C2, N1 HB 26/22 – ENT

(PRE-FILED)

By: Delegate Holmes

Requested: September 20, 2022 Introduced and read first time: January 11, 2023 Assigned to: Environment and Transportation

A BILL ENTITLED

1 AN ACT concerning

2 Real Property – Regulation of Common Ownership Community Managers

3 FOR the purpose of creating the State Board of Common Ownership Community Managers 4 in the Maryland Department of Labor to oversee the licensing of community $\mathbf{5}$ managers who provide management services for common ownership communities; 6 requiring a common ownership community to register with the Board under certain 7 circumstances; imposing certain duties on a contracting party concerning a fidelity 8 bond or theft insurance under certain circumstances; requiring a contract to provide 9 management services to include certain provisions; making certain provisions of this 10 Act subject to the Maryland Program Evaluation Act: establishing the State Board 11 of Common Ownership Community Managers Fund as a special, nonlapsing fund; 12requiring that certain interest earnings be credited to the Fund; requiring the 13 Secretary of Labor, in consultation with the Board, to calculate certain costs annually; authorizing the Department of Budget and Management to advance 14 15certain funds to the Board and requiring the Board to reimburse certain funds under 16certain circumstances; and generally relating to the regulation of common ownership 17community managers.

18 BY renumbering

- 19 Article State Government
- 20 Section 8–403(13) through (63),
- to be Section 8–403(14) through (64), respectively
- 22 Annotated Code of Maryland
- 23 (2021 Replacement Volume and 2022 Supplement)
- 24 BY adding to
- 25 Article Business Occupations and Professions
- Section 22–101 through 22–802 to be under the new title "Title 22. Common
 Ownership Community Managers"
- 28 Annotated Code of Maryland

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



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1	(2018 Replacement Volume and 2022 Supplement)				
2	BY adding to				
3	Article – Business Regulation				
4	Section 2–106.15, 2–106.16, and 2–108(a)(34)				
$5 \\ 6$	Annotated Code of Maryland (2015 Bonlosoment Volume and 2022 Supplement)				
6	(2015 Replacement Volume and 2022 Supplement)				
7	BY adding to				
8	Article – Corporations and Associations				
9	Section $5-6B-12.1$				
10	Annotated Code of Maryland				
11	(2014 Replacement Volume and 2022 Supplement)				
12	BY adding to				
$13^{$	Article – Real Property				
14	Section 11–130.1 and 11B–115.2				
15	Annotated Code of Maryland				
16	(2015 Replacement Volume and 2022 Supplement)				
17	BY repealing and reenacting, without amendments,				
18	Article – State Finance and Procurement				
19	Section 6–226(a)(2)(i)				
20	Annotated Code of Maryland				
21	(2021 Replacement Volume and 2022 Supplement)				
22	BY repealing and reenacting, with amendments,				
$\overline{23}$	Article – State Finance and Procurement				
24	Section 6–226(a)(2)(ii)170. and 171.				
25	Annotated Code of Maryland				
26	(2021 Replacement Volume and 2022 Supplement)				
27	BY adding to				
28	Article – State Finance and Procurement				
29	Section $6-226(a)(2)(ii)172$.				
30	Annotated Code of Maryland				
31	(2021 Replacement Volume and 2022 Supplement)				
32	BY adding to				

- 33 Article State Government
- 34 Section 8–403(13)
- 35 Annotated Code of Maryland
- 36 (2021 Replacement Volume and 2022 Supplement)
- 37 SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND,
- 38 That Section(s) 8-403(13) through (63) of Article State Government of the Annotated
- 39 Code of Maryland be renumbered to be Section(s) 8–403(14) through (64), respectively.

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as follows:

SECTION 2. AND BE IT FURTHER ENACTED, That the Laws of Maryland read

3 **Article – Business Occupations and Professions** TITLE 22. COMMON OWNERSHIP COMMUNITY MANAGERS. 4 SUBTITLE 1. DEFINITIONS; GENERAL PROVISIONS. $\mathbf{5}$ 22–101. 6 7 IN THIS TITLE THE FOLLOWING WORDS HAVE THE MEANINGS (A) 8 INDICATED. "BOARD" MEANS THE STATE BOARD OF COMMON OWNERSHIP 9 **(B)** 10 **COMMUNITY MANAGERS.** (C) (1) "COMMON OWNERSHIP COMMUNITY" MEANS: 11 12**(I)** A CONDOMINIUM AS DEFINED IN § 11–101 OF THE REAL **PROPERTY ARTICLE THAT IS USED FOR RESIDENTIAL PURPOSES;** 13 (II) A COOPERATIVE HOUSING CORPORATION AS DEFINED IN § 14 5-6B-01 OF THE CORPORATIONS AND ASSOCIATIONS ARTICLE; AND 1516 (III) A HOMEOWNERS ASSOCIATION AS DEFINED IN § 11B-101 OF THE REAL PROPERTY ARTICLE. 17

18(2) "COMMON OWNERSHIP COMMUNITY" DOES NOT INCLUDE A19TIME-SHARE PROJECT AS DEFINED IN § 11A-101 OF THE REAL PROPERTY20ARTICLE.

(D) "LICENSE" MEANS, UNLESS THE CONTEXT REQUIRES OTHERWISE, A
 LICENSE ISSUED BY THE BOARD UNDER SUBTITLE 3 OF THIS TITLE THAT ALLOWS
 AN INDIVIDUAL TO PROVIDE MANAGEMENT SERVICES FOR A COMMON OWNERSHIP
 COMMUNITY.

25 (E) "LICENSED ASSOCIATE COMMUNITY MANAGER" MEANS, UNLESS THE 26 CONTEXT REQUIRES OTHERWISE, AN INDIVIDUAL WHO IS ISSUED A LIMITED 27 LICENSE BY THE BOARD UNDER SUBTITLE 4 OF THIS TITLE TO PROVIDE 28 MANAGEMENT SERVICES FOR A COMMON OWNERSHIP COMMUNITY UNDER THE 29 SUPERVISION OF A LICENSED COMMUNITY MANAGER. 1 (F) "LICENSED COMMUNITY MANAGER" MEANS, UNLESS THE CONTEXT 2 REQUIRES OTHERWISE, AN INDIVIDUAL WHO IS ISSUED A LICENSE BY THE BOARD 3 UNDER SUBTITLE 3 OF THIS TITLE TO PROVIDE MANAGEMENT SERVICES FOR A 4 COMMON OWNERSHIP COMMUNITY.

5 (G) "LIMITED LICENSE" MEANS, UNLESS THE CONTEXT REQUIRES 6 OTHERWISE, A LIMITED LICENSE ISSUED BY THE BOARD UNDER SUBTITLE 4 OF THIS 7 TITLE THAT ALLOWS THE INDIVIDUAL TO PROVIDE MANAGEMENT SERVICES FOR A 8 COMMON OWNERSHIP COMMUNITY UNDER THE SUPERVISION OF A LICENSED 9 COMMUNITY MANAGER.

10 (H) "PROVIDE MANAGEMENT SERVICES" MEANS:

11 (1) TO ACT WITH THE AUTHORITY OF THE COMMON OWNERSHIP 12 COMMUNITY IN ITS BUSINESS, LEGAL, FINANCIAL, OR OTHER TRANSACTIONS WITH 13 MEMBERS AND NONMEMBERS OF THE COMMON OWNERSHIP COMMUNITY;

14 (2) TO EXECUTE THE RESOLUTIONS AND DECISIONS OF A COMMON 15 OWNERSHIP COMMUNITY;

16 (3) TO ENFORCE THE RIGHTS OF THE COMMON OWNERSHIP 17 COMMUNITY SECURED BY STATUTE, CONTRACT, COVENANT, RULE, OR BYLAW WITH 18 THE AUTHORITY OF THE COMMON OWNERSHIP COMMUNITY;

19 (4) TO NEGOTIATE CONTRACTS OR OTHERWISE COORDINATE OR
20 ARRANGE FOR SERVICES OR THE PURCHASE OF PROPERTY AND GOODS FOR OR ON
21 BEHALF OF A COMMON OWNERSHIP COMMUNITY;

(5) TO COLLECT, DISBURSE, OR OTHERWISE EXERCISE DOMINION OR
CONTROL OVER MONEY OR OTHER PROPERTY BELONGING TO A COMMON
OWNERSHIP COMMUNITY;

25(6) TO PREPARE BUDGETS, FINANCIAL STATEMENTS, OR OTHER26FINANCIAL REPORTS FOR A COMMON OWNERSHIP COMMUNITY;

(7) TO ARRANGE, CONDUCT, OR COORDINATE MEETINGS OF A
COMMON OWNERSHIP COMMUNITY OR THE GOVERNING BODY OF A COMMON
OWNERSHIP COMMUNITY; OR

30(8) TO OFFER OR SOLICIT TO PERFORM ANY OF THE ACTS OR31SERVICES LISTED IN ITEMS (1) THROUGH (7) OF THIS SUBSECTION ON BEHALF OF A32COMMON OWNERSHIP COMMUNITY.

1 (I) "RESPONSIBLE MANAGER" MEANS A LICENSED COMMUNITY MANAGER 2 WHO HAS PRIMARY RESPONSIBILITY FOR PROVIDING MANAGEMENT SERVICES TO A 3 COMMON OWNERSHIP COMMUNITY UNDER THE TERMS OF A CONTRACT ENTERED 4 INTO BY THE COMMON OWNERSHIP COMMUNITY.

