



Control Number: 51613



Item Number: 304

Addendum StartPage: 0

05.10.2021

Mason Park
222 Mason Creek Drive
Katy, TX 77450

RECEIVED
2021 MAY 12 AM 9:15
MASON CREEK APARTMENTS
KATY, TEXAS

To whom it may concern:

ALB

We are requesting a billing methodology change for Mason Park Apartments in Katy, TX from individual sub-metering to an allocation-based system using a 100% occupancy method and 5% CAD. We have attached an updated PUC Registration Form with our intended billing method to switch to.

This property is equipped with failing submeters and wireless technology through Cereniti and currently has a proposal for \$5,466.73 to replace 40 transmitters and 12 meters. The property will also require a significant investment to upgrade to Tehama over the next year or two and we were quoted \$41,971.69 for that upgrade. After careful consideration, we have decided to abandon sub-metering and adopt RUBs by occupancy for our residents.

Sincerely,

Signature

Alex Rafieha



281.728.5557

arafieha@livehilltop.com

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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. 51613
 (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	ADEF II Mason Park LP						
Mailing Address:	675 Bering Drive Ste 860	City	Houston	State	TX	Zip	77057-2129
Telephone# (AC)	832-928-6444	Fax # (if applicable)					
E-mail	Cellis@livehilltop.com						

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

Name	Mason Park Apartments						
Mailing Address:	222 Mason Creek Drive	City	Katy	State	TX	Zip	77450-6204
Telephone# (AC)	281-492-0405	Fax # (if applicable)					
E-mail	arafieha@livehilltop.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 <u>OR</u>	<input checked="" type="checkbox"/>	Allocated ★★ ★
Name of utility providing water/wastewater	Interstate MUD							
Date submetered or allocated billing begins (or began)	07/01/2021	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 <u>neither</u> common areas <u>nor</u> an installed irrigation system	
<input type="checkbox"/>	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.		

<input type="checkbox"/>	This property has an installed irrigation system that is <u>not</u> separately metered or submetered:	
We deduct <input type="text"/> 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.		

<input checked="" type="checkbox"/>	This property has an installed irrigation system(s) that <u>is/are</u> 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.		

<input type="checkbox"/>	This property does <u>not</u> 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 checked="" 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 type="checkbox"/> Ratio occupancy method:	Number of Occupants	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.	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 Bedrooms	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.	0 (Efficiency)	1
	1	1.6
	2	2.8
	3	4.0
	>3	4.0 + 1.2 for each additional bedroom

<input type="checkbox"/> Occupancy and size of rental unit	<input type="checkbox"/>	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.	

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PROPERTY INFORMATION

Property	Mason Park	Units	312
Portfolio	Hilltop Residential, LLC	MAP	No
Address	222 Mason Creek Dr, Katy, TX 77450		

To authorize, please sign this RealPage Submeter Maintenance Proposal and send it via email to Submeter@RealPage.com OR fax it to (949) 250-6397. Terms and Conditions are included on the last page.

RealPage Submeter completed a quality check on your submetering system and identified some issues that need inspection and/or repair. These units may receive estimated, rather than actual, usage bills until the issues are resolved.

Please refer to the following pages for a detailed list of issues, service addresses and customer names.

PROPOSAL SUMMARY

Issue	Materials	Labor	Combined	Quantity	Total
Meter Non-Incrementing	\$67.00	\$33.75	\$100.75	11	\$1,108.25
No Current Reads	\$100.00	\$33.75	\$133.75	1	\$133.75
No Current Reads	\$88.00	\$33.75	\$121.75	40	\$4,870.00
			Subtotal		\$6,112.00
			Discount 20.00%		\$1,222.40
			Shipping		\$164.23
			Estimated Tax		\$412.90
			Estimated Total		\$5,466.73

Work Start Date: To Be Determined

Work Stop Date: To Be Determined

Proposal to address 52 unit-level issues.

