

Florida Utilities Coordinating Committee

<http://www.fucc.org>

Coordination through Cooperation
Coordination, Cooperation, Communication & Commitment

Chair
Robb Brown

Vice Chair
Scott Baird

Secretary
Jeanna Dean

Treasurer
Jodi Rano

SPRING Meeting Location:
Hilton Ocala, Ocala FL

Wednesday, April 4, 2018

7:45am – **Meeting Registration**

FPL Coordinator Meeting-Closed Meeting *Chaired by Bryan Lantz, FPL*
(8:00am-12:00am)

8:30 –9:30am

Steering Committee – Chaired by Scott Baird, FUCC Vice-Chair

8:30 an Scott opened meeting

Introduction of members

By-laws (Chris McLaughlin)

The committee has been meeting. Still in progress and these are the items they are working on currently:

Reorganize the bylaws so they make sense.

Combining some sub-committees (Telecom and TV)

Membership change:

Currently no consultant can vote, but they are the ones supporting the FUCC, by attending and sponsoring. They are rather passionate in supporting the industries they represent. So, the By-Laws need to be revised to be current. We want to draw a line between utility employees and non-employee folks = voting rights. If we go by what is currently going on, the consultants could be part of the general membership, with general membership voting rights.

Is the committee open to consultants representing their agency and be able to vote? One representative per industry.

Views:

It was discussed that the utilities companies are heavily dependent on outside contractors whether for design or

other services. A lot of the utility industries are dependent on those consultants representing them.

The steering committee is the one who sets policy, general membership does not vote on everything, but they should have a voice.

FDOT is represented by Consultants and though they don't speak for them, they act as a liaison and can bring forth any issues this is what utility consultants can do as well for the utilities they represent.

It was noted that in looking at other State's bylaws for UCC groups to see what they are doing to the membership definition is in line with the revision we want to make by being more inclusive of consultants

These things represent the changes that has happened in the industry.

Steering subcommittee only lists the groups. It does not clarify if the Vice Chair who runs the steering committee, looks to them for a vote? Perhaps we require these people to become part of the steering committee's voting body – just a thought.

The Power Representative voiced his concern that the consultants could eventually take over the world. He pointed out that it is already happening with government agencies, and then there won't be a true representation of utilities. It is a slippery slope.

It was made clear that the steering committee utility representatives would have to be a utility staff person not their consultant. This keeps the intent of the true FUCC.

The Power Representative stated that no one was truly representing water/sewer and that is why utility staff members are important. It was noted that we had a staff member, but he was promoted and now that position is vacant again, but the Vice Chair is a water/sewer staff person.

The Telecom representative stated that it is hard to get a utility staff member there, because of budgets.

Some discussion was held. The By-law committee members had an in-depth discussion with the committee members.

It was decided to get some feedback from folks. It was noted that we currently are not following the by-laws now. We are supposed to remove the positions in August per the by-laws then the steering committee worked with that utility in their specific industry to obtain the vote or appointment.

Summation of the changes to the by-laws committee to consider:

- Subcommittees can be consultants or utility staff.
- General membership – no lines all members be able to vote on general items.
- Steering committee – those utility spots must be a utility staff member. The cons on this, is that the utility industry is not filling the positions nor fully participating in the UCC. The pro is that the utility staff votes who they want to represent them.
- Another item to consider is the utility's ability to use a proxy when they cannot attend. (a possibility)

More discussion at the Summer meeting is needed.

Meeting registration fees (Robb Brown)

It was noted previously by the water/sewer position that the FUCC did not have an official operating budget and we needed to do an audit and create one.

How did we get like this? Robb gave the history:

The previous planner was a former utility person, retired and started a company and they were hired as the planner for this committee.

So, a few years back they decided to leave in Feb of 2014 it took us awhile to get all information from them. So, in keeping the organization going, we moved forward by obtaining Lori's services as the planning folks. The officers approve any planning. The voting committees and steering committees agreed that Lori has done a great job and we will continue to utilize her services until we or she decides otherwise.

Current Registration Fees and Budget:

From 2015-2017.

2015 is when they left at Howie in the Hills. We were spending more than we were bringing in.

The 2017 budget:

He went over our current numbers and we are falling behind or breaking even. We need to raise the registration fees. Also, some changes to the meeting agenda/benefits.

Proposing continental breakfast and lunch per meeting.

\$300 for door prizes per meeting.

Have a dinner with a speaker per meeting \$5,000

Snacks/Coffee = \$35 per gallon, it went up to \$60 per gallon.

Cash Bar \$100 optional.

FUCC beer/wine - \$1500 for the banquet

Entertainment - \$1000 – DJ and decorations.

Meet and Greet \$400

Must have a budget of \$45,000 to break in (based on 100 people).

So right now, 80% rule, people like space, so we need more room since we have 150 people

Rob is proposing raising the fees to \$150 per meeting. (This makes it self-contained)

Some benefits:

** If we do a dinner, the meet and greet is one night and this helps companies cut costs for meals

** Have the sponsors support the meet and greet room, not the FUCC.

Sponsorship monies are used for awards, speakers, dinner, appreciation lunch for the officers and committee chairs. Training and meeting planner (Lori). Rob wants to present this to the general membership at this meeting. Start with asking how much is the registration you paid? Most people don't know.

what about the day rate? Will that change?

No. the day rate would remain the same to avoid affecting the FDOT and any company that needs that day rate.
Day Rate: \$50 continental breakfast, but not dinner.

Meet and Greet Room:

Meet and Greet room is not a frat house! We are moving towards limiting the time frame. It closes now. The FUCC is a professional organization on and off the clock and we should be promoting that position.

Alternative to the meet and greet room is one drink ticket at registration and a cash bar takes the liability off FUCC for folks drinking.

Proposing in by-laws – take planning and programs and combine. They present it to the officers for approval.

Planning committee (puts the agenda together but obtains the steering committee approval of that agenda.)

Nomination for secretary are to be given to Jodi.

FPL Closed Meeting Issue

It has been brought to our attention and continues to be brought to us by membership that a closed meeting for one UAO should not be on the agenda. The FDOT and other Companies plan closed meetings but do not host them during the FUCC. This is time and a room the FUCC should be utilizing. This issue has been brought up several times in the past.

The steering committee discussed this with the chair person. A vote was held, and it was unanimous the FPL meeting should not be on the agenda.

