

# How to Obtain Census and Lodging data for your Public Supply Service Area using Map Viewer

## (For Non-GIS Users)

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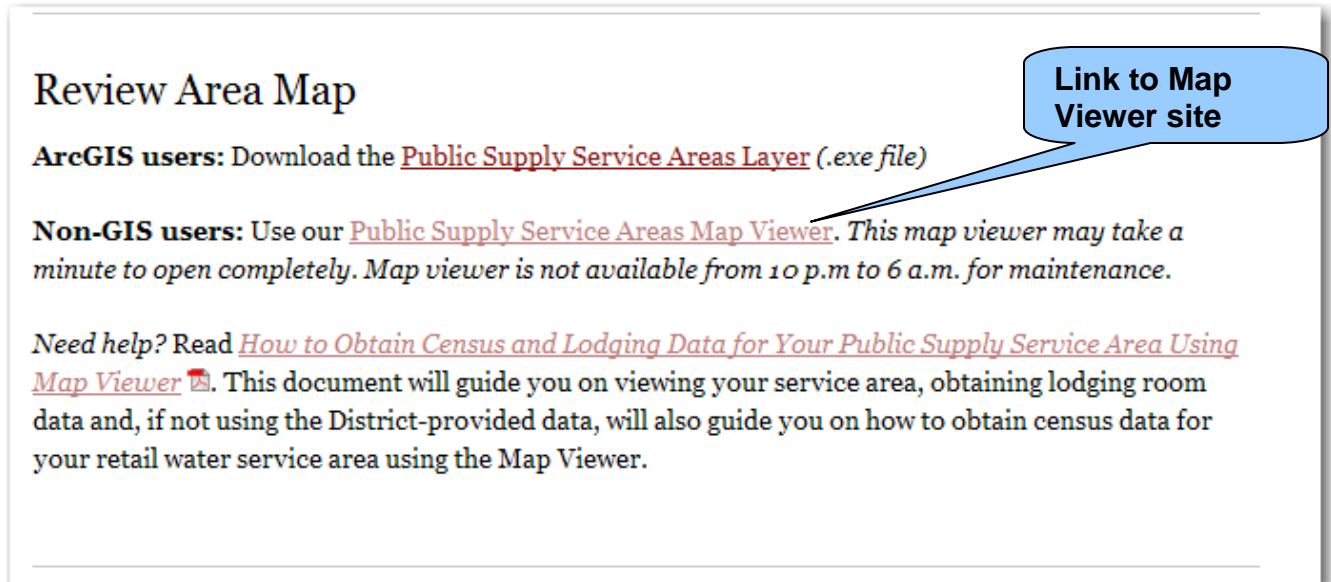
## How to Obtain Census and Lodging data for your Public Supply Service Area using Map Viewer

This guide is designed for those non-GIS users not using the District-supplied population data by utility service area. In order to better serve non-GIS users, the District has implemented a web-based application called Map Viewer. The Map Viewer application allows non-GIS users ready-access to the Public Supply Utility Service Areas layer, Census Variables layer, and the lodging facilities layer. The Map Viewer is most useful for utilities with a small number of Census blocks or lodging facilities but is useful to any utility in reviewing service area boundaries. They can use the Map Viewer to access the Geographic Information System (GIS) layers available from the District. Information from these layers is used to complete Worksheets C, D, E and H of the proposed *Basis of Review Part D*.


### A. ACCESSING THE MAP VIEWER

The link to the Utilities Service Area Map Viewer is found at the bottom of [Section A Maps - Public Supply Areas](#) of the District and Utility Demographics website ([www.watermatters.org/demos](http://www.watermatters.org/demos)) (Figure A.1). Clicking on the link will launch the Map Viewer on a new browser window (Figure A.2, next page).

