

How to Obtain Census and Lodging data for your Public Supply Service Area using the 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 a 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 - Public Supply Area Maps of the District and Utility Demographics website (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 instructions for ArcGIS and Non-GIS users, a maintenance notice, and a link to a help document. A blue callout box with a white border points to a link in the text, containing the text "Link to map viewer site".

Review Area Map

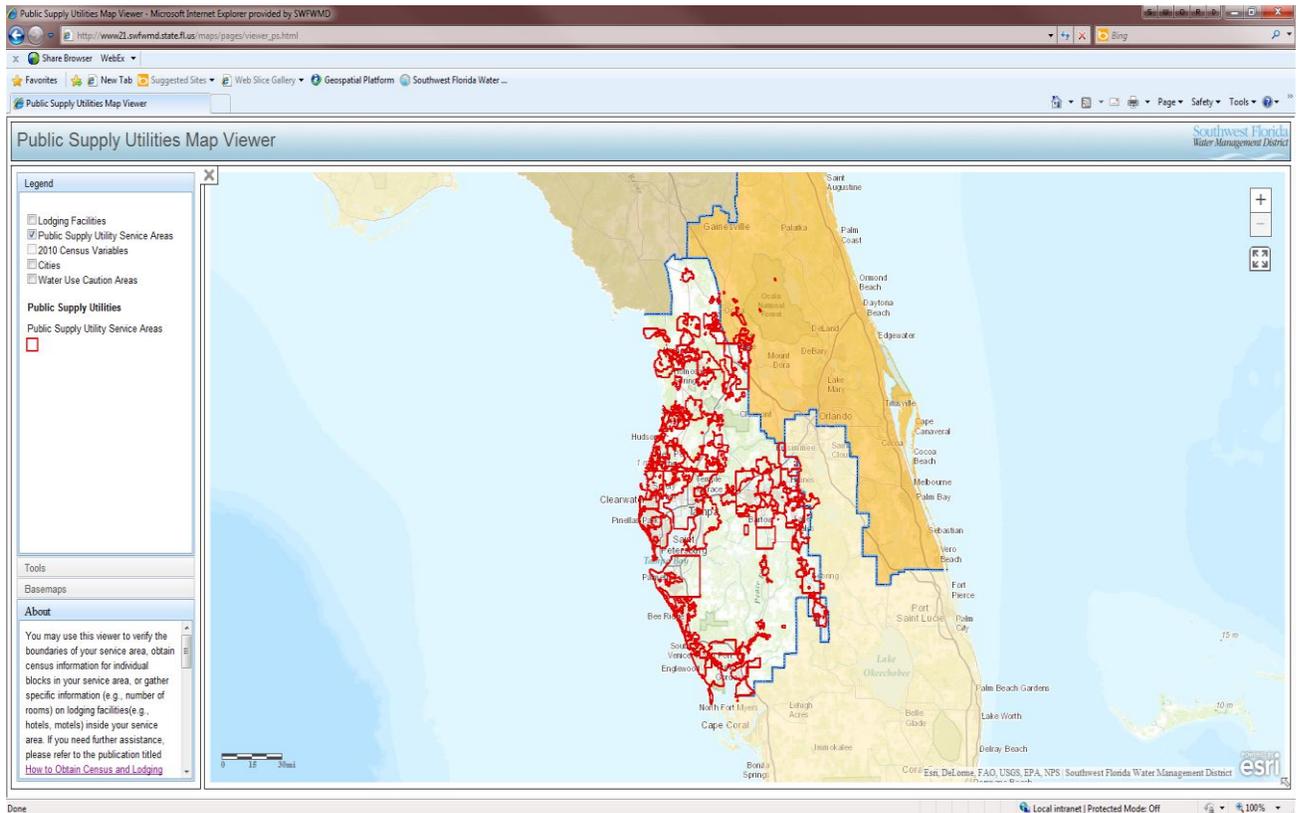
ArcGIS users: Download the [Public Supply Service Areas Layer \(.exe file\)](#)

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.

