### SENATE BILL NO. 436-COMMITTEE ON COMMERCE AND LABOR

## MARCH 22, 2007

#### Referred to Committee on Commerce and Labor

SUMMARY—Makes various changes to the provisions governing common-interest communities. (BDR 10-234)

FISCAL NOTE: Effect on Local Government: No.

Effect on the State: No.

EXPLANATION - Matter in bolded italics is new; matter between brackets [omitted material] is material to be omitted.

AN ACT relating to common-interest communities; revising various provisions governing the imposition and payment of certain fines and assessments; revising various provisions governing the election of members of the executive board; providing that certain books, records and other papers are not required to be made available to a unit's owner until adoption or approval; revising the provisions governing the regulation of certain streets in certain commoninterest communities; making various other changes related to common-interest communities; and providing other matters properly relating thereto.

#### **Legislative Counsel's Digest:**

Section 1 of this bill adds community managers of common-interest communities as persons whose health, safety and welfare may be threatened by violations of a unit-owners' association's governing documents, authorizing the imposition of fines. (NRS 116.31031)

**Section 2** of this bill establishes priorities for the application of a unit owner's payments against assessments and fines, unless the unit's owner has stated in writing that no portion of the payment is to be applied against fines or costs related thereto. (NRS 116.310315)

Section 3 of this bill authorizes candidates for the executive board to be elected without balloting when the number of candidates is less than or equal to the number of members to be elected. (NRS 116.31034) Section 3 also adds items which candidates must disclose to units' owners in advance of the election, whether or not an election is to be held with balloting. (NRS 116.31034)

Section 4 of this bill eliminates the requirement that a declarant deliver to an association an accounting of the association's money and audited financial statements unless requested by the association at the time of transfer. (NRS





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116.31038) **Section 4** also requires the declarant to pay for the costs of the audit if the association requests an audit. (NRS 116.31038)

**Sections 4, 8, 12-14 and 16-21** of this bill eliminate the issuance of permits to reserve study specialists and instead provide for their registration. (NRS 116.31038, 116.750, 116A.120, 116A.260 and 116A.420-116A.900)

**Section 6** of this bill lengthens the period between which meetings of the executive board must be held from 90 to 100 days. (NRS 116.31083) **Section 6** also provides that if the sole purpose of a meeting is for the executive board to meet in executive session, notice must be provided in the same manner as in an emergency. (NRS 116.31083)

**Section 7** of this bill permits the executive board to impose certain assessments for the purpose of funding a reserve without a vote of the units' owners. (NRS 116.3115)

**Section 8** of this bill establishes the criteria for evaluating the adequacy of the reserves of an association. (NRS 116.31152)

**Section 9** of this bill excludes the books, records and other papers not adopted or approved at a regular meeting of the executive board from the material which the board must make available upon the written request of a unit's owner. (NRS 116.31175)

Existing law provides that certain common-interest communities are prohibited from regulating motor vehicles on thoroughfares accepted by State or local governments for public use. (NRS 116.350) **Section 10** of this bill permits an association to restrict parking on such thoroughfares if the parking prohibition was a condition for approval of the subdivision's final map or included in the terms of a zoning ordinance permit or approval. (NRS 116.350) **Section 10** also adds inoperable vehicles to the types of vehicles that an association may restrict the parking or storage of. (NRS 116.350)

**Section 11** of this bill deems deposits made in connection with the purchase or reservation of units from a person required to deliver a public offering statement placed in out-of-state escrow companies as being deposited in this State if the escrow holder has a legal right to conduct business in the State, has a resident agent in this State and has consented to the jurisdiction of the courts of this State. (NRS 116.411)

**Section 15** of this bill provides for the issuance of temporary certificates for community managers for a probationary period of 1 year under certain circumstances. (NRS 116A.410)

**Section 22** of this bill excludes certain unit owners' associations from the definition of "business" for the purposes of requiring business licenses. (NRS 360.765)

# THE PEOPLE OF THE STATE OF NEVADA, REPRESENTED IN SENATE AND ASSEMBLY, DO ENACT AS FOLLOWS:

**Section 1.** NRS 116.31031 is hereby amended to read as follows:

116.31031 1. Except as otherwise provided in this section, if a unit's owner or a tenant or guest of a unit's owner violates any provision of the governing documents of an association, the executive board may, if the governing documents so provide:

(a) Prohibit, for a reasonable time, the unit's owner or the tenant or guest of the unit's owner from:





- (1) Voting on matters related to the common-interest community.
- (2) Using the common elements. The provisions of this subparagraph do not prohibit the unit's owner or the tenant or guest of the unit's owner from using any vehicular or pedestrian ingress or egress to go to or from the unit, including any area used for parking.
- (b) Impose a fine against the unit's owner or the tenant or guest of the unit's owner for each violation, except that a fine may not be imposed for a violation that is the subject of a construction penalty pursuant to NRS 116.310305. If the violation poses an imminent threat of causing a substantial adverse effect on the health, safety or welfare of the units' owners, for residents or community manager of the common-interest community, the amount of the fine must be commensurate with the severity of the violation and must be determined by the executive board in accordance with the governing documents. If the violation does not pose an imminent threat of causing a substantial adverse effect on the health, safety or welfare of the units' owners, for residents or community manager of the common-interest community, the amount of the fine must be commensurate with the severity of the violation and must be determined by the executive board in accordance with the governing documents, but the amount of the fine must not exceed \$100 for each violation or a total amount of \$1000, whichever is less. The limitations on the amount of the fine do not apply to any interest, charges or costs that may be collected by the association pursuant to this section if the fine becomes past due.
- 2. The executive board may not impose a fine pursuant to subsection 1 unless:
- (a) Not less than 30 days before the violation, the person against whom the fine will be imposed had been provided with written notice of the applicable provisions of the governing documents that form the basis of the violation; and
- (b) Within a reasonable time after the discovery of the violation, the person against whom the fine will be imposed has been provided with:
- (1) Written notice specifying the details of the violation, the amount of the fine, and the date, time and location for a hearing on the violation; and
- (2) A reasonable opportunity to contest the violation at the hearing.
- 3. The executive board must schedule the date, time and location for the hearing on the violation so that the person against whom the fine will be imposed is provided with a reasonable opportunity to prepare for the hearing and to be present at the hearing.



