



Monthly Status Report October 2021

City of Groveland, FL



In October, Woodard & Curran partnered with the City of Groveland to bring awareness to Breast Cancer. Woodard & Curran donated the material and labor to paint the fire hydrant at Lake David Park. Breast cancer awareness is an effort to raise awareness and reduce the stigma of breast cancer through education on symptoms and treatment.

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

TABLE OF CONTENTS

SECTION	PAGE NO.
EXECUTIVE SUMMARY	1-1
1. ADMINISTRATIVE.....	1-2
1.1 Woodard & Curran Regional Office	1-2
1.2 Meetings.....	1-2
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	6-3
7. BIOSOLIDS	7-1
8. MAINTENANCE.....	8-1
8.1 Mechanical	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 – CORPORATE SUPPORT	12-1

TABLES

Table 6-1: Groveland Sampey WWTP Flows & Loads
Table 6-1.2: Groveland Sunshine WWTP Flows & Loads
Table 6-2: Groveland Water Production
Table 7-1 Biosolids Dewatering
Table 8-1: June Financials
Table 10-1: City Hall Work Order Management
Table 12-1: Corporate Support
Table 12-2: Project Staff, Title and Certifications



EXECUTIVE SUMMARY

This Monthly Status Report covers the reporting period from October 1st, 2021, through October 31st, 2021.

“SAFETY” is always the number one priority at Woodard & Curran. There were no “Loss Time” or “Reportable” accidents to report in October and all required monthly safety training was completed on time. As of October 31st, since project inception, Woodard & Curran staff worked seven hundred and sixty (760) days with no “loss time” accidents. The developing COVID-19 pandemic shines a bright light on how our health and safety are interconnected. We know that, as an organization, we have a responsibility to protect our employees and communities, and to do our part in slowing the spread of the virus. We have pandemic preparation and response plans for our corporate and consulting operations as well as each treatment plant we operate, and we are actively implementing them. We are also adhering to U.S. Centers for Disease Control and Protection guidelines that restrict travel and promote social distancing. Our highly trained team of O & M professionals continue to operate treatment plants across the country, following site-specific procedures to protect our employees' health as they maintain these critical services. Our depth of operations staff puts us in the unique position to allow us to provide back-up support as needed.

Woodard & Curran staff successfully completed and processed three hundred and ninety-five (395) locates in the month of October. This includes locating water, sewer, and reclaimed lines throughout the city.

In October, staff completed twenty-three (23) Right-of -Way (R.O.W) inspections for new homes. Several construction projects are taking place throughout the City of Groveland.

From October 1st, 2021, through October 31st, 2021, Woodard & Curran staff completed eight hundred and eighty-one (881) work orders utilizing our Computerized Maintenance Management System (CMMS), Utility Cloud.

In October, Staff received six (6) FOG applications from identified FOG users, as per the Sewer Use Ordinance.

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
10/01/2021	Woodard & Curran Staff and City Staff	Sunstone Project, Utility Availability to the Site
10/04/2021	Woodard & Curran Staff and Engineers	Ongoing Groveland Projects
10/06/2021	Woodard & Curran Staff and City of Groveland Staff	Bi-weekly Utilities Master Planning
10/07/2021	Woodard & Curran Staff and City of Groveland Staff and Trilogy HOA Board	Tour of Sunshine Reclaim Facility
10/07/2021	Woodard & Curran Staff and City of Groveland Staff	Progress Meeting with TJ
10/07/2021	Woodard & Curran Staff and Drylet	Ongoing Pilot Program and Data Review
10/11/2021	Woodard & Curran Staff and SCADA Team	SCADA Project and Task Review
10/13/2021	Woodard & Curran Staff and City of Groveland Staff	Cherry Lake Road Developments, Utility Availability
10/13/2021	Woodard & Curran Staff and BESH Engineers	Manual of Standards Review
10/14/2021	Woodard & Curran Staff and Drylet	Ongoing Pilot Program and Data Review
10/19/2021	Woodard & Curran Staff and City of Groveland Staff	Pre-app meetings with developers
10/20/2021	Woodard & Curran Staff and City of Groveland Staff, along with Surrounding Utility Companies	SLRTAC Meeting for Future Water Demands
10/25/2021	Woodard & Curran Staff and BESH Engineers	Scoping the New Utility EOC Complex
10/26/2021	Woodard & Curran Staff and Drylet	Ongoing Pilot Program and Data Review
10/27/2021	Woodard & Curran Staff and City of Groveland Staff	Pre-app Meetings with Developers
10/26/2021	Woodard & Curran Staff and Swan Analytical	Lunch and Learn on Monitoring and Instrumentation
10/28/2021	Woodard & Curran Staff and Drylet	Ongoing Pilot Program and Data Review
10/28/2021	Woodard & Curran Staff and City of Groveland Staff	Bi-weekly Utilities Master Planning
10/29/2021	Woodard & Curran Staff and City of Groveland Staff	Quarterly Team meeting and Project Updates with Utility Billing
10/29/2021	Woodard & Curran Engineers and City of Groveland Staff	Waterside Pointe Reclaim Pump Station Project Kickoff

