



MONTHLY STATUS REPORT

February 2022
City of
Groveland, FL



On February 18th, Woodard & Curran Staff attended hands-on operations and maintenance training on the newly installed headworks screening equipment at the Sampey WWTP.

Prepared for:
T.J. Fish, Director of
Transportation and
Public Works

woodardcurran.com

1.	ADMINISTRATIVE	1-1
1.1	Woodard & Curran Regional Office	1-1
1.2	Meetings.....	1-1
2.	COST SAVINGS.....	2-1
2.1	Cost Savings and System Improvements	2-1
2.2	Previous Cost Saving Measures:.....	2-1
2.3	Ongoing Cost Saving Measures:.....	2-2
3.	PLANT SAFETY	3-1
3.1	Lost Time Accidents	3-1
4.	ENVIRONMENTAL COMPLIANCE	4-1
4.1	Compliance.....	4-1
4.2	Industrial Pretreatment Program Update.....	4-1
4.3	Ongoing.....	4-1
4.4	Upcoming.....	4-2
4.5	Operations	4-2
5.	CONSTRUCTION PROJECTS	5-1
5.1	Construction.....	5-1
5.2	Construction Photos-See Attached PowerPoint.....	5-2
5.3	Utility Locates	5-2
6.	PLANT OPERATIONS	6-1
6.1	Wastewater Treatment.....	6-1
6.2	Water Treatment Plant Flows	6-2
7.	BIOSOLIDS	7-1
8.	MAINTENANCE	8-1
8.1	Maintenance	8-1
8.2	Ongoing.....	8-1
9.	FINANCIAL UPDATE	9-1
10.	WORK ORDER MANAGEMENT	10-1
11.	WOODARD & CURRAN ASSET MANAGEMENT	11-1
12.	STAFFING	12-1
12.1	Corporate Support.....	12-1
12.2	Project Staff, Title and Certifications	12-2
12.3	Woodard & Curran’s Mission and Values	12-3

TABLE OF CONTENTS

Table 6.1:	Sampey WWTP Flows & Loads
Table 6.1.2:	Sunshine WWTP Flow & Loads
Table 6.2:	Groveland Water Production
Table 7.1	Biosolids Dewatering
Table 9.1	Financials
Table 10-1:	City Hall Work Order Management

FIGURES

Figure 6-1:	Sampey WWTP
Figure 6.1.2:	Sunshine WWTP
Figure 6.2:	WTP 1
Figure 6.2.2:	WTP 2
Figure 6.2.3:	WTP 3
Figure 6.2.4:	WTP 5
Figure 10.1:	City Hall Work Order Management
Figure 11.1:	Maintenance History Report

EXECUTIVE SUMMARY

This Monthly Status Report covers the reporting period from February 1st, 2022, through February 28th, 2022.

“SAFETY” is always the number one priority at Woodard & Curran. As of December 22nd, Woodard & Curran staff has worked sixty-nine (69) days with no “loss time” accidents.

In February, Staff completed thirty-three (33) Right-of-Way (R.O.W.) inspections for new homes. Along with completing four hundred twenty-five (425) locates line locates for construction.

From February 1st, 2022, through February 28th, 2022, Woodard & Curran staff completed nine hundred and one (901) work orders utilizing our Computerized Maintenance Management System (CMMS), Utility Cloud.

The Sampey Road Wastewater Treatment Plant and Sunshine Wastewater Treatment Plant continue to produce quality Public Access Reclaimed (PAR) water that is being discharged to both of their respective Reclaimed Water Service Areas. There were zero (0) violations to report in February and there were zero (0) number of days of non-PAR Water released to the RIBs or spray field.

In February, contractors installed the new headworks screening at the Sampey WWTP. Wastewater screening equipment is vitally important to a successful treatment process

1. ADMINISTRATIVE

1.1 Woodard & Curran Regional Office

Woodard & Curran's local office location:
 210 S. Florida Ave., Suite 220
 Lakeland, Fl. 33801

1.2 Meetings

Date:	Attendee (s)	Topic of discussion
2/01/2022	Woodard & Curran Staff and City of Groveland Staff	Pre-app Meetings with Developers
2/03/2022	Woodard & Curran O&M Staff and Engineers	Progress review on Waterside Pointe Irrigation Station Project
2/03/2022	Woodard & Curran Staff and Drylet Staff	Drylet Pilot Project Review
2/07/2022	Woodard & Curran Staff and City of Groveland Staff	SouthWaste Permit Application Review
2/08/2022	Woodard & Curran O&M Staff and Reliability Playbook Staff	Maintenance Program Progress and Upcoming Maintenance Presentation
2/10/2022	Woodard & Curran Staff and Ferguson Water Works	Upcoming Meter Change-out Program
2/10/2022	Woodard & Curran Staff and City of Groveland Staff	SouthWaste Permit Review
2/10/2022	Woodard & Curran Staff and City of Groveland Staff	Utility Billing Issues and Improvements
2/14/2022	Woodard & Curran Staff and SCADA Team	SCADA Projects and Task Review
2/14/2022	Woodard & Curran Staff and City of Groveland Staff	SouthWaste Permit Review
2/15/2022	Woodard & Curran Staff and City of Groveland Staff	Two Pre-app Meetings with Developers
2/16/2022	Woodard & Curran Staff and City of Groveland Staff and FDOT	S.R. 19 Resurfacing Project
2/16/2022	Woodard & Curran Staff and City of Groveland Staff	SouthWaste Permit
2/16/2022	Woodard & Curran Staff and City of Groveland Staff	Pre-app Meetings with Developers
2/17/2022	Woodard & Curran Staff and City of Groveland Staff and SouthWaste Staff	Show Cause Hearing
2/17/2022	Woodard & Curran Staff and Drylet Staff	Drylet Pilot Project Review
2/18/2022	Woodard & Curran O&M Staff and Engineers	Water and Wastewater Design Project Kickoff meeting
2/22/2022	Woodard & Curran Staff and City of Groveland Staff	Three Pre-app Meetings with Developers
2/23/2022	Woodard & Curran Staff and City of Groveland Staff	Utility Billing Issues/ Billing Data Review
2/24/2022	Woodard & Curran Staff and City of Groveland Staff and HALF Engineers	Utility Operations Building Design Kickoff meeting
2/24/2022	Woodard & Curran Staff and City of Groveland Staff	Utility Billing Issues

2. COST SAVINGS

2.1 Cost Savings and System Improvements

- Woodard & Curran staff continue to explore cost saving measures while providing excellent service.

