REGULAR MEETING OF THE BARTLESVILLE CITY COUNCIL

Monday, November 4, 2024
5:30 p.m.

Mayor Dale Copeland
918-338-4282

City Hall, Council Chambers
401 S. Johnstone Avenue
Bartlesville, OK 74003

AGENDA

1. **Call to order the business meeting of the Bartlesville City Council by Mayor Copeland.**

2. **Roll call and establishment of a quorum.**

3. **The Invocation will be provided by Dr. Bill Shupe, Pastor of Redeemer Lutheran Church.**

4. **Citizens to be heard.**

5. **City Council Announcements and Proclamations.**
   - Veterans and Military Families Month-November 2024
   - Homeless Awareness Month – November 2024
   - Community Foundation Week – November 12-18, 2024
   - Small Business Saturday – November 30, 2024
   - Lung Cancer Awareness Month – November 2024

6. **Authorities, Boards, Commissions and Committee Openings**
   - One opening on the Ambulance Commission
   - One opening on the Bartlesville Library Board
   - One opening on the Bartlesville Museum Trust Authority
   - One opening on the Bartlesville Water Resources Committee (Ward 4 Representative)

7. **Consent Docket**
   a. **Approval of Minutes**
      i. The Regular Meeting Minutes of October 7, 2024.
      ii. The Special Workshop Meeting Minutes of the Bartlesville City Council and the City Planning Commission of October 14, 2024.

   b. **Approval and/or Ratification of Appointments to Authorities, Boards, Commissions, and Committees.**
      i. Appointment of Ms. LeAnne DeLapp to a three year term on the White Rose Cemetery Board at the recommendation of Mayor Copeland.

   c. **Approval and/or Ratification of Agreements, Contracts, Engagement Letters, Proposals, Memorandums of Understanding, Change Orders**
      i. Emergency Facilities and Land Use Agreement between BIA, Eastern Oklahoma Regional Office, Branch Forestry and the City of Bartlesville/Municipal Airport for use of space at the airport to run aerial fire-fighting operations.
      ii. Letter of Agreement with BKL for engineering design of the Downtown Landscaping Phase 3 Project.

iii. Contract between the Bartlesville Community Foundation and the City of Bartlesville/Bartlesville Public Library Literacy Services for the Washington County Healthy Living Fund Grant.
iv. Contract between the Oklahoma Department of Libraries and the City of Bartlesville/Bartlesville Public Library Literacy Services for health and wellness programs.
v. Change Order No. 1 from Brent Bell Construction, LLC for the Bond Park Improvements Project.

d. Approval of Resolutions
i. Amending the Budget for FY 2024-2025 appropriating unanticipated revenue in the 208 fund of the Library (421) Department for the use of health education programming.

e. Receipt of Annual Report
i. The Annual Report for FY 2023-2024 Chickasaw Wastewater Treatment Plant.

f. Receipt of Bartlesville NEXT Progress Report
i. Bartlesville NEXT Progress Report – October 2024.

g. Receipt of Financials
i. Interim Financials for three months ending September 30, 2024.

8. **Presentation on the results of the Wastewater Treatment Plant Expansion pilot study for Indirect Potable Reuse. Presented by Terry Lauritsen, P.E., Director of Water Utilities.**

9. **Presentation on the results of the Lead Service Line Inventory. Presented by Terry Lauritsen, P.E., Director of Water Utilities.**

10. **Discuss and take possible action on a request by Raymond Crow to close a portion of a 20-foot-wide utility easement located on the south side of Lot 1, Block 4, Corrected Plat for Covington Park, Bartlesville, Washington County, Oklahoma. Presented by Micah Siemers, Director of Engineering.**

11. **Presentation, discussion and possible action to approve a resolution of the City Council adopting the Endeavor 2045 Comprehensive Plan for the City of Bartlesville. Presented by Greg Collins, Special Projects Manager, Community Development Department.**

12. **Discuss and take possible action on a request for final plat approval of 10.84 acres, zoned C-5 (General Commercial) and O (Office), located on the northwest corner of Stonewall Drive and Washington Boulevard/US Hwy 75, from Todd Cone on behalf of Bartlesville Ford Company, Inc. Presented by Larry Curtis, Director of Community Development.**

13. **Discuss and take possible action on an appeal by Jay A. Mitchell, II of the Hearing Examiner's Order of Abatement, demolition and removal of dilapidated structures at 421 SW Cheyenne Avenue, legally described as Lot 5, Block 3, Overlees Addition, Bartlesville, Washington County, Oklahoma (Code Enforcement Case Number DS-0824-0325). Presented by Larry Curtis, Director of Community Development.**

14. **Discuss and take possible action to approve a resolution of the City Council of the City of Bartlesville creating the Unsheltered Homeless Task Force to address the rise in unsheltered homelessness and associated issues in the City of Bartlesville. Presented by Mike Bailey, City Manager.**

15. **Discuss and take possible action to move to Executive Session authorized under 25 O.S. Sec. 307(4) to discuss confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to**

process the claim or conduct a pending investigation, litigation, or proceeding in the public interest.

16. **Return from Executive Session.**

17. **Discuss and take possible action approve a Settlement Agreement between the IAFF Local 200 and the City of Bartlesville which fully and finally resolves the Released Claims of failure to properly pay Local Members' overtime under the FSLA, liquidated damages under the FLSA, and attorneys' fees that had accrued within the last three years. Presented by Jess Kane, City Attorney.**

18. **Discuss and take possible action to move to Executive Session authorized under 25 O.S. Sec. 307(2) to discuss negotiations concerning employees and representatives of employee groups.**

19. **Return from Executive Session.**

20. **Discuss and take possible action approve a Settlement Agreement between the Fraternal Order of Police Lodge #117 and the City of Bartlesville which fully and finally resolves the Released Claims of failure to properly pay Lodge Members' overtime under the FSLA. Presented by Jess Kane, City Attorney.**

21. **Discuss and take possible action to approve a resolution authorizing the City Manager to compensate General Employees for miscalculated overtime pay. Presented by Jess Kane, City Attorney.**

22. **New Business.**

23. **City Manager and Staff Reports.**

24. **City Council Comments and Inquiries.**

25. **Adjournment.**

The Agenda was received and filed in the Office of the City Clerk and posted in prominent public view at City Hall at 5:30 p.m. on Thursday, October 31, 2024.

Jason Muninger

Jason Muninger, City Clerk/CFO

/s/ Elaine Banes

by Elaine Banes, Deputy City Clerk

City of Bartlesville Website: https://www.cityofbartlesville.org/city-government/city-council/meeting-agendas/
Live Streaming: https://www.cityofbartlesville.org/city-government/city-council/webcast/
Sparklight: Channel 56

Open Meetings Act Compliance (25 O.S. Sec. 301 *et seq*.): all discussion items are subject to possible action by the City Council. Official action can only be taken on items which appear on the agenda. The City Council may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the City Council may refer the matter to the City Manager, Staff or City Attorney, or back to a committee or other recommending body. Under certain circumstance, items are deferred to a specific later date or stricken from the agenda entirely. Agenda items requiring a public hearing as required by law will be so noted. The City Council may at their discretion change the order of the business agenda items. City of Bartlesville encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least one working day prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive this rule if signing is not the necessary accommodation.

city of bartlesville
CONNECTED / CREATIVE / VIBRANT

Official Proclamation

Veterans and Military Families Month
November 2024

WHEREAS, November is recognized nationally as Veterans and Military Families Month; and

WHEREAS, since our Nation's earliest days, courageous men and women of all backgrounds and beliefs have banded together to fight for the freedoms we cherish; and

WHEREAS, no one pays a higher price for our freedom than members of our Nation's military and their families; and

WHEREAS, behind each serviceman and servicewomen stands a parent, a sibling, a child, a spouse – proud family members who share the weight of deployment and make profound sacrifices on behalf of our country; and

WHEREAS, we have a solemn obligation to ensure that while our men and women in uniform discharge their duties, we do all we can to promote and preserve the well-being of their families; and

WHEREAS, we must also support the families of our wounded warriors and our fallen heroes who have paid the ultimate price for the freedoms we enjoy; and

WHEREAS, the Tall Grass Prairie, Blue Star Mothers of America, Chapter OK-19, is a patriotic, educational, service organization whose members offer support to one another, to the families of the fallen, to those in uniform, and to our veterans; and

WHEREAS, Bartlesville area residents can support veterans and military families by learning more about and supporting the mission of our local Blue Star Mothers of America, Chapter OK-19 at www.bvlbluestars.org.

NOW THEREFORE, I, Dale Copeland, Mayor of the City of Bartlesville, do hereby officially proclaim the month of November 2024 as "Veterans and Military Families Month" in the City of Bartlesville and encourage our residents to honor our veterans and the families of our Armed Forces and thank them for their dedication to our country.

IN WITNESS WHEREOF, we hereunto set our hands and caused the Official Seal of the City of Bartlesville, Oklahoma, to be affixed this 4th day of November, in the year of our Lord two thousand and twenty-four.

_____
Dale W. Copeland, Mayor

city of bartlesville
CONNECTED / CREATIVE / VIBRANT

Official Proclamation

"Homeless Awareness Month"
November 2024

***Whereas*,** homelessness affects people from all walks of life in the Bartlesville area; and

Whereas, misunderstandings exist about homelessness, its cause and the process to full recovery; and

***Whereas*,** there are four general categories of homelessness; chronic lifestyle, mental health issues, financial, or addictions; and

Whereas, the Lighthouse provides food, clothing and shelter to 60-75 people a day all year round; and

Whereas, on any given night, there are over 4,000 people in Oklahoma without a home; and

Whereas, The Lighthouse Outreach Center has been ministering to the homeless for over 30 years and has provided shelter to over 4,000 people during that time; and

Whereas, many citizens in this area at one time were residents of the Lighthouse for a period of time and are now living productive lives in the community; and

Whereas, we are grateful for the wonderful support of individuals, churches, civic groups and businesses for their support over the past 30 plus years; and

Whereas, being homeless does not mean being hopeless.

NOW THEREFORE, I, Dale Copeland, Mayor, and the Bartlesville City Council do hereby officially proclaim November 2024 as "Homeless Awareness Month" in the City of Bartlesville and encourage all citizens to support this worthwhile endeavor.

IN WITNESS WHEREOF, we hereunto set our hands and cause the Official Seal of the City of Bartlesville, Oklahoma, to be affixed this 4th day of November, in the year of our Lord two thousand and twenty-four.

_____

Dale W. Copeland, Mayor

city of bartlesville
CONNECTED / CREATIVE / VIBRANT

Official Proclamation

COMMUNITY FOUNDATION WEEK
NOVEMBER 12 - 18, 2024

WHEREAS, the first community foundation was founded in 1914 to ensure that donors' charitable intentions could be carried out in perpetuity and to provide a way for people of modest means to engage in large-scale philanthropy by pooling donations; and

WHEREAS, community foundations are grantmaking public charities dedicated to improving the lives of people in a defined local geographic area; and

WHEREAS, today, hundreds of community foundations across the country create social change through their collaborative and innovative approach to working with the public, private, and nonprofit sectors; and

WHEREAS, Community Foundation Week is a national celebration that was created in 1989 by former president George H.W. Bush to recognize the important work of community foundations throughout America; and

WHEREAS, the Bartlesville Community Foundation was formed in 1999 by a group of community leaders dedicated to the advancement of philanthropy and sustainability in the Bartlesville area; and

WHEREAS, the Bartlesville Community Foundation granted more than $2.6 million from over 200 funds in fiscal year 2024; and

WHEREAS, since its founding, the Bartlesville Community Foundation has given over $15 million in grants and scholarships throughout Bartlesville and surrounding communities.

NOW THEREFORE, I Mayor Dale Copeland of the Bartlesville City Council, do hereby officially proclaim the week of November 12 through 18, 2024 as "Community Foundation Week" and

IN WITNESS WHEREOF, I hereunto set my hand and cause the Official Seal of the City of Bartlesville, Oklahoma, to be affixed this 4th day of November, in the year of our Lord Two Thousand and Twenty-Four.

_____
Dale Copeland, Mayor

city of bartlesville
CONNECTED / CREATIVE / VIBRANT

Official Proclamation

Small Business Saturday
November 30, 2024

Whereas, Bartlesville, Oklahoma, celebrates our local small businesses and the contributions they make to our local economy and community; and

Whereas, according to the United States Small Business Administration, there are 34.7 million small businesses in the United States, small businesses represent 99.7% of firms with paid employees, small businesses are responsible for 61.1% of net new jobs created since 1995, and small businesses employ 45.9% of the employees in the private sector in the United States, and

Whereas, 68 cents of every dollar spent at a small business in the U.S. stays in the local community and every dollar spent at small businesses creates an additional 48 cents in local business activity as a result of employees and local businesses purchasing local goods and services; and

Whereas*,* 59% of U.S. consumers aware of Small Business Saturday shopped or ate at a small, independently owned retailer or restaurant on Small Business Saturday 2023; and

Whereas*,* Bartlesville supports our local businesses that create jobs, boost our local economy, and preserve our communities; and

Whereas, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

NOW THEREFORE, I, Dale Copeland, Mayor, Bartlesville, Oklahoma, do hereby officially proclaim November 30, 2024 as “Small Business Saturday” and urge all residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

IN WITNESS WHEREOF, we hereunto set our hands and cause the Official Seal of the City of Bartlesville, Oklahoma, to be affixed this 4th day of November, in the year of our Lord two thousand and twenty-four.

_____

Dale Copeland, Mayor, Bartlesville City Council

city of bartlesville
CONNECTED / CREATIVE / VIBRANT

Official Proclamation
Lung Cancer Awareness Month
November 2024

Whereas, lung cancer is the leading cause of cancer death among men and women in the United States and Oklahoma, accounting for more deaths than colon cancer, breast cancer, and prostate cancer combined; and

Whereas, according to the Centers for Disease Control, there were 15,373 new lung cancer cases between 2017 and 2021 and 2,176 deaths due to lung cancer between 2018 and 2022 in Oklahoma; and

Whereas, the 5-year survival rate for localized lung cancer is 60%, yet only 24% of lung cancers are diagnosed at this stage; and

Whereas, screening for lung cancer for high-risk individuals using low-dose computed tomography can lead to the earlier detection of lung cancer and save lives, reducing the mortality by 20% when compared to screening by chest x-ray in the National Lung Screening Trial and reducing the risk of death at 10 years by 24% in men and 33% in women as demonstrated by another large randomized trial; and

Whereas, funding for lung cancer research trails far behind funding for research of many other cancers, and additional research is needed in early diagnosis, screening, and treatment for lung cancer as well as in lung cancer affecting women and lung cancer health disparities; and

Whereas, lung cancer incidence is decreasing twice as fast in men as it is in women, each year more women die from lung cancer than breast cancer and by 2035, more women will die from lung cancer than men; and

Whereas, African Americans have the highest lung cancer incidence and mortality of all races, and disparities in lung cancer screening, diagnosis, treatment, and mortality are well characterized among African Americans and other racial minorities; and

Whereas, lung cancer in individuals who never smoked is the 7th leading cause of cancer-related death and accounts for 17,000-26,000 deaths in the US every year, 60-70% of individuals diagnosed with lung cancer who never smoked are women, and the proportion of lung cancers diagnosed in people who never smoked is increasing in the US; and

Whereas, radon is the leading cause of lung cancer among individuals who never smoked and the second leading cause of lung cancer overall; and

Whereas, the stigma surrounding lung cancer creates barriers to early diagnosis, treatment, and funding for research, has a detrimental impact on the quality of life of people diagnosed with lung cancer, and hinders awareness of and research into lung cancer risk factors other than smoking; and

Whereas, lung cancer research is leading to breakthroughs in the identification of genetic alterations associated with lung cancer and in the development of lung cancer treatments, including immunotherapies and targeted therapies; and

Whereas, organizations working in Oklahoma such as the American Lung Cancer Screening Initiative and Women's Lung Cancer Forum, are committed to educating about lung cancer and lung cancer screening and working to increase lung cancer screening rates in Oklahoma.

NOW THEREFORE, I, Dale Copeland, Mayor, City of Bartlesville, do hereby officially proclaim the month of November 2024 as Lung Cancer Awareness Month in Bartlesville, Oklahoma, and recognize the need for research in lung cancer affecting women and lung cancer health disparities, and encourage all citizens to learn about lung cancer and early detection through lung cancer screening.

IN WITNESS WHEREOF, we hereunto set our hands and caused the Official Seal of the City of Bartlesville, Oklahoma, to be affixed this 4th day of November, in the year of our Lord two thousand and twenty-four.

_____
Dale W. Copeland, Mayor

MINUTES OF THE REGULAR MEETING OF THE BARTLESVILLE CITY COUNCIL

Monday, October 7, 2024
5:30 p.m.

Mayor Dale Copeland
918-338-4282

City Hall, Council Chambers
401 S. Johnstone Avenue
Bartlesville, OK 74003

MINUTES

(The Notice of Meeting was posted December 15, 2023 and the Amended Agenda was posted October 4, 2024 at 10:30 a.m.)

City Council present were Mayor Dale Copeland, Vice Mayor Jim Curd, Jr., Councilmembers Trevor Dorsey, Loren Roszel and Quinn Schipper.

City staff present were Mike Bailey, City Manager; Jess Kane, City Attorney; Jason Muninger, CFO/City Clerk; Laura Sanders, Assistant City Manager; Micah Siemers, Director of Engineering; Kelli Williams, Chief Communications Officer; Kiley Roberson, Library and Museum Director; Fire Chief H.C. Call; Police Chief Kevin Ickleberry; Deputy Police Chief Andrew Ward, Greg Collins, Special Project Manager; Alicia Shelton, Internal Finance Supervisor; Tammy Hudgins, External Finance Supervisor; Jody Shahan, Golf Course Supervisor; Police Captain Daniel Elkins, Security; Steve Roper, Engineer; and Elaine Banes, Executive Assistant.

1. **The business meeting of the Bartlesville City Council was called to order by Mayor Copeland at 5:30 p.m.**

2. **Roll call was conducted and a quorum established.**

3. **The Invocation was provided by Councilmember Quinn Schipper.**

4. **Citizens to be heard.**

   Eddie Collins provided comments about the recent drag queen show at Unity Square opposing the event, and his experience at the event involving the local police officers working the event. He also asked for the amount of funds used to pay for the police offers who worked the event.

   Joel Rabin provided his comments about the recent drag queen show and his opposition to the event, as did citizen Jason Atherton.

   Aaron Kirkpatrick provided his comments about his plan to address homelessness, Highway out of Homelessness.

   Ken Cannon stated his interest in the failure history of the water meters and if the City has any plans regarding water meters.

5. **City Council Announcements and Proclamations.**

   There were no announcements or proclamations.

6. **Authorities, Boards, Commissions and Committee Openings**
   - One opening on the Ambulance Commission

- One opening on the Bartlesville Library Board
- One opening on the Bartlesville Museum Trust Authority
- One opening on the Bartlesville Water Resources Committee (Ward 4 Representative)

Mayor Copeland read the openings and encouraged citizens to volunteer on City Committees. Applications can be found at www.cityofbartlesville.org or at City Hall in the city Manager's Office.

7. Consent Docket

a. Approval of Minutes

i. The Regular Meeting Minutes of September 3, 2024.

b. Approval and/or Ratification of Appointments to Authorities, Boards, Commissions, and Committees.

i. Appointment of Ms. Laura Jensen and Mr. Andrew Gilbert to three-year terms each on the Bartlesville Redevelopment Trust Authority at the recommendation of Councilmember Roszel.

ii. Appointment of Mr. John Howk to a three-year term on the Board of Adjustment at the recommendation of Mayor Copeland.

c. Approval and/or Ratification of Agreements, Contracts, Engagement Letters, Proposals, and Memorandums of Understanding.

i. Lease Agreement between Edward Smothers and the City of Bartlesville/Municipal Airport to store aircraft for aeronautical activity in Hangar 8.

ii. Professional Services Agreement between Heckenkemper Golf Course Design and the City of Bartlesville for agronomy consulting services for Adams Municipal Golf Course.

iii. Design Contract with CEC Corporation and the City of Bartlesville for engineering design for rehabilitation of six different asphalt streets included in the 2023 issuance of the 2020 General Obligation Bond.

iv. FY-2024 Audit Engagement Letter between Arledge and Associates P.C. and the City of Bartlesville to perform an audit of the City of Bartlesville financial statements.

v. Agreement between TargetSolutions Learning LLC and the City of Bartlesville/Bartlesville Fire Department for online Fire/EMS/Hazmat training program and records management.

vi. Facility Rental Agreement between The Center and the City of Bartlesville/Bartlesville Public Library for the annual downtown Spooktacular event.

vii. Agreement between Kellogg and Sovereign Professional E-Rate Managements Services Fee Schedules and the City of Bartlesville/Bartlesville Public Library for FY 2025-2026 E-Rate services, covering E-Rate, Oklahoma Universal Service Fund and FCC's new Cybersecurity Pilot Project.

viii. Hosted Services Agreement between Quipu Group, LLC and the City of Bartlesville/Bartlesville Public Library for FY 2025 to keep a record of customer incidents, i.e., accidents or removing customers due to policy infractions.

ix. Authorization to the City Manager or his designee to sign Voluntary Labor Agreements for volunteer hours worked in exchange for complimentary golf at Adams Municipal Golf Course.

x. Purchase and Sale Agreement for Jerry Benedict d/b/a Adams Golf Club.

xi. Master Services Agreement with Parkhill, Smith, and Cooper for Airport Consulting Services.

d. Receipt of Land Donation

i. Receipt of a donation of 0.14 acres +/- of land described as Lot 6, less the East 45 feet, of Block 19, Capitol Hill Addition to the City of Bartlesville, Washington County, Oklahoma, from Weare-West Family Trust, Arvest Bank, Trustee, addressed as 216 S. Wyandotte Ave.

e. Approval of Resolutions

i. Amending the FY 2024-2025 Budget appropriating unanticipated grant revenue in the Restricted Revenue Fund of the Community Development Department for the use of grant funds from Phillips 66 for a tree planting program.
ii. Amending the FY 2024-25 Budget appropriating unbudgeted revenue for the Police Department.

f. Receipt of Bartlesville NEXT Progress Report
i. Bartlesville NEXT Progress Report – September 2024.

g. Receipt of Financials
i. Interim Financials for one month ending July 31, 2024.
ii. Interim Financials for two months ending August 31, 2024.

h. Receipt of Bids
i. Bid No. 2024-2025-006R for Tuxedo Bridge over Caney River
ii. Bid No. 2024-2025-008 for Concrete
iii. Bid No. 2024-2025-009 for Asphaltic Concreate & Aggregate Base
iv. Bid No. ~~1013-1014-010~~ 2024-2025-010 for Custom Aerial Fire Apparatus

Mayor Copeland read the consent docket in its entirety. Mr. Roszel removed Items 7.d.i., and Vice Mayor Curd removed items 7.a.i., 7.c.ii., 7.c.ix and 7.c.xi. for further discussion.

Vice Mayor Curd moved to approve the consent docket with the exception of Items 7. a.i., c.ii., c.ix., c.xi., and d.i., seconded by Mr. Roszel.

Voting Aye:	Mr. Schipper, Mr. Roszel, Mr. Dorsey, Vice Mayor Curd, Mayor Copeland
Voting Nay:	None
Motion:	Passed

Item 7.a.i. The Regular Meeting Minutes of September 3, 2024.
Vice Mayor Curd was not at the September 3, 2024 meeting and his absence is noted in the minutes, but he wanted to make sure that the public knows that he was absent/abstained on Consent Docket Item 7.c.ix. which related to encroachment agreement and release of liability with Sterling Enterprises, Inc. for part of Dink's parking lot that encroaches upon a portion of Frank Phillips Boulevard Right-of-Way. Vice Mayor Curd has ownership in these two establishments.

Also, in the same minutes on Item 4. Regarding a resolution pertaining to public safety, lewd acts in public, protests, and constitutional rights of the public in public spaces, he again wanted to make sure that the public knows that he supports the resolution. His support of the Resolution was provided by Mr. Bailey in Vice Mayor Curd's absence, and was included in the minutes following the record of voting at the meeting.

Item 7.c.ii. Professional Services Agreement between Heckenkemper Golf Course Design and the City of Bartlesville for agronomy consulting services for Adams Municipal Golf Course.

Vice Mayor Curd understands this is for the grow-in for the greens after they are seeded. Mr. Siemers confirmed. Once seeded, Heckenkemper will be on site and be available for advisement as to what is needed.

Item 7.c.ix. Authorization to the City Manager or his designee to sign Voluntary Labor Agreements for volunteer hours worked in exchange for complimentary golf at Adams Municipal Golf Course.

Vice Mayor Curd understands this is a practice entertained before and how the golf course relies on volunteers, and that this will formalize the process. Ms. Sanders confirmed stating that this is common to offer complimentary golf to volunteers and places parameters around them. Ms. Sanders confirmed that the City Manager or his designee could authorize the agreements so they would not have to be approved individually by the Council. Vice Mayor Curd confirmed that the sale from Mr. Benedict has been finalized. Mr. Bailey added that Mr. Benedict chose to retain the gift certificates/gift cards so people that purchased them will be referred to Mr. Benedict who will reimburse them. Vice Mayor Curd expressed his appreciation to staff and the advisory committee for all of the work accomplished to bringing the golf course under the City management. Mr. Roszel also added his thanks to Jerry Benedict for all he has done over the past 38 years and his assistance in the smooth transition of the sale of the golf course. Mr. Bailey stated that Mr. Benedict had hoped to be in attendance, and appreciated everyone's well wishes.

Item 7.c.xi. Master Services Agreement with Parkhill, Smith, and Cooper for Airport Consulting Services.

Vice Mayor Curd inquired if this Agreement is for the final consulting services for the hangar design. Mr. Siemers confirmed stating that funding was made available through the 40% grant through the ODAA and the BDA. The estimated cost is $4.5 million with 40% paid by the State. Vice Mayor Curd stated that is a great project and looked forward to its completion.

Vice Mayor Curd moved to approve Items 7.a.i, 7.c. ii, xi, and xi. as presented, seconded by Mr. Schipper.

Voting Aye:	Mr. Roszel, Mr. Dorsey, Vice Mayor Curd, Mr. Schipper, Mayor Copeland
Voting Nay:	None
Motion:	Passed

Item 7.d.i. Receipt of a donation of 0.14 acres +/- of land described as Lot 6, less the East 45 feet, of Block 19, Capitol Hill Addition to the City of Bartlesville, Washington County, Oklahoma, from Weare-West Family Trust, Arvest Bank, Trustee, addressed as 216 S. Wyandotte Ave.

Mr. Roszel asked for more information as to why this property is being donated and what the benefit is to the City. Mr. Collins stated that Arvest did not provide the reason why the family trust wished to donate the property. The benefit to the City according to Mr. Collins is that the City is open to these donations for planning and possible development. In answer to Mr. Roszel's inquiry, Mr. Bailey stated that the City would forgive any liens, any taxes upon Council approval. Discussion covered how accepting this type of donation fits in with criteria in place; could be used for affordable housing; the buildings were removed and liens removed; often times property that is being donated is done so to simply to settle the Trust; the property currently is zoned general commercial C-5; it has been used as residential property, and that it could potentially be donated to other organizations. Mr. Roszel stated that he is not in favor of the City receiving property when other organizations could benefit from having it donated to them.

Vice Mayor Curd moved to approve Item 7.d.i., seconded by Mr. Dorsey.

Voting Aye:	Mr. Dorsey, Vice Mayor Curd, Mr. Schipper, Mayor Copeland
Voting Nay:	Mr. Roszel
Motion:	Passed

8. **Discuss and take possible action to award Bid No. 2024-2025-006R for Tuxedo Bridge over Caney River. Presented by Councilman Schipper.**

   Mr. Schipper moved to award Bid No. 2024-2025-006R to Wildcat Construction Co., Inc. Topeka, Kansas, in the amount of $1,513,685.74, seconded by Mr. Roszel.

   Voting Aye: Vice Mayor Curd, Mr. Schipper, Mr. Roszel, Mr. Dorsey, Mayor Copeland
   Voting Nay: None
   Motion: Passed

9. **Discuss and take possible action to award Bid No. 2024-2025-008 for Concrete. Presented by Mayor Copeland.**

   Mayor Copeland moved to award Bid No. 2024-2025-008 to Bartlesville Redi-Mix, Bartlesville, OK, per the attached form as needed, seconded by Vice Mayor Curd

   Voting Aye: Mr. Schipper, Mr. Roszel, Mr. Dorsey, Vice Mayor Curd, Mayor Copeland
   Voting Nay: None
   Motion: Passed

10. **Discuss and take possible action to award Bid No. 2024-2025-009 Part I for Asphaltic Concrete and Part II for Aggregate Base. Presented by Mayor Copeland.**

    Mayor Copeland moved to award Bid No. 2024-2025-009 Parts I and II to Bison Materials, LLC, Bartlesville, OK per the attached form as needed, seconded by Mr. Dorsey.

    Voting Aye: Mr. Roszel, Mr. Dorsey, Vice Mayor Curd, Mr. Schipper, Mayor Copeland
    Voting Nay: None
    Motion: Passed

11. **Discuss and take possible action to award Bid No. 2024-2025-010 for the purchase of a custom aerial fire apparatus for the Bartlesville Fire Department. Presented by Mayor Copeland.**

    Mayor Copeland moved to award Bid No. 2024-2025-0010 to Brindlee Mountain Fire Apparatus, LLC, Union Grove, Alabama, in the amount of $400,000, seconded by Vice Mayor Curd.

    Voting Aye: Mr. Schipper, Mr. Roszel, Mr. Dorsey, Vice Mayor Curd, Mayor Copeland
    Voting Nay: None
    Motion: Passed

12. **Public hearing and action on a request to close a portion of a 20-foot-wide utility easement located on the south side of Lot 1, Block 4, Corrected Plat for Covington Park, Bartlesville, Washington County, Oklahoma. Presented by Micah Siemers, Director of Engineering.**

    Mr. Siemers reported that the applicant, Raymond Crow, is requesting the closure so that he can construct a storage building in the back yard of the property. Staff received no objections from Police, Fire, Planning, Public Works, Water Utilities or Engineering departments. There were no objects from ONG, AT&T or Sparklight. ONG is located in the front and side of the lot. There are communications utilities located within the easement, but they are in the south 10 feet of the easement and would not be affected by the closure. PSO has stated that they have facilities in the vicinity of this easement and do not support closing any portion of the 20' easement.

    Staff recommends holding the public hearing and denial of the request to vacate the north 10 feet of the 20- utility easement based upon input received from PSO.

Mayor Copeland opened the public hearing at 6:33 p.m. There being no one appear to speak, the Mayor closed the public hearing at 6:33 p.m.

Discussion ensued with Mr. Roszel inquiring about the discrepancy of record regarding PSO's utility location in the easement. Mr. Siemers stated that the easement was not surveyed by the City or PSO as a result of this request, but that he had confidence in the current City's records. Discussion covered whether to table the item or take no action until PSO or the property owner can perform a survey to confirm PSO's exact presence in the easement. There was no motion made, therefore no action was taken on Item 12.

13. Public hearing and possible action on proposed text amendments to the Zoning Regulations for the City of Bartlesville, such revisions shall include modifications to Section 7.3 (Child and Adult Care Facilities) and Section 4.2 (Permitted Uses in Residential Districts). Presented by Larry Curtis, Director of Community Development.

Mr. Bailey introduced the item with Mr. Collins reporting that staff is recommending amendments to the Zoning Regulations pertaining to residentially based child care facilities in an effort to reduce regulatory burden on child care providers and align local regulations with the minimum standards required by Oklahoma State Statute, Title 10, Chapter 18 and the Oklahoma Department of Human Services. Additionally, the Bartlesville NEXT Strategic Plan indicated child care as the highest priority under Emerging Issues. The Strategic Plan also noted that approaches to addressing the local child care shortage could include collaborating with local groups to help find solutions and helping to advocate for reform of child care regulations that act as barriers to new facilities. To this end, staff collaborated with the Strategic Childcare Committee, coordinated by the City Manager's office, and received feedback that the proposed amendments are favorable. The City Planning Commission held a public hearing on September 24, 2024 with no one appearing to speak. The City Planning Commission recommended approval.

Using a powerpoint, Mr. Collins provided a summary of proposed amendments as follows:

1. Remove the distinction between small and large child care homes with all residentially-based child care facilities classified as Child Care Homes regardless of the number of children. The State of Oklahoma limits this to 12 children in a home.
2. Child Care Homes will be permitted by right in all residential zoning districts with a Minor Home Occupation License only, eliminating the need for a public hearing to obtain a special zoning permit unless the facility wishes to request a modification to the requirements.
3. Extend permissible hours of operation from 6 a.m. to 8 p.m., allow on-street parking for drop-off and pick-up if off-street parking is not feasible. Eliminate the overall prohibition of associated on-street parking.
4. Eliminate specific requirements for outdoor play area enclosure. Instead, play areas shall be enclosed with safe fencing; flexibility in materials and height is allowed, provided safety is ensured and the OKDHS requirements are met.

Mayor Copeland opened the public hearing at 6:51 p.m. Appearing to speak was Tim Sherrick who commented on a child care operation in his neighborhood that is respectful of the neighbors. There being no one further appear to speak, the Mayor closed the public hearing at 6:52 p.m.

Mr. Roszel moved to adopt the ordinance amending Sections 4.2 and 7.3 of the Zoning Regulations for the City of Bartlesville, pertaining to residentially based child care facilities as presented, seconded by Mr. Dorsey.

Voting Aye:	Mr. Schipper, Mr. Roszel, Mr. Dorsey, Vice Mayor Curd, Mayor Copeland
Voting Nay:	None
Motion:	Passed

14. Presentation, discussion and possible action on the report and proposed recommendations for the strategic direction of Adams Municipal Golf Course. Presented by JJ Keegan.

Mr. Keegan reported that the City Council approved an agreement between the City and JJ Keegan to complete a comprehensive review of Adams Municipal Golf Course at their July 1, 2024 meeting. He presented a review of his report with a PowerPoint stating that he completed his findings in September and presented the draft report to the golf course steering committee on September 18th. The following are some of the recommendations made to the committee:

- The City of Bartlesville should self-manage the golf course instead of retaining a private firm or leasing the facility.
- The City should anticipate continuing to fund capital improvements via the General Fund based on the issuance of voter-approved bonds.
- The USGA or the Oklahoma State University Turf Management should be retained to assist with the identification of trees for removal to ensure adequate sunlight on the green surfaces being renovated.
- A PGA Professional with a Bachelor's Degree preferred college degree with a business emphasis desirable should be retained by January **1,** 2025, to ensure a smooth transition upon renovation completion.
- The current rates should remain in place until the course reopens.
- Season Pass sales should be suspended.
- The Steering Committee will present the City Council at the December meeting proposed rates based on recommendations submitted as part of the strategic plan acknowledging the current rate is far below market.
- The Steering Committee will review, with the guidance of the newly retained General Manager/Head Golf Professional, the continuing role of the Operations Committee that should remain inactive during the renovation.
- The options for food service, including the acquisition of a food truck, will be examined.
- The golf course will be updated and rebranded with a new logo upon the course reopening.

Discussion covered how this is a watershed moment for the golf course to set it on a path for success; the golf course is not just a business but an asset; organizations who depend on the golf course should be included in discussions; youth development events would be desirable; suggestion of a marketing strategy; the Steering Committee will remain in place and involved, pausing the Operating Committee during transition; and that the hiring of the golf professional will be instrumental in developing programs. Further discussion covered rate increases and the process of determining rates such as value equals experience minus price; Mr. Keegan's advice that once the course is fully mature, raise the rates fully at one time; competitive rates were examined in comparison to Hillcrest Country Club where there is a four to five times the amount of expense for the same number of rounds; Adams Municipal Course is the perfect venue for new golfers and non-golfers, as well as experienced golfers; how most golfers play within a 10 mile range of "home", as well as some who will possibly travel from as far away as Tulsa; and golf course operational expenses which can be comparable to the operation and maintenance expenses of City parks.

Vice Mayor Curd moved to approve the report and proposed recommendations for the strategic direction of Adams Municipal Golf Course, seconded by Mr. Roszel.

Mayor Copeland commented that he agrees with Mr. Keegan that the golf course is one of the best. Ms. Sanders stated that staff is very excited for the future of the golf course. Mayor Copeland expressed his appreciation to Mr. Keegan for the report. Mr. Dorsey stated he appreciated all of the work involved in the report and participation of everyone involved. He added that he feels the City golf course is pretty phenomenal and has the potential to be even better. Mr. Schipper compared the City

taking over the airport and how management had to learn about airport operations successfully to becoming a golf course owner and learning everything involved in golf course management. Mr. Bailey added that the City has received good candidates so far for the golf professional position and feels that once that position is filled, the course and course activities will see immediate benefits.

Voting Aye:	Mr. Roszel, Mr. Dorsey, Vice Mayor Curd, Mr. Schipper, Mayor Copeland
Voting Nay:	None
Motion:	Passed

15. Discuss and take possible action to approve a resolution directing City staff to develop a plan for a task force to recommend solutions to address the rise in Bartlesville's unsheltered homeless population and associated issues. Presented by Councilmember Schipper.

Councilmember Schipper thanked his fellow Councilmembers and City staff for providing input into this report and for Mr. Bailey's assistance in preparing the proposed resolution. He provided a brief summary on the resolution. The time-limited task force will be formed to study the rise in Bartlesville's unsheltered homeless population and associated issues. This task force will also be expected to recommend solutions to address these issues. The resolution outlines a general plan for the makeup and responsibility of the task force, but it leaves open certain details that are best established by the task force itself. The resolution does specify the goals and types of solutions upon which the task force should focus. The specific goals outlined in the resolution are as follows:

- Primary Goal: Reduction in the unsheltered homeless population in Bartlesville.
- Secondary Goals:
  - Reduce vandalism, littering, and other illegal acts associated with the unsheltered homeless population.
  - Increase confidence in public safety of and increase utilization of public spaces by addressing concerns linked to homelessness.
  - Address public health concerns while improving conditions for unsheltered individuals.
- Tertiary Goal: Determine the value of an ongoing committee once the task force accomplishes its purpose and make an appropriate recommendation.

The proposed resolution is only the first step in the creation of this task force as City Staff will use this framework to bring a formal document necessary for the creation of the task force to the City Council's regularly scheduled meeting in November.

Discussion covered that this is a great place to start; research what has worked and not worked in other comparable communities; addressing the needs of the unsheltered; make-up of the membership of the task force; membership could include ward representatives, a member of the unsheltered community, representation of organizations who assist and work with the unsheltered, mental health representation, business owner that has been adversely impacted, and a resident that has been adversely impacted; the document that actually establishes the committee will include the makeup and will be presented at the November meeting; limiting the task force to six months for recommendation may not be enough, the time can be expanded if needed; this is a recognized concern and part of the City's strategic plan; and concerns about being sure to address the problem and not the symptoms of homelessness. It was agreed that goals need to be measurable, the task force is a great start, and appreciation to Mr. Schipper for bringing this forward.

Mr. Schipper moved to adopt the resolution as presented, seconded by Mr. Dorsey.

Voting Aye:	Mr. Dorsey, Vice Mayor Curd, Mr. Schipper, Mr. Roszel, Mayor Copeland

Voting Nay: None
Motion: Passed

16. Discuss potential cost recovery methods for police and other City department expenses related to special events. Presented by Mike Bailey, City Manager.

Mr. Bailey reported there is a great deal of information in the staff report on the research conducted. In summary, he stated that there is no single way any City he researched is reporting on this, no magic bullet, no immediately obvious way to recover costs for special events. There were many questions to be answered in order to offer reasonable, legal policy recommendations to the City Council. The most significant are addressed as follows:

- Can the City require event holders to pay for Bartlesville police officers as security at their events?
  Yes, it can if their event requires a special event permit, or if they lease a public space for their event.
- Can different types of events be charged different rates?
  Yes, but the rate must be based on factors that are independent of the event's content, content neutral. In other words, the City cannot discriminate based on who puts the event on, who attends the event, or what the content of the event is.
- Can the City charge an event for police officers that were related to a protest of their event?
  Mr. Bailey stated that in his opinion he does not think the City can since this would be related to the content of their event. He also does not believe the City can charge protestors for the police officers related to their protest, since protests do not require special event permits or a lease of space.
- What would be some criteria that the City could use for charging for police officers at an event?
  The easiest would be based on number of attendees, but that may not always work. For instance, a 5k covers a large area, but may have relatively few attendees. Whereas, a play in the park may draw significantly more people, but they will be more condensed. There are also considerations for alcohol served at some events, traffic control, etc. And finally, many events already hire police officers and have arrangements with reserve officers for crowd and traffic control and security.

With these questions as a basis for understanding the issue, there are a number of methods that could be used to charge for officers at special events, but the most obvious and unbiased is based on the average daily (or perhaps average hourly) attendance of the event. It would be simple to assign a certain number of officers based on the attendees of an event, but research would be needed as to what ratio is appropriate. In its simplest form, utilizing a ratio of officers to attendees creates wildly different rates for events. Unexpectedly, the variable that has the greatest impact on the total cost is actually the length of the event and not just the total number of attendees. Events that cover days or even months will have a much higher total cost than an event that lasts only hours.

Mr. Bailey continued stating that there are ways to balance this somewhat by creating maximums or allowing event holders to opt out. However, both of these methods could place all or a majority of the cost back on the municipality if the City deems that additional officers are needed. However, Fantasyland of Lights, Sunfest, Christmas in the Ville, etc. generally do not invest substantial amounts in security. As such, the increases for these events could be cost prohibitive. One other option for a basis for determining the fee for security would be the area of the event. However, a quick analysis showed that this method produced more uneven results than the previous method. As such, it is not an option without serious constraints that again, must not be based on the content of the event. There are other options including a mutually negotiated number of officers. However, if agreement cannot be reached or if the event holder is unwilling to provide the necessary officers that our Police Department feels are necessary, there would be an issue. He believes this would leave the City in the same position as the City is in now and the City would provide the appropriate number of officers to ensure the public safety and enforcement of our laws.

Examples taken from Carrolton, Texas and Oklahoma City show that they require the event holder to work with the police department to determine the amount of officers, the security risk, etc. If the Council wants to develop a policy, then staff will work with officers to determine metrics, underlying fundamentals, with the next step to meet with groups who have public events to discuss what are needs and costs. These events are very important to the economy of our community, and it is not the City's desire to discourage Sunfest, Freedom Fest, etc. Therefore, a cost prohibitive policy would be in everyone's best interest.

Mr. Bailey concluded that the event that caused concern and ask that a policy be researched was the recent Pride Celebration. There were fears of public safety due to protests. In the past, there have been marches here, with protestors, that did not request protection, but Administration decided to provide extra security for the safety of all involved. If the Council wishes to go forward with a policy, Mr. Bailey would engage three groups, Community Development, the Police Department, and the City Attorney. He added that although this is not an action item, he would appreciate input and direction.

Mr. Dorsey appreciated Mr. Bailey following up on his request to research this subject stating that there are citizens who feel that community standards are not being met, such as the expense of security funded by the City. Discussion covered how an overtime budget is included in the police department's budget annually; if that is depleted, funds are taken from other departments or the General Fund; the funding of security for the Pride Celebration was taken from the Police Department overtime budget; the Pride event provided an opportunity for additional police training that was used during the event and will be beneficial in many ways; the Pride event was held without incident; Council appreciated the police department and how they handled the event; and the mobile command center was successfully utilized for the event.

Council input continued with Mr. Roszel commenting that it is governmental authority to provide for public safety; how it is the right use of funds; and compared it to how police are present at parades, football games, directing traffic at schools, etc. He feels that it is a function of the government and organizations should not be charged because of subject matter or message. He feels no further time should be expended on a policy. Mayor Copeland commented that he received positive feedback about the Pride event and pointed out that taxpayers pay for the golf course even if they do not play golf as a comparison. He added that he was not opposed to gathering more information to fine tune this area much like the City did with surveys about the golf course. He concluded that moving forward to see what merits would arise from additional research would be interesting. Vice Mayor Curd commented that there are some events around the country that provoke violence and that the Council and City may potentially need a policy and additional information would be welcome. Mr. Schipper commented that Mr. Bailey's report held a great deal of good information. Mr. Roszel agreed with the good information in Mr. Bailey's report and for the excellent job the police department provided at the Pride event. He stated that he feels that anybody's suggestions or alludes to the fact that the police witnessed laws being broke and did nothing, is ludicrous. Mr. Bailey stated his appreciation for the input and will proceed with additional research and will bring the results back to the council at a later date. Mr. Dorsey reminded the public that the report, as well as all of the staff reports addressed at every meeting, are available on the City's website.

17. New Business.

There was no new business.

18. City Manager and Staff Reports.

Mr. Bailey reported on the Pathfinder improvements, the electronic recycling event that will be held on October 19 at Sooner Park, and the free yard debris cleanup the week of December 9.

19. City Council Comments and Inquiries.

There were no comments or inquiries from the City Council.

20. **There being no further business to address, Mayor Copeland adjourned the meeting at 8:23 p.m.**

Dale W. Copeland, Mayor

Jason Muninger, CFO/City Clerk

**MINUTES OF THE
SPECIAL WORKSHOP MEETING
OF THE
BARTLESVILLE CITY COUNCIL AND
CITY PLANNING COMMISSION**

**Monday, October 14, 2024
12:00 p.m.**

1st Floor Conference Room, City Hall
401 S. Johnstone Avenue
Bartlesville, OK 74003

**Mayor Dale Copeland
918-338-4282**

MINUTES

(The Notice of Meeting and the Agenda was posted on October 9, 2024 at 5:30 p.m.

City Council present were Mayor Dale Copeland, Vice Mayor Jim Curd, Jr., Councilmembers Trevor Dorsey, and Quinn Schipper. Loren Roszel was absent.

City Planning Commission members present were Chairman John J. Kane, Andy Dossett, Pastor Joe Colaw, Quinn Schipper, Adam Hibdon, and Steve Munkirs. Sara Freeman was absent.

City staff present were Mike Bailey, City Manager; Jess Kane, City Attorney; Jason Muninger, CFO/City Clerk; Laura Sanders, Assistant City Manager; Terry Lauritsen, Director of Water Utilities; Micah Siemers, Director of Engineering; Mike Richardson, Director of the Municipal Airport; Matt McCollough, IT Director; Kiley Roberson, Director of the Library and Museum; Larry Curtis, Director of Community Development; Greg Collins, Special Projects Manager; Kelsey Walker, Communications and Marketing Manager; Police Chief Kevin Ickleberry; Fire Chief H.C. Call; and Elaine Banes, Executive Assistant.

Also present were Chris Wilson, President of the Bartlesville Redevelopment Trust Authority, Larry East, Ward 2 City Council Candidate, and Christian Lentz and Jordan Evans, of Halff Associates.

1. **The workshop meeting of the Bartlesville City Council and the City Planning Commission was called to order by Mayor Copeland at 12:03 p.m.**

2. **Roll call was conducted and a quorum established for each entity.**

3. **The invocation was provided by Councilmember Dorsey.**

4. **Citizens to be heard.**

   Jimmy Williams and his son, Darren Williams, stated their opposition to holding the Bartlesville History Museum's Mausoleum Stories event in the White Rose Cemetery Mausoleum in October. They feel it should be held at a different location and even at a different time of the year, as they feel it is disrespectful to people who have family interred at White Rose Cemetery.

5. **Presentation and discussion on the draft Bartlesville Comprehensive Plan update, Endeavor 2045. Presented by Greg Collins, Special Projects Manager, Community Development Department.**

Mr. Collins introduced the item reporting that the City's consultant, Halff Associates, Inc., will be presenting a Draft Comprehensive Plan, Endeavor 2045, for Planning Commission and City Council's review and comment. This comprehensive plan update is one of the action steps in the City's Strategic Plan, Bartlesville NEXT, to accomplish the strategic priorities of Economic Vitality and Community Character for the community, and is the blueprint for guiding and facilitating the future growth and development of the community over the next 20 years. It covers topics including land use, transportation, infrastructure, housing, parks, economic development, and more. Comprehensive plans are required by state law (Title 11, Oklahoma Statutes, Section 43-103) to provide the basis for a city's municipal regulations, including its zoning and subdivision regulations. At this time, he turned the meeting over to Christian Lentz and Jordan Evans, of Halff Associates.

Mr. Lentz and Mr. Evans with the use of a detailed PowerPoint (attached to these minutes), provided information covering the Draft Comprehensive Plan (Plan) Overview. They reported that the Comprehensive Plan update is the culmination of a five-phase process conducted over the course of 12 months with each phase including elements of community engagement to various extents. The Plan draft provides an overview of community context, including Bartlesville's history, people, community services, economy, housing, parks, quality of life, land, mobility and natural resources. In addition to zoning guidance and design considerations for particular areas in the City, the Plan identifies more than 129 action steps for the City and its partners. Those action steps are based around four guiding principles: Future Bartlesville, Prosperous Bartlesville, Livable Bartlesville and Natural Bartlesville.

The Future Bartlesville Phase identifies 43 actions to facilitate growth and development, provide safe and reliable access, and promote community pride. The Prosperous Bartlesville Phase identifies 29 actions to enable residents and businesses to thrive. The Livable Bartlesville Phase identifies 31 actions to sustain a vibrant community where residents enjoy a high quality of life. The Natural Bartlesville Phase identifies 26 actions to foster a sustainable and resilient community for future generations.

The Draft Plan will be presented to the City Planning Commission on October 22, 2024 at their regular meeting, and if approved for recommendation to the City Council, final approval will be on the November 4, 2024 City Council Regular Meeting agenda. Mr. Lentz, Mr. Evans and Mr. Collins all stated their appreciation of both groups for attending and participating in the workshop. Any questions or comments are welcome at this meeting or afterwards, with the request that they be provided prior to the City Planning Commission and the City Council meeting.

Discussion followed covering how important it is that comments from each group be received prior to the final approval; that major updates to the Plan will occur at five year increments to mitigate any future needs and/or adjustments; Plan amendments can be accommodated between the five year updates should opportunities arise; accessory dwelling units (ADU's) are currently allowed but are restricted significantly under current zoning regulations; from public input, more ADU's are desired; and ADU's are often prohibited due to homeowners associations/private landowners, not the City. Additional discussion covered the two areas of special consideration projects on the west and east side of town that would require private landowner or landowners to engage a developer to develop the building concepts in the Plan; how the Plan provides the basis for a new development code to enable them to happen; and

how the City could make public improvements in the public right of way and public space around the area, to encourage private development.

Mayor Copeland stated his appreciation to the work that has gone into the Plan, as well as to the citizens who participated.

6. **There being no further business to address, Mayor Copeland adjourned the meeting at 1:16 p.m.**

Dale W. Copeland, Mayor
Bartlesville City Council

John J. Kane, Chairman
City Planning Commission

Jason Muninger, CFO/City Clerk

city of bartlesville
CONNECTED / CREATIVE / VIBRANT

Agenda Item 7.b.i.
Date 10/7/24
Prepared by Public Works Department

I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Discuss and take action to appoint LeAnne DeLapp to the White Rose Cemetery Board.

Attachments:
Application for White Rose Cemetery Board from LeAnne DeLapp

II. STAFF COMMENTS AND ANALYSIS

Ms. DeLapp has volunteered for Parent Support Groups at the schools, part of the Service League, Run the Street and Drug Court. Also, she volunteers at church and at Green Country Free Clinic for years. She has a vested interest in the White Rose Cemetery Board and anxious to become a member.

III. RECOMMENDED ACTION

Staff and Mayor Copeland recommends the appointment of LeAnne DeLapp to the White Rose Cemetery Board at the next available City Council meeting.

Barbara J. Mumma

From: Elaine Banes
Sent: Wednesday, December 6, 2023 10:39 AM
To: Keith B. Henry; Barbara J. Mumma
Subject: FW: New submission from Application for City Boards, Commissions, Committees & Trust Authorities

Morning,

Please see application below for your consideration!

Thank you!

Elaine Banes
Executive Assistant
City of Bartlesville
918-338-4282

city of bartlesville
CONNECTED / CREATIVE / VIBRANT

From: no-reply@bitbrilliant.com <no-reply@bitbrilliant.com>
Sent: Wednesday, December 6, 2023 1:24 AM
To: Elaine Banes <rebanes@cityofbartlesville.org>
Subject: New submission from Application for City Boards, Commissions, Committees & Trust Authorities

CAUTION: External Source. THINK BEFORE YOU CLICK!

Please check the ones you wish to serve on:

- White Rose Cemetery Board

Name

LeeAnne DeLapp

Residential Address

818 Concord Dr
Bartlesville, Oklahoma 74006
Map It

Home Phone

(918) 214-2460

Work Phone

(918) 214-2460

Cell Phone

(918) 214-2460

Email

DeLappcl@sbcglobal.net

What in your background qualifies you for service on the committees chosen (volunteer work, education, employment)?

I have my Mom and Dad in the Mausoleum. It is just a special place to me and I would love to help with the cemetery and honor those that are there.

Tell us about your previous community involvement and the duration of your involvement.

I was part of the Service League.
When I had kids at the schools, I was always on the PSG and helped whenever needed.
Helped with Drug Court when my Husband started it.
Help with Run the Streets, when they need me.
Help at my Church whenever needed.
Volunteered at the Green Country Free Clinic for years.
Helped my Dad at Sooner Junior Mini Golf.
Volunteered at Camp Woolaroc.

What would you like to see this board, commission, committee or authority accomplish?

Just to keep it looking beautiful. Help when needed at the events they have out there.
It is a very special place to me, since my parents are out there.

Keeping it beautiful and making people aware of it, Memorial Park, is not the only cemetery here in Bartlesville.

Agenda Item 7.c.i.
11/04/2024
Prepared by Mike Richardson. Airport Director
Bartlesville Municipal Airport

I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Due to the dry conditions and high fire danger the BIA SEAT Base Operations have been activated in Osage County by the BIA Eastern Oklahoma Regional Office.

Attachments:
LUA between the City of Bartlesville and the BIA

II. STAFF COMMENTS AND ANALYSIS

SEAT (Single Engine Air Tankers), mixing plant, will utilize space at the airport to run aerial fire- fighting operations.

III. BUDGET IMPACT

Revenue rate: $270.00 a day

IV. RECOMMENDED ACTION

Staff recommends entering into the LUA with the BIA.

EMERGENCY FACILITIES & LAND USE AGREEMENT

rev. 05/2023

INCIDENT AGENCY (name, address, phone number)
BIA, EASTERN OKLAHOMA REGIONAL OFFICE
BRANCH OF FORESTRY
3100 WEST PEAK BLVD
MUSKOGEE, OK 74401

POINT OF CONTACT: Forrest Blackbear
EMAIL: Forrest.Blackbear@bia.gov (918) 805-1004

AGREEMENT NUMBER MUST APPEAR ON ALL PAPERS RELATING TO THIS AGREEMENT
AGREEMENT NUMBER:
A0825LUA0001

EFFECTIVE DATES
a. beginning: 10/27/2024
b. ending: END OF INCIDENT

OWNER (name, address, phone number-include day/night/cell)

CITY OF BARTLESVILLE
401 S JOHNSTONE AVENUE
BARTLESVILLE, OK 74003

POINT OF CONTACT (if applicable): Mike Richardson (918) 350-0076
EMAIL: msrichardson@cityofbartlesville.org
PAYMENT ADDRESS: ☒ Same as above, or _____
REGISTERED IN SAM.GOV: ☒ Yes or ☐ No UEI: CKY9XKKMR6V8
EIN/SSN (only if not in SAM):
Vendor Code: 71387745
Information Worksheet attached N/A
County: Osage State: OK Township: _____ Range: _____ Section: _____

INCIDENT NAME: CY 2025 EOA Long Term Severity

INCIDENT NUMBER: OK-EOA-002789

RESOURCE ORDER NUMBER: S-1

MODIFICATION No/DATE: _____

MODIFICATION CO Initials: _____

TYPE OF CONTRACTOR ("X" APPROPRIATE BOXES):
☐ SMALL BUSINESS ☐LARGE BUSINESS ☐SMALL DISADVANTAGED OWNED ☐WOMEN OWNED ☐HUBZONE
☐SERVICE-DISABLED VETERAN ☒ PUBLIC ENTITY ☒ GOVERNMENT ☐OTHER

The owner of the property described herein, or the duly appointed representative of the owner, agrees to furnish the land/facilities for use as SEAT BASE & RETARDANT BASE.

DESCRIPTION OF LAND/FACILITIES: Address or specific location. If street or highway address is unavailable, use distance from nearest city, crossroads, or other significant landmark. The local description of how to get to the land/facilities is also acceptable. (attach separate sheet if more space is necessary)

Bartlesville Municipal Airport, 401 Wiley Post Road, Bartlesville, OK 74003

Utilization of (1) old FBO facility and adjacent pilots lounge, approximately 25' X 25' and 20' X 40' respectively, that includes lounging area, offices, electricity, restrooms, ramp space, retardant mix plant and air tanker retardant loading area. (2) Radio room 12' X 22' that includes base radio(s) and attached restroom on 2nd floor of Terminal building. Conference room located on the north end of Terminal building that includes electricity, restrooms, Internet, and aircraft radios; and (3) 2 trailers at Hanger #2 ramp.

Outside area to be used for a retardant base to include office space, loading area, additional vehicle & trailer parking if needed. Area identified is approximately .50 acres.

Water meter is provided by the City of Bartlesville. Government is responsible for the cost.

RATE: For each day that the land/facilities are used, the Government will pay the rate of $270.00 per day for only those days used. Ordinary wear and tear is included in the rate. The minimum amount guaranteed to be paid under this agreement shall be $2,700.00, regardless of the length of use. The maximum amount to be paid under this agreement shall not exceed $N/A. Payment shall be in accordance with the incident Agency payment procedures.

UTILITIES AND SERVICES:
☒The above rate includes utility charges for the following: ☐ DIESEL ☒ GAS ☒ ELECTRICITY ☒WATER ☒ TOILET SUPPLIES ☒ JANITORIAL SERVICES & SUPPLIES ☒ TRASH REMOVAL ☐ SEPTIC SERVICE ☒ EXISTING TELECOMMUNICATIONS
☐The above rate excludes utility charges. The Government will pay to the owner the sum determined due by the Contracting Officer based on: _____.

RESTORATION: Restoration beyond ordinary wear and tear. (check only one)

☒The above sum includes Government restoration of land/facilities. Restoration shall be performed to the extent reasonably practical. Restoration work includes: No Restoration is expected.

☐The above sum excludes restoration of land/facilities. Reasonable costs incurred by the owner (beyond ordinary wear and tear) in restoring land/facilities to their prior condition shall be submitted, in writing, to the Contracting Officer.

ALTERATIONS: The Government may make alterations, attach fixtures or signs, erect temporary structures in or upon the land/facilities, install temporary culverts, trenching for utilities, which shall be the property of the Government. Alterations will be removed by the Government after the termination of the emergency use, unless otherwise agreed.

ORAL STATEMENTS: Oral statements or commitments supplementary or contrary to any provisions of this Agreement shall not be considered as modifying or affecting the provisions of this Agreement.

ORDINARY WEAR AND TEAR: Ordinary wear and tear is based on the customary use of the land/facilities, and not the use resulting from the incident.

CONDITION REPORTS: A joint pre- and post-use physical inspection report of the land/facilities shall be made and signed by the parties; the purpose of the inspections shall be to reflect the existing site condition.

OTHER: Describe in detail: _____.

TERMS AND CONDITIONS: See attachment.

INSURANCE/ INDEMINIFCATION: The United States Federal Government is self-insured and does not have the authority to indemnify and hold harmless the Contractor, from any and all claims, liabilities, losses, damages, charges, etc. The Contractor does not have the authority to indemnify and hold harmless the United States Federal Government from any and all claims, liabilities, losses, damages, charges etc. The Contractor will be responsible for errors, omissions, and negligence of its employees. The United States Federal Government will be responsible for errors, omissions, and negligence of its employees to the extent provided by Congress under the Federal Tort Claims Act [28 U.S.C. 1346(b), 2401(b), 2671-2680, as amended by P.L. 89-506, 80-Stat. 306].

CHECKLIST(s): See attachment. Fill in the following drawing showing the land/facilities under agreement. Include buildings, roads, paved areas, utility lines, fences, ditches, landscaping, and any other physical features which help describe the area.

FEDERAL ACQUISITION REGULATION CLAUSES:

FAR 52.252-2 Clauses Incorporated by Reference (FEB 1998)
This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es): www.arnet.gov/far/ or www.usda.gov/procurement/policy/agar.html
FAR 52.213-4 Terms and Conditions - Simplified Acquisitions (Other Than Commercial Products and Commercial Services) (AUG 2024)
FAR 52.222-3 Convict Labor (June 2003)
FAR 52.232-1 Payments (APR 1984)
FAR 52.232-11 Extras (APR 1984)
FAR 52.232-17 Interest (MAY 2014)
FAR 52.232-25 Prompt Payment (JAN 2017)
FAR 52-233-1 Disputes (MAY 2014) ALT I (DEC 1991)
FAR 52.243-1 Changes—Fixed Price (AUG 1987) ALT I(APR 1984)
FAR 52.249-4 Termination for the Convenience of the Government (Services) (Short Form) (APR 1984)
FAR 52.249-8 Termination for Default (Fixed-Price Supply and Service) (APR 1984)
Loss, Damage or Destruction: The Government will assume liability for the loss, damage, or destruction of facilities furnished under this Agreement, provided that no reimbursement will be made for loss, damage, or destruction when due to (1) ordinary wear and tear or (2) the fault or negligence of the owner or the owner's agent(s).

OWNER / OWNER'S AGENT SIGNATURE:	DATE:	CONTRACTING OFFICER'S SIGNATURE:	DATE:
PRINT NAME AND TITLE: **PHONE NUMBER:** **EMAIL:**		PRINT NAME AND TITLE: **PHONE NUMBER:** **EMAIL:**	

ATTACHMENT 1

PRE-USE INSPECTION: Description or photos/ condition immediately prior the Government's occupancy. Refer to attached checklist.

OWNER / OWNER'S AGENT SIGNATURE:	DATE:	GOVERNMENT AGENT/ EMPLOYEE'S SIGNATURE:	DATE:
PRINT NAME AND TITLE:		PRINT NAME AND TITLE:	

POST-USE INSPECTION: Description of photos/ condition immediately following the Government's occupancy.

☐ NO DAMAGE NO CLAIMS

TOTAL AMOUNT DUE $_____

RELEASE OF CLAIMS STATEMENT: Contract release for and in consideration of receipt of payment in the amount shown in 'total amount due'. Contractor hereby releases the Government from any and all claims arising under this agreement except as reserved in remarks.

REMARKS:

OWNER / OWNER'S AGENT SIGNATURE:	DATE:	GOVERNMENT AGENT/ EMPLOYEE'S SIGNATURE:	DATE:
PRINT NAME AND TITLE:		PRINT NAME AND TITLE:	

Agenda Item 7.c.ii.
October 30, 2024
Prepared by Micah Siemers
Engineering Department

I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Approval of a Letter of Agreement with BKL for engineering design of the Downtown Landscaping Phase 3 project.

Attachments:
BKL Letter of Agreement

II. STAFF COMMENTS AND ANALYSIS

One of the priority projects included in the 2020 ½ Cent Sales Tax (CIP) extension is the third phase of Downtown Landscape Improvements. The project consists of replacing existing landscape beds with tree planters in some locations and replacing other planters with concrete inlays. There will be a two-foot-wide brick border constructed along the back of the curbs throughout the project area. Existing trees will be removed throughout the project limits and replacement trees will be planted in locations that receive the new tree planters with grates. The scope includes repairing and replacing irrigation, capping existing electric and repairing the landscape bed drainage system as needed. This is the third phase of Downtown landscape improvements. All work will be the same as what has been completed in the previous two phases. The project covers improvements at the following locations:

- Keeler Avenue – Frank Phillip to 2nd Street
- Johnstone Avenue – 5th Street to 2nd Street
- 4th Street – Johnstone Ave to Dewey Ave
- Dewey Avenue – 2nd Street to Hensley Blvd
- Dewey Avenue – 5th Street to 4th Street

This project includes all remaining areas identified in the Howell & Vancuren (H&V) Downtown Landscaping Plan that have existing City-owned landscaping, irrigation, drainage, and power infrastructure. The plan was completed in 2016 and was used as the basis for the final designs approved for Phase 1 by the Downtown Landscape Task Force created in 2017. There are other areas identified for future landscaping improvements in that plan, but there is no existing landscaping or other related infrastructure in place at those locations. The purpose of the Task Force was to determine how best to renovate and maintain landscaping that already existed.

Staff has negotiated a contract with BKL, Inc. for engineering design services on this project. The scope of work includes production of construction documents and bidding services. The City of Bartlesville has contracted with BKL on the recent Park and Parking Lot Rehabilitation project that is currently under construction. BKL has proven qualified to take on this project and has been good to work with to date. BKL has proposed a price of $96,000 for the work.

III. BUDGET IMPACT

The original budget approved in the CIP election was $800,000. Based on the current economic climate and inflation of construction costs, there was concern leading up to the FY 23-24 fiscal year that funding would not be adequate to complete all remaining areas identified in the H&V plan. An additional $300,000 was approved in the Capital Reserve Fund as part of the FY 23-24 capital budget to supplement the project. BKL's proposal of $96,000 is 8.7% of the $1,100,000 total project budget which is in line with engineering design fees seen on other projects. Design services were factored into the budgets to use if necessary. The only impact to the budget will be utilizing funding set aside specifically for these projects as part of the current capital budget.

IV. RECOMMENDED ACTION

Staff recommends approval of the Letter of Agreement for the Downtown Landscape Phase 3 project to BKL, Inc. in the amount of $96,000.00.

BKL
1623 E 6th St
Tulsa, OK 74120
918-835-9588
bklinc.com

Mr. Micah Siemers
401 S Johnstone Ave
Bartlesville, OK 74003

RE: Letter of Agreement
Civil Services for Downtown Landscaping Phase 3 Improvements in Bartlesville, OK

Dear Mr. Siemers:

We appreciate your consideration for engineering services for the above referenced project. This is a Letter of Agreement and Notice to Proceed for the Civil Services for the design of the Downtown Landscape Phase 3 Improvements along six different stretches of roadway in Downtown Bartlesville, OK.

PROJECT DESCRIPTION:
The project involves the design and plan production for landscape improvements along Keeler Avenue between SE Frank Phillips Boulevard and SW 2nd Street, S. Johnstone Avenue from SW 5th Street to SE Frank Phillips Boulevard, also along S. Johnstone Avenue from SE Frank Phillips Boulevard to SE 2nd Street, SW 4th Street between S. Johnstone Avenue and SE Dewey Avenue, SE Dewey Avenue from SE 5th Street to SE 4th Street, also along SE Dewey Avenue from SE 2nd Street to E Hensley Boulevard. These improvements include the removal of existing landscaping installments and replacement with tree grates and planters, the installation of new irrigation systems, the preservation of the existing electrical systems, the preservation of the existing underdrain including necessary repairs of potential damage. Attached is a project map from the City of Bartlesville that includes the proposed construction limits for each area.

SCOPE OF SERVICES:
BKL will provide the Civil Design for the final plans and specifications for the project.

CIVIL PAVING AND DRAINAGE SCOPE:
BKL will provide design engineering services and assist with the bidding and construction administration for the site project defined above. The project will include approximately $1.1 million of improvements as described in the exhibits. BKL will provide plans, details, specifications and estimates for the construction of the project. The project will be designed to meet current city and state criteria. Consultant shall provide final construction drawings and contract documents for the Project. Included in the plans will be the details listed below:

- Plan Layouts
- Demo Plans
- Landscape Details
- Quantity Schedules
- Traffic Control Details
- Special Detail Sheets (If Needed)

BIDDING ASSISTANCE SCOPE:
BKL will assist with the bidding and construction phase of the project. The bidding assistance will include providing sealed construction documents, and if needed, assisting with the preparation of the bid tabulations, and attending the Pre-Bid meeting.

PROJECT SITE VISITS:
The scope of this project will include a total of four (4) site visits from BKL personnel. These site visits will occur during the design and construction phases of the project. Any additional site visits will be considered additional expenses at a rate of $1,000 per site visit.

ADDITIONAL SERVICES:
Other services that are not associated with the Scope of Services shall be considered as additional services. Additional services would include Owner directed work that is clearly outside of the base contract. Additional services may include the following, but not limited to:

- Plan Revisions: Plan revisions (minor alterations) are expected and therefore are included as part of our services in the base contract. Although, if plan adjustments exceed normal revisions or if a complete redesign is required then additional services shall be negotiated to meet an adjusted scope of services.
- Traffic study, counts or warrants
- Utility coordination, relocation design, or construction drawings related to Project
- Environmental study and clearance
- Right of way or easement acquisitions
- ROW/Easement survey staking
- Permit fees for City, County or State
- Construction material testing
- Resident Project Representation for the Project
- USACE 404 Permit Process
- Construction Administration Services not mentioned above, including but not limited to:
    - Attending progress meetings
    - Construction Site Visits
    - Project administration
    - Field inspections
    - Project Closeout Document
    - Submittal Review

FEES
For the project described above the total fee for the design efforts will not exceed **$ 58,000** for Preliminary Plan Design, **$ 32,250** for Final Plan Design, and **$ 5,750** for Bidding Assistance and Construction Administration for a total Lump Sum of **$ 96,000**. Should additional items be identified that warrant additional engineering design and require additional fees, we will contact you prior to initiating this work. Unless otherwise instructed, invoices will be submitted to the address listed above. The breakdown of the fee per park location is provided below:

DELIVERABLES
The project is expected to be done in three stages of completion: 50% Preliminary Plans, 90% Final Review Plans, and Final Plans, Specifications, and Estimate (PS&E). Items to be delivered at each completion stage of the project include:

- Three (3) hard copy drawings (11x17) and an electronic PDF (Sealed for PS&E).

PERFORMANCE SCHEDULE
We anticipate starting the engineering design within 1 days of written Notice to Proceed (NTP). Preliminary plans are expected within 90 days of NTP, Final Review Plans are expected within 60 days after the Preliminary Plan review meeting, and Final PS&E submittal expected within 30 days after the Final Plan review meeting.

INVOICING METHODS
Invoices are generated monthly based on percentage of design work completed.

AUTHORIZATION TO PROCEED
An authorization to proceed is understood upon signing of this document. If authorization to proceed is not received within 30 days from the date of the receipt of this agreement, the agreement and the conditions stated herein will become void.

_____	08/27/24
Date	Ryan Mahaffey, PE Date

Thank you for the opportunity to provide our services. If you have any questions, or if we can be of further service, please do not hesitate to contact us.

ADDITIONAL SERVICES
Additional services outside of the original scope, including construction phase services, can be billed at an hourly rate. These services shall be provided only upon authorization of the Client/Owner.

Principal	$225.00	Design Tech	$140.00
Project Manager	$195.00	CAD Tech	$125.00
Project Engineer	$180.00	Office Manager	$115.00
Design Engineer	$150.00	Administrative	$90.00

OTHER CONDITIONS
HAZARDOUS OR TOXIC SUBSTANCES
Unless otherwise provided in this agreement, the Engineer and the Engineers' consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials in any form at the project site, including but not limited to asbestos products, polychlorinated biphenyl (PCB) or other toxic substances. All hazardous/toxic substances will be removed from the project site or otherwise remedied according to applicable laws and regulations by Client/Owner prior to commencement of this project's construction.

EXISTING CONDITIONS/DOCUMENTS
As part of the services provided, the Engineer will investigate the existing facility and verify the accuracy of the original documents, drawings and specifications, if available. This investigation and verification will be done to the best of the Engineers' ability as professionals. As the project will include renovation of an existing facility, unforeseen conditions may arise during the course of the project, which may not be discovered during the investigation and verification by the Engineer. The Engineer will attempt to incorporate the resolution of these hidden conditions as part of the project. However, if these conditions necessitate extensive design services beyond what is initially contemplated, the Engineer will request additional services from the Owner and receive approval in writing prior to commencement of these services.

CONSTRUCTION COST
The Engineer cannot and does not warrant any estimated pricing or probable construction cost information developed for the project by the Engineer. The Client/Owner agrees and acknowledges that BKL, Inc shall not be held liable for any damages and/or claims arising out of, or relating to, such cost or budget estimates. Any review and/or evaluation by the Engineer of cost data and budget estimates made by others shall not be interpreted as BKL’s approval and/or ramification of such cost, budgets or estimates.

TERMINATION OF AGREEMENT
Either party may terminate this agreement upon written notice, effective immediately. In such event, the Client shall pay BKL, Inc. compensation for professional services and reimbursable expenses to termination date, plus all expenses directly attributable to termination for which BKL, Inc. has not otherwise been compensated, in accordance with the terms of this agreement. If BKL, Inc. terminates the agreement, and provided BKL, Inc. is not in breach, the Client shall pay Engineer’s compensation for actual services rendered and reimbursable expenses incurred prior and up to the termination date. If termination occurs, BKL, Inc. will provide the Client/Owner with copies of all design and research materials to date.

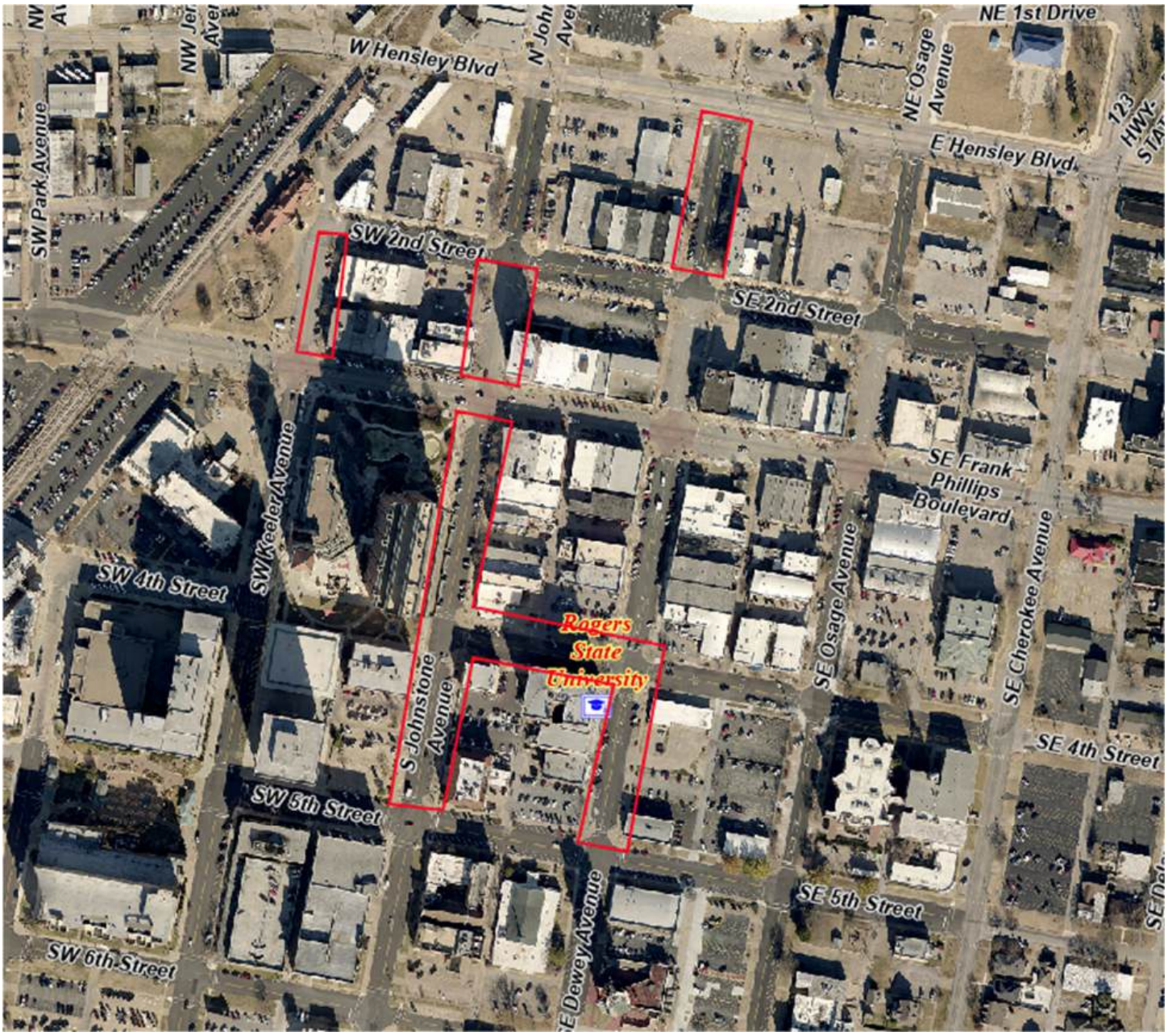
IDEMNIFICATION
The Client/Owner shall indemnify and hold harmless the Engineer from any and all liability, loss, or damage which the Engineer may incur in connection with any claims made against the Engineer regarding the project and/or any contract entered into between the Client and the Engineer, unless such claims arise solely from the negligence, malfeasance, breach or default of the Engineer in performing under this agreement. Should the Engineer incur any such liability, loss or damage as a result of such a claim, or in defense against any such claim, the amount thereof, including costs, expenses, and reasonable fees of the Engineers’ attorney, together with interest thereon as provided by law, shall be paid by the Client or shall be reimbursed by the Client to the Engineer. The Engineer shall hold harmless and indemnify the Client against injury, loss or damage arising as the direct result of the sole negligence, malfeasance or breach of the Engineer in performing under this agreement.

LIMITATIONS OF LIABILITY
The Client/Owner and Engineer have discussed the risks, rewards and benefits of this project. The risks have been allocated such that The Client/Owner hereby agrees that, to the fullest extent permitted by law, the Engineer, and the Engineers' employees, consultants and agents, total maximum liability to the Client/Owner, and to all Construction Contractors and Subcontractors, in any way associated with the project, shall be limited to the total fees paid to the Engineer in effect at the time of any claim. Such causes include but are not limited to negligence, errors, omissions, strict liability, or breach of contract. Additional coverage may be obtained at the expense of the Owner. Failure to exercise the option for additional coverage waives any claim of liability beyond such limits. The Client/Owner agrees to require of the Contractor a similar limitation of the Engineers' liability to the Contractor and to the Contractor's Subcontractors due to the Engineers' allegedly negligent act, errors or omissions.

PROMOTIONAL REFERENCES:
The Client/Owner hereby releases BKL, Inc to depict complete project photography in promotional and marketing literature without restriction.

CITY OF BARTLESVILLE

DOWNTOWN LANDSCAPING PHASE 3



Agenda Item 7.c.iii.
November 4, 2024
Prepared by Kiley Roberson
Library

I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Discuss and take possible action to approve a contract between the City of Bartlesville/Bartlesville Public Library Literacy Services and the Bartlesville Community Foundation for the Washington County Healthy Living Fund grant.

Attachments: Award Letter
Grant Acceptance Form (from website)

II. STAFF COMMENTS AND ANALYSIS

The Bartlesville Public Library has received this grant to supplement our health literacy programs and classes. These grant monies enable the Literacy Department to schedule and coordinate a variety of health and wellness programs for the Bartlesville community.

This grant was sought in order to make up for a reduction in grant funding from the Oklahoma Department of Libraries.

III. RECOMMENDED ACTION

Staff recommends City Council approval of this grant.

Grant Acceptance and Reporting

Grant Acceptance Form: If your organization has been awarded a grant, a Grant Acceptance Form must be submitted by the date included in your awarded notification. This Grant Acceptance Form should be completed for each grant received and may be submitted electronically by clicking below.

Grand Acceptance Form

The Bartlesville Community Foundation is delighted to present you with a grant! Please review the following information and complete the form by the date provided to you in your notification letter to accept your grant.

By completing this form, you/your organization agrees to the following conditions.

- I/We agree that the funds received will be used solely for the purposes outlined in the grant proposal. Foundation funds will not be used for any other project or expense without the expressed consent of the Foundation.
- I/We agree to expend the grant funds within one year of receipt and provide a grant report as outlined below upon completion or one year from the date of this acceptance.
- I/We agree to acknowledge the Bartlesville Community Foundation in all publicity and materials related to the program. If a Foundation logo or quote is required I/We should contact the BCF to request such material. Please contact us at 918.337.2287, by e-mail, or through this contact form.

Reporting Requirements:

- On the one year anniversary or within 30 days of our projects completion, whichever is sooner, we will provide the Foundation with a written grant report. The report shall include:
  - Information on the completion/success of the project
  - Specific information on how the Foundation's grant funds were utilized
  - Photographs (if possible) of the project that the Foundation may use for publicity purposes

Recipients who have not yet submitted a report by the deadline are required to return any unexpended funds, or make a written request for an extension of the grant. Failure to report in a timely fashion will be a consideration when applying for future grants from the Foundation.

Grant Acceptance Form

Organization Name *(Required)*

Project/Program Name on Application *(Required)*

Name of Grant Being Accepted *(Required)*

- ○ Allied Arts and Humanities Fund
- ○ Fund for Bartlesville
- ○ Geraldine Hicks Fund
- ○ Legacy Hall of Fame Fund
- ○ Rich and Kathleen Rutledge Fund
- ○ Service League Fund
- ○ Schmoldt Family Foundation for Education Fund
- ○ Washington County Healthy Living Fund
- ○ Other

Other

Grant award amount being accepted by your organization: *(Required)*

Please enter a number greater than or equal to **0**.

Date you expect to submit a Grant Report Form: *(Required)*

Due when the project is complete or one year after award is accepted, whichever comes first.

I, the undersigned, agree to fulfill this agreement as outlined. *(Required)*

Please type your name

Your title/relationship with the organization: *(Required)*

Your phone number: *(Required)*

Your e-mail address: *(Required)*

Submit

Grant Reporting Form: If your organization received a grant from one of the BCF's competitive grant cycles, a grant report is required. This report is due within 30 days of project completion or one year after funding is awarded, whichever comes first. This report can be submitted by clicking below.

Grand Reporting Form

Please contact the BCF office with questions – 918.337.2287.

Thank you!

Flash Philanthropy

Giving Opportunities Request

Grants

Past Awardees

Grant Acceptance and Reporting

Grants FAQ

Allied Arts & Humanities Fund Grant – Operating Support

Allied Arts & Humanities Fund Grant – Program Support

Dr. Stan DeFehr Memorial Medical Education Grant

Fund for Bartlesville

Geraldine Hicks Grant

Legacy Hall of Fame Fund

Rich and Kathleen Rutledge Grant Fund

Schmoldt Family Foundation for Education Grant Fund

Service League Fund

Washington County Healthy Living Fund

Grant information is subject to change. Please review this page regularly for the most accurate information.

Incomplete applications will NOT be reviewed.

city of bartlesville
CONNECTED / CREATIVE / VIBRANT

Agenda Item 7.c.iv.
November 4, 2024
Prepared by Kiley Roberson
Library

I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Discuss and approve a contract between the City of Bartlesville/Bartlesville Public Library Literacy Services and the Oklahoma Department of Libraries.

Attachments: Health Literacy Grant Contract No: F-25-045
OMES Claim Form
LSTA FFY24 Terms and Conditions

II. STAFF COMMENTS AND ANALYSIS

The Bartlesville Public Library is proud to receive this grant again this year. These grant monies enable the Literacy Department to schedule and coordinate a variety of health and wellness programs for the Bartlesville Community. There are weekly exercise classes including Tai Chi, Yoga, Foam Roll & Stretch, Zumba, Dance & Define, Rev + Flow, and Pound.

The Literacy department also uses this grant to fund a variety of cooking demonstrations, mental & physical health discussions, and nutrition programs.

III. RECOMMENDED ACTION

Staff recommends City Council approval of this contract.

CONTRACT
BETWEEN OKLAHOMA DEPARTMENT OF LIBRARIES
AND CITY OF BARTLESVILLE

I. CONTRACTING PARTIES

The contracting parties are the Oklahoma Department of Libraries, a state agency (Department), and City of Bartlesville, a municipal government (Contractor), collectively known as the Parties.

II. TERM OF THE CONTRACT

This Contract shall begin on September 1, 2024, and shall terminate on October 15, 2025.

a. In the event the Contractor fails to comply with the terms and conditions of this Contract, the Department may, upon written notice of such non-compliance to the Contractor, cancel the Contract effective upon receipt of notice. Such cancellation shall be in addition to any other rights and remedies provided for by law. This Contract may be terminated without cause by either party upon thirty (30) days written notice to the other party, or in accordance with the provisions set forth herein.
b. The Parties of this contract understand and acknowledge any future contracts or renewals are not automatic nor implied by this Contract.

III. OBLIGATIONS OF THE CONTRACTOR

The contractor shall render diligently and competently the services as indicated and in the manner set forth herein, which shall be binding on the Parties of this Contract.
The Contractor shall:

a. Use grant funds to achieve goals and outcomes described in the approved project proposal.
b. Provide basic health literacy information to a minimum of 200 individuals in the community.
c. Publicize the health literacy grant, partnerships and project activities in at least three formats (newspapers, social media, website, presentations, etc.). IMLS and ODL must be referenced in all publicity.
d. Partner with at least one community organization such as a health facility, shelter, county health department, veterans' center, county extension services, etc.
e. Provide statistics of gains in participant knowledge/understanding. Statistics may be gathered by personal interviews, easy to ready surveys, and/or evaluations. Participant feedback must be collected for each health literacy session/training/program.
f. Provide at least one photo, flyer, newspaper article, etc. for possible inclusion in the final report to IMLS. Include ODL and IMLS logos on all publicity.

g. Provide at least two quotes from participants who benefited from the project.
h. Engage in content presented in the half-day virtual Health Literacy Grant training on **September 18, 2024**.
i. Exchange ideas and best practices with other grantees through engaging in ODL-hosted meetings.
j. Submit a project report by **September 16, 2025**. The report will include a Narrative, Program and Statistics Report, and Expenditure Report.
k. All grant funds must be expended by August 31, 2025. Any funding not spent must be returned to the Department lo later than September 15, 2025.
l. Project Activities must be completed by August 31, 2025.

IV. OBLIGATIONS OF THE DEPARTMENT

The Department shall carry out the subsequent administrative responsibilities:

a. Approve proposal, and provide a contract, *LSTA Terms and Conditions Agreement*, and claim form to the Contractor.
b. Process grant payment to the Contractor upon receipt of notarized claim form.
c. Provide a half-day virtual Health Literacy training on September 18, 2024. Provide opportunities to exchange ideas and best practices through ODL-hosted meetings.
d. Provide technical assistance as needed.
e. Review and approve the Final Report.