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 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 October two million (2,000,000) gallons of potable water was used. In January, 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 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.

2.3 Ongoing Cost Saving Measures:

- Woodard & Curran staff is exploring a pilot program with Nexom Filtration Company. This is a cost-free program that could provide cost savings at the Sampey WWTP with advance filtration and screening technology. The equipment arrived in May and the pilot is in service. Sampling and data collection is ongoing.
- 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 is a cost-free program that 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.
- Paul Dufresne with Reliability Playbook, a predictive maintenance company, visited our Sampey Plant in April to discuss techniques to reduce downtime. Reliability Playbook completed a cost-free assessment of all our water and wastewater plants. This included vibration analysis and oil testing of pumps and motors. A recent industry study of organizations executing predictive maintenance programs showed an annual cost savings of 18% - 25% in maintenance expenditures alone. Areas of benefits related to predictive maintenance and lubrication programs are listed below.
 - **Predictive Maintenance:** Allows maintenance technicians and leaders to prepare and plan for repairs, taking steps such as shifting capacity to other equipment and scheduling maintenance for time with the least impact on production.
 - **Enhanced Targeted Maintenance:** Takes a proactive approach to address real issues before they create production problems.
 - **Higher Productivity:** With less downtime and more effective maintenance, equipment can run at maximum capacity and optimal quality for a much higher percentage of its available time. This provides improvements in key metrics such as mean time to failure and other effectiveness measurements.
 - **Effective Inventory Management:** Informs procurement, ordering and inventory management-enabling more effective decision making through greater accuracy in forecasting and usage.

3. PLANT SAFETY

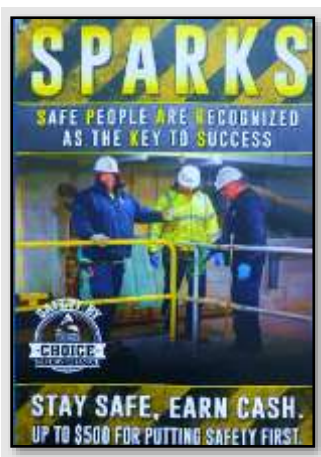
As of October 31st, since project inception, Woodard & Curran staff worked seven hundred and sixty (760) days with no “loss time” accidents.

The developing COVID-19 pandemic shines a bright light on how our health and safety are interconnected. We know that as an organization, we have a responsibility to protect our employees and communities, and to do our part in slowing the spread of the virus. We are also adhering to U.S. Centers for Disease Control and Protection guidelines that restrict travel and promote social distancing. Our highly trained team of O&M professionals continue to operate treatment plants across the country, following site-specific procedures to protect our employees' health as they maintain these critical services. We strongly encourage employees to receive the vaccination to minimize the risk of infectious disease in our workplace and in our communities. We recognize education about the vaccine is a key component in the decision to get vaccinated. In support of this, our staff was offered two virtual sessions with a physician through our partners at AllOne Health where we learned more about the vaccine and asked questions.

- In October, staff completed daily safety talks, Lessons Learned and Pure Safety Training. Our virtual training covered distracted driving. Distracted driving is any activity that diverts attention away from the primary task of driving. 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.
- 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, access point for user input to include incident reporting, vehicle accident reporting, near miss and good catch observations, and even suggestions.

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

Annual sampling for potable water is almost completed for 2021. The remaining sampling consist of monthly bacteriological samples to be collected in November and December. All the drinking water analysis collected this year has been well within the established maximum contaminate levels (MCL).

