

Executive Summary – Enforcement Matter – Case No. 57948

City of Bartlett

RN100835487

Docket No. 2019-0955-MWD-E

Order Type:

Findings Agreed Order

Findings Order Justification:

Three or more enforcement actions (NOVs, orders, etc.) over the prior five year period for the same violation(s).

Media:

WQ

Small Business:

No

Location(s) Where Violation(s) Occurred:

City of Bartlett WWTP, located approximately 0.5 mile northeast of the intersection of State Highway 95 and Farm-to-Market Road 487, Bell County

Type of Operation:

Wastewater treatment facility with an associated collection system

Other Significant Matters:

Additional Pending Enforcement Actions: No

Past-Due Penalties: No

Other: N/A

Interested Third-Parties: None

Texas Register Publication Date: June 25, 2021

Comments Received: No

Penalty Information

Total Penalty Assessed: \$1,937

Total Paid to General Revenue: \$1,937

Total Due to General Revenue: \$0

Payment Plan: N/A

Compliance History Classifications:

Person/CN - Satisfactory

Site/RN - Satisfactory

Major Source: No

Statutory Limit Adjustment: N/A

Applicable Penalty Policy: April 2014

Investigation Information

Complaint Date(s): April 25, 2019 and May 16, 2019

Complaint Information: Allegation of unauthorized discharge and no licensed operators at the WWT facility

Date(s) of Investigation: May 3, 2019 through May 20, 2019

Date(s) of NOE(s): June 28, 2019

Executive Summary – Enforcement Matter – Case No. 57948
City of Bartlett
RN100835487
Docket No. 2019-0955-MWD-E

Violation Information

Failed to prevent an unauthorized discharge of untreated wastewater into or adjacent to any water in the state [TEX. WATER CODE § 26.121(a)(1), 30 TEX. ADMIN. CODE § 305.125(1) and Texas Pollutant Discharge Elimination System Permit No. WQ0010880001, Permit Conditions No. 2.g].

Corrective Actions/Technical Requirements

Corrective Action(s) Completed:

The Respondent ceased the discharge and disinfected the affected area by May 20, 2019.

Technical Requirements:

The Order will require the Respondent to:

- a. Within 60 days, conduct an engineering evaluation of the main line and manhole to prevent future discharges along Northwest Front Street and implement the recommended corrective actions; and
- b. Within 75 days, submit written certification to demonstrate compliance with a.

Contact Information

TCEQ Attorney: N/A

TCEQ Enforcement Coordinator: Katelyn Tubbs, Enforcement Division, Enforcement Team 3, MC 219, (512) 239-2512; Michael Parrish, Enforcement Division, MC 219, (512) 239-2548

Respondent: The Honorable Chad Mees, Mayor, City of Bartlett, P.O. Drawer H, Bartlett, Texas 76511-0907

Respondent's Attorney: N/A



Penalty Calculation Worksheet (PCW)

Policy Revision 4 (April 2014)

PCW Revision March 26, 2014

TCEQ

DATES	Assigned	24-Jun-2019	Screening	3-Jul-2019	EPA Due	
	PCW	22-Jul-2019				

RESPONDENT/FACILITY INFORMATION

Respondent	City of Bartlett		
Reg. Ent. Ref. No.	RN100835487		
Facility/Site Region	9-Waco	Major/Minor Source	Minor

CASE INFORMATION

Enf./Case ID No.	57948	No. of Violations	1
Docket No.	2019-0955-MWD-E	Order Type	Findings
Media Program(s)	Water Quality	Government/Non-Profit	Yes
Multi-Media		Enf. Coordinator	Katelyn Tubbs
		EC's Team	Enforcement Team 3
Admin. Penalty \$ Limit Minimum	\$0	Maximum	\$25,000

Penalty Calculation Section

TOTAL BASE PENALTY (Sum of violation base penalties) **Subtotal 1** **\$1,250**

ADJUSTMENTS (+/-) TO SUBTOTAL 1

Subtotals 2-7 are obtained by multiplying the Total Base Penalty (Subtotal 1) by the indicated percentage.

Compliance History **55.0%** Adjustment **Subtotals 2, 3, & 7** **\$687**

Notes: Enhancement for one month of self-reported effluent violations, two NOV's with same/similar violations, and two orders containing a denial of liability.

Culpability **No** **0.0%** Enhancement **Subtotal 4** **\$0**

Notes: The Respondent does not meet the culpability criteria.

Good Faith Effort to Comply Total Adjustments **Subtotal 5** **\$0**

Economic Benefit **0.0%** Enhancement* **Subtotal 6** **\$0**

Total EB Amounts: \$825
 Estimated Cost of Compliance: \$12,500
 *Capped at the Total EB \$ Amount

SUM OF SUBTOTALS 1-7 **Final Subtotal** **\$1,937**

OTHER FACTORS AS JUSTICE MAY REQUIRE **0.0%** Adjustment **\$0**

Reduces or enhances the Final Subtotal by the indicated percentage.

Notes:

Final Penalty Amount **\$1,937**

STATUTORY LIMIT ADJUSTMENT **Final Assessed Penalty** **\$1,937**

DEFERRAL **0.0%** Reduction **Adjustment** **\$0**

Reduces the Final Assessed Penalty by the indicated percentage.

Notes:

No deferral is recommended for Findings Orders.