5 **22–102.**

6 THE PROVISIONS OF THIS TITLE THAT REQUIRE AN INDIVIDUAL TO BE ISSUED 7 A LICENSE OR A LIMITED LICENSE DO NOT PROHIBIT:

8 (1) AN INDIVIDUAL WHO IS A REGULAR, SALARIED EMPLOYEE OF A 9 LICENSED COMMUNITY MANAGER OR A SINGLE COMMON OWNERSHIP COMMUNITY 10 FROM PERFORMING ADMINISTRATIVE, INTERNAL, BOOKKEEPING, OR MINISTERIAL 11 FUNCTIONS IN SUPPORT OF THE LICENSED COMMUNITY MANAGER OR THE SINGLE 12 COMMON OWNERSHIP COMMUNITY;

(2) AN INDIVIDUAL WHO IS ADMINISTRATIVE SUPPORT STAFF OR AN
 ASSISTANT OF A LICENSED COMMUNITY MANAGER FROM INCIDENTALLY PROVIDING
 MANAGEMENT SERVICES IF THE INDIVIDUAL IS SUPERVISED BY A LICENSED
 COMMUNITY MANAGER;

17 (3) A RESIDENT OF A COMMON OWNERSHIP COMMUNITY WHO ACTS 18 WITHOUT COMPENSATION FROM PROVIDING MANAGEMENT SERVICES FOR THAT 19 COMMON OWNERSHIP COMMUNITY;

20 (4) A MEMBER OF THE GOVERNING BODY OF A COMMON OWNERSHIP
 21 COMMUNITY WHO ACTS WITHOUT COMPENSATION FROM PROVIDING MANAGEMENT
 22 SERVICES FOR THAT COMMON OWNERSHIP COMMUNITY;

(5) AN ATTORNEY AT LAW FROM REPRESENTING A COMMON
OWNERSHIP COMMUNITY, A LICENSED COMMUNITY MANAGER, OR A LICENSED
ASSOCIATE COMMUNITY MANAGER IN ANY BUSINESS THAT CONSTITUTES THE
PRACTICE OF LAW;

(6) AN INDIVIDUAL LICENSED UNDER THIS ARTICLE AS A LICENSED
CERTIFIED PUBLIC ACCOUNTANT, A LICENSED REAL ESTATE BROKER, OR A
LICENSED ASSOCIATE REAL ESTATE BROKER FROM PROVIDING TO A COMMON
OWNERSHIP COMMUNITY THE SERVICES FOR WHICH THE INDIVIDUAL IS LICENSED;

(7) AN INDIVIDUAL WHO ACTS AS A RECEIVER OR TRUSTEE IN
 BANKRUPTCY IN THE PERFORMANCE OF DUTIES OR AN INDIVIDUAL WHO ACTS
 UNDER A COURT ORDER FROM PROVIDING MANAGEMENT SERVICES FOR A COMMON
 OWNERSHIP COMMUNITY; OR

COMMUNITY FROM PROVIDING MANAGEMENT SERVICES ONLY TO THAT COMMON

AN INDIVIDUAL WHO IS AN EMPLOYEE OF A COMMON OWNERSHIP

3 OWNERSHIP COMMUNITY OR TO AN AFFILIATED COMMON OWNERSHIP COMMUNITY. 4 SUBTITLE 2. STATE BOARD OF COMMON OWNERSHIP COMMUNITY MANAGERS. 522-201. 6 THERE IS A STATE BOARD OF COMMON OWNERSHIP COMMUNITY MANAGERS 7 IN THE DEPARTMENT. 22 - 202.8 (A) THE BOARD CONSISTS OF NINE MEMBERS. 9 (1) OF THE NINE MEMBERS OF THE BOARD: 10 (2) 11 **(I)** FIVE SHALL BE LICENSED COMMON **OWNERSHIP** 12**COMMUNITY MANAGERS;** 13(II) ONE SHALL BE A LAWYER, AS DEFINED IN § 10-101 OF THIS ARTICLE, WHOSE PRIMARY PRACTICE INCLUDES THE REPRESENTATION OF 14**COMMON OWNERSHIP COMMUNITIES; AND** 1516 (III) THREE SHALL BE RESIDENT OWNERS IN A COMMON 17**OWNERSHIP COMMUNITY.** 18 (3) THE GOVERNOR SHALL APPOINT THE MEMBERS WITH THE ADVICE OF THE SECRETARY AND THE ADVICE AND CONSENT OF THE SENATE. 19 20**(B)** EACH MEMBER OF THE BOARD MUST BE A RESIDENT OF THE STATE. 21**(C) BEFORE TAKING OFFICE, EACH APPOINTEE TO THE BOARD SHALL TAKE** THE OATH REQUIRED BY ARTICLE I, § 9 OF THE MARYLAND CONSTITUTION. 22THE TERM OF A MEMBER IS 4 YEARS AND BEGINS JULY 1. 23**(D)** (1) 24(2) THE TERMS OF THE MEMBERS ARE STAGGERED AS REQUIRED BY THE TERMS PROVIDED FOR MEMBERS OF THE BOARD ON OCTOBER 1, 2023. 2526AT THE END OF A TERM, A MEMBER CONTINUES TO SERVE UNTIL (3) 27A SUCCESSOR IS APPOINTED AND QUALIFIES.

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1 (4) A MEMBER WHO IS APPOINTED AFTER A TERM HAS BEGUN SERVES 2 ONLY FOR THE REST OF THE TERM AND UNTIL A SUCCESSOR IS APPOINTED AND 3 QUALIFIES.

4 (5) A MEMBER MAY NOT SERVE MORE THAN TWO CONSECUTIVE 5 TERMS.

6 (E) FOR FISCAL YEAR 2024, THE DEPARTMENT SHALL ALLOCATE NOT 7 MORE THAN \$100,000 FOR THE ESTABLISHMENT OF THE BOARD, INCLUDING 8 PERSONNEL EXPENSES.

9 **22–203.**

10 FROM AMONG THE MEMBERS OF THE BOARD, THE GOVERNOR SHALL 11 APPOINT A CHAIR AND A VICE CHAIR.

12 **22–204.**

13(A)A MAJORITY OF THE MEMBERS THEN SERVING ON THE BOARD IS A14QUORUM.

15 (B) THE BOARD SHALL DETERMINE THE TIMES AND PLACES OF ITS 16 MEETINGS.

17 (C) A MEMBER OF THE BOARD:

18 (1) MAY NOT RECEIVE COMPENSATION AS A MEMBER OF THE BOARD;
19 BUT

20 (2) IS ENTITLED TO REIMBURSEMENT FOR EXPENSES UNDER THE 21 STANDARD STATE TRAVEL REGULATIONS, AS PROVIDED IN THE STATE BUDGET.

22 (D) THE BOARD MAY EMPLOY STAFF IN ACCORDANCE WITH THE STATE 23 BUDGET.

24 **22–205**.

25 (A) IN ADDITION TO ANY POWERS SET FORTH ELSEWHERE, THE BOARD 26 MAY:

27(1)ADOPT BYLAWS AS NECESSARY TO DO THE BUSINESS OF THE28BOARD; AND

29 (2) ADOPT ANY REGULATIONS TO CARRY OUT THIS TITLE.

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HOUSE BILL 80

1 (B) IN ADDITION TO ANY DUTIES SET FORTH ELSEWHERE, THE BOARD 2 SHALL:

3 (1) ADOPT RULES OF PROFESSIONAL CONDUCT AS APPROPRIATE FOR
 4 INDIVIDUALS ISSUED A LICENSE OR A LIMITED LICENSE UNDER THIS TITLE;

5 (2) ESTABLISH CRITERIA AND A PROCESS FOR CERTIFICATION OF A
6 VARIETY OF EDUCATIONAL OFFERINGS AND TRAINING PROGRAMS FOR ISSUING
7 LICENSES OR LIMITED LICENSES UNDER THIS TITLE;

8 (3) ESTABLISH CONTINUING EDUCATION REQUIREMENTS FOR 9 INDIVIDUALS WHO HAVE BEEN ISSUED A LICENSE OR A LIMITED LICENSE UNDER 10 THIS TITLE; AND

- 11 (4) KEEP A RECORD OF ITS PROCEEDINGS.
- 12 (C) THE BOARD MAY ESTABLISH BY REGULATION:

13(1) THE PROCESS OF RESOLVING DISCIPLINARY MATTERS PENDING14BEFORE THE BOARD THROUGH NONJUDICIAL DISPUTE RESOLUTION PROCESSES;

15(2) EDUCATION AND TRAINING OPPORTUNITIES FOR GOVERNING16BODIES OF COMMON OWNERSHIP COMMUNITIES; AND

17(3) ANY OTHER PROCEDURES OR STANDARDS CONSISTENT WITH THE18MISSION OF THE BOARD.

19 **22–206.**

20 (A) THE BOARD SHALL MAINTAIN A PUBLIC LIST OF THE NAMES AND 21 MAILING ADDRESSES OF ALL INDIVIDUALS ISSUED A LICENSE OR A LIMITED 22 LICENSE UNDER THIS TITLE.

