

# 2014 Community Association Fact Book

for

# Washington



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Foundation for Community Association Research  
6402 Arlington Boulevard, Suite 500  
Falls Church, VA 22042  
(888) 224-4321  
www.cairf.org

[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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# Acknowledgement

## General Editor

Clifford J. Treese, CIRMS  
President, Association Data, Inc. (ADI)  
Pleasanton, CA

The information in the *Community Association Fact Book* was developed with significant assistance from Clifford J. Treese, CIRMS. A member of CAI almost since its inception, Treese is a past president of both CAI and the Foundation for Community Association Research (FCAR). We express our gratitude for his invaluable contributions. He can be reached at [clifford.treese@gmail.com](mailto:clifford.treese@gmail.com).

## Assistant Editors

**FCAR Executive Director:** David Jennings, SPHR, CAE, Falls Church, VA  
**FCAR Director of Programs:** Jake Gold, CAE, Falls Church, VA

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**Creative Director:** Cori Canady  
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**Sr. Director, G&PA:** Michael Hedge  
**Sr. Director, CAI Press:** Debra Lewin  
**Education Manager:** Shari Lewis  
**VP, Communications:** Frank Rathbun  
**Chief Financial Officer:** Bruce Townsend, CPA

## Contributors

### State Lien Priority Matrix:

Hugh Lewis, Esq.

### Minnesota GIS Community Associations Map:

Lynn Boergerhoff, Community Atlas

### 55+ Condominium Unit Owner Data

Lynn Boergerhoff, Community Atlas

### Volunteer Immunity and Standards of Care:

Marc D. Markel, Esq.

### 50 State Condominium Insurance Survey:

George E. Nowack, Jr., Esq., reviewed by

Laurie S. Poole, Esq.

### Selected Lien Priority Cases:

Roger D. Winston, Esq, and Abran E. Vigil, Esq.

also Hugh Lewis, Esq.

### Community Association Data:

Clifford J. Treese, CIRMS

### Chronological History of Federal Involvement:

Clifford J. Treese, CIRMS

### North Carolina Legislation

James A. Slaughter, Esq.

### Utah Legislation

Lincoln W. Hobbs, Esq.

### Federal Involvement Legislation

Douglas M. Kleine, CAE

## 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

Connecticut Judicial Branch Law Libraries

Department of Agriculture – Rural Development

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National Association of Homebuilders (NAHB)

National Association of Realtors (NAR)

Nevada Real Estate Division

Urban Land Institute

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 2014 data may not be available until late in 2015. 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 will 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 2014, there are 333,600 associations housing more than nearly 65 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:

- **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.
- **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.
- **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.
- **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 \$4.9 trillion dollars at 2014 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 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 information on associations see:

[2012 Statistical Brief](#)

[2013 Statistical Brief](#)

[2014 Statistical Brief](#)

and

[Community Association Fact Book 2014](#)

## 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 Twentieth Century through today, you can track over 40 major federal initiatives and related issues and activities that have impacted community associations.

### 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 150 [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. Washington Population and Housing Characteristics

## 1.1 General Housing Characteristics

DP04: SELECTED HOUSING CHARACTERISTICS	2009-2013 American Community (ACS)	Survey 5-Year Estimates	
		Washington	
Subject		Estimate	Percent
<b>HOUSING OCCUPANCY</b>			
Total housing units		2,899,538	2,899,538
Occupied housing units		2,629,126	90.7%
Vacant housing units		270,412	9.3%
Homeowner vacancy rate		2.0	(X)
Rental vacancy rate		5.3	(X)
<b>UNITS IN STRUCTURE</b>			
Total housing units		2,899,538	2,899,538
1-unit, detached		1,839,045	63.4%
1-unit, attached		105,420	3.6%
2 units		75,165	2.6%
3 or 4 units		109,136	3.8%
5 to 9 units		139,072	4.8%
10 to 19 units		146,616	5.1%
20 or more units		273,250	9.4%
Mobile home		206,059	7.1%
Boat, RV, van, etc.		5,775	0.2%
<b>YEAR STRUCTURE BUILT</b>			
Total housing units		2,899,538	2,899,538
Built 2010 or later		22,739	0.8%
Built 2000 to 2009		482,239	16.6%
Built 1990 to 1999		503,803	17.4%
Built 1980 to 1989		404,931	14.0%
Built 1970 to 1979		500,294	17.3%
Built 1960 to 1969		286,167	9.9%
Built 1950 to 1959		231,524	8.0%
Built 1940 to 1949		149,715	5.2%
Built 1939 or earlier		318,126	11.0%
<b>HOUSING TENURE</b>			
Occupied housing units		2,629,126	2,629,126
Owner-occupied		1,661,427	63.2%
Renter-occupied		967,699	36.8%
Average household size of owner-occupied unit		2.63	(X)
Average household size of renter-occupied unit		2.39	(X)
<b>MORTGAGE STATUS</b>			
Owner-occupied units		1,661,427	1,661,427
Housing units with a mortgage		1,186,017	71.4%
Housing units without a mortgage		475,410	28.6%