We have been required by DEP to notify the public that one of the mandatory samples in the Groveland system was collected late. Sampling for Trihalomethane (THM) and Halo-acetic Acid (HAA5) was due to be sampled in February; however, the sample was collected in March. We have corrected our deliverables schedule to ensure we collect this sample in February of each year. Historically, these contaminants are well below the MCL, which also proved to be the case this year.

4.2 Industrial Pretreatment Program Update

Woodard & Curran Engineering staff created an Industrial Pretreatment Program (IPP), for use by the City of Groveland and final approval by Council, was given on October 7th, 2019. We have received 37 completed IPP applications and issued 3 IPP permits. The permittees include SouthWaste, Dominos Distribution and Niagara Bottling. As of May 31st, we have received 12 monthly operating reports (MOR's) from SouthWaste and the 9th MOR's from Dominos & Niagara. In July, SouthWaste's IPP permit expired, and a new permit application was submitted. Staff have been reviewing the application and will issue a new permit based on data submitted this past year.

In addition to the IPP, Woodard & Curran Engineering staff created a Fats, Oils and Grease (FOG) program, for use by the City of Groveland and the first read was taken to Council on August 24th, 2020, and the final adoption was on October 8th, 2020. This program is part of phase two of the Sewer Use Ordinance and will enforce food industries with grease control. Ultimately, removing the grease before it enters our sewer system and wastewater plants. On September 17th, 2021, Staff sent out permit applications to 30 businesses identified as potential FOG users, as per the Sewer Use Ordinance. By the end of October, staff had received 5 applications back from FOG users. On October 18th, 2021, Woodard & Curran hired Aaron Amburn, our new IPP & FOG Coordinator to head up the program. He has since started introducing himself to the local FOG users and explaining the program.

4.3 Ongoing

The Woodard & Curran Engineering staff is 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 will be 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.

4.4 Upcoming

Woodard & Curran Engineering staff finalized the headworks evaluation on both Sampey and Sunshine wastewater treatment plants. Currently Sampey is using a manual bar screen to help capture debris and rags from entering the plant. This process is not effective in removing all the debris and grease that enters the plant. City staff approved Woodard & Curran engineering staff to commence design and engage with a contractor to start the construction process. Installation of the new screens will happen over a phased sequence, with the first one being installed at Sampey WWTP. Screen production for Sampey WWTP is underway.

4.5 Operations

The Sampey Rd. 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 no violations to report in October and there were 0 days of non-PAR Water released to the Rapid Infiltration Basins (RIBs) or spray field. Staff is working continuously to maintain and operate equipment that is crucial to providing reuse quality water

All five water plants continue to produce high quality potable water with 0 interruptions in service.

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 23 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. ROW 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 October 2021.

- Groveland Pointe Center (Commercial Retail Buildings)
 - Building pad was poured and vertical building construction has commenced
- Trinity Lake Subdivision:
 - Phase 1, home building is ongoing
- 7-Eleven at Villa City & S.R. 50
 - Construction continues
 - Potable water connection completed on 10/22/2021
 - Parking lot base being installed
- Seneca Industrial Park Lot 9:
 - Building is under construction- 80 % complete
 - Parking lot sub-base being installed
- Phillips Landing
 - New sewer lift station installed 10/12/2021
 - 153 Homes in total will be built.
- American Way Cross-Deck Facility (Christopher C Ford Industrial Park)
 - New potable water main wet tap done on 10/19/2021
- Parkside at Cherry Lake Estates Village “D”
 - New sewer lines being installed
 - Ongoing dirt work.
- Groveland Downtown Broad Street streetscape project (CPWG)
 - Landscaping irrigation has met final inspection.

- Builders currently building homes 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
- 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 three hundred and ninety-five (395) locates in the month of October. 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 Basin's (Sunshine). Also included is Influent strength and Influent TSS as sampled in accordance with the FDEP permit. These totals are signified in Million Gallons Per Day (MGD) and show thirteen (13) months of data.