FPL needs to schedule the room with the hotel on their own. This meeting has nothing to do with the FUCC, and therefore should not be coordinated by the meeting or paid for it by the meeting. Furthermore, as a courtesy and to because they have staff that are on committees, should not have their meeting at the same time as the FUCC. They could have their meeting Tuesday evening or Friday afternoon.

Robb Brown will talk with their chair person.

9:45 – 11:00am

FUCC Officers Planning Meeting – Chaired by Robb Brown, FUCC Chair

Need volunteers to help the officers plan upcoming meetings. What is important to you?

Robb handed out the survey to the general membership

Survey results

Overall – the No. 1 issue is UWS, Mast arm/street Lights and PSEE
Design build came in as No. 2 for FUCC AND FDOT and telecom NO. 3 for consultants, and no 4 for electric.

Robb Brown will be the first planning chair and begin this planning committee.

Treasurer

Jodie is working on reinstating the non-profit rating from the IRS.
Jodie to obtain a laptop by the August 2018 meeting

Marketing items:

T-shirts
Lanyards
"Thank you" gifts for the speakers

11:00 – 11:30am

Membership/Promotions Chaired by Jeanna Dean FUCC Secretary

7 attended

Create a letter to government and utility agencies giving them the pros to sending or attending the Fucc meeting. (Networking, conflict resolutions, industry knowledge, training, voice in the policy and procedure changes, UAM, collaboration etc.)

Discussed the idea of annual membership dues, like other organizations.
Ask people for input who to send these letters and request to.
Draft letter by next meeting for review.

11:30 –1:00pm **Lunch on Your Own**

Afternoon Session

1:00 –2:30pm **Fucc Interest Group Meetings**

- **Power Interest Group Chaired** by Rob Morris, FP&L

41 in attendance

CEI responsibilities: Tom Bane and Shawn Lewis provided good information

Mast Arm Conflicts: Working near power lines. Greg Coker, FPL gave a slide show

The Power Interest Group previewed the slide show

Hurricane Restoration: Wilma statistics vs. Irma Statistics.

Street Lighting Concerns: FDOT upgraded standards – a lot of projects. LED lighting can be provided on Power Poles. Ask your local power company to provide the lighting.

Power Interest will present at Spring Meeting

New Utility Estimate Forms – Please look

- **Underground Interest Group Chaired** by Mike Hamlin, Emerald Coast Utilities

20 people attended - 50% were utility representatives

UG pipe conduit color initiative – Dave Summers gave the pros and cons

Voting on the color-coded initiative this meeting

Providing the workshop presentation tomorrow – PVC vs. HDPE

Brian Dean provided the Sunshine 811 update

Pipe testing – Contractor's responsibility for tests

- **Telecommunication Interest Group Chaired** by Fred Valdez, Frontier

12 people attended

Hillsborough County concerns to adjust facilities for their utility without compensation

Incorporation of requiring an engineer

Permitting

Utility Work Schedules

See attached meeting minutes

2:30 – 2:45pm – Break

2:45 –3:45pm **Fucc Subcommittee Meetings**

- **Joint Use**, Chaired by Nicole Bates

9 People Attended

Reviewed best practices - video now placed on Fucc website
Next video – will be Pole changes outs and transfers
We will approach steering committee for a sub-committee.
Small cell rep to present on their technology and design

- **Design Build**, chaired by Vinnie Lavallette – provided by Bill Deal

8 people attended

Lots of war stories would like to hear from other discipline their experience with design/build.
(Surveyors, consultants etc.)

- **UAM**, Chaired by Bryan Lantz

40 People Attended

Working to roll this new UAM out
Good feedback from everyone
Will take 3-4 weeks to review and compare 2010 to 2017
Build some consistency in issues so it applies to each district

- **Utility Coordination Certification Training**, Chaired by Jason Parrillo, Hillsborough County Public Utilities

Gave a presentation on the status of where the committee is with modules and classes.
Some modules will be ready soon
Does it make more sense to have Certified Project Manager credits rather than Certified Engineer Units? The question came up because Utility Coordinators act more in a project manager's position than an engineering position.
Intellectual Property – this needs to be sorted out with a legal person to protect ourselves from misuse as the information is shared.

- **Banquet Planning** Chaired by Karen Lund, FP&L – given by Jeanna Dean

Theme is Tacky Prom Flyers will be sent out after Spring meeting

Wednesday, November 8, 2017

8:00am – 8:40am

Registration, Continental Breakfast & Members Networking

8:40am – 8:45am

2017 Fall Meeting Opening Comments from the Officers

Opening remarks from the Officers

Conference Planning:

Ms. Lori McLaughlin provided an update on the hotel planning status.

Ocala is set for 3 years

- Melbourne Beach –everyone seemed to like it will set it up for 2018 and 2019. She is currently working on it.
- Marco – for fall of 2018 – after much discussion it was decided it was too costly and the government agencies have a cap on their travel costs and cannot attend if at a "resort".
- Jacksonville – we like too.

Chairman Brown asked from the general members if they agreed with this direction. No one opposed this direction.

8:45 am to 9:45 am

Safety Alliance Presentation – David Wessin

9:45 –10:00am – **Break**

10:00 – 11:00 am

Badger Daylighting Presentation – Larry Hill

11:00 – 11:30 am

2017 FUCC Survey Results – Robb Brown- Chair

Chair Brown thanked everyone for participating that participated but noted that many people did not seem to see the survey requests. It was noted that some of the request ended up in the Spam folders or did not make through some firewalls.

Chair Brown stated it gave very good insight on issues within the industry and ideas on how to make our meetings better. He then went over the results and stated that we would continue to do surveys but send out a notice to everyone first, so you are on the lookout for it.

2012 – Power Comments dominated the survey
2017 – Wet utilities and governmental agency comments

FDOT items:

Many want a FDOT representative on the steering or planning committee
Notification that the right of way has been certified and prior to work can begin
Street Lighting
FDOT Lane Closures
Tree Trimming
Have more FDOT staff to attend

Talk with other groups, if they are having the same issues with a governing agency, ask them to talk with the agency as well.

