

Devore Water Company

Standard Operating Procedure

Share Drawing – Delinquent Assessments

Approved – 7/10/2012

The Devore Water Company conducts a drawing to recover the costs of any share that the assessments and associated fees have not been paid. This is not a sale or auction and is not to increase revenue for the company but to recover costs associated with the share assessments. This will ultimately move the share to another property owner that needs the share and will maintain the assessment payments which in turn will assist the company in maintaining and improving the system.

The following are the rules associated with this drawing:

1. A share will be considered delinquent after 3 unpaid assessments or \$500 in back assessments, water bills, and legal expenses, hereafter referred to as “fees”, whichever occurs first.
2. If multiple shares are delinquent, then only the number of shares necessary to recover the unpaid fees shall be placed into the drawing.
3. Shares shall be transferred via a drawing of a ticket and payment of the associated fees.
4. Only current property owners within the Devore Tract are eligible for the drawing.
5. Property owner does not need to currently own a water share.
6. Proof of property ownership shall be presented at share drawing by the means of a tax bill or closing escrow papers with property APN and address along with an identification card (driver’s license or State ID Card) that matches the ownership of the property listed on the tax bill. **NO PROOF OF ABILITY TO PAY IS REQUIRED.** After the tickets are drawn, the associated qualified buyer can immediately pay with cash, check, or cashier’s check or can have until noon (12:00pm) of the next available business day to complete the transaction.
7. Owners of multiple properties will be allowed one drawing ticket per property with proof for each as listed in item 6.
8. Joint ownership does not constitute more than one drawing ticket.
9. Corporation ownership does not constitute more than one drawing ticket per property owned by the corporation.
10. Drawing will be conducted as follows:
 - a. Tickets will be two parts, one for the drawing and one for the participant.
 - b. The drawing half of the ticket shall be placed into a box for drawing. The other half of the ticket shall be retained by the property owner as proof and claim after the drawing.
 - c. The number of shares to be drawn will determine the number of tickets drawn.
 - d. The delinquent share list shall be ordered from lowest to highest associated fees.
 - e. Ticket holders that have been drawn shall identify themselves to the office manager of the company and provide their name and phone number(s).
 - f. After the tickets are drawn, the associated buyer can immediately pay with cash, check, or cashier’s check or can have until noon (12:00pm) of the next available business day to complete the transaction.
 - g. The water share will only be transferred after property ownership is verified and the funds have cleared the Bank.
 - h. If there is a share(s) remaining because fees are not paid, these shares will be held over until the next drawing.