Proposal Date
2/2/2021

RealPage Submeter Owner
Andrew Slape

Approval

Phone: (800) 254-9710

Fax: (949) 250-6397

Email: Submeter@RealPage.com

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Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0115, Katy, TX 77450	Melanie Williams	Water	Meter Non-Incrementing	Speed Read
<i>Parts Specified for This Work Order</i>				
1 M164-I / Minol Minomess 130 Poly cold meter, 3/4" X 5.12" lay length, 1:1, Standard Pulse/Gallon				
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0115, Katy, TX 77450	Melanie Williams	Water	No Current Reads	Speed Read
<i>Parts Specified for This Work Order</i>				
1 R307-B / Cereniti Standard Transmitter, 5 Year Model, Standard Pulse (STX 1- 5yr)				
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0120, Katy, TX 77450	Leonardo Taveras	Water	Meter Non-Incrementing	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0120, Katy, TX 77450	Leonardo Taveras	Water	No Current Reads	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0121, Katy, TX 77450	Carlos Torres Miranda	Water	Meter Non-Incrementing	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0132, Katy, TX 77450	Teymur Mirzayev	Water	No Current Reads	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0133, Katy, TX 77450	Sean Brown	Water	No Current Reads	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0137, Katy, TX 77450	NORMAN COOPER	Water	No Current Reads	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0212, Katy, TX 77450	Nicholas Bernelle	Water	No Current Reads	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0214, Katy, TX 77450	Alexander Cardenas	Water	No Current Reads	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0411, Katy, TX 77450	Anyinzat Martinez	Water	No Current Reads	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0425, Katy, TX 77450	Hashmat Sayed	Water	Meter Non-Incrementing	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0425, Katy, TX 77450	Hashmat Sayed	Water	No Current Reads	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0512, Katy, TX 77450	Candace Carlson	Water	No Current Reads	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0521, Katy, TX 77450	Sierra Hunnell	Water	Meter Non-Incrementing	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0521, Katy, TX 77450	Sierra Hunnell	Water	No Current Reads	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0522, Katy, TX 77450	Jhon Guarin	Water	No Current Reads	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0523, Katy, TX 77450		Water	No Current Reads	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0527, Katy, TX 77450	Kevin Lahaie	Water	No Current Reads	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0631, Katy, TX 77450		Water	No Current Reads	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0637, Katy, TX 77450	Shelby Hale	Water	Meter Non-Incrementing	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0816, Katy, TX 77450		Water	No Current Reads	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0823, Katy, TX 77450	Briana Victorian	Water	No Current Reads	Speed Read

