

# **2015 Community Association Fact Book**

for

# **Maryland**



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[The Foundation for Community Association Research](#) (FCAR) was founded in 1975. FCAR is a 501(c)(3) organization that supports and conducts research and makes that information available to those involved in association development, governance and management.

FCAR provides authoritative research and analysis on community association trends, issues and operations. Our mission is to inspire successful and sustainable communities. We sponsor needs-driven research that informs and enlightens all community association stakeholders—community association residents, homeowner volunteer leaders, community managers and other professional service providers, legislators, regulators and the media. Our work is made possible by your tax-deductible contributions. Your support is essential to our research.

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—From *A Declaration of Principles*, jointly adopted by a Committee of the American Bar Association and a Committee of Publishers

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## Sources

American Community Survey (ACS)

Census – Statistical Brief 1994

CAI: Common Ground magazine

CAI Government & Public Affairs (G&PA)

CAI Press

California Department of Real Estate

California Law Revision Commission

Colorado Department of Regulatory Agencies

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National Association of Realtors (NAR)

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Virginia Common Interest Community Board

**Notes on Community Association Data:** The *Fact Book* is based on information from six sources grouped in two categories:

- Public Data: (1) Census data, (2) State data, (3) Related housing industries data such as that from the National Association of Realtors (NAR) and the National Association of Homebuilders (NAHB),
- FCAR and CAI Data: (4) FCAR data accumulated over time, (5) CAI data, also, accumulated over time, and (6) Data provided by CAI members.

The public data is largely from the Census and the American Community Survey (ACS). This data has a lag time to publication, i.e., certain of the ACS 2015 data may not be available until late in 2016. Some public association data is available from individual states. This state data, also, may have a lag time from collection to publication. Usually, both the few states with association data and the ACS data lack specificity in critically identifying the three basic types of associations: condominiums, cooperatives and planned communities. Similarly, the public data may count certain association units, but not the entities (the associations) themselves. From a timing viewpoint, FCAR, CAI data and CAI member data are more readily available. Because of the timing issue, the *Fact Book* data generally may be one year ahead of public data.

## Introduction

It's been said that the growth of community associations (condominiums, planned communities and cooperatives) offers the greatest single extension of homeownership opportunities since the housing reforms of the New Deal and the provision of GI Bill benefits just after World War II. The Community Associations Institute estimates that in 1970 there were 10,000 community associations nationwide. In 2015, there are 338,000 associations housing approximately 68 million Americans.

The [Community Associations Institute](#) (CAI) is a national nonprofit 501(c)(6) organization founded in 1973 to foster competent, responsive community associations through research, training and education.

The [Foundation for Community Association Research](#) (FCAR) is a national, nonprofit 501(c)(3) organization devoted to common interest community research, development, and scholarship. Incorporated in 1975, the Foundation supports and conducts research in the community association industry.

**Community Association Fact Book** is published by FCAR and it documents the history, current status, trends and future issues of U.S. community association housing in general. The *Fact Book*, also, provides, community association information on a state-by-state basis. The *Fact Book* and any one of the State Summaries will facilitate, demonstrate and provide an understanding of four areas:

- 1. Evidence-Based Decisions:** Facilitate the creation, publication and analysis of credible data such that evidence-based decisions on various community association issues and topics can be made.
- 2. Contributions to the Economy and Society:** Clearly demonstrate the role of community associations in maintaining housing as shelter, as a neighborhood benefit and as an investment.
- 3. Core Services:** Provide an understanding that the three core services delivered by associations (governance, community and business-like services) – that these core services are complimentary to a broad range of both local and national housing goals and of related public policy considerations.
- 4. Associations as a Housing Market:** Demonstrate that all three types of community associations (condominiums, cooperatives and planned communities) in and of themselves, are an important housing market that needs to be understood and analyzed in a comprehensive manner.

**Community Association Contributions to the Economy:** In the aggregate, community association housing was valued at just over \$5.287 trillion dollars at 2015 Q4 [Estimate based on the [Federal Reserve Z.1 Financial Accounts](#)]. Further, the notion of [Housing Services](#) plays an important role in this country's Gross Domestic Product ([GDP](#)). According to a National Association of Home Builders (NAHB) [Report](#): "Historically, residential investment has averaged roughly 5% of GDP while housing services have averaged between 12% and 13%, for a combined 17% to 18% of GDP. These shares tend to vary over the business cycle."

Community association housing is an important and growing component of both residential investment and "Housing Services." Using NAHB historical estimates, community associations contribute about 4.0% to 4.3% to GDP. Associations not only are a place to live, but they are a place to work and for the creation of jobs.

Community associations are big business in small increments. For more summary information on associations see:

<a href="#">2012 Statistical Brief</a>	<a href="#">2013 Statistical Brief</a>	<a href="#">2014 Statistical Brief</a>	<a href="#">2015 Statistical Brief</a>	<a href="#">Fact Book 2015</a>
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## **Community Association National Trends and Issues**

In *Democracy in America*, Alexis de Tocqueville reflected in differing ways on the constant activity that characterized American society in the 1830s as it strived for continuous improvement at all levels of society and government. Little has changed since that time. He would be right at home at a community association board meeting, at a CAI Chapter program or at a national CAI Conference or Law Seminar. The best way to keep up with association trends and issues (and the need for continuous improvement) at either or both the national or local level is through the links that follow.

### **At the National Level**

#### **[CAI Issues and Advocacy](#)**

- From federal affairs, to state issues, to amicus briefs and more – this is constantly updated. Topics include regulatory issues with FHA and FEMA, new mortgage rules and CAI's Public Policies

#### **[CAI Common Ground Magazine Key Issues](#)**

- From aging in place, to fostering participation, to manager licensing and more – key themes from the Magazine articles. A subscription to [Common Ground](#) is part of CAI Membership, but separate subscriptions are available.

#### **[Chronological History of the Federal Involvement in Community Associations](#)**

- From the early 1900s through today, you can track over 40 major federal and similar initiatives that have impacted community associations.