PAYABLE PENALTY **\$1,937**

Screening Date 3-Jul-2019

Docket No. 2019-0955-MWD-E

PCW

Respondent City of Bartlett

Policy Revision 4 (April 2014)

Case ID No. 57948

PCW Revision March 26, 2014

Reg. Ent. Reference No. RN100835487

Media Water Quality

Enf. Coordinator Katelyn Tubbs

Compliance History Worksheet

>> Compliance History Site Enhancement (Subtotal 2)

Component	Number of...	Number	Adjust.
NOVs	Written notices of violation ("NOVs") with same or similar violations as those in the current enforcement action (<i>number of NOVs meeting criteria</i>)	3	15%
	Other written NOVs	0	0%
Orders	Any agreed final enforcement orders containing a denial of liability (<i>number of orders meeting criteria</i>)	2	40%
	Any adjudicated final enforcement orders, agreed final enforcement orders without a denial of liability, or default orders of this state or the federal government, or any final prohibitory emergency orders issued by the commission	0	0%
Judgments and Consent Decrees	Any non-adjudicated final court judgments or consent decrees containing a denial of liability of this state or the federal government (<i>number of judgments or consent decrees meeting criteria</i>)	0	0%
	Any adjudicated final court judgments and default judgments, or non-adjudicated final court judgments or consent decrees without a denial of liability, of this state or the federal government	0	0%
Convictions	Any criminal convictions of this state or the federal government (<i>number of counts</i>)	0	0%
Emissions	Chronic excessive emissions events (<i>number of events</i>)	0	0%
Audits	Letters notifying the executive director of an intended audit conducted under the Texas Environmental, Health, and Safety Audit Privilege Act, 74th Legislature, 1995 (<i>number of audits for which notices were submitted</i>)	0	0%
	Disclosures of violations under the Texas Environmental, Health, and Safety Audit Privilege Act, 74th Legislature, 1995 (<i>number of audits for which violations were disclosed</i>)	0	0%
Other	Environmental management systems in place for one year or more	No	0%
	Voluntary on-site compliance assessments conducted by the executive director under a special assistance program	No	0%
	Participation in a voluntary pollution reduction program	No	0%
	Early compliance with, or offer of a product that meets future state or federal government environmental requirements	No	0%

Adjustment Percentage (Subtotal 2) 55%

>> Repeat Violator (Subtotal 3)

No

Adjustment Percentage (Subtotal 3) 0%

>> Compliance History Person Classification (Subtotal 7)

Satisfactory Performer

Adjustment Percentage (Subtotal 7) 0%

>> Compliance History Summary

Compliance History Notes

Enhancement for one month of self-reported effluent violations, two NOVs with same/similar violations, and two orders containing a denial of liability.

Total Compliance History Adjustment Percentage (Subtotals 2, 3, & 7) 55%

>> Final Compliance History Adjustment

Final Adjustment Percentage *capped at 100% 55%

Screening Date 3-Jul-2019
Respondent City of Bartlett
Case ID No. 57948
Reg. Ent. Reference No. RN100835487
Media Water Quality
Enf. Coordinator Katelyn Tubbs

Docket No. 2019-0955-MWD-E

PCW

Policy Revision 4 (April 2014)
PCW Revision March 26, 2014

Violation Number 1

Rule Cite(s) Tex. Water Code § 26.121(a)(1), 30 Tex. Admin. Code § 305.125(1) and Texas Pollutant Discharge Elimination System Permit No. WQ0010880001, Permit Conditions No. 2.g

Violation Description Failed to prevent an unauthorized discharge of untreated wastewater into or adjacent to any water in the state. Specifically, an investigator observed the discharge of untreated wastewater from a manhole located near 403 Northwest Front Street.

Base Penalty \$25,000

>> Environmental, Property and Human Health Matrix

OR	Release	Harm			Percent
		Major	Moderate	Minor	
	Actual			x	5.0%
	Potential				

>> Programmatic Matrix

Falsification	Major	Moderate	Minor	Percent
				0.0%

Matrix Notes Human health or the environment has been exposed to insignificant amounts of pollutants as a result of the violation.

Adjustment \$23,750

\$1,250

Violation Events

Number of Violation Events 1 61 Number of violation days

daily	
weekly	
monthly	
quarterly	x
semiannual	
annual	
single event	

Violation Base Penalty \$1,250

One quarterly event is recommended from the date the discharge began (May 3, 2019) to the screening date (July 3, 2019).

Good Faith Efforts to Comply

0.0%

Reduction \$0

	Before NOE/NOV	NOE/NOV to EDPRP/Settlement Offer
Extraordinary		
Ordinary		
N/A	x	

Notes The Respondent does not meet the good faith criteria for this violation.

Violation Subtotal \$1,250

Economic Benefit (EB) for this violation

Statutory Limit Test

Estimated EB Amount \$825

Violation Final Penalty Total \$1,938

This violation Final Assessed Penalty (adjusted for limits) \$1,938

Economic Benefit Worksheet

Respondent City of Bartlett
Case ID No. 57948
Reg. Ent. Reference No. RN100835487
Media Water Quality
Violation No. 1

Percent Interest	Years of Depreciation
5.0	15

Item Description	Item Cost	Date Required	Final Date	Yrs	Interest Saved	Costs Saved	EB Amount
------------------	-----------	---------------	------------	-----	----------------	-------------	-----------

Delayed Costs

Equipment				0.00	\$0	\$0	\$0
Buildings				0.00	\$0	\$0	\$0
Other (as needed)				0.00	\$0	\$0	\$0
Engineering/Construction	\$10,000	3-May-2019	3-Jul-2020	1.17	\$39	\$780	\$819
Land				0.00	\$0	n/a	\$0
Record Keeping System				0.00	\$0	n/a	\$0
Training/Sampling				0.00	\$0	n/a	\$0
Remediation/Disposal				0.00	\$0	n/a	\$0
Permit Costs				0.00	\$0	n/a	\$0
Other (as needed)	\$2,500	3-May-2019	20-May-2019	0.05	\$6	n/a	\$6

Notes for DELAYED costs

The engineering/construction cost is the estimated cost to conduct an engineering evaluation of the main line and manhole to prevent future discharges along Northwest Front Street and implement the recommended corrective actions. Date required is the date the discharge began. Final date is the estimated date of compliance.