2.2 Previous Cost Saving Measures:

- Woodard & Curran staff, Craig Raines, sought several bids to secure a laboratory to perform all required testing and analysis for water and wastewater compliance. A new certified lab was chosen which offers a courier service seven days a week. The cost of the lab analysis was significantly reduced, and two (2) man hours were saved daily due to the courier service and staff relinquishing the need to deliver samples daily.
- Woodard & Curran staff identified significant cost savings at the Sunshine WWTP with regards to carry water of the Chlorine feed to the Chlorine Contact Chamber (CCC). The supply water was changed to reclaimed water from potable water which will significantly lower potable water consumption at that site. In January two million (2,000,000) gallons of potable water were used. In January 2020, as a result of this change, only six thousand (6,000) gallons were used, a savings of two million gallons (2,000,000) gallons per month was achieved.
- Woodard & Curran staff identified excessive chlorine usage at the Sunshine WWTP. A recirculation pump was installed that circulates flow during low flow periods thus creating a complete homogenous mix of the Chlorine solution. To date, the feed rate at this location has been lowered 30% on average.
- Woodard & Curran staff identified three surplus utility vehicles and returned them to the City of Groveland for use in the Public Works department. This saved the utility department over \$300 per month on vehicle insurance.
- Woodard & Curran staff, Pash Dhanraj, was able to combine reading both Neptune and Sensus systems at the same time. This reduced the total meter reading effort from ten (10) days to just under two (2) days. This savings reduced fuel consumption and labor hours. The project intends to utilize the additional labor hours toward maintenance tasks and meter repairs.
- Woodard & Curran staff received a proposal from Synagro, a sludge dewatering company. When comparing Synagro's proposal to our current sludge hauling rate, it is estimated to provide over \$50,000 a year in savings for the City.
- Woodard & Curran staff, Craig Raines, found cost savings by reducing sampling at the Sunshine WWTP from seven (7) days a week, to four (4) days a week. After consulting with TJ Fish, Woodard & Curran staff proceeded with a minor permit revision for the Sunshine Parkway WWTP. This revision resulted in a great reduction in lab analysis cost, as well as, reducing the man hours needed to collect samples.
- Joe Geary, Area Manager with Woodard & Curran reached out to all O&M projects throughout Woodard & Curran, asking if any project could use or wanted two Gorman-Rupp self-priming centrifugal pumps and motors. After an internal discussion with the team, we determined that we could modify one of the pumps to replace an outdated scum pump which needed repairs at the Sunshine wastewater treatment plant. The current scum pump needs new bearing and a shaft, costing

around \$3,000 dollars. The only cost associated with the pumps and motors was shipping, at \$1200. This provided a cost savings estimated around \$1,800.

- The City approved Woodard & Curran staff to hire contractors to replace outdated inefficient halogen lights in the Utility Warehouse. The new lights are LED lights that use less energy while providing better lighting.
- Woodard & Curran staff explored a pilot program with Nexom Filtration Company. This was a cost-free program that could provide cost savings at the Sampey WWTP with advance filtration and screening technology. The equipment arrived in May 2021 and ongoing sampling and data collection has been complete as of February 2022

2.3 Ongoing Cost Saving Measures:

- Woodard & Curran staff is exploring a pilot program with Drylet. This product combines advanced material science and microbiology in its patented microbe-delivery platform that accelerates any biological process. The dry-to-the-touch biocatalysts are loaded with billions of carefully selected microbes to digest organic waste, overcome undesirable bacteria, or remediate oil spills. Significantly higher microbe counts and more effective delivery process than traditional bioremediation translates into reliable results. This program could provide substantial cost savings at Sampey WWTP with its advanced biological process to reduce solids in our wastewater which in return will also reduce the City's sludge hauling cost.
- In April 2021 Paul Dufresne with Reliability Playbook, a predictive maintenance company, provided a cost-free evaluation of equipment at all our water and wastewater plants. This evaluation included vibration analysis and oil sampling of pumps and motors. We have since contracted Reliability Playbook to evaluate our preventative maintenance program and provide recommendations for improvements to maximize our efforts of asset management. Since the implementation of this joint effort, we now have historical data on all critical assets at all the Groveland water and wastewater facilities. We have standardized our lubricants to meet our equipment recommendations and eliminate the risk of confusion by having multiple different brands of lubricants. We are currently working on creating Standard Maintenance Procedures (SMP) for all critical assets at all the Groveland facilities. The SMPs include critical information and steps to complete the maintenance on each specific asset. This information includes safety requirements while conducting maintenance, equipment/ materials required, the amount of lubrication required and the frequency. Following these SMPs will ensure proper maintenance procedures are followed every time the equipment is being serviced.

Preventative and Predictive Maintenance is a crucial part of any great asset management program. The goal of this program is to establish consistent practices aimed at improving the performance and safety of our equipment at all water and wastewater facilities in Groveland. Using the proper lubricant and the right amount at the right time will improve the life expectancy of our equipment and avoid expensive emergency breakdowns. As we continue to advance our Preventative and Predictive Maintenance Program, we can see a shift from reactive to proactive maintenance. Overall, providing cost savings to the City of Groveland

3. PLANT SAFETY

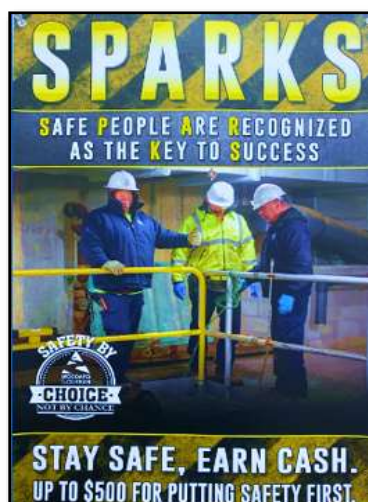
As of December 22nd, 2021, Woodard & Curran staff has worked sixty-nine (69) days with no “loss time” accidents.

As an environmental services firm, the “protection of human health and the environment” is of utmost importance to Woodard & Curran. Our commitment to safety requires working in partnership with one another and our clients. While leadership’s role is critical, everyone must be connected to and have personal value for creating a safe and healthy work environment. We seek employee participation while integrating our client’s requirements and expectations.

- In February, staff completed daily safety talks, Lessons Learned, and Pure Safety Training. Lessons Learned: a monthly meeting in which companywide accidents and incidents are shared in detail, explaining how coworkers can apply the lessons learned to work situations. Pure Safety Training covered back injury awareness. More than one million workers suffer back injuries each year. Back injuries account for one of every five workplace injuries.
- Health & Safety Hub, The HUB is a software system that integrates many of the existing H&S processes into one easy to use system. A single site for employees to access Health & Safety information, also, allowing users to input incidents, vehicle accident reporting, near misses and good catch observations

3.1 Lost Time Accidents

- There were no “Loss Time” accidents reported at either of the 2 wastewater facilities.
- There were no “Loss Time” accidents reported at any of the 59 wastewater lift stations.
- There were no “Loss Time” accidents reported at any of the 5 water treatment facilities.



4. ENVIRONMENTAL COMPLIANCE

4.1 Compliance

During the month of February, W&C staff collected Disinfection By-product (DBP) samples for the Groveland Water Department system. DBPs result from chemical reactions between organic matter in water with chemical treatment agents (chlorine) during the water disinfection process. DBPs are suspected to be carcinogenic.

Several other routine water and wastewater samples were collected and analyzed to ensure that we provide safe drinking water and help to protect our environment.

