



**FINAL EXAM FOR FLORIDA COMMUNITY ASSOCIATION
MANAGERS – 15 HOURS CONTINUING EDUCATION
VERSION 2022-1**

The following questions are designed to test your comprehension of the key components of this Course. **You are required to answer 12 of the 15 questions correctly (80%) to successfully complete the course and obtain credit.** *Choose the BEST answer to each question.*

Legal Update (LU – 3 Hours)

1. **Which is TRUE of the law related to electric vehicle charging stations within the boundaries of a condominium unit owner's limited common element parking area?**
 - A. The association may impose a restrictive covenant to prohibit all charging stations.
 - B. Charging stations are prohibited unless the declaration allows them.
 - C. Installation of a charging station must comply with safety and architectural standards.
 - D. The association may NOT use its assessment powers to enforce payment of insurance or increased electrical costs.
2. **The general right of the public at large to possess and use certain dry sand areas for recreational purposes is an example of:**
 - A. customary use.
 - B. adverse possession.
 - C. an easement.
 - D. statute of frauds.
3. **Unless approved by affirmative vote of two-thirds of all votes cast in an election, the term limit of a condominium board member is:**
 - A. 2 years
 - B. 4 years
 - C. 6 years
 - D. 8 years

Association Insurance (IFM – 3 Hours)

- 1. Adequate condominium property insurance must be based on the replacement cost of the property to be insured as determined by an independent insurance appraisal at least once every:**
 - A. 12 months
 - B. 24 months
 - C. 36 months
 - D. 5 years
- 2. The association has an insurable interest in and responsibility to insure all:**
 - A. common areas
 - B. personal property in the units
 - C. units against flood damage
 - D. vehicles in the development
- 3. The association may require a contractor to provide a bond to guarantee satisfactory completion of a project. This is called:**
 - A. contractor's insurance
 - B. a performance bond
 - C. a fidelity bond
 - D. property insurance

How to Effectively Deal with Residents and Vendors (HR – 3 Hours)

- 1. A negotiation style that increases the size of the pie available and is characterized by a 'win-win' orientation is:**
 - A. limited negotiations
 - B. BATNA negotiations
 - C. expanded negotiations
 - D. corrective negotiations
- 2. The negotiating style featuring very high SUBSTANCE and very low RELATIONSHIP that creates a win-lose competition is:**
 - A. Accommodate
 - B. Facilitate
 - C. Defeat
 - D. Collaborate
- 3. CAM Candace is both highly responsive and highly assertive. She is people-oriented and enthusiastic. Which Social Style is Candace?**
 - A. Amiable
 - B. Expressive
 - C. Analytical
 - D. Combative

Operation of the Physical Property (OPP – 3 Hours)

1. **The first step to take when commencing a construction project is to:**
 - A. record a Notice of Commencement
 - B. record a Contractor's Lien
 - C. pay the contractor a 10% retainer fee
 - D. file a notice with the Division of Florida Condominiums

2. **Every time you pay your contractor on the project, make sure that:**
 - A. the contractor DOES NOT pay the subcontractors
 - B. the contractor records a Contractor Lien
 - C. all subcontractors and suppliers have been paid in full
 - D. each subcontractor has furnished a personal financial statement

3. **If hiring a painting contractor, the association should:**
 - A. NOT pay attention to the paint company's advice
 - B. get competitive bids from qualified contractors based on specifications provided by the paint manufacturer
 - C. NOT have a long-term plan for future painting needs
 - D. assume the work is fine and does NOT need to be inspected

The Association Budget (ELE and IFM – 3 Hours)

1. **The unit owner's share of the money required to pay the expenses of the association as determined by the budget is:**
 - A. an operating expense
 - B. a reserve
 - C. a corporate expense
 - D. an assessment

2. **All of the following are budget steps EXCEPT:**
 - A. Estimate expenses
 - B. Estimate reserve requirements
 - C. Estimate revenues
 - D. Estimate meeting schedule

3. **The regular recurring expenses of the association including taxes, insurance, maintenance, utilities, administration and management are collectively called:**
 - A. reserves for replacement
 - B. operating expenses
 - C. revenue
 - D. assessments