V. PROJECT FUNDING

In accordance with the terms of this Contract, the Department will grant **Five Thousand Dollars ($5,000.00)** to develop and/or strengthen wellness activities that benefit Oklahoma children, teens, adults, seniors, and families as outlined in the approved application.

a. Expenditures for this project must conform to the approved budget and to applicable local, state, and federal laws and regulations, and are subject to all conditions of this Contract. Any deviations from the approved budget must be approved by the Department in writing.
b. Payment will be made via electronic deposit within 45 days of receipt of the notarized claim form.
c. Grant funds may not be used for entertainment, refreshments, or giveaways.
d. The Contractor assures that expenditures under this Contract will be included in its next regular audit.

VI. GENERAL PROVISIONS

a. Notices

Any notices to be given herein shall be sent by depositing such notice with the United States Postal Service, certified or registered mail, return receipt requested, with sufficient postage prepaid, addressed as specified below. Notice shall be deemed effective upon receipt or refusal of delivery. Either party may at any time designate any other address by giving written notice to the other party.

As to the Department:
Attn: Brooklynn Bors
200 NE 18th Street
Oklahoma City, OK 73105-3205

As to the Contractor:
Bartlesville Public Library Literacy Services
Attn: Cheryl Dorris
600 South Johnstone Avenue
Bartlesville, OK 74003

b. No Grant of Authority

Nothing herein shall be construed as conferring upon Contractor the authority to assume or incur any liability or obligation of any kind, expressed or implied, in the name of or on behalf of the Department. The Contractor agrees not to assume or incur any such liability without the prior written consent of the Department.

c. Performance Suspension

Performance may be suspended by either party for any act of God, war, riots, fire, explosion, strike, injunction, inability to obtain fuel, power, labor, or transportation, accident, national defense requirements, or any cause beyond the control of such party, which prevents the performance of such party. An alleged breach of this Contract by either party shall be grounds for immediate suspension of performance.

d. Liability

The Department shall not be liable for any injuries or damages to persons or property resulting from acts or omissions of the Contractor, its officers, employees, agents, or trustees, in carrying out the activities of this Contract.

e. Accident or Illness

The Contractor agrees that any accident or illness during the performance of this Contract will not be the responsibility of the Department and in no way holds the Department liable for such accident or illness.

f. Understanding Terms

The Parties hereto have read and fully understand the terms of this Contract and the *LSTA Terms and Conditions Agreement* and agree to be bound by the same.

VII. RECORDS MAINTENANCE AND ACCESS REQUIREMENTS

The Contractor agrees to keep and maintain appropriate books and records reflecting the services performed and costs and expenses incurred in connection with its performance of the services, including accounting procedures, practices or any other items relevant to this Contract, for a period of seven (7) years from the ending date of this Contract. Upon reasonable notice, the Department, Office of the Attorney General (OAG), the State Auditor's Office, the State Purchasing Director, or their representatives, shall be entitled to any books, records, and other documents and items for purpose of audit and examination at Contractor's premises during normal business hours. The Contractor further agrees to provide appropriate access by the aforementioned parties to any subcontractor's associated records. In the event any audit, litigation, or other action involving these pertinent records is started before the end of the seven (7) year period, the Contractor agrees to retain these records until all issues arising out of the action are resolved or until the end of the seven (7) year period, whichever is later.

VIII. VENUES AND APPLICABLE LAW

If any legal action is taken to enforce the terms of this contract, the Parties agree that the venue for all legal action is Oklahoma County, Oklahoma. This contract shall be governed by and construed in accordance with the laws of the State of Oklahoma.

IX. ADDITIONAL REQUIREMENTS

a. It is expressly agreed that the Contractor under this contract is an independent Contractor and under no circumstances shall any owners, officers, employees or volunteers of the Contractor be considered employees of the Department or the State of Oklahoma. The Contractor is responsible for all types of claims due its volunteers, employees, or any third parties. The Contractor will indemnify and hold harmless the Department and the State of Oklahoma from and against any and all claims arising out of the Contractor's, or any of the Contractor's employees' or volunteers' performance, including but not limited to the use of automobiles or other transportation.
b. Include the following acknowledgment on any publication or presentation resulting from Contractor's participation in this grant: "This activity is supported by the Institute of Museum and Library Services (IMLS) and the Oklahoma Department of Libraries. The opinions and content of activities and materials do not necessarily reflect the position or policy of the Oklahoma Department of Libraries or IMLS, and no official endorsement should be inferred."

c. In the event the Contractor does not comply with the terms of this contract, including the timetable, budget, and objectives, the Contractor will be given written notification of such noncompliance by the Department. The Contractor may appeal for reconsideration by providing the Department written evidence of compliance within twenty (20) days following receipt of such notification. Should noncompliance be confirmed, the Department may take possession of items purchased under this contract for reassignment to other programs and projects.
d. Evidence of failure to comply with the above policies shall result in a hold being placed on pending payments for all future grants until compliance can be assured.
e. It is expressly agreed that any solicitation for, or receipt of, funds of any type by the Contractor is for the sole benefit of the Contractor and is not a solicitation for, or receipt of, funds for the Department.
f. The Contractor will comply with regulations under the Open Meetings Act, 25 O.S. § 301 *et seq.* and the Open Records Act, 51 O.S. § 24A.1 *et seq*.
g. The Contractor may not subcontract or assign any duties herein without the express written consent of the Department.

X. AMENDMENTS

Any alterations, additions, or deletions to the terms of this Contract shall be in writing and executed by all Parties.

XI. ENTIRE CONTRACT

This instrument, consisting of six pages, and including the *LSTA Terms and Conditions* as incorporated herein, constitutes the entire Contract between the Parties. All oral or written agreements between the Parties relating to the subject matter of this Contract have been reduced to writing and are contained herein.

XII. EXECUTION OF CONTRACT

The Contractor affirms that all information, documentation, and representations submitted in securing this Contract are true and correct to the best of their knowledge.

The Contractor certifies that neither the Contractor, nor anyone subject to the Contractor's direction or control, has paid, given, or donated, or agreed to pay, give, or donate to any officer or employee of the Department or the State of Oklahoma any money or other thing of value, either directly or indirectly, in procuring this Contract.

Each signatory to this Contract declares that he/she has legal authority for obligating the entity he/she represents for the benefits and/or liabilities resulting under said Contract and accepts liability for any misrepresentation of such authority.

IN WITNESS WHEREOF, the Contractor and the Department have each caused this Contract to be executed in their behalf.

SIGNATURES

On behalf of the Contractor:	On behalf of the Department:
Kiley Roberson, Director *Typed name and title of signor*	Natalie Currie, Executive Director
Signature	*Signature*
Date	*Date*
Dale Copeland *Typed name of Authorizing Official*	
Mayor *Title*	
Signature	
Date	

FOR USE BY THE OKLAHOMA DEPARTMENT OF LIBRARIES
Assurances: PROJECT 400-24 is encumbered for this Contract

Lead Officer: Brooklynn Bors Brooklynn Bors (Oct 14, 2024 10:07 CDT) Date: 10/14/2024

FPO/Business Manager: JMcCleod Date: _____

OMES FORM 3
(Revised 12/2012)

STATE OF OKLAHOMA
Notarized Claim Voucher And Disbursements of Payroll Withholdings

AGENCY BUSINESS UNIT	43000

FOR AGENCY USE: LIT-HE 400-24
PO: 4309003524
VID: 76857 LOC: 6

CLAIM OF:
City of Bartlesville
Bartlesville Public Library Literacy Services
Address: 600 South Johnstone Avenue
Bartlesville, OK 74003

OBJECT ACCOUNT	AMOUNT	OBJECT ACCOUNT	AMOUNT
555110	$ 5,000.00		
TOTAL AMOUNT		$	5,000.00
OSF-AUDITED BY:			

FOR
$5,000.00
AGAINST
Agency, Bd.,
Comm., Dept.: OK Dept of Libraries

ASSIGNMENT

I hereby assign this claim to

and authorize the State Treasurer to issue a warrant in payment to said assignee.

Claimant Signature

Date

DATE	ITEM	QUANTITY	ARTICLE	UNIT PRICE	AMOUNT CLAIMED	OBJECT ACCOUNT
10/1/2024			Health Literacy Grant FFY24		$ 5,000.00	555110
			Budget Ref.: 25 Department: 2000002 CFDA: 453100000			

THIS SECTION IS NOT REQUIRED FOR WITHHOLDING PAYMENTS- EXCEPT FOR WITHHOLDING REFUNDS

TOTAL AMOUNT APPROVED $5,000.00

The undersigned contractor, vendor, individual, or duly sworn agent, of lawful age, upon oath says that this claim is true and correct. Affiant further states that the work, services, or materials as shown by this claim have been completed or supplied in accordance with the plans, specifications, orders, requests, and all other terms of the contract. Affiant also states that any refunds represented by this payment are due. (NOTE: Claimant signature only for payroll withholding refunds)

Claimant

State of Oklahoma County of

Subscribed and sworn before me on

My Commission expires

Notary Public (or Clerk or Judge)

Department Supervisor's Approval Signature
(If required)

Date

Agency, Bd.,
or Div. Use

LSTA Terms and Conditions Agreement

It is understood that participation in this grant involves an agreement to accept and adhere to the following regulations and conditions:
The sub-recipient will fulfill the grant described in the contract. In fulfilling this grant, the sub-recipient shall follow all state and local laws, rules, regulations, standards, and procedures required subject to Federal statutes, and regulations including, but not limited to, those enumerated in these Terms and Conditions.

Nondiscrimination Statutes
The sub-recipient must have a nondiscrimination policy in place that prohibits discrimination on the basis of disability, sex, age, race, color, or national origin. Sub-recipient's policies must comply with federal statutes and regulations for programs or activities funded in whole or in part by the Institute of Museum and Library Services.

Drug-free Workplace
Maintenance of a drug free workplace is the responsibility of the sub-recipient. All sub-recipients are prohibited from unlawfully manufacturing, distributing, dispensing, possessing, or using a controlled substance in or on workplace facilities or property. Additionally, this applies to all individuals or entities under contract using grant funds.

Debarment and Suspension
The sub-recipient's Director certifies to the best of his/her knowledge that neither the applicant nor any of its principals or contractors are presently excluded or disqualified or have been convicted within the preceding three years of any offenses listed in 2 C.F.R. or have been criminally or civilly charged by a government entity.

Limited English Proficiency
Federal regulations require that sub-recipients take reasonable steps to ensure meaningful access to the information, program, and services they provide to people with limited English proficiency (LEP). Any future possible sub grants and programs should consider language assistance services, if appropriate, when designing projects and requesting funds.

Conflict of Interest
The sub-recipient must maintain written standards of conduct covering conflicts of interest and governing the performance of their employees engaged in the selection, award, and administration of sub-awards and contracts. Employees may not participate in the selection, award, or administration of a sub-award or contract paid with Federal award funds if they have a real or apparent conflict of interest. A conflict of interest would arise when the employee, any member of their immediate family, a partner, or an organization has a financial or other interesting or a tangible personal benefit from an organization considered for a sub-award or contract.

Grant Funds Expenditures
Federal funds for the purchase of materials as part of a grant must be used specifically for instituting new services or to supplement present services as required by the project.

Lobbying
The cost of certain influencing activities associated with obtaining grants, contracts, cooperative agreements, or loans is unallowable. Costs of membership in organizations engaged in lobbying are unallowable. 2 CFR 200.450

Trafficking in Persons
The sub-recipient must comply with Federal law pertaining to trafficking in persons. The Federal agency (IMLS) may terminate the grant or take other authorized actions if the recipient or sub-recipient engages in or uses labor recruiters, brokers or other agents who engage in trafficking in persons, the procurement of a commercial sex act, the use of forced labor, or acts that directly support or advance the trafficking in persons during the time the award is in effect.

Indirect Costs
When acting as a pass-through entity, the State Library Administration Agency (SLAA) is required to honor a sub-recipient's federally negotiated indirect cost rate if one already exists. If no such rate exists, the SLAA must honor either a rate negotiated between the SLAA and the sub-recipient (in compliance with federal guidelines) or the minimum rate of 10 percent of the sub-recipient's modified total direct costs (MTDC). Sub-recipients may elect not to claim any indirect costs. See 2 CFR 200.331

Certification of Indirect Costs must be provided if sub-recipient claims a negotiated indirect cost rate. If an indirect cost rate of up to 10 percent is claimed, charges must directly relate to the project and an itemized budget must be provided.

Grant Amount Payment
The Federal share of expenditures under this grant may not exceed the amount granted unless such expenditures have been approved by the Lead Officer.

Accounting and Record Keeping
The sub-recipient will account separately for all funds expended for the project. All records and final expenditures and grant information must be kept readily available for five years. Accounting records shall be supported by source documentation such as canceled checks, paid bills, contracts, etc. A copy of all invoices paid shall be kept in the file. The invoices must be marked with the check number for identification.

Federal or State Monitoring
The Federal grantor agency, the Comptroller General of the U.S. or other duly authorized representative, the Governor and the State Auditor or their designees shall have the right at reasonable notice to examine the books, records, and other compilations of data of the sub-recipient which pertain to the performance of the provisions and requirements of this Agreement per 45 CFR 1183.36 and Executive Order 195 of April 27, 1981.

Oklahoma Department of Libraries Monitoring
The Oklahoma Department of Libraries (ODL) may conduct on-site or off-site monitoring reviews of the project during the term of this agreement and up to ninety (90) days after it expires or is otherwise terminated. The sub-recipient shall extend its full cooperation and give full access to the project site and

to relevant documentation to the State or its authorized designees for the purpose of determining, among other things:

a. whether project activities are consistent with those set forth in the grant contract and the grant application;
b. that actual expenditure of state, local and/or private funds expended to date on the project is in conformity with the amounts for each budget line item and that unpaid costs have been properly accrued;
c. that sub-recipient is making timely progress with the project, and that its project management, financial management, control systems, and procurement requirements are fully and accurately reflected in project reports submitted to ODL; and/or
d. that sub-recipient is retaining copies of all informational materials, surveys, videos, and advertising in an organized fashion for a period of five years.

Acknowledgments
Any publication or presentation resulting from this grant must contain the following acknowledgment: "This project was supported in whole or in part by the Institute of Museum and Library Services. Opinions expressed in this publication or presentation do not necessarily reflect the position or policy of the Oklahoma Department of Libraries or IMLS and no official endorsement by those entities should be inferred."
The Federal awarding agency reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use for Federal government purposes, the copyright of any work developed as a part of this grant.

Advertisements
The sub-recipient will acknowledge, according to regulations, Federal funding in all printed materials, newspaper coverage and interviews, program notes, catalogs, annual reports, and other publicity pertaining to the project. In all cases, the following phrase must be used:

"This project is funded through the Oklahoma Department of Libraries with a federal grant from the Institute of Museum and Library Services through the Library Services and Technology Act."
Note: You may add "in part" if there are multiple funding partners.

Record Retention
The sub-recipient will retain for five years a minimum of one copy of all publications, informational materials, surveys, videotapes, films, union list, or other such materials produced as a result of this LSTA project.

Future Eligibility
To maintain eligibility for future grants, the sub-recipient must submit a final narrative and financial report as required by the Oklahoma Department of Libraries. The sub-recipient will retain copies of all reports for a period of five years.

Grant Close-out
Close-out of the grant does not affect regulations concerning retention of all programmatic and financial records (45 CFR 1183.42), recovery of disallowed expenditures resulting from an audit, and equipment responsibilities.

Internet Safety
Children's Internet Protection Act (CIPA) compliance is required when using federal funds to pay for internet access or to purchase any device that provides access to the internet, which includes laptops, tablets, and hotspots. Your library must have:

1. An Internet safety policy
2. A technology protection measure, such as a filter
3. A hearing or meeting about the Internet safety policy and technology protection measure, as advertised through a public notice (prior to enacting the policy)

Suspension or Termination
This agreement may be suspended or terminated upon the recommendation of the Federal Programs Officer and the approval of the Director of the Oklahoma Department of Libraries if there is failure to comply with the terms of the contract or Terms and Conditions Agreement. Should the project be suspended or terminated, no additional ODL grants will be awarded unless specifically authorized by the ODL Director.

Authority
Each signatory to this document declares that he/she has legal authority for obligating the entity he/she represents for the benefits and/or liabilities resulting under said agreement and accepts liability for any misrepresentation of such authority.

City of Bartlesville/Bartlesville Public Library

Name of Organization

Signature of Authorized Official

Dale Copeland

Print Name

Mayor

Title

Date

city of bartlesville
CONNECTED / CREATIVE / VIBRANT

Agenda Item 7.c.v.
October 28, 2024
Prepared by Steve Roper
Engineering

I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Discuss and take action on a Change Order No. 1 from Brent Bell Construction, LLC for the Bond Park Improvements project.

Attachments:
Contractor-signed Change Order No. 1

II. STAFF COMMENTS AND ANALYSIS

This project is a priority project included in the 2021A and 2022 General Obligation Bonds (GO Bonds). The project consists of park roads and parking lot reconstruction at the following locations: Johnstone Park, Lyon Park, Jo Allyn Lowe Park, and Sooner Park. A contract was awarded to Brent Bell Construction, LLC in August, 2024.

The project was bid with an extension to the 18" reinforced concrete pipe (RCP) near Sooner pool to allow a widening of the existing roadway, utilizing the existing pipe under the current roadway. During construction, the middle section of the existing pipe was found to be cracked and failing. Leaving the existing pipe in place will lead to a roadway failure within the design life of the roadway.

Staff has coordinated with Brent Bell Construction, LLC to add this work to the contract via Change Order No. 1. The price negotiated includes a significant reduction in unit price for the RCP material due to volume. The original bid quantity was less than a single piece of pipe and was bid to include significant labor and material waste to cut the pipe to the needed length.

III. BUDGET IMPACT

Change Order No. 1 will add $10,000.00 to the original contract of $1,587,725.90 for a total contract price of $1,597,725.90. The additional funds will be taken from a combination of 2021A and 2021 B General Obligation Bond funds dedicated to stormwater projects.

IV. RECOMMENDATION

Staff recommends approval of Change Order No. 1 with Brent Bell Construction, LLC for an overall net increase in the contract amount of $10,000.00.

CONTRACT CHANGE ORDER

Change Order No.: 1	Bid No.: 2024-2025-003	P.O. No.:
Contract For: Bond Park Improvements		Dated: October 28, 2024
Owner: City of Bartlesville		
To: Brent Bell Construction, LLC		

You are hereby requested to comply with the following changes from the contract plans and specifications:

DESCRIPTION OF CHANGES	DECREASE IN CONTRACT PRICE	INCREASE IN CONTRACT PRICE
Full Replacement of 18" reinforced concrete pipe (RCP) at Sooner Park		$ 10,000.00

Justification:

The center portion of the existing 18" RCP has broken and is collapsing. This condition will directly lead to a roadway failure in the immediate future if the RCP is not replaced.

The sum of $ 10,000.00 is hereby ADDED TO the total contract price.

This document will become a supplement to the contract and all provisions of the contract will apply hereto.

Requested: _____ Project Engineer-City of Bartlesville _____ (Date)

Accepted: _____ City Engineer-City of Bartlesville _____ (Date)

Approved: _____ Contractor _____ (Date)

Approved: _____ Mayor-City of Bartlesville _____ (Date)

Attest: _____ City Clerk-City of Bartlesville _____ (Date)

Agenda Item 7.d.i.
November 4, 2024
Prepared by Kiley Roberson
Library

I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Discuss and take possible action to approve a Resolution amending the Budget for the City of Bartlesville, Oklahoma for Fiscal Year 2024-2025 appropriating unanticipated revenue in the 208 fund of the Library (421) department for the use of health education programming.

Attachments: Resolution

II. STAFF COMMENTS AND ANALYSIS

In order to accept $5,000 in funding from the Bartlesville Community Foundation as per the agreement to receive and utilize said funding, a budget amendment must be approved. The attached resolution authorizes a budget amendment to the Special Library Fund (208) of the Library department (421).

III. BUDGET IMPACT

There is no impact to the current budget.

IV. RECOMMENDED ACTION

Staff recommends approval of the budget resolution as presented.

RESOLUTION _____

A RESOLUTION AMENDING THE BUDGET OF THE CITY OF BARTLESVILLE, OKLAHOMA FOR FISCAL YEAR 2024-2025, APPROPRIATING UNANTICIPATED GRANT REVENUE IN THE SPECIAL LIBRARY FUND OF THE LIBRARY DEPARTMENT FOR THE WASHINGTON COUNTY HEALTHY LIVING GRANT.

WHEREAS, the City of Bartlesville has received unbudgeted grant funding in the amount of $5,000; and

WHEREAS, the City of Bartlesville needs to appropriate $5,000 of these revenues prior to their expenditure;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BARTLESVILLE, OKLAHOMA that:

The Special Library Fund (208) of the Library Department (421) shall be increased as follows:

208000047115 $5,000

APPROVED BY THE CITY COUNCIL AND SIGNED BY THE MAYOR OF THE CITY OF BARTLESVILLE THIS 4TH DAY OF NOVEMBER, 2024.

_____

Dale W. Copeland, Mayor

Attest:

_____

Jason Muninger, CFO/ City Clerk

Agenda Item 7.e.i.
October 22, 2024
Prepared by Terry Lauritsen
Water Utilities

I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Receive the 2023-2024 Annual Report for the Chickasaw Wastewater Treatment Plant

Attachments:

2023-2024 Veolia Water Annual Report

II. STAFF COMMENTS AND ANALYSIS

Veolia Water North America has been providing wastewater management, operation and maintenance services to the City of Bartlesville since 1986. Currently, Veolia operates the wastewater treatment plant and 20 lift stations. Attached is the annual report for these operations in accordance to the City's contract with Veolia. A few excerpts from the report are noted below.

- 1.574 billion gallons of wastewater was treated last fiscal year (July 2023 through June 2024);
- The daily average flow through the plant was 4.3 million gallons;
- Over 5.09 million gallons of Biosolids were land applied, which is equivalent to 640.6 dry tons of material;

The contract with Veolia is structured to share in savings for electrical, gas and chemical use as well as electrical power savings from the fine bubble diffuser system. The electrical, gas and chemical generated a savings of $153.33, and the fine bubble diffuser system generated a savings of $104,064.82. The maintenance ceiling established for the fiscal year, which is for repair/replacement of equipment, structures and vehicles, over ran the budget by $1,199.97. Thus, the net rebate for the City's wastewater plant capital reserve fund is $103,018.18.

III. RECOMMENDED ACTION

Staff recommends receipt of the annual report.

2023 – 2024 Veolia Water Annual Report

Prepared By:
Jonathon Roberts
Plant Manager III

VEOLIA

TABLE OF CONTENTS

EXECUTIVE SUMMARY

Veolia Water North America Central – LLC ("Veolia") is pleased to submit to the City of Bartlesville the 2023/2024 Chickasaw Wastewater Treatment Plant Annual Report.

Veolia has been providing management, operation and maintenance services to the City of Bartlesville since July 1, 1986 and stands ready to serve Bartlesville in the future.

We extend our sincere thanks to the City's staff and Council for the continuing support and for this unique opportunity to serve the citizens of Bartlesville.

Some of the achievements and milestones during the year of July 2023 through June 2024 are:

- The Plant treated 1.574 billion gallons of wastewater.
- Over 5.090 Million gallons equivalent to 640.6 dry tons of anaerobically stabilized and digested Class B Biosolids were land applied.
- Monitored four permitted industries which are Significant Industrial Users (SIU's).

1 - OPERATIONS

Operations direct responsibility is to safely operate the wastewater treatment facility and maintain compliance with the Oklahoma Pollution Discharge Elimination System ("OPDES") discharge. Process decisions are based on data reviewed daily and from this data adjustments to various process units are made. Weekly Process Control meetings are held with the Plant, Operations, Maintenance and Laboratory managers, to predict and monitor changes in the different process areas, and coordinate equipment shutdowns for repair and maintenance.

Operations Summary

The Chickasaw WWTP experienced flows above the plant design of seven million gallons per day (7MGD) for 4 of the 12 months from July 1, 2023 through June 30, 2024.

Month	Monthly Average Flow (MGD)	Peak Daily Flow	Date of Peak Daily Flow (MGD)
Jul 2023	5.500	11.325	7/22/2023
Aug 2023	4.263	5.766	8/12/2023
Sep 2023	2.893	4.611	9/24/2023
Oct 2023	2.910	5.017	10/30/2023
Nov 2023	3.323	4.922	11/21/2023
Dec 2023	3.732	6.427	12/25/2023
Jan 2024	4.533	6.685	1/27/2024
Feb 2024	5.990	7.863	2/13/2024
Mar 2024	4.290	6.685	3/14/2024
Apr 2024	3.771	5.795	4/11/2024
May 2024	6.628	10.949	5/8/2024
Jun 2024	3.769	6.274	6/5/2024

Monthly average flows from July 1, 2023 to June 30, 2024 were 4.300 MGD. The monthly average flows for the previous three years were 6.654 MGD; 346,000 gallons/day under plant design flow capacity of 7 MGD.

Biochemical Oxygen Demand ("BOD") is a term that refers to the relative oxygen consumption capability of organisms and chemicals combined. During the year, influent loadings on the plant averaged 7,815 pounds of BOD per day. Plant design is 10,000 pounds per day. Effluent quality averaged 4.49 mg/l or 160 pounds per day. The discharge permit limit for BOD monthly average is 10 mg/l and 583.8 pounds per day.

Total Suspended Solids ("TSS") is a measure of non-filterable solid material in the influent and effluent. The influent loading averaged 7,823 pounds of TSS per day.

Influent average design capacity is 11,700. Plant effluent quality averaged 4.58 mg/l or 119 pounds per day. The discharge permit limit for TSS monthly average is 15 mg/l and 875.7 pounds per day.

NH3-N, Ammonia Nitrogen, is a measure of the common constituent within a wastewater system. The two most common sources of ammonia are human waste and biological degradation of organic material. To reduce ammonia to a more stable compound takes a neutral pH, a high amount of oxygen, and a controlled environment to grow a special bacterium for its reduction. The wastewater plant received an average of 646.9 pounds of ammonia per day. The plant effluent quality averaged 0.58 mg/l or 20.36 pounds per day. The discharge permit limit for NH3-N monthly average is 2 mg/l and 116.8 pounds per day.

2 - LABORATORY

LABORATORY PROCESS CONTROL

The laboratory, operated by Veolia, performs analyses of soil, sludge, wastewater, upstream and downstream river samples and septic tank wastes. The laboratory provides consistent analysis for the daily process control tests to support decisions on the plant operations and procedures.

The laboratory utilizes a computerized laboratory data management program to provide analytical reports to management staff for process control of the plant.

The laboratory is required to perform biannual ERA proficiency testing to maintain status as a Certified Laboratory.

SEPTIC HAULERS

In the past year the plant has received 313,800 gallons of septic tank waste. This averages out to 26,150 gallons per month which is a 25.94% decrease from the previous year.

3 - BIOSOLIDS

BIOSOLIDS

A total of 1,018 loads equaling 5,090,000 gallons (640.6 Dry Tons) of biosolids averaging 3.02% solids was land applied from July 1, 2023 to June 30, 2024.

4 - INDUSTRIAL WASTEWATER PRETREATMENT

INDUSTRIAL WASTEWATER PRETREATMENT

The Industrial Waste Regulatory Program is focused on protecting the environment, capital facilities, personnel, and the local community from possible adverse effects of industrial waste discharge.

It is the role of Veolia Water to identify existing problems and notify the Director of Water Utilities to determine what administrative enforcement requirements are necessary and assist the industries to resolve all non-compliance issues which may arise.

At Present four facilities are permitted as Significant Industrial Users (SIU's).

R/3 Industrial
Phillips 66 Technology
Image First
Wal-Mart Distribution Center

These SUIs were sampled and inspected on the following dates:

SIU	Sampled	Inspected
R/3 Industrial	6/24-25/24	6/24/24
Phillips 66 Technology	6/20-21/24	6/20/24
Image First	6/24-25/24	6/24/24
Wal-Mart Distribution Center	6/27-28/24	6/27/24

5 - MAINTENANCE

The purpose of the maintenance program at the Chickasaw WWTP is to perform routine preventive, predictive, and corrective maintenance on all equipment to maintain equipment performance and longevity. This is accomplished through a computerized maintenance management program. This enables the plant and lift stations to operate as designed and to keep repair costs at a minimum while operating on a fixed ceiling maintenance budget.

Veolia has established corporate purchasing agreements with major providers of parts, materials, equipment and chemicals for operations, maintenance and repairs at substantial discounts. These discounts are passed on directly to the City as an added value.

Unusual and/or unanticipated maintenance expenditures for the year were:

- Replacing the RAW wetwell Channel Monster.
- Replacing both pumps at the Polaris L/S due to undersizing.
- Purchasing a backup pump for the Dewey Place L/S.

Major Work Orders Completed this year include:
July 2023

- Leveled the weirs on siphon #2 to prevent short circuiting.
- Replaced the rubbers on all the scum troughs and drawl tubes for siphons.
- Replaced 16 bearings in Shawnee Channel Monster.
- Vactor out scum pit.
- Replace cable on Siphon #1.
- Install a new DEF tank on John Deere tractor.

August 2023

- Install the new sludge transfer pump.
- Install new power wires from Tuxedo storm pump to the MCC.

- Rebuilt inlet bearing housing on blower #1 and #2 to fix the small oil leaks.
- Replaced the starter overload on the DAF pressurizing pump.
- Install a new VEGA level transducer at Nebraska and Dewey Place L/S's.
- Ran a new power cord for flocculator #1 on clarifier #4.
- Install a new bracket for the Tuxedo channel monster and rebuild it.

September 2023

- Vactor out scum pit.
- Replace 3 belts, 2 shivs, and put 2 new motors in vent fans at Shawnee L/S.
- Aligned and tightened the gearbox and motor for Primary #2. Removed main drive chain link.
- Replaced the mechanical seal on mixing pump #2.
- Both batteries were replaced on the plant generator.
- Removed two chain links out of the grit chamber.
- Replaced the breaker box and breakers at 12th St. L/S.

October 2023

- Replace all of the diffuser lines on the primary effluent with PVC.
- Replaced the DAF shoes on all of the flights.
- Moved the old Comanche generator motor to the 6" Magnum.
- New grating installed on the Primary Effluent trough.
- Replaced the brushes on all of the auger monster.
- Installed a new non-pot line between primary #1 and #2.
- Installed new VEGA level transducer at Virginia L/S.

November 2023

- New rail system installed for the grit chamber channel monster.
- DAF hose pump check valve failed rupturing the hose. Replaced.
- Grit chamber channel monster and auger monster put into service.
- Annual maintenance completed on all exhaust fans.
- Replaced hydraulic lines on the Shawnee L/S channel monster.
- Installed new grating on the primary influent trough.
- Installed VEGA level transducer at Herrick L/S.

December 2023

- DAF sprocket bearing failed and broke the chain.
- Installed VEGA level transducer at Silverlake L/S.
- Ran new conduit/wire for the flow paced sampling.
- Replaced the grating up on the grit chambers.
- Replaced diaphragm on Effluent pump #1.
- Replace the hose and bearing for rollers on Primary Hose Pump #1.

January 2024

- Ran a methane line to building 5 heater. Heats off of methane now.
- New polymer system installed for the GBT.
- Ran power and water to the north side of the SO2 building for the pilot plant.
- Replaced 4 of the 8" leaking water jackets on heat exchanger #2.
- Replaced the bearings on the grit chamber channel monster.
- Install reverse switch for the grit chamber channel monster.
- Rebuilt injection pump installed on the Golf Course generator.

February 2024

- Put the pilot plant into service.
- Filled crack in one of the drawl tubes on siphon #2.
- Repaired thermopneumatic valve on Heat Exchanger #2.
- Replace 2 pulleys on Siphons #1.
- Replaced block heater on the Casino L/S generator.
- Replaced thermostats on both heat exchangers.
- Exercised gate valves for the check valves in Hillcrest L/S.

March 2024

- Rodded storm drain in front of the GBT room.
- Fixed oil leaks on the old semi.
- Disassembled Polaris L/S check valves for inspection.
- Replaced the last 4 8" water jackets on heat exchanger #2.
- Replaced starter on Hughes Fisher pump #2.
- Got the automatic skimmer back in service on clarifier #4.

April 2024

- Pulled the generator at Woodland L/S to get ready for the new one.
- Repair hydraulic leak at Tuxedo L/S channel monster.
- Yearly maintenance completed on the Limestone storm pumps.
- 6 month maintenance completed on the Shawnee and Tuxedo channel monsters.
- Flow meters installed at Golf Course, Maple, and Virginia L/S's.
- Install a new methane water catcher on digester #1.

May 2024

- Cleared the blockage in the south suction side of the sludge pit.
- Cleared discharge line of hose pump #3 that plugged from sitting in standby.
- Change out filter media in the pilot plant.
- New pump and drive installed at Polaris L/S.
- Replaced Polaris L/S Automatic Transfer Switch.
- Replaced Hughes Fisher L/S Automatic Transfer Switch.
- Replaced the spool kit on Effluent Pump #3.

June 2024

- Decommission the pilot plant.
- Replaced the fuel pump on the little crane truck.
- Replaced the shoe chains on all flights for the DAF.
- Replaced the air line leaking on the old semi.
- Annual maintenance on clarifier #4.
- Voltage regulator replaced on the Hughes Fisher Generator.
- Dewey Place L/S pump #2 Impeller and cutter replaced.
- Polaris L/S panel gutted and completely rewired.
- Got the non-potable system working to clarifier #4 again.

ITEMS FOR FUTURE CONSIDERATION

Many items that could be listed here are being addressed in the future plant upgrade, which is currently in the engineering phase.

ANTICIPATED OR CONTINUED PROJECTS FOR 2024-2025

The following projects will require significant amounts of man-hours and or dollars to complete. They will be prioritized and completed as current available resources will allow.

- Install fixed D.O. meters on the air basins to monitor continuously. Get them recording to the SCADA.
- Install VFD on one of the blowers so it can ramp up and down off of D.O.
- Install drives at Silverlake L/S and the other one at Polaris L/S.
- Install the other new polaris pump once it is received.

CAPITAL BUDGET ITEMS FOR FY 2024-2025

- Replace the liners in the Tuxedo L/S ponds.
- Replace the Nebraska L/S generator.
- Replace the little crane truck.
- Control panel for the Limestone L/S.

6 - Safety

Safety is the number one priority at Veolia Water. Through daily safety reminders and monthly safety training, personnel are made aware of the proper procedures to follow and equipment to use to reduce the potential for a safety incident.

At the end of June 2024, the employees at the Chickasaw WWTP have worked a total of 17 years and 10 months with no lost time accidents to report.

- Employees are provided with hard hats, safety shoes, and safety glasses, and are required to wear personal protective equipment at all times while at the workplace. In addition, other safety and protective devices are provided, including but not limited to rubber boots, gloves, suits, self-contained

breathing apparatus, and abatement equipment for hazardous chemical spills and leaks.

- Annual audits are conducted at the facility to monitor the safety program and to identify potential safety hazards. Monthly inspections are also conducted to assure compliance with safety policies and procedures.
- Housekeeping is a top priority at the Chickasaw WWTP to reduce and eliminate possible safety hazards

TRAINING

Operations, Maintenance and Safety training is of paramount importance to maintain a proficient and productive workforce for the City's facilities.

The quality of wastewater treatment is directly related to the qualifications, competence, and commitment of our staff. We place a strong emphasis on employee training to ensure and provide the City of Bartlesville with a quality operation.

In 2023-2024, over 408 hours of training were provided to the Chickasaw Wastewater Treatment Plant staff. That equates to 31 hours of training per person.

Training Hours

Safety Training – 264 Hrs. Technical & Other Training – 144 Hrs

APENDICE

A

ANNUAL COMPLIANCE

SUMMARY

Annual Compliance Summary

Month	EFFLUENT Flow (mgd) mgd 5	*Eff BOD (lbs/d) lbs/d 110	Chl Eff BOD (mg/l) mg/l 91	7 Day BOD Average mg/l 546	*Eff TSS (lbs/d) lbs/d 109	Chl Eff TSS (mg/l) mg/l 92	7 Day TSS Average mg/l 547	*EFF NH3 (lbs/d) lbs/d 113	Chl Eff NH3 (mg/l) mg/l 93	7 Day NH3-3 Avg. mg/l 548	Eff pH SU 102	DECHLOR EFF MAX CL2 RES. mg/l 232	Fec Colif (#/100ml) #/100ml 108
Jul 2023	5.500	201	4.89	5.0	147	3.19	3.2	6.63	0.14	0.14	6.82	0.07	
Aug 2023	4.263	129	3.50	3.4	112	3.13	3.1	14.82	0.42	0.40	6.87	0.06	
Sep 2023	2.893	88	3.75	3.8	84	3.35	3.4	12.74	0.51	0.53	6.75	0.07	
Oct 2023	2.910	118	4.76	4.8	68	2.67	2.6	11.33	0.51	0.55	6.78		
Nov 2023	3.323	125	4.44	4.5	94	3.32	3.4	14.76	0.54	0.52	6.97		
Dec 2023	3.732	151	4.87	4.8	128	3.98	3.9	18.91	0.63	0.62	6.99		
Jan 2024	4.533	190	4.99	5.1	147	3.99	3.9	33.51	0.82	0.91	6.90		
Feb 2024	5.990	224	4.46	4.2	143	2.87	2.8	32.42	0.63	0.48	6.83		
Mar 2024	4.290	167	4.58	4.6	71	2.06	2.0	30.09	0.81	0.84	6.80		
Apr 2024	3.771	132	4.26	4.3	104	3.36	3.2	13.86	0.45	0.49	6.80		
May 2024	6.628	214	3.87	3.9	184	3.25	3.4	26.66	0.55	0.53	6.88	0.05	
Jun 2024	3.769	176	5.53	5.5	151	4.58	4.6	28.64	0.97	0.97	6.95	0.06	
Minimum	2.893	88	3.50	3.4	68	2.06	2.0	6.63	0.14	0.14	6.75	0.05	
Maximum	6.628	224	5.53	5.5	184	4.58	4.6	33.51	0.97	0.97	6.99	0.07	
Total	51.602	1,914	53.90	54.0	1,432	39.75	39.6	244.36	6.99	6.98	82.34	0.31	
Average	4.300	160	4.49	4.5	119	3.31	3.3	20.36	0.58	0.58	6.86	0.06	
Permit	***7.0**	**583.8**	**10**	**15**	**875.7**	**15**	**22.5**	**116.8**	**2**	**3**	**6.5-9.0**	**0.1**	**200 M Avg 400 Day Max**

APENDICE

B

COMPENSATION ADJUSTMENT

Routine maintenance and repairs for all equipment, structures and vehicles shall not include costs associated with flood, fire or other similar extraordinary occurrences not within the control of VWNA. VWNA will pay for all above equipment repair or replacement during the term of services, provided the aggregate, or Maintenance Ceiling amount which VWNA shall be required to pay under this section, shall not exceed $191,140. This established maximum amount of aggregate dollars the Contractor shall be required to pay annually for the repair and maintenance of equipment, structures, grounds and vehicles consistent with good preventative and corrective maintenance practice and/or manufacturers' specifications shall be hereinafter referred to as the Maintenance Ceiling Fund. At the end of each 12 month period of operation concluding on June 30 annually, VWNA will return 100% of any unused Maintenance Ceiling dollars. The annual maximum amount that VWNA shall be required to pay, as stated above in the first year, shall be adjusted annually thereafter using the percentage change in the Bureau of Labor Statistics CPI-U Index Factor provided in Attachment A.

VWNA shall annually submit to the CITY a list and estimate of Capital Expenditures, if any, to be provided by the CITY. The CITY is not bound by this list to provide Capital Expenditures.

9. Section 3(P) of the Agreement is hereby deleted.

10. Section 10(A) of the Agreement is hereby amended to read as follows:

Pay to VWNA as compensation for the services performed, the sum of $3,021,260.50, adjusted thereafter as stated in Attachment A of this Agreement. The monthly payment schedule shall be as agreed between the parties. Invoices are payable at the first of each month the services are to be rendered. Late payments beyond 30 days will be subject to a service charge of 1.5% per month or the maximum legal rate. Compensation may be subsequently increased or decreased as described in Attachment A. Invoices are to be submitted to the Director of Water Utilities no later than the 20th of each month so payment can be made to VWNA on the first Tuesday of the next month, or Wednesday if a holiday falls on Monday.

The compensation adjustment was not completed due to the 10 year contract extension signed that began July 1st, 2024. Above is a piece from the amended contract that has the negotiated costs.

APENDICE

C

REBATE SUMMARY

23/24 Rebate Summary

Shared Savings = **$153.33**

	Total	City's Share(75%)	Units Saved	Cost	Rate
Elect. Plant	$13,131.83	$9,848.87	161,600	$195,417.22	$0.08126
Elect. Pump	-$11,408.68	-$8,556.51	-99,621	$99,121.30	$0.11452
Chlorine	$0	$0	0	$6,880.00	$1.14667
Sulfur Dioxide	$0	$0	0	$1,310.00	$0.6550
Natural Gas	$2,801.29	$2,100.97	102.250	$6,788.96	$27.40
Polymer (Sludge)	-$4,320.00	-$3,240.00	-2,700	$17,280.00	$1.60
Polymer (Process)	$0	$0	0	$0	$0
Antifoam	$0	$0	0	$0	$0
Total	$204.44	$153.33			

Fine Bubble Diffuser Savings = **$104,064.82**

	23/24 KWH Reduction	%	Savings Cost / KWH
Jul-23	104,200	45.5%	$9,386.65
Aug-23	101,100	45.5%	$9,145.61
Sep-23	93,600	44.8%	$8,586.02
Oct-23	100,900	45.4%	$9,374.11
Nov-23	95,400	44.7%	$8,464.84
Dec-23	110,400	48.5%	$7,410.49
Jan-24	116,600	49.4%	$8,128.89
Feb-24	87,800	41.4%	$6,016.06
Mar-24	116,900	50.2%	$8,152.96
Apr-24	112,500	49.1%	$9,486.34
May-24	132,000	54.9%	$11,057.11
Jun-24	111,200	49.4%	$8,855.75

Totals	1,282,600	**$104,064.82**
Maintenance Ceiling Budget=		$188,721.00
Maintenance Ceiling Cost =		$189,920.97
Maintenance Surplus =		$1,199.97

Totals

$153.33	Shared Savings
$104,064.82	Fine Bubble Diffuser Savings
$1,199.97	Repair and Maintenance
$103,018.18	**Balance Due to BARTLESVILLE for the spending on Ceiling Maintenance, shared savings, and fine bubble diffuser savings.**

APENDICE

D

SHARED SAVINGS

	Total	City's Share (75%)	Units Saved	Cost	Rate
Elect. Plant	$13,131.83	$9,848.87	161600	$195,417.22	$0.08126
Elect. Pump	-$11,408.68	-$8,556.51	-99621	$99,121.30	$0.11452
Chlorine	$0.00	$0.00	0	$6,880.00	$1.14667
Sulfur Dioxide	$0.00	$0.00	0	$1,310.00	$0.6550
Natural Gas	$2,801.29	$2,100.97	102.250	$6,788.96	$27.40
Polymer (Sludge)	-$4,320.00	-$3,240.00	-2700	$17,280.00	$1.60
Polymer (Process)	$0.00	$0.00	0	$0.00	$0.00
Antifoam	$0.00	$0.00	0	$0.00	
Total	$204.44	$153.33			

Plant Electric	KWH	Baseline	Delta	23/24 Cost	Rate
Jul-23	228800	200800	-28000	$20,610.94	0.090083
Aug-23	204400	210400	6000	$18,490.14	0.090461
Sep-23	194400	195200	800	$17,832.50	0.091731
Oct-23	186000	195200	9200	$17,280.24	0.092905
Nov-23	218800	232000	13200	$19,414.22	0.088730
Dec-23	224400	231200	6800	$15,062.57	0.067124
Jan-24	198000	242000	44000	$13,803.86	0.069716
Feb-24	211200	228400	17200	$14,471.36	0.068520
Mar-24	198400	220000	21600	$13,836.92	0.069743
Apr-24	176800	211200	34400	$14,908.29	0.084323
May-24	181600	206400	24800	$15,211.98	0.083766
Jun-24	182000	193600	11600	$14,494.20	0.079638
	2404800	2566400	161600	$195,417.22	0.081261

Lift Electric	KWH	Baseline	Delta	23/24 Cost	Rate	Multi-billing		Nebraska		Woodland		Silver Lake	
Jul-23	83843	50976	-32867	$11,939.86	0.142407	3444	$544.50	2072	$290.26	2273	$315.34	1173	$181.58
Aug-23	59560	53474	-6086	$8,593.36	0.144281	3892	$586.18	1099	$173.14	1991	$280.14	1010	$163.00
Sep-23	52234	47977	-4257	$7,288.80	0.139541	3027	$484.97	1091	$172.23	1699	$243.71	1097	$172.92
Oct-23	56140	47502	-8638	$6,787.33	0.120900	3027	$484.63	1250	$169.96	2053	$232.55	1155	$161.61
Nov-23	63140	71795	8655	$6,866.88	0.108756	3665	$477.47	1509	$190.15	2224	$245.89	1531	$191.87
Dec-23	72952	82697	9745	$6,737.63	0.092357	3829	$490.56	2102	$209.59	2775	$255.33	1205	$148.63
Jan-24	91976	70200	-21776	$8,198.48	0.089137	4200	$461.51	2401	$230.52	3471	$303.52	1458	$166.19
Feb-24	85517	80569	-4948	$7,719.46	0.090268	4401	$485.67	1770	$187.48	3113	$279.10	1393	$161.76
Mar-24	68161	66627	-1534	$6,408.97	0.094027	3299	$394.32	1604	$176.16	2808	$258.30	1245	$151.67
Apr-24	71189	57703	-13486	$7,690.73	0.108033	3874	$438.49	1639	$188.84	2638	$263.24	1113	$147.61
May-24	94780	81062	-13718	$11,869.99	0.125237	4489	$527.19	1652	$231.46	2779	$375.61	1352	$194.92
Jun-24	66039	55328	-10711	$9,019.81	0.136583	3418	$516.08	1391	$199.46	1659	$232.39	753	$125.71

Walmart		Covington		Maple		Limestone Basin		8th St.		12th Pl.		Comanche		Shawnee	
1280	$225.44	1191	$183.64	3288	$443.25	27	$49.96	254	$76.81	29	$30.03	153	$65.29	27120	$3,743.87
1120	$182.10	1063	$169.05	2052	$287.76	26	$49.82	174	$67.70	21	$29.10	97	$58.92	18720	$2,577.11
1040	$171.86	1045	$166.98	1723	$246.70	30	$50.27	152	$65.18	51	$32.56	70	$55.85	18480	$2,199.21
1120	$179.98	1174	$163.51	2362	$326.44	28	$50.06	164	$64.01	41	$30.77	82	$55.95	19440	$2,079.78
1440	$189.00	1473	$187.33	2487	$266.40	30	$49.82	200	$67.56	49	$31.56	159	$63.51	19920	$1,897.26
1280	$175.33	1604	$175.75	3232	$324.47	38	$50.59	236	$60.22	50	$26.17	195	$56.47	23400	$1,925.37
1440	$195.22	1619	$177.18	3281	$289.73	51	$42.48	287	$64.95	44	$25.64	299	$66.05	25200	$2,082.60
1200	$154.21	1242	$151.45	4248	$356.52	33	$40.87	235	$60.20	43	$25.55	214	$58.26	32400	$2,767.25
1040	$139.27	1090	$138.51	3351	$295.33	28	$40.43	205	$57.44	40	$25.26	170	$54.24	22080	$1,909.72
1040	$139.27	1080	$144.38	2852	$261.29	28	$40.43	188	$57.06	33	$24.85	116	$50.01	21000	$2,126.11
1280	$169.19	1169	$173.76	5192	$453.51	28	$40.60	244	$66.86	39	$26.12	166	$57.85	32400	$4,059.28
960	$154.66	1093	$165.03	2867	$386.86	30	$41.30	188	$60.42	29	$24.99	87	$48.73	22560	$2,866.92

Golf Course		HC		DP		Tuxedo		Hughes Fisher		Polaris		Casino	
10257	$1,405.84	9300	$1,192.48	261	$77.61	20640	$2,894.98	720	$129.95	361	$89.03		
7261	$1,023.83	6757	$875.05	228	$73.86	13260	$1,810.95	559	$111.57	230	$74.08		
5707	$743.30	4906	$644.01	237	$74.88	11040	$1,572.79	567	$112.50	272	$78.88		
5513	$651.07	4855	$451.02	244	$71.89	12600	$1,416.71	786	$125.29	246	$72.10		
7666	$818.94	6452	$575.54	295	$76.92	12720	$1,311.94	944	$140.83	376	$84.89		
8656	$750.98	7099	$549.21	321	$67.99	15360	$1,250.23	1187	$147.09	383	$73.65		
11173	$934.40	9648	$724.90	378	$73.30	25440	$2,137.68	1095	$138.96	491	$83.65		
10852	$920.28	8920	$675.23	251	$61.66	13800	$1,128.20	909	$121.94	493	$83.83		
8505	$748.32	7487	$577.48	263	$62.74	13560	$1,175.49	952	$125.87	434	$78.42		
8058	$819.84	7491	$624.79	276	$65.68	17820	$1,877.55	773	$114.34	403	$78.11	767	$228.84
13286	$1,479.15	12528	$1,622.60	323	$76.00	15720	$1,965.65	807	$131.94	548	$101.98	778	$116.32
8451	$1,080.65	7708	$1,006.11	153	$56.38	13260	$1,771.51	555	$102.83	161	$57.30	716	$122.48

Natural Gas	MCF	Baseline	Delta	23/24 Cost	Rate	Plant		Nebraska		Woodland	
Jul-23	3.523	1.746	-1.777	$422.98	120.06	2.177	$169.86	0.205	$38.07	0.104	$34.35
Aug-23	3.794	3.094	-0.700	$420.30	110.78	1.863	$170.10	0.207	$38.40	0.000	$33.27
Sep-23	2.694	1.450	-1.244	$414.11	153.72	2.072	$171.36	0.000	$34.09	0.207	$35.46
Oct-23	10.751	1.144	-9.607	$462.83	43.05	9.727	$225.58	0.307	$37.29	0.000	$30.47
Nov-23	22.416	22.834	0.418	$494.23	22.05	22.008	$272.50	0.000	$31.68	0.000	$30.47
Dec-23	42.675	58.261	15.586	$617.11	14.46	41.748	$386.10	0.206	$35.09	0.000	$30.47
Jan-24	99.467	131.753	32.286	$957.19	9.62	96.991	$707.01	0.310	$36.80	0.000	$30.47
Feb-24	19.970	96.466	76.496	$535.74	26.83	19.04	$298.86	0.103	$34.88	0.000	$30.47
Mar-24	9.175	20.737	11.562	$634.90	69.20	7.037	$207.36	0.414	$37.77	0.000	$30.47
Apr-24	21.702	4.294	-17.408	$712.33	32.82	2.665	$166.31	11.171	$144.80	0.000	$29.98
May-24	8.067	5.092	-2.975	$550.06	68.19	2.542	$164.98	0.102	$32.92	0.000	$29.98
Jun-24	3.570	3.183	-0.387	$567.18	158.87	2.040	$173.81	0.204	$33.26	0.000	$29.39

Silver Lake		Walmart		Limestone		Maple		Covington		Casino	
0.000	$33.42	0	$17.80	0.000	$48.93	0.933	$43.04	0.104	$37.51		
0.000	$33.76	1	$17.80	0.000	$49.51	0.621	$40.30	0.103	$37.16		
0.104	$34.85	0	$17.80	0.000	$49.52	0.311	$37.00	0.000	$34.03		
0.102	$32.46	0	$17.80	0.000	$47.31	0.410	$35.90	0.205	$36.02		
0.102	$31.68	0	$17.80	0.000	$46.13	0.306	$33.49	0.000	$30.48		
0.206	$32.81	0	$17.80	0.000	$46.13	0.309	$33.60	0.206	$35.11		
1.135	$43.07	0	$17.80	0.000	$46.71	0.825	$39.76	0.206	$35.57		
0.103	$32.74	0	$17.80	0.000	$47.30	0.517	$37.15	0.207	$36.54		
0.000	$30.47	1	$17.80	0.000	$46.13	0.414	$35.26	0.000	$30.47	0.310	$199.17
5.637	$82.06	1	$17.80	0.000	$45.64	0.000	$29.98	0.102	$33.30	1.127	$162.46
0.000	$29.98	4	$17.80	0.000	$45.64	0.508	$34.52	0.203	$33.93	0.712	$160.31
0.102	$30.64	0	$17.80	0.000	$45.05	0.306	$32.12	0.204	$33.66	0.714	$171.45

Polymer	Lbs	Baseline	Delta	23/24 Cost	Rate
Jul-23	0	0	0	$0.00	0.0000
Aug-23	0	1800	1800	$0.00	0.0000
Sep-23	1800	0	-1800	$2,880.00	1.6000
Oct-23	0	0	0	$0.00	0.0000
Nov-23	0	900	900	$0.00	0.0000
Dec-23	1800	0	-1800	$2,880.00	1.6000
Jan-24	0	1800	1800	$0.00	0.0000
Feb-24	0	1800	1800	$0.00	0.0000
Mar-24	7200	1800	-5400	$11,520.00	1.6000
Apr-24	0	0	0	$0.00	0.0000
May-24	0	0	0	$0.00	0.0000
Jun-24	0	0	0	$0.00	0.0000
	10800	8100	-2700	$17,280.00	$1.60

Chlorine	Pounds	Baseline	Delta	23/24 Cost	Rate
Jul-23	0	2000	2000	$0.00	$0.00
Aug-23	2000	0	-2000	$2,450.00	$1.23
Sep-23	0	0	0	$0.00	$0.00
Oct-23	0	0	0	$0.00	$0.00
Nov-23	0	0	0	$0.00	$0.00
Dec-23	0	0	0	$0.00	$0.00
Jan-24	0	0	0	$0.00	$0.00
Feb-24	0	0	0	$0.00	$0.00
Mar-24	0	0	0	$0.00	$0.00
Apr-24	4000	0	-4000	$4,430.00	$1.11
May-24	0	2000	2000	$0.00	$0.00
Jun-24	0	2000	2000	$0.00	$0.00
	6000	6000	0	$6,880.00	$1.15

Sulfur Dioxide	Pounds	Baseline	Delta	23/24 Cost	Rate
Jul-23	0	2000	2000	$0.00	$0.00
Aug-23	2000	0	-2000	$1,310.00	$0.66
Sep-23	0	0	0	$0.00	$0.00
Oct-23	0	0	0	$0.00	$0.00
Nov-23	0	0	0	$0.00	$0.00
Dec-23	0	0	0	$0.00	$0.00
Jan-24	0	0	0	$0.00	$0.00
Feb-24	0	0	0	$0.00	$0.00
Mar-24	0	0	0	$0.00	$0.00
Apr-24	0	0	0	$0.00	$0.00
May-24	0	0	0	$0.00	$0.00
Jun-24	0	0	0	$0.00	$0.00
					$0.00
	2000	2000	0	$1,310.00	$0.66

APENDICE

E

FINE BUBBLE DIFFUSER SAVINGS

Fine Bubble Diffuser Savings

BASELINE

2001 BLOWER ELECTRICAL COST

2001 Month	Blower KWH	Actual $/KWH	Monthly $Cost
Jan-01	235,800	$0.0494993	$11,671.93
Feb-01	211,900	$0.0578418	$12,256.67
Mar-01	232,700	$0.0597276	$13,898.61
Apr-01	229,000	$0.0607310	$13,907.40
May-01	240,400	$0.0601067	$14,449.64
Jun-01	225,000	$0.0564393	$12,698.84
Jul-01	228,800	$0.0560895	$12,833.28
Aug-01	222,000	$0.0571088	$12,678.15
Sep-01	208,900	$0.0282903	$5,909.84
Oct-01	222,400	$0.0276361	$6,146.26
Nov-01	213,600	$0.0281237	$6,007.22
Dec-01	227,800	$0.0329580	$7,507.83
Totals	2,698,300	$0.5745519	$129,965.66
Average	224,858	$0.0478793	$10,830.47

2023/2024 BLOWER ELECTRICAL COST

ACTUAL YTD

23/24 Month	Blower KWH	Actual $/KWH	Monthly $Cost
Jan-24	119,200	0.069716	$8,310.15
Feb-24	124,100	0.068520	$8,503.33
Mar-24	115,800	0.069743	$8,076.24
Apr-24	116,500	0.084323	$9,823.63
May-24	108,400	0.083766	$9,080.23
Jun-24	113,800	0.079638	$9,062.80
Jul-23	124,600	0.090083	$11,224.34
Aug-23	120,900	0.090461	$10,936.73
Sep-23	115,300	0.091731	$10,576.58
Oct-23	121,500	0.092905	$11,287.96
Nov-23	118,200	0.08873	$10,487.89
Dec-23	117,400	0.067124	$7,880.36
Totals	1,415,700		$115,250.25
Average	117,975	$0.081395	$9,604.19

KWH & COST SAVINGS

	23/24KWH Reduction	%	Savings @ 23/24 Cost / KWH
Jan	116,600	49.4%	$8,128.89
Feb	87,800	41.4%	$6,016.06
Mar	116,900	50.2%	$8,152.96
Apr	112,500	49.1%	$9,486.34
May	132,000	54.9%	$11,057.11
Jun	111,200	49.4%	$8,855.75
Jul	104,200	45.5%	$9,386.65
Aug	101,100	45.5%	$9,145.61
Sep	93,600	44.8%	$8,586.02
Oct	100,900	45.4%	$9,374.11
Nov	95,400	44.7%	$8,464.84
Dec	110,400	48.5%	$7,410.49
		47.4%	

Total $ Savings = $104,064.82

1,282,600 = YTD KWH SAVED

APENDICE

F

MAINTENANCE CEILING

(Repair & Maintenance)

RECONCILIATION

Bartlesville R & M BUDGET 2023-2024

	ACTUAL	BUDGETED	Monthly Running Total
Early Posting			$ -
Jul-23	$ 1,070.50	(15,726.75)	$ (14,656.25)
Aug-23	$ 10,515.47	(15,726.75)	$ (5,211.28)
Sep-23	$ 8,009.48	(15,726.75)	$ (7,717.27)
Oct-23	$ 14,675.90	(15,726.75)	$ (1,050.85)
Nov-23	$ 14,945.45	(15,726.75)	$ (781.30)
Dec-23	$ 25,298.32	(15,726.75)	$ 9,571.57
Jan-24	$ 6,351.95	(15,726.75)	$ (9,374.80)
Feb-24	$ 9,876.06	(15,726.75)	$ (5,850.69)
Mar-24	$ 5,803.31	(15,726.75)	$ (9,923.44)
Apr-24	$ 16,315.82	(15,726.75)	$ 589.07
May-24	$ 17,387.16	(15,726.75)	$ 1,660.41
Jun-24	$ 9,423.79	(15,726.75)	$ (6,302.96)
Trailing	$ 50,247.76		$ 50,247.76
	$ 189,920.97	**$ (188,721.00)**	**$ 1,199.97**
	% of budget spent	**101%**	

APENDICE

G

BIOSOLIDS LAND APPLICATION

Annual Biosolids Land Applied

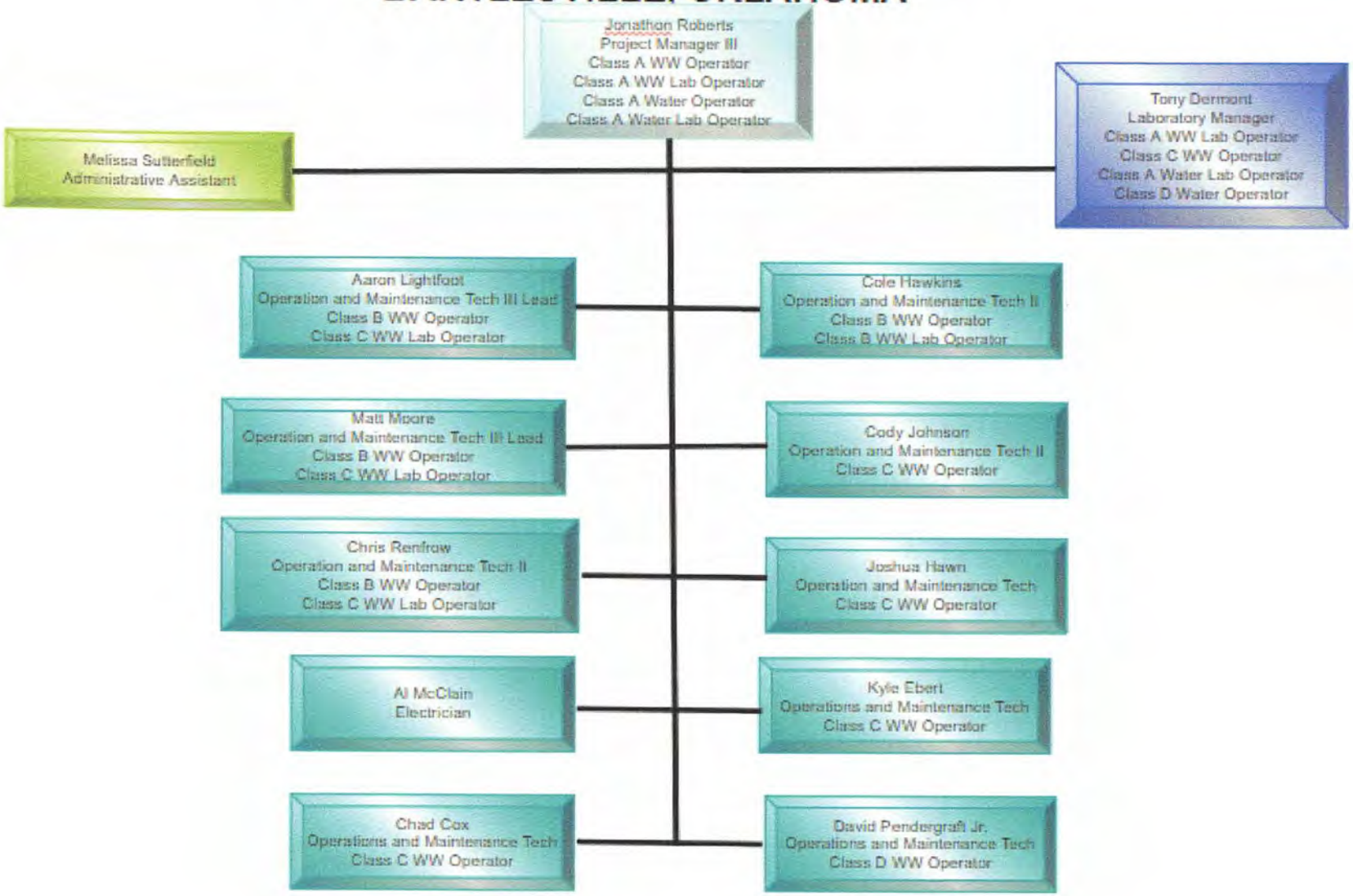
Month	AVG %TS OF TRK LOAD % 363	Sludge Land Applied Tons 567	METRIC TONS OF SLUDGE DISPOSED Tons 817	Sludge Land Applied Gal KGAL 568	Sldg Loads/Day Lds 151	Total Tons to Dig/day Tons 505	Total MTons Sludge to Digesters MTons 582
Jul 2023	2.23	45.3	41.1	465	93	72.8	66.1
Aug 2023	3.24	85.4	77.4	625	125	151.0	137.0
Sep 2023	3.27	60.4	54.8	445	89	132.3	120.0
Oct 2023	2.77	54.3	49.3	475	95	182.8	165.8
Nov 2023	2.74	54.8	49.7	490	98	127.8	116.0
Dec 2023	3.24	32.7	29.7	245	49	103.6	94.0
Jan 2024	3.47	46.9	42.6	320	64	122.0	110.7
Feb 2024	3.48	74.8	67.9	515	103	156.3	141.8
Mar 2024	3.48	72.8	66.1	505	101	143.7	130.4
Apr 2024	2.99	40.5	36.7	325	65	155.6	141.2
May 2024	2.67	18.0	16.4	160	32	142.3	129.1
Jun 2024	2.62	54.7	49.6	520	104	117.4	106.5
Minimum	2.23	18.0	16.4	160	32	72.8	66.1
Maximum	3.48	85.4	77.4	625	125	182.8	165.8
Total	36.19	640.6	581.2	5,090	1,018	1,607.7	1,458.5
Average	3.02	53.4	48.4	424	85	134.0	121.6

APENDICE

H

FACILITY ORGANIZATION CHART

VEOLIA WATER
CHICKASAW WASTEWATER PROJECT
BARTLESVILLE, OKLAHOMA



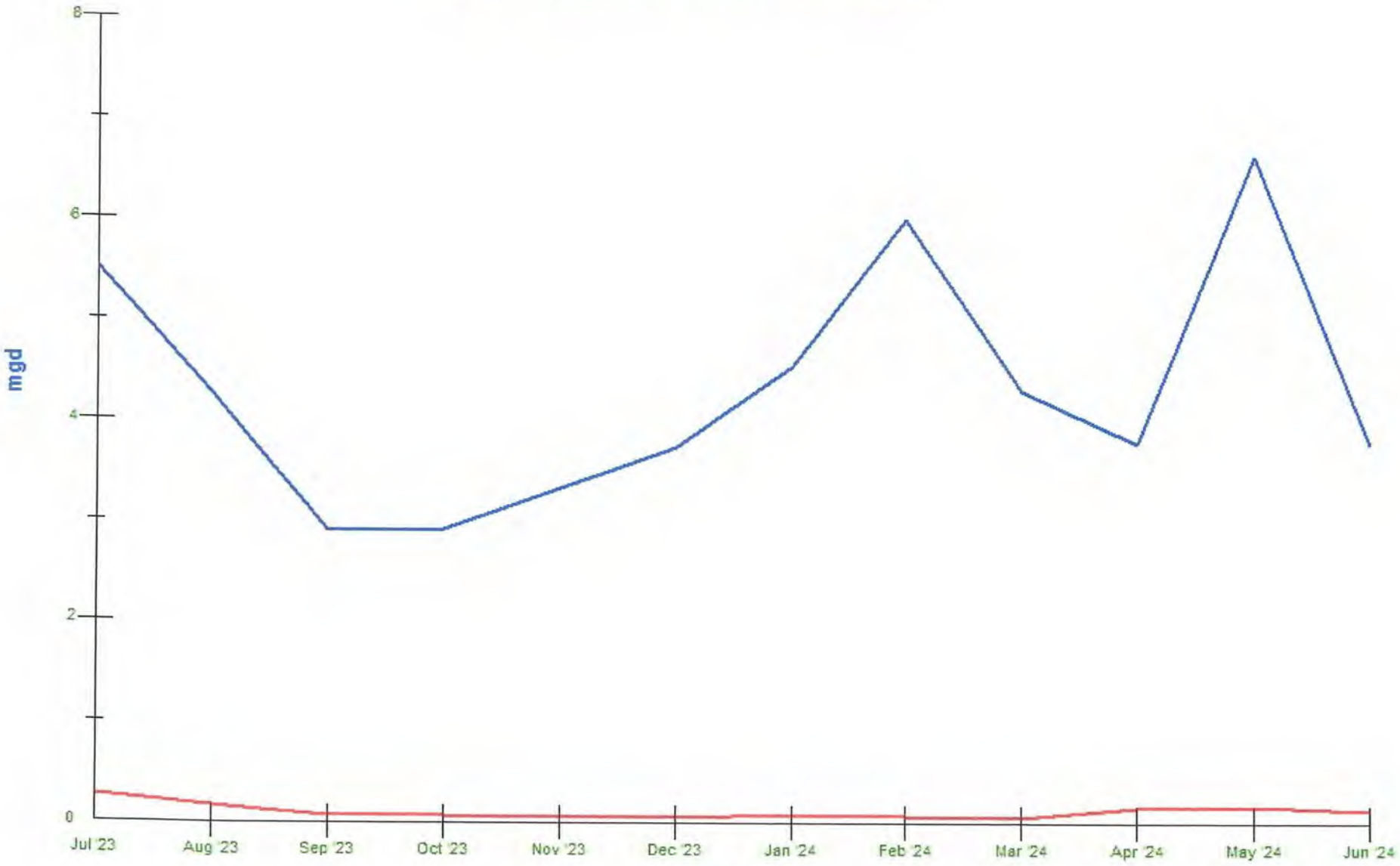
APENDICE

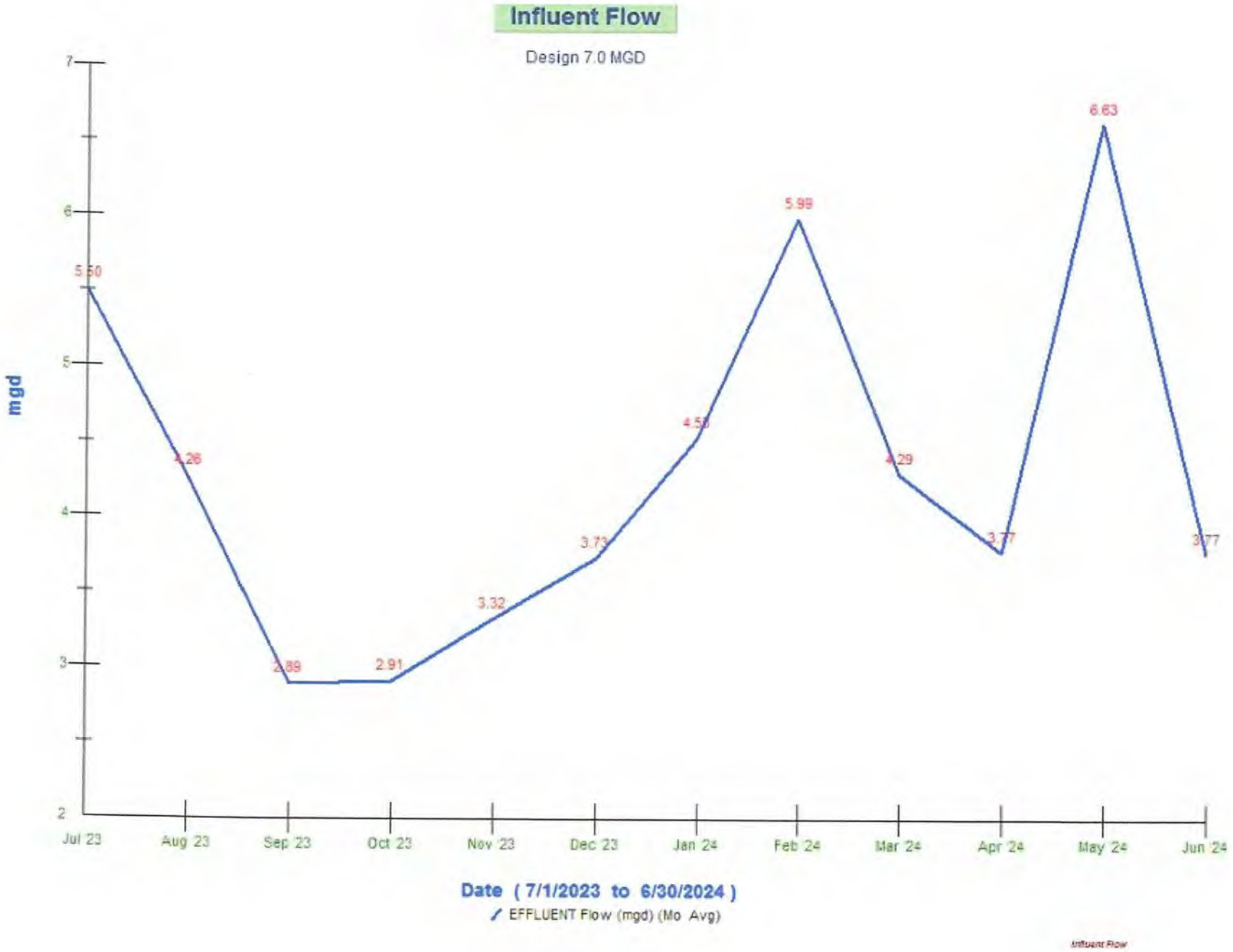
I

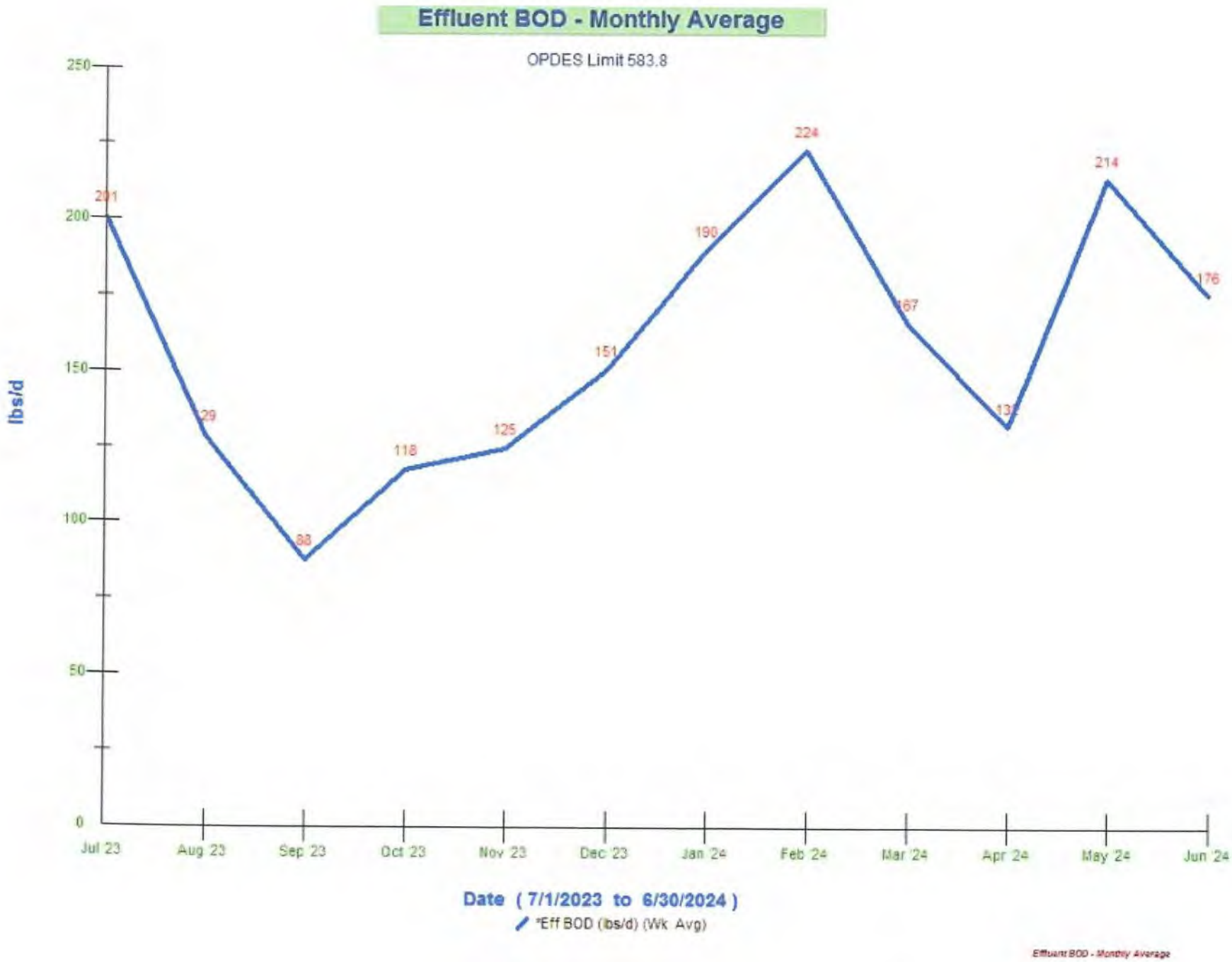
GRAPHS

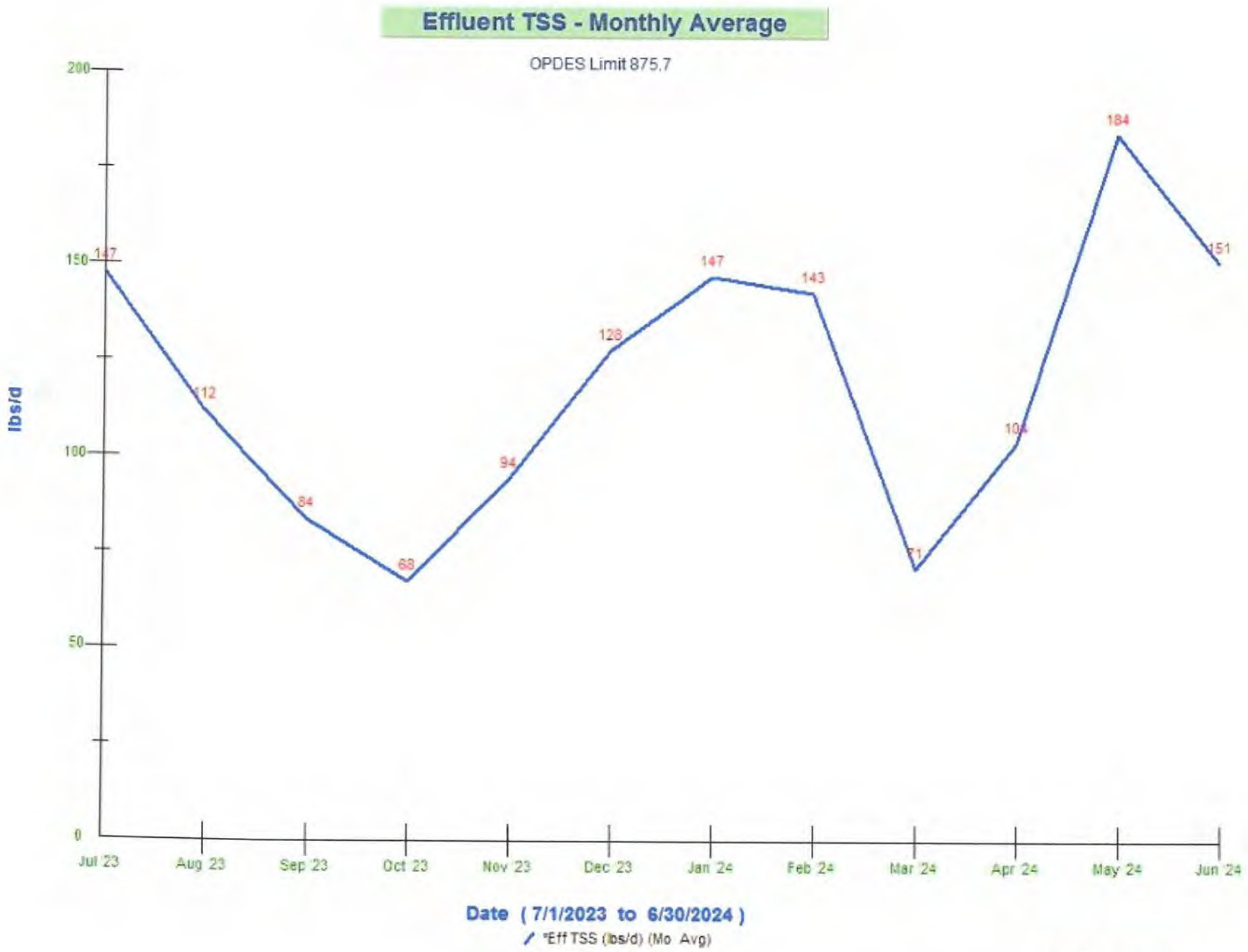
- Precipitation Influence on Flow
- Influent Flow
- Effluent BOD
- Effluent TSS
- Effluent Ammonia

Precipitation Influence on Flow

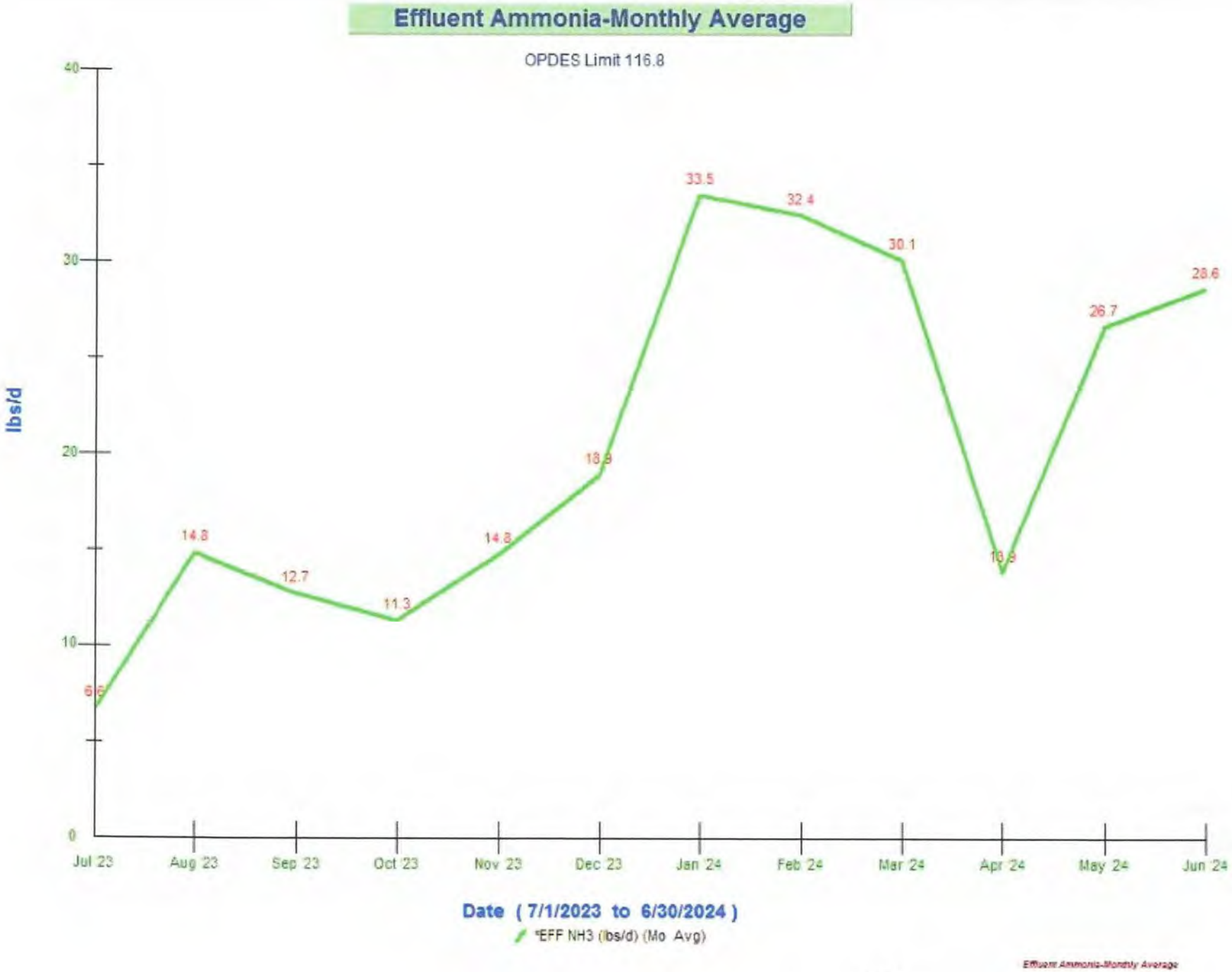



Influent Flow
Design 7.0 MGD
mgd
7
6
5
4
3
2
5.60
4.26
2.89
2.91
3.32
3.73
4.58
5.99
4.29
3.77
6.63
3.77
Jul 23
Aug 23
Sep 23
Oct 23
Nov 23
Dec 23
Jan 24
Feb 24
Mar 24
Apr 24
May 24
Jun 24
Date (7/1/2023 to 6/30/2024)
EFFLUENT Flow (mgd) (Mo Avg)


Effluent BOD - Monthly Average
OPDES Limit 583.8
lbs/d
250
200
150
100
50
0
201
129
88
118
125
151
190
224
167
214
176
Jul 23
Aug 23
Sep 23
Oct 23
Nov 23
Dec 23
Jan 24
Feb 24
Mar 24
Apr 24
May 24
Jun 24
Date (7/1/2023 to 6/30/2024)
*Eff BOD (lbs/d) (Wk Avg)
Effluent BOD - Monthly Average



Effluent TSS - Monthly Average


Effluent Ammonia-Monthly Average
OPDES Limit 116.8
lbs/d
40
30
20
10
0
14.8
12.7
11.3
14.8
18.9
33.5
32.4
30.1
10.9
26.7
28.6
Jul 23
Aug 23
Sep 23
Oct 23
Nov 23
Dec 23
Jan 24
Feb 24
Mar 24
Apr 24
May 24
Jun 24
Date (7/1/2023 to 6/30/2024)
*EFF NH3 (lbs/d) (Mo Avg)
Effluent Ammonia-Monthly Average

BARTLESVILLE NEXT PROGRESS REPORT - OCTOBER 2024

FINANCIAL STRENGTH AND OPERATIONAL EXCELLENCE							
Focus on staff recruitment, retention, development, department collaborations, and safety programs to improve workplace culture and morale.							
1			Investigate programs to recruit non-traditional employees and within schools.	HR	10/23	100%	
2			Within six months of adoption of Strategic plan, investigate potential vacation buyback program.	HR	10/23	100%	
3			Implement a job swap program for employees.	HR	10/23	100%	
4			Hold employee appreciation luncheons twice yearly.	HR	07/24	100%	
5			Investigate ways to implement a flex-hours or work from home program for applicable employees.	HR	04/24	100%	
Improve and modernize our workplace including seeking accreditations for operational excellence, developing a performance and reward-based evaluation process,							
1			Develop a committee to research best practices and accreditation programs.	Admin	10/23	100%	Committee has met and is gathering data.
2			Develop and implement a performance and reward-based evaluation process for general employees by July 1, 2023 with intent to negotiate this process for uniformed groups in the future.	HR	07/23	100%	
3			Re-evaluate 311 and Enterprise Asset Management (E.A.M.) to determine how we can integrate these systems into our operating departments.	IT	04/24	100%	Selected alternative solutions due to usability issues with 311 and EAM.
4			Revise and update our website using newest technologies and integrations to improve citizen satisfaction and e-gov capabilities.	CCO	10/24	80%	Polishing final version and preparing to train staff. Rollout slightly delayed.
Develop annual communications and feedback systems to include a standard report to citizens, community survey, and employee survey.							
1			Create and publish annual digital report on overall City and departmental achievements, progress, and goals. Summary of report to be circulated in utility bill.	Admin	09/24	100%	Changed the date to match up with our fiscal year. Original completion date was 4/24.
2			Create and distribute an annual survey to obtain citizen feedback and requests for all City departments. Individual departments may also be surveyed individually as part of a larger survey plan.	Admin	04/24	85%	Began Polco implementation
3			Create and distribute survey for employees to rate their department and the City as an overall employer by July 1, 2023.	HR	07/23	100%	
4			Develop feedback cards for golf course, library and other City services as appropriate.	Admin	10/23	100%	
5			Continue to enhance, improve, and promote City Beat and grow subscription base by 10%.	CCO	04/24	100%	
Adopt governance best practices relating to debt, financial targets, multi-year plans, and a comprehensive Council handbook.							
1			Develop and adopt formal policies pertaining to:				
	a		Formal debt policy based on GFOA authoritative guidance.	A&F	10/23	100%	

	b		Formal policy requiring that utility rate studies be conducted at least every 5 years and requiring Council to utilize periodic rate studies to adopt multiyear rate plans.	A&F	10/23	100%	
	c		Formal capital planning policy requiring that a 5-year Capital Improvement Plan (CIP) be prepared by Staff and adopted by the City Council concurrently with the budget every year.	A&F	10/23	100%	
2			Future budgets should include 5-year projections of revenue and expenditures for major operating funds to assist the Council and Staff in better planning for the future.	A&F	07/25	35%	Will contact Crawford & Assoc. If they are unable to provide service, then implementation may be delayed.
3			City Council will adopt a City Council Handbook that will help to guide current and future City Councils. City Manager will work with Mayor to schedule a Council workshop to discuss this item within one year of adoption of Strategic Plan.	Admin	04/24	100%	
EFFECTIVE INFRASTRUCTURE NETWORK							
Develop Asset Management Program for infrastructure.							
1			The intent of the asset management program is to compile age, material, condition, and service life of the City's infrastructure (facilities, airport, streets, storm drain, wastewater, water, signals, signs, etc.) into ESRI's GIS software to aid in planning improvement priority and capital needs.	Eng			
	a		Staff will determine what items need to be tracked, what data exists, and what data needs to be collected	Eng	10/23	100%	Software selected and implementation began.
	b		Select consultant to collect and populate data into ESRI.	Eng			
		i	Facilities, streets, storm drains, wastewater and water	Eng	10/24	80%	Most data collected but storm drain may require comprehensive study.
		ii	Signs and signals	Eng	10/25	85%	Data collected but needs to be integrated.
Improve road conditions as captured by Pavement Condition Index (PCI).							
1			Improve road conditions as captured by Pavement Condition Index (PCI).	Eng			
	a		Complete PCI update currently under contract.	Eng	04/23	100%	
	b		Once complete, develop several PCI score scenarios (maintain existing, desired PCI in 5 years and desired PCI in 10 years) with capital investment requirements – 6 months.	Eng	06/23	100%	
ECONOMIC VITALITY							
Reevaluate our development regulatory policies to ensure all rules, regulations, and processes align with best practices and reflect the character of our community.							
1			Update the city's comprehensive plan and other long-range plans utilizing accepted best practices (i.e. transportation, storm drainage, utilities, etc.).	Comm Dev			
	a		Staff will develop an RFP to select a consultant.	Comm Dev	06/23	100%	

	b		Present recommendations to the Council	Comm Dev	10/24	95%	Joint meeting of Council and CPC schedule for 10/17/24
2			Update zoning, subdivision, and other ordinances and codes which regulate private development and land use following the updated comprehensive land use plan.	Comm Dev	06/25	5%	
Collaborate with economic development partners and experts to optimize development.							
1			Identify economic development partners and assign City employee to act as economic development liaison. Liaison shall act as conduit between economic development partners, developer, and City departments.	Admin	06/23	100%	
2			Convene a meeting with all economic development partners to determine how best to support their efforts and to define the expectations for all parties.	Admin	12/23	100%	
3			Ongoing coordination between liaison and economic development partners.	Admin		100%	
Develop and implement strategies to retain and attract young professionals and families to Bartlesville.							
1			Identify community partners who employ and recruit young professionals.	Admin	09/23	100%	
2			Engage with community partners to learn how the City can attract young professionals and families	Admin	01/24	100%	Meetings have started.
3			Examine ways to make the community more enticing for businesses and restaurants that attract young professionals and families	Admin	01/24	25%	
4			Work closely with BDA and Visit Bartlesville to promote their efforts and accomplishments	Admin	01/24	100%	
COMMUNITY CHARACTER							
Explore opportunities to embrace the unique cultures of our community.							
1			Coordinate a multi-cultural group to highlight the diverse cultures in our community.	Library	01/24	100%	
	a		Use this group to support/identify cultural needs that are unmet.				
	b		Partner/support this group for an annual event.				
2			Allocate city resources for support group (such as facilities, properties, venues, etc.)	Library	01/25	0%	This goal will be updated in the next version of the NEXT plan
Develop and maintain healthy lifestyle options as a segment of our parks, recreation and transportation systems.							
1			As part of the update to the City's comprehensive and other plans identified in Economic Vitality, update the Parks Masterplan to ensure that lifestyle options and parks and recreation systems are meeting the needs of the public.	Comm Dev	10/24	95%	Tied to the comprehensive plan.
2			Create a Trails/Multi-model plan that incorporates existing assets and plans such as bicycle plan.	CD/S&T		0%	Tied to the comprehensive plan.
	a		Review, evaluate, and update the Bicycle Plan	CD/S&T	10/24	0%	Tied to the comprehensive plan.