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- 4. The executive board must hold a hearing before it may impose the fine, unless the person against whom the fine will be imposed:
  - (a) Pays the fine;

- (b) Executes a written waiver of the right to the hearing; or
- (c) Fails to appear at the hearing after being provided with proper notice of the hearing.
- 5. If a fine is imposed pursuant to subsection 1 and the violation is not cured within 14 days, or within any longer period that may be established by the executive board, the violation shall be deemed a continuing violation. Thereafter, the executive board may impose an additional fine for the violation for each 7-day period or portion thereof that the violation is not cured. Any additional fine may be imposed without notice and an opportunity to be heard.
- 6. If the governing documents so provide, the executive board may appoint a committee, with not less than three members, to conduct hearings on violations and to impose fines pursuant to this section. While acting on behalf of the executive board for those limited purposes, the committee and its members are entitled to all privileges and immunities and are subject to all duties and requirements of the executive board and its members.
- 7. The provisions of this section establish the minimum procedural requirements that the executive board must follow before it may impose a fine. The provisions of this section do not preempt any provisions of the governing documents that provide greater procedural protections.
  - 8. Any past due fine:
- (a) Bears interest at the rate established by the association, not to exceed the legal rate per annum.
- (b) May include any costs of collecting the past due fine at a rate established by the association. If the past due fine is for a violation that does not threaten the health, safety or welfare of the *units'* owners, residents or community manager of the common-interest community, the rate established by the association for the costs of collecting the past due fine:
- (1) May not exceed \$20, if the outstanding balance is less than \$200.
- (2) May not exceed \$50, if the outstanding balance is \$200 or more, but is less than \$500.
- (3) May not exceed \$100, if the outstanding balance is \$500 or more, but is less than \$1,000.
- (4) May not exceed \$250, if the outstanding balance is \$1,000 or more, but is less than \$5,000.





- 1 (5) May not exceed \$500, if the outstanding balance is 2 \$5,000 or more.
  - (c) May include any costs incurred by the association during a civil action to enforce the payment of the past due fine.
    - 9. As used in this section:

- (a) "Costs of collecting" includes, without limitation, any collection fee, filing fee, recording fee, referral fee, fee for postage or delivery, and any other fee or cost that an association may reasonably charge to the unit's owner for the collection of a past due fine. The term does not include any costs incurred by an association during a civil action to enforce the payment of a past due fine.
- (b) "Outstanding balance" means the amount of a past due fine that remains unpaid before any interest, charges for late payment or costs of collecting the past due fine are added.
- **Sec. 2.** NRS 116.310315 is hereby amended to read as follows:
- 116.310315 If an association has imposed a fine against a unit's owner or a tenant or guest of a unit's owner pursuant to NRS 116.31031 for violations of the governing documents of the association, the association [:] shall:
- 1. [Shall, in] In the books and records of the association, account for the fine separately from any assessment, fee or other charge; and
- 2. [Shall not apply, in whole or in part, any payment made by the unit's owner for any assessment, fee or other charge toward the payment of the outstanding balance of the fine or any costs of collecting the fine, unless the unit's owner provides written authorization which directs the association to apply the payment made by the unit's owner in such a manner.] Apply any payment received from a unit's owner without written instructions as to the application of the payment:
  - (a) First to current or past due assessments; and
- (b) Then the remainder of any payment to past due fines, including the costs of collecting any such fine, unless the unit's owner has stated in writing that no amount of the payment is to be applied toward the fines or toward the costs of collecting the fines.
  - **Sec. 3.** NRS 116.31034 is hereby amended to read as follows:
- 116.31034 1. Except as otherwise provided in subsection 5 of NRS 116.212, not later than the termination of any period of declarant's control, the units' owners shall elect an executive board of at least three members, at least a majority of whom must be units' owners. Unless the governing documents provide otherwise, the remaining members of the executive board do not have to be units' owners. The executive board shall elect the officers of the





association. The members of the executive board and the officers of the association shall take office upon election.

- 2. The term of office of a member of the executive board may not exceed 2 years, except for members who are appointed by the declarant. Unless the governing documents provide otherwise, there is no limitation on the number of terms that a person may serve as a member of the executive board.
- 3. The governing documents of the association must provide for terms of office that are staggered in such a manner that, to the extent possible, an equal number of members of the executive board are elected at each election. The provisions of this subsection do not apply to:
- (a) Members of the executive board who are appointed by the declarant; and
- (b) Members of the executive board who serve a term of 1 year or less.
- 4. Not less than 30 days before the preparation of a ballot for the election of members of the executive board, the secretary or other officer specified in the bylaws of the association shall cause notice to be given to each unit's owner of his eligibility to serve as a member of the executive board. Each unit's owner who is qualified to serve as a member of the executive board may have his name placed on the ballot along with the names of the nominees selected by the members of the executive board or a nominating committee established by the association. Before the secretary or other officer specified in the bylaws of the association causes notice to be given to each unit's owner of his eligibility to serve as a member of the executive board pursuant to this subsection, the executive board may determine that if, at the closing of the prescribed period for nominations for membership on the executive board, the number of candidates nominated for membership on the executive board is equal to or less than the number of members to be elected to the executive board at the election, then:
- (a) The association will not prepare or mail any ballots to units' owners pursuant to this section;
- (b) The candidates so nominated shall be deemed to be duly elected to the executive board not later than 30 days after the date of closing of the prescribed period for nominations; and
- (c) Units' owners will receive notification that the candidates so nominated have been elected to the executive board.
- 5. Each person [whose name is placed on the ballot] who is nominated as a candidate for a member of the executive board pursuant to subsection 4 must:
- (a) Make a good faith effort to disclose any financial, business, professional or personal relationship or interest that would result or





would appear to a reasonable person to result in a potential conflict of interest for the candidate if the candidate were to be elected to serve as a member of the executive board; and

