



CITY OF GROVELAND  
156 S. LAKE AVENUE  
GROVELAND, FL 34736

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Groveland City Council  
City Manager Report  
August 3, 2015

**Pending Action items:**

- Work Session Schedule - There are a number of work sessions that have to be scheduled. The following topics / issues need to be scheduled:
  - Water Rate Study and Water Related Issues needs occurred at the Lake David Center (July 28. 2015).
  - Budget Workshop 1 Service Level - General Fund Budget and Presentation on Retail Strategies Proposal (Thursday August 6th, Meeting Starts at 3:00 pm - Location: Lake David Center).
  - Budget Workshop 2 Capital Improvement Plan and Presentation on Public Private Partnership / Municipal Complex. (Thursday August 6th, Meeting Starts at 5:00 pm - Location: Lake David Center).
  - Community Redevelopment Agency (CRA) Retreat and Budget Workshop - Redevelopment Plan Review and Budget Priority Session. (Monday August 10th, Meeting Starts at 1:00 pm - Location: Lake David Center).
  - Budget Workshop 3 (If needed) August 11th - September 8th
  
- Water Issues and Water Rate Study Work Session - Anticipated in the next council cycle, staff will recommend an action plan for approval as a resolution. The action plan will detail the next steps needed to pull together the initial data that will be needed to commence a verifiable Water Rate Study. The action plan will include a total of 6 tasks with a total of 44 actions items. It will include investigation, examination, review and report of the follow utility functions:
  - Treatment System
  - Distribution System - metered uses
  - Distribution System - unmetered uses
  - Summary Report of Water Use
  - Unaccounted Water Survey
  - Leak Detection Evaluation

Due to recent operational discoveries, staff expects that the audit process may be able to be expedited, and not require the originally anticipated 3 months to conclude. Continued positive movement could allow the city to seek a new RFQ for a Water Rate Study as early as October 2015. Please note that the Water Rate Study will have to be done by an outside consulting firm, therefore we will need to budget an estimate of \$35,000 - \$40,000. Please find attached a copy of the power point presentation that lead the workshop discussion (attachment 1).

### **Report from the Desk of the City Manager:**

- The Economic Development Office has reached an agreement on an initial draft development agreement with CaptiveAire; which anticipates expanding their current manufacturing plant by approximately 36,000 sq feet. This expansion is expected to bring an additional 8 full time employees; thus, rising the potential plant capacity to 80 employees. The next step is have the draft go through legal review. After legal review the Development Agreement will come before City Council for consideration.
- Police Citizen Advisory Board (CAB) - The City Manager's Office is moving forward with interviews of interested citizens who has expressed interest of volunteering on the CAB ; due to the number of interested citizens, citizens that have already submitted applications and have undergone satisfactory background reviews and interviews will be considered first for serving on the seven member board. Should there be vacant positions after the initial selection process those positions will be available for applicants who submit this date forward.

### **Follow-up / Reminder Items:**

- The City Manager's Office continues to accept new ideas from citizens, city staff, and community stakeholders, as the City moves forward with establishing itself as a "Premier City". The city will continue to benchmark programs, initiatives, and services against the top 10 small communities that have been identified by CNN Money "America's Best Places to Live". These communities are not only thriving economically, they are also maximizing family friendly amenities, well ran government, and strong community involvement. Anyone interested in learning more are encouraged to contact the City Manager's Office at (352) 429-2141 x250.
  1. Sharon, Massachusetts - (781) 784-1500 [www.sharonma.org](http://www.sharonma.org)
  2. Louisville, Colorado - (303) 666-6565 [www.louisvilleco.gov](http://www.louisvilleco.gov)
  3. Vienna, Virginia - (703) 255-6300 [www.viennava.gov](http://www.viennava.gov)
  4. Chanhassen, Minnesota - (952) 227-1100 [www.ci.chanhassen.mn.us](http://www.ci.chanhassen.mn.us)
  5. Sherwood, Oregon - (503) 625-5522 [www.sherwoodoregon.gov](http://www.sherwoodoregon.gov)
  6. Berkeley Heights, NJ - (908) 464-8150 [www.berkeleyheightstwp.com](http://www.berkeleyheightstwp.com)
  7. Mason, Ohio - (513) 229-8500 [www.imaginemason.org](http://www.imaginemason.org)
  8. Papillion, Nebraska - (402) 597-2000 [www.papillion.org](http://www.papillion.org)
  9. Apex, North Carolina - (919) 249-3400 [www.apexnc.org](http://www.apexnc.org)
  10. West Goshen Township, PA - (610) 696-0900 [www.wgoshen.org](http://www.wgoshen.org)

