

CHAPTER 17: DEVELOPMENT

17.1 DEVELOPMENT GOALS: See SR 2.3.2

17.2 AUTHORIZATION FOR PROJECTS (33/87) (45/05) (58/05) (80/06)

17.2.1 LIMIT OF COMMITTEE POWER: The Development Committee (Devo) is not empowered to commit the ICC to development projects.

17.2.2 AUTHORIZATION OF EXPENDITURES: The Development Committee will research and make recommendations on major maintenance projects. Each year, Devo shall also review and may recommend potential improvement projects. It is the responsibility of the Development committee to: (58/05)(37/09)

- A.** Develop a list of Devo recommended projects for the yearly budget process. This list will be completed and submitted to the Board of Directors by the first October Board meeting. It is the responsibility of the House Presidents to review this list with their respective houses and bring any concerns, additions or deletions to the following Board meeting in October. Any and all changes will be reviewed by the Development Committee.
- B.** Devo will submit their annual budget proposal to the Finance Committee no later than the last week in October.
- C.** Ensure that all Devo recommended projects are approved by the Board of Directors before implementation. (80/06)
- D.** Devo may, on a four year cycle, choose two contractors for each of the major aspects of major maintenance, e.g., roofs, windows, siding, bathrooms. They may go with each contractor on a bi annual alternating basis. Each contractor is monitored on an ongoing basis and after the second year of the cycle, Devo will evaluate each company's performance and choose whether or not to replace it with another contractor for the final two years.
- E.** Investigate projects as requested by maintenance managers or the Maintenance Committee. Devo may decline to pursue requested projects.

17.2.3 MEMBER REFERENDUMS: Purchasing and or selling property must be approved by a referendum vote involving the ICC membership.

17.2.4 NEGOTIATIONS: Devo and the General Manager will negotiate the cost of promising purchases and sales of property. The General Manager, or Devo staff member, may make offers on behalf of the ICC with approval from Devo (majority of Devo with the chair allowed to vote). Co-Co will be immediately informed of any ICC offers, and the Board of Directors will be informed and presented with a cost-benefit analysis at the next board meeting. All offers will be contingent on approval in a referendum of the membership. (45/05)

17.2.5 NEGOTIATIONS ON PROPERTY

- A. PURCHASES**

1. Devo will investigate properties that would be a good fit for the ICC, when the ICC is in a position to make a purchase.
2. With Coco's approval, Devo will present a cost-benefit analysis to the board on potential purchases.
3. Devo will then seek authority to conduct a referendum, for the purchase of a specific house with a specified maximum price.
4. The President and General Manager, or their appointed representatives, have authority to make offers contingent upon the passage of the above referendum, and to close the purchase.

B. SALES

1. Devo will consider if a house needs to be sold, based on recommendations from the Development, Finance, or Coordinating Committees.
2. With Coco's approval, Devo will present a cost-benefit analysis to the board, and will seek approval to conduct a referendum.
3. If the referendum passes, the ICC President and General Manager, or their authorized representatives, have authority to list the property, and close the sale, contingent on board approval. (55-08)

17.3 DEVELOPMENT DESIGNATED CASH (33/87) (9/02)

17.3.1 USE OF MONEY: Development DC moneys may be used only for:

- A. Repair and expansion of ICC owned facilities and associated preparatory costs. (64/96) (9/02)
- B. Setting up programs to increase the services offered within the ICC.
- C. All proposals involving Development Funds must pass through the Development Committee, or the group that holds the responsibilities of the development committee, as designated by the Board of Directors.
- D. No development fund monies will be expended without cost/benefit analysis.
- E. Costs directly relating to the study and purchasing of properties.
- F. Room conversions as per SR 17.4
- G. Policies and projects for handicapped accessibility (64/96)

17.3.2 SOURCES OF FUNDING (15/90)

- A. An amount from the operating budget as specified by SR 13.22
- B. Every year the development committee shall review this Standing Rule, and propose changes in funding if necessary. (3/98)
- C. Donations designated for Development. Devo can investigate legal avenues for encouraging donations. (64/96) (110/03)

17.3.3 In the event that a project needs more evaluation than can be supplied within the ICC, then the Development Committee may devote Development Fund money to investigating (e.g. architect's plans for additions, or rehab) the feasibility of a possible property purchase. The Development Committee may only approve such monies after consulting the General Manager. (41/89) (64/96) (9/02)

17.4 ROOM CONVERSIONS:

The ICC adopts a program of dividing rooms to provide more singles.

17.4.1 Any conversion must be approved by the house in question prior to a decision by the Board. (17/98)

17.4.2 Devo is responsible for studying the physical attributes ONLY of all room conversions with the findings reported to Fin.Com for financial analysis.

17.5 DAMAGE CAUSED BY ABUSE, MISUSE, OR NEGLECT

17.5.1 Devo will investigate and assess fines in accordance with SR 15.5 (8/03)(69/04)

- A.** The voting procedure will be a simple majority with the chair breaking a tie. Any directly involved member of Devo may not vote on the fine.
- B.** The development committee can assess a fine of up to twice the amount of cost of repair, as detailed in the maintenance policy. (71/04)

17.5.2 Visible damage does not need to occur in order for damage to be considered damage caused by abuse, misuse, or neglect and fined back to the house. (69/04) (59/05)

- A.** The appeal for this fine is the same appeal as for any other intentional damage case and the fine must be levied with a consensus of Devo as opposed to a simple majority. The board may repeal/assess this fine should it be brought to the board in a proposal format.
- B.** This rule cannot be applied in the case of accidental damage from an attempt to repair damage in the house.

17.6 HOUSE COMMUNICATIONS: (80/06)

In order to reduce overall maintenance expenses, Devo shall communicate fundamental information with all houses and maintenance managers.

17.6.1 BUDGET INSPECTIONS: In the fall, Devo members will meet with every maintenance manager, on a one-on-one basis, to review the Director of Maintenance Services' budget inspection for that maintenance manager's house, guiding them as to what systems in their house may need attention.

17.6.2 MAINTCOM MEETINGS: At a minimum of once per year, Devo representatives will attend Maintenance Committee meetings, providing information on the conditions of houses and justification for planned major maintenance work. During the annual budget process, Devo will acquire feedback from Maintcom on Devo's recommendations for major maintenance projects. Exact arrangements will be decided between the Development and Maintenance VP's.

17.6.3 EDUCATION: Devo shall work with Maintenance Committee to educate maintenance managers on how to recognize small problems before they become major maintenance situations. Exact arrangements will be decided between the Development and Maintenance VP's.

17.7 ICC TRUCK:

The Development Committee shall administer all ICC Truck Standing Rules as written in Chapter 16 and the Supplemental ICC Vehicle Use Rules in the Devo Policies (57-08)