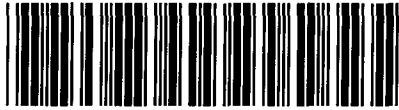


Control Number: 45522



Item Number: 1807

Addendum StartPage: 0



Registration of Submetered OR Allocated Utility Service

NOTE: Please **DO NOT** include any person or protected information on this form (ex: tax identification #'s, social security #'s, etc.)

Date: _____
 By: 45522
 Docket No. _____
 (this number to be assigned by the PUC after your form is filed)

PROPERTY OWNER: Do not enter the name of the owner's contract manager, management company, or billing company.

Name	CBT Associates, LTD.						
Mailing Address:	5151 Belt Line Rd, Suite 1150	City	Dallas	State	TX	Zip	75254
Telephone# (AC)	214-361-6666	Fax # (if applicable)	214-890-7739				
E-mail	kmoncibais@lumacorp.com						

NAME, ADDRESS, AND TYPE OF PROPERTY WHERE UTILITY SERVICE IS PROVIDED

Name	Cleburne Terrace Apartments						
Mailing Address:	1661 Woodard Ave.	City	Cleburne	State	TX	Zip	76033
Telephone# (AC)	817-645-4124	Fax # (if applicable)					
E-mail	kmoncibais@lumacorp.com						

<input checked="" type="checkbox"/>	Apartment Complex	<input type="checkbox"/>	Condominium	<input type="checkbox"/>	Manufactured Home Rental Community	<input type="checkbox"/>	Multiple-Use Facility
-------------------------------------	-------------------	--------------------------	-------------	--------------------------	------------------------------------	--------------------------	-----------------------

If applicable, describe the "multiple-use facility" here: _____

INFORMATION ON UTILITY SERVICE

Tenants are billed for	<input checked="" type="checkbox"/> Water	<input checked="" type="checkbox"/> Wastewater	<input type="checkbox"/> Submetered OR	<input checked="" type="checkbox"/> Allocated ★★★
Name of utility providing water/wastewater	City of Cleburne			
Date submetered or allocated billing begins (or began)	10/2014	Required		

METHOD USED TO OFFSET CHARGES FOR COMMON AREAS Check one line only.

<input type="checkbox"/>	Not applicable, because	<input type="checkbox"/>	Bills are based on the tenant's actual submetered consumption
<input type="checkbox"/>		<input type="checkbox"/>	There are <u>neither</u> common areas <u>nor</u> an installed irrigation system

All common areas and the irrigation system(s) are metered or submetered:
 We deduct the actual utility charges for water and wastewater to these areas then allocate the remaining charges among our tenants.

This property has an installed irrigation system that is not separately metered or submetered:
 We deduct percent (we deduct at least 25 percent) of the utility's total charges for water and wastewater consumption, then allocate the remaining charges among our tenants.

This property has an installed irrigation system(s) that is/are separately metered or submetered:
 We deduct the actual utility charges associated with the irrigation system(s), then deduct at least 5 percent of the utility's total charges for water and wastewater consumption, then allocate the remaining charges among our tenants.

This property does not have an installed irrigation system:
 We deduct at least 5 percent of the retail public utility's total charges for water and wastewater consumption, and then allocate the remaining charges among our tenants.

★★★IF UTILITY SERVICES ARE ALLOCATED, YOU MUST ALSO COMPLETE PAGE TWO OF THIS FORM ★★★

Send this form by mail with a total of (3) copies to:
 Filing Clerk, Public Utility Commission of Texas
 1701 North Congress Avenue
 P.O. Box 13326
 Austin, Texas 78711-3326

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 PUBLIC UTILITY COMMISSION
 FILING CLERK

180

METHOD USED TO ALLOCATE UTILITY CHARGES

Check the box or boxes that describe the allocation method used to bill tenants.

Occupancy method: The number of occupants in the tenant's dwelling unit is divided by the total number of occupants in all dwelling units at the beginning of the month for which bills are being rendered.

<input type="checkbox"/> Ratio occupancy method: The number of occupants in the tenant's dwelling unit is adjusted as shown in the table to the right. This adjusted value is divided by the total of these values for all dwelling units occupied at the beginning of the retail public utility's billing period.	Number of Occupants	Number of Occupants for Billing Purposes
	1	1.0
	2	1.6
	3	2.2
	>3	2.2 + 0.4 for each additional occupant

<input checked="" type="checkbox"/> Estimated occupancy method: The estimated occupancy for each unit is based on the number of bedrooms as shown in the table to the right. The estimated occupancy in the tenant's dwelling unit is divided by the total estimated occupancy in all dwelling units regardless of the actual number of occupants or occupied units.	Number of Bedrooms	Number of Occupants for Billing Purposes
	0 (Efficiency)	1
	1	1.6
	2	2.8
	3	4.0
>3	4.0 + 1.2 for each additional bedroom	

Occupancy and size of rental unit percent (in which no more than 50%) of the utility bill for water/wastewater consumption is allocated using the occupancy method checked above. The remainder is allocated according to either:

- the size of the tenant's dwelling unit divided by the total size of all dwelling units, OR
- the size of the space rented by the tenant of a manufactured home divided by the size of all rental spaces.

Submetered hot water:
The individually submetered hot water used in the tenant's dwelling unit is divided by all submetered hot water used in all dwelling units.

Submetered cold water is used to allocate charges for hot water provided through a central system:
The individually submetered cold water used in the tenant's dwelling unit is divided by all submetered cold water used in all dwelling units.

As outlined in the condominium contract. Describe:

Size of manufactured home rental space:
The size of the area rented by the tenant divided by the total area of all the size of rental spaces.

Size of the rented space in a multi-use facility:
The square footage of the space rented by the tenant divided by the total square footage of all rental spaces.

45522



LumaCorp Inc.

Real Estate Services Since 1984

ACCREDITED MANAGEMENT ORGANIZATION®

5151 Belt Line Rd. • Suite 1150
Dallas, Texas • 75254
Tel. (214) 361-6666
Fax (214) 890-7739

October 31, 2016

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1701 North Congress Avenue
P.O. Box 13326
Austin, TX 78711-3326

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To Whom It May Concern,

Please find *Form 10363* on six recently purchased properties, managed by LumaCorp Inc., and one form due to ownership change. The forms are for the following apartment communities:

- Cleburne Terrace ✓
- Hunters Hill
- Indian Creek (ownership name change only - previously registered with TCEQ #S0188)
- Marbletree
- Newport
- Oaks at Hulen Bend
- Southern Oaks

I'm unable to find on the PUC website how to notify you of a property we no longer manage and the ownership changed. Brookside Apartments was sold in July 2014, and is no longer owned by Bryan BSD, Ltd (TCEQ #S5653).

If you need additional information, or if I missed anything, please feel free to email me at kmoncibais@lumacorp.com, or contact me at 214-361-6666, ext 101.

Thank you,

Kim Moncibais
Accounting