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)
OCTOBER '20	0.741	0.487	0.000	0.000	407	280	75
NOVEMBER '20	0.737	0.472	0.000	0.000	289	115	74
DECEMBER '20	0.717	0.369	0.000	0.000	446	133	72
JANUARY '21	0.732	0.455	0.000	0.000	474	138	74
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	0.777	0.374	0.000	0.000	286	105	78
SEPTEMBER '21	0.971	0.399	0.000	0.000	121	139	98
OCTOBER '21	0.751	0.532	0.000	0.000	215	81	76
MINIMUM	0.717	0.369	0.000	0.000	121	81	72
MAXIMUM	0.971	0.644	0.067	0.000	524	280	98
TOTAL	9.984	6.329	0.074	0.000	4473	2127	1008
AVERAGE	0.768	0.487	0.006	0.000	344	164	78

Sampey WWTP

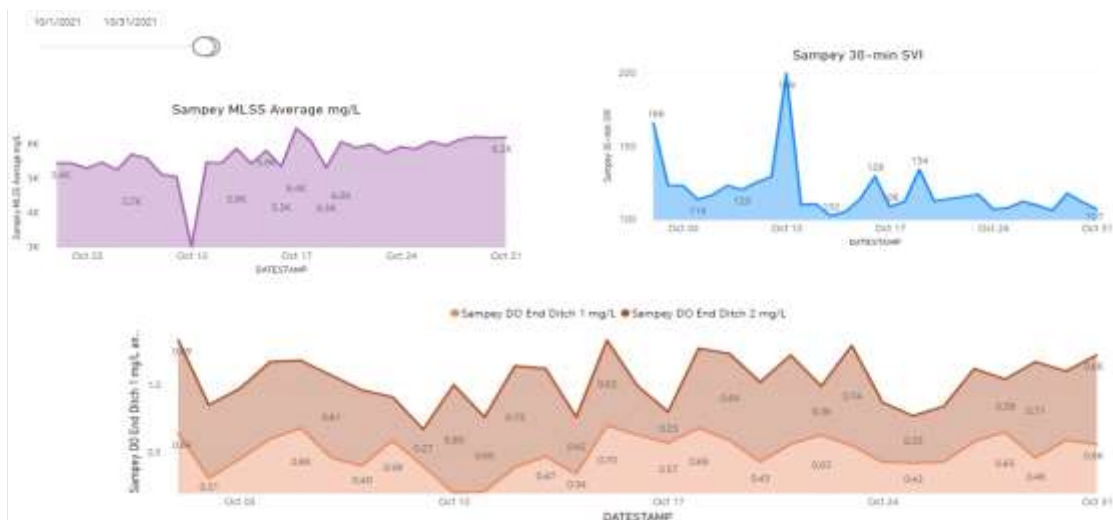
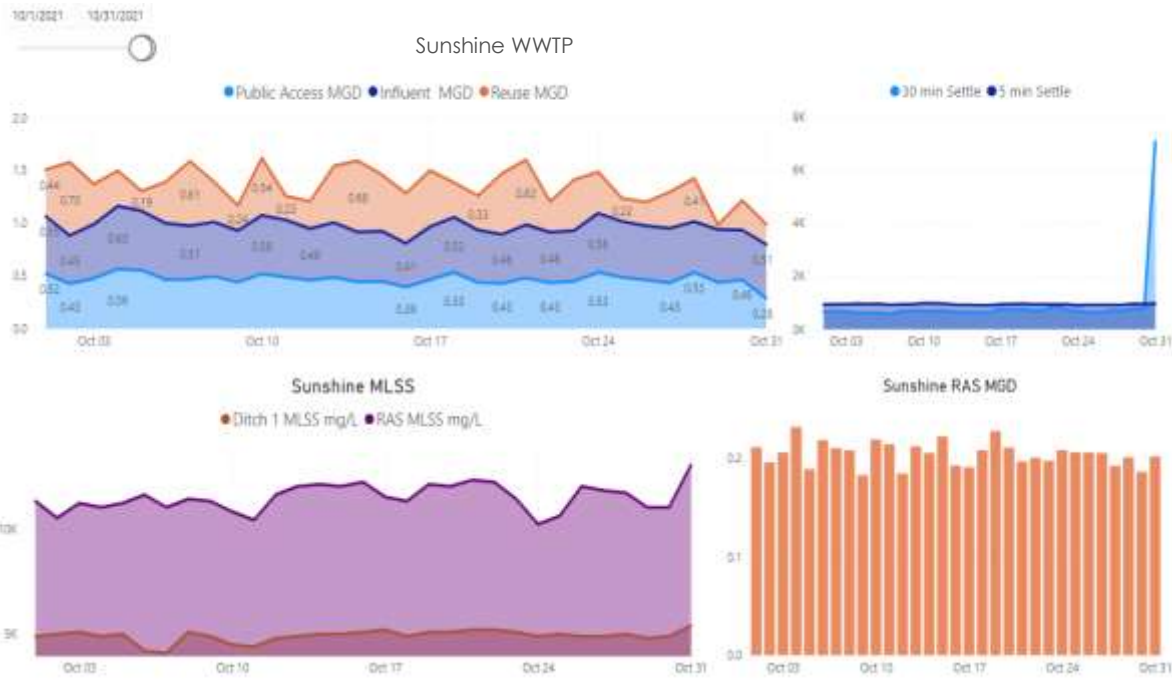


