

Consumer Confidence Report City of Broken Arrow's 2013 Annual Water Quality Report

We're very pleased to provide you our 2013 Annual Water Quality Report (Consumer Confidence Report) as required by the Safe Drinking Water Act (SDWA). This report covers all sampling and testing performed by the two water providers and the City of Broken Arrow between January 1 and December 31, 2013. This report also is designed to provide you details about where your water comes from, what it contains, and how it compares to standards set by regulatory agencies. The information presented is a snapshot of the water quality during the reporting period. We believe in providing you the information as an ongoing effort to educate consumers about the sources of water, quality, and delivery of your drinking water and to keep you informed of the needed improvements to the distribution system infrastructure.

The City's top priority is to provide clean and good tasting water to its customers. Broken Arrow water is safe to drink and free of bacteria and harmful substances. Water treatment and distribution system operators continuously monitor the water throughout the treatment and distribution system. When the water leaves the treatment plant and flows towards Broken Arrow homes and businesses, it not only meets, but surpasses all federal and state requirements for purity. We collect and analyze over 1200 samples each year to ensure the water supplied to homes and businesses is of the highest quality. This report is a summary of the test results from samples taken during 2013. The Environmental Protection Agency (EPA) limits how much of a harmful substance is in the public water supply after water treatment. The Food and Drug (FDA) sets similar limits for bottled water.

Our goal is to provide you a safe and dependable supply of drinking water that meets Federal and State requirements. Over the years, we have dedicated ourselves to distributing drinking water that meets all state and federal standards. As new challenges to drinking water emerge, we remain vigilant in meeting the goals of source water protection, water conservation and community education while continuing to serve the needs of all our water users. Please be assured that we are always available to assist you should you have any questions or concerns about your water.

How to Contact Us

- * For water quality, taste and concerns
 - During business hours (Monday Friday) 918-259-8373
 - After business hours, weekends and holidays 918-259-8400
- * For billing questions: Customer Service (Monday Friday) 918-259-7000 ext. 8409
- * This report can be found on the internet at www.brokenarrowok.gov/2013waterreport

Where Does My Water Come From?

Our primary water supply is the Oklahoma Ordnance Works Authority (OOWA) water treatment plant, Pryor, Oklahoma. This plant draws its raw water from Grand River below Lake Hudson, water quality data is presented in Table 1. Our secondary water source is the City of Tulsa connection at East 41st Street. Water quality data for City of Tulsa is presented as Table II. Both sources of water are introduced in the same distribution system and mixed together.

TABLE 1 – 2013 WATER QUALITY DATA – Oklahoma Ordnance Works Authority

Microbiological Contaminants							
Contaminant	Violation (Y / N)	Highest Level Detected	Range Detected	MCL	MCLG	Likely Source of Contaminant	
Total Coliform Bacteria (System <40 monthly samples)	N	0 positive	0 positive	1 positive	0 positive	Naturally present in the environment.	
Fecal coliform & E. coli	N	N/A	N/A	A routine sample and repeat sample are total coliform positive, and one is also fecal coliform or E. coli	0	Human and animal fecal wastes.	
Turbidity (NTU)	N	0.73	0.03 - 0.73	TT = 1 NTU	N/A	Soil runoff.	
Turbidity (NTU)	Y	< 0.3 NTU 94% of monthly samples		TT < 0.3 NTU in 95% of monthly samples	N/A	Soil runoff.	
Total Organic Carbon	N	1.31 RAA	1.17 – 1.59	> 1.0 Removal ratio running annual average (4Q)	N/A	Naturally present in the environment.	
		Radioch	nemical Cor	ntaminants			
Contaminant	Violation (Y / N)	Highest Level Detected	Range Detected	MCL	MCLG	Likely Source of Contaminant	
Gross Beta (pCi/L) - 2012	N	2.485	2.485 – 2.485	50	0	Decay of natural and man- made deposits.	
Gross Alpha (pCi/L) - 2012	N	0.919	0.919 – 0.919	15	0	Erosion of natural deposits.	
Combined radium 226/228 (pCi/L) - 2012	N	0.762	0.762 – 0.762	5	0	Erosion of natural deposits.	
Uranium (ug/L) - 2012	N	1.0	1.0 – 1.0	30 ug/L	0	Erosion of natural deposits.	