BARTLESVILLE NEXT PROGRESS REPORT - OCTOBER 2024

Ensure and maintain clean, bright, vibrant community spaces.							
1			Address vandalism and criminal activities in our community spaces, including destruction or defacement of public restrooms, violations of park curfews, etc.	PW/PD			
	a		Improve security measures at public restrooms using automatic locks combined with motion and smoke detectors	Pub Works	04/24	100%	10 of 10 bathrooms installed
	b		Police to respond to all calls at public restrooms generated by new systems	PD	04/24	100%	
		i	Offenders, especially repeat offenders, will be prosecuted for vandalism, arson, trespassing, etc.	PD	04/24	100%	
2			Coordinate citizen volunteer efforts to supplement our maintenance efforts and to improve the appearance of our City. These could include periodic clean up days, adopt a mile programs, adopt a path programs, etc.	CD/PW	07/23	100%	KBB established.
	a		Staff to list and prioritize possible programs.	CD/PW	01/24	100%	
	b		Adopt formal policy for selected program(s).	CD/PW	04/24	100%	
	c		Advertise, promote, operate, and publicly report on the success of this program.	CD/PW	10/24	75%	
3			Establish Neighborhood Watch and Sentinel Program	PD	10/23	100%	
4			Finalize implementation of and launch Software 311 and City App	Comm Dev	04/24	100%	
5			Create a list of minimum maintenance intervals for our parks and rights-of-way.	Pub Works	07/23	100%	
EMERGING ISSUES							
Partner with community groups to discuss, evaluate and report on existing needs and potential solution that address: Child Care, Housing, Homelessness, and Others							
1			Child Care:	Admin			
	a		Collaborate with local groups to help find solutions to the local child care shortage.	Admin	04/24	100%	New task force established and meeting regularly.
	b		Help advocate for reform of child care regulations that act as barriers to new facilities.	Admin		100%	Proposed regulations will be presented to Council on 10/7/24
2			Housing:	Comm Dev			
	a		Evaluate local housing supply and demand to determine gaps in local housing stock by price level.	Comm Dev	04/24	100%	
3			Homelessness:	PD			
	a		Collaborate with local groups seeking to reduce homelessness including “United Way” and “B the Light”.	Admin/CD	04/24	100%	Collaboration with "B the Light" will continue. Their construction currently delayed by ODEQ.
	b		Review existing laws and enforcement policies and retrain police officers to better handle crimes committed by the homeless.	Admin/PD	04/24	100%	
	c		Utilize the mental health team data from PD to better understand our homeless population, how many homeless are in Bartlesville, and why they are here.	Admin/PD	04/24	100%	

Agenda Item 7.g.i.
October 17, 2024
Prepared by Jason Muninger, CFO/City Clerk
Accounting and Finance

I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Receipt of Interim Financials for the three months ending September 30, 2024.

Attachments:
Interim Financials for September 30, 2024

II. STAFF COMMENTS AND ANALYSIS

Staff has prepared the condensed Interim Financial Statements for September 2024; these should provide sufficient information for the City Council to perform its fiduciary responsibility. All supplementary, detailed information is available for the Council's use at any time upon request. All information is subject to change pending audit.

III. BUDGET IMPACT

N/A

IV. RECOMMENDED ACTION

Staff recommends the approval the Interim Financials for September 30, 2024.

city of bartlesville

CONNECTED / CREATIVE / VIBRANT

REPORT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES

For The Three Months Ended September 30, 2024

CITY COUNCIL

Ward 1 - Dale Copeland, Mayor
Ward 2 - Loren Roszel
Ward 3 - Jim Curd, Vice Mayor
Ward 4 - Quinn Schipper
Ward 5 - Trevor Dorsey

City Manager
Mike Bailey

Prepared by:

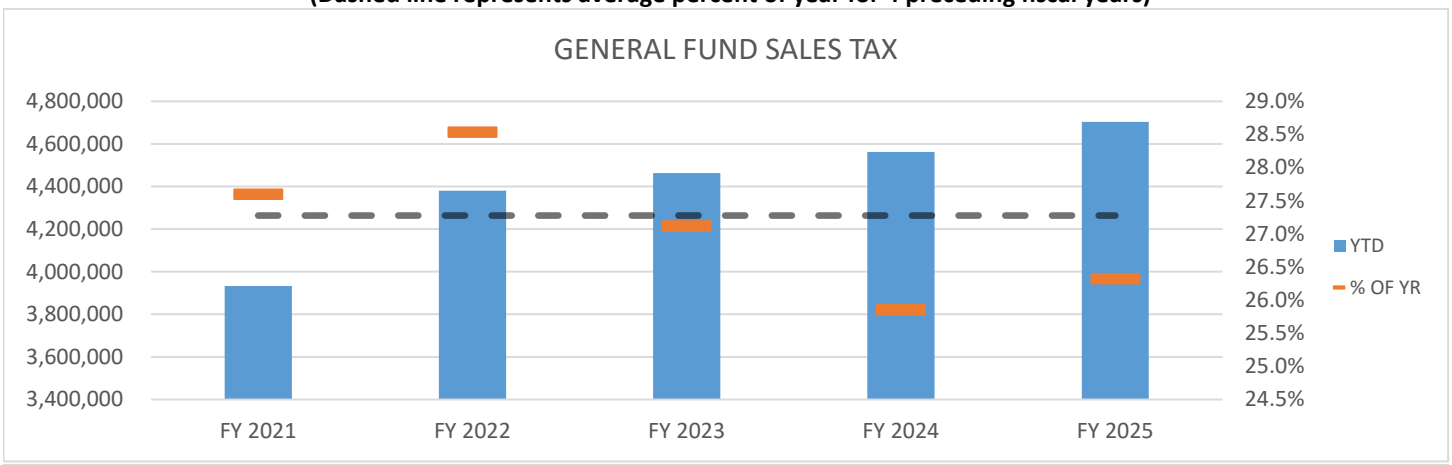
Jason Muninger
Finance Director

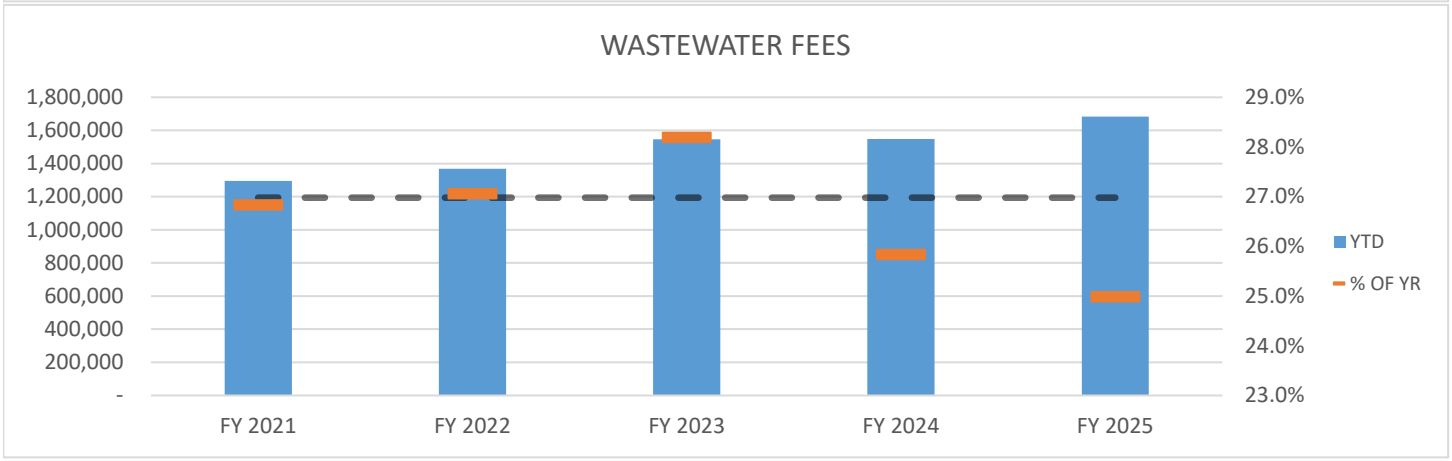
Alicia Shelton
Finance Supervisor

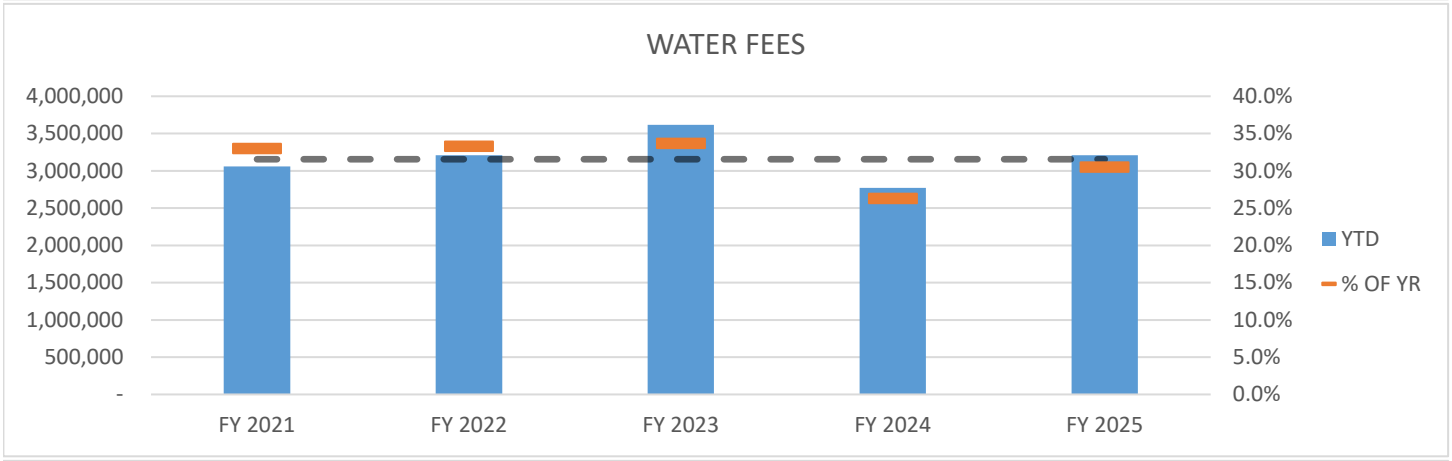
TABLE OF CONTENTS

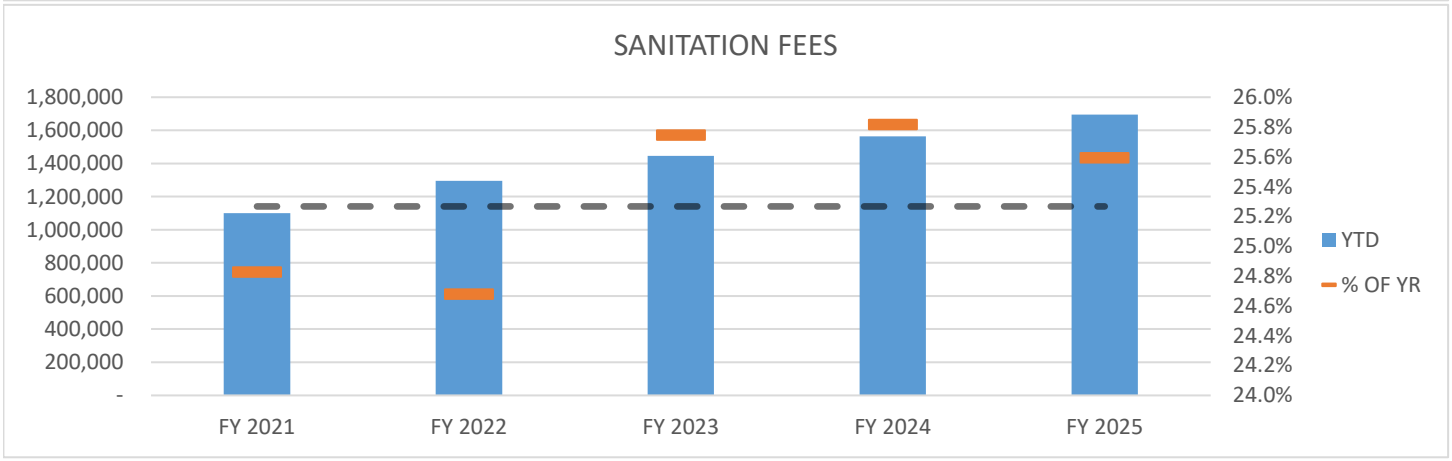
FINANCIAL STATEMENT REVENUE HIGHLIGHTS

(Dashed line represents average percent of year for 4 preceding fiscal years)









GENERAL FUND

Statement of Revenue, Expenditures, and Changes in Fund Balances

25% of Year Lapsed

	2024-25 Fiscal Year						2023-24 Fiscal Year	
	Total Budget	YTD Budget	YTD Actual	YTD Encum	YTD Total	% of Budget	YTD Total	% Total Year
Revenue:								
Sales Tax	$ 17,869,148	$ 4,467,287	$ 4,703,586	$ -	$ 4,703,586	26.3%	$ 4,561,702	25.2%
Use Tax	4,513,154	1,128,289	1,167,153	-	1,167,153	25.9%	1,145,448	23.8%
Gross Receipt Tax	1,656,600	414,150	366,380	-	366,380	22.1%	354,687	23.1%
Licenses and Permits	260,000	65,000	153,768	-	153,768	59.1%	151,495	58.3%
Intergovernmental	629,000	157,250	140,182	-	140,182	22.3%	149,086	20.5%
Charges for Services	539,900	134,975	152,039	-	152,039	28.2%	160,223	27.9%
Court Costs	193,900	48,475	33,025	-	33,025	17.0%	40,779	22.0%
Police/Traffic Fines	393,300	98,325	63,316	-	63,316	16.1%	80,569	23.8%
Parking Fines	45,300	11,325	12,005	-	12,005	26.5%	10,825	21.1%
Other Fines	66,000	16,500	13,801	-	13,801	20.9%	14,325	22.7%
Investment Income	150,000	37,500	528,866	-	528,866	352.6%	592,170	28.0%
Miscellaneous Income	844,700	211,175	309,711	-	309,711	36.7%	222,248	19.5%
Transfers In	6,549,579	1,637,395	1,637,424	-	1,637,424	25.0%	1,640,316	25.0%
Total	**$ 33,710,581**	**$ 8,427,646**	**$ 9,281,256**	**$ -**	**$ 9,281,256**	**27.5%**	**$ 9,123,873**	**25.0%**
Expenditures:								
General Government	$ 10,094,553	$ 2,523,638	$ 2,118,883	$ 169,306	$ 2,288,189	22.7%	$ 2,071,993	23.0%
Public Safety	18,373,415	4,593,354	4,299,186	297,982	4,597,168	25.0%	4,257,740	25.0%
Street	2,180,609	545,152	503,808	(34,302)	469,506	21.5%	421,045	21.8%
Culture and Recreation	3,820,555	955,139	891,540	28,089	919,629	24.1%	879,294	24.6%
Transfers Out	4,787,466	1,196,867	1,196,898	-	1,196,898	25.0%	1,047,316	25.0%
Reserves	1,225,200	306,300	-	-	-	0.0%	-	N.A.
Total	**$ 40,481,798**	**$ 10,120,450**	**$ 9,010,315**	**$ 461,075**	**$ 9,471,390**	**23.4%**	**$ 8,677,388**	**24.3%**
Changes in Fund Balance:								
Fund Balance 7/1			$ 5,555,372					
Net Revenue (Expense)			270,941					
Ending Fund Balance			**$ 5,826,313**					

COMBINED WASTEWATER OPERATING & BMA WASTEWATER FUNDS

Statement of Revenue, Expenditures, and Changes in Fund Balances

25% of Year Lapsed

	2024-25 Fiscal Year						2023-24 Fiscal Year	
	Total Budget	YTD Budget	YTD Actual	YTD Encum	YTD Total	% of Budget	YTD Total	% Total Year
Revenue:								
Wastewater Fees	$ 6,742,581	$ 1,685,645	$ 1,684,656	$ -	$ 1,684,656	25.0%	$ 1,547,870	25.4%
Investment Income	-	-	-	-	-	N.A.	-	0.0%
Debt Proceeds	83,000,000	20,750,000	-	-	-	0.0%	-	N.A.
Miscellaneous	30,000	7,500	3,146	-	3,146	10.5%	393	0.3%
Total	**$ 89,772,581**	**$ 22,443,145**	**$ 1,687,802**	**$ -**	**$ 1,687,802**	**1.9%**	**$ 1,548,263**	**24.3%**
Expenditures:								
Wastewater Plant	$ 3,177,550	$ 794,388	$ 777,821	$ 2,264,185	$ 3,042,006	95.7%	$ 2,929,051	99.1%
Wastewater Maint	993,617	248,404	211,521	5,164	216,685	21.8%	204,207	24.6%
BMA Expenses	1,500,000	375,000	-	-	-	0.0%	13,883	N.A.
Transfers Out	1,836,183	459,046	459,057	-	459,057	25.0%	411,752	25.0%
Reserves	97,138	24,285	-	-	-	0.0%	-	N.A.
Total	**$ 7,604,488**	**$ 1,901,123**	**$ 1,448,399**	**$ 2,269,349**	**$ 3,717,748**	**48.9%**	**$ 3,558,893**	**65.5%**
Changes in Fund Balance:								
Fund Balance 7/1			$ 2,925,118					
Net Revenue (Expense)			239,403					
Ending Fund Balance			**$ 3,164,521**					

COMBINED WATER OPERATING & BMA WATER FUNDS

Statement of Revenue, Expenditures, and Changes in Fund Balances

25% of Year Lapsed

	2024-25 Fiscal Year						2023-24 Fiscal Year	
	Total Budget	YTD Budget	YTD Actual	YTD Encum	YTD Total	% of Budget	YTD Total	% Total Year
Revenue:								
Water Fees	$ 11,091,140	$ 2,772,785	$ 3,348,542	$ -	$ 3,348,542	30.2%	$ 2,902,269	27.6%
Investment Income	-	-	-	-	-	N.A.	-	0.0%
Debt Proceeds	7,500,000	1,875,000	-	-	-	0.0%	-	N.A.
Miscellaneous	-	-	4,042	-	4,042	N.A.	293	0.0%
Total	**$ 18,591,140**	**$ 4,647,785**	**$ 3,352,584**	**$ -**	**$ 3,352,584**	**18.0%**	**$ 2,902,562**	**25.4%**
Expenditures:								
Water Plant	$ 4,094,740	$ 1,023,685	$ 1,005,729	$ 107,887	$ 1,113,616	27.2%	$ 1,063,138	28.8%
Water Administration	465,954	116,489	91,085	47,183	138,268	29.7%	133,791	32.4%
Water Distribution	2,373,912	593,478	433,074	70,778	503,852	21.2%	379,439	19.7%
BMA Expenses	10,775,784	2,693,946	882,188	306,009	1,188,197	11.0%	1,106,221	27.3%
Transfers Out	2,878,743	719,686	719,697	-	719,697	25.0%	646,329	25.0%
Reserves	252,659	63,165	-	-	-	0.0%	-	N.A.
Total	**$ 20,841,792**	**$ 5,210,449**	**$ 3,131,773**	**$ 531,857**	**$ 3,663,630**	**17.6%**	**$ 3,328,918**	**26.3%**
Changes in Fund Balance:								
Fund Balance 7/1			$ 7,688,787					
Net Revenue (Expense)			220,811					
Ending Fund Balance			**$ 7,909,598**					

SANITATION FUND

Statement of Revenue, Expenditures, and Changes in Fund Balances

25% of Year Lapsed

	2024-25 Fiscal Year						2023-24 Fiscal Year	
	Total Budget	YTD Budget	YTD Actual	YTD Encum	YTD Total	% of Budget	YTD Total	% Total Year
Revenue:								
Collection Fees	$ 6,626,914	$ 1,656,729	$ 1,666,839	$ -	$ 1,666,839	25.2%	$ 1,536,599	24.8%
Investment Income	-	-	-	-	-	N.A.	-	N.A.
Miscellaneous	56,334	45,669	38,548	-	38,548	68.4%	37,068	26.8%
Transfers In	-	-	-	-	-	N.A.	-	N.A.
Total	**$ 6,683,248**	**$ 1,702,398**	**$ 1,705,387**	**$ -**	**$ 1,705,387**	**25.5%**	**$ 1,573,667**	**24.9%**
Expenditures:								
Sanitation	$ 3,825,601	$ 956,400	$ 854,345	$ 124,457	$ 978,802	25.6%	$ 916,704	26.0%
Transfers Out	2,684,272	671,068	671,080	-	671,080	25.0%	662,440	25.0%
Reserves	140,718	35,180	-	-	-	0.0%	-	N.A.
Total	**$ 6,650,591**	**$ 1,662,648**	**$ 1,525,425**	**$ 124,457**	**$ 1,649,882**	**24.8%**	**$ 1,579,144**	**25.5%**

Changes in Fund Balance:

Fund Balance 7/1	$ 261,319
Net Revenue (Expense)	179,962
Ending Fund Balance	**$ 441,281**

ALL OTHER FUNDS

Revenue Budget Report - Budget Basis

25% of Year Lapsed

	Budget	Actuals	Percent of Budget
Special Revenue Funds:			
Economic Development Fund	1,881,469	495,607	26%
E-911 Fund	1,366,836	371,473	27%
Special Library Fund	88,000	16,699	19%
Special Museum Fund	-	10,000	N/A
Municipal Airport Fund	-	154,087	N/A
Harshfield Library Donation Fund	-	4,000	N/A
Restricted Revenue Fund	-	5,460	N/A
Golf Course Memorial Fund	-	800	N/A
CDBG-COVID	485,000	49,032	10%
ARPA	-	-	N/A
Justice Assistance Grant Fund	-	-	N/A
Opioid Settlement Fund	364,814	-	0%
Neighborhood Park Fund	-	-	N/A
Cemetery Care Fund	2,400	234	10%
Debt Service Fund	4,940,770	61,770	1%
Capital Project Funds:			
Sales Tax Capital Improvement Fund	3,371,537	938,254	28%
Park Capital Improvement Fund	-	-	N/A
Wastewater Capital Improvement Fund	-	4,000	N/A
Wastewater Regulatory Capital Fund	-	-	N/A
City Hall Capital Improvement Fund	47,880	47,880	100%
Storm Drainage Capital Improvement Fund	-	-	N/A
Community Development Block Grant Fund	-	-	N/A
2008B G.O. Bond Fund	-	-	N/A
2009 G.O. Bond Fund	-	-	N/A
2010 G.O. Bond Fund	-	-	N/A
2012 G.O. Bond Fund	-	-	N/A
2014 G.O. Bond Fund	-	-	N/A
2014B G.O. Bond Fund	-	-	N/A
2015 G.O. Bond Fund	-	-	N/A
2017 G.O. Bond Fund	-	-	N/A
2018A G.O. Bond Fund	-	-	N/A
2018B G.O. Bond Fund	-	-	N/A
2018C G.O. Bond Fund	-	-	N/A
2019A G.O. Bond Fund	-	-	N/A
2019B G.O. Bond Fund	-	-	N/A
2021A G.O. Bond Fund	-	-	N/A
2022 G.O. Bond Fund	-	-	N/A
2023 G.O. Bond Fund	-	-	N/A
Proprietary Funds:			
Adams Golf Course Operating Fund	1,155,714	377,798	33%
Sooner Pool Operating Fund	71,179	17,800	25%
Frontier Pool Operating Fund	95,013	23,760	25%
Municipal Airport Operating	526,200	150,128	29%
Internal Service Funds:			
Worker's Compensation Fund	132,951	39,910	30%
Health Insurance Fund	5,530,171	1,606,465	29%
Auto Collision Insurance Fund	75,000	18,759	25%
Stabilization Reserve Fund	1,550,943	387,738	25%
Capital Improvement Reserve Fund	8,057,005	2,405,059	30%
Mausoleum Trust Fund	-	-	N/A

ALL OTHER FUNDS

Expenditure Budget Report - Budget Basis

25% of Year Lapsed

	Budget	Actuals	Percent of Budget
Special Revenue Funds:			
Economic Development Fund	5,708,341	2,284,749	40%
E-911 Fund	1,487,474	302,286	20%
Special Library Fund	202,000	10,768	5%
Special Museum Fund	25,100	5,992	24%
Municipal Airport Fund	7,598	-	0%
Harshfield Library Donation Fund	375,860	14,524	4%
Restricted Revenue Fund	306,262	6,630	2%
Golf Course Memorial Fund	46,253	5,627	12%
CDBG-COVID	485,000	64,847	13%
ARPA	500,000	125,006	25%
Justice Assistance Grant Fund	14,804	-	0%
Opioid Settlement Fund	-	120,000	N/A
Neighborhood Park Fund	62,723	-	0%
Cemetery Care Fund	15,009	-	0%
Debt Service Fund	4,940,770	-	0%
Capital Project Funds:			
Sales Tax Capital Improvement Fund	9,388,897	1,471,812	16%
Park Capital Improvement Fund	-	-	N/A
Wastewater Capital Improvement Fund	87,205	6,833	8%
Wastewater Regulatory Capital Fund	584,032	-	0%
City Hall Capital Improvement Fund	227,358	-	0%
Storm Drainage Capital Improvement Fund	55,093	-	0%
Community Development Block Grant Fund	-	-	N/A
2008B G.O. Bond Fund	-	-	N/A
2009 G.O. Bond Fund	-	-	N/A
2010 G.O. Bond Fund	-	-	N/A
2012 G.O. Bond Fund	-	-	N/A
2014 G.O. Bond Fund	-	-	N/A
2014B G.O. Bond Fund	3,885	-	0%
2015 G.O. Bond Fund	-	-	N/A
2017 G.O. Bond Fund	-	-	N/A
2018A G.O. Bond Fund	-	-	N/A
2018B G.O. Bond Fund	31,386	-	0%
2018C G.O. Bond Fund	-	-	N/A
2019A G.O. Bond Fund	327,431	326,564	100%
2019B G.O. Bond Fund	341,460	-	0%
2021A G.O. Bond Fund	526,494	61,641	12%
2022 G.O. Bond Fund	3,223,984	58,563	2%
2023 G.O. Bond Fund	6,337,154	54,045	1%
Proprietary Funds:			
Adams Golf Course Operating Fund	1,265,657	328,672	26%
Sooner Pool Operating Fund	78,002	36,812	47%
Frontier Pool Operating Fund	92,382	39,429	43%
Municipal Airport Operating	706,086	197,422	28%
Internal Service Funds:			
Worker's Compensation Fund	430,000	45,925	11%
Health Insurance Fund	5,531,208	1,635,773	30%
Auto Collision Insurance Fund	443,559	-	0%
Stabilization Reserve Fund	14,776,368	-	0%
Capital Improvement Reserve Fund	20,453,000	2,614,214	13%
Mausoleum Trust Fund	8,515	-	0%

ALL OTHER FUNDS

Fund Balance Report - Modified Cash Basis

25% of Year Lapsed

	Beginning of Year	Change	Current
Special Revenue Funds:			
Economic Development Fund	3,982,024	(932,643)	3,049,381
E-911 Fund	212,689	75,126	287,815
Special Library Fund	338,451	546	338,997
Special Museum Fund	163,780	4,008	167,788
Municipal Airport Fund	-	154,087	154,087
Harshfield Library Donation Fund	435,622	(9,092)	426,530
Restricted Revenue Fund	259,665	(1,170)	258,495
Golf Course Memorial Fund	49,914	(5,437)	44,477
CDBG-COVID	-	-	-
ARPA	1,732,952	(125,006)	1,607,946
Justice Assistance Grant Fund	14,804	-	14,804
Opioid Settlement Fund	-	-	-
Neighborhood Park Fund	64,343	-	64,343
Cemetery Care Fund	13,038	234	13,272
Debt Service Fund	3,610,645	61,770	3,672,415
Capital Project Funds:			
Sales Tax Capital Improvement Fund	6,360,355	33,828	6,394,183
Park Capital Improvement Fund	-	-	-
Wastewater Capital Improvement Fund	140,792	(271)	140,521
Wastewater Regulatory Capital Fund	397,676	(9,037)	388,639
City Hall Capital Improvement Fund	180,119	47,880	227,999
Storm Drainage Capital Improvement Fund	59,177	-	59,177
Community Development Block Grant Fund	211,387	-	211,387
2008B G.O. Bond Fund	-	-	-
2009 G.O. Bond Fund	-	-	-
2010 G.O. Bond Fund	-	-	-
2012 G.O. Bond Fund	-	-	-
2014 G.O. Bond Fund	-	-	-
2014B G.O. Bond Fund	3,885	-	3,885
2015 G.O. Bond Fund	-	-	-
2017 G.O. Bond Fund	-	-	-
2018A G.O. Bond Fund	-	-	-
2018B G.O. Bond Fund	31,386	-	31,386
2018C G.O. Bond Fund	-	-	-
2019A G.O. Bond Fund	327,431	-	327,431
2019B G.O. Bond Fund	350,641	-	350,641
2021A G.O. Bond Fund	526,494	(207)	526,287
2022A G.O. Bond Fund	3,112,203	(206,365)	2,905,838
2023 G.O. Bond Fund	6,564,913	(44,480)	6,520,433
Proprietary Funds:			
Adams Golf Course Operating Fund	136,622	103,760	240,382
Sooner Pool Operating Fund	40,167	(18,292)	21,875
Frontier Pool Operating Fund	54,603	(13,499)	41,104
Municipal Airport Operating	431,254	(12,039)	419,215
Internal Service Funds:			
Worker's Compensation Fund	321,209	12,505	333,714
Health Insurance Fund	3,001	692	3,693
Auto Collision Insurance Fund	496,502	18,759	515,261
Stabilization Reserve Fund	13,225,425	387,738	13,613,163
Capital Improvement Reserve Fund	21,349,355	1,837,527	23,186,882
Mausoleum Trust Fund	8,709	-	8,709

FROM: Jason Muninger, CFO/City Clerk

SUBJECT: Financial Statement Explanatory Information

GENERAL INFORMATION

The purpose of this memo is to provide some insight as to the construction of the attached financial statements and to provide some guidance as to their use.

The format of the attached financial statements is intended to highlight our most important revenue sources, provide sufficient detail on major operating funds, and provide a high level overview of all other funds. The level of detail presented is sufficient to assist the City Council in conducting their fiduciary obligations to the City without creating a voluminous document that made the execution of that duty more difficult.

This document provides three different types of analyses for the Council's use. The first is an analysis of revenue vs budgeted expectations. This allows the Council to see how the City's revenues are performing and to have a better idea if operational adjustments are necessary.

The second analysis compares expenditures to budget. This allows the Council to ensure that the budgetary plan that was set out for the City is being followed and that Staff is making the necessary modifications along the way.

The final analysis shows the fund balance for each fund of the City. This is essentially the "cash" balance for most funds. However, some funds include short term receivables and payables depending on the nature of their operation. With very few exceptions, all funds must maintain positive fund balance by law. Any exceptions will be noted where they occur.

These analyses are presented in the final manner:

Highlights:

The Highlights section presents a 5 year snap shot of the performance of the City's 4 most important revenue sources. Each bar represents the actual amounts earned in each year through the period of the report. Each dash represents the percent of the year's revenue that had been earned through that period. The current fiscal year will always represent the percent of the budget that has been earned, while all previous fiscal years will always represent the percent of the actual amount earned. This analysis highlights and compares not only amounts earned, but gives a better picture of how much should have been earned in order to meet budget for the year.

Major Operating Funds:

The City's major operating funds are presented in greater detail than the remainder of the City's funds. These funds include the General, Wastewater Operating, BMA – Wastewater, Water Operating, BMA – Water, and Sanitation. Due to the interrelated nature of the Wastewater Operating/BMA – Wastewater and the Water Operating/BMA – Water funds, these have been combined into Wastewater Combined and Water Combined funds. This should provide a better picture of the overall financial condition of these operating segments by combining revenues, operating expenses, and financing activities in a single report.

Other Funds:

All other funds of the City are reported at a high level. These funds are often created for a limited purpose, limited duration, and frequently contain only a one-time revenue source. This high level overview will provide Council with sufficient information for a summary review. Any additional information that is required after that review is available.

These condensed financial statement should provide sufficient information for the City Council to perform its fiduciary responsibility while simplifying the process. All supplementary, detailed information is available for the Council's use at any time upon request. Additionally, any other funds that the Council chooses to classify as a Major Operating fund can be added to that section to provide greater detail in the future.

Agenda Item 8
October 29, 2024
Prepared by Terry Lauritsen
Water Utilities

I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Receive a presentation on the results of the Wastewater Treatment Plant Expansion pilot study for Indirect Potable Reuse.

Attachments:

Pilot Study Report

II. STAFF COMMENTS AND ANALYSIS

One of the planned improvements in the Wastewater Treatment Plant expansion project includes additional treatment for up to 4.1 million gallons of water per day for Indirect Potable Reuse (IPR) to help augment the Caney River during times of severe drought. Indirect Potable Reuse is a water recycling method that incorporates an environmental buffer before the water is treated at the water treatment plant and utilized as potable water. The City's proposed IPR will discharge treated water 7 river miles upstream of the raw water intake structure located at Johnstone Park.

In accordance with the Oklahoma Department of Environmental Quality (ODEQ) regulations, a pilot study for the proposed treatment system is required to demonstration compliance with IPR and water quality standards. The City's pilot study, which ran from February 2024 through June 2024, evaluated several different process configurations, tested for all water quality and IPR requirements as well as 283 contaminants of emerging concern (CEC), which are trace contaminants (pesticides, pharmaceutical and personal care products, industrial, and hormones) not regulated by the EPA or ODEQ. Staff will present the results of the study, which are also being submitted to the ODEQ.

III. BUDGET IMPACT

N/A

IV. RECOMMENDED ACTION

Staff recommends receipt of the presentation.

PILOT STUDY REPORT

INDIRECT POTABLE REUSE

Chickasaw Wastewater Treatment Plant

City of Bartlesville, Oklahoma

Prepared BY:

S2 Engineering, PLLC
Water - Wastewater - Reuse | Consultant

TETRA TECH

(This page intentionally left blank)

TABLE OF CONTENTS

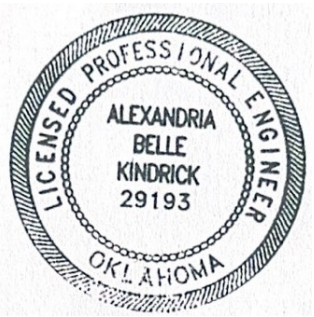
LIST OF TABLES

LIST OF FIGURES

APPENDICES

Prepared By:

Digitally signed by: S Sundaramoorthy
Date: 2024.10.23 11:08:15 -05'00'



Principal
S2 Engineering PLLC
8556 E. 101st Street, Suite D
Tulsa, OK 74133
OK CA 5077, Exp 6/25

Project Manager
Tetra Tech, Inc
7645 E 653rd Street, Suite 301
Tulsa, OK 74133
OK CA 2388, Exp 06/25

(Page left blank intentionally)

ACRONYMS/ABBREVIATIONS

Acronyms/Abbreviations	Definition
BMA	Bartlesville Municipal Authority
BOD	Biological Oxygen Demand
CWWTP	Chickasaw Wastewater Treatment Plant
DEQ	Department of Environmental Quality
DO	Dissolved Oxygen
FACT	Funding Agency Coordination Team
GPM	Gallons per Minute
GST	Gravity Sludge Thickener
IPR	Indirect Potable Reuse
LBS	Pounds
lbs/day	Pounds/day
MGD	Million Gallons per Day
MG/L	Milligram per Liter
ODEQ	Oklahoma Department of Environmental Quality
OPDES	Oklahoma Pollutant Discharge Elimination System
ORP	Oxidation Reduction Potential
OWRB	Oklahoma Water Resources Board
rpm	Revolution per Minute
scfm	Standard Cubic Foot per Minute
TDS	Total Dissolved Solids
TSS	Total Suspended Solids
WET	Whole Effluent Toxicity
WWTP	Wastewater Treatment Plant

1.0 INTRODUCTION

1.1 BACKGROUND

Bartlesville is in the process of expanding its existing Chickasaw Wastewater Treatment Plant (CWWTP) to comply with provisions in DEQ consent order 19-200, as well as to meet its future growth needs. As part of the CWWTP plant expansion project, Bartlesville plans to incorporate an indirect potable reuse (IPR) effluent stream and discharge the IPR effluent to the Caney River at approximately 7-river miles upstream of an existing raw water intake location to augment Caney River flow during extreme drought conditions.

In 2018, DEQ proposed IPR regulations contained in OAC 252:628. Section 252:628-1-3 (b) and (c) define IPR as follows:

*(b) Indirect Potable Reuse (IPR) for surface water **(lake)** augmentation. This type of planned water reuse involves the discharge of treated wastewater to a surface waterbody by an entity for the purpose of augmenting a lake serving as a source for a PWS system. These rules apply to discharges to both SWS-R waterbodies and other reservoirs designated with the Public and Private Water Supply beneficial use in the Oklahoma Water Quality Standards (OWQS), or upstream of such reservoirs. Discharges to reservoirs designated as SWS-R by the DEQ shall be regulated in accordance with DEQ anti-degradation policy.*

*(c) Indirect Potable Reuse (IPR) for surface water **(streams and rivers)** augmentation. Based on DEQ's evaluation of flow rates, travel times, distance to water intakes, and other factors, certain discharges of treated municipal wastewater to streams and rivers that serve as a source for a PWS system may also be determined to be IPR and subject to these rules.*

Bartlesville's proposed Caney River discharge falls under paragraph (c) above, and it provides DEQ with the authority to control IPR discharges to streams and rivers as needed on a case-by-case basis.

On June 2, 2023, Bartlesville submitted an updated engineering report which summarized their intentions and concepts for the proposed IPR. This report included multiple variance requests from DEQ's IPR standards outlined in ***OAC 252:628***. On June 26, 2023, DEQ variance committee met, reviewed the requested variances, and ruled the following:

1) DEQ conditionally **granted** the request for a variance from ***OAC 252:628-3-7*** that sets IPR benchmarks/limits for nutrient removal including phosphorus limit of 0.2 milligrams per liter monthly average or 0.3 milligrams per liter daily maximum. This conditional approval is subject to the following conditions:
    - The Ammonia limit set in the waste load allocation and the facility discharge permits must be met at all times.

- IPR discharges shall not cause or contribute to excessive growth of algal biomass, harmful algae bloom (HAB), periphyton, phytoplankton, cyanobacteria, or aquatic macrophyte communities, which may impair the receiving stream.
- The City of Bartlesville should stop all IPR discharges to the receiving stream, should such discharges cause any of the conditions outlined in item above. Such discharges shall not continue until the City of Bartlesville adds sufficient treatment processes and is able to meet IPR benchmarks as outlined in Appendix A of OAC 252:628.

2) DEQ **denied** the request for submittal of the pilot study and DBP's test results independently from the engineering report. The request for a variance from ***OAC 252:628-9-5*** that requires the engineering report to include the results of the pilot study was **denied** and DEQ required the following:
   - Submit a pilot study protocol to Mr. Rocky Chen, P.E. of DEQ, for his review and approval.
   - The purpose/goal of the pilot study shall be to demonstrate that the proposed treatment processes are capable of producing effluent that meets the criteria/benchmarks outlined in Appendix A of OAC 252:628, with the exception noted in item (1) above.
   - DEQ **denied** the variance requests from ***OAC 252:656-23-1(h)*** and ***OAC 252:656-16-3(e)*** regarding the requirement for flocculation ahead of the proposed filters, pending the outcome of the pilot study. Should such study show that IPR benchmarks can be met without flocculation basins upstream the filters, DEQ may reconsider its position on such variances.

On October 18, 2023. Bartlesville submitted to DEQ for approval the report titled "Pilot Study Workplan for Chickasaw Wastewater Treatment Plant, prepared by S2 Engineering, PLLC and Tetra Tech, Inc., describing the proposed pilot unit setup and the study protocol. On December 28, 2023, DEQ approved the Pilot Study Workplan report, a copy of the DEQ approval letter is included in Appendix A.

The pilot study was conducted from February-June 2024 following the DEQ approved work plan. This Pilot Study Report covers the details of the pilot study and summarizes the findings and recommendations for DEQ approval.

1.2 PILOT STUDY OBJECTIVES

The objectives of the pilot study, as summarized in the Pilot Study Workplan, are:

1. To demonstrate that the proposed treatment processes are capable of producing the effluent that meets the criteria/benchmarks outlined in Appendix A of OAC 252:628, with the exception of nutrient removal requirements outlined in ***OAC 252:628-3-7.***

2. Utilize the pilot study to demonstrate the effluent water quality achievable with and without chemical addition ahead of the tertiary filters, and chemical addition with or without the flocculation step ahead of the tertiary filters.

1.3 PILOT STUDY WORK PLAN

The DEQ approved Pilot Study Work Plan is a stand alone document and a copy is included as a separate volume. A copy of the DEQ approval letter is included in Appendix A. The pilot study was conducted in conformance with the Pilot Study Work Plan.

2.0 PILOT STUDY EQUIPMENT SETUP AND OPERATION

2.1 PILOT PLANT EQUIPMENT DESCRIPTION AND SETUP

The pilot plant equipment consisted of a jar tester apparatus for evaluating the chemical coagulants and their dosages, and a pre-engineered and prefabricated pilot unit module consisting of Rapid Mix/Flocculation/Filtration units as further discussed below.

2.1.1 JAR TESTER APPARATUS

Phipps & Bird Jar Tester and Filter Column unit, as shown in Figure 2-1, was used for the initial coagulant selection and to estimate dosages.

The Phipps & Bird jar tester series PB-900 is a programmable unit that comes with six 2-liter square jars with mixing paddles. The unit offers operator-programmable memory banks to allow multiple mixing speed-duration setups to simulate rapid mixing and coagulation/flocculation. Running it in sequential mode permits automatic transitioning from a fast mix/short run to a slow mix/long run.

Figure 2-1 Phipps & Bird Jar Tester and Filter Column Unit

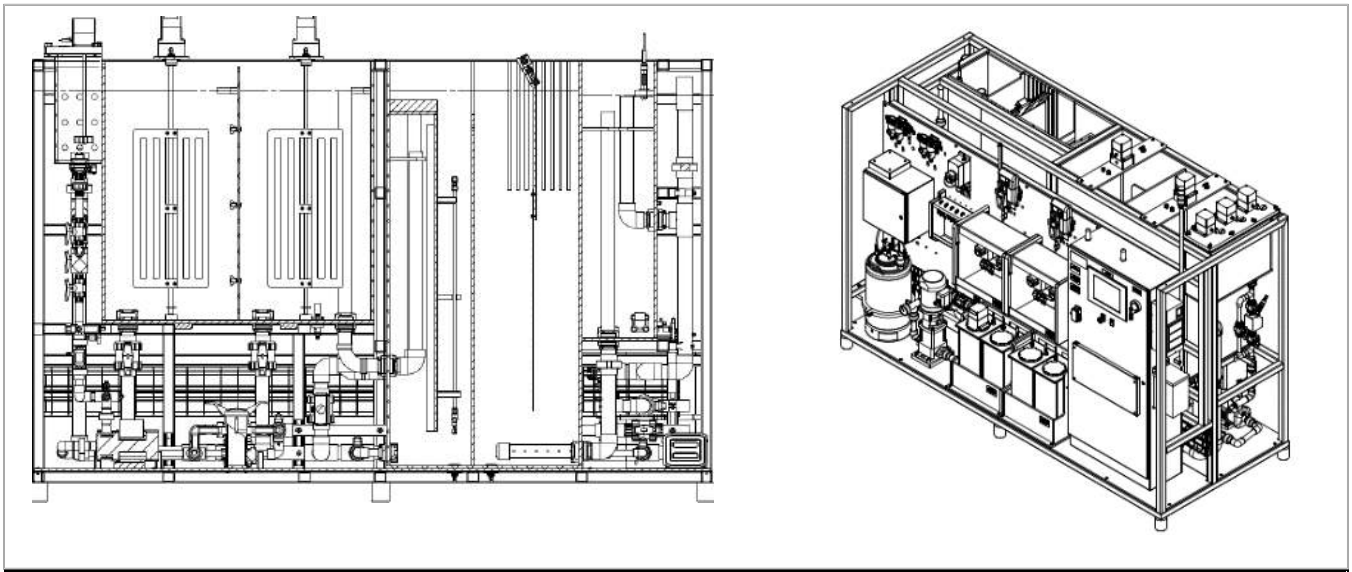
The Phipps & Bird Column Filtration System (CFS) is a separate rack mounted unit that fits in a frame directly below the PB-900 series jar tester. The filter columns are installed as an integral unit to the JarTester and mounted on a movable steel frame for mobility and operation. The CFS consists of six-filter columns, each column is made of 2-inch internal diameter(ID) clear PVC pipe with one end provided with a filter support cap or perforated plate. The CFS unit was originally intended as a supplemental backup to the Pilot Filter Column Unit discussed later. The Pilot Filter Column Unit performed well throughout the pilot study and therefore, the use of the CFS unit was limited during the study

2.1.2 PILOT RAPID MIX/FLOCCULATION UNIT

The rapid mix-flocculation-dissolved air floating (DAF) unit module manufactured by Intuitech was rented for the pilot study. The objectives of the pilot study are to evaluate the effectiveness of the rapid mix/flocculation on filter performance. However, Intuitech does not have a stand alone unit with only rapid mix-flocculation modules. Therefore, the module with the rapid mix-flocculation-DAF was used with the DAF process bypassed in the study.

This unit (see Figure 2-2) has a three-stage rapid mix followed by two-stage flocculation basins and a downstream DAF unit, but the DAF was bypassed for the pilot study.

Figure 2-2 Flocculation Pilot Unit Module



Rapid Mix and Flocculation Pilot Module Design Criteria (Intuitech)			
Rapid Mix Stages		Two-Stage Flocculation	
Parameter	Value	Parameter	Value
Rapid Mix Stage 1	3.5 gallons G; 50-1050 S^{-1}	Flocculation Stage 1	96 gallons 6-120 S^{-1}
Rapid Mix Stage 2	3.5 gallons G; 50-1050 S^{-1}	Flocculation Stage 1	96 gallons 6-120 S^{-1}
Rapid Mix Stage 3	3.5 gallons G; 50-1050 S^{-1}	Instrumentation	Influent flow rate, Influent temperature, influent turbidity, and movable pH sensor.

2.1.3 PILOT FILTER COLUMN UNIT

The granular media filtration pilot unit module manufactured by Intuitech was rented for the pilot study. The module (see Figure 2-3) consists of four constant rate filters with individual feed pumps, and four chemical feed systems. The module has four independent filter columns that can be operated individually or on in combination for two different feed sources. The unit is provided with a common backwash/air scour system to be shared by all filters in operation. Backwashing can be initiated manually by the operator in manual mode, or on runtime, head-loss, or effluent turbidity in the automatic mode.

Figure 2-3 Filter Pilot Unit Module

Filter Column Pilot Module Design Criteria (Intuitech)			
Parameter	Value	Parameter	Value
Maximum Flow Rate	12 gpm	Air Scour Rate	2.6 – 9.2 scfm/ft^2
Maximum Media Depth	72-inch	Unit Dimension	146” x 50” x 126”
Filtration Rate	2.55 – 15.7 gpm/ft^2	Crated Weight	2,900 lbs.
Backwash Rate	5.1 to 51.0 gpm/ft^2	Power	1 Phase, 12.0 A @ 120 VAC (or) 1 Phase, 6.0 A @ 240 VAC
Backwash Tank Volume	150 gallons	Instrumentation	Flow Rate (each filter), Headloss (each filter), Effluent Turbidity (each filter), Air Scour Flow, Backwash Flow.

2.1.4 PILOT STUDY SOURCE WATER

The Chickasaw Wastewater Treatment Plant (CWWTP) is a conventional activated sludge process with an advanced secondary clarifier and chlorine disinfection to meet the Oklahoma Pollution Discharge Elimination System (OPDES) permit limits. The IPR stream will utilize the secondary clarifier effluent for further treatment as needed to meet the IPR benchmark requirements. For this reason, the source water for the pilot study was the effluent from the secondary clarifier.

The existing CWWTP has three rectangular clarifiers and one-circular clarifier. In the proposed plant upgrade, all three rectangular clarifiers will be replaced with new circular clarifiers similar to the existing circular clarifier. For this reason, the existing circular clarifier effluent was used as the source water for the pilot study. The pilot study source water supply system consisted of the following, see Figure 2-4.

Figure 2-4 Source Water Supply System

Supply Pump. Two off-the-rack submersible pumps (Superior Pump 92250, ¼ HP, 110V, 1P) were installed in the effluent launder of the existing circular clarifier. A low head weir plate was installed in the launder to provide pump submergence. Dual pumps were provided for redundancy. The dual submersible pumps were manifolded to a common 2" header-pipe that extended approximately 120-feet to the 1000-gallon supply tank. The pumps were rated for approximately 15 gpm at 16-foot of head

and they continuously ran to keep the supply tank near full. The supply tank was provided with a 4" overflow that discharged to the plant drain.

Supply Tank. A 1000-gallons vertical black polyethylene tank was installed upstream of the pilot unit to provide a constant positive head. The poly tank was compliant with FDA standards 21 CFR 177.1520(1) 3.1 and 3.2 for potable water storage. The supply tank was fed from the top and discharged from the bottom to provide a positive circulation and minimize the impact of settling, if any, in the tank. The 1000-gallons storage volume provided approximately 60-180 minutes of supply for the pilot unit; however, it was fed continuously from the supply pump.

Turbidity Spiking. The secondary clarifier effluent (source water) was exceptionally low in turbidity (turbidity less than 2 ntu). In order to simulate higher TSS/turbidity scenarios, the source water was spiked with mixed liquor from the secondary clarifier influent well. This turbidity spiking system consisted of a small submersible pump suspended from the clarifier walkway bridge into the clarifier center well, from where the mixed liquor was pumped to fill a 55-gallon drum located near the Supply Tank (see Figure 2-5). The 55-gallon drum was provided with a portable electric mixer to keep its content mixed, and using a peristaltic metering pump, the mixed liquor was injected into the discharge line from the supply tank to the pilot unit (mixed liquor was not introduced into the supply tank). The turbidity spiking was manually operated throughout the pilot study as subsequently discussed in this report.

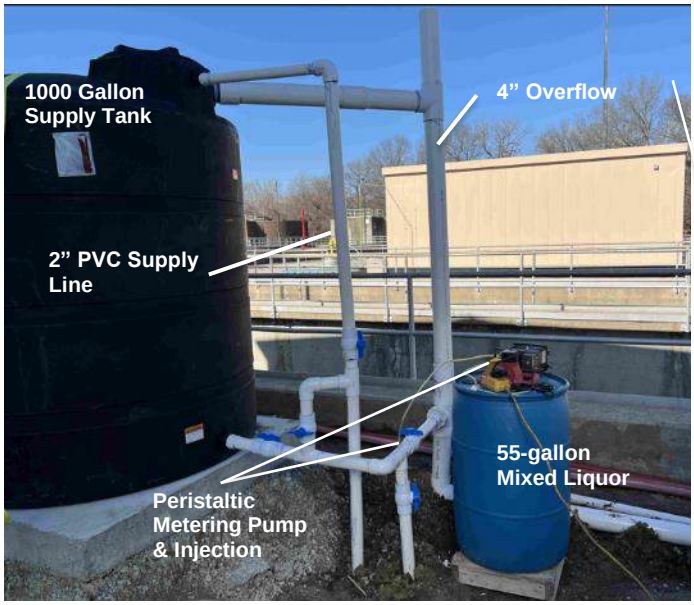


Figure 2-5 Turbidity Spiking Setup

2.2 PILOT PLANT LAYOUT AND FLOW SCHEMATIC

The modular pilot units were pre-assembled in the factory and enclosed in a climate conditioned 50-feet long trailer enclosure complete with power supply distribution panel. The pilot unit trailer was placed on concrete runners supported by a gravel pad located near the chlorine contact basin, see Figure 2-6. The supply tank and the pilot unit drains were connected to a nearby plant drain inlet to return it back to the head of the plant. Figure 2-7 shows photos of the pilot plant setup, Figure 2-8 shows the process schematic.

Figure 2-6 Pilot Unit Trailer Site Plan

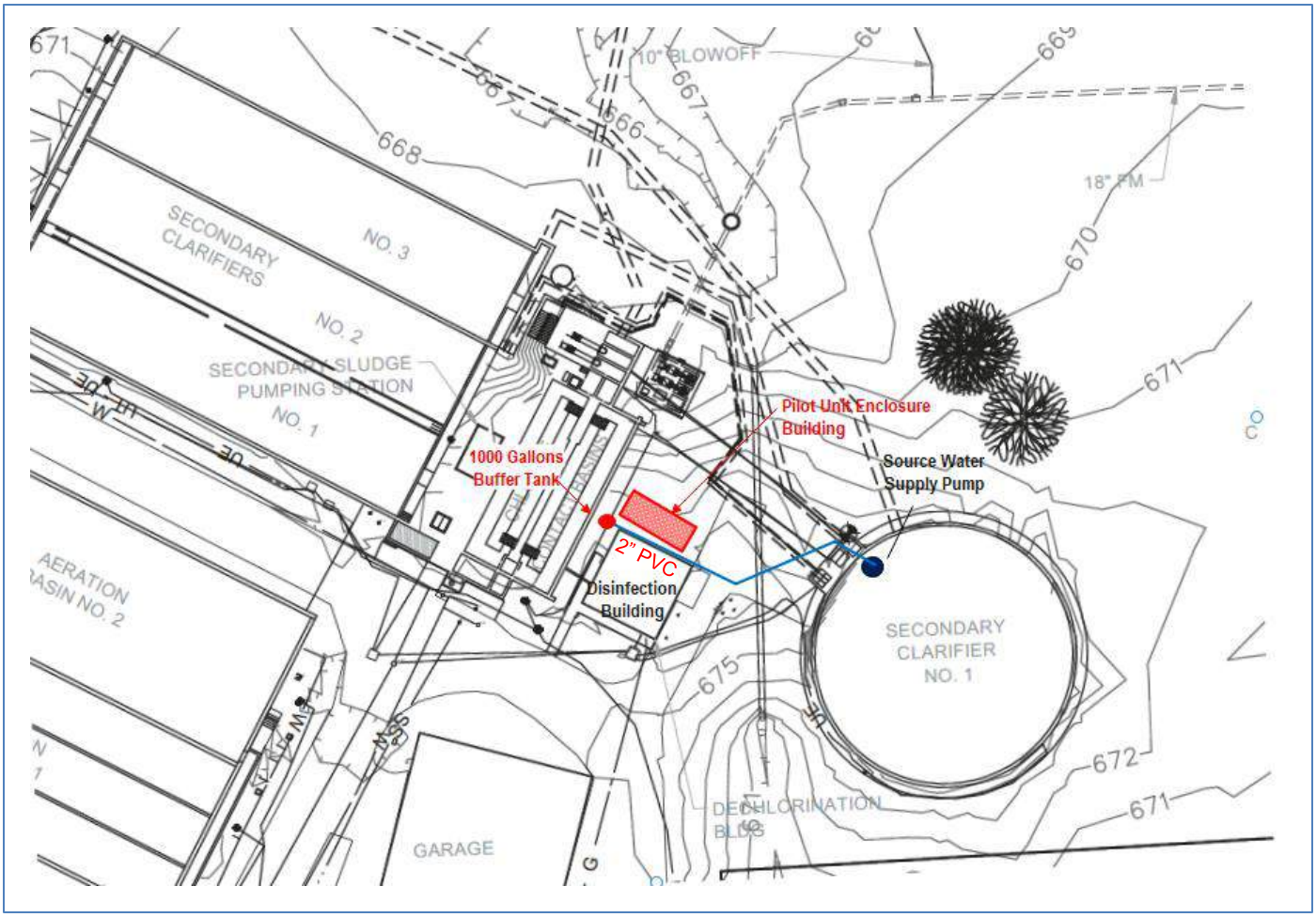
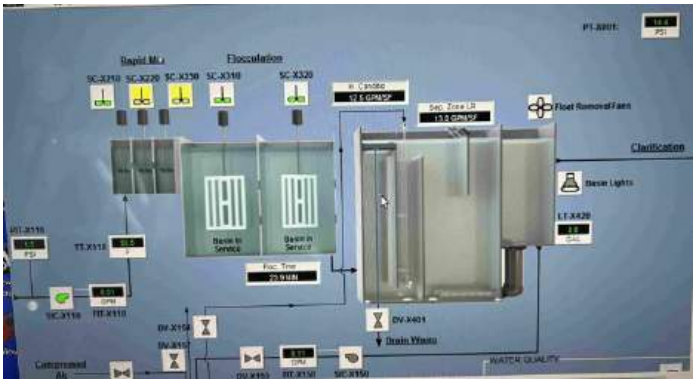


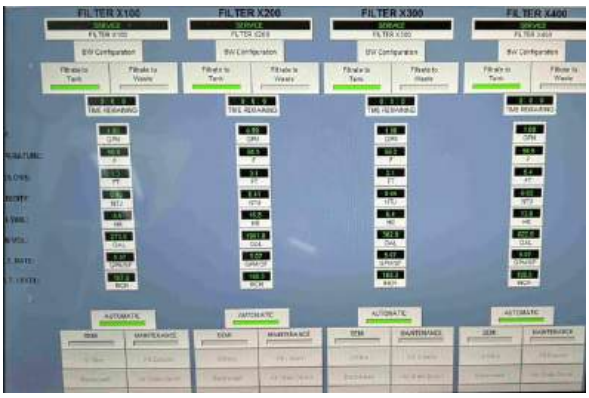
Figure 2-7 Pilot Unit Setup

Rapid Mix/Flocculation Unit Control Panel

Filter Column Unit Control Panel

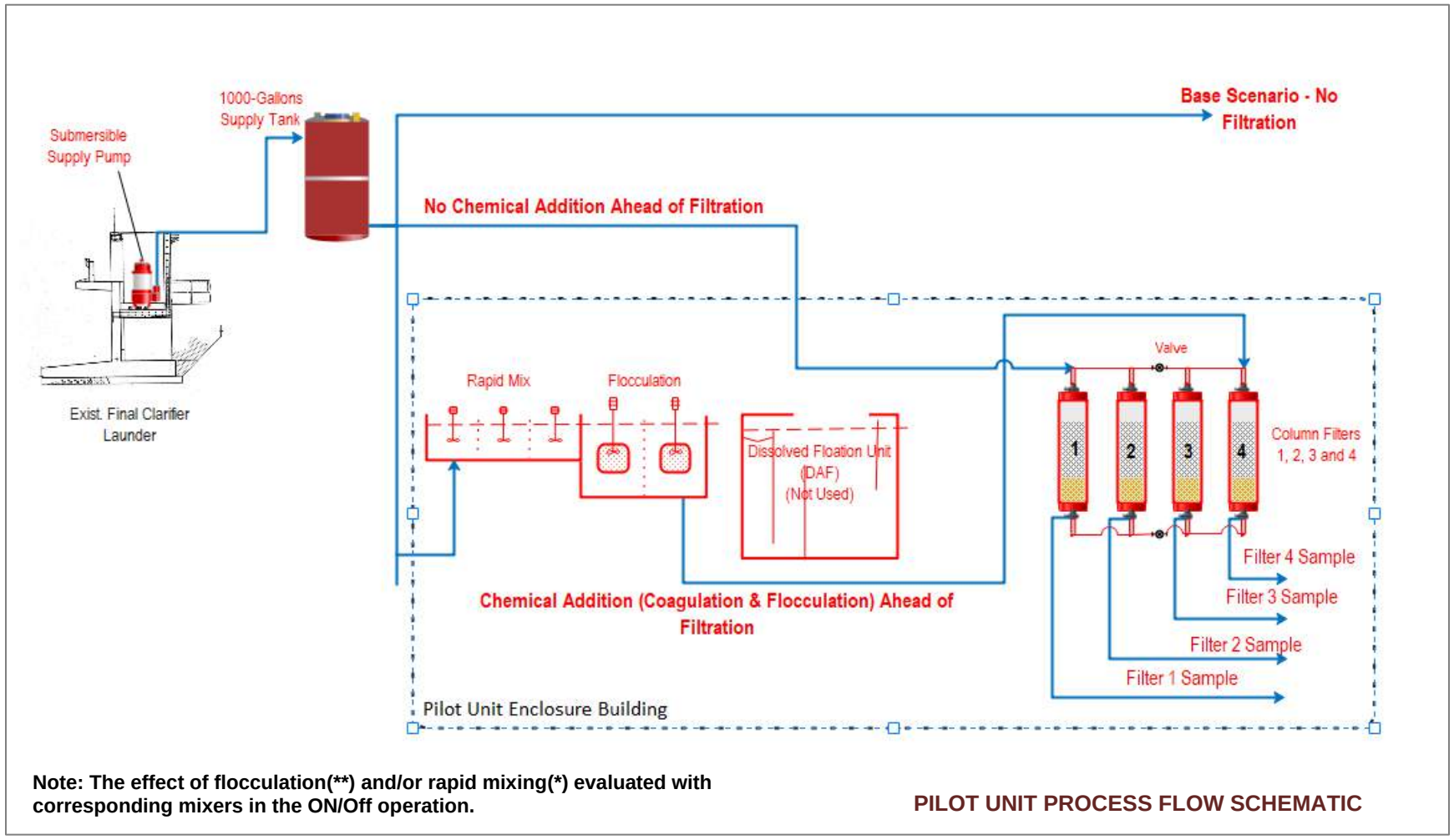


Rapid Mix/Flocculation HMI Screen



Filter Unit HMI Screen

Figure 2-8 Pilot Unit Process Schematic



Note: The effect of flocculation(**) and/or rapid mixing(*) evaluated with corresponding mixers in the ON/Off operation.

PILOT UNIT PROCESS FLOW SCHEMATIC

2.3 SETUP, COMMISSIONING AND OPERATION

The pilot unit was delivered to the CWWTP site on Thursday, February 1, 2024. Prior to the delivery, the site preparation, including the site plumbing and electrical service, was completed by Bartlesville City staff and the plant operator Veolia N.A. The pilot unit site installation, plumbing and electrical connections were completed by February 2, 2024.

An authorized technical representative from Intuitech (pilot unit manufacturer) was on site February 5-7 to assemble the loose components such as the filter column extensions, enclosure ventilation fans and to verify/troubleshoot the unit SCADA controls. The authorized representative also trained the plant staff and the key personnel from S2 Engineering and Tetra Tech. Once the setup was checked out satisfactorily, the pilot units were placed in service on February 7th in automatic mode for the rest of the week (including the weekend) for preliminary testing and to test the data logging and downloading capabilities. Once these activities were successfully verified, the pilot unit was initiated with specific process settings to meet the study goals as discussed in the report.

The pilot units were run 24 x 7 except when the plant is temporarily taken offline for routine maintenance. For example, plant staff routinely take the clarifiers and the chlorine contact basins offline on Friday morning for washdown and cleaning. These activities typically take 3-4 hours during which time the pilot unit was offline.

CWWTP is 24 x 7 operation facility but the plant is staffed 7 AM to 3:30 PM seven days a week. Other times, the plant is monitored remotely with an on-call person assigned for emergency response. The pilot unit also included control modules for continuous data logging and remote monitoring.

The pilot study operation was handled by a qualified team comprising of the following members:

Team Member	Contact	Role
City of Bartlesville	Terry Lauritsen, P.E. Water Utilities Director	Owner. Provided project support including site development and utility plumbing.
Bartlesville Water Distribution	Terry Lauritsen, P.E. Water Utilities Director	Provide manpower needs for pilot unit receiving/setup, plumbing/electrical connections, site development.
Veolia North America (Chickasaw Wastewater Treatment Plant)	Jonathon Roberts, Project Manager Matthew Moore, Lead Operator Cole Hawkins, Lab Technician	Chickasaw Wastewater Treatment Plant Operator (under Contract w/Bartlesville) Day-to-day pilot monitoring, operation & maintenance.
S2 Engineering, PLLC / Tetra Tech, Inc.	Srini Sundaramoorthy, P.E., Project Manager Jon Nelson, P.E. Project Engineer McKenna Green (EI) Addison Duling (EI)	Consulting Engineer for Bartlesville. Study team leader, overall technical lead and pilot study performance monitoring and reporting. Project support to S2E, conduct weekly sampling, data compiling and review.

2.4 SAMPLING AND TESTING PROCEDURES

During the pilot study, continuous data logging, daily, weekly and CEC sampling and testing were completed as summarized below:

Data Logging. The pilot unit modules included built in instrumentation and data logging capabilities to monitor the performance continuously at an operator prescribed intervals.

Built in Instruments included: Flow meters, temperature and pH probes, level monitors, mixer speeds, and chemical metering pump dosing rates. In addition, filter runtime and head loss data were continuously recorded. Data was recorded at 5-minute intervals and logged on both the local unit hard drive as well as the temporary thumb drive. In addition, data was available for remote monitoring and download using remote-access software.

Daily Sampling and Testing. The pilot plant was operated 24 x 7, staffed by the plant operator Veolia 7:00 AM-3:30 PM, seven days a week. The pilot unit was monitored remotely through alarm notifications and remote dial-in access. The daily testing data was manually logged in excel spreadsheet for analysis.

Daily sampling consisted of twice-per-day sampling for:

- Influent: pH, Temperature, Turbidity and UVT_{254},
- Filter Effluents (all 4 filters-F1, F2, F3 & F4): pH, Temperature, Turbidity and UVT_{254}.

Instruments used:

- Portable pH meter: HACH 440D, instrument was calibrated once a week using 4 and 10 standards.
- UVT Meter: RealTech P200 UVT meter, instrument was calibrated once a month in accordance with manufacturer recommendation.
- Turbidity HACH 2100Q, instrument was calibrated once per month using standards.

Weekly Sampling. Once per week samples were collected from raw influent and effluents from all four filters (F1, F2, F3 and F4). Samples were collected using protocol established in the work plan typically on a Wednesday and shipped to Pace Laboratory for analysis. Weekly samples were analyzed for “List A” parameters as summarized in Table 2-1.

Bi-Weekly Sampling. Every other week samples were collected from raw influent and effluent from each of the four filters (F1, F2, F3 and F4). Samples were collected using protocol established in the work plan typically on a Wednesday and shipped to Pace Laboratory for analysis. Bi-weekly samples were analyzed for “List B” parameters as summarized in Table 2-1.

Table 2-1 Monitoring Parameters List- List A and List B

LIST A AND LIST B PARAMETERS (Covers Parameters Included in Appendix A of DEQ 252:628)	
PARAMETER (LIST A)	**PARAMETER (LIST B) Cont'd**
GENERAL BENCHMARKS	**Organics**
$CBOD_5$	Benzene
Total Alkalinity (as CaCo3)	Benzo(a)pyrene (PAHs)
Total Hardness (as CaCo3)	Carbofuran
Total organic Carbon (TOC)	Carbon Tetrachloride
Dissolved Organic Carbon (DOC)	Chlorobenzene
Ammonia (NH_3-N)	1,2-Dibromo-3-chloropropane (DBCP)
Total Nitrogen (TN)	o-Dichlorobenzene
Nitrate (as N)	p-Dichlorobenzene
Nitrite (as N)	1,2-Dichloroethane
Total Phosphorous (TP)	1,1-Dichloroethylene
Total Dissolved Solids (TDS)	cis-1,2-Dichloroethylene
Total Suspended Solids (TSS)	trans-1,2-Dichloroethylene
	Dichloromethane
PARAMETER (LIST B)	1,2-Dichloropropane
PRIMARY BENCHMARKS	Di(2-ethylhexyl)adipate
Bromate	Di(2-ethylhexyl)phthalate
Haloacetic acids (HAA5)	Ethylbenzene
Total Trihalomethanes (TTHMs)	Ethylene Dibromide
Nitrate (as N)	Hexachlorocyclopentadiene
Nitrite (as N)	Pentachlorophenol
Metals and Inorganics	Styrene
Aluminum	Tetrachloroethylene
Antimony	Toluene
Arsenic	1,2,4-Trichlorobenzene
Barium	1,1,1-Trichloroethane
Beryllium	1,1,2-Trichloroethane
Chromium, Total	Trichloroethylene
Fluoride	Vinyl Chloride
Iron	Xylenes (Total)
Manganese	**Pesticides**

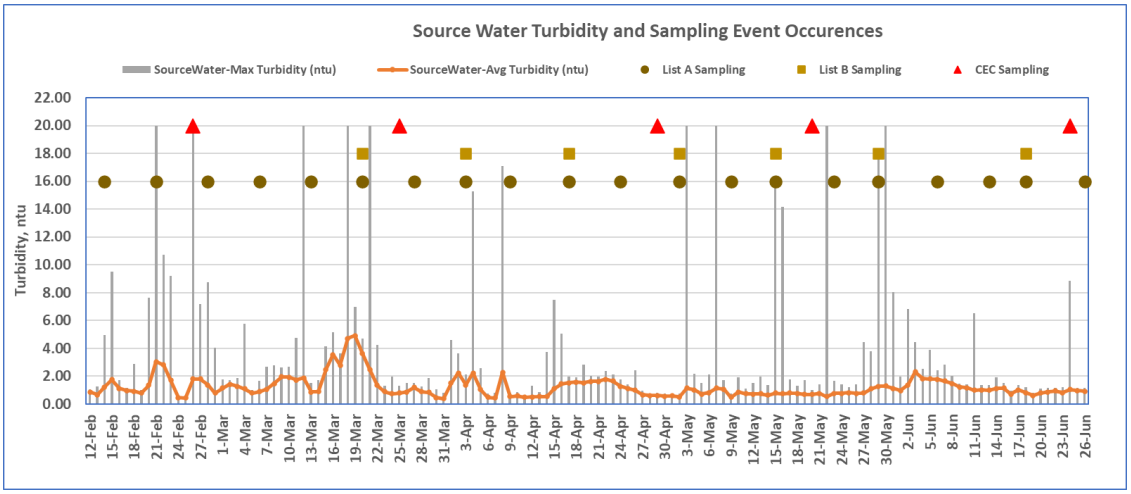
Selenium	Alachlor
Thallium	Atrazine
Zinc	2,4-D
Radionuclides	Dalapon
Alpha particles	Dinoseb
Beta particles and photon emitters	Diquat
Radium 226 and Radium 228 (combined)	Endothall
Uranium	Glyphosate
	Heptachlor Epoxide
	Lindane
	Oxamyl (Vydate)
	Picloram
	Simazine
	Toxaphene
	2,4,5-TP (Silvex)

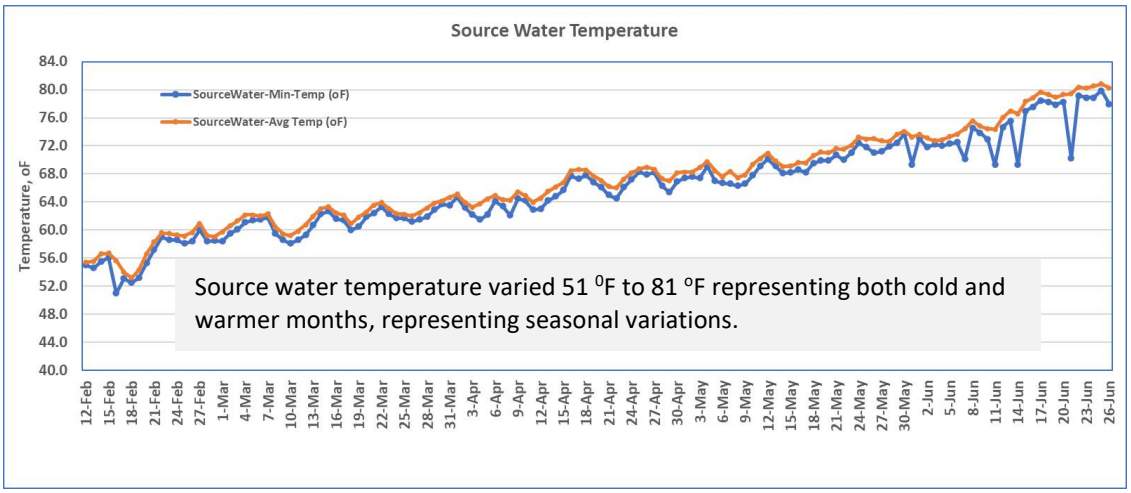
CEC Sampling. Samplings for Constituents of Emerging Concerns (CEC) were conducted on five separate occasions during the pilot study period to focus on the specific pilot runs as discussed later in the report. Bartlesville contracted with Murray GeoConsulting, LLC of Norman, Oklahoma for the sampling, coordination of laboratory testing, and results review and evaluation. Murray GeoConsulting previously completed CEC sampling for Bartlesville and they have experience in Oklahoma in this area.

CEC samples were analyzed at the national Eurofins Laboratory using modified EPA and customized analytical methods. The analysis covered 35 CECs included in the 2019 ODEQ White Paper. However, as explained later, Eurofins Laboratory provided results for 30 out of the 35 CECs since they did not have established/approved test methods for 5 CECs. In addition to monitoring for the 35 CECs, the monitoring program also included approximately 283+ CECs taken from literature reviews. The findings are discussed later in the report.

As shown in Figure 2-9, 20 List A samplings, 7 List B samplings and 5 CEC sampling events were completed during the pilot study period of February 12-June 26, 2024. Sampling events covered wide variation of source water turbidity and temperature representing seasonal variations.

Figure 2-9 Sampling Occurrences, Source Water Turbidity and Temperature





2.5 PILOT OPERATION CHRONOLOGICAL SUMMARY

The following are the chronological summary of the pilot plant study period:

Week #	Period	Description
Week 1	Feb 1-2	Pilot Module arrival /Setup/Plumbing/Electrical
Week 2	Feb 5-6	Intuitech personnel onsite, startup and training
	Feb 7-11	Flocculation Unit and Filter Pilot Module trial runs
Week 3	Feb 12-18	Feb 12-Started with Alum coagulant.
Week 4	Feb 19-25	Coagulant Alum runs
Week 5	Feb 26-Mar 3	Feb 26- Aqua Hawk 607 Coagulant (neat) started
Week 6	Mar 4-Mar 10	Mar 4: a) Aqua Hawk 607 (Dilution) feed started; b) Media changed in F2 & F4 to GAC (General Carbon, 8 x 30)
Week 7	Mar 11-Mar 17	Mar 11: F1 to F2 & F3 to F4 operation in series started
Week 8	Mar 18-Mar 24	Aqua Hawk 607 coagulant
Week 9	Mar 25-April 31	Aqua Hawk 607 coagulant
Week 10	Apr 1-Apr 7	April 1: F1 and F3 hydraulic loading rate increased to 6 gpm/ft^2
Week 11	Apr 8-Apr 14	Daily and Weekly Samplings
Week 12	Apr 15-Apr 21	April 9: F1 and F3 loading rates increased to 8 gpm/ft^2| April 16: F2 @0.47 gpm, F4 @0.62 gpm
Week 13	Apr 22-Apr 28	April 24th: Clarifier Chemical Alum feed trial runs
Week 14	Apr 29-May 5	April 29th: F2 flow changed to 0.30 gpm; F4 flow changed to 0.40 gpm | May 2nd: Changed to chemical pump X730 | May 3rd Backwash Bed Expansion tests.
Week 15	May 6-May 12	May 6th: F1 and F3 flows changed to 1.21 gpm.
Week 16	May 13-May 19	F1 and F4 media replaced with new; F2 and F3 media replaced with new GAC (Calgon Corp., Filtrasorb 400) and F1 set to operate in series with F2 and F3.
Week 17	May 20-May 26	Daily and weekly samplings
Week 18	May 27-June 2	May 29th: Rapid Mix/Flocculation offline; Coagulant (AH670) fed directly to filter F4 influent.
Week 19	June 3-June 9	June 5th: F1 and F4 flow rates changed to 1.35 gpm
Week 20	June 10-June 16	June 12th: Direct coagulant feed to F4 stopped. Coagulant fed through rapid mix and flocculation to F4.
Week 21	June 17-June 23	Daily and weekly samplings
Week 22	June 24-June 26	Backwash bed expansion test on F1, F2 and F4. | June 26th Pilot unit decommissioned shipped to manufacturer.
		Conclusion of Pilot Study

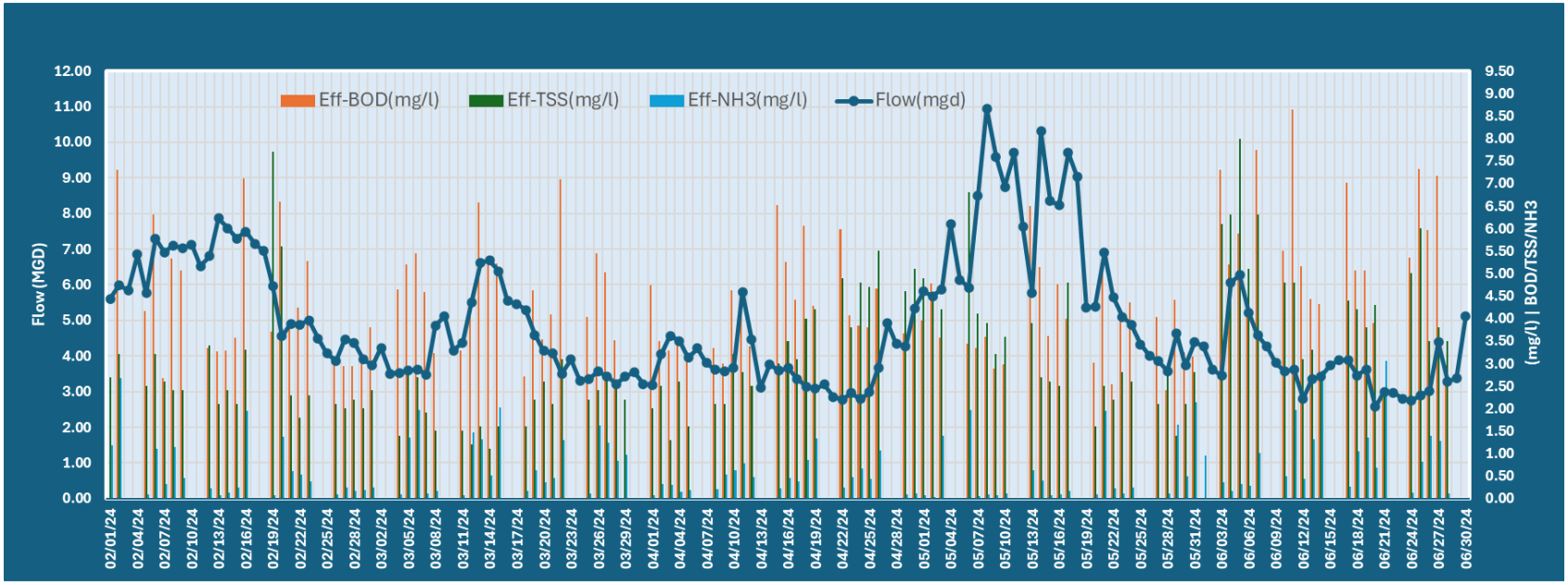
Originally (Pilot Study Workplan), the pilot study was proposed to run from February 1 – May 30th but extended by approximately another month to June 26, 2024.

2.6 CHICKASAW WWTP PERFORMANCE DURING PILOT STUDY

The CWWTP performance compiled from the monthly plant operating data is presented in Figure 2-10. for the period covering the pilot plant study. The plant flow varied from a low of 2.58 mgd in February to 10.95 mgd in May from spring rain events. The plant influent loading and temperature varied to cover what is typically seen on an annual basis, thus capturing the seasonal variations during the pilot plant study.

The plant effluent discharge complied with its OPDES discharge permit for BOD/TSS/NH_3. Average effluent BOD_5 was 3.87-5.83 mg/l, TSS 2.1-4.6 mg/l, and NH_3 0.5-1.0 mg/l. The OPDES permit limits for these parameters are 10 / 15 / 2, mg/l.

Figure 2-10 Chickasaw Wastewater Treatment Plant Performance During Pilot Study Period



2024 (Month)	Average of Eff. Flow	Max of Eff. Flow	Min of Eff. Flow	Average of Inf BOD_5 (mg/l)	Average of Inf TSS (mg/l)	Average of Inf NH_3 (mg/l)	Effluent Avg BOD_5, mg/l	Effluent Avg TSS, mg/l	Effluent Avg NH_3, mg/l	Effluent Max NH_3, mg/l	Effluent Min pH (SU)	Effluent Max pH (SU)
Feb	5.99	7.86	3.87	173.5	134.6	12.9	4.46	2.9	0.6	2.7	6.6	7.3
Mar	4.29	6.69	3.22	214.3	241.3	20.9	4.57	2.1	0.8	2.0	6.7	7.0
Apr	3.77	5.80	2.78	254.8	231.9	23.0	4.26	3.4	0.5	1.3	6.6	7.2
May	6.63	10.95	3.58	191.2	200.9	12.8	3.87	3.3	0.6	2.1	6.6	7.8
Jun	3.77	6.27	2.57	235.6	275.2	23.1	5.53	4.6	1.0	3.1	6.7	7.6

3.0 PILOT STUDY RESULTS PRESENTATION

3.1 COAGULANT SELECTION

DEQ ***OAC 252:656-23-1(h)*** pertaining to reclaimed water for reuse requires two-zone flocculation ahead of filtration to achieve the water quality objectives. The primary function of the chemical addition is to, through coagulation, produce stable and larger particle size for subsequent filtration and achieve low turbidity and high quality effluent prior to disinfection.

A coagulant selection process was completed before the pilot testing to identify a suitable coagulant chemical for use in the pilot study. The coagulation selection was achieved using two separate jar test runs. The first jar test utilized the assistance of Hawkins Chemical (Tulsa, Oklahoma) who is the current supplier to Bartlesville's water treatment plant. The pilot study team performed the second jar test to further evaluate and refine the results from the first jar test.