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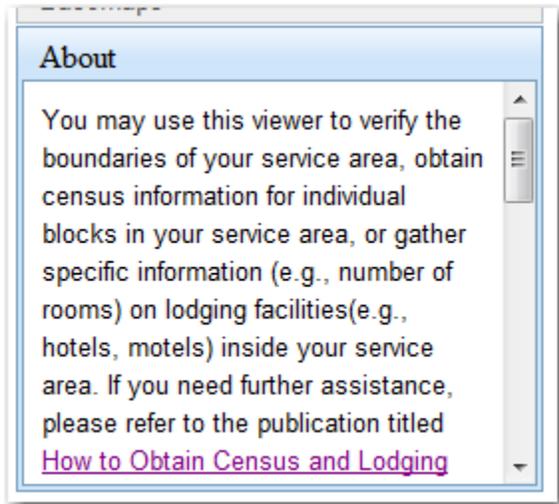
Figure A.2. The map viewer site



A.1. Help File

First time users will find the link to the Help document in the “**About**” section (Figure A.3). The information provided in this guide assumes the reader is familiar with information contained therein. To access the map viewer help file, click on the link in the “About” section in the lower left corner of the map viewer window and select the link titled “*How to Obtain Census and Lodging Data for Your Public Supply Service Area Map Viewer*”.

Figure A.3. About section



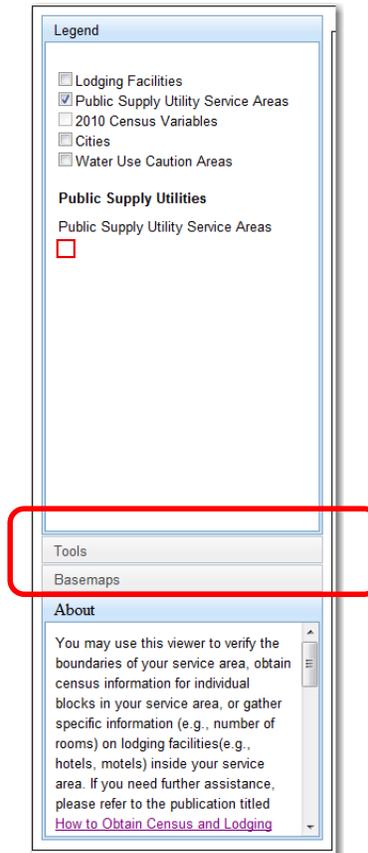
Please note that if you are inactive for more than 30 minutes, your map viewer session will expire. If this happens, you will need to reenter map viewer as explained on Page 2.

B. FINDING A PUBLIC SUPPLY SERVICE AREA

After reading the help file, close or minimize the document and return to Utility Service Area map viewer window. Here are the steps to finding your service area:

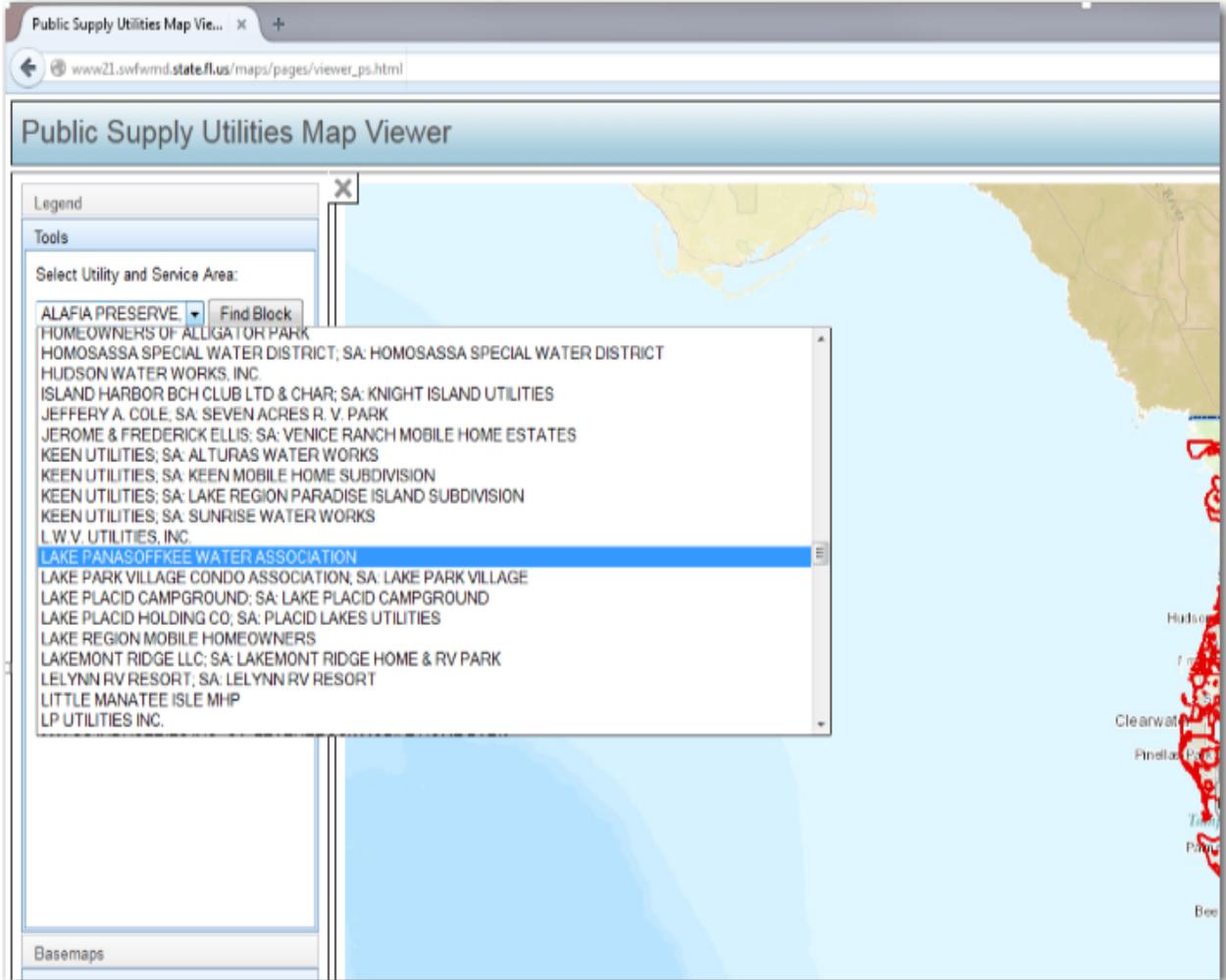
- Step 1: Click on the **Tools** section (Figure B.1).
- Step 2: Click the **Select Utility and Service Area** drop down arrow
- Step 3: Scroll down the alphabetical list and click on your service area name. Please note that in our example we will be finding Census data and lodging facilities information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

