

## **NEW GAS BILLING PROCEDURE – 2007-2008**

As many of you are aware the Association has installed new gas meters to each unit's furnace (meter is manufactured by Norgas Inc. and is called the Gallus 2000 Meter). The Gallus 2000 meter was selected by the Association as it is 1) a diaphragm operated meter which is almost identical to the millions of meters installed on single family homes over the last 30 years and is one of the most reliable and maintenance free units manufactured and 2) there is a meter on the face of the unit which can be manually read by each unit owner. Each unit owner can then match the amount of gas (cubic foot) used by their unit with the new billing (sample form posted on the Association's Website) which will be sent out by the Association. Note that the gas billing will consist of three parts:

1. Amount of gas actually used (cubic feet) will be billed based on the cost of gas. A copy of each building' gas bill will be posted on the Association's website each month so you can see all of the relevant charges and the basis for the re-billing.
2. Basic Account Costs charged by the gas supplier will be billed based on the units Percentage of Ownership (a copy of the percentages for each unit is available on the Association's website and is contained in the Association's Declaration).
3. Taxes – Taxes will be billed based on a percentage of the cubic foot usage.

The Association will “manually” read each of the meters for the next several billings to insure proper recording (meters will be read on a monthly basis). Each meter will be read on either 1) the last day of the month if the day is a normal week day or 2) the next work day (if the last day of the month falls on a Saturday, the meters will be read on a Monday – same applies for national holidays). For the first billing of the 2007/2008 winter season the meters will be read on Monday, December 17, 2007. Be sure to read you meter if you want to be sure your billing matches with your reading.

**Be sure to read your meter on this date so that it will match up with the Association's meter reading. Note that the Association will be billing each unit directly for the 2007/2008 gas costs and not Minol.**

The attached pictures denote the areas of the meter you should be familiar with:

Picture of Gallus 2000 Meter

Gallus 2000 Meter – Face of Unit



Thank you for your attention in this matter.