#### **[Community Next: 2020 and Beyond](#)**

- The result of this lengthy initiative are four Community Next reports that represent the best thinking of several dozen CAI leaders and nonmember community association stakeholders about future issues, trends and similar matters.
  1. [Association Governance Model](#)
  2. [Community Management](#)
  3. [External Influences](#)
  4. [Public Policy Paradigms](#)

### **At the Local Level**

#### **[CAI Local Chapters](#)**

- This will help you find and contact any of CAI's Chapters.

#### **[CAI Grass Roots Advocacy Center](#)**

- CAI's Government & Public Affairs provides political information and intelligence for the association industry.



## At all Levels for All Interests

**CAI Press:** CAI Press, the publishing division of CAI, is dedicated to publishing the very best resources for community associations. We offer the largest collection of more than 100 books on association governance, management and operations. Browse by category, view our most popular products and discover what's new. Check back frequently to see our Featured Products and to take advantage of our money-saving promotions.

**Webinars:** CAI webinars offer specialized, professional training without leaving your home or office. Conducted via internet and audio teleconference, the programs are hosted by industry experts to keep you up to date on the latest legislative activity, management trends, industry best practices and subjects of special interest to community managers and homeowners. More than 200 **on-demand webinars** are now available, and new live webinars are added every month. Continuing education credit for management credentials is available.

If you are just interested in finding out more about community associations, this *Fact Book* and a State Summary is the place to start. If you live in an association or work in the association industry, this *Fact Book* will help keep you and your association current on the latest facts, trends and issues.

# 1. Maryland Population and Housing Characteristics

## 1.1 General Housing Characteristics

DP04: SELECTED HOUSING CHARACTERISTICS	2010-2014 American Community (ACS)	Survey 5-Year Estimates	
		Maryland	
Subject		Estimate	Percent
<b>HOUSING OCCUPANCY</b>			
Total housing units		2,399,375	2,399,375
Occupied housing units		2,155,983	89.9%
Vacant housing units		243,392	10.1%
Homeowner vacancy rate		1.8	(X)
Rental vacancy rate		7.0	(X)
<b>UNITS IN STRUCTURE</b>			
Total housing units		2,399,375	2,399,375
1-unit, detached		1,241,057	51.7%
1-unit, attached		508,436	21.2%
2 units		38,454	1.6%
3 or 4 units		52,904	2.2%
5 to 9 units		118,631	4.9%
10 to 19 units		202,894	8.5%
20 or more units		197,901	8.2%
Mobile home		38,332	1.6%
Boat, RV, van, etc.		766	0.0%
<b>YEAR STRUCTURE BUILT</b>			
Total housing units		2,399,375	2,399,375
Built 2010 or later		23,422	1.0%
Built 2000 to 2009		295,131	12.3%
Built 1990 to 1999		342,446	14.3%
Built 1980 to 1989		377,018	15.7%
Built 1970 to 1979		349,414	14.6%
Built 1960 to 1969		288,366	12.0%
Built 1950 to 1959		286,137	11.9%
Built 1940 to 1949		141,151	5.9%
Built 1939 or earlier		296,290	12.3%
<b>HOUSING TENURE</b>			
Occupied housing units		2,155,983	2,155,983
Owner-occupied		1,445,880	67.1%
Renter-occupied		710,103	32.9%
Average household size of owner-occupied unit		2.75	(X)
Average household size of renter-occupied unit		2.49	(X)
<b>MORTGAGE STATUS</b>			
Owner-occupied units		1,445,880	1,445,880
Housing units with a mortgage		1,086,931	75.2%
Housing units without a mortgage		358,949	24.8%

[Review the General Housing Characteristics for All U.S. States](#)

1.2 Population – Age, Household Type, Disability and Place of Birth

<b>S0201: SELECTED POPULATION PROFILE</b>	<b>Maryland</b>
<b>2014 American Community Survey 1-Year Est.</b>	<b>Estimate</b>
<b>SEX AND AGE</b>	
Total population	5,976,407
Male	48.5%
Female	51.5%
Median age (years)	38.3
<b>HOUSEHOLDS BY TYPE</b>	
Households	2,165,438
Family households	66.8%
With own children under 18 years	28.9%
Married-couple family	47.2%
With own children under 18 years	19.3%
Female householder, no husband present, family	14.7%
With own children under 18 years	7.4%
Nonfamily households	33.2%
Male householder	14.7%
Living alone	11.3%
Not living alone	3.5%
Female householder	18.5%
Living alone	15.6%
Not living alone	2.8%
<b>DISABILITY STATUS</b>	
Total civilian noninstitutionalized population	5,885,847
With a disability	10.6%
<b>PLACE OF BIRTH</b>	
Native	5,085,968
Male	48.5%
Female	51.5%
Foreign born	890,439
Male	48.4%
Female	51.6%

[Review the Selected Population Profile for All U.S. States](#)

### 1.3 Housing – With and Without a Mortgage by Age Group & Compared to U.S.

B25027: MORTGAGE STATUS BY AGE OF HOUSEHOLDER - Universe: Owner-occupied housing units	2010-2014 American Community Survey 5-Year Estimates		
	Maryland		U.S
	Estimate	Percent	Percent
Total:	1,445,880		
Housing units with a mortgage:	1,086,931	75.2%	65.6%
Householder 15 to 34 years	126,820	11.7%	13.4%
Householder 35 to 44 years	231,119	21.3%	22.1%
Householder 45 to 54 years	317,112	29.2%	27.3%
Householder 55 to 59 years	137,080	12.6%	12.3%
Householder 60 to 64 years	113,548	10.4%	12.3%
Householder 65 to 74 years	118,364	10.9%	10.8%
Householder 75 years and over	42,888	3.9%	4.1%
Housing units without a mortgage:	358,949	24.8%	34.4%
Householder 15 to 34 years	11,277	3.1%	4.1%
Householder 35 to 44 years	17,450	4.9%	6.4%
Householder 45 to 54 years	45,042	12.5%	13.9%
Householder 55 to 59 years	36,894	10.3%	10.5%
Householder 60 to 64 years	44,465	12.4%	12.6%
Householder 65 to 74 years	94,247	26.3%	24.8%
Householder 75 years and over	109,574	30.5%	27.8%

[Review All Housing With and Without a Mortgage for All U.S. States](#)

### 1.4 Property Values and Real Estate Taxes (RET) in 2013

State	Median Value of Homes	Median RET	RET Rank	Med. RET per 1,000 of value	RET Rate rank	Property Tax Share in S&L Government Revenue from Own Sources
Maryland	\$280,200	\$3,075	10	1.01%	25	29.00%

Source: ACS, 2013; Annual Survey of State & Local Government Finances, 2011, NAHB Estimates.

