



Control Number: 51856



Item Number: 359

S-1 582

Buddy Garcia, *Chairman*  
Larry R. Soward, *Commissioner*  
Bryan W. Shaw, Ph.D., *Commissioner*  
Mark R. Vickery, P.G., *Executive Director*



## TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

*Protecting Texas by Reducing and Preventing Pollution*

September 4, 2008

Ms. Sherry Tsimpides  
Colonial Properties Trust  
2101 6<sup>th</sup> Avenue North, Suite 750  
Birmingham, Alabama 35203

Re: Request for approval to change billing method  
Colonial Village at Oak Bend, Registration No. S1582  
CN: 600693501 RN: 101261170

RECEIVED  
2008 JUL 23 AM 11:50  
COMMISSION

Dear Ms. Tsimpides:

The request you submitted on behalf of Colonial Village at Oak Bend to change from submetered to allocated billing is approved. This approval is based on the facts stated in your letter of May 6, 2008.

If you have any questions, please contact me at 512-239-6403, via e-mail at [mtaunton@tceq.state.tx.us](mailto:mtaunton@tceq.state.tx.us), or by fax at 512-239-6190.

Sincerely,

A handwritten signature in cursive script that reads "Margot Taunton".

Margot Taunton, Program Specialist  
Utilities & Districts Section  
Water Supply Division

MT/as

359

2211 York Rd  
Suite 320  
Oak Brook, IL 60523  
630/218-1400  
630/218-1401 (fax)



# Fax

*Margot Tauton*

To: Debbie Reyes Tamayo

From: Michele S.

Fax: ~~512-239-6190~~ *512-239-6972* Pages: 9

Phone:

Date: ~~July 30, 2008~~

*August 14, 2008*

Re: Approval to change methodology

CC:

☐ Urgent ☐ For Review ☐ Please Comment ☐ Please Reply ☐ Please Recycle

• Comments:

*S 1582*

*CN 600693501*

*RN 101261170*

May 6, 2008

Margot Taunton  
Texas Commission on Environmental Quality  
Water Supply Division, MC-153  
P.O. Box 13087  
Austin, TX 78711-3087

**RE: Conversion from Submetering to Allocation at Colonial Village at Oak Bend**

Colonial Village at Oak Bend  
195 East Round Grove Road  
Lewisville, TX 75067

Dear Margot Taunton:


The submetering system at Colonial Village at Oak Bend is an old submetering system in which each submeter is "hard wired" to remote read pads located through out the property. Employees and contractors of Colonial Village at Oak Bend have made diligent efforts to read the meters accurately without success.

The property has explored the feasibility of replacing the submetering system, but the cost would be prohibitive. Attached is a proposal for the upgrade to a new wireless meter reading system. As you can see, the cost is significant. Consequently, Colonial Village at Oak Bend believes that good cause exists pursuant to Section 291.123(d) to change from submetered to allocated billing. The residents currently sign a Texas Apartment Association form lease which indicated that they will be responsible for water and wastewater and also sign a "Lease Addendum for Water/Wastewater Submeter Billing in Apartments" and receive the "Tenant Guide to Submetered Water or Wastewater Service". It is Colonial Village at Oak Bend's intent to provide existing residents 35-day notice of the new allocation and request their written approval of such modification following Section 291.123(c). This would typically only occur upon new leases and when existing tenants renew their lease.

Colonial Village at Oak Bend intends to use the following allocation system: deduct five (5%) of the water/wastewater bill to account for common area and allocate the remaining ninety-five (95%) back to the residents based on number of occupants in each unit per Section 291.124(e)(ii)(A)(ii). Irrigation is in use at the property and separately metered by the city, which will not be used in the allocation per Section 291.124(e)(iii).

Please provide written approval of the conversion to water allocation billing for Colonial Village at Oak Bend. If you have any questions, please do not hesitate to contact me.

