

**AGENDA**  
**TOWN OF JUPITER ISLAND**  
**TOWN COMMISSION MEETING**  
**TUESDAY, FEBRUARY 18, 2025, 11:00 AM**  
**ISLAND ROOM – TOWN HALL – 2 BRIDGE ROAD**  
**SOUTH MARTIN REGIONAL UTILITY (SMRU) MEETING**  
***DIRECTLY FOLLOWING VULNERABILITY ASSESSMENT WORKSHOP (SCHEDULED AT 10AM)***

**ROLL CALL**

**BOARD AND PUBLIC COMMENT**

**CONSENT ITEMS**

1. Consent Agenda

Category A- To be reviewed and approved (as is or as edited) by the Town Commission

- a. Minutes of SMRU Board Meeting of January 8, 2025

Category B- Other Informational Materials (No Action Required)

- a. Fixed Assets Disposal

2. Administrative Agenda

- a. Customer Service Monthly Reports - Period Ending January 2025  
b. Revenue and Production Charts - Period Ending January 2025  
c. FY 24/25 SMRU Budget Status and Balance Sheet - Period Ending January 2025

**COMMISSION ACTION ITEMS**

3. Kimley Horn and Associates Work Authorization - NWTP Degas and Clearwell Ph. II  
4. Martin County Land Dedication - North Water Treatment Facility  
5. Rate Consultant Piggyback Agreement - Raftelis Piggyback of Martin County Contract  
6. Contract Renewal - Safety & Boot Center, Inc.  
7. Generator Purchase - Atlas Copco Mobile Generators

**OTHER ITEMS**

8. Other Items\*

*\* No advanced materials provided*

**TOWN COMMISSION / SMRU BOARD**

Penny Townsend, Mayor  
Marshall Field VI, Vice Mayor  
Anne Scott, Commissioner  
Patricia Warner, Commissioner  
Joseph Taddeo, Commissioner

**ADMINISTRATIVE STAFF**

Town Manager, Robert Garlo  
SMRU Attorney, Phillip Gildan  
Public Services Director, Stuart Trent

**TOWN VISION**

The Town of Jupiter Island is a barrier island community, between the Indian River Lagoon and the Atlantic Ocean, where the beauty of nature will always dominate the presence of man. Our vision for the future is illustrated by the traditions of the past, formed by a community of caring individuals who, with imagination and heart, have combined the island's beautiful gifts of nature with those of tradition and family. Inherent in the character of the Town are tranquility, seclusion and safety. The residents of Jupiter Island will faithfully endeavor to preserve and nurture their unique community for all future generations

**STATE MANDATED STATEMENT**

If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and that, for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Any person requiring a special accommodation at this meeting because of a disability or physical impairment should contact the Town prior to the meeting. Please contact the Town Hall, 2 Bridge Road, Hobe Sound, FL 33455, telephone (772) 545-0103.

**MINUTES  
SOUTH MARTIN REGIONAL UTILITY MEETING  
WEDNESDAY, JANUARY 8, 2025  
JUPITER ISLAND TOWN HALL**

**Called to order: 10:01 am**

**Present:**

Town Commission

Penny Townsend, Mayor  
Marshall Field, VI, Vice Mayor  
Anne Scott, Commissioner  
Patsy Warner, Commissioner  
Joe Taddeo, Commissioner

**Also Present:**

Robert Garlo, Town Manager  
Matthew Pazanski, Finance Director  
Stuart Trent, Public Services & Utilities Director  
Jason Lee, Professional Engineer, Kimley-Horn  
Curtis Robinson, Professional Engineer, Holtz Consulting Engineers  
Tom Baird, Town Attorney  
Anser Advisory  
Taryn Kuzawa, Meeting Secretary

**1. CONSENT AGENDA**

Category A- To be reviewed and approved (as is or as edited) by the SMRU Board

- a. Minutes of SMRU Board Meeting of November 5, 2024

Category B – Other Information Materials (No Action Required)

- b. Fixed Assets Disposal

**Motion to Approve Consent Agenda: Commissioner Scott  
Second: Commissioner Taddeo  
Carried: 5-0**

**2. PRIORITY MATTERS**

- a. Anser Advisory – SMRU General Assessment Report Summary Presentation\*

**Discussion:** Anser Advisory presented report summary outlining their findings and recommendations for SMRU going forward.

**\*\* Item #7 heard at this time\*\***

**3. ADMINISTRATIVE AGENDA**

- a. Customer Service Monthly Reports – October & November 2024

- b. Revenue and Production Charts – October & November 2024
- c. FY 24/25 SMRU Budget Status and Balance Sheet, Period Ending – November 2024

**COMMISSION ACTION ITEMS**

**4. Xylem Pumps – Single Source Spending Approval**

**Discussion:** Director Trent requests that SMRU Board provide single source approval and spending authorization for Xylem Water Solutions in the amount of \$90,000.00 for purchase of replacement and repair of equipment through the end of FY 24/25.

**Motion to Approve: Vice Mayor Field**  
**Second: Commissioner Taddeo**  
**Carried: 5-0**

**5. Engineering Continuing Consultant Contract Renewals**

- a. Kimley Horn and Associates, Inc.
- b. Holtz Consulting Engineers, Inc.
- c. Captec Engineering, Inc.
- d. Engenuity Group, Inc.

**Discussion:** Director Trent requested contract renewals for Kimley Horn and Associates, Inc., Holtz Consulting Engineers, Inc., Captec Engineering, Inc., and Engenuity Group, Inc. Renewals are all a two-year contract extension with expenditures made from GL line 401-412-546.105. Mayor Townsend requested to approve all contracts in one vote.

**Motion to Approve: Vice Mayor Field**  
**Second: Commissioner Taddeo**  
**Carried: 5-0**

**6. Line-Tec – Construction Services Contract Renewal**

**Discussion:** Director Trent requested contract renewal for Line Tech, Inc., with spending authorization of \$45,000 for hydrant maintenance with expenditures made from GL line 401-414-546.107.

**Motion to Approve: Commissioner Warner**  
**Second: Commissioner Taddeo**  
**Carried: 5-0**

**7. TJI/Martin County Interlocal Agreement – Joint Planning Area Approval (\**Heard as third item*)**

**Discussion:** Director Trent requests approval of Interlocal Agreement between TJI and Martin County allowing the Mayor to execute the agreement on behalf of the Town.

**Motion to Approve: Vice Mayor Field**

**Second: Commissioner Warner**  
**Carried: 5-0**

**8. Other Items\***

**PUBLIC COMMENTS**

There were no public comments.