See National Association of Home Builders (NAHB): [Property Tax Rates and Real Estate Values 2013](#).

Based on recently released 5 Year [American Community Survey](#) (ACS) data, see NAHB [Property Tax Rates In and Within Counties \(April 2016\)](#) and [Effective County Tax Rates & Average Home Values \(April 2016 Excel\)](#).

Note: The *median* value is the mid-point of a frequency distribution where half of all values will be above the median value and half will be below that value. The *mean* is the average all the data in a frequency distribution.

## 2. Maryland Community Associations and Condominium Unit Owners 55+

### 2.1 Condominiums in 1980 & 1990

Condominium Units – Year	Number of Condo Units	Rank in Terms of All Condo Units	As a Percent All Housing Units	Rank in Terms of All Housing Units
1980	54,238	10	3.50%	9
1990	116,243	11	6.10%	12

### [U.S. Census Condominiums – Statistical Brief, 1994](#)

### 2.2 Maryland Community Associations – 2015

State	Association Rank	Estimated Number of Associations	Estimated Associations in the State as Percentage of All Associations	Estimated Number Living in Associations
Maryland	19	6,600	2.0%	1,330,000

Estimated Board & Committee Volunteers	Estimated Value of Board & Committee Time	Estimated Value of Homes in Associations	Estimated Annual Assessments	Estimated Annual Reserve Fund Contributions
46,000	\$35,600,000	\$103,000,000,000	\$1,500,000,000	\$450,000,000

<a href="#">2012 Statistical Brief</a>	<a href="#">2013 Statistical Brief</a>	<a href="#">2014 Statistical Brief</a>	<a href="#">2015 Statistical Brief</a>	<a href="#">Fact Book 2015</a>
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Community associations are one component of other primary entities in the U.S.

Entity	Number	Percent of Total Entities
Tax Exempts & Other Nonprofits	1,570,956	4.44%
Governmental Units	89,055	0.25%
Businesses	33,358,509	94.35%
Community Associations	338,000	0.96%
<b>Total Entities</b>	<b>35,356,520</b>	<b>100.00%</b>

For more details, see [Community Association Data Compared to Other Entities](#).

### 2.3 Condominium Unit Owners 55+ - By Selected Characteristics\*

Like the rest of the U.S. population, owners in Maryland community associations are getting older. Some association owners are aging-place while others in age-restricted communities. The data next is specific to condominium unit owners that are 55+:

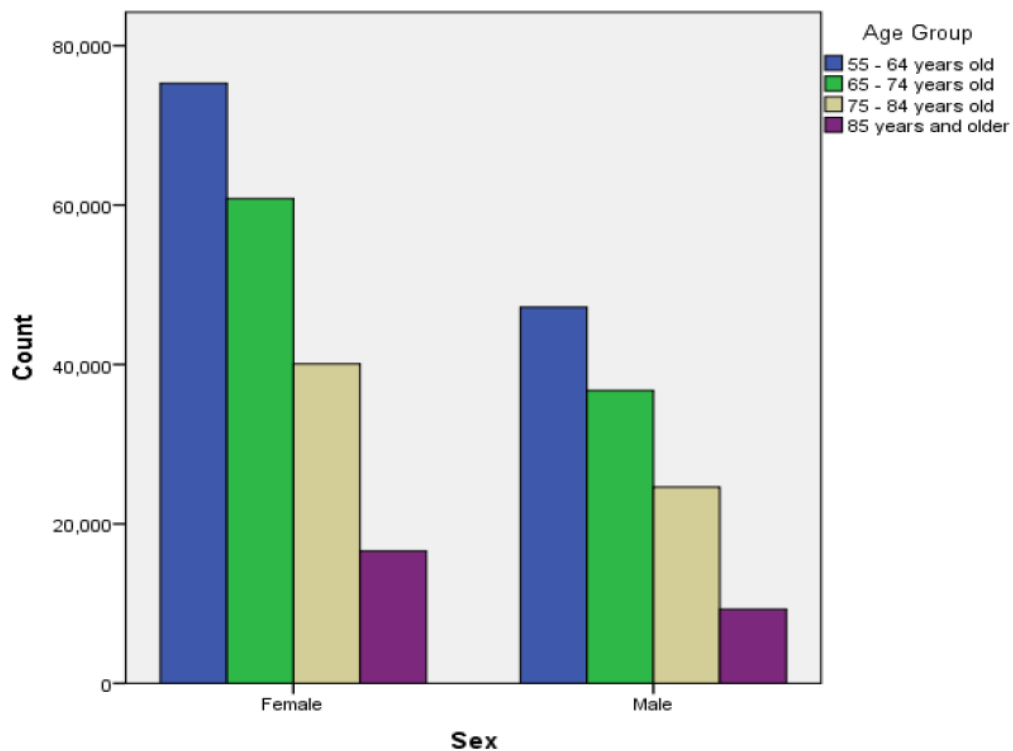
Table 1

*Persons Age 55 and Over Living in a Condominium by Age Group and Sex*

			Age Group				Total
			55 - 64 years old	65 - 74 years old	75 - 84 years old	85 years and older	
Sex	Female	Count	75,296	60,819	40,072	16,601	192,788
		% within Sex	39.1%	31.5%	20.8%	8.6%	100.0%
	Male	Count	47,195	36,736	24,609	9,291	117,831
		% within Sex	40.1%	31.2%	20.9%	7.9%	100.0%
Total		Count	122,491	97,555	64,681	25,892	310,619
		% within Sex	39.4%	31.4%	20.8%	8.3%	100.0%

Figure 1

*Persons Age 55 and Over Living in a Condominium by Age Group and Sex*



\*Data and chart above and tables below from American Community Survey (ACS) 2011 - 2013, and Integrated Public Use Microdata Series (IPUMS-USA). Created courtesy of Lynn Boergerhoff, MPH, Community Association Atlas.