4.2 Industrial Pretreatment Program Update

In January 2019, the City of Groveland's City Council approved the creation of an Industrial Pretreatment Program (IPP). Since its inception, 3 IPP permits have been issued. Among those permitted under this program are SouthWaste, Dominos Distribution, and Niagara Bottling. In July 2021, SouthWaste's IPP permit expired, and a new permit application was submitted. After W&C staff reviewed & toured SouthWaste's facility, a meeting occurred between W&C staff and SouthWaste's staff concerning the need to bring SouthWaste into full compliance prior to a new permit being issued. A Show Cause Hearing was held on February 17th at which time SouthWaste presented an overview of corrective actions and submissions from various contracting companies that can build/install additional treatment equipment. Sewer service for SouthWaste was suspended on February 18th and will remain so until such time as they come into full compliance. A portable composite autosampler was received for use with IPP permittees to verify compliance. W&C staff also identified the need to include Ryder and sent an IPP introduction letter and application. The application has since been received and is being reviewed by W&C staff.

In August 2020, the City of Groveland's City Council approved a new chapter to be added to the Sewer Use Ordinance for Fats, Oils, and Grease (FOG). This new chapter is intended to manage the maintenance and pumping of grease interceptors at local food service establishments. This will help to reduce concentrations of grease that is discharged to the POTW. In September 2021, staff sent out permit applications to local businesses identified as food service establishments. W&C staff have been in contact with those businesses that have already submitted their applications to schedule initial inspections of the interceptors. FOG permits for the users who have had their inspections completed will be issued in February.

4.3 Ongoing

The Woodard & Curran Engineering staff was collecting data and creating GIS maps for the Utility Master Plan. The Utility Master Plan is intended to be a roadmap for the City in order to provide a safe and reliable water supply, wastewater, and reclaim water services for future and existing customers, while using funds in the most efficient and responsible way possible. System condition assessments and model simulations were used to identify existing deficiencies and to recommend improvements to mitigate these deficiencies as well as meet future growth in demands as the system is expanded. The improvements necessary to address those deficiencies will be identified in a Capital Improvement Plan (CIP), prioritized, and phased over short-term, long-term, and build-out conditions. A financial examination of the Utility

will also be conducted, including recommendations on financial strategies to fund the CIP as well as an examination of operational and maintenance costs of the utility system. A draft Utility Master Plan was submitted to Council in February for review

4.4 Upcoming

In February, contractors installed the new headworks screening at the Sampey WWTP. Wastewater screening equipment is vitally important to a successful treatment process. These products are designed to protect significant capital investments in downstream processes. In addition to the screening equipment, a hot water wash system will be installed to help remove grease from the screen. The equipment is in production and will be installed in the upcoming months.

4.5 Operations

Both Wastewater Treatment Plants continue to produce quality Public Access Reclaimed (PAR) Water, that is being discharged to the respective reclaimed water service areas. In February, there were zero days of non-PAR water released to the Rapid Infiltration Basins (RIBs) or spray field.

All four of the operational water plants continue to produce high quality potable water with zero interruptions in production.

5. CONSTRUCTION PROJECTS

5.1 Construction

Woodard & Curran staff provides inspection services for construction projects which includes water, reclaim, sewer, and stormwater infrastructure as well as roadways and sidewalk inspections. In addition to construction projects, staff completed 33 Right-of-Way (R.O.W) inspections for new homes. R.O.W Inspections include checking ADA requirements for the pitch of sidewalks and ensuring that sewer cleanouts were installed properly. We also inspect water and irrigation meters to ensure they are up to grade and all required fittings and backflow preventers are in place. We inspect R.O.W. trees and verify that they are installed properly. Calipers are used to measure trees to ensure they meet City requirements. R.O.W trees are planted between the sidewalk and curb. We verify that water, sewer, and reclaimed valves are up to grade and clean, and ensure that ADA Compliant Mats are placed where sidewalks meet the roadway.

Below is a list of construction updates that occurred in February 2022.

- Groveland Pointe Center (Commercial Retail Buildings) Located next to State Bank
 - Building construction is going vertical. Building # 2 is being built.
- 7-Eleven at Villa City & S.R. 50
 - Construction of the building is ongoing.
 - Fuel pumps installed
 - Car Wash 100 %
- Seneca Industrial Park Lot 9:
 - Utilities are 100 % complete.
 - Building 100 % complete.
 - ROW Final punch list being completed
- Phillips Landing
 - On-site Potable water DEP clearance submitted
 - Sewer air testing complete
 - Sewer camera review is on going
- American Way Cross-Deck Facility (Christopher C Ford Industrial Park)
 - Building construction is ongoing. Utilities are 95 % complete. Waiting for DEP (Department of Environmental Protection) approval for water and Sewer.
 - Sub-base for parking area being graded for lime rock

- Parkside at Cherry Lake Estates Village "D"
 - New utility infrastructure is 100% complete
 - DEP water clearance has been applied for.
- Heartland Dental
 - Building is 50 % complete
 - Water and sewer infrastructure in place
- Turnpike Logistics Center
 - 1 million square ft building to be built
 - Clearing of land has started
- Trinity Lakes phase 3
 - Clearing of land has commenced
 - 200 homes will be built this phase
- Storage Works
 - New boat and storage building being built on State Rd 50 next to Howard Fertilizer
- Home Builders currently in Groveland
 - Hanover Homes, Alex Custom Homes, Richmond American, Taylor Morrison, KB Homes, Shea Homes, DR Horton, HIP, Lennar Homes, Weber Construction, Regal Park Homes, Pillar Homes & Legacy Builders, Charlie Builders, ACR Family Builders, Ashton Woods
- Weekly Storm Water Erosion Control Inspections are being conducted.
 - Erosion control inspections are done weekly and immediately after a rainstorm.

5.2 Construction Photos-See Attached PowerPoint

5.3 Utility Locates

Woodard & Curran staff successfully completed and processed four hundred twenty-five (425) locates in the month of February. This includes locating water, sewer, and reclaimed lines throughout the city.



6. PLANT OPERATIONS

6.1 Wastewater Treatment

The Tables below represent the total flows of both wastewater plants. These flows include influent, public access reclaimed water delivered, treated water used to augment reclaimed water and flow to the spray field (Sampey) or the Rapid Infiltration Basins (Sunshine). These totals are signified in Million Gallons per Day (MGD) and show thirteen (13) months of data. Also included is Influent strength (CBOD) and Influent Total Suspended Solids (TSS) as sampled in accordance with our FDEP permits.

Table 6.1: Sampey WWTP Flows & Loads

TABLE 6-1: SAMPEY WWTP FLOWS & LOADS							
MONTH	FLOW INFLUENT FLW-1 MGD	FLOW TO PUBLIC ACCESS FLW-2 MGD	SUPPLEMENTAL POTABLE FLW-3 MGD	FLOW TO SPRAYFIELD FLW-4 MGD	INFLUENT CBOD MG/L	INFLUENT TSS MG/L	PERCENT OF PERMITTED CAPACITY (.990 MGD)
FEBUARY '21	0.775	0.589	0.000	0.000	524	266	78
MARCH '21	0.743	0.644	0.000	0.000	351	103	75
APRIL '21	0.731	0.529	0.000	0.000	403	212	74
MAY '21	0.748	0.616	0.067	0.000	295	165	76
JUNE '21	0.765	0.453	0.007	0.000	368	175	77
JULY '21	0.796	0.410	0.000	0.000	294	215	80
AUGUST '21	0.77	0.374	0.000	0.000	286	105	78
SEPTEMBER '21	0.802	0.399	0.000	0.000	121	139	81
OCTOBER '21	0.751	0.532	0.000	0.000	215	81	76
NOVEMBER '21	0.766	0.409	0.000	0.000	242	59	77
DECEMBER '21	0.741	0.421	0.000	0.000	217	45	75
JANUARY '22	0.740	0.413	0.000	0.000	247	107	75
FEBRUARY '22	0.725	0.465	0.000	0.000	206	107	73
MINIMUM	0.725	0.374	0.000	0.000	121	45	73
MAXIMUM	0.802	0.644	0.067	0.000	524	266	81
TOTAL	9.853	6.254	0.074	0.000	3769	1779	995
AVERAGE	0.758	0.481	0.006	0.000	290	137	77