23 (B) EACH INDIVIDUAL ISSUED A LICENSE OR A LIMITED LICENSE UNDER 24 THIS TITLE SHALL:

(1) DESIGNATE A MAILING ADDRESS AT THE TIME OF ISSUANCE OF
 THE ORIGINAL LICENSE OR LIMITED LICENSE AND ON RENEWAL OF THE LICENSE OR
 LIMITED LICENSE; AND

28 (2) NOTIFY THE BOARD OF A CHANGE OF ADDRESS WITHIN **30** DAYS 29 AFTER THE CHANGE.

30 **22–207.**

1 (A) (1) THE BOARD MAY SET BY REGULATION REASONABLE FEES FOR ITS 2 SERVICES.

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(2) THE FEES CHARGED SHALL BE:

4 (I) SET SO AS TO PRODUCE FUNDS TO APPROXIMATE THE COST 5 OF MAINTAINING THE BOARD;

6 (II) BASED ON THE CALCULATIONS PERFORMED BY THE 7 SECRETARY UNDER § 2–106.16 OF THE BUSINESS REGULATION ARTICLE; AND

8 (III) CONSISTENT WITH OTHER FEES FOR COMPARABLE 9 LICENSES ISSUED BY OTHER BOARDS AND COMMISSIONS IN THE STATE.

10 (B) THE BOARD SHALL PUBLISH THE FEE SCHEDULE SET BY THE BOARD.

11 (C) (1) THE BOARD SHALL PAY ALL FEES COLLECTED UNDER THIS TITLE 12 TO THE COMPTROLLER.

13(2) THE COMPTROLLER SHALL DISTRIBUTE THE FEES TO THE STATE14BOARD OF COMMON OWNERSHIP COMMUNITY MANAGERS FUND ESTABLISHED15UNDER § 2–106.15 OF THE BUSINESS REGULATION ARTICLE.

16 **22–208.**

17 THE BOARD EXERCISES ITS POWERS, DUTIES, AND FUNCTIONS SUBJECT TO 18 THE AUTHORITY OF THE SECRETARY.

19 **22–209.**

(A) IN ADDITION TO ANY OTHER REMEDY AUTHORIZED UNDER THIS TITLE,
THE BOARD, WITH THE APPROVAL OF THE ATTORNEY GENERAL, MAY SUE IN THE
NAME OF THE STATE TO ENJOIN ANY ACT THAT IS PROHIBITED UNDER SUBTITLE 7
OF THIS TITLE.

24 (B) THE BOARD MAY TAKE APPROPRIATE ACTIONS TO:

25(1)ASSIST A COMMON OWNERSHIP COMMUNITY IN EXERCISING ANY26RIGHTS OF THE COMMON OWNERSHIP COMMUNITY UNDER THIS TITLE; OR

27 (2) ENTER INTO COOPERATIVE AND INFORMATION–SHARING 28 AGREEMENTS WITH ANY UNIT OF LAW ENFORCEMENT AS ALLOWED BY LAW.

- SUBTITLE 3. LICENSED COMMUNITY MANAGERS.
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1 **22–301.**

2 (A) AN INDIVIDUAL MUST BE ISSUED A LICENSE BY THE BOARD BEFORE 3 THE INDIVIDUAL MAY PROVIDE MANAGEMENT SERVICES AS A LICENSED 4 COMMUNITY MANAGER FOR A COMMON OWNERSHIP COMMUNITY IN THE STATE.

5 (B) A LICENSED COMMUNITY MANAGER MAY PROVIDE MANAGEMENT 6 SERVICES FOR A COMMON OWNERSHIP COMMUNITY ONLY UNDER THE TERMS OF A 7 CONTRACT ENTERED INTO BY THE COMMON OWNERSHIP COMMUNITY.

8 **22–302.**

9 (A) TO QUALIFY FOR A LICENSE, AN APPLICANT MUST BE AN INDIVIDUAL 10 WHO MEETS:

11 (1) THE REQUIREMENTS OF THIS SECTION; AND

12(2)ANY OTHER QUALIFICATION AS REQUIRED BY REGULATION OF13THE BOARD.

14 (B) AN APPLICANT MUST BE A LICENSED ASSOCIATE COMMUNITY 15 MANAGER.

- 16 (C) AN APPLICANT SHALL:
- 17

(1) COMPLETE A TRAINING PROGRAM APPROVED BY THE BOARD; AND

18 (2) PASS AN EXAMINATION APPROVED BY THE BOARD THAT 19 INCLUDES TESTING OF KNOWLEDGE OF STATE LAWS AND REGULATIONS 20 CONCERNING COMMON OWNERSHIP COMMUNITIES.

21 (D) AN APPLICANT MUST:

(1) BE ACTIVELY ENGAGED IN PROVIDING MANAGEMENT SERVICES
 FOR AT LEAST 5 YEARS AS A LICENSED ASSOCIATE COMMUNITY MANAGER BEFORE
 APPLYING FOR A LICENSE; OR

25(2)HOLD AN ACTIVE PROFESSIONAL DESIGNATION AS APPROVED BY26THE BOARD.

27 **22–303.**

28 AN APPLICANT FOR A LICENSE SHALL:

(1) SUBMIT TO THE BOARD AN APPLICATION ON THE FORM THAT THE
 BOARD PROVIDES; AND
 (2) PAY TO THE BOARD AN APPLICATION FEE SET BY THE BOARD.

4 **22–304.**

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5 (A) IF AN APPLICANT QUALIFIES FOR A LICENSE UNDER THIS SUBTITLE, 6 THE BOARD SHALL SEND THE APPLICANT A NOTICE THAT STATES THAT:

(1) THE APPLICANT HAS QUALIFIED FOR A LICENSE; AND

8 (2) ON RECEIPT OF THE LICENSE FEE SET BY THE BOARD, THE BOARD 9 WILL ISSUE A LICENSE TO THE APPLICANT.

10 **(B) ON PAYMENT OF THE LICENSE FEE, THE BOARD SHALL ISSUE A LICENSE** 11 **TO EACH APPLICANT WHO MEETS THE REQUIREMENTS OF THIS SUBTITLE.**

12 **22–305.**

13 WHILE IN EFFECT, A LICENSE AUTHORIZES THE LICENSED COMMUNITY 14 MANAGER TO PROVIDE MANAGEMENT SERVICES TO A COMMON OWNERSHIP 15 COMMUNITY.

16 **22–306.**

17 (A) THE TERM OF A LICENSE IS 2 YEARS.

18 **(B)** AT LEAST 2 MONTHS BEFORE A LICENSE EXPIRES, THE BOARD SHALL 19 SEND TO THE LICENSED COMMUNITY MANAGER, AT THE LAST KNOWN ADDRESS OF 20 THE LICENSED COMMUNITY MANAGER:

- 21
- 22 **(2)**

(1)

- A NOTICE THAT STATES:
- 23 (I) THE DATE ON WHICH THE CURRENT LICENSE EXPIRES;

A RENEWAL APPLICATION FORM; AND

(II) THE DATE BY WHICH THE BOARD MUST RECEIVE THE
 RENEWAL APPLICATION FOR THE RENEWAL TO BE ISSUED AND MAILED BEFORE THE
 LICENSE EXPIRES; AND

27 (III) THE AMOUNT OF THE RENEWAL FEE.

1 (C) (1) THE BOARD SHALL RENEW THE LICENSE OF AND ISSUE A 2 RENEWAL CERTIFICATE TO EACH LICENSED COMMUNITY MANAGER WHO MEETS THE 3 REQUIREMENTS OF THIS SECTION.

4 (2) THE BOARD SHALL INCLUDE ON EACH RENEWAL CERTIFICATE 5 THE DATE ON WHICH THE CURRENT LICENSE EXPIRES.

6 **22–307.**

7 (A) THE BOARD SHALL REINSTATE THE LICENSE OF AN INDIVIDUAL WHO 8 HAS FAILED TO RENEW THE LICENSE IF THE INDIVIDUAL:

9 (1) APPLIES TO THE BOARD FOR REINSTATEMENT WITHIN 2 YEARS 10 AFTER THE LICENSE EXPIRES;

11 (2) MEETS THE RENEWAL REQUIREMENTS OF § 22–306 OF THIS 12 SUBTITLE; AND

13

(3) PAYS TO THE BOARD A REINSTATEMENT FEE SET BY THE BOARD.

14 **(B) (1)** IF AN INDIVIDUAL HAS FAILED TO RENEW A LICENSE AND THEN 15 APPLIES TO THE BOARD FOR REINSTATEMENT MORE THAN 2 YEARS AFTER THE 16 LICENSE HAS EXPIRED, THE BOARD:

17 (I) MAY REQUIRE THE INDIVIDUAL TO REAPPLY FOR A LICENSE
 18 IN THE SAME MANNER AS AN APPLICANT APPLIES FOR A LICENSE UNDER THIS
 19 SUBTITLE; OR

20 (II) SUBJECT TO PARAGRAPH (2) OF THIS SUBSECTION, MAY 21 REINSTATE THE LICENSE.

22 (2) THE BOARD MAY REINSTATE A LICENSE UNDER PARAGRAPH (1) 23 OF THIS SUBSECTION ONLY IF THE INDIVIDUAL:

24(I)MEETS THE RENEWAL REQUIREMENTS OF § 22–306 OF THIS25SUBTITLE;

26(II) IF REQUIRED BY THE BOARD, STATES REASONS WHY27REINSTATEMENT SHOULD BE GRANTED; AND

28 (III) PAYS TO THE BOARD A REINSTATEMENT FEE SET BY THE 29 BOARD.