The other cost is the estimated cost to cease the discharge and disinfect the affected area. Date required is the date the discharge began. Final date is the compliance date.

Avoided Costs

ANNUALIZE avoided costs before entering item (except for one-time avoided costs)

Disposal				0.00	\$0	\$0	\$0
Personnel				0.00	\$0	\$0	\$0
Inspection/Reporting/Sampling				0.00	\$0	\$0	\$0
Supplies/Equipment				0.00	\$0	\$0	\$0
Financial Assurance				0.00	\$0	\$0	\$0
ONE-TIME avoided costs				0.00	\$0	\$0	\$0
Other (as needed)				0.00	\$0	\$0	\$0

Notes for AVOIDED costs

Approx. Cost of Compliance

\$12,500

TOTAL

\$825



Compliance History Report

Compliance History Report for CN600514202, RN100835487, Rating Year 2018 which includes Compliance History (CH) components from September 1, 2013, through August 31, 2018.

Customer, Respondent, or Owner/Operator:	CN600514202, City of Bartlett	Classification:	SATISFACTORY	Rating:	42.86
Regulated Entity:	RN100835487, CITY OF BARTLETT WWTP	Classification:	SATISFACTORY	Rating:	41.95
Complexity Points:	7	Repeat Violator:	NO		
CH Group:	08 - Sewage Treatment Facilities				
Location:	Approximately 0.5 mile northeast of the intersection of State Highway 95 and Farm-to-Market Road 487 in Bell County, Texas				
TCEQ Region:	REGION 09 - WACO				
ID Number(s):					
AIR NEW SOURCE PERMITS ACCOUNT NUMBER	BF0221T	AIR NEW SOURCE PERMITS AFS NUM	4802700664		
WASTEWATER EPA ID	TX0027006	WASTEWATER PERMIT	WQ0010880001		
AIR EMISSIONS INVENTORY ACCOUNT NUMBER	BF0221T				
Compliance History Period:	September 01, 2013 to August 31, 2018	Rating Year:	2018	Rating Date:	09/01/2018
Date Compliance History Report Prepared:	July 03, 2019				
Agency Decision Requiring Compliance History:	Enforcement				
Component Period Selected:	July 03, 2014 to July 03, 2019				
TCEQ Staff Member to Contact for Additional Information Regarding This Compliance History.					
Name:	Herbert Darling			Phone:	(512) 239-2520

Site and Owner/Operator History:

- | | |
|--|-----|
| 1) Has the site been in existence and/or operation for the full five year compliance period? | YES |
| 2) Has there been a (known) change in ownership/operator of the site during the compliance period? | NO |

Components (Multimedia) for the Site Are Listed in Sections A - J

A. Final Orders, court judgments, and consent decrees:

- | | | | | |
|---|--|------------|-----------------|---------------------------------------|
| 1 | Effective Date: 08/16/2016 | ADMINORDER | 2016-0066-MWD-E | (1660 Order-Agreed Order With Denial) |
| | Classification: Moderate | | | |
| | Citation: 30 TAC Chapter 305, SubChapter F 305.125(1) | | | |
| | 30 TAC Chapter 305, SubChapter F 305.125(17) | | | |
| | Description: Failure to submit the annual sludge report. | | | |
| | Classification: Minor | | | |
| | Citation: 30 TAC Chapter 305, SubChapter F 305.125(1) | | | |
| | 30 TAC Chapter 305, SubChapter F 305.125(11)(C) | | | |
| | 30 TAC Chapter 319, SubChapter A 319.7(a) | | | |
| | Rqmt Prov: Monitor and Report Reqs., No. 3(c) PERMIT | | | |
| | Description: Failure to maintain records of monitoring activities. | | | |
| | Classification: Moderate | | | |
| | Citation: 30 TAC Chapter 305, SubChapter F 305.125(1) | | | |
| | Rqmt Prov: Other Requirements, No. 6 PERMIT | | | |
| | Description: Failure to maintain records of sludge accumulation and water depth measurements and calculations in the settling ponds. | | | |
| | Classification: Moderate | | | |
| | Citation: 30 TAC Chapter 305, SubChapter F 305.125(1) | | | |
| | Rqmt Prov: Monitor and Report Reqs., No. 7(c) PERMIT | | | |
| | Description: Failure to provide notification of any effluent violation which deviates from the permitted effluent limitation by more than 40% in writing to the Waco Regional Office and the Enforcement Division within five working days of becoming | | | |

aware of the noncompliance.