Sincerely,



Sherry Tsimpides  
Colonial Properties Trust  
2101 6th Avenue North, Suite 750 / Birmingham, AL 35203  
205-795-8925 office / 205-986-6866 fax  
[stsimpides@colonialprop.com](mailto:stsimpides@colonialprop.com)

enc (1)



## UPGRADE WIRELESS METER PROPOSAL

March 31, 2008

Proposal for            Water submetering  
by American Utility Management

AUM Contact:        Dave Carpenter

Submitted to        Colonial Properties Trust

Property            Colonial Village at Oakbend  
Lewisville, TX

Number of Units:    426 units

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**Capital Investment: \$45,375 (\$107/unit) (Excluding sales taxes and permit fees)**

**Estimated Sales Tax: \$3,238**

**Deposit for Materials & Taxes: \$35,623 (Required prior to equipment order)**

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### Description of Equipment To Be Used

- Existing Master Meter meters. Existing meter will be retained and new meter reading electronics will be installed.
- Inovonics wireless transmitters
- Inovonics data concentrator and collector (DCC) unit, receiver and antenna
- Inovonics wireless repeaters
- Inovonics Tapwatch II software

### Benefits of Inovonics Wireless Systems with existing meters

- Inovonics 900 MHz systems have become the industry standard for wireless technology
- Inovonics systems are non-proprietary system that can be read by any billing company
- Inovonics equipment is highly reliable, accurate and durable.
- Inovonics system allows AUM to remotely download meter reads daily

### Scope of AUM Installation

- AUM will test the operating standards of the existing meters. Replacement meters are **not included in the price of this proposal.**
- AUM will remove and dispose of any parts of the existing meter reading components excluding house wires and exterior boxes
- AUM will install new meter read collars to the existing meters
- AUM will supply, install, activate, register and program one (1) Inovonics Wireless transmitter to each existing water meters (426 units).
- AUM will furnish, install, activate, register & program one (1) data concentrator and collector (DCC) and system receiver.
- **Owner is responsible for providing power & dedicated phone line for the DCC.**
- AUM will furnish, install, activate, register & program up to 17 repeaters as necessary

- Owner is responsible for providing power for repeaters in locations identified by AUM.
- AUM will submit progress reports throughout the job.
- AUM will prepare the meter system for data collection and billing
- Owner is responsible for providing deposit as indicated above prior to AUM ordering equipment.

Assumptions The following assumptions have been because AUM has not entered each unit or reviewed the construction plans to confirm the plumbing configuration condition and location of the shut off valves and the access to the plumbing lines

- 426 units have one (1) water meter installed on the single cold water supply line
- All existing meters are operational.
- Plumbing lines are 3/4" in diameter.
- A water shut valve exists on the single supply line in each unit and on each building
- In situations where the building shut off valves must be used to stop the flow to one or more units, AUM shall be permitted to shut off the building valve in order to service the meter(s).
- Water heaters, HVAC units, washer/dryer or other large appliances will not need to be removed to access the meters.
- Access to the meters will be free and clear. All resident items belongings and property equipment will be removed prior to installation (see Additional Service below if items are not removed prior to installation)
- Access will be provided to all units.
- Owner is responsible for procuring and paying for all necessary permits

#### Exclusions

- Replacement meters
- Installation of missing meters or couplings
- Installation of power for DCC and repeaters
- Installation of phone line for DCC
- Installation or replacement of building or unit shut off valves
- Replumbing of any supply or service lines outside of what is required to install equipment of new meters.
- Removal and replacement of water heaters, HVAC units or other large appliances in order to gain access to meters
- Removal of exterior meter boxes and repair of exterior walls/siding
- Sales tax and permit fees have been excluded from the Capital Investment
- Procuring or paying for any permits

#### Additional Services

- \$75 per replacement meter
- \$35 per occurrence to remove personal items or property equipment (non large appliance items) in order to access and install meters.
- \$150-\$350 per water heater, HVAC unit or other large appliance removed and reinstallation (labor only)

#### Warranty

AUM provides a 1-year comprehensive warranty on the entire system (excluding the existing meters, plumbing and fixtures). **AUM will supply a diagnostic report on the system once a quarter and during the warranty period will repair and investigate each problem.**

AUM will supply and/or install the necessary meters and electronics equipment, as described above, to monitor water usage in individual apartments, allowing residents to control their own costs. Usage will be read and calculated monthly by our central computer system, and a detailed billing statement will be generated and mailed to each resident every month. A complete set of accounting reports and statements will be generated each month to allow for the tracking of resident payments and the planning of cash flow if AUM performs the collections.

