Bill No. CS/HB 1187 (2016)

	Amendment No.
	CHAMBER ACTION
	<u>Senate</u> <u>House</u>
	•
1	Representative La Rosa offered the following:
2	
3	Substitute Amendment for Amendment (966981) (with title
	Substitute Amendment for Amendment (966981) (with title amendment)
3	
3 4	amendment)
3 4 5	amendment) Between lines 128 and 129, insert:
3 4 5 6	amendment) Between lines 128 and 129, insert: Section 1. Subsections (12) and (13) of section 718.111,
3 4 5 6 7	<pre>amendment) Between lines 128 and 129, insert: Section 1. Subsections (12) and (13) of section 718.111, Florida Statutes, are amended to read:</pre>
3 4 5 6 7 8	<pre>amendment) Between lines 128 and 129, insert: Section 1. Subsections (12) and (13) of section 718.111, Florida Statutes, are amended to read: 718.111 The association (12) OFFICIAL RECORDS</pre>
3 4 5 6 7 8 9	<pre>amendment) Between lines 128 and 129, insert: Section 1. Subsections (12) and (13) of section 718.111, Florida Statutes, are amended to read: 718.111 The association (12) OFFICIAL RECORDS (a) From the inception of the association, the association</pre>
3 4 5 6 7 8 9 10	<pre>amendment) Between lines 128 and 129, insert: Section 1. Subsections (12) and (13) of section 718.111, Florida Statutes, are amended to read: 718.111 The association (12) OFFICIAL RECORDS (a) From the inception of the association, the association shall maintain each of the following items, if applicable, which</pre>
3 4 5 6 7 8 9 10 11 12	<pre>amendment) Between lines 128 and 129, insert: Section 1. Subsections (12) and (13) of section 718.111, Florida Statutes, are amended to read: 718.111 The association (12) OFFICIAL RECORDS (a) From the inception of the association, the association shall maintain each of the following items, if applicable, which constitutes the official records of the association:</pre>
3 4 5 6 7 8 9 10 11 12 13	<pre>amendment) Between lines 128 and 129, insert: Section 1. Subsections (12) and (13) of section 718.111, Florida Statutes, are amended to read: 718.111 The association (12) OFFICIAL RECORDS (a) From the inception of the association, the association shall maintain each of the following items, if applicable, which constitutes the official records of the association: 1. A copy of the plans, <u>specifications</u>, permits, <u>and</u></pre>
3 4 5 6 7 8 9 10 11 12	<pre>amendment) Between lines 128 and 129, insert: Section 1. Subsections (12) and (13) of section 718.111, Florida Statutes, are amended to read: 718.111 The association (12) OFFICIAL RECORDS (a) From the inception of the association, the association shall maintain each of the following items, if applicable, which constitutes the official records of the association:</pre>
3 4 5 6 7 8 9 10 11 12 13 14	<pre>amendment) Between lines 128 and 129, insert: Section 1. Subsections (12) and (13) of section 718.111, Florida Statutes, are amended to read: 718.111 The association (12) OFFICIAL RECORDS (a) From the inception of the association, the association shall maintain each of the following items, if applicable, which constitutes the official records of the association: 1. A copy of the plans, <u>specifications</u>, permits, <u>and</u></pre>

Page 1 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

15 other property that the association is obligated to maintain, 16 repair, or replace, and other items provided by the developer 17 pursuant to s. 718.301(4). 2. A photocopy of the recorded declaration of condominium 18 19 of each condominium operated by the association and each 20 amendment to each declaration. 21 3. A photocopy of the recorded bylaws of the association 22 and each amendment to the bylaws. 4. A certified copy of the articles of incorporation of 23 24 the association, or other documents creating the association, and each amendment thereto. 25 26 A copy of the current rules of the association. 5. 27 A book or books that contain the minutes of all 6. meetings of the association, the board of administration, and 28 29 the unit owners, which minutes must be retained for at least 7 30 years. 31 7. A current roster of all unit owners and their mailing 32 addresses, unit identifications, voting certifications, and, if known, telephone numbers. The association shall also maintain 33 34 the e-mail electronic mailing addresses and facsimile numbers of 35 unit owners consenting to receive notice by electronic transmission. The e-mail electronic mailing addresses and 36 facsimile numbers are not accessible to unit owners if consent 37 38 to receive notice by electronic transmission is not provided in 39 accordance with subparagraph (d)5. The e-mail addresses and facsimile numbers provided by unit owners to receive notice by 40 583529 Approved For Filing: 3/3/2016 4:05:00 PM

Page 2 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

41 <u>electronic transmission must be removed from association records</u> 42 <u>if the unit owner revokes his or her consent to receive notice</u> 43 <u>by electronic transmission in writing (c)5</u>. However, the 44 association is not liable for an inadvertent disclosure of the 45 <u>e-mail electronic mail</u> address or facsimile number for receiving 46 electronic transmission of notices.

47 8. All current insurance policies of the association and48 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. <u>Bids for materials, equipment, or services are</u> <u>official records and must be maintained by the association for 1</u> year.

55 10. Bills of sale or transfer for all property owned by56 the association.

57 11. Financial and accounting records for the association and separate financial and accounting records for each 58 59 condominium that the association operates. All financial and 60 accounting records must be maintained for at least 7 years. Any person who knowingly or intentionally defaces or destroys such 61 records, or who knowingly or intentionally fails to create or 62 maintain such records, with the intent of causing harm to the 63 64 association or one or more of its members, is personally subject 65 to a civil penalty pursuant to s. 718.501(1)(d). The financial and accounting records must include, but are not limited to: 66

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 3 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

a. Accurate, itemized, and detailed records of allreceipts 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 <u>tax returns</u>, audits, reviews, accounting
statements, and financial reports of the association or
condominium.

76 d. <u>Any records that identify, measure, record, or</u> 77 <u>communicate financial information</u> All contracts for work to be 78 performed. Bids for work to be performed are also considered 79 official records and must be maintained by the association.

80 12. Ballots, sign-in sheets, voting proxies, and all other 81 papers relating to voting by unit owners, which must be 82 maintained for 1 year from the date of the election, vote, or 83 meeting to which the document relates, notwithstanding paragraph 84 (b).

85 13. All rental records if the association is acting as86 agent for the rental of condominium units.

87 14. A copy of the current question and answer sheet as88 described in s. 718.504.

89 15. All other written records of the association not 90 specifically included in the foregoing which are related to the 91 operation of the association.

92

16. A copy of the inspection report as described in s.

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 4 of 43

Amendment No.

93 718.301(4)(p).