30 **22–308.**

1 (A) SUBJECT TO THE PROVISIONS OF THIS SECTION, THE BOARD MAY ISSUE 2 BY RECIPROCITY A LICENSE TO AN INDIVIDUAL WHO HAS THE EQUIVALENT LICENSE 3 IN ANOTHER STATE OR TERRITORY OF THE UNITED STATES.

4 **(B)** THE BOARD MAY ISSUE A LICENSE UNDER THIS SECTION ONLY IF THE 5 APPLICANT:

6

(1) PAYS TO THE BOARD A LICENSE FEE SET BY THE BOARD; AND

7 (2) PROVIDES ADEQUATE EVIDENCE THAT AT THE TIME OF 8 APPLICATION FOR LICENSURE UNDER THIS SECTION THE APPLICANT HAS MET 9 REQUIREMENTS THAT ARE SUBSTANTIALLY EQUIVALENT TO THE REQUIREMENTS 10 OF THE STATE.

11 (C) THE BOARD SHALL ESTABLISH STANDARDS FOR THE ISSUANCE OF A 12 LICENSE UNDER THIS SECTION.

13 **22–309.**

14 (A) SUBJECT TO THE HEARING PROVISIONS OF § 22–311 OF THIS SUBTITLE, 15 THE BOARD MAY DENY A LICENSE TO ANY APPLICANT, REPRIMAND ANY LICENSED 16 COMMUNITY MANAGER, OR SUSPEND OR REVOKE A LICENSE IF THE APPLICANT OR 17 LICENSED COMMUNITY MANAGER:

18 (1) FRAUDULENTLY OR DECEPTIVELY OBTAINS OR ATTEMPTS TO 19 OBTAIN A LICENSE FOR THE APPLICANT OR LICENSED COMMUNITY MANAGER OR 20 FOR ANOTHER;

21 (2) FRAUDULENTLY OR DECEPTIVELY USES A LICENSE;

22 (3) UNDER THE LAWS OF THE UNITED STATES OR OF ANY STATE, IS 23 CONVICTED OF:

24 (I) A FELONY; OR

25 (II) A MISDEMEANOR THAT IS DIRECTLY RELATED TO THE 26 FITNESS AND QUALIFICATIONS OF THE APPLICANT OR LICENSED COMMUNITY 27 MANAGER TO PROVIDE MANAGEMENT SERVICES;

(4) ENGAGES IN CONDUCT THAT DEMONSTRATES BAD FAITH,
 INCOMPETENCY, OR UNTRUSTWORTHINESS OR THAT CONSTITUTES DISHONEST,
 FRAUDULENT, OR IMPROPER DEALINGS;

1 (5) FAILS TO HANDLE THE FUNDS OF A COMMON OWNERSHIP 2 COMMUNITY IN ACCORDANCE WITH THE PROVISIONS OF THIS TITLE;

3 (6) FAILS TO ACCOUNT IN A TIMELY MANNER FOR ALL MONEY AND 4 PROPERTY RECEIVED ON BEHALF OF A COMMON OWNERSHIP COMMUNITY;

5 (7) WILLFULLY FAILS TO DISCLOSE TO A COMMON OWNERSHIP 6 COMMUNITY MATERIAL FACTS THAT RELATE TO THE PROPERTY OF THE COMMON 7 OWNERSHIP COMMUNITY OR CONCERN MANAGEMENT SERVICES OF WHICH THE 8 LICENSED COMMUNITY MANAGER HAS ACTUAL KNOWLEDGE;

9 (8) IS GUILTY OF GROSS NEGLIGENCE, INCOMPETENCE THAT IS 10 PROVEN TO HAVE BEEN DETRIMENTAL TO A COMMON OWNERSHIP COMMUNITY, OR 11 MISCONDUCT IN PROVIDING MANAGEMENT SERVICES;

12 (9) HAS BEEN SANCTIONED IN ANOTHER STATE IN A MATTER 13 RELATING TO PROVIDING MANAGEMENT SERVICES;

14 (10) VIOLATES ANY OTHER PROVISION OF THIS TITLE; OR

15 (11) VIOLATES ANY REGULATION ADOPTED BY THE BOARD UNDER 16 THIS TITLE.

17 (B) (1) INSTEAD OF OR IN ADDITION TO REPRIMANDING THE LICENSED 18 COMMUNITY MANAGER OR SUSPENDING OR REVOKING A LICENSE UNDER THIS 19 SECTION, THE BOARD MAY IMPOSE A PENALTY NOT EXCEEDING \$5,000 FOR EACH 20 VIOLATION.

- 21 (2) TO DETERMINE THE AMOUNT OF THE PENALTY IMPOSED UNDER 22 THIS SUBSECTION, THE BOARD SHALL CONSIDER:
- 23 (I) THE SERIOUSNESS OF THE VIOLATION;
- 24 (II) THE HARM CAUSED BY THE VIOLATION;

25(III) THE GOOD FAITH OF THE LICENSED COMMUNITY MANAGER;26AND

27(IV)ANY HISTORY OF PREVIOUS VIOLATIONS BY THE LICENSED28COMMUNITY MANAGER.

29 (3) THE BOARD SHALL PAY ANY PENALTY COLLECTED UNDER THIS 30 SUBSECTION INTO THE GENERAL FUND OF THE STATE. 1 (C) THE BOARD SHALL CONSIDER THE FOLLOWING FACTS IN THE 2 GRANTING, DENIAL, RENEWAL, SUSPENSION, OR REVOCATION OF A LICENSE OR THE 3 REPRIMAND OF A LICENSED COMMUNITY MANAGER WHEN AN APPLICANT OR A 4 LICENSED COMMUNITY MANAGER IS CONVICTED OF A FELONY OR MISDEMEANOR 5 DESCRIBED IN SUBSECTION (A)(3) OF THIS SECTION:

6

(1) THE NATURE OF THE CRIME;

7 (2) THE RELATIONSHIP OF THE CRIME TO THE ACTIVITIES 8 AUTHORIZED BY THE LICENSE;

9 (3) WITH RESPECT TO A FELONY, THE RELEVANCE OF THE 10 CONVICTION TO THE FITNESS AND QUALIFICATION OF THE APPLICANT OR LICENSED 11 COMMUNITY MANAGER TO PROVIDE MANAGEMENT SERVICES;

12

(4) THE LENGTH OF TIME SINCE THE CONVICTION; AND

13(5) THE BEHAVIOR AND ACTIVITIES OF THE APPLICANT OR LICENSED14COMMUNITY MANAGER BEFORE AND AFTER THE CONVICTION.

15 **22–310.**

16 ON ITS OWN INITIATIVE OR ON A WRITTEN COMPLAINT MADE TO THE BOARD 17 BY ANY PERSON, THE BOARD MAY COMMENCE PROCEEDINGS UNDER § 22–311 OF 18 THIS SUBTITLE.

19 **22–311.**

20 (A) EXCEPT AS OTHERWISE PROVIDED IN § 10–226 OF THE STATE 21 GOVERNMENT ARTICLE, BEFORE THE BOARD TAKES ANY FINAL ACTION UNDER § 22 22–309 OF THIS SUBTITLE, THE BOARD SHALL GIVE THE INDIVIDUAL AGAINST 23 WHOM THE ACTION IS CONTEMPLATED AN OPPORTUNITY FOR A HEARING BEFORE 24 THE BOARD.

25 (B) THE BOARD SHALL GIVE NOTICE AND HOLD THE HEARING IN 26 ACCORDANCE WITH TITLE 10, SUBTITLE 2 OF THE STATE GOVERNMENT ARTICLE.

27 (C) THE BOARD MAY ADMINISTER OATHS IN CONNECTION WITH ANY 28 PROCEEDING UNDER THIS SECTION.

(D) (1) THE BOARD MAY ISSUE A SUBPOENA FOR THE ATTENDANCE OF A
 WITNESS TO TESTIFY OR THE PRODUCTION OF EVIDENCE IN CONNECTION WITH ANY
 PROCEEDING UNDER THIS SECTION.

1 (2) IF A PERSON FAILS TO COMPLY WITH A SUBPOENA ISSUED UNDER 2 THIS SUBSECTION, ON PETITION OF THE BOARD, A CIRCUIT COURT MAY COMPEL 3 COMPLIANCE WITH THE SUBPOENA.

4 (E) IF, AFTER DUE NOTICE, THE INDIVIDUAL AGAINST WHOM THE ACTION IS 5 CONTEMPLATED FAILS OR REFUSES TO APPEAR, THE BOARD MAY HEAR AND 6 DETERMINE THE MATTER.

7 **22–312.**

8 ANY PERSON AGGRIEVED BY A FINAL DECISION OF THE BOARD IN A 9 CONTESTED CASE, AS DEFINED IN § 10–202 OF THE STATE GOVERNMENT ARTICLE, 10 IS ENTITLED TO JUDICIAL REVIEW AS PROVIDED IN §§ 10–222 AND 10–223 OF THE 11 STATE GOVERNMENT ARTICLE.

12 **22–313.**

13THE BOARD MAY REINSTATE, IN ACCORDANCE WITH THE PROCEDURES OF14THE BOARD:

15 (1) A LICENSE THAT HAS BEEN REVOKED; OR

16 (2) BEFORE FULFILLMENT OF THE CONDITIONS OF THE SUSPENSION,
 17 ANY LICENSE THAT HAS BEEN SUSPENDED.

