SUNBURST FARMS IRRIGATION DISTRICT (SBFID)

**General Irrigation information for Homeowners (revised 7/01/2023)**

Welcome to Sunburst Farms! You have moved into one of the few remaining irrigated neighborhoods in the Phoenix area, to raise your family, live in a rural atmosphere, have some space for animals, grow gardens and orchards, and have room for hobbies and personal endeavors.

The following is intended as a general guide to operations of the Sunburst Irrigation District for both new and existing homeowners within the service area. Questions or concerns not answered in the guide should be addressed to the irrigation office either by email, phone or in person.

**The Board of Directors.**

SBFID is a municipal corporation governed by Arizona State statutes and overseen by Maricopa County Board. The Directors of the Board are elected from among homeowners for a three-year term and oversee all functions of SBFID. Director’s terms are staggered so that one new director will be elected or reelected to the board each year.

**2023 Board of Directors**

President Victor Armendariz 602-739-4949 Term expires Dec 2024

Treasurer Loretta Price 602-332-6909 Term expires Dec 2023

Secretary Larry Hudson 602-738-1002 Term expires Dec 2025

**Board Meetings**

Monthly SBFID Board of Directors meetings are held on the first Tuesday of each month, 7:00 PM at the Irrigation office. These meetings are open and participation in meetings and annual elections by homeowners is encouraged subject to Arizona Open Meeting laws. Agendas for the meetings are posted ahead of time and can be viewed online at http://www.sbfid.com, delivered by email or at the physical Sign-Up boxes located at various locations around the farms. (See addendum 1)

If you are unable to attend and wish to stay informed of Board deliberations the meeting minutes are posted to the SBFID web site - <http://www.sbfid.com/minutes/>. Meetings\* can also be viewed live time via a Zoom link that is sent out by email. Printed copies of the meeting minutes can also be obtained from the Irrigation office for minimal cost.

\*Some portions of Board Meeting may take place in Executive Session and will not be open.

**How to Vote.**

Elections take place in November each year. To vote in the election homeowners must:

1. Be a titled owner of a property located in Sunburst Farms for at least the past 90 days.
2. Be over 18 years of age.
3. Be a resident of Maricopa County for at least 6 months.
4. Register to vote with the SBFID office 60 days prior to the election.

**How to become a candidate for the SBFID Board of Directors.**

The irrigation office normally sends out a Call of Election Notice approximately four months prior to the November election. This contains details of the election including date, time, and location of the election, how to register to vote, and deadline for candidates to have their name on the ballot.

**How to order Irrigation Water.**

Irrigation cycles occur on a 2-, 3- or 4-week frequency based upon season. The farms are divided up into 18 irrigation lines serving different addresses. ( <http://www.sbfid.com/category/line-schedule/>). Several lines will be active simultaneously during an irrigation cycle.

To receive irrigation water either contact the Irrigation office directly or complete the sign up/schedule sheet posted in the appropriate Sign-up Box for your address (See addendum 2). The minimum order for irrigation is 20 minutes. Additional increments are 5 minutes. Once an amount of water has been ordered this will be automatically carried over to future irrigation cycles unless instructed otherwise by the homeowner. An irrigation cycle may periodically be delayed, sometimes by hours and sometimes by days, due to rainfall, mechanical line or pump issues or other factors.

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**How to Cancel Irrigation previously ordered.**

**All cancellations of irrigation must be received in writing – either send an email to the irrigation manager or complete a Change Request Form directly at the irrigation office.**

You may cancel your water order at no charge by contacting the irrigation office by 10:00 AM on Wednesday prior to the irrigation cycle starting. Irrigation cycles begin on Mondays.

After the 10:00AM cut-off time water delivery can be cancelled, but the homeowner will still be charged for the water. Your cancellation order is for the current cycle only and therefore will not carry over to the next cycle even if the cycle is delayed due to rain or other factors and must be rescheduled and restarted. This means that when the irrigation resumes, the homeowner will receive their original water order unless re-cancelled.

**How much water to order, Berm Maintenance/Gophers.**

Homeowners should order only the amount of water that will soak in within 72 hours or less. Standing water represents a mosquito hazard during warmer months and is monitored by the Vector Control Division of Maricopa County.

Water is delivered by SBFID based upon time. The actual volume of water delivery can, and will, fluctuate due to several factors including water table level, pump efficiency, and shrinkage due to leaks. Homeowners should consider these factors when determining the capacity of their property to contain the volume of water delivered while preventing overflow and protecting their home, outbuilding, and pool etc.