**THIS PROPOSAL IS VALID FOR 30 DAYS**



**TEXAS COMMISSION ON ENVIRONMENTAL  
QUALITY Registration of Submetered or  
Allocated Utility Service**

This Box for TCEQ Use Only

Registration No. 1582

Date: By 027 9-4-08

This Box for TCEQ Use Only

CUSTOMER REFERENCE NUMBER	REGULATED ENTITY REFERENCE NUMBER
CN(9 digits) 602494254	RN (9 digits) 101261170

☒ Send a completed Core Data Form (TCEQ-10400) with this registration.

**PROPERTY OWNER** ("Customer" on TCEQ-10400)

Name Colonial Realty Limited Partnership

☒ Do not enter the name of the owner's contract manager, management company, or billing company

**NAME AND TYPE OF PROPERTY WHERE UTILITY SERVICE IS PROVIDED** ("Regulated Entity" on TCEQ-10400)

Name Colonial Village at Oak Bend

☒ 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 ☐ Water ☐ Wastewater ☒ Both These bills are ☐ Submetered ☒ Allocated\*\*

Name of utility providing water/wastewater City of Lewisville

Date submetered or allocated billing begins (or began) 9/1/08

☒ 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.

OR

☐ **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 (which is equal to or greater than 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, then allocate the remaining charges among our tenants

**\*\* IF UTILITY SERVICES ARE ALLOCATED, YOU MUST ALSO COMPLETE PAGE 2 OF THIS FORM.**

- ☒ Send BOTH this form and the TCEQ Core Data Form by fax to 512/239-6190 OR by mail to: Utilities & Districts Section, MC-153 TCEQ PO Box 13087 Austin, TX 78711-3087

☒ If you need help completing this form, call TCEQ's Utilities & Districts Section at 512/239-4691. You can find additional information about submetered and allocated billing at [www.tceq.state.tx.us/permitting/waterperm/ud/submeter.html](http://www.tceq.state.tx.us/permitting/waterperm/ud/submeter.html)

☒ If you need help completing the TCEQ's Core Data Form, call our Central Registry Program at 512/239-5175. You can also find Instructions for completing this form at [www.tceq.state.tx.us/permitting/projects/cr/10400-inst.pdf](http://www.tceq.state.tx.us/permitting/projects/cr/10400-inst.pdf)



**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

- ☒ **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

- ☐ **Occupancy and size of rental unit:** \_\_\_\_\_ percent (which is equal to or greater 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 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



# TCEQ Core Data Form

For detailed instructions regarding completion of this form, please read the Core Data Form instructions or call 512-239-5175

## SECTION I: General Information

1. Reason for Submission (If other is checked please describe in space provided)			
<input type="checkbox"/> New Permit, Registration or Authorization (Core Data Form should be submitted with the program application)			
<input type="checkbox"/> Renewal (Core Data Form should be submitted with the renewal form)		<input checked="" type="checkbox"/> Other Update Information	
2. Attachments Describe Any Attachments: (ex. Title V Application, Waste Transporter Application, etc.)			
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Registration of Submetered or Allocated Utility Service			
3. Customer Reference Number (if issued)		4. Regulated Entity Reference Number (if issued)	
CN 602494254		RN101261170	