The official records of the association must be 94 (b) 95 maintained within the state for at least 7 years. The records of 96 the association shall be made available to a unit owner within 97 45 miles of the condominium property or within the county in 98 which the condominium property is located within 5 working days 99 after receipt of a written request by the board or its designee. 100 However, such distance requirement does not apply to an 101 association governing a timeshare condominium. This paragraph 102 may be complied with by having a copy of the official records of 103 the association available for inspection or copying on the 104 condominium property or association property, or the association 105 may offer the option of making the records available to a unit 106 owner electronically via the Internet or by allowing the records 107 to be viewed in electronic format on a computer screen and printed upon request. The association is not responsible for the 108 109 use or misuse of the information provided to an association member or his or her authorized representative pursuant to the 110 compliance requirements of this chapter unless the association 111 112 has an affirmative duty not to disclose such information 113 pursuant to this chapter.

(c)1. A condominium with 500 or more units which does not manage timeshare units shall post digital copies of the documents specified in subparagraph 2. on the association's website.

118

a. An association's website must be:

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 5 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

	Allendilent No.
119	(I) An independent website or web portal wholly owned and
120	operated by the association; or
121	(II) A website or web portal operated by a third party
122	provider with whom the association owns, leases, rents, or
123	otherwise obtains the right to operate a web page, subpage, web
124	portal, or collection of subpages or web portals dedicated to
125	the association's activities and where required notices,
126	records, and documents may be posted by the association.
127	b. The association's website must be accessible through
128	the Internet and must contain a subpage, web portal, or other
129	protected electronic location that is inaccessible to the
130	general public and accessible only to unit owners and employees
131	of the association.
132	c. The association must provide each unit owner with
133	access to the protected sections of the association's website
134	that contain any notices, records, or documents that must be
135	electronically provided.
136	2. The following documents must be posted in digital
137	format on the website:
138	a. A copy of the plans, specifications, permits, and
139	warranties related to improvements to the common elements or
140	other property that the association is obligated to maintain,
141	repair, or replace, and other items provided by the developer
142	pursuant to s. 718.301(4).
143	b. A photocopy of the recorded declaration of condominium
144	of each condominium operated by the association and each
	583529
	Approved For Filing: 3/3/2016 4:05:00 PM
Mproved for fifting. 5/5/2010 4.05.00 Im	

Page 6 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

145	amendment to each declaration.
146	c. A photocopy of the recorded bylaws of the association
147	and each amendment to the bylaws.
148	d. A certified copy of the articles of incorporation of
149	the association, or other documents creating the association,
150	and each amendment thereto.
151	e. A copy of the current rules of the association.
152	f. All current insurance policies of the association and
153	condominiums operated by the association.
154	g. A current copy of any management agreement, lease, or
155	other contract to which the association is a party or under
156	which the association or the unit owners have an obligation or
157	responsibility. Bids for materials, equipment, or services are
158	official records and must be maintained by the association for 1
159	year.
160	h. Bills of sale or transfer for all property owned by the
161	association.
162	i. The annual budget required by s. 718.112(2)(f) and any
163	proposed budget to be considered at the annual meeting.
164	j. The financial report required by subsection (13) and
165	any proposed financial report to be considered at a meeting.
166	k. The certification of each director required by s.
167	718.112(2)(d)4.b.
168	1. A list of all contracts or transactions between the
169	association and any director, officer, corporation, firm, or
170	association that is not an affiliated condominium association or
	583529
	Approved For Filing: 3/3/2016 4:05:00 PM
	Approved for firing. 3/3/2010 4.03.00 FM

Page 7 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

171 any other entity in which an association director is also a 172 director or officer and financially interested. 173 m. Any fidelity bond entered into by the association. 174 n. Any contract or document regarding a conflict of 175 interest or possible conflict of interest as provided in ss. 176 468.436(2) and 718.3026(3). o. Notice of any board meeting and the agenda for the 177 178 meeting, as required by s. 718.112(2)(d)3., no later than 14 179 days before the meeting. The notice must be posted in plain view 180 on the front page, or on a separate subpage labeled "Notices" 181 which is conspicuously visible and linked from the front page of the association's website. The association must post on the 182 183 association's website any documents to be considered during the 184 meeting or listed on the agenda at least 7 days before the 185 meeting at which the document or the information within the 186 document will be considered, unless otherwise stated, including 187 the following documents: (I) The proposed annual budget required by s. 188 189 718.112(2)(f), which must be provided at least 14 days before 190 the meeting. 191 (II) The proposed financial report required by subsection 192 (13). 193 (III) A list of persons seeking to be elected to the 194 board. 195 3. The association shall ensure that the information and 196 records described in paragraph (d), which are not permitted to 583529 Approved For Filing: 3/3/2016 4:05:00 PM

Page 8 of 43

Amendment No.

197	be accessible to unit owners, are not posted on the
198	association's website. If protected information or information
199	restricted from being accessible to unit owners is included in
200	documents that are required to be posted on the association's
201	website, the association shall ensure the information is
202	redacted before posting the documents online.

203 (d) (c) The official records of the association are open to 204 inspection by any association member or the authorized 205 representative of such member at all reasonable times. The right 206 to inspect the records includes the right to make or obtain 207 copies, at the reasonable expense, if any, of the member. The 208 association may adopt reasonable rules regarding the frequency, 209 time, location, notice, and manner of record inspections and 210 copying. The failure of an association to provide the records 211 within 10 working days after receipt of a written request 212 creates a rebuttable presumption that the association willfully 213 failed to comply with this paragraph. A unit owner who is denied 214 access to official records is entitled to the actual damages or minimum damages for the association's willful failure to comply. 215 216 Minimum damages are \$50 per calendar day for up to 10 days, 217 beginning on the 11th working day after receipt of the written request. The failure to permit inspection entitles any person 218 prevailing in an enforcement action to recover reasonable 219 220 attorney fees from the person in control of the records who, directly or indirectly, knowingly denied access to the records. 221 222 Any person who knowingly or intentionally defaces or destroys

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 9 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

223 accounting records that are required by this chapter to be 224 maintained during the period for which such records are required 225 to be maintained, or who knowingly or intentionally fails to 226 create or maintain accounting records that are required to be 227 created or maintained, with the intent of causing harm to the 228 association or one or more of its members, is personally subject 229 to a civil penalty pursuant to s. 718.501(1)(d). The association 230 shall maintain an adequate number of copies of the declaration, 231 articles of incorporation, bylaws, and rules, and all amendments 232 to each of the foregoing, as well as the question and answer 233 sheet as described in s. 718.504 and year-end financial 234 information required under this section, on the condominium 235 property to ensure their availability to unit owners and 236 prospective purchasers, and may charge its actual costs for 237 preparing and furnishing these documents to those requesting the 238 documents. An association shall allow a member or his or her 239 authorized representative to use a portable device, including a 240 smartphone, tablet, portable scanner, or any other technology 241 capable of scanning or taking photographs, to make an electronic 242 copy of the official records in lieu of the association's 243 providing the member or his or her authorized representative with a copy of such records. The association may not charge a 244 245 member or his or her authorized representative for the use of a 246 portable device. Notwithstanding this paragraph, the following records are not accessible to unit owners: 247

248

1. Any record protected by the lawyer-client privilege as

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 10 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

249 described in s. 90.502 and any record protected by the work-250 product privilege, including a record prepared by an association 251 attorney or prepared at the attorney's express direction, which 252 reflects a mental impression, conclusion, litigation strategy, 253 or legal theory of the attorney or the association, and which 254 was prepared exclusively for civil or criminal litigation or for 255 adversarial administrative proceedings, or which was prepared in 256 anticipation of such litigation or proceedings until the 257 conclusion of the litigation or proceedings.