Annual basis – have a survey
Survey notifications only go out to those who have attended a meeting

11:30am-1:00pm **Lunch on the Pool Deck**

Afternoon Session

1:00-1:15pm **FUCC Announcements** Presented by: FUCC Officers

Please check the FUCC.ORG website for upcoming events or to put your ideas there. We would love to hear from you

1:15 - 2:30pm **“FDOT Forum - DUE/DUA & FDOT Personnel**

The green book is making some revisions and Chair Person Brown is attending the revision meeting. He explained the F.S. 337.403. at the beginning of it defines agency (which is any county, city of state) not just FDOT. They planned to remove reference to 337.403. there was some misinformation about thinking this only applies to state right of way. Chair person Brown was able to convince them to leave this reference in the green book. He wanted the Department to know there is some misunderstandings on this committee.

FDOT forum: (Thomas Bane)

Clarification regarding the green book committee.

337.401 gives authority to authorities. (People who have legal authority over the roadways) 337.303 states how to get them in the right of way and to relocate. The green book does not apply to these authorities, it applies to folks without authority. The FDOT must approve the standards for City and Counties in the design. But we do not dictate to another authority how they deal with Utilities within their right of way. A lot of them follow our lead and write 14-46 Rule and incorporate the Utilities Accommodation Manual (UAM) rules into their policies and procedures and follow how we want things done in our ROW. The problem is they must make some nuance changes to make it fit their process of approval. So, 337.403 applies because it is state law, however the UAM does not apply to the green book. The UAM applies to the FDOT's managed right of way.

There are other DUA's here, he asked for them to identify themselves. To help answer any questions.

D-1 Shirley McCrary
D-2 John McCarthy
D3 Jonathan Harris
D4 Eugene Costa
D5 Staci Nester
D6- Not represented
D7 Dan Hunter
Turnpike Not Represented Jim Kervin retired.
Central Office –
CO.Maintenance – Tim Burman
CO Construction – Dan Strickland
CO Utilities – Shawn Lewis
CO Utilities Cynthia Snelling

QUESTIONS:

Reimbursements for projects – that is not on the Utility Work Schedule, (UWS) the conflict was missed, how do you address those?

(e.g. \$90,000 bore missed the sheet pile conflict, so it was not on the UWS. SR 500 had to do a bore that the Engineer of Record, and reviewers including the UAO missed seeing the conflict with sheet pile.)

If you are there by permit you are not entitled to reimbursement. How do you be a good neighbor? Work closely with the Contractor and FDOT Construction office. Work out the time to help mitigate it.

Recently we were instructed that Locate and Protect on the UWS needs to be removed completely or revised, Why?

A UWS is an agreement between two parties. So, to have an agreement both parties must understand what the terms are in the agreement. Locate can mean just pointing to it, or locating per F.S. 556, or SUE etc. which one do you mean when you say Locate? Unless we know which one you mean it is up to debate. So, we are asking a better definition of what locate means to you so there is no confusion. I am Not dictating don't use locate and protect on your UWS, I'm just asking for more details to avoid confusion.

Isn't locate clearly covered in F.S. 556?

*If that is what you are saying, then say what you mean.
But if not clear the contractor can say it means you to visually locate it so expose it.
SS 811 is very clear that the contractor is to expose it. – Unless that right is given up in permitting.*

The reason why we are asking for dates on the schedule now because we are bound by that date and we must agree the work will be met by that date.

How about hold and protect? What do you mean by hold?
Any means to hold. I must know what you mean. It must be done in manner so a third party not familiar with what you do, can understand it that is what we need. Show definitions in Section B.

In section B give definition but put it in section C – Hold and protect and reference the note in in B.
If we don't communicate clearly then it is ambiguous and open for interpretation which can cause confusion and a delay.

Why isn't level B the assumption?

An Assumption is an assumption that is why we don't want that on the UWS. We don't know where the contractors come from. If they read the UAM, they can say they have assumed it is a level A.
No room for assumptions.
So, a note in Section B states Level B so why couldn't you just write in per F.S. 556. So, you don't have to worry about it.
But you are bound by 14-46.001 which is the UAM, you must explain what level of locate you will use.
You are also bound by the UAM. The language doesn't spell out just one option. So, they need to clarify which option will be used.

Section B on the UWS – it is my understanding that this section is for the UAO what is important.
It is where you want to put in requirements that you need so you can feel protected.

There are put in there that is covered in our Specs. So, we have you remove it to avoid confusion and end up in a lawsuit. Contractors sue the Department as well as utilities over bad notes.

You can ask where it is covered so you know why we are asking you to remove it and you can see it is covered.
If not covered, then negotiate what to put in there.

A UWS is our agreement for us to do the work per the plans. If something changes then that agreement is null and void. There must be an agreement in place.

Level B is in the design section of F.S. 556 not the field work.
Sunshine 811 wants to ensure you are following the statute. You could place in Section B of the UWS:

We will locate to Level B in accordance with F.S. 556. But without the detail of how you will locate it then the contractor can call you and claim if you don't answer immediately.

You can locate it, and not need to protect it. it is the contractor's responsibility to protect you if not in conflict.

What if it delays the project because now you must get a permit?

You get the permit afterwards the project administrator can sign approval for that.

If you violate the UWS – they will claim
If contractor violates it – He can't sue himself.

What is the role of the CEI?

In a case we have right there is a conflict with a wall and sheet piling, not on the plans dated the date of 2014. The new plans the contractor bid on was 2015 with changes.
However, the CEI, you would think they would understand.

What is the role of the CEI – to make sure the construction is going forward.
Project Administrator/Project Manager – is the one who runs the project.

We are hoping this Friday we will submit for review the Utilities Procedure Manual (UPM). The purpose of this manual will be to direct the districts on how to work with the District Utilities Office and the Utilities. It will be sent to Legal for review for however long. Then we must wait for the review committee to review it, our target date is May 31, 2019.

Rule 14-46-005 which is a new rule.

This is the change in the law that says wireless devices are a utility. The definition of what a Utility is, must be changed now. Recently the Construction. Project Manual Utility Section will be changed.

Those items that have been re-written to address utility issue - These rules will be clear soon.

- Unforeseen items.
- Changes to design after the UWS is signed.
- The PM can write UWS to help the UAO
- If the utility is but not in the ROW by permit, then that is not handled by the Construction Project Administrator. It will go to District Utilities Office. The reason, we don't want someone to order you to do something that is rather expensive if it is compensable.

During this time, please contact the project administrator not the CEI. The CEI should not be writing work schedules with you.

Once the FDOT enters into a contract with the contractor. The contractor is not held to the UAM.
Why isn't the contractor held to the UAM?