	Inorganic Contaminants								
Contaminant	Violation (Y / N)	Highest Level Detected	Range Detected	MCL	MCLG	Likely Source of Contaminant			
Barium (ppb)	N	47	44 – 47	2000	2000	Discharge of drilling wastes; discharge from metal refineries; erosion of natural deposits.			
Fluoride (ppm)	N	0.99	0.74 – 0.99	4	4	Erosion of natural deposits; water additive which promotes strong teeth; discharge from fertilizer and aluminum factories.			
Nitrate – NO ₃ (ppm)	N	0.45	0.22 – 0.45	10	10	Runoff from fertilizer use; leaching from septic tanks, sewage; erosion of natural deposits.			
Lead (ppb) - 2012	N	9.3 @ 90 th percentile		AL = 15 90% of samples below this level	0	Corrosion of household plumbing systems, erosion of natural deposits.			
Copper (ppm) - 2012	N	0.39 @ 90 th percentile		AL = 1.3 90% of samples below this level	1.3	Corrosion of household plumbing systems, erosion of natural deposits; leaching from wood preservatives.			
	•	Disin	fection By-I	Products					
Contaminant	Violation (Y / N)	Highest Level Detected	Range Detected	MCL	MCLG	Likely Source of Contaminant			
TTHM [Total trihalomethanes] (ppb)	N	54 LRAA	16 – 81	80 locational running annual average (4Q)	N/A	By-product of drinking water disinfection.			
HAA5 [Haloacetic acids] (ppb)	N	44 LRAA	16 – 77	60 locational running annual average (4Q)	N/A	By-product of drinking water chlorination.			
Chlorite (ppm)	N	0.93	0.05 - 0.93	1.0	0.8	Water additive used to control microbes.			
Chlorine (ppm)	N	3.0	0.4 – 3.0	MRDL = 4	MRDLG = 4	Water additive used to control microbes.			
Chlorine Dioxide (ppb)	N	180	0 – 180	MRDL = 800	MRDLG = 800	Water additive used to control microbes.			
		Synthetic	Organic Co	ontaminants					
Contaminants	Violation (Y / N)	Highest Level Detected	Range Detected	MCL	MCLG	Likely Source of Contaminant			
Atrazine (ppb)	N	0.41	0.29 – 0.41	3	3	Runoff from herbicide used on row crops.			

As you can see in Table 1 our system had one violation for turbidity. The duration of the violation was December 9-12, 2013. Turbidity has no health effects. However, turbidity can interfere with disinfection and provide a medium for microbial growth. The organisms include bacteria, viruses and parasites that can cause symptoms such as nausea, cramps, diarrhea and associated headaches. The problem was corrected on December 12, 2013.

Additionally, we have learned through our monitoring and testing that some constituents have been detected. The EPA has determined that your water **IS SAFE** at these levels.

TABLE II – 2013 WATER QUALITY DATA – CITY OF TULSA

This table shows data for samples collected during 2013. Analyses made by professionals after water treatment showed that the levels of all contaminants found were much less than the levels that are cause for concern.