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Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #0833, Katy, TX 77450	James William Childress	Water	No Current Reads	Speed Read
222 Mason Creek Dr. #0911, Katy, TX 77450	Misty Dumas	Water	No Current Reads	Speed Read
222 Mason Creek Dr. #0913, Katy, TX 77450	Soojin Kim	Water	No Current Reads	Speed Read
222 Mason Creek Dr. #0920, Katy, TX 77450	Marilyn Mahon	Water	No Current Reads	Speed Read
222 Mason Creek Dr. #0923, Katy, TX 77450	Kevin George	Water	No Current Reads	Speed Read
222 Mason Creek Dr. #0931, Katy, TX 77450	Katrina Cerk	Water	No Current Reads	Speed Read
222 Mason Creek Dr. #1013, Katy, TX 77450	Elton Wilson	Water	No Current Reads	Speed Read
222 Mason Creek Dr. #1014, Katy, TX 77450	Nicole Moreau	Water	No Current Reads	Speed Read
222 Mason Creek Dr. #1111, Katy, TX 77450	Damian Watkins	Water	Meter Non-Incrementing	Speed Read
222 Mason Creek Dr. #1121, Katy, TX 77450	Maria Nava Limon	Water	No Current Reads	Speed Read
222 Mason Creek Dr. #1125, Katy, TX 77450	Anderson Sunun	Water	No Current Reads	Speed Read
222 Mason Creek Dr. #1133, Katy, TX 77450	Diana Garcia	Water	No Current Reads	Speed Read
222 Mason Creek Dr. #1134, Katy, TX 77450	Andrew Carter	Water	No Current Reads	Speed Read
222 Mason Creek Dr. #1210, Katy, TX 77450	Aaron Moreno	Water	Meter Non-Incrementing	Speed Read
222 Mason Creek Dr. #1217, Katy, TX 77450	Raquel Putman	Water	No Current Reads	Speed Read
222 Mason Creek Dr. #1220, Katy, TX 77450	Sayed Yasin	Water	No Current Reads	Speed Read
222 Mason Creek Dr. #1227, Katy, TX 77450	Hector Aguilar Rincon	Water	No Current Reads	Speed Read
222 Mason Creek Dr. #1232, Katy, TX 77450	Sheena Dosunmu	Water	Meter Non-Incrementing	Speed Read
222 Mason Creek Dr. #1232, Katy, TX 77450	Sheena Dosunmu	Water	No Current Reads	Speed Read
222 Mason Creek Dr. #1233, Katy, TX 77450	Kalyn Peters	Water	Meter Non-Incrementing	Speed Read
222 Mason Creek Dr. #1234, Katy, TX 77450	Marysal Singleton	Water	No Current Reads	Speed Read
222 Mason Creek Dr. #1311, Katy, TX 77450		Water	No Current Reads	Speed Read
222 Mason Creek Dr. #1314, Katy, TX 77450	Sherry Brown	Water	Meter Non-Incrementing	Speed Read
222 Mason Creek Dr. #1317, Katy, TX 77450	Julius Hawthorne	Water	No Current Reads	Speed Read
222 Mason Creek Dr. #1320, Katy, TX 77450	Ricardo Morales	Water	No Current Reads	Speed Read
222 Mason Creek Dr. #1322, Katy, TX 77450	Niko Johnson	Water	No Current Reads	Speed Read

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Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #1323, Katy, TX 77450	Gloria Pineda	Water	No Current Reads	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #1326, Katy, TX 77450	Rebecca St Andrew	Water	No Current Reads	Speed Read
Service Address	Resident	Service	Issue Type	Manufacturer
222 Mason Creek Dr. #1334, Katy, TX 77450	Kierra Mitchell	Water	No Current Reads	Speed Read

Invoicing will be on a parts & labor basis according to the fee schedule in this 'Not to Exceed' proposal. RealPage Submeter warrants repairs for one (1) year. This includes any labor performed & all equipment that is repaired/replaced at time of service.

The Do Not Exceed proposal is based on properties in normal condition. Circumstances that would require significant extra labor -- such as corroded piping, brittle piping, buried meters, equipment in tight crawl spaces, equipment behind dry wall, etc... -- can result in a need to re-price the service. RealPage Submeter commits to communicate any non-normal conditions as soon as possible after identification.

RealPage Submeter will contact you to schedule a date and time for a Field Technician to repair these issues. Prior to the visit, RealPage Submeter will provide you with a list of units to be serviced. The property will be responsible for notifying residents/tenants and having keys ready. A Post-Visit Report documenting the repairs will be sent after completion of the service. If access is not granted to any designated units during the scheduled visit, a return visit may be required and will be subject to the Surcharge/Travel Fee of \$450 for all visits.

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DEFINITIONS

Meter Non-Incrementing

- Definition:

The transmitter has sent data, but there has been zero meter usage reported for the past 30 days or more. The zero usage may be valid (unit is not occupied, residents were traveling, or the utility is only used during part of the year) or it may be a hardware problem (examples include sediment in a water meter or the connection to the transmitter is not correct).

- Normal Solution(s):

The most common resolution is to replace the meter or the probe (connection between transmitter and meter) or to reconnect the wires.

Transmitter Inactive

- Definition:

A transmitter has not reported (sent data) for a period of at least 12 days or more. If a property is manually read, then the period is 60 days or more. Conditions that may cause an inactive flag include dead transmitter, expired battery, bad phone line, inclement weather, radio interference, and vegetation growth.

- Normal Solution(s):

While other scenarios are possible, it is often necessary to replace the battery (if possible) or the entire transmitter.

Transmitter Low Battery

- Definition:

For those systems with the capability, transmitters are flagged several weeks in advance when the batteries are weak and nearing the end of their useful life.