In addition to the data above, the Maryland Condominium Unit Owner 55+ Data from Part Four of the Fact Book contains information of the following categories:

- Table 2: *Race of Persons Age 55 and Over Living in a Condominium*
- Table 3: *Hispanic, Latino, or Spanish Origin of Persons Age 55 and Over Living in a Condominium*
- Table 4: *Mortgage Status of Households of Persons Age 55 and Over Living in a Condominium by Sex of Householder*
- Table 5: *Selected Monthly Owner Cost (SMOC) Burden by Mortgage Status of Households with Persons Age 55 and Over Living in a Condominium*
- Table 6: *Decade Housing Built of Persons Age 55 and Over Living in a Condominium*
- Table 7: *Household Size of Persons Age 55 and Over Living in a Condominium by Sex*
- Table 8: *Sex of Persons Age 55 and Over Living Alone in a Condominium*
- Table 9: *Physical, Mental, or Sensory Difficulty of Persons Age 55 and Over Living in a Condominium*

See [Part Four of the Fact Book 2015](#) for condominium unit owners 55+ data in each state and the District of Columbia.

## 2.4 Large-Scale Community Associations – Part Five, [Fact Book 2015](#)

The [Large-Scale Community Association Survey](#) provides a broad over-view of associations that (1) provide municipal type services, (2) contain at least 1,000 lots, units, or acres and (3) have an operating budget of \$2,000,000+.

### 3. CAI in Maryland

#### 3.1 [CAI Maryland Chapter](#)

#### 3.2 Maryland – CAI Professional Designations, Business Services & Manager Licensing

[Community Associations Institute](#) (CAI) and [Community Association Managers International Certification Board](#) (CAMICB) are pleased to provide this [database of credentialed professionals](#). This database allows you to locate community managers and professionals who have earned the following credentials:

Management Credentials	Other
<a href="#">Certified Manager of Community Associations (CMCA)</a>	<a href="#">Reserve Specialist (RS)</a>
<a href="#">Association Management Specialist (AMS)</a>	<a href="#">Community Insurance and Risk Management Specialist (CIRMS)</a>
<a href="#">Professional Community Association Manager (PCAM)</a>	<a href="#">College of Community Association Lawyers (CCAL)</a>
<a href="#">Large-Scale Manager (LSM)</a>	<a href="#">Educated Business Partner – Distinction</a>
<a href="#">Accredited Association Management Company (AAMC)</a>	

- [Learn more](#) about what these CAI professional designations mean to you and your community.
- [Maryland Manager Licensing](#) [Only states with licensing are listed]

### 3.3 Maryland – Legislative Action Committee (LAC), Roster & Tracking Report

- [Maryland Legislative Action](#)

The CAI Maryland Legislative Action Committee (CAI ALAC), a committee of CAI, is the official voice of CAI to legislators and regulators in Maryland. CAI ALAC exists to speak with one voice on legislative and regulatory matters that affect community associations, community association managers and CAI business partners. CAI ALAC is made up of a balance of CAI members and appointees from the chapter within the state. CAI ALAC is a committee of CAI’s national office and is a partner with the CAI chapter within its state. [View the LAC roster and legislative tracking report.](#)

### 3.4 Maryland – Approved Condominiums: Fannie Mae, FHA & Department of Veterans Affairs

- [FHA Approved Condominium List – Maryland](#)

[Search by state and zip code]

- [Fannie Mae PERS Approved Project List – Maryland](#)
- [Department of Veterans Affairs Approved List – Maryland](#)

[Search by checking box #2 for approved condo and search by state in number #5]

## 4. Maryland Associations – Community Services as an Association Core Function

### 4.1 [An Introduction to Community Association Living](#)

Introduction: The purpose of An Introduction to Community Association Living is to introduce community volunteer leaders and members to community associations, provide a greater understanding of exactly how a community association works from both an organizational and people standpoint, and to endow members with the information necessary for fully enjoying and benefiting from community association living.

### 4.2 [From Good to Great Communities](#)

Every community has its own history, personality, attributes and challenges, but all associations share common characteristics and core principles. Good associations preserve the character of their communities, protect property values and meet the established expectations of homeowners. Great associations also cultivate a true sense of community, promote active homeowner involvement and create a culture of informed consensus. The ideas and guidance conveyed in this brochure speak to these core values and can, with commitment, inspire effective, enlightened leadership and responsible, engaged citizenship

### 4.3 [Community Matters – What You Should Know Before You Buy](#)

Whether you are considering buying a home in a community that is newly developed (either new construction or a conversion), a resale in an existing community or you are renting with the possibility of buying—you need to consider certain key points.



#### 4.4 [Community Harmony & Spirit \[FCAR Best Practices\]](#)

How do managers and boards increase resident involvement within community associations? By treating all residents as stakeholders and developing and conducting community harmony and spirit-enhancing programs and including residents in the initial stages of program development. Building community spirit is more than informing residents about board action and improvements. It's asking their opinions and developing programming that they will enjoy that will spur further community involvement.

#### 4.5 [Community Security \[FCAR Best Practices\]](#)

The goal of this Best Practices Report is to give you an assessment and review of many community security systems and features—including useful tips and tools—to help meet residents' crime prevention needs.