Mayor Townsend adjourned the meeting at 11:49 am.

Attested by:

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Taryn Kuzawa, SMRU Commission Meeting Secretary

*\* No advance Materials provided*

STATE MANDATED STATEMENT

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Disp form	Approval date	Physical Location	Asset ID	Tagged	Tag Location	Condition	Asset Type	Qty	Description 1	Description 2	Description 3	Manufacturer	Serial #	Model #	Location
Y	1/8/2025	PLANTS	422871	✓	In Book	Fair	EQUIP-WW	1	RAS Pump	Plant 3A				NP-3085.060	WWTP
Y	1/8/2025	PLANTS	422948	✓	In Book	Poor	EQUIP-WW	1	RAS Pump	Plant 1A					WWTP
Y	1/8/2025	PLANTS	422951	✓	In Book	Poor	EQUIP-WW	1	RAS Pump	Plant 2B					WWTP
Y	1/8/2025	PLANTS	423540	✓	In Book	Poor	EQUIP-WW	1	Digester Pump			Barneys Pumps	10799550	s3wr300m4-4	WWTP
Y	1/8/2025	INVENTORY	N/A	N/A	N/A	Poor	N/A	1	Acid Pump			Milton Roy	43923781	MRA11F2	SWTP
Y		VEHICLE	411530	✓	On Asset	Poor	EQUIP-WW	1	Caterpillar, Vehicle #21	1997-TRAC HOE MINI		Caterpillar	4ZECF1829551726329		WWTP
Y		RW LIFT STATION	411565	✓	In Book	Poor	EQUOP	1	BioCube						WWTP
Y		VEHICLE	411892	✓	On Asset	Poor	EQUIP-WW	1	Caterpillar, Vehicle #18	2007 (Confirmed)		Caterpillar	0416ECSHA01799		WWTP
Y		OLD BLOWER RM	421481	✓	In Book	Good	EQUOP	1	Confined Space Equipment						WWTP
Y		RO MCC Room	421664	✓	On Asset	FAIR	EQUIP-W	1	APC						SWTP
Y		OUTSIDE	421671	✓	In Book	POOR	EQUIP-W	1	Pump	for Caustic Feed Pump		Pulsafeeder	Y935924-1	L2	SWTP
Y		STORAGE ROOM	421768	✓	On Asset	Fair	EQUIP-WW	1	Generator repairs						WWTP
Y		VEHICLE	422408	✓	On Asset	Fair	VEHIC	1	Truck, Ford F250 4X4	Truck#28		Ford	1FTBF2B1FEC15800		WWTP
Y		CHLORINE BUILDING	422576	✓	On Asset	GOOD	EQUIP-W	1	Pump, Caustic chemical feed system			Grundfos	N/A	A97722672100003	NWTP
Y		OUTSIDE	422578	✓	In Book	Poor	EQUIP-WW	1	Media replacement in Biocube			Biorem Environmental	N/A	N/A	WWTP
Y		NANO PLANT/BUILDING	422586	✓	On Asset	GOOD	EQUIP-W	1	AC packaged VFD	Recovery RO High Pressure Pump		Allen Bradley	48902362	20F11ND034AAONNNNN	NWTP
Y		HSP Control Room	422876	✓	On Asset	GOOD	EQUIP-W	1	UPS	SCADA room		Smart Pro	9867062912	Tripp Lite	SWTP
Y		CLEARWELL	423019	✓	On Asset	POOR	EQUIP-W	1	Clearwell Turbidimeter			MTOL	201910740	28053	SWTP
Y		RO BUILDING	423047	✓	On Asset	GOOD	EQUIP-W	1	RO 1 Stage 1 Permeate Conductivity Controller			Trinova	R3001817G00	CLM 223	SWTP
Y		RO BUILDING	423056	✓	On Asset	GOOD	EQUIP-W	1	RO 1 Stage 2 Permeate Conductivity Controller			Trinova	R3001917G00	CLM 223	SWTP
Y		RO BUILDING	423057	✓	On Asset	POOR	EQUIP-W	1	RO 1 Stage 1 Concentrate Conductivity Controller			Trinova	R3001A17G00	CLM 223	SWTP
Y		OUTSIDE/POLYMER SHED	423086	✓	On Asset	Poor	EQUIP-WW	1	Chemical Feed Pump#2 Polymer						WWTP
Y		OUTSIDE/POLYMER SHED	423117	✓	On Asset	Poor	EQUIP-WW	1	Chemical Feed Pump#1 Polymer				20074704361-1	AD241-624V1	WWTP
Y		VEHICLE	410038/421331	✓	On Asset	Poor	VEHIC	1	Truck, w/Crane, Vehicle #73/New Crane	1989 International			1HTLCZWP3KH667956	S Series 1754	WWTP
Y		VEHICLE	NOT IN	✓	No tag	Poor	VEHIC	1	Trailer, 2006 Pressure Washer	#29		Northstar	4K1PT4C165K000577		WWTP

