



Filing Receipt

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Control Number - 51613

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10/21/2021

Public Utility Commission
Central Records
Attn: Chris Burch, Director – Customer Protection
1701 N. Congress Avenue, P.O Box 13326
Austin, TX 78711-3326

RE: Request for Approval to Change Billing Method at Oak Creek Apartments S4547

Dear Mr. Burch:

Our company, Conservice LLC, serves as the utility billing provider for Oak Creek Apartments, upon whose behalf and authorization we send this letter. The purpose of this correspondence is to formally request that the Public Utility Commission of Texas (“PUC”) approve this property to transition from its registered status as submetered to allocated billing.

We understand that Texas Water Code section § 13.502 permits the owner to switch from submetered to allocated billing upon a showing of good cause and approval by the PUC. Oak Creek Apartments is currently registered with TPUC as submetered, however, this property has no record of ever having a submetering system. We believe that the previous registration may have been a clerical error. Attached is the proposal for installation of a new metering system, which would incur a cost of \$39,168.00. The property does not anticipate having the capital resources required to install a new system, and respectfully requests that they be allowed to bill tenants through allocative methods.

Should you require and additional information in making your determination please do not hesitate to contact me directly.

Sincerely,

Bret R. James
Legal Counsel – Conservice
750 South Gateway Drive
River Heights, UT 84321
435-750-5402
bretjames@conservice.com

Management:	Disrupt Management	Contact:	Rebekah Thompson
Property:	Oak Creek Apartments	Phone:	435-753-9861
Address:	6111 Vance Jackson Rd	Email:	rebekaht@conservice.com
City, State, Zip:	San Antonio, TX, 78230	Job Code:	

Description		#	Total Meter Equipment Cost
Meter Equipment	Water Meter	140	\$5,880.00
		0	\$0.00
		0	\$0.00
		0	\$0.00
		0	\$0.00

Description		#	Total Communication Equipment Cost
Communication Equipment	Electronics	1	\$8.00
	Electronics	1	\$1,540.00
	Electronics	6	\$2,880.00
	Electronics	140	\$6,860.00
		0	\$0.00

Description		Total Sub-contractor Labor Cost
Labor	125	\$22,000.00

Total \$39,168.00

Units on Estimate	
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Per Unit

Estimate Notes & Instructions

- Shipping & Sales Tax will be applied to invoice.
- Price based off of an hourly labor charge. Above total could vary based on number of hours taken and equipment used to complete work needed. Invoicing will reflect actual time and equipment to complete needed repairs.
- Estimate includes service charge of \$300 which includes 1 hours of labor. Additional hours will be charged at \$175/hour.
- Estimate is valid for 45 days.



Registration of Submetered OR Allocated

Utility Service S4547

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

Date: 10/21/2021
By: Legal
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	6111 Vance Jackson, LLC						
Mailing Address:	19311 FM 2252, Suite 104	City	Garden Ridge	State	TX	Zip	78266
Telephone# (AC)	(210) 972-1318	Fax # (if applicable)					
E-mail							

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

Name	Oak Creek Apartments						
Mailing Address:	6111 Vance Jackson Rd	City	San Antonio	State	TX	Zip	78230
Telephone# (AC)	(210) 972-1318	Fax # (if applicable)					
E-mail	c/o legal@conservice.com						

<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	<input type="checkbox"/> Submetered <u>OR</u>	<input checked="" type="checkbox"/> Allocated ★★★
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Name of utility providing water/wastewater San Antonio Water System

Date submetered or allocated billing begins (or began) 10/01/2021 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 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.

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.

<input type="checkbox"/>	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.
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<input checked="" type="checkbox"/>	Ratio occupancy method:		Number of Occupants for Billing Purposes
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	
		1	1.0
		2	1.6
		3	2.2
		>3	2.2 + 0.4 for each additional occupant

<input type="checkbox"/>	Estimated occupancy method:		Number of Occupants for Billing Purposes
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	
		0 (Efficiency)	1
		1	1.6
		2	2.8
		3	4.0
>3	4.0 + 1.2 for each additional bedroom		

<input checked="" type="checkbox"/>	Occupancy and size of rental unit	<input type="text" value="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:
<ul style="list-style-type: none"> • 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. 			

<input type="checkbox"/>	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.	

<input type="checkbox"/>	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.	

<input type="checkbox"/>	As outlined in the condominium contract. Describe:

<input type="checkbox"/>	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.	

<input type="checkbox"/>	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.	