That contractor is building our facilities. We do not have to comply with the UAM to build a road. Rule 14-45 337.401 says the Authority can write rules for others to be in the right of way.

We write a contract for the contractor to do what we want him to do.
So, what in the UAM do you want him held to?

The contractor must abide by the contract only.

Q for CO construction:

Rumble strips: For short durations the UAO may feel it is safer to have the police show up and sit rather than use rumble strips? Why isn't this a viable option?

It's \$4,000 to put down rumble strips for 2 hours of work.

Dan Strickland will work with his design counterpart to get a response. There are some revisions coming to make it be like the numbering of the specs manual.

102-600 changes are coming to this index.

He will work with them to get some clarification or utilities for 3-4 hours of work.

What is one work period?

That is a difficult definition to do.

Can the District tell us some of the things they are seeing that they are having issues with that we can talk about since the entire group is here?

D-1 Report:

- Preparing for the D-1 liaison meeting in July or in the fall.
- Shirley McCrary introduced her staff members.
- Training UC consultants and EORs to talk about specific utility coordination training
- Issues:
 - In the UC meetings those meetings are the opportunity for both the UAO and the FDOT to discuss issue to be resolved rather than trying to fix it at Phase IV. The issues are coming out at Phase IV and it is a difficult to get it done.
- Better communication is needed, if there is any hesitation on the department's part, please elevate it to the DUO.

D2 Report:

The liaison was held 4/3/18.

- Some issues have been addressed here today.
- Notes in Section B.
- Future requirement to include the permitting date in section B. We will work with you on this issue.
- Per the UPM that is going to be a requirement for the permit submittal date to be included in the UWS.
- Invoicing – not all UAOs are wanting to provide required documentation for reimbursement. We are currently working on this with you. We want to pay you. We do not want money on Rule 4. That is a rule that if we don't spend it, it goes forward. If not in a timely manner they will snatch the money, then we can't pay you until we must wait until funds are available again.
- Not seeing CEI/construction: We develop projects and based on the UWS PH III plans. That date is important. If something gets changed after that date, please contact my office if the CEI or project administrator does not get it, so we can let the contractor know that that UWS is void.

D-3 Report:

May 8, 2018 D-3 liaison
400 active projects – staffing issue creating responsiveness.

D-4 - Report

- Liaison meeting is in September
- Anyone from Comcast is here?
- Power companies – Your hardening projects, could you try to coordinate better with FDOT?

- Is it possible for you to provide us your plan to help us be prepared? In Martin County we can do that, Rob Morris said they should be on line soon. FPL is working with them and there is a meeting next week.
- If you have any issue with Broward- they are increasing the number of feeders, we can tighten up the communication to help you out. Contact Byron Semple.

D5 Report:

- Design changes after a signed UWS is a problem.
- A lot of new people and help train them, the UPM will help roles and responsibility
- Training for EORs and Design PMs
- Identification of reimbursements and UWHCA early in the process.
- The Work Program will be given at the d-5 liaison.
- CenturyLink has a million-dollar impact on US 41 project. Ms. Staci Nester will get with him to help him.
- D-5 liaison May 9th.

D-7 Report:

Introduced his team:

- Invoicing is the costliest thing we are doing right now. We need your help to get you paid by providing the backup documents.
- The UAOs stated that they need a guideline from FDOT that clearly defines what is acceptable documentation for reimbursement. The guidelines are given every time. We are up against the internal policies and procedure to get those documents.
- Can we put a link on FUCC SITE? Yes, Tom Bane will send it to Robb Brown.
- Bryan Lantz stated that FPL is in litigation and asked that we hold up on providing this information
- The response is we will send the link for the issue now. And if they change in the future we will then change it. Tom explained that FDOT will require what some consider proprietary information. . The Department is working on how we assure confidentiality.
- But if you don't have that issue, then follow the guidelines.

General Items:

Invoicing:

[Is lump sum an option on the table to use?](#)

If we agree then we agree.

You can do a project specific lump sum agreement.

Force Account and Lump Sum billing - Please note there are two different types of Lump Sum. – tell us what they are and how to invoice them.

Shawn can put a link on the Utilities site or have Terri do a WebEx meeting

Request:

1. A request to provide invoice training, so the UAOs know exactly what is needed for invoices. So many new faces, it would be helpful. D-2 offered to help with the training and to answer any questions. See Keith Hampton, Terri Lee Phillips.
2. Suggest you get a copy of the State Comptroller's Disbursement handbook, page 39

Master Agreements – issue

If you have a master agreement that does not include the proper language we can't pay you under that agreement. You can the agreement to agree with us and get paid.

Central Office Construction Dan Strickland:

The Project Administrator usually works for the CEI. He does not always work for the Department. You will need to talk with the Project Manager. We are optimistic the UPM will clear up some of these issues.

Permits

OSP- is going great. Please use internet Explorer until you get to OSP 3. Then it will move to chrome. Once they move it will no longer work with Internet Explorer. You can use EDGE if you can't use Chrome.

PSEE

Shawn Lewis is happy to help you.

- 10% of the UAOs are using this currently.
- Monthly meetings with the District Utility Administrators are held to discuss any issues or need for improvement.
- Resolves misconceptions
- Asked that the District Offices direct people to the State website for training – PSEE TAB
- Each District will roll it out as they see fit. But all districts will be using it in time.
- Getting everyone use to it, is the biggest challenge.
- D-2 – all projects are being utilized on PSEE
- What is the value in it?
- Record keeping
- Everyone involved in the project ha 24/7 access
- Tracks easily
- No File Size limit
- Transmit documents
- Time expiration is 99 years.
- When People change jobs, still able to access the records

Suggestions for improvements to PSEE:

1. Confirmation that the documents were uploaded, not have to go back into the dashboard to find it out.
2. Confirmation people received it
3. Show why it is a benefit to the UAOs

FDOT's Concern:

Old Poles: When new poles are placed, please do what you need to do with your joint pole user to have the old poles removed.

Please ensure the cable company has transferred to your new pole, per your contract with them.

Whether you are there by permit or by rule, the Power Co is responsible to remove the pole and schedule your joint pole users to move so you can meet the schedule. You can show this in your Utility Work Schedule as well.

You cannot transfer ownership of a pole within the DOT right of way. So even if they fail to transfer, you are still the owner.