258 2. Information obtained by an association in connection
259 with the approval of the lease, sale, or other transfer of a
260 unit.

3. Personnel records of association or management company employees, including, but not limited to, disciplinary, payroll, health, and insurance records. For purposes of this subparagraph, the term "personnel records" does not include written employment agreements with an association employee or management company, or budgetary or financial records that indicate the compensation paid to an association employee.

268

4. Medical records of unit owners.

5. Social security numbers, driver license numbers, credit card numbers, e-mail addresses, telephone numbers, facsimile numbers, emergency contact information, addresses of a unit owner other than as provided to fulfill the association's notice requirements, and other personal identifying information of any person, excluding the person's name, unit designation, mailing

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 11 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

275 address, property address, and any address, e-mail address, or 276 facsimile number provided to the association to fulfill the 277 association's notice requirements. Notwithstanding the 278 restrictions in this subparagraph, an association may print and 279 distribute to parcel owners a directory containing the name, 280 parcel address, and all telephone numbers of each parcel owner. 281 However, an owner may exclude his or her telephone numbers from 282 the directory by so requesting in writing to the association. An 283 owner may consent in writing to the disclosure of other contact 284 information described in this subparagraph. The association is 285 not liable for the inadvertent disclosure of information that is 286 protected under this subparagraph if the information is included 287 in an official record of the association and is voluntarily 288 provided by an owner and not requested by the association.

289 6. Electronic security measures that are used by the290 association to safeguard data, including passwords.

7. The software and operating system used by the association which allow the manipulation of data, even if the owner owns a copy of the same software used by the association.
The data is part of the official records of the association.

295(e) (d)The association shall prepare a question and answer296sheet as described in s. 718.504, and shall update it annually.

297 <u>(f)(e)</u>1. The association or its authorized agent is not 298 required to provide a prospective purchaser or lienholder with 299 information about the condominium or the association other than 300 information or documents required by this chapter to be made

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 12 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

301 available or disclosed. The association or its authorized agent 302 may charge a reasonable fee to the prospective purchaser, 303 lienholder, or the current unit owner for providing good faith 304 responses to requests for information by or on behalf of a 305 prospective purchaser or lienholder, other than that required by 306 law, if the fee does not exceed \$150 plus the reasonable cost of 307 photocopying and any attorney attorney's fees incurred by the 308 association in connection with the response.

2. An association and its authorized agent are not liable for providing such information in good faith pursuant to a written request if the person providing the information includes a written statement in substantially the following form: "The responses herein are made in good faith and to the best of my ability as to their accuracy."

315 (g) (f) An outgoing board or committee member must relinquish all official records and property of the association 316 317 in his or her possession or under his or her control, including administrative rights or controls of an association's website or 318 other digital or electronic asset of the association, to the 319 320 incoming board within 5 days after the election. The division 321 shall impose a civil penalty as set forth in s. 718.501(1)(d)6. 322 against an outgoing board or committee member who willfully and 323 knowingly fails to relinquish such records and property.

(13) FINANCIAL REPORTING.-Within 90 days after the end of
the fiscal year, or annually on a date provided in the bylaws,
the association shall prepare and complete, or contract for the

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 13 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

327 preparation and completion of, a financial report for the 328 preceding fiscal year. Within 21 days after the final financial 329 report is completed by the association or received from the 330 third party, but not later than 120 days after the end of the 331 fiscal year or other date as provided in the bylaws, the 332 association shall mail to each unit owner at the address last 333 furnished to the association by the unit owner, or hand deliver 334 to each unit owner, a copy of the financial report or a notice 335 that a copy of the financial report will be mailed or hand 336 delivered to the unit owner, without charge, upon receipt of a 337 written request from the unit owner. The division shall adopt 338 rules setting forth uniform accounting principles and standards 339 to be used by all associations and addressing the financial 340 reporting requirements for multicondominium associations. The rules must include, but not be limited to, standards for 341 342 presenting a summary of association reserves, including a good 343 faith estimate disclosing the annual amount of reserve funds 344 that would be necessary for the association to fully fund 345 reserves for each reserve item based on the straight-line 346 accounting method. This disclosure is not applicable to reserves 347 funded via the pooling method. In adopting such rules, the division shall consider the number of members and annual 348 349 revenues of an association. Financial reports shall be prepared 350 as follows:

(a) An association that meets the criteria of thisparagraph shall prepare a complete set of financial statements

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 14 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

in accordance with generally accepted accounting principles. The financial statements must be based upon the association's total annual revenues, as follows:

356 1. An association with total annual revenues of \$150,000 357 or more, but less than \$300,000, shall prepare compiled 358 financial statements.

359 2. An association with total annual revenues of at least
360 \$300,000, but less than \$500,000, shall prepare reviewed
361 financial statements.

362 3. An association with total annual revenues of \$500,000363 or more shall prepare audited financial statements.

(b)1. An association with total annual revenues of less than \$150,000 shall prepare a report of cash receipts and expenditures.

367 2. An association that operates fewer than 50 units, 368 regardless of the association's annual revenues, shall prepare a 369 report of cash receipts and expenditures in lieu of financial 370 statements required by paragraph (a).

371 2.3. A report of cash receipts and disbursements must 372 disclose the amount of receipts by accounts and receipt 373 classifications and the amount of expenses by accounts and 374 expense classifications, including, but not limited to, the 375 following, as applicable: costs for security, professional and 376 management fees and expenses, taxes, costs for recreation 377 facilities, expenses for refuse collection and utility services, expenses for lawn care, costs for building maintenance and 378

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 15 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

379 repair, insurance costs, administration and salary expenses, and 380 reserves accumulated and expended for capital expenditures, 381 deferred maintenance, and any other category for which the 382 association maintains reserves.

383 (c) An association may prepare, without a meeting of or 384 approval by the unit owners:

385 1. Compiled, reviewed, or audited financial statements, if 386 the association is required to prepare a report of cash receipts 387 and expenditures;

388 2. Reviewed or audited financial statements, if the 389 association is required to prepare compiled financial 390 statements; or

391 3. Audited financial statements if the association is392 required to prepare reviewed financial statements.