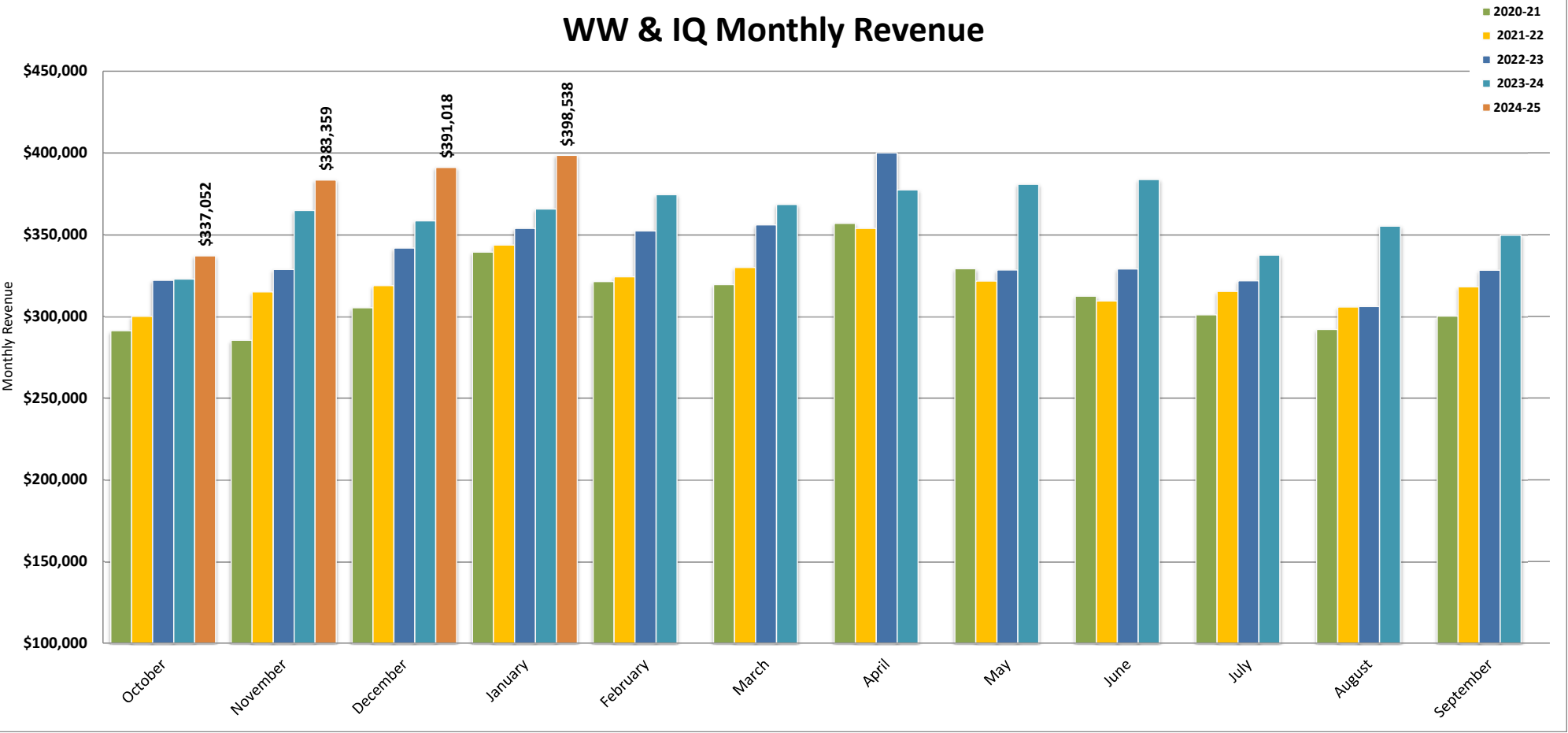
## Customer Service Activity Log - December 2024

		Current Month	Monthly Average	Yearly Total
<b>UTILITY GENERATED SERVICE ORDERS</b>		<b>347</b>	<b>391</b>	<b>4691</b>
Door Hangers, boil water or other notices	4			
Complaint - customer complaints about an SMRU employee	0			
Get Read - get current meter reading	38			
Miscellaneous - Lead & copper water sample pickups and other	0			
Inquiry - check locked meters or investigate meter conditions	30			
Hydrant Maintenance	1			
Replace Meters - replace old, damaged or hard to read meters	14			
SMRU Rereads - reread meter reading for billing	191			
Maintenance - replacement of meter boxes and lids, pruning vegetation	11			
Meters locked for nonpayment	27			
Meters unlocked after payment has been made	31			
<b>CUSTOMER REQUESTED WATER METER SERVICE ORDERS</b>		<b>89</b>	<b>94</b>	<b>1124</b>
Bench Test Meter - testing meter for accuracy at customer's request	0			
Cost and Availability - cost/availability to provide water and/or sewer service	3			
Final Read - final reading for customer	41			
Install Meter/Inspect Meter/Inspect Sewer/Verify Backflow	12			
Request On/Request Off - customer requested meter locked/unlocked	1			
Turn Meter On/Off - for customers to make repairs to their water lines	10			
Pull Meter - nonpayment, tampering, take out of service	5			
Meeting with customer	1			
Customer Requested Read - read meter for customer	16			
<b>PHONE CALLS FOR WATER QUALITY REQUIRING A SERVICE ORDER</b>		<b>5</b>	<b>8</b>	<b>101</b>
Water Quality - customer requested testing by water plant operator	0			
Water Pressure - drop in water pressure	5			
Water Breaks - water main breaks/repairs	0			
Flushing Fire Hydrants - for water quality purposes	0			
<b>PHONE CALLS FOR SEWER REQUIRING A SERVICE ORDER</b>		<b>14</b>	<b>10</b>	<b>120</b>
Odor Complaints	0			
Lift Station - alarm calls/Lift Station Maintenance	2			
Sewer Backups - sewer water backing up into customers home	12			
<b>TOTAL SERVICE ORDERS</b>		<b>455</b>	<b>503</b>	<b>6,063</b>
<b>J; Customer Service; Monthly Board Packet</b>				

