

**Buckskin Artists Community  
Member Information Packet  
January 1, 2023**

**Water Service Policy**

**Table of Contents**

<b>Section</b>	<b>Description</b>
<b>1.</b>	<b>Introduction</b>
<b>2.</b>	<b>Points of Emphasis</b>
<b>3.</b>	<b>Future Expansion</b>
<b>4.</b>	<b>Water Service Application</b>
<b>5.</b>	<b>Installation Criteria</b>
<b>6.</b>	<b>Installation Fee Structure</b>
<b>7.</b>	<b>Water Main Installation Cost Sharing</b>
<b>8.</b>	<b>Service Disconnection</b>
<b>Appendix 1</b>	<b>Water Service Area (WSA) Legal Description</b>
<b>Appendix 2</b>	<b>Water Service Area (WSA) Maps</b>

**1. Introduction**

1.1 As a private corporation our water system was established for the use by members of our community. Our water system is defined as a Community Water System under the definitions and regulations of the State of Arizona and the Arizona Department of Environmental Quality (ADEQ). Our system is operated by a State licensed operator and is required to conform to all rules and regulations established by ADEQ. Our community is defined as those living within the boundaries of Plat 6-2 and 6-22, or BAC and BACW. The water system is private and was paid for by the property owners of BAC and BACW. The Water Service Area (WSA) was expanded from just BAC and BAC West to include the area in Appendix 1 (WSA Legal Description) and depicted on Appendix 2 (WSA Maps). Properties outside of BAC and BAC West within the WSA must become members of BAC HOA and agree to abide by the Bylaws and CCRs of BAC to obtain and continue water service. A property owner who is not a member in good standing shall not receive water from the BAC water system. Properties within the WSA but not within BAC or BAC West

may withdraw from the HOA and cease being a customer. Once withdrawn, reentry is not allowed.

- 1.2 The dues paid by those property owners for inclusion in the association are not to be construed as the way to obtain water. These fees are necessary to be a member of the association who will then agree to abide by the association's deed restrictions which are in place to improve property values. Water is not provided to any property owner who is not a member of the association.

## **2. Points of Emphasis**

- 2.1 In the event of a failure of some component of the water system, users may experience periods of time in which water is not available. It is the intention of the Board of BAC to immediately repair the system. The Board will contact service personnel as soon as practical and will make all reasonable efforts to get repairs started as soon as possible. However, there may be periods of time that water service is not available even after repairs are started. The water policy makes no guarantee of service availability.
- 2.2 To preserve our long-term water supply, BAC prohibits the use of our water supply in ponds of any kind. BAC reserves the right to discontinue water service to any user who violates this ban.
- 2.3 It is the intent of the BAC Board of Directors to provide all water customers with a constant supply. This does not mean that service interruptions will occasionally occur due to maintenance and/or failures.
- 2.4 Some customers at the higher elevations of our community may require the installation and use of a private booster pump. If this is required, then the responsibility and cost is carried by the property owner.

## **3. Future Expansion**

- 3.1 The Board of BAC realizes that to meet the needs of a growing community the water system infrastructure may have to expand and improve in performance. The current system as designed has a known capacity. Once that is exceeded additional water delivery components will have to be added to the system.
- 3.2 Our present system has three wells, three well pumps, two storage tanks, two distribution pumps, one hydropneumatic tank and one set of main distribution lines. Future expansion will require one or more of the above components to be added or expanded.

#### **4. Water Service Application**

- 4.1 Property owners within the BAC and WSA areas desiring new water service must submit an "Application for Water Service".
- 4.2 A property owner must be a "member in good standing." This means observing the deed restrictions, observing other terms and conditions as the Board of Directors may prescribe, including, but not limited to, the payment of fees, annual membership dues, special project assessments and any other dues and/or fees in such amount as may be approved by the Board of Directors.
- 4.3 A property owner must receive confirmation of availability of water service before any construction can begin. The confirmation will be the return of the application approved by the Board of Directors.

#### **5. Installation Criteria**

- 5.1 Property owners are NOT allowed to install water mains or hire contractors to install water mains. All mains will be installed by BAC certified contractors under the direction of BAC Board. The Board will contract and schedule the installation of the water main based on the needs of individual locations. This work will be done at the expense of the property owner. BAC will then own and maintain all water lines. However other property owners wishing to hook up to a water main installed by the first property owner can do so. It is encouraged that sharing of a proportional share of the original cost of installing the water main be negotiated with the first property owner.
- 5.2 BAC Board will have the water main installed by an approved contractor and will have the contractor make the tap into the main. This work includes the running of the water service line from the main to the meter box located adjacent to the roadway. This meter box will have a waste and drain valve, and a stop and lock valve. This work may NOT be performed by the property owner or by a contractor hired by the property owner. Failure to observe this process will result in having the connection removed and replaced by the BAC approved contractor at the expense of the property owner. Construction of the water line from the meter box to the dwelling is the responsibility of the property owner, but BAC reserves the right to inspect the line before it is backfilled.
- 5.3 It is the property owner's responsibility to ensure that the water main is located in a utility right-of-way, and these rights-of-way have been secured from all landowners and are recorded in the County records. A survey is required, at the expense of the property owner, to ensure that the water lines are within the proper boundaries of the right-of-way.

