I. MANAGEMENT BEYOND THE POD - STAFF PROCEDURES

Management beyond the POD Staff Procedures

1. The District receives a complaint or staff observation of delivery issues.
2. Determine and document the issues.
   a. If District determines the matter can be readily resolved by the landowners the District will participate as necessary.
   b. If the District determines that the water rights are subject to potential jeopardy or the matter cannot be resolved by the landowners, then the following steps may be implemented.
      i. Written notice by District to all landowners on the ditch of complaint directing the landowners to correct the problem themselves.
      ii. Provide District policy
      iii. Explanation of the issues
      iv. Options for corrections/improvements
      v. Landowners may contact District within 7 days from the date of the letter if they would like a Group Meeting*, or;
      vi. Encourage patron collaboration to resolve the issue within 10 days of letter.

*GROUP MEETING:
1. Encourage group collaboration
2. Discuss improvement options
3. Scope of work
4. Cost of improvements
5. Determination of who will complete work
6. Payment options
   a. Landowner pays upfront
   b. Costs shall be levied proportionately against each property
   c. Sub-district formation and assessment
   d. Written agreement and/or recorded contract

ENFORCEMENT ACTIONS:
   a. Failure by the landowners to resolve the issue(s) within the specified timeline will result in District enforcement.
   b. Notification of proposed action to District Manager.
   c. District determines work and completes.
   d. Costs shall be levied proportionately against each property.

As appropriate request Board of Directors approval and/or resolution to correct the problem.