

LEGISLATIVE ACTION

Senate	•	House
Comm: RCS		
04/09/2013	•	

The Committee on Community Affairs (Stargel) recommended the following:

Senate Amendment (with title amendment)

Delete everything after the enacting clause and insert:

Section 1. Paragraph (b) of subsection (2) of section 468.436, Florida Statutes, is amended to read:

468.436 Disciplinary proceedings.-

(2) The following acts constitute grounds for which the disciplinary actions in subsection (4) may be taken:

(b)1. Violation of any provision of this part.

2. Violation of any lawful order or rule rendered or adopted by the department or the council.

Page 1 of 20

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13	3. Being convicted of or pleading nolo contendere to a
14	felony in any court in the United States.
15	4. Obtaining a license or certification or any other order,
16	ruling, or authorization by means of fraud, misrepresentation,
17	or concealment of material facts.
18	5. Committing acts of gross misconduct or gross negligence
19	in connection with the profession.
20	6. Contracting, on behalf of an association, with any
21	entity in which the licensee has a financial interest that is
22	not disclosed.
23	7. Failing to report to the division as required in s.
24	720.303(13).
25	8. Violating any provision of chapters 718, 719, or 720
26	during the course of performing community association management
27	services pursuant to a contract with a community association.
28	Section 2. Subsection (5) and paragraph (d) of subsection
29	(6) of section 720.303, Florida Statutes, are amended, and
30	subsection (13) is added to that section, to read:
31	720.303 Association powers and duties; meetings of board;
32	official records; budgets; financial reporting; association
33	funds; recalls
34	(5) INSPECTION AND COPYING OF RECORDS.—The official records
35	shall be maintained within the state <u>for at least 7 years</u> and
36	shall be made available to a parcel owner for inspection or
37	photocopying within 45 miles of the community or within the
38	county in which the association is located within 10 business
39	days after receipt by the board or its designee of a written
40	request must be open to inspection and available for
41	photocopying by members or their authorized agents at reasonable



42 times and places within 10 business days after receipt of a 43 written request for access. This subsection may be complied with by having a copy of the official records available for 44 inspection or copying in the community or, at the option of the 45 46 association, by making the records available to a parcel owner 47 electronically via the Internet or by allowing the records to be 48 viewed in electronic format on a computer screen and printed 49 upon request. If the association has a photocopy machine 50 available where the records are maintained, it must provide 51 parcel owners with copies on request during the inspection if 52 the entire request is limited to no more than 25 pages. An 53 association shall allow a member or his or her authorized representative to use a portable device, including a smartphone, 54 55 tablet, portable scanner, or any other technology capable of 56 scanning or taking photographs, to make an electronic copy of 57 the official records in lieu of providing the member or his or 58 her authorized representative with a copy of such records. The 59 association may not charge a fee to a member or his or her 60 authorized representative for such use of a portable device.

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

(b) A member who is denied access to official records is entitled to the actual damages or minimum damages for the association's willful failure to comply with this subsection. The minimum damages are to be \$50 per calendar day up to 10 days, the calculation to begin on the 11th business day after

COMMITTEE AMENDMENT

Florida Senate - 2013 Bill No. CS for SB 580



71 receipt of the written request.

72 (c) The association may adopt reasonable written rules 73 governing the frequency, time, location, notice, records to be 74 inspected, and manner of inspections, but may not require a 75 parcel owner to demonstrate any proper purpose for the 76 inspection, state any reason for the inspection, or limit a 77 parcel owner's right to inspect records to less than one 8-hour 78 business day per month. The association may impose fees to cover 79 the costs of providing copies of the official records, 80 including, without limitation, the costs of copying and the 81 costs required for personnel to retrieve and copy the records if 82 the time spent retrieving and copying the records exceeds one-83 half hour and if the personnel costs do not exceed \$20 per hour. 84 No personnel costs may be charged for records requests that 85 result in 25 or fewer pages. The association may charge up to 25 86 50 cents per page for copies made on the association's 87 photocopier. If the association does not have a photocopy machine available where the records are kept, or if the records 88 89 requested to be copied exceed 25 pages in length, the association may have copies made by an outside duplicating 90 91 service vendor or association management company personnel and 92 may charge the actual cost of copying, as supported by the vendor invoice including any reasonable costs involving 93 94 personnel fees and charges at an hourly rate for vendor or 95 employee time to cover administrative costs to the vendor or 96 association. The association shall maintain an adequate number 97 of copies of the recorded governing documents, to ensure their availability to members and prospective members. Notwithstanding 98 99 this paragraph, the following records are not accessible to