Figure 6-1 Sampey WWTP:

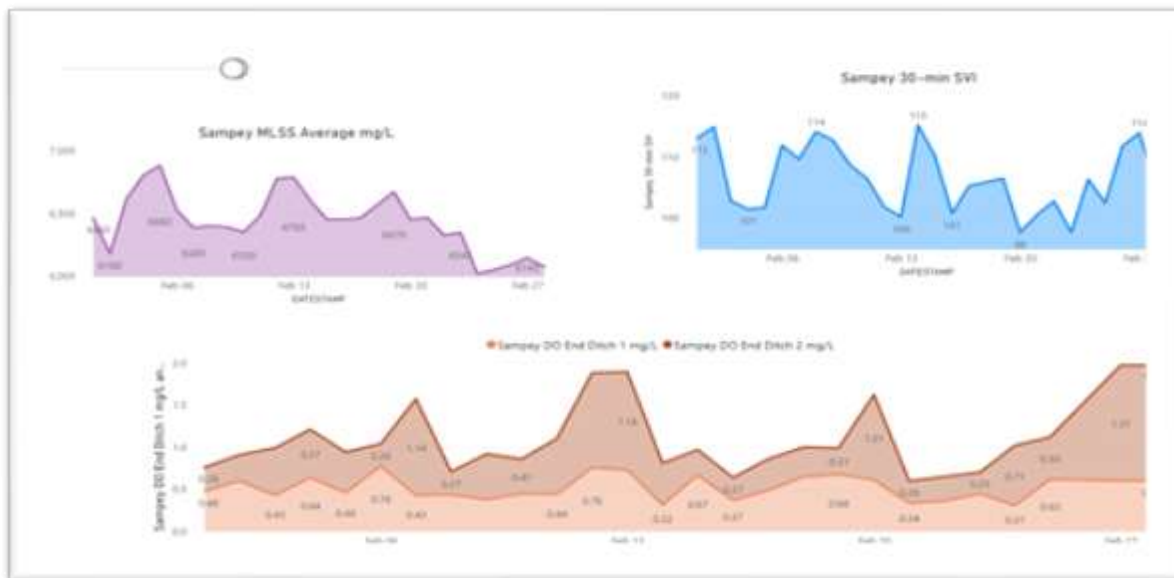
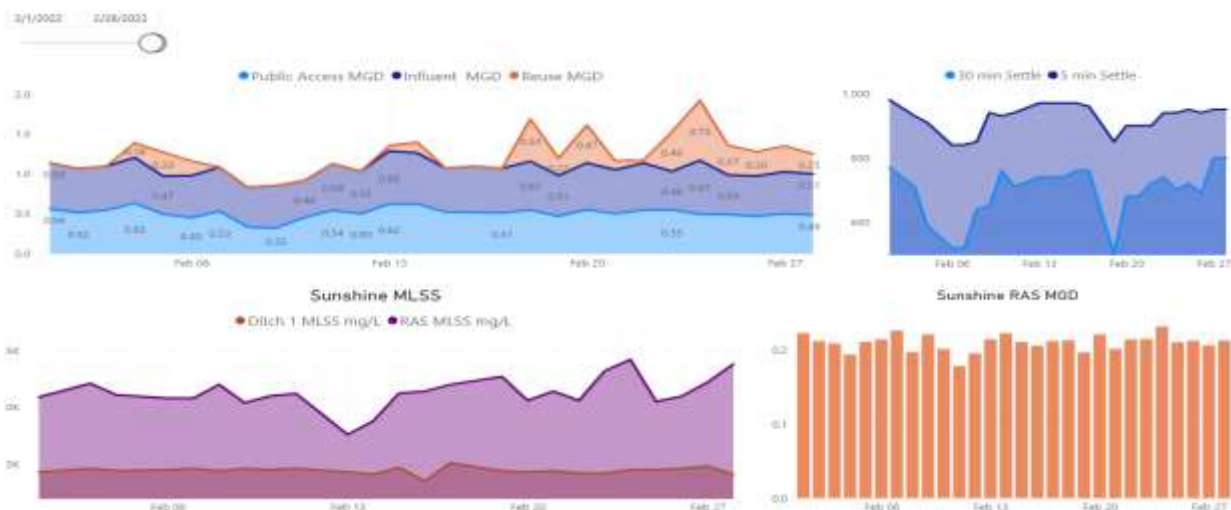


Table 6.1.2: Sunshine WWTP Flow & Loads

TABLE 6-1.2: SUNSHINE WWTP FLOWS & LOADS							
MONTH	FLOW INFLUENT FLW-1 MGD	FLOW TO (RIBs) FLW-2 MGD	FLOW TO PUBLIC ACCESS FLW-3 MGD	FLOW RAW WATER TO REUSE FLW-4 MGD	INFLUENT CBOD MG/L	INFLUENT TSS MG/L	PERCENT OF PERMITTED CAPACITY (.990 MGD)
FEBUARY '21	0.478	0.070	0.414	0.007	934	1083	48
MARCH '21	0.503	0.015	0.446	0.168	308	371	51
APRIL '21	0.529	0.000	0.494	0.370	308	371	53
MAY '21	0.543	0.001	0.504	0.584	243	255	55
JUNE '21	0.587	0.002	0.505	0.336	278	348	59
JULY '21	0.572	0.000	0.518	0.118	146	150	58
AUGUST '21	0.555	0.000	0.505	0.178	164	133	56
SEPTEMBER '21	0.556	0.040	0.458	0.137	105	82	56
OCTOBER '21	0.507	0.001	0.466	0.393	127	153	51
NOVEMBER '21	0.564	0.001	0.523	0.215	150	229	57
DECEMBER '21	0.526	0.000	0.500	0.297	130	139	53
JANUARY '22	0.523	0.003	0.490	0.163	185	476	53
FEBRUARY '22	0.551	0.012	0.511	0.169	166	569	56
MINIMUM	0.478	0.000	0.414	0.007	105	82	48
MAXIMUM	0.587	0.070	0.523	0.584	934	1083	59
TOTAL	6.994	0.145	6.334	3.135	3244	4359	706
AVERAGE	0.538	0.011	0.487	0.241	250	335	54

Figure 6.1.2: Sunshine WWTP



6.2 Water Treatment Plant Flows

The chart below represents the total gallons per day (GPD) of water produced at each water plant. The graphs below represent the average GPD of water produced from each well at the water plants. Please note WTP #4 is showing zero flow due to being offline for repairs (please refer to section 8.2). In April 2020, St Johns River Water Management District approved the shift in allocations of 820,000 GPD from the lower aquifer to a total of 3.32 million GPD to the upper aquifer. This was due to the Palisades golf course purchase and agreement to cap the existing wells.