## 6. Installation Fee Structure

6.1 The fee structure is composed of several components. The first is a hookup fee which is a one-time fee associated with gaining the opportunity to connect to the common distribution system. The second fee, if needed, is associated with the cost to bring the water main to the front of the property. The third fee is the cost of hooking up from the main to the meter box. The fourth fee is the cost of running the water line from the meter box to the structure on the parcel.

Item #	Fee Description	Used For	Period	Fee Determination
1	Hookup Fee	Access to water	Once	\$1,500.00
2	Run water main	Construction of main, if needed	Once, if necessary	Depends on dig conditions
3	Install water service	Hooking main to meter	Once	BAC Contractor based on installation conditions
4	Dwelling service	Bringing water to house	Once	Homeowner's responsibility

6.2 All of the above fees are the responsibility of the property owner. Items 2 and 3 above, are the responsibility of the property owner but are contracted by the BAC Board of Directors. This is for consistency of installation, protection of the water system and to ensure that all codes are adhered to.

6.3 A payment of the estimated cost of items #2 and #3 must be deposited with the Board prior to the commencement of work to install mains or making the connection to the mains. This cost will be determined by BAC's contractor's actual labor and material cost. An estimate will be prepared prior to proceeding.

6.4 After the meter box and all connections are completed, the system will be locked out by the BAC Board until all the associated fees are paid in full.

6.5 The fee schedule assumes that the property owner has paid all association fees and is in good standing. If this is not the case the Board will reject the application until the fees in arrears have been paid in full.

## **7. Water Main Installation Cost Sharing**

- 7.1 The above fee schedule does not consider the "sharing" of cost that an existing property owner paid for water main installation to his/her property with another property owner wishing to establish service to his/her property. Historically, sharing of cost by an owner wanting service has occurred when the tie-in requires connection to a section of main that was installed to adjacent property and paid for by that property owner.
- 7.2 This is a matter between the two property owners and the Board will not be involved in the setting of fees or negotiations. However, the Board, in this case, must be contacted to arrange for making the connection from the main to the meter box and the installation of the meter box.

## **8. Service Disconnection**

- 8.1 Once service has been connected, it is not the intention of the Board to do anything that will jeopardize the continual flow of service to that customer. The Board does reserve the right to remove service to those customers who do not pay their required fees (See Bylaws, Sec. 3.4).
- 8.2 The Board will send out a first disconnect notice that warns the property owner that the lack of payment of association fees will result in disconnected service. The time frame for paying the fees will be described in the notice. If there has been no response, in the time frame specified then a second notice, by registered mail will be sent to the homeowner's last known home address. If that still meets with no response then the Board, at its discretion can remove service from that property. Once service has been removed it will be reinstated once the property owner pays the association fees that are delinquent. The owner is required to pay a reconnect fee of \$200 plus any direct cost associated with disconnecting and reconnecting the service for the service to be reinstated.