## SECTION II: Customer Information

5. Effective Date for Customer Information Updates (mm/dd/yyyy)		August 1, 2008	
6. Customer Role (Proposed or Actual) Use as it relates to the Regulated Entity listed on this form. Please check only one of the following			
<input type="checkbox"/> Owner	<input type="checkbox"/> Operator	<input checked="" type="checkbox"/> Owner & Operator	
<input type="checkbox"/> Occupational Licensee	<input type="checkbox"/> Responsible Party	<input type="checkbox"/> Voluntary Cleanup Applicant	<input type="checkbox"/> Other
7. General Customer Information			
<input type="checkbox"/> New Customer		<input type="checkbox"/> Update to Customer Information	
<input type="checkbox"/> Change in Legal Name (Verifiable with the Texas Secretary of State)		<input checked="" type="checkbox"/> Change in Regulated Entity Ownership	
		<input type="checkbox"/> No Change**	
**If No Change and Section I is complete, skip to Section III: Regulated Entity Information.			
8. Type of Customer:			
<input type="checkbox"/> Corporation	<input type="checkbox"/> Individual	<input type="checkbox"/> Sole Proprietorship - D B A	
<input type="checkbox"/> City Government	<input type="checkbox"/> County Government	<input type="checkbox"/> Federal Government	
<input type="checkbox"/> State Government	<input type="checkbox"/> General Partnership	<input checked="" type="checkbox"/> Limited Partnership	
<input type="checkbox"/> Other Government	<input type="checkbox"/> Other		
9. Customer Legal Name (If an individual, print last name first: ex: Doe, John)		If new Customer enter previous Customer below	
Colonial Realty Limited Partnership		Amli at Oak Bend	
10. Mailing Address:		End Date	
2101 6th Avenue N Ste 750			
City	Birmingham	State	AL
ZIP	35203	ZIP + 4	
11. Country Mailing Information (if outside USA)		12. E-Mail Address (if applicable)	
13. Telephone Number		14. Extension or Code	
(205) 250-8700			
15. Fax Number (if applicable)			
16. Federal Tax ID (9 digits)		17. TX State Franchise Tax ID (11 digits)	
631098468			
18. DUNS Number (if applicable)		19. TX SOS Filing Number (if applicable)	
20. Number of Employees		21. Independently Owned and Operated?	
<input type="checkbox"/> 0-20 <input type="checkbox"/> 21-100 <input type="checkbox"/> 101-250 <input type="checkbox"/> 251-500 <input type="checkbox"/> 501 and higher		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

## SECTION III: Regulated Entity Information

22. General Regulated Entity Information (If New Regulated Entity is selected below this form should be accompanied by a permit application)			
<input type="checkbox"/> New Regulated Entity <input type="checkbox"/> Update to Regulated Entity Name <input checked="" type="checkbox"/> Update to Regulated Entity Information <input type="checkbox"/> No Change** (See below)			
**If NO CHANGE is checked and Section I is complete, skip to Section IV, Proprietary Information			
23. Regulated Entity Name (name of the site where the regulated action is taking place)			
Colonial Village at Oak Bend			

24. Street Address of the Regulated Entity: (No P.O. Boxes)	195 E Round Grove Rd					
	City	Lewisville	State	TX	ZIP	75067-8302 ZIP + 4
25. Mailing Address:	2101 6th Avenue N Ste 750 C/O Ancillary					
	City	Birmingham	State	AL	ZIP	35203 ZIP + 4
26. E-Mail Address:	stsimpides@colonialprop.com					
27. Telephone Number	28. Extension or Code		29. Fax Number (if applicable)			
( 205 ) 795-8925			( 205 ) 986-6866			
30. Primary SIC Code (4 digits)	31. Secondary SIC Code (4 digits)		32. Primary NAICS Code (5 or 6 digits)		33. Secondary NAICS Code (5 or 6 digits)	
34. What is the Primary Business of this entity? (Please do not repeat the SIC or NAICS description)						
Renting Apartment Units						

Questions 34-37 address geographic location. Please refer to the instructions for applicability.

35. Description to Physical Location:						
36. Nearest City	County		State		Nearest ZIP Code	
37. Latitude (N) In Decimal:	38. Longitude (W) In Decimal:					
Degrees	Minutes	Seconds	Degrees	Minutes	Seconds	

39. TCEQ Programs and ID Numbers Check all Programs and write in the permits/registration numbers that will be affected by the updates submitted on this form or the updates may not be made. If your Program is not listed, check other and write it in. See the Core Data Form Instructions for additional guidance.