	Level				MCLG		
Regulated Contaminants	Found	Minimum	Maximum	Maximum Contaminant Level (MCL*)	*	Likely Source of Contaminants	
Turbidity Level found			0.20		n/a		
Lowest monthly % meeting regs		100%		TT*=less than 0.3 NTU 95 percent of the time.		Soil runoff.	
Total Coliform Bacteria within distribution system			0.44% (monthly)	Presence of coliform bacteria in more than 5 percent of monthly samples.		Naturally present in the environment.	
Barium	0.051	0.033	0.062	2 parts per million	2	Naturally present in the environment, drilling waste, metal refineries.	
Beta Particles**	2.42	2.17	2.66	50 pCi/L* (4 mrem/yr*)	0	Decay of natural and man-made mineral deposits.	
Chloramines (as total chlorine)	2.4	2.2	2.4	MRDL* - 4.0 parts per million annual average	4	Water additive to control microbes.	
Chlorite	0.11	0	0.21	1 part per million	0.8	By-product of drinking water disinfection.	
Copper		n at the 90th percentile; sites above AL		AL* = 1.3 parts per million (ppm) at 90th percentile		Corrosion of household plumbing systems, erosion of natural deposits, leaching from wood preservatives.	
Fluoride	0.65	0.05	1.1	4 parts per million	4	Erosion of natural deposits, water additive which promotes strong teeth, discharge from fertilizer and aluminum factories.	
Lead	0 ppb at the 90th percentile; 0 sites above AL			AL* = 15 parts per billion (ppb) at 90th percentile		Corrosion of household plumbing systems, erosion of natural deposits.	
Nitrate - Nitrite	0.1	0	0.4	Nitrate=10 parts per million; Nitrite=1 part per million	10; 1	Naturally occurring, fertilizers, sewage treatment plants, leaching from septic tanks.	
Total Organic Carbon	2.0	1.4	2.7	Results are parts per million. MCL is TT*=percent removal	n/a	Naturally found in the environment.	
Haloacetic Acids	21	6	32	60 parts per billion LRAA*	n/a	By-product of drinking water disinfection.	
Total Trihalomethanes	48	23	51	80 parts per billion LRAA*	n/a	By-product of drinking water disinfection.	
Unregulated Contaminants	Average	Minimum	Maximum	Recommended Level		Likely Source of Contaminants	
рН	n/a	7.3	8.4	Aesthetic level 6.5-8.5 s.u.*		Measure of acidity. Naturally present, adjusted in drinking water treatment.	
Chloride	12	10	15	Aesthetic level 250 parts per million		Naturally present, brine from oilfield operations	
Sodium	9.82	7.71	12.4	Standard has not been established		Naturally occurring, urban stormwater runoff or discharge from sewage treatment plants.	
Sulfate	23	4.7	45	Aesthetic level 250 parts per million		Naturally present in the environment.	

^{*}Please refer to definitions

^{**} Data collected September 2010, monitoring frequency is in compliance with regulation

Water Quality Data Table – Sampling Results of the Distribution System

In order to ensure that tap water is safe to drink, EPA prescribes regulations which limit the amount of contaminants in water provided by public water systems. The Table III below lists all the drinking water contaminants that we detected during the calendar year of this report. Although many more contaminants were tested, only those substances listed below were found in your water. All sources of drinking water contain some naturally occurring contaminants. At low levels, these substances are generally not harmful in our drinking water. Removing all contaminants would be extremely expensive, and in most cases, would not provide increased protection of public health. A few naturally occurring minerals may actually improve the taste of drinking water and have nutritional value at low levels. Unless otherwise noted, the data presented in the tables are from testing done in the calendar year of the report. The EPA and the State requires us to monitor for certain contaminants less than once per year because the concentrations of these contaminants do not vary significantly from year to year, or the system is not considered vulnerable to this type of contamination. As such, some of our data, though representative, may be more than one year old. In the tables you will find terms and abbreviations that might not be familiar to you. To help you better understand these terms, we have provided the definitions in this report.

SUBSTANCES THAT COULD BE IN WATER

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally-occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

Contaminants that may be present in source water include

- Microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.
- Inorganic contaminants, such as salts and metals, which can be naturally-occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.
- Pesticides and herbicides, which may come from a variety of sources such as agriculture, urban storm water runoff, and residential uses.
- Organic chemical contaminants, including synthetic and volatile organic chemicals, which are byproducts of industrial processes and petroleum production, and can also come from gas stations, urban
 storm water runoff, and septic systems.
- Radioactive contaminants, which can be naturally-occurring or be the result of oil and gas production and mining activities.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the EPA's Safe Drinking Water Hotline at (800) 426-4791.