### **Events:**

#### ***Box Car Race August 29th***

The City of Groveland is looking for energetic, dedicated individuals, who are not afraid of a little fun! With the 2015/2016 race schedule set to begin in August, we are in need of volunteers to help make this program a success. This is an opportunity to promote families working together to teach young people basic skills of workmanship along with the spirit of competition. For more information please contact Race Director, John Bomm at [www.cmboxcarracing.com](http://www.cmboxcarracing.com) or call 352-708-4207.

# Work Session

## Water Issues and Water Rate Study

### Topics:

#### Fundamental Assumption

#### Key Issues

#### Areas of Concern / Focus

- \*Water Audit
- \*Water Meter Audit
- \*Water Rate Study

#### Water Conservation

- \*Storm Water Management
- \*Alternative Ground Cover
- \*Rain Water Harvesting

#### Next Steps

## Fundamental Assumption

- Provide citizens and customers with a service while promoting fiscal responsibility, orderly growth and redevelopment, and protection and preservation of the environment.
- Water is a limited Resource and Currently Groveland is nearing its permitted water quantities limited in the North Potable Water Service Area



## Fundamental Assumption

- A Water & Sewer Utility is essentially a business and therefore, should be operated accordingly.
- Considered a business-like activity of government.
- Cost of providing and maintaining service should be recovered from water and sewer revenues.



## Key Issues

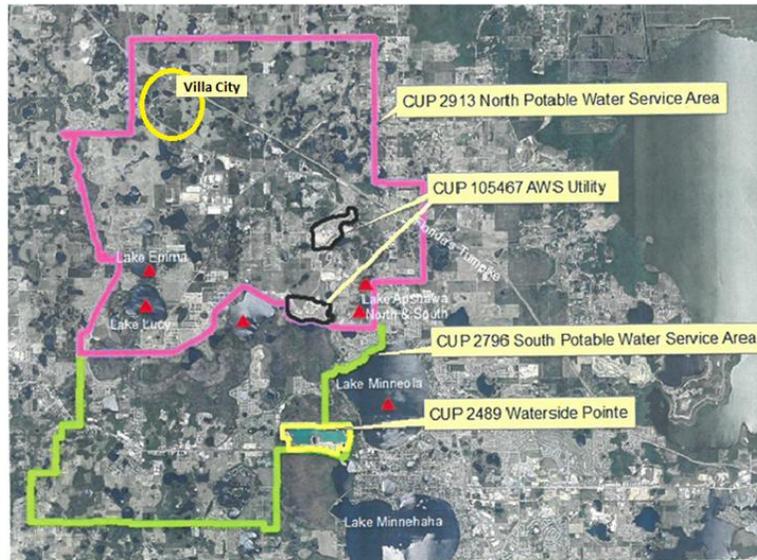
- Fast Growing Community with sprawling infrastructure.
- Water Supply vs. Growth Demands
- Reclaim Treatment vs. Potable Treatment
- Lack of Institutional Knowledge
- Billing Technology / Data Gathering



## Key Issue - Villa City

(An anticipated 5,000 dwelling unit development)

