

TOWN OF PALM BEACH

Office of the Town Clerk

MINUTES OF THE UNDERGROUND UTILITIES TASK FORCE MEETING HELD ON TUESDAY, OCTOBER 3, 2017

I. CALL TO ORDER AND ROLL CALL

The Underground Utilities Task Force Meeting was called to order on Tuesday, October 3, 2017, at 9:00 a.m., in the Town Council Chambers. All Task Force Members were found to be present.

II. PLEDGE OF ALLEGIANCE

Chair Smith led the Pledge of Allegiance.

III. APPROVAL OF AGENDA

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

IV. COMMUNICATIONS FROM CITIZENS (*For Matters Not on the Agenda; 3 Minute Limit, Please*)

There were none.

V. MINUTES

A. UUTF Meeting Minutes of August 1, 2017

Motion was made by Task Force Member Wolin, and seconded by Task Force Member McDonald, to approve the minutes. On call for a vote, the motion carried unanimously.

VI. TOWNWIDE UNDERGROUND PROJECT STATUS REPORT

A. Review of Project Dashboard, a Synopsis of Project Status *Steven Stern, Project Manager, TOPB*

Steven Stern, Project Manager, Town of Palm Beach, provided an overview of the project dashboard, project schedule and budget update for Phase 1 North and South, project design and schedule update for Phase 2, easement acquisition updates and

objectives and prepaid assessment update.

Finance Director Struder provided an overview of the new underground utility project dashboard, new budget summary for Phase 1 and 2, and budget formatting updates.

Discussion ensued regarding preconstruction budget funds, reporting of legal fees/expenses related to easement acquisitions vs. other project lawsuits, Master Plan project expense reporting related to the budget, assessments, and outreach.

B. Whiting-Turner Contracting Company; Phase 1 South Presentation

Bo Huggins, Superintendent, Whiting-Turner Construction Company

Bo Huggins, Superintendent, Whiting-Turner Construction Company, provided an update of Phase 1 South project, Phipps Park staging area usage, property manager and resident communication addressing project concerns, conduit installation and rerouting plans, Phase 1 South completion schedule, and South Ocean conduit installation schedule.

Discussion ensued regarding undergrounding communication with residents to address project concerns, easement progress, project cost and schedule impact due to Hurricane Irma.

C. Burkhardt Construction, Inc.; Phase 1 North Presentation

Marc Kleisley, Project Principal, Burkhardt Construction

Marc Kleisley, Project Principal, Burkhardt Construction, introduced Tony Sabatino, Senior Project Manager, Burkhardt Construction, who provided an overview of Phase 1 North and project make up schedule due to hurricane impact and approaching holidays.

Discussion ensued regarding Coffee with the Crew, North-end project schedule communication with residents, North-end service line and feeder line installation, North-end gas leak update, gas leak and project emergency protocol, project site management for onsite project emergencies and project communication medium Palm Beach Daily News.

D. Kimley-Horn Monthly Status Report

Kevin Schanen, P.E., Kimley-Horn

Kevin Schanen, P.E., Kimley-Horn, provided an overview of the newly streamlined Monthly Status Report, Master Planning Phase 1 on schedule and on budget, projected actions and schedules for October, Phase 1 remaining easement acquisition progress and Phase 2 easement acquisition cost saving initiatives, project schedule changes and budget status post hurricane impact, project saves and

raves, and meter review and right-of-way boundary surveys.

Discussion ensued regarding project cost reporting, Peer Review objectives, Phase 2 easement acquisition process reporting and cost saving initiatives, and Palm Beach Daily News resident communication assistance with future project phases and easement acquisitions.

VII. PEER REVIEW

Anthony Hanson, Principal Engineer, Patterson & Dewar

Anthony Hanson, Principal Engineer, Patterson & Dewar, presented an overview of the Peer Review for the Town-wide Underground Utilities Master Plan, company engineering experience, Peer Review project overview, project goals, project team, planning and engineering design, project probable cost, scheduling and sequencing maps, traffic impacts, program management, project task goals and project status completion dates and reporting.

Discussion ensued regarding Patterson & Dewar Draft Peer Review timeline, Task Force reporting expectations, and Peer Review process and delivery to Town Council and Task Force. Task Force Member Gary spoke of the importance of Task Force recommendations regarding cost estimate credibility and methodology schedule along with an unbiased, independent opinion from the Peer Review, before presenting a Final Peer Review to Town Council. Town Manager Bradford responded the once the Draft Peer Review is made available, it will be presented simultaneously to the Task Force and Town Council.