Street Lighting:

Many of the local municipalities are informing the power companies that they will no longer maintain lighting along State roads. Hillsborough County in D-7 states that as of 6-1-2018 they will no longer maintain state lighting. How is the Department handling this issue?

1. Either the Department will be maintaining the lighting themselves or
2. No lighting will be installed.

It was noted that Duke does have contracts directly with FDOT.

Request for District Utilities Staff:

- Please have all District Utilities Staff attend the FUCC.
- This is an opportunity for all your staff to meet the people they talk to on the phones each day and continue to build that important relationship between the Department, and utility staff.

2:30 – 3:30 pm **FUCC Members Networking Session**

Educational Workshop

3:30–4:30pm **UAS & LIDAR for Utility Mapping**
Brett Bienkowski LIDAR Services Manager with KCI Industries

4:30 –5:30pm

Steering Committee – Chaired by Scott Baird, FUCC Vice-Chair
This meeting will only be held if needed and determined by the Steering Committee.
Meeting was deemed unnecessary

FUCC Business Meeting

Friday April 6, 2018

8:30am – **FUCC Networking**

9:00am – **FUCC Business Meeting**

Opening Invocation & Tribute to Flag

Chair Robb Brown called the FUCC Business meeting to order at 9:00 am. The chairperson introduced himself and the other FUCC officers. Next, he welcomed everyone, recognized the importance of our sponsors and gave some opening remarks. The chairman then proceeded with the invocation and the tribute to the US flag.

Reading of the Minutes – Jeanna Dean Secretary

The chairman then requested the Secretary to read the previous meeting minutes. A motion to approve the meeting minutes was made by Scott Baird and seconded by Betsy

Becker that the reading of the complete minutes be waived. Motion Passed.

**Historian's Report – Chris McLaughlin
See Attached**

Treasurer's Report – Jodi Rano

Treasurer's report – Jodi Rano	
Current Balance	\$33,340.14
Expenses so far	\$13,503.42
Registration/Sponsor	\$11,388.92
Petty Cash	100
Balance	<u>\$31,325.64</u>

Brian Dean - motion to accept
Scott Baird second

Business Session

Sunshine 811 Report - By Brian Dean

See Report

April is Safe Digging Month.

Forums include lunch and speaker from

OSHA

FGT

USIC

Open forum

Issue that the code that it has been marked and then they are not marked, please notify your liaison so we can address it.

Sunshine 811 Concern:

Many of the SUE firms are using the locate tickets as a marketing tool. Many UAOs and excavators are receiving emails from private companies. This is NOT the intent of this ticket. Please contact your local Sunshine Representative if this happens to you.

FDOT District Reports:

Central Office:

PSEE training – look on the utilities website page

Utility Procedural Manual (UPM) – this manual will be used for internal and consultant utility coordinators only with the intent to bring the utility coordination process into CPR. This manual should be out in May 2019.

Cynthia will be the one performing audits for quality control.

Steering Committee

1. Steering Committee discussed the need to raise registration fees.

Open Steering Committee Positions: Please contact Robb Brown or Scott Baird.

Railroad position opened

Subcommittee Reports:

By Laws:

Steering Committee proposes restart of By-Laws subcommittee to review existing by-laws. Chris McLaughlin to chair. Scott Baird, Mike Hamlin and Brian Dean to assist. Chairperson Robb Brown approves.

Direction from committee

Steps for the bylaws:

1. Small group puts together
2. Members review and comment
3. Comments addressed
4. Resubmit for final review
5. Approval

E-Business/webpage

Continue to update
Can register
See the upcoming meetings
Presentations are uploaded
Meeting Minutes

Facebook Page:

Please like us on Facebook
Updated often
Videos are uploaded for your use

UAM:

Cleaned up version of UAM will be available on the FUCC website.
Will only have a UAM meeting at the Spring meeting if needed.

UCC training:

Lenore Horton is the new chairperson for this training. The Steering committee will work to replace Jason.

Membership:

- Draft letter by next meeting for review.
- Discussed the idea of annual membership dues, like other organizations.
- Membership drive competition
- Passing of the torch – need chair person.

Program Planning

Need volunteers to help officers. Robb Brown will chair starting at the Summer meeting.

Banquet Planning:

Annual banquet will be **Tacky Prom Theme**.

Reminder: Summer Meeting will be August at the Hilton Melbourne Beach, 3003 North Highway A1A, Melbourne, FL 32903

Adjournment

Brian Dean made a motion to adjourn the Meeting. Scott Baird 2nd the motion. Meeting adjourned 10:35 AM.

Power Interest Group meeting Minutes

Spring 2018 Ocala

Attendance: 63

- **Introductions**
- **Review Agenda Items**
- **UWS Preparation & Execution (Days during & Prior to Const):** Rob Morris of FPL with help from Garrett of FPL & audience discussed the most recent concern of some of the FDOT districts requiring a complete by date if work is labeled as prior. The FDOT states it properly labels a specific date that the roadway contractor can count on which is to be by the let date & wants stated in the UWS sec B. Tom Bane & some district DUEs & DUAs commented on the need for a date & would not sign without, they recommend to place days in the During phase to enable any overflow work that would not be completed as Prior. The majority of the attending power companies especially FPL & Duke had a concern with that requirement & would have internal discussions to come up with a consistent plan to handle, most comments were stating not going to give a date. Also minor discussion on items placed in Sec B concerning FDOT not wanting redundant comments such clearing, staking & so on which are part of the awarded contractors responsibilities.
- **Bridges & Sheet Pile installs:** Rob of FPL brought up a recent success story with a design team changing the type of construction for a sheet pile installation due to a conflict with an existing OH deadend line, not able to de-energize, they design as a vinyl sheet wall install & that material type can be installed with low profile equip which would not encroach with table A clearances. An FDOT rep made a comment that he had thought vinyl was a temp install practice & not permanent. I stated was advised this was a permanent install. Short discussion for the install of bridge pilings & that there isn't a low profile construction method for that type of work & in most cases any nearby OH & or UG facilities would have to dealt with to enable construction.
- **PSEE Brief Overview:** As stated very brief discussion of PSEE usage & advised of a presentation by Duke of the PSEE process that will be presented at this conference. The FDOT stated that a note went out to all districts advising them to begin use if not already by Jan 2018.
- **Invoice Submittal to FDOT (Bill Actual vs. Lump Sum):** Recent issues with the ability to have the FDOT pay BA invoices stating more supporting documentation was needed. We

are all concerned being we used the same documentation in the past & they have been paid. The FDOT stated that the requirements come from the state financial office & the CFO not the FDOT itself & these requirements are out of their hands. At this time issues in Dist 2 & 4. FPL is working with theirs & the FDOT legal team to find a balance in the info needed to process a BA invoice. Was stated that the Lump Sum invoice process was much less involved & not requiring the same type of supporting documentation. Was stated that Lump Sum cannot be used for costs above a certain amount due to a 1973 agreement which actually caps lump sum at \$5,000.00, comments were made that the FDOT paid well above \$5,000 in the past.

