

TOWN OF PALM BEACH

Information for Underground Utility Task Force Meeting on: June 5, 2018

TO: Underground Utility Task Force

VIA: Kirk Blouin, Town Manager

FROM: Steven Stern, Project Manager

CC: Kirk Blouin, Town Manager; Jay Boodheshwar, Deputy Town Manager;
H. Paul Brazil, P.E., Director of Public Works; Jane Le Clainche, Director of
Finance; Patricia Strayer, P.E., Town Engineer; Kevin Schanen, P.E., Kimley-Horn;

RE: Agenda Items for the June 5, 2018 UUTF Meeting

DATE: May 31, 2018

This memorandum and its attachments serve as the written backup material associated with the agenda for your UUTF meeting on June 5th. It follows the order of the items appearing on the UUTF agenda for the meeting.

The substantive items on this agenda are as follows:

V. MINUTES

The minutes for the March 6, 2018 meeting are ready for your review and approval. If you find there is an error or omission, please feel free to ask for a correction at the meeting. Your requests will be noted in the minutes of this meeting and staff will make the requested changes to the proposed minutes. **(Page 6).**

VI. TOWNWIDE UNDERGROUND PROJECT STATUS REPORTING

A. Review of Project & Dashboard, Summary of Project Status

Mr. Steven Stern, Project Manager, will review project status, recent undergrounding initiatives and the project dashboard. **(Page 11).**

B. Kimley-Horn; Monthly Status Report

Mr. Kevin Schanen, P.E., will review his monthly status report on behalf of Kimley-Horn. **(Page 41).**

VII. LANDMARKS COMMITTEE REQUEST - UUTF TO CONSIDER SPECIAL TREATMENT FOR SMALL LANDMARKED PROPERTIES (Page 46).

Mr. Steven Stern will review the Landmark Commission's request of the UUTF. **(Page 46)**

VIII. AT&T & COMCAST UNDERGROUNDING STATUS UPDATE

The Town Manager and Staff will discuss progress to negotiate an improved Special Construction Agreement with the communication service providers.

IX. NEWSLETTER & SOCIAL MEDIA PROPOSAL FROM MICHELLE DARGAN

Mr. Steven Stern will discuss potential engagement of professional services to assist Staff to communicate project status to the community. **(Page 48)**

X. FREQUENCY OF UUTF MEETINGS

Open discussion

XI. PENDING LITIGATION STATUS

Mr. Steven Stern will summarize status of outstanding project related litigation.