### CUP Service Area and Minimum Flow Level (MFL) Water Body

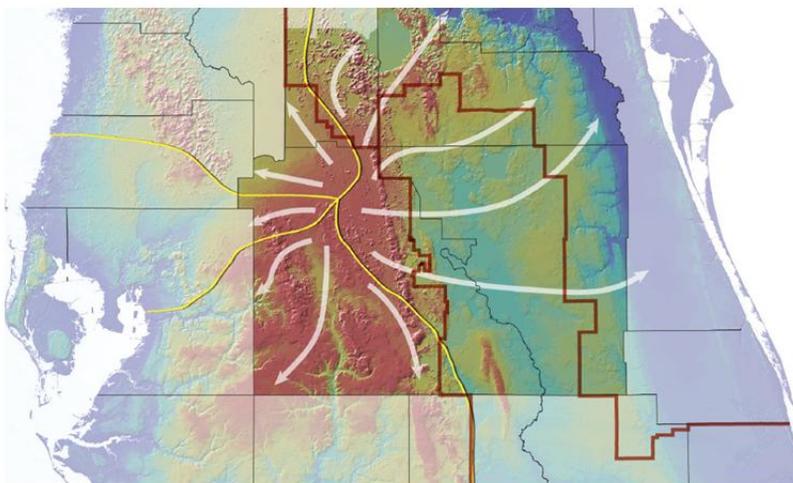


Consumptive Use Permit (CUP) regulates the amount of water allowed to be pumped by the City Utility



## Key Issue - Villa City

The high elevation of our community makes water supplies challenging due to The water's tendency to flow to the lower regions of the state.



## Areas of Concern / Focus

(Strategy to Move Forward)

Water Audit

Water Meter Audit

Water Rates



Water Conservation



## Water Audit

(What is the purpose of a Water Audit)

- ❖ Utilizing Standard Terminology. The first step of a water audit control program is to determine the baseline of water production vs. billable usage and unbillable loss.
- ❖ Identifies and quantifies. The production vs. billable uses unbillable loss from a water system.
- ❖ Addressing the intervention process. Based on the findings of the water audit, determine and implement the require controls to identify production vs. billable usage and unbillable loss through improved management programs.
- ❖ Continuous Evaluation of The step used as performance indicators to determine The success of the chosen intervention actions. Adjust as methodology as required.
- ❖ Prioritize and implements water efficiency projects. Implement and monitor operational changes. Evaluate and continuously monitor production vs. billable usage and unbillable loss.



## Water Meter Audit

The purpose of a meter survey is to determine a potential correction factor for metered water use by testing a random sampling of Meters of various ages.

- 1) Meter audit to ensure all meters are installed per the standard installation methods
- 2) Implement a meter inspection and maintenance program.
- 3) Ensure electronic metering reading equipment and transmitters are performing to specification and to be operated by trained and qualified personnel.
- 4) Ensure all municipal water are being correctly metered and users are billed.
- 5) Ensure all municipal water that is unbillable is accurately accounted for.



## Water Meter Audit

St. Johns Regional Water Management District requires a Meter Sampling of 100 as a portion of an over all water audit. Staff is seeking to take a more stringent approach.

Meter System  
≈ 5000 approx.

We will be choosing a sampling of approximately 500 meters which will establish a confidence level of 93% - 95%.

Taking a sampling  
392 – 90% confidence

536 – 95% confidence

859 – 99% confidence



# Water Rates

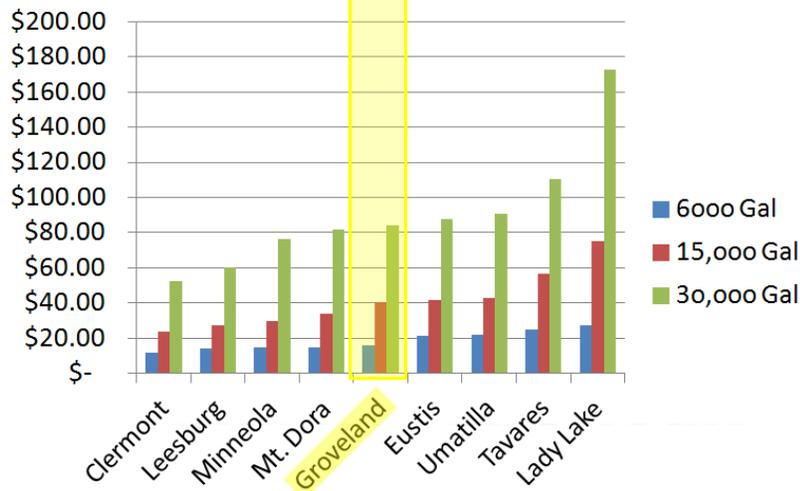
## (Mission Statement)

Municipal Water Rates should be based on Accurate production and unit production Cost vs. billed usage and unbilled usage  
Less new capital improvements that should have or should be funded through Water, Waste and Reclaimed Water Impact Fees.



