copy of the current question and answer sheet as described in s. 719.504.
- 13. All other <u>written</u> records of the association not specifically included in the foregoing which are related to the operation of the association.
- Section 14. Subsections (3) and (4) of section 719.108, Florida Statutes, are amended to read:
- 719.108 Rents and assessments; liability; lien and priority; interest; collection; cooperative ownership.—
- (3) Rents and assessments, and installments on them, not paid when due bear interest at the rate provided in the cooperative documents from the date due until paid. This rate may not exceed the rate allowed by law and, if a rate is not provided in the cooperative documents, accrues at 18 percent per annum. If the cooperative documents or bylaws so provide, the

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association may charge an administrative late fee in addition to such interest, not to exceed the greater of \$25 or 5 percent of each installment of the assessment for each delinquent installment that the payment is late. Any payment received by an association must be applied first to any interest accrued by the association, then to any administrative late fee, then to any costs and reasonable attorney fees incurred in collection, and then to the delinquent assessment. The foregoing applies notwithstanding s.673.3111, any purported accord and satisfaction, or any restrictive endorsement, designation, or instruction placed on or accompanying a payment. The preceding sentence of is intended to clarify existing law. A late fee is not subject to chapter 687 or s. 719.303(4).

(4) The association has a lien on each cooperative parcel for any unpaid rents and assessments, plus interest, and any authorized administrative late fees. If authorized by the cooperative documents, the lien also secures reasonable attorney fees incurred by the association incident to the collection of the rents and assessments or enforcement of such lien. The lien is effective from and after recording a claim of lien in the public records in the county in which the cooperative parcel is located which states the description of the cooperative parcel, the name of the unit owner, the amount due, and the due dates. Except as otherwise provided in this chapter, a lien may not be filed by the association against a cooperative parcel until 30 days after the date on which a notice of intent to file a lien

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1691	has been delivered to the owner.
1692	(a) The notice must be sent to the unit owner at the
1693	address of the unit by first-class United States mail, and the
1694	notice must be in substantially the following form:
1695	NOTICE OF INTENT
1696	TO RECORD A CLAIM OF LIEN
1697	RE: Unit(unit number) of(name of cooperative)
1698	The following amounts are currently due on your account to
1699	(name of association), and must be paid within 30 days
1700	after your receipt of this letter. This letter shall serve as
1701	the association's notice of intent to record a Claim of Lien
1702	against your property no sooner than 30 days after your receipt
1703	of this letter, unless you pay in full the amounts set forth
1704	below:
1705	Maintenance due(dates) \$
1706	Late fee, if applicable \$
1707	<pre>Interest through(dates)*</pre>
1708	Certified mail charges \$
1709	Other costs \$
1710	TOTAL OUTSTANDING \$
1711	*Interest accrues at the rate of percent per annum.
1712	1. If the most recent address of the unit owner on the
1713	records of the association is the address of the unit, the
1714	notice must be sent by certified mail, return receipt requested,
1715	to the unit owner at the address of the unit.
1716	2. If the most recent address of the unit owner on the

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records of the association is in the United States, but is not the address of the unit, the notice must be sent by certified mail, return receipt requested, to the unit owner at his or her most recent address.

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- 3. If the most recent address of the unit owner on the records of the association is not in the United States, the notice must be sent by first-class United States mail to the unit owner at his or her most recent address.
- A notice that is sent pursuant to this subsection is deemed delivered upon mailing. A claim of lien must be executed and acknowledged by an officer or authorized agent of the association. The lien is not effective 1 year after the claim of lien was recorded unless, within that time, an action to enforce the lien is commenced. The 1-year period is automatically extended for any length of time during which the association is prevented from filing a foreclosure action by an automatic stay resulting from a bankruptcy petition filed by the parcel owner or any other person claiming an interest in the parcel. The claim of lien secures all unpaid rents and assessments that are due and that may accrue after the claim of lien is recorded and through the entry of a final judgment, as well as interest and all reasonable costs and attorney fees incurred by the association incident to the collection process. Upon payment in full, the person making the payment is entitled to a satisfaction of the lien.
 - (c) By recording a notice in substantially the following