3.1.1 JAR TEST RUN 1

This jar test was performed on January 8, 2024, at the Chickasaw Wastewater Treatment Plant (CWWTP) by Hawkins Chemical technicians. The following 4 coagulants were selected based on literature review and recommendation from Hawkins Chemical.


Jan 12 Jar Test Run 1

Coagulant	Property
Alum	Aluminum sulfate liquid ($Al_2(SO_4)_3$); 46.0 – 49.0 as %wt. $Al_2(SO_4)_3$; 7.92 – 8.32 total %wt. Al_2O_3; 5.12 – 5.45 ppg Aluminum Sulfate; %wt. Iron (as Fe_2O_3) ≤ 0.75; Specific Gravity(68 °F) 1.312 – 1.339.
Aqua Hawk 15057A **(AH 15057A)**	Proprietary polymerized aluminum/poly-electrolyte coagulant blend; Al_2O_3; 22.5 – 24.0 total %wt. Chloride, %wt. 7.60 – 8.80, Turbidity ≤ 100; Specific Gravity(68 °F) 1.28 – 1.33.
Aqua Hawk 457 **(AH 457)**	Proprietary polymerized aluminum/poly-electrolyte coagulant blend; Specific Gravity(68 °F) 1.28 – 1.33.

Aqua Hawk 607 **(AH 607)**	Proprietary polymerized aluminum/poly-electrolyte coagulant blend; Al_2O_3; 22.5 – 24.0 total %wt. Chloride, %wt. 7.60 – 8.80, Turbidity ≤ 100; Specific Gravity(60 ^oF) 1.31 – 1.35.

Jar Test Parameters

Rapid Mix at 100 rpm for 30 seconds.
Slow mixing at 30 rpm for 15-minutes.
Settle step for 15 minutes. Supernatant from the jar was drawn and tested for turbidity, UV_{254} absorbance and orthophosphate.

Source water (secondary clarifier effluent): Turbidity 1.77 ntu; UV_{254} 1.38 au; Orthophosphate 3.29 mg/l.

The jar testing was performed using round 1-liter jar tester. The jar test results are summarized as follows:

Alum. With low turbidity source water, alum had negligible impact in lowering the turbidity, no significant improvement in UVT, and marginal improvement in phosphorus removal.

Coagulant	Dosage (mg/l) as Product	Turbidity (ntu)	UVA-UV_{254} Absorbance, (UVT %)	Orthophosphate (mg/l)
Alum	10	1.76	0.147 (71.2%)	> 3.5 (Out of Range)
Alum	20	2.15	0.151 (70.6%)	> 3.5 (Out of Range)
Alum	30	1.43	0.141 (72.3%)	> 3.5 (Out of Range)
Alum	40	1.22	0.138 (72.8%)	2.08

AH 607. Coagulant was able to lower turbidity but required high dosage but had negligible impact on phosphorous removal.

Coagulant	Dosage (mg/l) as Product	Turbidity (ntu)	UVA-UV_{254} Absorbance, (UVT %)	Orthophosphate (mg/l)
AH 607	10	2.64	0.145 (71.6%)	> 3.5 (Out of Range)

AH 607	20	1.29	0.132 (73.8%)	> 3.5 (Out of Range)
AH 607	30	0.90	0.125 (75%)	> 3.5 (Out of Range)
AH 607	40	0.70	0.125 (75%)	> 3.5 (Out of Range)

AH 457 & AH 15057A. Both coagulants had comparable results with AH 607 for turbidity and chemical phosphorous removal but slight improvement in UVT.

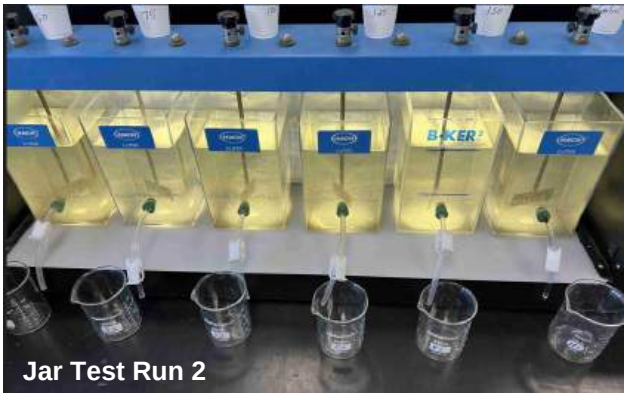
Coagulant	Dosage (mg/l) as Product	Turbidity (ntu)	UVA-UV_{254} Absorbance, (UVT %)	Orthophosphate (mg/l)
AH 457	40	0.78	0.116 (76.6%)	> 3.5 (Out of Range)
AH 15057A	40	0.63	0.119 (76.0%)	> 3.5 (Out of Range)

Conclusions from this jar test are that all three aluminum-polymer blends showed promising results for turbidity removal but required dosage in excess of 40 mg/l. But for chemical phosphorous removal, alum showed promising results while the blends were not effective.

Based on information provided by Hawkins, all three blends are somewhat more expensive than alum. AH 457 and AH 15057A are more expensive than AH 607. Alum, AH 607 and AH 15057A were selected for further evaluation in Jar Test Run 2 discussed below.

3.1.2 JAR TEST RUN 2

This jar test was performed on January 16-17, 2024, at the CWWTP by the pilot study team with assistance from Accurate Laboratory (Stillwater, Oklahoma).



Jar Test Run 2

Jar Test Parameters

Six 2-L, square jars test apparatus was used in the jar test.

Rapid Mix at 100 rpm for 30 seconds.
Stage 1 slow mix at 50 rpm for 7.5 minutes.
Stage 2 slow mix at 30 rpm for 7.5 minutes.
Settle step for 15 minutes.

Raw water was collected from the circular secondary clarifier effluent launder just before the start of the jar tests. Secondary effluent had the following characteristics:

January 16, 2024: Turbidity 0.81 ntu, pH 7.26

January 17, 2024: Turbidity 0.71 ntu, No initial pH reading.

Similar to previous jar test runs, the secondary effluent had low turbidity. To simulate higher turbidity conditions, mixed liquor collected from the aeration basin was used in spiking the jar test samples.

January 16, 2024 - Alum, No pH Adjustment.

Mixed liquor (3500 mg/l) was spiked with the secondary effluent sample to achieve approximately 25 mg/l suspended solids which resulted in a measured turbidity of 9.43 ntu. This raw sample was used in the jar test with the following results:

Coagulant	Dosage (mg/l) as Product	Turbidity (ntu)	Final pH Initial pH 7.26
Alum	50	5.9	7.15
Alum	75	3.67	7.10
Alum	100	3.56	7.07
Alum	125	2.26	7.00
Alum	150	2.79	6.98
Control (no alum)	0.0 (Control)	1.46	7.33

The control (no alum addition) achieved a settled turbidity of 1.46 ntu compared to the raw turbidity of 9.43 ntu. Compared to the controls, alum did not exhibit any significant turbidity reduction but instead showed increased turbidity likely due to poor floc formation and residual dissolved alum in the solution.

January 16, 2024 - Alum, with pH Adjustment.

In this test, the raw sample pH was adjusted to a range favorable for alum coagulation, mixed liquor was used to spike the raw sample to a final measured turbidity of 20 ntu. The jar test provided the following results:

Coagulant	Dosage (mg/l)	Turbidity (ntu)	pH Initial pH 7.26	UVT, %	Total P (mg/l) Initial 1.79 mg/l	Nitrate +Nitrite, mg/l
Alum	125	2.5 (settled supernatant) 0.49 (Filtered through 1.2 um filter)	6.64 6.89	N/A	N/A	N/A
Alum	150	2.16 (settled supernatant) 0.43 (Filtered through 1.2 um filter)	6.58 6.87	82.7%	0.074	12.0

With pH adjustment and filtration through 1.2 um filter, alum showed improved turbidity reduction but at a considerable dosage between 125-150 mg/l. At 150 mg/l dosage, total P was reduced to 0.074 mg/l.

January 17, 2024 - AH 150577 A.

Mixed liquor (3500 mg/l) was spiked with the secondary effluent sample to achieve approximately 40 mg/l suspended solids which resulted in a measured turbidity of 21.1 ntu. This raw sample was used in the jar test, the jar test results are as follows:

Coagulant	Dosage (mg/l) as Product	Turbidity (ntu)	Final pH	UVT, %	TP, mg/l	Nitrate + Nitrite, mg/l
AH 15057A	50	2.01	7.15			
AH 15057A	65	3.17	7.26			
AH 15057A	80	0.94 (settled) 0.32 (1.2 um filtered)	7.28 7.33	82.6%	0.357	11.9
AH 15057A	95	0.98	7.19			
AH 15057A	110	0.75	7.20			
AH 15057A	125	0.73	7.09			

AH 15057A at a dosage of 80 mg/l exhibited low turbidity of 0.94 ntu (settled) and 0.32 ntu after filtering through 1.2 um filter paper. This particular sample showed a final TP of 0.357 mg/l, 82.6% UVT, and 11.9 mg/l nitrate + nitrite.

January 17, 2024 - AH 607.

Mixed liquor (3500 mg/l) was spiked with the secondary effluent sample to achieve approximately 40 mg/l suspended solids which resulted in a measured turbidity of 17.7 ntu. This raw sample was used in the jar test.

AH 607 at a dosage of 95 mg/l exhibited low turbidity of 1.17 ntu (settled) and 0.23 ntu after filtering through 1.2 um filter paper. This particular sample showed a final TP of 0.256 mg/l, 82.3% UVT, and 11.3 mg/l nitrate + nitrite.

Coagulant	Dosage (mg/l) as Product	Turbidity (ntu)	Final pH	UVT, %	TP, mg/l	Nitrate + Nitrite, mg/l
AH 607	50	2.36	7.32			
AH 607	65	2.66	7.28			
AH 607	80	1.67	7.17			
AH 607	95	1.17 (settled) 0.23 (1.2 um filtered)	7.20 7.22	82.3%	0.256	11.3
AH 607	110	1.50	7.19			
AH 607	125	1.51	7.18			

Based on the findings from Jar Test Run 2, the following conclusions are made:

- When the secondary clarifier effluent is low in turbidity, coagulant addition did not show improvements in turbidity reduction compared to the control (without coagulant). CWWTP secondary clarifier consistently produced effluent with low turbidity (< 2 ntu).
- When the secondary effluent was spiked with mixed liquor to artificially increase the turbidity (>17 ntu), aluminum-polymer blend coagulants performed better compared to alum in turbidity reduction but required a dosage in the 50-100 mg/l range. But they had negligible effect in chemical phosphorous removal. However, alum performed better compared to the blends in the chemical phosphorous removal.
- For chemical phosphorous removal, alum performed well with higher source water turbidity. Since the CWWTP secondary effluent typically exhibits low turbidity (<2 ntu), it is beneficial to add alum to the final clarifier (where the influent mixed liquor turbidity is high) instead of feeding

ahead of the filters. (Note. This concept was tried during the pilot study and discussed later in the report)

- Both alum and the AH 607 blend should be used in the pilot plant run to evaluate/confirm the jar test results. AH 607 was chosen based on its relatively lower cost compared to the other two blends and recommendations from Hawkins Chemical. The performance of alum and AH 607 in the full scale pilot study runs are discussed later in the report.

3.2 FILTER DUAL MEDIA COMPARATIVE EVALUATION (FEBRUARY 12 – MARCH 4)

As outlined in the Pilot Study Work Plan, two sand-anthracite media specifications were evaluated in the pilot study. The pilot unit module had four column filters that are configured to run in parallel that allowed the two media types to be evaluated concurrently. Filters F1 and F3 had slightly coarser media compared to Filters F2 and F4 as summarized below.

Filter #	Sand, Depth & Size (Actual Depth)	Anthracite, Depth & Size	Basis
Filter 1 (F1)	12” (9.75”) ES: 0.65 mm UC ≤ 1.5 Sp.G = 2.65	30” (31”) ES: 1.3 mm UC: ≤ 1.5 Sp.G = 1.64	DEQ 252:656-21-4 Sand-anthracite dual media. Total depth 42” (40.75”)
Filter 2 (F2)	14” (13.25”) ES: 0.55 mm UC: ≤ 1 .37 Sp.G = 2.65	36” (36.5”) ES: 1.1 mm UC: ≤ 1.2 Sp.G = 1.64	DEQ 252:656-21-4 Sand-Anthracite. Total depth 50” (49.75”)
Filter 3 (F3)	12” (13”) ES: 0.65 mm UC ≤ 1.5 Sp.G = 2.65	30” (31”) ES: 1.3 mm UC: ≤ 1.5 Sp.G = 1.64	DEQ 252:656-21-4 Sand-anthracite dual media. Total depth 42” (44”)
Filter 4 (F4)	14” (13.75”) ES: 0.55 mm UC: ≤ 1 .37 Sp.G = 2.65	36” (36”) ES: 1.1 mm UC: ≤ 1.2 Sp.G = 1.64	DEQ 252:656-21-4 Sand-Anthracite. Total depth 50” (49.75”)

As shown in Figure 2-8, filters F1 and F2 received secondary effluent without chemical addition. Filters F3 and F4 received secondary effluent with chemical addition (with rapid mixing/two-stage flocculation).

From February 12th to March 4th, all four filters were run in parallel to evaluate the two types of media, and performances with and without chemical addition. The pilot unit data logging was set to record all the parameters discussed below at 5-minute intervals. This amounts to approximately 288 data points for each variable per day and 5,866 data points for each variable during this period. The voluminous data was downloaded into excel spreadsheet for analysis. The filter loading rate was set at approximately 5.0 gpm/ft^2.

February 12 – March 4: Filter Media Evaluation.

F1 and F2 (No Chemical Addition): Figure 3-1 shows the filter effluent turbidity and filter head loss development for filters F1 and F2 along with the raw water turbidity. In terms of average turbidity for F1 and F2 (0.39 versus 0.38), the performance is statistically nearly equal but F2 (finer media) experienced more frequent backwashes than F1. The backwash control was set to initiate backwash when the filter head loss reached 6 feet. Filter F2 experienced approximately 21 backwashes compared to 13 backwashes for F1 during this period. This averages about 25-hours filter run for F2 versus 40-hours for F1.

This demonstrated that the benefit of finer media (used in F2) is very marginal at best for turbidity removal but requires considerably more backwashes which intern correlates to reduced filter run volumes.

F3 and F4 (With Chemical Addition): Alum was used as the chemical coagulant. Figure 3-1 shows the filter effluent turbidity and filter head loss development for filters F3 and F4 along with the raw water turbidity. In terms of average turbidity for F3 and F4 (1.06 versus 0.48), F4 (finer media) performed significantly better than F3. However, the number of backwashes (for 6-feet head loss) was 30 for F4 versus 20 for F3 during this monitoring period. This averages about 26-hours filter run for F3 versus 18-hours for F4.

As shown in Figure 3-1, the alum dose started with approximately 83 mg/l on February 12th. In response to higher effluent turbidity and shorter filter runs, alum dose was subsequently reduced to 20 mg/l by February 29th. This exercise not only reduced the backwash frequencies but also improved the filtered turbidity. The alum dosage was further reduced to about 5 mg/l for subsequent runs.

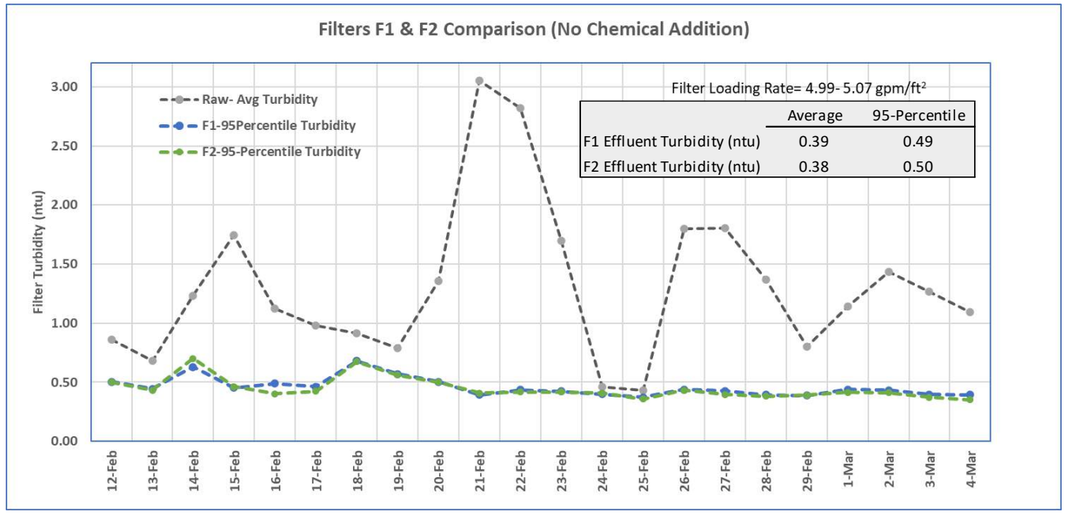
February 12 – March 4 Pilot Study Run Conclusions:

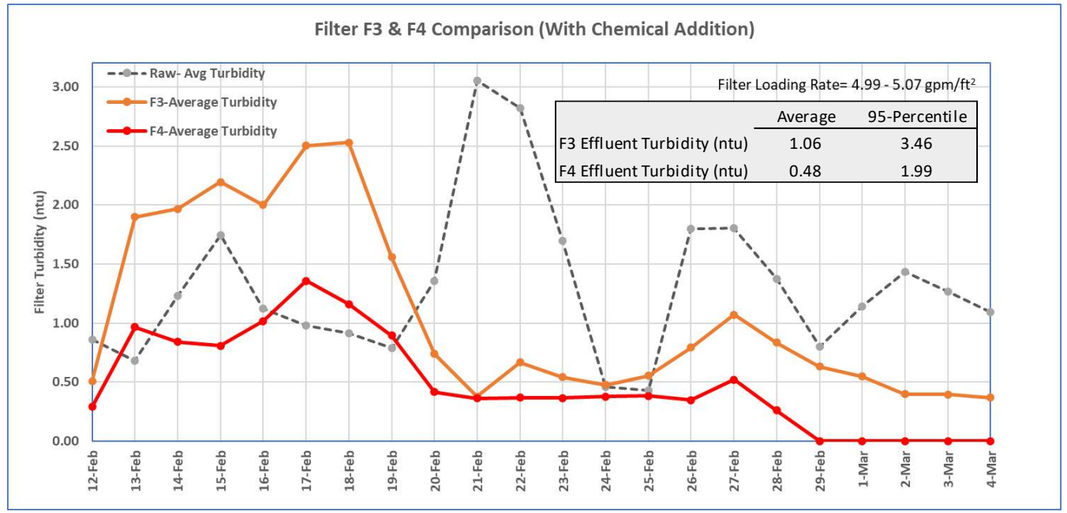
- For the No-Coagulant scenario, the finer media (used in F2) did not result in significant improvement in filtered turbidity but resulted in more frequent backwashes. Therefore, it was decided to eliminate this media from subsequent study.
- For the Coagulant-Addition scenario, the fine media (used in F4) produced significantly better filtered turbidity compared to F3 but resulted in significantly more backwashes due to rapid head loss development. In addition, comparing filtered turbidity between F4 versus F1, the finer media in F4 (with chemical addition) did not offer significant benefits compared to F1 (No Chemical). Therefore, it was decided to discontinue the use of finer media in subsequent runs.

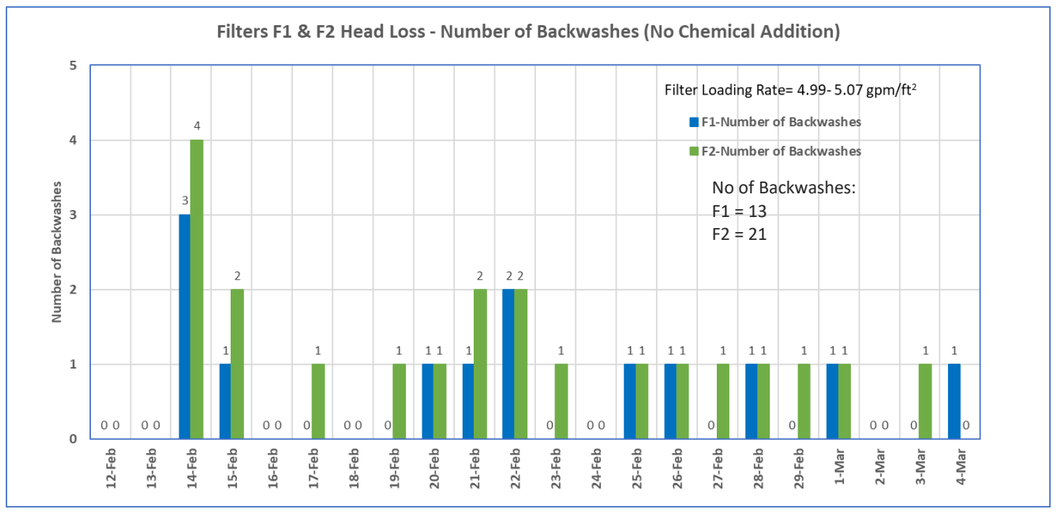
With the elimination of finer media from further study, F2 and F4 were available for evaluating the benefits of granular activated carbon. During February 26-March 4, F2 and F4 were taken offline, their dual media of sand-anthracite was replaced with new media of sand-granular activated carbon (GAC)

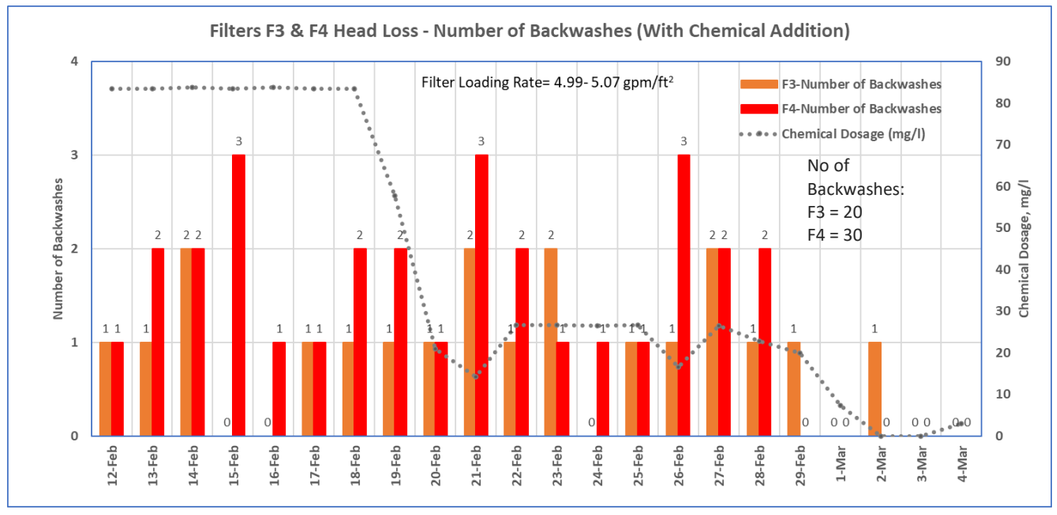
for subsequent runs as discussed later in the report. GAC was incorporated in the study to evaluate its impact on effluent water quality for disinfection and also for addressing CECs as discussed later in the report.

Figure 3-1 Filter Media Evaluation with and without Chemical Addition









3.3 EFFLUENT TURBIDITY WITH AND WITHOUT CHEMICAL ADDITION (MARCH 5-31)

3.3.1 PILOT RUN SETUP

By the beginning of March, the finer media in filters F2 and F4 were completely removed and replaced with a new media of sand/GAC. Virgin GAC from General Carbon Corporation was purchased in 55-lb. bags for use. GAC was incorporated in the study to evaluate its impact on effluent water quality for addressing CECs as discussed later in the report.

GAC Specification: General Carbon Corporation, GAC (GC 8 x 30), Mesh size 8 x 30, average density 31 lbs./cu.ft., Iodine No. 900.

The filter media configuration was as follows:

Filter #	Sand, Depth & Size	Anthracite, Depth & Size	GAC, Depth & Size
Filter 1 (F1)	9.75” ES: 0.65 mm UC ≤ 1.5	31” ES: 1.3 mm UC: ≤ 1.5	None
Filter 2 (F2)	13.25” ES: 0.55 mm UC: ≤ 1 .37	None	38.5” GAC General Carbon GC 8 x 30
Filter 3 (F3)	13” ES: 0.65 mm UC ≤ 1.5	31” ES: 1.3 mm UC: ≤ 1.5	None
Filter 4 (F4)	14” (13.75”) ES: 0.55 mm UC: ≤ 1 .37	None	51” GAC General Carbon GC 8 x 30

The pilot filter module was reconfigured to run in series: F1 in series with F2 and F3 in series with F4, See Figure 3-2. Turbidity results for F1, F2, F3 and F4 were evaluated as discussed below.

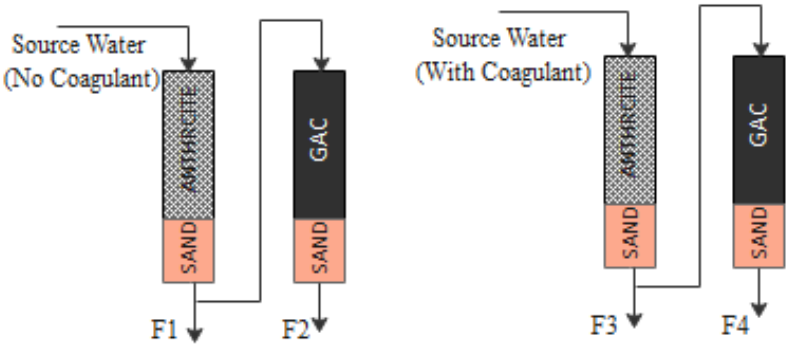


Figure 3-2 Post Filter GAC Contactor Setup

Figure 3-3(a) shows the performances of Filters F1 and F3. The filter loading varied from 5.05 – 5.55 gpm/ft^2. For this period, alum was replaced with AH 607 coagulant chemical. The coagulant dose was maintained at 5 mg/l for F3.

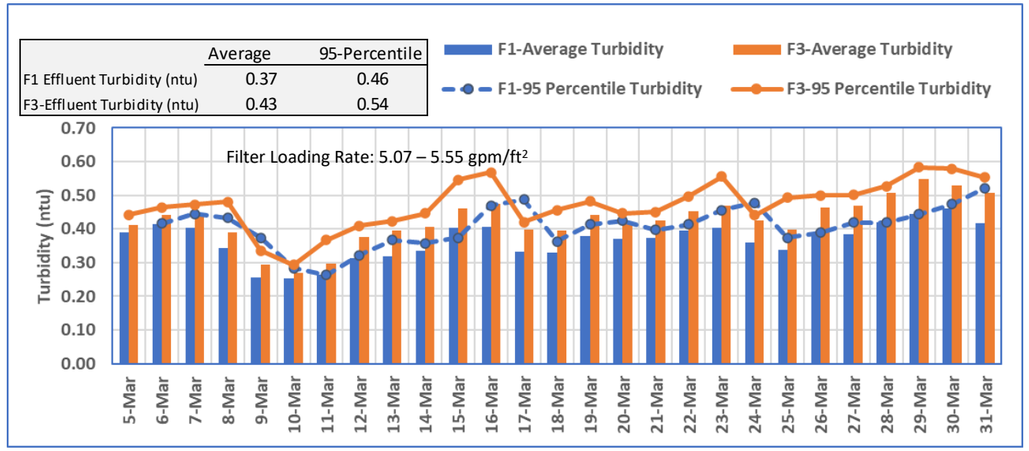
3.3.2 RESULTS SUMMARY

Filter F1 (no chemical addition) performed better than Filter F3 (with chemical addition). The average and 95-percentile turbidites for F1 were 0.37 ntu and 0.46 ntu, respectively, compared to 0.43 ntu and 0.54 ntu for F3. The average raw water turbidity was 1.67 ntu but it spiked to as much as 20 ntu. Both filters produced high quality effluent with less than 0.6 ntu turbidity. The filter backwash was set at a terminal head loss of 6-feet. F1 experienced approximately 12 backwashes during this period compared to 16 backwashes for F3. This translates to approximately 54-hours filter run for F1 compared to 40-hours for F3.

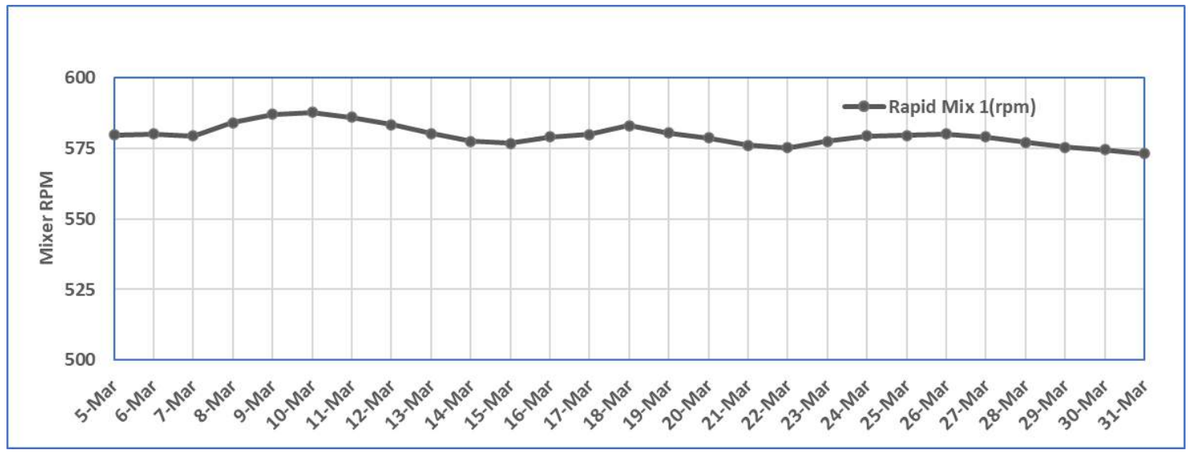
As shown on Figure 3-3(d), the flocculation was turned off March 7-13 for F3 to assess the need for flocculation for chemical addition. F3 effluent turbidity increased during this time but whether this increase is due to no-flocculation could not be confirmed since the effluent turbidity for F1 also showed an increasing trend. During this period, the raw water turbidity experienced spikes which could partly explain the result.

Figure 3-3 Filter Effluent Quality Comparison- March 5-March 31: F1 (No Coagulant) versus F3 (with Coagulant)

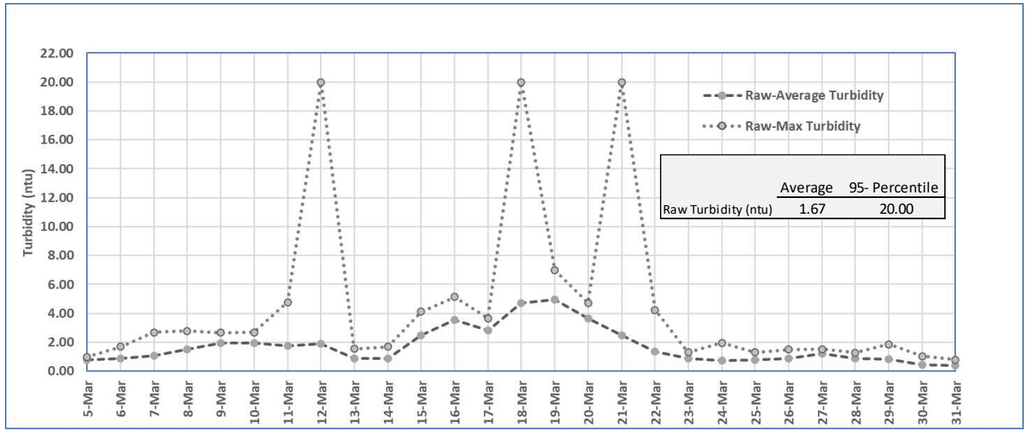
(a) Filter Effluent Turbidity- F1 versus F3



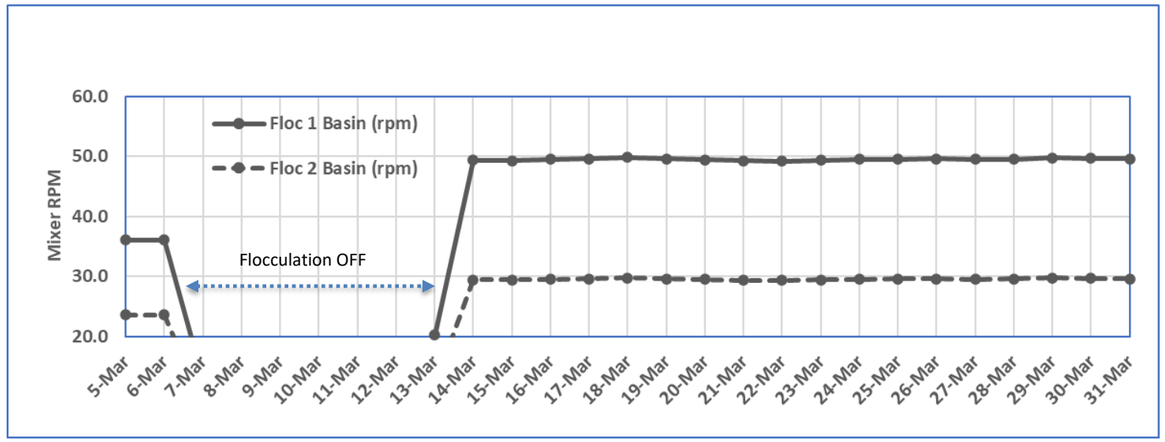
(b) Rapid Mix RPM- for F3 chemical addition



(c) Raw Source Water Turbidity



(d) Flocculation Mixing Zone 1 and Zone 2 - For F3 Chemical Addition



3.4 EFFLUENT TURBIDITY WITH AND WITHOUT CHEMICAL ADDITION (APRIL 1-JUNE 21)

3.4.1 PILOT RUN SETUP

As noted earlier, the Chickasaw Wastewater Treatment Plant (CWWTP) produced low turbidity, high quality secondary effluent. In order to evaluate elevated levels of turbidity, turbidity spiking with mixed liquor was deployed during this period. Turbidity spiking involved using peristaltic metering pumps to inject mixed liquor (3000 mg/l) collected from the plant aeration basin into the pilot plant supply line.

In addition, during this period, the flow through the filters was also varied to evaluate performance at various filter hydraulic loading rates. Alum-polymer blend AH 607 was used as the coagulant at 5 mg/l dose.

3.4.2 RESULTS SUMMARY

Figure 3-4(a) shows the Filters 1 and 3 effluent turbidities. Figure 3-4(b) shows the mixing and flocculation speeds maintained during this period. Figure 3-4(c) shows the source water turbidity.

Both filters F1 and F3 produced low and high quality effluent. Filter F1 average and 95-percentile turbidities were 0.57 ntu and 0.88 ntu, respectively. They were 0.67 ntu and 0.97 ntu for filter F3. It is noted that both filters were subjected to loading rates from 6.0 gpm/ft^2 to 8.0 gpm/ft^2 and yet performed highly effectively. The filters experienced Filter runs (runs between backwashes) greater than 24 – 36 hours even when subjected to influent turbidity spikes.

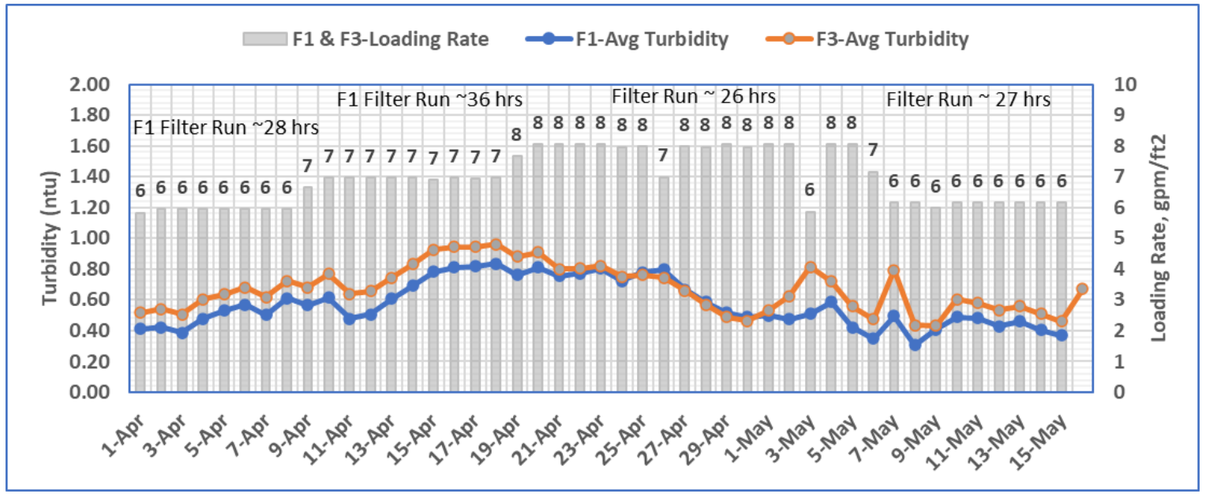
DEQ 252:628 limits the filter loading rate to 5 gpm/ft^2 for tertiary filters, unless justified otherwise. The filter runs clearly demonstrate the filters are capable of operating at much higher loading with satisfactory performances to consistently meet effluent turbidity goals.

As with previous runs, F1 performed better than F3, again demonstrating that chemical addition prior to filtration is not necessary to achieve the turbidity goals. In addition, the chemical addition significantly reduces the filter run times, thus requiring more frequent backwashes.

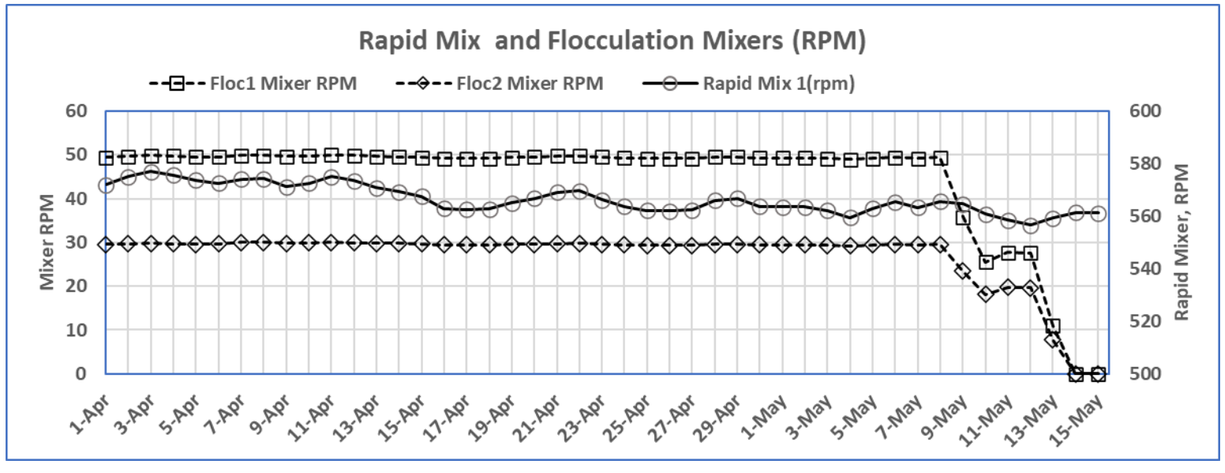
Figure 3-4 Filter Effluent Quality Comparison- April 1- May 15: F1 (No Coagulant) versus F3 (with Coagulant)

(a) F1 and F3 Turbidity, Filter Loading Rates and Filter Runs

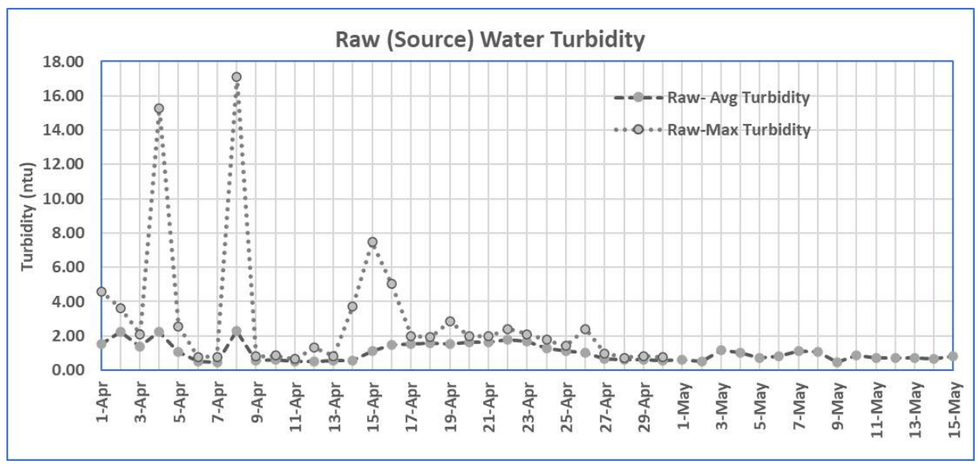
	Average	95-Percentile
F1 Filter Turbidity (ntu)	0.57	0.88
F3-Filter Turbidity (ntu)	0.67	0.97



(b) Rapid Mix, Flocculation Zone 1, and Zone 2 Mixer RPM



(c) Raw Water Turbidity



On May 16th, media in F1 and F4 were replaced with new sand-anthracite media and F2 and F3 were replaced with new sand-GAC media. This time, new GAC carbon was obtained from Calgon Corporation and has the following properties: Calgon Carbon Filtrasorb 400, GAC 12 x 40, effective size 0.55 – 0.75 mm, average density 0.57 g/cc.

The filter media configuration was as follows:

Filter #	Sand, Depth & Size	Anthracite, Depth & Size	GAC, Depth & Size
Filter 1 (F1)	12” ES: 0.65 mm UC ≤ 1.5	38” ES: 1.3 mm UC: ≤ 1.5	None
Filter 2 (F2)	12.5” ES: 0.55 mm UC: ≤ 1 .37	None	58.5” GAC Calgon Carbon GC 12 x 40 ES 0.55 – 0.75 mm
Filter 3 (F3)	13” ES: 0.65 mm UC ≤ 1.5	None	55” GAC Calgon Carbon GC 12 x 40 ES 0.55 – 0.75 mm
Filter 4 (F4)	14” (13.75”) ES: 0.55 mm UC: ≤ 1 .37	None	None

F1 received raw water without chemical addition and F4 received raw water with chemical addition. F2 and F3 GAC filters were configured to operate in series with F1, see Figure 3-5. This was intended to simulate two post filter GAC contactors and their impact on effluent quality.

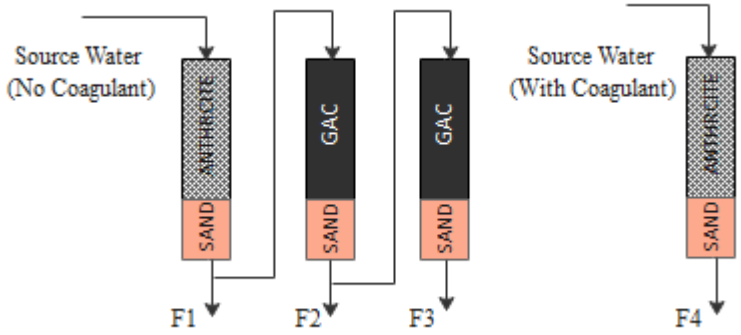


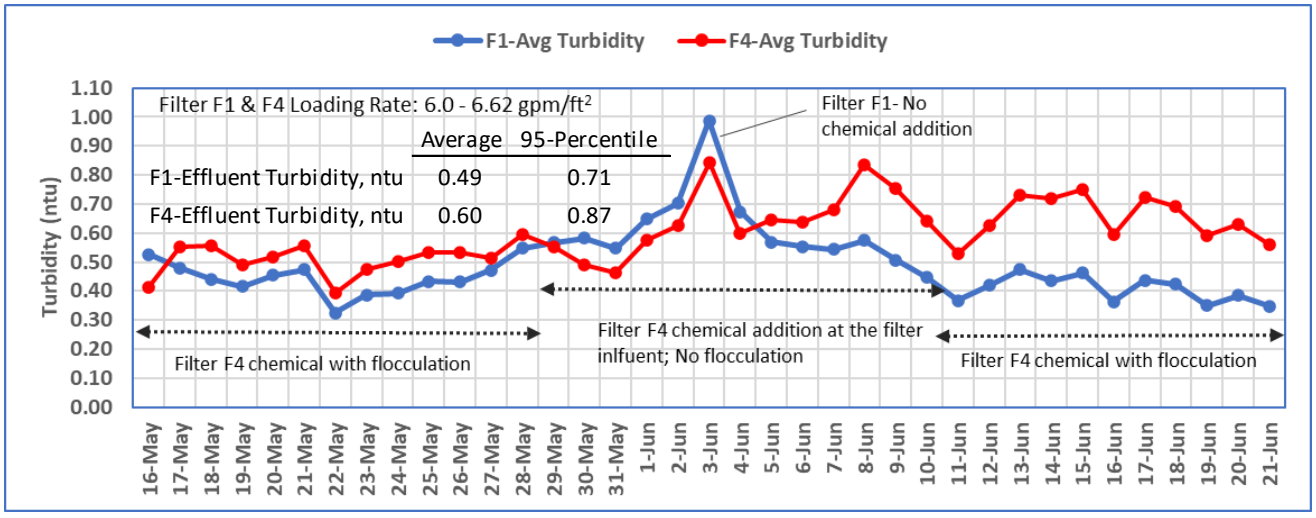
Figure 3-5 Post Filter Dual GAC Contactor Setup

From May 16th until June 21st, filters F1 and F4 were run in parallel and represented filters without chemical addition (F1) and with chemical addition (F4).

As shown in Figure 3-6, overall F1 produced lower turbidity compared to F4. The average and 95-percentile turbidities for F1 were 0.49 ntu and 0.71 ntu, respectively, compared to 0.60 ntu and 0.87 ntu, respectively for F4. It is noted that from approximately May 29th until June 11th, the flocculation stage for F4 was turned off and instead the coagulant (AH 607) was directly introduced at the filter

influent line without any flocculation stage. F4 showed lowered turbidity initially but it did not last long enough.

Figure 3-6 Filters F1 (No Coagulant) and F4 (With Coagulant) Turbidity



3.5 COMPARISON OF OTHER FILTER EFFLUENT QUALITY PARAMETERS - FILTERS WITH AND WITHOUT CHEMICAL ADDITION

The primary objective of tertiary filtration is the removal of suspended solids (turbidity) prior to disinfection stage. Section 3.3 and 3.4 discussed the water quality parameters in terms of effluent turbidity. In this section other water quality parameters monitored during the pilot study are discussed.

Tabel 3-1 summarizes results for other water quality parameters sampled. Weekly samples for $CBOD_5$, TSS, TOC, TP, NH_3-N, and Nitrate-N were collected and shipped to Pace Laboratory for analysis. Daily testing for UVT and turbidity were performed on site as discussed in the previous sections. The UVT and turbidity readings were average of twice daily testing.

$CBOD_5$. The average source water (secondary clarifier effluent) $CBOD_5$ concentration was 4.45 mg/l compared to the plant discharge permit limit of 10 mg/l. DEQ 252:628 IPR benchmark concentration for $CBOD_5$ is 5 mg/l. The Chickasaw Wastewater Treatment Plant (CWWTP) secondary clarifier effluent constantly met this limit. Both filters F1 and F3 were able to improve the water quality further to below detection limit.

Turbidity. The average source water turbidity was 1.59 ntu compared to 0.45 ntu for F1 effluent and 0.57 ntu for F3 effluent (See Table 3-1). DEQ 252:628 IPR benchmark for turbidity is 2 ntu, which the plant secondary effluent was able to achieve even without filters. However, filters are being proposed for the IPR train as required by DEQ 252:628. Filter F1 (no chemical addition) performed better than filter F3 (with chemical addition) consistent with findings discussed earlier in the report.

Chemical coagulation/flocculation ahead of the filters was not beneficial. It negatively impacted on the effluent water quality (higher turbidity) and significantly decreased the filter run times. Therefore, coagulant addition ahead of the filters is not necessary and is not recommended.

TSS. Referring to Table 3-1, the average source water TSS concentration was 8.2 mg/l compared to the plant discharge limit of 15 mg/l. Both filters F1 and F3 were able to further reduce the TSS to below detection. Filter F1 performed better than filter F3, which affirms the recommendation in the paragraph above.

The filters had negligible impact on other parameters (TOC, TP, NH_3-N, and Nitrate-N) and they are reported here for information only. These parameters will be further discussed in the report addressing the strategy to meet the intent of DEQ 252:628 benchmark criteria for IPR.

Table 3-1 Weekly Sampling Result Summary for F1 (No Coagulant) and F3 (With Coagulant)

Date	Raw Source Water (Secondary Clarifier Effluent)								Filter F1 Effluent (No Coagulant Addition)								Filter F3 Effluent (With Coagulant Addition)							
	$CBOD_5$	TSS	TOC	TP	NH_3-N	Nitrate-N	UVT, %	Turbidity	$CBOD_5$	TSS	TOC	TP	NH_3-N	Nitrate-N	UVT, %	Turbidity	$CBOD_5$	TSS	TOC	TP	NH_3-N	Nitrate-N	UVT, %	Turbidity
2/14/24	ND	5.9	4.38	0.624	ND	7.81	78.2	0.89	ND	ND	4.37	0.665	ND	7.80	81.1	0.46	ND	4	4.09	0.202	ND	8.05	84.7	1.11
2/21/24	6.2	26.6	5.86	1.570	ND	9.75	73.5	10.03	ND	ND	5.28	1.380	ND	9.79	75.6	0.36	ND	ND	5.29	0.936	ND	10.00	76.6	0.44
2/28/24	ND	ND	5.67	1.820	ND	10.70	71.2	4.01	ND	ND	5.66	1.810	ND	10.60	73.6	0.26	ND	5.8	5.58	1.730	ND	10.30	75.1	1.46
3/6/24	4.51	3.2	6.43	2.740	0.421	7.16	71.6	0.63	ND	ND	6.65	2.680	ND	7.21	72.2	0.33	ND	ND	6.48	2.640	0.305	6.97	72.3	0.34
3/13/24	ND	ND	5.17	0.912	ND	9.74	75.3	0.53	ND	ND	5.10	0.802	ND	9.76	75.5	0.28	ND		5.08	0.950	ND	9.95	75.0	0.31
3/20/24	ND	ND	6.51	0.566	ND	9.88	73.1	0.65	ND	ND	6.42	0.649	ND	9.80	74.1	0.34	ND	ND	6.34	0.770	ND	9.54	74.2	0.29
3/27/24	ND	ND	6.83	2.380	0.272	14.60	72.2	1.07	ND	ND	6.96	2.400	ND	15.00	73.2	0.24	ND	ND	6.92	1.260	ND	15.00	72.8	0.33
4/3/24	ND	ND	5.68	1.560	ND	11.20	71.0	1.23	ND	ND	5.71	1.560	ND	12.40	73.1	0.29	ND	ND	5.54	1.570	ND	11.80	73.1	0.43
4/9/24	ND	ND	8.03	1.970	0.332	12.70	69.1	0.92	ND	ND	7.67	2.040	0.285	12.70	69.9	0.75	ND	ND	8.19	2.110	ND	12.70	69.4	0.59
4/17/24	ND	ND	7.44	2.200	ND	15.90	68.7	1.79	ND	ND	7.69	2.470	ND	14.40	69.3	0.81	ND	ND	7.86	2.490	ND	15.50	69.0	0.87
4/24/24	ND	2.6	8.09	1.750	0.788	13.70	67.1	1.36	ND	ND	7.74	1.710	0.561	14.20	68.4	0.76	ND	ND	7.99	1.820	0.455	14.10	71.3	0.67
5/2/24	3.45	ND	5.35	1.160	ND	8.01	74.3	0.67	ND	ND	5.15	1.170	ND	8.26	75.0	0.37	ND	ND	5.08	1.14	ND	8.2	75.3	0.44
5/9/24	ND	ND	4.90	0.825	ND	6.92	80.5	0.53	ND	ND	4.93	1.020	ND	6.98	81.4	0.21	ND	ND	4.71	0.636	ND	7.14	81.4	0.31
5/15/24	ND	ND	4.56	0.324	ND	7.02	77.5	0.86	ND	ND	4.48	0.305	ND	7.05	78.0	0.35	ND	ND	4.38	0.281	ND	7.06	79.6	0.37
5/23/24	ND	ND	5.56	0.883	ND	9.25	73.9	0.71	ND	ND	5.68	0.812	ND	9.08	74.2	0.34	ND	ND		1.030	ND	7.77	99.3	0.23
5/29/24	3.65	ND	7.15	2.260	0.708	11.20	70.0	1.05	ND	ND	7.03	2.220	ND	11.70	70.9	0.46	ND	ND	0.76	2.320	ND	9.03	98.5	0.28
6/6/24	ND	2.6	7.14	1.630	ND	11.90	72.9	1.32	ND	ND	6.68	1.720	ND	11.80	73.7	0.77	ND	ND	1.61	1.680	ND	11.70	96.3	0.36
6/13/24	ND	ND	8.62	0.774	0.444	12.60	65.9	1.15	ND	ND	8.16	0.908	0.429	12.40	66.7	0.63	ND	ND	1.75	1.090	0.286	12.00	93.0	0.42
6/18/24	ND	ND	8.66	0.966	ND	14.30	58.2	0.83	ND	ND	9.19	1.310	0.298	13.40	58.5	0.57	ND	ND	2.87	18.300	0.288	12.00	88.3	0.40
6/26/24	ND	ND	7.49	2.130	0.254	15.70	-	-	ND	ND	7.32	1.980	ND	15.70	-	-	ND	ND	2.98	2.330	ND	14.50	-	-
Average	4.45	8.18	6.48	1.45	0.46	11.00	71.8	1.59	ND	ND	6.39	1.48	0.39	11.00	72.9	0.45	ND	4.9	4.92	2.26	0.33	10.67	75.0	0.57
95%-Percentile	5.95	22.46	8.62	2.40	0.76	15.71	78.4	4.61	ND	ND	8.21	2.48	0.54	15.04	81.1	0.77	ND	5.71	8.01	3.42	0.43	15.03	82.5	1.23

Note: All units are in mg/l except for Turbidity (ntu) and UVT (%).
UVT= Ultraviolet-254 nm Transmittance.

TOC: Total Organic Carbon.
TP: Total Phosphorous
TSS: Total Suspended Solids.
$CBOD_5$: 5-Day Carbonaceous BOD
BOD: Biological Oxygen Demand

Starting 5/16/24 Filter F3 reconfigured as a post-filter GAC contactor and placed in series with F1 and F2.

3.6 DUAL MEDIA FILTER BACKWASH AND BED EXPANSION TESTS

Backwash and media expansion tests were performed for the dual media filter F1 on two different occasions. Typical backwash sequence included 15-minutes of backwash at 10-20 gpm/ft^2 rate. For the bed expansion testing purposes backwash rate as high as 27.5 gpm/ft^2 was used.

The bed expansion test on May 3rd for F1 consisted of dual media with 9.75" of sand and 32.5" of anthracite for a total media depth of 41". The second test performed on June 25th, 13.5" of sand and 40.5" of anthracite for a total depth of 54".

The bed expansion tests, as summarized in Table 3-2, demonstrated that for a backwash rate in the 15-20 gpm/ft^2 range, the 41" depth media configuration showed up to 60% of total bed expansion. At the same backwash rate, the deeper 54" depth media configuration showed a total bed expansion of up to 24.7%. Both expansions exhibited highly effective and satisfactory filter performance after backwash.

Table 3-2 Filter Dual Media bed Expansion Test Result Summary

Test Date (5/3/24)	Backwash Flow (gpm)	Backwash Flow Rate (gpm/ft^2)	Media	Start Depth (inches)	End Depth (inches)	% Expansion	Total % Expansion
Sand: ES: 0.65 mm UC ≤ 1.5 | Anthracite: ES: 0.65 mm UC ≤ 1.5							
Filter F1 (Test 1)	2	10	Sand	9.75	11.75	20.5%	25.1%
			Anthracite	32.5	34.0	4.6%	
	3	15	Sand	9.75	12.75	30.8%	46.9%
			Anthracite	32.5	37.75	16.2%	
	3.5	17.5	Sand	9.75	12.75	30.8%	54.6%
			Anthracite	32.5	40.25	23.8%	
Filter F1 (Test 2)	3	15	Sand	9.75	12.75	30.8%	47.7%
			Anthracite	32.5	38.0	16.9%	
	4	20	Sand	9.75	12.75	30.8%	60.0%
			Anthracite	32.5	42	29.2%	
	4.3	21.5	Sand	9.75	12.75	30.8%	65.4%
			Anthracite	32.5	43.75	34.6%	

Test Date (6/25/24)	Backwash Flow (gpm)	Backwash Flow Rate (gpm/ft^2)	Media	Start Depth (inches)	End Depth (inches)	% Expansion	Total % Expansion
Sand: ES: 0.65 mm UC ≤ 1.5 | Anthracite: ES: 0.65 mm UC ≤ 1.5							
Filter F1 (Test 1)	3	15	Sand	13.5	13.5	0.0%	9.9%
			Anthracite	40.5	44.5	9.9%	
	4	20	Sand	13.5	14.5	7.4%	24.7%
			Anthracite	40.5	47.5	17.3%	
	5	25	Sand	13.5	15	11.1%	37.0%
			Anthracite	40.5	51	25.9%	
Filter F1 (Test 2)	4	20	Sand	13.5	13.75	1.9%	20.4%
			Anthracite	40.5	48.0	18.5%	
	5	25	Sand	13.5	14.5	7.4%	35.8%
			Anthracite	40.5	52	28.4%	
	5.5	27.5	Sand	13.5	15	11.1%	42.6%
			Anthracite	40.5	53.25	31.5%	

3.7 PERFORMANCE OF POST-FILTER GAC CONTACTOR

The benefit of using GAC as post-filter contactor was evaluated in the pilot study as summarized below.

3.7.1 POST-FILTER SINGLE GAC CONTACTOR (GENERAL CARBON GAC 8X30)

This post-filter GAC configuration was used in the pilot study run from March 13th to May 15th. Dual media filter F1 was configured to run in series with GAC filter F2 as the post filter contactor, see Figure 3-2. The effluent samples from F1 and F2 were analyzed and the results are summarized below.

The post filter GAC contactor (F2) improved both the turbidity and the UVT of the effluent, see Figure 3-7. The average and 95-percentile turbidities for the GAC contactor F2 were 0.46 and 0.81, respectively. This compares to 0.53 and 0.91 for filter F1. Similarly, the GAC contactor also improved the UVT of the effluent from an average of 73.3% for F1 to 78.8% for F2.

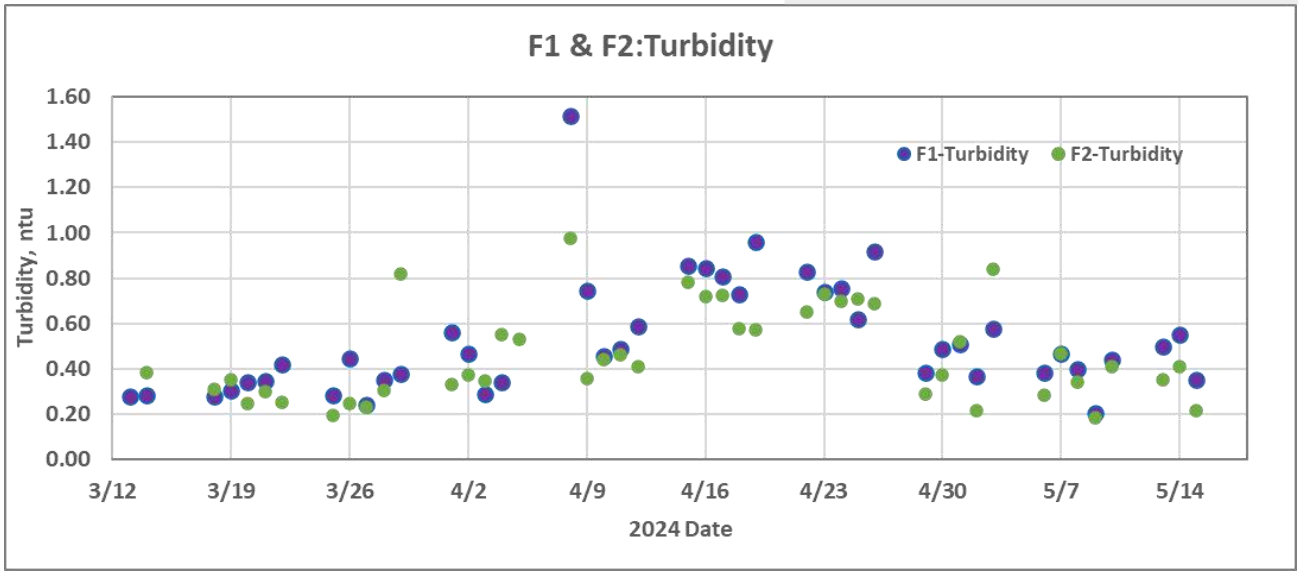
GAC contactor also helped in the reduction of TOC, as shown in Figure 3-8, from an average TOC 6.39 mg/l to 5.01 mg/l, approximately 22% reduction. However, it is important to note that improvement in the UVT and TOC reduction gradually stabilized to F1 levels by May 15th, likely due to exhaustion of GAC adsorption capacity.

From March 13th to May 15th, the flow to F2 varied from 0.80 gpm to 0.33 gpm (4.1 gpm/ft^2 to 1.7 gpm/ft^2). The average empty bed contact time (EBCT) was approximately 10-minutes. It is estimated that the run volume through F2 during this period was approximately 40,000 gallons. The F2 filter was 6-inch in diameter with approximately 58.5” of GAC, which equals to approximately 7.1 gallon/bed volume. This equates to 5,630 bed volumes through F2 during this period.

Refer to Section 4.4 for post filter GAC contactor performance in removing constituents of emerging concern (CECs).

Figure 3-7 Post Filter GAC Contactor Turbidity and UVT

	Average	95-Percentile
F1-Turbidity,ntu	0.53	0.91
F2-Turbidity,ntu	0.46	0.81



	Average
F1-UVT, %	73.3
F2-UVT, %	78.8

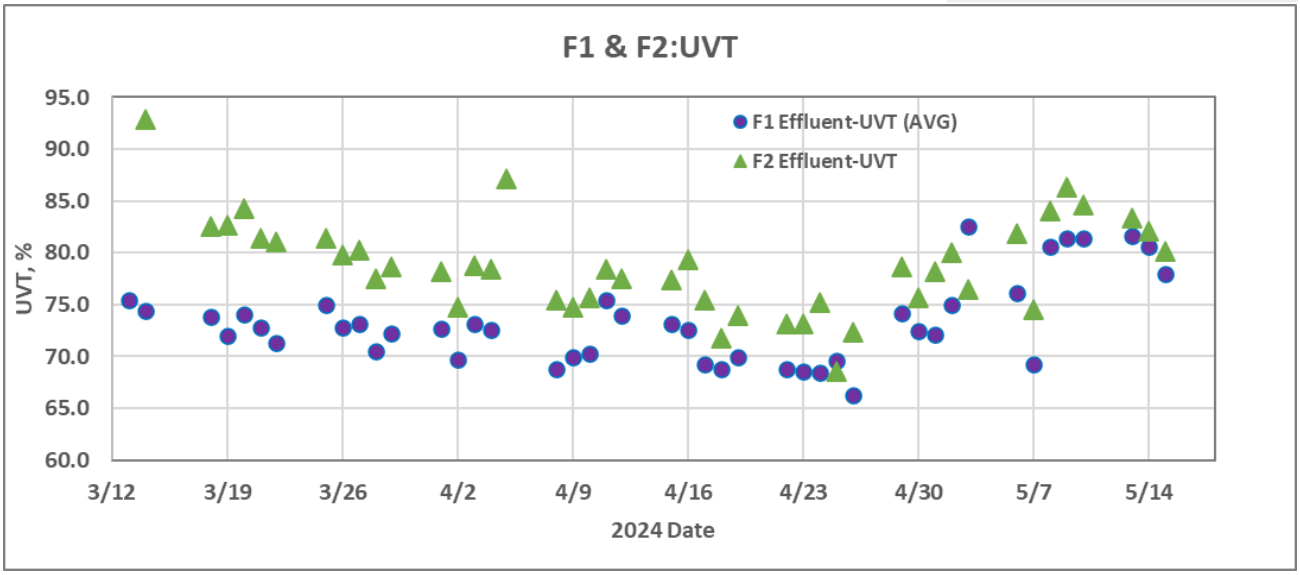
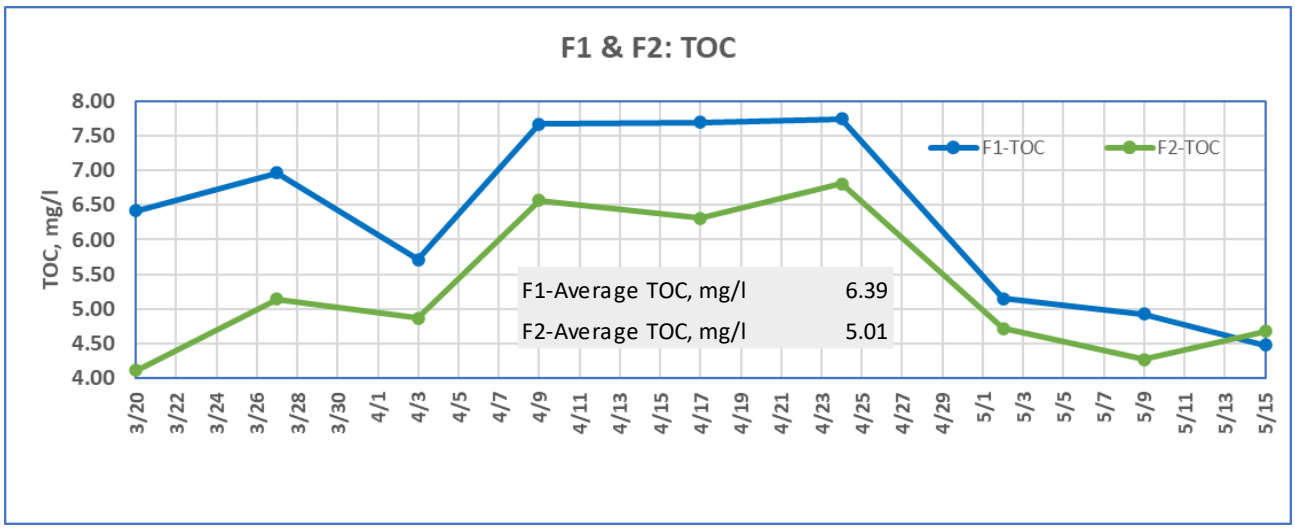


Figure 3-8 Post Filter GAC Contactor TOC Reduction



3.7.2 POST FILTER DUAL GAC CONTACTORS (CALGON FILTRASROB 400)

F2 and F3 were configured as GAC contactors (see Figure 3-4) in series with F1 (with multi-media) and this dual setup was run from from May 16th to June 21st, Calgon Fitrasorb 400 was used. The effluent samples from F1, F2 and F3 were analyzed and the results are summarized below.

As shown in Figure 3-10, the average effluent turbidity reduced from 0.63 in F1 to 0.47 in F2 and 0.38 in F3. The average UVT also improved from 73.3% in F1 to 78.8% in F2 and 93.2% in F3.

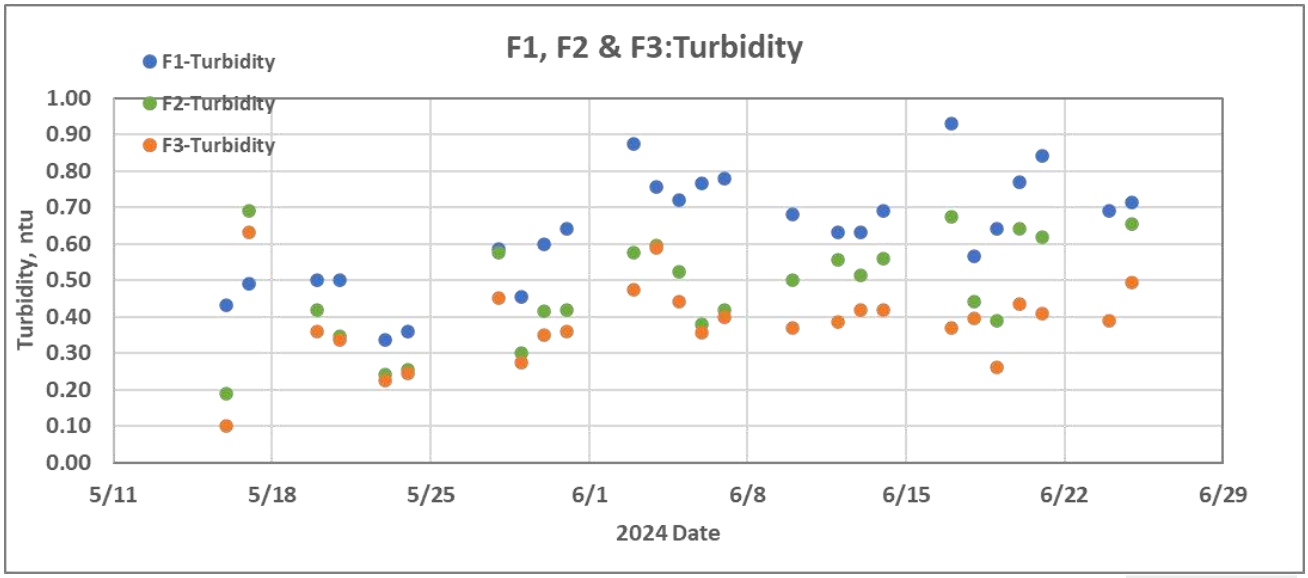
From May 16th to June 21st, the flow to F2 varied from 0.38 gpm to 0.80 gpm (1.92 gpm/ft^2 to 4.1 gpm/ft^2). The average empty bed contact time (EBCT) was approximately 9-minutes. It is estimated that the run volume through F2 during this period was approximately 42,000 gallons. The F2 filter was 6-inch in diameter with approximately 58.5” of GAC, which equals to approximately 7.2 gallons/bed volume. This equates to 5,800 bed volumes through the filter during this period.

Similarly, the flow to F3 averaged 0.42 gpm (2.2 gpm/ft^2). The average empty bed contact time (EBCT) was approximately 15-minutes. It is estimated that the run volume through F3 during this period was approximately 22,600 gallons. The F3 filter was 6-inch in diameter with approximately 55” of GAC, which equals to approximately 6.7 gallons/bed volume. This equates to approximately 3,300 bed volumes through the filter during this time.

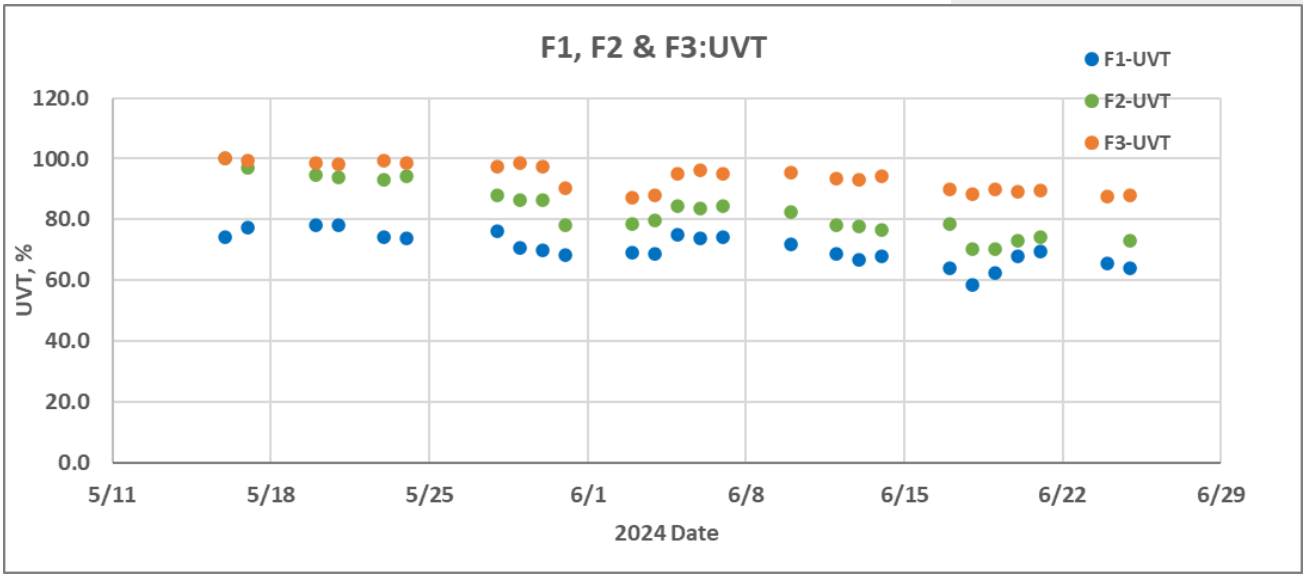
Refer to Section 4.4 for post filter GAC contactor performance in removing constituents of emerging concern (CEC).

Figure 3-9 Post Filter Dual GAC Contactors Turbidity and UVT

	Average	95-Percentile
F1-Turbidity,ntu	0.63	0.86
F2-Turbidity,ntu	0.47	0.67
F3-Turbidity,ntu	0.38	0.56



	Average
F1-UVT, %	73.3
F2-UVT, %	78.8
F3-UVT, %	93.2



3.8 BI-WEEKLY SAMPLING RESULTS

As discussed in Section 2.4, bi-weekly sampling was conducted to analyze various parameters covered in DEQ 252:628, Appendix A. These parameters included disinfection byproducts, metals and inorganics, organics, and radionuclides. The bi-weekly samples were sent to Pace Laboratories for analysis. These sampling results are discussed below.

Refer to Table 3-3 for bi-weekly sampling results for parameters discussed in Section 3.8.

3.8.1 PRIMARY BENCHMARKS-DISINFECTION BYPRODUCTS & NITRATES

Chickasaw Wastewater Treatment Plant (CWWTP) uses chlorine for disinfection after the secondary clarifier. Therefore, presence of disinfection byproducts (DBP) in the secondary clarifier effluent is not likely, which was confirmed from the bi-weekly sampling conducted during the first four months. The likelihood of DBP formation during the disinfection process (using chlorine) was evaluated by sampling the chlorine contact basin influent and effluent. Chlorine basin influent samples were collected with 15-minutes and 30-minutes detention time to simulate the chlorine basin contact times. Similarly, the chlorine basin effluent samples (after dechlorination) were collected with 80-minutes, 120-minutes and 240-minutes reaction times. These time intervals were chosen to simulate the approximate travel time in the effluent forcemain discharging approximately 7-river miles upstream where the future discharge to Caney River is planned. Both TTHMs and HAA5 were less than 0.013 mg/l, well below the benchmark limits.

For the nutrient parameters, the effluent nitrate values exceeded the benchmark limit of 10 mg/l. The existing CWWTP is designed to nitrify but is not capable of de-nitrification. Therefore, in the proposed plant expansion, bio-selector/anoxic zone should be included in the aeration basin design to provide denitrification to meet the nitrate/nitrite benchmark limits. Incorporation of this concept is already documented in the plant expansion Engineering Report prepared by Tetra Tech, and the report was approved by DEQ. The Biowin© process modeling confirmed that incorporating an anoxic/bio-selector zone in the activated sludge process should produce nitrates below 10 mg/l. The following is the Biowin modeling results summary reproduced from the Engineering Report.

Parameter	ADF	Maximum Month	Peak	Effluent Criteria
Flow, MGD	8.21	13.2	20.5	-
Temperature, °C	20	11	11	-
Ammonia – N, mg/L	0.08	0.3	0.36	1.0 mg/L monthly average
Nitrate – N, mg/L	6.0	5.9	4.75	10 mg/l for IPR

BOD, mg/L	2.0	3.2	5.1	10.0 mg/L monthly average
TSS, mg/L	4.2	7.9	13.9	15.0 mg/L monthly average

3.8.2 METALS AND INORGANICS

As shown in Table 3-3, metals and inorganics were either non-detect or below the benchmark limits; therefore, should not be a concern.

3.8.3 ORGANICS AND PESTICIDES

As shown in Table 3-3, all the organics and pesticides were either non-detect or below the benchmark limits; therefore, should not be a concern.

3.8.4 NUTRIENTS – TOTAL P AND TOTAL N

DEQ conditionally granted the request for a variance from OAC 252:628-3-7 that sets IPR benchmarks/limits for nutrient removal including phosphorus limit of 0.2 mg/l monthly average or 0.3 mg/l daily maximum. This conditional approval is subject to the following conditions:

- The Ammonia limit set in the waste load allocation and the facility discharge permits must be met at all times.
- IPR discharges shall not cause or contribute to excessive growth of algal biomass, harmful algae bloom (HAB), periphyton, phytoplankton, cyanobacteria, or aquatic macrophyte communities, which may impair the receiving stream.
- The City of Bartlesville should stop all IPR discharges to the receiving stream, should such discharges cause any of the conditions outlined in item above. Such discharges shall not continue until the City of Bartlesville adds sufficient treatment processes and is able to meet IPR benchmarks as outlined in Appendix A of OAC 252:628.

Therefore, nutrient removal is not required until such time when future Caney River monitoring indicates such a need. At such times, chemical phosphorus removal using chemical addition at the final clarifier and/or the primary clarifier should be considered.

3.8.5 RADIONUCLIDES

The results for the radionuclides are shown in Table 3-3. It is noted that IPR benchmark for gross Beta particles are in millirems/year whereas the laboratory report is in pCi/L (50 pCi/L is assumed in lieu of 4 millirems/year as a screening level). With respect to Radium 226+228, the Pace laboratory report showed certain anomalies for the May (2nd, 15th and 29th) sampling- the values were shown with results qualifiers (“J” and “U”) indicating the values are an estimate or they were below detection limits.

Table 3-3 Bi-Weekly Sampling Parameters Results				3/20/2024					4/3/2024				
Parameter (List B)	**DEQ Bench Mark (BM)**	**DEQ BM Unit**	**RDL**	**Raw**	**F1**	**F2**	**F3**	**F4**	**Raw**	**F1**	**F2**	**F3**	**F4**
PRIMARY BENCHMARKS													
Bromate	10	ug/l	2.2	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U
Haloacetic acids (HAA5)	0.06	mg/l	1	ND	ND	ND	ND		ND	0.0011	ND	0.00108	ND
Total Trihalomethanes (TTHMs)	0.08	mg/l	1	ND	ND	ND	ND		ND	ND	ND	ND	ND
Nitrate (as N)	10	mg/l	0.1	9.86	10	7.55	10	7.69	12.4	11.8	11.9	11.8	12.0
Nitrite (as N)	1	mg/l	0.1	0.471	ND	0.65	ND	0.599	0.217	ND	ND	ND	ND
Metals and Inorganics													
Aluminum	Calculated	mg/l	0.1	ND	ND	ND	ND	ND	ND	ND	ND	0.162	ND
Antimony	0.006	mg/l	0.005	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Arsenic	0.01	mg/l	0.001	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Barium	2	mg/l	0.005	0.0598	0.0585	0.0595	0.0588	0.0541	0.058	0.06	0.0584	0.0581	0.0579
Beryllium	0.004	mg/l	0.001	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Chromium, Total	0.1	mg/l	0.02	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Fluoride	4	mg/l	0.15	0.695	0.693	0.715	0.69	0.627	0.655	0.694	0.717	0.69	0.724
Iron	Calculated	mg/l	0.1	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Maganese	Calculated	mg/l	0.005	0.0057	ND	0.00649	ND	0.0081	ND	ND	ND	ND	ND
Selenium	0.05	mg/l	0.002	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Thallium	0.002	mg/l	0.001	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Zinc	Calculated	mg/l	0.02	0.0455	0.0418	0.0349	0.0411	0.0291	0.039	0.0407	0.0371	0.0406	0.0363
Organics													
Benzene	5	ug/l	0.0005	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Benzo(a)pyrene (PAHs)	0.2	ug/l	1	0.20U	0.020U	0.019U	0.020U	0.020U	0.20U	0.02U	0.02U	0.02U	0.02U
Carbofuran	40	ug/l	0.59	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U
Carbon Tetrachloride	5	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Chlorobenzene	100	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
1,2-Dibromo-3-chloropropane (DBCP)	0.2	ug/l	0.02	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
o-Dichlorobenzene	600	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
p-Dichlorobenzene	75	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
1,2-Dichloroethane	5	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
1,1-Dichloroethylene	7	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
cis-1,2-Dichloroethylene	70	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
trans-1,2-Dichloroethylene	100	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Dichloromethane (methylene chloride)	5	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
1,2-Dichloropropane	5	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Di(2-ethylhexyl)adipate	74	ug/l	3.7	3.7U	0.37U	0.36U	0.37U	0.37U	3.7U	0.37U	0.37U	0.36U	0.37U
Di(2-ethylhexyl)phthalate	74.0	ug/l	4.8	4.8U	0.47U	0.47U	0.48U	0.48U	4.8U	0.48U	0.48U	0.47U	0.48U

Table 3-3 Bi-Weekly Sampling Parameters Results				3/20/2024					4/3/2024				
Parameter (List B)	DEQ Bench Mark (BM)	DEQ BM Unit	RDL	Raw	F1	F2	F3	F4	Raw	F1	F2	F3	F4
Ethylbenzene	74	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Ethylene Dibromide	74	ug/l	0.02	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Hexachlorocyclopentadiene	74	ug/l	0.25	0.25U	0.025U	0.024U	0.025U	0.025	0.25U	0.025U	0.025U	0.024U	0.025U
Pentachlorophenol	74.7	ug/l	0.014	0.014U	0.014U	0.014U	0.014U	0.014U	0.073	0.065	0.014U	0.048	0.014U
Styrene	75	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Tetrachloroethylene	75	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Toluene	75	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
1,2,4-Trichlorobenzene	75	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
1,1,1-Trichloroethane	75	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
1,1,2-Trichloroethane	76	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Trichloroethylene	76	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Vinyl Chloride	76	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Xylenes (Total)	76	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Pesticides													
Alachlor	2	ug/l	2	0.30U	0.03U	0.029U	0.03U	0.03U	0.30U	0.03U	0.03U	0.029U	0.03U
Atrazine	3	ug/l	1	0.15U	0.015U	0.015U	0.015U	0.015U	0.15U	0.015U	0.015U	0.015U	0.015U
2,4-D	70	ug/l	0.096	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U
Dalapon	200	ug/l	0.49	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U
Dinoseb	7	ug/l	0.16	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U
Diquat	20	ug/l	0.16	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U
Endothall	100	ug/l	3.3	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U
Glyphosate	700	ug/l	4.2	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U
Heptachlor Epoxide	0.2	ug/l	0.031	0.031U	0.0031U	0.0030U	0.0031U	0.0031U	0.031U	0.0031U	0.0031U	0.0030U	0.0031U
Lindane	0.2	ug/l	0.028	0.028U	0.0028U	0.0027U	0.0028U	0.0028U	0.028U	0.0028U	0.0028U	0.0027U	0.0028U
Oxamyl (Vydate)	200	ug/l	0.46	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U
Picloram	500	ug/l	0.04	0.040U	0.040U	0.040U	0.040U	0.040U	0.040U	0.040U	0.040U	0.040U	0.040U
Simazine	4	ug/l	0.41	0.41U	0.041U	0.040U	0.041U	0.041U	0.41U	0.041U	0.041U	0.041U	0.041U
Toxaphene	3	ug/l	0.27	0.27U	0.27U	0.28U	0.27U	0.27U	0.29U	0.29U	0.29U	0.31U	0.27U
2,4,5-TP (Silvex)	50	ug/l	0.059	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U
Radionuclides													
Alpha particles	15	pCi/L		0.57J	1.43J	0.5J	2.43	1.37J	2.05	1.73J	0.0514J	0.985J	0.265J
Beta Particles -Method 900 (Gross Beta)	50	pCi/L		10.3	7.35	7.47	8.8	7.98	7.32	7.21	7.49	8.19	7.13
Radium 226 and Radium 228 (combined)	5	pCi/L		0.558	2.6	1.19	0.708	0.827	0.896	0.778	0.0578U	0.12U	0.192U
Uranium	30	ug/l		ND	ND	ND	ND	ND	ND	ND	ND	ND	ND

NOTES:

The dichloromethane is reporting as methylene chloride and tetrachloroethylene as tetrachloroethene

J Qualifier: The identification of the analyte is acceptable; the reported value is an estimate

P Qualifier: RPD between the primary and confirmatory analysis exceeded 40%

Q Qualifier: Sample was prepared and/or analyzed past holding time as defined in the method. Concentrations should be considered minmum values.