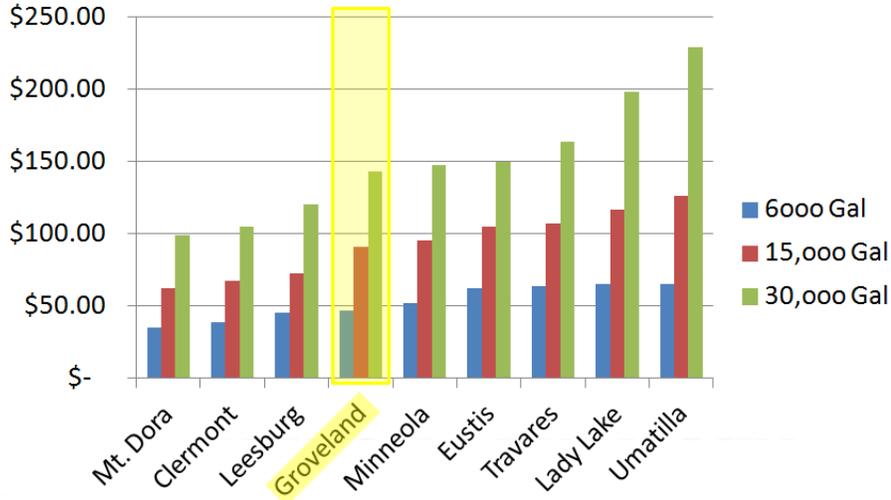
# Area Comparisons

## (Water Rates)



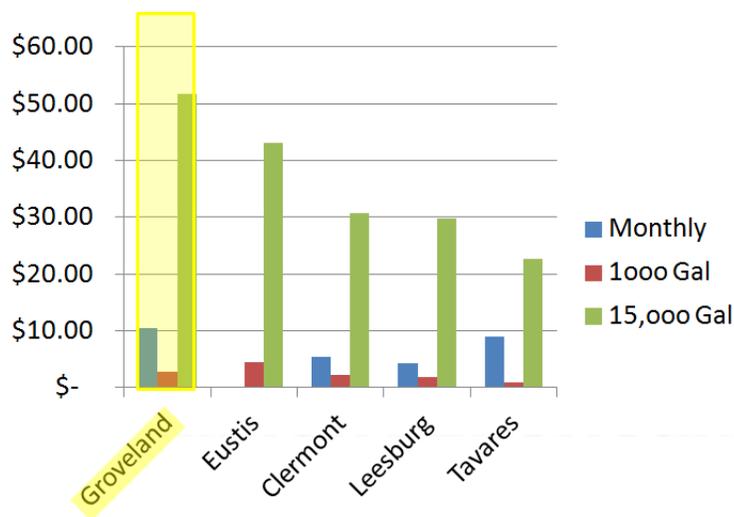
# Area Comparison

## (Sewer Rates)



# Area Comparison

## (Reclaim Water Rates)



## Water Conservation

(Currently in Motion)

- Completed Water Star Certification May 2015
- Irrigation Audits
- Patrol Subdivisions for violators of our Irrigation Ordinance (2009-03-09) and educate customers on proper watering.
- Review new Irrigation and landscaping plans new homes
- New Construction Irrigation Inspection (cert. of occupancy)
- Review of Landscape Ordinance



## Stormwater Management

Activities or structural improvements that help reduce the quantity and improve the quality of Stormwater runoff which may include treatment, retention, detention and practices to control site runoff, drainage, stormwater disposal, or reuse of stormwater storage.



Gage Park Master Plan & Storm Water Management Plan

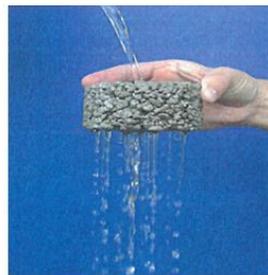


# Stormwater Management

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# Water Conservation (Pervious Surfaces)