In order to ensure that tap water is safe to drink, EPA prescribes regulations which limit the amount of certain contaminants in water provided by public water systems. FDA regulations establish limits for contaminants in bottled water which must provide the same protection for public health.

Health Information

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons, such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune systems disorders, some elderly and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by Cryptosporidium and other microbial contaminants are available from the Safe Drinking Hotline (800-426-4791) or website http://water.epa.gov/drink/hotline.

Lead in Home Plumbing

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. We cannot control the variety of materials used in plumbing components. When your water has been sitting several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at http://www.epa.gov/safewater/lead.

TABLE III City of Broken Arrow 2013 Water Distribution System Water Quality Data [PWSID No. 1021508]

Regulated Contaminants

Disinfectants and Disinfection By Products	Collection Date	Highest Level Detected	Range of Levels Detected	MCLG	MCL	Units	Violation	Likely Source of Contamination
Chlorine	2013	2	1-2	MRDLG = 4	MRDL = 4	ppm	N	Water additive used to control microbes
Halocetic Acids (HAA5)*	2013	52	5.12 – 114	No goal for the total	60	ppb	N	By product of drinking water disinfection
Total Trihalomethanes (TTHM)	2013	61	25.9 – 119	No goal for the total	80	ppb	N	By product of drinking water disinfection
Inorganic Contaminants	Collection Date	Highest level detected	Range of levels detected	MCLG	MCL	Units	VIOLATION	Likely source of contamination
Fluoride	11/08/2010	0.92	0.92 - 0.92	4	4.0	ppm	N	Erosion of natural deposits; Water additive which promotes strong teeth; Discharge from fertilizer and aluminum factories.
Nitrate [measured as Nitrogen]	2013	1.45	1.45 -1.45	10	10	ppm	N	Runoff from fertilizer use, Leaching from septic tanks, sewage; Erosion of natural deposits.
Radioactive Contaminants	Collection date	Highest Level Detected	Range of levels detected	MCLG	MCL	Units	VIOLATION	Likely source of contamination
Beta/photon emitters	8/23/2011	2.99	2.99 – 2.99	0	4	mrem/yr	N	Decay of natural and man-made deposits
Combined Radium 226/228	08/23/2011	0.6	0.6 – 0.6	0	5	pCi/L	N	Erosion of natural deposits
Gross alpha excluding radon and uranium	08/23/2011	0.12	0.12 - 0.12	0	15	pCi/L	N	Erosion of natural deposits

^{*} We were required by EPA to conduct an evaluation of our distribution system. This is known as an Initial Distribution System Evaluation (IDSE) and is intended to identify locations in our water distribution system that have elevated disinfection by-product concentrations. Disinfection by-products (eg HAA5s and TTHMs) result from continuous disinfection of drinking water and form when disinfectants combine with organic matter that naturally occurs in the source water.

Table III City of Broken Arrow 2013 Water Distribution System Water Quality Date [PWSID No. 1021508] (continued)

Turbidity

	Limit (Treatment Technique)	Level Detected	Violation	Likely Source of Contamination
Highest single measurement	1 NTU	0 NTU	N	Soil runoff
Lowest Monthly per cent meeting limit	0.3 NTU	100%	N	Soil runoff

Information Statement: Turbidity is a measurement of the cloudiness of the water caused by suspended particles. We monitor it because it is a good indicator of water quality and the effectiveness of our filtration system and disinfectants.

Total Organic Carbon - The percentage of Total Organic Carbon (TOC) removal was measured each month and the system met all TOC removal requirements set.

Coliform Bacteria

Maximum Contaminant Level Goal	Total Coliform Maximum Contaminant Level	Highest No. of Positive	Fecal Coliform or E. Coli Maximum Contaminant Level	Total No. of Positive E. Coli or Fecal Coliform Samples	Violation	Likely Source of Contamination
0	5% of monthly samples are positive	6.9		0	Υ	Naturally present in the environment

Lead and Copper

(Tap water samples were collected for lead and copper from sample sites throughout the community.)