TABLE 6-1.2: SUNSHINE WWTP FLOWS & LOADS

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)
OCTOBER '20	0.442	0.000	0.395	0.205	198	136	45
NOVEMBER '20	0.454	0.007	0.417	0.161	154	168	46
DECEMBER '20	0.439	0.020	0.397	0.033	311	301	44
JANUARY '21	0.463	0.020	0.425	0.024	333	343	47
FEBRUARY '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
MINIMUM	0.439	0.000	0.395	0.007	105	82	44
MAXIMUM	0.587	0.070	0.518	0.584	934	1083	59
TOTAL	6.628	0.176	5.944	2.714	3609	3894	669
AVERAGE	0.510	0.014	0.457	0.209	278	300	51



6.2 Water Treatment Plant Flows

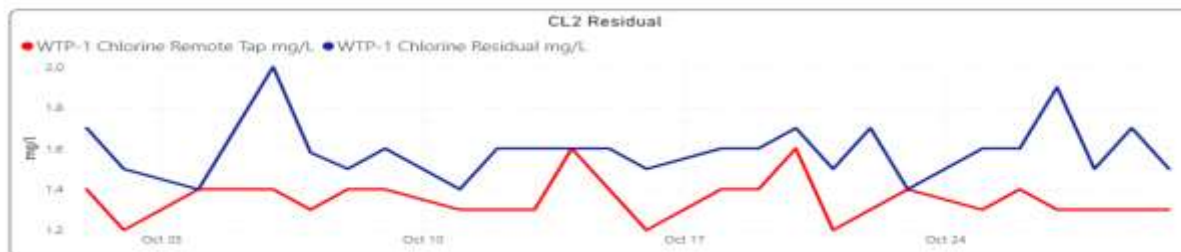
The chart below represents the total gallons per day (GPD) of water produced at each water plant. The graphs below represent the GPD of water produced from each well at the water plants. Please note WTP #4 is showing zero flow due to being offline for repairs (please refer to section 7.2). In April 2020, 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
OCTOBER '20	72,339	662,778	793,315	0	713,146	2,241,578	68	3,320,000
NOVEMBER '20	111,288	612,214	694,402	0	679,253	2,097,157	63	3,320,000
DECEMBER '20	154,871	516,594	735,159	0	674,918	2,081,542	63	3,320,000
JANUARY '21	129,546	579,089	834,799	0	677,684	2,221,118	67	3,320,000
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
MINIMUM	71,320	516,594	694,402	0	614,656	2,081,542	63	
MAXIMUM	215,088	751,450	1,050,636	0	945,827	2,963,001	89	
TOTAL	1,650,918	8,127,462	10,780,639	0	9,331,085	29,890,104	900	
AVERAGE	126,994	625,189	829,280	0	717,776	2,299,239	69	