Figure A.1. Link to Map Viewer Site



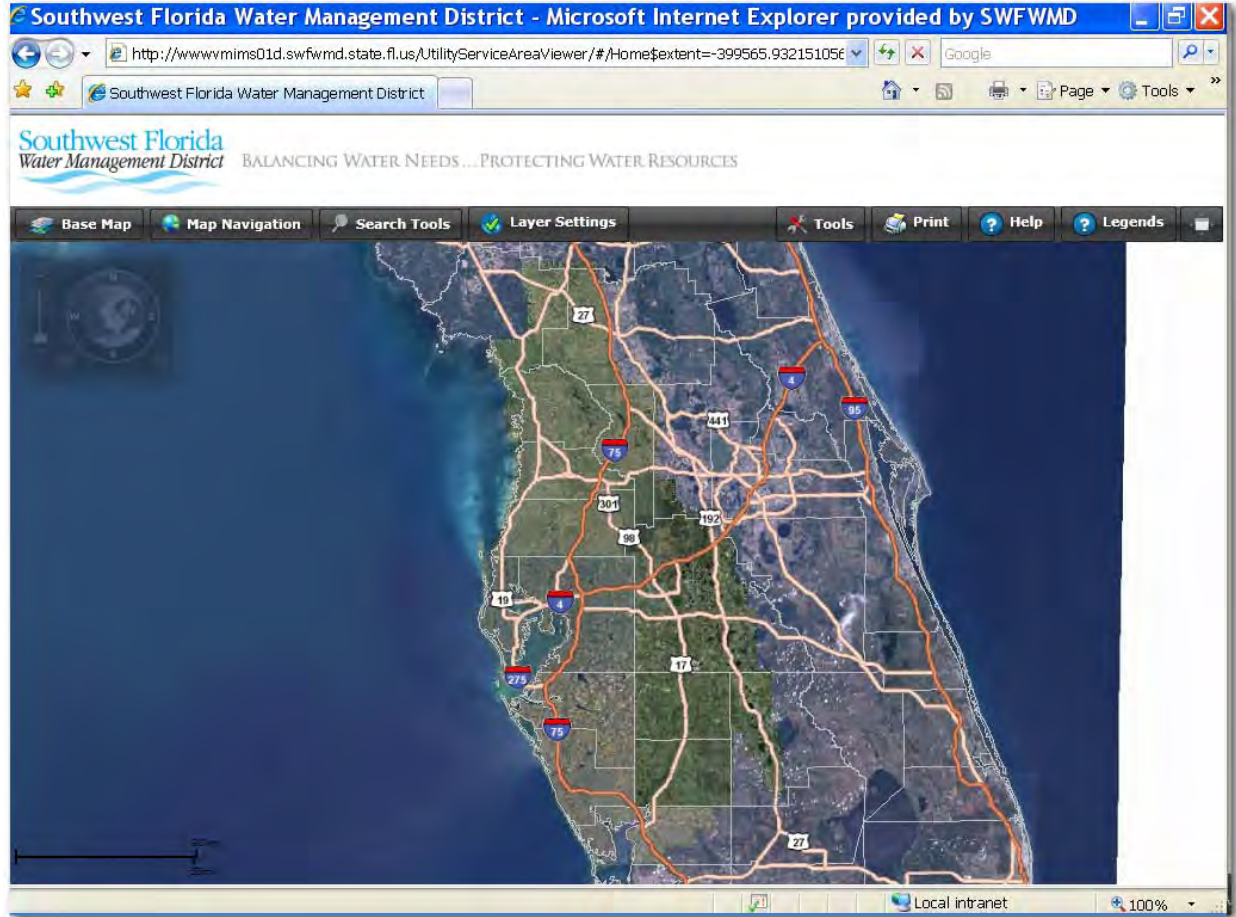
The screenshot shows a webpage titled "Review Area Map". It contains three main sections of text:

- ArcGIS users:** Download the [Public Supply Service Areas Layer \(.exe file\)](#)
- Non-GIS users:** Use our [Public Supply Service Areas Map Viewer](#). *This map viewer may take a minute to open completely. Map viewer is not available from 10 p.m to 6 a.m. for maintenance.*
- Need help?** Read [How to Obtain Census and Lodging Data for Your Public Supply Service Area Using Map Viewer](#) . This document will guide you on viewing your service area, obtaining lodging room data and, if not using the District-provided data, will also guide you on how to obtain census data for your retail water service area using the Map Viewer.

A blue callout box with a white border and a pointer to the "Public Supply Service Areas Map Viewer" link contains the text "Link to Map Viewer site".

