

Kachina Village Improvement District



928-525-1775

3150 Jadito Trail Flagstaff AZ 86005

www.kachinawater.com

Instructions for completing the set-up for water/wastewater service:

- 1.) Fill out, sign and have notarized the first two pages of the application packet. To avoid having a notary, sign the application in front of a KVID staff member.
- 2.) Copy of the settlement page of the house closing documents. This is the page has the previous owners new mailing address, new owner information and the settlement date (closing date).
- 3.) \$180 is also necessary to establish an account. \$120 will be refunded after one year of good payment history.
- 4.) Photocopy of a valid driver's license or state approved ID of the new owner.
- 5.) Mail back the original notarized application, deposit form, copy of the closing document, and a check for \$180 to the address below.

Kachina Village Improvement District
3150 Jadito Trail
Flagstaff, AZ 86005

- 6.) You can either fax the application to (928)525-2529 or scan and email to businessoffice@kachinawater.com in order to prevent any interruption of service. You still have to mail in the originals.
- 7.) Indicate if you would like the water to remain **ON** or tuned **OFF**.

Kachina Utilities has the policy, where once the water has been turned off, someone must be at the home and have access to the house when we turn the water back on. Our turn on times are M-F from 8:00am to 4:00pm. All that is needed to turn the service back on is to call the office and within the hour (the true time is usually 20 minutes barring any emergencies and staffing issues) we dispatch a technician to turn on the water. Weekend is by appointment, scheduled at least two days in advance and generally a.m. only.

- 8.) Note you will receive a bill once a month for a minimum of \$72.73 as a base rate. Any water usage will be an additional charge.
- 9.) Rental or Investment Properties are required to have the owner's name stay on the utility and will be responsible for any water/sewer bills.
- 10.) KVID offers ACH (Auto Deduct) and E-Billing for customer convenience.

If you have any questions don't hesitate to call me at the number below.

Thank you,

Moya Miller
Accounting Manager



KACHINA VILLAGE IMPROVEMENT DISTRICT

3150 Jadito Trail, Flagstaff AZ 86005 (928)525-1775
www.Kachinawater.com fax (928)525-2529
businessoffice@kachinawater.com

APPLICATION FOR SERVICE

Date _____

DISTRICT USE ONLY

This form must be notarized if unable to
Present in person to KVID employee.

Acct# _____

WO# _____ Date _____

Acct. Estab .Fee _____

Sec. Dep. _____

Receipts _____

Sewer/Water Connect Fee _____

Property Owner _____ Phone _____

Last First Middle

Driver's License # _____ State _____ Expiration Date _____

Co-Owner/Spouse _____ Phone _____

Last First Middle

Driver's License # _____ State _____ Expiration Date _____

Village Address _____

Mailing Address _____

Email _____ Cell# _____

Preferred Billing Method: ☐ Both Print and E-Bill ☐ E-Bill Only ☐ Print Only

CUSTOMER ACCEPTANCE

I, the undersigned, hereby make application to KACHINA VILLAGE IMPROVEMENT DISTRICT for water and sewer services. I agree to pay for such services at the established rates for my usage classification, and in accordance with all rules and regulations as approved by the BOAD OF DIRECTORS for KVID. I agree to use such services for my own purposes and further agree not to sell any part of the same, or permit such services to be used for any other purpose other than for my own purposes as allowed in my usage classification. I agree not to tamper with, or modify the water valve contained within meter box, I agree that duly authorized agents and employees at said DISTRICT shall have access to my premises at all reasonable hours for the purpose of installation or removal of meters, and inspection of equipment incidental to carry out this agreement, and I further agree to hold the DISTRICT harmless from any claims, real or alleged, for loss or damage to property or persons arising out of the delivery of services beyond the point of metering.

I agree to give said DISTRICT three (3) days notice prior to vacating the premises and discontinuation of services. In the event of failure on my part to comply with the terms and conditions of this agreement, I agree that said DISTRICT, or its representative, may discontinue services hereunder without further notice to me, and that such discontinuance will not constitute waiver of any claims against me for prior services rendered here under by said DISTRICT.

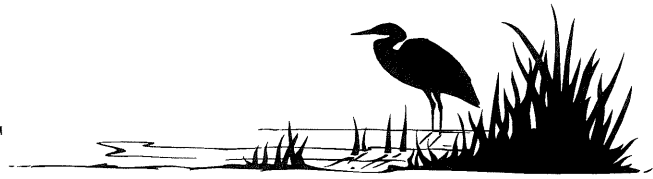
I also agree that if my account is sent to a collections agency due to my failure to pay that I will be liable for all collection agency fees and the outstanding amount due the DISTRICT.

Signed _____

Witness _____ Date _____

**KACHINA VILLAGE
IMPROVEMENT DISTRICT**

3150 Jadito Trail, Flagstaff, AZ 86005
(928)525-1775



Service Id# _____

SECURITY DEPOSIT

YOUR \$120.00 SECURITY DEPOSIT IS REFUNDABLE AFTER TWELVE (12) MONTHS GOOD PAYMENT HISTORY.

GOOD PAYMENT HISTORY MEANS **NO** LATE PAYMENTS IN TWELVE (12) MONTHS OF CONSECUTIVE BILLING.