T8 Qualifier: Sample received past/too close to holding time expiration

U Qualifier: Below Detectable Limits - indicates that the analyte was not detected

Beta particles reported in pCi/L

Table 3-3 Bi-Weekly Sampling Parameters Results				4/17/2024					5/2/2024					5/15/2024				
Parameter (List B)	DEQ Bench Mark (BM)	DEQ BM Unit	RDL	Raw	F1	F2	F3	F4	Raw	F1	F2	F3	F4	Raw	F1	F2	F3	F4
PRIMARY BENCHMARKS																		
Bromate	10	ug/l	2.2	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U
Haloacetic acids (HAA5)	0.06	mg/l	1	ND	ND	ND	0.00122	ND	ND	ND	ND	ND	ND					
Total Trihalomethanes (TTHMs)	0.08	mg/l	1	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
Nitrate (as N)	10	mg/l	0.1	15.9	15.7	15.7	15.9	16	8.29 T8	8.29 T8	9.04 T8	8.24 T8	8.55 Q	6.89	6.98	6.04	7.02	6.02
Nitrite (as N)	1	mg/l	0.1	0.464	ND	0.484	ND	0.437	ND	ND	ND	ND	ND	ND	ND	ND	ND	0.143
Metals and Inorganics																		
Aluminum	Calculated	mg/l	0.1	ND	ND	ND	0.245	0.151	ND	ND	ND	0.191	0.108	ND	ND	ND	0.155	ND
Antimony	0.006	mg/l	0.005	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Arsenic	0.01	mg/l	0.001	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Barium	2	mg/l	0.005	0.0513	0.0525	0.055	0.0533	0.0534	0.066	0.0646	0.0639	0.065	0.063	0.0646	0.0602	0.0615	0.0617	0.0619
Beryllium	0.004	mg/l	0.001	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Chromium, Total	0.1	mg/l	0.02	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Fluoride	4	mg/l	0.15	0.665	0.714	0.703	0.721	0.714	0.477	0.454	0.496	0.448	0.5	0.434	0.498	0.532	0.482	0.504
Iron	Calculated	mg/l	0.1	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Maganese	Calculated	mg/l	0.005	0.00755	0.0104	0.0215	ND	0.0105	0.00856	ND	ND	ND	ND	ND	ND	ND	ND	ND
Selenium	0.05	mg/l	0.002	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Thallium	0.002	mg/l	0.001	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Zinc	Calculated	mg/l	0.02	0.051	0.051	0.0516	0.0529	0.0472	0.0318	0.0309	0.0271	0.0282	0.0238	0.0419	0.0348	0.0318	0.0314	0.0236
Organics																		
Benzene	5	ug/l	0.0005	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
Benzo(a)pyrene (PAHs)	0.2	ug/l	1	0.019U	0.019U	0.019U	0.019U	0.019U	0.20U	0.20U	0.019U	0.019U	0.020U	0.020U	0.019U	0.020U	0.020U	0.020U
Carbofuran	40	ug/l	0.59	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U
Carbon Tetrachloride	5	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
Chlorobenzene	100	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
1,2-Dibromo-3-chloropropane (DBCP)	0.2	ug/l	0.02	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
o-Dichlorobenzene	600	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
p-Dichlorobenzene	75	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
1,2-Dichloroethane	5	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
1,1-Dichloroethylene	7	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
cis-1,2-Dichloroethylene	70	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
trans-1,2-Dichloroethylene	100	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
Dichloromethane (methylene chloride)	5	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
1,2-Dichloropropane	5	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
Di(2-ethylhexyl)adipate	74	ug/l	3.7	0.36U	0.36U	0.36U	0.36U	0.35U	0.37U	0.36U	0.35U	0.35U	0.37U	0.36U	0.36U	0.36U	0.36U	0.36U
Di(2-ethylhexyl)phthalate	74.0	ug/l	4.8	0.47U	0.47U	0.47U	0.47U	0.46U	0.48U	0.47U	0.46U	0.45U	0.48U	0.47U	0.47U	0.47U	0.47U	0.47U

Table 3-3 Bi-Weekly Sampling Parameters Results				4/17/2024					5/2/2024					5/15/2024				
Parameter (List B)	DEQ Bench Mark (BM)	DEQ BM Unit	RDL	Raw	F1	F2	F3	F4	Raw	F1	F2	F3	F4	Raw	F1	F2	F3	F4
Ethylbenzene	74	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
Ethylene Dibromide	74	ug/l	0.02	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Hexachlorocyclopentadiene	74	ug/l	0.25	0.024U	0.024U	0.024U	0.024U	0.024U	0.025U	0.025U	0.024U	0.024U	0.024U	0.024U	0.024U	0.024U	0.024U	0.024U
Pentachlorophenol	74.7	ug/l	0.014	0.014U	0.014U	0.014U	0.014U	0.014U	0.014U	0.014U	0.014U	0.014U	0.025U	0.060U	0.056	0.014U	0.053	0.014U
Styrene	75	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
Tetrachloroethylene	75	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
Toluene	75	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
1,2,4-Trichlorobenzene	75	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
1,1,1-Trichloroethane	75	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
1,1,2-Trichloroethane	76	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
Trichloroethylene	76	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
Vinyl Chloride	76	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
Xylenes (Total)	76	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND					
Pesticides																		
Alachlor	2	ug/l	2	0.029U	0.029U	0.029U	0.029U	0.029U	0.030U	0.030U	0.029U	0.028U	0.030U	0.029U	0.029U	0.029U	0.029U	0.029U
Atrazine	3	ug/l	1	0.015U	0.015U	0.015U	0.015U	0.015U	0.038J	0.041J	0014U	0.039J	0.015U	0.051J	0.057J	0.015U	0.054J	0.015U
2,4-D	70	ug/l	0.096	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U
Dalapon	200	ug/l	0.49	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U
Dinoseb	7	ug/l	0.16	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U
Diquat	20	ug/l	0.16	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U
Endothall	100	ug/l	3.3	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U
Glyphosate	700	ug/l	4.2	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U
Heptachlor Epoxide	0.2	ug/l	0.031	0.0030U	0.0030U	0.0030U	0.0030U	0.0030U	0.0031U	0.0031U	0.0030U	0.0029U	0.0031U	0.0030U	0.0049J	0.0030U	0.0047J	0.0030U
Lindane	0.2	ug/l	0.028	0.0027U	0.0027U	0.0027U	0.0027U	0.0027U	0.0028U	0.0028U	0.0027U	0.0026U	0.0028U	0.0027U	0.0027U	0.0027U	0.0027U	0.0027U
Oxamyl (Vydate)	200	ug/l	0.46	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U
Picloram	500	ug/l	0.04	0.040U	0.040U	0.040U	0.040U	0.040U	0.11	0.11	0.042J	0.1	0.040U	0.070J	0.074J	0.041J	0.071J	0.040U
Simazine	4	ug/l	0.41	0.040U	0.040U	0.040U	0.040U	0.040U	0.041U	0.062J	0.039U	0.049J	0.041U	0.040U	0.040U	0.040U	0.040U	0.040U
Toxaphene	3	ug/l	0.27	0.027U	0.28U	0.28U	0.28U	0.27U	0.27U	0.28U	0.28U	0.28U	0.27U	0.28U	0.28U	0.28U	0.28U	0.29U
2,4,5-TP (Silvex)	50	ug/l	0.059	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U
Radionuclides																		
Alpha particles	15	pCi/L		0.519J	0.0231J	1.19J	0.205J	0.702J	1.00J	1.14J	2.08	0.622J	0.858J	0.824J	-1.47U	-0.57U	-0.325U	-0.0551U
Beta Particles -Method 900 (Gross Beta)	50	pCi/L		8.9	0.33	8.28	7.12	9.84	5.54	6.08	6.57	5.66	7.53	5.12	3.86	8.82	2.16	5.36
Radium 226 and Radium 228 (combined)	5	pCi/L		0.385J	0.903	0.143U	0.32J	1.44	0.00U	0.86U	10.7J	0.367U	6.46U	6.69U	14.2J	1.76U	0.0U	0.0224U
Uranium	30	ug/l		ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND

NOTES:
The dichloromethane is reporting as methylene chloride and tetrachloroethylene as tetrachloroethene
J Qualifier: The identification of the analyte is acceptable; the reported value is an estimate
P Qualifier: RPD between the primary and confirmatory analysis exceeded 40%
Q Qualifier: Sample was prepared and/or analyzed past holding time as defined in the method. Concentrations
T8 Qualifier: Sample received past/too close to holding time expiration
U Qualifier: Below Detectable Limits - indicates that the analyte was not detected
Beta particles reported in pCi/L

Table 3-3 Bi-Weekly Sampling Parameters Results				5/29/2024					6/18/2024					6/26/2024				
Parameter (List B)	DEQ Bench Mark (BM)	DEQ BM Unit	RDL	Raw	F1	F2	F3	F4	Raw	F1	F2	F3	F4	Raw	F1	F2	F3	F4
PRIMARY BENCHMARKS																		
Bromate	10	ug/l	2.2	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U	2.2U
Haloacetic acids (HAA5)	0.06	mg/l	1															
Total Trihalomethanes (TTHMs)	0.08	mg/l	1															
Nitrate (as N)	10	mg/l	0.1	11.7	12.5	9.1	9.37	9.92	14.2Q	13.5Q	12.9Q	11.6Q	13.8Q	15.7Q	15.2Q	15.2Q	14.4Q	15.3Q
Nitrite (as N)	1	mg/l	0.1	0.438	0.379	0.609	0.381	0.562	0.265Q	0.494Q	0.452Q	0.213Q	0.449Q	0.206	0.121	ND	0.161	0.349
Metals and Inorganics																		
Aluminum	Calculated	mg/l	0.1	ND	ND	ND	ND	0.111	ND	ND	ND	ND	0.16	ND	ND	ND	ND	0.178
Antimony	0.006	mg/l	0.005	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	
Arsenic	0.01	mg/l	0.001	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Barium	2	mg/l	0.005	0.0531	0.0553	0.0558	0.0535	0.0551	0.0423	0.0421	0.0407	0.0433	0.0421	0.0379	0.0376	0.0324	0.0347	0.0346
Beryllium	0.004	mg/l	0.001	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Chromium, Total	0.1	mg/l	0.02	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Fluoride	4	mg/l	0.15	0.756	0.634	0.717	0.641	0.639	0.534	0.569	0.532	0.496	0.582	0.959	1.03	1.05	0.977	1.08
Iron	Calculated	mg/l	0.1	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Maganese	Calculated	mg/l	0.005	0.0089	ND	ND	ND	0.00749	0.00715	0.012	0.0147	0.00583	0.00735	0.012	ND	ND	0.00518	ND
Selenium	0.05	mg/l	0.002	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Thallium	0.002	mg/l	0.001	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Zinc	Calculated	mg/l	0.02	0.0494	0.0463	0.0335	ND	0.0494	0.0505	0.0496	0.0465	0.0273	0.0458	0.0588	0.0534	0.0464	0.0376	0.0552
Organics																		
Benzene	5	ug/l	0.0005	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Benzo(a)pyrene (PAHs)	0.2	ug/l	1	0.20U	0.019U	0.019U	0.019U	0.020U	0.20U	0.020U	0.020U	0.020U	0.020U	0.019U	0.019U	0.019U	0.019U	0.020U
Carbofuran	40	ug/l	0.59	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U	0.59U
Carbon Tetrachloride	5	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Chlorobenzene	100	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
1,2-Dibromo-3-chloropropane (DBCP)	0.2	ug/l	0.02	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
o-Dichlorobenzene	600	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
p-Dichlorobenzene	75	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
1,2-Dichloroethane	5	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
1,1-Dichloroethylene	7	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
cis-1,2-Dichloroethylene	70	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
trans-1,2-Dichloroethylene	100	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Dichloromethane (methylene chloride)	5	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
1,2-Dichloropropane	5	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Di(2-ethylhexyl)adipate	74	ug/l	3.7	3.7U	0.35U	0.35U	0.35U	0.37U	3.7U	0.37U	0.36U	0.37U	0.37U	0.35U	0.35U	0.36U	0.35U	0.37U
Di(2-ethylhexyl)phthalate	74.0	ug/l	4.8	4.8U	0.46U	0.45U	0.46U	0.48U	4.8U	0.48U	0.47U	0.48U	0.48U	0.46U	0.46U	0.47U	0.46U	0.47U

Table 3-3 Bi-Weekly Sampling Parameters Results				5/29/2024					6/18/2024					6/26/2024				
Parameter (List B)	DEQ Bench Mark (BM)	DEQ BM Unit	RDL	Raw	F1	F2	F3	F4	Raw	F1	F2	F3	F4	Raw	F1	F2	F3	F4
Ethylbenzene	74	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Ethylene Dibromide	74	ug/l	0.02	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Hexachlorocyclopentadiene	74	ug/l	0.25	0.25U	0.024U	0.024U	0.024U	0.025U	0.25U	0.025U	0.025U	0.025U	0.025J	0.024U	0.024U	0.024U	0.024U	0.025U
Pentachlorophenol	74.7	ug/l	0.014	0.014U	0.014U	0.014U	0.014U	0.014U	0.014U	0.014U	0.014U	0.014U	0.014U	0.014U	0.014U	0.014U	0.014U	0.014U
Styrene	75	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Tetrachloroethylene	75	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Toluene	75	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	1.69	ND	ND	ND	ND
1,2,4-Trichlorobenzene	75	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
1,1,1-Trichloroethane	75	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
1,1,2-Trichloroethane	76	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Trichloroethylene	76	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Vinyl Chloride	76	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Xylenes (Total)	76	ug/l	0.5	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND
Pesticides																		
Alachlor	2	ug/l	2	0.30U	0.029U	0.028U	0.029U	0.030U	0.30U	0.030U	0.030U	0.030U	0.030U	0.029U	0.029U	0.029U	0.029U	0.03U
Atrazine	3	ug/l	1	0.15U	0.057J	0.014U	0.014U	0.048J	0.15U	0.015U	0.015U	0.015U	0.049J	0.014U	0.014U	0.015U	0.014U	0.015U
2,4-D	70	ug/l	0.096	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U	0.096U
Dalapon	200	ug/l	0.49	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U	0.49U
Dinoseb	7	ug/l	0.16	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U
Diquat	20	ug/l	0.16	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U	0.16U
Endothall	100	ug/l	3.3	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U	3.3U
Glyphosate	700	ug/l	4.2	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U	4.2U
Heptachlor Epoxide	0.2	ug/l	0.031	0.031U	0.0029U	0.0029U	0.0030U	0.0031U	0.031U	0.0031U	0.0031U	0.0031U	0.072U	0.003U	0.003U	0.003U	0.003U	0.0031U
Lindane	0.2	ug/l	0.028	0.028U	0.0027U	0.0027U	0.0027U	0.0028U	0.028U	0.0028U	0.0028U	0.0028U	0.0028U	0.0027U	0.0027U	0.0027U	0.0027U	0.0028U
Oxamyl (Vydate)	200	ug/l	0.46	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U	0.46U
Picloram	500	ug/l	0.04	0.040U	0.040U	0.040U	0.040U	0.040U	0.040U	0.040U	0.040U	0.040U	0.040U	0.04U	0.04U	0.04U	0.039U	0.04U
Simazine	4	ug/l	0.41	0.41U	0.039U	0.039U	0.039U	0.041U	0.41U	0.041U	0.040U	0.041U	0.041U	0.039U	0.039U	0.039U	0.039U	0.040U
Toxaphene	3	ug/l	0.27	0.28U	0.28U	0.28U	0.28U	0.28U	0.27U	0.27U	0.27U	0.28U	0.28U	0.27U	0.28U	0.28U	0.27U	0.27U
2,4,5-TP (Silvex)	50	ug/l	0.059	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U	0.059U
Radionuclides																		
Alpha particles	15	pCi/L		3.33	-0.957U	-0.566U	-0.406U	-0.408U	0.297J	-1.23U	-1.4U	-0.210U	-0.447U	0.392J	1.83J	0.0716J	1.36J	2.92
Beta Particles -Method 900 (Gross Beta)	50	pCi/L		7.19	7.89	8.79	9.41	8.95	9.06	9.43	7.65	7.67	7.66	10.4	10.1	13.2	9.17	10.9
Radium 226 and Radium 228 (combined)	5	pCi/L		0.0U	0.0U	13.2J	0.616U	2.49U	3.91U	0.0U	0.581U	0.0U	0.612U	1.0U	0.0U	0.0U	10.5U	0.0U
Uranium	30	ug/l		ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND	ND

NOTES:
The dichloromethane is reporting as methylene chloride and tetrachloroethylene as tetrachloroethene
J Qualifier: The identification of the analyte is acceptable; the reported value is an estimate
P Qualifier: RPD between the primary and confirmatory analysis exceeded 40%
Q Qualifier: Sample was prepared and/or analyzed past holding time as defined in the method. Concentrations
T8 Qualifier: Sample received past/too close to holding time expiration
U Qualifier: Below Detectable Limits - indicates that the analyte was not detected
Beta particles reported in pCi/L

4.0 PILOT STUDY FINDINGS AND IPR BENCHMARK COMPLIANCE PLAN

4.1 TERTIARY FILTERS AND CHEMICAL COAGULATION

One of the two objectives of the pilot study is to demonstrate the effluent water quality achievable with or without chemical addition ahead of the tertiary filters, and chemical addition with or without the flocculation step ahead of the tertiary filters.

The 22-week pilot study and its findings presented earlier in this report confirm that a properly designed and operated tertiary filters of dual media (sand and anthracite) without chemical addition should achieve the required water quality for subsequent disinfection to achieve the log removal credits for IPR.

Chickasaw Wastewater Treatment Plant (CWWTP) historically produced low turbidity secondary effluent. With low turbidity source water coagulant addition with or without flocculation did not provide benefits compared to filtration without any chemical addition. In fact, the pilot study showed that adding chemicals ahead of the filters may result in higher turbidity and shorter filter runs compared to the filters without chemical addition.

CWWTP discharge limit under its OPDES permit is 15 mg/l total suspended solids (TSS). This approximately correlated to a turbidity of 6 ntu (0.4 factor is used based on pilot study data). Any IPR discharge must first meet the OPDES permit limits, therefore, the secondary effluent for future IPR discharge must be in the 6 ntu range. The pilot study successfully demonstrated that with raw water turbidity spiking (20 ntu or more), the dual media filter without chemical additional not only met the IPR turbidity benchmark but also performed better than with chemical addition. The pilot study demonstrated that the dual media filters are capable of producing effluent turbidity < 1 ntu exceeding the IPR benchmark criteria of < 2 ntu.

Therefore, based on the pilot study findings dual media filters without chemical addition is recommended.

Proposed dual-media specification:

Sand, Depth & Size	**Anthracite, Depth & Size**
Minimum 12” ES: 0.65 mm UC ≤ 1.5	Minimum 40” ES: 1.3 mm UC: ≤ 1.5
Expected Filtrate Turbidity: Less than 2 ntu but typically less than 1 ntu Expected BOD_5/TSS: ≤ 5 mg/l Expected Filtrate UVT: > 65% Backwash Rate: 10 – 20 gpm/ft^2; Expected bed expansion 27% - 50%. Air scour recommended.	

Filter Hydraulic Loading Rate. In the pilot study, filter F1 was successfully subjected to filter loading rates of 5 gpm/ft^2 to 8 gpm/ft^2 and still the filter produced effluent turbidity < 1 ntu. Currently, DEQ 252:656-23-1(3) stipulates that filtration rates shall not exceed 5 gpm/ft^2 at the peak hourly flow for OPDES permits or the anticipated design flow for water reuse systems with the largest unit out of service. Design flows for the proposed CWWTP expansions are 8.21 mgd (average), 13.2 mgd (maximum month) and 20.5 mgd (peak). Using a peak hydraulic loading rate of 7.1 gpm/ft^2 would still result in a loading rate of 4.57 gpm/ft^2 at maximum month flow and 2.84 gpm/ft^2 at average flow condition. Therefore, it is reasonable to use hydraulic loading at a rate of 7.1 gpm/ft^2.

Based on the pilot study findings, we recommend using a filtration rate of up to 7.1 gpm/ft^2 at peak hourly flow with the largest unit out of service. This will, however, require variance approval from DEQ.

4.2 CHEMICAL ADDITION FOR FUTURE NEED

The pilot study demonstrated that chemical addition prior to filters is not effective or beneficial. It also resulted in shorter filter runs and more frequent backwashes. Therefore, chemical addition ahead of filter is not prudent.

Adding coagulant chemicals ahead of the secondary clarifier is an option for future consideration if phosphorus reduction is needed. During the pilot study, an abbreviated chemical phosphorous removal trial was run using alum feed to the secondary clarifier influent. This test was performed by plant personnel using alum. Alum was fed at the secondary clarifier influent distribution box at a rate of 10-30 mg/l over a two-hour period. After allowing for the detention time through the secondary clarifier, clarifier effluent grab samples were collected in 15-minutes interval and tested at the plant laboratory for ortho and total phosphorous (TP). Initial TP concentration was 2.88 mg/l and after chemical addition, the final TP concentration was as low as 0.3 mg/l observed.

This was a very abbreviated test to quickly evaluate the benefit of chemical addition at the secondary clarifier for chemical phosphorous removal. While phosphorous removal is not required, unless future monitoring of the Caney River shows impairment, chemical addition to the secondary clarifier is a useful tool in Bartlesville's IPR toolbox to address nutrient (TP) removal in the future.

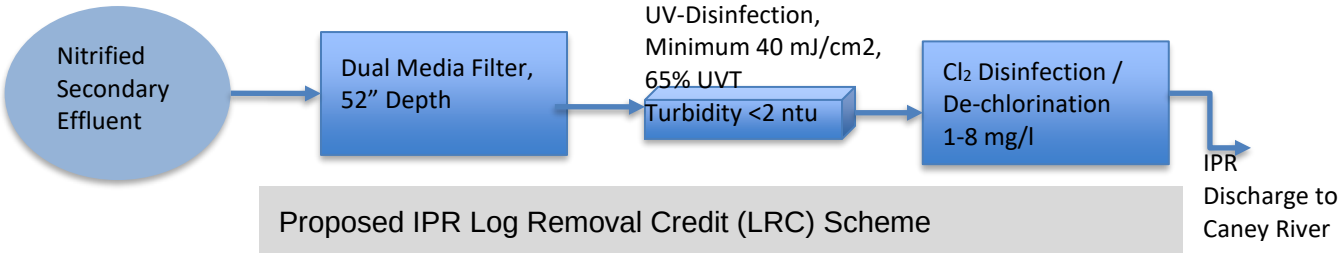
4.3 IPR DISINFECTION BENCHMARK COMPLIANCE

Disinfection benchmarking stipulated in DEQ 252:628 requires that the proposed disinfection from the secondary treated effluent to end of pipe shall achieve:

- 5-log removal or inactivation of adenovirus type 15.
- 5-log removal or inactivation of Salmonella typhimurium.
- 3-log removal or inactivation of Cryptosporidium oocysts; and

- 3-log removal or inactivation of Giardia lamblia cysts

The proposed disinfection for the treated secondary effluent to be used for IPR is disinfection by ultra-violet (UV) irradiation followed by disinfection using chlorine gas as shown below:



Proposed IPR Log Removal Credit (LRC) Scheme

Parameter	LRC Required	*Free Cl_2 LRC	UV LRC (at 40 mJ/cm²)	Total LRC Realized
Adenovirus type 15 (MS2 surrogate)	5	5+	>1	>5
Cryptosporidium oocysts	3	<1	>3	>3
Giardia lamblia cysts	3	<1	>3	>3

4.4 USE OF GAC AS POST FILTER CONTACTORS

The pilot study evaluated the benefit of granular activated carbon (GAC) as post filter contactors. Post GAC filters will further improve the effluent quality with lower turbidity and higher UVT. Strictly from IPR log removal scheme described above, the effluent quality achieved from dual media filters (turbidity < 2 ntu and UVT . 65%) should be adequate. However, GAC post filter contactors may offer benefits in terms of addressing CECs as discussed below.

4.5 CONSTITUENTS OF EMERGING CONCERN (CEC)

4.5.1 DEQ CEC BENCHMARK LIST

DEQ 252:628-3-8 requires IPR Source Water discharges to be monitored quarterly for a DEQ-approved list of CEC surrogates. In addition, IPR Source Water discharges must be monitored for a DEQ-approved list of CECs every five (5) years upon permit renewal, in accordance with permit application requirements.

DEQ 252:628-5-8 requires IPR plants designed in order to comply with the requirements outlined in regulation related to CECs but do not prescribe a specific treatment train for CECs. The requirements

for CEC treatment are covered by narrative regulatory requirements as follows: "*Additional treatment, above and beyond the processes outlined in this Subchapter, shall be provided as necessary*."

In 2019, DEQ published a white paper that included a CEC-surrogate monitoring list of 35 constituents. During the pilot study five rounds of CEC monitoring were completed for the source water as well as the filtered effluents. CEC samples were analyzed at the Eurofins Laboratory. Out of the 35 CECs included in the ODEQ (2019) White Paper, Eurofins Lab was able to quantify (using existing methods) for only 30 CECs. They did not have approved methods for 5 CECs. The five compounds that were not analyzed include: 5-Methyl-1H-benzotriazole, Acyclovir, Cholesterol, Phenobarbital, and Temazepam.

Table 4-1 summarizes the results for the 35 CECs covering 5 rounds of sampling events covering the pilot study period February-June 2024. Samples were collected from Raw (secondary clarifier effluent) as well as each of the four filter effluents (F1, F2, F3 and F4).

Samples collected on March 25th included post-filter GAC contactors F2 and F4, each with a loading rate of 4.1 gpm/ft^2, which equates to approximately 6-minute Empty Bed Contact Time (EBCT). F2 was downstream and in series with F1(no chemical addition), and F4 was downstream and in series with F3 (with chemical addition). The GAC used in the filter was the General Carbon GAC 8 x 30. The CEC sampling results showed both F2 and F4 had only two CECs (N-Nitroso-dimethylamine (NDMA) and N-nitrosomorpholine (NMOR)) above the DEQ benchmark concentration.

Samples collected on April 29th included the post-filter GAC contactor (F2-10 and F2-15). F2-10 represents 10 minutes EBCT and F2-15 represents 15-minutes EBCT. The GAC used in the filter was the same General Carbon GAC 8 x 30. For the April 29th samples there was only one CEC (N-nitroso morpholine (NMOR)) that was above the benchmark concentration.

Similarly, samples collected on May 20th and June 24th included the post-filter dual GAC contactors F2 and F3 in series with F1 (no chemical addition). In the May 20th sampling, samples from both GAC filters F2 and F3 showed zero constituents above the benchmark limits. Then, in the June 24th sampling the GAC filter F3 showed zero constituents above the benchmark limit and F2 sample showed just one constituent (N-nitroso morpholine (NMOR)) above the benchmark. One possible reason for this could be the GAC capacity for F2 gradually being exhausted ahead of F3. However, the dual post-filter GAC contactors exhibited effective barriers to reducing CECs.

Based on the pilot study findings, post-filter dual GAC (Filtrasorb 400) contactors in series with F1 (no chemical addition) provided effective barrier to the CECs listed in the DEQ CEC benchmark criteria. Therefore, post-filter dual GAC contactors are an effective deterrent to CECs to achieve DEQ CEC benchmark guidelines.

Table 4-1 Constituents of Emerging Concern (CEC) Monitoring- DEQ IPR Benchmark 35 Constituents

No	CEC	CAS Number	Eurofins Method	Compound Class	Drewes et al (2018) Benchmark (ng/L)	Eurofins quoted RL (ng/L)	Feb 26, 2024 Pilot Samples			Mar 25, 2024 Pilot Samples					Apr 29, 2024 Pilot Samples					May 20, 2024 Pilot Samples					Jun 24, 2024 Pilot Samples						
							RAW (ng/L)	F1 (ng/L)	F3 (ngL)	RAW (ng/L)	F1 (ng/L)	F2 (ngL)	F3 (ngL)	F4 (ngL)	RAW (ng/L)	F2-10 (ng/L)	F4-10 (ngL)	F2-15 (ngL)	F4-15 (ngL)	RAW (ng/L)	F1 (ng/L)	F2 (GAC) (ngL)	F3 (GAC) (ngL)	F4 (ngL)	CR-POD2 (ng/L)	CR-RWI (ng/L)	RAW (ng/L)	F1 (ng/L)	F2 (ngL)	F3 (ngL)	F4 (ngL)
1	1,1,1,2-Tetrachloroethane	630-20-6	524.2_Pres_PREC	Volatile Organic Compound (VOC)	570	500	<500	<500	<500	<300	<300	<500	<500	<500	<300	<300	<300	<300	<300	<300	<300	<300	<300	<200	<200	<200	<200	<200	<200	<200
2	1,2,3-Trichloropropane (1,2,3-TCP)	96-18-4	524.2_Pres_PREC	Volatile Organic Compound (VOC)	5	500	<500	<500	<500	<200	<200	<500	<500	<500	<200	<200	<200	<200	<200	<200	<200	<200	<200	<200	<200	<200	<200	<200	<200	<200
3	1,4-Dioxane	123-91-1	522_PREC	Dioxane	1,000	700	NA	NA	NA	<32	<32	<32	<32	<32	<62	<62	<62	93	120	85	82	<62	<62	85	<62	<62	140	140	170	150	140
4	17β-estradiol	50-28-2	LCMS_PPCP_NEG	PPCP	0.5	10	<10	<10	<10	<2.1	<2.1	<2.1	<2.1	<2.1	<2.1	<2.1	<2.1	<2.1	<2.1	<2.1	<2.1	<2.1	<2.1	<2.1	<2.1	<2.1	<2.1	<2.1	<2.1	<2.1	<2.1
5	2,6-Dinitrotoluene	606-20-2	525.2_PREC	SemiVolatile Organic Compound (SVOC)	50	100	600	590	<97	<40	<40	<100	<100	<100	<40	<41	<40	<41	<41	<41	460	<42	<40	460	<40	<41	<40	<41	<40	<40	<40
6	4,4'-DDE	72-55-9	525.2_PREC	SemiVolatile Organic Compound (SVOC)	46	100	<100	<100	<97	<10	<10	<100	<100	<100	<10	<10	<9.9	<10	<10	<10	<10	<10	<10	<10	<10	<10	<10	<9.9	<9.9	<9.9
7	4,4'-DDT	50-29-3	525.2_PREC	SemiVolatile Organic Compound (SVOC)	230	100	<100	<100	<97	<20	<20	<100	<100	<100	<20	<20	<20	<21	<21	<21	<20	<21	<20	<20	<20	<21	<20	<20	<20	<20	<20
8	5-Methyl-1H-benzotriazole, wu	136-85-6	No Eurifins Method		7	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
9	Acyclovir, w,f<0.2um	59277-89-3	No Eurifins Method		300	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
10	Amoxicillin (semi-quantitative)	26787-78-0	LCMS_PPCP_POS	PPCP	1,500	1,000	<1000	<1000	<1000	<530	<530	<530	<530	<530	<530	<530	<530	<530	<530	<530	<530	<530	<530	<530	<530	<530	<530	<530	<530	<530	<530
11	Atenolol	29122-68-7	LCMS_PPCP_POS	PPCP	4,000	5	60	57	60	64	59	<1.7	59	<1.7	7.7	<1.7	<1.7	<1.7	<1.7	43	42	<1.7	<1.7	48	<1.7	<1.7	16	19	<1.7	<1.7	14
12	Azithromycin	83905-01-5	LCMS_PPCP_POS	PPCP	3,900	10	670	650	650	770	720	180	700	77	940	380	420	250	430	760	780	<8.1	<8.1	790	43	<8.1	2,900	3,000	330	83	3,000
13	Caffeine	58-08-2	LCMS_PPCP_POS	PPCP	350	50	<20	<20	<10	40	44	11	43	<5.2	<5.2	<5.2	<5.2	<5.2	<5.2	19	20	<5.2	<5.2	17	5.7	5.3	72	71	17	<5.2	56
14	Carbamazepine	298-46-4	LCMS_PPCP_POS	PPCP	1,000	5	130	120	130	140	140	2.5	140	<1.9	77	6.4	11	<1.9	7	65	71	<1.9	<1.9	67	<1.9	<1.9	160	150	3.4	<1.9	150
15	Cholesterol, wu	57-88-5	No Eurifins Method		7,000	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
16	Diclofenac	15307-86-5	LCMS_PPCP_NEG	PPCP	1,800	5	410	390	460	540	560	120	550	54	200	100	91	92	66	260	270	<2.4	<2.4	250	<2.4	<2.4	470	44	90	<2.4	480
17	Dieldrin, wu	60-57-1	525.2_PREC	SemiVolatile Organic Compound (SVOC)	30	100	<100	<100	<97	<20	<20	<100	<100	<100	<20	<20	<20	<21	<21	<21	<20	<21	<20	<20	<20	<21	<20	<20	<20	<20	<20
18	Diethylstilbestrol	56-53-1	LCMS_PPCP_NEG	PPCP	0.051	10	<10	<10	<10	<1.7	<1.7	<1.7	<1.7	<1.7	<1.7	<1.7	<1.7	<1.7	<1.7	<1.7	<1.7	<1.7	<1.7	<1.7	<1.7	<1.7	<1.7	<1.7	<1.7	<1.7	<1.7
19	Dilantin (Phenytoin)	57-41-0	LCMS_PPCP_NEG	PPCP	2,000	10	58	58	59	38	40	<2.5	41	<2.5	33	14	8.2	7.7	5.3	29	28	<2.5	<2.5	27.0	<2.5	<2.5	69	68	4.1	<2.5	68
20	Estrone	53-16-7	LCMS_PPCP_NEG	PPCP	350	5	<5	<5	<5	<1.2	<1.2	<1.2	<1.2	<1.2	<1.2	<1.2	<1.2	<1.2	<1.2	22	14	<1.2	<1.2	13	<1.2	<1.2	<1.2	<1.2	<1.2	<1.2	<1.2
21	Hydrocodone, wu	125-29-1	LCMS_Narcotics	Narcotics	700	20,000	28	28	34	37	35	<4.9	32	<4.7	34	6.0	4.7	7.1	<4.7	30	30	<4.9	<5.0	36	<4.8	<4.8	69	39	<4.8	<4.9	4.9
22	Iohexal	66108-95-0	LCMS_PPCP_NEG	PPCP	720,000	50	5,400	5,200	5,300	8,200	8,200	6,300	7,800	5,300	3,000	2,800	2,800	3,300	3,600	4,600	4,800	120	<8.7	4,800	<8.7	<8.7	560	570	650	210	570
23	N-nitrosodiethylamine (NDEA)	55-18-5	521.1	Nitrosoamines	10	2	<2	<2	<2	0.57	0.59	2.8	<2	2.0	<0.30	2.4	2.1	2.4	2.2	<1.5	<1.5	<1.5	<1.5	<1.5	<1.5	<1.5	<1.5	<1.5	<1.5	<1.5	<1.5
24	N-Nitroso-dimethylamine (NDMA)	62-75-9	521.1	Nitrosoamines	10	2	<2	<2	<2	1	0.73	13	<2	17	<0.30	5.7	5.3	5.8	6	<1.1	2.8	2.2	1.7	<1.1	<1.1	<1.1	<1.1	<1.1	1.8	4.4	<1.1
25	N-nitrosodi-n-propylamine (NDPA)	621-64-7	521.1	Nitrosoamines	10	2	<2	<2	<2	<0.30	<0.30	<2.0	<2.0	<2.0	<0.30	<0.30	<0.30	<0.30	<0.30	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0	<1.0
26	N-nitrosomorpholine (NMOR)	59-89-2	521.1	Nitrosoamines	12	2	58	59	60	42	44	25	45	19	16	29	30	30	31	33	40	<0.90	<0.90	<0.90	<0.90	<0.90	74	77	48	<0.90	75
27	Oxycodone, wu	76-42-6	LCMS_Narcotics	Narcotics	200	20,000	38	39	40	43	34	<6.6	35	<6.4	36	9.1	8.5	6.7	<6.4	29	30	<6.7	<6.7	<6.7	<6.5	<6.5	68	89	<6.5	<6.7	68
28	Perfluoroctane sulfonate (PFOS)	1763-23-1	533	Per- and Poly- fluorinated Compound	70	2	4.8	4.55	4.8	4.1	4.0	<2.0	4.2	<2.0	6.5	4.2	4.0	3.8	2.9	7.8	7.0	<0.39	<0.39	7.4	0.58	0.63	6.5	6.8	2.8	<0.37	6.4
29	Perfluorooctanoic acid (PFOA)	335-67-1	533	Per- and Poly- fluorinated Compound	70	2	4.4	4.465	4.7	4.1	4.0	2.5	4.2	<2.0	6.2	4.6	4.6	4.4	3.6	7.6	7.9	<0.38	<0.38	7.4	0.48	0.38	6.7	6.9	3.6	0.39	6.8
30	Phenobarbital, wu	50-06-6	No Eurifins Method		300	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
31	Phenytoin, wu, (aka Dilantin)	57-41-0	LCMS_PPCP_NEG	PPCP	2,000	10	58	58	59	38	40	<2.5	41	<2.5	33	14	8.2	7.7	5.3	29	28	<2.5	<2.5	27	<2.5	<2.5	68	68	4.1	<2.5	68
32	Quinoline	91-22-5	LCMS_PPCP_POS	PPCP	10	50	<50	<50	<50	<23	<23	<23	<23	<23	<23	<23	<23	<23	<23	<23	<20	<23	<23	<23	<23	<23	<23	<23	<23	<23	<23
33	Temazepam, w,f <0.2um	846-50-4	No Eurifins Method		800	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
34	Toluene	108-88-3	524.2_Pres_PREC	Volatile Organic Compound (VOC)	110,000	500	<500	<500	<500	<200	<200	<500	<500	<500	<200	<200	<200	<200	<200	<200	<200	<200	<200	<200	<100	<100	280	<100	<100	<100	<100
35	Triclosan	3380-34-5	LCMS_PPCP_NEG	PPCP	350	50	<50	<50	<50	<20	<20	<20	<20	<20	<20	<20	<20	<20	<20	<20	<20	<20	<20	<20	<20	<20	<20	<20	<20	<20	<20
	surrogate totals						21	21	21	25	25	21	22	22	25	25	25	25	25	25	24	26	26	25	26	26	25	25	25	26	25
							12	12	13	9	9	12	12	12	9	9	9	9	9	9	9	9	9	9	9	9	9	9	9	9	9
							2	2	1	1	1	2	1	1	1	1	1	1	1	1	2	0	0	1	0	0	1	1	1	0	1

concentration is lower than benchmark
not analyzed (NA)
<### concentration may be above or below benchmark
concentration is higher than benchmark
need lower detection limit / reporting limit (RL)

GAC Contactor- General Carbon GAC 8x30

GAC Contactor- General Calgon Filtrasorb 400 (12x40)

Post-filter dual GAC Contactors are effective barriers to remove CECs and achieve compliance with DEQ IPR CEC benchmark criteria.

4.5.2 EXPANDED CEC LIST

In addition to the 35 CECs , the sampling plan also monitored for approximately 283+ CECs and the results are summarized In Table 4-2. The full list of detected constituents for Rounds 1-5 are summarized in Tables 4-3, Table 4-4, Table 4-5, Table 4-6, and Table 4-7. For list of 283+ CECs included in the Eurofins Laboratory analysis refer to Appendix for the full laboratory reports.

In Tabel 4-2, the CEC results are summarize in terms of number of constituents detected and the sum total of concentrations of all detected constituents. The total concentration values of the detected constituents are separated into two categories as “Sucralose + Iohexol” and “Other,” this is in part due to the observation that Sucralose + Iohexol constituted a major share of the total concentration. The values shown in red font represent GAC filter samples.

F2-10 and F4-10 are filters F2 and F4 run at 10-minutes empty bed contact time(EBCT). F2-15 and F4-15 represent 15-minute EBCT. In Round 5 sampling, two Caney River background samples were taken one at the future IPR discharge location (CR-POD2) and the second near the existing Caney Raw Water Intake (CR_RWI).

Refer to Figure 4-1(a). In Round 2 sampling, F2 (8x30 GAC) was downstream of and in series with F1 (no chemical) and loaded at approximately 6 minutes empty bed contact time (EBCT). F2 reduced source water detected CECs from 48 to 26, a 46% reduction. In terms of total concentration, the reduction was from 79.32 ug/l to 36.63 ug/l, a 54% reduction.

In Round 3 (see Figure 4-1(a)), F2 was still run as post-filter GAC contactor but loaded at approximately 10-minutes EBCT and 15-minutes EBCT. In terms of total concentrations, the reduction was from 32.45 ug/l to 25.02 ug/l for 10-minutes EBCT, and to 23.47 ug/l for 15-minutes EBCT, approximately 23 to 28% reduction.

Figure 4-1(b) shows the performance of dual post-filter GAC contactors using Filtrasorb 400 (12x40) GAC media. GAC filters F2 and F3 were operated in series with F1 (no chemical). F2 was loaded at approximately 9-minutes EBCT and F3 was loaded at approximately 15-minutes EBCT. At Round 4 sampling, F2 (after 500 bed volumes) reduced source water CEC concentration from 31.48 ug/l to 0.18 ug/l, a 99.5% reduction. Similarly, F3 (after 300 bed volumes) reduced the source water CEC concentration to 0.02 ug/l, a 99.9% gross reduction. In terms of number of detects, F2 reduced it from 50 to 5 and F3 further reduced it to 2.

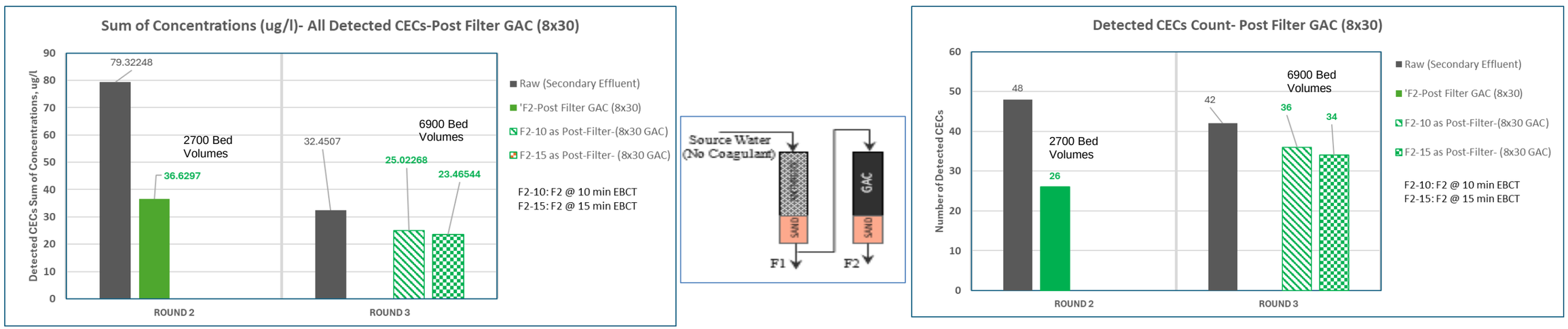
By Round 5 sampling, F2 and F3 had processed 4900 and 2800 bed volumes, respectively. F2 reduced influent CEC concentrations from 87.62 u/l to 37.37 ug/l, a 57.3% reduction. F3 reduces the influent concentration further to 0.88 ug/l, a 98.8% gross reduction. In terms of number of detects, F2 reduced it from 51 to 31 and F3 further reduced it to 11.

The pilot testing results from Round 4 and Round 5 showed that between the two GAC carbons studied, the Calgon carbon Filtrasorb 400 appears to provide overall better performance compared to the General Carbon GAC 8x30. The pilot study results also demonstrated that the post-filter dual GAC contactors provided effected barrier and deterrent to CECs in achieving effluent goals.

Based on the pilot study findings, post-filter dual GAC (Filtrasorb 400) contactors in series with F1 (no chemical addition) provided effective barrier to the CECs. Therefore, post-filter dual GAC contactors are an effective deterrent to CECs to achieve DEQ CEC benchmark guidelines.

Figure 4-1 Post Filter GAC Contactors Performance in Removing CECs

(a) Post Filter GAC Single Contactor (8x30 GAC)



(b) Post Filter GAC Dual Contactors (Filtrasorb 400)

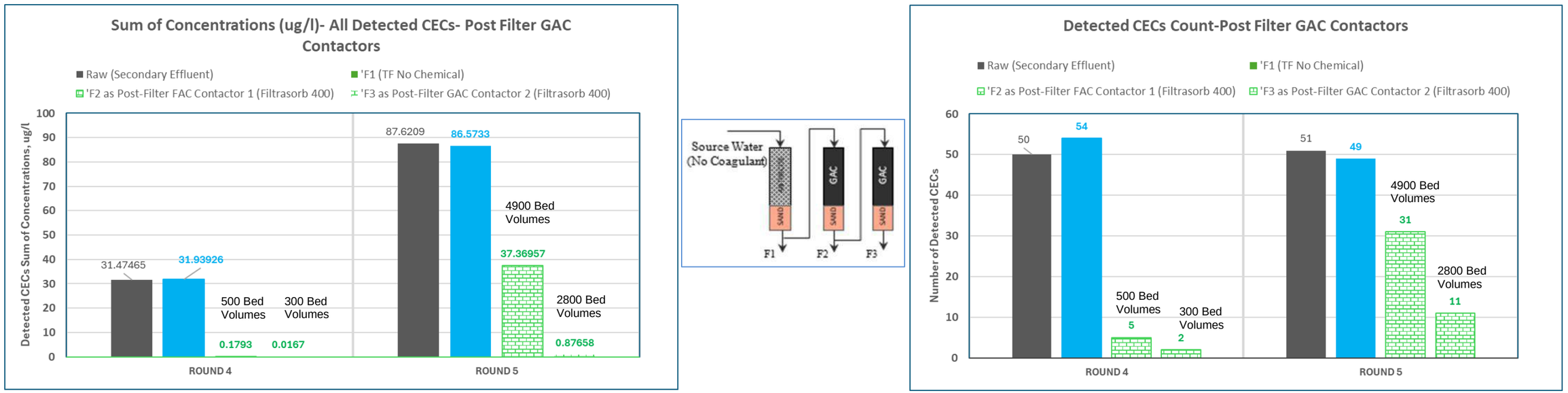


Table 4-2 Full Scan (283+ CECs) CEC Monitoring Results Summary

Note * :Shows sum total of all detected CEC's concentration values in ng/l.		PILOT PLANT SAMPLES (Concentration in ng/l)									CANEY RIVER BACKGROUND	
		Raw	F1	F2	F2-10	F2-15	F3	F4	F4-10	F4-15	CR-POD2	CR-RWI
Round 1 (Feb 26)	Total Number of Chemicals Detected	55	45				45					
	Total Detected Concentrations (Sucralose & Iohexol)*	74,400.00	59,200.00				61,300.00					
	Total Detected Concentrations (Other)*	5,749.96	5,272.71				4,849.06					
Round 2 (Mar 25)	Total Number of Chemicals Detected	48	48	26			41	16				
	Total Detected Concentrations (Sucralose & Iohexol)*	74,200.00	74,200.00	35,300.00			72,800.00	23,300.00				
	Total Detected Concentrations (Other)*	5,122.48	4,953.26	1,329.70			4,769.77	994.60				
Round 3 (Apr 29)	Total Number of Chemicals Detected*	42			36	34			33	34		
	Total Detected Concentrations (Sucralose & Iohexol)*	29,000.00			22,800.00	21,300.00			22,800.00	20,600.00		
	Total Detected Concentrations (Other)*	13,000.00			13,200.00	12,700.00			10,200.00	13,400.00		
Round 4 (May 20)	Total Number of Chemicals Detected	50	54	5			2	51				
	Total Detected Concentrations (Sucralose & Iohexol)*	26,600.00	26,800.00	120.00			0.00	25,800.00				
	Total Detected Concentrations (Other)*	4,874.65	5,139.26	59.30			16.70	5,345.63				
Round 5 (Jun 24)	Total Number of Chemicals Detected	51	49	31			11	51			17	15
	Total Detected Concentrations (Sucralose & Iohexol)*	77,560.00	76,570.00	35,650.00			430.00	83,570.00			31	28
	Total Detected Concentrations (Other)*	10,060.90	10,003.30	1,719.57			446.58	9,559.80			482.57	356.09

Note: The values shown in **red font** represent GAC filter samples. F2-10 and F4-10 are filters F2 and F4 run at 10-minutes empty bed contact time(EBCT). F2-15 and F4-15 represent 15-minute EBCT. In Round 5 sampling , two Caney River background samples were taken one at the future IPR discharge location (CR-POD2) and the second near the existing Caney Raw Water Intake (CR_RWI).

Table 4-3 Round 1 CEC Monitoring Results (February 26)

Note: Only detected analytes are listed

		ROUND 1- FEBRUARY 26	RAW	RAW	RAW		ROUND 1- FEBRUARY 26	F1	F1	F1		ROUND 1- FEBRUARY 26	F3	F3	F3	
Analysis Method	CAS	Analyte	Result_Num	Unit	Flag	Total Conc, ng/l	Analyte	Result_Num	Unit	Flag	Total Conc, ng/l	Analyte	Result_Num	Unit	Flag	Total Conc, ng/l
521.1	55-18-5	N-Nitrosodiethylamine (NDEA)	0.64	ng/L	J	0.64	N-Nitrosodiethylamine (NDEA)	0.59	ng/L	J	0.59	N-Nitrosodiethylamine (NDEA)	0.58	ng/L	J	0.58
521.1	62-75-9	N-Nitrosodimethylamine (NDMA)	1	ng/L	J	1	N-Nitrosodimethylamine (NDMA)	0.61	ng/L	J	0.61	N-Nitrosodimethylamine (NDMA)	0.72	ng/L	J	0.72
521.1	924-16-3	N-Nitrosodi-n-butylamine (NDBA)	0.5	ng/L	J	0.5	N-Nitrosodi-n-butylamine (NDBA)	0.67	ng/L	J	0.67	N-Nitrosodi-n-butylamine (NDBA)	0.66	ng/L	J	0.66
521.1	59-89-2	N-Nitrosomorpholine (NMOR)	58	ng/L		58	N-Nitrosomorpholine (NMOR)	59	ng/L		59	N-Nitrosomorpholine (NMOR)	60	ng/L		60
524.2	75-27-4	Bromodichloromethane	0.11	ug/L	J	110	Bromodichloromethane	ND				Bromodichloromethane	ND			
524.2	67-66-3	Chloroform	0.28	ug/L	J	280	Chloroform	ND				Chloroform	ND			
525.2	90-12-0	1-Methylnaphthalene	0.11	ug/L		110	1-Methylnaphthalene	0.1	ug/L		100	1-Methylnaphthalene	0.1	ug/L		100
525.2	606-20-2	2,6-Dinitrotoluene	0.6	ug/L		600	2,6-Dinitrotoluene	0.59	ug/L		590	2,6-Dinitrotoluene	ND			
525.2	1912-24-9	Atrazine	0.031	ug/L	J	31	Atrazine	0.021	ug/L	J	21	Atrazine	0.029	ug/L	J	29
525.2	117-81-7	Di (2-ethylhexyl)phthalate	0.38	ug/L	J	380	Di (2-ethylhexyl)phthalate	ND				Di (2-ethylhexyl)phthalate	ND			
525.2	91-20-3	Naphthalene	0.011	ug/L	J	11	Naphthalene	ND				Naphthalene	ND			
525.2	122-34-9	Simazine	0.11	ug/L		110	Simazine	0.099	ug/L		99	Simazine	0.1	ug/L		100
533	375-73-5	Perfluorobutanesulfonic acid (PFBS)	6.9	ng/L		6.9	Perfluorobutanesulfonic acid (PFBS)	6.8	ng/L		6.8	Perfluorobutanesulfonic acid (PFBS)	6.5	ng/L		6.5
533	375-22-4	Perfluorobutanoic acid (PFBA)	8.6	ng/L		8.6	Perfluorobutanoic acid (PFBA)	8.7	ng/L		8.7	Perfluorobutanoic acid (PFBA)	8.5	ng/L		8.5
533	335-76-2	Perfluorodecanoic acid (PFDA)	0.54	ng/L	J	0.54	Perfluorodecanoic acid (PFDA)	ND				Perfluorodecanoic acid (PFDA)	ND			
533	375-85-9	Perfluoroheptanoic acid (PFHpA)	1.7	ng/L	J	1.7	Perfluoroheptanoic acid (PFHpA)	ND				Perfluoroheptanoic acid (PFHpA)	ND			
533	355-46-4	Perfluorohexanesulfonic acid (PFHxS)	4.7	ng/L		4.7	Perfluorohexanesulfonic acid (PFHxS)	4.8	ng/L		4.8	Perfluorohexanesulfonic acid (PFHxS)	5.1	ng/L		5.1
533	307-24-4	Perfluorohexanoic acid (PFHxA)	11	ng/L		11	Perfluorohexanoic acid (PFHxA)	11	ng/L		11	Perfluorohexanoic acid (PFHxA)	12	ng/L		12
533	375-95-1	Perfluorononanoic acid (PFNA)	0.68	ng/L	J	0.68	Perfluorononanoic acid (PFNA)	ND				Perfluorononanoic acid (PFNA)	ND			
533	1763-23-1	Perfluorooctanesulfonic acid (PFOS)	4.8	ng/L		4.8	Perfluorooctanesulfonic acid (PFOS)	4.6	ng/L		4.6	Perfluorooctanesulfonic acid (PFOS)	4.8	ng/L		4.8
533	335-67-1	Perfluorooctanoic acid (PFOA)	4.4	ng/L		4.4	Perfluorooctanoic acid (PFOA)	4.5	ng/L		4.5	Perfluorooctanoic acid (PFOA)	4.7	ng/L		4.7
533	2706-91-4	Perfluoropentanesulfonic acid (PFPeS)	0.49	ng/L	J	0.49	Perfluoropentanesulfonic acid (PFPeS)	ND				Perfluoropentanesulfonic acid (PFPeS)	ND			
533	2706-90-3	Perfluoropentanoic acid (PFPeA)	13	ng/L		13	Perfluoropentanoic acid (PFPeA)	12	ng/L		12	Perfluoropentanoic acid (PFPeA)	13	ng/L		13
Narcotics	519-09-5	Benzoylecgonine	0.014	ng/mL	H	14	Benzoylecgonine	16	ng/L	H	16	Benzoylecgonine	0.017	ng/mL	H	17
Narcotics	437-38-7	Fentanyl	0.0048	ng/mL	H	4.8	Fentanyl	4.7	ng/L	H	4.7	Fentanyl	0.0045	ng/mL	H	4.5
Narcotics	125-29-1	Hydrocodone	0.028	ng/mL	H	28	Hydrocodone	28	ng/L	H	28	Hydrocodone	0.034	ng/mL	H	34
Narcotics	76-99-3	Methadone	0.084	ng/mL	H	84	Methadone	83	ng/L	H	83	Methadone	0.085	ng/mL	H	85
Narcotics	1609-66-7	Norfentanyl	0.029	ng/mL	H	29	Norfentanyl	29	ng/L	H	29	Norfentanyl	0.03	ng/mL	H	30
Narcotics	76-42-6	Oxycodone	0.038	ng/mL	H	38	Oxycodone	39	ng/L	H	39	Oxycodone	0.04	ng/mL	H	40
PPCP NEG	84852-15-3	4-Nonylphenol	0.47	ug/L		470	4-Nonylphenol	0.31	ug/L		310	4-Nonylphenol	0.45	ug/L		450
PPCP NEG	80-05-7	BPA	0.052	ug/L		52	BPA	0.022	ug/L		22	BPA	0.024	ug/L		24
PPCP NEG	15307-86-5	Diclofenac acid	0.41	ug/L		410	Diclofenac acid	0.39	ug/L		390	Diclofenac acid	0.46	ug/L		460
PPCP NEG	57-41-0	Dilantin	0.058	ug/L		58	Dilantin	0.058	ug/L		58	Dilantin	0.059	ug/L		59
PPCP NEG	53-16-7	Estrone	0.002	ug/L	J	2	Estrone	ND				Estrone	ND			
PPCP NEG	25812-30-0	Gemfibrozil	0.00081	ug/L	J	0.81	Gemfibrozil	0.00074	ug/L	J	0.74	Gemfibrozil	0.001	ug/L	J	1
PPCP NEG	66108-95-0	Iohexol	5.4	ug/L		5400	Iohexol	5.2	ug/L		5200	Iohexol	5.3	ug/L		5300
PPCP NEG	87-86-5	Pentachlorophenol	0.02	ug/L	J	20	Pentachlorophenol	ND				Pentachlorophenol	0.023	ug/L	J	23
PPCP NEG	56038-13-2	Sucralose	69	ug/L		69000	Sucralose	54	ug/L		54000	Sucralose	56	ug/L		56000
PPCP NEG	58-55-9	Theophylline	0.024	ug/L		24	Theophylline	0.018	ug/L	J	18	Theophylline	0.015	ug/L	J	15
PPCP POS	63-05-8	Androstenedione	0.0054	ug/L	H	5.4	Androstenedione	ND				Androstenedione	ND			
PPCP POS	29122-68-7	Atenolol	0.06	ug/L	H	60	Atenolol	0.057	ug/L	H	57	Atenolol	0.06	ug/L	H	60
PPCP POS	83905-01-5	Azithromycin	0.67	ug/L	H	670	Azithromycin	0.65	ug/L	H	650	Azithromycin	0.65	ug/L	H	650
PPCP POS	298-46-4	Carbamazepine	0.13	ug/L	H	130	Carbamazepine	0.12	ug/L	H	120	Carbamazepine	0.13	ug/L	H	130
PPCP POS	51481-61-9	Cimetidine	0.02	ug/L	H	20	Cimetidine	0.016	ug/L	H	16	Cimetidine	0.018	ug/L	H	18
PPCP POS	76-57-3	Codeine	0.049	ug/L	H	49	Codeine	0.046	ug/L	H	46	Codeine	0.046	ug/L	H	46
PPCP POS	486-56-6	Cotinine	0.013	ug/L	H	13	Cotinine	ND				Cotinine	ND			
PPCP POS	42399-41-7	Diltiazem	0.091	ug/L	H	91	Diltiazem	0.091	ug/L	H	91	Diltiazem	0.09	ug/L	H	90
PPCP POS	58-73-1	Diphenhydramine	0.058	ug/L	H	58	Diphenhydramine	0.045	ug/L	H	45	Diphenhydramine	0.045	ug/L	H	45
PPCP POS	54910-89-3	Fluoxetine	0.063	ug/L	H	63	Fluoxetine	0.052	ug/L	H	52	Fluoxetine	0.052	ug/L	H	52
PPCP POS	57-53-4	Meprobamate	0.078	ug/L	H	78	Meprobamate	0.079	ug/L	H	79	Meprobamate	0.079	ug/L	H	79
PPCP POS	1115-70-4	Metformin	0.21	ug/L	H	210	Metformin	0.2	ug/L	H	200	Metformin	0.23	ug/L	H	230
PPCP POS	125-33-7	Primidone	0.48	ug/L	H	480	Primidone	0.48	ug/L	H	480	Primidone	0.47	ug/L	H	470
PPCP POS	723-46-6	Sulfamethoxazole	0.56	ug/L	H	560	Sulfamethoxazole	0.62	ug/L	H	620	Sulfamethoxazole	0.63	ug/L	H	630
PPCP POS	599-79-1	Sulfasalazine	ND				Sulfasalazine	0.055	ug/L	H	55	Sulfasalazine	0.067	ug/L	H	67
PPCP POS	115-96-8	TCEP	0.059	ug/L	H	59	TCEP	0.06	ug/L	H	60	TCEP	0.054	ug/L	H	54
PPCP POS	13674-84-5	TCPP	ND				TCPP	0.56	ug/L	H	560	TCPP	0.41	ug/L	H	410
PPCP POS	738-70-5	Trimethoprim	0.22	ug/L	H	220	Trimethoprim	0.22	ug/L	H	220	Trimethoprim	0.23	ug/L	H	230
		detections	**55**			**80149.96**	**detections**	**45**			**64472.71**	**detections**	**45**			**66149.06**

Table 4-4 Round 2 CEC Monitoring Results (March 25)

Note: Only detected analytes are listed

	ROUND 2- MARCH 25	RAW	RAW	RAW		ROUND 2- MARCH 25	F1	F1	F1		ROUND 2- MARCH 25	F2	F2	F2		ROUND 2- MARCH 25	F3	F3	F3		ROUND 2- MARCH 25	F4	F4	F4	
CAS	Analyte	Result_Num	Unit	Flag	Total Conc, ng/l	Analyte	Result_Num	Unit	Flag	Total Conc, ng/l	Analyte	Result_Num	Unit	Flag	Total Conc, ng/l	Analyte	Result_Num	Unit	Flag	Total Conc, ng/l	Analyte	Result_Num	Unit	Flag	Total Conc, ng/l
55-18-5	N-Nitrosodiethylamine (NDEA)	0.57	ng/L	J	0.57	N-Nitrosodiethylamine (NDEA)	0.59	ng/L	J	0.59	N-Nitrosodiethylamine (NDEA)	2.8	ng/L		2.8	N-Nitrosodiethylamine (NDEA)	ND				N-Nitrosodiethylamine (NDEA)	2	ng/L		2
62-75-9	N-Nitrosodimethylamine (NDMA)	1	ng/L	J	1	N-Nitrosodimethylamine (NDMA)	0.73	ng/L	J	0.73	N-Nitrosodimethylamine (NDMA)	13	ng/L		13	N-Nitrosodimethylamine (NDMA)	ND				N-Nitrosodimethylamine (NDMA)	17	ng/L		17
924-16-3	N-Nitrosodi-n-butylamine (NDBA)	0.88	ng/L	J	0.88	N-Nitrosodi-n-butylamine (NDBA)	ND				N-Nitrosodi-n-butylamine (NDBA)	ND				N-Nitrosodi-n-butylamine (NDBA)	ND				N-Nitrosodi-n-butylamine (NDBA)	ND			
59-89-2	N-Nitrosomorpholine (NMOR)	42	ng/L		42	N-Nitrosomorpholine (NMOR)	44	ng/L		44	N-Nitrosomorpholine (NMOR)	25	ng/L		25	N-Nitrosomorpholine (NMOR)	45	ng/L		45	N-Nitrosomorpholine (NMOR)	19	ng/L		19
90-12-0	1-Methylnaphthalene	0.13	ug/L		130	1-Methylnaphthalene	0.12	ug/L		120	1-Methylnaphthalene	ND				1-Methylnaphthalene	0.12	ug/L		120	1-Methylnaphthalene	ND			
91-57-6	2-Methylnaphthalene	0.033	ug/L	J	33	2-Methylnaphthalene	0.036	ug/L	J	36	2-Methylnaphthalene	ND				2-Methylnaphthalene	ND				2-Methylnaphthalene	ND			
122-34-9	Simazine	0.061	ug/L	J	61	Simazine	0.07	ug/L		70	Simazine	ND				Simazine	ND				Simazine	ND			
375-73-5	Perfluorobutanesulfonic acid (PFBS)	7	ng/L		7	Perfluorobutanesulfonic acid (PFBS)	8	ng/L		8	Perfluorobutanesulfonic acid (PFBS)	3.6	ng/L		3.6	Perfluorobutanesulfonic acid (PFBS)	6.4	ng/L		6.4	Perfluorobutanesulfonic acid (PFBS)	2.6	ng/L		2.6
375-22-4	Perfluorobutanoic acid (PFBA)	12	ng/L		12	Perfluorobutanoic acid (PFBA)	11	ng/L		11	Perfluorobutanoic acid (PFBA)	8.4	ng/L		8.4	Perfluorobutanoic acid (PFBA)	11	ng/L		11	Perfluorobutanoic acid (PFBA)	6.5	ng/L		6.5
335-76-2	Perfluorodecanoic acid (PFDA)	0.6	ng/L	J	0.6	Perfluorodecanoic acid (PFDA)	0.5	ng/L	J	0.5	Perfluorodecanoic acid (PFDA)	ND				Perfluorodecanoic acid (PFDA)	ND				Perfluorodecanoic acid (PFDA)	ND			
375-85-9	Perfluoroheptanoic acid (PFHpA)	1.7	ng/L	J	1.7	Perfluoroheptanoic acid (PFHpA)	1.3	ng/L	J	1.3	Perfluoroheptanoic acid (PFHpA)	ND				Perfluoroheptanoic acid (PFHpA)	ND				Perfluoroheptanoic acid (PFHpA)	ND			
355-46-4	Perfluorohexanesulfonic acid (PFHxS)	5.3	ng/L		5.3	Perfluorohexanesulfonic acid (PFHxS)	5	ng/L		5	Perfluorohexanesulfonic acid (PFHxS)	2.5	ng/L		2.5	Perfluorohexanesulfonic acid (PFHxS)	5.6	ng/L		5.6	Perfluorohexanesulfonic acid (PFHxS)	ND			
307-24-4	Perfluorohexanoic acid (PFHxA)	14	ng/L		14	Perfluorohexanoic acid (PFHxA)	14	ng/L		14	Perfluorohexanoic acid (PFHxA)	9.6	ng/L		9.6	Perfluorohexanoic acid (PFHxA)	15	ng/L		15	Perfluorohexanoic acid (PFHxA)	7.4	ng/L		7.4
375-95-1	Perfluorononanoic acid (PFNA)	0.62	ng/L	J	0.62	Perfluorononanoic acid (PFNA)	0.47	ng/L	J	0.47	Perfluorononanoic acid (PFNA)	ND				Perfluorononanoic acid (PFNA)	ND				Perfluorononanoic acid (PFNA)	ND			
1763-23-1	Perfluorooctanesulfonic acid (PFOS)	4.1	ng/L		4.1	Perfluorooctanesulfonic acid (PFOS)	4	ng/L		4	Perfluorooctanesulfonic acid (PFOS)	ND				Perfluorooctanesulfonic acid (PFOS)	4.2	ng/L		4.2	Perfluorooctanesulfonic acid (PFOS)	ND			
335-67-1	Perfluorooctanoic acid (PFOA)	4.1	ng/L		4.1	Perfluorooctanoic acid (PFOA)	4	ng/L		4	Perfluorooctanoic acid (PFOA)	2.5	ng/L		2.5	Perfluorooctanoic acid (PFOA)	4.2	ng/L		4.2	Perfluorooctanoic acid (PFOA)	ND			
2706-91-4	Perfluoropentanesulfonic acid (PFPeS)	0.51	ng/L	J	0.51	Perfluoropentanesulfonic acid (PFPeS)	0.47	ng/L	J	0.47	Perfluoropentanesulfonic acid	ND				Perfluoropentanesulfonic acid (PFPeS)	ND				Perfluoropentanesulfonic acid (PFPeS)	ND			
2706-90-3	Perfluoropentanoic acid (PFPeA)	15	ng/L		15	Perfluoropentanoic acid (PFPeA)	14	ng/L		14	Perfluoropentanoic acid (PFPeA)	11	ng/L		11	Perfluoropentanoic acid (PFPeA)	15	ng/L		15	Perfluoropentanoic acid (PFPeA)	8.4	ng/L		8.4
519-09-5	Benzoylecgonine	0.026	ng/mL		26	Benzoylecgonine	0.031	ng/mL		31	Benzoylecgonine	0.0047	ng/mL		4.7	Benzoylecgonine	0.027	ng/mL		27	Benzoylecgonine	0.0042	ng/mL		4.2
437-38-7	Fentanyl	0.0041	ng/mL		4.1	Fentanyl	0.0038	ng/mL		3.8	Fentanyl	ND				Fentanyl	0.0039	ng/mL		3.9	Fentanyl	ND			
125-29-1	Hydrocodone	0.037	ng/mL		37	Hydrocodone	0.035	ng/mL		35	Hydrocodone	ND				Hydrocodone	0.032	ng/mL		32	Hydrocodone	ND			
76-99-3	Methadone	0.08	ng/mL		80	Methadone	0.075	ng/mL		75	Methadone	0.005	ng/mL		5	Methadone	0.077	ng/mL		77	Methadone	0.0015	ng/mL	J	1.5
1609-66-7	Norfentanyl	0.032	ng/mL		32	Norfentanyl	0.03	ng/mL		30	Norfentanyl	0.0023	ng/mL	J	2.3	Norfentanyl	0.032	ng/mL		32	Norfentanyl	ND			
76-42-6	Oxycodone	0.043	ng/mL		43	Oxycodone	0.034	ng/mL		34	Oxycodone	ND				Oxycodone	0.035	ng/mL		35	Oxycodone	ND			
84852-15-3	4-Nonylphenol	0.091	ug/L	J	91	4-Nonylphenol	ND				4-Nonylphenol	ND				4-Nonylphenol	ND				4-Nonylphenol	ND			
55589-62-3	Acesulfame K	0.018	ug/L	J	18	Acesulfame K	0.031	ug/L		31	Acesulfame K	0.0055	ug/L	J	5.5	Acesulfame K	ND				Acesulfame K	ND			
15307-86-5	Diclofenac acid	0.54	ug/L		540	Diclofenac acid	0.56	ug/L		560	Diclofenac acid	0.12	ug/L		120	Diclofenac acid	0.55	ug/L		550	Diclofenac acid	0.054	ug/L		54
57-41-0	Dilantin	0.038	ug/L		38	Dilantin	0.04	ug/L		40	Dilantin	ND				Dilantin	0.041	ug/L		41	Dilantin	ND			
25812-30-0	Gemfibrozil	ND				Gemfibrozil	ND				Gemfibrozil	0.0015	ug/L	J	1.5	Gemfibrozil	0.00067	ug/L	J	0.67	Gemfibrozil	ND			
66108-95-0	Iohexol	8.2	ug/L		8200	Iohexol	8.2	ug/L		8200	Iohexol	6.3	ug/L		6300	Iohexol	7.8	ug/L		7800	Iohexol	5.3	ug/L		5300
73334-07-3	Iopromide	ND				Iopromide	0.0054	ug/L	J	5.4	Iopromide	ND				Iopromide	0.0058	ug/L	J	5.8	Iopromide	ND			
56038-13-2	Sucralose	66	ug/L		66000	Sucralose	66	ug/L		66000	Sucralose	29	ug/L		29000	Sucralose	65	ug/L		65000	Sucralose	18	ug/L		18000
58-55-9	Theophylline	0.035	ug/L		35	Theophylline	0.034	ug/L		34	Theophylline	0.0062	ug/L	J	6.2	Theophylline	0.036	ug/L		36	Theophylline	ND			
611-59-6	1,7-Dimethylxanthine (Paraxanthine)	ND				1,7-Dimethylxanthine (Paraxanthine)	ND				1,7-Dimethylxanthine (Paraxanthine)	ND				1,7-Dimethylxanthine (Paraxanthine)	0.02	ug/L		20	1,7-Dimethylxanthine (Paraxanthine)	ND			
29122-68-7	Atenolol	0.064	ug/L		64	Atenolol	0.059	ug/L		59	Atenolol	ND				Atenolol	0.059	ug/L		59	Atenolol	ND			
83905-01-5	Azithromycin	0.77	ug/L		770	Azithromycin	0.72	ug/L		720	Azithromycin	0.18	ug/L		180	Azithromycin	0.7	ug/L		700	Azithromycin	0.077	ug/L		77
58-08-2	Caffeine	0.04	ug/L		40	Caffeine	0.044	ug/L		44	Caffeine	0.011	ug/L		11	Caffeine	0.043	ug/L		43	Caffeine	ND			
298-46-4	Carbamazepine	0.14	ug/L		140	Carbamazepine	0.14	ug/L		140	Carbamazepine	0.0025	ug/L	J	2.5	Carbamazepine	0.14	ug/L		140	Carbamazepine	ND			
51481-61-9	Cimetidine	0.015	ug/L		15	Cimetidine	0.015	ug/L		15	Cimetidine	ND				Cimetidine	0.014	ug/L		14	Cimetidine	ND			
76-57-3	Codeine	0.042	ug/L		42	Codeine	0.043	ug/L		43	Codeine	ND				Codeine	0.044	ug/L		44	Codeine	ND			
42399-41-7	Diltiazem	0.093	ug/L		93	Diltiazem	0.09	ug/L		90	Diltiazem	ND				Diltiazem	0.091	ug/L		91	Diltiazem	ND			
58-73-1	Diphenhydramine	0.047	ug/L		47	Diphenhydramine	0.048	ug/L		48	Diphenhydramine	ND				Diphenhydramine	0.048	ug/L		48	Diphenhydramine	ND			
114-07-8	Erythromycin	ND				Erythromycin	0.077	ug/L		77	Erythromycin	0.026	ug/L		26	Erythromycin	0.071	ug/L		71	Erythromycin	ND			
54910-89-3	Fluoxetine	0.058	ug/L		58	Fluoxetine	0.059	ug/L		59	Fluoxetine	ND				Fluoxetine	0.06	ug/L		60	Fluoxetine	ND			
57-53-4	Meprobamate	0.075	ug/L		75	Meprobamate	0.072	ug/L		72	Meprobamate	0.0096	ug/L		9.6	Meprobamate	0.073	ug/L		73	Meprobamate	ND			
1115-70-4	Metformin	0.23	ug/L		230	Metformin	0.22	ug/L		220	Metformin	0.61	ug/L		610	Metformin	0.22	ug/L		220	Metformin	0.68	ug/L		680
125-33-7	Primidone	0.52	ug/L		520	Primidone	0.54	ug/L		540	Primidone	0.097	ug/L		97	Primidone	0.53	ug/L		530	Primidone	0.035	ug/L		35
723-46-6	Sulfamethoxazole	0.57	ug/L		570	Sulfamethoxazole	0.55	ug/L		550	Sulfamethoxazole	0.17	ug/L		170	Sulfamethoxazole	0.58	ug/L		580	Sulfamethoxazole	0.08	ug/L		80
599-79-1	Sulfasalazine	0.28	ug/L		280	Sulfasalazine	0.18	ug/L		180	Sulfasalazine	ND				Sulfasalazine	0.19	ug/L		190	Sulfasalazine	ND			
115-96-8	TCEP	0.091	ug/L		91	TCEP	0.093	ug/L		93	TCEP	ND				TCEP	0.09	ug/L		90	TCEP	ND			
13674-84-5	TCPP	0.68	ug/L		680	TCPP	0.65	ug/L		650	TCPP	ND				TCPP	0.59	ug/L		590	TCPP	ND			
738-70-5	Trimethoprim	0.13	ug/L		130	Trimethoprim	0.14	ug/L		140	Trimethoprim	ND				Trimethoprim	0.14	ug/L		140	Trimethoprim	ND			
	detections	48			79322.48	detections	48			79153.26	detections	26			36629.7	detections	41			77569.8	detections	16			24294.6

Table 4-5 Round 3 CEC Monitoring Results (April 29)

Note: Only detected analytes are listed

	ROUND 3- APRIL 29	RAW	RAW	RAW		ROUND 3- APRIL 29	F2-10	F2-10	F2-10		ROUND 3- APRIL 29	F4-10	F4-10	F4-10		ROUND 3- APRIL 29	F2-15	F2-15	F2-15		ROUND 3- APRIL 29	F4-15	F4-15	F4-15	
CAS	Analyte	Result_Num	Unit	Flag	Total Conc, ng/l	Analyte	Result_Num	Unit	Flag	Total Conc, ng/l	Analyte	Result_Num	Unit	Flag	Total Conc, ng/l	Analyte	Result_Num	Unit	Flag	Total Conc, ng/l	Analyte	Result_Num	Unit	Flag	Total Conc, ng/l
55-18-5	N-Nitrosodiethylamine (NDEA)	ND				N-Nitrosodiethylamine (NDEA)	2.4	ng/L		2.4	N-Nitrosodiethylamine (NDEA)	2.1	ng/L		2.1	N-Nitrosodiethylamine (NDEA)	2.4	ng/L		2.4	N-Nitrosodiethylamine (NDEA)	2.2	ng/L		2.2
62-75-9	N-Nitrosodimethylamine (NDMA)	ND				N-Nitrosodimethylamine (NDMA)	5.7	ng/L		5.7	N-Nitrosodimethylamine (NDMA)	5.3	ng/L		5.3	N-Nitrosodimethylamine (NDMA)	5.8	ng/L		5.8	N-Nitrosodimethylamine (NDMA)	6	ng/L		6
924-16-3	N-Nitrosodi-n-butylamine (NDBA)	3.2	ng/L		3.2	N-Nitrosodi-n-butylamine (NDBA)	1.3	ng/L	J	1.3	N-Nitrosodi-n-butylamine (NDBA)	0.84	ng/L	J	0.84	N-Nitrosodi-n-butylamine (NDBA)	4.8	ng/L		4.8	N-Nitrosodi-n-butylamine (NDBA)	1	ng/L	J	1
59-89-2	N-Nitrosomorpholine (NMOR)	16	ng/L		16	N-Nitrosomorpholine (NMOR)	29	ng/L		29	N-Nitrosomorpholine (NMOR)	30	ng/L		30	N-Nitrosomorpholine (NMOR)	30	ng/L		30	N-Nitrosomorpholine (NMOR)	31	ng/L		31
123-91-1	1,4-Dioxane	ND				1,4-Dioxane	ND				1,4-Dioxane	ND				1,4-Dioxane	0.093	ug/L		93	1,4-Dioxane	0.12	ug/L		120
67-66-3	Chloroform	0.38	ug/L	J	380	Chloroform	0.4	ug/L	J	400	Chloroform	0.49	ug/L	J	490	Chloroform	0.47	ug/L	J	470	Chloroform	0.39	ug/L	J	390
58-08-2	Caffeine	ND				Caffeine	ND				Caffeine	ND				Caffeine	ND				Caffeine	0.026	ug/L	J	26
763051-92-9	11-Chloroeicosafluoro-3-oxaundecane-1-sulfonic acid	ND				11-Chloroeicosafluoro-3-oxaundecane-1-sulfonic acid	ND				11-Chloroeicosafluoro-3-oxaundecane-1-sulfonic acid	ND				11-Chloroeicosafluoro-3-oxaundecane-1-sulfonic acid	ND				11-Chloroeicosafluoro-3-oxaundecane-1-sulfonic acid	0.52	ng/L	J	0.52
375-73-5	Perfluorobutanesulfonic acid (PFBS)	9.4	ng/L		9.4	Perfluorobutanesulfonic acid (PFBS)	6.7	ng/L		6.7	Perfluorobutanesulfonic acid (PFBS)	6.5	ng/L		6.5	Perfluorobutanesulfonic acid (PFBS)	6.1	ng/L		6.1	Perfluorobutanesulfonic acid (PFBS)	5.2	ng/L		5.2
375-22-4	Perfluorobutanoic acid (PFBA)	11	ng/L		11	Perfluorobutanoic acid (PFBA)	10	ng/L		10	Perfluorobutanoic acid (PFBA)	11	ng/L		11	Perfluorobutanoic acid (PFBA)	9.4	ng/L		9.4	Perfluorobutanoic acid (PFBA)	9.6	ng/L		9.6
335-76-2	Perfluorodecanoic acid (PFDA)	0.7	ng/L	J	0.7	Perfluorodecanoic acid (PFDA)	0.63	ng/L	J	0.63	Perfluorodecanoic acid (PFDA)	0.62	ng/L	J	0.62	Perfluorodecanoic acid (PFDA)	0.44	ng/L	J	0.44	Perfluorodecanoic acid (PFDA)	0.44	ng/L	J	0.44
307-55-1	Perfluorododecanoic acid (PFDoA)	ND				Perfluorododecanoic acid (PFDoA)	0.38	ng/L	J	0.38	Perfluorododecanoic acid (PFDoA)	ND				Perfluorododecanoic acid (PFDoA)	ND				Perfluorododecanoic acid (PFDoA)	0.61	ng/L	J	0.61
375-85-9	Perfluoroheptanoic acid (PFHpA)	3.9	ng/L		3.9	Perfluoroheptanoic acid (PFHpA)	3.1	ng/L		3.1	Perfluoroheptanoic acid (PFHpA)	3.2	ng/L		3.2	Perfluoroheptanoic acid (PFHpA)	2.7	ng/L		2.7	Perfluoroheptanoic acid (PFHpA)	2.4	ng/L		2.4
355-46-4	Perfluorohexanesulfonic acid (PFHxS)	5.8	ng/L		5.8	Perfluorohexanesulfonic acid (PFHxS)	3.8	ng/L		3.8	Perfluorohexanesulfonic acid (PFHxS)	3.6	ng/L		3.6	Perfluorohexanesulfonic acid (PFHxS)	3.6	ng/L		3.6	Perfluorohexanesulfonic acid (PFHxS)	2.9	ng/L		2.9
307-24-4	Perfluorohexanoic acid (PFHxA)	79	ng/L		79	Perfluorohexanoic acid (PFHxA)	63	ng/L		63	Perfluorohexanoic acid (PFHxA)	61	ng/L		61	Perfluorohexanoic acid (PFHxA)	58	ng/L		58	Perfluorohexanoic acid (PFHxA)	53	ng/L		53
375-95-1	Perfluorononanoic acid (PFNA)	0.8	ng/L	J	0.8	Perfluorononanoic acid (PFNA)	0.74	ng/L	J	0.74	Perfluorononanoic acid (PFNA)	0.83	ng/L	J	0.83	Perfluorononanoic acid (PFNA)	0.56	ng/L	J	0.56	Perfluorononanoic acid (PFNA)	0.52	ng/L	J	0.52
1763-23-1	Perfluorooctanesulfonic acid (PFOS)	6.5	ng/L		6.5	Perfluorooctanesulfonic acid (PFOS)	4.2	ng/L		4.2	Perfluorooctanesulfonic acid (PFOS)	4	ng/L		4	Perfluorooctanesulfonic acid (PFOS)	3.8	ng/L		3.8	Perfluorooctanesulfonic acid (PFOS)	2.9	ng/L		2.9
335-67-1	Perfluorooctanoic acid (PFOA)	6.2	ng/L		6.2	Perfluorooctanoic acid (PFOA)	4.6	ng/L		4.6	Perfluorooctanoic acid (PFOA)	4.6	ng/L		4.6	Perfluorooctanoic acid (PFOA)	4.4	ng/L		4.4	Perfluorooctanoic acid (PFOA)	3.6	ng/L		3.6
2706-91-4	Perfluoropentanesulfonic acid (PFPeS)	0.4	ng/L	J	0.4	Perfluoropentanesulfonic acid (PFPeS)	ND				Perfluoropentanesulfonic acid (PFPeS)	ND				Perfluoropentanesulfonic acid (PFPeS)	ND				Perfluoropentanesulfonic acid (PFPeS)	ND			
2706-90-3	Perfluoropentanoic acid (PFPeA)	75	ng/L		75	Perfluoropentanoic acid (PFPeA)	61	ng/L		61	Perfluoropentanoic acid (PFPeA)	61	ng/L		61	Perfluoropentanoic acid (PFPeA)	59	ng/L		59	Perfluoropentanoic acid (PFPeA)	54	ng/L		54
519-09-5	Benzoylecgonine	0.01	ng/mL		10	Benzoylecgonine	0.0071	ng/mL		7.1	Benzoylecgonine	0.0046	ng/mL		4.6	Benzoylecgonine	0.0067	ng/mL		6.7	Benzoylecgonine	0.0058	ng/mL		5.8
437-38-7	Fentanyl	0.0051	ng/mL		5.1	Fentanyl	0.00053	ng/mL	J	0.53	Fentanyl	0.0005	ng/mL	J I	0.5	Fentanyl	0.00054	ng/mL	J	0.54	Fentanyl	ND			
125-29-1	Hydrocodone	0.034	ng/mL		34	Hydrocodone	0.006	ng/mL	J	6	Hydrocodone	ND				Hydrocodone	0.0071	ng/mL	J I	7.1	Hydrocodone	ND			
76-99-3	Methadone	0.081	ng/mL		81	Methadone	0.022	ng/mL		22	Methadone	0.015	ng/mL		15	Methadone	0.021	ng/mL		21	Methadone	0.011	ng/mL		11
1609-66-7	Norfentanyl	0.02	ng/mL		20	Norfentanyl	0.0075	ng/mL		7.5	Norfentanyl	0.0059	ng/mL		5.9	Norfentanyl	0.0071	ng/mL		7.1	Norfentanyl	0.0043	ng/mL		4.3
76-42-6	Oxycodone	0.036	ng/mL		36	Oxycodone	0.0091	ng/mL	J	9.1	Oxycodone	0.0085	ng/mL	J	8.5	Oxycodone	0.0067	ng/mL	J	6.7	Oxycodone	ND			
84852-15-3	4-Nonylphenol	0.15	ug/L	J	150	4-Nonylphenol	ND				4-Nonylphenol	ND				4-Nonylphenol	ND				4-Nonylphenol	ND			
55589-62-3	Acesulfame K	0.016	ug/L	J	16	Acesulfame K	0.0033	ug/L	J	3.3	Acesulfame K	0.0036	ug/L	J	3.6	Acesulfame K	0.0041	ug/L	J	4.1	Acesulfame K	ND			
15307-86-5	Diclofenac acid	0.2	ug/L		200	Diclofenac acid	0.1	ug/L		100	Diclofenac acid	0.091	ug/L		91	Diclofenac acid	0.092	ug/L		92	Diclofenac acid	0.066	ug/L		66
57-41-0	Dilantin	0.033	ug/L		33	Dilantin	0.014	ug/L		14	Dilantin	0.0082	ug/L	J	8.2	Dilantin	0.0077	ug/L	J	7.7	Dilantin	0.0053	ug/L	J	5.3
25812-30-0	Gemfibrozil	ND				Gemfibrozil	0.0062	ug/L		6.2	Gemfibrozil	0.0037	ug/L	J	3.7	Gemfibrozil	0.0055	ug/L		5.5	Gemfibrozil	0.0044	ug/L	J	4.4
66108-95-0	Iohexol	3	ug/L		3000	Iohexol	2.8	ug/L		2800	Iohexol	2.8	ug/L		2800	Iohexol	3.3	ug/L		3300	Iohexol	3.6	ug/L		3600
73334-07-3	Iopromide	ND				Iopromide	0.0051	ug/L	J	5.1	Iopromide	ND				Iopromide	ND				Iopromide	ND			
56038-13-2	Sucralose	26	ug/L		26000	Sucralose	20	ug/L		20000	Sucralose	20	ug/L		20000	Sucralose	18	ug/L		18000	Sucralose	17	ug/L		17000
58-55-9	Theophylline	0.014	ug/L	J	14	Theophylline	0.0099	ug/L	J	9.9	Theophylline	0.01	ug/L	J	10	Theophylline	0.012	ug/L	J	12	Theophylline	0.0063	ug/L	J	6.3
	Trichlorophenols, Total	0.037	ug/L	J	37	Trichlorophenols, Total	ND				Trichlorophenols, Total	ND				Trichlorophenols, Total	ND				Trichlorophenols, Total	ND			
29122-68-7	Atenolol	0.0077	ug/L		7.7	Atenolol	ND				Atenolol	ND				Atenolol	ND				Atenolol	ND			
83905-01-5	Azithromycin	0.94	ug/L		940	Azithromycin	0.38	ug/L		380	Azithromycin	0.42	ug/L		420	Azithromycin	0.25	ug/L		250	Azithromycin	0.43	ug/L		430
298-46-4	Carbamazepine	0.077	ug/L		77	Carbamazepine	0.0064	ug/L		6.4	Carbamazepine	0.011	ug/L		11	Carbamazepine	ND				Carbamazepine	0.007	ug/L		7
76-57-3	Codeine	0.015	ug/L		15	Codeine	ND				Codeine	ND				Codeine	ND				Codeine	ND			
134-62-3	DEET	0.013	ug/L		13	DEET	ND				DEET	ND				DEET	ND				DEET	ND			
42399-41-7	Diltiazem	0.031	ug/L		31	Diltiazem	ND				Diltiazem	ND				Diltiazem	ND				Diltiazem	ND			
58-73-1	Diphenhydramine	0.023	ug/L		23	Diphenhydramine	ND				Diphenhydramine	ND				Diphenhydramine	ND				Diphenhydramine	ND			
54910-89-3	Fluoxetine	0.067	ug/L		67	Fluoxetine	ND				Fluoxetine	ND				Fluoxetine	ND				Fluoxetine	ND			
57-53-4	Meprobamate	0.048	ug/L		48	Meprobamate	0.019	ug/L		19	Meprobamate	0.018	ug/L		18	Meprobamate	0.011	ug/L		11	Meprobamate	0.019	ug/L		19
1115-70-4	Metformin	0.19	ug/L		190	Metformin	0.46	ug/L		460	Metformin	0.58	ug/L		580	Metformin	0.53	ug/L		530	Metformin	0.59	ug/L		590
125-33-7	Primidone	0.26	ug/L		260	Primidone	0.16	ug/L		160	Primidone	0.17	ug/L		170	Primidone	0.13	ug/L		130	Primidone	0.17	ug/L		170
723-46-6	Sulfamethoxazole	0.47	ug/L		470	Sulfamethoxazole	0.41	ug/L		410	Sulfamethoxazole	0.43	ug/L		430	Sulfamethoxazole	0.32	ug/L		320	Sulfamethoxazole	0.42	ug/L		420
115-96-8	TCEP	0.048	ug/L		48	TCEP	ND				TCEP	ND				TCEP	ND				TCEP	ND			
738-70-5	Trimethoprim	0.027	ug/L		27	Trimethoprim	ND				Trimethoprim	ND				Trimethoprim	ND				Trimethoprim	ND			
					0					0					0					0					0
	detections	42			42000	detections	36			36000	detections	33			33000	detections	34			34000	detections	34			34000