Page 4 of 20



100 members or parcel owners:

1. Any record protected by the lawyer-client privilege as 101 described in s. 90.502 and any record protected by the work-102 103 product privilege, including, but not limited to, a record 104 prepared by an association attorney or prepared at the 105 attorney's express direction which reflects a mental impression, conclusion, litigation strategy, or legal theory of the attorney 106 or the association and which was prepared exclusively for civil 107 108 or criminal litigation or for adversarial administrative 109 proceedings or which was prepared in anticipation of such 110 litigation or proceedings until the conclusion of the litigation 111 or proceedings.

112 2. Information obtained by an association in connection 113 with the approval of the lease, sale, or other transfer of a 114 parcel.

3. Personnel records of the association's 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 budgetary or financial records that indicate the compensation paid to an association employee.

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4. Medical records of parcel owners or community residents.

5. Social security numbers, driver's license numbers, credit card numbers, electronic mailing addresses, telephone numbers, facsimile numbers, emergency contact information, any addresses for a parcel owner other than as provided for association notice requirements, and other personal identifying information of any person, excluding the person's name, parcel



designation, mailing address, and property address. However, an owner may consent in writing to the disclosure of protected information described in this subparagraph. The association is not liable for the disclosure of information that is protected under this subparagraph if the information is included in an official record of the association and is voluntarily provided by an owner and not requested by the association.

136 6. Any electronic security measure that is used by the137 association to safeguard data, including passwords.

138 7. The software and operating system used by the 139 association which allows the manipulation of data, even if the 140 owner owns a copy of the same software used by the association. 141 The data is part of the official records of the association.

142 (d) The association or its authorized agent is not required to provide a prospective purchaser or lienholder with 143 information about the residential subdivision or the association 144 145 other than information or documents required by this chapter to be made available or disclosed. The association or its 146 authorized agent may charge a reasonable fee to the prospective 147 148 purchaser or lienholder or the current parcel owner or member 149 for providing good faith responses to requests for information 150 by or on behalf of a prospective purchaser or lienholder, other 151 than that required by law, if the fee does not exceed \$150 plus 152 the reasonable cost of photocopying and any attorney's fees 153 incurred by the association in connection with the response.

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(6) BUDGETS.-

(d) An association is deemed to have provided for reserve
accounts if reserve accounts have been initially established by
the developer or if the membership of the association



158 affirmatively elects to provide for reserves. If reserve 159 accounts are established by the developer, the budget must 160 designate the components for which the reserve accounts may be 161 used. If reserve accounts are not initially provided by the 162 developer, the membership of the association may elect to do so 163 upon the affirmative approval of a majority of the total voting 164 interests of the association. Such approval may be obtained by 165 vote of the members at a duly called meeting of the membership 166 or by the written consent of a majority of the total voting 167 interests of the association. The approval action of the 168 membership must state that reserve accounts shall be provided 169 for in the budget and must designate the components for which 170 the reserve accounts are to be established. Upon approval by the 171 membership, the board of directors shall include the required 172 reserve accounts in the budget in the next fiscal year following the approval and each year thereafter. Once established as 173 174 provided in this subsection, the reserve accounts must be funded 175 or maintained or have their funding waived in the manner 176 provided in paragraph (f). 177

177 (13) REPORTING REQUIREMENT.—The community association
 178 manager, or the association when there is no community
 179 association manager, shall report to the division by November
 180 22, 2013, and annually thereafter, in a manner and form
 181 prescribed by the division.
 182 (a) The report shall include the association's:

183 <u>1. Legal name.</u>

184 <u>2. Federal employer identification number.</u>

185 <u>3. Mailing and physical addresses.</u>

186 4. Total number of parcels.