Figure B.1. Click on the Tools section



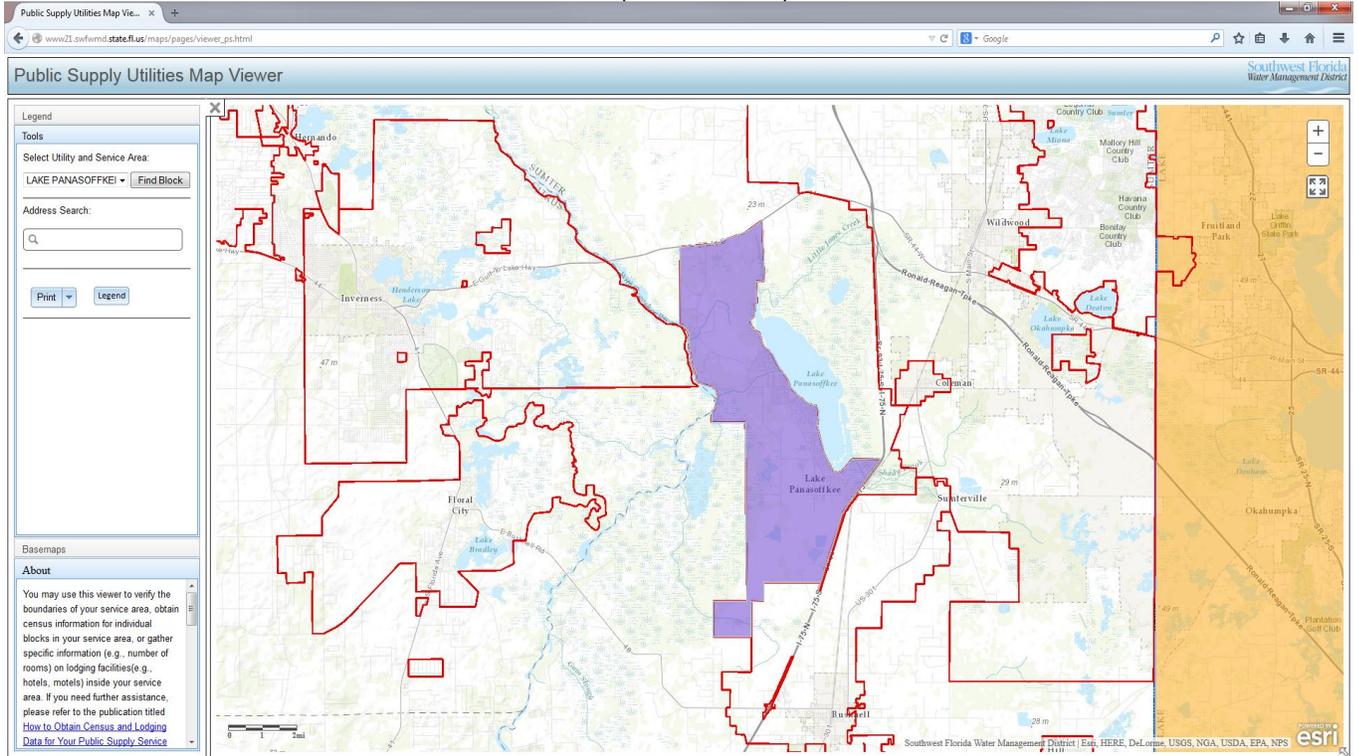
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Figure B.2. Scrolling down the PSSA alphabetical list



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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: In the Tools section, click on **Find Blocks** after having selected a Utility. 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 2: Record the following information in a spreadsheet for all blocks listed (Figure C.2, page after next). There is currently no way to copy/paste or export this tabular data from the map viewer into a spreadsheet program.:

i.	COUNTY	Census County Number (3-5 th digits in GEOID10)
ii.	TRACT	Census Tract Number (6-11 th digits in GEOID10)
iii.	BLKGRP	Census Block Group Number (12 th digit in GEOID10)
iv.	BLOCK	Census Block Number (Last 4 digits in GEOID10)
v.	ZCTA5	Zip Code Tabulation Area (ZCTA5 field)
vi.	CPOPNIH (P016001)	Population in Households
vii.	CHH (P015001)	Households
viii.	CGRUPPOP (P027024)	Group Quarters
ix.	CHOUSUNITS (H001001)	Housing Units

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

Step 3: Once the data is placed into the spreadsheet program, the fields can be used to sort and aggregate data as necessary using spreadsheet functions.

Figure C.1. Census Blocks resulting selection using **Find Blocks** tool (scroll on right to see more).