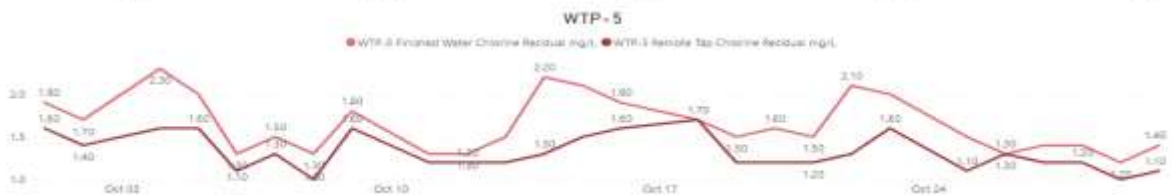
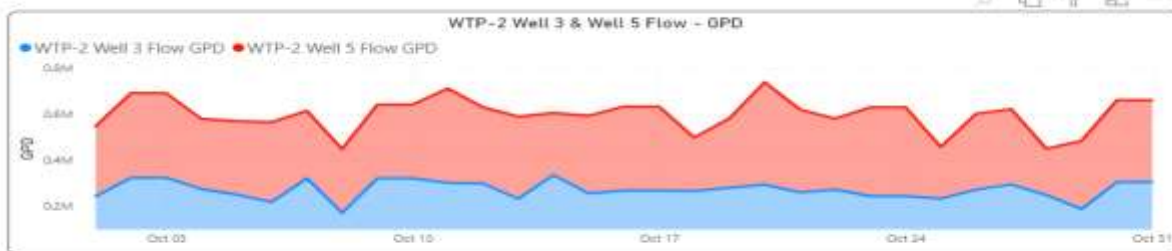
WTP - 1

10/1/2021 10/31/2021



WTP - 2

10/1/2021 10/31/2021



7. BIOSOLIDS

In the 5-year 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 is 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 October, neither Sampey nor Sunshine WWTP required dewatering. Please see the table below.

Table 7-1 Biosolids Dewatering

TABLE 9.1: BIOSOLIDS HAULED			
PROCESS	WET TONS	GALLONS	% SOLIDS
SAMPEY WWTP			
SAMPEY WWTP SLUDGE MATE	0	0	8%
SAMPEY WWTP LIQUID SLUDGE	0	0	2%
SAMPEY WWTP SYNAGRO	N/A	0	2%
SUNSHINE WWTP			
SUNSHINE WWTP LIQUID SLUDGE	0	0	2%
SUNSHINE WWTP SYNAGRO	N/A	0	2%

8. MAINTENANCE

8.1 Mechanical

- **Completed:**
 - Removal of the faulty pump at LS# 51.
 - Oil changed on all three aerators at the Wastewater Treatment Facilities.
 - Clarifiers cleaned at both Wastewater Treatment Facilities.
 - Check valve cleaned at LS# 14.
 - Monthly ARV's preventative maintenance cleaning throughout the City's collection system.
 - Mixer de-ragging and inspection at Sampey Wastewater Treatment Facility.
 - Routine fire hydrant flushing in Cypress Oaks Subdivision.
 - Painted fire hydrant pink for breast cancer awareness month.

- **Installed:**
 - New water service at 176 Ledbetter Ave.
- **Replaced:**
 - Faulty check valve at Sampey Water Plant #2
 - Old batteries in the generator at Sunshine Wastewater Treatment Plant.
 - Faulty vac pump# 3 at the Vacuum Station in Waterside Pointe Subdivision.
 - Meters, dual checks, and meter boxes at 1210 West Broad Street, 105 Mills Street, and 304 Peacock Springs Ct.

- **Repaired:**
 - Broken clean-out at 181 East Waldo.

- **SCADA:**
 - **Water and Wastewater Facilities**
 - No major SCADA repairs to report this month.

8.2 Ongoing

- The Aerator in Digester #1 at the Sampey Rd. WWTP was replaced. On November 11th, 2019, All Sunshine Crane Rental set the aerator in place, and it was returned to service. On November 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 staff met with Pump Manufacturers at the irrigation station located inside the Waterside Pointe Subdivision. The City of Groveland is seeking quotes to renovate the irrigation station with new pumps, motors and VFD's (Variable Frequency Drive). With this station operating all irrigation in the subdivision will be supplemented with water from Crystal Lake. This will reduce the demand on City of Groveland's reclaimed water supply.

- Woodard & Curran's SCADA team completed upgrades on the booster station located on State Road 19 inside the Christopher C. Ford Industrial Park. Completion of the upgrades allowed a reduction in water pressure from the Sunshine WTP # 3, while providing sufficient fire flow protection to the industrial park.

9. FINANCIAL UPDATE

All the budget components are in line with the current rate of expense with the exception of the Chemical Cost and Maintenance & Repair Expenses. Several maintenance items were completed including the annual calibration of all chlorine scales and commercial back flow testing.

