



RESOLUTION 03-18-113

Unauthorized Alteration Fee

WHEREAS, the Mutual has seen an increase in unauthorized alterations; and,

WHEREAS, significant administrative staff time is necessary to investigate, document and process unauthorized alteration incidents.

NOW THEREFORE BE IT RESOLVED, July 17, 2018, that the Board of Directors hereby adopts the Unauthorized Alteration Fee;

RESOLVED FURTHER, effective September 1, 2018, the administrative fee for processing Mutual Consents after-the-fact will be \$300;

RESOLVED FURTHER, when it has been determined that a member has started or completed alterations without proper prior Mutual Consent, a Stop Work notice will be issued and the member will be scheduled for a disciplinary hearing before the Board;

RESOLVED FURTHER, the member will be directed to apply for Mutual Consent and shall pay the Unauthorized Alteration Fee, which shall be in addition to the Board approved Mutual Consent processing fees;

RESOLVED FURTHER, payment of the Unauthorized Alteration Fee does not preclude the Member from disciplinary action by the Board;

RESOLVED FURTHER; that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out the purpose of this resolution.