- (b) Disclose whether the candidate is a member in good standing. For the purposes of this paragraph, a candidate shall not be deemed to be in "good standing" if the candidate [has]:
- (1) Has any unpaid and past due assessments or construction penalties that are required to be paid to the association  $\begin{bmatrix} \cdot \\ \cdot \end{bmatrix}$ ;
- (2) Has any unpaid fine imposed by the executive board that is 30 days or more past due; or
- (3) After being provided notice and the opportunity for a hearing in accordance with the provisions of NRS 116.31031, has been found to have committed a violation of the governing documents that has not been cured.
- → The candidate must make all disclosures required pursuant to this subsection in writing to the association with his candidacy information. The association shall distribute the disclosures to each member of the association with the ballot or, in the event ballots are not prepared and mailed pursuant to subsection 4, in the manner established for distribution of ballots in the bylaws of the association.
  - 6. Unless a person is appointed by the declarant:
- (a) A person may not be a member of the executive board or an officer of the association if the person, his spouse or his parent or child, by blood, marriage or adoption, performs the duties of a community manager for that association.
- (b) A person may not be a member of the executive board of a master association or an officer of that master association if the person, his spouse or his parent or child, by blood, marriage or adoption, performs the duties of a community manager for:
  - (1) That master association; or
- (2) Any association that is subject to the governing documents of that master association.
- 7. An officer, employee, agent or director of a corporate owner of a unit, a trustee or designated beneficiary of a trust that owns a unit, a partner of a partnership that owns a unit, a member or manager of a limited-liability company that owns a unit, and a fiduciary of an estate that owns a unit may be an officer of the association or a member of the executive board. In all events where the person serving or offering to serve as an officer of the association or a member of the executive board is not the record owner, he shall file proof in the records of the association that:
- (a) He is associated with the corporate owner, trust, partnership, limited-liability company or estate as required by this subsection; and





- (b) Identifies the unit or units owned by the corporate owner, trust, partnership, limited-liability company or estate.
- 8. [The] Except as otherwise provided in subsection 4, the election of any member of the executive board must be conducted by secret written ballot unless the declaration of the association provides that voting rights may be exercised by delegates or representatives as set forth in NRS 116.31105. If the election of any member of the executive board is conducted by secret written ballot:
- (a) The secretary or other officer specified in the bylaws of the association shall cause a secret ballot and a return envelope to be sent, prepaid by United States mail, to the mailing address of each unit within the common-interest community or to any other mailing address designated in writing by the unit's owner.
- (b) Each unit's owner must be provided with at least 15 days after the date the secret written ballot is mailed to the unit's owner to return the secret written ballot to the association.
- (c) A quorum is not required for the election of any member of the executive board.
- (d) Only the secret written ballots that are returned to the association may be counted to determine the outcome of the election.
- (e) The secret written ballots must be opened and counted at a meeting of the association. A quorum is not required to be present when the secret written ballots are opened and counted at the meeting.
- (f) The incumbent members of the executive board and each person whose name is placed on the ballot as a candidate for a member of the executive board may not possess, be given access to or participate in the opening or counting of the secret written ballots that are returned to the association before those secret written ballots have been opened and counted at a meeting of the association.
- 9. Each member of the executive board shall, within 90 days after his appointment or election, certify in writing to the association, on a form prescribed by the Administrator, that he has read and understands the governing documents of the association and the provisions of this chapter to the best of his ability. The Administrator may require the association to submit a copy of the certification of each member of the executive board of that association at the time the association registers with the Ombudsman pursuant to NRS 116.31158.
  - **Sec. 4.** NRS 116.31038 is hereby amended to read as follows:
- 116.31038 In addition to any applicable requirement set forth in NRS 116.310395, within 30 days after units' owners other than the declarant may elect a majority of the members of the executive board, the declarant shall deliver to the association all property of





the units' owners and of the association held by or controlled by him, including:

- 1. The original or a certified copy of the recorded declaration as amended, the articles of incorporation, articles of association, articles of organization, certificate of registration, certificate of limited partnership, certificate of trust or other documents of organization for the association, the bylaws, minute books and other books and records of the association and any rules or regulations which may have been adopted.
- 2. [An] If requested by the association at the time the control of the declarant ends, an accounting for money of the association and audited financial statements for each fiscal year and any ancillary period from the date of inception of the association to the date the period of the declarant's control ends. The financial statements must fairly and accurately report the association's financial position. The declarant shall pay the costs of the audit.
- 3. A complete study of the reserves of the association, conducted by a person who [holds a permit to conduct such a study issued] is registered as a reserve study specialist pursuant to chapter 116A of NRS. At the time the control of the declarant ends, he shall:
- (a) Except as otherwise provided in this paragraph, deliver to the association a reserve account that contains the declarant's share of the amounts then due, and control of the account. If the declaration was recorded before October 1, 1999, and, at the time the control of the declarant ends, he has failed to pay his share of the amounts due, the executive board shall authorize the declarant to pay the deficiency in installments for a period of 3 years, unless the declarant and the executive board agree to a shorter period.
- (b) Disclose, in writing, the amount by which he has subsidized the association's dues on a per unit or per lot basis.
  - 4. The association's money or control thereof.
  - 5. All of the declarant's tangible personal property that has been represented by the declarant as property of the association or, unless the declarant has disclosed in the public offering statement that all such personal property used in the common-interest community will remain the declarant's property, all of the declarant's tangible personal property that is necessary for, and has been used exclusively in, the operation and enjoyment of the common elements, and inventories of these properties.
  - 6. A copy of any plans and specifications used in the construction of the improvements in the common-interest community which were completed within 2 years before the declaration was recorded.





