

**PROPOSED**

## ORDINANCE NO.

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF BROWARD COUNTY, FLORIDA, PERTAINING TO COMMUNITY ASSOCIATIONS AND TRANSPARENCY; AMENDING ARTICLE XVI OF THE BROWARD COUNTY CODE OF ORDINANCES ("CODE"), CREATING SECTIONS 5-221 THROUGH 5-225 OF THE CODE, PROVIDING FOR TITLE, COUNTYWIDE APPLICABILITY, INTENT, FINDINGS, AND PURPOSE; REQUIRING CONDOMINIUM, COOPERATIVE, AND HOMEOWNERS' ASSOCIATIONS TO FILE A WRITTEN REGISTRATION WITH THE COUNTY CONTAINING CERTAIN INFORMATION AND DOCUMENTS; PROVIDING FOR THE CREATION OF A COUNTY-MAINTAINED PUBLICLY ACCESSIBLE, ONLINE DATABASE OF SUCH INFORMATION AND DOCUMENTS; PROVIDING FOR ENFORCEMENT; AND PROVIDING FOR SEVERABILITY, INCLUSION IN THE CODE, AND AN EFFECTIVE DATE.

(Sponsored by Senator Nan H. Rich)

WHEREAS, Broward County has thousands of residential communities governed by condominium, cooperative, and homeowners' associations ("Community Associations"), the number of which is expected to continue increasing as new developments are constructed in the County;

WHEREAS, Community Associations are governed under Chapters 718, 719, and 720 of the Florida Statutes;

WHEREAS, while Florida law requires the sellers of individual properties within Community Associations to make certain limited disclosures, there is other important information that individuals who are considering whether to purchase or rent within a community may not generally receive;

WHEREAS, it is important for purchasers and tenants within Community Associations to receive contact information for the management and officers of

1 Community Associations, and copies of reports regarding the structural condition of the  
2 condominium and cooperative buildings and common elements; and

3 WHEREAS, the Board of County Commissioners believes it is in the best interest  
4 of the residents of Broward County to require Community Associations to annually provide  
5 certain information and documents to a County-managed online, searchable database of  
6 all Community Associations (“Association Database”), thereby increasing transparency  
7 and awareness of important information regarding Community Associations and the  
8 developments they are responsible for governing,

9  
10 BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF  
11 BROWARD COUNTY, FLORIDA:

12  
13 Section 1. Chapter 5 of the Broward County Code of Ordinances is hereby  
14 amended to create Article XVI, Sections 5-221 through 5-225, to read as follows:

15 [Underlining omitted]

16 **ARTICLE XVI. COMMUNITY ASSOCIATION REGISTRATION**

17 **Sec. 5-221. Short Title and Applicability.**

18 (a) This article shall be known and may be cited as the “Community Association  
19 Registration Ordinance.”

20 (b) The provisions of this article shall apply countywide, unless in conflict with  
21 an applicable municipal ordinance, pursuant to Section 11.01 of the Broward County  
22 Charter. Unless otherwise provided, nothing in this article shall be construed to relieve a  
23 person from compliance with applicable county or municipal regulations. The provisions  
24 of the Community Association Registration Ordinance shall apply prospectively from

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1 April 1, 2023, and shall not require action by any Community Association, as defined in  
2 Section 5-222, prior to such date.

3 (c) The Community Association Registration Ordinance does not apply to  
4 properties within mobile home parks governed under Chapter 723 of the Florida Statutes,  
5 or as otherwise preempted by state law.

6 **Sec. 5-222. Intent, Findings, and Purpose.**

7 The Board of County Commissioners of Broward County (“Board”) hereby finds it  
8 is in the best interest of the residents of the County to ensure transparency by requiring  
9 all condominium, cooperative, and homeowners’ associations, as defined in  
10 Chapters 718, 719, and 720 of the Florida Statutes, respectively (collectively referred to  
11 as “Community Associations”), governing residential real property within Broward County  
12 to file annual registrations with the County containing certain information and  
13 documentation. It is the intent of the Community Association Registration Ordinance to  
14 provide a central, online, publicly accessible registry of such information and  
15 documentation. Through the registry, individuals who are or may become residents in  
16 properties governed by a Community Association can easily and quickly access important  
17 information and key documents pertaining to the Community Association.