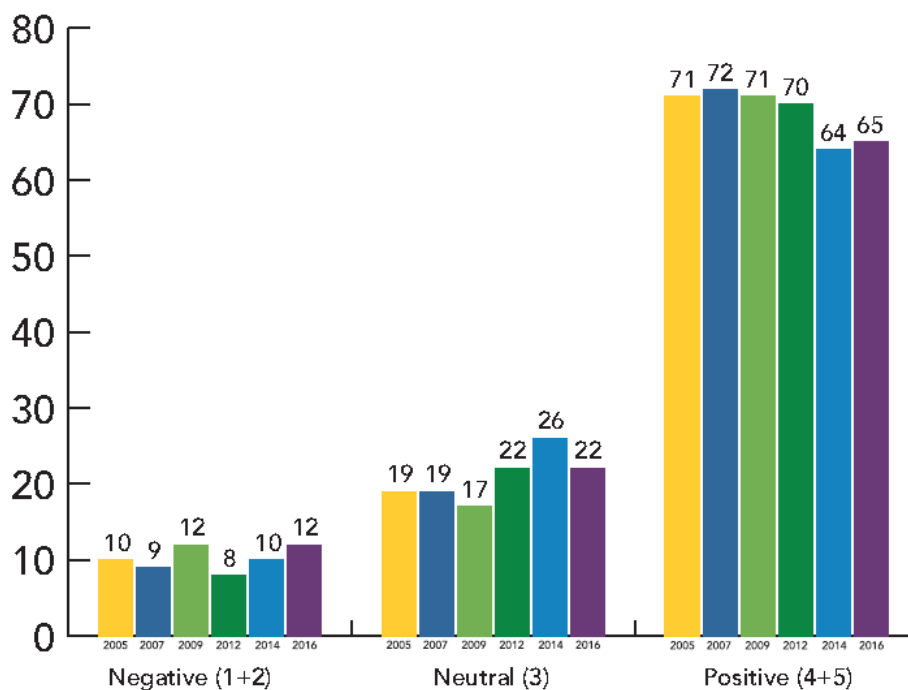
#### 4.6 [Judging Community Association Success](#)

For the sixth time in 11 years, Americans living in homeowners associations and condominiums have told pollsters they are overwhelmingly satisfied in their communities. The March 2016 survey affirms the findings of almost identical national surveys conducted in 2005, 2007, 2009, 2012 and 2014. The 2016 survey was conducted by Zogby Analytics for the Foundation for Community Association Research. The findings from the six surveys are strikingly consistent and rarely vary by a standard margin error for national, demographically representative surveys. By large majorities, owners:

- Rate their overall community experience as positive or, at worst, neutral.
- Say their association board members serve the best interests of their communities.
- Indicate their community managers provide valuable support to residents and their associations.
- Support community association rules because they protect and enhance property values.

The findings objectively refute the unfounded and unsubstantiated myth that the community association model of governance is failing to serve the best interests of Americans who choose to live in common-interest communities.

**On a scale of one to five, with one being very bad and five being very good, how would you rate your overall experience living in a community association?**



## 5. Maryland Associations – Governance Services as an Association Core Function

### 5.1 [Governance \[FCAR Best Practices\]](#)

It is CAI's purpose to foster vibrant, responsive, competent community associations that promote harmony, a sense of community and responsible leadership. Common characteristics of such community associations include good communication, trust in the management and board of directors, continuing education of board members and homeowners, and uniform, flexible and reasonable enforcement of governing documents. Inclusiveness—the involvement of as many residents of the community as possible—is a critical element in fostering a sense of community.

### 5.2 [Strategic Planning \[FCAR Best Practices\]](#)

Strategic planning is more than ensuring your association will remain financially sound and be able to maintain its reserves—it's projecting where your association expects to be in five, ten, or fifteen years—and how your association will get there. It is a systematic planning process involving a number of steps that identify the current status of the association, including its mission, vision for the future, operating values, needs (strengths, weaknesses, opportunities, and threats), goals, prioritized actions and strategies, action plans, and monitoring plans. Strategic planning is the cornerstone of every common-interest community. Without strategic planning, the community will never know where it is going—much less know if it ever got there.

### 5.3 [Transition \[FCAR Best Practices\]](#)

The purpose of this report is to provide builders and associations with guidelines they can use to develop and turn over a community association project in such a way that transition becomes much easier and less confrontational. The ultimate goal of transition is for the unit owners to take over and move forward with a good reputation, with no litigation, and word-of-mouth sales.

### 5.4 [Ethics \[FCAR Best Practices\]](#)

The concept has come to mean various things to various people, but, generally, it's coming to know what is right or wrong in the workplace and doing what's right—usually in regard to products and services and to relationships with stakeholders. In times of fundamental change, values that were once followed inherently are now strongly questioned or no longer followed. Consequently, there is no clear moral compass to guide leaders through complex workplace dilemmas. Attention to ethics in the workplace sensitizes leaders and staff to how they should act. Perhaps most important, in times of crises and confusion, attention to business ethics helps ensure that when leaders and managers are struggling, they can retain a strong moral compass.

## 5.5 Maryland Community Association & Related Statutes

[Maryland Condominium Act at 11-101](#)

[Maryland Homeowners Association Act at 11B-101](#)

[Maryland Cooperative Housing Corporation Act at 5-6B-01](#)

[Maryland Corporations & Associations at Title 5](#)

**Note:** While state statutes and the association's governing documents are critically important to governing the association, there are many other local, state and federal laws regulations that impact a condominium and other types of community associations.

[Community Association Ombudsman Programs by State](#) [Not all states have an Ombudsman]

See #5.5 and #5.6 next and see [Census 2012 of All State Governments](#)

Also, see [Chronological History of Federal Involvement in Community Associations](#).