[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>Washington</b>
<b>2011-2013 American Community Survey 3-Year Est.</b>	<b>Estimate</b>
<b>SEX AND AGE</b>	
Total population	6,896,071
Male	49.9%
Female	50.1%
Under 5 years	6.4%
5 to 17 years	16.6%
18 to 24 years	9.7%
25 to 34 years	14.1%
35 to 44 years	13.2%
45 to 54 years	13.9%
55 to 64 years	12.8%
65 to 74 years	7.6%
75 years and over	5.6%
Median age (years)	37.4
65 years and over	906,158
Male	45.1%
Female	54.9%
<b>HOUSEHOLDS BY TYPE</b>	
Households	2,634,496
Family households	64.3%
With own children under 18 years	28.7%
Married-couple family	49.4%
With own children under 18 years	20.1%
Female householder, no husband present, family	10.4%
With own children under 18 years	6.1%
Nonfamily households	35.7%
Male householder	17.3%
Living alone	12.8%
Not living alone	4.5%
Female householder	18.4%
Living alone	15.0%
Not living alone	3.5%
<b>DISABILITY STATUS</b>	
Total civilian noninstitutionalized population	6,789,761
With a disability	12.5%
<b>PLACE OF BIRTH</b>	
Native	5,973,943
Male	50.2%
Female	49.8%
Foreign born	922,128
Male	48.0%
Female	52.0%

[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	2009-2013 American Community Survey 5-Year Estimates		
	Washington		U.S
	Estimate	Percent	Percent
Total:	1,661,427		
Housing units with a mortgage:	1,186,017	71.4%	66.4%
Householder 15 to 34 years	158,534	13.4%	13.8%
Householder 35 to 44 years	268,182	22.6%	22.6%
Householder 45 to 54 years	327,796	27.6%	27.7%
Householder 55 to 59 years	149,079	12.6%	12.1%
Householder 60 to 64 years	120,516	10.2%	9.8%
Householder 65 to 74 years	120,778	10.2%	10.1%
Householder 75 years and over	41,132	3.5%	3.8%
Housing units without a mortgage:	475,410	28.6%	33.6%
Householder 15 to 34 years	15,134	3.2%	3.9%
Householder 35 to 44 years	24,647	4.3%	6.3%
Householder 45 to 54 years	59,924	10.4%	14.0%
Householder 55 to 59 years	51,023	8.9%	10.4%
Householder 60 to 64 years	66,047	11.5%	12.5%
Householder 65 to 74 years	123,362	21.5%	24.6%
Householder 75 years and over	135,273	23.6%	28.3%

[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
Washington	\$250,800	\$2,743	13	0.97%	26	30.50%

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

[See NAHB Eye on Housing Table 1.](#)

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.