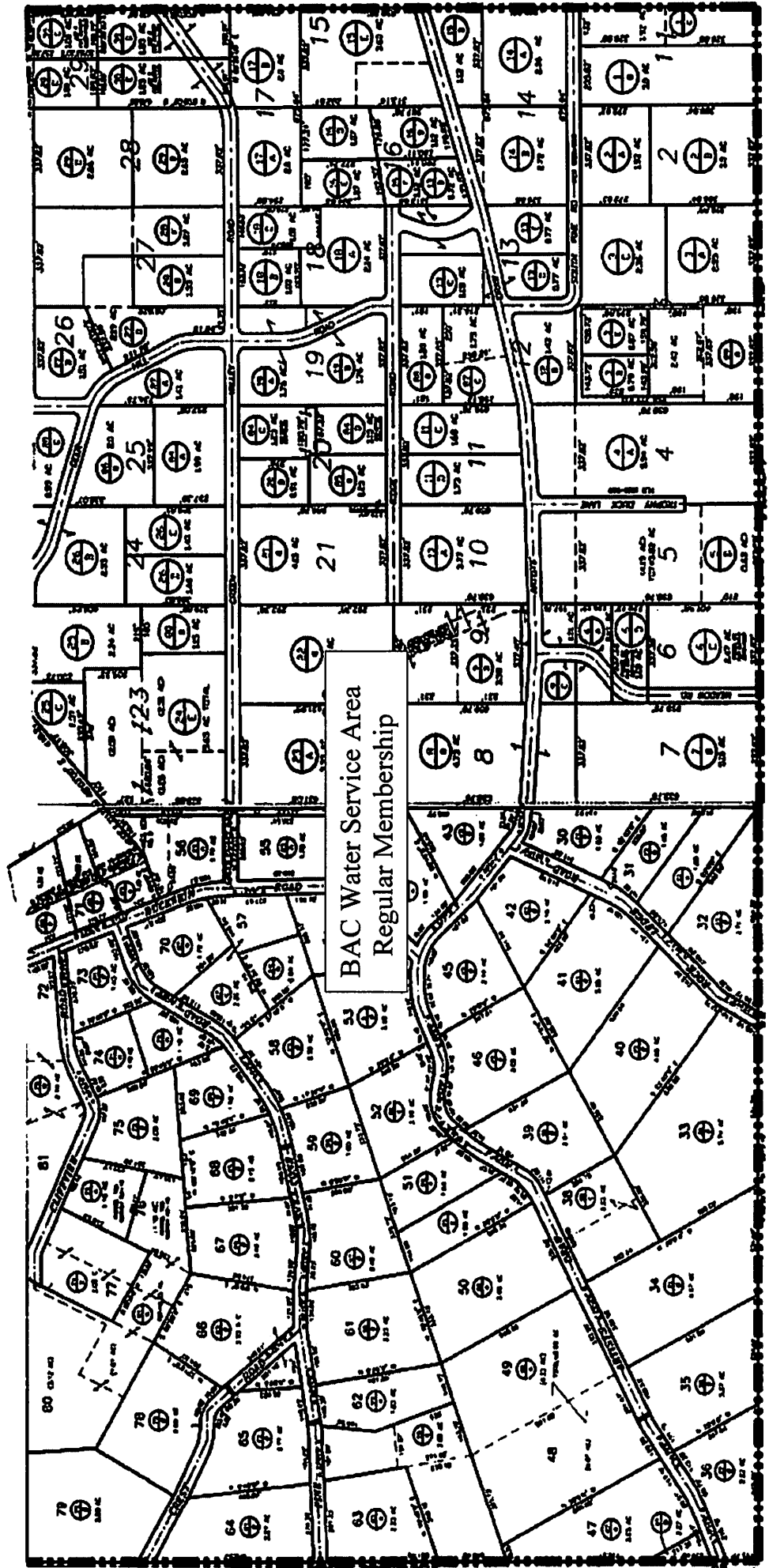
**Water Service Policy Appendix 1**  
**Water Service Area Legal Description**  
Current to January 1, 2023

1. Describing the properties contained in Township 12 North, Range 16 East, Section 25 South 1/2, and South 1/2 of the North 1/2 of Section 25, that is most of code 0607 as shown on County Assessor Map 207—18.
2. More, particularly described as follows:
  - 2.1 Beginning at the Northwest corner of parcel 13 thence Easterly along the North line of parcel 13 to the East side of Buckskin Canyon Road,
  - 2.2 Thence Southeasterly along Buckskin Canyon Road to the Northwest corner of parcel 2Z,
  - 2.3 Thence along the Northeasterly line of parcels 2Z AND 65 to the Northeast corner of parcel 65,
  - 2.4 Thence along the Easterly line of parcels 65, 2S, and 2U to the Southeast corner of parcel 58,
  - 2.5 Thence along the Southeast line of parcels 58 and 2V to the Northwest corner of parcel 25C,
  - 2.6 Thence Easterly along the North line of parcels 25C, 25B, 26B, 20C, 26B, 28F, 29D, 29E to the Northeast corner of parcel 30C,
  - 2.7 Thence Southerly along the Section 25 East line to the Southeast corner of Section 25,
  - 2.8 Thence Westerly along the Section 25 South line to the Southwest corner of Section 25,
  - 2.9 Thence Northerly along the Section 25 West line to the Southwest corner of parcel 15,
  - 2.10 Thence Easterly to the Southeast corner of parcel 15
  - 2.11 Thence North to the Northwest corner of parcel 13 which is the point of beginning.
- 3 This is the Buckskin Artist Community Water Service Area as of January 2023. See the attached Navajo County Assessors map 207-18 code 0607 only for further layout.
4. The management agent for this Water Service Area is the Buckskin Artists Community Home Owners Association in particular the President and the Water System Operator.

