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45522  
**SUNRIDGE**  
*Management Group*

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PUBLIC UTILITY COMMISSION  
FILING CLERK

January 19, 2016

Public Utility Commission of Texas  
1701 N Congress PO Box 13326  
Austin, Texas 78711-3326

Re: Sonoma Court – Change to Allocated Billing

Dear Ms. Benter:

This letter was prepared in anticipation of obtaining your approval for a change from submetered billing to an approved allocation billing method pursuant to Texas Water Code, Subchapter M, Sec. 13.502 (e) (1) and (2).

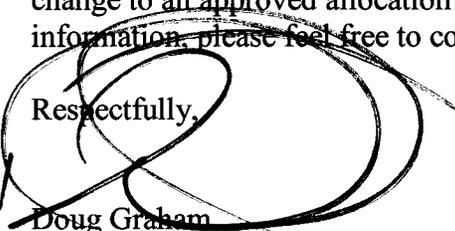
The Sonoma Court apartment community, which is located at 970 W Yellow Jacket Rockwall, TX 75087 is comprised of 124 dwelling units that have individual water submeters installed. Regrettably, the submetering system is in need of on-going repairs and has proved much too costly to maintain and repair on a regular basis and, unfortunately, it is not economically feasible for us at this time.

I have obtained an estimate for the initial repairs for the meters. Therefore, we respectfully request your approval of a change from submetered billing to an approved allocation method due to the considerable capital that would be involved in replacing the un-serviceable submetering system. We will adhere to the additional Public Utility Commission (“PUC”) requirements if our request is approved, which includes the following under reference Subchapter H, § 24.123(c).

1. We shall provide to all tenants a new lease addendum or other written agreement which provides for the allocation method, in this case a method based on occupancy
2. We shall provide to all tenants a 35-day prior written notice advising tenants of the proposed change.

We trust the information we have provided to the PUC is sufficient in detail as to warrant approval of a change to an approved allocation method of billing. However, in the event you require additional information, please feel free to contact me.

Respectfully,

  
Doug Graham  
Executive Vice President



# SERVICE ESTIMATE

Estimate #: 14896

Date: Nov 3, 2015

<b>Property</b> Sonoma Court 970 W. Yellow Jacket Lane Rockwall, TX 75087 U.S.A  Leasing Office PH:
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<b>Ship To Address</b> Sonoma Court 970 W Yellow Jacket Lane Rockwall, TX 75087 U S.A
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<b>Client ID</b>	<b>Service Coordinator</b>	<b>Estimate Good Through</b>
PIA-SON	Brian R. Purvis	Net 30 Days

Quantity	Item	Description	Unit Price	Amount
32.00	M-METER GASKETS	3/4 X 1/8 RUBBER METER GASKET	0 18	5 76
16.00	M-FAM Plastic 1for10	Master Meter Plastic FAM 1.10 Meter	42.75	684 00
1.00	R-SERVICE LABOR	SYSTEM REPAIR/MAINT CALL	516.00	516.00

<b>TOTAL ESTIMATE</b>	<b>1,205.76</b>
<b>Plus Applicable State and Local Sales Tax</b>	

**Your submetering system is in need of repairs. You will only be charged for the materials and labor hours required to complete the service repairs.**

In order to schedule the necessary repairs, we ask that you sign and date this form indicating approval of the estimated repairs and fax to our toll free number (866) 973-2455 or 972-820-4102. Repairs will be scheduled and completed within a timely manner of Velocity receiving this authorization. By signing this estimate you are approving service to be done on your property. The total cost may fluctuate up or down by 25% from this estimate. You will be notified if the cost of the estimate is increased by more than 25%, before we complete the service repairs.

**Authorizing Estimate:** \_\_\_\_\_ **Date of Authorization:** \_\_\_\_\_

For any questions about this Service Estimate please e-mail your question to the e-mail address below. If you would like to e-mail the signed estimate, you can use the e-mail address below as well.



# 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: \_\_\_\_\_  
 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	SONOMA COURT						
Mailing Address:	1603 LBJ FREEWAY #350	City	DALLAS	State	TX	Zip	75234
Telephone# (AC)	972-280-8608	Fax # (if applicable)	214-446-4469				
E-mail	WDUNCAN@SUNRIDGEMANAGEMENT.COM						

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

Name	SONOMA COURT						
Mailing Address:	970 W YELLOW JACKET LANE	City	ROCKWALL	State	TX	Zip	75087
Telephone# (AC)	972-722-2270	Fax # (if applicable)					
E-mail	SONOMACOURT@SUNRIDGEAPTS.NET						

<input checked="" type="checkbox"/>	Apartment Complex	<input type="checkbox"/>	Condominium	<input type="checkbox"/>	Manufactured Home Rental Community	<input type="checkbox"/>	Multiple-Use Facility
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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			Submetered <b>OR</b>	Allocated <b>★★★</b>
Name of utility providing water/wastewater		CITY OF ROCKWALL						
Date submetered or allocated billing begins (or began)		Required						

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

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

## 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"/> <b>Ratio occupancy method:</b>  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.	<b>Number of Occupants</b>	<b>Number of Occupants for Billing Purposes</b>
	1	1.0
	2	1.6
	3	2.2
	>3	2.2 + 0.4 for each additional occupant

<input type="checkbox"/> <b>Estimated occupancy method:</b>  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.	<b>Number of Bedrooms</b>	<b>Number of Occupants for Billing Purposes</b>
	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.