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Figure A.2. The Map Viewer Site

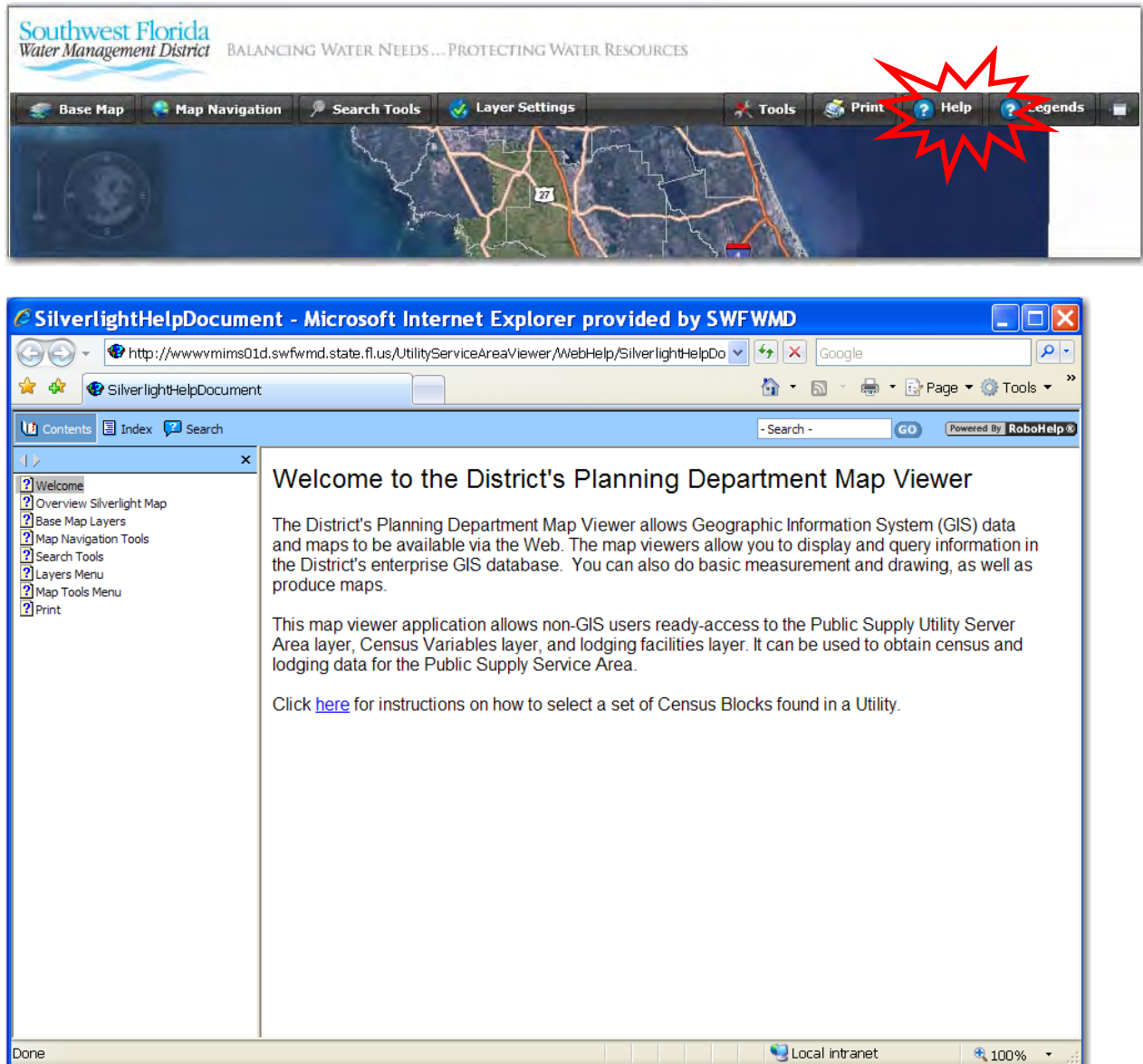


## How to Obtain Census and Lodging data for your Public Supply Service Area using Map Viewer

### A.1. Help File

First time users will find the Web Mapping Application Help (Figure A.3) invaluable in learning the Map Viewer basics. It is highly recommended that new users read the Help File. The information provided in this guide assumes the reader is familiar with information contained therein. To access the Map Viewer Help File, click on "Help" in the upper right corner of the Map Viewer window.