- 7. All insurance policies then in force, in which the units' owners, the association, or its directors and officers are named as insured persons.
- 8. Copies of any certificates of occupancy that may have been issued with respect to any improvements comprising the commoninterest community other than units in a planned community.
- 9. Any renewable permits and approvals issued by governmental bodies applicable to the common-interest community which are in force and any other permits and approvals so issued and applicable which are required by law to be kept on the premises of the community.
- 10. Written warranties of the contractor, subcontractors, suppliers and manufacturers that are still effective.
- 11. A roster of owners and mortgagees of units and their addresses and telephone numbers, if known, as shown on the declarant's records.
- 12. Contracts of employment in which the association is a contracting party.
- 13. Any contract for service in which the association is a contracting party or in which the association or the units' owners have any obligation to pay a fee to the persons performing the services.
- **Sec. 5.** NRS 116.310395 is hereby amended to read as follows:
- 116.310395 1. At the time of each close of escrow of a unit in a converted building, the declarant shall deliver to the association the amount of the converted building reserve deficit allocated to that unit.
- 2. The allocation to a unit of the amount of any converted building reserve deficit must be made in the same manner as assessments are allocated to that unit.
- 3. As used in this section, "converted building reserve deficit" means the amount necessary to replace the major components of the common elements needing replacement within 10 years after the date of the first [sale] close of escrow of a unit.
- **Sec. 6.** NRS 116.31083 is hereby amended to read as follows: 116.31083 1. A meeting of the executive board must be held at least once every [90] 100 days.
- 2. Except [in an emergency] as otherwise provided in subsection 3 or unless the bylaws of an association require a longer period of notice, the secretary or other officer specified in the bylaws of the association shall, not less than 10 days before the date of a meeting of the executive board, cause notice of the meeting to be given to the units' owners. Such notice must be:





- (a) Sent prepaid by United States mail to the mailing address of each unit within the common-interest community or to any other mailing address designated in writing by the unit's owner;
- (b) If the association offers to send notice by electronic mail, sent by electronic mail at the request of the unit's owner to an electronic mail address designated in writing by the unit's owner; or
- (c) Published in a newsletter or other similar publication that is circulated to each unit's owner.
- 3. In an emergency [ ] or if the sole purpose of the meeting is for the executive board to meet in executive session, the secretary or other officer specified in the bylaws of the association shall, if practicable, cause notice of the meeting to be sent prepaid by United States mail to the mailing address of each unit within the commoninterest community. If delivery of the notice in this manner is impracticable, the notice must be hand-delivered to each unit within the common-interest community or posted in a prominent place or places within the common elements of the association.
- 4. The notice of a meeting of the executive board must state the time and place of the meeting and include a copy of the agenda for the meeting or the date on which and the locations where copies of the agenda may be conveniently obtained by the units' owners. The notice must include notification of the right of a unit's owner to:
- (a) Have a copy of the minutes or a summary of the minutes of the meeting provided to the unit's owner upon request and, if required by the executive board, upon payment to the association of the cost of providing the copy to the unit's owner.
- (b) Speak to the association or executive board, unless the executive board is meeting in executive session.
- 5. The agenda of the meeting of the executive board must comply with the provisions of subsection 4 of NRS 116.3108. The period required to be devoted to comments by the units' owners and discussion of those comments must be scheduled for the beginning of each meeting. In an emergency, the executive board may take action on an item which is not listed on the agenda as an item on which action may be taken.
- 6. At least once every [90] 100 days, unless the declaration or bylaws of the association impose more stringent standards, the executive board shall review, at a minimum, the following financial information at one of its meetings:
  - (a) A current year-to-date financial statement of the association;
- (b) A current year-to-date schedule of revenues and expenses for the operating account and the reserve account, compared to the budget for those accounts;
- (c) A current reconciliation of the operating account of the association;





- (d) A current reconciliation of the reserve account of the association:
- (e) The latest account statements prepared by the financial institutions in which the accounts of the association are maintained; and
- (f) The current status of any civil action or claim submitted to arbitration or mediation in which the association is a party.
- 7. The secretary or other officer specified in the bylaws shall cause minutes to be recorded or otherwise taken at each meeting of the executive board. Not more than 30 days after each such meeting, the secretary or other officer specified in the bylaws shall cause the minutes or a summary of the minutes of the meetings to be made available to the units' owners. A copy of the minutes or a summary of the minutes must be provided to any unit's owner upon request and, if required by the executive board, upon payment to the association of the cost of providing the copy to the unit's owner.
- 8. Except as otherwise provided in subsection 9 and NRS 116.31085, the minutes of each meeting of the executive board must include:
  - (a) The date, time and place of the meeting;
- (b) Those members of the executive board who were present and those members who were absent at the meeting;
- (c) The substance of all matters proposed, discussed or decided at the meeting;
- (d) A record of each member's vote on any matter decided by vote at the meeting; and
- (e) The substance of remarks made by any unit's owner who addresses the executive board at the meeting if he requests that the minutes reflect his remarks or, if he has prepared written remarks, a copy of his prepared remarks if he submits a copy for inclusion.
- 9. The executive board may establish reasonable limitations on materials, remarks or other information to be included in the minutes of its meetings.
- 10. The association shall maintain the minutes of each meeting of the executive board until the common-interest community is terminated.
- 11. A unit's owner may record on audiotape or any other means of sound reproduction a meeting of the executive board, unless the executive board is meeting in executive session, if the unit's owner, before recording the meeting, provides notice of his intent to record the meeting to the members of the executive board and the other units' owners who are in attendance at the meeting.
- 12. As used in this section, "emergency" means any occurrence or combination of occurrences that:
  - (a) Could not have been reasonably foreseen;