**2. Washington 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	36,940	16	2.20%	14
1990	62,639	19	3.10%	21

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

**2.2 Washington Community Associations – 2014**

State	Association Rank	Estimated Number of Associations	Estimated Associations in the State as Percentage of All Associations	Estimated Number Living in Associations
Washington	9	10,150	3.0%	2,020,000

Estimated Board & Committee Volunteers	Estimated Value of Board & Committee Time	Estimated Value of Homes in Associations	Estimated Annual Assessments	Estimated Annual Reserve Fund Contributions
70,000	\$2,400,000	\$151,000,000,000	\$2,100,000,000	\$670,000,000

[2012 Statistical Brief](#)

[2013 Statistical Brief](#)

[2014 Statistical Brief](#)

and

[Community Association Fact Book 2014](#)

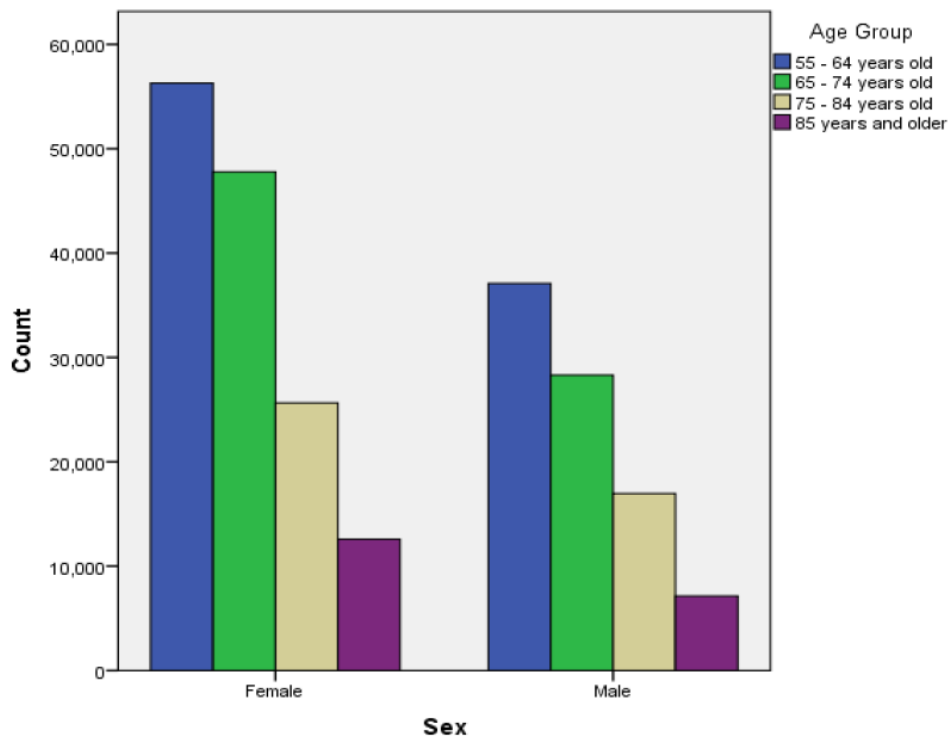
### 2.3 Condominium Unit Owners 55+ - By Selected Characteristics\*

Like the rest of the U.S. population, owners in Washington 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	56,277	47,779	25,641	12,576	142,273
		% within Sex	39.6%	33.6%	18.0%	8.8%	100.0%
	Male	Count	37,094	28,303	16,966	7,145	89,508
		% within Sex	41.4%	31.6%	19.0%	8.0%	100.0%
Total		Count	93,371	76,082	42,607	19,721	231,781
		% within Sex	40.3%	32.8%	18.4%	8.5%	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 Washington 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 2014](#) for condominium unit owners 55+ data in each state and the District of Columbia.

### 3. CAI in Washington

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

#### 3.2 Washington – 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 designations mean to you and your community.
- [Washington Manager Licensing](#) [Only states with licensing are listed]

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

- [Washington Legislative Action Committee](#)

The CAI Washington Legislative Action Committee (CAI ALAC), a committee of CAI, is the official voice of CAI to legislators and regulators in Washington. 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.