October's Financials'							
Budget Category	Month Budget	Month Actual	YTD Budget	YTD Actual	Annual Budget	over(under)	% Of budget
Labor (D.L. + FB)	\$109,134	\$64,567	\$109,134	\$64,567	\$1,309,612	(\$44,567)	5%
Utilities	\$44,917	\$42,944	\$44,917	\$42,944	\$539,000	(\$1,973)	8%
Chemicals Costs	\$6,769	\$11,578	\$6,769	\$11,578	\$81,229	\$4,809	14%
Maintenance and Repair Costs	\$17,925	\$24,034	\$17,925	\$24,034	\$215,100	\$6,109	11%
Sludge Disposal Costs	\$20,550	\$0	\$20,550	\$0	\$246,603	(\$20,550)	
Lab Supplies & Equipment	\$5,614	\$1,626	\$5,614	\$1,626	\$67,362	(\$3,988)	2%
Office Supplies	\$315	\$620	\$315	\$620	\$3,775	\$305	16%
Miscellaneous Expenses	\$11,272	\$10,444	\$11,272	\$10,444	\$135,263	(\$828)	8%
Overhead (G&A of D.L.)	\$34,231	\$20,038	\$34,231	\$20,038	\$410,775	(\$14,193)	5%
Subtotal of Costs for Contract Year 3	\$250,727	\$175,851	\$250,727	\$175,851	\$3,008,719	(\$74,875)	6%
Fixed Fee for Contract Year 3	\$12,536	\$8,793	\$12,536	\$8,793	\$150,436	(\$3,744)	6%
Total	\$263,263	\$184,644	\$263,263	\$184,644	\$3,159,155	(\$78,619)	

10. WORK ORDER MANAGEMENT

Utility Billing creates work orders utilizing the City's work order program, Black Mountain. The table below reflects the work orders created in the Black Mountain system for the month of October 2021.

Table 10-1: City Hall Work Order Management

Service Order Type Number	
Meter - Turn On	57
Meter - Turn Off	3
Shut Off Verification	1
Turn Off for Repairs	2
Vacation Shut Off Request	2
Meter - Final Read/Leave On	107
New Meter	106
Pressure Test	6
Meter Final Read/Turn Off	44
Call City Hall	3
Zero Reading	2
Meter -Turn on From Shut Off List	15
Vacation - Turn Back On	11
Turn Back on From Repairs	1
Water Quality Complaint	3
Sewer Cap Replacement	1
Sewer Back-up	3
Meter - Change Out	68
Re-Read/Leak Check	52
Verification of Meter Information	8
Leak - Meter Box	1
Miscellaneous Work Order	10
Meter Reading	12
Total	518



11. WOODARD & CURRAN ASSET MANAGEMENT

From October 1st, 2021, through October 31st, 2021, Woodard & Curran staff completed eight hundred and eighty-one (881) work orders utilizing our Computerized Maintenance Management System (CMMS), Utility Cloud.

The charts below show the maintenance history for the month of October. This report includes the work order types, descriptions, and a breakdown of the top ten performing employees based on completed work orders.