- 2 Effective Date: 01/31/2018 ADMINORDER 2017-0190-MLM-E (1660 Order-Agreed Order With Denial)
- Classification: Minor
Citation: 30 TAC Chapter 305, SubChapter F 305.125(1)
Rqmt Prov: Monitoring/Reporting Reqs., No.4 PERMIT
Description: Failed to indicate an increased frequency of sampling on the self-reported DMR.
Classification: Major
Citation: 30 TAC Chapter 30, SubChapter J 30.350(d)
30 TAC Chapter 305, SubChapter F 305.125(1)
Rqmt Prov: Operational Requirements No. 9 PERMIT
Other requirements No.1 PERMIT
Description: Failed to employ or contract with one or more licensed wastewater treatment facility operators.
Classification: Moderate
Citation: 30 TAC Chapter 305, SubChapter F 305.125(1)
30 TAC Chapter 305, SubChapter F 305.128(a)
30 TAC Chapter 319, SubChapter A 319.8(1)
Rqmt Prov: Monitoring/Reporting Requirements No. 10 PERMIT
Description: Failed to provide an authorized signature on all reports requested by permits.
Classification: Minor
Citation: 30 TAC Chapter 305, SubChapter F 305.125(1)
30 TAC Chapter 305, SubChapter F 305.125(11)(B)
Rqmt Prov: Monitoring/Reporting Reqs, No.3(b) PERMIT
Description: Failure to make all monitoring and reporting records readily available to TCEQ personnel.
Classification: Minor
Citation: 30 TAC Chapter 305, SubChapter F 305.125(1)
30 TAC Chapter 305, SubChapter F 305.125(11)(B)
30 TAC Chapter 319, SubChapter A 319.7(c)
Rqmt Prov: Monitoring/Reporting Reqs., No.3(b) PERMIT
Sludge Provisions PERMIT
Description: Failed to maintain records of monitoring activities and sludge documents at the Facility and make them readily available for review by a TCEQ representative.
Classification: Moderate
Citation: 30 TAC Chapter 305, SubChapter F 305.125(1)
Rqmt Prov: Other Requirements No.7 PERMIT
Description: Failed to submit a quarterly progress report to the TCEQ Waco Regional Office and the Enforcement Division in accordance with the progress report dates established in the permit.
Classification: Moderate
Citation: 30 TAC Chapter 317 317.7(i)
Description: Failure to provide potable water to the plant site.
Classification: Minor
Citation: 30 TAC Chapter 317 317.7(e)
Description: Failure to provide the required plant protection. Specifically, hazard signs stating "Danger--Open Tanks--No Trespassing" were not secured to the fence at the Facility entrance.
Classification: Minor
Citation: 30 TAC Chapter 305, SubChapter F 305.125(1)
30 TAC Chapter 305, SubChapter F 305.125(17)
30 TAC Chapter 319, SubChapter A 319.7(d)
Rqmt Prov: Monitoring and Reporting Reqs., No.1 PERMIT
Description: Failed to submit DMRs at the intervals specified in the permit.

B. Criminal convictions:

N/A

C. Chronic excessive emissions events:

N/A

D. The approval dates of investigations (CCEDS Inv. Track. No.):

Item 1	July 15, 2015	(1265768)
Item 2	July 29, 2015	(1277318)

Item 3	December 17, 2015	(1309225)
Item 4	January 21, 2016	(1316015)
Item 5	February 25, 2016	(1325396)
Item 6	April 20, 2016	(1339290)
Item 7	December 22, 2016	(1382565)
Item 8	February 12, 2018	(1487121)
Item 9	March 15, 2018	(1490794)
Item 10	April 09, 2018	(1494044)
Item 12	May 17, 2018	(1500988)
Item 13	June 04, 2018	(1486373)
Item 14	June 11, 2018	(1493334)
Item 15	June 14, 2018	(1508078)
Item 16	July 06, 2018	(1499134)
Item 17	July 16, 2018	(1514411)
Item 18	August 14, 2018	(1520462)
Item 19	September 18, 2018	(1527633)
Item 20	October 09, 2018	(1533993)
Item 22	November 13, 2018	(1541825)
Item 23	December 06, 2018	(1545597)
Item 24	January 31, 2019	(1500440)
Item 25	February 14, 2019	(1560791)
Item 26	March 07, 2019	(1560792)
Item 27	April 08, 2019	(1572196)

E. Written notices of violations (NOV) (CCEDS Inv. Track. No.):

A notice of violation represents a written allegation of a violation of a specific regulatory requirement from the commission to a regulated entity. A notice of violation is not a final enforcement action, nor proof that a violation has actually occurred.

- Date: 11/29/2018 (1526948)

Self Report? NO Classification: Minor

Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)(1)

Description: Failure to prevent the unauthorized discharge of wastewater into or adjacent to water in the state.
- Date: 12/31/2018 (1560793)

Self Report? YES Classification: Moderate

Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)

Description: Failure to meet the limit for one or more permit parameter
- Date: 04/22/2019 (1539642)

Self Report? NO Classification: Minor

Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)(1)
30 TAC Chapter 305, SubChapter F 305.125(1)
Permit Conditions 2(g) PERMIT

Description: Failure by the City of Bartlett to prevent an unauthorized discharge of wastewater into or adjacent to water in the state.

Specifically, on January 18, 2019 a complaint was investigated, and an unauthorized discharge was noted at the manhole located in the center of Northeast Front street where it curves to the west.

Self Report? NO Classification: Minor

Citation: 30 TAC Chapter 305, SubChapter F 305.125(1)
30 TAC Chapter 305, SubChapter F 305.125(9)(A)
Monitoring and Reporting Requirements 7a PERMIT

Description: Failure by the City of Bartlett to submit a five-day report to the TCEQ Regional Office and Enforcement Division (MC224) for any noncompliance which may endanger human health or safety, or the environment.

Specifically, on January 18, 2019, the City of Bartlett became aware of an unauthorized discharge at Northeast Front Street, where it curves to the west, and no noncompliance notification was submitted to the Waco Regional Office.