18 SUBTITLE 4. LICENSED ASSOCIATE COMMUNITY MANAGERS.

19 **22–401.**

(A) AN INDIVIDUAL MUST BE ISSUED A LIMITED LICENSE BY THE BOARD
 BEFORE THE INDIVIDUAL MAY PROVIDE MANAGEMENT SERVICES AS A LICENSED
 ASSOCIATE COMMUNITY MANAGER FOR A COMMON OWNERSHIP COMMUNITY IN THE
 STATE.

24(B) A LICENSED ASSOCIATE COMMUNITY MANAGER MAY PROVIDE25MANAGEMENT SERVICES FOR A COMMON OWNERSHIP COMMUNITY ONLY WHILE26UNDER THE GENERAL SUPERVISION OF A LICENSED COMMUNITY MANAGER.

27 **22–402.**

28 (A) TO QUALIFY FOR A LIMITED LICENSE, AN APPLICANT MUST BE AN 29 INDIVIDUAL WHO MEETS:

30 (1) THE REQUIREMENTS OF THIS SECTION; AND

$\frac{1}{2}$	BOARD.	(2) ANY OTHER QUALIFICATION REQUIRED BY REGULATION OF THE				
3	(B)	AN APPLICANT MUST BE AT LEAST 18 YEARS OLD.				
4	(C)	AN APPLICANT SHALL:				
5		(1) COMPLETE A TRAINING PROGRAM APPROVED BY THE BOARD; AND				
6		(2) PASS AN EXAMINATION APPROVED BY THE BOARD.				
7	22–403.					
8	AN APPLICANT FOR A LIMITED LICENSE SHALL:					
9 10	BOARD PR	(1) SUBMIT TO THE BOARD AN APPLICATION ON THE FORM THAT THE VIDES; AND				
11		(2) PAY TO THE BOARD AN APPLICATION FEE SET BY THE BOARD.				
12	22–404.					
13 14	(A) SUBTITLE,	IF AN APPLICANT QUALIFIES FOR A LIMITED LICENSE UNDER THIS THE BOARD SHALL SEND THE APPLICANT A NOTICE THAT STATES THAT:				
15		(1) THE APPLICANT HAS QUALIFIED FOR A LIMITED LICENSE; AND				
$\begin{array}{c} 16 \\ 17 \end{array}$	THE BOAR	(2) ON RECEIPT OF THE LIMITED LICENSE FEE SET BY THE BOARD, WILL ISSUE A LIMITED LICENSE IN THE NAME OF THE APPLICANT.				
18 19 20		ON PAYMENT OF THE LIMITED LICENSE FEE, THE BOARD SHALL ISSUE LICENSE IN THE NAME OF EACH APPLICANT WHO MEETS THE ENTS OF THIS SUBTITLE.				
$21 \\ 22 \\ 23 \\ 24 \\ 25$	TO THE LICENSED COMMUNITY MANAGER WHO WILL BE SUPERVISING THE LICENSED ASSOCIATE COMMUNITY MANAGER, AT THE ADDRESS OF THE LICENSED COMMUNITY MANAGER THAT IS INDICATED IN THE APPLICATION FOR A LIMITED					
26	22-405.					

27 WHILE IN EFFECT, A LIMITED LICENSE AUTHORIZES THE LICENSED 28 ASSOCIATE COMMUNITY MANAGER TO PROVIDE MANAGEMENT SERVICES FOR A COMMON OWNERSHIP COMMUNITY ONLY WHILE UNDER THE GENERAL SUPERVISION
 OF A LICENSED COMMUNITY MANAGER.

3 **22–406.**

4

(A) THE TERM OF A LIMITED LICENSE IS 2 YEARS.

5 (B) AT LEAST 2 MONTHS BEFORE A LIMITED LICENSE EXPIRES, THE BOARD 6 SHALL SEND TO THE LICENSED ASSOCIATE COMMUNITY MANAGER, AT THE LAST 7 KNOWN ADDRESS OF THE LICENSED ASSOCIATE COMMUNITY MANAGER:

- 8 (1) A RENEWAL APPLICATION FORM; AND
- 9 (2) A NOTICE THAT STATES:

10(I)THE DATE ON WHICH THE CURRENT LIMITED LICENSE11EXPIRES;

12 (II) THE DATE BY WHICH THE BOARD MUST RECEIVE THE 13 RENEWAL APPLICATION FOR THE RENEWAL TO BE ISSUED AND MAILED BEFORE THE 14 LIMITED LICENSE EXPIRES; AND

15 (III) THE AMOUNT OF THE RENEWAL FEE.

16 (C) (1) THE BOARD SHALL RENEW THE LIMITED LICENSE OF AND ISSUE 17 A RENEWAL CERTIFICATE TO EACH LICENSED ASSOCIATE COMMUNITY MANAGER 18 WHO MEETS THE REQUIREMENTS OF THIS SECTION.

19(2) THE BOARD SHALL INCLUDE ON EACH RENEWAL CERTIFICATE20THE DATE ON WHICH THE CURRENT LIMITED LICENSE EXPIRES.

21 **22–407.**

22 (A) THE BOARD SHALL REINSTATE THE LIMITED LICENSE OF AN 23 INDIVIDUAL WHO HAS FAILED TO RENEW THE LIMITED LICENSE IF THE INDIVIDUAL:

24 (1) APPLIES TO THE BOARD FOR REINSTATEMENT WITHIN 2 YEARS 25 AFTER THE LIMITED LICENSE EXPIRES;

26 (2) MEETS THE RENEWAL REQUIREMENTS OF § 22–406 OF THIS 27 SUBTITLE; AND

28 (3) PAYS TO THE BOARD A REINSTATEMENT FEE SET BY THE BOARD.

1 (B) (1) IF AN INDIVIDUAL HAS FAILED TO RENEW A LIMITED LICENSE AND 2 THEN APPLIES TO THE BOARD FOR REINSTATEMENT MORE THAN 2 YEARS AFTER 3 THE LIMITED LICENSE HAS EXPIRED, THE BOARD:

4 (I) MAY REQUIRE THE INDIVIDUAL TO REAPPLY FOR A LIMITED 5 LICENSE IN THE SAME MANNER AS AN APPLICANT APPLIES FOR AN ORIGINAL 6 LIMITED LICENSE UNDER THIS SUBTITLE; OR

7 (II) SUBJECT TO PARAGRAPH (2) OF THIS SUBSECTION, MAY 8 REINSTATE THE LIMITED LICENSE.

9 (2) THE BOARD MAY REINSTATE A LIMITED LICENSE UNDER 10 PARAGRAPH (1) OF THIS SUBSECTION ONLY IF THE INDIVIDUAL:

11(I)MEETS THE RENEWAL REQUIREMENTS OF § 22–406 OF THIS12SUBTITLE;

13(II) IF REQUIRED BY THE BOARD, STATES REASONS WHY14REINSTATEMENT SHOULD BE GRANTED; AND

15(III) PAYS TO THE BOARD A REINSTATEMENT FEE SET BY THE16BOARD.

17 **22–408.**

18 (A) SUBJECT TO THE HEARING PROVISIONS OF § 22–410 OF THIS SUBTITLE, 19 THE BOARD MAY DENY A LIMITED LICENSE TO ANY APPLICANT, REPRIMAND ANY 20 LICENSED ASSOCIATE COMMUNITY MANAGER, OR SUSPEND OR REVOKE A LIMITED 21 LICENSE IF THE APPLICANT OR LICENSED ASSOCIATE COMMUNITY MANAGER:

22 (1) FRAUDULENTLY OR DECEPTIVELY OBTAINS OR ATTEMPTS TO 23 OBTAIN A LIMITED LICENSE FOR THE APPLICANT OR LICENSED ASSOCIATE 24 COMMUNITY MANAGER OR FOR ANOTHER;

25 (2) FRAUDULENTLY OR DECEPTIVELY USES A LIMITED LICENSE;

26 (3) UNDER THE LAWS OF THE UNITED STATES OR OF ANY STATE, IS 27 CONVICTED OF:

28 (I) A FELONY; OR

29 (II) A MISDEMEANOR THAT IS DIRECTLY RELATED TO THE 30 FITNESS AND QUALIFICATIONS OF THE APPLICANT OR LICENSED ASSOCIATE 31 COMMUNITY MANAGER TO PROVIDE MANAGEMENT SERVICES;

1 (4) ENGAGES IN CONDUCT THAT DEMONSTRATES BAD FAITH, 2 INCOMPETENCY, OR UNTRUSTWORTHINESS OR THAT CONSTITUTES DISHONEST, 3 FRAUDULENT, OR IMPROPER DEALINGS;

4 (5) FAILS TO HANDLE THE FUNDS OF A COMMON OWNERSHIP 5 COMMUNITY IN ACCORDANCE WITH THE PROVISIONS OF THIS TITLE;

6 (6) FAILS TO ACCOUNT IN A TIMELY MANNER FOR ALL MONEY AND 7 PROPERTY RECEIVED ON BEHALF OF A COMMON OWNERSHIP COMMUNITY;

8 (7) WILLFULLY FAILS TO DISCLOSE TO A COMMON OWNERSHIP 9 COMMUNITY MATERIAL FACTS THAT RELATE TO THE PROPERTY OF THE COMMON 10 OWNERSHIP COMMUNITY OR CONCERN MANAGEMENT SERVICES OF WHICH THE 11 LICENSED ASSOCIATE COMMUNITY MANAGER HAS ACTUAL KNOWLEDGE;

12 (8) IS GUILTY OF GROSS NEGLIGENCE, INCOMPETENCE THAT IS 13 PROVEN TO HAVE BEEN DETRIMENTAL TO A COMMON OWNERSHIP COMMUNITY, OR 14 MISCONDUCT IN PROVIDING MANAGEMENT SERVICES;

15 **(9)** HAS BEEN SANCTIONED IN ANOTHER STATE IN A MATTER 16 RELATING TO PROVIDING MANAGEMENT SERVICES;

17 (10) VIOLATES ANY OTHER PROVISION OF THIS TITLE; OR

18 (11) VIOLATES ANY REGULATION ADOPTED BY THE BOARD UNDER 19 THIS TITLE.