## 5.6 Maryland Community Association Volunteer Immunity

MD. CODE ANN., CTS. & JUD. PROC. § 5-407

For more detailed information on volunteer immunity for association leaders and volunteers, see this comprehensive publication entitled [Voluntary Immunity in Community Associations](#). Volunteer directors and officers who serve on their boards face the potential for personal liability in serving the association. Although all states provide some form of immunity from liability for volunteers, the number of suits being filed each year against both community associations and their boards is increasing. The protections offered by states vary widely, and prudent board members need to consider them when formulating policy and participating in a community association. Volunteer Immunity offers a summary of volunteer immunity according to the federal Volunteer Protection Act and each state's volunteer immunity statutes and explanations of how the statutes apply to community associations and their volunteer officers and directors. Includes a chart of volunteer immunity by state.

## 5.7 Maryland Standard of Care for Community Association Directors & Officers

MD. CODE ANN., CORPS. & ASS'NS. § 2-405.1

MD. CODE ANN., CORPS. & ASS'NS. § 2-414

MD. CODE ANN., CTS.& JUD. PRO. § 5-417

Community association directors and officers need to understand the duties they owe to their association and fellow owners, the nature of those duties, and the liability performing those duties may bring. How much a volunteer leader knows about his or her state's standard of care can be the difference between liability and immunity. *Standards of Care* provides a survey of each state's standard of care for community association directors and officers, a brief description of the standards by which they must perform their duties and recommendations for complying with their state's standard of care. Also includes a discussion of notable trends in state legislation, how the standard of care may evolve and a chart of the standard of care by state. For more detailed information on standards of care for association directors and officers, see this comprehensive publication entitled [Standards of Care in Community Associations](#)

## 5.8 [Maryland – Community Association Deed Based Transfer Bans](#)

## 5.9 [Maryland – Community Association Clothesline Ban](#)

## 5.10 [Maryland – Community Association Ombudsman Programs](#)

## 5.11 [Maryland – Community Association Solar Rights and Easements](#)

## 5.12 [College of Community Association Lawyers \(CCAL\) State Pages](#) [See selected states]

## 6. Maryland Associations – Business Services as an Association Core Function

### 6.1 Condominium Insurance Requirements: Maryland (2015)

CODE SECTION	PROPERTY INSURANCE (Minimum Coverage Required)	PROPERTY COVERED	PERILS
MD Code Title 11 Real Property 11-114	As specified in Declaration or By-Laws	Common elements and units, excluding betterments and improvements installed by Unit Owners* (pending legislation may change)	No minimum standards stated – commonly insured against

DEDUCTIBLE	LIABILITY (Minimum Coverage Required)	FIDELITY / CRIME INSURANCE	DIRECTORS & OFFICERS (D&O) INSURANCE
If cause originates from common elements – common expense; if cause originates from a Unit, Owner of Unit responsibility not to exceed \$5,000; Board must annually inform in writing the Owner’s responsibility and the amount; above \$5,000 is common expense	As specified in Declaration or By-Laws	§11-114.1 Must be more than 4 Units and 3 months assessments more than \$2,500; must be purchased by Association; must cover officers, directors, employees and any management company who controls or disburses funds; must be the lesser of 3 months assessments plus reserves or \$3,000; total liability of all insured persons may not exceed the sum of fidelity insurance...	N/A [Fidelity insurance cont’d. “...\$3,000; total liability of all insured persons may not exceed the sum of fidelity insurance”]

See the list of *Fact Book* Contributors for more source information.

Note:

1. ACV means Actual Cash Value which typically is defined as insurable replacement cost less accumulated depreciation. In nearly all cases, a condominium will obtain RCV or Replacement Cost Value property insurance.
2. Fannie Mae, Freddie Mac and FHA have their own insurance requirements for condominiums, cooperatives and planned communities. Since many residential mortgage lenders underwrite to their guidelines, the requirements of any given state may not meet those requirements.
3. [See 50 State Condominium Insurance Survey](#)
4. While all states have Workers Compensation legislation, some states have Workers Compensation requirements that directly apply to community associations whether the association has employees or not.

## 6.2 NFIP Flood Insurance – Condominiums: Maryland

### (1) FEMA - National Flood Insurance Program (NFIP) Claims: Residential Condominium Building Association Policies (RCBAPs) as of 01-31-2015

State	RCBAP Number of Claims	RCBAP Percent of All Claims	RCBAP Total Paid All Claims	RCBAP Percent of All Paid Claims
Maryland	156	1.0%	\$5,738,014.74	0.4%

Non-RCBAP Flood Claims: Condo Type	Non-RCBAP Number of Claims	Non-RCBAP Percent of All Claims	Non-RCBAP Total Paid All Claims	Non-RCBAP Percent of All Paid Claims
Condominium Association	64	0.00%	\$618,547.77	0.00%
Condominium Master Policy (No Longer Issued)	41	0.00%	\$476,460.74	0.00%
Individual Condo Unit Insured By Unit Owner Or By Assn	96	0.01%	\$671,665.20	0.00%
Not A Condominium	12,619	0.79%	\$271,597,984.54	0.55%
Unknown	13	0.00%	\$77,224.70	0.00%

Preferred Risk Flood Claims: Condo Type	Preferred Risk Number of Claims	Preferred Risk Percent of All Claims	Preferred Risk Total Paid All Claims	Preferred Risk Percent of All Paid Claims
Individual Condo Unit Insured By Unit Owner Or By Assn	11	0.01%	\$120,696.32	0.00%
Not A Condominium	1,337	0.80%	\$18,333,463.56	0.29%

### (2) FEMA- RCBAP and Other Flood Insurance Policies & Premiums as of 01-31-2015 – Next Page

#### [RCBAP: Residential Condominium Building Association Policy](#)

Note: The RCBAP is written on a building by building basis only for buildings in a Special Flood Hazard Area (SFHA). If a condominium association has five buildings, but only one is in a SFHA, then the association only needs to obtain one RCBAP. The one building might have six units that would be insured in the RCBAP.

Note: Flood insurance offered by FEMA through the National Flood Insurance Program (NFIP) was subject to substantial changes in the [Biggert-Waters Flood Reform Act of 2012](#). Not all of the changes have been enacted. See also the [Homeowner Flood Insurance Affordability Act of 2014](#).