Table 6.2: Groveland Water Production

WATER TREATMENT PLANT FLOWS								
MONTH	WTP-1 AVG/GPD	WTP-2 AVG/GPD	WTP-3 AVG/GPD	WTP-4 AVG/GPD	WTP-5 AVG/GPD	TOTAL WATER PRODUCED AVG/GPD	PERCENT OF CUP USED	CUP VALUE GALLONS
FEBRUARY '21	120,666	556,221	810,349	0	688,219	2,175,455	66	3,320,000
MARCH '21	104,131	623,996	868,249	0	739,265	2,335,641	70	3,320,000
APRIL '21	134,698	659,080	927,638	0	797,632	2,519,048	76	3,320,000
MAY '21	215,088	751,450	1,050,636	0	945,827	2,963,001	89	3,320,000
JUNE '21	157,021	613,846	894,002	0	783,316	2,448,185	74	3,320,000
JULY '21	90,696	739,354	788,212	0	614,656	2,232,918	67	3,320,000
AUGUST '21	113,744	591,677	779,846	0	649,214	2,134,481	64	3,320,000
SEPTEMBER '21	71,320	620,479	771,376	0	632,271	2,095,446	63	3,320,000
OCTOBER '21	175,510	600,684	832,656	0	735,684	2,344,534	71	3,320,000
NOVEMBER '21	151,433	535,691	789,552	0	656,240	2,132,916	64	3,320,000
DECEMBER '21	172,108	492,667	817,302	0	672,776	2,154,853	65	3,320,000
JANUARY '22	206,853	491,012	876,068	0	654,809	2,228,742	67	3,320,000
FEBRUARY '22	161,215	569,083	990,186	0	693,866	2,414,350	73	3,320,000
MINIMUM	71,320	491,012	771,376	0	614,656	2,095,446	63	
MAXIMUM	215,088	751,450	1,050,636	0	945,827	2,963,001	89	
TOTAL	1,874,483	7,845,240	11,196,072	0	9,263,775	30,179,570	909	
AVERAGE	144,191	603,480	861,236	0	712,598	2,321,505	70	