# Water Conservation

UNIVERSITY OF  
**LOUISVILLE**  
CENTER FOR  
INFRASTRUCTURE RESEARCH

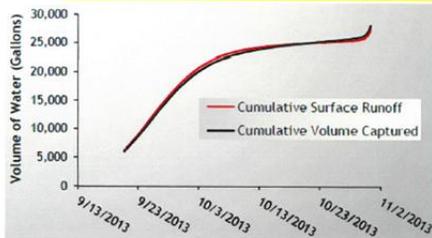
**TITAN**  
FLORIDA

## Low Cost Stormwater Volume Reduction

Characteristic	Control 19H	Control 19G
Drainage Area (acre)	0.27	0.72
Impervious %	59%	61%
Impervious Area: Control's Area	<b>16:1</b>	<b>20:1</b>
Control's Length (ft)	55	120
Control's Width (ft)	8	8

**PAVE  
DRAIN**  
PERMEABLE PAVEMENT

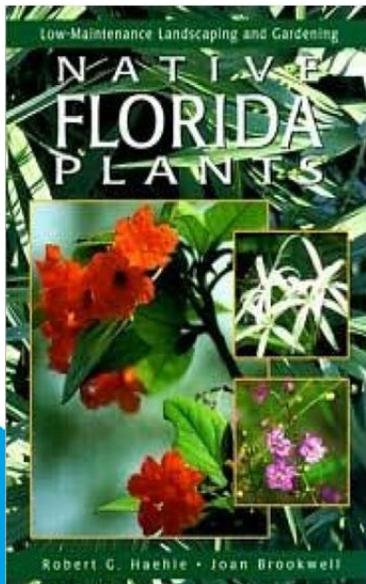
Volume Captured in 1<sup>st</sup> year:  
~250,000 Gallons



Full Report Available at [www.pavedrain.com](http://www.pavedrain.com)  
FL Contact: Greg Strickland 561-904-7013 [Gstrickland@titanamerica.com](mailto:Gstrickland@titanamerica.com)



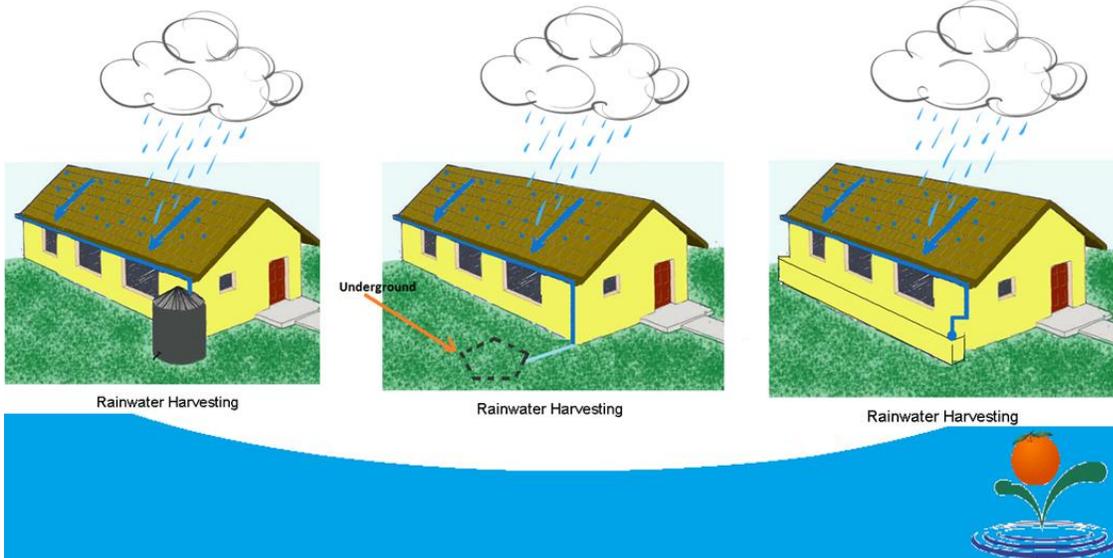
# Water Conservation (Alternative Ground Cover)



Artificial Grass



# Water Conservation (Rain Water Harvesting)



# Water Conservation (Rain Water Harvesting)

Systems that can join many roof tops



## Water Conservation (Rain Water Harvesting)



Irrigation is often considered, but better uses could include toilets and washer machines



## Recommended Next Steps

Conduct Both Operational Examination

Water Audit

Water Meter Audit

Before we move forward with an  
Water Rates Study