20 (B) (1) INSTEAD OF OR IN ADDITION TO REPRIMANDING THE LICENSED 21 ASSOCIATE COMMUNITY MANAGER OR SUSPENDING OR REVOKING A LIMITED 22 LICENSE UNDER THIS SECTION, THE BOARD MAY IMPOSE A PENALTY NOT 23 EXCEEDING \$5,000 FOR EACH VIOLATION.

24(2)TO DETERMINE THE AMOUNT OF THE PENALTY IMPOSED UNDER25THIS SUBSECTION, THE BOARD SHALL CONSIDER:

26

- (I) THE SERIOUSNESS OF THE VIOLATION;
- 27 (II) THE HARM CAUSED BY THE VIOLATION;

28(III) THE GOOD FAITH OF THE LICENSED ASSOCIATE COMMUNITY29MANAGER; AND

1(IV) ANY HISTORY OF PREVIOUS VIOLATIONS BY THE LICENSED2ASSOCIATE COMMUNITY MANAGER.

3 (3) THE BOARD SHALL PAY ANY PENALTY COLLECTED UNDER THIS
 4 SUBSECTION INTO THE GENERAL FUND OF THE STATE.

5 (C) THE BOARD SHALL CONSIDER THE FOLLOWING FACTS IN THE 6 GRANTING, DENIAL, RENEWAL, SUSPENSION, OR REVOCATION OF A LIMITED 7 LICENSE OR THE REPRIMAND OF A LICENSED ASSOCIATE COMMUNITY MANAGER 8 WHEN AN APPLICANT OR A LICENSED ASSOCIATE COMMUNITY MANAGER IS 9 CONVICTED OF A FELONY OR MISDEMEANOR DESCRIBED IN SUBSECTION (A)(3) OF 10 THIS SECTION:

11

(1) THE NATURE OF THE CRIME;

12 (2) THE RELATIONSHIP OF THE CRIME TO THE ACTIVITIES 13 AUTHORIZED BY THE LIMITED LICENSE;

14(3) WITH RESPECT TO A FELONY, THE RELEVANCE OF THE15CONVICTION TO THE FITNESS AND QUALIFICATION OF THE APPLICANT OR LICENSED16ASSOCIATE COMMUNITY MANAGER TO PROVIDE MANAGEMENT SERVICES;

17

(4) THE LENGTH OF TIME SINCE THE CONVICTION; AND

18(5) THE BEHAVIOR AND ACTIVITIES OF THE APPLICANT OR LICENSED19ASSOCIATE COMMUNITY MANAGER BEFORE AND AFTER THE CONVICTION.

20 **22–409.**

ON ITS OWN INITIATIVE OR ON A WRITTEN COMPLAINT MADE TO THE BOARD BY ANY PERSON, THE BOARD MAY COMMENCE PROCEEDINGS UNDER § 22–410 OF THIS SUBTITLE.

24 **22–410.**

(A) EXCEPT AS OTHERWISE PROVIDED IN § 10–226 OF THE STATE
GOVERNMENT ARTICLE, BEFORE THE BOARD TAKES ANY FINAL ACTION UNDER §
22–408 OF THIS SUBTITLE, THE BOARD SHALL GIVE THE INDIVIDUAL AGAINST
WHOM THE ACTION IS CONTEMPLATED AN OPPORTUNITY FOR A HEARING BEFORE
THE BOARD.

30 (B) THE BOARD SHALL GIVE NOTICE AND HOLD THE HEARING IN 31 ACCORDANCE WITH TITLE 10, SUBTITLE 2 OF THE STATE GOVERNMENT ARTICLE. 1 (C) THE BOARD MAY ADMINISTER OATHS IN CONNECTION WITH ANY 2 PROCEEDING UNDER THIS SECTION.

3 (D) (1) THE BOARD MAY ISSUE A SUBPOENA FOR THE ATTENDANCE OF A
 4 WITNESS TO TESTIFY OR THE PRODUCTION OF EVIDENCE IN CONNECTION WITH ANY
 5 PROCEEDING UNDER THIS SECTION.

6 (2) IF A PERSON FAILS TO COMPLY WITH A SUBPOENA ISSUED UNDER
7 THIS SUBSECTION, ON PETITION OF THE BOARD, A CIRCUIT COURT MAY COMPEL
8 COMPLIANCE WITH THE SUBPOENA.

9 (E) IF, AFTER DUE NOTICE, THE INDIVIDUAL AGAINST WHOM THE ACTION IS 10 CONTEMPLATED FAILS OR REFUSES TO APPEAR, THE BOARD MAY HEAR AND 11 DETERMINE THE MATTER.

12 **22–411.**

ANY PERSON AGGRIEVED BY A FINAL DECISION OF THE BOARD IN A CONTESTED CASE, AS DEFINED IN § 10–202 OF THE STATE GOVERNMENT ARTICLE, IS ENTITLED TO JUDICIAL REVIEW AS PROVIDED IN §§ 10–222 AND 10–223 OF THE STATE GOVERNMENT ARTICLE.

17 **22–412.**

18 THE BOARD MAY REINSTATE, IN ACCORDANCE WITH THE PROCEDURES OF 19 THE BOARD:

20 (1) A LIMITED LICENSE THAT HAS BEEN REVOKED; OR

21 (2) BEFORE FULFILLMENT OF THE CONDITIONS OF THE SUSPENSION, 22 ANY LIMITED LICENSE THAT HAS BEEN SUSPENDED.

23 SUBTITLE 5. REGISTRATION OF COMMON OWNERSHIP COMMUNITIES.

24 **22–501.**

25 (A) ON OR BEFORE JANUARY 1 EACH YEAR, A COMMON OWNERSHIP 26 COMMUNITY SHALL REGISTER WITH THE BOARD.

27(B) IF A COMMON OWNERSHIP COMMUNITY CONTRACTS FOR MANAGEMENT28SERVICES, THE RESPONSIBLE MANAGER SHALL BE RESPONSIBLE FOR THE29REGISTRATION OF THE COMMON OWNERSHIP COMMUNITY.

30 **22–502.**

1 EACH COMMON OWNERSHIP COMMUNITY SHALL PROVIDE THE BOARD THE 2 FOLLOWING INFORMATION:

3 (1) THE NAME AND ADDRESS OF THE COMMON OWNERSHIP 4 COMMUNITY;

5 (2) THE COUNTY IN WHICH THE COMMON OWNERSHIP COMMUNITY IS 6 LOCATED;

7 (3) THE NAME AND CONTACT INFORMATION OF EACH OFFICER AND
8 MEMBER OF THE BOARD OF DIRECTORS OR GOVERNING BODY OF THE COMMON
9 OWNERSHIP COMMUNITY;

10(4) THE NAME AND ADDRESS OF THE LICENSED COMMUNITY11MANAGER, IF ANY, FOR THE COMMON OWNERSHIP COMMUNITY; AND

12

(5) ANY OTHER INFORMATION REQUIRED BY THE BOARD.

13 SUBTITLE 6. MISCELLANEOUS PROVISIONS.

14 **22–601.**

15 (A) IN THIS SECTION, "CONTRACTING PARTY" MEANS A LICENSED 16 COMMUNITY MANAGER OR A PERSON UNDER THE DIRECTION OF A LICENSED 17 COMMUNITY MANAGER THAT CONTRACTS TO PROVIDE MANAGEMENT SERVICES FOR 18 A COMMON OWNERSHIP COMMUNITY.

(B) A CONTRACTING PARTY SHALL FILE WITH THE SECRETARY PROOF AS
 REQUIRED BY THE BOARD OF A FIDELITY BOND OR THEFT INSURANCE, OR OTHER
 COMPARABLE WRITTEN INSURANCE AS REQUIRED BY THE BOARD, THAT COVERS:

22(1) ANY PERSON THAT PROVIDES MANAGEMENT SERVICES FOR A23COMMON OWNERSHIP COMMUNITY UNDER THE TERMS OF A CONTRACT; AND

24(2)ANY INDIVIDUAL WORKING UNDER THE DIRECTION OF A PERSON25DESCRIBED IN ITEM (1) OF THIS SUBSECTION.

26 (C) (1) A FIDELITY BOND OR INSURANCE FOR WHICH PROOF IS FILED 27 UNDER THIS SECTION SHALL PROVIDE COVERAGE IN AN AMOUNT EQUAL TO THE 28 LESSER OF:

29 (I) **\$2,000,000;** OR

1(II) THE HIGHEST AGGREGATE AMOUNT OF THE OPERATING2AND RESERVE BALANCES OF ALL COMMON OWNERSHIP COMMUNITIES UNDER3CONTRACT WITH THE CONTRACTING PARTY IN THE PRIOR 3 MONTHS.

