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.

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

2. Kimley-Horn Monthly Status Report
Kevin Schanen, P.E., Kimley-Horn

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

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

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

VII. OUTSTANDING EASEMENTS BY PHASE AREA

Kevin Schanen, P.E., Kimley-Horn

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

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

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

VIII. UPDATED ENGINEER'S OPINION OF COST FOR THE TOWNWIDE PROGRAM

Kevin Schanen, P.E., Kimley-Horn

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

Discussion ensued with questions on the provided summary.

IX. ANY OTHER MATTERS

1. **Underground Utility Cash Flow Estimate**
   Steven Stern, Project Manager

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

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

X. ADJOURNMENT

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

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

APPROVED:

Jeffrey A. Smith
Chair

ATTEST:

Antonette Fabrizi, Board Secretary

3-3-2020
Date