<input type="checkbox"/> Dam Safety	<input type="checkbox"/> Districts	<input type="checkbox"/> Edwards Aquifer	<input type="checkbox"/> Industrial Hazardous Waste	<input type="checkbox"/> Municipal Solid Waste
<input type="checkbox"/> New Source Review (Air)	<input type="checkbox"/> OSSF	<input type="checkbox"/> Petroleum Storage Tank	<input type="checkbox"/> PWS	<input type="checkbox"/> Sludge
<input type="checkbox"/> Stormwater	<input type="checkbox"/> Title V (Air)	<input type="checkbox"/> Tires	<input type="checkbox"/> Used Oil	<input checked="" type="checkbox"/> Utilities
<input type="checkbox"/> Voluntary Cleanup	<input type="checkbox"/> Waste Water	<input type="checkbox"/> Wastewater Agriculture	<input type="checkbox"/> Water Rights	<input type="checkbox"/> Other

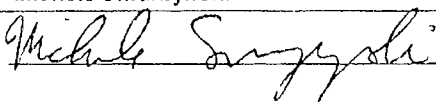
#### SECTION IV: Preparer Information

40. Name:	Michele Smurzynski	41. Title:	Paralegal
42. Telephone Number	43. Ext./Code	44. Fax Number	45. E-Mail Address
( 630 ) 218 - 1400		( 630 ) 218 - 1401	msmurzynski@aum-inc.com

#### SECTION V: Authorized Signature

46. By my signature below, I certify, to the best of my knowledge, that the information provided in this form is true and complete, and that I have signature authority to submit this form on behalf of the entity specified in Section II, Field 9 and/or as required for the updates to the ID numbers identified in field 39.

(See the Core Data Form instructions for more information on who should sign this form.)

Company:	American Utility Management, Inc. (AUM)	Job Title:	Paralegal
Name(In Print)	Michele Smurzynski	Phone:	(630) 218-1400
Signature:		Date:	7/24/08



**TEXAS COMMISSION ON ENVIRONMENTAL  
QUALITY** Registration of Submetered or  
Allocated Utility Service

This Box for TCEQ Use Only

Registration No. **1582**

Date By **11-17-08** **DR7**

This Box for TCEQ Use Only

**CUSTOMER REFERENCE NUMBER**

CN(9 digits) 602494254

**REGULATED ENTITY REFERENCE NUMBER**

RN (9 digits) 101261170

☒ Send a completed *Core Data Form* (TCEQ-10400) with this registration

**PROPERTY OWNER** ("Customer" on TCEQ-10400)

Name Colonial Realty Limited Partnership

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

**NAME AND TYPE OF PROPERTY WHERE UTILITY SERVICE IS PROVIDED** ("Regulated Entity" on TCEQ-10400)

Name Colonial Village at Oak Bend

☒ 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 ☐ Water ☐ Wastewater ☒ Both These bills are ☐ Submetered ☒ Allocated\*\*

Name of utility providing water/wastewater City of Lewisville

Date submetered or allocated billing begins (or began) 9/1/08

☒ 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

OR

☐ 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 (which is equal to or greater than 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, then allocate the remaining charges among our tenants

\*\* IF UTILITY SERVICES ARE ALLOCATED, YOU MUST ALSO COMPLETE PAGE 2 OF THIS FORM.

☒ Send BOTH this form and the TCEQ Core Data Form by fax to 512/239-6190 ☐ OR by mail to Utilities & Districts Section, MC-153 TCEQ PO Box 13087 Austin, TX 78711-3087

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# 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.

- ☒ **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

- ☐ **Occupancy and size of rental unit:** \_\_\_\_\_ percent (which is equal to or greater 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 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.



# TCEQ Core Data Form

For detailed instructions regarding completion of this form, please read the Core Data Form Instructions or call 512-239-5175

## SECTION I: General Information

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<input type="checkbox"/> New Permit, Registration or Authorization (Core Data Form should be submitted with the program application)			
<input type="checkbox"/> Renewal (Core Data Form should be submitted with the renewal form)		<input checked="" type="checkbox"/> Other	Update Information
2. Attachments Describe Any Attachments: (ex Title V Application, Waste Transporter Application, etc.)			
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Registration of Submetered or Allocated Utility Service	
3. Customer Reference Number (if issued)		4. Regulated Entity Reference Number (if issued)	
CN 602494254		RN101261170	