Table 4-6 Round 4 CEC Monitoring Results (May 20)

Note: Only detected analytes are listed

	ROUND 4- May 20	RAW	RAW	RAW		ROUND 4- May 20	F1	F1	F1		ROUND 4- May 20	F2 (GAC)	F2 (GAC)	F2 (GAC)		ROUND 4- May 20	F3 (GAC)	F3 (GAC)	F3 (GAC)		ROUND 4- May 20	F4	F4	F4	
CAS	Analyte	Result_Num	Unit	Flag	5	Analyte	Result_Num	Unit	Flag	Total Conc, ng/l	Analyte	Result_Num	Unit	Flag	Total Conc, ng/l	Analyte	Result_Num	Unit	Flag	Total Conc, ng/l	Analyte	Result_Num	Unit	Flag	Total Conc, ng/l
62-75-9	N-Nitrosodimethylamine (NDMA)	ND				N-Nitrosodimethylamine (NDMA)	2.8	ng/L		2.8	N-Nitrosodimethylamine (NDMA)	2.2	ng/L		2.2	N-Nitrosodimethylamine (NDMA)	1.7	ng/L	J	1.7	N-Nitrosodimethylamine (NDMA)	ND			
59-89-2	N-Nitrosomorpholine (NMOR)	33	ng/L		33	N-Nitrosomorpholine (NMOR)	40	ng/L		40	N-Nitrosomorpholine (NMOR)	ND				N-Nitrosomorpholine (NMOR)	ND				N-Nitrosomorpholine (NMOR)	ND			
123-91-1	1,4-Dioxane	0.085	ug/L		85	1,4-Dioxane	0.082	ug/L		82	1,4-Dioxane	ND				1,4-Dioxane	ND				1,4-Dioxane	0.085	ug/L		85
106-46-7	1,4-Dichlorobenzene	0.26	ug/L	J	260	1,4-Dichlorobenzene	ND				1,4-Dichlorobenzene	ND				1,4-Dichlorobenzene	ND				1,4-Dichlorobenzene	0.24	ug/L	J	240
75-27-4	Bromodichloromethane	ND				Bromodichloromethane	ND				Bromodichloromethane	ND				Bromodichloromethane	ND				Bromodichloromethane	0.12	ug/L	J	120
67-66-3	Chloroform	0.43	ug/L	J	430	Chloroform	0.44	ug/L	J	440	Chloroform	ND				Chloroform	ND				Chloroform	0.46	ug/L	J	460
90-12-0	1-Methylnaphthalene	ND				1-Methylnaphthalene	0.083	ug/L	J	83	1-Methylnaphthalene	ND				1-Methylnaphthalene	ND				1-Methylnaphthalene	0.081	ug/L	J	81
606-20-2	2,6-Dinitrotoluene	ND				2,6-Dinitrotoluene	0.46	ug/L		460	2,6-Dinitrotoluene	ND				2,6-Dinitrotoluene	ND				2,6-Dinitrotoluene	0.46	ug/L		460
1912-24-9	Atrazine	ND				Atrazine	0.062	ug/L	J	62	Atrazine	ND				Atrazine	ND				Atrazine	0.061	ug/L	J	61
375-73-5	Perfluorobutanesulfonic acid (PFBS)	9.5	ng/L		9.5	Perfluorobutanesulfonic acid (PFBS)	9.8	ng/L		9.8	Perfluorobutanesulfonic acid (PFBS)	ND				Perfluorobutanesulfonic acid (PFBS)	ND				Perfluorobutanesulfonic acid (PFBS)	10	ng/L		10
375-22-4	Perfluorobutanoic acid (PFBA)	9.6	ng/L		9.6	Perfluorobutanoic acid (PFBA)	10	ng/L		10	Perfluorobutanoic acid (PFBA)	ND				Perfluorobutanoic acid (PFBA)	ND				Perfluorobutanoic acid (PFBA)	9.9	ng/L		9.9
335-76-2	Perfluorodecanoic acid (PFDA)	0.71	ng/L	J	0.71	Perfluorodecanoic acid (PFDA)	0.82	ng/L	J	0.82	Perfluorodecanoic acid (PFDA)	ND				Perfluorodecanoic acid (PFDA)	ND				Perfluorodecanoic acid (PFDA)	0.67	ng/L	J	0.67
375-85-9	Perfluoroheptanoic acid (PFHpA)	2.5	ng/L		2.5	Perfluoroheptanoic acid (PFHpA)	2.6	ng/L		2.6	Perfluoroheptanoic acid (PFHpA)	ND				Perfluoroheptanoic acid (PFHpA)	ND				Perfluoroheptanoic acid (PFHpA)	2.5	ng/L		2.5
355-46-4	Perfluorohexanesulfonic acid (PFHxS)	5.7	ng/L		5.7	Perfluorohexanesulfonic acid (PFHxS)	5.8	ng/L		5.8	Perfluorohexanesulfonic acid (PFHxS)	ND				Perfluorohexanesulfonic acid (PFHxS)	ND				Perfluorohexanesulfonic acid (PFHxS)	5.7	ng/L		5.7
307-24-4	Perfluorohexanoic acid (PFHxA)	11	ng/L		11	Perfluorohexanoic acid (PFHxA)	11	ng/L		11	Perfluorohexanoic acid (PFHxA)	ND				Perfluorohexanoic acid (PFHxA)	ND				Perfluorohexanoic acid (PFHxA)	11	ng/L		11
375-95-1	Perfluorononanoic acid (PFNA)	0.97	ng/L	J	0.97	Perfluorononanoic acid (PFNA)	1.1	ng/L	J	1.1	Perfluorononanoic acid (PFNA)	ND				Perfluorononanoic acid (PFNA)	ND				Perfluorononanoic acid (PFNA)	0.99	ng/L	J	0.99
1763-23-1	Perfluorooctanesulfonic acid (PFOS)	7.8	ng/L		7.8	Perfluorooctanesulfonic acid (PFOS)	7	ng/L		7	Perfluorooctanesulfonic acid (PFOS)	ND				Perfluorooctanesulfonic acid (PFOS)	ND				Perfluorooctanesulfonic acid (PFOS)	7.4	ng/L		7.4
335-67-1	Perfluorooctanoic acid (PFOA)	7.6	ng/L		7.6	Perfluorooctanoic acid (PFOA)	7.9	ng/L		7.9	Perfluorooctanoic acid (PFOA)	ND				Perfluorooctanoic acid (PFOA)	ND				Perfluorooctanoic acid (PFOA)	7.4	ng/L		7.4
2706-91-4	Perfluoropentanesulfonic acid (PFPeS)	0.47	ng/L	J	0.47	Perfluoropentanesulfonic acid (PFPeS)	0.44	ng/L	J	0.44	Perfluoropentanesulfonic acid (PFPeS)	ND				Perfluoropentanesulfonic acid (PFPeS)	ND				Perfluoropentanesulfonic acid (PFPeS)	0.47	ng/L	J	0.47
2706-90-3	Perfluoropentanoic acid (PFPeA)	16	ng/L		16	Perfluoropentanoic acid (PFPeA)	15	ng/L		15	Perfluoropentanoic acid (PFPeA)	ND				Perfluoropentanoic acid (PFPeA)	ND				Perfluoropentanoic acid (PFPeA)	15	ng/L		15
519-09-5	Benzoylecgonine	0.01	ng/mL		10	Benzoylecgonine	0.011	ng/mL	I	11	Benzoylecgonine	ND				Benzoylecgonine	ND				Benzoylecgonine	0.0061	ng/mL		6.1
437-38-7	Fentanyl	0.005	ng/mL		5	Fentanyl	0.0048	ng/mL		4.8	Fentanyl	ND				Fentanyl	ND				Fentanyl	0.0046	ng/mL		4.6
125-29-1	Hydrocodone	0.03	ng/mL		30	Hydrocodone	0.03	ng/mL		30	Hydrocodone	ND				Hydrocodone	ND				Hydrocodone	0.036	ng/mL		36
76-99-3	Methadone	0.075	ng/mL		75	Methadone	0.072	ng/mL		72	Methadone	ND				Methadone	ND				Methadone	0.073	ng/mL		73
1609-66-7	Norfentanyl	0.019	ng/mL		19	Norfentanyl	0.019	ng/mL	I	19	Norfentanyl	ND				Norfentanyl	ND				Norfentanyl	0.016	ng/mL		16
76-42-6	Oxycodone	0.029	ng/mL		29	Oxycodone	0.03	ng/mL		30	Oxycodone	ND				Oxycodone	ND				Oxycodone	ND			
84852-15-3	4-Nonylphenol	0.14	ug/L	J	140	4-Nonylphenol	0.12	ug/L	J	120	4-Nonylphenol	ND				4-Nonylphenol	ND				4-Nonylphenol	0.13	ug/L	J	130
55589-62-3	Acesulfame K	0.0054	ug/L	J	5.4	Acesulfame K	0.0053	ug/L	J	5.3	Acesulfame K	ND				Acesulfame K	ND				Acesulfame K	0.0066	ug/L	J	6.6
15307-86-5	Diclofenac acid	0.26	ug/L		260	Diclofenac acid	0.27	ug/L		270	Diclofenac acid	ND				Diclofenac acid	ND				Diclofenac acid	0.25	ug/L		250
57-41-0	Dilantin	0.029	ug/L		29	Dilantin	0.028	ug/L		28	Dilantin	ND				Dilantin	ND				Dilantin	0.027	ug/L		27
53-16-7	Estrone	0.022	ug/L		22	Estrone	0.014	ug/L		14	Estrone	ND				Estrone	ND				Estrone	0.013	ug/L		13
25812-30-0	Gemfibrozil	0.0022	ug/L	J	2.2	Gemfibrozil	0.0023	ug/L	J	2.3	Gemfibrozil	0.0011	ug/L	J	1.1	Gemfibrozil	ND				Gemfibrozil	0.002	ug/L	J	2
66108-95-0	Iohexol	4.6	ug/L		4600	Iohexol	4.8	ug/L		4800	Iohexol	0.12	ug/L		120	Iohexol	ND				Iohexol	4.8	ug/L		4800
87-86-5	Pentachlorophenol	0.036	ug/L	J	36	Pentachlorophenol	0.039	ug/L	J	39	Pentachlorophenol	ND				Pentachlorophenol	ND				Pentachlorophenol	ND			
56038-13-2	Sucralose	22	ug/L		22000	Sucralose	22	ug/L		22000	Sucralose	ND				Sucralose	ND				Sucralose	21	ug/L		21000
58-55-9	Theophylline	0.04	ug/L		40	Theophylline	0.033	ug/L		33	Theophylline	ND				Theophylline	ND				Theophylline	0.035	ug/L		35
29122-68-7	Atenolol	0.043	ug/L		43	Atenolol	0.042	ug/L		42	Atenolol	ND				Atenolol	ND				Atenolol	0.048	ug/L		48
83905-01-5	Azithromycin	0.76	ug/L		760	Azithromycin	0.78	ug/L		780	Azithromycin	ND				Azithromycin	ND				Azithromycin	0.79	ug/L		790
58-08-2	Caffeine	0.019	ug/L		19	Caffeine	0.02	ug/L		20	Caffeine	ND				Caffeine	ND				Caffeine	0.017	ug/L		17
298-46-4	Carbamazepine	0.065	ug/L		65	Carbamazepine	0.071	ug/L		71	Carbamazepine	ND				Carbamazepine	ND				Carbamazepine	0.067	ug/L		67
51481-61-9	Cimetidine	0.025	ug/L		25	Cimetidine	0.026	ug/L		26	Cimetidine	ND				Cimetidine	ND				Cimetidine	0.026	ug/L		26
76-57-3	Codeine	0.01	ug/L		10	Codeine	0.013	ug/L		13	Codeine	ND				Codeine	ND				Codeine	0.01	ug/L		10
134-62-3	DEET	0.029	ug/L		29	DEET	0.028	ug/L		28	DEET	ND				DEET	ND				DEET	0.025	ug/L		25
42399-41-7	Diltiazem	0.057	ug/L		57	Diltiazem	0.056	ug/L		56	Diltiazem	ND				Diltiazem	ND				Diltiazem	0.051	ug/L		51
58-73-1	Diphenhydramine	0.059	ug/L		59	Diphenhydramine	0.054	ug/L		54	Diphenhydramine	ND				Diphenhydramine	ND				Diphenhydramine	0.055	ug/L		55
114-07-8	Erythromycin	ND				Erythromycin	0.021	ug/L		21	Erythromycin	ND				Erythromycin	ND				Erythromycin	ND			
54910-89-3	Fluoxetine	0.062	ug/L		62	Fluoxetine	0.059	ug/L		59	Fluoxetine	ND				Fluoxetine	ND				Fluoxetine	0.052	ug/L		52
57-53-4	Meprobamate	0.029	ug/L		29	Meprobamate	0.032	ug/L		32	Meprobamate	ND				Meprobamate	ND				Meprobamate	0.037	ug/L		37
1115-70-4	Metformin	0.063	ug/L		63	Metformin	0.06	ug/L		60	Metformin	0.045	ug/L		45	Metformin	ND				Metformin	0.064	ug/L		64
125-33-7	Primidone	0.3	ug/L		300	Primidone	0.31	ug/L		310	Primidone	ND				Primidone	ND				Primidone	0.3	ug/L		300
723-46-6	Sulfamethoxazole	0.81	ug/L		810	Sulfamethoxazole	0.78	ug/L		780	Sulfamethoxazole	ND				Sulfamethoxazole	ND				Sulfamethoxazole	0.74	ug/L		740
599-79-1	Sulfasalazine	0.06	ug/L		60	Sulfasalazine	0.071	ug/L		71	Sulfasalazine	0.011	ug/L	J	11	Sulfasalazine	0.015	ug/L	J	15	Sulfasalazine	0.068	ug/L		68
115-96-8	TCEP	0.056	ug/L		56	TCEP	0.052	ug/L		52	TCEP	ND				TCEP	ND				TCEP	0.053	ug/L		53
13674-84-5	TCPP	0.81	ug/L		810	TCPP	0.71	ug/L		710	TCPP	ND				TCPP	ND				TCPP	0.73	ug/L		730
738-70-5	Trimethoprim	0.028	ug/L		28	Trimethoprim	0.027	ug/L		27	Trimethoprim	ND				Trimethoprim	ND				Trimethoprim	0.027	ug/L		27
1401-69-0	Tylosin	0.0072	ug/L		7.2	Tylosin	0.0076	ug/L		7.6	Tylosin	ND				Tylosin	ND				Tylosin	0.0083	ug/L		8.3
	detections	**50**			31474.65	**detections**	**54**			31939.26	**detections**	**5**			179.3	**detections**	**2**			16.7	**detections**	**51**			31145.63

Table 4-7 Round 5 CEC Monitoring Results (June 24)

Note: Only detected analytes are listed

ROUND 5- JUNE 24	RAW	RAW	RAW		ROUND 5- JUNE 24	F1	F1	F1		ROUND 5- JUNE 24	F2	F2	F2		ROUND 5- JUNE 24	F3	F3	F3		ROUND 5- JUNE 24	F4	F4	F4		ROUND 5- JUNE 24	CR-POD2	CR-POD2	CR-POD2		ROUND 5- JUNE 24	CR-RWI	CR-RWI	CR-RWI	
Analyte	Result Num	Unit	Flag	Total Conc, ng/l	Analyte	Result Num	Unit	Flag	Total Conc, ng/l	Analyte	Result Num	Unit	Flag	Total Conc, ng/l	Analyte	Result Num	Unit	Flag	Total Conc, ng/l	Analyte	Result Num	Unit	Flag	Total Conc, ng/l	Analyte	Result Num	Unit	Flag	Total Conc, ng/l	Analyte	Result Num	Unit	Flag	Total Conc, ng/l
N-Nitrosodimethylamine (NDMA)	ND				N-Nitrosodimethylamine (NDMA)	ND				N-Nitrosodimethylamine (NDMA)	1.8	ng/L	J	1.8	N-Nitrosodimethylamine (NDMA)	4.4	ng/L		4.4	N-Nitrosodimethylamine (NDMA)	ND				N-Nitrosodimethylamine (NDMA)	ND				N-Nitrosodimethylamine (NDMA)	ND			
N-Nitrosodiphenylamine (NDPhA)	ND				N-Nitrosodiphenylamine (NDPhA)	ND				N-Nitrosodiphenylamine (NDPhA)	ND				N-Nitrosodiphenylamine (NDPhA)	9.7	ng/L	J B	9.7	N-Nitrosodiphenylamine (NDPhA)	10	ng/L	J B	10	N-Nitrosodiphenylamine (NDPhA)	13	ng/L	J B	13	N-Nitrosodiphenylamine (NDPhA)	22	ng/L	B	22
N-Nitrosomorpholine (NMOR)	74	ng/L		74	N-Nitrosomorpholine (NMOR)	77	ng/L		77	N-Nitrosomorpholine (NMOR)	48	ng/L		48	N-Nitrosomorpholine (NMOR)	ND				N-Nitrosomorpholine (NMOR)	75	ng/L		75	N-Nitrosomorpholine (NMOR)	ND				N-Nitrosomorpholine (NMOR)	ND			
1,4-Dioxane	0.14	ug/L		140	1,4-Dioxane	0.14	ug/L		140	1,4-Dioxane	0.17	ug/L		170	1,4-Dioxane	0.15	ug/L		150	1,4-Dioxane	0.14	ug/L		140	1,4-Dioxane	ND				1,4-Dioxane	ND			
1,4-Dichlorobenzene	ND				1,4-Dichlorobenzene	0.23	ug/L	J	230	1,4-Dichlorobenzene	ND				1,4-Dichlorobenzene	ND				1,4-Dichlorobenzene	0.24	ug/L	J	240	1,4-Dichlorobenzene	ND				1,4-Dichlorobenzene	ND			
Chloroform	ND				Chloroform	ND				Chloroform	0.21	ug/L	J	210	Chloroform	ND				Chloroform	ND				Chloroform	ND				Chloroform	ND			
Toluene	0.28	ug/L	J	280	Toluene	ND				Toluene	ND				Toluene	ND				Toluene	ND				Toluene	ND				Toluene	ND			
1-Methylnaphthalene	0.21	ug/L		210	1-Methylnaphthalene	0.21	ug/L		210	1-Methylnaphthalene	0.054	ug/L	J	54	1-Methylnaphthalene	ND				1-Methylnaphthalene	0.21	ug/L		210	1-Methylnaphthalene	ND				1-Methylnaphthalene	ND			
Atrazine	0.036	ug/L	J	36	Atrazine	0.041	ug/L	J	41	Atrazine	ND				Atrazine	ND				Atrazine	0.028	ug/L	J	28	Atrazine	0.19	ug/L		190	Atrazine	0.076	ug/L	J	76
Butylbenzylphthalate	ND				Butylbenzylphthalate	ND				Butylbenzylphthalate	ND				Butylbenzylphthalate	ND				Butylbenzylphthalate	ND				Butylbenzylphthalate	0.16	ug/L	J *3	160	Butylbenzylphthalate	0.16	ug/L	J *3	160
Caffeine	0.13	ug/L		130	Caffeine	0.12	ug/L		120	Caffeine	ND				Caffeine	ND				Caffeine	ND				Caffeine	ND				Caffeine	ND			
Di-n-butyl phthalate	0.34	ug/L	J	340	Di-n-butyl phthalate	0.27	ug/L	J	270	Di-n-butyl phthalate	ND				Di-n-butyl phthalate	ND				Di-n-butyl phthalate	ND				Di-n-butyl phthalate	ND				Di-n-butyl phthalate	ND			
Fluoranthene	ND				Fluoranthene	ND				Fluoranthene	ND				Fluoranthene	ND				Fluoranthene	ND				Fluoranthene	ND				Fluoranthene	0.019	ug/L	J *3	19
Isophorone	0.018	ug/L	J	18	Isophorone	ND				Isophorone	ND				Isophorone	ND				Isophorone	ND				Isophorone	ND				Isophorone	ND			
Metolachlor	ND				Metolachlor	ND				Metolachlor	ND				Metolachlor	ND				Metolachlor	ND				Metolachlor	0.042	ug/L	J	42	Metolachlor	0.028	ug/L	J	28
Phenanthrene	ND				Phenanthrene	ND				Phenanthrene	ND				Phenanthrene	ND				Phenanthrene	ND				Phenanthrene	ND				Phenanthrene	0.011	ug/L	J	11
1H,1H,2H,2H-Perfluorooctane sulfonic acid (6:2 FTS)	4.7	ng/L		4.7	1H,1H,2H,2H-Perfluorooctane sulfonic acid (6:2 FTS)	4.9	ng/L		4.9	1H,1H,2H,2H-Perfluorooctane sulfonic acid (6:2 FTS)	2.3	ng/L		2.3	1H,1H,2H,2H-Perfluorooctane sulfonic acid (6:2 FTS)	ND				1H,1H,2H,2H-Perfluorooctane sulfonic acid (6:2 FTS)	4.6	ng/L		4.6	1H,1H,2H,2H-Perfluorooctane sulfonic acid (6:2 FTS)	ND				1H,1H,2H,2H-Perfluorooctane sulfonic acid (6:2 FTS)	ND			
Perfluorobutanesulfonic acid (PFBS)	12	ng/L		12	Perfluorobutanesulfonic acid (PFBS)	9.3	ng/L		9.3	Perfluorobutanesulfonic acid (PFBS)	3.7	ng/L		3.7	Perfluorobutanesulfonic acid (PFBS)	ND				Perfluorobutanesulfonic acid (PFBS)	6.3	ng/L		6.3	Perfluorobutanesulfonic acid (PFBS)	0.43	ng/L	J	0.43	Perfluorobutanesulfonic acid (PFBS)	ND			
Perfluorobutanoic acid (PFBA)	17	ng/L		17	Perfluorobutanoic acid (PFBA)	18	ng/L		18	Perfluorobutanoic acid (PFBA)	13	ng/L		13	Perfluorobutanoic acid (PFBA)	5.1	ng/L		5.1	Perfluorobutanoic acid (PFBA)	13	ng/L		13	Perfluorobutanoic acid (PFBA)	5.4	ng/L		5.4	Perfluorobutanoic acid (PFBA)	4.7	ng/L		4.7
Perfluorodecanoic acid (PFDA)	1.2	ng/L	J	1.2	Perfluorodecanoic acid (PFDA)	1.2	ng/L	J	1.2	Perfluorodecanoic acid (PFDA)	0.55	ng/L	J	0.55	Perfluorodecanoic acid (PFDA)	ND				Perfluorodecanoic acid (PFDA)	1.2	ng/L	J	1.2	Perfluorodecanoic acid (PFDA)	ND				Perfluorodecanoic acid (PFDA)	ND			
Perfluoroheptanoic acid (PFHpA)	3.1	ng/L		3.1	Perfluoroheptanoic acid (PFHpA)	3.2	ng/L		3.2	Perfluoroheptanoic acid (PFHpA)	1.7	ng/L	J	1.7	Perfluoroheptanoic acid (PFHpA)	ND				Perfluoroheptanoic acid (PFHpA)	3	ng/L		3	Perfluoroheptanoic acid (PFHpA)	0.52	ng/L	J	0.52	Perfluoroheptanoic acid (PFHpA)	0.43	ng/L	J	0.43
Perfluorohexanesulfonic acid (PFHxS)	3.9	ng/L		3.9	Perfluorohexanesulfonic acid (PFHxS)	4.3	ng/L		4.3	Perfluorohexanesulfonic acid (PFHxS)	2.1	ng/L		2.1	Perfluorohexanesulfonic acid (PFHxS)	ND				Perfluorohexanesulfonic acid (PFHxS)	4.3	ng/L		4.3	Perfluorohexanesulfonic acid (PFHxS)	ND				Perfluorohexanesulfonic acid (PFHxS)	ND			
Perfluorohexanoic acid (PFHxA)	19	ng/L		19	Perfluorohexanoic acid (PFHxA)	19	ng/L		19	Perfluorohexanoic acid (PFHxA)	12	ng/L		12	Perfluorohexanoic acid (PFHxA)	0.79	ng/L	J	0.79	Perfluorohexanoic acid (PFHxA)	19	ng/L		19	Perfluorohexanoic acid (PFHxA)	0.48	ng/L	J	0.48	Perfluorohexanoic acid (PFHxA)	ND			
Perfluorononanoic acid (PFNA)	1.3	ng/L	J	1.3	Perfluorononanoic acid (PFNA)	1.4	ng/L	J	1.4	Perfluorononanoic acid (PFNA)	0.72	ng/L	J	0.72	Perfluorononanoic acid (PFNA)	ND				Perfluorononanoic acid (PFNA)	1.4	ng/L	J	1.4	Perfluorononanoic acid (PFNA)	0.49	ng/L	J	0.49	Perfluorononanoic acid (PFNA)	ND			
Perfluorooctanesulfonic acid (PFOS)	6.5	ng/L		6.5	Perfluorooctanesulfonic acid (PFOS)	6.8	ng/L		6.8	Perfluorooctanesulfonic acid (PFOS)	2.8	ng/L		2.8	Perfluorooctanesulfonic acid (PFOS)	ND				Perfluorooctanesulfonic acid (PFOS)	6.4	ng/L		6.4	Perfluorooctanesulfonic acid (PFOS)	0.58	ng/L	J	0.58	Perfluorooctanesulfonic acid (PFOS)	0.63	ng/L	J	0.63
Perfluorooctanoic acid (PFOA)	6.7	ng/L		6.7	Perfluorooctanoic acid (PFOA)	6.9	ng/L		6.9	Perfluorooctanoic acid (PFOA)	3.6	ng/L		3.6	Perfluorooctanoic acid (PFOA)	0.39	ng/L	J	0.39	Perfluorooctanoic acid (PFOA)	6.8	ng/L		6.8	Perfluorooctanoic acid (PFOA)	0.48	ng/L	J	0.48	Perfluorooctanoic acid (PFOA)	0.38	ng/L	J	0.38
Perfluoropentanoic acid (PFPeA)	42	ng/L		42	Perfluoropentanoic acid (PFPeA)	42	ng/L		42	Perfluoropentanoic acid (PFPeA)	30	ng/L		30	Perfluoropentanoic acid (PFPeA)	3.2	ng/L		3.2	Perfluoropentanoic acid (PFPeA)	42	ng/L		42	Perfluoropentanoic acid (PFPeA)	0.79	ng/L	J	0.79	Perfluoropentanoic acid (PFPeA)	0.65	ng/L	J	0.65
Benzoylecgonine	ND				Benzoylecgonine	0.0073	ng/mL		7.3	Benzoylecgonine	ND				Benzoylecgonine	ND				Benzoylecgonine	0.0043	ng/mL		4.3	Benzoylecgonine	ND				Benzoylecgonine	ND			
Fentanyl	0.012	ng/mL		12	Fentanyl	0.012	ng/mL		12	Fentanyl	ND				Fentanyl	ND				Fentanyl	0.011	ng/mL		11	Fentanyl	ND				Fentanyl	ND			
Hydrocodone	0.069	ng/mL		69	Hydrocodone	0.039	ng/mL		39	Hydrocodone	ND				Hydrocodone	ND				Hydrocodone	0.049	ng/mL		49	Hydrocodone	ND				Hydrocodone	ND			
Methadone	0.16	ng/mL		160	Methadone	0.15	ng/mL		150	Methadone	0.0086	ng/mL		8.6	Methadone	ND				Methadone	0.15	ng/mL		150	Methadone	ND				Methadone	ND			
Norfentanyl	0.055	ng/mL		55	Norfentanyl	0.048	ng/mL		48	Norfentanyl	0.0023	ng/mL	J	2.3	Norfentanyl	ND				Norfentanyl	0.049	ng/mL		49	Norfentanyl	ND				Norfentanyl	ND			
Oxycodone	0.068	ng/mL		68	Oxycodone	0.089	ng/mL		89	Oxycodone	ND				Oxycodone	ND				Oxycodone	0.068	ng/mL		68	Oxycodone	ND				Oxycodone	ND			
Acesulfame K	0.026	ug/L		26	Acesulfame K	0.0075	ug/L	J	7.5	Acesulfame K	0.0032	ug/L	J	3.2	Acesulfame K	ND				Acesulfame K	0.021	ug/L		21	Acesulfame K	ND				Acesulfame K	ND			
Diclofenac acid	0.47	ug/L		470	Diclofenac acid	0.44	ug/L		440	Diclofenac acid	0.09	ug/L		90	Diclofenac acid	ND				Diclofenac acid	0.48	ug/L		480	Diclofenac acid	ND				Diclofenac acid	ND			
Dilantin	0.068	ug/L		68	Dilantin	0.068	ug/L		68	Dilantin	0.0041	ug/L	J	4.1	Dilantin	ND				Dilantin	0.068	ug/L		68	Dilantin	ND				Dilantin	ND			
Iohexol	0.56	ug/L		560	Iohexol	0.57	ug/L		570	Iohexol	0.65	ug/L		650	Iohexol	0.21	ug/L		210	Iohexol	0.57	ug/L		570	Iohexol	ND				Iohexol	ND			
Sucralose	77	ug/L		77000	Sucralose	76	ug/L		76000	Sucralose	35	ug/L		35000	Sucralose	0.22	ug/L		220	Sucralose	83	ug/L	J	83000	Sucralose	0.031	ug/L	J	31	Sucralose	0.028	ug/L	J	28
Theophylline	0.053	ug/L		53	Theophylline	ND				Theophylline	ND				Theophylline	ND				Theophylline	0.04	ug/L		40	Theophylline	0.013	ug/L	J	13	Theophylline	0.013	ug/L	J	13
1,7-Dimethylxanthine (Paraxanthine)	ND				1,7-Dimethylxanthine (Paraxanthine)	ND				1,7-Dimethylxanthine (Paraxanthine)	ND				1,7-Dimethylxanthine (Paraxanthine)	ND				1,7-Dimethylxanthine (Paraxanthine)	0.021	ug/L		21	1,7-Dimethylxanthine (Paraxanthine)	ND				1,7-Dimethylxanthine (Paraxanthine)	ND			
Atenolol	0.016	ug/L		16	Atenolol	0.019	ug/L		19	Atenolol	ND				Atenolol	ND				Atenolol	0.014	ug/L		14	Atenolol	ND				Atenolol	ND			
Azithromycin	2.9	ug/L		2900	Azithromycin	3	ug/L		3000	Azithromycin	0.33	ug/L		330	Azithromycin	0.083	ug/L		83	Azithromycin	3	ug/L		3000	Azithromycin	0.043	ug/L		43	Azithromycin	ND			
Caffeine	0.072	ug/L		72	Caffeine	0.071	ug/L		71	Caffeine	0.017	ug/L		17	Caffeine	ND				Caffeine	0.056	ug/L		56	Caffeine	0.0057	ug/L	J	5.7	Caffeine	0.0053	ug/L	J	5.3
Carbadox	0.01	ug/L		10	Carbadox	ND				Carbadox	ND				Carbadox	ND				Carbadox	0.0081	ug/L		8.1	Carbadox	ND				Carbadox	ND			
Carbamazepine	0.16	ug/L		160	Carbamazepine	0.15	ug/L		150	Carbamazepine	0.0034	ug/L	J	3.4	Carbamazepine	ND				Carbamazepine	0.15	ug/L		150	Carbamazepine	ND				Carbamazepine	ND			
Cimetidine	0.045	ug/L		45	Cimetidine	0.044	ug/L		44	Cimetidine	ND				Cimetidine	ND				Cimetidine	0.041	ug/L		41	Cimetidine	ND				Cimetidine	ND			
Codeine	0.0092	ug/L		9.2	Codeine	0.0097	ug/L		9.7	Codeine	ND				Codeine	ND				Codeine	0.0084	ug/L		8.4	Codeine	ND				Codeine	ND			
DEET	0.19	ug/L		190	DEET	0.21	ug/L		210	DEET	0.0077	ug/L	J	7.7	DEET	ND				DEET	0.18	ug/L		180	DEET	0.0067	ug/L	J	6.7	DEET	0.015	ug/L		15
Diltiazem	0.09	ug/L		90	Diltiazem	0.083	ug/L		83	Diltiazem	ND				Diltiazem	ND				Diltiazem	0.084	ug/L		84	Diltiazem	ND				Diltiazem	ND			
Diphenhydramine	0.033	ug/L		33	Diphenhydramine	0.035	ug/L		35	Diphenhydramine	ND				Diphenhydramine	ND				Diphenhydramine	0.034	ug/L		34	Diphenhydramine	ND				Diphenhydramine	ND			
Fluoxetine	0.11	ug/L		110	Fluoxetine	0.12	ug/L		120	Fluoxetine	ND				Fluoxetine	ND				Fluoxetine	0.1	ug/L		100	Fluoxetine	ND				Fluoxetine	ND			
Meprobamate	0.12	ug/L		120	Meprobamate	0.11	ug/L		110	Meprobamate	0.017	ug/L		17	Meprobamate	ND				Meprobamate	0.11	ug/L		110	Meprobamate	ND				Meprobamate	ND			
Metformin	0.067	ug/L		67	Metformin	0.068	ug/L		68	Metformin	0.31	ug/L		310	Metformin	0.19	ug/L		190	Metformin	0.069	ug/L		69	Metformin	ND				Metformin	ND			
Primidone	0.76	ug/L		760	Primidone	0.73	ug/L		730	Primidone	0.15	ug/L		150	Primidone	ND				Primidone	0.72	ug/L		720	Primidone	ND				Primidone	ND			
Sulfadiazine	0.0033	ug/L	J	3.3	Sulfadiazine	0.0048	ug/L	J	4.8	Sulfadiazine	ND				Sulfadiazine	ND				Sulfadiazine	0.0035	ug/L	J	3.5	Sulfadiazine	ND				Sulfadiazine	ND			
Sulfamethoxazole	1.1	ug/L		1100	Sulfamethoxazole	1.2	ug/L		1200	Sulfamethoxazole	0.22	ug/L		220	Sulfamethoxazole	ND				Sulfamethoxazole	1.2	ug/L		1200	Sulfamethoxazole	ND				Sulfamethoxazole	ND			
Sulfasalazine	0.04	ug/L	J	40	Sulfasalazine	0.022	ug/L	J	22	Sulfasalazine	ND				Sulfasalazine	ND				Sulfasalazine	0.04	ug/L	J	40	Sulfasalazine	ND				Sulfasalazine	ND			
TCEP	0.14	ug/L		140	TCEP	0.12	ug/L		120	TCEP	ND				TCEP	ND				TCEP	0.12	ug/L		120	TCEP	ND				TCEP	ND			
TCPP	1.4	ug/L		1400	TCPP	1.5	ug/L		1500	TCPP	ND				TCPP	ND				TCPP	1.4	ug/L		1400	TCPP	ND				TCPP	ND			
TDCPP	0.46	ug/L		460	TDCPP	0.43	ug/L		430	TDCPP	ND				TDCPP	ND				TDCPP	0.44	ug/L		440	TDCPP	ND				TDCPP	ND			
Trimethoprim	0.009	ug/L		9	Trimethoprim	0.011	ug/L		11	Trimethoprim	ND				Trimethoprim	ND				Trimethoprim	0.0095	ug/L		9.5	Trimethoprim	ND				Trimethoprim	ND			
detections	51			87620.9	detections	49			86573.3	detections	31			37369.6	detections	11			876.58	detections	51			93129.8	detections	17			513.57	detections	15			384.09

4.6 CONTINUED MONITORING FOR CEC

Sampling and monitoring of the reclaimed effluent (source water for the IPR) will be an integral part of the overall strategy that Bartlesville will utilize to protect health and safety and the beneficial use of the receiving stream.

Sampling costs could be substantial based on the frequency and the extent of parameters included in the testing plan. For example, sampling and testing protocols for CECs are labor intensive and cost several thousand dollars with few nationally certified laboratories available for use. Bartlesville's proposed reclaimed water IPR is intended for use only during drought and periods of severe water supply deficits. Bartlesville will have substantial lead time to anticipate the need for IPR based on statewide short-term and long-term weather forecasts. Therefore, it is prudent to consider these factors in establishing the monitoring duration and frequencies that would be effective and protective of safety and health and avoid unnecessary testing costs and waste of City's limited resources. Bartlesville will coordinate with DEQ in establishing the sampling monitoring protocol and frequencies as part of the new discharge application permitting process

4.7 SOURCE CONTROL

Bartlesville will use source control as a key tool in the multi-barrier approach. Bartlesville maintains and implements industrial pretreatment program in accordance with the provisions of 40 CFR 403. The program was originally approved in 1984 and subsequent modifications were in 1988, 1994, 1999, and in 2013. Currently, the following are the significant industrial users (SIUs) within the Bartlesville's service area:

- R-3 Industrial Inc- An industrial laundry and dry cleaning operation
- Phillips 66 Research Center- A research and development compound for petroleum and petrochemical processes
- Saddoris Companies, Inc. (United Linen)- An industrial laundry
- Walmart Bartlesville Distribution Center #7015- A mechanized distribution center for food, refrigerated warehouse.

Each of the SIUs are subject to discharge permits issued by Bartlesville (Local Control Authority) to meet local limits and national categorical standards. Under the pretreatment program, Bartlesville performs annual and periodic industrial user surveys to identify specific commercial and industrial discharges that could be a source for industrial chemicals as well as CECs that could enter the wastewater collection system. In addition, as needed for reclaimed water IPR purposes, Bartlesville's industrial pretreatment program would enhance the following critical elements of the program:

- Sewer Service Area Evaluation to identify potential pass-through and interference constituents, and establishing appropriate local limits
- Establishing a database of chemicals stored and discharged by industrial users and waste haulers
- Public Outreach and Education Awareness Programs. Information to the public on proper disposal methods, incentive programs to promote pollution control, household chemical disposal methods and pharmaceutical drugs take-back programs.
- Implementing necessary and prudent sewer use ordinances and best management practices.
- Maintaining an effective enforcement and response plan for routine monitoring and non-compliances.

4.8 IPR SOURCE WATER TREATMENT PLANT (SWTP) CONCEPT

Based on the pilot plant study findings the following IPR SWTP concept is proposed.

4.8.1 AERATION BASINS, TERTIARY FILTERS AND DISINFECTION RECOMMENDATIONS

4.8.1.1 AERATION BASINS.

As proposed in the Engineering Report prepared for the Chickasaw Wastewater Treatment Plant (CWWTP) improvements, incorporate anoxic bio-selector zones in the proposed aeration basin improvements to enhance de-nitrification to achieve <10 mg/l Nitrate-N. This engineering report was previously submitted to and approved by ODEQ.

4.8.1.2 TERTIARY FILTERS AND DISINFECTION

- **Tertiary Filters.** Include dual media tertiary filtration (sand and anthracite). Chemical addition ahead of the filters is not necessary as documented in the pilot study, and therefore, is not recommended. This will require DEQ approval of variance.
- **Tertiary Filter Hydraulic Loading Rate (HLR).** Tertiary filters hydraulic HLR of 7.1 gpm/ft^2 at the peak flow (20.5 MGD) are proposed. Using a peak hydraulic loading rate of 7.1 gpm/ft^2 would still provide HLR of 4.57 gpm/ft^2 at the maximum month flow (13.2 MGD) and 2.84 gpm/ft^2 at the average flow (8.1 MGD) condition. This will require DEQ approval of variance.
- **Post Tertiary Filters Dual GAC Contactors.** Following the tertiary filters, dual GAC contactors using the 12x40 GAC media (Filtrasorb 400) is proposed. The first GAC contactor will have an empty bed contact time (EBCT) of 10-minutes and the second GAC contactor will have 15-minutes EBCT. Continued monitoring of GAC contactor effluent will be used to time and replace the GAC media,

- **Disinfection Log Removal Credit (LRC).** As discussed in Section 4.4, disinfection using UV followed by chlorination is proposed to achieve 5-3-3 LRC. A separate enclosed vessel UV is proposed for the IPR train to keep it separate from the normal plant OPDES discharge stream. With the use of post-filter dual GAC contactors, the effluent UVT is significantly improved (See Figure 3-9). Therefore, for the IPR UV design, UVT of minimum 70% is proposed.

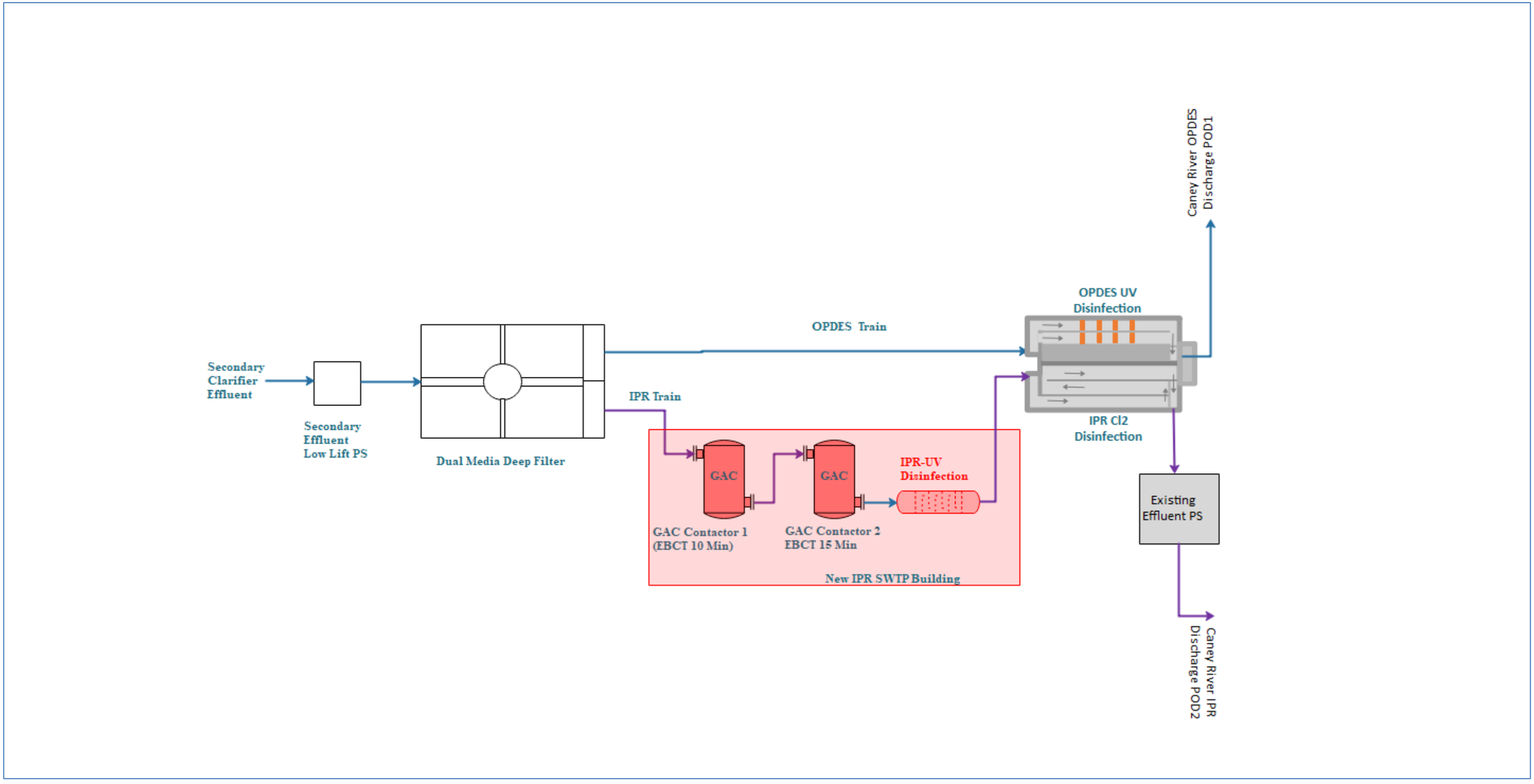
The proposed IPR SWTP concept is shown in Figure 4-2.

4.8.2 POSTURING FOR FUTURE IPR REQUIREMENTS

IPR regulations are still evolving in Oklahoma and future regulatory requirements will depend on the future CEC monitoring results and the IPR regulatory framework. Therefore, posturing for future CEC benchmarking and regulatory requirements are prudent and recommended. Emerging body of research and experiences from nationwide IPR use, posturing the proposed CWWTP plant expansion to incorporate (in the future) Ozone-Biologically Active Filter (BAF)- UV-Advanced Oxidation Process (AOP) is recommended. The proposed plant expansion should be designed to accommodate these future improvements when they are needed.

END OF REPORT

Figure 4-2 Advanced Source Water Treatment Plant (ASWTP) Concept



APPENDIX A

Pilot Study Work Plan- DEQ Approval Letter

(Pilot Study Work Plan- Available as Standalone Document)

Scott A. Thompson
Executive Director

OKLAHOMA Environmental Quality

Kevin Stitt
Governor

December 28, 2023

Terry Lauritsen, P.E.
Water Utilities Director
City of Bartlesville
401 South Johnstone Ave
Bartlesville, OK 74003

Re: Project No. PSS0000074230914
City of Bartlesville
Pilot Study Protocol for Chickasaw Wastewater Treatment Plant (Indirect Potable Reuse)
Facility No. S-21402

Dear Mr. Lauritsen:

On October 18, 2023, the Water Quality Division ("WQD") of the Department of Environmental Quality ("DEQ"), received a pilot study protocol from Mr. Srinivasan Sundaramoorthy, P.E., S2 Engineering, PLLC, and Alexandria Kendrick, P.E., Tetra Tech, Inc, for the City of Bartlesville's Chickasaw Wastewater Treatment Plant (Indirect Potable Reuse).

The City of Bartlesville plans to incorporate an indirect potable reuse ("IPR") effluent stream and discharge the IPR effluent to the Caney River at approximately 7-river miles upstream of an existing raw water intake location to augment Caney River flow during extreme drought conditions. The objectives of the pilot study are (1) to demonstrate that the proposed treatment processes are capable of producing the effluent that meets the criteria/benchmarks outlined in OAC 252:628 Appendix A (with the exception of nutrient removal requirements), and (2) to demonstrate the effluent water quality achievable with and without chemical addition ahead of tertiary filters, and chemical addition with or without the flocculation step ahead of the tertiary filters.

Prior to the full scale pilot study, bench scale jar testing, using the Phipps & Bird PB-900 series Jar Tester and Filer column unit in conjunction with the Phipps & Bird "Column Filtration System", will be used to screen and select coagulant chemicals.

The rapid mix-flocculation-dissolved air floating ("DAF") unit module by Intuitech will be used, but the pilot study will bypass the DAF unit since the objective of the pilot study is to evaluate the effectiveness of the rapid mix/flocculation on filter performance. The unit will have a 3-stage rapid mix followed by 2-stage flocculation basins and a downstream DAF unit (bypassed for the pilot study).

The granular filtration media, manufactured by Intuitech, will consist of four (4) constant rate filters with individual feed pumps and four (4) chemical feed systems. A common backwash/air scour system will be shared by all filters in operation.

Four (4) filter columns that will be used in parallel to evaluate the filtration with and without chemical use. Filters 1 and 3 will have dual media (12" of sand and 30" of anthracite); filters 2 and 4 will have dual media (14" of sand and 36" of anthracite).

Prior to the pilot study testing, jar testing will be performed to determine the preferred chemical for overall better coagulation and filterability using a variety of coagulants and polymers. Jar testing will be performed using the Phipps & Bird apparatus described in Section 2.2.

The pilot module has a footprint of approximately 40' x 11'. A proposed 500-gallon influent buffer tank will be located adjacent to the pilot module and will have secondary effluent pumped from the circular clarifier outlet box into it. All drains from the pilot module(s) will be routed to a pipe by the sulfur dioxide building that drains back to the headworks.

The pilot study is scheduled for Feb 1 – May 30, 2024 (17 weeks total). Disinfection for the treated secondary effluent to be used for IPR is disinfection by ultraviolet (UV) radiation followed by disinfection using chlorine gas. Also, the pilot study will evaluate GAC in a bench scale setup up using tester filter columns to assess in general the potential benefit of GAC as a filter cap or as a full medium for future use.

Currently, two (2) DEQ-approved outside laboratories will be used to test the samples taken during this pilot study: Pace Laboratory and Accurate Labs.

DEQ has determined the **pilot study protocol is approvable.**

If you have any questions, feel free to contact me at (405) 702-8140 or write to me at the letterhead address above.

Sincerely,

Rocky Chen, P.E., Manager
Construction Permitting Section
Water Quality Division

RWC/md

c: Gregory Carr, P.E., DEQ, Water Quality Division
Qusay Kabariti, P.E., DEQ Water Quality Division, Construction Permitting Section
Myles Mungle, P.E., DEQ Municipal Wastewater Enforcement Section

VOLUME II INCLUDES:

Appendix B: Weekly Sampling Results (List A Parameters)- Pace Laboratory Reports (See Volume II)

Appendix C: Bi-Weekly Sampling (List B Parameters)- Pace Laboratory Reports (See Volume II)

Appendix D: CEC Sampling (5 Rounds)- Eurofins Laboratory Reports (See Volume II)

Agenda Item 9.
October 29, 2024
Prepared by Terry Lauritsen
Water Utilities

I. SUBJECT, ATTACHMENTS, AND BACKGROUND

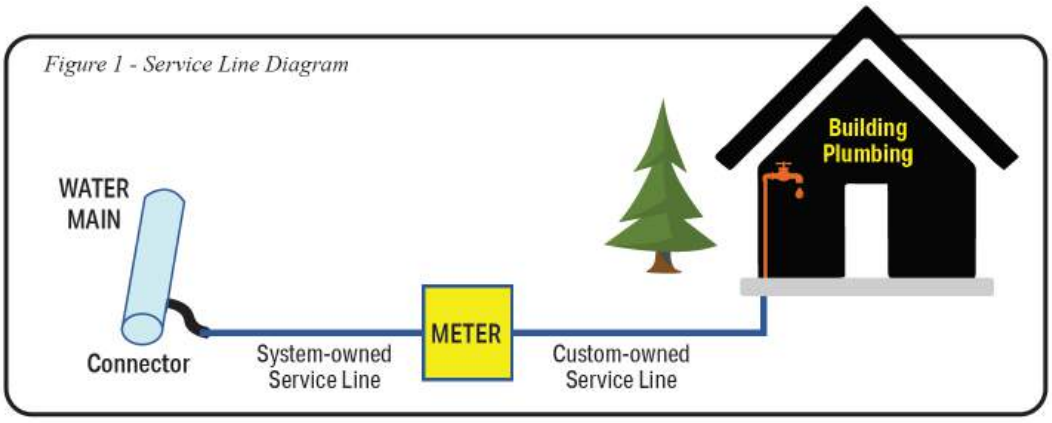
Receive a presentation on the results of the Lead Service Line Inventory.

Attachments:

Service Line Consumer Notice: Galvanized Requiring Replacement
Service Line Consumer Notice: Unknown
Water Service Line Questionnaire

II. STAFF COMMENTS AND ANALYSIS

On January 15, 2021, the EPA issued revisions to the Lead and Copper Rule (LCR). This rule requires the City, and every water utility in the United States, to inventory every water service line connected to the distribution system, both on the public (City) and customer side of the water meter, by October 16, 2024. The rule also requires an annual update of the inventory, development of strategies to identify unknown services lines as well as public outreach and education.



If a lead or galvanized service line is discovered on either the public or customer portion of the water service line, the City must notify the property owner of this finding and any available financing programs to replace this service line (no state or federal program/financing is available). If the water service line material on either the City's or customer side of the meter cannot be confirmed, the City must notify the property owner that the service line material is unknown but may be lead.

The City has completed the record review/initial inventory. Of the 16,412 service line connections, 2,338 were confirmed to be non-lead or galvanized, 1 was confirmed as galvanized requiring replacement on the customer's side of the meter, and 14,073 could not be determined from a record review, which is classified as unknown. In accordance with the EPA's rule, the City will provide a notification to

the properties that have either a galvanized or unknown service line, which are included in the staff report. The results will also published on-line through the City's GIS website: (https://arcgissrv.cityofbartlesville.org/arcgis/apps/webappviewer/index.html?id=a92f779249244786800903b49c90c275).

In addition to the notification, the City will send out a questionnaire to the unknown service lines to aide in the determination of the material for these services. A copy of the questionnaire is attached.

Staff will present the results of the lead line inventory to Council.

III. BUDGET IMPACT

N/A

IV. RECOMMENDED ACTION

Staff recommends receipt of the presentation.

SERVICE LINE CONSUMER NOTICE: GALVANIZED REQUIRING REPLACEMENT SERVICE LINE
IMPORTANT INFORMATION ABOUT YOUR SERVICE LINE

Date Notice Distributed: November 11, 2024

On January 15, 2021, the Environmental Protection Agency issued revisions to the Lead and Copper Rule. This rule required the City of Bartlesville to inventory all service lines, both on the public (City) and the customer side of the water meter, by October 16, 2024, to determine the presence of lead or galvanized service lines and to notify property owners of this finding. Following is the result of the inventory regarding your property.

Your property, «Street_Address», is being served by a **GALVANIZED REQUIRING REPLACEMENT (GRR) s**ervice line. A galvanized requiring replacement service line is a service line made of iron or steel piping coated to prevent corrosion and rusting that is (or ever was) downstream of a lead service line, or an unknown service line. Galvanized pipes can absorb lead while they are downstream of lead pipes and release the lead over time, even after the lead service line has been removed.

Your service line is downstream of a

Service Line of Unknown Material

This type of service line can cause serious health problems, especially for pregnant women and young children. Please read this information closely to see what you can do to reduce lead in your drinking water.

What are the health effects of lead? *Exposure to lead in drinking water can cause serious health effects in all age groups. Infants and children can have decreases in IQ and attention span. Lead exposure can lead to new learning and behavior problems or exacerbate existing learning and behavior problems. The children of women who are exposed to lead before or during pregnancy can have increased risk of these adverse health effects. Adults can have increased risks of heart disease, high blood pressure, kidney, or nervous system problems.*

Where does lead come from? Lead is a toxic heavy metal that occurs naturally. Though lead can be found in all parts of our environment, much of our exposure comes from human activities including the use of fossil fuels, some types of industrial facilities, and past use of lead-based paint in homes. Lead enters drinking water primarily through the corrosion, or wearing away, of materials containing lead in household plumbing and the water distribution system, such as the pipes that connect your house to the water main (service lines). Lead solder and plumbing fixtures, such as faucets, within your home/building may also contribute to lead in your drinking water.

Steps you can take to reduce your exposure to lead in your drinking water: Although the City, as the public water system, utilizes a corrosion prevention program to mitigate any lead or harmful metals leaching into the water from pipes, an elevated lead level may also be due to conditions unique to your home, such as the presence of lead solder or brass faucets, fittings, and valves that may contain lead. There are actions you can take to reduce exposure. We strongly urge you to take the steps below to reduce your exposure to lead in drinking water.

- **Run your water to flush out lead.** If water has not been used for several hours, run water for 30 seconds to 2 minutes until it becomes cold or reaches a steady temperature before using it for drinking or cooking.
- **Use cold or bottled water for drinking, cooking, and preparing baby formula.**
- **DO NOT boil water to remove lead.**
- **Identify and replace your plumbing fixtures that contain lead and/or lead solder.**
- **Replace your service line.**

How to replace your Galvanized Requiring Replacement service line: The City is required to replace the portion of the service line BETWEEN THE WATER MAIN AND THE WATER METER and will be contacting you with more information on this replacement. Since you own the portion of the water service line from the water meter to the structure, it is recommended that you replace your portion at the same time. Please contact us if you plan to replace the portion of the service line you own so that we can coordinate our efforts, as we are required to replace ours at the same time.

For more information, call the City of Bartlesville Water Department at (918) 338-4116**.** You can also reach out online by visiting the "Contact Us" section at the bottom of the City's website – www.cityofbartlesville.org

Visit EPA's Web site at http://www.epa.gov/lead or contact your health care provider for more information on reducing lead exposure around your home/building and the health effects of lead.

SERVICE LINE CONSUMER NOTICE: UNKNOWN SERVICE LINE

IMPORTANT INFORMATION ABOUT YOUR SERVICE LINE

Date Notice Distributed: November 11, 2024

On January 15, 2021, the Environmental Protection Agency issued revisions to the Lead and Copper Rule. This rule required the City of Bartlesville to inventory all service lines, both on the public (City) and the customer side of the water meter, by October 16, 2024, to determine the presence of lead or galvanized service lines and to notify property owners of this finding. Following is the result of the inventory regarding your property.

Your property, «Street Address», is being served by a water service line of UNKNOWN material.

What does this mean? Although unlikely, it is possible that your service line may be lead. It is important to understand that lead can cause serious health problems, especially for pregnant women and young children. Please read this information closely to see what you can do to identify your service line material and reduce lead in your drinking water.

In addition, it is important to determine what the service line material is. To assist with this identification, a material identification guide and questionnaire to return to the City are included with this notice.

What are the health effects of lead? *Exposure to lead in drinking water can cause serious health effects in all age groups. Infants and children can have decreases in IQ and attention span. Lead exposure can lead to new learning and behavior problems or exacerbate existing learning and behavior problems. The children of women who are exposed to lead before or during pregnancy can have increased risk of these adverse health effects. Adults can have increased risks of heart disease, high blood pressure, kidney, or nervous system problems.*

Where does lead come from? Lead is a toxic heavy metal that occurs naturally. Though lead can be found in all parts of our environment, much of our exposure comes from human activities including the use of fossil fuels, some types of industrial facilities, and past use of lead-based paint in homes. Lead enters drinking water primarily through the corrosion, or wearing away, of materials containing lead in household plumbing and the water distribution system, such as the pipes that connect your house to the water main (service lines). Lead solder and plumbing fixtures, such as faucets, within your home/building may also contribute to lead in your drinking water.

Steps you can take to reduce your exposure to lead in your drinking water: Although the City, as the public water system, utilizes a corrosion prevention program to mitigate any lead or harmful metals leaching into the water from pipes, elevated lead levels in your water may also stem from factors unique to your home, such as the presence of lead solder or brass faucets, fittings, and valves that may contain lead. *There are actions you can take to reduce exposure. We strongly urge you to take the steps below to reduce your exposure to lead in drinking water.*

- **Run your water to flush out lead.** If water has not been used for several hours, run water for 30 seconds to 2 minutes until it becomes cold or reaches a steady temperature before using it for drinking or cooking.
- **Use cold or bottled water for drinking, cooking, and preparing baby formula.**
- **DO NOT boil water to remove lead.**
- **Identify and replace your plumbing fixtures that contain lead and/or lead solder.**

How to identify your service line material:

One approach to identifying the material is to physically inspect the piping. Service line pipes may be exposed where the pipe enters the structure through a basement wall, exterior wall, or floor, at the water meter, or when discovered through excavating the dirt over the service line. Water service lines are typically 36 inches below ground. If you are able to access your water service line, the guide on the following page will help you identify the pipe material.

The EPA is requiring the City of Bartlesville to compile and maintain an inventory of all water service line materials, both on the City's and customer's side of the water meter. The City has completed a record search and created an initial inventory, which is available on-line at:
https://arcgissrv.cityofbartlesville.org/arcgis/apps/webappviewer/index.html?id=a92f7792492447868009 03b49c90c275.

To assist in this inventory effort, a WATER SERVICE LINE QUESTIONAIRE is provided. If you know the material of your water service line, please fill out this questionnaire, which is also available on-line, and return it to the City. Over the next 7 years, the City will conduct investigations, as mandated by the EPA, to determine the service line material for your building.

For more information, call the City of Bartlesville Water Department at (918) 338-4116. You can also reach out online by visiting the "Contact Us" section at the bottom of the City's website – www.cityofbartlesville.org

Visit EPA's Web site at http://www.epa.gov/lead or contact your health care provider for more information on reducing lead exposure around your home/building and the health effects of lead.

TYPES OF SERVICE LINE MATERIAL

LEAD

A dull, silver colored pipe that can be easily scratched with a coin or key. Scratching leaves a shiny silver color. Magnets WILL NOT stick to lead pipes. Lead pipes are bendable and commonly have a "bulb".

GALVANIZED IRON

A dull, silver colored pipe that is hard to scratch with a coin or key. Scratching leaves a dull gray color. A magnet WILL stick to a galvanized iron pipe.

COPPER

Brown colored pipe that can be easily scratched with a coin or key. Scratching leaves a copper color. Magnets WILL NOT stick to copper pipes.

PLASTIC

Generally white, black or blue piping. Plastic piping is rigid. A magnet WILL NOT stick to plastic pipe.

FOR MORE INFORMATION

EPA Lead in Drinking Water Guidance:

https://www.epa.gov/ground-water-and-drinking-water/basic-information-about-lead-drinking-water

CITY OF BARTLESVILLE

WATER SERVICE LINE QUESTIONNAIRE

* is a required field to complete

USE THE QR CODE BELOW TO FILL OUT THE FORM ONLINE, OR
GO TO www.cityofbartlesville.org

Example QR code - will get final code prior to sending out

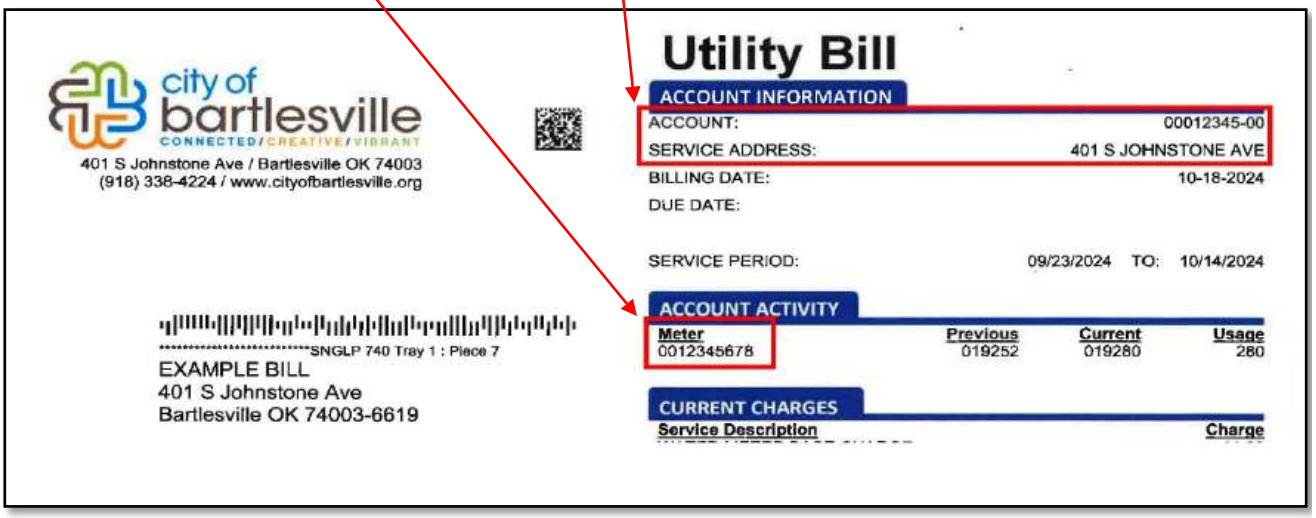
Name * _____

Contact Number * _____

Account Number * _____

Service Address * _____

Meter * _____



When was the house built? _____

Have you replaced the water service line? _____ If Yes, when? _____

If you have replaced the water service line, what pipe material was utilized (copper or plastic)? _____

Was the water service line replaced to the meter? _____

If you have not replaced the water service line, have you or a plumber excavated it for a repair? _____

When was the water service line excavated? _____

What pipe material was discovered with the water service line excavation (lead, galvanized/steel, copper or plastic)? _____

RETURN COMPLETED FORM TO THE UTILITY PAYMENT WINDOW AT CITY HALL, OR
MAIL TO: CITY OF BARTLESVILLE, ATTN: WATER DEPT, 401 S. JOHNSTONE AVE., BARTLESVILLE, OK 74003,
Questions? Call us at (918) 338-4116

October 31, 2024
Prepared by Micah Siemers
Engineering

I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Discuss and take possible action on a request by Raymond Crow to close a portion of a 20-foot-wide utility easement located on the south side of Lot 1, Block 4, Corrected Plat for Covington Park, Bartlesville, Washington County, Oklahoma.

Attachments:
Ordinance
Exhibit A

II. STAFF COMMENTS AND ANALYSIS

Applicant: Raymond Crow

Requested Action: A public hearing to consider a request to close a portion of a 20-foot-wide utility easement on the south side of Lot 1, Block 4, The Corrected Plat for Covington Park, Bartlesville, Washington County, Oklahoma said portion of right-of-way being more particularly described as follows:

THE NORTH 10 FEET OF THE SOUTH 20 FEET OF LOT 1, BLOCK 4, THE CORRECTED PLAT FOR COVGINGTON PARK, BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA, LESS AND EXCEPT THE WEST 15 FEET THEREOF.

SPECIAL INFORMATION:

This item was tabled at the October 7 City Council meeting at the request of Councilman Roszel. The public hearing was held with nobody coming up to address the request. The staff recommendation was to deny the request because PSO did not concur with the closure. It was unclear based upon the utility locate called in by the applicant prior to submitting the application. There were no PSO lines identified in the easement located on the property, though the PSO maps showed their facilities being present. There is also a 20' wide easement on the adjacent property, so the line could potentially be located within that easement instead of the one in question.

Mr. Roszel made the motion to table the item and get clarification from PSO to see if they had facilities in the easement and if not, would they be willing to concur with the request to close the north half of the easement. Staff reached out to PSO asking them to verify their facilities in the easement and potentially reconsider the request. While it is

still not clear if PSO has facilities in that easement, or the easement adjacent to the property, they cannot concur with the request. Their stance is that this is a platted easement and the property owner should be made aware of such an easement with the purchase of the property. Since the closure request is for a new structure and not an existing encroachment, they do not wish to concur with the closure to keep options open for future expansion and ingress/egress to maintain their facilities.

III. RECOMMENDED ACTION

Staff recommends denial of the request to vacate the north 10 feet of the 20-foot utility easement based upon the additional input received from PSO. An ordinance has been included with this recommendation in the event Council chooses to approve the request. A public hearing notice has been placed in the *Examiner Enterprise*.

ORDINANCE NO. _____

An Ordinance to close a portion of the 20-foot-wide utility easement, located on the south side of Lot 1, Block 4, the corrected plat for Covington Park Addition, Bartlesville, Washington County, Oklahoma.

WHEREAS, heretofore the City Council of the City of Bartlesville received a request for the closing of a portion of a utility easement hereinafter described; and

WHEREAS, the Council duly set said matter for public hearing and gave proper notice thereof and said matter was duly heard before the Council in an open meeting on October 7, 2024, where all viewpoints were considered; and

WHERAS, staff reached out to PSO to get additional input about their facilities and stance on the closure that were subsequently presented at the open Council meeting on November 4, 2024; and

WHEREAS, the Council, after consideration, determined it necessary, expedient and desirable that the portion of the utility easement hereinafter to be closed.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BARTLESVILLE, OKLAHOMA:

The following described utility easement, described to wit:

A UTILITY EASEMENT LOCATED IN LOT 1, BLOCK 4, THE CORRECTED PLAT FOR COVINGTON PARK, BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS;

THE NORTH 10 FEET OF THE SOUTH 20 FEET OF LOT 1, BLOCK 4, THE CORRECTED PLAT FOR COVINGTON PARK, WASHINGTON COUNTY, OKLAHOMA, LESS AND EXCEPT THE WEST 15 FEET THEROF.

Also, as shown as Exhibit A attached hereto and made a part of this ordinance be and the same is hereby closed.

PASSED by the City Council and APPROVED by the Mayor of the City of Bartlesville, Oklahoma this 4th day of November, 2024.

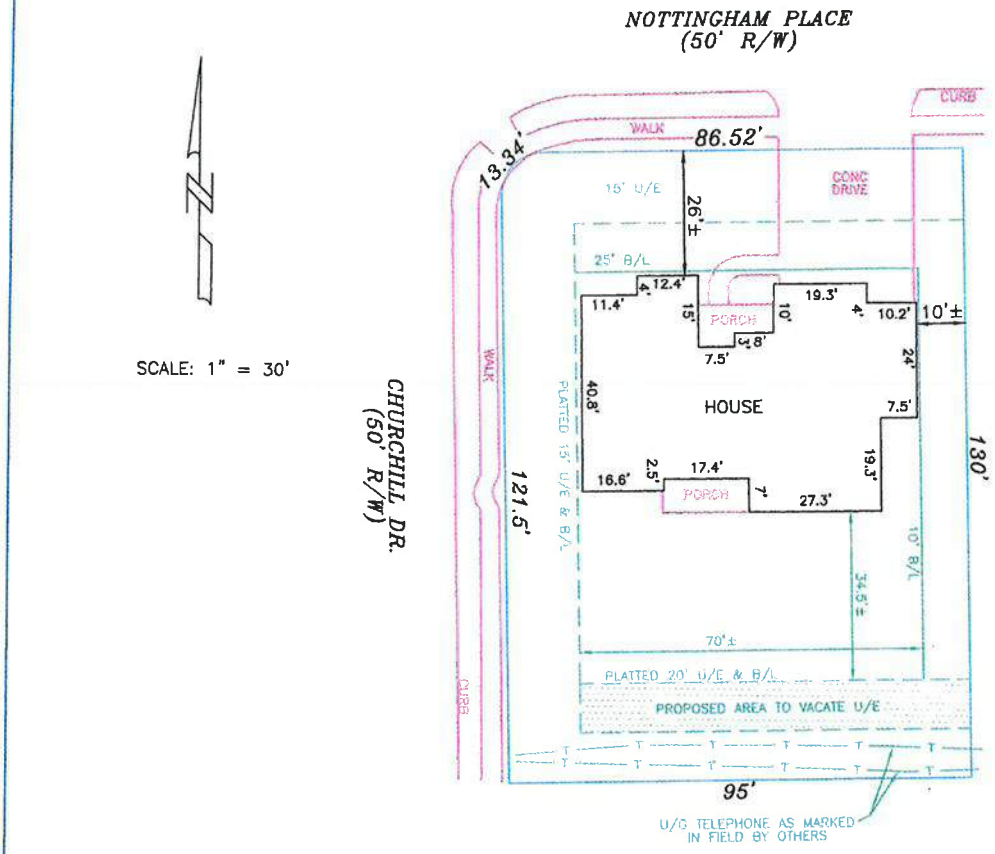
_____
Dale Copeland, Mayor

ATTEST:

_____
City Clerk
(SEAL)

EXHIBIT A

PLOT PLAN



SCALE: 1" = 30'

ADDRESS:
5403 NOTTINGHAM PLACE
BARTLESVILLE, OKLAHOMA

PROPERTY DESCRIPTION:
LOT 1, BLOCK 4, THE CORRECTED PLAT FOR COVINGTON PARK, BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA.

PROPOSED AREA OF UTILITY EASEMENT TO VACATE:
THE NORTH 10.00 FEET OF THE SOUTH 20.00 FEET OF LOT 1, BLOCK 4, THE CORRECTED PLAT FOR COVINGTON PARK, BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA, LESS AND EXCEPT THE WEST 15.00 FEET THEREOF.

I, JAMES C. FIELDER, LICENSED PROFESSIONAL LAND SURVEYOR NO. 1674 IN THE STATE OF OKLAHOMA, HAVE MADE A PLOT PLAN OF THE HEREON DESCRIBED TRACT OF LAND AND THE INFORMATION SHOWN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

DATED THIS 29TH DAY OF MARCH, 20 24.
REVISED: APRIL 18, 2024

4/18/24

FIELDER
LAND SURVEYING
1652 S.E. WASHINGTON BLVD.
BARTLESVILLE, OKLAHOMA 74006
(918) 335-5071
email: fielderlandsurveying@gmail.com

C.A. NO. 8833 – EXPIRES 6/30/24

Agenda Item ___
October 30, 2024
Prepared by Greg Collins, Special Projects Manager
Community Development Department

I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Presentation, discussion and possible action to approve a resolution of the City Council adopting the Endeavor 2045 Comprehensive Plan for the City of Bartlesville.

Link to the Plan: https://bit.ly/Endeavor2045
Also posted to the Endeavor 2045 Project Web Page: https://bit.ly/Endeavor2045ProjectWebPage

Attachments: (1) Community Engagement Summary
(2) Resolution

II. STAFF COMMENTS AND ANALYSIS

The city's Comprehensive Plan, Endeavor 2045, is one of the action steps in the City's Strategic Plan, Bartlesville NEXT, to accomplish the strategic priorities of Economic Vitality and Community Character for the community.

The Comprehensive Plan is the blueprint for guiding and facilitating the future growth and development of the community over the next 20 years. It covers topics including land use, transportation, infrastructure, housing, parks, economic development, and more.

Comprehensive plans are required by state law (Title 11, Oklahoma Statutes, Section 43-103) to provide the basis for a city's municipal land use regulations, including its zoning and subdivision regulations.

City staff and consultant, Halff Associates, conducted extensive community engagement and received public input on drafting the comprehensive plan through:

- the citizens' Comprehensive Plan Advisory Committee (7 meetings total, 4 with Halff);
- a project website;
- an on-line survey;
- an on-line interactive map requesting input;
- focus group workshops of individuals and organizations in the areas of (i) Land Use and Housing; (ii) Economic Development and Workforce; (iii) Transportation; and (iv) Health / Human Services;
- 4 open houses to the public;
- 2 open houses to members of the public relating to areas of special consideration;
- 3 pop up booth exhibits soliciting public input at (i) Shamrock the 'Ville 5K Run; (ii) Rotary Club, and (iii) Daybreak Rotary;
- a City Council briefing and joint workshop with City Council and Planning Commission.

A summary of the community engagement activities and the resolution are attached. Community engagement findings are found in Appendix A to the Comprehensive Plan.

III. RECOMMENDED ACTION

Approve the Resolution of the City Council adopting the Endeavor 2045 Comprehensive Plan for the City of Bartlesville, as recommended unanimously by the City Planning Commission at their regular meeting on October 22, 2024.

ENDEAVOR 2045 COMMUNITY ENGAGEMENT SUMMARY

Meeting Date	Meeting Content	City Staff	CPAC	Halff	Focus Groups	TAC	Public	Planning Commission	City Council
2023									
8/30/2023	Evaluate Proposals of Consultants	X	X						
9/19/2023	Interview Consultants	X	X						
10 / 25-26 / 2023	Kickoff; Data Collection	X		X					
11/14/2023 Tuesday	Project Branding, Survey Questions, Web Site, Focus Group Composition, Schedule	X	X						
2024									
1 / 17-18 /2024 Wed.-Thurs.	Visioning, Community Input, Indiv. Councilor Mtgs.	X	X	X	X	X			X
1/23/2024 Tuesday	Web Site & Survey Launched	X		X			X		
2/21/2024 Wednesday	Open House: The Center	X		X			X		
2/22/2024 Thursday	Open House: Arvest Bank East Branch	X		X			X		
3/9/2024 Saturday	Shamrock the 'Ville 5K Pop Up Booth	X					X		
3/18/2024 Monday	Rotary Club Lunch Pop Up Booth	X					X		
March-April 2024	Interactive Map Launched	X		X			X		
4/5/2024 Friday	Daybreak Rotary Club	X					X		
4/15/2024 Monday	Briefing / Update / Workshop	X	X	X					X
6/17/2024 Monday	Workshop: West Side: AbilityWorks	X		X			X		
6/17/2024 Monday	Workshop: East Side: East Cross Church	X		X			X		
6/18/2024 Tuesday	Workshop: City Staff	X		X					
6/18/2024 Tuesday	Open House: West Side: AbilityWorks	X		X			X		
6/19/2024 Wednesday	Special Areas Update	X	X	X					
6/19/2024 Wednesday	Open House: East Side: East Cross Church	X		X			X		
7/16/2024 Tuesday	Virtual Meeting: Future Land Use Plan	X		X		X			
7/23/2024 Tuesday	Update: Planning Commission	X						X	

ENDEAVOR 2045 COMMUNITY ENGAGEMENT SUMMARY

Meeting Date	Meeting Content	City Staff	CPAC	Halff	Focus Groups	TAC	Public	Planning Commission	City Council
7/25/2024 Thursday	Update: Board of Adjustment	**X**							
10/14/2024 Monday	Meeting/Joint Workshop	**X**	**X**	**X**				**X**	**X**
10/22/2024 Tuesday	Public Meeting	**X**					**X**	**X**	

RESOLUTION NO.

A RESOLUTION OF THE BARTLESVILLE CITY COUNCIL ADOPTING THE ENDEAVOR 2045 COMPREHENSIVE PLAN FOR THE CITY OF BARTLESVILLE

WHEREAS, Oklahoma cities and towns are granted certain general powers of planning and zoning under state law, including but not limited to Title 11, Articles 41, 42, 43, 44 and 45; and

WHEREAS, cities are specifically authorized under 11 O.S. §43-103 to prepare and adopt a Comprehensive Plan to be used as a guide for municipal regulations on building, structures and land within the city, and further a variety of public purposes including the objectives of a) lessening congestion on the streets, b) securing general safety, c) promoting health and general welfare, d) providing adequate light and air, 3) preventing the overcrowding of land, f) promoting historical preservation, g) avoiding undue concentration of population, and h) facilitating the adequate provision of transportation, utilities, and public facilities of all types; and

WHEREAS, a Comprehensive Plan provides a significant guide to the City Council, Planning Commission and Board of Adjustment in the exercise of their statutory and ordinance duties as provided by law; and

WHEREAS, a series of public meetings have been conducted in which recognized experts and consultants in the field, city staff, elected and appointed public officials, and representatives of the general public have actively participated in the investigation, evaluation and creations of the Endeavor 2045 Comprehensive Plan for the City of Bartlesville; and

WHEREAS, the proposed Endeavor 2045 Comprehensive Plan has been available to the public in written, graphic and electronic form at a number of public meetings for comments and evaluation and to promote public understanding of the terms of the Plan; and

WHEREAS, the Planning Commission has unanimously recommended the adoption of the Comprehensive Plan in its current form;

BE IT FURTHER RESOLVED by the City Council of the City of Bartlesville that the proposed ENDEAVOR 2045 Comprehensive Plan for the City of Bartlesville is hereby adopted, to be effective on and after November 4, 2024. City staff is further instructed that the Endeavor 2045 Comprehensive Plans shall be maintained in its current form and as it may be supplemented or amended from time to time hereafter with at least one (1) complete copies maintained by city staff at all times. This plan shall be maintained in both its written, graphic and electronic format.

ADOPTED BY THE BARTLESVILLE CITY COUNCIL this 4th day of November, 2024.

_____
MAYOR

ATTEST:

_____
(SEAL) CITY CLERK

APPROVED AS TO FORM:

_____
CITY ATTORNEY

Agenda Item 12.
November 4, 2024
Prepared by Micah Snyder
Community Development Department

I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Case No. PLAT-0924-0024 - Consider and take action on a request for final plat approval, 10.84 acres, zoned C-5 (General Commercial) & O (Office), located on the northwest corner of Stonewall Drive and Washington Boulevard/US Hwy 75, from Todd Cone on behalf of Bartlesville Ford Company Inc.

Attachments:

- Final Plat
- Aerial Image
- Zoning Map
- Public Utilities Map
- Approved Preliminary Plat
- Preliminary Plat Staff Report to Planning Commission

II. STAFF COMMENTS AND ANALYSIS

Todd Cone has submitted an application on behalf of property owner Bartlesville Ford Company Inc. requesting approval of a Final Plat for 10.84 acres located on the northwest corner of Stonewall Drive and Washington Blvd/US Hwy 75. The subdivision is to be known as Bartlesville Ford Addition.

The property is currently one unplatted lot zoned primarily C-5 (General Commercial) with approximately one acre of O (Office) on the northern portion. There are three existing structures on the site used for automobile sales, service and a body shop. The owners would like to split the lot into two. Platting the property in accordance with the Subdivision Regulations will accomplish this. The existing buildings and the proposed lots will comply with zoning requirements for these districts.

The lots to be created will be adequately served by water, sewer, and fire safety access. No additional public infrastructure is needed aside from completing the sidewalk to the western property line on the south end of the proposed Lot 2.

At their meeting on October 22nd, 2024, the Planning Commission reviewed and voted (4-0) to approve the Preliminary Plat of the property subject to completion of the sidewalk.

Final Plat approval requests only go before the City Council and must match a Preliminary Plat approved by the Planning Commission. The proposed Final Plat attached herein does match the approved Preliminary Plat.

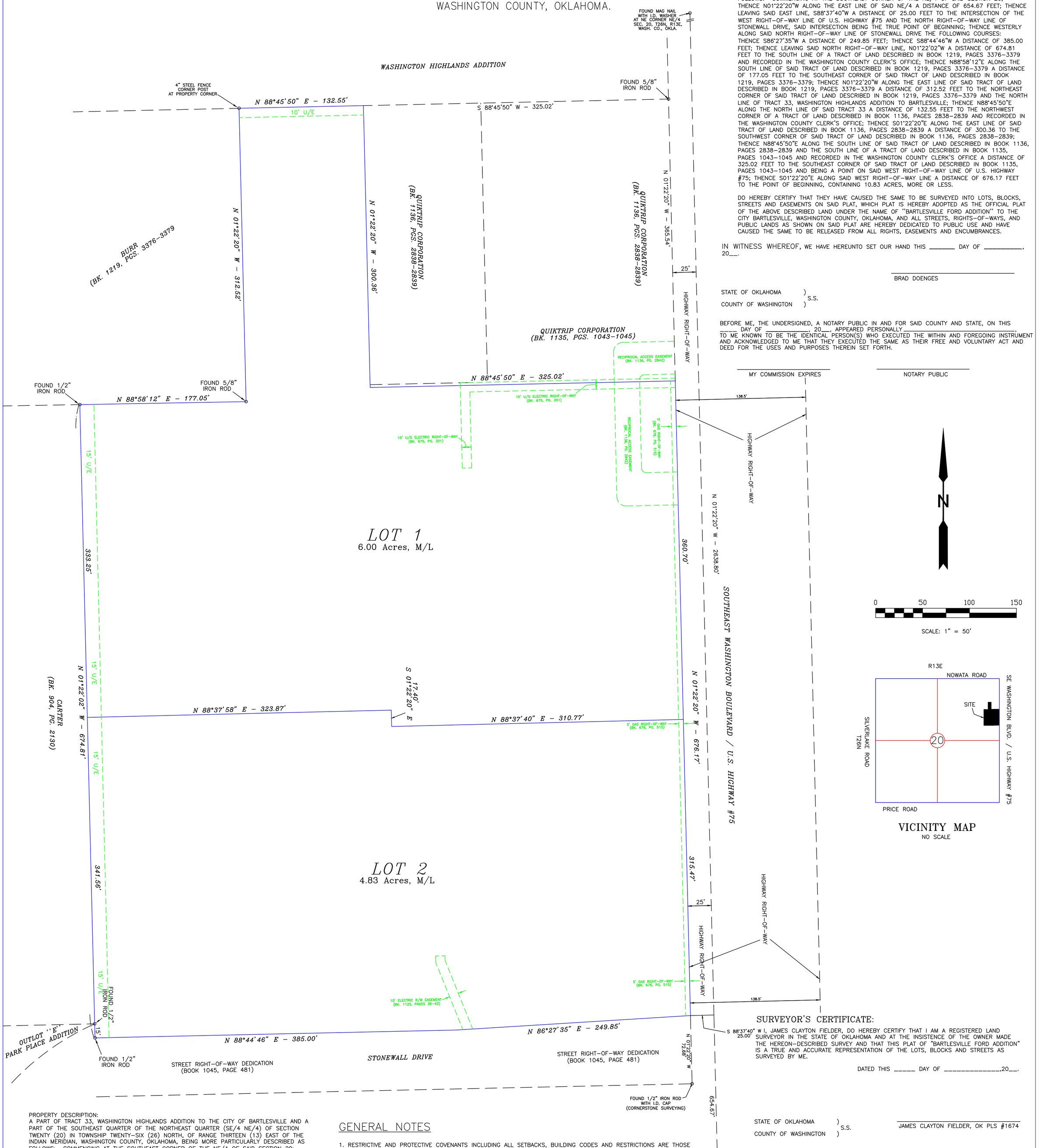
III. RECOMMENDED ACTION

Approve the Final Plat of Bartlesville Ford Addition

THE FINAL PLAT OF

"BARTLESVILLE FORD ADDITION"

AN ADDITION TO THE CITY OF BARTLESVILLE,
BEING A PART OF SECTION 20, TOWNSHIP 26 NORTH, RANGE 13 EAST,
WASHINGTON COUNTY, OKLAHOMA.



