

Steeplechase HOA Homeowner Proposal for Community Improvements

This form is for Homeowners & Board Members to Submit a request for Board for Consideration, Action, Investment or Acceptance of a new activity, acquisition or event. This form provides the Homeowner a record of the proposal for submission to the HOA Board for Regular Meeting Consideration, Budget Planning and Record of Voting by Board. Further this forms provides documentation of the Boards activities leading to acceptance, funding, implementation or rejection of the proposal.

Fill out all sections where indicated:

Submitted by:

Title or Name of Proposed idea:

Date Submitted: ___/___/___

Description of Proposal:

Value & Impact on Community:

Rationale in Support of Proposal: (List top reasons supporting)

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____

Date Needed: (Attach evidence for near term request)

Current year (by Month): _____

Next Calendar Year (by Season) _____

Out years (plan for CY:) _____

Costs:

Investment Cost: \$ _____
(Attach quotes from competitive vendors)

Sustainment Costs: \$ _____
(Annual Maintenance or Supporting Costs
based on Current Year Dollars - Attach Quotes from Vendors)

Recommended Funding Source:

Current Year Annual Budget _____

Next Calendar Year Budget Planning _____

Out year (e.g. 5 Year Budgetary Planning) _____

Homeowner Petition:

(Get up to 10 homeowners to sign)

Homeowners Statement: I have read the proposal above and understand and agree with the plan, including costs for acquisition and sustainment and further agree that increases in HOA Annual Dues may be required to pay for this proposed change. I certify that I am a homeowner within the Steeplechase Community and Reside at the Unit Number shown with my signature below.

NAME:	Signature	Unit #	Date
1) _____	_____	_____	_____
2) _____	_____	_____	_____
3) _____	_____	_____	_____
4) _____	_____	_____	_____
5) _____	_____	_____	_____
6) _____	_____	_____	_____
7) _____	_____	_____	_____
8) _____	_____	_____	_____
9) _____	_____	_____	_____
10) _____	_____	_____	_____

If Available: Add More

Property Manager's Assessment:

Describe impact on Property Manager's workload or that of current contracted services (e.g lawn maintenance or Pool servicing)

HOA Board Activity

(Board Completes This Section)

Date Proposal Received: ____/____/____

Date Scheduled for Discussion during Open Board Meeting:

____/____/____

Date Scheduled for Vote: ____/____/____

Vote Record by Office:

Title	Yes	No	Defer Action	Abstain
President	_____	_____	_____	_____
Vice-President	_____	_____	_____	_____
Treasurer	_____	_____	_____	_____
Secretary	_____	_____	_____	_____
Member-at-Large	_____	_____	_____	_____

NOTES: Majority Vote rules (i.e. 3 of 5) for matters within current budgetary allowances. Reallocation of resources during current year requires 4 of 5 vote in support. Deferment by simple majority results in delay until next CY budget and vote at January HOA membership to approve next year's Budget. Majority vote to Abstain must include explanation and request for further assessment and scheduled date for a resubmit to the board for vote.

Board Actions:

- 1) Accept the proposal for the Current Calendar Year and Budget
- 2) Reject Proposal
- 3) Defer Action with Caveats:
 - A) While Submitter Gathers more Information in Response to Board's Questions.
 - B) To Next Calendar Year due to
 - 1) Budget Constraints - consider for next year's budget
 - 2) Time Constraints in Remainder of current year
 - C) Until Current year Budget Reassessment to determine Funds Available
 - D) Candidate may Require Increase HOA Member Annual Dues

Board's Concerns or Objections for the Record (e.g. Future Action):

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____