F. Environmental audits:

N/A

G. Type of environmental management systems (EMSs):
N/A

H. Voluntary on-site compliance assessment dates:
N/A

I. Participation in a voluntary pollution reduction program:
N/A

J. Early compliance:
N/A

Sites Outside of Texas:
N/A

Component Appendices

Appendix A

All NOVs Issued During Component Period 7/3/2014 and 7/3/2019

- 1 Date: 07/31/2014 (1199206)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter
- 2 Date: 08/31/2014 (1206190)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter
- 3 Date: 09/30/2014 (1212604)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter
- 4 Date: 10/31/2014 (1218853)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter
- 5 Date: 11/30/2014 (1224640)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter
- 6 Date: 12/31/2014 (1231279)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter
- 7 Date: 01/31/2015 (1242664)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter
- 8 Date: 02/28/2015 (1249014)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter
- 9 Date: 03/31/2015 (1255902)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter
- 10 Date: 04/30/2015 (1262620)
Self Report? YES Classification: Moderate

Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter

11 Date: 05/31/2015 (1269782)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter

12 Date: 07/07/2015 (1254306)
Self Report? NO Classification: Moderate
Citation: 30 TAC Chapter 305, SubChapter F 305.125(1)
30 TAC Chapter 305, SubChapter F 305.125(17)
Description: Failure to submit the annual sludge report.

Self Report? NO Classification: Moderate
Citation: 30 TAC Chapter 305, SubChapter F 305.125(1)
Other Requirements, No. 7. PERMIT
Description: Failure to submit quarterly progress reports.

Self Report? NO Classification: Minor
Citation: 30 TAC Chapter 305, SubChapter F 305.125(1)
30 TAC Chapter 305, SubChapter F 305.125(11)(C)
30 TAC Chapter 319, SubChapter A 319.7(a)
Monitor and Report Reqs., No. 3(c) PERMIT
Description: Failure to maintain records of monitoring activities.

Self Report? NO Classification: Moderate
Citation: 30 TAC Chapter 305, SubChapter F 305.125(1)
Other Requirements, No. 6 PERMIT
Description: Failure to maintain records of sludge accumulation and water depth measurements and calculations in the settling ponds.

Self Report? NO Classification: Moderate
Citation: 30 TAC Chapter 305, SubChapter F 305.125(1)
Monitor and Report Reqs., No. 7(c) PERMIT

Description: Failure to provide notification of any effluent violation which deviates from the permitted effluent limitation by more than 40% in writing to the Waco Regional Office and the Enforcement Division within five working days of becoming aware of the noncompliance.

13 Date: 07/31/2015 (1296844)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter

14 Date: 10/31/2015 (1302292)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter

15 Date: 12/14/2015 (1294138)
Self Report? NO Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)(1)
30 TAC Chapter 305, SubChapter F 305.125(1)
30 TAC Chapter 305, SubChapter F 305.125(4)
Permit Conditions, No.2(g) PERMIT
Description: Failure to prevent an unauthorized discharge into or adjacent to any water in the state.

Self Report? NO Classification: Moderate
Citation: 30 TAC Chapter 305, SubChapter F 305.125(1)
30 TAC Chapter 305, SubChapter F 305.125(9)
Monitoring and Reporting Req., No.7(a) PERMIT
TWC Chapter 26 26.039
Description: Failure to provide notification of any noncompliance which may endanger human health or safety, or the environment.

16 Date: 02/29/2016 (1332135)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)

30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter

17 Date: 04/30/2016 (1346095)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter

18 Date: 05/31/2016 (1352530)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter

19 Date: 06/30/2016 (1359498)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter

20 Date: 07/01/2016 (1342401)
Self Report? NO Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)(1)
30 TAC Chapter 305, SubChapter F 305.125(1)
Permit Conditions No.2(g) PERMIT
Description: Failure to prevent the unauthorized discharge of wastewater.
Self Report? NO Classification: Moderate
Citation: 30 TAC Chapter 319, SubChapter C 319.302(c)
Description: Failure to notify the appropriate local government officials and the local media of an unauthorized discharge.

21 Date: 07/31/2016 (1365939)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter

22 Date: 08/31/2016 (1372631)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter

23 Date: 09/30/2016 (1378804)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter

24 Date: 10/31/2016 (1404411)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter

25 Date: 11/30/2016 (1404412)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter

26 Date: 12/31/2016 (1397515)
Self Report? YES Classification: Moderate
Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
30 TAC Chapter 305, SubChapter F 305.125(1)
Description: Failure to meet the limit for one or more permit parameter

27 Date: 01/06/2017 (1382260)
 Self Report? NO Classification: Moderate
 Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)(1)
 30 TAC Chapter 305, SubChapter F 305.125(1)
 Permit Conditions No.2(g) PERMIT
 Description: Failure to prevent the unauthorized discharge of wastewater into or adjacent to waters
 in the state.