- **New Service Points (Costs & Drawings):** Erik of the Wantman Group discussed this subject being his firm has dealt with this recently which is a new requirement by the Turnpike. The requirements are they require a cost for supplying a new service point & illustration/drawing showing the scope of work for the new power source. This info is needed at the design phase so they can qualify the project with this info. It was discussed that it would be OK for a good ball park estimated figure however they want a drawing showing what the construction would be to supply the power source.
- **Street Lights on UAO poles:** Dist 1 has stated to the FPL rep that they would Not allow FPL to install our own lights on our own poles for DOT street lighting needs. This option was brought up by FPL to mitigate a conflict with our OH lines due to the installation of new FDOT installed street light poles & fixtures. No other districts seem to have this same requirement so the group was asking why the lack of similar decisions when it comes to street lights, answer given was that district wanted to be in control of the st light installs & not have a mix of theirs & the UAOs. Rob of FPL advised that the use of conflict lights was being utilized in dist 4 & the local municipalities which was very successful in mitigating any & all conflicts with such installs, a true success story.
- **Round Table:** No discussion came up at this point of the meeting, we had taken all the time allotted with our agenda items.

- **Input for upcoming Summer meeting PIG agenda:**

Mast Arm installs & removal discussion: Any recent success in low profile use.

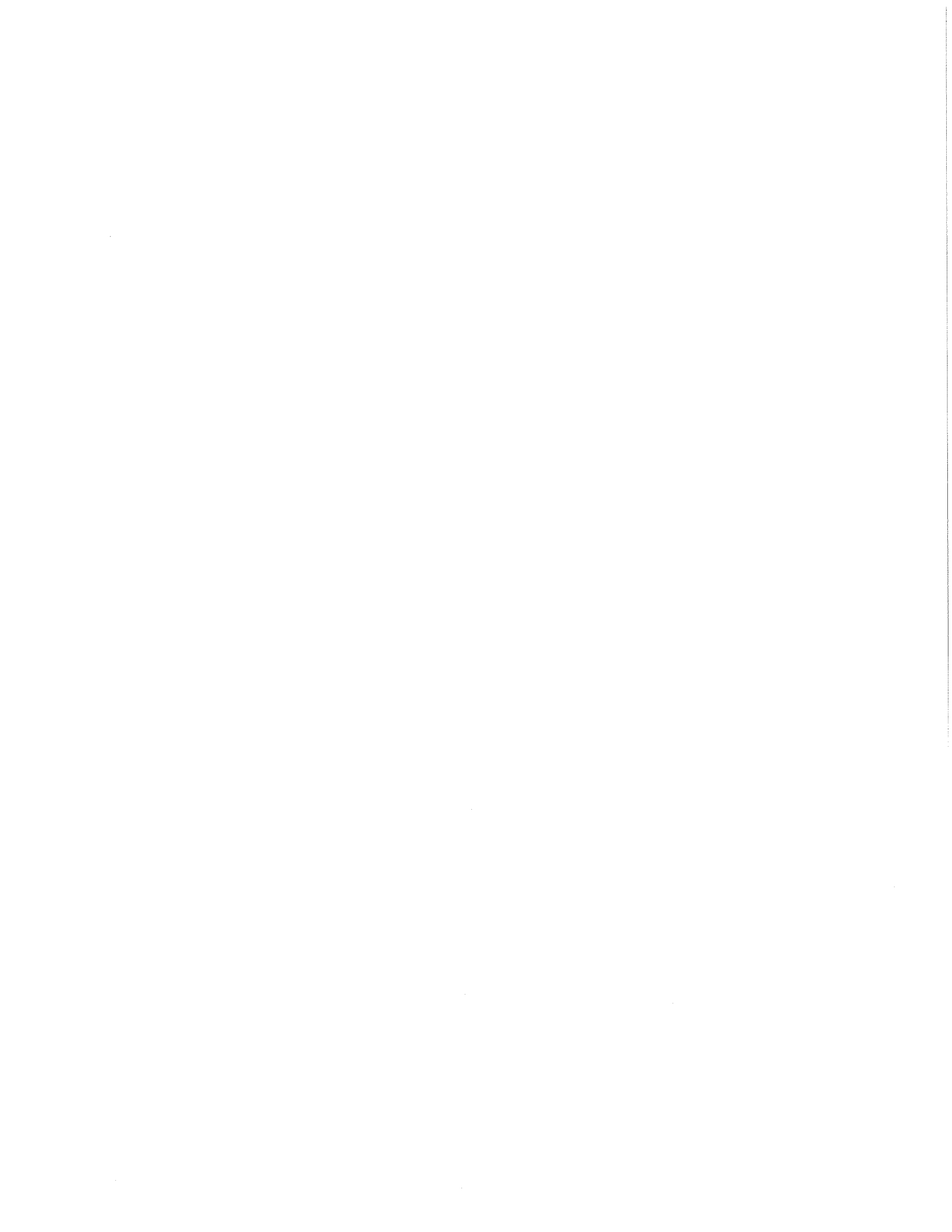
FDOT Project Suite (PSEE) update & functional use presentation.

Update on Invoice creation, information needed.

UWS preparation update, dates & sec B.

Group Chair: Rob Morris FPL (rob.morris@fpl.com)

Co-Chair: Steve Maniaci KCI Technologies (stephen.maniaci@kci.com)



Meeting Minutes
Underground Interest Group
FUCC Spring Meeting - Ocala
Wednesday, April 4, 2018
1:00 pm to 2:30 pm

27 people attended the meeting, with 12 of those employed by utilities.

Bryan Dean of Sunshine 811 gave update. Locate volumes creating scenarios whereas some member operators are negotiating terms on locates getting performed. Reminder given that April is safe digging month.