Figure A.3. Web Mapping Application Help



**Please note that if you are inactive for more than 30 minutes, your Map Viewer session will expire. If this happens, you will need to reenter Map Viewer as explained on Page 2.**

## B. FINDING A PUBLIC SUPPLY SERVICE AREA

After reading the help file, close or minimize the Web Mapping Application Help window and return to Utility Service Area Map Viewer window. Here are the steps to finding your service area:

- Step 1: Navigate to the tool bar and click on the Search Tools (Figure B.1).
- Step 2: Select Search by Utility.
- Step 3: Scroll down the alphabetical list and click on your service area name. Please note that in our example we will be finding Census data and lodging facilities information for the Lake Panasoffkee Water Association (WUP# 1368) (Figures B.1-B.3, below and next page)

Figure B.1. Clicking on Search Tools and Selecting Search by Utility

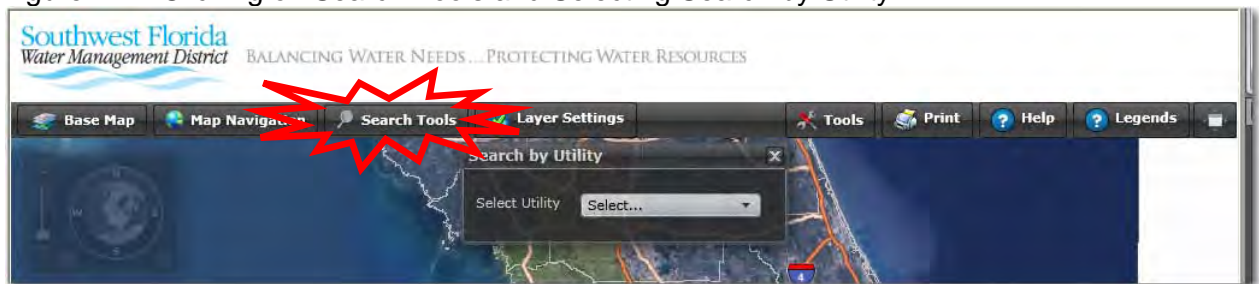


Figure B.2. Scrolling down the PSSA alphabetical list

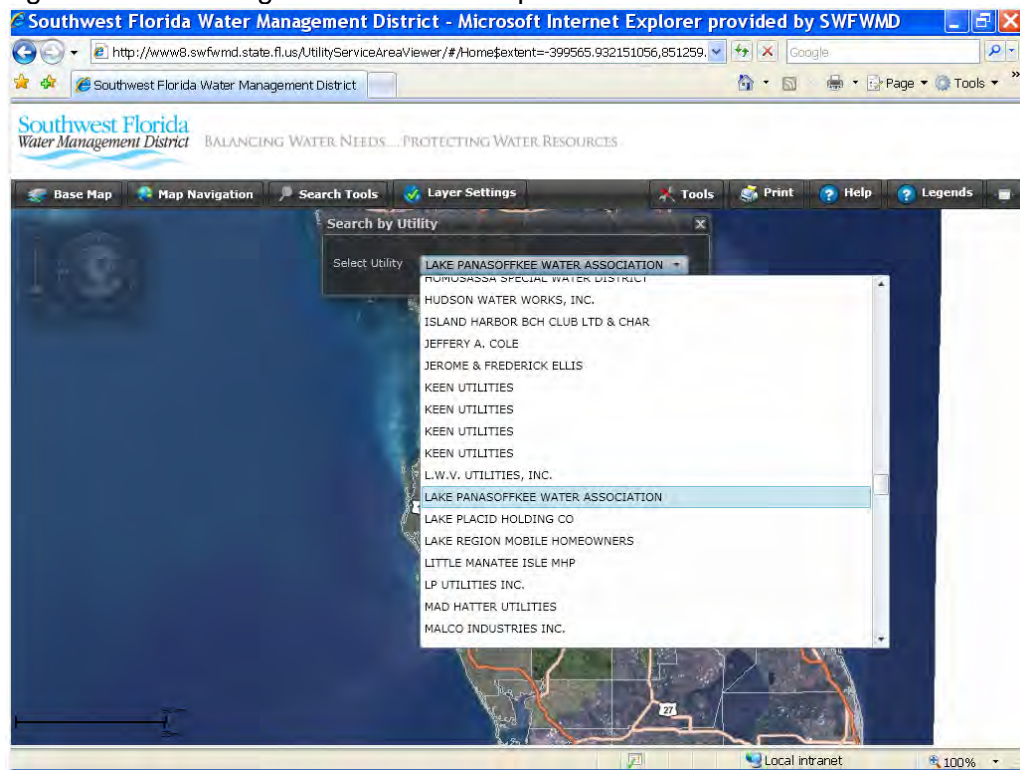
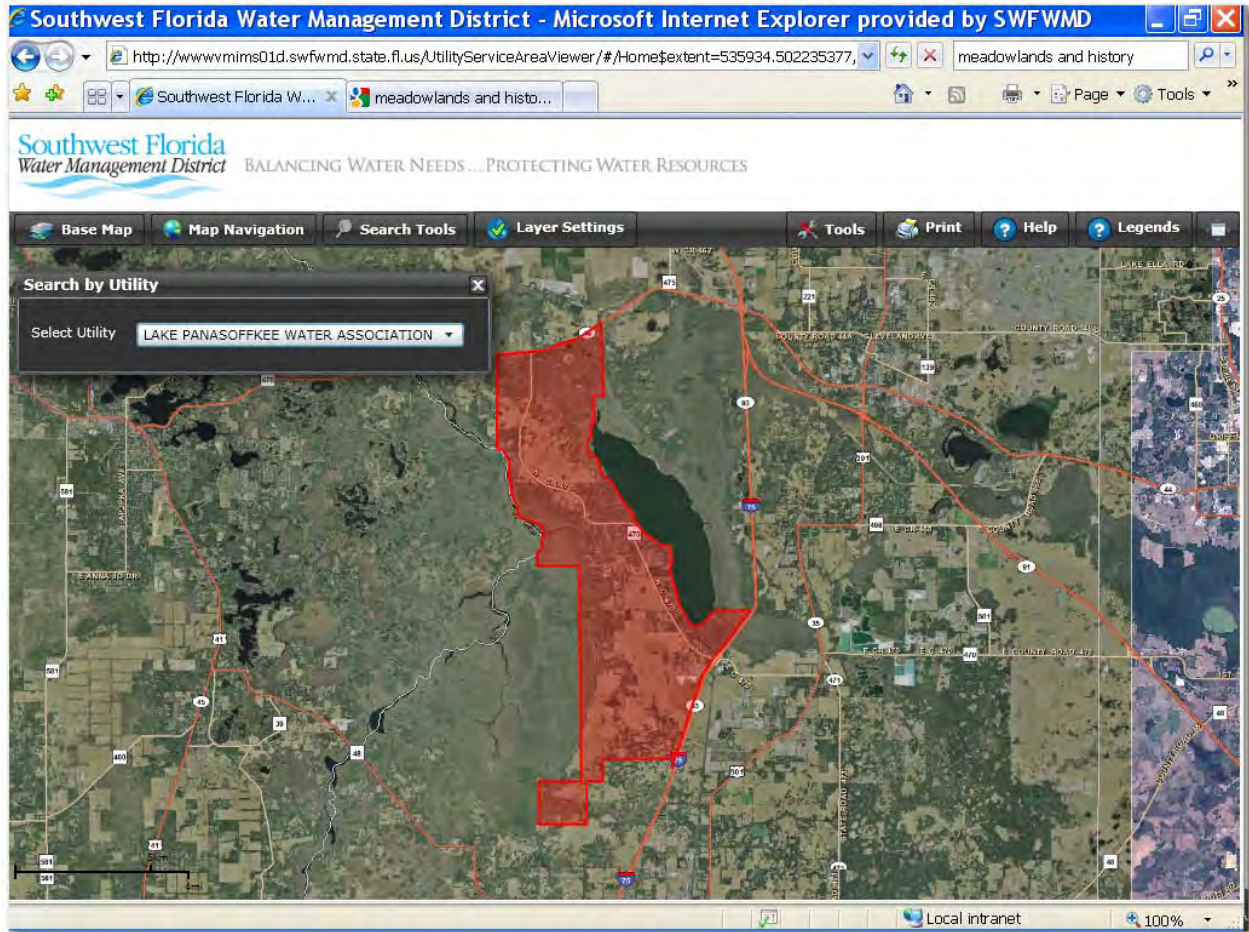