- [Washington Legislative Action Committee Roster](#)

- [Washington Legislative Tracking Report](#)

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

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

[Search by state and zip code]

- [Fannie Mae Approved List – Washington](#)

- [Department of Veterans Affairs Approved List – Washington](#)

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

## **4. Washington 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 \[FCAR Best Practices\]](#)

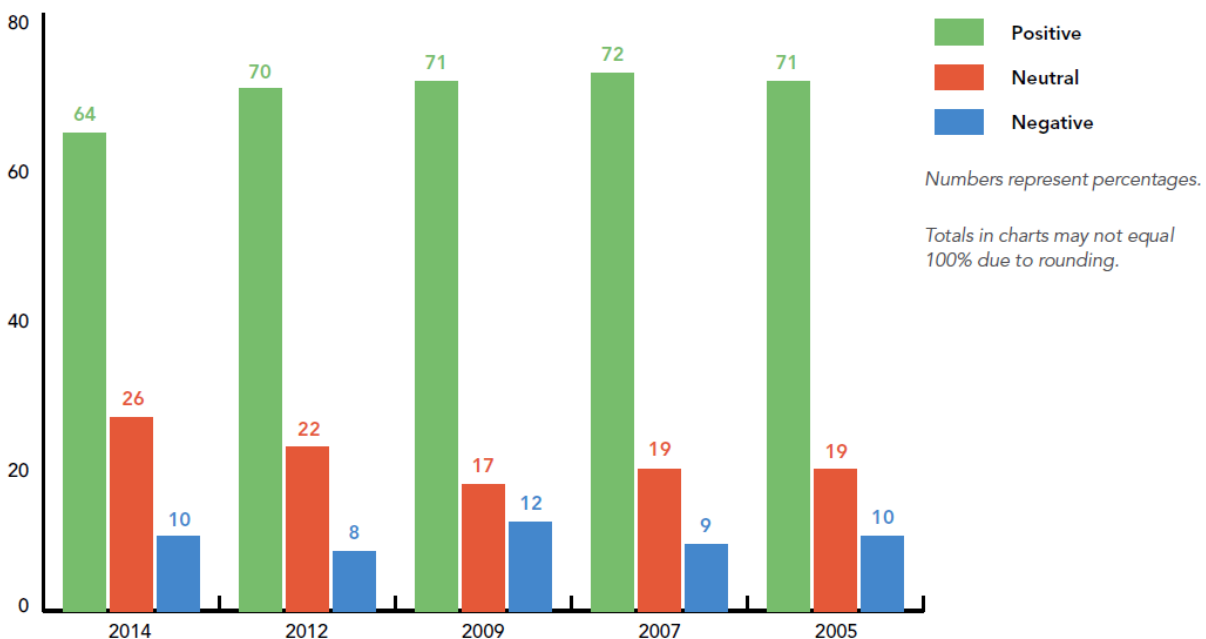
The goal of this Best Practices Report is to give you an assessment and review of many community security systems and features—including useful tips and tools—to help meet residents' crime prevention needs.

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

The Foundation for Community Association Research commissioned a national survey of association residents in early 2014 by Public Opinion Strategies, and the results affirm what we learned from similar national surveys in 2005, 2007, 2009 and 2012. Here are some of the key findings:

- 90% of residents rate their overall community association experience as positive (64%) or neutral (26%).
- 90% of residents say association board members “absolutely” or “for the most part” serve the best interests of their communities.
- 83% say they get along well with their immediate neighbors.
- 92% say they are on friendly terms with their association board.
- 83% of residents say their community managers provide value and support to residents and their associations.
- 88% of residents who had direct contact with their community manager say it was a positive experience.
- 70% of residents say their association’s rules protect and enhance property values; only 4% say the rules harm property values.

#### Are residents satisfied with their overall community association experience?



#### [Community Associations Compared to Other Entities](#)



## **5. Washington 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 Washington Community Association & Related Statutes**

[Washington Horizontal Property Regimes Act \(Condominiums\)](#)

[Washington Condominium Act](#)

[Washington Homeowners' Associations](#)

[Washington Cooperative Associations](#)

[Washington Corporations and Associations \(Nonprofit\)](#)

[Washington Chapter 59.20 Manufactured & Mobile Homes](#)

[Washington Special Purpose Districts](#)

[Washington Planning Commissions](#)

[Washington Subdivisions - Dedications](#)

**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 Washington Community Association Volunteer Immunity**

WASH. REV. CODE ANN. § 4.24.264

WASH. REV. CODE ANN. § 4.24.670

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 Washington Standard of Care for Community Association Directors & Officers**

WASH. REV. CODE § 24.03.127.

WASH. REV. CODE § 64.34.020.