Chair to follow up with FUCC officers on posting FUCC position statement regarding uniform pipe/conduit colors on website (carryover from November 2017 meeting).

Chair to reach out to Sunshine 811's Brad Martin (thru CILB) on utility related questions placed on contractor licensing tests. Topic may lead to an informational presentation to FUCC?

Issue of placing deactivated lines out of service was introduced, more specifically what size and what location lines should be grout filled in FDOT ROW. It was agreed that the UAM did not have specifics and that could lead to some permitting offices requiring all lines, no matter how small and no matter what location, to be grout filled. Chair to consult with FDOT Central Office on issue.

Future Educational Workshop ideas...water main installation and testing, what are backflow prevention devices, trenchless pipe repair options.

Discussion was held on need to identify candidate(s) for next UIG Chair. It was asked that interested parties contact current Chair and/or Board.

Open discussion period yielded discussion on utilities not locating for SUE activities and that the perhaps the quickest 'solution' was that leadership of those utilities should be contacted every so often requesting they 'remind' their locators to perform all locate requests, even for SUE. Another item involved more requests from FDOT for UAOs to perform advanced relocation, and that UAOs desire same goal, but that project conditions dictate when UAOs can and cannot perform advanced relocation.

**April 6, 2018 FUCC Historian's Report
Ocala (spring) Meeting, Hilton Ocala
3600 SW 36th Ave, Ocala, Florida
Chris McLaughlin, Historian**

75 years ago:

February 12, 1943, Seminole Hotel, Jacksonville, Florida.

B.A. Galloway of Winter Park Telephone Co. was Chair, Wilkins Linhart of Florida Railroad Commission was Vice-Chair, and R.S. Davis of Florida Power & Light was Secretary.

10 people in attendance.

Topics discussed:

- Mr. Girtman reported that the revised railroad crossing specifications pertaining to the construction and maintenance of power lines over the tracks of "steam railroads" was about to come off the press and was hopeful it would soon be in the hands of members.
- Mr. Galloway reported on his meeting with the Florida Public Service Company to work out a method of making joint construction safer (apparently "joint construction" was a method employed during World War II to save materials). The discussion of safety was first had at the November 1941 FUCC meeting before WWII started and had to do with terminal boxes on open iron wire routes and grounding of service drops.
- Mr. Warth inquired about power companies placing meters on join use poles. The only power company represented at this meeting was FPL who did not use that practice. Mr. Warth desired to have information from other companies dealing with this issue so his company may benefit from their experiences.
- Mr. Burke (AT&T) brought up the matter of bad clearances, service drop contacts, and inverted crossings involving AT&T's long lines. It was pointed out during the current wartime that it was vital to keep uninterrupted traffic flowing over their lines. It was unclear whether the restrictions on wartime materials would allow them to be used on correcting these conditions which were particularly bad around New Smyrna, Ft. Pierce, Lake Worth, and Homestead.
- The discussion of whether the Committee should meet less frequently was held again. Those present were reluctant to take any action as they felt a larger segment of the membership should decide the policy.
- Mr. Warth introduced Captain TJ Borgman of the 1st Fighter Command Headquarters as the guest speaker. Capt. Borgman discussed the operations of a flight center and stressed the importance of alertness and expediency of getting messages through. He also pointed out the importance of regulating power voltages to listening posts within good limits.

50 years ago:

February 2, 1968, Holiday Lodge, Panama City, Florida.

Jim Tinsley of Southern Bell was Chair, Vern Brown of General Telephone was Vice-Chairman, and G. A. Reed of Clay Electric Coop was Secretary.

50 people in attendance
19 Power
10 Telephone
8 State Road Department
5 Municipalities
5 Gas
2 Public Service Commission
1 Consultant

Topics discussed:

- Utility Accommodation Guide subcommittee chair Vern Brown reported that due to the UAG being received by the FUCC on such a short notice, the subcommittee had been unable to meet. At the previous meeting a motion was passed that another meeting be held with the State Road Department to discuss the matter of safety setback requirements and the meeting was arranged through Malcolm Yancey in December. The meeting left the impression of a willingness to work with utilities on their concerns. On January 16, SRD transmitted the proposed UAG to Vern Brown with a request for comments by February 2. On January 22, a delay to reply was accepted and further discussions with SRD came with the assurance that future proposed drafts would be shared with ample review time by FUCC. Upon review of the proposed draft, members were asked to put their comments in writing as soon as possible and mail them to Mr. Brown. Mr. Patton of the Public Services Commission asked if any utility companies had additional cost figures necessitated by complying with the UAG and to send these to him.

25 years ago:

February 5, 1993, Ft. Myers, Florida

Chairman Mark Sweet presiding, Dennis Black Vice-Chair, Dave Hall Secretary, Tom Duggar Historian.

103 people in attendance
24 Power
20 FDOT
19 Municipalities
14 Telephone
9 Consultants
6 Gas
5 Cable TV
4 One Call Centers
1 Florida Public Services Commission
1 Contractor (my Dad!)

Topics discussed:

- The city of Ft. Myers mayor's office welcomed the group to Southwest Florida.
- Sponsor Utility Consultants was thanked for hosting the Thursday evening hospitality reception.
- Sponsor Nick Zembillas of Tri-Duct Corporation was thanked for hosting the Friday morning coffee.
- Treasurer's Report - \$831.25. No expenses were reported thanks to the sponsorships.
- FDOT Update by Jerry Sasser. Mr. Sasser discussed ongoing topics between the utilities and FDOT: the CAD system, directional boring (emerging technology), accurate utility locations to reduce delay claims, utility representatives to be present during construction in case problems

arise, the need for better attendance from utilities at FDOT pre-design, pre-construction, and other FDOT meetings, claims and utility liability from FDOT attorneys, metric conversions, points of contact for utilities, revising the Utility Relocation Schedule and the joint Project Agreement forms, advocating Counties to begin using the UAM format.

- Guest Speaker Derek Brennan, VP of Network Planning and Engineering for United Telephone of Florida gave a presentation titled "A Future Vision of the Telephone Industry".
- It was announced that Bill Garrett, JEA employee and inaugural Historian, would be retiring at the end of the month and this would be his last FUCC meeting.
- Chairman Sweet lectured attendees to respect the speakers and eliminate private conversations during their presentations. This was many years before laptops and cell phones quieted attendees without yelling at them.
- Power Interest Group had 31 attendees, Telecomm Interest Group had 27 attendees, and Underground Interest Group had 27.
- Other ad hoc subcommittees included: Utility Notification Center, UAM, Joint Use, CSX/FDOT right-of-ways, Asbestos, Utility Pole Record Keeping, Joint Use R/W Relocation Agreements, Standards Review, Water Management District Permit Review, Railroad Permits.