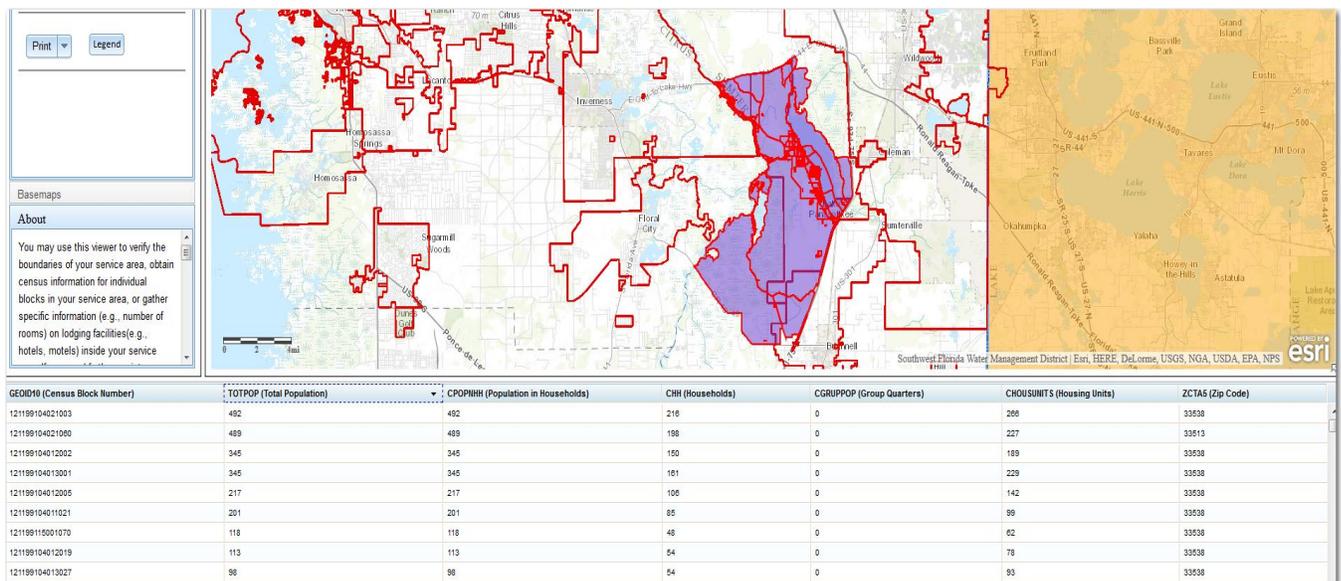


Figure C.2. Sample Spreadsheet with Census data from the Census Variables layer

	A	B	C	D	E	F	G	H	I	J
1	COUNTY	TRACT	BLKGRP	BLOCK	ZCTA5	P016001	P015001	P027024	H001001	
2	119	990300	1	1037	33538	79	31	0	43	
3	119	990300	1	1038	33538	166	65	0	127	
4	119	990300	1	1039	33538	0	0	0	0	
5	119	990300	1	1042	33538	10	5	0	7	
6	119	990300	1	1043	33538	57	28	0	42	
7	119	990300	1	1044	33538	7	3	0	3	
8	119	990300	1	1045	33538	12	7	0	10	
9	119	990300	1	1046	33538	20	7	0	8	
10	119	990300	1	1047	33538	8	2	0	2	
11	119	990300	1	1048	33538	0	0	0	0	
12	119	990300	1	1049	33538	43	19	0	25	
13	119	990300	1	1050	33538	22	9	0	10	
14	119	990300	1	1052	33538	0	0	0	0	
15	119	990300	1	1053	33538	16	8	0	11	
16	119	990300	1	1054	33538	137	65	0	93	
17	119	990300	1	1055	33538	9	4	0	4	
18	119	990300	1	1056	33538	4	1	0	1	
19	119	990300	1	1057	33538	93	39	0	58	
20	119	990300	1	1058	33538	8	5	0	6	
21	119	990300	1	1059	33538	6	5	0	6	
22	119	990300	1	1060	33538	6	2	0	3	
23	119	990300	1	1061	33538	53	29	0	36	
24	119	990300	1	1062	33538	25	10	0	12	
25	119	990300	1	1063	33538	14	7	0	8	
26	119	990300	1	1064	33538	13	9	0	12	
27	119	990300	1	1065	33538	17	7	0	9	