Figure 6.2: WTP 1

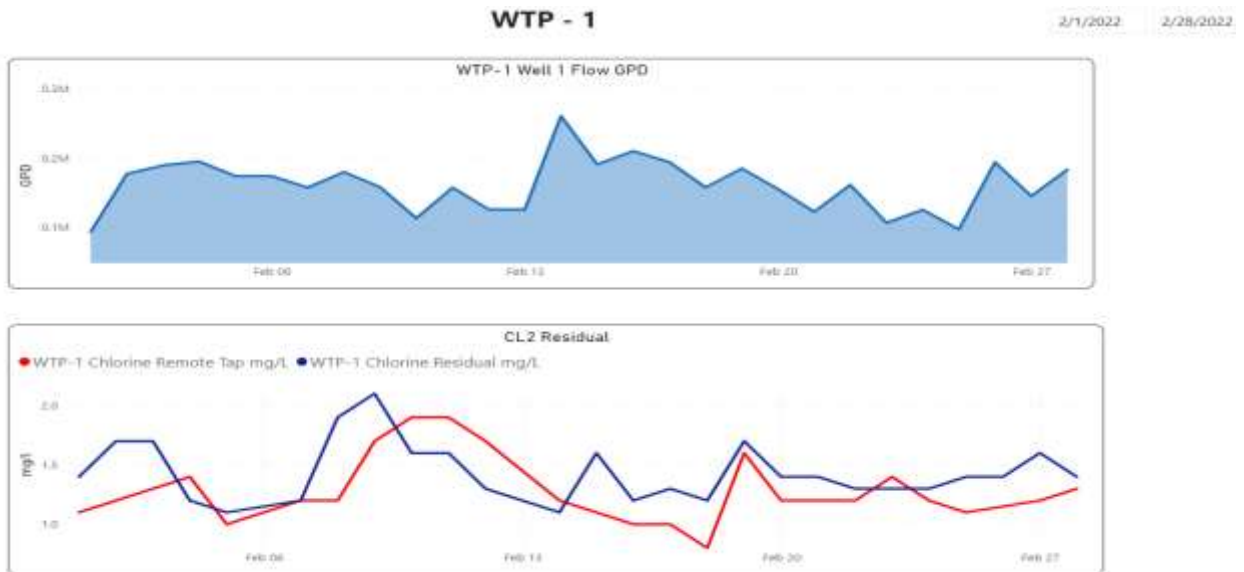


Figure 6.2.2: WTP 2

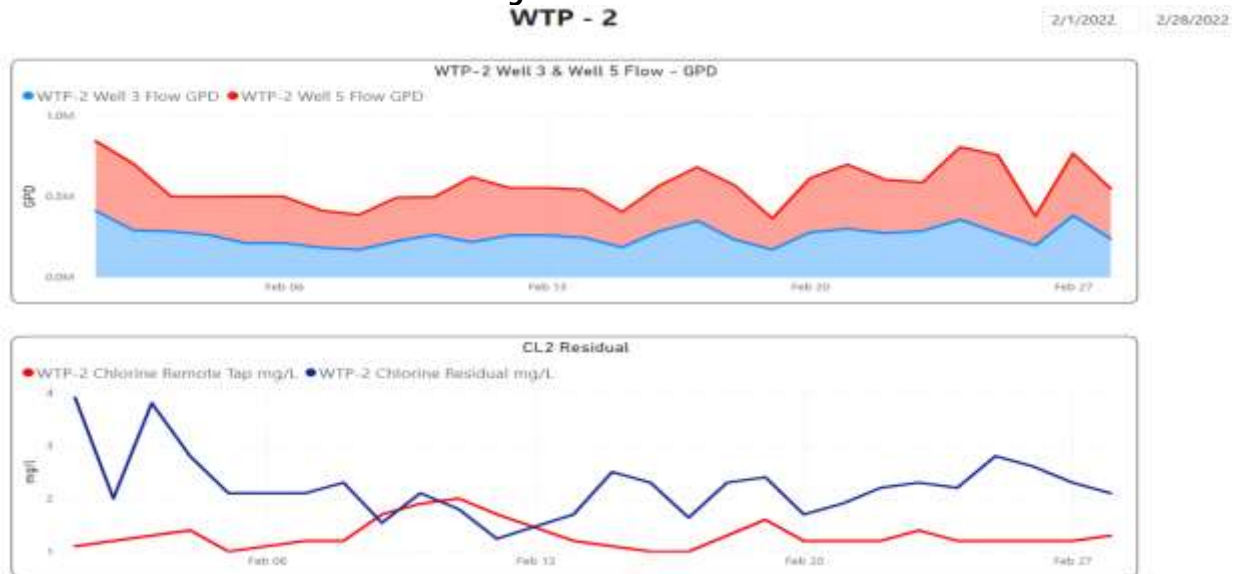


Figure 6.2.3: WTP 3

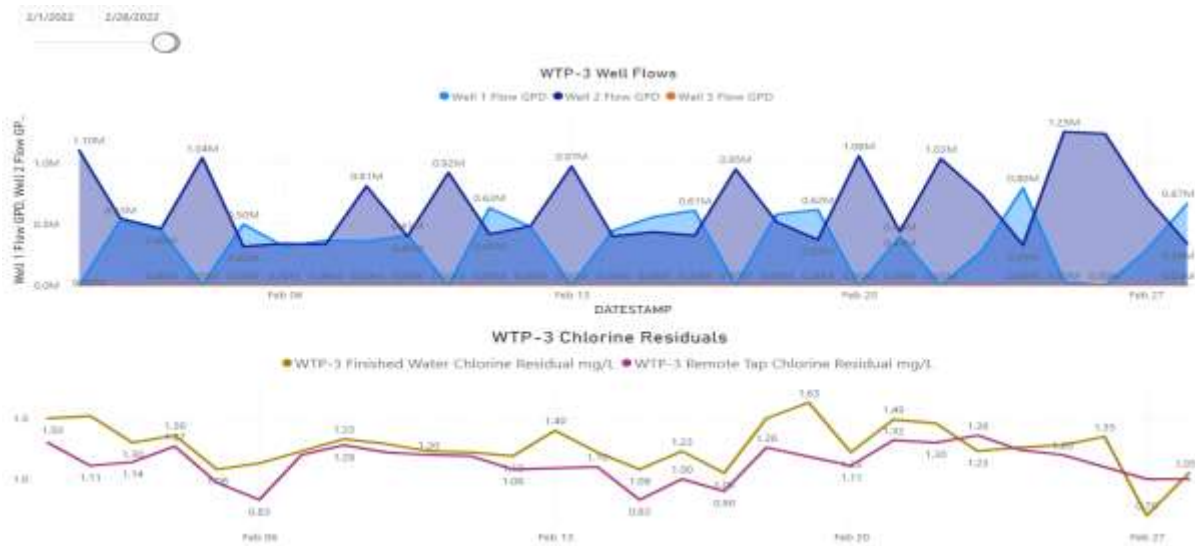
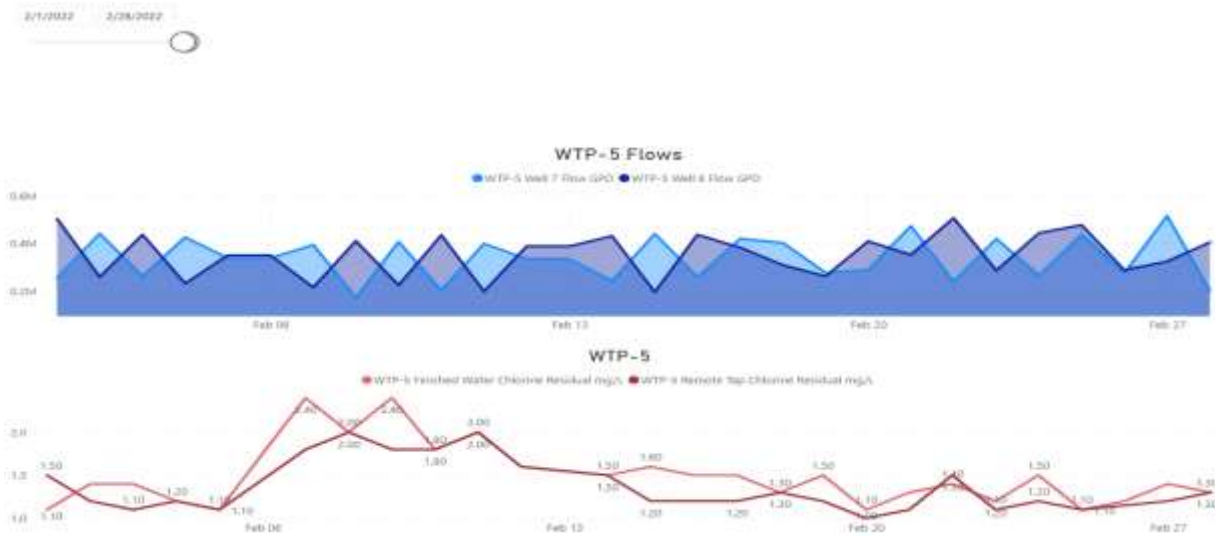


Figure 6.2.4: WTP 5



7. BIOSOLIDS

In the 5-year Capital Improvement Plan (CIP), the need for a sludge dewatering system has been identified. Woodard & Curran Staff and Engineers are actively seeking dewatering methods that will lead to significant cost saving in sludge handling and removal. Woodard & Curran Staff are working with Synagro, a sludge dewatering company to gain short term savings until a new method is obtained through the CIP. The estimated cost savings utilizing Synagro is approximately \$50,000 a year.

In February, Synagro dewatered 249,897 gallons from Sampey WWTP, and 179,250 gallons from Sunshine WWTP.

Table 7.1 Biosolids Dewatering

TABLE 7.1: BIOSOLIDS HAULED			
SAMPEY WWTP			
PROCESS	WET TONS	GALLONS	% SOLIDS
SAMPEY SLUDGE MATE	0	0	8%
SAMPEY LIQUID SLUDGE HAULED	0	0	2%
SAMPEY SYNAGRO (CENTRAFUGE)	N/A	249,897	2%
SUNSHINE WWTP			
PROCESS	WET TONS	GALLONS	% SOLIDS
SUNSHINE LIQUID SLUDGE HAULED	0	0	2%
SUNSHINE SYNAGRO (CENTRAFUGE)	N/A	179,250	2%

8. MAINTENANCE

8.1 Maintenance

- Completed:
 - 1-inch service tap at 239 Central Street
 - 1 ½ service tap and bore at 15834 CR 565A
 - Preventative maintenance ARV cleaning and inspection on the force main throughout the City.
 - Sewer lateral inspection on problem areas in the gravity main line
 - Preventative maintenance check valve cleaning at multiple lift station throughout the City.
 - Preventative maintenance lift station pump inspection and rags removal on multiple lift stations.
- Replaced:
 - 6-inch clean out at 141 Stewart Lake Loop
 - Rag catch basket at lift station 50
 - Automatic flushing valve on Cherry Lake Road
 - Worn impeller and wear ring on Pump #1 at LS29
- Repaired:
 - Main line water leak at 139 Stewart Lake Loop
 - Fire hydrants on Catherine Lake and Green Valley BLVD
- SCADA:
 - Ordered new communication signal antenna for lift station 59
 - Wired up Scada for new Hydro-dyne center flow screen at Sampey WWTP

8.2 Ongoing

- The Aerator in Digester #1 at the Sampey Rd. WWTP was replaced. On January 11th, 2019, All Sunshine Crane Rental set the aerator in place, and it was returned to service. On January 18th, 2019, All Sunshine Crane Rental returned to remove the aerator due to excessive vibration caused by rags in the plant. The mixer is non-operational until a remedy is implemented at the headworks to reduce the excessive rag issue. Woodard & Curran engineers have finalized the headworks evaluation and plans for new headwork screens are ongoing.
- Woodard & Curran's Engineering staff is designing the new irrigation station located inside the Waterside Pointe Subdivision. The project will include new pumps, motors and VFDs (Variable Frequency Drives), along with SCADA integration. With this station operating all irrigation in the subdivision will be supplemented with water from Crystal Lake. This will reduce the demand for the City of Groveland's reclaimed water supply.
- Palisades water treatment plant is currently under evaluation and planning for future use. Sunshine WTP has been supplying water to that system since October 2018.