**Water Service Policy Appendix 2  
Maps**

- 1) S ½ of Section 25 Water Service Area Map  
(BAC Proper)**
- 2) N ½ of Section 25 Water Service Area Map  
(Remainder of Water Service Area)**

BUCKSKIN ARTISTS COMMUNITY, Inc.  
S ½, Section 25, Township 12 North, Range 16 East, GSRB&M  
Navajo County, Arizona



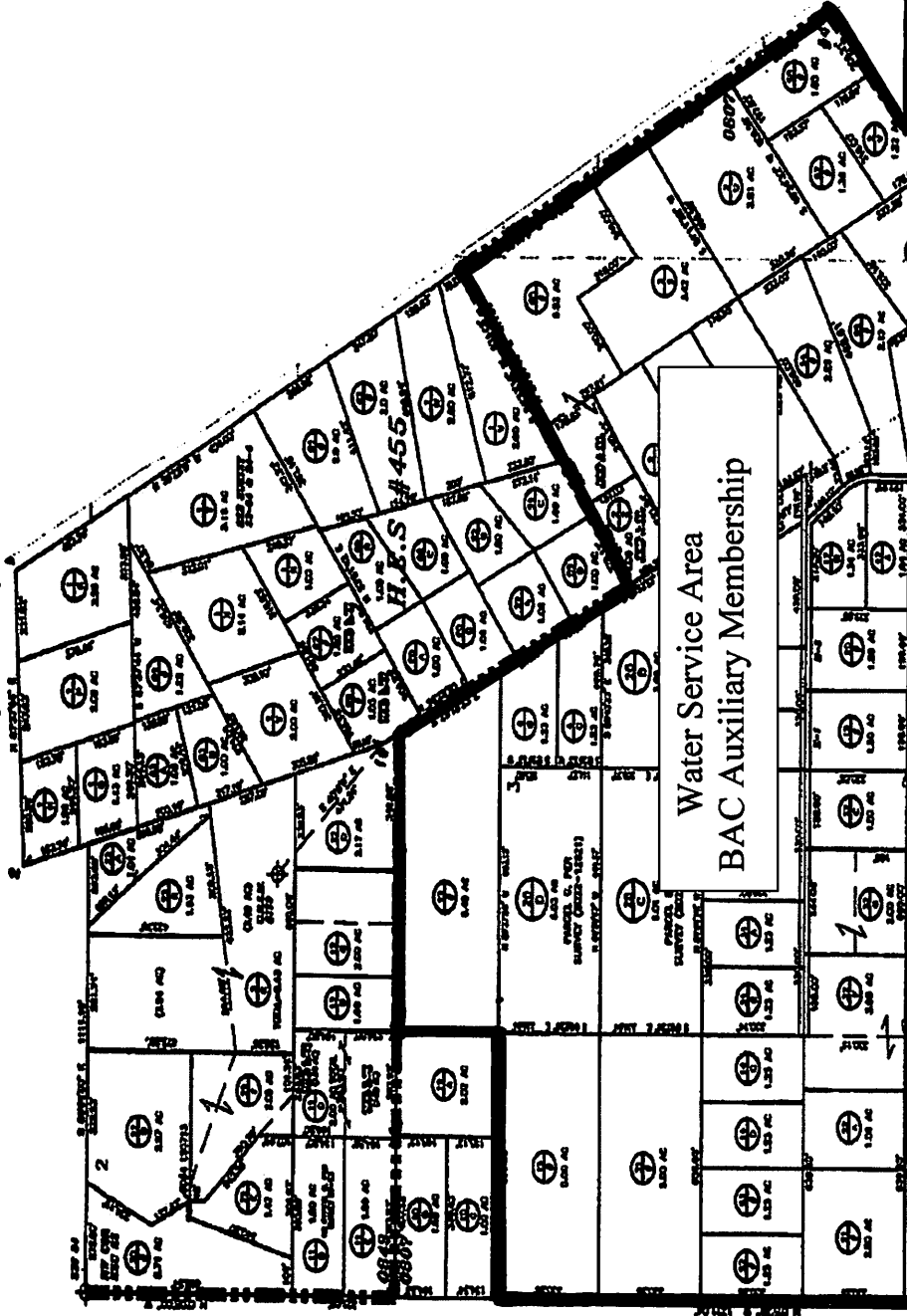
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Current to 01-13-2023



BAC WATER SERVICE AREA

In the N 1/2 of Section 25, Township 12 North, Range 16 East, GSRB&M  
Navajo County, Arizona



Water Service Area  
BAC Auxiliary Membership

Buckskin Artists Community West

Buckskin Artists Community

Not to scale