393 (d) If approved by a majority of the voting interests 394 present at a properly called meeting of the association, an 395 association may prepare:

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

398 2. A report of cash receipts and expenditures or a 399 compiled financial statement in lieu of a reviewed or audited 400 financial statement; or

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

404

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 16 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

405 Such meeting and approval must occur before the end of the 406 fiscal year and is effective only for the fiscal year in which 407 the vote is taken, except that the approval may also be 408 effective for the following fiscal year. If the developer has 409 not turned over control of the association, all unit owners, 410 including the developer, may vote on issues related to the 411 preparation of the association's financial reports, from the 412 date of incorporation of the association through the end of the second fiscal year after the fiscal year in which the 413 414 certificate of a surveyor and mapper is recorded pursuant to s. 415 718.104(4)(e) or an instrument that transfers title to a unit in 416 the condominium which is not accompanied by a recorded 417 assignment of developer rights in favor of the grantee of such 418 unit is recorded, whichever occurs first. Thereafter, all unit owners except the developer may vote on such issues until 419 420 control is turned over to the association by the developer. Any 421 audit or review prepared under this section shall be paid for by 422 the developer if done before turnover of control of the 423 association. An association may not waive the financial 424 reporting requirements of this section for more than 3 425 consecutive years.

426 (e) If an association has not provided the unit owner with
427 a copy of the financial report after receipt of a written
428 request within the time required pursuant to this section, the
429 unit owner may contact the division to report the association's
430 failure to comply. Upon notification, the division shall contact

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 17 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

431	the association to request that the association provide the copy
432	of the financial report to the unit owner within 5 business
433	days. If the association further fails to provide the copy of
434	the financial report, the association must provide a copy of the
435	financial report to the division within 7 business days.
436	Additionally, the association must provide a copy of the
437	financial report to the division for the 2 subsequent fiscal
438	years within 21 days after the final financial report is
439	completed by the association or received from the third party
440	and may not waive the financial reporting requirement as
441	provided in paragraph (d). The division shall maintain the
442	financial reports and provide a copy of the financial reports to
443	members of the association upon request.
444	Section 2. Paragraph (c) of subsection (3) of section
445	718.117, Florida Statutes, is amended to read:
446	718.117 Termination of condominium
447	(3) OPTIONAL TERMINATIONExcept as provided in subsection
448	(2) or unless the declaration provides for a lower percentage,
449	the condominium form of ownership may be terminated for all or a
450	portion of the condominium property pursuant to a plan of
451	termination approved by at least 80 percent of the total voting
452	interests of the condominium. If 10 percent or more of the total
453	voting interests of the condominium have rejected the plan of
454	termination by negative vote or by providing written objections,
455	the plan of termination may not proceed.

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 18 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

456 (C)For purposes of this subsection, the term "bulk owner" 457 means the single holder of such voting interests or an owner 458 together with a related entity or entities that would be 459 considered an insider, as defined in s. 726.102, holding such 460 voting interests. If the condominium association is a 461 residential association proposed for termination pursuant to 462 this section and, at the time of recording the plan of 463 termination, at least 80 percent of the total voting interests 464 are owned by a bulk owner, the plan of termination is subject to 465 the following conditions and limitations:

If the former condominium units are offered for lease 466 1. 467 to the public after the termination, each unit owner in 468 occupancy immediately before the date of recording of the plan 469 of termination may lease his or her former unit and remain in 470 possession of the unit for 12 months after the effective date of 471 the termination on the same terms as similar unit types within 472 the property are being offered to the public. In order to obtain a lease and exercise the right to retain exclusive possession of 473 474 the unit owner's former unit, the unit owner must make a written 475 request to the termination trustee to rent the former unit 476 within 90 days after the date the plan of termination is 477 recorded. Any unit owner who fails to timely make such written 478 request and sign a lease within 15 days after being presented 479 with a lease is deemed to have waived his or her right to retain 480 possession of his or her former unit and shall be required to 481 vacate the former unit upon the effective date of the

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 19 of 43

Amendment No.

482 termination, unless otherwise provided in the plan of 483 termination.

484 2. Any former unit owner whose unit was granted homestead 485 exemption status by the applicable county property appraiser as 486 of the date of the recording of the plan of termination shall be 487 paid a relocation payment in an amount equal to 1 percent of the 488 termination proceeds allocated to the owner's former unit. Any 489 relocation payment payable under this subparagraph shall be paid 490 by the single entity or related entities owning at least 80 491 percent of the total voting interests. Such relocation payment 492 shall be in addition to the termination proceeds for such 493 owner's former unit and shall be paid no later than 10 days 494 after the former unit owner vacates his or her former unit.

For their respective units, all unit owners other than 495 3. 496 the bulk owner must be compensated at least 100 percent of the 497 fair market value of their units. The fair market value shall be 498 determined as of a date that is no earlier than 90 days before the date that the plan of termination is recorded and shall be 499 500 determined by an independent appraiser selected by the 501 termination trustee. For an original purchaser from the 502 developer who rejects the plan of termination and whose unit was 503 granted homestead exemption status by the applicable county 504 property appraiser, or was an owner-occupied operating business, 505 as of the date that the plan of termination is recorded and who 506 is current in payment of both assessments and other monetary 507 obligations to the association and any mortgage encumbering the

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 20 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

508 unit as of the date the plan of termination is recorded, the 509 fair market value for the unit owner rejecting the plan shall be 510 at least the original purchase price paid for the unit. For purposes of this subparagraph, the term "fair market value" 511 512 means the price of a unit that a seller is willing to accept and 513 a buyer is willing to pay on the open market in an arms-length transaction based on similar units sold in other condominiums, 514 515 including units sold in bulk purchases but excluding units sold at wholesale or distressed prices. The purchase price of units 516 517 acquired in bulk following a bankruptcy or foreclosure shall not 518 be considered for purposes of determining fair market value.

519 The plan of termination must provide for payment of a 4. 520 first mortgage encumbering a unit to the extent necessary to 521 satisfy the lien, but the payment may not exceed the unit's 522 share of the proceeds of termination under the plan. If the unit owner is current in payment of both assessments and other 523 524 monetary obligations to the association and any mortgage 525 encumbering the unit as of the date the plan of termination is recorded, the receipt by the holder of the unit's share of the 526 527 proceeds of termination under the plan or the outstanding 528 balance of the mortgage, whichever is less, shall be deemed to 529 have satisfied the first mortgage in full.

530 5. Before a plan of termination is presented to the unit 531 owners for consideration pursuant to this paragraph, the plan 532 must include the following written disclosures in a sworn 533 statement:

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 21 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

534 The identity of any person or entity that owns or a. 535 controls 50 percent or more of the units in the condominium and, 536 if the units are owned by an artificial entity or entities, a 537 disclosure of the natural person or persons who, directly or indirectly, manage or control the entity or entities and the 538 539 natural person or persons who, directly or indirectly, own or control 20 percent or more of the artificial entity or entities 540 541 that constitute the bulk owner.