VIII. COMMUNICATIONS UPDATE FOR TOWNWIDE UNDERGROUND PROJECT

Rick Asnani, Cornerstone Solutions

Rick Asnani, Cornerstone Solutions, provided a communications and outreach report for Town-wide Underground Project, Phase 1 North and South community meetings and resident meeting locations, Phase 1 North and South project updates communication to residents, assessment prepayment communications, LED street lights communication, Direct Mail update, Town-wide Underground Website updates and FAQ's regarding assessment prepayments, hurricane project communication updates, website use and statistics, communication status goals with future phases, resident email master list details and registration, citizen association communication and exception reporting and tracking metrics suggestions.

Discussion ensued regarding resident email master lists, email registrations by project area and at community meetings, community meeting outreach email communication, project cost updates at community meetings, exception reporting and pertinent tracking metrics.

IX. ADDITIONAL CONDUIT, STATUS UPDATE

Steven Stern, Project Manager, TOPB

Steven Stern, Project Manager, provided a status update of additional conduit, fiber to

premises vs. backbone options and benefits, infrastructure for pump stations, public safety monitoring and traffic control, and conduit ownership options.

Discussion ensued regarding Underground Task Force recommendations for additional conduit, extra conduit cost justification vs. use of existing utilities infrastructure, independent vs. shared conduit security, RFP and RFI options, and FiberNet.

Motion was made by Vice Chairman Gulbrandsen, and seconded by Task Force Member Gary, to not make a recommendation to Town Council to invest funds for the additional conduit install. On call for a vote, the motion carried 5-3, with Mr. Bottorff, Mr. Parker, and Mr. Wolin dissenting.

X. AT&T FIBER OPTIC SYSTEM

Patricia Strayer, P.E. Town Engineer, TOPB

Patricia Strayer, P.E., Town of Palm Beach, provided an overview of AT&T Fiber Optic System and fiber vs. copper options and costs.

Discussion ensued regarding AT&T Fiber backbone vs. copper negotiations, AT&T commitment, fiber to premises subsidiaries, coaxial cable direct bury, Master Plan fiber budget, hybrid backbone vs. fiber to the premises, Comcast and AT&T proposal availability, fiber deployment as mandated by the State of Florida, Town fiber backbone and copper to fiber conversion options and costs.

Town Engineer Strayer stated an AT&T backbone proposal will be presented during the Underground Task Force Meeting in November.

XI. COST SAVINGS INITIATIVES

Steven Stern, Project Manager, TOPB

Steven Stern, Project Engineer, provided an overview of cost saving initiatives, cost savings to reduce legal expenses and peer review cost saving initiatives.

XII. HURRICANE IRMA, ELECTRIC UTILITY PERFORMANCE- RESEARCH UPDATE

Steven Stern, Project Manager, TOPB

Steven Stern, Project Engineer, provided an overview of Hurricane Irma electric utility performance and research, underground damage update, electric outages, flooding and barrier island utility performance feedback.

Discussion ensued regarding FP&L storm repair and reliability reporting, underground vs. above ground FP&L data from the State of Florida, and above ground vs. underground utility research and case studies.

Task Force Member Gary requested hard data FP&L utility performance from the State of Florida.

XIII. TOWNWIDE UNDERGROUND COMMUNICATIONS VIA PALM BEACH DAILY NEWS

Steven Stern, Project Manager, TOPB

Steven Stern, Project Engineer, provided an overview of communications via Palm Beach Daily News, subcommittee monthly meetings and resident communication.

XIV. COMMUNICATIONS FROM CITIZENS (For Matters on the Agenda; 3 Minute Limit, Please)

There were none.

XV. ANY OTHER MATTERS

Vice Chairman Gulbrandsen questioned how the collected \$14 Million prepaid assessments impact the Town's plan to finance the project.

Discussion ensued with Mr. Bradford, Town Manager, regarding project financing, short term and long-term Town borrowing and risks, and commercial paper commitment fees and assessment interest.

XVI. ADJOURNMENT

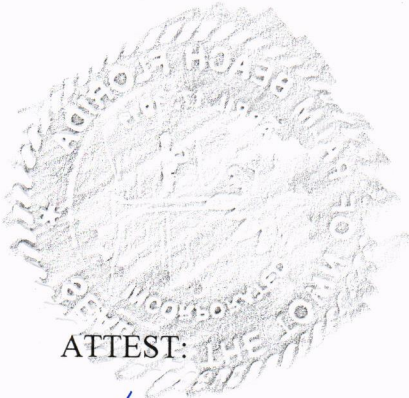
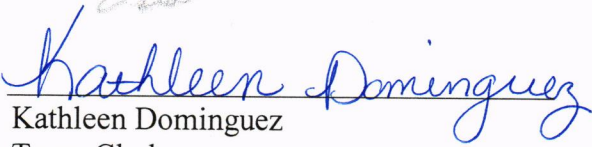
There being no further business, the Underground Utilities Task Force Meeting of Tuesday, October 3, 2017, was adjourned at 12:09 p.m.

APPROVED:



Jeffery Smith
Chair

ATTEST:



Kathleen Dominguez
Town Clerk

11/15/17
Date