9. FINANCIAL UPDATE

In The budget components are in line with the current rate of expense with the exception of the Chemical Cost and Miscellaneous Expenses. As chemical costs continue to increase, staff is exploring all cost saving options. Misc. expenses reflect several items to ensure proper operations throughout the water and wastewater systems.

Table 9.1 Financials

February's Financials'							
Budget Category	Month Budget	Month Actual	YTD Budget	YTD Actual	Annual Budget	over(under)	% Of budget
Labor (D.L. + FB)	\$122,199	\$89,056	\$610,994	\$453,373	\$1,466,385	(\$157,621)	31%
Utilities	\$48,146	\$50,377	\$240,729	\$238,555	\$577,750	(\$2,174)	41%
Chemicals Costs	\$6,458	\$2,252	\$32,292	\$43,046	\$77,500	\$10,754	56%
Maintenance and Repair Costs	\$21,613	\$9,629	\$108,063	\$103,602	\$259,350	(\$4,461)	40%
Sludge Disposal Costs	\$31,667	\$24,449	\$158,333	\$95,999	\$380,000	(\$62,334)	25%
Lab Supplies & Equipment	\$4,375	\$2,505	\$21,875	\$18,808	\$52,500	(\$3,067)	36%
Office Supplies	\$388	\$189	\$1,938	\$2,170	\$4,650	\$233	47%
Miscellaneous Expenses	\$13,538	\$15,876	\$67,688	\$93,891	\$162,450	\$26,204	58%
Overhead (G&A of D.L.)	\$37,924	\$27,638	\$189,619	\$140,702	\$455,085	(\$48,917)	31%
Subtotal of Costs for Contract Year 3	\$286,306	\$221,971	\$1,431,529	\$1,190,146	\$3,435,670	(\$241,383)	35%
Fixed Fee for Contract Year 3	\$14,315	\$11,099	\$71,576	\$59,507	\$171,784	(\$12,069)	35%
Total	\$300,621	\$233,070	\$1,503,106	\$1,249,653	\$3,607,454	(\$253,452)	

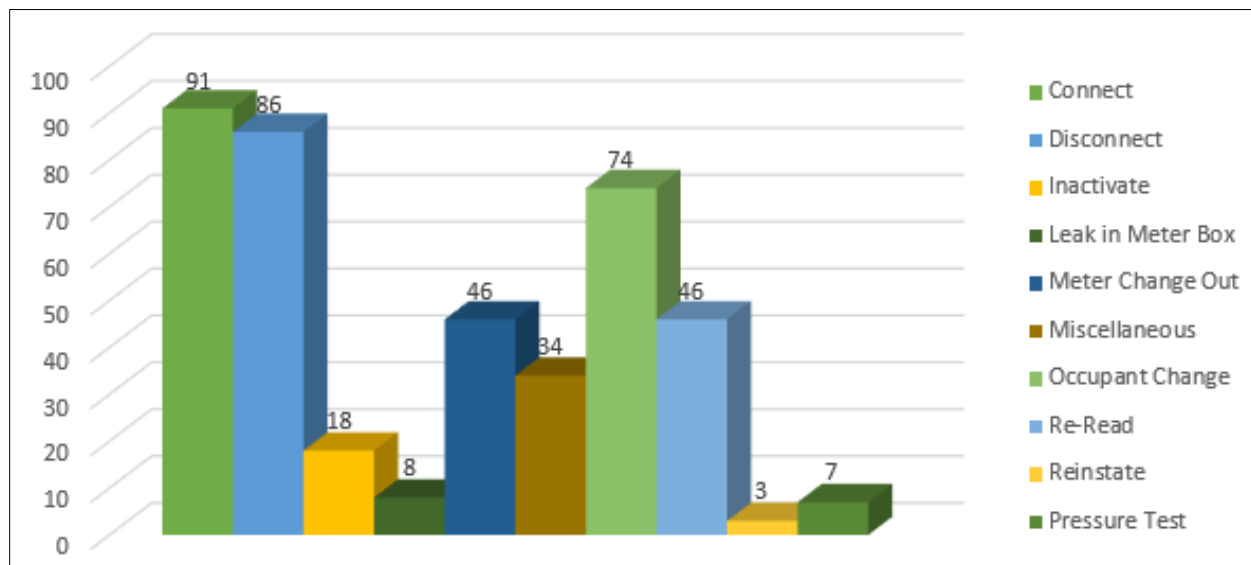
10. WORK ORDER MANAGEMENT

Utility Billing creates work orders utilizing the City’s work order program, Tyler. The table below reflects the work orders created in the Tyler system for the month of February 2022.

Table 10-1: City Hall Work Order Management

Service Order Type Number	Completed
Connect	91
Disconnect	86
Inactivate	18
Leak in Meter Box	8
Meter Change Out	46
Miscellaneous	34
Occupant Change	74
Re-Read	46
Reinstate	3
Pressure Test	7
Total	413