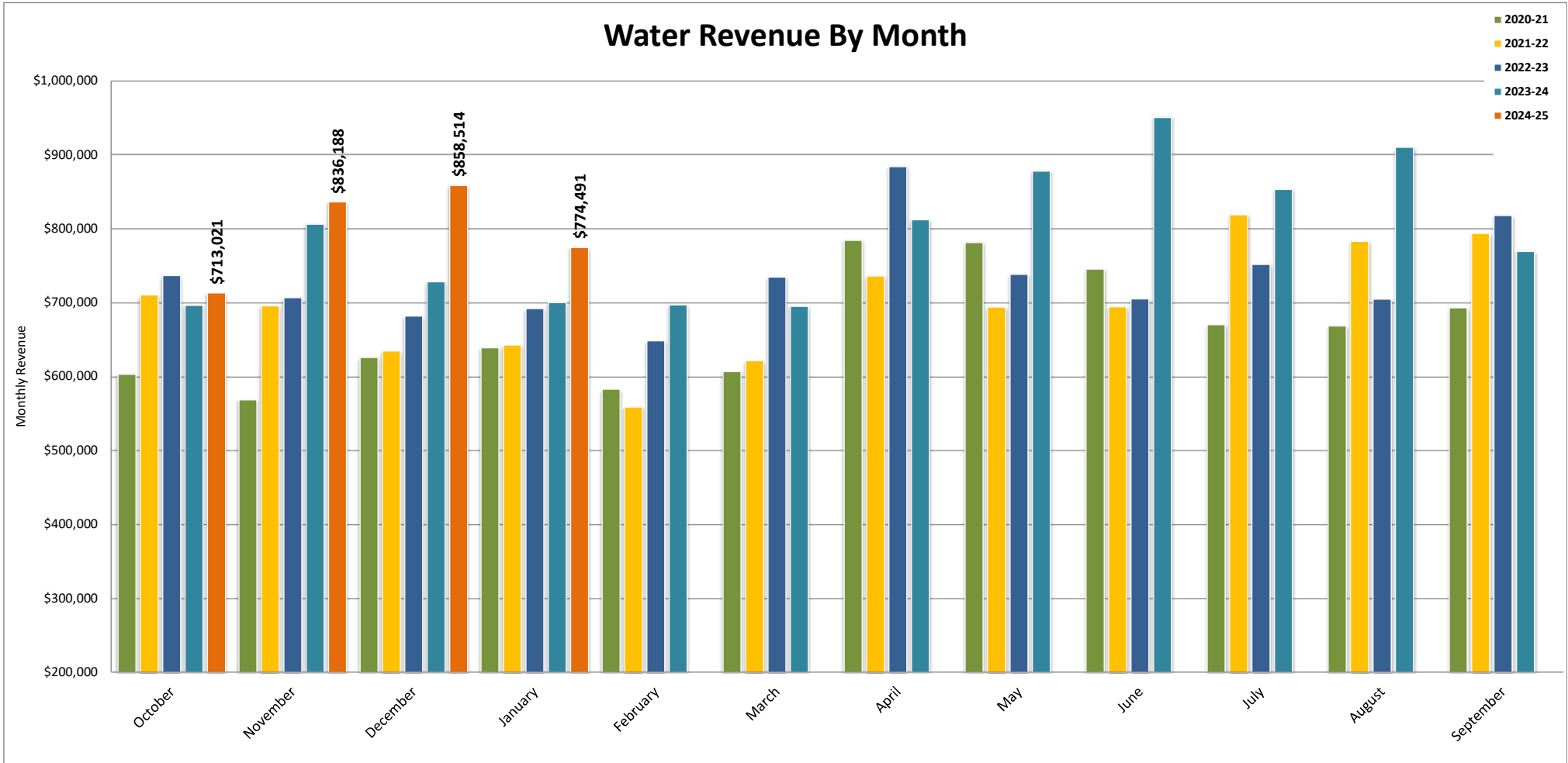
## Customer Service Activity Log - January 2025

		Current Month	Monthly Average	Yearly Total
<b>UTILITY GENERATED SERVICE ORDERS</b>		<b>648</b>	<b>422</b>	<b>5059</b>
Door Hangers, boil water or other notices	298			
Complaint - customer complaints about an SMRU employee	0			
Get Read - get current meter reading	23			
Miscellaneous - Lead & copper water sample pickups and other	0			
Inquiry - check locked meters or investigate meter conditions	32			
Hydrant Maintenance	4			
Replace Meters - replace old, damaged or hard to read meters	26			
SMRU Rereads - reread meter reading for billing	192			
Maintenance - replacement of meter boxes and lids, pruning vegetation	8			
Meters locked for nonpayment	32			
Meters unlocked after payment has been made	33			
<b>CUSTOMER REQUESTED WATER METER SERVICE ORDERS</b>		<b>90</b>	<b>92</b>	<b>1104</b>
Bench Test Meter - testing meter for accuracy at customer's request	0			
Cost and Availability - cost/availability to provide water and/or sewer service	6			
Final Read - final reading for customer	33			
Install Meter/Inspect Meter/Inspect Sewer/Verify Backflow	14			
Request On/Request Off - customer requested meter locked/unlocked	3			
Turn Meter On/Off - for customers to make repairs to their water lines	12			
Pull Meter - nonpayment, tampering, take out of service	4			
Meeting with customer	1			
Customer Requested Read - read meter for customer	17			
<b>PHONE CALLS FOR WATER QUALITY REQUIRING A SERVICE ORDER</b>		<b>5</b>	<b>8</b>	<b>91</b>
Water Quality - customer requested testing by water plant operator	0			
Water Pressure - drop in water pressure	5			
Water Breaks - water main breaks/repairs	0			
Flushing Fire Hydrants - for water quality purposes	0			
<b>PHONE CALLS FOR SEWER REQUIRING A SERVICE ORDER</b>		<b>10</b>	<b>10</b>	<b>116</b>
Odor Complaints	0			
Lift Station - alarm calls/Lift Station Maintenance	6			
Sewer Backups - sewer water backing up into customers home	4			
<b>TOTAL SERVICE ORDERS</b>		<b>753</b>	<b>531</b>	<b>6,370</b>
<b>J; Customer Service; Monthly Board Packet</b>				