Page 7 of 20

278732

187	5. Total amount of revenues and expenses from the
188	association's annual budget.
189	(b) For associations in which control of the association
190	has not been transitioned to nondeveloper members, as set forth
191	in s. 720.307, the report shall also include the developer's:
192	1. Legal name.
193	2. Mailing address.
194	3. Total number of parcels owned on the date of reporting.
195	(c) By October 1, 2013, the department shall establish and
196	implement a registration system through an Internet website that
197	provides for the reporting requirements of paragraphs (a) and
198	<u>(b).</u>
199	(d) On or before December 1, 2013, and annually thereafter
200	by December 1, the department shall submit a report to the
201	Governor, the President of the Senate, and the Speaker of the
202	House of Representatives providing the homeowner association
203	data reported pursuant to this subsection.
204	(e) The department may adopt rules pursuant to ss.
205	120.536(1) and 120.54 to implement the provisions of this
206	subsection.
207	(f) This subsection shall expire on July 1, 2016, unless
208	reenacted by the Legislature.
209	Section 3. Section 720.3033, Florida Statutes, is created
210	to read:
211	720.3033 Officers and directors
212	(1)(a) Within 90 days after being elected or appointed to
213	the board, each director shall certify in writing to the
214	secretary of the association that he or she has read the
215	association's declaration of covenants, articles of

Page 8 of 20

278732

216	incorporation, bylaws, and current written rules and policies;
217	that he or she will work to uphold such documents and policies
218	to the best of his or her ability; and that he or she will
219	faithfully discharge his or her fiduciary responsibility to the
220	association's members. Within 90 days after being elected or
221	appointed to the board, in lieu of this written certification,
222	the newly elected or appointed director may submit a certificate
223	of having satisfactorily completed the educational curriculum
224	administered by a division-approved education provider within 1
225	year before or 90 days after the date of election or
226	appointment.
227	(b) The written certification or educational certificate is
228	valid for the uninterrupted tenure of the director on the board.
229	A director who does not timely file the written certification or
230	educational certificate shall be suspended from the board until
231	he or she complies with the requirement. The board may
232	temporarily fill the vacancy during the period of suspension.
233	(c) The association shall retain each director's written
234	certification or educational certificate for inspection by the
235	members for 5 years after the director's election. However, the
236	failure to have the written certification or educational
237	certificate on file does not affect the validity of any board
238	action.
239	(2) If the association enters into a contract or other
240	transaction with any of its directors or a corporation, firm,
241	association, or other entity in which an association director is
242	also a director or officer or is financially interested, the
243	board must:
244	(a) Comply with the requirements of s. 617.0832.

Page 9 of 20

278732

245 (b) Enter the disclosures required by s. 617.0832 into the written minutes of the meeting. 246 247 (c) Approve the contract or other transaction by an 248 affirmative vote of two-thirds of the directors present. 249 (d) At the next regular or special meeting of the members, 250 disclose the existence of the contract or other transaction to 251 the members. Upon motion of any member, the contract or 252 transaction shall be brought up for a vote and may be canceled 253 by a majority vote of the members present. If the members cancel 254 the contract, the association is only liable for the reasonable 255 value of goods and services provided up to the time of 256 cancellation and is not liable for any termination fee, 257 liquidated damages, or other penalty for such cancellation. 258 (3) An officer, director, or manager may not solicit, offer 259 to accept, or accept any good or service of value for which 260 consideration has not been provided for his or her benefit or 261 for the benefit of a member of his or her immediate family from 262 any person providing or proposing to provide goods or services 263 to the association. If the board finds that an officer or 264 director has violated this subsection, the board shall 265 immediately remove from office the officer or director. The 266 vacancy shall be filled according to law until the end of the 267 period of the end of the director's term of office. However, an 268 officer, director, or manager may accept food to be consumed at 269 a business meeting with a value of less than \$25 per individual 270 or a service or good received in connection with trade fairs or 271 education programs. 272 (4) A director or officer charged by information or indictment with a felony theft or embezzlement offense involving 273

