



REVISED AGENDA

Undergrounding Project Advisory Committee (UPAC)
City of Del Mar Town Hall
1050 Camino Del Mar, Del Mar, California
Via Teleconference: 26 Marin View, Mill Valley, CA 94941

Thursday, April 18, 2019, 7:30 A.M.

City Council Liaisons: David Druker and Terry Gaasterland

Civility Works - The Del Mar Code of Civil Discourse:

Together we will promote inclusion; listen to understand; show respect;
be clear and fair; and focus on the issue.

PUBLIC COMMENT: Anyone may address the UPAC for three minutes on any Committee Action Item. If there are several speakers on an item, your time available to speak may be limited to two minutes. When the Committee Chairperson recognizes you, please step forward and state your name and address of residence clearly for the record. The committee may ask questions of you, to which you may respond. For items not on the agenda, please indicate you would like to speak during oral communications.

1. **Call to Order & Roll Call**
2. **Announcements**
3. **Approval of Minutes for April 02, 2019**
4. **Oral Communications (Non-Action Item)**

Note: State law precludes the Committee from acting on any topic that is not an action item on the posted agenda. Your information may be received, placed on the next agenda, or referred to the Committee Chairperson.

5. **Status Update from City Staff**
 - A. Next Steps Following the City Council's Review and Approval on 04/15/19
 - B. Communications Plan
 - C. 5G and Utility Poles
 - D. Request for Proposal Process
6. **Summary Status Report from Subcommittees**
7. **Discussion of City Council's Direction on the Undergrounding Project**
8. **Peer Review of the Consultant Numbers**
9. **Subcommittee Assignments**
10. **Next meeting 05/09/2019**
11. **Adjourn**

Attachments: Minutes of the Prior Meeting

Future Items:

TBD

UPAC Roster

MEMBERS	Name	Council Liaison	Scheduling	Finance	Communication	Chair	Vice-Chair	Secretary	City Staff	Consultant	Present?
	David Druker	X									
	Terry Gaasterland	X									
	Steven Voss				X						
	Jay Thomas			X	X						
	Dave Sykes				Chair						
	Mukesh Shah		Chair	X			X				
	Daniel J Quirk		X			X					
	Jim Hindman		X	X							
	Barry J Entous			Chair							
	James M Benedict				X			X			
	Thomas H Blakely		X								
PROJECT TEAM	Scott Huth								X		
	Kristen Crane								X		
	Joe Bride								X		
	Mohsen Maali								X		
	Eric Lovering									X	
	David Tiscareno									X	

Notes:

Utility Undergrounding Project Advisory Committee
MINUTES – April 2, 2019 “draft”

1. **Call to Order**, 7:00 am, by chair – Dan Quirk
2. **Roll Call** – All committee members except Steve Voss and Jim Benedict; City staff – Mohsen Maali, Scott Huth, and Kristen Crane; Council liaisons – Dave Druker and Terry Gaasterland.
3. **Approval of Minutes for March 4th Meeting** – Motion by Jay Thomas, Second by Tom Blakely.
4. **Announcements – none**
5. **Oral Communications** – Several members of the community from the Crest Road neighborhood expressed concerns about how fire risks ranked in the prioritization process. Speakers included Joel Holiday, Rosanne Holiday, Delene St. John, Frank Chisari, Linda Chisari, Frances Frost, Nick Frost, and Susie Resnik. The general response from the committee was that Block X, which includes the poles in Crest Canyon, was specifically created to address the key risk of fuel in the canyon sparked by a powerline or transformer.
6. **Council Comments** - None
7. **Staff Status Updates –**

- A. **Prioritization Process** - The committee unanimously approved on Column D over Column C in terms of calculating inputs for prioritization. Column C considered only number of meters served by overhead transformers within a boundary, while Column D considered the number of meters served by overhead and at-grade transformers within a boundary. This vote recognizes that many homes/apartments that connect to a transformer on the ground still have the view impact of overhead powerlines.

Based on this input criteria, within the Stratford block, the area formerly designated as 1B (south end of Stratford) is now ranked with the top priority. There was a second vote to determine the specifics of the first test project. The two candidates were “1B”, with a cost of \$2.7 million, extending from 4th St. to 9th Street and 1D, with a cost of \$4.3 million, extending from 4th Street to 11th Street. The committee also wanted to include the option that if funding was limited, the “1D” project could be scaled back to the 1B boundaries. The vote also included Block X (the poles in Crest Canyon), as part of the top priority, which would have a cost of approximately \$2.6 million. Given certain unique features of Block X, notably the fact that Oribia Rd is a private road and not a public right-of-way, there could be some delays involved in addressing these issues. The committee unanimously voted for block 1D and Block X

- B. **Finance Committee Recommendation.** The Del Mar Finance Committee recommended that the City proceed with a pay-as-you-go financing strategy with short-term construction financing as needed for live projects/blocks. This recommendation would be revisited if overall City project cost estimates are reduced in the future.
- C. **Communication** – Kristen Crane included a handout on communications strategy and explained both short term and long term actions.

8. **Subcommittee Reports –**

- A. **Communications Subcommittee** – no report
- B. **Scheduling Subcommittee** – no report
- C. **Finance Subcommittee** – no report.

9. **Action Items** – Information will be presented to City Council on April 15.

10. **Next Meeting-**

Adjourn at 9:20 am. Next meeting is April 18 (rescheduled from April 11) to occur after the April 15 City Council meeting.

11. **Future Items:**

Dave Sykes expressed a desire to include a discussion on the RFP process and Scope of Work included in there.