4 (2) THE TOTAL LIABILITY OF THE INSURANCE TO ALL INSURED 5 PERSONS UNDER A FIDELITY BOND OR INSURANCE MAY NOT EXCEED THE SUM OF 6 THE FIDELITY BOND OR INSURANCE.

7 (3) THE SECRETARY, OR THE SECRETARY'S DESIGNEE, SHALL BE 8 NAMED AS A CERTIFICATE HOLDER FOR ANY FIDELITY BOND OR INSURANCE 9 REQUIRED UNDER THIS SECTION.

10 (D) IF THE FIDELITY BOND OR INSURANCE IS CANCELED, FORFEITED, OR 11 TERMINATED, THE CONTRACTING PARTY IMMEDIATELY SHALL NOTIFY THE 12 SECRETARY.

13 (E) IF THE FIDELITY BOND OR INSURANCE IS CANCELED, FORFEITED, OR 14 TERMINATED, OR THE CONTRACTING PARTY FAILS TO NOTIFY THE SECRETARY OF 15 ANY CHANGE TO THE FIDELITY BOND OR INSURANCE, THE SECRETARY:

16(1)SHALL SUSPEND ANY LICENSE OF ANY INDIVIDUAL PROVIDING17MANAGEMENT SERVICES COVERED BY THE FIDELITY BOND OR INSURANCE; AND

18 (2) MAY NOT REINSTATE A LICENSE UNTIL PROOF OF COMPLIANCE
 19 WITH THIS SECTION IS PROVIDED TO THE SECRETARY.

20 **22–602.**

(A) A LICENSED COMMUNITY MANAGER SHALL DEPOSIT ALL MONEY
RECEIVED IN CONNECTION WITH THE PROVISION OF MANAGEMENT SERVICES IN
ONE OR MORE OF THE FINANCIAL INSTITUTION ACCOUNTS OF A COMMON
OWNERSHIP COMMUNITY.

25 (B) A LICENSED COMMUNITY MANAGER WHO PROVIDES MANAGEMENT 26 SERVICES FOR MORE THAN ONE COMMON OWNERSHIP COMMUNITY SHALL 27 MAINTAIN SEPARATE FINANCIAL INSTITUTION ACCOUNTS FOR EACH COMMON 28 OWNERSHIP COMMUNITY.

(c) THE FUNDS IN EACH FINANCIAL INSTITUTION ACCOUNT OF A COMMON
 OWNERSHIP COMMUNITY MAY NOT BE COMMINGLED WITH THE FUNDS OF THE
 LICENSED COMMUNITY MANAGER OR ANOTHER COMMON OWNERSHIP COMMUNITY.

1 (D) THE MAINTENANCE OF FINANCIAL INSTITUTION ACCOUNTS BY A 2 LICENSED COMMUNITY MANAGER SHALL BE CUSTODIAL AND PROVIDED IN THE 3 NAME OF THE COMMON OWNERSHIP COMMUNITY.

4 (E) THE RECORDS OF EACH FINANCIAL INSTITUTION ACCOUNT OF A 5 COMMON OWNERSHIP COMMUNITY SHALL BE ACCESSIBLE FOR REVIEW DIRECTLY 6 FROM THE FINANCIAL INSTITUTION TO THE GOVERNING BODY OF THE COMMON 7 OWNERSHIP COMMUNITY.

8 (F) A LICENSED COMMUNITY MANAGER WHO WILLFULLY VIOLATES ANY 9 PROVISION OF THIS SECTION IS GUILTY OF A MISDEMEANOR AND ON CONVICTION IS 10 SUBJECT TO A FINE NOT EXCEEDING \$25,000 OR IMPRISONMENT NOT EXCEEDING 5 11 YEARS OR BOTH.

12 **22–603.**

IF A COMMON OWNERSHIP COMMUNITY CONTRACTS WITH A PERSON OTHER
 THAN A LICENSED COMMUNITY MANAGER TO PROVIDE MANAGEMENT SERVICES,
 THE CONTRACT SHALL REQUIRE THAT ONLY A LICENSED COMMUNITY MANAGER
 PROVIDE THE MANAGEMENT SERVICES FOR THE COMMON OWNERSHIP COMMUNITY.

17

SUBTITLE 7. PROHIBITED ACTS; PENALTIES.

18 **22–701.**

19 EXCEPT AS OTHERWISE PROVIDED IN THIS TITLE, AN INDIVIDUAL MAY NOT 20 PROVIDE, ATTEMPT TO PROVIDE, OR OFFER TO PROVIDE MANAGEMENT SERVICES 21 FOR A COMMON OWNERSHIP COMMUNITY IN THE STATE UNLESS ISSUED A LICENSE 22 OR A LIMITED LICENSE BY THE BOARD.

23 **22–702.**

24UNLESS AUTHORIZED UNDER THIS TITLE TO PROVIDE MANAGEMENT 25SERVICES TO A COMMON OWNERSHIP COMMUNITY, A PERSON MAY NOT REPRESENT TO THE PUBLIC BY USE OF A TITLE, INCLUDING "LICENSED COMMUNITY MANAGER", 2627"LICENSED ASSOCIATE COMMUNITY MANAGER", OR "COMMON OWNERSHIP COMMUNITY MANAGEMENT", BY USE OF AN ABBREVIATION, BY DESCRIPTION OF 2829SERVICES, METHODS, OR PROCEDURES, OR OTHERWISE THAT THE PERSON IS 30 AUTHORIZED TO PROVIDE MANAGEMENT SERVICES FOR A COMMON OWNERSHIP 31 COMMUNITY IN THE STATE.

32 **22–703.**

33 AN INDIVIDUAL MAY NOT:

1 (1) USE OR ATTEMPT TO USE THE LICENSE OR LIMITED LICENSE OF 2 ANOTHER INDIVIDUAL; OR

3 (2) IMPERSONATE ANOTHER INDIVIDUAL WHO HOLDS A LICENSE OR 4 A LIMITED LICENSE.

5 **22–704.**

6 AN INDIVIDUAL MAY NOT GIVE FALSE INFORMATION TO THE BOARD IN AN 7 ATTEMPT TO OBTAIN A LICENSE OR A LIMITED LICENSE.

8 **22–705.**

AN INDIVIDUAL WHOSE LICENSE OR LIMITED LICENSE HAS BEEN SUSPENDED
 OR REVOKED UNDER THIS TITLE MAY NOT PROVIDE MANAGEMENT SERVICES FOR A
 COMMON OWNERSHIP COMMUNITY IN ANY MANNER AS:

12 (1) AN ASSOCIATE, AN AGENT, AN EMPLOYEE, OR ANY OTHER 13 SUBORDINATE OF A LICENSED COMMUNITY MANAGER; OR

14 (2) A PRINCIPAL, AN ASSOCIATE, AN AGENT, AN EMPLOYEE, OR ANY
 15 OTHER SUBORDINATE OF A CORPORATION, PARTNERSHIP, OR LIMITED LIABILITY
 16 COMPANY THAT PROVIDES MANAGEMENT SERVICES.

17 **22–706.**

18 (A) A PERSON THAT VIOLATES ANY PROVISION OF THIS TITLE IS GUILTY OF 19 A MISDEMEANOR AND ON CONVICTION IS SUBJECT TO A FINE NOT EXCEEDING 20 \$5,000 OR IMPRISONMENT NOT EXCEEDING 3 YEARS OR BOTH.

21 (B) (1) THE BOARD MAY IMPOSE ON A PERSON THAT VIOLATES ANY 22 PROVISION OF THIS TITLE A PENALTY NOT EXCEEDING \$5,000 FOR EACH VIOLATION.

23 (2) IN SETTING THE AMOUNT OF THE PENALTY, THE BOARD SHALL 24 CONSIDER:

- 25 (I) THE SERIOUSNESS OF THE VIOLATION;
- 26 (II) THE HARM CAUSED BY THE VIOLATION;
- 27 (III) THE GOOD FAITH OF THE VIOLATOR;
- 28 (IV) ANY HISTORY OF PREVIOUS VIOLATIONS BY THE VIOLATOR;

29 AND

27

MARYLAND PROGRAM EVALUATION ACT, THIS TITLE AND ALL REGULATIONS ADOPTED UNDER THIS TITLE SHALL TERMINATE AND BE OF NO EFFECT AFTER JULY 1,2030. 2 - 106.15. (A) (1) IN THIS SECTION THE FOLLOWING WORDS HAVE THE MEANINGS INDICATED.

"BOARD" MEANS THE STATE BOARD OF COMMON OWNERSHIP 17 (2) **COMMUNITY MANAGERS.** 18

"FUND" MEANS THE STATE BOARD OF COMMON OWNERSHIP 19 (3) **COMMUNITY MANAGERS FUND.** 20

THERE IS A STATE BOARD OF COMMON OWNERSHIP COMMUNITY 21**(B)** MANAGERS FUND IN THE DEPARTMENT. 22

23(C) THE PURPOSE OF THE FUND IS TO COVER THE ACTUAL DOCUMENTED 24DIRECT AND INDIRECT COSTS OF FULFILLING THE STATUTORY AND REGULATORY DUTIES OF THE BOARD. 25

(D) THE SECRETARY OR THE SECRETARY'S DESIGNEE SHALL ADMINISTER 26 27THE FUND.