- (b) Affects the health, welfare and safety of the units' owners or residents of the common-interest community;
- (c) Requires the immediate attention of, and possible action by, the executive board; and
- (d) Makes it impracticable to comply with the provisions of subsection 2 or 5.
  - **Sec. 7.** NRS 116.3115 is hereby amended to read as follows:
  - 116.3115 1. Until the association makes an assessment for common expenses, the declarant shall pay all common expenses. After an assessment has been made by the association, assessments must be made at least annually, based on a budget adopted at least annually by the association in accordance with the requirements set forth in NRS 116.31151. Unless the declaration imposes more stringent standards, the budget must include a budget for the daily operation of the association and a budget for the reserves required by paragraph (b) of subsection 2.
    - 2. Except for assessments under subsections 4 to 7, inclusive:
  - (a) All common expenses, including the reserves, must be assessed against all the units in accordance with the allocations set forth in the declaration pursuant to subsections 1 and 2 of NRS 116.2107.
  - (b) The association shall establish adequate reserves, funded on a reasonable basis, for the repair, replacement and restoration of the major components of the common elements. The reserves may be used only for those purposes, including, without limitation, repairing, replacing and restoring roofs, roads and sidewalks, and must not be used for daily maintenance. The association may comply with the provisions of this paragraph through a funding plan that is designed to allocate the costs for the repair, replacement and restoration of the major components of the common elements over a period of years if the funding plan is designed in an actuarially sound manner which will ensure that sufficient money is available when the repair, replacement and restoration of the major components of the common elements are necessary. Notwithstanding any provision of the governing documents to the contrary, to establish adequate reserves pursuant to this paragraph, including, without limitation, to establish or carry out a funding plan, the executive board may, without seeking or obtaining the approval of the units' owners, impose any necessary and reasonable assessments against the units in the commoninterest community.
  - 3. Any past due assessment for common expenses or installment thereof bears interest at the rate established by the association not exceeding 18 percent per year.
    - 4. To the extent required by the declaration:



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- (a) Any common expense associated with the maintenance, repair, restoration or replacement of a limited common element must be assessed against the units to which that limited common element is assigned, equally, or in any other proportion the declaration provides;
- (b) Any common expense or portion thereof benefiting fewer than all of the units must be assessed exclusively against the units benefited; and
- (c) The costs of insurance must be assessed in proportion to risk and the costs of utilities must be assessed in proportion to usage.
- 5. Assessments to pay a judgment against the association may be made only against the units in the common-interest community at the time the judgment was entered, in proportion to their liabilities for common expenses.
- 6. If any common expense is caused by the misconduct of any unit's owner, the association may assess that expense exclusively against his unit.
- 7. The association of a common-interest community created before January 1, 1992, is not required to make an assessment against a vacant lot located within the community that is owned by the declarant.
- 8. If liabilities for common expenses are reallocated, assessments for common expenses and any installment thereof not yet due must be recalculated in accordance with the reallocated liabilities.
- 9. The association shall provide written notice to each unit's owner of a meeting at which an assessment for a capital improvement is to be considered or action is to be taken on such an assessment at least 21 calendar days before the date of the meeting.
  - **Sec. 8.** NRS 116.31152 is hereby amended to read as follows: 116.31152 1. The executive board shall:
- (a) At least once every 5 years, cause to be conducted a study of the reserves required to repair, replace and restore the major components of the common elements.
- (b) At least annually, review the results of that study to determine whether those reserves are sufficient. [; and] The reserves shall be deemed adequately funded if:
- (1) The amount of the reserves is equal to or greater than the amount specified in the funding plan; or
- (2) The amount of reserves available for the next 5 years is sufficient to repair, replace and restore the major components of the common elements designated in the funding plan.
- (c) At least annually, make any adjustments to the association's funding plan which the executive board deems necessary to provide adequate funding for the required reserves.





- 2. The study of the reserves required by subsection 1 must be conducted by a person who [holds a permit issued] is registered as a reserve study specialist pursuant to chapter 116A of NRS.
  - 3. The study of the reserves must include, without limitation:
- (a) A summary of an inspection of the major components of the common elements that the association is obligated to repair, replace or restore:
- (b) An identification of the major components of the common elements that the association is obligated to repair, replace or restore which have a remaining useful life of less than 30 years;
- (c) An estimate of the remaining useful life of each major component of the common elements identified pursuant to paragraph (b);
- (d) An estimate of the cost of repair, replacement or restoration of each major component of the common elements identified pursuant to paragraph (b) during and at the end of its useful life; and
- (e) An estimate of the total annual assessment that may be necessary to cover the cost of repairing, replacement or restoration of the major components of the common elements identified pursuant to paragraph (b), after subtracting the reserves of the association as of the date of the study, and an estimate of the funding plan that may be necessary to provide adequate funding for the required reserves.
- 4. A summary of the study of the reserves required by subsection 1 must be submitted to the Division not later than 45 days after the date that the executive board adopts the results of the study.
- 5. If a common-interest community was developed as part of a planned unit development pursuant to chapter 278A of NRS and is subject to an agreement with a city or county to receive credit against the amount of the residential construction tax that is imposed pursuant to NRS 278.4983 and 278.4985, the association that is organized for the common-interest community may use the money from that credit for the repair, replacement or restoration of park facilities and related improvements if:
- (a) The park facilities and related improvements are identified as major components of the common elements of the association; and
- (b) The association is obligated to repair, replace or restore the park facilities and related improvements in accordance with the study of the reserves required by subsection 1.
  - **Sec. 9.** NRS 116.31175 is hereby amended to read as follows:
- 116.31175 1. Except as otherwise provided in this subsection, the executive board of an association shall, upon the written request of a unit's owner, make available the books, records and other papers of the association for review during the regular





working hours of the association, including, without limitation, all contracts to which the association is a party and all records filed with a court relating to a civil or criminal action to which the association is a party. The provisions of this subsection do not apply to:

- (a) The personnel records of the employees of the association, except for those records relating to the number of hours worked and the salaries and benefits of those employees;
- (b) The records of the association relating to another unit's owner, except for those records described in subsection 2; [and]
  - (c) A contract between the association and an attorney  $\{\cdot,\cdot\}$ ; and
- (d) The books, records and other papers of the association before adoption or approval by the executive board at a regular meeting.
- 2. The executive board of an association shall maintain a general record concerning each violation of the governing documents, other than a violation involving a failure to pay an assessment, for which the executive board has imposed a fine, a construction penalty or any other sanction. The general record:
- (a) Must contain a general description of the nature of the violation and the type of the sanction imposed. If the sanction imposed was a fine or construction penalty, the general record must specify the amount of the fine or construction penalty.
- (b) Must not contain the name or address of the person against whom the sanction was imposed or any other personal information which may be used to identify the person or the location of the unit, if any, that is associated with the violation.
- (c) Must be maintained in an organized and convenient filing system or data system that allows a unit's owner to search and review the general records concerning violations of the governing documents.
- 3. If the executive board refuses to allow a unit's owner to review the books, records or other papers of the association, the Ombudsman may:
  - (a) On behalf of the unit's owner and upon written request, review the books, records or other papers of the association during the regular working hours of the association; and
  - (b) If he is denied access to the books, records or other papers, request the Commission, or any member thereof acting on behalf of the Commission, to issue a subpoena for their production.
  - 4. The books, records and other papers of an association must be maintained for at least 10 years. The provisions of this subsection do not apply to:
- (a) The minutes of a meeting of the units' owners which must be maintained in accordance with NRS 116.3108; or





- (b) The minutes of a meeting of the executive board which must be maintained in accordance with NRS 116.31083.
- 5. The executive board shall not require a unit's owner to pay an amount in excess of \$10 per hour to review any books, records, contracts or other papers of the association pursuant to the provisions of this section.