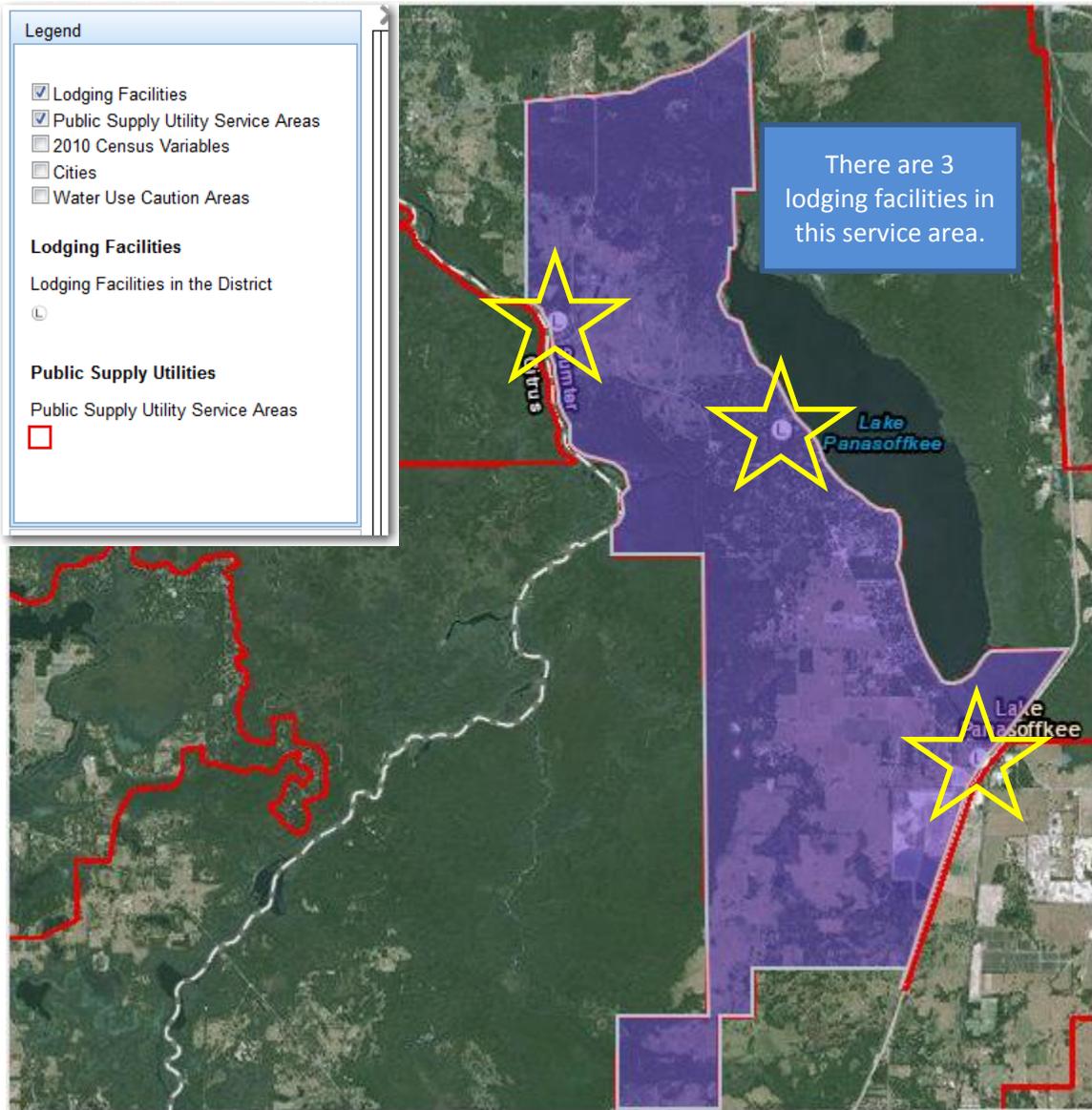
D. LODGING DATA

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:

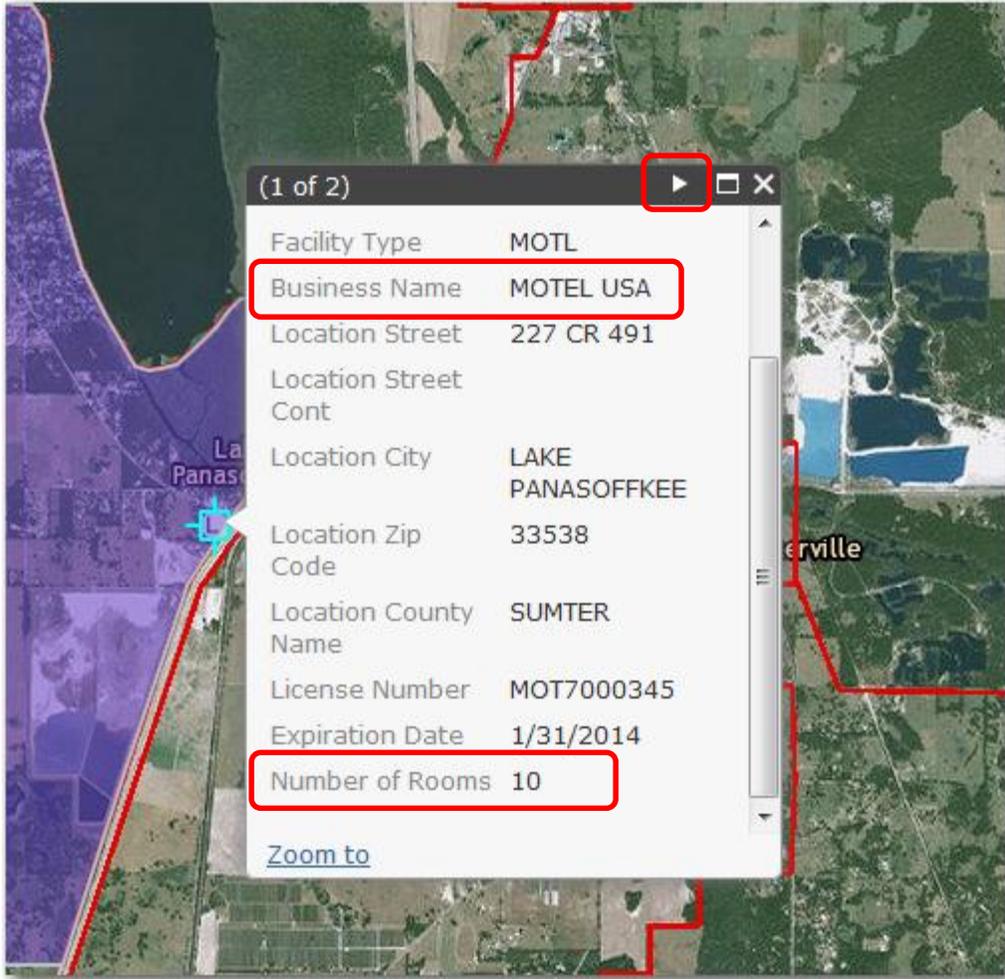
- Step 1: Turn on the Lodging Facilities in the District Layer (Figure D.1)
- Step 2: Click the Zoom In function in order to zoom to a given lodging facility (Figure D.2)
- Step 3: Click on the lodging facility in order to identify its corresponding information. Again, after confirming that this lodging facility is actually served by the utility, type the Business Name (BUSNAME) and Number of Rooms (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)



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Figure D.2. Using mouse-click to obtain the Business Name (BUSNAME) and Number of Rooms (ROOMS)



Note: If lodging facility information is not showing, hit the right arrow until the Lodging Facilities in the District information appears.

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

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