Lead and Copper	Date Sampled	MCLG	Action Level (AL)	90 th Percentile	# Sites Over AL	Units	Violation	Likely Source of Contamination
Copper	2013	1.3	1.3	0.371	0	ppm	N	Erosion of natural deposits; Leaching from wood preservatives; Corrosion of household plumbing systems
Lead	2013	0	15	0	1	ppb	N	Corrosion of household plumbing systems; Erosion of natural deposits.

About Our Violation (as listed in Table IV)

The City of Broken Arrow was notified by the Oklahoma Department of Environmental Quality that we have violated a drinking water standard in the month of September 2013 for total Coliform bacteria.

In September 2013 we collected 116 samples to test for the presence of Coliform bacteria. Seven (7) or 6% of the samples showed the presence of total coliform bacteria. The standard is that no more than 5% of samples may do so. Whenever we detect coliform bacteria in any sample, we do follow-up testing to check to see if other bacteria of greater concern, such as fecal coliform or E. Coli are present. We did not find any of these bacteria in our subsequent testing, and further testing showed that this problem was resolved.

A public information notice was mailed out on November 6th, 2013, to all City of Broken Arrow water customers informing them of the violation and the corrective action taken.

TABLE IV – VIOLATIONS TABLE

Total Coliform

Coliforms are bacteria that are naturally present in the environment and are used as an indicator that other, potentially-harmful, bacteria may be present. Coliforms were found in more samples than allowed and this was a warning of potential problems.

Violation Type	Violation Begin	Violation End	Violation Explanation
MCL (TCR), Monthly	09/01/2013	09/30/2013	Total coliform bacteria were found in our drinking water during the period indicated in enough samples to violate a standard.
MONITORING (TCR), REPEAT MAJOR	08/01/2013	08/31/2013	We failed to collect follow-up samples in response to finding total coliform bacteria in a routine sample. Because of this failure, we cannot be sure of the quality of our drinking water during the period indicated.
MONITORING (TCR), REPEAT MAJOR	09/01/2013	09/30/2013	We failed to collect follow-up samples in response to finding total coliform bacteria in a routine sample. Because of this failure, we cannot be sure of the quality of our drinking water during the period indicated.

PUBLIC NOTIFICATION RULE VIOLATION EXPLANATION

The City of Broken Arrow collected and tested the water samples from eight EPA approved sites for disinfection byproducts as part of the scheduled Stage 2 Disinfectants and Disinfection By-product Rule Operational Evaluation.

The test results for May 8, 2012 showed the City's water system exceeded the normal levels of HAA5. Subsequent water samples tested in August 2012, November 2012 and February 2013 indicated City's water supply tested within normal limits.

A public information notice was mailed out on February 20, 2013, to all City of Broken Arrow water customers informing them of the violation and the corrective action taken.

TABLE IV - VIOLATIONS TABLE

Public Notification Rule

The Public Notification Rule helps to ensure that consumers will always know if there is a problem with their drinking water. These notices immediately alert consumers if there is a serious problem with their drinking water (e.g., a boil water emergency)

Violation Type	Violation Begin	Violation End	Violation Explanation
PUBLIC NOTICE RULE LINKED TO VIOLATION	01/28/2013	2013	We failed to adequately notify you, our drinking water consumers, about a violation of the drinking water regulations.

Abbreviations and Definitions

AL (Action Level)

The concentration of a contaminant that, if exceeded triggers treatment or other requirements that a system must follow.

MCL (Maximum Contaminant Level)

The highest level of a contaminant in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

MCLG (Maximum Contaminant Level Goal)

The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

MRDL (Maximum Residual Disinfectant Level)

The highest level of a disinfectant allowed in the drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

MRDLG (Maximum Residual Disinfectant Level Goal)

The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

NA (Not applicable)

ND (Not detected)

NTU (Nephelometric Turbidity Units)

Measurement of the clarity, or turbidity, or water. Turbidity in excess of 5 NTU is just noticeable to the average person.