For assistance regarding FEMA flood insurance see the newly created [Flood Insurance Advocate](#).

[See this cautionary reminder from FEMA](#) (bold added): “In moderate- to low-risk areas, the risk of flooding is reduced but not completely removed. These areas submit **more than 20 percent** of National Flood Insurance Program claims and receive one-third of Federal disaster assistance for flooding. Flood insurance isn't federally required in moderate- to low-risk areas, but it is recommended for all property owners and renters. They are shown on [flood maps](#) as zones beginning with the letters 'B', 'C' or 'X' (or a shaded X).”

**National Flood Insurance Program (NFIP): Maryland  
FEMA: RCBAP and Other Flood Insurance Policies and Premiums as of 01-31-2015**

**CIF:** “Contracts in Force” this represents a “property” which may have multiple NFIP policies.

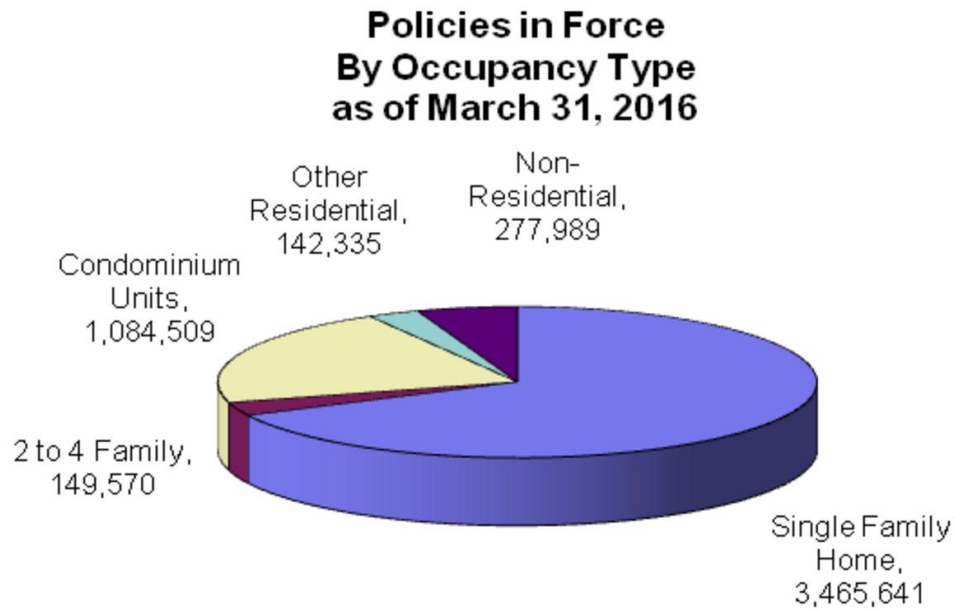
**PIF:** “Policies in Force” this represents the actual policies for all of the contracts.

			<b>Total</b>	<b>Total Flood</b>	<b>Percent</b>	<b>Percent</b>	<b>Percent</b>
	<b>CIF</b>	<b>PIF</b>	<b>Premium</b>	<b>Insurance</b>	<b>of All</b>	<b>of All</b>	<b>of All</b>
					<b>Policies</b>	<b>Premium</b>	<b>Insurance</b>
<b>RCBAP Subsidized</b>							
RCBAP	167	1,957	\$975,230	\$255,091,200	1.30%	1.13%	1.12%
<b>RCBAP Non-Subsidized</b>							
RCBAP	1,873	24,965	\$6,507,640	\$4,540,427,400	2.81%	3.00%	2.67%
<b>Non-RCBAP Subsidized Condo Type</b>							
Individual Condominium Unit Insured By Unit Owner Or By An Association	315	315	\$238,404	\$24,662,400	0.04%	0.02%	0.02%
Not A Condominium	8,855	8,855	\$17,416,811	\$1,780,329,000	1.11%	1.32%	1.26%
<b>Non-RCBAP Non-Subsidized Condo Type</b>							
Condominium Association	6	6	\$12,499	\$2,875,000	0.00%	0.00%	0.00%
Individual Condominium Unit Insured By Unit Owner Or By An Association	1,730	1,730	\$624,506	\$232,043,900	0.05%	0.03%	0.02%
Not A Condominium	34,491	34,491	\$20,737,632	\$9,581,742,700	1.01%	0.98%	1.02%
<b>Preferred Rate Program Non-Subsidized Condo Type</b>							
Condominium Association	1	1	\$2,880	\$1,000,000	0.00%	0.00%	0.00%
Individual Condominium Unit Insured By Unit Owner Or By An Association	486	486	\$154,473	\$86,007,000	0.03%	0.02%	0.02%
Not A Condominium	17,533	17,533	\$7,576,851	\$5,014,538,000	0.99%	0.99%	0.97%

See [Condominium RCBAP Claims](#) and see [Condominium RCBAP Premiums](#) for all states.

See the list of *Fact Book* Contributors for more source information.

- [NFIP Policies in Force by Occupancy Type](#)



OCCUPANCY TYPE	POLICIES IN FORCE
Single Family Home	3,465,641
2 to 4 Family	149,570
Condominium Units	1,084,509
Other Residential	142,335
Non-Residential	277,989
Unknown Occupancy	0
All Policies	5,120,044

For additional information see the [FEMA Policy & Claims Statistics for Flood Insurance](#) and for more detailed flood statistics from FEMA see [NFIP BureauNet](#).

### **6.3 [Maryland Lien Priority](#)**

Real Property §11–110. (a) All common profits shall be disbursed to the unit owners, be credited to their assessments for common expenses in proportion to their percentage interests in common profits and common expenses, or be used for any other purpose as the council of unit owners decides.