28 Date: 01/31/2017 (1404410)
 Self Report? YES Classification: Moderate
 Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
 30 TAC Chapter 305, SubChapter F 305.125(1)
 Description: Failure to meet the limit for one or more permit parameter

29 Date: 02/28/2017 (1411503)
 Self Report? YES Classification: Moderate
 Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
 30 TAC Chapter 305, SubChapter F 305.125(1)
 Description: Failure to meet the limit for one or more permit parameter

30 Date: 03/31/2017 (1418000)
 Self Report? YES Classification: Moderate
 Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
 30 TAC Chapter 305, SubChapter F 305.125(1)
 Description: Failure to meet the limit for one or more permit parameter

31 Date: 04/30/2017 (1425592)
 Self Report? YES Classification: Moderate
 Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
 30 TAC Chapter 305, SubChapter F 305.125(1)
 Description: Failure to meet the limit for one or more permit parameter

32 Date: 05/31/2017 (1431623)
 Self Report? YES Classification: Moderate
 Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
 30 TAC Chapter 305, SubChapter F 305.125(1)
 Description: Failure to meet the limit for one or more permit parameter

33 Date: 06/30/2017 (1440212)
 Self Report? YES Classification: Moderate
 Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
 30 TAC Chapter 305, SubChapter F 305.125(1)
 Description: Failure to meet the limit for one or more permit parameter

34 Date: 07/31/2017 (1443894)
 Self Report? YES Classification: Moderate
 Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
 30 TAC Chapter 305, SubChapter F 305.125(1)
 Description: Failure to meet the limit for one or more permit parameter

35 Date: 08/31/2017 (1450502)
 Self Report? YES Classification: Moderate
 Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
 30 TAC Chapter 305, SubChapter F 305.125(1)
 Description: Failure to meet the limit for one or more permit parameter

36* Date: 09/30/2017 (1456354)
 Self Report? YES Classification: Moderate
 Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
 30 TAC Chapter 305, SubChapter F 305.125(1)
 Description: Failure to meet the limit for one or more permit parameter

37* Date: 10/31/2017 (1461818)
 Self Report? YES Classification: Moderate
 Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
 30 TAC Chapter 305, SubChapter F 305.125(1)
 Description: Failure to meet the limit for one or more permit parameter

38* Date: 11/30/2017 (1468203)
 Self Report? YES Classification: Moderate
 Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
 30 TAC Chapter 305, SubChapter F 305.125(1)
 Description: Failure to meet the limit for one or more permit parameter

39* Date: 12/31/2017 (1474904)
 Self Report? YES Classification: Moderate
 Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
 30 TAC Chapter 305, SubChapter F 305.125(1)
 Description: Failure to meet the limit for one or more permit parameter

40* Date: 06/22/2018 (1486495)
 Self Report? NO Classification: Minor
 Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)(1)
 30 TAC Chapter 305, SubChapter F 305.125(1)
 TPDES PERMIT
 Description: Failure to prevent the unauthorized discharge of wastewater into or adjacent to water in the state.

41 Date: 11/29/2018 (1526948)
 Self Report? NO Classification: Minor
 Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)(1)
 Description: Failure to prevent the unauthorized discharge of wastewater into or adjacent to water in the state.

42 Date: 12/31/2018 (1560793)
 Self Report? YES Classification: Moderate
 Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)
 30 TAC Chapter 305, SubChapter F 305.125(1)
 Description: Failure to meet the limit for one or more permit parameter

43 Date: 04/22/2019 (1539642)
 Self Report? NO Classification: Minor
 Citation: 2D TWC Chapter 26, SubChapter A 26.121(a)(1)
 30 TAC Chapter 305, SubChapter F 305.125(1)
 Permit Conditions 2(g) PERMIT
 Description: Failure by the City of Bartlett to prevent an unauthorized discharge of wastewater into or adjacent to water in the state.
 Specifically, on January 18, 2019 a complaint was investigated, and an unauthorized discharge was noted at the manhole located in the center of Northeast Front street where it curves to the west.
 Self Report? NO Classification: Minor
 Citation: 30 TAC Chapter 305, SubChapter F 305.125(1)
 30 TAC Chapter 305, SubChapter F 305.125(9)(A)
 Monitoring and Reporting Requirements 7a PERMIT
 Description: Failure by the City of Bartlett to submit a five-day report to the TCEQ Regional Office and Enforcement Division (MC224) for any noncompliance which may endanger human health or safety, or the environment.
 Specifically, on January 18, 2019, the City of Bartlett became aware of an unauthorized discharge at Northeast Front Street, where it curves to the west, and no noncompliance notification was submitted to the Waco Regional Office.

* NOVs applicable for the Compliance History rating period 9/1/2013 to 8/31/2018

Appendix B**All Investigations Conducted During Component Period July 03, 2014 and July 03, 2019**

Item 1	August 04, 2014**	(1193869)
Item 2	September 09, 2014**	(1199206)
Item 3	September 24, 2014**	(1206190)
Item 4	November 17, 2014**	(1212604)
Item 5	December 08, 2014**	(1218853)
Item 6	December 22, 2014**	(1224640)
Item 7	January 27, 2015**	(1231279)
Item 8	February 18, 2015**	(1242664)
Item 9	March 17, 2015**	(1249014)
Item 10	May 04, 2015**	(1255902)
Item 11	May 29, 2015**	(1262620)
Item 12	June 30, 2015**	(1269782)
Item 13*	July 15, 2015**	(1265768)
Item 14*	July 29, 2015**	(1277318)
Item 15	August 14, 2015**	(1272911)
Item 16	September 28, 2015**	(1280706)
Item 17	October 30, 2015**	(1296844)
Item 18	November 05, 2015**	(1288698)
Item 19	November 25, 2015**	(1302292)
Item 20*	December 17, 2015**	(1309225)
Item 21	December 21, 2015**	(1299944)
Item 22*	January 21, 2016**	(1316015)
Item 23	January 25, 2016**	(1305920)
Item 24	January 29, 2016**	(1307509)
Item 25*	February 25, 2016**	(1325396)
Item 26	March 16, 2016**	(1332135)
Item 27*	April 20, 2016**	(1339290)
Item 28	May 26, 2016**	(1346095)
Item 29	June 17, 2016**	(1352530)
Item 30	July 08, 2016**	(1342401)
Item 31	July 21, 2016**	(1359498)
Item 32	August 09, 2016**	(1365939)
Item 33	September 01, 2016**	(1372631)
Item 34	October 07, 2016**	(1378804)
Item 35*	December 22, 2016**	(1382565)
Item 36	February 09, 2017**	(1393730)
Item 37	February 17, 2017**	(1397515)
Item 38	March 20, 2017**	(1411503)
Item 39	March 21, 2017**	(1401565)
Item 40	March 30, 2017**	(1404411)