542 b. The units acquired by any bulk owner, the date each 543 unit was acquired, and the total amount of compensation paid to 544 each prior unit owner by the bulk owner, regardless of whether 545 attributed to the purchase price of the unit.

546 c. The relationship of any board member to the bulk owner 547 or any person or entity affiliated with the bulk owner subject 548 to disclosure pursuant to this subparagraph.

549 Section 3. Subsection (4) of section 719.104, Florida 550 Statutes, is amended to read:

551 719.104 Cooperatives; access to units; records; financial 552 reports; assessments; purchase of leases.—

553

(4) FINANCIAL REPORT.-

(a) Within 90 days following the end of the fiscal or
calendar year or annually on such date as provided in the bylaws
of the association, the board of administration shall prepare
and complete, or contract with a third party to prepare and
complete, a financial report covering the preceding fiscal or
calendar year. Within 21 days after the financial report is

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 22 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

560 completed by the association or received from the third party, 561 but no later than 120 days after the end of the fiscal year, 562 calendar year, or other date provided in the bylaws, the 563 association shall provide each member with a copy of the annual 564 financial report or a written notice that a copy of the 565 financial report is available upon request at no charge to the 566 member. The division shall adopt rules setting forth uniform 567 accounting principles, standards, and reporting requirements.

(b) Except as provided in paragraph (c), an association whose total annual revenues meet the criteria of this paragraph shall prepare or cause to be prepared a complete set of financial statements according to the generally accepted accounting principles adopted by the Board of Accountancy. The financial statements shall be as follows:

574 1. An association with total annual revenues between 575 \$150,000 and \$299,999 shall prepare a compiled financial 576 statement.

577 2. An association with total annual revenues between 578 \$300,000 and \$499,999 shall prepare a reviewed financial 579 statement.

5803. An association with total annual revenues of \$500,000581or more shall prepare an audited financial statement.

4. The requirement to have the financial statement compiled, reviewed, or audited does not apply to an association if a majority of the voting interests of the association present at a duly called meeting of the association have voted to waive

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 23 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

586 this requirement for the fiscal year. In an association in which 587 turnover of control by the developer has not occurred, the 588 developer may vote to waive the audit requirement for the first 589 2 years of operation of the association, after which time waiver 590 of an applicable audit requirement shall be by a majority of 591 voting interests other than the developer. The meeting shall be 592 held prior to the end of the fiscal year, and the waiver shall 593 be effective for only one fiscal year. An association may not waive the financial reporting requirements of this section for 594 595 more than 3 consecutive years.

(c)1. An association with total annual revenues of less than \$150,000 shall prepare a report of cash receipts and expenditures.

599 2. An association in a community of fewer than 50 units, 600 regardless of the association's annual revenues, shall prepare a 601 report of cash receipts and expenditures in lieu of the 602 financial statements required by paragraph (b), unless the 603 declaration or other recorded governing documents provide 604 otherwise.

A report of cash receipts and expenditures must
 disclose the amount of receipts by accounts and receipt
 classifications and the amount of expenses by accounts and
 expense classifications, including the following, as applicable:
 costs for security, professional, and management fees and
 expenses; taxes; costs for recreation facilities; expenses for
 refuse collection and utility services; expenses for lawn care;

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 24 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

612 costs for building maintenance and repair; insurance costs;
613 administration and salary expenses; and reserves, if maintained
614 by the association.

615 If at least 20 percent of the unit owners petition the (d) board for a greater level of financial reporting than that 616 617 required by this section, the association shall duly notice and 618 hold a membership meeting within 30 days after receipt of the 619 petition to vote on raising the level of reporting for that 620 fiscal year. Upon approval by a majority of the voting interests 621 represented at a meeting at which a quorum of unit owners is 622 present, the association shall prepare an amended budget or shall adopt a special assessment to pay for the financial report 623 624 regardless of any provision to the contrary in the declaration 625 or other recorded governing documents. In addition, the 626 association shall provide within 90 days after the meeting or the end of the fiscal year, whichever occurs later: 627

628 1. Compiled, reviewed, or audited financial statements, if
629 the association is otherwise required to prepare a report of
630 cash receipts and expenditures;

631 2. Reviewed or audited financial statements, if the
632 association is otherwise required to prepare compiled financial
633 statements; or

3. Audited financial statements, if the association isotherwise required to prepare reviewed financial statements.

(e) If approved by a majority of the voting interestspresent at a properly called meeting of the association, an

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 25 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

638 association may prepare or cause to be prepared: 639 1. A report of cash receipts and expenditures in lieu of a 640 compiled, reviewed, or audited financial statement; 641 2. A report of cash receipts and expenditures or a 642 compiled financial statement in lieu of a reviewed or audited 643 financial statement; or 3. A report of cash receipts and expenditures, a compiled 644 645 financial statement, or a reviewed financial statement in lieu 646 of an audited financial statement. 647 (f) If an association has not provided the unit owner with 648 a copy of the financial report after receipt of a written 649 request within the time required as provided in paragraph (a), 650 the unit owner may contact the division to report the 651 association's failure to comply. Upon notification, the division 652 shall contact the association to request that the association 653 provide the copy of the financial report to the unit owner 654 within 5 business days. If the association further fails to 655 provide the copy of the financial report, the association must 656 provide a copy of the financial report to the division within 7 657 business days. Additionally, the association must provide a copy 658 of the financial report to the division for the 2 subsequent 659 fiscal years within 21 days after the final financial report is 660 completed by the association or received from the third party 661 and may not waive the financial reporting requirement as provided in paragraph (b) or paragraph (e). The division shall 662 maintain the financial reports and provide a copy of the 663

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 26 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

664 <u>financial reports to members of the public upon request.</u>
665 Section 4. Subsections (6) through (13) of section
666 720.303, Florida Statutes, are renumbered as sections (7)
667 through (14), respectively, present subsection (4), paragraph
668 (c) of present subsection (6), and present subsection (7) of
669 that section are amended, and a new subsection (6) is added to
670 that section, to read:

671 720.303 Association powers and duties; meetings of board;
672 official records; budgets; financial reporting; association
673 funds; recalls.-

674 (4) OFFICIAL RECORDS.—The association shall maintain each
675 of the following items, when applicable, which constitute the
676 official records of the association:

(a) Copies of any plans, specifications, permits, and
warranties related to improvements constructed on the common
areas or other property that the association is obligated to
maintain, repair, or replace, and other items provided by the
developer pursuant to s. 720.307(4).

(b) A copy of the bylaws of the association and of eachamendment to the bylaws.

684 (c) A <u>certified</u> copy of the articles of incorporation of
 685 the association and of each amendment thereto.

686 (d) A copy of the declaration of covenants and a copy of687 each amendment thereto.