**Sec. 10.** NRS 116.350 is hereby amended to read as follows:

- 116.350 1. In a common-interest community which is not gated or enclosed and the access to which is not restricted or controlled by a person or device, the executive board shall not and the governing documents must not provide for the regulation of *motor vehicles on* any road, street, alley or other thoroughfare the right-of-way of which is accepted by the State or a local government for dedication as a road, street, alley or other thoroughfare for public use.
- 2. The provisions of subsection 1 do not preclude an association from adopting, and do not preclude the governing documents of an association from setting forth, rules that reasonably restrict [the]:
- (a) Parking on any road, street, alley or other thoroughfare the right-of-way of which is accepted by the State or a local government for dedication as a road, street, alley or other thoroughfare for public use if the requirement that no parking be allowed is included in the terms of any applicable zoning ordinance, permit or approval or as a condition for approval of any final subdivision map; or
- (b) The parking or storage of *inoperable vehicles*, recreational vehicles, watercraft, trailers or commercial vehicles in the commoninterest community to the extent authorized by law.
  - **Sec. 11.** NRS 116.411 is hereby amended to read as follows:
- 116.411 1. Except as otherwise provided in subsections 2 [and 3,], 3 and 4, a deposit made in connection with the purchase or reservation of a unit from a person required to deliver a public offering statement pursuant to subsection 3 of NRS 116.4102 must be placed in escrow and held either in this State or in the state where the unit is located in an account designated solely for that purpose by a licensed title insurance company, an independent bonded escrow company, or an institution whose accounts are insured by a governmental agency or instrumentality until:
  - (a) Delivered to the declarant at closing;
- (b) Delivered to the declarant because of the purchaser's default under a contract to purchase the unit;
- (c) Released to the declarant for an additional item, improvement, optional item or alteration, but the amount so released:





- (1) Must not exceed the lesser of the amount due the declarant from the purchaser at the time of the release or the amount expended by the declarant for the purpose; and
  - (2) Must be credited upon the purchase price; or
  - (d) Refunded to the purchaser.

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- 2. A deposit or advance payment made for an additional item, improvement, optional item or alteration may be deposited in escrow or delivered directly to the declarant, as the parties may contract.
- 3. In lieu of placing a deposit in escrow pursuant to subsection 1, the declarant may furnish a bond executed by him as principal and by a corporation qualified under the laws of this State as surety, payable to the State of Nevada, and conditioned upon the performance of the declarant's duties concerning the purchase or reservation of a unit. Each bond must be in a principal sum equal to the amount of the deposit. The bond must be held until:
  - (a) Delivered to the declarant at closing;
- (b) Delivered to the declarant because of the purchaser's default under a contract to purchase the unit; or
- (c) Released to the declarant for an additional item, improvement, optional item or alteration, but the amount so released must not exceed the amount due the declarant from the purchaser at the time of the release or the amount expended by the declarant for that purpose, whichever is less.
- 4. Pursuant to subsection 1, a deposit made in connection with the purchase or reservation of a unit from a person required to deliver a public offering statement pursuant to subsection 3 of NRS 116.4102 is deemed to be placed in escrow and held in this State when the escrow holder has:
  - (a) The legal right to conduct business in this State;
- (b) A resident agent in this State pursuant to subsection 1 of 32 NRS 14.020; and
  - (c) Consented to the jurisdiction of the courts of this State by:
    - (1) Maintaining a physical presence in this State; or
  - (2) Executing a written instrument containing such consent, with respect to any suit or claim, whether brought by the declarant or purchaser, relating to or arising in connection with such sale or the escrow agreement related thereto.
    - **Sec. 12.** NRS 116.750 is hereby amended to read as follows:
  - In carrying out the provisions of NRS 116.745 to 116.750 116.795, inclusive, the Division and the Ombudsman have jurisdiction to investigate and the Commission and each hearing panel has jurisdiction to take appropriate action against any person who commits a violation, including, without limitation:





- 1 (a) Any association and any officer, employee or agent of an association.
  - (b) Any member of an executive board.
  - (c) Any community manager who holds a certificate and any other community manager.
  - (d) Any person who [holds a permit to conduct a study of the reserves of an association issued] is registered as a reserve study specialist, or who conducts a study of reserves, pursuant to chapter 116A of NRS.
    - (e) Any declarant or affiliate of a declarant.
    - (f) Any unit's owner.