Item 41	April 19, 2017**	(1418000)
Item 42	May 19, 2017**	(1425592)
Item 43	June 19, 2017**	(1431623)
Item 44	August 24, 2017**	(1443894)
Item 45	August 29, 2017**	(1440212)
Item 46	September 18, 2017**	(1450502)
Item 47	October 10, 2017**	(1456354)
Item 48	November 07, 2017**	(1461818)
Item 49	December 12, 2017**	(1468203)
Item 50	January 18, 2018**	(1474904)
Item 51*	February 12, 2018**	(1487121)
Item 52*	March 15, 2018**	(1490794)
Item 53*	April 09, 2018**	(1494044)
Item 54*	May 17, 2018**	(1500988)
Item 55*	June 04, 2018**	(1486373)
Item 56*	June 11, 2018**	(1493334)
Item 57*	June 14, 2018**	(1508078)
Item 58*	July 06, 2018**	(1499134)
Item 59*	July 16, 2018**	(1514411)
Item 60*	August 14, 2018**	(1520462)
Item 61*	September 18, 2018	(1527633)
Item 62*	October 09, 2018	(1533993)
Item 63*	November 13, 2018	(1541825)
Item 64*	December 06, 2018	(1545597)
Item 65	January 10, 2019	(1560793)
Item 66*	January 31, 2019	(1500440)
Item 67*	February 14, 2019	(1560791)
Item 68*	March 07, 2019	(1560792)
Item 69*	April 08, 2019	(1572196)
Item 70	May 02, 2019	(1557643)

* No violations documented during this investigation

**Investigation applicable for the Compliance History Rating period between 09/01/2013 and 08/31/2018.

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY



**IN THE MATTER OF AN
ENFORCEMENT ACTION
CONCERNING
CITY OF BARTLETT
RN100835487**

§
§
§
§
§

**BEFORE THE
TEXAS COMMISSION ON
ENVIRONMENTAL QUALITY**

**AGREED ORDER
DOCKET NO. 2019-0955-MWD-E**

On _____, the Texas Commission on Environmental Quality ("the Commission" or "TCEQ") considered this agreement of the parties, resolving an enforcement action regarding the City of Bartlett (the "Respondent") under the authority of TEX. WATER CODE chs. 7 and 26. The Executive Director of the TCEQ, through the Enforcement Division, and the Respondent presented this Order to the Commission.

The Respondent understands that it has certain procedural rights at certain points in the enforcement process, including the right to formal notice of violations, notice of an evidentiary hearing, the right to an evidentiary hearing, and a right to appeal. By entering into this Order, the Respondent agrees to waive all notice and procedural rights.

It is further understood and agreed that this Order represents the complete and fully-integrated agreement of the parties. The provisions of this Order are deemed severable and, if a court of competent jurisdiction or other appropriate authority deems any provision of this Order unenforceable, the remaining provisions shall be valid and enforceable. The duties and responsibilities imposed by this Order are binding upon the Respondent.

The Commission makes the following Findings of Fact and Conclusions of Law:

I. FINDINGS OF FACT

1. The Respondent owns and operates a wastewater treatment facility located approximately 0.5 mile northeast of the intersection of State Highway 95 and Farm-to-Market Road 487 with an associated collection system in Bell County, Texas (the "Facility"). The Facility is near or adjacent to water in the state as defined in TEX. WATER CODE § 26.001(5).
2. During an investigation conducted on May 3, 2019 through May 20, 2019, an investigator observed the discharge of untreated wastewater from a manhole located near 403 Northwest Front Street.
3. The Executive Director recognizes that the Respondent ceased the discharge and disinfected the affected area by May 20, 2019.

II. CONCLUSIONS OF LAW

1. As evidenced by Finding of Fact No. 1, the Respondent is subject to the jurisdiction of the TCEQ pursuant to TEX. WATER CODE ch. 26 and the rules of the TCEQ.
2. As evidenced by Finding of Fact No. 2, the Respondent failed to prevent an unauthorized discharge of untreated wastewater into or adjacent to any water in the state, in violation of TEX. WATER CODE § 26.121(a)(1), 30 TEX. ADMIN. CODE § 305.125(1) and Texas Pollutant Discharge Elimination System Permit No. WQ0010880001, Permit Conditions No. 2.g.
3. Pursuant to TEX. WATER CODE § 7.051, the TCEQ has the authority to assess an administrative penalty against the Respondent for violations of state statutes within the TCEQ's jurisdiction, for violations of rules adopted under such statutes, or for violations of orders or permits issued under such statutes.
4. An administrative penalty in the amount of \$1,937 is justified by the facts recited in this Order, and considered in light of the factors set forth in TEX. WATER CODE § 7.053. The Respondent paid the \$1,937 penalty.