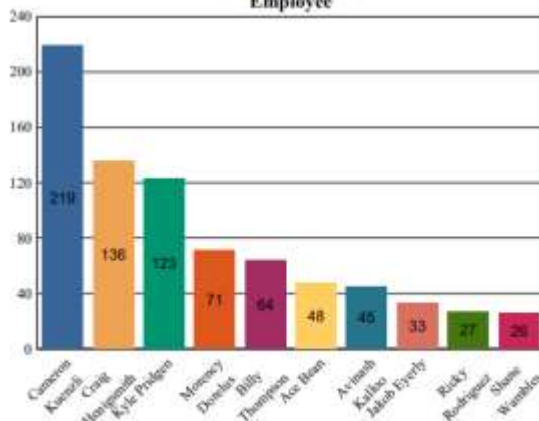


Maintenance History Report Groveland

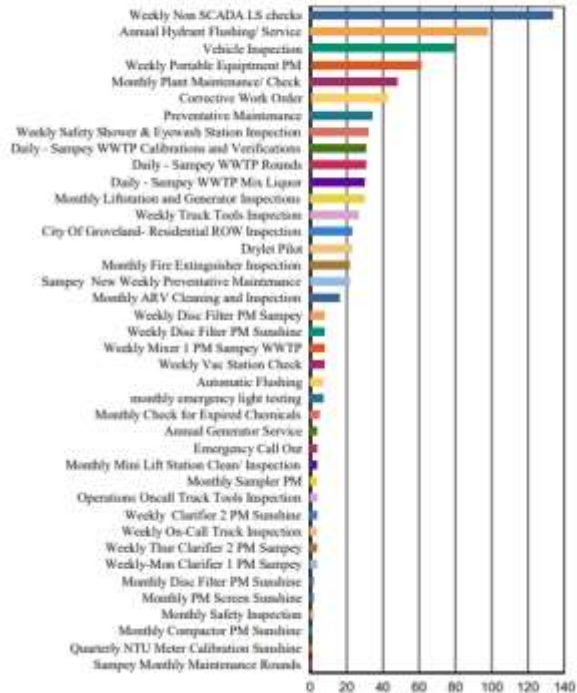
Report Start 10/1/2021
Report End 10/31/2021

Work Orders by Type	Total
Administrative	2
Corrective Maintenance	57
Emergency Repair	4
Inspections	214
Preventative Maintenance	604
Total	881

Work Orders by Employee



Work Orders by Description



12. STAFFING – CORPORATE SUPPORT

Table 12-1: Corporate Support

Name	Title	Support Provided
Alyson Watson	CEO	Management Support
Steve Niro	Senior Vice President O&M Business Center Manager	Management Support
Paul Roux	Operations Leader	Management Support
Glenn Burden	Area Manager	Management Support
Shannon Eyler	Director of Health & Safety	Health & Safety
Jeff Souza	Project Engineer II	SCADA, Electrical, and Technical Services
Alan Fabiano	IT Coordinator	SEMS (Computerized Maintenance Management System), HACH WIMS (Laboratory Information Management System), Tablets & Technology
Jeannie Dubois	MIS Support Specialist	Computer and Network set-up and support
Celina Bland	O&M Specialist	Hach WIMS, Utility Cloud and Power BI programming and support
Kim Brierley	Project Administrator	Accounting
Jackie Smith	Marketing Assistant	Project Support Specialist
Wendi Smith	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 Lindeman	Safety Manager	Health & Safety Support
Justin DeMello	Project Manager II	Engineering Support

Table 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	Lead Operator	<ul style="list-style-type: none"> • FDEP “A” Water • FDEP “C” Wastewater
Aaron Amburn	Industrial Pretreatment Coordinator	<ul style="list-style-type: none"> • FDEP “B” 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
TBD	Field Service Technician	
Morency Dorélus	Field Service Technician	
Avinash Kalloo	Field Service Technician	
Ruben Nesmith	Field Service Technician	
Cameron Kuenzli	Field Service Technician	
TBD	Field Service Technician	
Billy Thompson	Field Service Technician	

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.

W&C VALUES

At Woodard & Curran, we believe the work we do and how we do it matters. These values are at the heart of our organization:

PUT PEOPLE FIRST ①

The wellbeing of our people is our top priority.

- We value and respect each other's whole lives
- We encourage and support work/life balance by offering flexibility in schedules whenever possible
- We create a positive and safe work environment
- We welcome and regularly solicit feedback from employees to improve our environment and our work and act upon it

OPERATE WITH INTEGRITY ②

We stand by our principles because our character is more important than the bottom line.

- We are authentic and transparent with each other, our clients and communities
- We demonstrate integrity and honesty in all we do
- We uphold standards and safeguards to protect the organization's integrity
- We actively work to support our Mission Statement

CULTIVATE AUTONOMY ③

We empower each other to think creatively, act on our convictions, and take responsibility for ourselves.

- We demonstrate individual responsibility and accountability to achieve great outcomes for our clients and in our careers
- We empower creativity and innovation by being open and responsive to ideas and dialogue
- We encourage our employees to pursue goals through innovation, tenacity and personal commitment
- We support our employees' careers and invest in their success

WORK AS ONE TEAM ④

We collaborate across the organization and learn from each other to find the best solutions.

- We implement structure and technology that support effective learning and knowledge sharing
- We actively share ideas, resources and knowledge
- We treat each other with respect and professionalism independent of status, title, or differences in opinion
- We seek out different ideas through inclusivity in our projects, teams and the company

ACT LIKE OWNERS ⑤

We take pride in our work and are invested in the company's sustainable future.

- We prioritize long term impacts over short-term financial outcomes
- We understand and are clear about the long-term vision, goals and plan for the company's success
- We strive to make Woodard & Curran better for those who come after us
- We are committed to controlling our future through private ownership