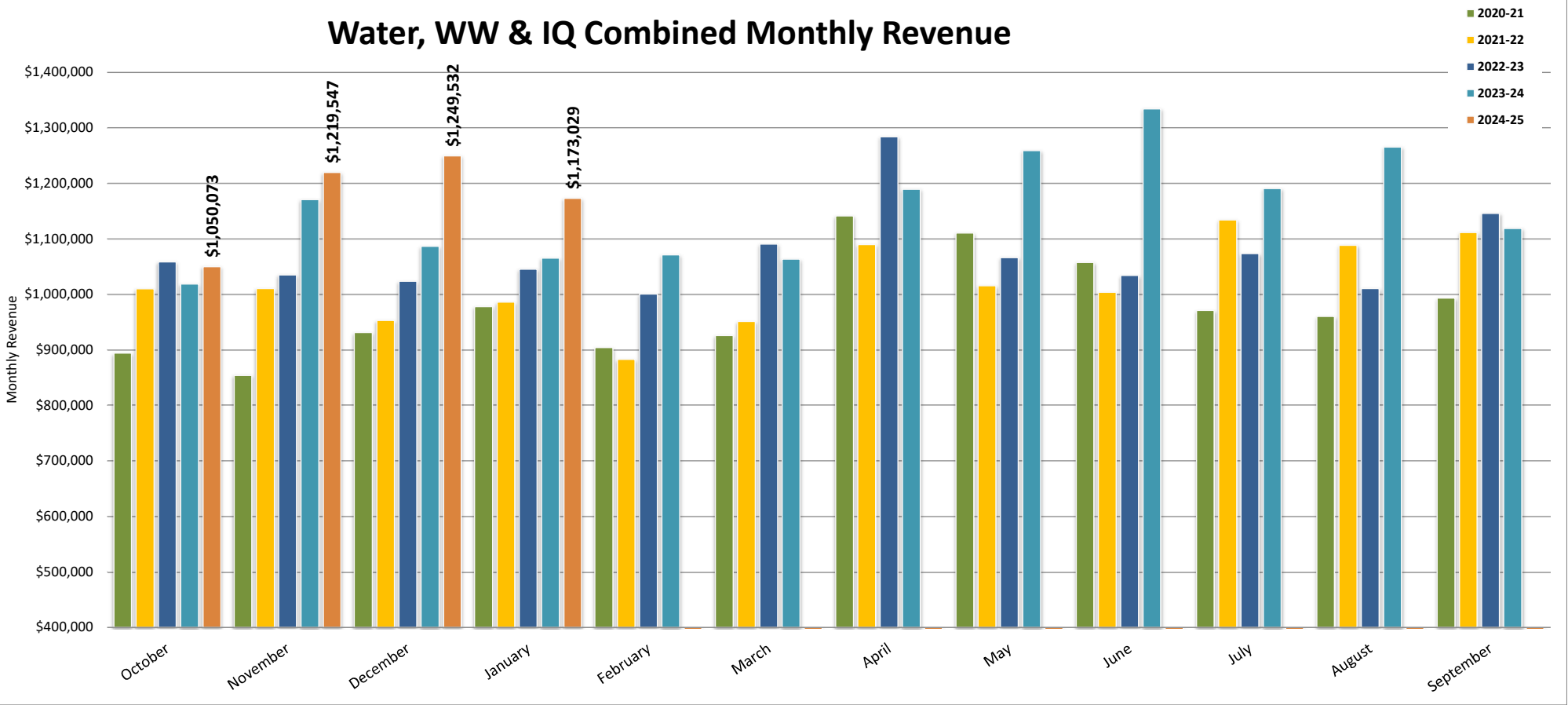
# WW & IQ Monthly Revenue



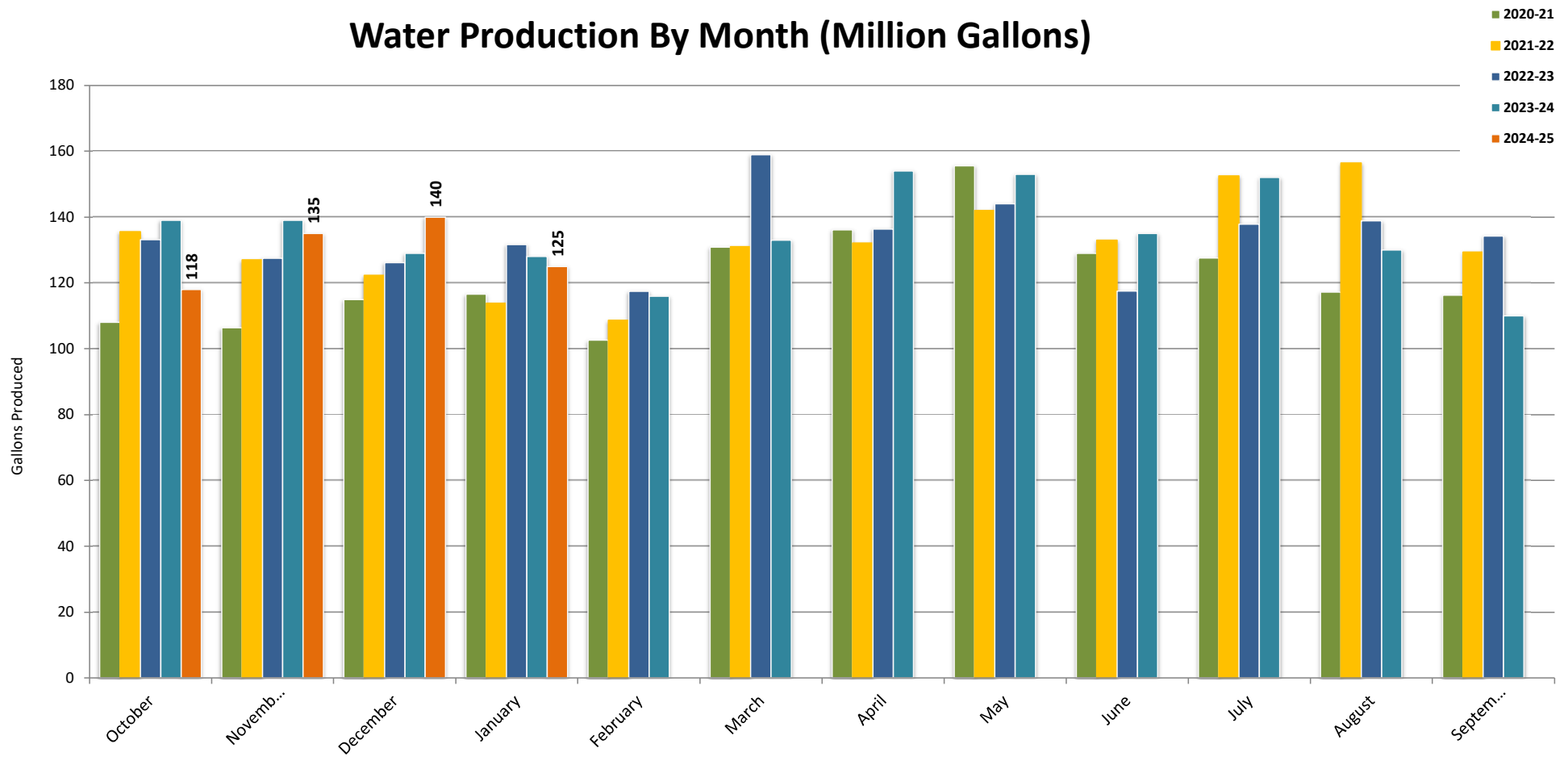
# Water Revenue By Month

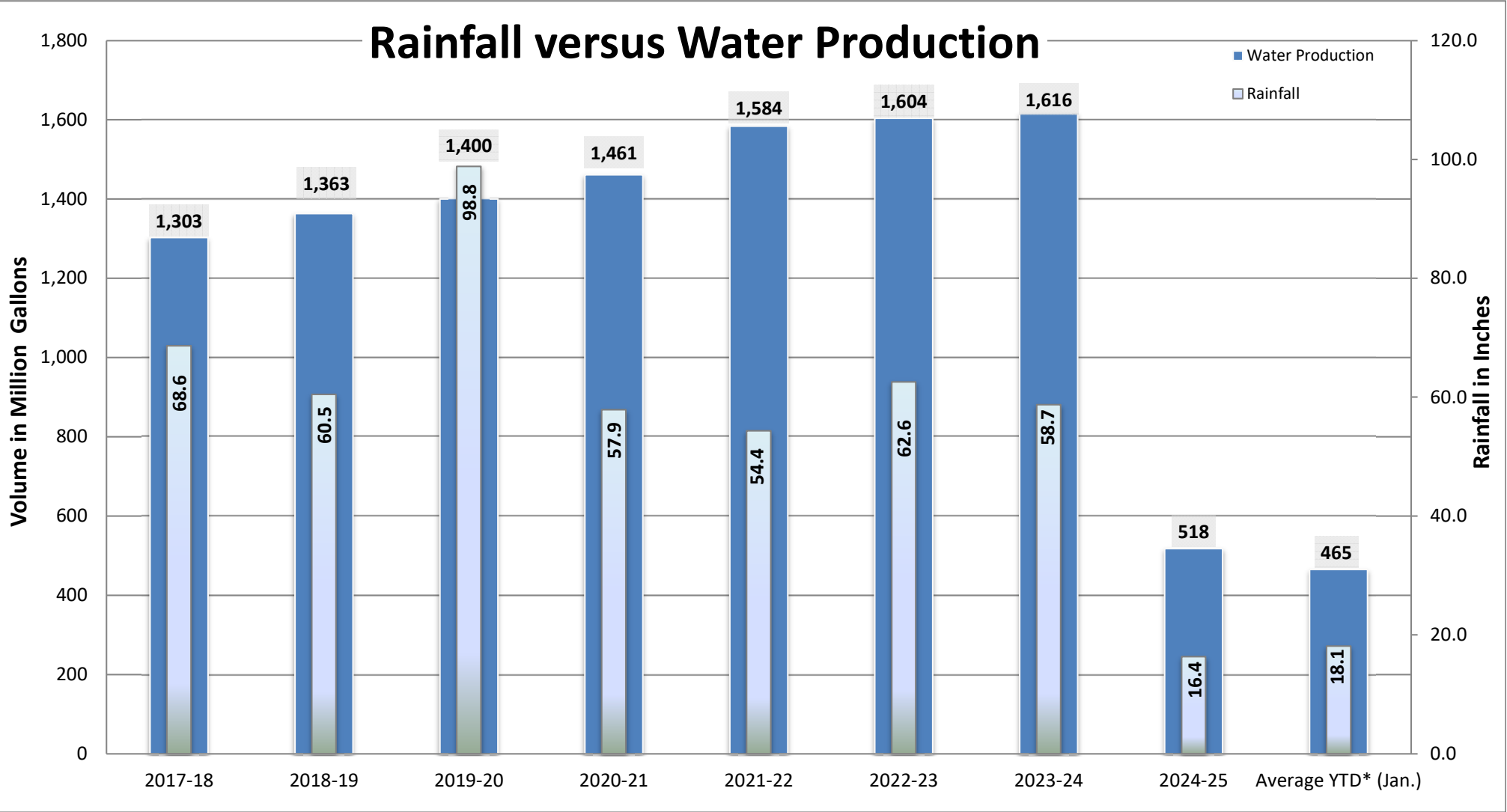


## Water, WW & IQ Combined Monthly Revenue



# Water Production By Month (Million Gallons)





\*Average of same months in prior fiscal years

**SOUTH MARTIN REGIONAL UTILITY  
BUDGET FY 2025**

Account Description	FY 2025 Adopted Budget	2023-2024 Prior Year to Date 1/31/2024	2024-2025 Year to Date 1/31/2025	YTD 33% Target
<b>Revenue</b>				
Water Revenues	8,289,525	2,607,316	2,816,381	34%
Waste Water Revenue	3,836,108	1,116,003	1,181,103	31%
Other Services	647,399	241,816	324,252	50%
Grants and Donations	0	0	477,430	0%
Misc. Revenues/Interest Income	275,000	469,970	443,158	161%
<b>Total Operating Revenues</b>	<b>13,048,032</b>	<b>4,435,105</b>	<b>5,242,324</b>	<b>40%</b>
Connection Fees	110,000	100,596	185,017	168%
Contribution in Aid of Construction	620,000	0	0	0%
Transfer From Prior Yr Budget	2,923,628	0	500,000	17%
Transfer from Reserves	955,176	0	0	0%
