

TOWN OF PALM BEACH

Undergrounding Utility Task Force

MEETING MINUTES OF THE UNDERGROUND UTILITIES TASK FORCE HELD ON TUESDAY, JANUARY 7, 2020

I. CALL TO ORDER AND ROLL

The Underground Utilities Task Force Meeting was called to order on Tuesday, January 7, 2020 at 9:00 a.m. in the Town Council Chambers. On roll call, all task force members were found to be present with the exception of Susan Gary and Harry Wolin. A quorum was present.

II. PLEDGE OF ALLEGIANCE

Chair Smith led the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Motion was made by Task Force Member Dowell and was seconded by Task Force Member Parker, to approve the Agenda. On call for a vote, the motion passed unanimously.

IV. COMMUNICATION FROM CITIZENS – (For Matters Not on the Agenda; 3 Minute Limit Please. Matters on the Agenda may be addressed at the time the item comes up for discussion.) – NONE.

V. MINUTES

1. UUTF Meeting Minutes of October 2, 2019

Motion was made by Task Force Member Parker and was seconded by Task Force Member Gulbrandsen, to approve the minutes of the October 2, 2019 meeting. On call for a vote, the motion passed unanimously.

VI. TOWNWIDE UNDERGROUND PROJECT STATUS REPORT

1. Summary Review of Project Status

Steven Stern, Project Manager

Steven Stern, Project Manager, provided a review of the community meetings noting the south phase meetings have been postponed until further notice, the next meeting for the north phase will take place February 3rd, at 8:00 a.m., at The Palm Way Park, and phase 5 south Sea Streets will be held at a public venue when the utility design is available.

1
2 Mr. Stern briefly discussed current litigations, provided an update on the FEMA grant and
3 reviewed the project summary for phases 1, 2, and 3.
4

5 **2. Kimley-Horn Monthly Status Report**

6 *Kevin Schanen, P.E., Kimley-Horn*
7

8 Kevin Schanen P. E., Kimley-Horn, provided a monthly status report including progress
9 updates on design status and easements in phase 2 through 6, including saves and raves.
10

11 Discussion ensued regarding the strategy for acquiring easements, their placement in the
12 area of the sea streets, the possibility of pulling a phase out of sequence and the project
13 delays regarding the easement acquisitions.
14

15 Action item for staff and Kimley Horn includes developing a spreadsheet and graphic
16 illustrating of the master plan by phase area and including construction start date the project
17 progress to date and an estimated start date delay.
18

19 **VII. OUTSTANDING EASEMENTS BY PHASE AREA**

20 *Kevin Schanen, P.E., Kimley-Horn*
21

22 Kevin Schanen, P. E., Kimley-Horn provided an update on Phase 2 easement acquisitions
23 stating they are completely finished, phase 3 easement acquisitions have been slow but progress
24 has been made and difficult areas surround South County Rd inhibiting the process of moving
25 forward. Mr. Schanen provided graph details on easements and explained the ongoing
26 challenges that are taking place in regards to obtaining all easements necessary.
27

28 Discussion ensued regarding options available for placing the required utility equipment due
29 to difficulties with obtaining easements.
30

31 Action items for staff and Kimley Horn include developing a list of “must have” outstanding
32 easements to move forward with construction of Phase 3 South, engage elected officials and
33 Task Force Members to contact specific property owners, determine if the alley way south of
34 Worth Avenue may be parsed from phase 3 south so the larger area may progress with
35 construction, engage the Civic Association and the Palm Beach Daily News to assist with more
36 publication assisting with easement acquisition, and create an open letter from the Town to the
37 property owners who have granted utility easements thanking them for supporting the project
38 and post it publically.
39

40 **VIII. UPDATED ENGINEER’S OPINION OF COST FOR THE TOWNWIDE PROGRAM**

41 *Kevin Schanen, P.E., Kimley-Horn*
42

43 Kevin Schanen P. E., Kimley-Horn, provided background information, an updated opinion of
44 probable cost, and wrapped up with the discussion of cost drivers which has caused the original
45 opinion to change.
46

47 Discussion ensued with questions on the provided summary.

1 **IX. ANY OTHER MATTERS**

2
3 **1. Underground Utility Cash Flow Estimate**

4 *Steven Stern, Project Manager*

5
6 Steven Stern, Project Manager, provided a brief overview of concerns expressed by Task
7 Force Member Gary in regards to cost. She suggested accelerating the program to the best
8 conclusion possible.

9
10 Discussion ensued regarding the cost of easement acquisition, estimating future cost of
11 construction, grant funding, and estimated cash flows.
12

13
14 **X. ADJOURNMENT**

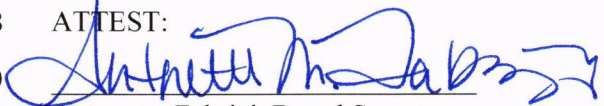
15
16 **Motion was made by Task Force Member Parker and seconded by Vice Chair Gulbrandsen to**
17 **adjourn the meeting. On call of a vote, the motion passed unanimously.**

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19 With no further business to discuss, The Undergrounding Utilities Task Force meeting adjourned at
20 10:24 a.m.
21

22
23 APPROVED:

24
25 
26 _____
27 Jeffrey A. Smith
28 Chair

29 ATTEST:

30 
31 _____
32 Antonette Fabrizi, Board Secretary

33 3-3-2020
Date