(e) A copy of the current rules of the homeowners'association.

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 27 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

(f) The minutes of all meetings of the board of directors
and of the members, which minutes must be retained for at least
7 years.

693 A current roster of all members and their mailing (q) 694 addresses and parcel identifications. The association shall also 695 maintain the e-mail electronic mailing addresses and the numbers designated by members for receiving notice sent by electronic 696 697 transmission of those members consenting to receive notice by 698 electronic transmission. The e-mail electronic mailing addresses 699 and numbers provided by members unit owners to receive notice by 700 electronic transmission shall be removed from association 701 records when consent to receive notice by electronic 702 transmission is revoked. However, the association is not liable 703 for an erroneous disclosure of the e-mail electronic mail 704 address or the number for receiving electronic transmission of 705 notices.

(h) All of the association's insurance policies or a copythereof, which policies must be retained for at least 7 years.

(i) A current copy of all contracts to which the
association is a party, including, without limitation, any
management agreement, lease, or other contract under which the
association has any obligation or responsibility. Bids received
by the association for <u>materials</u>, <u>equipment</u>, <u>or services</u> work to
be <u>performed</u> must also be considered official records and must
be <u>maintained</u> kept for a <u>period of</u> 1 year.

715

(j) The financial and accounting records of the

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 28 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

716 association, kept according to good accounting practices. All 717 financial and accounting records must be maintained for a period 718 of at least 7 years. The financial and accounting records must 719 include:

720 1. Accurate, itemized, and detailed records of all721 receipts and expenditures.

722 2. A current account and a periodic statement of the 723 account for each member, designating the name and current 724 address of each member who is obligated to pay assessments, the 725 due date and amount of each assessment or other charge against 726 the member, the date and amount of each payment on the account, 727 and the balance due.

All tax returns, <u>audits, reviews,</u> financial statements,
and financial reports of the association.

Any other records that identify, measure, record, orcommunicate financial information.

(k) A copy of the disclosure summary described in s.733 720.401(1).

(1) Ballots, sign-in sheets, voting proxies, and all other papers relating to voting by members, which must be maintained for 1 year after the date of the election, vote, or meeting to which the document relates.

738 (m) (1) All other written records of the association not 739 specifically included in the foregoing which are related to the 740 operation of the association.

741

(6) ACCESS TO ASSOCIATION DOCUMENTS AND RECORDS ON AN

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 29 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

742 ASSOCIATION WEBSITE.-743 (a) An association governing 7,500 or more parcels shall 744 post digital copies of the documents specified in paragraph (b) 745 on the association's website. An association with fewer than 746 7,500 parcels located within the physical boundaries of an 747 affiliated association that has more than 7,500 or more parcels 748 shall post digital copies of such documents on the larger 749 affiliated association's website. An association with fewer than 750 7,500 parcels located within the physical boundaries of an 751 association with more than 7,500 or more parcels but that is not 752 affiliated with the larger association may post digital copies 753 of such documents on its website if the association chooses to 754 do so. 755 1. An association's website must be: 756 a. An independent website or web portal wholly owned and 757 operated by the association; or 758 b. A website or web portal that is operated by a third-759 party provider with whom the association owns, leases, rents, or 760 otherwise obtains the right to operate a web page, subpage, web 761 portal, or collection of subpages or web portals dedicated to 762 the association's activities and where required notices, 763 records, and documents may be posted by the association. 764 2. The association's website must be accessible through 765 the Internet and must contain a subpage, web portal, or other 766 protected electronic location that is inaccessible to the 767 general public and accessible only to the members and employees 583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 30 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

768	of the association.
769	3. The association must provide each member with access to
770	the protected sections of the association's website that contain
771	any notices, records, or documents that must be electronically
772	provided.
773	(b) The following documents must be posted in digital
774	format on the website:
775	1. A copy of the bylaws of the association and of each
776	amendment to the bylaws.
777	2. A certified copy of the articles of incorporation of
778	the association and of each amendment thereto.
779	3. A copy of the declaration of covenants and a copy of
780	each amendment thereto.
781	4. A copy of the current rules of the association.
782	5. The annual budget required by subsection (7) and any
783	proposed budget to be considered at the annual meeting.
784	6. The financial report required by subsection (8) and any
785	proposed financial report to be considered at a meeting.
786	7. The certification of each director required by s.
787	720.3033(1).
788	8. Any fidelity bond entered into by the association.
789	9. A map of the association, including association
790	boundaries.
791	10. Notice of any board meeting and the agenda for the
792	meeting, as required by subsection (2), no later than 14 days
793	before the meeting. The notice must be posted in plain view on
	583529
·	Approved For Filing: 3/3/2016 4:05:00 PM

Page 31 of 43

Bill No. CS/HB 1187 (2016)

794 the front page, or on a separate subpage labeled "Notices" which 795 is conspicuously visible and linked from the front page of the 796 association's website. The association must post on the 797 association's website any documents to be considered during the meeting or listed on the agenda at least 7 days before the 798 799 meeting at which the document or the information within the 800 document will be considered, including the following documents: 801 a. The proposed annual budget required by subsection (7). 802 b. The proposed financial report required by subsection (8). 803 804 c. A list of persons seeking to be elected to the board. 805 d. A copy of contracts or transactions listed in 806 subparagraph 8. 807 e. Any competitive bids for materials, equipment, or 808 services. f. Any proposed contracts or proposed transactional 809 810 documents related to any possible conflict of interest set forth 811 in ss. 468.436(2) and 720.3033. 812 The website must include the following statement: (C) 813 814 The following documents are available at the request 815 of any association member: 816 817 1. Minutes of all meetings of the board of directors 818 and of the members. 583529

Approved For Filing: 3/3/2016 4:05:00 PM

Amendment No.

Page 32 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

819	2. A current roster of all members and their mailing
820	addresses and parcel identifications.
821	3. All of the association's insurance policies or a
822	copy thereof.
823	4. A current copy of all contracts to which the
824	association is a party.
825	5. The financial and accounting records of the
826	association, kept according to good accounting
827	practices.
828	6. All tax returns, audits, review, financial
829	statements, and financial reports of the association.
830	7. A copy of the disclosure summary described in s.
831	720.401(1), Florida Statutes.
832	8. Any other records that identify, measure, record,
833	or communicate financial information.
834	9. Any document created by the association or a board
835	member relating to the recall of a director, pursuant
836	to s. 720.303(11), Florida Statutes, or any document
837	created for or filed by the association in an
838	arbitration proceeding conducted by the division
839	regarding the recall of a director.
840	10. A copy of the information submitted to the
841	division to comply with the reporting requirements of
842	s. 720.303(14), Florida Statutes.
843	11. Documentation reporting the compensation of
844	directors, officers, or members.
583529	9