WASH. REV. CODE § 64.38.010.

WASH. REV. CODE § 64.38.025.

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 [Washington – Community Association Deed Based Transfer Bans](#)**

### **5.9 [Washington – Community Association Clothesline Ban](#)**

### **5.10 [Washington – Community Association Ombudsman Programs](#)**

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

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

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

### 6.1 Condominium Insurance Requirements: Washington

CODE SECTION	PROPERTY INSURANCE (Minimum Coverage Required)	PROPERTY COVERED	PERILS
RCWA 64.34.352	80% ACV after application of deductible	Property insurance which may include equipment, betterments and improvements in a unit installed by Declarant or Unit Owner	All Risk

DEDUCTIBLE	LIABILITY (Minimum Coverage Required)	FIDELITY / CRIME INSURANCE	DIRECTORS & OFFICERS (D&O) INSURANCE
N/A	As provided in Declaration	N/A	N/A

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: Washington**

**(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
Washington	47	0.3%	\$569,919.70	0.0%

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	3	0.00%	\$35,715.97	0.00%
Condominium Master Policy (No Longer Issued)	2	0.00%	\$16,949.26	0.00%
Individual Condo Unit Insured By Unit Owner Or By Assn	23	0.00%	\$147,866.62	0.00%
Not A Condominium	10,456	0.65%	\$246,637,483.68	0.50%
Townhouse/Rowhouse Condo Unit - Preferred Risk Pol	1	0.00%	\$6,625.62	0.00%
Unknown	1	0.00%	\$6,341.63	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	4	0.00%	\$36,607.84	0.00%
Not A Condominium	995	0.59%	\$24,955,176.94	0.40%
Townhouse/Rowhouse Condo Unit - Preferred Risk Pol	1	0.00%	\$6,625.62	0.00%

**(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](#).

**National Flood Insurance Program (NFIP): Washington  
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.

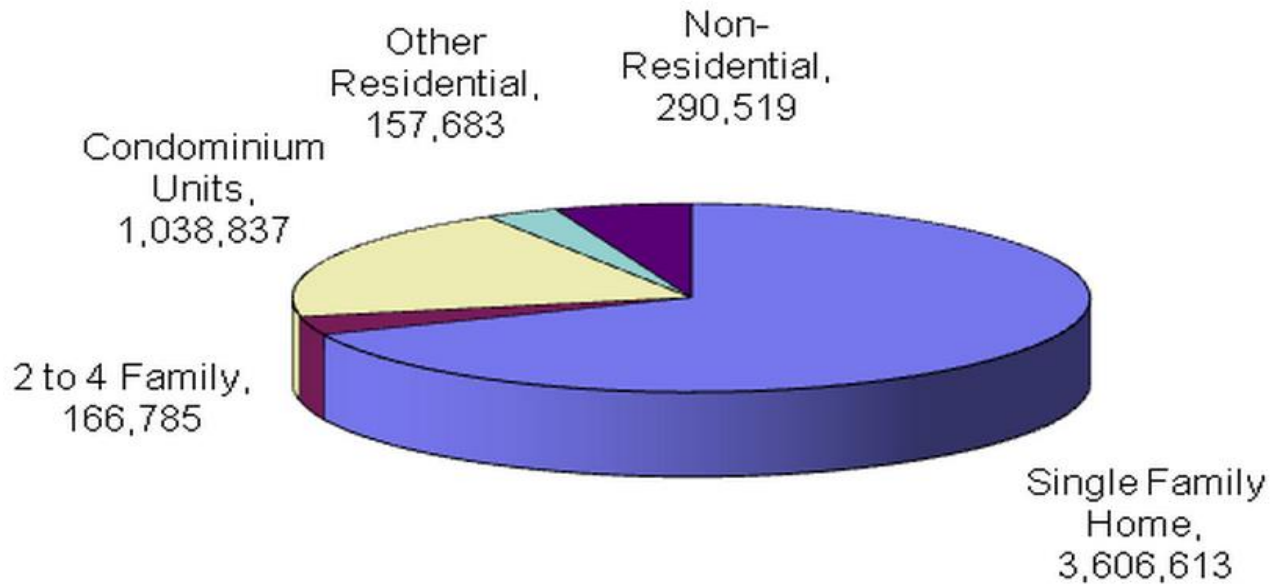
			<b>Total</b>	<b>Total Flood</b>	<b>Percent</b>	<b>Percent</b>	<b>Percent</b>
	<b>CIF</b>	<b>PIF</b>	<b>Premium</b>	<b>Insurance</b>	<b>of All</b>	<b>of All</b>	<b>of All</b>
					<b>Policies</b>	<b>Premium</b>	<b>Insurance</b>
<b>RCBAP Subsidized</b>							
RCBAP	9	114	\$94,406	\$25,252,000	0.08%	0.11%	0.11%
<b>RCBAP Non-Subsidized</b>							
RCBAP	426	2,022	\$729,847	\$366,061,700	0.23%	0.34%	0.21%
<b>Non-RCBAP Subsidized Condo Type</b>							
Individual Condominium Unit Insured By Unit Owner Or By An Association	40	40	\$40,550	\$4,725,500	0.01%	0.00%	0.00%
Not A Condominium	11,750	11,750	\$17,037,197	\$1,994,914,600	1.48%	1.29%	1.41%
<b>Non-RCBAP Non-Subsidized Condo Type</b>							
Condominium Association	1	1	\$927	\$143,000	0.00%	0.00%	0.00%
Individual Condominium Unit Insured By Unit Owner Or By An Association	617	617	\$222,074	\$106,365,600	0.02%	0.01%	0.01%
Not A Condominium	27,993	27,993	\$18,488,032	\$7,667,117,700	0.82%	0.88%	0.82%
<b>Preferred Rate Program Non-Subsidized Condo Type</b>							
Individual Condominium Unit Insured By Unit Owner Or By An Association	452	452	\$141,872	\$83,997,000	0.03%	0.02%	0.02%
Not A Condominium	14,181	14,181	\$6,804,488	\$4,309,772,000	0.80%	0.89%	0.83%

