



Agenda Form

Agenda items must be submitted no later than Fifteen (15) days prior to the meeting to be on the next agenda. All supporting materials (e.g., citations, photos, etc.) must be included when you submit this form to the General Manager as items may not be handed to the Board during the meeting. Please note your agenda item will appear under the heading "Homeowner Submitted Agenda Item" immediately following New Business and just before the second Open Forum at the end of the meeting.

Board Member/Member:

Date:

Title for Posted Agenda:

Topic:

Reason:

Relation to Association Business:

Question:

1. Has this or a similar topic been submitted for consideration in the past 6 months?
Yes___ No___

Member Estimated Cost to Implement, if any \$ _____

Will Management need direction from the Board to obtain bids or proposals?

Yes___ No_____

For Meeting:

To Be Completed by Management: If topic has been on the Agenda in the past 6 months was the topic approved or did it fail? ___NO_____