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1743 form, a unit owner or the unit owner's agent or attorney may require the association to enforce a recorded claim of lien 1744 1745 against his or her cooperative parcel: 1746 NOTICE OF CONTEST OF LIEN 1747 TO: ... (Name and address of association) ...: 1748 You are notified that the undersigned contests the claim of lien 1749 filed by you on, ... (year) ..., and recorded in Official 1750 Records Book at Page, of the public records of County, Florida, and that the time within which you may file 1751 1752 suit to enforce your lien is limited to 90 days from the date of service of this notice. Executed this day of, 1753 1754 ...(year).... 1755 Signed: ... (Owner or Attorney) ... 1756 After notice of contest of lien has been recorded, the clerk of 1757 the circuit court shall mail a copy of the recorded notice to 1758 the association by certified mail, return receipt requested, at 1759 the address shown in the claim of lien or most recent amendment 1760 to it and shall certify to the service on the face of the 1761 notice. Service is complete upon mailing. After service, the association has 90 days in which to file an action to enforce 1762 1763 the lien. If the action is not filed within the 90-day period, 1764 the lien is void. However, the 90-day period shall be extended 1765 for any length of time during which the association is prevented from filing its action because of an automatic stay resulting 1766 1767 from the filing of a bankruptcy petition by the unit owner or by 1768 any other person claiming an interest in the parcel.

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1769	(d) A release of lien must be in substantially the
1770	following form:
1771	RELEASE OF LIEN
1772	The undersigned lienor, in consideration of the final payment in
1773	the amount of $\$$, hereby waives and releases its lien and
1774	right to claim a lien for unpaid assessments through,
1775	\ldots (year), recorded in the Official Records Book \ldots at Page
1776	, of the public records of County, Florida, for the
1777	following described real property:
1778	THAT COOPERATIVE PARCEL WHICH INCLUDES UNIT NO OF (NAME
1779	OF COOPERATIVE), A COOPERATIVE AS SET FORTH IN THE
1780	COOPERATIVE DOCUMENTS AND THE EXHIBITS ANNEXED THERETO AND
1781	FORMING A PART THEREOF, RECORDED IN OFFICIAL RECORDS BOOK,
1782	PAGE, OF THE PUBLIC RECORDS OF COUNTY, FLORIDA.
1783	(Signature of Authorized Agent)(Signature of Witness)
1784	(Print Name)
1785	(Signature of Witness)
1786	(Print Name)
1787	Sworn to (or affirmed) and subscribed before me this day of
1788	\ldots , \ldots (year), by \ldots (name of person making statement)
1789	(Signature of Notary Public)
1790	(Print, type, or stamp commissioned name of Notary Public)
1791	Personally Known OR Produced as identification.
1792	Section 15. Subsection (3) of section 719.303, Florida
1793	Statutes, is amended to read:
1794	719.303 Obligations of owners

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(3) The association may levy reasonable fines for failure of the unit owner or the unit's occupant, licensee, or invitee to comply with any provision of the cooperative documents or reasonable rules of the association. A fine may not become a lien against a unit. A fine may be levied by the board on the basis of each day of a continuing violation, with a single notice and opportunity for hearing before a committee as provided in paragraph (b). However, the fine may not exceed \$100 per violation, or \$1,000 in the aggregate.

- (a) An association may suspend, for a reasonable period of time, the right of a unit owner, or a unit owner's tenant, guest, or invitee, to use the common elements, common facilities, or any other association property for failure to comply with any provision of the cooperative documents or reasonable rules of the association. This paragraph does not apply to limited common elements intended to be used only by that unit, common elements needed to access the unit, utility services provided to the unit, parking spaces, or elevators.
- (b) A fine or suspension levied by the board of administration may not be imposed unless the board first provides at least 14 days' written except after giving reasonable notice and an opportunity for a hearing to the unit owner and, if applicable, its occupant, the unit's licensee, or invitee. The hearing must be held before a committee of other unit owners who are neither board members nor persons residing in a board member's household. The role of the committee is

