Control Number: 45522

Item Number: 700

Addendum StartPage: 0

Registration of Submetered OR Allocated Utility Service

Date: 04/13/2016
By: Peter Lee **45522**
Docket No._____
(this number to be assigned by the PUC after your form is filed)

S3911

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

Name	CITY TRAILS, LLC						
Mailing Address:	1999 BRYAN ST STE 900	City	DALLAS	State	TX	Zip	75201
Telephone# (AC)	(210) 674-8810	Fax # (if applicable)					
E-mail	citytrailsmgr@greystar.com						

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

Name	City Trails						
Mailing Address:	1431 Cable Ranch Rd	City	San Antonio	State	TX	Zip	78245
Telephone# (AC)	(210) 674-8810	Fax # (if applicable)					
E-mail	c/o peterlee@conservice.com						

[X] Apartment Complex	[ ] Condominium	[ ] Manufactured Home Rental Community	[ ] Multiple-Use Facility

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

INFORMATION ON UTILITY SERVICE

Tenants are billed for	[X] Water	[X] Wastewater		[ ] Submetered **OR**	[x] Allocated ★★★

Name of utility providing water/wastewater	San Antonio Water System

Date submetered or allocated billing begins (or began)	02/01/2002	Required

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

[ ] Not applicable, because	[ ] Bills are based on the tenant's actual submetered consumption
	[ ] There are **neither** common areas **nor** 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.

[x] **This property has an installed irrigation system that is not separately metered or submetered:**
We deduct [25] 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 ★★★

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METHOD USED TO ALLOCATE UTILITY CHARGES

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

| x | **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.

| | **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

| | **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

| x | **Occupancy and size of rental unit** | 50 | 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.