Connection Fee Reserves	1,000,000	0	0	0%
Transfer from Debt Service	0	0	357,810	0%
<b>Total Revenues</b>	<b>18,656,836</b>	<b>4,535,701</b>	<b>6,285,151</b>	<b>34%</b>
<b>Expenses</b>				
Payroll	3,256,846	1,013,207	1,066,700	33%
Pension	438,261	28,541	32,879	8%
Benefits	1,018,922	317,058	354,851	35%
<b>Total Personnel</b>	<b>4,714,029</b>	<b>1,358,806</b>	<b>1,454,430</b>	<b>31%</b>
<b>Total Operating</b>	<b>5,276,879</b>	<b>1,317,073</b>	<b>1,356,982</b>	<b>26%</b>
<b>Total Personnel and Operating</b>	<b>9,990,908</b>	<b>2,675,879</b>	<b>2,811,411</b>	<b>28%</b>
Capital Fund (402)	620,000	18,997	21,820	4%
Capital Fund (406 & 407)	1,110,000	0	0	0%
Renewal & Replacement Fund - (403)	5,055,928	611,821	308,185	6%
Debt Service Fund (404)	1,880,000	706,880	626,667	33%
Transfer from Reserves			0	
<b>Total Non - Operating</b>	<b>8,665,928</b>	<b>1,337,698</b>	<b>956,672</b>	<b>11%</b>
<b>Total Expenses</b>	<b>18,656,836</b>	<b>4,013,577</b>	<b>3,768,083</b>	<b>20%</b>
<b>Total +/-</b>	<b>0</b>	<b>522,124</b>	<b>2,517,067</b>	