#### **[CAI Information on Lien Priority for Community Association Assessments](#)**

### **6.4 [Maryland Reserve Fund Requirements](#)**

Councils of unit owners have the power to adopt and amend budgets for revenue, expenditures, and reserves and collect assessments for common expenses from unit owners. Section 11-109. The level of reserves is required to be included in the annual budget; however, there is not a required level of reserve funding. Section 11-109.2. Resale certificate must contain the current operating budget of the condominium including details concerning the reserve fund for repair and replacement and its intended use, or a statement that there is no reserve fund. Section 11-1350. There is no statutory requirement to conduct a reserve study and no statutory requirement to fund reserves.

See Appendix 2 in [Community Association Fact Book 2015](#) for Community Association Financial Management Compared to Other Entities.

### **6.5 [Community Association Insurance](#)**

Commercial insurance is one of the most important components of a community association's risk management program. To help managers and boards fully understand insurance issues, this guide will explore three key areas:

1. Insurance terminology, in terms of coverages, policies, and practices
2. Association exposures to loss and insurance coverages
3. Risk management and the association insurance industry

### **6.6 [Community Association Risk Management](#)**

Risk management is the process of making and carrying out decisions that minimize the adverse effects of accidental losses. It involves five steps:

1. Identifying exposures to loss
2. Examining alternative techniques
3. Selecting the best techniques
4. Implementing the chosen techniques
5. Monitoring and improving the risk management program

This guide will examine each phase of the risk management process. It also will help board members and managers identify risks and implement a plan that will safeguard association assets.

### **6.7 [Preventing Fraud and Embezzlement](#)**

Community association boards should consider implementing ten practices and procedures to safeguard association funds.



## 6.8 [Energy Efficiency \[FCAR Best Practices\]](#)

CAI and the Department of Energy (DOE) are dedicated to educating the community association industry—and the significant portion of the U.S. population it represents—on the many ways to increase the energy efficiency of their homes and thereby reduce both energy consumption and costs.

## 6.9 [Financial Operations \[FCAR Best Practices\]](#)

The board of directors, particularly the treasurer, is ultimately responsible for association's funds and may not abdicate their fiduciary responsibility. Given the reality that community association boards are made up of diverse individuals with varied degrees of financial knowledge, below are basic guidelines that should be followed to ensure sound financial operations.

## 6.10 [Green Communities \[FCAR Best Practices\]](#)

This report explores “greenness” in communities, in their varied forms. It considers the concept of sustainability through better designs, new technologies and social innovations. Sustainable communities are developed to meet the “needs of the present without compromising the ability of future generations to meet their own needs.” They are regenerative, meaning they have “processes that restore, renew or revitalize their own sources of energy and materials, creating sustainable systems that integrate the needs of society with the integrity of nature.”

## 6.11 [Reserve Studies Management \[FCAR Best Practices\]](#)

There are two components of a reserve study—a physical analysis and a financial analysis. During the physical analysis, a reserve provider evaluates information regarding the physical status and repair/replacement cost of the association's major common area components. To do so, the provider conducts a component inventory, a condition assessment, and life and valuation estimates. A financial analysis assesses only the association's reserve balance or fund status (measured in cash or as percent funded) to determine a recommendation for an appropriate reserve contribution rate (funding plan).

## 6.12 [FCAR Snap Surveys](#)

The Foundation for Community Association Research (FCAR) periodically conducts targeted surveys of key industry groups to produce interesting, intriguing, or newsworthy research.

1. [November 2015](#) (PDF) - Survey of managers and board members of associations in 13 states facing drought conditions
2. [April 2015](#) (PDF) - Reserve Studies Managers - How knowledgeable are associations on reserve funding?
3. [November 2014](#) (PDF) - What issues create potential legal liability for client associations?
4. [June 2014](#) (PDF) - Resident Satisfaction
5. [September 2013](#) (PDF) - Reserve Studies and Funding
6. [March 2013](#) (PDF) - Career Satisfaction Among Managers

## About the Foundation for Community Association Research

The Foundation provides authoritative research and analysis on community association trends, issues and operations. Our mission is to inspire successful and sustainable communities. We sponsor needs-driven research that informs and enlightens all community association stakeholders—community association residents, homeowner volunteer leaders, community managers and other professional service providers, legislators, regulators and the media. Our work is made possible by your tax-deductible contributions.



Your support is essential to our research. Visit [www.cairf.org](http://www.cairf.org) or e-mail [foundation@caionline.org](mailto:foundation@caionline.org).

## About Community Associations Institute (CAI)

Community Associations Institute (CAI) is an international membership organization dedicated to building better communities. With nearly 34,000 members, CAI works in partnership with 60 chapters, including a chapter in South Africa, as well as with housing leaders in a number of other countries, including Australia, Canada, the United Arab Emirates and the United Kingdom. CAI provides information, education and resources to the homeowner volunteers who govern communities and the professionals who support them. CAI members include association board members and other homeowner leaders, community managers, association management firms and other professionals who provide products and services to associations.

CAI serves community associations and homeowners by:

- Advancing excellence through seminars, workshops, conferences and education programs, most of which lead to professional designations for community managers and other industry professionals.
- Publishing the largest collection of resources available on community association management and governance, including website content, books, guides, *Common Ground* magazine and specialized newsletters.
- Advocating on behalf of common-interest communities and industry professionals before legislatures, regulatory bodies and the courts.
- Conducting research and serving as an international clearinghouse for information, innovations and best practices in community association development, governance and management.



We believe homeowner and condominium associations should strive to exceed the expectations of their residents. We work toward this goal by identifying and meeting the evolving needs of the professionals and volunteers who serve associations, by being a trusted forum for the collaborative exchange of knowledge and information, and by helping our members learn, achieve and excel. Our mission is to inspire professionalism, effective leadership and responsible citizenship—ideals reflected in associations that are preferred places to call home. Visit [www.caionline.org](http://www.caionline.org) or call (888) 224-4321.

For suggestions, additions, or updates to this *Community Association Fact Book State Page*, please e-mail [foundation@caionline.org](mailto:foundation@caionline.org).



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