Page 10 of 20

278732

274	the association's funds or property is removed from office. The
275	board shall immediately remove such director or officer from
276	office and shall fill the vacancy according to general law until
277	the end of the period of the suspension or the end of the
278	director's term of office, whichever occurs first. However, if
279	the charges are resolved without a finding of guilt or without
280	acceptance of a plea of guilty or nolo contendere, the director
281	or officer shall be reinstated for any remainder of his or her
282	term of office. A member who has such criminal charges pending
283	may not be appointed or elected to a position as a director or
284	officer.
285	(5) All associations shall maintain insurance or a fidelity
286	bond for all persons who control or disburse funds of the
287	association. The insurance policy or fidelity bond must cover
288	the maximum funds that will be in the custody of the association
289	or its management agent at any one time. As used in this
290	subsection, the term "persons who control or disburse funds of
291	the association" includes, but is not limited to, persons
292	authorized to sign checks on behalf of the association, and the
293	president, secretary, and treasurer of the association. The
294	association shall bear the cost of any insurance or bond.
295	Section 4. Paragraph (d) is added to subsection (1) and
296	paragraph (a) of subsection (9) of section 720.306, Florida
297	Statutes, are amended to read:
298	720.306 Meetings of members; voting and election
299	procedures; amendments
300	(1) QUORUM; AMENDMENTS
301	(d) The Legislature finds that the procurement of mortgagee
302	consent to amendments that do not affect the rights or interests
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Page 11 of 20

278732

303 of mortgagees is an unreasonable and substantial logistical and 304 financial burden on the parcel owners and that there is a 305 compelling state interest in enabling the members of an 306 association to approve amendments to the association's governing 307 documents through legal means. Accordingly, and notwithstanding 308 any provision of this paragraph to the contrary: 309 1. As to any mortgage recorded on or after July 1, 2013, 310 any provision in the association's governing documents that 311 requires the consent or joinder of some or all mortgagees of 312 parcels or any other portion of the association's common areas 313 to amend the association's governing documents or for any other 314 matter is enforceable only as to amendments to the association's 315 governing documents that adversely affect the priority of the 316 mortgagee's lien or the mortgagee's rights to foreclose its lien 317 or that otherwise materially affect the rights and interests of the mortgagees. 318 319 2. As to mortgages recorded before July 1, 2013, any 320 existing provisions in the association's governing documents 321 requiring mortgagee consent are enforceable. 322 3. In securing consent or joinder, the association is 323 entitled to rely upon the public records to identify the holders 324 of outstanding mortgages. The association may use the address 325 provided in the original recorded mortgage document, unless there is a different address for the holder of the mortgage in a 32.6 327 recorded assignment or modification of the mortgage, which 328 recorded assignment or modification must reference the official 329 records book and page on which the original mortgage was 330 recorded. Once the association has identified the recorded mortgages of record, the association shall, in writing, request 331

Page 12 of 20



332 of each parcel owner whose parcel is encumbered by a mortgage of 333 record any information that the owner has in his or her 334 possession regarding the name and address of the person to whom 335 mortgage payments are currently being made. Notice shall be sent 336 to such person if the address provided in the original recorded 337 mortgage document is different from the name and address of the 338 mortgagee or assignee of the mortgage as shown by the public 339 record. The association is deemed to have complied with this 340 requirement by making the written request of the parcel owners 341 required under this subparagraph. Any notices required to be 342 sent to the mortgagees under this subparagraph shall be sent to 343 all available addresses provided to the association. 4. Any notice to the mortgagees required under subparagraph 344 345 3. may be sent by a method that establishes proof of delivery, 346 and any mortgagee who fails to respond within 60 days after the 347 date of mailing is deemed to have consented to the amendment. 348 5. For those amendments requiring mortgagee consent on or after July 1, 2013, in the event mortgagee consent is provided 349 350 other than by properly recorded joinder, such consent shall be 351 evidenced by affidavit of the association recorded in the public 352 records of the county in which the declaration is recorded. 6. Any amendment adopted without the required consent of a 353 354 mortgagee is voidable only by a mortgagee who was entitled to 355 notice and an opportunity to consent. An action to void an 356 amendment is subject to the statute of limitations beginning 5 357 years after the date of discovery as to the amendments described 358 in subparagraph 1. and 5 years after the date of recordation of 359 the certificate of amendment for all other amendments. This subparagraph applies to all mortgages, regardless of the date of 360

Page 13 of 20



361 recordation of the mortgage.

(9) (a) ELECTIONS AND BOARD VACANCIES.-Elections of 362 363 directors must be conducted in accordance with the procedures 364 set forth in the governing documents of the association. All 365 members of the association are eligible to serve on the board of 366 directors, and a member may nominate himself or herself as a 367 candidate for the board at a meeting where the election is to be held; provided, however, that or, if the election process allows 368 369 candidates to nominate themselves voting by absentee ballot, in 370 advance of the balloting, the association is not required to 371 allow nominations at the meeting. An election is not required 372 unless more candidates are nominated than vacancies exist. 373 Except as otherwise provided in the governing documents, boards 374 of directors must be elected by a plurality of the votes cast by 375 eligible voters.