VICINITY MAP
NO SCALE

OWNER'S CERTIFICATE AND DEDICATION:

KNOW ALL MEN BY THESE PRESENTS:
THAT THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OKLAHOMA, AS OWNERS OF THE HEREON DESCRIBED REAL ESTATE:

A PART OF TRACT 33, WASHINGTON HIGHLANDS ADDITION TO THE CITY OF BARTLESVILLE AND A PART OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER (SE/4 NE/4) OF SECTION TWENTY (20) IN TOWNSHIP TWENTY-SIX (26) NORTH, OF RANGE THIRTEEN (13) EAST OF THE INDIAN MERIDIAN, WASHINGTON COUNTY, OKLAHOMA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF THE NE/4 OF SAID SECTION 20; THENCE N01°22'20"W ALONG THE EAST LINE OF SAID NE/4 A DISTANCE OF 654.67 FEET; THENCE LEAVING SAID EAST LINE, S88°37'40"W A DISTANCE OF 25.00 FEET TO THE INTERSECTION OF THE WEST RIGHT-OF-WAY LINE OF U.S. HIGHWAY #75 AND THE NORTH RIGHT-OF-WAY LINE OF STONEWALL DRIVE, SAID INTERSECTION BEING THE TRUE POINT OF BEGINNING; THENCE WESTERLY ALONG SAID NORTH RIGHT-OF-WAY LINE OF STONEWALL DRIVE THE FOLLOWING COURSES: THENCE S86°27'35"W A DISTANCE OF 249.85 FEET; THENCE S88°44'46"W A DISTANCE OF 385.00 FEET; THENCE LEAVING SAID NORTH RIGHT-OF-WAY LINE, N01°22'02"W A DISTANCE OF 674.81 FEET TO THE SOUTH LINE OF A TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379 AND RECORDED IN THE WASHINGTON COUNTY CLERK'S OFFICE; THENCE N88°58'12"E ALONG THE SOUTH LINE OF SAID TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379 A DISTANCE OF 177.05 FEET TO THE SOUTHEAST CORNER OF SAID TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379; THENCE N01°22'20"W ALONG THE EAST LINE OF SAID TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379 A DISTANCE OF 312.52 FEET TO THE NORTHEAST CORNER OF SAID TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379 AND THE NORTH LINE OF TRACT 33, WASHINGTON HIGHLANDS ADDITION TO BARTLESVILLE; THENCE N88°45'50"E ALONG THE NORTH LINE OF SAID TRACT 33 A DISTANCE OF 132.55 FEET TO THE NORTHWEST CORNER OF A TRACT OF LAND DESCRIBED IN BOOK 1136, PAGES 2838-2839 AND RECORDED IN THE WASHINGTON COUNTY CLERK'S OFFICE; THENCE S01°22'20"E ALONG THE EAST LINE OF SAID TRACT OF LAND DESCRIBED IN BOOK 1136, PAGES 2838-2839 A DISTANCE OF 300.36 FEET TO THE SOUTHWEST CORNER OF SAID TRACT OF LAND DESCRIBED IN BOOK 1136, PAGES 2838-2839; THENCE N88°45'50"E ALONG THE SOUTH LINE OF SAID TRACT OF LAND DESCRIBED IN BOOK 1136, PAGES 2838-2839 AND THE SOUTH LINE OF A TRACT OF LAND DESCRIBED IN BOOK 1135, PAGES 1043-1045 AND RECORDED IN THE WASHINGTON COUNTY CLERK'S OFFICE A DISTANCE OF 325.02 FEET TO THE SOUTHEAST CORNER OF SAID TRACT OF LAND DESCRIBED IN BOOK 1135, PAGES 1043-1045 AND BEING A POINT ON SAID WEST RIGHT-OF-WAY LINE OF U.S. HIGHWAY #75; THENCE S01°22'20"E ALONG SAID WEST RIGHT-OF-WAY LINE A DISTANCE OF 676.17 FEET TO THE POINT OF BEGINNING, CONTAINING 10.83 ACRES, MORE OR LESS.

DO HEREBY CERTIFY THAT THEY HAVE CAUSED THE SAME TO BE SURVEYED INTO LOTS, BLOCKS, STREETS AND EASEMENTS ON SAID PLAT, WHICH PLAT IS HEREBY ADOPTED AS THE OFFICIAL PLAT OF THE ABOVE DESCRIBED LAND UNDER THE NAME OF "BARTLESVILLE FORD ADDITION" TO THE CITY BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA, AND ALL STREETS, RIGHTS-OF-WAYS, AND PUBLIC LANDS AS SHOWN ON SAID PLAT ARE HEREBY DEDICATED TO PUBLIC USE AND HAVE CAUSED THE SAME TO BE RELEASED FROM ALL RIGHTS, EASEMENTS AND ENCUMBRANCES.

IN WITNESS WHEREOF, WE HAVE HEREUNTO SET OUR HAND THIS _____ DAY OF _____, 20__.

_____
BRAD DOENGES

STATE OF OKLAHOMA)
) S.S.
COUNTY OF WASHINGTON)

BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, ON THIS _____ DAY OF _____, 20__, APPEARED PERSONALLY _____, TO ME KNOWN TO BE THE IDENTICAL PERSON(S) WHO EXECUTED THE WITHIN AND FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME AS THEIR FREE AND VOLUNTARY ACT AND DEED FOR THE USES AND PURPOSES THEREIN SET FORTH.

_____ MY COMMISSION EXPIRES

_____ NOTARY PUBLIC

SURVEYOR'S CERTIFICATE:

I, JAMES CLAYTON FIELDER, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR IN THE STATE OF OKLAHOMA AND AT THE INSISTENCE OF THE OWNER MADE THE HEREON-DESCRIBED SURVEY AND THAT THIS PLAT OF "BARTLESVILLE FORD ADDITION" IS A TRUE AND ACCURATE REPRESENTATION OF THE LOTS, BLOCKS AND STREETS AS SURVEYED BY ME.

DATED THIS _____ DAY OF _____,20__.

STATE OF OKLAHOMA)
) S.S.
COUNTY OF WASHINGTON)

_____
JAMES CLAYTON FIELDER, OK PLS #1674

BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, ON THIS____DAY OF_____,20___, APPEARED PERSONALLY_____ TO ME KNOWN TO BE THE IDENTICAL PERSON(S) WHO EXECUTED THE WITHIN AND FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME AS THEIR FREE AND VOLUNTARY ACT AND DEED FOR THE USES AND PURPOSES THEREIN SET FORTH.

_____ MY COMMISSION EXPIRES

_____ NOTARY PUBLIC

COUNTY TREASURER'S CERTIFICATE:

I,_____, TREASURER OF WASHINGTON COUNTY, OKLAHOMA, DO HEREBY CERTIFY THAT ALL TAXES ARE PAID ON THE LAND DESCRIBED ON THE PLAT OF "BARTLESVILLE FORD ADDITION" TO BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA, IN FULL FOR 20___AND ALL PREVIOUS YEARS, IN WITNESS WHEREOF, I HAVE SET MY HAND AND AFFIXED MY OFFICIAL SEAL THIS_____DAY OF_____, 20___.

_____
MELISSA THORNBRUGH
COUNTY TREASURER
WASHINGTON COUNTY, OK

CERTIFICATE OF CITY PLANNING COMMISSION:

THE PLAT OF "BARTLESVILLE FORD ADDITION" TO THE CITY OF BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA HAS BEEN FOUND TO COMPLY WITH THE CITY OF BARTLESVILLE SUBDIVISION REGULATIONS, WITH THE PROVISIONS AS SET OUT ON THIS PLAT AND THAT THIS PLAT WAS SUBMITTED TO AND APPROVED BY THE CITY PLANNING COMMISSION ON THIS_____DAY OF_____20___, AND IS NOW ELIGIBLE FOR RECORDING IN THE OFFICE OF THE COUNTY CLERK.

_____
JOHN J. KANE
CHAIRMAN

_____
LARRY R. CURTIS
SECRETARY

PROPERTY DESCRIPTION:
A PART OF TRACT 33, WASHINGTON HIGHLANDS ADDITION TO THE CITY OF BARTLESVILLE AND A PART OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER (SE/4 NE/4) OF SECTION TWENTY (20) IN TOWNSHIP TWENTY-SIX (26) NORTH, OF RANGE THIRTEEN (13) EAST OF THE INDIAN MERIDIAN, WASHINGTON COUNTY, OKLAHOMA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF THE NE/4 OF SAID SECTION 20; THENCE N01°22'20"W ALONG THE EAST LINE OF SAID NE/4 A DISTANCE OF 654.67 FEET; THENCE LEAVING SAID EAST LINE, S88°37'40"W A DISTANCE OF 25.00 FEET TO THE INTERSECTION OF THE WEST RIGHT-OF-WAY LINE OF U.S. HIGHWAY #75 AND THE NORTH RIGHT-OF-WAY LINE OF STONEWALL DRIVE, SAID INTERSECTION BEING THE TRUE POINT OF BEGINNING; THENCE WESTERLY ALONG SAID NORTH RIGHT-OF-WAY LINE OF STONEWALL DRIVE THE FOLLOWING COURSES: THENCE S86°27'35"W A DISTANCE OF 249.85 FEET; THENCE S88°44'46"W A DISTANCE OF 385.00 FEET; THENCE LEAVING SAID NORTH RIGHT-OF-WAY LINE, N01°22'02"W A DISTANCE OF 674.81 FEET TO THE SOUTH LINE OF A TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379 AND RECORDED IN THE WASHINGTON COUNTY CLERK'S OFFICE; THENCE N88°58'12"E ALONG THE SOUTH LINE OF SAID TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379 A DISTANCE OF 177.05 FEET TO THE SOUTHEAST CORNER OF SAID TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379; THENCE N01°22'20"W ALONG THE EAST LINE OF SAID TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379 A DISTANCE OF 312.52 FEET TO THE NORTHEAST CORNER OF SAID TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379 AND THE NORTH LINE OF TRACT 33, WASHINGTON HIGHLANDS ADDITION TO BARTLESVILLE; THENCE N88°45'50"E ALONG THE NORTH LINE OF SAID TRACT 33 A DISTANCE OF 132.55 FEET TO THE NORTHWEST CORNER OF A TRACT OF LAND DESCRIBED IN BOOK 1136, PAGES 2838-2839 AND RECORDED IN THE WASHINGTON COUNTY CLERK'S OFFICE; THENCE S01°22'20"E ALONG THE EAST LINE OF SAID TRACT OF LAND DESCRIBED IN BOOK 1136, PAGES 2838-2839 A DISTANCE OF 300.36 TO THE SOUTHWEST CORNER OF SAID TRACT OF LAND DESCRIBED IN BOOK 1136, PAGES 2838-2839; THENCE N88°45'50"E ALONG THE SOUTH LINE OF SAID TRACT OF LAND DESCRIBED IN BOOK 1136, PAGES 2838-2839 AND THE SOUTH LINE OF A TRACT OF LAND DESCRIBED IN BOOK 1135, PAGES 1043-1045 AND RECORDED IN THE WASHINGTON COUNTY CLERK'S OFFICE A DISTANCE OF 325.02 FEET TO THE SOUTHEAST CORNER OF SAID TRACT OF LAND DESCRIBED IN BOOK 1135, PAGES 1043-1045 AND BEING A POINT ON SAID WEST RIGHT-OF-WAY LINE OF U.S. HIGHWAY #75; THENCE S01°22'20"E ALONG SAID WEST RIGHT-OF-WAY LINE A DISTANCE OF 676.17 FEET TO THE POINT OF BEGINNING, CONTAINING 10.84 ACRES, MORE OR LESS.

GENERAL NOTES

1. RESTRICTIVE AND PROTECTIVE COVENANTS INCLUDING ALL SETBACKS, BUILDING CODES AND RESTRICTIONS ARE THOSE IMPOSED AND REQUIRED BY THE CITY OF BARTLESVILLE. THE DEVELOPER SHALL NOT BE LIABLE FOR APPROVAL, DISAPPROVAL OR FAILURE TO APPROVE BUILDING CODES OR RESTRICTIONS.
2. BEARING REFERENCE FOR THIS PLAT IS BASED ON OKLAHOMA STATE PLANE GRID, NAD 83, NORTH ZONE.
3. DEDICATION OF UTILITY EASEMENTS:

AREAS IDENTIFIED ON THIS PLAT AS "EASEMENT" OR "UTILITY EASEMENT" OR "U/E" ARE HEREBY GRANTED TO AND RESERVED FOR USE BY THE CITY OF BARTLESVILLE, VARIOUS UTILITY COMPANIES AND PRIVATE CORPORATIONS FOR THE PROVISION OF WATER, SANITARY SEWER, STORM SEWER, ELECTRIC, GAS, TELEPHONE, AND CABLE SERVICE TO THE STRUCTURES WITHIN THIS SUBDIVISION AS FOLLOWS:

1) THE RIGHT TO CONSTRUCT, MAINTAIN, OPERATE, REPLACE, UPGRADE, OR REBUILD ANY AND ALL OVERHEAD OR UNDERGROUND UTILITIES;

2) THE RIGHT OF INGRESS AND EGRESS OVER AND ALL LOTS FROM SAID EASEMENTS INDICATED AS IS NECESSARY TO CONSTRUCT, OPERATE, MAINTAIN, REPLACE, UPGRADE, OR REBUILD SUCH FACILITIES;

3) THE RIGHT TO TRIM OR REMOVE ANY TREE NECESSARY TO MAINTAIN PROPER SERVICE;

4) THE RIGHT TO KEEP SAID EASEMENTS FREE OF ANY STRUCTURES OR OBSTACLES THAT THE CITY OF BARTLESVILLE OR THE COMPANY DEEMS A HAZARD TO THE UTILITY COMPANY;

5) THE RIGHT TO PROHIBIT ANY EXCAVATION WITHIN FIVE (5) FEET OF ANY UNDERGROUND UTILITY OR CHANGE OF GRADE THAT INTERFERES WITH OVERHEAD OR UNDERGROUND LINES.

OWNERS OF LOTS IN THIS SUBDIVISION SHALL TAKE THEIR TITLES SUBJECT TO THE RIGHTS OF THE CITY OF BARTLESVILLE AND THE UTILITY COMPANIES. LOT OWNERS MAY USE AND ENJOY SAID LAND INCLUDED IN THE EASEMENTS SHOWN HEREON BY THE RIGHT HEREIN GRANTED TO THE CITY OF BARTLESVILLE AND THE COMPANIES, INCLUDING THE USE OF THE LAND FOR PLANTING, CULTIVATING, AND MAINTENANCE OF SHRUBBERY AND OTHER SMALL PLANTS AND PLANTINGS, CONSTRUCTION AND MAINTENANCE OF HARD SURFACED STREETS, SIDEWALKS, DRIVEWAYS, ROADS, PARKING LOTS OR AREA, OR OF PRIVATE OR PUBLIC FACILITIES AND DRAINS ON, ACROSS, OR THROUGH THE ABOVE DESCRIBED EASEMENT AREAS, BUT MAY NOT CONSTRUCT ANY BUILDINGS OR SIMILAR STRUCTURES UPON THE EASEMENT AREAS.

4. PROPERTY CORNERS SHALL BE MONUMENTED BY A 1/2" IRON ROD WITH AN I.D. CAP OR A MAG NAIL WITH AN I.D. WASHER UNLESS OTHERWISE NOTED ON PLAT.
5. AT THE TIME OF THE FILING OF THIS PLAT, THE HEREON DESCRIBED PROPERTY IS SHOWN ON F.I.R.M. NO. 40147C0185D, EFFECTIVE 9/26/2008 TO BE IN ZONE X WHICH IS NOT CONSIDERED A FLOOD HAZARD AREA.
6. ALL STREETS AND SIDEWALKS WITHIN THE PLATTED AREA ARE PRIVATELY OWNED AND MAINTAINED.
7. THE STORM WATER DRAINAGE AND DRAINAGE FACILITIES WITHIN THE PLATTED AREA ARE PRIVATELY OWNED AND MAINTAINED.

CERTIFICATE OF CITY COUNCIL:

THE CITY COUNCIL OF THE CITY OF BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA DOES HEREBY APPROVE THE PLAT OF "BARTLESVILLE FORD ADDITION" AND ACCEPTS ALL PUBLIC EASEMENTS, WAYS AND LANDS CONTAINED THEREON THIS _____ DAY OF_____, 20___.

_____
DALE COPELAND
MAYOR

_____
JASON MUNINGER
CITY CLERK

FIELDER
LAND SURVEYING
1652 S.E. WASHINGTON BLVD.
BARTLESVILLE, OKLAHOMA 74006
(918) 335-5071
email: fielderlandsurveying@gmail.com

PREPARED FOR:
MR. BRAD DOENGES
PRESIDENT/GENERAL MANAGER
DOENGES FAMILY OF AUTOS
1911 SE WASHINGTON BLVD.
BARTLESVILLE, OK 74006
918-335-6701

SCALE: 1" = 50'

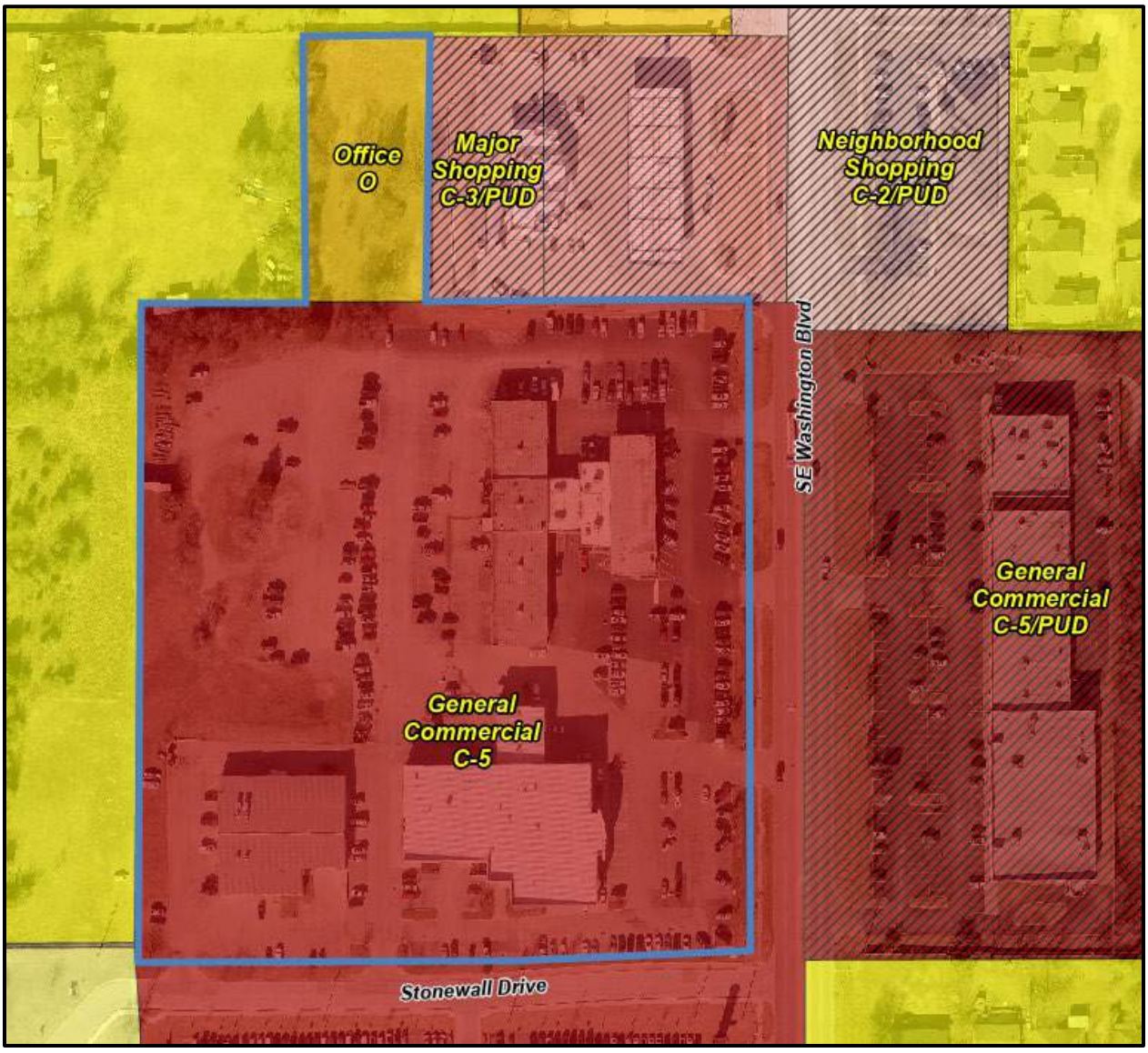
DATE: OCTOBER 11, 2024

OK C.A. NO. 8833 EXP. 6/30/26

SHEET 1 OF 1

Aerial Image

Zoning


Office
O
Major
Shopping
C-3/PUD
Neighborhood
Shopping
C-2/PUD
SE Washington Blvd
General
Commercial
C-5/PUD
General
Commercial
C-5
Stonewall Drive

Public Utilities

Yellow = Subject Property

Blue = Water Mains

Green = Sewer Mains and Manholes

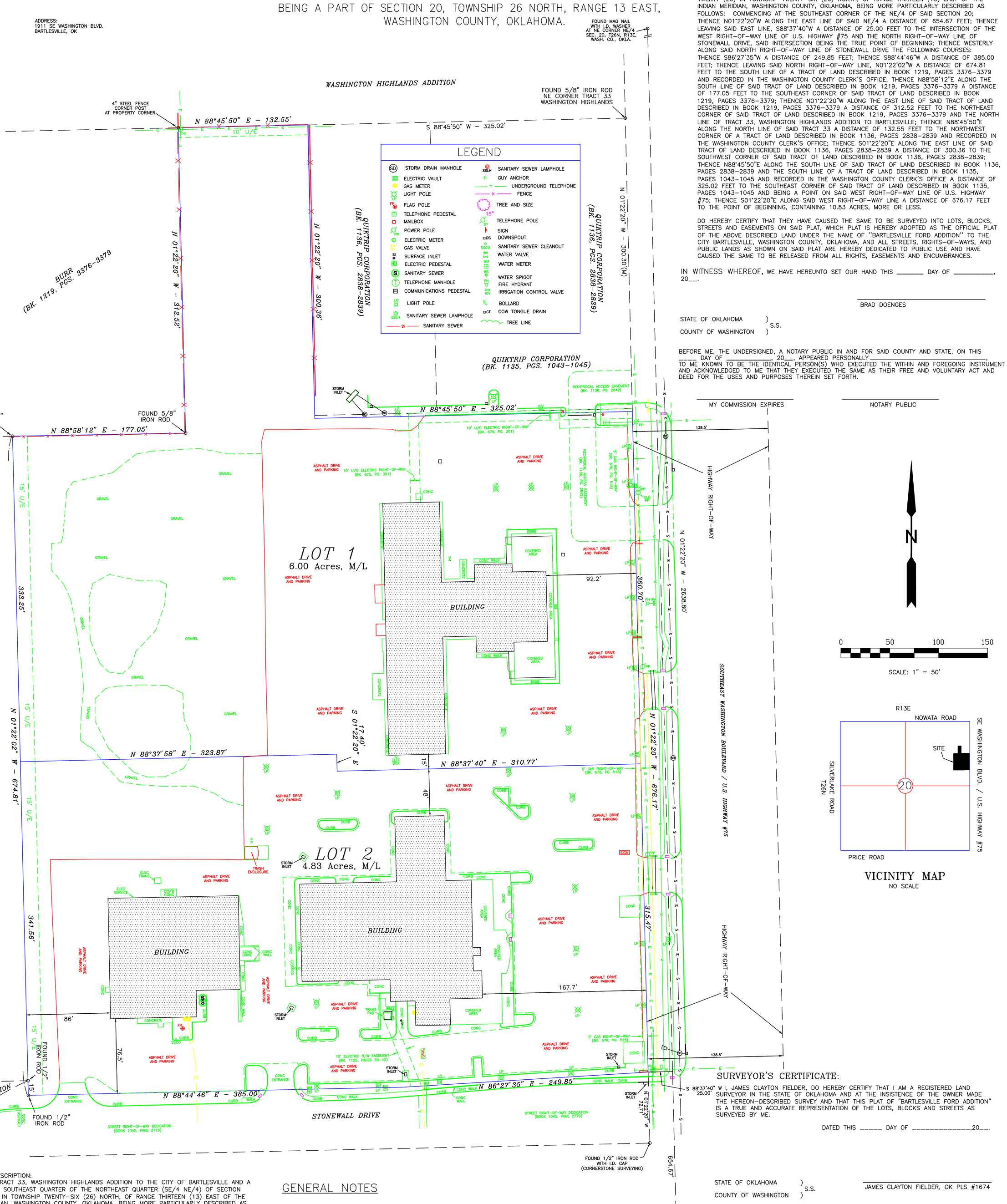
Red = Fire Hydrants

THE PRELIMINARY PLAT OF

"BARTLESVILLE FORD ADDITION"

AN ADDITION TO THE CITY OF BARTLESVILLE,
BEING A PART OF SECTION 20, TOWNSHIP 26 NORTH, RANGE 13 EAST,
WASHINGTON COUNTY, OKLAHOMA.

ADDRESS:
1911 SE WASHINGTON BLVD.
BARTLESVILLE, OK



OWNER'S CERTIFICATE AND DEDICATION:

KNOW ALL MEN BY THESE PRESENTS:
THAT THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY, OKLAHOMA, AS OWNERS OF THE HEREON DESCRIBED REAL ESTATE:

A PART OF TRACT 33, WASHINGTON HIGHLANDS ADDITION TO THE CITY OF BARTLESVILLE AND A PART OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER (SE/4 NE/4) OF SECTION TWENTY (20) IN TOWNSHIP TWENTY-SIX (26) NORTH, OF RANGE THIRTEEN (13) EAST OF THE INDIAN MERIDIAN, WASHINGTON COUNTY, OKLAHOMA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF THE NE/4 OF SAID SECTION 20; THENCE N01°22'20"W ALONG THE EAST LINE OF SAID NE/4 A DISTANCE OF 654.67 FEET; THENCE LEAVING SAID EAST LINE, S88°37'40"W A DISTANCE OF 25.00 FEET TO THE INTERSECTION OF THE WEST RIGHT-OF-WAY LINE OF U.S. HIGHWAY #75 AND THE NORTH RIGHT-OF-WAY LINE OF STONEWALL DRIVE, SAID INTERSECTION BEING THE TRUE POINT OF BEGINNING; THENCE WESTERLY ALONG SAID NORTH RIGHT-OF-WAY LINE OF STONEWALL DRIVE THE FOLLOWING COURSES: THENCE S86°27'35"W A DISTANCE OF 249.85 FEET; THENCE S88°44'46"W A DISTANCE OF 385.00 FEET; THENCE LEAVING SAID NORTH RIGHT-OF-WAY LINE, N01°22'02"W A DISTANCE OF 674.81 FEET TO THE SOUTH LINE OF A TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379 AND RECORDED IN THE WASHINGTON COUNTY CLERK'S OFFICE; THENCE N88°58'12"E ALONG THE SOUTH LINE OF SAID TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379 A DISTANCE OF 177.05 FEET TO THE SOUTHEAST CORNER OF SAID TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379; THENCE N01°22'20"W ALONG THE EAST LINE OF SAID TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379 A DISTANCE OF 312.52 FEET TO THE NORTHEAST CORNER OF SAID TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379 AND THE NORTH LINE OF TRACT 33, WASHINGTON HIGHLANDS ADDITION TO BARTLESVILLE; THENCE N88°45'50"E ALONG THE NORTH LINE OF SAID TRACT 33 A DISTANCE OF 132.55 FEET TO THE NORTHWEST CORNER OF A TRACT OF LAND DESCRIBED IN BOOK 1136, PAGES 2838-2839 AND RECORDED IN THE WASHINGTON COUNTY CLERK'S OFFICE; THENCE S01°22'20"E ALONG THE EAST LINE OF SAID TRACT OF LAND DESCRIBED IN BOOK 1136, PAGES 2838-2839 A DISTANCE OF 300.36 FEET TO THE SOUTHWEST CORNER OF SAID TRACT OF LAND DESCRIBED IN BOOK 1136, PAGES 2838-2839; THENCE N88°45'50"E ALONG THE SOUTH LINE OF SAID TRACT OF LAND DESCRIBED IN BOOK 1136, PAGES 2838-2839 AND THE SOUTH LINE OF A TRACT OF LAND DESCRIBED IN BOOK 1135, PAGES 1043-1045 AND RECORDED IN THE WASHINGTON COUNTY CLERK'S OFFICE A DISTANCE OF 325.02 FEET TO THE SOUTHEAST CORNER OF SAID TRACT OF LAND DESCRIBED IN BOOK 1135, PAGES 1043-1045 AND BEING A POINT ON SAID WEST RIGHT-OF-WAY LINE OF U.S. HIGHWAY #75; THENCE S01°22'20"E ALONG SAID WEST RIGHT-OF-WAY LINE A DISTANCE OF 676.17 FEET TO THE POINT OF BEGINNING, CONTAINING 10.83 ACRES, MORE OR LESS.

DO HEREBY CERTIFY THAT THEY HAVE CAUSED THE SAME TO BE SURVEYED INTO LOTS, BLOCKS, STREETS AND EASEMENTS ON SAID PLAT, WHICH PLAT IS HEREBY ADOPTED AS THE OFFICIAL PLAT OF THE ABOVE DESCRIBED LAND UNDER THE NAME OF "BARTLESVILLE FORD ADDITION" TO THE CITY BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA, AND ALL STREETS, RIGHTS-OF-WAYS, AND PUBLIC LANDS AS SHOWN ON SAID PLAT ARE HEREBY DEDICATED TO PUBLIC USE AND HAVE CAUSED THE SAME TO BE RELEASED FROM ALL RIGHTS, EASEMENTS AND ENCUMBRANCES.

IN WITNESS WHEREOF, WE HAVE HEREUNTO SET OUR HAND THIS _____ DAY OF _____, 20__.

_____
BRAD DOENGES

STATE OF OKLAHOMA)
S.S.
COUNTY OF WASHINGTON)

BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, ON THIS _____ DAY OF _____, 20__, APPEARED PERSONALLY _____, TO ME KNOWN TO BE THE IDENTICAL PERSON(S) WHO EXECUTED THE WITHIN AND FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME AS THEIR FREE AND VOLUNTARY ACT AND DEED FOR THE USES AND PURPOSES THEREIN SET FORTH.

_____ _____
MY COMMISSION EXPIRES NOTARY PUBLIC

0 50 100 150
SCALE: 1" = 50'

VICINITY MAP
NO SCALE

SURVEYOR'S CERTIFICATE:

I, JAMES CLAYTON FIELDER, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR IN THE STATE OF OKLAHOMA AND AT THE INSISTENCE OF THE OWNER MADE THE HEREON-DESCRIBED SURVEY AND THAT THIS PLAT OF "BARTLESVILLE FORD ADDITION" IS A TRUE AND ACCURATE REPRESENTATION OF THE LOTS, BLOCKS AND STREETS AS SURVEYED BY ME.

DATED THIS _____ DAY OF _____,20__.

STATE OF OKLAHOMA)
S.S.
COUNTY OF WASHINGTON)

_____
JAMES CLAYTON FIELDER, OK PLS #1674

BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, ON THIS ____DAY OF_____,20___, APPEARED PERSONALLY_____ TO ME KNOWN TO BE THE IDENTICAL PERSON(S) WHO EXECUTED THE WITHIN AND FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME AS THEIR FREE AND VOLUNTARY ACT AND DEED FOR THE USES AND PURPOSES THEREIN SET FORTH.

_____ _____
MY COMMISSION EXPIRES NOTARY PUBLIC

FOUND 3/8" IRON ROD WITH I.D. CAP AT SE CORNER NE/4 SEC. 20, T26N, R13E, WASH. CO., OKLA.

PROPERTY DESCRIPTION:
A PART OF TRACT 33, WASHINGTON HIGHLANDS ADDITION TO THE CITY OF BARTLESVILLE AND A PART OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER (SE/4 NE/4) OF SECTION TWENTY (20) IN TOWNSHIP TWENTY-SIX (26) NORTH, OF RANGE THIRTEEN (13) EAST OF THE INDIAN MERIDIAN, WASHINGTON COUNTY, OKLAHOMA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF THE NE/4 OF SAID SECTION 20; THENCE N01°22'20"W ALONG THE EAST LINE OF SAID NE/4 A DISTANCE OF 654.67 FEET; THENCE LEAVING SAID EAST LINE, S88°37'40"W A DISTANCE OF 25.00 FEET TO THE INTERSECTION OF THE WEST RIGHT-OF-WAY LINE OF U.S. HIGHWAY #75 AND THE NORTH RIGHT-OF-WAY LINE OF STONEWALL DRIVE, SAID INTERSECTION BEING THE TRUE POINT OF BEGINNING; THENCE WESTERLY ALONG SAID NORTH RIGHT-OF-WAY LINE OF STONEWALL DRIVE THE FOLLOWING COURSES: THENCE S86°27'35"W A DISTANCE OF 249.85 FEET; THENCE S88°44'46"W A DISTANCE OF 385.00 FEET; THENCE LEAVING SAID NORTH RIGHT-OF-WAY LINE, N01°22'02"W A DISTANCE OF 674.81 FEET TO THE SOUTH LINE OF A TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379 AND RECORDED IN THE WASHINGTON COUNTY CLERK'S OFFICE; THENCE N88°58'12"E ALONG THE SOUTH LINE OF SAID TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379 A DISTANCE OF 177.05 FEET TO THE SOUTHEAST CORNER OF SAID TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379; THENCE N01°22'20"W ALONG THE EAST LINE OF SAID TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379 A DISTANCE OF 312.52 FEET TO THE NORTHEAST CORNER OF SAID TRACT OF LAND DESCRIBED IN BOOK 1219, PAGES 3376-3379 AND THE NORTH LINE OF TRACT 33, WASHINGTON HIGHLANDS ADDITION TO BARTLESVILLE; THENCE N88°45'50"E ALONG THE NORTH LINE OF SAID TRACT 33 A DISTANCE OF 132.55 FEET TO THE NORTHWEST CORNER OF A TRACT OF LAND DESCRIBED IN BOOK 1136, PAGES 2838-2839 AND RECORDED IN THE WASHINGTON COUNTY CLERK'S OFFICE; THENCE S01°22'20"E ALONG THE EAST LINE OF SAID TRACT OF LAND DESCRIBED IN BOOK 1136, PAGES 2838-2839 A DISTANCE OF 300.36 FEET TO THE SOUTHWEST CORNER OF SAID TRACT OF LAND DESCRIBED IN BOOK 1136, PAGES 2838-2839; THENCE N88°45'50"E ALONG THE SOUTH LINE OF SAID TRACT OF LAND DESCRIBED IN BOOK 1136, PAGES 2838-2839 AND THE SOUTH LINE OF A TRACT OF LAND DESCRIBED IN BOOK 1135, PAGES 1043-1045 AND RECORDED IN THE WASHINGTON COUNTY CLERK'S OFFICE A DISTANCE OF 325.02 FEET TO THE SOUTHEAST CORNER OF SAID TRACT OF LAND DESCRIBED IN BOOK 1135, PAGES 1043-1045 AND BEING A POINT ON SAID WEST RIGHT-OF-WAY LINE OF U.S. HIGHWAY #75; THENCE S01°22'20"E ALONG SAID WEST RIGHT-OF-WAY LINE A DISTANCE OF 676.17 FEET TO THE POINT OF BEGINNING, CONTAINING 10.84 ACRES, MORE OR LESS.

GENERAL NOTES

1. RESTRICTIVE AND PROTECTIVE COVENANTS INCLUDING ALL SETBACKS, BUILDING CODES AND RESTRICTIONS ARE THOSE IMPOSED AND REQUIRED BY THE CITY OF BARTLESVILLE. THE DEVELOPER SHALL NOT BE LIABLE FOR APPROVAL, DISAPPROVAL OR FAILURE TO APPROVE BUILDING CODES OR RESTRICTIONS.
2. BEARING REFERENCE FOR THIS PLAT IS BASED ON OKLAHOMA STATE PLANE GRID, NAD 83, NORTH ZONE.
3. DEDICATION OF UTILITY EASEMENTS:

AREAS IDENTIFIED ON THIS PLAT AS "EASEMENT" OR "UTILITY EASEMENT" OR "U/E" ARE HEREBY GRANTED TO AND RESERVED FOR USE BY THE CITY OF BARTLESVILLE, VARIOUS UTILITY COMPANIES AND PRIVATE CORPORATIONS FOR THE PROVISION OF WATER, SANITARY SEWER, STORM SEWER, ELECTRIC, GAS, TELEPHONE, AND CABLE SERVICE TO THE STRUCTURES WITHIN THIS SUBDIVISION AS FOLLOWS:

1) THE RIGHT TO CONSTRUCT, MAINTAIN, OPERATE, REPLACE, UPGRADE, OR REBUILD ANY AND ALL OVERHEAD OR UNDERGROUND UTILITIES;

2) THE RIGHT OF INGRESS AND EGRESS OVER AND ALL LOTS FROM SAID EASEMENTS INDICATED AS IS NECESSARY TO CONSTRUCT, OPERATE, MAINTAIN, REPLACE, UPGRADE, OR REBUILD SUCH FACILITIES;

3) THE RIGHT TO TRIM OR REMOVE ANY TREE NECESSARY TO MAINTAIN PROPER SERVICE;

4) THE RIGHT TO KEEP SAID EASEMENTS FREE OF ANY STRUCTURES OR OBSTACLES THAT THE CITY OF BARTLESVILLE OR THE COMPANY DEEMS A HAZARD TO THE UTILITY COMPANY;

5) THE RIGHT TO PROHIBIT ANY EXCAVATION WITHIN FIVE (5) FEET OF ANY UNDERGROUND UTILITY OR CHANGE OF GRADE THAT INTERFERES WITH OVERHEAD OR UNDERGROUND LINES.

OWNERS OF LOTS IN THIS SUBDIVISION SHALL TAKE THEIR TITLES SUBJECT TO THE RIGHTS OF THE CITY OF BARTLESVILLE AND THE UTILITY COMPANIES. LOT OWNERS MAY USE AND ENJOY SAID LAND INCLUDED IN THE EASEMENTS SHOWN HEREON BY THE RIGHT HEREIN GRANTED TO THE CITY OF BARTLESVILLE AND THE COMPANIES, INCLUDING THE USE OF THE LAND FOR PLANTING, CULTIVATING, AND MAINTENANCE OF SHRUBBERY AND OTHER SMALL PLANTS AND PLANTINGS, CONSTRUCTION AND MAINTENANCE OF HARD SURFACED STREETS, SIDEWALKS, DRIVEWAYS, ROADS, PARKING LOTS OR AREA, OR OF PRIVATE OR PUBLIC FACILITIES AND DRAINS ON, ACROSS, OR THROUGH THE ABOVE DESCRIBED EASEMENT AREAS, BUT MAY NOT CONSTRUCT ANY BUILDINGS OR SIMILAR STRUCTURES UPON THE EASEMENT AREAS.

4. PROPERTY CORNERS SHALL BE MONUMENTED BY A 1/2" IRON ROD WITH AN I.D. CAP OR A MAG NAIL WITH AN I.D. WASHER UNLESS OTHERWISE NOTED ON PLAT.
5. AT THE TIME OF THE FILING OF THIS PLAT, THE HEREON DESCRIBED PROPERTY IS SHOWN ON F.I.R.M. NO. 40147C0185D, EFFECTIVE 9/26/2008 TO BE IN ZONE X WHICH IS NOT CONSIDERED A FLOOD HAZARD AREA.
6. ALL STREETS AND SIDEWALKS WITHIN THE PLATTED AREA ARE PRIVATELY OWNED AND MAINTAINED.
7. THE STORM WATER DRAINAGE AND DRAINAGE FACILITIES WITHIN THE PLATTED AREA ARE PRIVATELY OWNED AND MAINTAINED.

COUNTY TREASURER'S CERTIFICATE:

I,_____, TREASURER OF WASHINGTON COUNTY, OKLAHOMA, DO HEREBY CERTIFY THAT ALL TAXES ARE PAID ON THE LAND DESCRIBED ON THE PLAT OF "BARTLESVILLE FORD ADDITION" TO BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA, IN FULL FOR 20___AND ALL PREVIOUS YEARS, IN WITNESS WHEREOF, I HAVE SET MY HAND AND AFFIXED MY OFFICIAL SEAL THIS_____DAY OF_____, 20___.

_____
MELISSA THORNBRUGH
COUNTY TREASURER
WASHINGTON COUNTY, OK

CERTIFICATE OF CITY COUNCIL:

THE CITY COUNCIL OF THE CITY OF BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA DOES HEREBY APPROVE THE PLAT OF "BARTLESVILLE FORD ADDITION" AND ACCEPTS ALL PUBLIC EASEMENTS, WAYS AND LANDS CONTAINED THEREON THIS _____ DAY OF_____, 20___.

_____ _____
DALE COPELAND, MAYOR JASON MUNINGER, CITY CLERK

CERTIFICATE OF CITY PLANNING COMMISSION:

THE PLAT OF "BARTLESVILLE FORD ADDITION" TO THE CITY OF BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA HAS BEEN FOUND TO COMPLY WITH THE CITY OF BARTLESVILLE SUBDIVISION REGULATIONS, WITH THE PROVISIONS AS SET OUT ON THIS PLAT AND THAT THIS PLAT WAS SUBMITTED TO AND APPROVED BY THE CITY PLANNING COMMISSION ON THIS_____DAY OF_____20___, AND IS NOW ELIGIBLE FOR RECORDING IN THE OFFICE OF THE COUNTY CLERK.

_____ _____
JOHN J. KANE, CHAIRMAN LARRY R. CURTIS, SECRETARY

FIELDER
LAND SURVEYING
1652 S.E. WASHINGTON BLVD.
BARTLESVILLE, OKLAHOMA 74006
(918) 335-5071
email: fielderlandsurveying@gmail.com

PREPARED FOR:
MR. BRAD DOENGES
PRESIDENT/GENERAL MANAGER
DOENGES FAMILY OF AUTOS
1911 SE WASHINGTON BLVD.
BARTLESVILLE, OK 74006
918-335-6701

SCALE: 1" = 50'

DATE: OCTOBER 11, 2024

OK C.A. NO. 8833 EXP. 6/30/26

SHEET 1 OF 1

COMMUNITY DEVELOPMENT DEPARTMENT STAFF REPORT

TO: Bartlesville City Planning Commission

FROM: Holly Mayhew, Planner I

DATE: October 22, 2024

CASE NO. PLAT-0924-0023

Subject: Consider and take action on a request for preliminary plat approval, 10.84 acres, zoned C-5 (General Commercial) & O (Office), located on the northwest corner of Stonewall Drive and Washington Boulevard/US Hwy 75, from Todd Cone on behalf of Bartlesville Ford Company Inc.

GENERAL INFORMATION:

Applicant: Todd Cone on behalf of Bartlesville Ford Company Inc.

Requested Action: Approval of a Preliminary Plat

Location: 1901 and 1911 SE Washington Blvd.

Area: 10.84 Acres

Zoning: C-5 (General Commercial) & O (Office)

APPLICABLE REGULATIONS:

Subdivision Regulations Section 1-102

These regulations are adopted for the following [12] purposes: 5) To guide public and private policy and action in order to provide adequate and efficient transportation, water, sewage, schools, parks, playgrounds, recreation and other public requirements and facilities.

Subdivision Regulations Section 1-402

These regulations shall apply to the following forms of land subdivision: 1) The division of land or air space into two or more tracts, lots, sites, parcels, units, plots or interests for the purpose of sale, lease or development, any one (1) of which when subdivided shall contain less than ten (10) acres in area.

Zoning Regulations Table 5.2

Table 5.2 – Commercial District Bulk Regulations: No lot or yard shall be established in any Commercial district that does not meet the minimum requirements set forth in the following table. No building or structure shall be erected or enlarged in any residential district that does not meet the minimum requirements for such district as set forth in the following table.

ZONING DISTRICTS	LOT AREA, MINIMUM (Sq. Ft.)	LOT WIDTH AT FRONT BUILDING LINE (FEET)	MAXIMUM FLOOR AREA RATION AND/OR MAXIMUN GROSS FLOOR AREA FOR ANY BUILDING	REQUIRED YARDS, MINIMUM (FEET)			
				EXTERIOR 2/		INTERIOR	
				WHERE ABUTTIN AN ARTERIAL STREET	WHERE ABUTTING A NON-ARTERIAL STREET	WHERE ABUTTING PROPERTY IN A RESIDENTIAL DISTRICT	WHERE ABUTTING PROPERTY IN A NON-RESIDENTIAL DISTRICT
O Office 3/	7,000	70	0.25 10,00 sq. ft.	50	25	10	10
C-5 General Commercial	5,000	50	0.5	50	25	40	0

ANALYSIS:

PLAT-0924-0023 is a request for approval of a preliminary plat containing 10.84 acres referred to as Bartlesville Ford Addition. It is currently one unplatted lot developed as two separate automobile dealerships with three existing structures used for automobile sales, service and a body shop. Due to its unplatted status and development over time, several easements and rights of way have been dedicated by separate instrument and are now shown on the plat face. The applicants propose to plat the property into two separate lots. The proposed Lot 1 is 6 acres in area and contains one of the existing buildings. The proposed Lot 2 is 4.83 acres and contains the other two existing buildings.

Zoning:

The majority of Lot 1 is zoned C-5 (General Commercial), however it includes approximately one acre of property to the north zoned O (Office). The entirety of Lot 2 is zoned C-5 (General Commercial). The proposed lots comply with the minimum area requirements of the Zoning Regulations for these zoning districts. The existing buildings would also be in compliance after creation of the proposed property lines.

Fire/Streets/Access:

The site is currently served adequately with fire hydrants and access for fire equipment.

The site currently has three access points off of Washington Blvd/US Hwy 75 and two access points off of Stonewall Dr. There is also additional access from Washington Blvd/US Hwy 75 via a Reciprocal Access Agreement recorded previously by separate instrument as shown on the plat.

Should the preliminary plat be approved, Lot 1 will have the shared access and the two northern most access points off of Washington Blvd/US Hwy 75, and Lot 2 will have the southern Hwy 75 access point and the two access points off of Stonewall Dr. Future reconfiguration of access points may be subject to ODOT and/or city engineering requirements including driveway spacing requirements in Bartlesville Municipal Code.

Sidewalk currently exists along the entire Washington Blvd/US Hwy 75 frontage and a portion of the Stonewall Dr. frontage. New sidewalk must be installed along the western portion of the Stonewall Dr. frontage before plat recordation.

Water/Sewer/Utilities:

The site is currently served adequately with city water and sewer. A 15-foot utility easement has been added to the western property boundary for the purpose of future utility service to the unplatted property to the west, when development occurs. A 10-foot utility easement has also been added to the northern property boundary that abuts Washington Highlands Addition, as it has been discovered that a fiber optic utility line exists there currently without easement.

Final Plat Submittal:

The applicants have concurrently submitted a matching final plat (Case No. PLAT-0924-0024). If the Planning Commission approves this request, the final plat request will be brought before City Council at the next scheduled meeting. The final plat is included as an attachment to this report and must match a preliminary plat approved by the Planning Commission.

STAFF RECOMMENDATION:

Staff recommends approval of Case No. PLAT-0924-0023 with the condition that new sidewalk along the western portion of Stonewall Dr. be installed before final plat recordation.

ATTACHMENTS: Aerial Image, Zoning, Public Utilities, Preliminary Plat, Final Plat

Agenda Item ___
October 31, 2024
Prepared by
Community Development Department

I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Consider and take action on an appeal by Jay A. Mitchell, II of the Hearing Examiner's Order of Abatement, demolition and removal of dilapidated structures at 421 SW Cheyenne Avenue, legally described as Lot 5, Block 3, Overlees Addition, Bartlesville, Washington County, Oklahoma (Code Enforcement Case Number DS-0824-0325).

Exhibits/Attachments:

(1) Exhibit A:	Aerial / Map Image	(8) Exhibit G:	Minutes of 5/19/2014 City Council Meeting
(2) Exhibit B-1:	Photos of Large House	(9) Exhibit H:	Courtesy Notice
(3) Exhibit B-2	Photos of Small House	(10) Exhibit I:	Notice of Violation
(4) Exhibit C:	Google Street View History of Boarding & Securing	(11) Exhibit J:	Hearing Examiner's Order
(5) Exhibit D:	Deed	(12) Exhibit K:	Notice of Dilapidation and Lien
(6) Exhibit E:	Police Reports	(13) Exhibit L:	Appeal
(7) Exhibit F:	Code Enforcement Case Notes	(14) Exhibit M:	Owner Address from Current Year's County Treasurer Tax Rolls

Background:

Mr. Jay A. Mitchell, II, property owner of 421 and 421 1/2 SW Cheyenne Avenue, appeals the City Code Enforcement Hearing Examiner's Order of Abatement, for the demolition and removal of three (3) dilapidated structures that are public nuisances, violating Municipal Code Section 11-4 D. 1 and 11-4 G. 4. The dilapidated structures are:

(1) a two-story house (addressed as 421 SW Cheyenne Ave),
(2) a one-story house (known as 421 ½ SW Cheyenne Ave), and
(3) a storm cellar in front of the one-story house.

Aerial image/map, photos of the properties, and historic Google street view images of the property, are at **Exhibits A, B, and C,** respectively.

Mr. Mitchell has owned this property for over 15 years. He acquired it by deed recorded on September 14, 2009 (**Exhibit D: Deed**).

The current case started in August 2024, when police received a citizen complaint of suspicious activity and unsecured door/openings in the structures. The police investigated, and seeing that the property was unoccupied and unsecured, the police contacted Code Enforcement. Code Enforcement arrived and, with police present, investigated the interior and exterior of the structures, took photos, and opened this case on the property.

Police had also previously been called to the property by neighbors in March 2024, and upon arriving at the scene, witnessed a trespasser escaping out the back door of one of the houses. **(Exhibit E: Police Reports).** In March 2009, police removed a trespassing person inhaling paint in the one-story house.

In short, the properties have a long history of being unoccupied since at least 2009, and likely before then. Over this time, people have broken into the property and trespassed, prompting citizen complaint, repeated police and code enforcement response to the property. The history is summarized in the time line below, and detailed in **Exhibit F: Code Enforcement case notes**.

Prior Appeal to City Council in 2014. Back in 2014, Mr. Mitchell appealed to City Council a previous Hearing Examiner order to demolish these structures. City Council on 5/19/2014, at Staff's recommendation, granted Mr. Mitchell a stay of 90 days, to give Mr. Mitchell time to work on the structures to make them habitable. (**Exhibit G: City Council Minutes of 5/19/2014).**

Mr. Mitchell made past statements in 2009 and 2014 about his plans to rehabilitate the property. Ten years later, Mr. Mitchell still has not made repairs to the properties to make them habitable. Instead, he repainted the exteriors and made non-permitted, nominal attempts at porch repair or installation. The occasional little work he has done on the property over the last 15 years, including up to today, has focused on exterior aesthetics, rather than fundamental mechanical, electrical, plumbing, and structural repairs necessary to make the homes actually *habitable*. No building permit for mechanical, electrical, plumbing, or structural work has been applied for on these structures.

The properties continue to invite trespass, calls from concerned citizens, and the expenditure of police and code enforcement resources.

Timeline of Events:

3/25/2009	Police officers remove a ***trespassing person inhaling paint*** in the one-story house known as 421 ½ S. Cheyenne Ave. Police requests Code Enforcement investigation of the property. City code enforcement and building inspector inspect the one-story house, finding ***paint inhalants, trash, junk and rubbish, deteriorated walls and ceilings, and electrical hazards***. City notifies PSO to not energize the properties until defects corrected. Storm cellar found to be unsecured and had ***standing water in it***.
4/9/2009	Notice of Boarding and Securing lien forwarded to City Clerk for filing.
5/19/2009	Hearing on both houses. Both houses found to be boarded and secured. Owner ordered to remove damaged portion of balcony/lower porch on Cheyenne St. side, remove the porch decking on the 5th St. side, and prepare site for reconstruction.

9/14/2009	Mr. Mitchell acquired the property. He informs Code Enforcement of his intent to dismantle the two-story house and relocate it.
10/ 26-27/ 2009	Mr. Mitchell appears and requests hearing on trash and dilapidated structure on 10/27/2009 instead of 11/3/2009. He agrees to clean the property of trash by 11/17/2009. He states that he is considering either relocating the house outside city limits, or rehabilitating it on site. He stated he is currently investigating opportunities with historical agencies. Mr. Mitchell agrees to board and secure any openings on the structure and keep people off the porch.
11/16/2009	Property was cleaned of debris, trash and junk.
3/3/2014	Code enforcement visited the site. No improvement of the two-story house. Yard has discarded lumber and a dead tree with limbs overhanging less than 8 feet above sidewalk, in violation of municipal code.
4/1/2014	Hearing held. Hearing officer declares both houses dilapidated and ordered to be removed by owner in 60 days or City will do so.
4/2/2014	Notice of Dilapidation and Lien filed and recorded on the property on this date.
4/11/2014	Mr. Mitchell files appeal to City Council.
5/19/2014	**Appeal to City Council.** City Council, with Staff recommendation, grants a stay of the demolition order for 90 days, for Mr. Mitchell to work on the property. In 90 days, staff could bring the case back to City Council for status update and/or possible action. **(Exhibit G)**. NOTE: There is no further record of 421 SW Cheyenne Ave in subsequent City Council Minutes.
12/6/2019	Code enforcement officers investigate complaint of unsecured structure and defective sidewalk. Two-story house had one window that was unsecured. Hearing scheduled for 1/15/2020.
1/15/2020	Code enforcement officer reports that the window was secured, and people were working at the property.
3/31/2024	Police are called to the property by a complaint by neighbors of trespass at the property. ***Officers arrive at the scene and observe a trespassing person leaving out the back door***.
8/5/2024	Police again called to the property for complaint of suspicious activity.
8/8/2024	Code Enforcement with police inspects both houses, takes photos, opens case.
8/9/2024	Police again called to the property for complaint of open door in the structure.
8/9/2024	Code Enforcement mails and posts a Courtesy Notice of Violation directing owner to board and secure and remove the dilapidated structures. **(Exhibit H).**

8/22/2024	Code Enforcement mails and posts a Notice of Violation and Request for Voluntary Correction of Code Violation, removal of dilapidated structures. Hearing Date set for 10/9/2024. **(Exhibit I).**
10/9/2024	Hearing held. Mr. Mitchell attended hearing. Hearing Examiner orders owner to remove dilapidated structures in 30 days or City will do so. **(Exhibit J)**
10/10/2024	Notice of Dilapidation and Lien filed and recorded on the property at the County Clerk's office. **(Exhibit K)**.
10/21/2024	City received Mr. Mitchell's appeal of the Hearing Examiner's Order. Appeal scheduled for City Council, November 4th. **(Exhibit L)**

II. STAFF COMMENTS AND ANALYSIS

The two structures and the storm cellar are dilapidated and a public nuisance. The Hearing Examiner's order to remove them should be affirmed by City Council, for several independent, separate reasons, any one of which alone is a sufficient basis to uphold the order:

A. The properties are dilapidated because they are "unfit for human occupancy due to the lack of necessary repairs," and not "habitable" under state law and municipal code, as evidenced by the photos taken by Code Enforcement officers. 11 O.S. Section 22-112 C. 1.

B. The properties have been boarded and secured for longer than 6 consecutive months. Under state statute, by definition, such properties are deemed to be "dilapidated." 11 O.S. Section 22-112 C. 1.d.

C. The properties are a public nuisance as "dangerous, deteriorated, abandoned, partially destroyed or unfinished building" "or other structure." Municipal Code Section 11-4 D. 1.

D. The properties are a public nuisance as "attractive nuisance and dangerous conditions." Municipal Code Section 11-4 G.

A. The properties are dilapidated because they are "unfit for human occupancy due to the lack of necessary repairs" and not "habitable" under state law and municipal code, as evidenced by the photos taken by Code Enforcement officers.

Photos of the properties taken by City Code Enforcement clearly show that the properties are unfit for human occupancy due to the lack of necessary repairs and not habitable. Furthermore, the photos show structural damage to the properties, including foundation damage to the smaller, one-story house, and deficient roof truss/rafters in the larger, two-story house.

State statute, **11 O.S. Section 22-112 C. 1** defines "Dilapidated building" to mean

"a. a structure which through neglect or injury *lacks necessary repairs or otherwise is in a state of decay or partial ruin to such an extent that the structure is a hazard to the health, safety, or welfare of the general public*,

b. a structure which is *unfit for human occupancy due to lack of necessary repairs and is considered uninhabitable or is a hazard to the health, safety, and welfare of the general public*,

* * *

d. a structure which has been *boarded and secured*, as defined by Section 22-112.1 of this title, *for more than six (6) consecutive months*, ***or***

e. a structure declared by the municipal governing body to constitute a public nuisance;…."

11 O.S. Section 22-112 C. 1 (emphasis added).

Both houses are "dilapidated buildings" under this state statutory definition. City Council adopted state statute in Municipal Code Section 11-2:

"The City of Bartlesville adopts all of the applicable provisions of Title 11 O.S. and any amendments made thereto concerning the General Power of Municipalities, and Title 63-1-1011 and any amendments made thereto concerning health nuisances, specifically dealing with the prohibition and abatement of nuisances as defined in this chapter."

B. The properties have been boarded and secured for longer than 6 consecutive months. By state statute, such properties are deemed to be "dilapidated."

The two-story house and the one-story house have been boarded and secured *for over 15 years*. By Oklahoma State statute, 11 O.S. Section 22-112 C. 1.d, a structure which has been boarded and secured, for more than six (6) consecutive months is, by definition, a "Dilapidated building." [1]

The two-story house has been boarded up since May 15, 2009, over 15 years, 5 months duration, based on code enforcement case notes from that time. **(Exhibit E).** Google street views show the boarded up doors and windows for both the two-story house and the one-story house since May 2012, over 12 years, 5 months duration. **(Exhibit C).**

C. The properties are a public nuisance as "dangerous, deteriorated, abandoned, partially destroyed or unfinished building" "or other structure." Municipal Code Section 11-4 D. 1.

Municipal Code Section 11-4, D. 1 reads, in pertinent part:

"A nuisance includes … [a]ny, dangerous, deteriorated, abandoned, partially destroyed or unfinished building" "or other structure, or any building in violation of the codes as adopted by the city."

[1] 11 O.S. Section 22-112 C. 1. d: "1. 'Dilapidated building' means: … d. a structure which has been boarded and secured, as defined by Section 22-112.1 of this title [11], for more than six (6) consecutive months …."

11 O.S. Section 22-112.1 C. 11 a: "a. 'boarding and securing or 'boarded and secured' means the closing, boarding, or locking of any or all exterior openings so as to prevent entry into the structure."

The Code Enforcement photos clearly show that the properties are a nuisance under this section. The properties do not satisfy International Property Maintenance Code, International Residential Code, or International Building Code, as adopted by the City. They do not, and would not, pass inspection by a Code Enforcement Officer or a City Building Inspector for issuance of a certificate of occupancy.

D. The properties are public nuisance as an attractive nuisance and dangerous conditions. Municipal Code Section 11-4 G

Municipal Code Section 11-4, G. 4 reads, in pertinent part:

> "A nuisance includes … *[a]ny* ***house***, ***building***, ***structure*** *or any part of any of the aforesaid; or any …* ***cellar***, which in its entirety, or in any part thereof, by reason of the condition in which the same is found or permitted to be or remain, shall or may endanger the health, safety, life, limb or property, or cause any hurt, harm, inconvenience, discomfort, damage, or injury to any one (1) or more individuals in the city, in any one (1) or more of the following particular:
>
> a) by reason of being a menace, threat, and/or ***hazard to the general health and safety of the community***;
> b) by reason of being a ***fire hazard***;
> c) ***by reason of being unsafe for occupancy, or use on, in, upon, about or around the aforesaid property***;
> d) by reason of ***lack of sufficient or adequate maintenance of the property, and/or being vacant, any of which depreciates the enjoyment and use of the property in the immediate vicinity to such an extent that it is harmful to the community in which such property is situated or such condition exists***.

The Code Enforcement photos, showing the properties are "unsafe for occupancy," and the record of citizen complaints and police calls regarding openings in the structures, and trespasser break-ins, shows that the properties are a nuisance under this section. These properties "depreciate the enjoyment and use of the property in the immediate vicinity to such an extent that it is harmful to the community."

Note the storm cellar is included in this nuisance section. The Code Enforcement notation from 3/25/2009 stated that the cellar had ***"standing water in it."*** The cellar does not have structural integrity from water and the elements. It is "unsafe for use." When left unsecured, it is a breeding ground for mosquitoes, and an attractive nuisance for children and others who may fall into it, injure themselves, and possibly drown after heavy rains.

E. Mr. Mitchell's Reasons for Appeal are False

Mr. Mitchell alleges in his appeal the following reasons for appeal, with no explanation:

1. "Improper notice"
2. "Improper hearing"
3. "Structures do not meet requirements for demolition"
4. "Structures have historic significance"
5. "Option to repair was not given"

All of these reasons are false.

1. **Proper Notice Was Given**

See the Courtesy Notice (**Exhibit G**) and Notice of Violation (**Exhibit H**) and discussion in Appendix.

2. **Hearing was Proper**

See discussion in Appendix.

3. **The Structures Clearly Meet the Requirements for Demolition**

The properties clearly meet the requirements for demolition based on the law and the evidence previously discussed in this Council Memo, Sections II. A-D above.

4. **There is no historic preservation ordinance or law protecting this property, and Staff currently has no historical primary source evidence of the structures' historic significance.**

There is no historic preservation ordinance or law protecting this property. The two-story house is sometimes referred to as "the Dalton House." Staff currently has no historical primary source evidence of the structures' historic significance or any connection to Emmett Dalton. Any evidence provided via the web, or from interpretative, secondary sources, or other media, and not a historical primary source, should not be relied on.

Even assuming, for the sake of argument, that the two-story house had historic significance or a connection to Emmett Dalton, that purported historic significance is now lost, and outweighed by the negative effects of dilapidation and blight. It is lost due to the neglect and inaction by the owner over the last 15 years, causing the dilapidation of the properties, a negative effect on the surrounding neighborhood, and the expenditure of public financial resources in responding to police and code enforcement complaints.

Any purported historic significance is also lost because of the owner's failure to *first* obtain historic designation with the relevant state, federal or other agencies. What little, occasional exterior work the owner has done, such as painting and porch work, without consultation and approvals by those agencies beforehand, now likely makes the property *ineligible* for federal historic preservation tax credits or other possible assistance.

5. **There is no legal requirement to give an "option to repair."**

There is no legal requirement for the City to give an "option to repair" in cases involving dilapidated structures. In 2014, when Mr. Mitchell appealed a prior Hearing Examiner's demolition order, City Council did give Mr. Mitchell 90 days to begin rehabilitating the property. This additional time was discretionary. One might argue that it was a discretionary "option to repair." And indeed, if that were the case, it was an option that Mr. Mitchell has opted not to take over the *last 10 years*. During his entire time of ownership, he has been free to apply for building permits, and apply for mechanical,

electrical, plumbing permits, and building permits for structural repairs, but he has "opted" not to do this—for 15 years and counting. Instead, he has only done occasional, superficial, exterior painting, boarding and securing, after receiving complaints, and has done porch-related work that was unpermitted and unfinished over this time frame. Given his lack of action to make the properties truly *habitable* since he took ownership in 2009, it would be imprudent to grant Mr. Mitchell any additional time to rehabilitate the property today.

III. CONCLUSION AND RECOMMENDED ACTION

With regard to these properties, Mr. Mitchell is acting as an absentee speculator, not a Bartlesville community developer or historic preservationist. He is speculating on property that consumes public resources in the form of repeated police and code enforcement response. The properties clearly are "unfit for human occupancy due to the lack of necessary repairs," "uninhabitable," and a "hazard to the health, safety, and welfare of the general public." The properties are a public nuisance, an attractive nuisance for trespassers and children, a continuing hazard for future break-ins, and a fire hazard for neighboring properties.

Staff recommends that City Council deny the appeal, and uphold enforcement of the Hearing Examiner's Administrative Order, and declare that the property and structures at 421 SW Cheyenne Ave, 421 ½ SW Cheyenne Ave, and the storm cellar, are a public nuisance. Staff further recommends ordering the property owner to demolish and remove said structures in 30 days, or the City will do so, and the City will bill the owner for costs.

Appendix: State Statutory and Municipal Code Authority and Procedure

A. State Statutory Authority Granted to Municipalities.

State Statute empowers municipalities to determine what is a nuisance. Oklahoma State Statute 50 O.S. §16 states:

> "*Cities and towns in this state shall have the right and power to determine what is and what shall constitute a nuisance within their respective corporate limits*, and for the protection of the public health, the public parks and the public water supply, shall have such power outside of the corporate limits; and wherever it is practical to do so, said cities and towns shall have the power to summarily abate any such nuisance after notice to the owner, and an opportunity for him to be heard, if this can be given."

Oklahoma State Statute 11 O.S. § 22-121 states that "*The municipal governing body may declare what shall constitute a nuisance, and provide for the prevention, removal, and abatement of nuisances.*"

B. State Statute Allows Municipal Governing Bodies to Delegate to an Administrative Officer or Administrative Body.

State Statute 11 O.S. Section 22-112 A. states, in pertinent part:

> "A. A municipal governing body may cause dilapidated buildings with the municipal limits to be torn down and removed in accordance with the following procedures:
>
> 1. At least ten (10) days' notice that a building is to be torn down or removed shall be given to the owner of the property before the governing body holds a hearing. A copy of the notice shall be posted on the property to be affected. In addition, a copy of the notice shall be sent by *mail to the property owner at the address shown by the current tax year's rolls in the office of the county treasurer* .... At the time of mailing of notice to any property owner … the municipality shall obtain a receipt of mailing from the postal service, which receipt shall indicate the date of mailing and the name and address of the mailee."

This requirement was satisfied by the Code Enforcement's mailing and posting of the Courtesy Notice of Violation dated 8/9/2024 **(Exhibit G),** and their mailing and posting of the Notice of Violation/Request for Voluntary Correction of Code Violation dated 8/22/2024 **(Exhibit H).**

State Statute 11 O.S. Section 22-112 A. continues, in pertinent part:

> 2. A hearing shall be held by the governing body to determine if the property is dilapidated and has become detrimental to the health, safety, or welfare of the general public and the community, or if the property creates a fire hazard which is dangerous to other property.
> * * *

3. Pursuant to a finding that the condition of the property constitutes a detriment or a hazard and that the property would be benefited by the removal of such conditions, the governing body may cause the dilapidated building to be torn down and removed. The governing body shall fix reasonable dates for the commencement and completion of the work. The municipal clerk shall immediately file a notice of dilapidation and lien with the county clerk ….”

B. ***The municipality may designate, by ordinance, an administrative officer or administrative body to carry out the duties of the governing body specified in this section***. The property owner shall the right of appeal to the municipal governing body from any order of the administrative officer or administrative body. Such appeal shall be taken by filing written notice of appeal with the municipal clerk within ten (10) days after the administrative order is rendered.”

The City Council did designate the Community Development Department to enforce nuisance code in the city, through Municipal Code Section 11-8, and the creation of a Hearing Examiner position through Municipal Code Section 11-10 B.4, defined in Section 11-3. (Ordinance No. 3148, 11-15-2004):

“Section 11-8. Nuisance abatement.
This chapter [11] shall be administered and enforced by the building development department *[community development]* and where appropriate, the police and fire departments, and they are granted the authority expressly granted and impliedly needed and necessary for enforcement ….”

“Section 11-10. Abatement Procedures. A. Voluntary Correction” states that code enforcement officers “before taking other steps to abate the nuisance, shall make a reasonable attempt to secure voluntary correction or abatement of the nuisance by contacting the responsible person.”

In this case, Code Enforcement did so, through a Courtesy Notice letter dated 8/9/2024 **(Exhibit H).**

“Section 11-10. Abatement Procedures. B. Notice of Violation and Order” states that when the code enforcement officer is unable to secure voluntary correction, “the officer shall serve a written notice of violation and order to abate to the responsible person.” Service can be made by “first class mailing with receipt of mailing” and also “posted on the affected property.” The notice shall contain “the establishment of a date and time for examination” of the alleged violation “by a *hearing examiner.*”

“Hearing Examiner” means “the city manager or his designee authorized to conduct hearings pursuant to this chapter [11].” Municipal Code Section 11-3. City Council on 8/5/2024 approved an agreement having attorney, John C. Holden, Esq., serve as City Hearing Examiner.

In this case, Code Enforcement did serve a written notice of violation, through receipted mailing and posting of the Notice of Violation letter dated 8/22/2024 (**Exhibit I).**

A hearing took place on 10/9/2024, and Mr. Mitchell did attend. The Hearing Examiner, Mr. Holden, heard testimony and received evidence from Code Enforcement officers and Mr. Mitchell. The Hearing Examiner issued an order for Mr. Mitchell to remove the dilapidated structures in 30 days or the City will do so. The order was sent via receipted mail and posted to the property**. (Exhibit J).**

EXHIBIT A: Aerial / Map Image

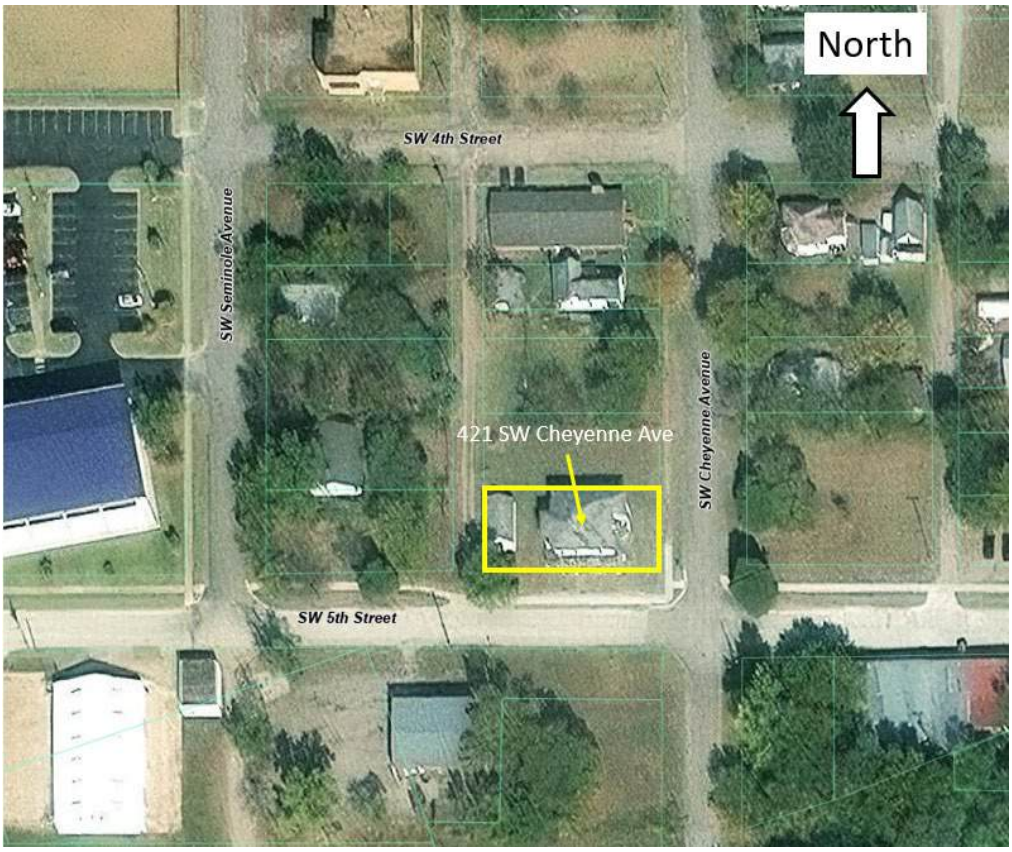


EXHIBIT B-1: Photos of Large House 421 SW Cheyenne Ave:

https://bit.ly/421SWCheyenneLargeHousePics

EXHIBIT B-2: Photos of Small house 421.5 SW Cheyenne Ave:

https://bit.ly/421SWCheyenneSmallHousePics

EXHBIT C: Google Street View History of Boarding & Securing

5th Street—Looking North—April 2023

5th Street—Looking North—June 2022

5th Street—Looking North—July 2019

5th Street—Looking North—May 2012

Cheyenne Ave—Looking Southwest—June 2022

Cheyenne Ave—Looking Southwest—May 2012

fees pd

EXHIBIT D

Doc # 2009009013
Bk 1082
Pg 90-90
DATE 09/14/09 09:34:39
Filing Fee $13.00
Documentary Tax $12.75
State of Oklahoma
County of WASHINGTON
WASHINGTON County Clerk
M. PARRISH

Property Address: **417 & 421 SW Cheyenne**
Bartlesville, Ok

Mailing Address: **PO Box 2495**
Manhattan Beach, CA 90267-2495

INDIVIDUAL
WARRANTY DEED
(Oklahoma Statutory Form)

That **Tina Sherman and Jason Sherman, wife and husband,** Parties of the first part, in consideration of the sum of TEN & NO/100-($10.00)-- and other valuable considerations, in hand paid, the receipt of which is hereby acknowledged, do hereby grant, bargain, sell and convey unto, **Jay A. Mitchell** Party of the second part, the following described real property and premises situate in Washington County, State of Oklahoma, to-wit:

LOTS FOUR (4) AND FIVE (5), BLOCK THREE (3), OVERLEES ADDITION, BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA

009013

12.75

together with all the improvements thereon and the appurtenances thereunto belonging, and warrant the title to the same.

TO HAVE AND TO HOLD said described premises unto the said party of the second part, **his** heirs and assigns forever, free, clear and discharged of and from all former grants, charges, taxes, judgments, mortgages and other liens and encumbrances of whatsoever nature.

EXCEPT covenants, conditions, easements and restrictions of record.

Signed and delivered this 4th day of September 2009.

Tina Sherman

Jason Sherman

STATE OF OKLAHOMA
Washington County
Documentary Stamps: $ 12.75

BK 1082 PG 0090

INDIVIDUAL ACKNOWLEDGMENT-OKLAHOMA FORM

STATE OF **OKLAHOMA**, County of **WASHINGTON**, SS.

Before me, a Notary Public in and for said County and State, on this 4th day of September, 2009, personally appeared **Tina Sherman and Jason Sherman, wife and husband,** to me know to be the identical persons who executed the within and foregoing instrument, and acknowledged to me that **they** executed the same as **their** free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

Melissa Warts
Notary Public

My Commission Expires:
8/17/2010

Melissa Warts
Notary Public
Commission No. 06008101
Washington County-Oklahoma
Expiration 8/17/2010

EXHIBIT E

Incident Report

Print Date/Time: 08/09/2024 09:17
Login ID: cob\crboyd

Bartlesville Police Department
ORI Number: OK0740100

Incident: **2024-00013736**

Incident Date/Time:	3/31/2024 12:03:32 PM	**Incident Type:**	TRESPASS PERSON
Location:	421 SW CHEYENNE AVE BARTLESVILLE 74003	**Venue:**	BARTLESVILLE
Phone Number:	(918)886-7787	**Source:**	PHONE
Report Required:	No	**Priority:**	1-HIGH
Prior Hazards:	No	**Status:**	In Progress
LE Case Number:		**Nature of Call:**	

Unit/Personnel

Unit	Personnel
B18	1015-Wathen
B45	1222-McWilliams
B47	1287-Dressler

Person(s)

No.	Role	Name	Address	Phone	Race	Sex	DOB
1	OTHER	PRICE, NAKITA MARIE			White	Female	01/06/1986
2	CALLER	PRICE, NAKITA					01/06/1986
3	CALLER	YOUNG, MICHELLE		(918)886-7787			

Vehicle(s)

Role	Type	Year	Make	Model	Color	License	State

Disposition(s)

Disposition	Count	Date/Time
NO REPORT	1	03/31/2024 12:30

Property

Date	Code	Type	Make	Model	Description	Tag No.	Item No.

CAD Narrative

03/31/2024 : 12:09:22 cob\gjoates Narrative: RP AT 401 AND SOUTH OF HER IS OLD HOUSE, MOST WINDOWS BOARDED UP, OWNER LIVES SOMEWHERE IN KANSAS. HOMELESS JUST CAME OUT BACK DOOR

EXHIBIT E (Continued)

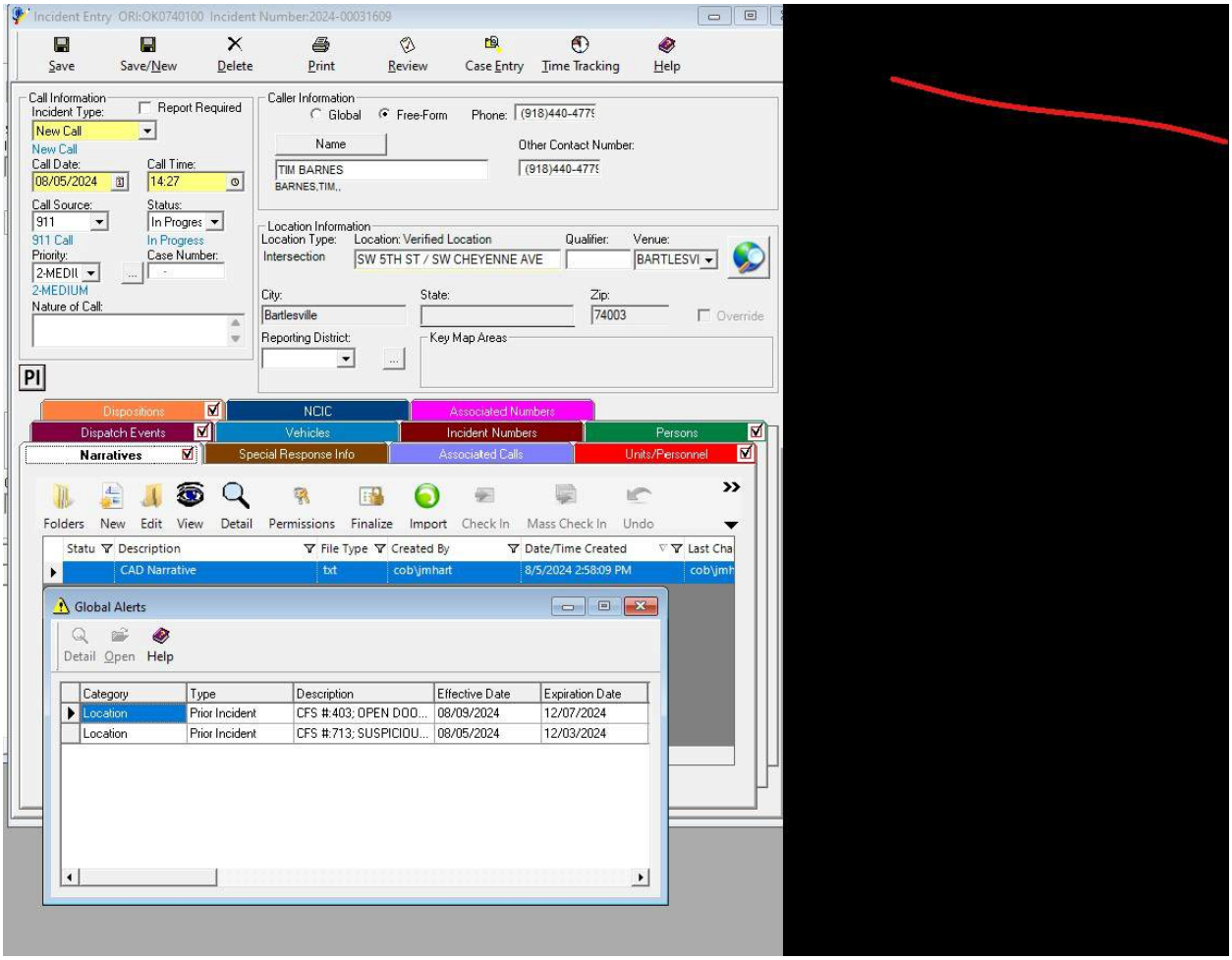


EXHIBIT F

421 SW CHEYENNE AVE

Narratives of old cases on this property.

On 3/25/09, Jim Ingmire and myself responded to this location at the request of BPD officers who had located a transient in the structure known as 421 1/2. The transient was trespassing and was also inhaling paint.

On arrival, the violator was already removed from the scene. There was evidence of paint inhalants in the structure. The structure is not fit for occupancy, and is also unsecured by way of doors/windows that need to be secured.

The main dwelling known as 421 S Cheyenne was also found to be unsecured (door off the hinges, broken and unsecured windows).

The interior was found to be cluttered with trash, junk & rubbish. The interior was also observed to have deteriorated walls and ceilings as well.

There was also assorted electrical hazards observed within the dwelling itself.

Trey Yankovich-City Inspector was called to the scene and concurred that the electrical issues were hazardous. PSO was called and was notified not to energize the properties until the electrical defects were corrected.

The lawn areas also contain an accumulation of trash, junk, rubbish and discarded items.

The storm cellar on the side lawn was also found to be unsecured and has standing water in it.

The matters will be set for hearings on 4/7/09, with letters mailed/posted on 3/27/2009.

I have spoken with BVL LLC C/O MARIANNA GIBSON-MANAGING MEMBER, who provided a more current address for the last occupants (LARRY DEATLEY & TERAH LANGFORD) who are the owners of record. Letters were mailed to all known addresses for all the above.

On 3/30/09, LARRY DEATLEY contacted me to state that he was evicted from the property for non payment of rent. He stated he will appear at the hearing and present his documents related to this matter.

The hearing was attended by the property Manager's (Bob & Sharon Cashmere) who represent the Mortgage holder. Also in attendance was Jason Sherm who is wanting to purchase the property.

The order was to board/secure the structures including the storm cellar by 5/15/09 or the city will do so the morning of 5/15/09.

The matter is also to be rescheduled for 5/15/09 to allow Jason Sherm time to obtain possession of the property with title & mortgage release.

All trash/junk rubbish was also ordered to be secured immediately or the city will do so.

A notice of boarding/securing lien was also forwarded to the city clerk for filing on 4/9/09.

On 4/17/09, the storm cellar was found to be secured with a pad lock.

The 5/15/09 return date was found to be a non hearing date. The hearing will be rescheduled for 5/19/09, with letters mailed/posted on 5/1/09. Larry Silver

5/19/09-The structure was found to be boarded/secured. Mr Sherman appears as the owner. The property was actually placed in his wife's name. The hearing officer ordered that the matter be passed for 60 days. During that time the owner is to remove the damaged potion of the balcony/lower porch on the Cheyenne street side, remove the porch decking on the 5th street side within 60 days and to prepare the site for reconstruction.

The structure known as 421 1/2 was passed for 60 days.

Document No: 2009004702
Document Type: WARRANTY DEED Doc Fee: $1.50
Filing Date: 5/19/2009 3:35:17 PM
Book: 1078 Page: 1158 Pages: 1
Additional Information:

Grantor Information
BVL LLC
Grantee Information
SHERMAN TINA

Return Address Information
MUSSELMAN ABSTRACT CO
PO BOX 1072

BARTLESVILLE OK ,74005

Platted Information
Subdivision: OVERLEES
Block: 3 Lot: 4 Misc:
Bounds:
PID:
Subdivision: OVERLEES
Block: 3 Lot: 5 Misc:

On or about 9/14/09, the property has transferred ownership. I have had the ocassion to speak with the new owner by way of telephone on approx 2 or 3 occasions. The new owner (Jay Mitchell is aware of the condition of the structure and that a dilapidated structure hearing would be scheduled regarding this property. Mr. Mitchell has the intentions of dismantling the structure and relocating it to another site within the county.

As of 10/21/09 the property has yet to be relocated and the front lawn contains an accumulation of trash/rubbish.

New letters will be mailed & posted on this matters on 10/22/09 and is to be set for hearing on 11/3/09. Larry Silver

10/26/09-2:04 pm, Jay Mitchell appears in my office to discuss the matter. He is undecided as to what is best for the structure (moving it or rehabing it as a historical structure on the property).

Mr. Mitchell has done some ground work/research on both options but definite decisions have been reached yet.

Mr. Mitchell appears on 10/27/09 and requests that his hearings be held this date instead of 11/3/09. Mr. Mitchell agrees to have the property clean of trash by 11/17/09, kept clean or the city will abate. He was also advised of summary abatements that may follow. Larry Silver

The same requests was made of the dilapidated structure hearing by Mr. Mitchell. He was able to present that he is considering either the relocation of the structure to land outside of the city limits for rehabilitation or rehabilitating on the site. Mr. Mitchell is currently investigating opportunities with Historical agencies on the matters.

Mr. Mitchell also agrees to board/secure any openings on the structure and to keep people off off the porch

The matter will be revisited in February or March 2010.

On 11/16/09 the property was cleaned of all debris, trash and junk. I will close this case out for compliance. Mike Wickham

3/3/14-There has been nothing done to improve the (2) story dwelling. The yard area contains an accumulation of discarded lumber. There is also a tree on the right of way along Cheyenne which appears to be dead, has tree limbs that are less than 8 ft above the sidewalk area as well.

Letters will be mailed/posted on 3/5/2014 with a hearing date of 3/18/14. for the following violations.

Dead Tree on the right of way (along Cheyenne) needs to be removed. The stump will also need to be removed to below ground level.

Accumulation of trash junk & rubbish, also low hanging tree limbs on the dead tree along Cheyenne.

Dilapidated Structure (2 Story Dwelling)

3/18/14-The dead tree has been removed.

3/18/14-No attendance at the hearing, written plan was presented to the hearing officer. Hearing officer orders that the trash/rubbish matters be corrected within 10 days or the city will do so.

The hearing officer also orders that both the 1 & 2 Story Structures be brought back as being dilapidated.

3/18/14-I have had a phone call & and sent an email to Mr. Mitchell regarding this matter.

3/19/14-New letter was mailed/posted and sent via e mail to Mr. Mitchell.

4/1/14-Jay Mitchell calls me about 105 pm after I had tried to call him. Jay was not going to be at the hearing this date as he has not been able to catch a flight (flying stand by). Today's hearing had been rescheduled for him as he was not able to attend the last one on 3/18/14.

The hearing officer and (Jay Mitchell) the owner agreed to handle the matter over the phone. (Jay Mitchell) the owner was going to be in town on 4/2/14 after flying into Wichita, Ks. The hearing officer declared the structures a being dilapidated and ordered to be removed within 60 days or the city will do so. The appeal process was explained to Mr. Mitchell, appeal papers were also e mailed to him as well.

The Notice of Dilapidation & Lien has been forwarded to the City Clerk on 4/2/14 for filing. Larry Silver

Later this same week, I had received information that the owner of the property (Jay Mitchell) was just on the floor of our office. The staff member-Natsha Riley asked if I had the occasion to speak with him. I advised I had not. I then called Mr. Mitchell by phone and asked him to come back and see me. Mr. Mitchell choose not to do so. I encouraged him to try and get with me before he left town (as he lives in California).

4/11/14-Mr. Mitchell files his appeal in our office while I was out out of the office.

The appeal matter is set for 5/19/14. Larry Silver

4/17/14-The accumulation of the discarded rock has been found to be removed, that matter is now closed. Larry Silver

4/17/14-While posting other property in the area it was discovered that persons unknown have started work on the structures at this location. I have also contacted and e-mailed the following to the the owner's attorney (Mr. Johnny Akers)

Mr. Akers,

Just a rehash of our earlier conversation this morning about the following.

1-This morning (4/17/14) while in this neighborhood posting other properties it was found that work has been started on your client (Jay Mitchell's) property at 421 S Cheyenne. Person(s) unknown have started the construction of the front and side porches. There have been no permits issued for this work which would be required as this is structural. It was also discovered that persons unknown have began painting/priming the structures here as well (no permit required).

Please suggest to your client to be cautious with his putting funding into this matter until the appeal is resolved.

2-There can be no permits issued for any work here to complete repairs at this time, as we have a pending appeal with the City Council regarding what action/direction to take with the matter.

3-Please have your client cease making repairs to the structure until we know the outcome of the appeals.