- Normal Solution(s):

Replace the battery in the transmitter.

High Usage

- Definition:

While the threshold can vary from property to property and between utility services (water, gas, electric), this flag occurs when usage increases by a significant amount (such as 50%) versus the unit's prior daily average (over the past 3 months). While high usage is often valid (excessive consumption or large number of residents per unit), potential problems include a faulty transmitter or a leak in the unit.

- Normal Solution(s):

While there are rare occasions when it is necessary to replace a transmitter or the meter, the typical solution is to test the usage (such as a bucket test for water meters) and provide the analysis to the resident / tenant.

Low Usage

- Definition:

Meters with this flag have exceptionally low usage. While there may not be an issue with the meter, it is recommended that the property manager confirm that the unit was occupied for the entire period. If occupied, then there may be a problem with the meter or the resident / tenant may not consume much of the utility.

- Normal Solution(s):

If not due to low usage, then it may be necessary to validate that the meter factor is correct or replace a faulty meter.

Vacant Usage

- Definition:

Units that are known to be vacant but display usage above a certain threshold are flagged for this issue. This threshold varies.

- Normal Solution(s):

If the property or maintenance staff cannot identify the underlying issue, such as a leak or the unit was really occupied, then the meter should be inspected to determine if it needs to be replaced.

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TERMS AND CONDITIONS

Terms of Sale

These terms of sale ("Agreement") shall govern the sale of the meters purchased herein and any maintenance services for the meters to be provided by RealPage Utility Management, Inc. ("Company"). A purchaser, contractor, subcontractor, owner, manager, agent for such, or their successors or assigns (collectively, the "Purchaser") shall be bound by this Agreement.

Limitation of Liability

COMPANY SHALL HAVE NO LIABILITY TO THE PURCHASER OF THE METERS OR MAINTENANCE SERVICES PROVIDED BY COMPANY FOR INCIDENTAL, CONSEQUENTIAL, EXEMPLARY, SPECIAL, INDIRECT, INCIDENTAL OR PUNITIVE DAMAGES, (INCLUDING WITHOUT LIMITATION LOSS OF REVENUE, UTILITY COST RECOUPMENT, OR PROFITS), FROM ALL CAUSES OF ACTION OF ANY KIND, INCLUDING CONTRACT, TORT OR OTHERWISE, EVEN IF PURCHASER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT SHALL COMPANY'S AGGREGATE LIABILITY UNDER THIS PURCHASE ORDER EXCEED THE AMOUNT ACTUALLY RECEIVED BY COMPANY PURSUANT TO THIS PURCHASE ORDER.

Company Warranties

COMPANY PROVIDES NO WRITTEN OR ORAL WARRANTIES WHATSOEVER. COMPANY MAKES NO REPRESENTATIONS OR EXPRESS OR IMPLIED WARRANTIES WITH RESPECT TO THE PURCHASED SERVICES OR METERS. COMPANY HEREBY SPECIFICALLY DISCLAIMS ANY OTHER REPRESENTATIONS AND WARRANTIES, INCLUDING BUT NOT LIMITED TO IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE FOR THE METERS OR ANY MAINTENANCE SERVICES TO BE PROVIDED BY COMPANY.

Construction

The parties agree that this Agreement was fully negotiated by and between the parties and, therefore, no part of this Agreement shall be interpreted against the party that drafted it.

Confidentiality

Confidentiality: Each of the parties agree to keep the terms of this Agreement confidential and shall not disclose such terms to any other party except on a need-to-know basis in order to carry out the terms of this Agreement as may be required by law, or upon the express written consent of the other party.

Entire Agreement

This Agreement comprises the entire agreement between the parties regarding the subject matter hereof. All prior written and or oral agreements, including any proposals not set forth herein are hereby merged into this Agreement. This Agreement shall not be modified, amended or changed except by written instrument signed by authorized representatives of both parties and designated as an amendment.

Purchaser agrees that any legal action between Company and Purchaser shall be commenced only in Texas which shall be the exclusive venue and forum.