376 Section 5. Subsection (1) of section 720.307, Florida 377 Statutes, is amended, present subsections (2) through (4) are 378 renumbered as subsections (4) through (6), respectively, and new 379 subsections (2) and (3) are added to that section, to read:

380 720.307 Transition of association control in a community.381 With respect to homeowners' associations:

(1) Members other than the developer are entitled to elect at least a majority of the members of the board of directors of the homeowners' association when the earlier of the following events occurs:

(a) Three months after 90 percent of the parcels in all
 phases of the community that will ultimately be operated by the
 homeowners' association have been conveyed to members; or

(b) Such other percentage of the parcels has been conveyed

389

COMMITTEE AMENDMENT

Florida Senate - 2013 Bill No. CS for SB 580

278732

390	to members, or such other date or event has occurred, as is set
391	forth in the governing documents in order to comply with the
392	requirements of any governmentally chartered entity with regard
393	to the mortgage financing of parcels <u>;</u>
394	(c) Two years after the developer has ceased construction
395	or ceased to offer parcels for sale in the ordinary course of
396	business;
397	(d) Upon the developer abandoning or deserting its
398	responsibility to maintain and complete the advertised amenities
399	or infrastructure. There is a rebuttable presumption that the
400	developer has abandoned and deserted the property if the
401	developer has not engaged in construction or sale of properties
402	or has unpaid assessments or guaranteed amounts under s. 720.308
403	for a period of more than 2 years;
404	(e) Upon the developer filing a petition seeking protection
405	under chapter 7 of the federal Bankruptcy Code;
406	(f) Upon the developer losing title to the property through
407	a foreclosure, or the transfer of a deed in lieu of foreclosure,
408	unless the successor owner has accepted an assignment of
409	developer rights and responsibilities; or
410	(g) Upon a receiver for the developer being appointed by a
411	circuit court and not being discharged within 30 days after such
412	appointment, unless the court determines within 30 days after
413	such appointment that transfer of control would be detrimental
414	to the association or its members.
415	For purposes of this section, the term "members other than
416	the developer" shall not include builders, contractors, or
417	others who purchase a parcel for the purpose of constructing
418	improvements thereon for resale.

Page 15 of 20

278732

419	(2) Members other than the developer are entitled to elect
420	at least one member of the board of directors of the homeowners'
421	association if 15 percent of the parcels in all phases of the
422	community which will ultimately be operated by the association
423	have been conveyed to members.
424	(3) Members other than the developer are entitled to elect
425	at least two members of the board of directors of the
426	homeowners' association if 50 percent of the parcels in all
427	phases of the community which will ultimately be operated by the
428	association have been conveyed to members.
429	Section 6. Subsection (5) is added to section 720.3075,
430	Florida Statutes to read:
431	720.3075 Prohibited clauses in association documents
432	(5) The public policy described in subsection (1) prohibits
433	the inclusion or enforcement of clauses that allow a developer
434	the unilateral ability and right to make changes to the
435	governing documents prior to transition of homeowners'
436	association control in a community from the developer to the
437	nondeveloper members, as set forth in s. 720.307, that
438	unreasonably modify the original plan of development, prejudice
439	the rights of parcel owners to use and enjoy the benefits of the
440	common property without the consent of the parcels owners,
441	radically change the community scheme, reduce the size of the
442	common area, or limit the access of parcel owners to the common
443	area.
444	Section 7. Paragraph (b) of subsection (2) of section
445	720.3085, Florida Statutes, is amended to read:
446	720.3085 Payment for assessments; lien claims
447	(2)



448 (b) A parcel owner is jointly and severally liable with the 449 previous parcel owner for all unpaid assessments that came due up to the time of transfer of title. This liability is without 450 451 prejudice to any right the present parcel owner may have to 452 recover any amounts paid by the present owner from the previous 453 owner. For the purposes of this subsection, the term "previous 454 owner" shall not include an association that acquires title to a 455 delinquent property through foreclosure or by deed in lieu of 456 foreclosure. The present parcel owner's liability for unpaid 457 assessments is limited to any unpaid assessments that accrued 458 before the association acquired title to the delinquent property 459 through foreclosure or by deed in lieu of foreclosure.