Figure 10.1: City Hall Work Order Management

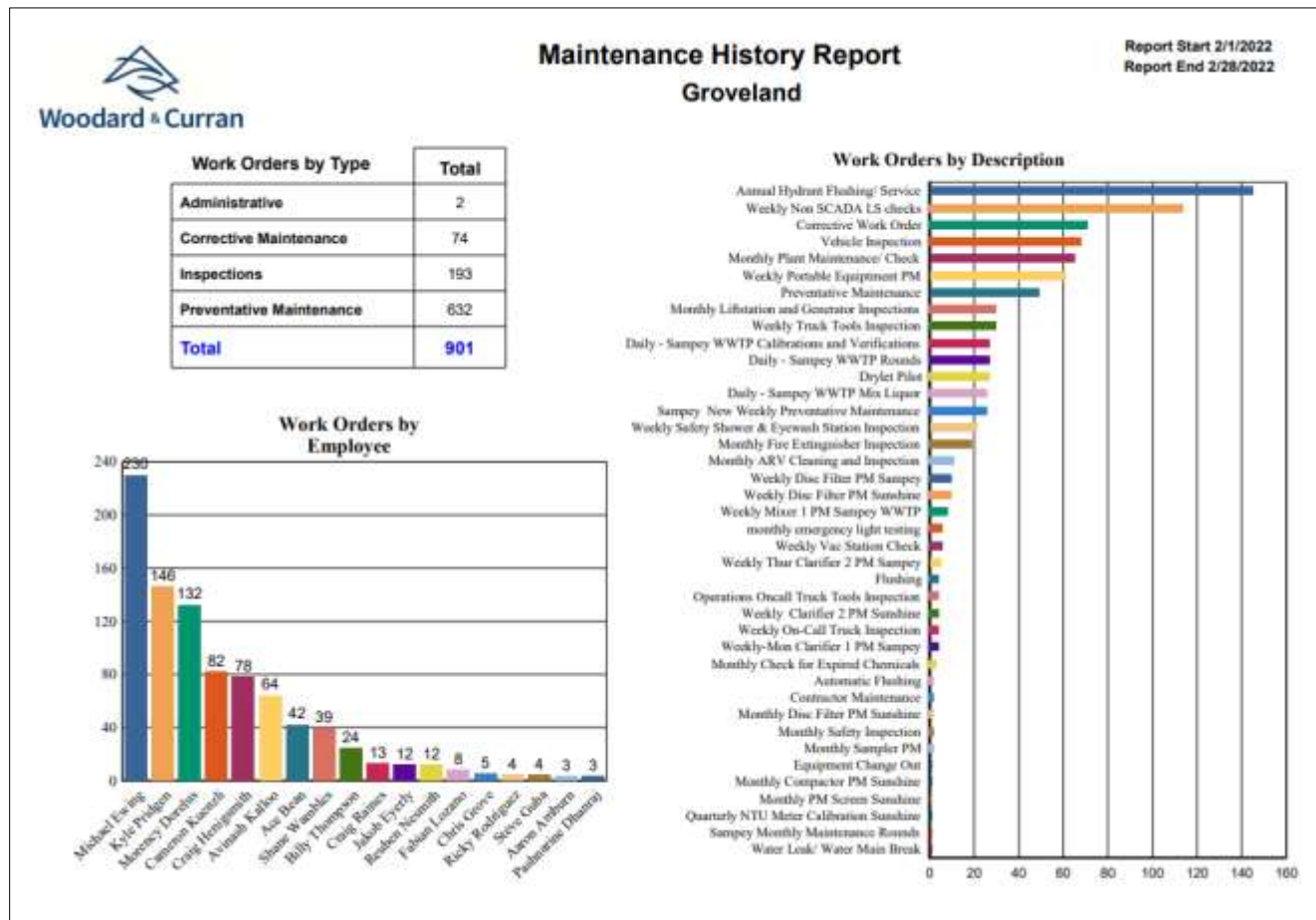


11. WOODARD & CURRAN ASSET MANAGEMENT

From February 1st, 2022, through February 28th, 2022, Woodard & Curran staff completed nine hundred and one (901) work orders utilizing our Computerized Maintenance Management System (CMMS), Utility Cloud.

The charts below show the maintenance history for the month of February. This report includes the work order types, descriptions, and a breakdown of employees' performance based on completed work orders.

Figure 11.1: Maintenance History Report



12. STAFFING

12.1 Corporate Support

Name	Title	Support Provided
Alyson Watson	CEO	Management Support
Brian Bzdawka	President of Operations & Management	Management Support
Marc Thomas	National Operations Leader	Management Support
Paul Roux	Operations Leader	Management Support
Glenn Burden	Area Manager	Management Support
Shannon Eyler	Director of Health & Safety	Health & Safety
Shawn Buckley	Engineer III	SCADA, Electrical, and Technical Services
Alan Fabiano	Technology Manager	SEMS (Computerized Maintenance Management System), HACH WIMS (Laboratory Information Management System), Tablets & Technology
Jeannie Dubois	MIS Support Specialist Lead	Computer and Network set-up and support
Celina Bland	O&M Specialist	Hach WIMS, Utility Cloud and Power BI programming and support
Kim Brierley	Senior Project Assistant	Accounting
Jackie Smith	Senior Project Assistant	Project Support Specialist
Sarah Coen	Human Resources – Benefits Administrator	Employee Benefits
Linsay McAuliffe	Human Resources Generalist	Human Resources
Beth Sweitzer	Senior Talent Management & Acquisition Manager	Human Resources
Lizzie Dovich	Technical Recruiter	Human Resources
Wendy Foreman	Health & Safety Administrator	Health & Safety Support
Troy Kepley	Senior O&M Specialist	O&M Project Support
Steve Lindemann	Safety Manager	Health & Safety Support
Justin DeMello	Client Manager	Engineering Support

12.2 Project Staff, Title, and Certifications

Name	Title	Certification
Steve Guba	Project Manager	<ul style="list-style-type: none"> FDEP "C" Wastewater FDEP Distribution Level III FDEP Stormwater Inspector Certification AS Civil Engineering, Surveying and Technology
Chris Grove	Maintenance Manager	<ul style="list-style-type: none"> FDEP Backflow Tester Certification FW & PCOA Collections Certification FDEP Distribution Level III
Pash Dhanraj	Lead O&M Technician	<ul style="list-style-type: none"> FDEP Backflow Tester and Repair Certification FDEP Distribution Level III FW & PCOA Collections Certification
Ricky Rodriguez	Compliance Inspector	<ul style="list-style-type: none"> FDEP Distribution Level III FDEP Stormwater Inspector Certification
Craig Raines	Chief Operator	<ul style="list-style-type: none"> FDEP "A" Water FDEP "C" Wastewater Utilities Management Certification FIPA F.O.G. Program Management I FIPA Industrial Pretreatment "C" Cross Connection Control Program Manager Cert. Advanced Backflow Assembly Tester Backflow Assembly Repair and Maintenance Cert.
Aaron Amburn	Industrial Pretreatment Coordinator	<ul style="list-style-type: none"> FDEP "B" Wastewater IDEM "III" Wastewater
Jake Eyerly	Administrative Assistant/ Operator Trainee	
Shane Wambles	Operator I	<ul style="list-style-type: none"> FDEP "C" Wastewater
Ace Bean	Operator II	<ul style="list-style-type: none"> FDEP "C" Water FDEP "B" Wastewater
Fabian Lozano	Operator II	<ul style="list-style-type: none"> FDEP "C" Water FDEP "C" Wastewater
Craig Henigsmith	Operator I	<ul style="list-style-type: none"> FDEP "C" Wastewater
Kyle Pridgen	Mechanic/ Operator Trainee	<ul style="list-style-type: none"> FDEP Distribution Level III
Michael Ewing	Field Service Technician	
Morency Doréus	Field Service Technician	
Avinash Kalloo	Field Service Technician	
Ruben Nesmith	Field Service Technician	
Cameron Kuenzli	Field Service Technician	
Billy Thompson	Field Service Technician	<ul style="list-style-type: none"> FDEP Distribution Level III FDEP Backflow Tester and Repair Certification
TBD	Field Service Technician	

12.3 Woodard & Curran's Mission and Values

OUR MISSION

To develop and perpetuate a safe, enjoyable, gratifying, and fulfilling place to work with the important objectives of growth, freedom, challenge, recognition, and reward.

To deliver to our clients and the community a continually expanding range of high-quality consulting engineering, science, and operations services, and...

In all endeavors of the company to act in a character of good faith and fairness, and at all times, hold protection of the environment in a regard superior to that of all other interests.

OUR VALUES

- 1 **PUT PEOPLE FIRST:** The wellbeing of our people is our top priority.
- 2 **OPERATE WITH INTEGRITY:** We stand by our principles because our character is more important than the bottom line.
- 3 **CULTIVATE AUTONOMY:** We empower each other to think creatively, act on our convictions, and take responsibility for ourselves.
- 4 **WORK AS ONE TEAM:** We collaborate across the organization and learn from each other to find the best solutions.
- 5 **ACT LIKE OWNERS:** We take pride in our work and are invested in the company's sustainable future.



**Woodard
& Curran**

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