- (g) Any tenant of a unit's owner if the tenant has entered into an agreement with the unit's owner to abide by the governing documents of the association and the provisions of this chapter and any regulations adopted pursuant thereto.
- 2. The jurisdiction set forth in subsection 1 applies to any officer, employee or agent of an association or any member of an executive board who commits a violation and who:
- (a) Currently holds his office, employment, agency or position or who held his office, employment, agency or position at the commencement of proceedings against him.
  - (b) Resigns his office, employment, agency or position:
    - (1) After the commencement of proceedings against him; or
- (2) Within 1 year after the violation is discovered or reasonably should have been discovered.
- **Sec. 13.** NRS 116A.120 is hereby amended to read as follows: 116A.120 ["Permit"] "Registration" means [a permit] registration to conduct a study of the reserves of an association pursuant to NRS 116.31152 [issued by] with the Division pursuant to this chapter.
- **Sec. 14.** NRS 116A.260 is hereby amended to read as follows: 116A.260 The Division shall maintain in each district office a public docket or other record in which it shall record, from time to time as made:
- 1. The rulings or decisions upon all complaints filed with that district office.
  - 2. All investigations instituted by that district office in the first instance, upon or in connection with which any hearing has been held, or in which the person charged has made no defense.
  - 3. Denials of applications made to that district office for examination, *registration* or issuance of a certificate. [or permit.]
    - **Sec. 15.** NRS 116A.410 is hereby amended to read as follows:
- 116A.410 1. The Commission shall by regulation provide for the issuance by the Division of certificates. The regulations:





- (a) Must establish the qualifications for the issuance of such a certificate, including, without limitation, the education and experience required to obtain such a certificate. *The regulations must include, without limitation, provisions that:*
- (1) Provide for the issuance of a temporary certificate for a probationary period of 1 year to a person who:
- (I) Holds a professional designation in the field of management of a common-interest community from a nationally recognized organization;
- (II) Provides evidence that the person has been engaged in the management of a common-interest community for at least 5 years; and
- (III) Has not been the subject of any disciplinary action in another state in connection with the management of a commoninterest community.
- (2) Require a person who is issued a temporary certificate to successfully complete not less than 18 hours of instruction relating to the Uniform Common-Interest Ownership Act within the probationary 1-year period.
- (3) Provide for the issuance of a certificate at the conclusion of the probationary 1-year period if the person:
- (I) Has successfully completed not less than 18 hours of instruction relating to the Uniform Common-Interest Ownership Act; and
- (II) Has not been the subject of any disciplinary action pursuant to this chapter, chapter 116 of NRS or any regulations adopted pursuant thereto.
- (b) May require applicants to pass an examination in order to obtain a certificate. If the regulations require such an examination, the Commission shall by regulation establish fees to pay the costs of the examination, including any costs which are necessary for the administration of the examination.
- (c) May require an investigation of an applicant's background. If the regulations require such an investigation, the Commission shall by regulation establish fees to pay the costs of the investigation.
- (d) Must establish the grounds for initiating disciplinary action against a person to whom a certificate has been issued, including, without limitation, the grounds for placing conditions, limitations or restrictions on a certificate and for the suspension or revocation of a certificate.
- (e) Must establish rules of practice and procedure for conducting disciplinary hearings.
- 2. The Division may collect a fee for the issuance of a certificate in an amount not to exceed the administrative costs of issuing the certificate.





- **Sec. 16.** NRS 116A.420 is hereby amended to read as follows:
- 116A.420 1. Except as otherwise provided in this section, a person shall not act as a reserve study specialist unless the person [holds a permit.] registers with the Division on a form provided by the Division.
- 2. The Commission shall by regulation provide for the standards of practice for reserve study specialists . [who hold permits.]
- 3. The Division may investigate any reserve study specialist [who holds a permit] to ensure that the reserve study specialist is complying with the provisions of this chapter and chapter 116 of NRS and the standards of practice adopted by the Commission.
- 4. In addition to any other remedy or penalty, if the Commission or a hearing panel, after notice and hearing, finds that a reserve study specialist [who holds a permit] has violated any provision of this chapter or chapter 116 of NRS or any of the standards of practice adopted by the Commission, the Commission or the hearing panel may take appropriate disciplinary action against the reserve study specialist.
- 5. In addition to any other remedy or penalty, the Commission may:
- (a) Refuse to [issue a permit to] accept the registration of a person who has failed to pay money which the person owes to the Commission or the Division.
- (b) Suspend, revoke or refuse to renew the [permit] registration of a person who has failed to pay money which the person owes to the Commission or the Division.
- 6. The provisions of this section do not apply to a member of an executive board or an officer of an association who is acting solely within the scope of his duties as a member of the executive board or an officer of the association.
- 7. A person who assists a registered reserve study specialist in preparing a reserve study, signed by a registered reserve study specialist, is not required to register as a reserve study specialist.
  - **Sec. 17.** NRS 116A.430 is hereby amended to read as follows:
- 116A.430 1. The Commission shall by regulation provide for the **[issuance]** *registration* by the Division of **[permits to]** reserve study specialists. The regulations:
- (a) Must establish the qualifications for [the issuance of such a permit,] registration, including, without limitation, the education and experience required [to obtain such a permit.] for registration.
- (b) May require applicants to pass an examination [in order to obtain a permit.] for registration. If the regulations require such an examination, the Commission shall by regulation establish fees to





pay the costs of the examination, including any costs which are necessary for the administration of the examination.

- (c) May require an investigation of an applicant's background. If the regulations require such an investigation, the Commission shall by regulation establish fees to pay the costs of the investigation.
- (d) Must establish the grounds for initiating disciplinary action against a person [to whom a permit has been issued,] who has registered, including, without limitation, the grounds for placing conditions, limitations or restrictions on [a permit] registration and for the suspension or revocation of [a permit.] registration.
- (e) Must establish rules of practice and procedure for conducting disciplinary hearings.
- 2. The Division may collect a fee for [the issuance of a permit] registration in an amount not to exceed the administrative costs of [issuing the permit.] registration.

**Sec. 18.** NRS 116A.440 is hereby amended to read as follows: 116A.440 1. An applicant for a certificate or **[permit]** *registration* shall submit to the Division:

- (a) The social security number of the applicant; and
- (b) The statement prescribed by the Division of Welfare and Supportive Services of the Department of Health and Human Services pursuant to NRS 425.520. The statement must be completed and signed by the applicant.
- 2. The Division shall include the statement required pursuant to subsection 1 in:
- (a) The application or any other forms that must be submitted for *registration or* the issuance of the certificate; [or permit;] or
  - (b) A separate form prescribed by the Division.
- 3. A certificate [or permit] may not be issued and an application for registration may not be accepted if the applicant:
- (a) Fails to submit the statement required pursuant to subsection 1; or
- (b) Indicates on the statement submitted pursuant to subsection 1 that he is subject to a court order for the support of a child and is not in compliance with the order or a plan approved by the district attorney or other public agency enforcing the order for the repayment of the amount owed pursuant to the order.
- 4. If an applicant indicates on the statement submitted pursuant to subsection 1 that he is subject to a court order for the support of a child and is not in compliance with the order or a plan approved by the district attorney or other public agency enforcing the order for the repayment of the amount owed pursuant to the order, the Division shall advise the applicant to contact the district attorney or other public agency enforcing the order to determine the actions that the applicant may take to satisfy the arrearage.