III. ORDERING PROVISIONS

NOW, THEREFORE, THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY ORDERS that:

1. The Respondent is assessed a penalty as set forth in Conclusion of Law No. 4 for violations of state statutes and rules of the TCEQ. The payment of this penalty and the Respondent's compliance with all the requirements set forth in this Order resolve only the matters set forth by this Order in this action. The Commission shall not be constrained in any manner from requiring corrective actions or penalties for violations that are not raised here. Penalty payments shall be made payable to "TCEQ" and shall be sent with the notation "Re: City of Bartlett, Docket No. 2019-0955-MWD-E" to:

Financial Administration Division, Revenue Operations Section
Attention: Cashier's Office, MC 214
Texas Commission on Environmental Quality
P.O. Box 13088
Austin, Texas 78711-3088

2. The Respondent shall undertake the following technical requirements:
 - a. Within 60 days after the effective date of this Order, conduct an engineering evaluation of the main line and manhole to prevent future discharges along Northwest Front Street and implement the recommended corrective actions.
 - b. Within 75 days after the effective date of this Order, submit written certification, and include detailed supporting documentation including photographs, receipts,

and/or other records to demonstrate compliance with Ordering Provision No. 2.a. The certification shall be signed by the Respondent and shall include the following certification language:

"I certify under penalty of law that I have personally examined and am familiar with the information submitted and all attached documents, and that based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations."

The certification shall be submitted to:

Order Compliance Team
Enforcement Division, MC 149A
Texas Commission on Environmental Quality
P.O. Box 13087
Austin, Texas 78711-3087

with a copy to:

Water Section Manager
Waco Regional Office
Texas Commission on Environmental Quality
6801 Sanger Avenue, Suite 2500
Waco, Texas 76710-7826

3. All relief not expressly granted in this Order is denied.
4. The duties and provisions imposed by this Order shall apply to and be binding upon the Respondent. The Respondent is ordered to give notice of this Order to personnel who maintain day-to-day control over the Facility operations referenced in this Order.
5. If the Respondent fails to comply with any of the Ordering Provisions in this Order within the prescribed schedules, and that failure is caused solely by an act of God, war, strike, riot, or other catastrophe, the Respondent's failure to comply is not a violation of this Order. The Respondent shall have the burden of establishing to the Executive Director's satisfaction that such an event has occurred. The Respondent shall notify the Executive Director within seven days after the Respondent becomes aware of a delaying event and shall take all reasonable measures to mitigate and minimize any delay.
6. The Executive Director may grant an extension of any deadline in this Order or in any plan, report, or other document submitted pursuant to this Order, upon a written and substantiated showing of good cause. All requests for extensions by the Respondent shall be made in writing to the Executive Director. Extensions are not effective until the

Respondent receives written approval from the Executive Director. The determination of what constitutes good cause rests solely with the Executive Director. Extension requests shall be sent to the Order Compliance Team at the address listed above.

7. The Executive Director may, without further notice or hearing, refer this matter to the Office of the Attorney General of the State of Texas ("OAG") for further enforcement proceedings if the Executive Director determines that the Respondent has not complied with one or more of the terms in this Order.
8. This Order shall terminate five years from its effective date or upon compliance with all the terms and conditions set forth in this Order, whichever is later.
9. This Order, issued by the Commission, shall not be admissible against the Respondent in a civil proceeding, unless the proceeding is brought by the OAG to: (1) enforce the terms of this Order; or (2) pursue violations of a statute within the Commission's jurisdiction, or of a rule adopted or an order or permit issued by the Commission under such a statute.
10. This Order may be executed in separate and multiple counterparts, which together shall constitute a single instrument. Any page of this Order may be copied, scanned, digitized, converted to electronic portable document format ("pdf"), or otherwise reproduced and may be transmitted by digital or electronic transmission, including but not limited to facsimile transmission and electronic mail. Any signature affixed to this Order shall constitute an original signature for all purposes and may be used, filed, substituted, or issued for any purpose for which an original signature could be used. The term "signature" shall include manual signatures and true and accurate reproductions of manual signatures created, executed, endorsed, adopted, or authorized by the person or persons to whom the signatures are attributable. Signatures may be copied or reproduced digitally, electronically, by photocopying, engraving, imprinting, lithographing, electronic mail, facsimile transmission, stamping, or any other means or process which the Executive Director deems acceptable. In this paragraph exclusively, the terms: electronic transmission, owner, person, writing, and written, shall have the meanings assigned to them under TEX. BUS. ORG. CODE § 1.002.
11. The effective date of this Order is the date it is signed by the Commission. A copy of this fully executed Order shall be provided to each of the parties.

SIGNATURE PAGE

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

For the Commission

Date



For the Executive Director

12/30/2021

Date

I, the undersigned, have read and understand the attached Order. I am authorized to agree to the attached Order, and I do agree to the terms and conditions specified therein. I further acknowledge that the TCEQ, in accepting payment for the penalty amount, is materially relying on such representation.

I also understand that failure to comply with the Ordering Provisions, if any, in this Order and/or failure to timely pay the penalty amount, may result in:

- A negative impact on compliance history;
- Greater scrutiny of any permit applications submitted;
- Referral of this case to the Attorney General's Office for contempt, injunctive relief, additional penalties, and/or attorney fees, or to a collection agency;
- Increased penalties in any future enforcement actions;
- Automatic referral to the Attorney General's Office of any future enforcement actions; and
- TCEQ seeking other relief as authorized by law.


In addition, any falsification of any compliance documents may result in criminal prosecution.



Signature

9/15/2021

Date



Name (Printed or typed)
Authorized Representative of
City of Bartlett

Mayor

Title

If mailing address has changed, please check this box and provide the new address below:

Instructions: Send the original, signed Order with penalty payment to the Financial Administration Division, Revenue Operations Section at the address in Ordering Provision 1 of this Order.