BALANCE SHEET FOR TOWN OF JUPITER ISLAND  
Period Ending 01/31/2025

GL Number	Description	Balance
<b>Fund 401 - UTILITY OPERATIONS/MAINT FUND</b>		
<b>*** Assets ***</b>		
401-000-101.000	CASH IN BANK-SEACOAST NATIONA	1,431,580.13
401-000-101.152	INVESTMENT POOL	14,412,885.90
401-000-101.155	INVESTMENT-SBA	7,793,230.09
401-000-101.158	INVESTMENT	8,255,690.59
401-000-102.001	PETTY CASH	300.00
401-000-102.002	CHANGE FUND	650.00
401-000-115.000	ACCOUNTS RECEIVABLE	155.00
401-000-115.401	ACCOUNTS REC-UTILITY BILLING	904,206.48
401-000-117.000	ALLOWANCE FOR UNCOLLECTIBLE A	(75,778.30)
401-000-121.000	ASSESSMENTS	296,106.49
401-000-125.121	ASSESSMENT INTEREST RECEIVABL	3,511.73
401-000-131.001	DUE FROM GENERAL FUND	113.38
401-000-131.402	DUE FROM CAPITAL	5,740.00
401-000-131.403	DUE FROM R&R	8,112.60
401-000-141.001	INVENTORY	365,979.39
401-000-154.003	DEFERRED LOSS-2006 REFUNDING	124,839.00
401-000-154.004	DEFERRED LOSS-2010 REFUNDING	100,616.24
401-000-154.010	DEFERRED OUTFLOWS	96,549.00
401-000-155.000	PREPAID ITEMS	30,149.16
401-000-161.901	LAND-WATER SYSTEM	14,303,500.00
401-000-161.902	LAND-WASTE WATER SYSTEM	86,677.00
401-000-162.901	BUILDINGS-WATER	6,950,976.33
401-000-162.902	BUILDINGS-WASTE WATER	5,077,965.37
401-000-162.903	BUILDINGS-GENERAL	452,517.59
401-000-164.901	WATER DISTRIBUTION SYSTEM	36,920,000.22
401-000-164.902	WASTE WATER COLLECTION SYSTEM	27,380,228.73
401-000-164.903	WELLS	6,691,477.27
401-000-165.901	ACCUM DEP-WATER	(24,979,503.79)
401-000-165.902	ACCUM DEP-WASTE WATER	(17,729,514.30)
401-000-166.900	FURNITURE, FIXTURES& EQUIPMEN	3,496,298.94
401-000-166.901	EQUIPMENT-WATER	3,265,715.98
401-000-166.902	EQUIPMENT-WASTE WATER	3,580,703.70
401-000-167.900	A/D-FURNITURE, FIX., & EQUIP.	(3,049,700.69)
401-000-169.900	CONSTRUCTION WORK IN PROGRESS	3,339,155.35
	<b>Total Assets</b>	<b><u>99,541,134.58</u></b>
<b>*** Liabilities ***</b>		
401-000-202.000	ACCOUNTS PAYABLE	(1,028.33)
401-000-207.001	DUE TO GENERAL FUND	522,220.87
401-000-207.403	DUE TO R&R	29,460.00
401-000-207.406	DUE TO WATER IMPACT FEES	1,800.00
401-000-210.000	COMPENSATED ABSENCES	191,452.25
401-000-223.001	DEFERRED INFLOWS	148,214.00
401-000-224.903	UTILITY BOND PREMIUM	702,754.30
401-000-229.001	OVERPAYMENTS	0.15
401-000-232.902	UTILITY BOND PAYABLE 2020	26,030,000.00
401-000-237.001	OPEB LIABILITY	198,780.00
401-000-239.904	NOTE PAYABLE - BOA	9,378,298.61
401-000-239.905	NOTE PAYABLE - BOA	1,146,869.65
	<b>Total Liabilities</b>	<b><u>38,348,821.50</u></b>
<b>*** Fund Balance ***</b>		
401-000-276.000	<b>NET ASSETS</b>	<b><u>58,785,850.89</u></b>
	<b>Net of Revenues VS Expenditures - 23-24</b>	<b>324,311.68</b>
	<b>Net of Revenues VS Expenditures - Current Year</b>	<b><u>2,082,150.51</u></b>
	<b>Total Liabilities And Fund Balance</b>	<b><u>99,541,134.58</u></b>

## Schedule of Bond Coverage 2025

Operating Revenue	FY 2025 Adopted Budget	Prior YTD 1/31/2024	YTD 1/31/2025
Water Revenues	8,289,525	2,607,316	2,816,381
Waste Water Revenue	3,836,108	1,116,003	1,181,103
Other Services	647,399	241,816	324,252
Miscellaneous Revenues	275,000	469,970	920,588
<b>Total Operating Revenues</b>	<b>13,048,032</b>	<b>4,435,105</b>	<b>5,242,324</b>
<b>Operating Expenses</b>			
Payroll	3,256,846	1,013,207	1,066,700
Pension	438,261	28,541	32,879
Benefits	1,018,922	317,058	354,851
<b>Total Personnel</b>	<b>4,714,029</b>	<b>1,358,806</b>	<b>1,454,430</b>
<b>Total Operating</b>	<b>5,276,879</b>	<b>1,317,073</b>	<b>1,356,982</b>
<b>Total Personnel and Operating Expenses</b>	<b>9,990,908</b>	<b>2,675,879</b>	<b>2,811,411</b>
<b>Net revenue available for debt service before connection fees</b>	<b>3,057,124</b>	<b>1,759,226</b>	<b>2,430,912</b>
<b>Connection Fees</b>	<b>110,000</b>	<b>100,596</b>	<b>185,017</b>
<b>Net revenue available for debt service including connection fees</b>	<b>3,167,124</b>	<b>1,859,822</b>	<b>2,615,929</b>
<b>Scheduled Debt Service</b>	<b>1,880,000</b>	<b>706,880</b>	<b>626,667</b>
<b>Debt service coverage before connection fees</b>	<b>1.6</b>	<b>2.5</b>	<b>3.9</b>
Minimum required coverage 1.00			
<b>Debt service coverage including connection fees</b>	<b>1.7</b>	<b>2.6</b>	<b>4.2</b>



# SOUTH MARTIN REGIONAL UTILITY (SMRU)

9000 ATHENA STREET • P.O. BOX 395 • HOBE SOUND, FLORIDA 33475-0395

(772) 546-2511 • FAX (772) 546-7619

**TO:** Penelope Townsend, Mayor  
Marshall Field VI, Vice Mayor  
Anne Scott, Commissioner  
Patricia Warner, Commissioner  
Joseph Taddeo, Commissioner

**FROM:** Stuart Trent, P.E., Public Services Director

**THROUGH:** Robert Garlo, Town Manager

**DATE:** February 18, 2025

**SUBJECT:** **Work Authorization – Kimley-Horn and Associates, Inc.  
North Water Treatment Plant Improvements Phase 2 – Design, Permitting and Bid Assistance**

## **BACKGROUND**

The North Water Treatment Plant (NWTP) receives its water supply from the surficial aquifer via wells located within close proximity of its location on Osprey Street in Hobe Sound. One of these wells (well 15N-R) was demolished and replaced in 2021 and has been offline due to the presence of hydrogen sulfide (H<sub>2</sub>S), a naturally occurring gas in the groundwater, which cannot be removed through the existing process equipment located within the NWTP.