Approved For Filing: 3/3/2016 4:05:00 PM

Page 33 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

845	12. A list of all contracts or transactions between
846	the association and any director, officer,
847	corporation, firm, or association that is not an
848	affiliated homeowners' association or any other entity
849	in which an association director is also a director or
850	officer and financially interested.
851	13. Any contract or document regarding a conflict of
852	interest or possible conflict of interest, as provided
853	in s. 468.436(2) or s. 720.3033, Florida Statutes.
854	
855	The notice must include the e-mail address of the person to
856	contact for a copy of the roster.
857	(d) The association shall ensure that the information and
858	records described in paragraph (5)(c), which are not permitted
859	to be accessible to members or parcel owners, are not posted on
860	the association's website. If protected information or
861	information restricted from being accessible to members or
862	parcel owners is included in documents that are required to be
863	posted on the association's website, the association shall
864	ensure the information is redacted before posting the documents
865	online.
866	<u>(7)</u> BUDGETS
867	(c)1. If the budget of the association does not provide
868	for reserve accounts pursuant to paragraph (d) and the
869	association is responsible for the repair and maintenance of
870	capital improvements that may result in a special assessment if
	583529
· · · · · ·	Approved For Filing: 3/3/2016 4:05:00 PM

Page 34 of 43

Amendment No.

871 reserves are not provided, each financial report for the 872 preceding fiscal year required by subsection (8) (7) must 873 contain the following statement in conspicuous type: 874 THE BUDGET OF THE ASSOCIATION DOES NOT PROVIDE FOR RESERVE 875 ACCOUNTS FOR CAPITAL EXPENDITURES AND DEFERRED MAINTENANCE THAT 876 MAY RESULT IN SPECIAL ASSESSMENTS. OWNERS MAY ELECT TO PROVIDE 877 FOR RESERVE ACCOUNTS PURSUANT TO SECTION 720.303(7) 720.303(6), 878 FLORIDA STATUTES, UPON OBTAINING THE APPROVAL OF A MAJORITY OF 879 THE TOTAL VOTING INTERESTS OF THE ASSOCIATION BY VOTE OF THE 880 MEMBERS AT A MEETING OR BY WRITTEN CONSENT.

881 If the budget of the association does provide for 2. 882 funding accounts for deferred expenditures, including, but not 883 limited to, funds for capital expenditures and deferred 884 maintenance, but such accounts are not created or established 885 pursuant to paragraph (d), each financial report for the 886 preceding fiscal year required under subsection (8) (7) must 887 also contain the following statement in conspicuous type: THE BUDGET OF THE ASSOCIATION PROVIDES FOR LIMITED VOLUNTARY 888 DEFERRED EXPENDITURE ACCOUNTS, INCLUDING CAPITAL EXPENDITURES 889 890 AND DEFERRED MAINTENANCE, SUBJECT TO LIMITS ON FUNDING CONTAINED 891 IN OUR GOVERNING DOCUMENTS. BECAUSE THE OWNERS HAVE NOT ELECTED 892 TO PROVIDE FOR RESERVE ACCOUNTS PURSUANT TO SECTION 720.303(7) 893 720.303(6), FLORIDA STATUTES, THESE FUNDS ARE NOT SUBJECT TO THE RESTRICTIONS ON USE OF SUCH FUNDS SET FORTH IN THAT STATUTE, NOR 894 895 ARE RESERVES CALCULATED IN ACCORDANCE WITH THAT STATUTE.

896

(8) (7) FINANCIAL REPORTING.-Within 90 days after the end

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 35 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

897 of the fiscal year, or annually on the date provided in the 898 bylaws, the association shall prepare and complete, or contract 899 with a third party for the preparation and completion of, a 900 financial report for the preceding fiscal year. Within 21 days 901 after the final financial report is completed by the association 902 or received from the third party, but not later than 120 days 903 after the end of the fiscal year or other date as provided in 904 the bylaws, the association shall, within the time limits set 905 forth in subsection (5), provide each member with a copy of the 906 annual financial report or a written notice that a copy of the 907 financial report is available upon request at no charge to the 908 member. Financial reports shall be prepared as follows:

909 (a) An association that meets the criteria of this
910 paragraph shall prepare or cause to be prepared a complete set
911 of financial statements in accordance with generally accepted
912 accounting principles as adopted by the Board of Accountancy.
913 The financial statements shall be based upon the association's
914 total annual revenues, as follows:

915 1. An association with total annual revenues of \$150,000 916 or more, but less than \$300,000, shall prepare compiled 917 financial statements.

918 2. An association with total annual revenues of at least 919 \$300,000, but less than \$500,000, shall prepare reviewed 920 financial statements.

3. An association with total annual revenues of \$500,000or more shall prepare audited financial statements.

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 36 of 43

Amendment No.

923 (b)1. An association with total annual revenues of less 924 than \$150,000 shall prepare a report of cash receipts and 925 expenditures.

926 2. An association in a community of fewer than 50 parcels, 927 regardless of the association's annual revenues, may prepare a 928 report of cash receipts and expenditures in lieu of financial 929 statements required by paragraph (a) unless the governing 930 documents provide otherwise.

931 2.3. A report of cash receipts and disbursement must 932 disclose the amount of receipts by accounts and receipt 933 classifications and the amount of expenses by accounts and expense classifications, including, but not limited to, the 934 935 following, as applicable: costs for security, professional, and 936 management fees and expenses; taxes; costs for recreation 937 facilities; expenses for refuse collection and utility services; 938 expenses for lawn care; costs for building maintenance and repair; insurance costs; administration and salary expenses; and 939 reserves if maintained by the association. 940

If 20 percent of the parcel owners petition the board 941 (C) 942 for a level of financial reporting higher than that required by 943 this section, the association shall duly notice and hold a meeting of members within 30 days of receipt of the petition for 944 945 the purpose of voting on raising the level of reporting for that 946 fiscal year. Upon approval of a majority of the total voting 947 interests of the parcel owners, the association shall prepare or 948 cause to be prepared, shall amend the budget or adopt a special

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 37 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

949 assessment to pay for the financial report regardless of any 950 provision to the contrary in the governing documents, and shall 951 provide within 90 days of the meeting or the end of the fiscal 952 year, whichever occurs later:

953 1. Compiled, reviewed, or audited financial statements, if 954 the association is otherwise required to prepare a report of 955 cash receipts and expenditures;

956 2. Reviewed or audited financial statements, if the 957 association is otherwise required to prepare compiled financial 958 statements; or

3. Audited financial statements if the association isotherwise required to prepare reviewed financial statements.

961 (d) If approved by a majority of the voting interests 962 present at a properly called meeting of the association, an 963 association may prepare or cause to be prepared:

964 1. A report of cash receipts and expenditures in lieu of a 965 compiled, reviewed, or audited financial statement;

966 2. A report of cash receipts and expenditures or a 967 compiled financial statement in lieu of a reviewed or audited 968 financial statement; or

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

972 Section 5. Paragraph (d) of subsection (1) of section 973 720.306, Florida Statutes, is redesignated as paragraph (h), 974 paragraph (c) of subsection (9) is amended, and new paragraphs

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 38 of 43

Amendment No.