28(1) THE FUND IS A SPECIAL, NONLAPSING FUND THAT IS NOT **(E)** SUBJECT TO § 7-302 OF THE STATE FINANCE AND PROCUREMENT ARTICLE. 29

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(V) ANY OTHER RELEVANT FACTORS.

 $\mathbf{2}$ (C) THE BOARD SHALL PAY ANY PENALTY COLLECTED UNDER THIS SECTION INTO THE GENERAL FUND OF THE STATE. 3

SUBTITLE 8. SHORT TITLE; TERMINATION OF TITLE.

22 - 801. 5

THIS TITLE MAY BE CITED AS THE MARYLAND COMMON OWNERSHIP 6 **COMMUNITY MANAGERS ACT.** 7

8 22 - 802.

- - **Article Business Regulation**

SUBJECT TO THE EVALUATION AND REESTABLISHMENT PROVISIONS OF THE

1 (2) THE STATE TREASURER SHALL HOLD THE FUND SEPARATELY, 2 AND THE COMPTROLLER SHALL ACCOUNT FOR THE FUND.

3 (F) THE FUND CONSISTS OF:

4 (1) FEES COLLECTED BY THE BOARD AND DISTRIBUTED TO THE 5 FUND UNDER § 22–207 OF THE BUSINESS OCCUPATIONS AND PROFESSIONS 6 ARTICLE;

- (2) INTEREST EARNINGS OF THE FUND;
- 8 (3) MONEY APPROPRIATED IN THE STATE BUDGET TO THE FUND; AND

9 (4) ANY OTHER MONEY FROM ANY OTHER SOURCE ACCEPTED FOR 10 THE BENEFIT OF THE FUND.

11 (G) THE FUND MAY BE USED ONLY TO COVER THE ACTUAL DOCUMENTED 12 DIRECT AND INDIRECT COSTS OF FULFILLING THE STATUTORY AND REGULATORY 13 DUTIES OF THE BOARD.

14 **(H) (1)** THE STATE TREASURER SHALL INVEST THE MONEY OF THE FUND 15 IN THE SAME MANNER AS OTHER STATE MONEY MAY BE INVESTED.

16(2)ANY INTEREST EARNINGS OF THE FUND SHALL BE CREDITED TO17THE FUND.

18 (I) EXPENDITURES FROM THE FUND MAY BE MADE ONLY IN ACCORDANCE 19 WITH THE STATE BUDGET.

20 (J) THE LEGISLATIVE AUDITOR SHALL AUDIT THE ACCOUNTS AND 21 TRANSACTIONS OF THE FUND, AS PROVIDED IN § 2–1220 OF THE STATE 22 GOVERNMENT ARTICLE.

23 **2–106.16**.

24 (A) IN THIS SECTION, "BOARD" MEANS THE STATE BOARD OF COMMON 25 OWNERSHIP COMMUNITY MANAGERS.

26 (B) IN CONSULTATION WITH THE BOARD, THE SECRETARY SHALL 27 CALCULATE ANNUALLY THE DIRECT AND INDIRECT COSTS ATTRIBUTABLE TO THE 28 BOARD.

1 (C) THE BOARD SHALL ESTABLISH FEES BASED ON THE CALCULATIONS 2 PROVIDED BY THE SECRETARY UNDER THIS SECTION.

3 (D) EACH FEE ESTABLISHED BY THE BOARD MAY NOT BE INCREASED 4 ANNUALLY BY MORE THAN 12.5% OF THE EXISTING AND CORRESPONDING FEE OF 5 THE BOARD.

6 2–108.

7 (a) The following units are in the Department:

8 (34) THE STATE BOARD OF COMMON OWNERSHIP COMMUNITY 9 MANAGERS.

10

Article – Corporations and Associations

11 **5–6B–12.1.**

12 A COOPERATIVE HOUSING CORPORATION SHALL REGISTER ANNUALLY WITH 13 THE STATE BOARD OF COMMON OWNERSHIP COMMUNITY MANAGERS IN THE 14 MARYLAND DEPARTMENT OF LABOR AS REQUIRED UNDER TITLE 22, SUBTITLE 5 15 OF THE BUSINESS OCCUPATIONS AND PROFESSIONS ARTICLE.

16

Article – Real Property

17 **11–130.1**.

A CONDOMINIUM THAT IS USED FOR RESIDENTIAL PURPOSES SHALL REGISTER ANNUALLY WITH THE STATE BOARD OF COMMON OWNERSHIP COMMUNITY MANAGERS IN THE MARYLAND DEPARTMENT OF LABOR AS REQUIRED UNDER TITLE 22, SUBTITLE 5 OF THE BUSINESS OCCUPATIONS AND PROFESSIONS ARTICLE.

23 11**B–115.2**.

A HOMEOWNERS ASSOCIATION SHALL REGISTER ANNUALLY WITH THE STATE BOARD OF COMMON OWNERSHIP COMMUNITY MANAGERS IN THE MARYLAND DEPARTMENT OF LABOR AS REQUIRED UNDER TITLE 22, SUBTITLE 5 OF THE BUSINESS OCCUPATIONS AND PROFESSIONS ARTICLE.

28 Article – State Finance and Procurement

29 6-226.

$ \begin{array}{c} 1 \\ 2 \\ 3 \\ 4 \\ 5 \\ 6 \end{array} $	inconsistent with a federal law, grant agreement, or other federal requirement or with the terms of a gift or settlement agreement, net interest on all State money allocated by the State Treasurer under this section to special funds or accounts, and otherwise entitled to receive interest earnings, as accounted for by the Comptroller, shall accrue to the General				
$7 \\ 8$	(ii) The provisions of subparagraph (i) of this paragraph do not apply to the following funds:				
9	170. the Cannabis Public Health Fund; [and]				
10	171. the Community Reinvestment and Repair Fund; AND				
$\begin{array}{c} 11 \\ 12 \end{array}$	172. THE STATE BOARD OF COMMON OWNERSHIP COMMUNITY MANAGERS FUND.				
13	Article – State Government				
14	8-403.				
15	This subtitle applies only to the following governmental activities and units:				
16 17					
18 19 20	members of the State Board of Common Ownership Community Managers shall expire as				
21	(1) three members in 2026;				
22	(2) three members in 2027; and				
23	(3) three members in 2028 .				
24 25 26 27	5 Ownership Community Managers, when adopting regulations concerning the training and 6 examination requirements for an applicant for a license or a limited license under this Act,				
28	(1) for a limited license:				
29	(i) courses that include topics such as:				

$\frac{1}{2}$	community governing bo	1. odies;	the responsibilities of managers and members of		
3		2.	management ethics;		
4		3.	community rules;		
5		4.	community meetings and other communications;		
6		5.	assessments collections;		
7		6.	financial management;		
8		7.	risk management;		
9		8.	facilities management; and		
10		9.	personnel management; and		
11	(ii)	exam	inations that may be in a classroom or online; and		
12	(2) for a	license	:		
13	(i)	cours	es that include topics such as:		
14		1.	high–rise maintenance and management;		
15		2.	advanced insurance and risk management;		
16		3.	management of large-scale communities;		
17		4.	legal considerations in community management; and		
18		5.	contemporary issues in community management; and		
19 20	(ii) ownership community.	exam	inations that include a case study of an existing common		
21	SECTION 5 AND BE IT FURTHER ENACTED That:				

21 SECTION 5. AND BE IT FURTHER ENACTED, That:

(a) Until the time that the State Board of Common Ownership Community
Managers adopts regulations concerning the training and examination requirements for an
applicant for a license or a limited license under this Act, passing an examination that
meets the requirements listed in subsection (b) of this section shall be deemed adequate for
satisfying the requirements of § 22–302(c) or § 22–402(c) of the Business Occupations and
Professions Article, as enacted by Section 2 of this Act.

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(b) The examination specified under subsection (a) of this section shall be:

2 (1) a nationally prepared and administered standardized examination for 3 the community association management profession; and

4 (2) developed according to the basic principles of professional testing 5 standards that utilize psychometric measurement.

6 SECTION 6. AND BE IT FURTHER ENACTED, That the State Board of Common 7 Ownership Community Managers shall grant a waiver of the training and examination 8 requirements for a license issued under § 22–304 or a limited license issued under § 9 22–404 of the Business Occupations and Professions Article, as enacted by Section 2 of this 10 Act, to any applicant who presents to the Board not later than October 1, 2025, satisfactory 11 evidence that the applicant provided management services in the State for the 2 years 12 immediately before the date of application.

13 SECTION 7. AND BE IT FURTHER ENACTED, That, on or before December 1, 14 2023, the Maryland Department of Labor shall report to the General Assembly, in 15 accordance with § 2–1257 of the State Government Article, on the imposition of a 16 registration fee on common ownership communities, including the necessity for and amount 17 of a registration fee on common ownership communities in relation to the license fees and 18 limited license fees required under this Act and the size of a common ownership community 19 to which a registration fee would apply.

20SECTION 8. AND BE IT FURTHER ENACTED, That the Department of Budget 21and Management, by budget amendment, may advance sufficient funds to the State Board 22of Common Ownership Community Managers to allow the Board to commence operations 23on October 1, 2023, so that the functions of issuing licenses and limited licenses and 24registering common ownership communities can be in place before October 1, 2024. The 25Board shall reimburse any funds that have been advanced after the license fees and limited 26license fees have been received and deposited into the State Board of Common Ownership 27Community Managers Fund.

28 SECTION 9. AND BE IT FURTHER ENACTED, That this Act shall take effect 29 October 1, 2023.