4-In the event that you and your client would like to meet with staff about this matter, I would be more than willing to coordinate a get together with the applicable staffing (to include the Chief Building Official and probably the Fire Marshal) to discuss the matters to include the applicable permits required to do work that may require permits, etc.

5-At that time there can be some discussions as well regarding applicable building codes that may apply should your client be changing the use of the structure.

At that meeting, I would also try to enlist the assistance of our City Attorney as well to be present. It may be best to coordinate that meeting from your office through his office.

I (myself) am not available on Tuesdays-all day nor on Thursdays until after 1:30 pm.

I have copied all our staff (Chief Bldg Official, Fire Marshall, Natasha Riley & the City Attorney) on this matter to give all a heads up.

On another note, you had indicated a possible selection of the appeal date. Please advise so that we can schedule our agenda's. Elaine Banes can be reached by e-mail at rebanes@cityofbartlesville.org

Thanks in advance,

Larry

5/15/14-Between 1030-11:00 am, I was giving Lisa Beeman a ride from 524 S Cheyenne wher she was giving a presentation for the Leadership Bartlesville group. Mr. Ambler was also in the vehicle as well. As we approached the property known as 421 S Cheyenne, we observed several persons there working on the front porch. Lisa Beeman had inquired about if tMr. Mitchell had yet obtained his permits for this work. I could not answer that.

Lisa choose to stop and make contact with Mr. Mitchell about this. She further asked that join her. Mr. Ambler stayed in the vehicle which was parked across the street as well. Our conversation took place on the lawn of the property at the porch construction.

During the course of the conversation, Mr. Mitchell mentioned that he had spoken with Robert Mc Guire about 1-1 1/2 yrs ago about his work on the porch and that he was advised that he would not need a permit. He further stated that Mr. Mc Guire must have misunderstood him.

Lisa in turn called Robert Mc Guire about the work being done to verify that it would in fact need a permit. After her conversation with Mr. Mc Guire, she informed Mr. Mitchell that he would need to obtain a permit for his work. Mr. Mitchell advised that he would be in at lunch to obtain the permit.

I also advised Mr. Mitchell that his attorney had indicated that the two of us could talk about this matter as well. I asked him to come and see me in the morning. Jay stated something to the effect that he has tried to talk with me all the long.

I later saw Mr. Mitchell on the 2nd floor of our office and acknowledged him and he spoke back. Mr. Mitchell never offered to sit down & talk either.

See email from Mr. Akers and my response below:

Re: May 14, 2014 11:00 AM
From:
Larry D. Silver
To: Johnny Akers

Will you have your client contact me so that we can schedule an appt to get the appropriate staff available. Best # 918-214-4771 cell phone.

Larry

From: "Johnny Akers" <johnny@akersesserlaw.com>
To: ldsilver@cityofbartlesville.org
Sent: Wednesday, May 14, 2014 8:40:32 AM

Officer Silver,

Jay Mitchell is to be in town. Please be advise the city is free to talk with him as long as Jerry Maddaux or other attorneys are not present.
Johnny Akers
--
Johnny P. Akers
Law Center of Akers & Esser
401 S. Dewey, Suite 214
Bartlesville, OK 74003-3537
Telephone: 918/336-1818
Facsimile: 918/338-0888

12/6/2019 Trevor and I went to this location on a complaint of an Unsecured structure & defective sidewalk. We arrived and seen the 2 story structure to be unsecured. There was PM Issues on the structures and sidewalk. I will mail letters and post the property on 12/10/2019 for a hearing on 1/15/2020. Mike Wickham

301.3 Vacant structures and land.
Vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition as provided herein so as not to cause a blighting problem or adversely affect the public health or safety. (Vacant property is a blight on the neighborhood.)

302.3 Sidewalks and driveways.
All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions. (Concrete sidewalk is heaving upward and needs to be repaired/replaced. This is a tripping/falling hazard for pedestrians.)

304.2 Protective treatment.
Exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. Siding and masonry joints, as well as those between the building envelope and the perimeter of windows, doors and skylights, shall be maintained weather resistant and water tight. Metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion, and surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.(Structures have flaking/peeling paint, structures needs to be scraped and repainted.)

304.7 Roofs and drainage.
The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.(Roof above the porch area is deteriorated and needs to be replaced.)

304.10 Stairways, decks, porches and balconies.
Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.(Front porch is deteriorated ceiling boards and missing walking boards. All needs to be replaced.)

1/15/2020 I seen the window to be secured. There were people working at the property. Mike Wickham

EXHIBIT G

BARTLESVILLE CITY COUNCIL
SPECIAL MEETING MINUTES
Monday, May 19, 2014

City Hall, Council Chambers
401 S. Johnstone Avenue
Bartlesville, Oklahoma 74003

(Notice of this meeting was posted on Thursday, May 15, 2014 at 5:00 p.m.)

City Council Members Present: Mayor Tom Gorman, Vice Mayor Lockin, Mike McGrew, and Dale Copeland.

City Staff Present: Ed Gordon, City Manager, Mike Bailey, Administrative Director/CFO; Terry Lauritsen, Director of Water Utilities, Keith Henry, Director of Public Works; Natasha Riley, AICP Assistant Planner; Micah Siemers, P.E., Engineering Supervisor; Jason Muninger, Internal Services Supervisor; Alicia Shelton, Accountant, Robert McGuire, Chief Building Officer; H. C. Call, and Elaine Banes, Executive Assistant.

1. **The Bartlesville City Council meeting was called to order at 7:30 p.m. by Mayor Gorman, immediately following the Bartlesville Education Authority Meeting that started at 7 p.m.**

2. **Roll Call and establishment of a quorum.**

   Roll call was conducted and a quorum was established.

3. **Citizens to be heard.**

   Joel Rabin reported on an Open Meeting Act violation complaint filed by him and Terry Grogan with the Bartlesville Police Department. He then provided input on who the City Council is considering to replace Eddie Mason, and that he will be providing three minute segments of information at the next several meetings in order to bring the new council member up to date on complaint mentioned above.

   Jamie Caldwell provided input about downtown parking, and that Sooner Pool should not be closed on the weekends.

4. **City Council Announcements and/or Proclamations**

   Mayor Gorman read the Local American Red Cross-Dining for Red Cross Day – June 3, 2014 proclamation. He introduced Alice Ann Shiflet, American Red Cross Administrative Coordinator, who thanked the Council for the proclamation and encouraged citizens to eat at the participating restaurants. Laurie Summers, American Red Cross Disaster Program Specialist, was introduced and reported that there is big push within the Red Cross to better prepare citizens for disasters.

5. **Authorities, Boards, Commissions and Committee Openings.**
   - One opening on the Ambulance Commission
   - One opening on the City Board of Adjustment
   - One opening on the Street and Traffic Committee

   The Mayor announced these openings and encouraged citizens to obtain an application from the City's website or from the City Manager's office.

6. **Consent Docket**

   a. **Approval of Minutes**
      i. The Regular Meeting Minutes of May 5, 2014

b. City of Bartlesville's ballot for OMAG Trustees

i. Re-elect Earl Burson, Janice Cain and Pam Polk to the Oklahoma Municipal Assurance Group (OMAG) Board of Trustees.

c. Approval of Agreements

i. Lease Agreement between the City of Bartlesville and Potters Towers, LLC to lease a portion of a ten acre tract of city owned property located in the NE corner of Lot 5, of Section 3, Township 26 North, Range 12 East, Osage County, Oklahoma for construction and operation of a communications tower and all appurtenances thereto, together with a right of way for utilities and ingress and egress.

d. Approval of Merger

i. Merger of the Bartlesville Development Corporation (BDC) with the Bartlesville Development Authority (BDA) ratifying the Amendment to the Trust Indenture; accepting the resignation of BDA Trustees, Josh Means, Patrick Johnson and Laura Higbee; appointing five new BDA Trustees-Bob Fraser, three year term, Martin Garber, three year term, Lori Roll, two year term, Roger Box, one year term, and Josh Means, one year term; and authorizing the BDC to transfer assets, liabilities and contracts as needed to complete the transition and dissolution of the BDC and to be completed by the close of the fiscal year June 30, 2014.

e. Approval of Sale of Surplus Items

i. Items or Equipment sold in the City Auction on May 17, 2014 in amount of over $8,000.

Mayor Gorman read the consent docket, and pulled item e. from the consent docket since there were no items or equipment sold over the amount of $8,000 in the City Auction.

Vice Mayor Lockin pulled item d. for discussion.

Mr. Copeland moved to approve the remainder of the consent docket, seconded by Mr. McGrew.

Voting Aye: Mr. Copeland, Mr. McGrew, Vice Mayor Lockin, Mayor Gorman
Voting Nay: None
Motion: Passed

Vice Mayor Lockin asked David Wood, President of the Bartlesville Development Corporation, to explain item d.

Mr. Wood reported that 33 years ago the Bartlesville Development Authority (BDA) was formed as an economic vehicle for the City, but in recent years, the Bartlesville Development Corporation (BDC) has overseen economic development. The attorneys and staff of both entities discussed and agreed that combining the two would be prudent for various reasons.

Vice Mayor Lockin moved to approve item d, seconded by Mr. Copeland.

Voting Aye: Mr. McGrew, Vice Mayor Lockin, Mr. Copeland, Mayor Gorman
Voting Nay: None
Motion: Passed

7. **Discuss and take action to award Bid 2013-2014-021R for Sooner Park Play Tower Rehabilitation. Presented by Councilman Copeland.**

Mr. Copeland moved to award the Bid to Service and Manufacturing Corporation (SMC) for bid packets 1 and 2 in the amount of $155,700.00, seconded by Mr. McGrew.

Mr. Lauritsen explained that the city will work with local contractors for bid packet 3 which is the concrete wall surrounding the tower.

Voting Aye: Mr. McGrew, Vice Mayor Lockin, Mr. Copeland, Mayor Gorman
Voting Nay: None
Motion: Passed

8. **A public hearing to assess and discuss the City's Performance in the Administration of the Grant received from the State of Oklahoma for Fiscal Year 2012 CDBG Small Cities Set-Aside Program and take action to formally accept the project as completed. Presented by Natasha Riley, AICP Assistant Planner.**

Ms. Riley reported that one requirement of participation in the CDBG Program is the holding of a final public hearing after completion of the project to assess and discuss the City's performance in the administration of the grant. The City received funding for FY 2012 in the amount of $85,206 which was used with matching city funds in the amount of $85,206.78 for the expansion of approximately 2,600 feet of sidewalk along the west side of Virginia Avenue between 14th Street and 8th Street.

The Mayor opened the public hearing at 7:52 p.m. There being no one appear to speak, the Mayor closed the public hearing at 7:52 p.m.

Mr. McGrew moved to accept the sidewalk expansion project completed as presented, seconded by Vice Mayor Lockin.

Voting Aye: Vice Mayor Lockin, Mr. Copeland, Mr. McGrew, Mayor Gorman
Voting Nay: None
Motion: Passed

9. **Receive Bids for the purchase of $1,500,000 Combined Purpose General Obligation Bonds, Series 2014 of the City and vote to award said bonds to the lowest bidder complying with the Notice of Sale and Instructions to Bidders or to reject all bids. Presented by Jon Wolff, Vice President, Municipal Finance Services.**

Mr. Wolff reported that bids were received and opened this date at 10 a.m. Low bid was made by Country Club Bank with American Heritage Bank (Sapulpa). He added that the City's rating remains high at AA- thanks to Mr. Gordon and Mr. Bailey who maintains and provides a stable outlook financially for the City of Bartlesville.

Vice Mayor Lockin moved to receive the bids as presented and award the bid to Country Club Bank bidding with American Heritage Bank (Sapulpa), seconded by Mr. Copeland.

Voting Aye: Vice Mayor Lockin, Mr. Copeland, Mr. McGrew, Mayor Gorman
Voting Nay: None
Motion: Passed

10. **Consider and take action with respect to an Ordinance providing for the issuance of Combined Purpose General Obligation Bonds, Series 2014, in the sum of $1,500,000 by the City of Bartlesville, Oklahoma, authorized at an election duly called and held for such purpose; prescribing form of bonds; providing for registration thereof; approving the form of a Continuing Disclosure Agreement; establishing the City's reasonable expectation with respect to issuance of tax-exempt obligations for calendar year 2014 and designating bonds as qualified tax-exempt obligations; providing for levy of an annual tax for the payment of principal and interest on the same and fixing other details of the issue; and declaring an emergency. Presented by Jon Wolff, Vice President, Municipal Finance Services.**

Mr. Wolff reported the ordinance authorizes issuance of $1,500,000 bonds designated as "Combined Purpose General Obligation Bonds, Series 2014.

Mr. McGrew moved to adopt the Ordinances as presented, seconded by Mr. Copeland.

Voting Aye: Mr. Copeland, Mr. McGrew, Vice Mayor Lockin, Mayor Gorman
Voting Nay: None
Motion: Passed

Mr. McGrew moved to declare an emergency, seconded by Mr. Copeland.

Voting Aye: Mr. McGrew, Vice Mayor Lockin, Mr. Copeland, Mayor Gorman

Voting Nay: None
Motion: Passed

11. **Discuss and take action on an amended Resolution No. 3328 declaring the intent to consider the designation of a Tax Increment District and directing the review committee to consider proposed project plans and make any findings and recommendations as required by law for the proposed Bison Trails Apartment Project. Presented by Lisa Beeman, Director of Community Development.**

Mr. McGrew reported that the amendment to Resolution 3328 came as a result of the developer presenting information on both development phases of the project: Phase I which included 158 dwelling units and Phase 2 which included 134 dwelling units, and indicated his interest to have both phases of the development considered in the designation of a tax increment district. In order for the Tax Incentive District Review Committee to proceed with the review of the proposed project as a 292 dwelling unit multi-family residential development on 16.73 acres, the original Council Resolution 3328 would need to be amended. The amended Resolution simply changes the specific references to reflect total development of the Bison Trail Apartment Project under the designation of a tax increment district.

Mr. McGrew moved to approve the amended Resolution as presented, seconded by Vice Mayor Lockin.

Voting Aye: Mr. Copeland, Mr. McGrew, Vice Mayor Lockin, Mayor Gorman
Voting Nay: None
Motion: Passed

12. **Discuss and take action on an appeal by Jay Mitchell regarding a dilapidated/unsecured structure located on his property located at 421 SW Cheyenne Avenue, Bartlesville, Oklahoma. Presented by Larry Silver, Neighborhood Services Supervisor.**

Mr. Silver provided the history of the property from the time it came to the attention of the City for hearing as a dilapidated structure back in 2009. He reported on communication with Mr. Mitchell over the years and that in March of this year, the property was brought back up for hearing. Once again, both structures on the property were declared dilapidated on April 1, 2014. Mitchell filed his appeal of the judgment, and soon after commenced work on the porch, porch roof and opened some of the boarded windows. Mr. Silver concluded that staff recommends a 90-day extension to allow Mr. Mitchell to bring the exterior of both properties into compliance with all applicable codes and local ordinances. In 90 days, staff will bring the case back to the City Council for a status update and/or possible action.

Discussion covered when the property was declared dilapidated; that work has commenced on the property by the property owner; and that the property was boarded and secured in 2009 and has since remained that way. The Mayor referred to the lengthy staff report and inquired what the appropriate action would be. Mr. Gordon stated that the Council can move to stay the order of the hearing officer for 90 days, then revisit the case.

Mr. Mitchell, owner of both structures on the property, distributed information to the Council members and provided a website, www.savethedaltonhouse.com, as a resource for additional information on the property. He reported on the historical value of the home; on the renovation background; on the reason the house is boarded was by order of the City hearing officer in 2009; on, referring to the color pictures provided, how the houses indicate no dilapidation; no debris around the house; no cosmetic damage; on the stained glass windows; and on an included timeline of events. He reviewed a list of notices he received between 2009 to 2014, and the actions he had taken to abate the issues notes. He then questioned why the houses were declared dilapidated and why the issue should be revisited in 90 days.

The Mayor explained that the Council is recommending a 90 day extension to monitor the process which is very common to do in order to show good will for property owners who wish to bring the property into compliance. He then asked Mr. Mitchell if he was accepting of the 90 day extension. Mr. Mitchell asked if he had to return in 90 days. The Mayor said only Mr. Silver had to return to report on the condition of the property. Mr. Mitchell commented that he has an attorney and was not comfortable answering without his attorney, but that if a 90 stay does nothing but place him at the exact same point or a point more in his favor, then he would agree to it. The Mayor reiterated to Mr. Mitchell that he had 90 days to work on the property.

Mr. Mitchell went on to state his concerns for other property owners in similar situations, and asked the

Council to look in his packet of information and read his opinion of the City's dilapidated structure process, and how it potentially violates State and City laws. He feels corrective action should be taken otherwise the Council and City Manager could be held responsible.

Mr. McGrew moved to stay the demolition order for 90 days, seconded by Mr. Copeland.

Voting Aye: Mr. McGrew, Vice Mayor Lockin, Mr. Copeland, Mayor Gorman
Voting Nay: None
Motion: Passed

13. Recess in order to relocate the meeting to the 1st Floor Conference Room for the workshop portion of the meeting.

The Mayor recessed the meeting at 8:25 in order to move the workshop portion of the meeting into the 1st floor conference room at City Hall.

The Mayor reconvened the meeting at 8:35 p.m.

14. Review and discussion of the City of Bartlesville proposed budget for Fiscal Year 2014-2015. Presented by Mike Bailey, Administrative Director/CFO.

Mr. Bailey presented the proposed budget covering significant items such as Revenue, Personnel, Stabilization Reserve Fund and Capital Reserve Fund. He began his report stating that sales tax declined in FY 2014 and expectations are to finish at 1.21% below last year. The General Fund is expected to finish the year $363,549 below budget. Average growth over the last five years is 2.46%. Staff has elected to use 0% growth projections for FY 2015 sales tax utilizing FY 2014 estimated actual not budget. This will resolute in $16,214,590 with $12,160,977 in the General Fund. He added that the proposed budget is based on currently authorized revenue sources, but that a sales tax increase is needed to fund current operations and return service levels to more optimum levels. The last operational sales tax increase passed in 1987. A ½% increase for five years could generate approximately $2.5 million per year and could be repealed or reduced in the event that internet sales tax issue is corrected. Proposed uses for a new sales tax would be to restore currently frozen and reassigned positions; increase staffing over recent levels; restore program levels; additional reserve contribution and go to an annual capital contribution. Discussion ensued regarding how new retail and a law requiring the collection of internet sales tax would eliminate the need to discuss a sales tax increase. A sales tax election will be discussed in February of 2015 if needed.

Mr. Bailey reported that no current utility rate increases are proposed pending completion of comprehensive rate study which should be completed by the end of July. He did report that funding operations at current rates requires adjustments. There are no capital reserve fund transfers from wastewater, and both Water and Wastewater Capital Reserve Funds show deficits in future years. All adjustments will be corrected with the adoption of rates suggested by the rate study.

Regarding Personnel, Mr. Bailey reported a hiring freeze and staffing decreases totaling 15.4 FTE's which is a 4.9% decrease. The staff decreases are through attrition only; vacant positions are not being filled. He reported that health insurance continues to hold uncertainties, and increases in Workers Compensation claims.

Additional items discussed were the Stabilization Reserve Fund, the Capital Reserve Fund, the Wastewater Capital Plans; the Water Capital Plans; the Sanitation Capital Plans, the Total Reserve Status. Mr. Bailey added that a review on all revenue has begun. The Mayor encouraged staff to be ready to move quickly once the rate study analysis is completed.

Discussion ensued as to whether or not Sooner Pool should be closed on the weekends in order to save money due to low attendance. The Mayor felt that it should remain open on Saturdays and possibly close on Sundays.

2016 Revenue and Expenditure Projections were also presented. A brief discussion covered travel funds in order to go to Washington D.C. to address water issues and taxes, and training funds for fire and police.

Mayor Gorman summarized that the budget was balanced with no service changes; a hiring freeze; and possibly Sooner Pool closing for one or two days on the weekend. Mr. Gordon appreciated the City Directors who have been very helpful, as well as Mr. Bailey, Mr. Muninger and Ms. Shelton for burning the midnight hours in order to balance and finalize the budget.

15. Review and discussion on the Capital Improvements Program (CIP) Budget including the half cent sales tax, recommended new projects for the Wastewater Regulatory Fund, proposed carry over projects for the Wastewater Regulatory Fund, City Hall Fund, Storm Sewer Fund, 1997 Park and 2012 General Obligation Bond Funds for FY 2014-2015. Presented by Terry Lauritsen, P.E., Director of Engineering and Water Utilities.

Mr. Lauritsen reported on the G.O. Bond and Sales Tax Projects Since 1999 with total project cost of $55 million, broken down as Street 51%; Sanitary Sewer 16%, Drainage 15%, Park 9%, Facilities 8% and Water 1%. He reviewed the 2012 General Obligation Bond Carry Over Projects ($330,878 available), Park and Recreation Capital Improvements Carry Over Projects ($149,861 available), Wastewater Regulatory Fund Carry Over Projects ($5,626,095 available); City Hall Fund Carry Over Projects ($371,589 available); Storm Sewer Fund Carry Over Projects ($36,396 available); and the ½ Cent Sales Tax Carry Over Projects ($3,308,901available).

Mr. Lauritsen then presented the Wastewater Fund Proposed Projects totals $349,765; Wastewater Regulatory Fund Proposed Projects total $2,226,095; 2008B GO Bond Fund Proposed Projects total $15,289; 2010 G.O. Bond Fund Proposed Projects $85,466; ½ Cent Sales Tax 2013 Priority Projects total 70% of anticipated revenues in the amount of $14,760,000; ½ Cent Sales Tax Proposed Projects for Equipment ($258,000), Facilities ($905,000), Parks ($225,000), Streets ($714,534) and CDBG ($80,000).

Mayor Gorman commented that the Street and Traffic Committee continues to take a proactive role in determining street projects. In addition, it was agreed that the Community Center roof repair is a top priority. Mr. Copeland stated that the lists of projects were good and well chosen. Vice Mayor Lockin agreed.

Mr. Gordon appreciated Mr. Lauritsen for stepping up, taking on additional responsibilities and doing a great job. He also recognized Micah Siemers, Engineering Supervisor, for stepping up as well.

16. City Manager and Staff Reports.

There were no reports provided.

17. City Council Comments and Inquiries.

The Mayor stated his appreciation to Mr. Gordon and staff for their work on the budget.

18. Adjournment.

There being no further business to conduct, Mayor Gorman adjourned the meeting at 10:35 p.m.

CITY OF BARTLESVILLE OFFICIAL SEAL OKLAHOMA

Mayor Tom Gorman

Michael Bailey, Administrative Director/CFO

EXHIBIT H

COURTESY NOTICE OF VIOLATION
REQUEST FOR VOLUNTARY COMPLIANCE
City of Bartlesville, Oklahoma
Neighborhood Services Department
401 S. Johnstone Ave., Bartlesville, OK 74003

COURTESY NOTICE OF VIOLATION

CASE NO: DS-0824-0324 08/09/2024

Owner of Record: MITCHELL, JAY A
PO BOX 2495
MANHATTAN BEACH, CA 90267-2495

Property Location: 421 SW CHEYENNE AVE

Legal Description: LOT 5 BLK 3 OVERLEES 1ST, Bartlesville, Washington County, Oklahoma

This is an notice to advise you that a violation of the City's Code of Ordinances has been found on your property as a result o an inspection on 08/08/2024. Please make corrections as identified below within ten (10) days from the date of this letter to avoid further action. A re-inspection will be made by our office to validate compliance.

Code # / Violation:	Municipal Code Sec. 11-4(G4), Any fence, wall, shed, deck, house, garage, building, structure or any part of any of the aforesaid; or any tree, pole, smokestack; or any excavation, hole, pit, basement, cellar, sidewalk, subspace, dock, or loading dock; or any lot, land, yard, premises or location which in its entirety, or in any part thereof, by reason of the condition in which the same is found or permitted to be or remain, shall or may endanger the health, safety, life, limb or property, or cause any hurt, harm, inconvenience, discomfort, damage, or injury to any one (1) or more individuals in the city, in any one (1) or more of the following particular: a) by reason of being a menace, threat, and/or hazard to the general health and safety of the community; b) by reason of being a fire hazard; c) by reason of being unsafe for occupancy, or use on, in, upon, about or around the aforesaid property; d) by reason of lack of sufficient or adequate maintenance of the property, and/or being vacant, any of which depreciates the enjoyment and use of the property in the immediate vicinity to such an extent that it is harmful to the community in which such property is situated or such condition exists., Any fence, wall, shed, deck, house, garage, building, structure or any part of any of the aforesaid; or any tree, pole, smokestack; or any excavation, hole, pit, basement, cellar, sidewalk, subspace, dock, or loading dock; or any lot, land, yard, premises or location which in its entirety, or in any part thereof, by reason of the condition in which the same is found or permitted to be or remain, shall or may endanger the health, safety, life, limb or property, or cause any hurt, harm, inconvenience, discomfort, damage, or injury to any one (1) or more individuals in the city, in any one (1) or more of the following particular: a) by reason of being a menace, threat, and/or hazard to the general health and safety of the community; b) by reason of being a fire hazard; c) by reason of being unsafe for occupancy, or use on, in, upon, about or around the aforesaid property; d) by reason of lack of sufficient or adequate maintenance of the property, and/or being vacant, any of which depreciates the enjoyment and use of the property in the immediate vicinity to such an extent that it is harmful to the community in which such property is situated or such condition exists.
Corrective Action:	Dilapidated/Unsecure Structure- SECURE BOTH DILAPIDATED STRUCTURES
Code # / Violation:	Municipal Code Sec. 11-4(D1), Any dangerous, deteriorated, abandoned, partially destroyed or unfinished building, addition, appendage or other structure, or any building in violation of the codes as adopted by the city, and any vacated or abandoned building not securely closed at all times, compliant with the International Property Maintenance Code as adopted by the City of Bartlesville; any wood, metal or other material used for securing a vacated or abandoned building must be compatible with the color of building., Any dangerous, deteriorated, abandoned, partially destroyed or unfinished building, addition, appendage or other structure, or any building in violation of the codes as adopted by the

	city, and any vacated or abandoned building not securely closed at all times, compliant with the International Property Maintenance Code as adopted by the City of Bartlesville; any wood, metal or other material used for securing a vacated or abandoned building must be compatible with the color of building.
Corrective Action:	SECURE BOTH DILAPIDATED UNSECURED STRUCTURES.

This is an effort to resolve the noted violation(s) in a timely and cooperative manner. Most violations are addressed this way. Please understand these codes have been adopted by the City Council to protect the public health, safety, and welfare of Bartlesville citizens and property owners, as well as to provide for a better community.

Should you wish to appeal this violation, you have ten (10) days from the date of this letter to do so. **You are encouraged to contact the undersigned code officer** (email and phone number shown at the end of this letter) to discuss this violation or violations and convey your plans to correct them.

Abatement Notice: If corrections do not occur, current law provides for a maximum fine of $500.00 plus court costs for eacl day the violation continues to exist. Additionally, ten (10) days after this notice, an abatement of the violations will be completed by the City of Bartlesville to resolve the violation at the expense of the property owner. A bill will be mailed to the owner for work completed by the City. The owner will have (30) days to pay the bill. If not paid within that time period, a lien for the amount owed will be assessed to the property through the Washington County Clerk's office.

Sincerely,

Mike Wickham, Neighborhood Services Officer
918-397-0047
mdwickham@cityofbartlesville.org

WE APPRECIATE YOUR VOLUNTARY COOPERATION
IN MAKING BARTLESVILLE A BETTER PLACE TO LIVE

EXHIBIT H (Continued)

COURTESY NOTICE OF VIOLATION
REQUEST FOR VOLUNTARY COMPLIANCE
City of Bartlesville, Oklahoma
Neighborhood Services Department
401 S. Johnstone Ave., Bartlesville, OK 74003

COURTESY NOTICE OF VIOLATION

CASE NO: DS-0824-0325 08/09/2024

Owner of Record: MITCHELL, JAY A
PO BOX 2495
MANHATTAN BEACH, CA 90267-2495

Property Location: 421 SW CHEYENNE AVE

Legal Description: LOT 5 BLK 3 OVERLEES 1ST, Bartlesville, Washington County, Oklahoma

This is an notice to advise you that a violation of the City's Code of Ordinances has been found on your property as a result o an inspection on 08/08/2024. Please make corrections as identified below within ten (10) days from the date of this letter to avoid further action. A re-inspection will be made by our office to validate compliance.

Code # / Violation:	Municipal Code Sec. 11-4(D1), Any dangerous, deteriorated, abandoned, partially destroyed or unfinished building, addition, appendage or other structure, or any building in violation of the codes as adopted by the city, and any vacated or abandoned building not securely closed at all times, compliant with the International Property Maintenance Code as adopted by the City of Bartlesville; any wood, metal or other material used for securing a vacated or abandoned building must be compatible with the color of building., Any dangerous, deteriorated, abandoned, partially destroyed or unfinished building, addition, appendage or other structure, or any building in violation of the codes as adopted by the city, and any vacated or abandoned building not securely closed at all times, compliant with the International Property Maintenance Code as adopted by the City of Bartlesville; any wood, metal or other material used for securing a vacated or abandoned building must be compatible with the color of building.
Corrective Action:	Remove building or structure or bring same into compliance with International Property Maintenance Code.
Code # / Violation:	Municipal Code Sec. 11-4(G4), Any fence, wall, shed, deck, house, garage, building, structure or any part of any of the aforesaid; or any tree, pole, smokestack; or any excavation, hole, pit, basement, cellar, sidewalk, subspace, dock, or loading dock; or any lot, land, yard, premises or location which in its entirety, or in any part thereof, by reason of the condition in which the same is found or permitted to be or remain, shall or may endanger the health, safety, life, limb or property, or cause any hurt, harm, inconvenience, discomfort, damage, or injury to any one (1) or more individuals in the city, in any one (1) or more of the following particular: a) by reason of being a menace, threat, and/or hazard to the general health and safety of the community; b) by reason of being a fire hazard; c) by reason of being unsafe for occupancy, or use on, in, upon, about or around the aforesaid property; d) by reason of lack of sufficient or adequate maintenance of the property, and/or being vacant, any of which depreciates the enjoyment and use of the property in the immediate vicinity to such an extent that it is harmful to the community in which such property is situated or such condition exists., Any fence, wall, shed, deck, house, garage, building, structure or any part of any of the aforesaid; or any tree, pole, smokestack; or any excavation, hole, pit, basement, cellar, sidewalk, subspace, dock, or loading dock; or any lot, land, yard, premises or location which in its entirety, or in any part thereof, by reason of the condition in which the same is found or permitted to be or remain, shall or may endanger the health, safety, life, limb or property, or cause any hurt, harm, inconvenience, discomfort, damage, or injury to any one (1) or more individuals in the city, in any one (1) or more of the following particular: a) by reason of being a menace, threat, and/or hazard to the general health and safety of the community; b) by reason of being a fire hazard; c) by

	reason of being unsafe for occupancy, or use on, in, upon, about or around the aforesaid property; d) by reason of lack of sufficient or adequate maintenance of the property, and/or being vacant, any of which depreciates the enjoyment and use of the property in the immediate vicinity to such an extent that it is harmful to the community in which such property is situated or such condition exists.
Corrective Action:	Dilapidated/Unsecure Structure- REMOVE DILAPIDATED STRUCTURES

This is an effort to resolve the noted violation(s) in a timely and cooperative manner. Most violations are addressed this way. Please understand these codes have been adopted by the City Council to protect the public health, safety, and welfare of Bartlesville citizens and property owners, as well as to provide for a better community.

Should you wish to appeal this violation, you have ten (10) days from the date of this letter to do so. **You are encouraged to contact the undersigned code officer** (email and phone number shown at the end of this letter) to discuss this violation or violations and convey your plans to correct them.

Abatement Notice: If corrections do not occur, current law provides for a maximum fine of $500.00 plus court costs for eacl day the violation continues to exist. Additionally, ten (10) days after this notice, an abatement of the violations will be completed by the City of Bartlesville to resolve the violation at the expense of the property owner. A bill will be mailed to the owner for work completed by the City. The owner will have (30) days to pay the bill. If not paid within that time period, a lien for the amount owed will be assessed to the property through the Washington County Clerk's office.

Sincerely,

Mike Wickham, Neighborhood Services Officer
918-397-0047
mdwickham@cityofbartlesville.org

WE APPRECIATE YOUR VOLUNTARY COOPERATION
IN MAKING BARTLESVILLE A BETTER PLACE TO LIVE

Receipted Mail Verification – Code Enforcement Department 155

Receipted Mail: (13) Pieces were mailed on (08-09-2024) to the following:

(13) X $ .65 = $ 8.45 Total

FERREL, JOSHUA MARK & PAIGE FERRELL
1373 EVERGREEN DR
BARTLESVILLE, OK 74006-0000
RE: WT-0824-2995, PM-ES-0824-0225, MV-0824-0806

LINE, BESSIE A & J O C/O CAROLYN JOYCE LOWE
922 S CHOCTAW AVE
BARTLESVILLE, OK 74003-0000
RE: WT-0824-2927

KETCHUM KIMBERLY A MICHAEL WAYNE CLARK: ROBERT JEFFREY CLARK
2267 S DEWEY AVE
BARTLESVILLE, OK 74003-0000
RE: WT-0824-2926

MITCHELL, JAY A
PO BOX 2495
MANHATTAN BEACH, CA 90267-2495
RE: DS-0824-0324 & DS-0824-0325

DOLIN, HILARY A
216 SE QUEENSTOWN AVE
BARTLESVILLE, OK 74006-0000
RE: ZON-0824-1478

BRAVO CONSTRUCTION & DEVELOPMENT, LLC
PO BOX 3405
JOPLIN, MO 64803-0000
RE: WT-0824-2928

ENTERKIN REVOCABLE TRUST JAMES & ELISE ENTERKIN TRUSTEES
4943 BARNETT AVENUE
BARTLESVILLE, OK 74006-0000
RE: WT-0824-2929

BROWN, GORDON & DEE ANN FAM TRUST & AS TRUSTEES
2809 REDHAWE COURT
BARTLESVILLE, OK 74006-0000
RE: WT-0824-2930

EXHIBIT I

NOTICE OF VIOLATION
REQUEST FOR VOLUNTARY COMPLIANCE
OFFICIAL ORDER
City of Bartlesville, Oklahoma
Neighborhood Services Department
401 S. Johnstone Ave., Bartlesville, OK 74003

REQUEST FOR VOLUNTARY CORRECTION OF CODE VIOLATION

CASE NO: DS-0824-0325 08/22/2024

Owner of Record: MITCHELL, JAY A
PO BOX 2495
MANHATTAN BEACH, CA 90267-2495

Property Location: 421 SW CHEYENNE AVE

Legal Description: LOT 5 BLK 3 OVERLEES 1ST, Bartlesville, Washington County, Oklahoma

Notice of Violation. On 08/08/2024, the City Neighborhood Services Department conducted an inspection of the above referenced property. This inspection confirmed that one or more code violations exist on this property as identified below

Bartlesville Municipal Code: It is unlawful and a violation for any owner or responsible person to commit a nuisance or to permit a nuisance to occur, to erect, maintain, use, place, deposit, cause, allow, leave, or permit to remain any of the following, or to willfully neglect to perform any legal duty relating to the removal of a nuisance. A nuisance includes the following conditions:

Code # / Violation:	Municipal Code Sec. 11-4(D1), Any dangerous, deteriorated, abandoned, partially destroyed or unfinished building, addition, appendage or other structure, or any building in violation of the codes as adopted by the city, and any vacated or abandoned building not securely closed at all times, compliant with the International Property Maintenance Code as adopted by the City of Bartlesville; any wood, metal or other material used for securing a vacated or abandoned building must be compatible with the color of building., Any dangerous, deteriorated, abandoned, partially destroyed or unfinished building, addition, appendage or other structure, or any building in violation of the codes as adopted by the city, and any vacated or abandoned building not securely closed at all times, compliant with the International Property Maintenance Code as adopted by the City of Bartlesville; any wood, metal or other material used for securing a vacated or abandoned building must be compatible with the color of building.
Corrective Action:	Remove building or structure or bring same into compliance with International Property Maintenance Code.
Voluntary Compliance Date:	**08/18/2024**

Code # / Violation:	Municipal Code Sec. 11-4(G4), Any fence, wall, shed, deck, house, garage, building, structure or any part of any of the aforesaid; or any tree, pole, smokestack; or any excavation, hole, pit, basement, cellar, sidewalk, subspace, dock, or loading dock; or any lot, land, yard, premises or location which in its entirety, or in any part thereof, by reason of the condition in which the same is found or permitted to be or remain, shall or may endanger the health, safety, life, limb or property, or cause any hurt, harm, inconvenience, discomfort, damage, or injury to any one (1) or more individuals in the city, in any one (1) or more of the following particular: a) by reason of being a menace, threat, and/or hazard to the general health and safety of the community; b) by reason of being a fire hazard; c) by reason of being unsafe for occupancy, or use on, in, upon, about or around the aforesaid property; d) by reason of lack of sufficient or adequate maintenance of the property, and/or being vacant, any of which depreciates the enjoyment and use of the property in the immediate vicinity to such an extent that it is harmful to the community in which such property is situated or such condition exists., Any fence, wall, shed, deck, house, garage, building, structure or any part of any of the aforesaid; or any tree, pole, smokestack; or any excavation, hole, pit, basement, cellar, sidewalk, subspace, dock, or loading dock; or any

	lot, land, yard, premises or location which in its entirety, or in any part thereof, by reason of the condition in which the same is found or permitted to be or remain, shall or may endanger the health, safety, life, limb or property, or cause any hurt, harm, inconvenience, discomfort, damage, or injury to any one (1) or more individuals in the city, in any one (1) or more of the following particular: a) by reason of being a menace, threat, and/or hazard to the general health and safety of the community; b) by reason of being a fire hazard; c) by reason of being unsafe for occupancy, or use on, in, upon, about or around the aforesaid property; d) by reason of lack of sufficient or adequate maintenance of the property, and/or being vacant, any of which depreciates the enjoyment and use of the property in the immediate vicinity to such an extent that it is harmful to the community in which such property is situated or such condition exists.
Corrective Action:	Dilapidated/Unsecure Structure- REMOVE DILAPIDATED STRUCTURES
Voluntary Compliance Date:	**08/18/2024**

Voluntary Correction Requested. As a responsible person, ***the City requests your voluntary cooperation in correcting this violation or violations by the voluntary compliance date identified above***. You are encouraged to contact the undersigned code officer (email and phone number shown at the end of this letter) to discuss this violation or violations and convey your plans to correct them.

Official Order. A re-inspection will be conducted on or after the above-identified voluntary compliance date to determine if the above-identified violation or violations have been voluntarily corrected. If any one or more violations have not been fully corrected or completed, the City has the authority under Oklahoma Law to take further action to achieve compliance and/or abatement of the violations. **Therefore, if you have not voluntarily corrected or completed the correction or abatement of the violations identified herein by the voluntary compliance date identified above,** you are hereby ordered to appear at the hearing date set forth below to show cause why said violations could not be fully corrected or completed. Any further action by the City to achieve compliance and/or abatement of the violations will be discussed and determined at an official hearing. Your input at this hearing is very important.

Hearing and Hearing Date. Said hearing will be held on **10/09/2024 at 1:30 p.m.** at City Hall, 401 S. Johnstone Avenue, Bartlesville, Oklahoma in the First Floor Conference Room. The purpose of this hearing is to determine whether any identified violations constitute a public nuisance. A public nuisance includes property conditions which:

1) are detrimental to the health, safety, benefit, or welfare of the inhabitants, occupants, general public and/or the community, or
2) creates a hazard to traffic or creates a fire hazard to the danger of the property or to other property, or
3) causes increased municipal regulatory costs and/or increased municipal police and fire protection costs, or
4) devalues abutting and nearby real properties, or
5) contributes to the physical, visual, or economic deterioration of the neighborhood.

At this hearing, you will be given an opportunity to discuss this matter with the Hearing Officer and show cause why the same should not be declared a public nuisance. ***If you do not appear at this hearing,*** the Hearing Officer may direct the City of Bartlesville to abate the violation(s) and/or may also order a citation requiring your appearance in Municipal Court. A citation may result in a fine in an amount of up to five hundred dollars ($500) per violation per day. Additionally, if the violation or violations are eliminated by the City, you will be responsible for any expenses incurred by the City in connection thereto.

Right of Appeal. You have the right to appeal any order or decision of the Hearing Officer by filing written notice of appeal with the Bartlesville City Clerk within ten (10) days after the administrative order is rendered.

Summary Abatement. You are further notified that any future violations on the property involving the accumulation of debris, trash, or waste, or excessive weed or grass growth, or the boarding and/or securing of a structure occurring within six (6) months from and after the date of this notice may be summarily abated by the City of Bartlesville, and that the costs of such abatement shall be assessed against the owner and that a lien may be imposed on the property to secure such payment, all without further prior notice.
Sincerely,

Mike Wickham, Neighborhood Services Officer
918-397-0047
mdwickham@cityofbartlesville.org

WE APPRECIATE YOUR VOLUNTARY COOPERATION
IN MAKING BARTLESVILLE A BETTER PLACE TO LIVE

Receipted Mail Verification – Code Enforcement Department 155

Receipted Mail: (11) Pieces were mailed on (08-22-2024) to the following:

(11) X $ .65 = $ 7.15 Total

BRIX JOHATHAN R
526 E 16TH ST
BARTLESVILLE, OK 74003-0000
RE:WT-0824-2979

FOWLER JANINE
412 NW LAHOMA DR
BARTLESVILLE, OK 74003-0000
RE: PM-EP-0824-0190, WT-0824-2980

C & K PROPERTY GROUP LLC
708 W OAKLAND ST
BROKEN ARROW, OK 74012-0000
RE: WT-0824-2985

FAHRBACH, SHAUNEY TAYLER & EVAN
1100 SE CHEROKEE AVE
BARTLESVILLE, OK 74003-0000
RE: WT-0829-2967

MITCHELL, JAY A
PO BOX 2495
MANHATTAN BEACH, CA 90267-2495
RE: DS-0824-0325 VIOLATION LETTER

PURVIS, BRAD D & VON C
100 NE TERESA LN
BARTLESVILLE, OK 74003-0000
RE: WT-0824-2989, WT-0824-2990, PM-IS-0824-0170

PURVIS, BRAD
100 NE TERESA LN
BARTLESVILLE, OK 74006-0000
RE: WT-0824-2991

POOL, CHRISTOPHER ALLEN & AMY JO WILLIAMS POOL
402 NW MISTLETOE LANE
BARTLESVILLE, OK 74003-0000
RE: WT-0824-2992

MATHESON, THOMAS L
214 SE ROCKWOOD AVENUE
BARTLESVILLE, OK 74006-2213
RE: WT-0824-2993

EXHIBIT J

ORDER OF ABATEMENT
Dilapidated Structure

Public Nuisance Administrative Hearing
City of Bartlesville, Oklahoma
Neighborhood Services Department
401 S. Johnstone Ave., Bartlesville, OK 74003
918-338-4230

CASE NO: DS-0824-0325

Owner of Record: MITCHELL, JAY A
PO BOX 2495
MANHATTAN BEACH, CA 90267-2495

Property Location: 421 SW CHEYENNE AVE

Legal Description: LOT 5 BLK 3 OVERLEES 1ST, Bartlesville, Washington County, Oklahoma

Hearing Date: 10/09/2024

A Public Nuisance Administrative Hearing was held in accordance with Title 11 O.S. Section 22-112, on 10/09/2024 concerning the existence of one or more dilapidated structures (hereinafter referred to as "dilapidated structure") on the property as identified above, which has been declared a public nuisance in accordance with the Code of Ordinances of the City of Bartlesville, Oklahoma.

At said hearing, determination was made that written notice had been properly served upon the property owner as shown by the records of the County Treasurer of Washington County, Oklahoma, and in accordance with the Code of Ordinances of the City of Bartlesville, Oklahoma and Oklahoma State Law. At said hearing, the owner failed to show cause why said nuisance should not be abated by the City and the expense thereof charged against the property as authorized by Oklahoma State Law.

As a result of this hearing, the Hearing Officer found that through neglect or injury, one or more structures located on the property is dilapidated as defined by Oklahoma State Law, and that said dilapidated structure has become detrimental to the health, safety or welfare of the general public and the community, or creates a fire hazard which is dangerous to other property. As such, the Hearing Officer found that the property would be benefited by the removal of said dilapidated

On 10/09/2024, the Hearing Officer ordered the property owner as identified above to tear down and remove the dilapidated structure and set reasonable dates as identified below for the commencement and completion of this work. A demolition permit must be obtained from the City of Bartlesville Chief Building Official or his designee before the demolition can be commenced.

Commencement Date: 10/12/24 **Completion Date:** 11/13/24

If the property owner fails to complete this work by the completion date identified above, the Hearing Officer has ordered that authorized officers of the City of Bartlesville, Oklahoma, or designated agents thereof, to take corrective action to dismantle and remove said dilapidated structure existing upon the property by any legal procedure necessary and to report the cost thereof to the Hearing Officer. **The demolition and removal of said dilapidated structure by the City will begin after the above identified completion date if an inspection of the property confirms that the dilapidated structure still exists on the property.**

A bill for all actual costs and expenses associated with the removal of this dilapidated structure shall be prepared by the City Clerk and mailed to the property owner shown above. Should said bill not be paid in full within the time period identified therein, said actual costs and expenses shall be certified to the County Treasurer of Washington County, Oklahoma and shall be placed on the tax rolls for said property, and thereby become a lien against the property.

An appeal of this order may be made to the City Council of the City of Bartlesville by the property owner filing written notice with the Bartlesville City Clerk within ten (10) days from the date of this Order. The fee to appeal is $100.00.

Ordered this 10/09/2024.

Hearing Officer Signature

IMPORTANT NOTICE TO PROPERTY OWNER

$100.00 Appeal Fee

Re: DILAPIDATED/UNSECURED STRUCTURE

Case # DS-0824-0325

If you do not agree with the findings or requirements of this Administrative Order, you have the right to appeal it to the Bartlesville City Council. To start your appeal, you must file this document with the Bartlesville City Clerk, 401 S Johnstone, Bartlesville, OK 74003. The appeal must be filed WITHIN TEN DAYS of date of the hearing. The hearing was held on: 10/9/2024

IF THE CITY CLERK DOES NOT RECEIVE YOUR APPEAL WITHIN (10) TEN DAYS OF THE HEARING DATE, THE CITY COUNCIL WILL NOT HEAR

YOUR CASE. USE THIS FORM TO FILE YOUR APPEAL

NOTICE OF APPEAL

I wish to appeal the Order of the City's Hearing Officer concerning the dilapidated or unsecured building(s) on my property located at 421 SW CHEYENNE AVE, LEGAL DESCRIPTION: LOT 5 BLK 3 OVERLEES 1ST 1.00 Lots, BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA. State Statute State statute

I am appealing for the following reasons:

Please notify me of the date, and time when my appeal will be heard by the Bartlesville City Council.

Name:_____

Address:_____

OWNER OR AGENT

Home phone:_____

Work phone:_____

CITY CLERK'S OFFICE USE ONLY

The above appeal was received in this office on the_____day of_____,

20___, at_____o'clock_____M.

By:_____

Receipted Mail Verification – Code Enforcement Department 155

Receipted Mail: (12) Pieces were mailed on (10-10-2024) to the following:

(12) X $ .65 = $ 7.80 Total

MYERS, AGNES WATSON
355 SE QUEENSTOWN AVE
BARTLESVILLE, OK 74006
RE: WT-1024-3187

KINNISON, REGINA SUE
1512 SE HARRIS DR
BARTLESVILLE, OK 74006-0000
RE: WT-1024-3188

PARRETT, LARONDA FAY:
WILLIAM JAMES HINES II
4602 NE OHIO ST
BARTLESVILLE, OK 74006-0000
RE: WT-0924-3051 (Abatement order)

MITCHELL, JAY A
PO BOX 2495
MANHATTAN BEACH, CA 90267-2495
RE: ORDER OF ABATEMENT DS-0824-0325

WILKERSON, RICHARD LEE: V'ONIE CHUCULATE
2061 SE OSAGE AVE
BARTLESVILLE, OK 74003
RE:DS-1024-0342

MCLP ASSET COMPANY, INC.
2001 ROSS AVENUE, SUITE 2800
DALLAS, TEXAS 75201
RE:DS-1024-0342

Baer & Timberlake, P.C.
P.O.BOX 18486
Oklahoma City, OK 73154
RE:DS-1024-0342

CHERYL CHUCULATE
1601 WEST KNOXVILLE ST
BROKEN ARROW, OK 74012
RE:DS-1024-0342

EXHIBIT K

I-2024-007649 Book 1223 Pg 2180
10/10/2024 10:03am Pg 2180-2180
Fee: $18.00 Doc: $0.00
Annette Smith - Washington County Clerk
State of Oklahoma

city of bartlesville
CONNECTED/CREATIVE/VIBRANT

NOTICE OF DILAPIDATION AND LIEN CLAIM
City of Bartlesville, Oklahoma
City Clerk's Office

PUBLIC NOTICE OF DILAPIDATION: STRUCTURE UNFIT FOR OCCUPANCY ORDER TO DEMOLISH AND REMOVE; CITY LIEN CLAIM

TO THE COUNTY CLERK OF WASHINGTON COUNTY, OKLAHOMA

CASE NO: DS-0824-0325

Owner of Record: MITCHELL, JAY A
PO BOX 2495
MANHATTAN BEACH, CA 90267-2495

Property Location: 421 SW CHEYENNE AVE

Legal Description: LOT 5 BLK 3 OVERLEES 1ST, Bartlesville, Washington County, Oklahoma

Hearing Date: 10/09/2024

A Public Nuisance Administrative Hearing was held in accordance with Title 11 O.S. Section 22-112, on 10/09/2024 concerning the existence of one or more dilapidated structures (hereinafter referred to as "dilapidated structure") on the property as identified above, which has been declared a public nuisance in accordance with the Code of Ordinances of the City of Bartlesville, Oklahoma.

At said hearing, determination was made that written notice had been properly served upon the property owner as shown by the records of the County Treasurer of Washington County, Oklahoma, and in accordance with the Code of Ordinances of the City of Bartlesville, Oklahoma and Oklahoma State Law. At said hearing, the owner failed to show cause why said nuisance should not be abated by the City and the expense thereof charged against the property as authorized by Oklahoma State Law.

As a result of this hearing, the Hearing Officer found that through neglect or injury, one or more structures located on the property is dilapidated as defined by Oklahoma State Law, and that said dilapidated structure has become detrimental to the health, safety or welfare of the general public and the community, or creates a fire hazard which is dangerous to other property. As such, the Hearing Officer found that the property would be benefited by the removal of said dilapidated structure and has ordered such

On 10/09/2024, the Hearing Officer ordered the property owner as identified above to tear down and remove the dilapidated structure and set reasonable dates as identified below for the commencement and completion of this work. A demolition permit must be obtained from the City of Bartlesville Chief Building Official or his designee before the demolition can be commenced.

Commencement Date: 10/12/24 **Completion Date:** 11/13/24

If the property owner fails to complete this work by the completion date identified above, the Hearing Officer has ordered that authorized officers of the City of Bartlesville, Oklahoma, or designated agents thereof, to take corrective action to dismantle and remove said dilapidated structure existing upon the property by any legal procedure necessary and to report the cost thereof to the Hearing Officer. **The demolition and removal of said dilapidated structure by the City will begin after the above identified completion date if an inspection of the property confirms that the dilapidated structure still exists on the property.** This document shall serve as constructive notice to subsequent property owners, purchasers, mortgagees, encumbrancers, or creditors from the time it is filed with the Washington County Clerk's Office.

A bill for all actual costs and expenses associated with the abatement of this public nuisance shall be prepared by the City Clerk and mailed to the property owner shown above. Should said bill not be paid in full within the time period identified therein, said actual costs and expenses shall be certified to the County Treasurer of Washington County, Oklahoma and shall be placed on the tax rolls for said property, and thereby become a lien against the property. The City of Bartlesville claims a lien on this property for the actual costs and expenses of dismantling and removing said dilapidated structure, and such costs are the personal obligation of the property owner, their successors, and assigns from and after date of filing this Notice of Dilapidation and Lien Claim. The actual amount of said lien will be filed once the dismantling and removal is completed by the City.

Date of Lien Notice:

CITY SEAL

Jason Muninger, City Clerk
City of Bartlesville

STATE OF OKLAHOMA)
) ss.
COUNTY OF WASHINGTON)

Before me, the undersigned Notary Public in and for said County and State, on this 10th day of October, 2024 personally appeared Jason Muninger, to me known to be the identical person who executed this instrument on behalf of the City of Bartlesville as the City Clerk, and acknowledged to me that he executed same as his free and voluntary act and deed, and as the free and voluntary act an deed of the City of Bartlesville, for the uses and purposes herein set forth.

Given under my hand and seal the day and year last above written.

R. Elaine Banes

R. ELAINE BANES NOTARY PUBLIC Com. # 99009571 STATE OF OKLAHOMA WASHINGTON COUNTY

EXHIBIT L

Michael D. Wickham

From: Michael D. Wickham
Sent: Monday, October 21, 2024 10:33 AM
To: 'Jay Mitchell'
Subject: 421 SW Cheyenne Ave
Attachments: Jay Mitchell appeal 421 s cheyenne ave.pdf

Jay,

Attached is the appeal form you brought up. The appeal date is 11/4/2024 @ 5:30 PM (Highlighted in pink) at City Hall 401 S Johnstone Ave at the next scheduled council meeting.

Mike Wickham
Code Enforcement Supervisor
Office-(918)-338-4242
Cell-(918)-397-0047
Email-mdwickham@cityofbartlesville.org

$100.00 Appeal Fee

IMPORTANT NOTICE TO PROPERTY OWNER
Re: DILAPIDATED/UNSECURED STRUCTURE

Case # DS-0824-0325

If you do not agree with the findings or requirements of this Administrative Order, you have the right to appeal it to the Bartlesville City Council. To start your appeal, you must file this document with the Bartlesville City Clerk, 401 S Johnstone, Bartlesville, OK 74003. The appeal must be filed WITHIN TEN DAYS of date of the hearing. The hearing was held on: 10/9/2024

IF THE CITY CLERK DOES NOT RECEIVE YOUR APPEAL WITHIN (10) TEN DAYS OF THE HEARING DATE, THE CITY COUNCIL WILL NOT HEAR

YOUR CASE. USE THIS FORM TO FILE YOUR APPEAL

NOTICE OF APPEAL

I wish to appeal the Order of the City's Hearing Officer concerning the dilapidated or unsecured building(s) on my property located at 421 SW CHEYENNE AVE, LEGAL DESCRIPTION: LOT 5 BLK 3 OVERLEES 1ST 1.00 Lots, BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA. State Statute State statute

I am appealing for the following reasons:

- Improper notice
- Improper hearing
- Structures do not meet requirements for demolition
- Structures have historic significance
- Option to repair was not given

Please notify me of the date, and time when my appeal will be heard by the Bartlesville City Council.

Name: Jay Mitchell (310) 400-2495

Address: P.O. Box 2495, Manhattan Beach, CA 90267
OWNER OR AGENT

Home phone: (310) 400-2495

Work phone: (310) 400-2495

Today's date 10/18/24 1:17 pm
Friday
Delivered
Cash $100 paid

CITY CLERK'S OFFICE USE ONLY
The above appeal was received in this office on the 21st day of Oct
2024 at 8:00 o'clock A M.

By: Tammy Hudgens

City Council Mtg
Nov. 4, 2024
5:30 p.m.

EXHIBIT M

Tax Roll Inquiry

Washington County Treasurer

Melissa Thornbrugh, Treasurer
400 S Johnstone Ave Rm 200 Bartlesville, OK 74003
Phone: 918-337-2810
Fax: 918-337-2891
E-Mail: treasurer@countycourthouse.org

20230016841

Owner Name and Address

MITCHELL, JAY A
P O BOX 2495
MANHATTAN BEACH CA 90267-2495

Taxroll Information

Tax Year :	2023
Property ID :	010312-003005-000000-01
Location :	421 SW CHEYENNE AVE BARTLESVILLE
School District :	030B BARTLESVILLE I-30 Mills : 119.07
Type of Tax :	Real Estate
Tax ID :	16841

Legal Description and Other Information:

LOT 5 BLK 3 OVERLEES 1ST 1.00 Lots

Assessed Valuations	Amount
Land	300
Improvements	384
Net Assessed	684

Tax Values	Amount
Base Tax	81.00
Penalty	0.00
Fees	0.00

Tax Values	Amount
Payments	81.00
Total Paid	87.08
Total Due	0.00

Date	Receipt	Paid With	Payment For	Amount	Paid By
05/28/2024	33481	Check	Taxes	81.00	JAY A MITCHELL
05/28/2024	33481	Check	Penalty	6.08	

Login (build: 26925:20241004.7)

Agenda Item 14.
August 29, 2024
Prepared by Mike Bailey, City Manager
Administration

I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Consider and approve a resolution forming the unsheltered homeless task force to address the rise in unsheltered homelessness and associated issues in the City of Bartlesville.

Attachments:
Resolution
Questionnaire for task force applicants

II. STAFF COMMENTS AND ANALYSIS

At our regular meeting in October, the City Council passed a resolution directing me to formulate a plan for a task force to address the rise in unsheltered homelessness and the issues associated with this. Attached is a resolution that meets the criteria outlined by the Council. Additionally, I have attached a questionnaire that will be used to help select the members of the task force.

The resolution outlines a specific plan for the makeup and responsibility of the task force, but it leaves open certain details that are best established by the task force itself. The resolution does specify the goals and types of solutions upon which the task force should focus. The specific goals outlined in the resolution are:

- **Primary Goal**: Reduction in the unsheltered homeless population in Bartlesville.
- **Secondary Goals**:
  - Reduce vandalism, littering, and other illegal acts associated with the unsheltered homeless population.
  - Increase confidence in public safety of and increase utilization of public spaces by addressing concerns linked to homelessness.
  - Address public health concerns while improving conditions for unsheltered individuals.
- **Tertiary Goal**: Determine the value of an ongoing committee once the task force accomplishes its purpose and make an appropriate recommendation.

The resolution also specifies the members that are to be included on the task force. There will be 13 voting members and one non-voting staff liaison who meet the following criteria.

a. City Manager or designee (non-voting staff liaison).
b. One City Councilmember.
c. One ex-officio member of OK House or Senate.
d. One mental health professional with experience serving Bartlesville's unsheltered population.

e. One medical professional with experience serving Bartlesville's unsheltered population.
f. One law enforcement official with experience addressing criminal and safety issues related to Bartlesville's unsheltered population.
g. One nonprofit expert with experience serving Bartlesville's local unsheltered population.
h. One church representative with experience serving Bartlesville's local unsheltered population.
i. One local business owner whose place of business is adversely affected by Bartlesville's unsheltered population.
j. One citizen whose primary residence is adversely affected by Bartlesville's unsheltered population.
k. One representative from Bartlesville public school system who is familiar with the issues related to homelessness in our schools.
l. One person who has experienced homelessness in Bartlesville.
m. One veteran who is knowledgeable about homelessness among veterans.
n. At least one at-large representative with knowledge, training, or experience that is relevant to the task force's mission.

It is possible that a member may meet more than one of these criteria. In this instance, the Council may add more than one at large member in order to reach the number of members designated by the resolution.

After the task force is created, the Council must also appoint a Councilmember to serve on the task force. This Councilmember shall serve as the Council liaison and shall make recommendations to the Council for the rest of the committee after soliciting applications from the public. After the Council seats the members, then the task force can begin meeting in earnest in order to meet the six month deadline established by the resolution.

Please schedule this item for consideration and possible action at our regularly scheduled November meeting.

III. RECOMMENDED ACTION

Review and approve the attached resolution.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY BARTLESVILLE CREATING THE UNSHELTERED HOMELESS TASK FORCE TO ADDRESS THE RISE IN UNSHELTERED HOMELESSNESS AND ASSOCIATED ISSUES IN THE CITY OF BARTLESVILLE.

WHEREAS, there has been a notable increase in unsheltered, homeless persons in Bartlesville; and

WHEREAS, there has been a corresponding increase in vandalism and public safety concerns, leading to increased public space maintenance costs and decreased utilization by the general public; and

WHEREAS, the City Council wishes to address the issue of homelessness, particularly the most severe form of homelessness, unsheltered homelessness, in a responsible and proactive manner; and

WHEREAS, the challenge of homelessness is multifaceted and requires unique strategies specific to each community; and

WHEREAS, the City Council believes that a diverse, cross disciplinary task force is best suited to devise solutions to address the challenges of homelessness; and

WHEREAS, the City Council passed a resolution on October 7, 2024 directing the City Manager to develop a plan for a task force.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BARTLESVILLE, THAT:

1. The Unsheltered Homeless Task Force is hereby created.
2. This task force shall be an official time-limited committee of the City Council and shall be subject to all laws and rules relating to Open Meetings and Open Records.
3. This task force shall be comprised of thirteen (13) voting members and one (1) non-voting member who meet the following criteria, and who shall be appointed by the City Council to serve for the entire term of this task force. A member may meet one or more of these criteria.

a. City Manager or designee (non-voting staff liaison).
b. One City Councilmember.
c. One ex-officio member of OK House or Senate.
d. One mental health professional with experience serving Bartlesville's unsheltered population.
e. One medical professional with experience serving Bartlesville's unsheltered population.
f. One law enforcement official with experience addressing criminal and safety issues related to Bartlesville's unsheltered population.
g. One nonprofit expert with experience serving Bartlesville's local unsheltered population.
h. One church representative with experience serving Bartlesville's local unsheltered population.
i. One local business owner whose place of business is adversely affected by Bartlesville's unsheltered population.
j. One citizen whose primary residence is adversely affected by Bartlesville's unsheltered population.
k. One representative from Bartlesville public school system who is familiar with the issues related to homelessness in our schools.
l. One person who has experienced homelessness in Bartlesville.
m. One veteran who is knowledgeable about homelessness among veterans.
n. At least one at-large representative with knowledge, training, or experience that is relevant to the task force's mission.

4. This task force's term shall be for six (6) months, reporting bi-monthly (every two months) to the City Council, and shall meet at least monthly during this term.

5. The task force shall devise solutions through collaboration with local agencies that are balanced, compassionate, evidence-based, and fiscally responsible, with a focus on improving outcomes for both the unsheltered population and the broader community. The task force shall identify strategies and, if necessary, potential funding sources that are focused on the following goals.

a. **Primary Goal**: Reduction in the unsheltered homeless population in Bartlesville.

b. **Secondary Goals**:

   i. Reduce vandalism, littering, and other illegal acts associated with the unsheltered homeless population.

   ii. Increase confidence in public safety of and increase utilization of public spaces by addressing concerns linked to homelessness.

   iii. Address public health concerns while improving conditions and outcomes for unsheltered individuals.

c. **Tertiary Goal**: Determine the value of an ongoing committee once the task force accomplishes its purpose and make an appropriate recommendation.

6. Metrics shall be devised to measure success, including reductions in unsheltered population, public perception, and enhanced public space usage.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Bartlesville, Oklahoma, held the 5th day of November 2024.

City of Bartlesville

_____

Mayor

ATTEST:

_____

City Clerk

QUESTIONNAIRE FOR UNSHELTERED TASK FORCE APPLICANTS

Has the rise in Bartlesville's unsheltered, homeless population impacted you in the last 3 years? If so, please describe. (250 words or less)

Do you have experience serving unsheltered, homeless individuals? If so, please describe. (250 words or less)

Do you have relevant experience, training, or education that would benefit this task force? If so, please describe. (250 words or less)

What role, if any, do you believe the City of Bartlesville should serve in reducing the unsheltered, homeless population in Bartlesville? (250 words or less)

What outcomes would you like to see this task force accomplish? (250 words of less)

Hypothetically, if there were no limit to the resources available to reduce the unsheltered, homeless population in Bartlesville, what do you believe would be the most effective solution? (250 words or less)

Agenda Item 17.
November 4, 2024
Prepared by Jess Kane, City Attorney
Legal Division

I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Discuss and take action to approve the Settlement between the City of Bartlesville and International Association of Firefighters Local 200 (the "IAFF") relating to overtime compensation.

Attachments:

Settlement Agreement
IAFF Represented Members Overtime Calculation Spreadsheet

II. STAFF COMMENTS AND ANALYSIS

Late last year the City was served with a demand letter from a Washington D.C. based law firm representing IAFF Local 200. Counsel for IAFF contended that the City was underpaying overtime to its members in violation of the Fair Labor Standards Act of 1938 (the "FLSA"). The November 7, 2023 letter was the City's first notification of this problem. Upon receipt of this letter, City staff began investigating the claim in an effort to determine if the City's payroll procedures violated the FLSA.

Over the course of many decades (the Oklahoma Fire & Police Arbitration Act was passed in 1977), the City and Local 200 had negotiated and agreed upon various stipends which were added to an employee's monthly salary as an incentive. Examples of these stipends included incentives for CLEET certification, EMT certification, and longevity. The City had processed its payroll in this manner, in accordance with the express terms of various collective bargaining agreements and with the full agreement of the IAFF for decades, as have many other municipalities across the nation. Nonetheless, after investigation and consultation with outside counsel Staff concluded that the contract likely violated the FLSA requirement that such incentives be added to the hourly rate paid each employee, and overtime calculated based on the gross amount after inclusion of the stipend

Based on this conclusion, the City sought to cooperate with the IAFF in hopes of reaching a settlement. Following an enormously time-consuming accounting effort, Staff provided the IAFF's counsel with a spreadsheet detailing all overtime amounts paid on February 16, 2024. IAFF's counsel did not respond to the City for five (5) months. During that time, City staff worked to fix the underlying problem. In the IAFF's 2024-2025 Collective Bargaining Agreement all stipends were converted to hourly rates to comply with the FLSA. Likewise, Staff negotiated, and the City Council approved a Memorandum of Understanding that modifies multi-year contract for Fraternal Order of Police Lodge 117 (the "FOP") in the same fashion. The problem has also been fixed for general employees, so all City employees been paid in accordance with FLSA requirements since July 1, 2024.

IAFF's counsel responded to Staff's overtime calculation on July 16, 2024. There was significant back and forth between City Staff and IAFF's counsel tweaking and finalizing overtime numbers and negotiating a settlement agreement. The parties agreed to the attached Settlement Agreement on September 20, 2024. At that point, Staff did not yet have a resolution of this same issue for FOP or general employees. Resolutions of the problem for all employee groups are now ready for consideration by the City Council.

This problem is hardly unique to Bartlesville. Dozens of municipalities across the state and nation are dealing with this same issue. The problem predates the tenure of any City Council member or City employee who is currently serving.

III. RECOMMENDED ACTION

Staff recommends approval and execution of the Settlement Agreement with IAFF Local 200.

SETTLEMENT AGREEMENT

The members of IAFF Local 200 ("Local Members"), each of whom are identified on Exhibit A attached hereto, and the City of Bartlesville, Oklahoma (the "City), collectively the parties ("Parties), voluntarily enter into this this Settlement Agreement ("Agreement"), which fully and finally resolves the Released Claims addressed herein, based on the following:

I. RECITALS

1.1 Local Members are seventy-five (75) individuals employed, or formerly employed, by the City as fire fighters. On November 7, 2023, Local Members, through their attorneys, sent the City a letter detailing the City's failure to properly pay Local Members' overtime under the FLSA and demanding full payment for the damages, liquidated damages under the FLSA, and attorneys' fees that had accrued within the last three years.

1.2 The City responded quickly to address these issues by agreeing to bring its overtime pay practices into accordance with the FLSA and memorializing the revised practices in its July 1, 2024 Collective Bargaining Agreement with IAFF Local 200 ("2024 CBA"). Additionally, the City provided Local Members with a calculation of unpaid overtime between November 7, 2020 and July 26, 2024.

1.3 Based on the above, the Parties ultimately reached an agreement in principle to resolve this matter on August 8, 2024.

1.4 The Parties have agreed to resolve the matters in dispute between and among them pursuant to the terms of this Agreement. Specifically, the Parties and their counsel have considered that the interests of all concerned are best served by compromise, settlement, and release of Local Members' FLSA claims. The Parties have concluded that the terms of this Agreement are fair, reasonable, adequate, and in the Parties' mutual best interests.

1.5 The Parties to this Agreement, for good and valuable consideration, the sufficiency of which is acknowledged, do hereby agree to the following Settlement Agreement, Release, and Waiver of Claims.

II. PAYMENT AND DISTRIBUTION

2.1 In consideration for the terms, conditions, and promises in this Agreement, the City, in accordance with paragraph 2.2, shall pay or cause to be paid to Local Members a total of $116,303.19 ("the Settlement Amount"), and will, moving forward, adhere to the overtime provisions contained in the 2024 CBA, which are consistent with the FLSA.

2.2 The Settlement Amount will be divided and distributed to Local Members as follows:

(1) a set of payroll checks and/or stubs for direct deposit payments, regular payroll checks for active (employed) Local Members, and separate payroll checks for inactive (no longer employed) Local Members, made Payable to each Local Member in accordance with Exhibit A to this Agreement and totaling a pre-tax amount of $63,106.69 (the "Backpay Amount"), less all applicable deductions and withholdings for each individual Local Member. Local Members will notify the City if they wish to defer any additional amounts to applicable benefit plans prior to distribution. With respect to all Local Members who are no longer employed by the City as of the effective date of this Agreement, the Defendant shall utilize the last known withholding amount for each former employee; and

(2) one check in the total amount of $60,038.00 representing $53,196.50 in liquidated damages and $6,841.50 in reimbursed attorneys' fees and expenses (the "Lump Sum Amount"), payable to Local Members' Counsel Mooney, Green,

Saindon, Murphy & Welch, P.C. for distribution to the Local Members. Local Members' counsel shall provide the City with a W-9 within three (3) days after the Parties have executed this Agreement. In accordance with Paragraph 2.4 below and pursuant to the individual retainer agreements signed by all Local Members, Local Members' counsel will deduct their litigation expenses and contingency attorney fee equal to twenty-five percent (25%) of the Settlement Amount prior to distributing to all Local Members their liquidated damages share of the Lump Sum Amount.

These amounts are agreed to among the Parties to compromise, settle, and satisfy the Released Claims described in paragraph 3.1 below, liquidated damages related to the Released Claims, and all attorneys' fees and expenses related to the Released Claims.

2.3 The City shall issue payment of the Settlement Amount within forty-five (45) calendar days after the execution date of this Agreement. After this 45- day period, interest shall accrue on any unpaid Settlement Amount at the rate set forth in 28 U.S.C. § 1961.

2.4 Local Members have entered into individual agreements with Local Members' Counsel. These agreements provide for a contingency attorney fee amount equal to twenty-five percent (25%) of the Settlement Amount calculated after expenses are deducted from the Settlement Amount. Local Members and their counsel are solely responsible for determining the contingency attorney fee applicable to this Agreement. Local Members' counsel shall deduct their contingency attorney fee from the Lump Sum Amount in accordance with Local Members' individual agreements with Local Members' Counsel.

2.5 The City will forward the Lump Sum Amount payable to Mooney, Green, Saindon, Murphy and Welch, P.C., who will be responsible for distributing to each Local Member listed in Exhibit A his/her respective share of the Lump Sum Amount.

2.6 Local Members and their counsel determined the method used to calculate the amounts to be paid to each Local Member for the Back Pay Amount and his/her share of the Lump Sum Amount.

2.7 Local Members and their counsel, Mooney, Green, Saindon, Murphy & Welch, P.C., will defend, release, and hold the City harmless from any and all claims or causes of action arising from the allocation and distribution of the Settlement Amount.

2.8 The City shall reflect the Individual Back Pay Amounts on each Local Member's W-2 form as set forth in Exhibit A to this Agreement, less applicable deductions. Local Members' counsel will be responsible for distributing 1099-MISC forms to the Local Members for their share of the Lump Sum Amount.

III. RELEASE AND WAIVER OF CLAIMS

3.1 Local Members hereby release, acquit, and forever discharge the Defendant from all Fair Labor Standards Act claims relating to overtime pay for time worked as fire fighters from January 1, 2021 through August 1, 2024 ("Released Claims"). Local Members agree and acknowledge that, with respect to such claims, Local Members are waiving not only their right to recover money or other relief in any action that they might institute but also that they are waiving their right to recover money or other relief in any action that might be brought for such claims on their behalf by any other person or entity including, but not limited to, the state of Oklahoma, the United States Department of Labor ("DOL"), or any other (U.S. or foreign) federal, state, or local agency or department.

3.2 All Local Members shall be deemed to and shall have waived, released, discharged, and dismissed all Released Claims as set forth in Paragraph 3.1, with full knowledge of any and all rights they may have, and they hereby assume the risk of any mistake in fact in connection with the true facts involved or with regard to any facts which are now unknown to them.

3.3 All Local Members understand and agree that, to the fullest extent permitted by law, they are precluded from filing or pursuing any legal claim or action of any kind against any entity at any time in the future, or with any federal, state or municipal court, tribunal or other authority arising out of the Released Claims.

3.4 All Local Members agree that they are entering this Agreement knowingly, voluntarily, and with full knowledge of its significance. Each Local Member affirms that he/she has not been coerced, threatened, or intimidated into agreeing to the terms of this Agreement, and he/she has been advised to and has had the opportunity to consult with an attorney with respect to the terms of this Agreement.

IV. NO ADMISSION OF LIABILITY

4.1 The City does not admit any allegations made against it in the Local Members' November 7, 2023 letter, referenced above. Nothing contained in this Agreement, including the City's agreement to bring its overtime pay practices into accordance with the FLSA in its 2024 CBA, shall be deemed an admission of liability or of any violation of any applicable law, rule, regulation, order, or contract of any kind. The City acknowledges that retaliation is prohibited under the FLSA.

V. CONTINUED JURISDICTION

5.1 The U.S. District Court for the Northern District of Oklahoma shall have jurisdiction to construe, interpret and enforce the provisions of this Agreement, and to hear and adjudicate any dispute or litigation arising under this Agreement.

VI. PARTIES' AUTHORITY

6.1 The signatories hereby represent that they are fully authorized to enter into this Agreement and to bind the parties hereto to the terms and conditions hereof.

6.2 All of the Parties acknowledge that they have been represented by competent, experienced counsel throughout all negotiations which preceded the execution of this Agreement, and this Agreement is made with the consent and advice of counsel who have jointly prepared this Agreement.

6.3 Any signature made and transmitted by facsimile, email, or verified electronic signature program such as DocuSign for the purpose of executing this Agreement shall be deemed an original signature for purposes of this Agreement.

VII. MUTUAL FULL COOPERATION

7.1 The Parties agree to use their best efforts and to fully cooperate with each other to accomplish the terms of this Agreement, including but not limited to, execution of such documents and to take such other action as may reasonably be necessary to implement and effectuate the terms of this Agreement.

XIII. MODIFICATION

8.1 This Agreement and its attachment may not be changed, altered, or modified, except in writing and signed by the Parties hereto, and approved by the Court.

IX. ENTIRE AGREEMENT

9.1 This Agreement and its attachments constitute the entire agreement between the Parties concerning the subject matter hereof. No extrinsic oral or written representations or terms shall modify, vary or contradict the terms of this Agreement. In the event of any conflict between this Agreement and any other settlement-related document, the parties intend that this Agreement shall be controlling.

X. CHOICE OF LAW/JURISDICTION

10.1 This Agreement shall be subject to, governed by, construed, enforced, and administered in accordance with the laws of the state of Oklahoma, both in its procedural and substantive aspects, and shall be subject to the continuing jurisdiction of the United States District Court for the Northern District of Oklahoma. This Agreement shall be construed as a whole according to its fair meaning and intent, and not strictly for or against any Party, regardless of who drafted or who was principally responsible for drafting this Agreement or any specific term or condition thereof.

IN WITNESS WHEREOF, the undersigned have duly executed this Agreement as of the date indicated below:

MOONEY, GREEN, SAINDON, MURPHY & WELCH, P.C.

_____

Lauren P. McDermott
1920 L Street NW, STE 400
Washington, DC 20036
Phone: (202) 783-0010
Facsimile: (202) 783-6088
Email: lmcdermott@mooneygreen.com

Attorney for Local Members

Dated:

ROBINETT, KING, ELIAS, BUHLINGER, BROWN & KANE

_____

Jess M. Kane
117 W. 5th Street
500 Professional Building
P.O. Box 1066
Bartlesville, OK 74005-1066
Phone: (918) 336-4132
Facsimile: (918) 336-9009
Email: jkane@robinettking.com

Attorney for the City

Dated:

Agenda Item 20.
November 4, 2024
Prepared by Jess Kane, City Attorney
Legal Division

I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Discuss and take action to approve the Settlement between the City of Bartlesville and Fraternal Order of Police Lodge 117 (the "FOP") relating to overtime compensation.

Attachments:
Proposed Settlement Agreement
FOP Represented Members Overtime Calculation Spreadsheet

II. STAFF COMMENTS AND ANALYSIS

Reference is made to the City Attorney's staff report relating to the Settlement Agreement with IAFF Local 200. Staff proposes to resolve this issue for FOP in substantially the same manner.

III. RECOMMENDED ACTION

Staff recommends approval and execution of the Settlement Agreement with FOP Lodge 117.

SETTLEMENT AGREEMENT

The members of Fraternal Order of Police Lodge #117 ("Lodge Members"), each of whom are identified on Exhibit "A" attached hereto, and the City of Bartlesville, Oklahoma (the "City), collectively the parties ("Parties), voluntarily enter into this this Settlement Agreement ("Agreement"), which fully and finally resolves the Released Claims addressed herein, based on the following:

I. RECITALS

1.1 Lodge Members are sixty-seven (67) individuals employed, or formerly employed, by the City as Police Officers. On or about November 7, 2023 it came to the attention of the City that the City may failed to properly pay Lodge Members' overtime under the FLSA.

1.2 The City responded quickly to address these issues by agreeing to bring its overtime pay practices into accordance with the FLSA and memorializing the revised practices by Memorandums of Understanding with Lodge #117 dated in its July 1, 2024 and August 5, 2024. Additionally, the City provided Lodge Members with a calculation of unpaid overtime between November 7, 2020 and June 28, 2024.

1.3 Based on the above, the Parties have reached an agreement in principle to resolve this matter on August 8, 2024.

1.4 The Parties have agreed to resolve the matters in dispute between and among them pursuant to the terms of this Agreement. Specifically, the Parties and their counsel have considered that the interests of all concerned are best served by compromise, settlement, and release of Lodge Members' FLSA claims. The Parties have concluded that the terms of this Agreement are fair, reasonable, adequate, and in the Parties' mutual best interests.

1.5 The Parties to this Agreement, for good and valuable consideration, the sufficiency of which is acknowledged, do hereby agree to the following Settlement Agreement, Release, and Waiver of Claims.

II. PAYMENT AND DISTRIBUTION

2.1 In consideration for the terms, conditions, and promises in this Agreement, the City, in accordance with paragraph 2.2, shall pay or cause to be paid to Lodge Members a total of $6,569.67 ("the Settlement Amount"), and will, moving forward, adhere to the overtime provisions contained in the above referenced MOU's, which are consistent with the FLSA.

2.2 The Settlement Amount will be divided and distributed to Lodge Members as follows:

(1) a set of payroll checks and/or stubs for direct deposit payments, regular payroll checks for active (employed) Lodge Members, and separate payroll checks for inactive (no longer employed) Lodge Members, made Payable to each Lodge Member in accordance with Exhibit A to this Agreement and totaling a pre-tax amount of $6,569.67 (the "Backpay Amount"), less all applicable deductions and withholdings for each individual Lodge Member. Lodge Members will notify the City if they wish to defer any additional amounts to applicable benefit plans prior to distribution. With respect to all Lodge Members who are no longer employed by the City as of the effective date of this Agreement, the Defendant shall utilize the last known withholding amount for each former employee; and

These amounts are agreed to among the Parties to compromise, settle, and satisfy the Released Claims described in paragraph 3.1 below, liquidated damages related to the Released Claims, and all attorneys' fees and expenses related to the Released Claims.

2.3 The City shall issue payment of the Settlement Amount within forty-five (45) calendar days after the execution date of this Agreement. After this 45- day period, interest shall accrue on any unpaid Settlement Amount at the rate set forth in 28 U.S.C. § 1961.

2.4 Lodge Members are solely responsible for the calculation and payment of any legal fees associated with this Agreement.

2.5 Lodge Members and their counsel will defend, release, and hold the City harmless from any and all claims or causes of action arising from the allocation and distribution of the Settlement Amount.

2.6 The City shall reflect the Individual Back Pay Amounts on each Lodge Member's W-2 form as set forth in Exhibit A to this Agreement, less applicable deductions. Lodge Members' counsel will be responsible for distributing 1099-MISC forms to the Lodge Members for their share of the Lump Sum Amount.

III. RELEASE AND WAIVER OF CLAIMS

3.1 Lodge Members hereby release, acquit, and forever discharge the Defendant from all Fair Labor Standards Act claims relating to overtime pay for time worked as police officers from January 1, 2021 through August 1, 2024 ("Released Claims"). Lodge Members agree and acknowledge that, with respect to such claims, Lodge Members are waiving not only their right to recover money or other relief in any action that they might institute but also that they are waiving their right to recover money or other relief in any action that might be brought for such claims on their behalf by any other person or entity including, but not limited to, the state of Oklahoma, the United States Department of Labor ("DOL"), or any other (U.S. or foreign) federal, state, or local agency or department.

3.2 All Lodge Members shall be deemed to and shall have waived, released, discharged, and dismissed all Released Claims as set forth in Paragraph 3.1, with full knowledge of any and all rights they may have, and they hereby assume the risk of any mistake in fact in connection with the true facts involved or with regard to any facts which are now unknown to them.

3.3 All Lodge Members understand and agree that, to the fullest extent permitted by law, they are precluded from filing or pursuing any legal claim or action of any kind against any entity at any time in the future, or with any federal, state or municipal court, tribunal or other authority arising out of the Released Claims.

3.4 All Lodge Members agree that they are entering this Agreement knowingly, voluntarily, and with full knowledge of its significance. Each Lodge Member affirms that he/she has not been coerced, threatened, or intimidated into agreeing to the terms of this Agreement, and he/she has been advised to and has had the opportunity to consult with an attorney with respect to the terms of this Agreement.

IV. NO ADMISSION OF LIABILITY

4.1 The City makes no admission of liability or wrong-doing. Nothing contained in this Agreement, including the City's agreement to bring its overtime pay practices into accordance with the FLSA in the above referenced MOU's or in subsequent collective bargaining agreements, shall be deemed an admission of liability or of any violation of any applicable law, rule, regulation, order, or contract of any kind. The City acknowledges that retaliation is prohibited under the FLSA.

V. CONTINUED JURISDICTION

5.1 The U.S. District Court for the Northern District of Oklahoma shall have jurisdiction to construe, interpret and enforce the provisions of this Agreement, and to hear and adjudicate any dispute or litigation arising under this Agreement.

VI. PARTIES' AUTHORITY

6.1 The signatories hereby represent that they are fully authorized to enter into this Agreement and to bind the parties hereto to the terms and conditions hereof.

6.2 All of the Parties acknowledge that they have been represented by competent, experienced counsel throughout all negotiations which preceded the execution of this Agreement, and this Agreement is made with the consent and advice of counsel who have jointly prepared this Agreement.

6.3 Any signature made and transmitted by facsimile, email, or verified electronic signature program such as DocuSign for the purpose of executing this Agreement shall be deemed an original signature for purposes of this Agreement.

VII. MUTUAL FULL COOPERATION

7.1 The Parties agree to use their best efforts and to fully cooperate with each other to accomplish the terms of this Agreement, including but not limited to, execution of such documents and to take such other action as may reasonably be necessary to implement and effectuate the terms of this Agreement.

XIII. MODIFICATION

8.1 This Agreement and its attachment may not be changed, altered, or modified, except in writing and signed by the Parties hereto, and approved by the Court.

IX. ENTIRE AGREEMENT

9.1 This Agreement and its attachments constitute the entire agreement between the Parties concerning the subject matter hereof. No extrinsic oral or written representations or terms shall modify, vary or contradict the terms of this Agreement. In the event of any conflict between this Agreement and any other settlement-related document, the parties intend that this Agreement shall be controlling.

X. CHOICE OF LAW/JURISDICTION

10.1 This Agreement shall be subject to, governed by, construed, enforced, and administered in accordance with the laws of the state of Oklahoma, both in its procedural and substantive aspects, and shall be subject to the continuing jurisdiction of the United States District Court for the Northern District of Oklahoma. This Agreement shall be construed as a whole according to its fair meaning and intent, and not strictly for or against any Party, regardless of who drafted or who was principally responsible for drafting this Agreement or any specific term or condition thereof.

IN WITNESS WHEREOF, the undersigned have duly executed this Agreement as of the date indicated below.

FRATERNAL ORDER OF POLICE
LODGE #117

By: _____
Ian Evans,
President
Date: 10-31-24

CITY OF BARTLESVILLE,
OKLAHOMA

By: _____
Dale Copeland,
Mayor
Date: _____

[redacted]

Agenda Item 21.
November 4, 2024
Prepared by Jess Kane, City Attorney
Legal Division

I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Discuss and take action to approve a Resolution relating to overtime compensation for general employees of the City of Bartlesville.

Attachments:
Resolution
General Employees Overtime Calculation Spreadsheet

II. STAFF COMMENTS AND ANALYSIS

Reference is made to the City Attorney's staff report relating to the Settlement Agreement with IAFF Local 200. Staff proposes to resolve this issue for general employees in substantially the same manner.

III. RECOMMENDED ACTION

Staff recommends approval and execution of Resolution #_____.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO COMPENSATE GENERAL EMPLOYEES FOR MISCALCULATED OVERTIME PAY.

WHEREAS, on or about November 7, 2023 it came to the attention of the City that the City may have failed to properly pay general employees of the City of Bartlesville for overtime under the Fair Labor Standards Act (the "FLSA"); and

WHEREAS, the City has brought its overtime payment procedures into compliance with the FLSA; and

WHEREAS, it is necessary and advisable for general employees of the City of Bartlesville to be compensated for any underpayments of overtime.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF BARTLESVILE, OKLAHOMA, THAT:

The City Manager is hereby authorized to pay the combined amount of $7,620.98 to general employes of the City of Bartlesville who worked overtime hours between January 1, 2021 and August 1, 2024 subject to such other terms and conditions as are acceptable to City Manager in his sole discretion.

APPROVED BY THE CITY COUNCIL AND SIGNED BY THE MAYOR OF THE CITY OF BARTLESVILLE THIS 5th DAY OF NOVEMBER, 2024.

_____
Dale Copeland, Mayor
City of Bartlesville

ATTEST:

_____
Jason Muninger, CFO/City Clerk
City of Bartlesville