18 **Sec. 5-223. Community Associations Required to Register.**

19 (a) By April 1 of each year, all Community Associations shall file a registration  
20 with the County’s Resilient Environment Department (“Department”). The registration  
21 shall contain the following information:

22 (1) Relevant contact information for the Community Association, including the  
23 following:

24 a. The name of the Community Association, which shall include the

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1 name registered with the Florida Division of Corporations and any  
2 fictitious name(s) the Community Association utilizes;

3 b. The Community Association's business address;

4 c. The name and contact address, phone number, and email address  
5 for the property manager, the community association manager, or  
6 other designated agent for the Community Association;

7 d. The names and official addresses, phone numbers, and email  
8 addresses for the officers and directors of the Community  
9 Association;

10 e. The website address for the Community Association's website, if  
11 any; and

12 f. The website address for the online depository, if any, containing the  
13 Community Association's governing documents and bylaws.

14 (2) A copy of all reports in the possession of the Community Association issued  
15 within the last ten (10) years that relate to the structural condition of the  
16 property, the buildings, or both, that are owned, operated, or governed by  
17 the Community Association, including any required recertification reports, if  
18 applicable.

19 (b) After a Community Association files its initial registration, the Community  
20 Association shall file a renewal registration with the Department every twelve (12) months  
21 thereafter reflecting any changes (including new information or documentation) to the  
22 information and documentation required in subsection (a) above.

23 (c) The initial registration and all renewal registrations shall be submitted  
24 through the County's online portal or on forms designated by the Director of the

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1 Department and shall be accompanied by payment of a registration fee in the amount  
2 established by the Board.

3 (d) A Community Association may designate its property manager, community  
4 association manager, or other agent to fulfill the Community Association's obligations  
5 under this section.

6 **Sec. 5-224. Publicly Accessible Database of Registration Information.**

7 (a) The County shall create and maintain a searchable database containing the  
8 registration information and documents for each Community Association registered with  
9 the County pursuant to Section 5-223.

10 (b) The database shall be made accessible to the public on the County's  
11 website.

12 (c) The County shall post the registration requirements of the Community  
13 Association Registration Ordinance on the County's website along with a notice to the  
14 public that the database created by this section is available.

15 (d) The County's acceptance and posting of information and documents  
16 provided by Community Associations is purely ministerial in nature and intended to  
17 provide greater public access to important information relating to Community  
18 Associations. The County does not verify the accuracy or completeness of the information  
19 or documentation provided by Community Associations, and therefore makes no  
20 assurance as to its accuracy or completeness.

21 **Sec. 5-225. Enforcement.**

22 (a) The Community Association Registration Ordinance may be enforced by  
23 code enforcement officers, including municipal code enforcement officers and any law  
24 enforcement agency having jurisdiction of the area within which the property governed by

1 the Community Association is located, pursuant to Section 125.69 and Chapter 162,  
2 Florida Statutes, or any applicable municipal code enforcement provision.

3 (b) Nothing in the Community Association Registration Ordinance is intended  
4 to create any private cause of action, and the Community Association Registration  
5 Ordinance may only be enforced as set forth herein.

6

7 Section 2. Severability.

8 If any portion of this Ordinance is determined by any court to be invalid, the invalid  
9 portion will be stricken, and such striking will not affect the validity of the remainder of this  
10 Ordinance. If any court determines that this Ordinance, in whole or in part, cannot be  
11 legally applied to any individual, group, entity, property, or circumstance, such  
12 determination will not affect the applicability of this Ordinance to any other individual,  
13 group, entity, property, or circumstance.

14

15 Section 3. Inclusion in the Broward County Code of Ordinances.

16 It is the intention of the Board of County Commissioners that the provisions of this  
17 Ordinance become part of the Broward County Code of Ordinances as of the effective  
18 date. The sections of this Ordinance may be renumbered or relettered and the word  
19 "ordinance" may be changed to "section," "article," or such other appropriate word or  
20 phrase to the extent necessary in order to accomplish such intention.

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1 Section 4. Effective Date.

2 This Ordinance is effective as of the date provided by law.

3  
4 ENACTED

**PROPOSED**

5 FILED WITH THE DEPARTMENT OF STATE

6 EFFECTIVE

7 Approved as to form and legal sufficiency:  
8 Andrew J. Meyers, County Attorney

9 By /s/ Nathaniel A. Klitsberg 05/27/2022  
10 Nathaniel A. Klitsberg (date)  
11 Senior Assistant County Attorney

12 By /s/ Maite Azcoitia 05/27/2022  
13 Maite Azcoitia (date)  
14 Deputy County Attorney

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23 Community Association Registry  
24 05/27/2022  
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