Figure B.3. Highlighted Public Supply Utility Service Area  
Lake Panasoffkee Water Association (WUP# 1368)



### C. OBTAINING CENSUS DATA

The Census Variables layer contains information necessary to complete Worksheets C, D, E and H. Follow the steps below in order to obtain all necessary Census statistics for Census Blocks wholly or partially inside the utility's retail water service area:

Step 1: On the Toolbar, click on Search Tools . Scroll down and click on Select Census Blocks. The program will highlight those Census Blocks wholly or partially inside the utility's retail water service area and generate a table with Census Block Information (Figure C.1, next page)

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Step 3: Record the following information in a spreadsheet for all blocks listed (Figure C.2, page after next):

- i. COUNTYFP10: Census County Number
- ii. TRACTCE10: Census Tract Number
- iii. BLKGRP: Census Block Group Number
- iv. BLOCKCE10: Census Block Number
- v. ZCTA5: Census Zip Code Tabulation Area
- vi. CPOPNNH: Population in Households
- vii. CHH: Households
- viii. CGRUPPOP: Group Quarters
- ix. CHOUSUNITS: Housing Units

Please note that the Census data may be verified using American FactFinder in the Census Bureau website ([www.census.gov](http://www.census.gov)).

Step 4: The Block, ZCTA5 and Tract numbers can be used to sort and aggregate data as necessary using spreadsheet functions.

Figure C.1. Census Blocks Selecting using Select Census Block Tool

The screenshot shows a web browser window displaying the Southwest Florida Water Management District's Map Viewer. A red starburst highlights the 'Select Census Block in a Utility' tool. The tool's interface includes a 'Select Utility' dropdown menu set to 'LAKE PANASOFFKEE WATER ASSOCIATION'. Below this is a 'Selection Results' table with the following data:

OBJECTID	GEOID10	STATEFP10	COUNTYFP10	TRACTCE10	BLKGRP	BLOCKCE
1	121199104021060	12	119	910402	1	1060
2	121199104013018	12	119	910401	3	3018
3	121199104013046	12	119	910401	3	3046
4	121199115001108	12	119	911500	1	1108
5	121199104012011	12	119	910401	2	2011
6	121199104013010	12	119	910401	3	3010
7	121199115001068	12	119	911500	1	1068
8	121199104013025	12	119	910401	3	3025
9	121199104021011	12	119	910402	1	1011
10	121199104012012	12	119	910401	2	2012

At the bottom of the tool, it indicates 'Record: << < 0 > >> Records (0 out of 202 Selected) Options...'. The background map shows utility lines in orange and roads in white, with a red outline highlighting a specific area.

Figure C.2. Sample Spreadsheet with Census data from the Census Variables layer

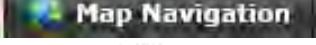

	A	B	C	D	E	F	G	H	I
1	COUNTYFP10	TRACTCE10	BLKGRP	BLOCKCE10	ZCTA5	CPOPNNH	CHH	CGRUPPOP	CHOUSUNITS
2	119	910401	1	1000	33538	0	0	0	0
3	119	910401	1	1001	33538	29	12	0	29
4	119	910401	1	1002	33538	52	22	0	26
5	119	910401	1	1003	33538	4	2	0	2
6	119	910401	1	1004	33538	25	11	0	13
7	119	910401	1	1005	33538	11	7	0	10
8	119	910401	1	1006	33538	16	10	0	14
9	119	910401	1	1007	33538	14	11	0	18
10	119	910401	1	1008	33538	2	1	0	1
11	119	910401	1	1009	33538	7	4	0	6
12	119	910401	1	1010	33538	0	0	0	0
13	119	910401	1	1011	33538	6	4	0	8
14	119	910401	1	1012	33538	7	5	0	7
15	119	910401	1	1013	33538	0	0	0	0
16	119	910401	1	1014	33538	67	33	0	52
17	119	910401	1	1015	33538	17	7	0	10
18	119	910401	1	1016	33538	8	6	0	7
19	119	910401	1	1018	33538	19	10	0	11
20	119	910401	1	1019	33538	25	12	0	14
21	119	910401	1	1020	33538	59	25	0	37
22	119	910401	1	1021	33538	201	85	0	99
23	119	910401	1	1022	33538	24	13	0	16
24	119	910401	1	1023	33538	3	2	0	2
25	119	910401	1	1024	33538	23	10	0	12
26	119	910401	1	1025	33538	3	2	0	2
27									