## SECTION II: Customer Information

5. Effective Date for Customer Information Updates (mm/dd/yyyy)		August 1, 2008	
6. Customer Role (Proposed or Actual) as it relates to the Regulated Entity listed on this form. Please check only one of the following:			
<input type="checkbox"/> Owner		<input type="checkbox"/> Operator	
<input type="checkbox"/> Occupational Licensee		<input type="checkbox"/> Responsible Party	
<input checked="" type="checkbox"/> Owner & Operator		<input type="checkbox"/> Voluntary Cleanup Applicant	
<input type="checkbox"/> Other			
7. General Customer Information			
<input type="checkbox"/> New Customer		<input type="checkbox"/> Update to Customer Information	
<input type="checkbox"/> Change in Legal Name (Verifiable with the Texas Secretary of State)		<input checked="" type="checkbox"/> Change in Regulated Entity Ownership	
		<input type="checkbox"/> No Change**	
**If No Change and Section I is complete, skip to Section III: Regulated Entity Information.			
8. Type of Customer:			
<input type="checkbox"/> Corporation		<input type="checkbox"/> Individual	
<input type="checkbox"/> City Government		<input type="checkbox"/> County Government	
<input type="checkbox"/> Other Government		<input type="checkbox"/> General Partnership	
<input type="checkbox"/> Sole Proprietorship - D.B.A		<input type="checkbox"/> Federal Government	
<input type="checkbox"/> State Government		<input checked="" type="checkbox"/> Limited Partnership	
<input type="checkbox"/> Other			
9. Customer Legal Name (If an individual, print last name first: ex: Doe, John)			
Colonial Realty Limited Partnership		Amli at Oak Bend	
10. Mailing Address:			
2101 6th Avenue N Ste 750			
City	Birmingham	State	AL
ZIP	35203	ZIP + 4	
11. Country Mailing Information (if outside USA)		12. E-Mail Address (if applicable)	
13. Telephone Number		14. Extension or Code	
(205) 250-8700			
15. Fax Number (if applicable)			
16. Federal Tax ID (9 digits)		17. TX State Franchise Tax ID (11 digits)	
631098468			
18. DUNS Number (if applicable)		19. TX SOS Filing Number (if applicable)	
20. Number of Employees		21. Independently Owned and Operated?	
<input type="checkbox"/> 0-20 <input type="checkbox"/> 21-100 <input type="checkbox"/> 101-250 <input type="checkbox"/> 251-500 <input type="checkbox"/> 501 and higher		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

## SECTION III: Regulated Entity Information

22. General Regulated Entity Information (If New Regulated Entity is selected below this form should be accompanied by a permit application)			
<input type="checkbox"/> New Regulated Entity <input type="checkbox"/> Update to Regulated Entity Name <input checked="" type="checkbox"/> Update to Regulated Entity Information <input type="checkbox"/> No Change** (See below)			
**If NO CHANGE is checked and Section I is complete, skip to Section IV, Preparer Information.			
23. Regulated Entity Name (name of the site where the regulated action is taking place)			
Colonial Village at Oak Bend			

24. Street Address of the Regulated Entity: (No P.O. Boxes)	195 E Round Grove Rd						
	City	Lewisville	State	TX	ZIP	75067-8302	ZIP + 4
25. Mailing Address:	2101 6th Avenue N Ste 750 C/O Ancillary						
	City	Birmingham	State	AL	ZIP	35203	ZIP + 4
26. E-Mail Address:	stsimpides@colonialprop.com						
27. Telephone Number	28. Extension or Code		29. Fax Number (if applicable)				
( 205 ) 795-8925			( 205 ) 986 -6866				
30. Primary SIC Code (4 digits)	31. Secondary SIC Code (4 digits)	32. Primary NAICS Code (5 or 6 digits)		33. Secondary NAICS Code (5 or 6 digits)			
34. What is the Primary Business of this entity? (Please do not repeat the SIC or NAICS description.)							
Renting Apartment Units							

Questions 34 U 37 address geographic location. Please refer to the instructions for applicability.

35. Description to Physical Location:					
36. Nearest City	County	State	Nearest ZIP Code		
37. Latitude (N) In Decimal:	38. Longitude (W) In Decimal:				
Degrees	Minutes	Seconds	Degrees	Minutes	Seconds

39. TCEQ Programs and ID Numbers Check all Programs and write in the permits/registration numbers that will be affected by the updates submitted on this form or the updates may not be made. If your Program is not listed, check other and write it in. See the Core Data Form instructions for additional guidance.