460 Section 8. Section 720.315, Florida Statutes, is amended to 461 read:

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720.315 Passage of special assessments.-

463 (1) Before turnover, if the board of directors controlled 464 by the developer proposes a budget which requires assessments 465 against parcel owners which are 5 percent greater than the 466 assessments for the preceding fiscal year, the budget must be 467 approved by a majority of all the members other than the 468 developer at a duly called special meeting of the membership at 469 which a quorum is present. For purposes of this section, the term "members other than the developer" does not include 470 471 builders, contractors, or other persons who purchase a parcel 472 for the purpose of constructing improvements thereon for resale.

473 (2) Before turnover, the board of directors controlled by 474 the developer may not levy a special assessment unless a 475 majority of the parcel owners other than the developer has 476 approved the special assessment by a majority vote at a duly

278732

477	called special meeting of the membership at which a quorum is
478	present.
479	Section 9. This act shall take effect July 1, 2013.
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483	And the title is amended as follows:
484	Delete everything before the enacting clause
485	and insert:
486	A bill to be entitled
487	An act relating to homeowners' associations; amending
488	s. 468.436, F.S.; providing grounds for disciplinary
489	actions against community association managers;
490	amending s. 720.303, F.S.; requiring official records
491	to be maintained within a specified distance of the
492	association for a specified time; authorizing
493	associations to maintain such records online;
494	requiring associations to allow a member to use a
495	portable device to make an electronic copy of the
496	official records and prohibiting associations from
497	charging a fee for such an electronic copy; removing
498	provisions allowing the association to charge fees for
499	personnel costs related to records access; requiring
500	budgets to designate permissible uses of reserve
501	accounts; requiring a community association manager,
502	or the association in the absence of a community
503	association manager, to report certain information to
504	the Division of Florida Condominiums, Timeshares, and
505	Mobile Homes; providing an expiration date for the

Page 18 of 20



506 reporting requirements; creating s. 720.3033, F.S.; 507 requiring association directors to file with the 508 association secretary written certification that they 509 have read certain association documents, will uphold 510 the documents, and will uphold their fiduciary responsibility to the members; providing for an 511 512 educational certificate in lieu of written 513 certification; providing that such certification is 514 valid while the director is on the board; providing 515 penalties for failure to file such certification; 516 requiring the association secretary to retain such 517 certification for 5 years; requiring the board to follow specified procedures relating to contracts or 518 519 transactions between the association and certain 520 entities; providing for disclosure of the contract or 521 transaction to members; providing for the cancellation 522 of such contract or transaction under certain 523 circumstances; prohibiting any association officer, 524 director, or manager from soliciting or receiving 525 certain personal benefits from any person providing or 526 offering to provide goods or services to the 527 association and providing for removal for knowingly 528 taking such action; providing an exception; providing 529 for the removal of any director or officer charged 530 with a felony theft or embezzlement offense involving 531 association funds or property; providing for the 532 reinstatement of such person under certain 533 circumstances; prohibiting a member with pending 534 criminal charges from certain positions; requiring the

Page 19 of 20



535 association to maintain insurance or a bond to cover 536 funds that will be in the custody of the association 537 or its management agent; providing a definition; 538 amending s. 720.306, F.S.; revising provisions 539 relating to the amendment of homeowners' association 540 declarations; providing legislative findings and a 541 finding of compelling state interest; providing 542 criteria for consent or joinder to an amendment; 543 requiring notice to mortgagees regarding proposed 544 amendments; providing criteria for notification; 545 providing for voiding certain amendments; revising 546 procedures for the election of directors; amending s. 547 720.307, F.S.; providing additional circumstances for 548 authorizing members to elect a majority of association 549 board members; providing circumstances under which 550 members other than the developer are authorized to 551 elect a specified number of members to the board of 552 directors; amending s. 720.3075, F.S.; providing 553 public policy regarding prohibited clauses in 554 association documents; providing prohibited clauses in 555 association documents; amending s. 720.315, F.S.; 556 prohibiting increases in assessments levied pursuant 557 to the annual budget under certain circumstances; providing an effective date. 558