Parts per million (ppm) or milligrams per liter (mgpl)

One part substance per million parts water.

Parts per billion (ppb) or micrograms per liter (UG/L)

One part substance per billion parts water.

pCi/L (pico curies per liter)

A measure of radioactivity.

TT (Treatment technique)

A required process intended to reduce the level of a contaminant in drinking water.

Mrem/yr (Millograms per year)

A measure of radiation absorbed by the body

SU (Standard Units)

LRAA (Locational Running Annual Average)

Average

LT2ESWTR

Long Term 2 Enhanced Surface Water Treatment Rule

Stage 2 DBPR

Stage 2 Disinfection By-Product Rule

UCMR2

Unregulated Contaminants Monitoring Rule 2

About Our Verdigris Water Treatment Plant

A new state of the art microfiltration treatment plant has been constructed to replace the approximate 47 year old conventional plant. The new treatment plant is rated for an average treatment capacity of about 20 million gallons per day. Our backup water supplies are the City of Tulsa connection at 41st Street and the 36" supply line from OOWA. Some improvements are in the planning stage to condition the OOWA water before it can be blended with the Verdigris River water. The blending conditioning project when fully completed will provide the citizens of Broken Arrow a reliable, dependable supply of water to meet our future needs. The overall project is estimated to be about \$60 million.

About Our Water Distribution System

The water treated at the Verdigris treatment Plant is blended with water purchased from OOWA and City of Tulsa. The finished water is distributed through a network of pipes; pipes sizes range from 1" to 48" diameter. Total length of buried pipes is about 670 miles and comprise of an assortment of pipe materials.

Distribution operators are also tasked in the operation and maintenance of various appurtenances scattered throughout the distribution system. The most visible component is the 10,000 (estimated) fire hydrants that is needed for both firefighting and also for line flushing for maintaining water quality. A project is being undertaken by City crews to test and refurbish about 1000 hydrants each year.

The water distribution system has six offsite storage facilities located throughout the system. The total storage capacity is estimated to be 11 million gallons (MG) and combined with the 6 MG tank at the water plant provides a total capacity of 17 MG. The stored water enables the system to meet peak daily demands and intermittent demands imposed on the system.

Several much needed improvement projects are in the planning stage and shall be implemented as funding becomes available, some of the initial projects are:

- The construction of a new elevated storage tank to meet growth related increase in the south side
- The phased refurbishment of six steel storage tanks; the three tanks on Tiger Hill were constructed in 1964, 1976 and 1980.
- Looping of dead end water lines to improve water quality and meet fire flow demands
- Replacement of deteriorated and aging water lines throughout the system.

How Can I Get Involved?

The Broken Arrow Municipal Authority is responsible for the operations of the City's water system. The Utilities Department is charged with the day to day operations of the water utility. If you want to learn more about the Authority and/or the water utility, you may attend any of the regularly scheduled meeting at City Hall (220 South 1st Street) on the first and third Tuesday of each month at 6:30 p.m.

Questions?

For more information about this report or for any questions pertaining to your drinking water, please contact Anthony Daniel, Director of Utilities, City of Broken Arrow, P.O. Box 610, Broken Arrow, OK 74013. Phone (918) 259-7000, ext. 7375, fax, (918) 259-8453, email, adaniel@brokenarrowok.gov, website www.brokenarrowok.gov/2013waterreport.

Electronic Delivery of CCR/Water Quality Report

EPA has advised water system operators that future delivery of CCRs can be accomplished utilizing an electronic delivery method. This approach is to reduce mailing costs and at the same time improve readership of CCRs. This proposed method consumes less of natural resources, including paper for printing about 36,200 paper copies. A URL will be prominently displayed on the water bill and the "Focus newsletter" mailed out each month to all the City's water customers advising them that the CCR can be viewed by accessing the above direct link. Similar message shall be posted on the City of Broken Arrow web page. Customers wishing to receive a paper copy may contact the Utilities Department.