<input type="checkbox"/> Dam Safety	<input type="checkbox"/> Districts	<input type="checkbox"/> Edwards Aquifer	<input type="checkbox"/> Industrial Hazardous Waste	<input type="checkbox"/> Municipal Solid Waste
<input type="checkbox"/> New Source Review (Air)	<input type="checkbox"/> OSSF	<input type="checkbox"/> Petroleum Storage Tank	<input type="checkbox"/> PWS	<input type="checkbox"/> Sludge
<input type="checkbox"/> Stormwater	<input type="checkbox"/> Title V Air	<input type="checkbox"/> Tires	<input type="checkbox"/> Used Oil	<input checked="" type="checkbox"/> Utilities
<input type="checkbox"/> Voluntary Cleanup	<input type="checkbox"/> Waste Water	<input type="checkbox"/> Wastewater Agriculture	<input type="checkbox"/> Water Rights	<input type="checkbox"/> Other:

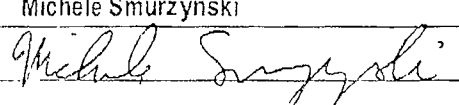
#### SECTION IV: Preparer Information

40. Name:	Michele Smurzynski	41. Title:	Paralegal
42. Telephone Number	43. Ext./Code	44. Fax Number	45. E-Mail Address
( 630 ) 218 - 1400		( 630 ) 218 - 1401	msmurzynski@aum-inc.com

#### SECTION V: Authorized Signature

46 By my signature below, I certify, to the best of my knowledge, that the information provided in this form is true and complete, and that I have signature authority to submit this form on behalf of the entity specified in Section II, Field 9 and/or as required for the updates to the ID numbers identified in field 39.

(See the Core Data Form instructions for more information on who should sign this form.)

Company:	American Utility Management, Inc. (AUM)	Job Title:	Paralegal
Name(In Print)	Michele Smurzynski	Phone:	(630) 218-1400
Signature:		Date:	7/24/08

May 6, 2008

Margot Taunton  
Texas Commission on Environmental Quality  
Water Supply Division, MC-153  
P.O. Box 13087  
Austin, TX 78711-3087

**RE: Conversion from Submetering to Allocation at Colonial Village at Oak Bend**

Colonial Village at Oak Bend  
195 East Round Grove Road  
Lewisville, TX 75067

Dear Margot Taunton:

The submetering system at Colonial Village at Oak Bend is an old submetering system in which each submeter is "hard wired" to remote read pads located through out the property. Employees and contractors of Colonial Village at Oak Bend have made diligent efforts to read the meters accurately without success.

The property has explored the feasibility of replacing the submetering system, but the cost would be prohibitive. Attached is a proposal for the upgrade to a new wireless meter reading system. As you can see, the cost is significant. Consequently, Colonial Village at Oak Bend believes that good cause exists pursuant to Section 291.123(d) to change from submetered to allocated billing. The residents currently sign a Texas Apartment Association form lease which indicated that they will be responsible for water and wastewater and also sign a "Lease Addendum for Water/Wastewater Submeter Billing in Apartments" and receive the "Tenant Guide to Submetered Water or Wastewater Service". It is Colonial Village at Oak Bend's intent to provide existing residents 35-day notice of the new allocation and request their written approval of such modification following Section 291.123(c). This would typically only occur upon new leases and when existing tenants renew their lease.

Colonial Village at Oak Bend intends to use the following allocation system: deduct five (5%) of the water/wastewater bill to account for common area and allocate the remaining ninety-five (95%) back to the residents based on number of occupants in each unit per Section 291.124(e)(ii)(A)(ii). Irrigation is in use at the property and separately metered by the city, which will not be used in the allocation per Section 291.124(e)(iii).

Please provide written approval of the conversion to water allocation billing for Colonial Village at Oak Bend. If you have any questions, please do not hesitate to contact me.