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](#)

### Policies in Force By Occupancy Type as of January 31, 2015



OCCUPANCY TYPE	POLICIES IN FORCE
Single Family Home	3,606,613
2 to 4 Family	166,785
Condominium Units	1,038,837
Other Residential	157,683
Non-Residential	290,519
Unknown Occupancy	1
<b>All Policies</b>	<b>5,260,438</b>

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 Washington Lien Priority**

§ 64.34.364. Lien for assessments, (1) The association has a lien on a unit for any unpaid assessments levied against a unit from the time the assessment is due. (2) A lien under this section shall be prior to all other liens and encumbrances on a unit except: (a) Liens and encumbrances recorded before the recording of the declaration; (b) a mortgage on the unit recorded before the date on which the assessment sought to be enforced became delinquent; and (c) liens for real property taxes and other governmental assessments or charges against the unit. A lien under this section is not subject to the provisions of chapter 6.13 RCW.

[Review a National Matrix of Association “Super-Priority” Lien Legislation UCIOA – Official Comments on Association Lien Priority, Section 3-116 Selected Case Law on Association Lien Priority](#)

### **6.4 Washington Reserve Fund Requirements**

Unit owners associations may adopt and amend budgets for revenues, expenditures, and reserves and collect assessments for common expenses from unit owners, and establish and administer a reserve account and prepare a reserve study. Section 64.34.304 and 64.38.020. The decisions relating to the preparation and updating of a reserve study must be made by the board of directors of the association in the exercise of the reasonable discretion of the board. Such decisions must include whether a reserve study will be prepared or updated, and whether the assistance of a reserve study professional will be utilized. Section 64.34.388. Associations are encouraged to establish a reserve account to fund major maintenance, repair, and replacement of common elements, including limited common elements that will require major maintenance, repair, or replacement within 30 years.

See Appendix 2 in [Community Association Fact Book 2014](#) 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:

- Insurance terminology, in terms of coverages, policies, and practices
- Association exposures to loss and insurance coverages
- 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 the following 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 [Snap Surveys](#)**

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



## 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 more than 33,000 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).



6402 Arlington Blvd., Suite 500  
Falls Church, VA 22042  
[www.cairf.org](http://www.cairf.org)