



AGENDA
Undergrounding Project Advisory Committee (UPAC)

City of Del Mar Town Hall
1050 Camino Del Mar, Del Mar, California

Thursday, May 9, 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 18, 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. Peer Review
 - B. Projects in Cal FIRE Zone
- 6. Summary Status Report from Subcommittees**
- 7. Subcommittee Assignments**
- 8. Next meeting 06/13/2019**
- 9. 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 18, 2019

1. **Call to order** - Dan Quirk did the call to order at 7:30 am.
2. **Roll Call** – Dan Quirk, Jim Benedict, Mukesh Shah, Dave Syko, Steve Voss (by phone), Jay Thomas, Jim Hindman, Tom Blakely, Barry Entous, Dave Druker, Terry Gaasterland, Mohsen Maali, Scott Huth, and Kristen Crane. Consultants – Eric Lovering, and David Tiscareno
3. **Announcements** – none
4. **Approval of minutes** – April 2 meeting - Motion by Jim H. Second by Jim B. Unanimous approval.
5. **Status report by staff** –
 - Scott reported on 5G and utility poles status.
 - Scott also reported on Request for Proposal process should be turnkey/full service.
 - Mukesh mentioned that the construction costs are the biggest mystery and would like an opinion from a construction company
 - Moved to item #8 to discuss “Peer Review” of the consultant budget numbers. Chairman Quirk invited Utility Specialist to speak and make a brief presentation. A long discussion on the process of doing a Peer Review. Most of the committee was not clear as to what a Peer Review is. But, moving forward.
 - The basis for doing the Peer Review is the reported large discrepancy between the budget costs provided by Lee & Ro – approximately \$52 million and U.S. around \$31 million.
 - It was noted that the poles in the Lagoon are the responsibility of SDG&E and will be down in 3-4 years.
 - Mukesh again reiterated that a professional consultant should be secured to get to a budget number that we can present to council.
 - Barry is concerned that we have an ‘apples to apples’ analysis of the two budgets.
 - Tom B. suggested that NV-5 would be a good option for this budget review.
 - Jay emphasized that we need to establish a thorough criteria and guidelines so that we can do a good job of analysis.
 - Dan stressed that we need to base our opinions on fact based analysis.
 - A motion presented by Jay T., seconded by Mukesh, is to hire a consultant to do the Peer Review (independent review of the existing estimates, assumptions, approaches, etc.) and timeline so that our committee can make common sense assumptions including cost containment. The motion was passed 6-2-1.
 - A motion was also presented to do an RFP now to open back up the process of securing a new consultant. This motion was defeated 6-2-1.
 - A motion was made by Jay T. seconded by Jim H. to form a sub-committee to review scope of work for the Peer Review. This passed 6-2-1.
 - The committee was set with Jay T, Jim H, Dave Syko and Dan Q. They will meet shortly and will be prepared to bring their analysis to the next full UPAC meeting on May 9.
6. **Committee reports** – due to the length of the meeting there were no reports from the three sub-committee chairs.
7. **Discussion on City Council direction** – also deferred due to length of meeting.
10. **Next meeting** – May 9, 7:30 am at city hall.

Adjourned at 9:35 am.