Sincerely,



Sherry Tsimpides  
Colonial Properties Trust  
2101 6th Avenue North, Suite 750 / Birmingham, AL 35203  
205-795-8925 office / 205-986-6866 fax  
[stsimpides@colonialprop.com](mailto:stsimpides@colonialprop.com)

enc. (1)





## UPGRADE WIRELESS METER PROPOSAL

March 31, 2008

Proposal for: Water submetering  
by American Utility Management

AUM Contact: Dave Carpenter

Submitted to: Colonial Properties Trust

Property: Colonial Village at Oakbend  
Lewisville, TX

Number of Units: 426 units

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Capital Investment: \$45,375 (\$107/unit) (Excluding sales taxes and permit fees)

Estimated Sales Tax: \$3,238

Deposit for Materials & Taxes: \$35,623 (Required prior to equipment order)

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### Description of Equipment To Be Used

- Existing Master Meter meters. Existing meter will be retained and new meter reading electronics will be installed.
- Inovonics wireless transmitters
- Inovonics data concentrator and collector (DCC) unit, receiver and antenna
- Inovonics wireless repeaters
- Inovonics Tapwatch II software

### Benefits of Inovonics Wireless Systems with existing meters

- Inovonics 900 MHz systems have become the industry standard for wireless technology.
- Inovonics systems are non-proprietary system that can be read by any billing company
- Inovonics equipment is highly reliable, accurate and durable.
- Inovonics system allows AUM to remotely download meter reads daily.

### Scope of AUM Installation

- AUM will test the operating standards of the existing meters. **Replacement meters are not included in the price of this proposal.**
- AUM will remove and dispose of any parts of the existing meter reading components excluding house wires and exterior boxes.
- AUM will install new meter read collars to the existing meters.
- AUM will supply, install, activate, register and program one (1) Inovonics Wireless transmitter to each existing water meters (426 units).
- AUM will furnish, install, activate, register & program one (1) data concentrator and collector (DCC) and system receiver.
- **Owner is responsible for providing power & dedicated phone line for the DCC.**
- AUM will furnish, install, activate, register & program up to 17 repeaters as necessary

- Owner is responsible for providing power for repeaters in locations identified by AUM.
- AUM will submit progress reports throughout the job
- AUM will prepare the meter system for data collection and billing.
- Owner is responsible for providing deposit as indicated above prior to AUM ordering equipment.

Assumptions The following assumptions have been because AUM has not entered each unit or reviewed the construction plans to confirm the plumbing configuration, condition and location of the shut off valves and the access to the plumbing lines.

- 426 units have one (1) water meter installed on the single cold water supply line.
- All existing meters are operational
- Plumbing lines are 3/4" in diameter.
- A water shut valve exists on the single supply line in each unit and on each building.
- In situations where the building shut off valves must be used to stop the flow to one or more units, AUM shall be permitted to shut off the building valve in order to service the meter(s).
- Water heaters, HVAC units, washer/dryer or other large appliances will not need to be removed to access the meters.
- Access to the meters will be free and clear All resident items, belongings and property equipment will be removed prior to installation (**see Additional Service below if items are not removed prior to installation**)
- Access will be provided to all units.
- Owner is responsible for procuring and paying for all necessary permits

Exclusions

- Replacement meters
- Installation of missing meters or couplings
- Installation of power for DCC and repeaters
- Installation of phone line for DCC
- Installation or replacement of building or unit shut off valves
- Replumbing of any supply or service lines outside of what is required to install equipment of new meters
- Removal and replacement of water heaters, HVAC units or other large appliances in order to gain access to meters
- Removal of exterior meter boxes and repair of exterior walls/siding
- Sales tax and permit fees have been excluded from the Capital Investment
- Procuring or paying for any permits

Additional Services

- \$75 per replacement meter
- \$35 per occurrence to remove personal items or property equipment (non large appliance items) in order to access and install meters.
- \$150-\$350 per water heater, HVAC unit or other large appliance removed and reinstallation (labor only)

Warranty

AUM provides a 1-year comprehensive warranty on the entire system (excluding the existing meters, plumbing and fixtures). ***AUM will supply a diagnostic report on the system once a quarter and during the warranty period will repair and investigate each problem.***

AUM will supply and/or install the necessary meters and electronics equipment, as described above, to monitor water usage in individual apartments, allowing residents to control their own costs. Usage will be read and calculated monthly by our central computer system, and a detailed billing statement will be generated and mailed to each resident every month. A complete set of accounting reports and statements will be generated each month to allow for the tracking of resident payments and the planning of cash flow if AUM performs the collections.

**THIS PROPOSAL IS VALID FOR 30 DAYS**