975 (d) through (g) are added to subsection (1) of that section, to 976 read: 977 720.306 Meetings of members; voting and election 978 procedures; amendments.-979 (1) OUORUM; AMENDMENTS.-980 (d) A proposal to amend an existing provision of the 981 declaration must contain the full text of the provision to be 982 amended and may not be revised or amended by reference only to 983 the declaration title or number. Words to be added must be inserted in the text and underlined, and words to be deleted 984 must be stricken with hyphens. However, if the proposed change 985 986 is so extensive that this procedure would hinder, rather than 987 assist, the understanding of the proposed amendment, it is not 988 necessary to use underlined and stricken text as indicators of 989 words added and deleted. Instead, a notation must be inserted 990 immediately preceding the proposed amendment in substantially 991 the following language: "Substantial rewording of declaration. 992 See current provision for present text." An amendment to a 993 declaration is effective when properly recorded in the public 994 records of the county where the declaration is recorded. 995 (e) A nonmaterial error or omission in the amendment 996 process does not invalidate an otherwise properly adopted 997 amendment. 998 (f) An amendment to a recorded governing document is 999 effective when properly recorded in the public records of the 1000 county in which the governing document is recorded. 583529 Approved For Filing: 3/3/2016 4:05:00 PM

Page 39 of 43

Bill No. CS/HB 1187 (2016)

Amendment No.

1001	(g) An amendment prohibiting parcel owners from renting
1002	their homes, altering the duration of the rental term, or
1003	specifying or limiting the number of times that parcel owners
1004	are entitled to rent their homes during a specified period
1005	applies only to parcel owners who acquire title to their homes
1006	after the effective date of the amendment or to parcel owners
1007	who consent, individually or through a representative, to the
1008	amendment.
1009	(9) ELECTIONS AND BOARD VACANCIES.—

1010 (C) Any election dispute between a member and an association must be submitted to mandatory binding arbitration 1011 1012 with the division. Such proceedings must be conducted in the 1013 manner provided by s. 718.1255 and the procedural rules adopted 1014 by the division. Unless otherwise provided in the bylaws, any 1015 vacancy occurring on the board before the expiration of a term may be filled by an affirmative vote of the majority of the 1016 1017 remaining directors, even if the remaining directors constitute less than a quorum, or by the sole remaining director. In the 1018 alternative, a board may hold an election to fill the vacancy, 1019 1020 in which case the election procedures must conform to the 1021 requirements of the governing documents. Unless otherwise provided in the bylaws, a board member appointed or elected 1022 under this section is appointed for the unexpired term of the 1023 1024 seat being filled. Filling vacancies created by recall is governed by s. 720.303(11) $\frac{720.303(10)}{10}$ and rules adopted by the 1025 division. 1026

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 40 of 43

Amendment No.

1027 Section 6. Subsection (1) of section 720.311, Florida 1028 Statutes, is amended to read:

1029

720.311 Dispute resolution.-

1030 The Legislature finds that alternative dispute (1)1031 resolution has made progress in reducing court dockets and 1032 trials and in offering a more efficient, cost-effective option 1033 to litigation. The filing of any petition for arbitration or the 1034 serving of a demand for presuit mediation as provided for in this section shall toll the applicable statute of limitations. 1035 1036 Any recall dispute filed with the department pursuant to s. 1037 720.303(11) 720.303(10) shall be conducted by the department in 1038 accordance with the provisions of ss. 718.112(2)(j) and 718.1255 1039 and the rules adopted by the division. In addition, the 1040 department shall conduct mandatory binding arbitration of 1041 election disputes between a member and an association pursuant 1042 to s. 718.1255 and rules adopted by the division. Neither 1043 election disputes nor recall disputes are eligible for presuit 1044 mediation; these disputes shall be arbitrated by the department. 1045 At the conclusion of the proceeding, the department shall charge 1046 the parties a fee in an amount adequate to cover all costs and 1047 expenses incurred by the department in conducting the proceeding. Initially, the petitioner shall remit a filing fee 1048 1049 of at least \$200 to the department. The fees paid to the department shall become a recoverable cost in the arbitration 1050 1051 proceeding, and the prevailing party in an arbitration 1052 proceeding shall recover its reasonable costs and attorney's

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 41 of 43

Amendment No.

1056 1057

1058

1053 fees in an amount found reasonable by the arbitrator. The 1054 department shall adopt rules to effectuate the purposes of this 1055 section.

TITLE AMENDMENT

1059 Remove lines 2-3 and insert:

1060 An act relating to the Department of Business and 1061 Professional Regulation; amending s. 718.111, F.S.; 1062 revising records required to be maintained by a condominium association; providing requirements 1063 1064 relating to the posting of specified documents on an 1065 association's website; requiring an outgoing board or 1066 committee member to relinquish administrative rights 1067 or controls of an association's website or other 1068 digital or electronic asset of the association; 1069 deleting a provision authorizing certain associations 1070 to prepare a report of cash receipts and expenditures 1071 in lieu of certain financial statements; deleting a 1072 provision prohibiting the waiver of financial 1073 reporting requirements for more than a specified 1074 period; providing a remedy for an association's 1075 failure to provide a unit owner with a copy of the 1076 financial report; requiring the Division of Florida 1077 Condominiums, Timeshares, and Mobile Homes to maintain 1078 and provide copies of financial reports; amending s.

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 42 of 43

Amendment No.

1079	718.117, F.S.; expanding recovery of fair market value
1080	to all original purchasers who reject a plan of
1081	termination; amending s. 719.104, F.S.; deleting a
1082	provision prohibiting the waiver of financial
1083	reporting requirements for more than a specified
1084	period; deleting a provision authorizing cooperative
1085	associations to prepare a report of cash receipts and
1086	expenditures in lieu of certain financial statements;
1087	providing a remedy for an association's failure to
1088	provide a unit owner with a copy of the financial
1089	report; requiring the division to maintain and provide
1090	copies of financial reports; amending s. 720.303,
1091	F.S.; revising records required to be maintained by a
1092	homeowners' association; providing requirements
1093	relating to the posting of specified documents on an
1094	association's website; deleting a provision
1095	authorizing associations to prepare a report of cash
1096	receipts and expenditures in lieu of certain financial
1097	statements; amending s. 720.306, F.S.; providing
1098	requirements for amendments to the declaration;
1099	amending s. 720.311, F.S.; conforming a cross-
1100	reference; amending s. 326.004, F.S.; deleting a

583529

Approved For Filing: 3/3/2016 4:05:00 PM

Page 43 of 43