SMRU has studied the best treatment methods and chose to move forward with engineering a countercurrent wet air scrubber to remove H<sub>2</sub>S and a clearwell to address water treatment needs. Adding these steps to the treatment process will address H<sub>2</sub>S in the existing wells and allow expanded treatment for the likely presence of H<sub>2</sub>S in future replacement wells.

The SMRU Board engaged Kimley Horn and Associates, Inc. to provide preliminary design and land planning services as Phase I of the project. Phase I was undertaken to advance the project through Martin County Growth Management and to determine any site restrictions that would need consideration in final design. The project is now ready to move forward with Phase II of final design and engineering of improvements and preparation of a final opinion of cost and bid documents to move forward to procure a construction contract for the project. The expected time of performance forecasts bidding the project for delivery in 2026, anticipating a 10-12 month construction timeline.

Kimley Horn has provided a proposal for Phase II engineering services in the amount of \$496,950. Staff recommends approval.

SMRU legal counsel has reviewed this contract for legal sufficiency and has drafted the agreement for adoption.

**REQUESTED ACTION**

SMRU staff requests that the SMRU Board authorize the Mayor to execute Phase 2 Work Authorization for Kimley Horn and Associates, Inc. in the amount of \$496,950. Expenditures will be made from GL line 403-412-564.124 (Projects).



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**FROM:** Stuart Trent, P.E., Public Services Director

**THROUGH:** Robert Garlo, Town Manager

**DATE:** February 18, 2025

**SUBJECT:** **North Water Treatment Plant Improvements – Right of Way Dedication**

## **BACKGROUND**

The North Water Treatment Plant (NWTP) degas and clearwell project requires a Martin County Land Development site plan approval. One condition of approval is the dedication of five feet of property frontage around the perimeter of the property facing the public roads abutting the NWTP site to the Martin County right of way. This requirement is typical for project approvals and has been applied to other development projects in the area.

The land dedication area contains numerous utility easements for electric and telecom providers, telecom equipment, overhead electric lines, landscaping and fencing for the NWTP. Martin County has provided written communication stating that SMRU is not required to remove any improvements upon dedication (attached) at this time but will require such removal when SMRU is determined to upgrade or replace such improvements in the future.

SMRU legal counsel has reviewed the dedication requirement and site plan approval requirements and determined them in accord with the Martin County Land Development code requirements. SMRU Staff have determined that the proposed impacts will not present any operational impediments or difficulties or interfere with the NWTP improvement project.

## **REQUESTED ACTION**

SMRU staff requests that the SMRU Board authorize the Mayor to approve the rights-of-way dedications in conjunction with final site plan submission, subject to SMRU legal counsel review and approval.



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**FROM:** Stuart Trent, P.E., Public Services Director

**THROUGH:** Robert Garlo, Town Manager

**DATE:** February 18, 2025

**SUBJECT:** **Raftelis Financial Consultants, Inc. – Piggyback Agreement**

## **BACKGROUND**

Raftelis Financial Consultants, Inc. (RFC) specializes in assisting governments and public owned utilities as it pertains to setting utility rates, utility finance, bond ratings, and various other utility resource management services. RFC (through its acquisition of Public Resources Management Group) has been SMRU's rate consultant since its inception. SMRU requires rate consulting services and wishes to continue their relationship with RFC.

The previous SMRU contract agreement with RFC expired at the end of its previous and final renewal period. RFC is offering SMRU the opportunity to piggyback an existing contract RFC has with Martin County (RFP2021-3343) for equivalent services.

RFC has provided written consent to SMRU to piggyback the Martin County agreement (attached).

SMRU legal counsel has reviewed this proposed piggy-back contract with RFC for legal sufficiency and has drafted the agreement for adoption.

## **REQUESTED ACTION**

SMRU staff requests that the SMRU Board authorize the Mayor to execute this piggyback agreement with Raftelis Financial Consultants, Inc., for professional consulting services. Expenditures will be made from GL line 401-411-532.101 (Professional Services – Financial).



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**FROM:** Stuart Trent, P.E., Public Services Director

**THROUGH:** Robert Garlo, Town Manager

**DATE:** February 18, 2025

**SUBJECT: Safety and Boot Center, Inc. – Contract Renewal**

## **BACKGROUND**

In 2022 SMRU entered into a piggyback agreement with Safety and Boot Center, Inc., for providing Personal Protective Equipment (PPE), boots, and safety equipment. SMRU has utilized Safety and Boot Center, Inc. for PPE for many years and find their pricing, equipment, and services continue to present a good value to the Town and Utility.

The initial term of the original, adopted 2021 contract was for three years with two optional, one-year renewal terms. This is the second and final renewal term and will extend the contract through February 1, 2026.

SMRU legal counsel has reviewed this contract for legal sufficiency and has drafted the agreement for adoption.

## **REQUESTED ACTION**

SMRU staff requests that the SMRU Board approve this contract renewal with Safety and Boot Center, Inc. and allow the Mayor to sign the agreement. Funds will be expended from one of the following GL lines associated with the respective SMRU division:

401-412-552.103 – Water Division Uniforms  
401-413-552.103 – Wastewater Division Uniforms  
401-414-552.103 – Infrastructure Division Uniforms  
401-415-552.103 – Customer Service Division Uniforms



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**FROM:** Stuart Trent, P.E., Public Services Director

**THROUGH:** Robert Garlo, Town Manager

**DATE:** February 18, 2025

**SUBJECT: Emergency Response Equipment Purchase - Spending Approval**

## **BACKGROUND**

In November 2024 the SMRU Board approved purchase of two, 55KW Kohler Generators in the amount of \$124,740.31. The manufacturer has informed their sales representative that they will not be able to process this order due to parts shortages and has placed a hold on sales and manufacturing of this model and other Kohler Generators of similar type and size. The manufacturer's correspondence is attached for reference.

An alternative generator of equal performance and configuration has been specified and SMRU has received a proposal for two comparable units in the amount of \$144,809.15. The alternative generators are manufactured by Atlas Copco, a company known for producing quality industrial products.

The two alternative generators are proposed for direct purchase through the manufacturer's parent company, Power Technique, via the Sourcewell piggyback contract, formerly National Joint Purchase Alliance, #020923-PWT, with delivery provided by Integrated Power Solutions the regional representative.

## **REQUESTED ACTION**

Staff requests the SMRU Board to authorize spending approval in the amount of \$144,809.15 to purchase the two proposed alternative generators. The PO will be issued and funded from GL line #403-413-564.100, Wastewater Collection Machinery and Equipment.