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1821	limited to determining whether to confirm or reject the fine or
1822	suspension levied by the board. If the committee does not agree
1823	with the fine or suspension, it may not be imposed.
1824	Section 16. Subsection (8) of section 720.301, Florida
1825	Statutes, is amended to read:
1826	720.301 Definitions.—As used in this chapter, the term:
1827	(8) "Governing documents" means:
1828	(a) The recorded declaration of covenants for a community $ au$
1829	and all duly adopted and recorded amendments, supplements, and
1830	recorded exhibits thereto; and
1831	(b) The articles of incorporation and bylaws of the
1832	homeowners' association, and any duly adopted amendments
1833	thereto; and
1834	(c) Rules and regulations adopted under the authority of
1835	the recorded declaration, articles of incorporation, or bylaws
1836	and duly adopted amendments thereto.
1837	Section 17. Section 720.3015, Florida Statutes, is created
1838	to read:
1839	720.3015 Short title.—This chapter may be cited as the
1840	"Homeowners' Association Act."
1841	Section 18. Section 720.305, Florida Statutes, is amended
1842	to read:
1843	720.305 Obligations of members; remedies at law or in
1844	equity; levy of fines and suspension of use rights
1845	(1) Each member and the member's tenants, guests, and

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invitees, and each association, are governed by, and must comply

CODING: Words stricken are deletions; words underlined are additions.

1846

with, this chapter, the governing documents of the community, and the rules of the association. Actions at law or in equity, or both, to redress alleged failure or refusal to comply with these provisions may be brought by the association or by any member against:

- (a) The association;
- (b) A member;

- (c) Any director or officer of an association who willfully and knowingly fails to comply with these provisions; and
- (d) Any tenants, guests, or invitees occupying a parcel or using the common areas.

The prevailing party in any such litigation is entitled to recover reasonable attorney attorney's fees and costs. A member prevailing in an action between the association and the member under this section, in addition to recovering his or her reasonable attorney attorney's fees, may recover additional amounts as determined by the court to be necessary to reimburse the member for his or her share of assessments levied by the association to fund its expenses of the litigation. This relief does not exclude other remedies provided by law. This section does not deprive any person of any other available right or remedy.

(2) The association may levy reasonable fines. A fine may not exceed of up to \$100 per violation against any member or any

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member's tenant, guest, or invitee for the failure of the owner of the parcel or its occupant, licensee, or invitee to comply with any provision of the declaration, the association bylaws, or reasonable rules of the association unless otherwise provided in the governing documents. A fine may be levied by the board for each day of a continuing violation, with a single notice and opportunity for hearing, except that the fine may not exceed \$1,000 in the aggregate unless otherwise provided in the governing documents. A fine of less than \$1,000 may not become a lien against a parcel. In any action to recover a fine, the prevailing party is entitled to reasonable attorney fees and costs from the nonprevailing party as determined by the court.

- (a) An association may suspend, for a reasonable period of time, the right of a member, or a member's tenant, guest, or invitee, to use common areas and facilities for the failure of the owner of the parcel or its occupant, licensee, or invitee to comply with any provision of the declaration, the association bylaws, or reasonable rules of the association. This paragraph does not apply to that portion of common areas used to provide access or utility services to the parcel. A suspension may not prohibit impair the right of an owner or tenant of a parcel from having to have vehicular and pedestrian ingress to and egress from the parcel, including, but not limited to, the right to park.
- (b) A fine or suspension may not be imposed by the board of administration without at least 14 days' notice to the person

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sought to be fined or suspended and an opportunity for a hearing before a committee of at least three members appointed by the board who are not officers, directors, or employees of the association, or the spouse, parent, child, brother, or sister of an officer, director, or employee. If the committee, by majority vote, does not approve a proposed fine or suspension, it may not be imposed. The role of the committee is limited to determining whether to confirm or reject the fine or suspension levied by the board. If the board of administration association imposes a fine or suspension, the association must provide written notice of such fine or suspension by mail or hand delivery to the parcel owner and, if applicable, to any tenant, licensee, or invitee of the parcel owner.

any fee, fine, or other a monetary obligation due to the association, the association may suspend the rights of the member, or the member's tenant, guest, or invitee, to use common areas and facilities until the fee, fine, or other monetary obligation is paid in full. This subsection does not apply to that portion of common areas used to provide access or utility services to the parcel. A suspension may does not prohibit impair the right of an owner or tenant of a parcel from having to have vehicular and pedestrian ingress to and egress from the parcel, including, but not limited to, the right to park. The notice and hearing requirements under subsection (2) do not apply to a suspension imposed under this subsection.

