



CITY OF HOUSTON

Public Works and Engineering
Department

Annise D. Parker

Mayor

Daniel W. Krueger, P.E., Director
P.O. Box 4863
Houston, Texas 77210-4863
www.houstontx.gov

Multifamily Water Conservation Incentive Program Details

The application deadline for Period 4 is now closed.

The City of Houston enacted Ordinance 2010-305, which raised water/wastewater rates for multifamily properties to cover the cost of service provided, and it also allowed for a water conservation incentive program to be established for these same properties. Since owners of multifamily properties have the difficult task of encouraging tenants and/or other owners to conserve water, the ordinance assists property owners who reduce their water consumption.

This program focuses on encouraging Multifamily Rate/Class customers to reduce high water consumption through conservation efforts, which may include educating residents on how to use water efficiently and installing water saving devices. Adopting conservation practices will save water and reduce water bills over the next year and beyond. The remaining six-month conservation period:

- Period 4: Six- month conservation period July 1, 2012 – December 31, 2012

To participate in the **Multifamily Conservation Incentive Program**, the **property owner** must do the following:

If the city has notified you that your property is in the program-

1. **Pay all water/wastewater bills for the property in full, by the due date on the bill each month, throughout the program. Failure to pay all bills by the due date during a conservation period will result in a denial of the rebate for that conservation period.**
2. This rebate program requires that the applicant submit monthly occupancy information for each month in the conservation period as well as the baseline 2010 monthly occupancy. See the Occupancy or Timeline Sections for more information.
3. The rebates are paid to properties, which meet or exceed the conservation goals. See the Rebate Calculation Section for more information.

Definition of the Multifamily Customer:

The customer may be the person or entity who legally owns the property or a duly authorized management company, homeowners' association, board, etc.

A Multifamily residential customer account per the City of Houston Code of Ordinance Sec. 47-61: A meter/account that connects to or exclusively serves a residential establishment with more than one residential unit. Only properties with 16 or more units are eligible for this rebate program. Also, the customer's water/wastewater bill must reference the Rate/Class of **MULTIFAMILY** on the water/wastewater bill.

Note: Charges for lawn meters, fire lines, drainage or any other charges are excluded from the conservation calculation. Adjustments to an accounts' consumption due to a credit or debit will also be included in the formula.

To see a sample water bill, please go to www.houstonwaterbills.houstontx.gov. Under Menu click on Multifamily Properties. Under program Documents click on Sample Water Bill.

Length of Program:

- 6-months remaining – July 1, 2012 – December 31, 2012

Timeline:

1. **New applications for Period 4 were accepted until September 15th.**
2. **Occupancy Reporting Requirements** - The customer submits the occupancy numbers monthly. At the end of December 2012, one spreadsheet template will contain all of the monthly occupancy information for July 2012 – December 2012. All occupancy sheets for Period 4 are due by the **January 15, 2013** deadline.
3. Beginning January 2013 water/wastewater accounts will be reviewed and if qualified, the fourth six-month conservation rebate will be calculated and checks mailed to the customer.

Rebate Calculation:

The test for water conservation will be calculated on each account's water consumption compared to the base line of 2010 water consumption for occupied complexes. The calculation of the rebate is a formula based on the daily average usage each month, occupancy, a comparison to a previous period and a percentage conservation goal.

The comparison periods are as follows:

- Each six-month period's usage from January – June will be compared to baseline January 1, 2010 - June 30, 2010 usage.
- Each six-month period's usage from July – December will be compared to July 1, 2010 – December 31, 2010 usage.

Depending on the reduction of usage when comparing the periods, properties may be eligible for the following:

- 5% - 9.99% conservation goal = \$10.00 per occupied unit for every six months based upon achieved water conservation
- 10% - 14.99% conservation goal = \$13.00 per occupied unit for every six months based upon achieved water conservation
- 15% - 24.99% conservation goal = \$15.00 per occupied unit for every six months based upon achieved water conservation
- 25% or more conservation goal = \$25.00 per occupied unit for every six months based upon achieved water conservation

Steps used for calculation-

1. For each month's bill in the baseline period, list the amount of gallons billed, the number of days for the bill and the number of units occupied for the month. Do the same for the conservation period under review.
2. Calculate the daily average for each month.
3. Calculate the average number of units for the conservation period.
4. Calculate the percentage difference between the conservation period and baseline - 2011/2010 - 1.
5. If there is a savings of 5% or more, multiply the average number of units in the conservation period by the amount of rebate per the chart above to calculate the rebate earned.

Example-

| | Jan-2010 | Feb-2010 | March-2010 | April-2010 | May-2010 | June-2010 |
|--------|------------|----------|------------|------------|----------|-----------|
| Co. | 1222 | 1142 | 1085 | 1124 | 1152 | 1287 |
| Days | 31 | 29 | 28 | 31 | 30 | 34 |
| Occ. | 287 | 286 | 285 | 284 | 286 | 283 |
| D avg. | 0.13734967 | 0.13769 | 0.135965 | 0.12766924 | 0.134266 | 0.133756 |

Total AVG for **BASELINE** period 2010 = 0.11155763

| | Jan-2011 | Feb-2011 | March-2011 | April-2011 | May-2011 | June-2011 |
|--------|------------|----------|------------|------------|----------|-----------|
| Co. | 1084 | 1090 | 1021 | 977 | 1244 | 1092 |
| Days | 33 | 30 | 28 | 28 | 34 | 30 |
| Occ. | 280 | 276 | 277 | 284 | 288 | 290 |
| D avg. | 0.11731602 | 0.131643 | 0.13164 | 0.12286217 | 0.127042 | 0.125517 |

Total AVG for **CONSERVATION** period 2011 = 0.10645074

Average number of units occupied in 2011- 283

$0.10645074 / 0.11155763 - 1 = -.05$ OR 5% reduction

A 5% reduction earns a credit of \$10.00 per occupied unit. $\$10.00 \times 283 \text{ units} = \$2,830.00$ rebate earned for this six-month period

Occupancy Information and Requirements:

The application requires each customer to provide the number of total units and number of units occupied each month for the period of January 2010 – December 2010. Occupancy spreadsheets/templates must also be submitted each month of the six-month conservation period prior to calculation of the rebate credit. The spreadsheet/template is available on the website. Please use the same sheet each month so at the end of the period, all 6 months are on one sheet. Submit the spreadsheet/template by email to multifamilyrebate@houstontx.gov. Occupancy numbers are required to ensure fairness and consistency when calculating the rebate.

Period 4 Report occupancy for July 2012 – December 2012 Submittal Deadline 1/15/13

Failure to submit occupancy information 15 days after a period closes will result in the rebate being denied for that period.

Renovated Properties:

For properties which have been renovated and no comparable history exists for 2010, the consumption for a comparable period in 2009 will be used. Occupancy of the property must be at or more than 50% for the conservation period and the comparable period being reviewed.

Newly Constructed Properties:

For properties which are newly constructed, a comparable period must be available for review and occupancy must be at or more than 50% for both periods. Example: A property opened March 2010. The review would compare the consumption and occupancy from March 1, 2010 to June 30, 2010 to March 2011 through June 2011.

Audits and Reviews:

The City reserves the right to review and audit any property's information up to three years after the conclusion of the program.

Conservation Rebate Program Coordinator/Website:

- Allison Wolfert 832-395-2682 or Allison.Wolfert@houstontx.gov
- Fax 832-395-2704
- multifamilyrebate@houstontx.gov for submitting forms
- www.houstonwaterbills.houstontx.gov under Menu and Rebate Programs click on Multi-Family Properties for more information