THIS DOCUMENT WILL BE KEPT IN YOUR CUSTOMER FILE. YOUR PAYMENT HISTORY WILL BE AUTOMATICALLY REVIEWED AFTER ONE (1) YEAR, OR APPLIED TO YOUR FINAL BILL, WHICHEVER COMES FIRST.

Signature

date

PREFERED BILLING METHOD

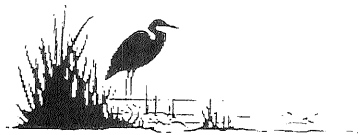
BOTH PRINT & E-BILL

E-BILL ONLY

PRINT ONLY

☐☐☐

Email Address: _____



Service ID # _____

KACHINA VILLAGE IMPROVEMENT DISTRICT

3150 Jadito Trail, Flagstaff AZ 86005

(928)525-1775

ACH Bank Draft Payment Sign-Up Form

CUSTOMER INFORMATION

Name on Account: _____ E-mail Address: _____

Service Address: _____ Phone No: _____

FINANCIAL INSTITUTION INFORMATION *(attach a voided check or complete below)*

Bank Name: _____

Bank Routing/Transit No: _____

Name as it Appears on Bank Account: _____

Bank Account Type (circle one): Checking / Savings

Bank Account No: _____

DEDUCTION AMOUNT will be current amount with a maximum of \$250. For any adjustment of amount, please talk to the clerk.

I certify that the information above is correct, that I am an authorized signer or designate of the account provided for ACH transaction, and that I am authorized to provide this information.

I authorize Kachina Village Improvement District to deduct my utility payment from this bank account via Electronic Fund Transfer. I understand Kachina Village Improvement District requires a 30 written notice in order to revoke this authorization.

Kachina Village Improvement District reserves the right to cancel Electronic Fund Transfers due to insufficient funds without notice.

Print Authorized Name

Authorized Signature

Date

KACHINA VILLAGE IMPROVEMENT DISTRICT

3150 Jadito Trail, Flagstaff, AZ 86005
(928)525-1775



RATE STRUCTURE Effective 7/1/2020

ONE TIME FEES

Account Establishment Fee	\$60	(non-refundable)
Security Deposit	\$120	(applied to account after good payment history)
Infrastructure Impact Fee	\$7,508	(sewer \$6,608 + water \$900) optional \$140 recorder fee
Sewer Connection Fee	\$1,850	
Water Connection Fee	\$574	(for a ¾" meter; anything larger will be pro-rated according to meter size)

RESIDENTIAL (monthly charges)

Water Base Rate	\$36.55 (flat rate regardless of usage)
Wastewater Base Rate	\$33.66 (flat rate regardless of usage)
AZ State Tax	.069%
	\$72.73 monthly base rate

Water Usage Rates Per Month Gallon Usage	Rate per 1,000 Gallons	Wastewater Usage Per Month Gallon Usage	Rate per 1,000 Gallons
1-3,000	\$ 2.898	1-3,000	\$ 4.339
3,001-6,000	\$ 4.979	3,001-6,000	\$ 8.093
6,001-9,000	\$ 8.695	Above 6,000 (single residential only)	N/C
9,001-12,000	\$ 13.898		
12,001-50,000	\$23.169		
above 50,000	\$37.049		

OTHER FEES- a complete list of fees is located on the website Kachinawater.com

Returned Check Fee \$35	One Courtesy ON/OFF per year additional:
Delinquent Account Fee 10% per month	Turn On/Off Fee Working Hours \$25
Delinquent Collection Fees – Actual Costs	Emergency Turn On/Off Fee After Hours, weekends, holidays \$50
Service Reconnect Fee \$50	Field Visit Charge \$75 per hour min. 1 hour
Disconnect warning Fee \$15	
Leak Test: One Courtesy per year additional \$75 each	

MULTI-RESIDENTIAL

Monthly base rates for water and wastewater will be multiplied by the number of dwelling units. The 6,000-gallon cap on wastewater will be multiplied by the number of dwelling units. Usage blocks are not multiplied by the number of units.

WELCOME TO KACHINA VILLAGE



IMPORTANT PHONE NUMBERS

Fire Department

Emergency 911
Business (928) 525-1717

Sheriff

Emergency 911
Business (928) 774-4523

Coconino County:

Code Red Coconino.az.gov

Garbage Collection Services

Northern Arizona Waste (928) 213-9007
Waste Management (928) 779-6050
Patrick's Summit Waste Services (928) 286-0186

Willard Springs Transfer Station

Apr 1 – Oct. 31 Fri and Sat 9a-5p *must dial area code
Nov. 1 – Mar. 31 First and Third Saturdays 9a-3p Recyclables are free

Natural Gas

UniSource Energy Services (877) 837-4968

Electricity

APS (928) 779-6911

Water/Wastewater

Kachina Utilities (928) 525-1775
After Hours Emergencies ONLY (928) 606-9429
Website www.kachinawater.com

Cable Service

SuddenLink (928) 774-5336

Flagstaff Unified School District

DeMiguel Grade School (928) 773-4000
Mount Elden Middle School (928) 773-8250
Flagstaff High School (928) 773-8100

Telephone Land Line

CenturyLink (800) 244-1111

Local News Paper

AZ Daily Sun (928) 774-4545

Propane

Ferrell Gas (928) 526-0466
Titan Propane (928) 526-3147

KACHINA VILLAGE