SBFID is responsible for delivering the water to your property. Homeowners are responsible for its distribution and containment on the property. While each property is unique, most utilize earth berms to contain the water while it sinks in. Berms typically require some amount of ongoing maintenance especially if grading or construction has taken place. Berms may also leak due to gopher infestations. Homeowners are responsible to ensure that water does not flow into the street or bridle path and can be subject to SBFID and/or City of Phoenix action for failing to take action to prevent overflow.

Homeowners may encounter standing water situations due to compacted soils, compaction by livestock or vehicles and low spots. The irrigation office may be able to help you find companies that can help with pasture ripping or grading and other measures to improve soil porosity and leakage issues.

**Irrigation Right of Way/Bridle Path/Easements**

The Bridle Paths that run through Sunburst Farms are also an Irrigation District and Utility rights of way or easement. The bridle paths contain the pipes that deliver water to your properties. A limited number of addresses also have irrigation lines that run at the front of their property - see appendix 3 for details. Irrigation lines can easily be damaged by heavy vehicles and are subject to a 10,000-pound weight limitation when dry. (ARS 48-2978.19.13). While homeowners may use the bridle paths to access their properties, they are subject to the 10,000-pound weight limitation and may not authorize contractors and/or cement trucks to use the bridle paths. Specific situations should be referred to the Irrigation Office in advance. Homeowners are encouraged to immediately report any heavy vehicle sightings to the Irrigation Office.

Homeowners should be aware the SBFID will not restore your property, for example if a line must be excavated for repair, where structures, landscaping etc. have been located within easement areas, even if this was undertaken by a previous property owner.

To prevent damage bridle paths will be closed when wet. Homeowners that need access should contact the irrigation office.

**Bridle Path Cleanup.**

Homeowners are responsible to ensure that irrigators have unimpeded access to their irrigation valves and that the irrigators vehicles can pass along the bridle paths*.* The standard for all homeowners is that vegetation exceeding 6 inches in height, 6 inches protruding from the fence line, and overhanging branches less than 13 ½ feet above ground must be removed*.*

**Irrigation Valves & Overflow Situations.**

Only SBFID irrigators may open and close valves. It is of critical importance that homeowners do not open or close an irrigation valve.

Closing a valve does not turn off the water flow like a home faucet but will force water to the point of least resistance within the system. This could result in damage that the homeowner would be held accountable for. Opening a valve prior to scheduled delivery time will effectively reduce the flow of water to a neighbor.

Potential overflow situations should be brought to the attention of the irrigator or irrigation manager as soon as they become apparent.

**Irrigator’s Phone:** **602-380-3015**

**Irrigation Manager Phone: 602-380-3014**

**Billing and Collection Policy.**

Membership and irrigation fees are periodically set by the SBFID Board of Directors. The current fees, as of 07/01/2023 are:

**$41.65 per acre and**

**$29.64 per hour of water delivery**

**(20 minutes minimum with 5-minute additional increments)**

Irrigation fees are billed monthly and are due in full by the last working day of the month. Overdue accounts are subject to a 1% late fee per month. Accounts overdue by 90 days are charged an additional $50.00 fee and irrigation may no longer be delivered.

Accounts overdue for longer periods will become subject to legal action undertaken by SBFID that may include additional fees, attorney expenses and the filing of a lien on the property and/or garnishments.

**Homeowner’s Association.**

SBFID and Sunburst Farms Homeowners Association – DBA Sunburst Farms Community Cooperative – are separate organizations serving the same community. The *Sunburst Farms Trailblazer* is an independent newsletter associated with neither organization.

 For HOA/Co-Op questions see: <https://sunburstfarmscc.org/>

**SBFID Contact Information.**

**Sunburst Farms Irrigation District**
**16040 N 43rd Ave
Glendale, AZ, 85306**

**Office: 602-938-8760**

**Irrigation Manager Phone: 602-380-3014**

**Irrigator’s Phone:** **602-380-3015**

**Board of Directors**

Victor Armendariz, President – (602) 739-4949

Loretta Price, Treasurer – (602) 332-6909

Larry Hudson, Secretary- (602) 738-1008

**EMAIL:**To email SBFID office –  **office@sbfidphx.com**

**EMAIL:**To email SBFID Irrigation Manager – **manager@sbfidphx.com**

**EMAIL**: To email SBFID Board of Directors –  **boardofdirectors@qwestoffice.net**

**EMAIL:**To email Custodian of Records – **custodianofrecord@qwestoffice.net**

http://www.sbfid.com/

**Addendum 1.**

**SIGN-UP BOXES**

Below are the locations of the SBFID sign-up boxes. These boxes are used to keep the neighborhood updated by posting all irrigation schedules, irrigation related meetings and Board of Directors Meetings and Agendas.