**Sec. 19.** NRS 116A.450 is hereby amended to read as follows: 116A.450 1. If the Division receives a copy of a court order issued pursuant to NRS 425.540 that provides for the suspension of all professional, occupational and recreational licenses, certificates and permits issued to *a person who is registered or* the holder of a certificate [or permit] the Division shall deem the *registration or* certificate [or permit] to be suspended at the end of the 30th day after the date the court order was issued unless the Division receives a letter issued to the *person who is registered or the* holder of the certificate [or permit] by the district attorney or other public agency pursuant to NRS 425.550 stating that the *person who is registered or the* holder of the certificate [or permit] has complied with a subpoena or warrant or has satisfied the arrearage pursuant to NRS 425.560.

2. The Division shall reinstate a *registration or* certificate [or permit] that has been suspended by a district court pursuant to NRS 425.540 if the Division receives a letter issued by the district attorney or other public agency pursuant to NRS 425.550 to the *person who is registered or the* holder of the certificate [or permit] that he has complied with the subpoena or warrant or has satisfied the arrearage pursuant to NRS 425.560.

**Sec. 20.** NRS 116A.460 is hereby amended to read as follows: 116A.460 The expiration or revocation of a *registration or* certificate [or permit] by operation of law or by order or decision of any agency or court of competent jurisdiction, or the voluntary surrender of such a *registration or* certificate [or permit] by the *person who is registered or the* holder of the certificate [or permit] does not:

- 1. Prohibit the Commission or the Division from initiating or continuing an investigation of, or action or disciplinary proceeding against, the *person who is registered or the* holder of the certificate [or permit] as authorized pursuant to the provisions of this chapter or chapter 116 of NRS or the regulations adopted pursuant thereto; or
- 2. Prevent the imposition or collection of any fine or penalty authorized pursuant to the provisions of this chapter or chapter 116 of NRS or the regulations adopted pursuant thereto against the *person who is registered or the* holder of the certificate. [or permit.]

**Sec. 21.** NRS 116A.900 is hereby amended to read as follows: 116A.900 1. In addition to any other remedy or penalty, the Commission may impose an administrative fine against any person who knowingly:

(a) Engages or offers to engage in any activity for which a certificate or **[permit]** registration is required pursuant to this





chapter or chapter 116 of NRS, or any regulation adopted pursuant thereto, if the person does not hold the required certificate or **[permit]** has not registered or has not been given the required authorization; or

- (b) Assists or offers to assist another person to commit a violation described in paragraph (a).
- 2. If the Commission imposes an administrative fine against a person pursuant to this section, the amount of the administrative fine may not exceed the amount of any gain or economic benefit that the person derived from the violation or \$5,000, whichever amount is greater.
- 3. In determining the appropriate amount of the administrative fine, the Commission shall consider:
- (a) The severity of the violation and the degree of any harm that the violation caused to other persons;
- (b) The nature and amount of any gain or economic benefit that the person derived from the violation;
  - (c) The person's history or record of other violations; and
  - (d) Any other facts or circumstances that the Commission deems to be relevant.
  - 4. Before the Commission may impose the administrative fine, the Commission must provide the person with notice and an opportunity to be heard.
  - 5. The person is entitled to judicial review of the decision of the Commission in the manner provided by chapter 233B of NRS.
  - 6. The provisions of this section do not apply to a person who engages or offers to engage in activities within the purview of this chapter or chapter 116 of NRS if:
  - (a) A specific statute exempts the person from complying with the provisions of this chapter or chapter 116 of NRS with regard to those activities; and
- (b) The person is acting in accordance with the exemption while engaging or offering to engage in those activities.
  - Sec. 22. NRS 360.765 is hereby amended to read as follows:
  - 360.765 1. Except as otherwise provided in subsection 2, "business" means:
  - (a) Any person, except a natural person, that performs a service or engages in a trade for profit; or
  - (b) Any natural person who performs a service or engages in a trade for profit if the person is required to file with the Internal Revenue Service a Schedule C (Form 1040), Profit or Loss From Business Form, or its equivalent or successor form, a Schedule E (Form 1040), Supplemental Income and Loss Form, or its equivalent or successor form, or a Schedule F (Form 1040), Profit or





Loss From Farming Form, or its equivalent or successor form, for that activity.

- 2. The term does not include:
- (a) A governmental entity.

- (b) A nonprofit religious, charitable, fraternal or other organization that qualifies as a tax-exempt organization pursuant to 26 U.S.C. § 501(c).
- (c) A person who operates a business from his home and whose net earnings from that business are not more than 66 2/3 percent of the average annual wage, as computed for the preceding calendar year pursuant to chapter 612 of NRS and rounded to the nearest hundred dollars.
- (d) A natural person whose sole business is the rental of four or fewer dwelling units to others.
- (e) A business whose primary purpose is to create or produce motion pictures. As used in this paragraph, "motion pictures" has the meaning ascribed to it in NRS 231.020.
- (f) A unit-owners' association organized pursuant to NRS 116.3101 as a nonprofit corporation, trust or partnership.
  - **Sec. 23.** 1. This act becomes effective on October 1, 2007.
- 2. Sections 18 and 19 of this act expire by limitation on the date on which the provisions of 42 U.S.C. § 666 requiring each state to establish procedures under which the state has authority to withhold or suspend, or to restrict the use of professional, occupational and recreational licenses of persons who:
- (a) Have failed to comply with a subpoena or warrant relating to a proceeding to determine the paternity of a child or to establish or enforce an obligation for the support of a child; or
- 29 (b) Are in arrears in the payment for the support of one or more 30 children.
- 31 → are repealed by the Congress of the United States.