#### D. LODGING DATA

If you choose to estimate the optional tourist population, you will need a list of lodging facilities being served by your utility. The Public Lodging Facilities layer is also available through the Map Viewer. Lodging unit (rooms) data on the facilities, if actually served by the utility, may be entered in Worksheet G.

In our example, we are going to identify the lodging facilities located within retail water service area of the Lake Panasoffkee Water Association (WUP# 1368). Here are the steps:

Step 1: Turn on the Lodging Facilities in the District Layer (Figure D.1)

Step 2: Click on Map Navigation button on the tool bar () and activate the Zoom In function in order to zoom to a given lodging facility  (Figure D.2)


Step 3: Click on the Identify Tool  in order to display information on that lodging facility. Again, after confirming that this lodging facility is actually served by the utility, type the name (BUSNAME) and number of rental units (ROOMS) into Worksheet G (Figure D.3). Note: You may need to scroll down to the last item in order to see the information.



Figure D.1. Lodging Facilities in the Lake Panasoffkee Water Association (WUP #1368)

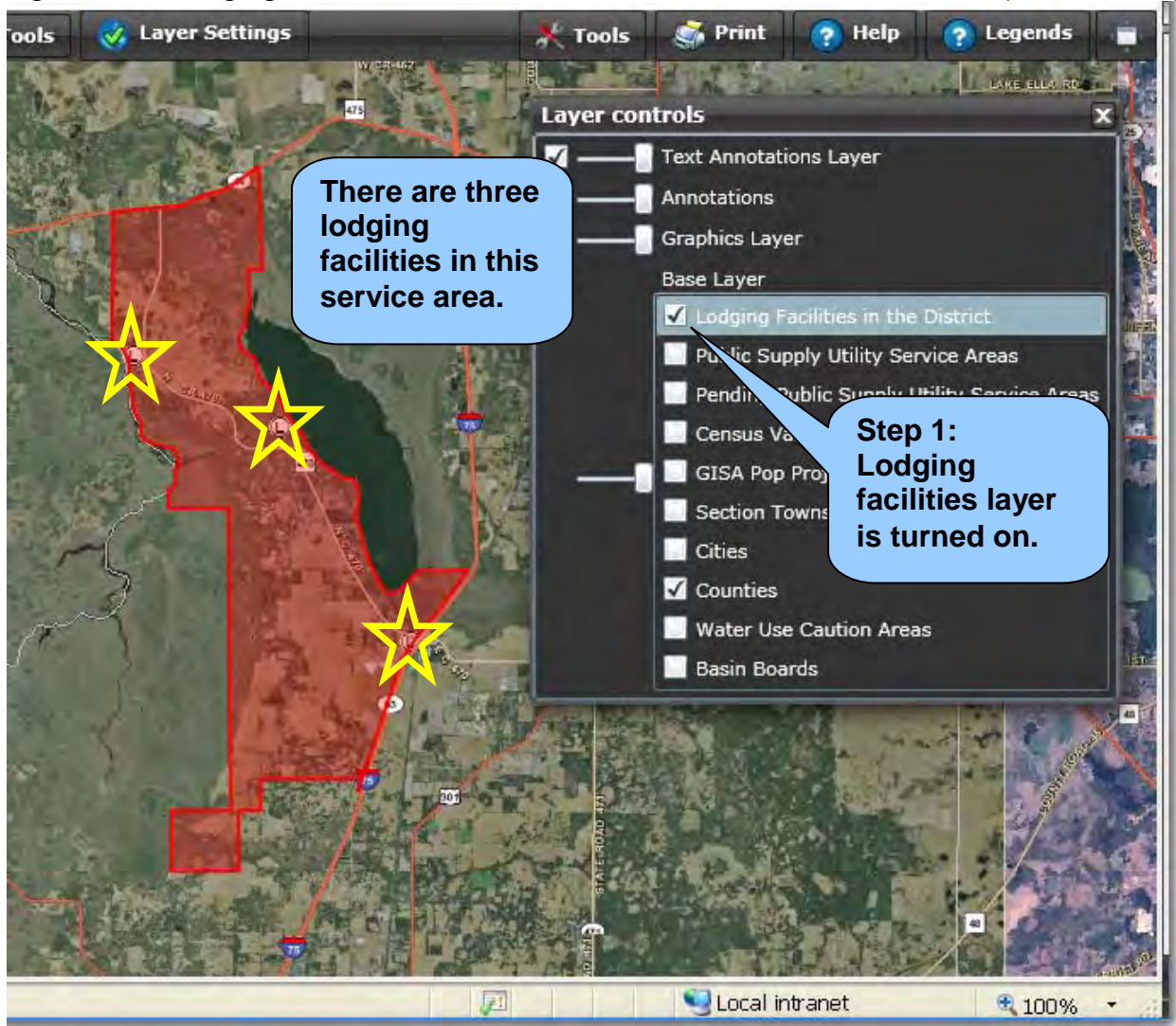


Figure D.2. Using Identify Tool to Get the Facility Name (BUSNAME) and Number of Rental Units (ROOMS)

The screenshot shows a web browser window titled "Southwest Florida Water Management District - Microsoft Internet Explorer provided by SWFWMD". The browser address bar shows a URL starting with "http://www8.swfwmd.state.fl.us/UtilityServiceAreaViewer/#/Home\$extent=581771.588885521,1616592". The page content includes a map with a "Map Tools" toolbar and an "Identify Results" window. A blue callout bubble points to the "Identify" tool icon in the toolbar, stating: "Click on Tools and then click on [Identify icon] to activate the Identify Tool". Another blue callout bubble points to a red starburst icon on the toolbar, stating: "Click on lodging facility symbol (📍) in order to find out the Facility Name and Rental Units". A third blue callout bubble points to the "Identify Results" window, stating: "If lodging facility information is not showing, hit the down arrow and click on the last item." The "Identify Results" window displays the following data:

HIDDEN RIVER ENTREPRISES LLC (Lodging Facilities in the District)	
MAILCO	70
PHONE1	8136200599
BUSNAME	HIDDEN RIVER
FILLER	RE
LOCST1	4666 CR 300
LOCST2	WI

Below the main screenshot, a red arrow points to an expanded dropdown menu. The dropdown menu contains the following items:

- HIDDEN RIVER ENTREPRISES LLC (Lodging Facilities in the District) (selected)
- SUMTER (District Counties)
- SUMTER (Florida Counties)
- SUMTER (Counties within the District)
- HIDDEN RIVER ENTREPRISES LLC (Lodging Facilities in the District)

Note: If lodging facility information is not showing, hit the down arrow and click on the last item (Lodging Facilities in the District).

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Figure D.3. Information on Lodging Facilities Served Entered into Worksheet G

	A	B	C	D	E	F	G
1	<b>Worksheet G: Functional Tourist Population</b>						
2							
3	Page: of :						
4	Permittee Name:		LAKE PANASOFFKEE WATER ASSOCIATION				
5	Permit Number(s):		001368				
6	Population Year of Interest:						
7	<b>Data Entry Required in Solid Bold Bordered Cells</b>						
8	<b>Calculated Output in Dashed Bordered Cells</b>						
9							
10							
11	Use Part 1 to estimate functional tourist population from directly collected						
12	collected data or Part 2 to estimate functional tourist population indirectly						
13	from tourism accommodation taxes. Use Part 3 to estimate functional in-home						
14	tourist population.						
15							
16	<b>Part 1: Public Lodging Data Method</b>						
17							
18	<b>a. Inventory of Service Area Public Lodging</b>						
19	Attach documentation of data source and year collected.						
20	Note: Insert additional rows as needed.						
21							Number of
22							Rooms
23							10
24							14
25							6
26							A
27							30
28							