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- An association may suspend the voting rights of a parcel or member for the nonpayment of any fee, fine, or other monetary obligation due to the association that is more than 90 days delinquent. A voting interest or consent right allocated to a parcel or member which has been suspended by the association shall be subtracted from may not be counted towards the total number of voting interests in the association, which shall be reduced by the number of suspended voting interests when calculating the total percentage or number of all voting interests available to take or approve any action, and the suspended voting interests shall not be considered for any purpose, including, but not limited to, the percentage or number of voting interests necessary to constitute a quorum, the percentage or number of voting interests required to conduct an election, or the percentage or number of voting interests required to approve an action under this chapter or pursuant to the governing documents. The notice and hearing requirements under subsection (2) do not apply to a suspension imposed under this subsection. The suspension ends upon full payment of all obligations currently due or overdue to the association.
- (5) All suspensions imposed pursuant to subsection (3) or subsection (4) must be approved at a properly noticed board meeting. Upon approval, the association must notify the parcel owner and, if applicable, the parcel's occupant, licensee, or invitee by mail or hand delivery.
 - (6) The suspensions permitted by paragraph (2)(a) and

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subsections (3) and (4) apply to a member and, when appropriate, the member's tenants, guests, or invitees, even if the delinquency or failure that resulted in the suspension arose from less than all of the multiple parcels owned by a member.

Section 19. Paragraph (b) of subsection (1) and subsection (9) of section 720.306, Florida Statutes, are amended to read: 720.306 Meetings of members; voting and election

(1) QUORUM; AMENDMENTS.—

procedures; amendments.-

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Unless otherwise provided in the governing documents (b) or required by law, and other than those matters set forth in paragraph (c), any governing document of an association may be amended by the affirmative vote of two-thirds of the voting interests of the association. Within 30 days after recording an amendment to the governing documents, the association shall provide copies of the amendment to the members. However, if a copy of the proposed amendment is provided to the members before they vote on the amendment and the proposed amendment is not changed before the vote, the association, in lieu of providing a copy of the amendment, may provide notice to the members that the amendment was adopted, identifying the official book and page number or instrument number of the recorded amendment and that a copy of the amendment is available at no charge to the member upon written request to the association. The copies and notice described in this paragraph may be provided electronically to those owners who previously consented to

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receive notice electronically. The failure to timely provide notice of the recording of the amendment does not affect the validity or enforceability of the amendment.

(9) ELECTIONS AND BOARD VACANCIES.-

- (a) Elections of directors must be conducted in accordance with the procedures set forth in the governing documents of the association. Except as provided in paragraph (b), all members of the association are eligible to serve on the board of directors, and a member may nominate himself or herself as a candidate for the board at a meeting where the election is to be held; provided, however, that if the election process allows candidates to be nominated in advance of the meeting, the association is not required to allow nominations at the meeting. An election is not required unless more candidates are nominated than vacancies exist. Except as otherwise provided in the governing documents, boards of directors must be elected by a plurality of the votes cast by eligible voters. Any challenge to the election process must be commenced within 60 days after the election results are announced.
- (b) A person who is delinquent in the payment of any fee, fine, or other monetary obligation to the association on the day that he or she could last nominate himself or herself or be nominated for the board may not seek election to the board, and his or her name shall not be listed on the ballot. A person serving as a board member who becomes more than 90 days delinquent in the payment of any fee, fine, or other monetary

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obligation to the association shall be deemed to have abandoned his or her seat on the board, creating a vacancy on the board to be filled according to law. For purposes of this paragraph, the term "any fee, fine, or other monetary obligation" means any delinquency to the association with respect to any parcel for more than 90 days 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 has been convicted of any offense in another jurisdiction which would be considered a felony if committed in this state, may not seek election to the board and is not eligible for board membership unless such felon's civil rights have been restored for at least 5 years as of the date on which such person seeks election to the board. The validity of any action by the board is not affected if it is later determined that a person was ineligible to seek election to the board or that a member of the board is ineligible for board membership.

association must be submitted to mandatory binding arbitration with the division. Such proceedings must be conducted in the manner provided by s. 718.1255 and the procedural rules adopted by the division. Unless otherwise provided in the bylaws, any vacancy occurring on the board before the expiration of a term may be filled by an 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 the governing documents. Unless otherwise provided in the bylaws, a board member appointed or elected under this section is appointed for the unexpired term of the seat being filled. Filling vacancies created by recall is governed by s. 720.303(10) and rules adopted by the division.

Section 20. This act shall take effect July 1, 2015.

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