Homeowners can check their sign-up box to see what date and approximate time irrigation will be arriving on the property. Or visit the Sunburst Farms website at **sbfid.com.**

Lines 1, 2 & 3 4525 W. Banff Standpipe

Lines 4 & 5 At the end of 45th Avenue on Country Gables

Line 6 45th Avenue S. of Greenway N. of Port Au Prince (East side)

Line 7 45th Avenue N. of Greenway S. of Waltann (East side)

Line 8 45th Avenue N. of Waltann S. of Tierra Buena (East side)

Line 9 45th Avenue N. of Tierra Buena S. of Monte Cristo (East side)

Line 10 45th Avenue N. of Monte Cristo S. of Paradise (East side)

Lines 11, 12 & 13 41st Avenue on fence North of Country Gables (Black Box)

Lines 14, 15, & 16 41ST Avenue by Line 16 Standpipe (West Side)

Lines 17 & 18 41st Avenue by Line 17 Standpipe (East Side)

**Addendum 2.**

**IRRIGATION LINES**

**(**[**http://www.sbfid.com/category/line-schedule**](http://www.sbfid.com/category/line-schedule)**)**

This shows how the irrigation lines relate to street addresses. Expand on the web site to see the individual lot (address) level schedules.

[Line 1 Acoma W of 43rd & All South of Acoma](http://www.sbfid.com/2012/10/line-1-acoma-w-of-43rd-all-south-of-acoma/)

[Line 2 Banff South Side West of 43rd Ave](http://www.sbfid.com/2012/10/line-2-banff-south-side-west-of-43rd-ave/)

[Line 3 North Side Banff West of 43rd Ave](http://www.sbfid.com/2012/10/line-3-north-side-banff-west-of-43rd-ave/)

[Line 4 Country Gables South Side: West of 43rd Ave.](http://www.sbfid.com/2012/10/line-4-country-gables-south-side-west-of-43rd-ave/)

[Line 5: North Country Gables & South Port Au Prince; West of 43rd Ave](http://www.sbfid.com/2012/10/line-5-north-country-gables-west-of-43rd-ave/)

[Line 6 North Port Au Prince & South Greenway Ave; West of 43rd Ave](http://www.sbfid.com/2012/10/line-6-north-port-au-prince-west-of-43rd-ave/)

[Line 7 North Greenway & South Waltann; West of 43rd Ave](http://www.sbfid.com/2012/10/line-7-north-greenway-west-of-43rd-ave/)

[Line 8 North Waltann & South Tierra Buena; West of 43rd Ave](http://www.sbfid.com/2012/10/line-8-north-waltann-west-of-43rd-ave/)

[Line 9 North Tierra Buena & South Monte Cristo; West of 43rd Ave](http://www.sbfid.com/2012/10/line-9-north-tierra-buena-west-of-43rd-ave/)

[Line 10 North Monte Cristo & Paradise Ln; West of 43rd Ave](http://www.sbfid.com/2012/10/line-10-north-monte-cristo-west-of-43rd-ave/)

[Line 11 All South of Port Au Prince between 41st & 43rd Ave’s.](http://www.sbfid.com/2012/10/line-11-all-south-of-port-au-prince-between-41st-43rd-aves/)

[Line 12: 40th Lane & all South of Greenway between 40th & 42nd](http://www.sbfid.com/2012/10/line-12-40th-lane-all-south-of-greenway-between-40th-42nd/)

[Line 13: All South of Greenway between 39th & 41st](http://www.sbfid.com/2012/10/line-13-all-south-of-greenway-between-39th-41st/)

[Line 14 North Greenway & South Waltann East of 43rd Ave](http://www.sbfid.com/2012/10/line-14-north-greenway-south-waltann-east-of-43rd-ave/)

[Line 15: North Waltann & South Tierra Buena: East of 43rd Ave](http://www.sbfid.com/2012/10/line-15-north-waltann-south-tierra-buena-east-of-43rd-ave/)

[Line 16 North Tierra Buena & South Monte Cristo: East of 43rd Ave](http://www.sbfid.com/2012/10/line-16-north-tierra-buena-south-monte-cristo-east-of-43rd-ave/)

[Line 17: North Monte Cristo East of 43rd Ave](http://www.sbfid.com/2012/10/line-17-north-monte-cristo-east-of-43rd-ave/)

[Line 18: Paradise Lane East of 43rd Ave](http://www.sbfid.com/2012/10/line-18-paradise-lane-east-of-43rd-ave/)

**Addendum 3.**

**LOT NUMBER MAP**