11/7/2017

Telecom Interest Group Meeting Minutes

Meeting Commenced at 1:05 pm

Attendees – 12

Fred opens meeting, asked for topics and introductions

Fred – Frontier permit process/UAM. Hillsborough County (UAG) says Utilities would pay for relocation/adjustments for water line placement. Hillsborough County permit language was revised to include the means of requiring other utilities to relocate at their own expense.

Tom asked how they did this? Ordinance, Law, etc.?

General discussion about utility locations, re-imburement, etc. and similar examples of having to move MH systems and steps taken to prevent it.

No other utility reps that work in Hillsborough County were present.

Discussion included costs of relocating a MH system vs moving proposed water line.

Referred to old business to keep discussion going. PSEE, records retention by FDOT.

Fred asked if anyone used the new UAM? Bruce said yes, but it isn't an improvement.

Jan asked about CAF II \$\$ in FL. None for Frontier; None for CTL (David)

Talked about storm recovery, etc. Jan asked about D-1 projects coming up. No one has anything on it. Talked about overpasses being railway compliant. Talked about divergent diamond; Jan said it was successful.

Roundabouts also discussed. No boring under roundabout; no pole in roundabout.

Lake County roundabout per David.

Jan talked about wetland permitting. Exemptions size on size. No blanket exemptions for repairs from Corps of Engineers. Permits required for upsizing, etc.

Length of time to get Corps of Engineers permit is too long, 24 months. Trump Executive Order eliminates duplicity, encourage streamlining of permit process. All state and federal agencies looking at same paperwork.

Okeechobee (Hoover) dike crossing requirements are very restrictive, even for berms only 1' in elevation. No poles in dikes/levees. Bores under levees must be very deep underneath, requires geotechnical engineering. No fracking. Some types of soil have maximum 10 psi limitations to prevent fracking.

Back to Hillsborough County permit language. Fred asked Jan if she works in Hillsborough County. Frontier has 12-way conduit system in conflict with proposed 18" water line. Frontier lost legal challenge but has appealed the decision.

Some discussion about similar situation with CTL in Charlotte County.

Jan mentioned that if cables in the MH system carried FAA traffic, it could be used to delay or prevent having to move conduit system.

Adjourned at 2:16pm

Steering Committee:

4-4-18

8:30 an Scott opened meeting

Introduction of members

By-laws (Chris McLaughlin)

The committee has been meeting. Still in progress and these are the items they are working on currently:

Reorganize the bylaws so they make sense.

Combining some sub-committees (Telecom and TV)

Membership change:

Currently no consultant can vote, but they are the ones helping to support the FUCC, by attending and sponsoring. They are rather passionate in supporting the industries they represent. So the By-Laws need to be revised to be current. We want to draw a line between utility employees and non-employee folks = voting rights. If we go by what is currently going on, the consultants could be part of the general membership, with general membership voting rights.

Is the committee open to consultants representing their agency and be able to vote? One representative per industry.

Views:

It was discussed that the utilities companies are heavily dependent on outside contractors whether for design or other services. A lot of the utility industries are dependent on those consultants representing them.

The steering committee is the one who sets policy, general membership does not vote on everything, but they should have a voice.

FDOT is represented by Consultants and though they don't speak for them, they act as a liaison and can bring forth any issues this is what utility consultants can do as well for the utilities they represent.

It was noted that in looking at other State's bylaws for UCC groups to see what they are doing to the membership definition is in line with the revision we want to make by being more inclusive of consultants

These things represent the changes that has happened in the industry.

Steering subcommittee only lists the groups. It does not clarify if the Vice Chair who runs the steering committee, looks to them for a vote? Perhaps we require these people to become part of the steering committee's voting body – just a thought.

The Power Representative voiced his concern that the consultants could eventually take over the world. He pointed out that it is already happening with government agencies, and then there won't be a true representation of utilities. It is a slippery slope.

It was made clear that the steering committee utility representatives would have to be a utility staff person not their consultant. This keeps the intent of the true FUCC.

The Power Representative stated that no one was truly representing water/sewer and that is why utility staff members are important. It was noted that we had a staff member, but he was promoted and now that position is vacant again, but the Vice Chair is a water/sewer staff person.

The Telecom representative stated that it is hard to get a utility staff member there, because of budgets.

Some discussion was held. The By-law committee members had an in-depth discussion with the committee members.

It was decided to get some feedback from folks. It was noted that we currently are not following the by-laws now. We are supposed to remove the positions in August per the by-laws then the steering committee worked with that utility in their specific industry to obtain the vote or appointment.

Summation of the changes to the by-laws committee to consider:

- Subcommittees can be consultants or utility staff.
- Term limits for sub-committee Chair position is one year, this needs to be better clarified in the by-laws as we are having difficulty with people their tenure is over.
- General membership – no lines all members be able to vote on general items.
- Steering committee – those utility spots must be a utility staff member. The cons on this, is that the utility industry is not filling the positions nor fully participating in the UCC. The pro is that the utility staff votes who they want to represent them.
- Another item to consider is the utility's ability to use a proxy when they cannot attend. (a possibility)

More discussion at the Summer meeting is needed.

Meeting registration fees (Robb Brown)

It was noted previously by the water/sewer position that the FUCC did not have an official operating budget and we needed to do an audit and create one.

How did we get like this? Robb gave the history:

The previous planner was a former utility person, retired and started a company and they were hired as the planner for this committee.

So a few years back they decided to leave in Feb of 2014 it took us awhile to get all information from them. So, in keeping the organization going, we moved forward by obtaining Lori's services as the planning folks. The officers approve any planning. The voting committees and steering committees

agreed that Lori has done a great job and we will continue to utilize her services until we or she decides otherwise.

Current Registration Fees and Budget:

From 2015-2017.

2015 is when they left at Howie in the Hills. We were spending more than we were bringing in.

The 2017 budget:

He went over our current numbers and we are falling behind or breaking even. We need to raise the registration fees. Also, some changes to the meeting agenda/benefits.

Proposing continental breakfast and lunch per meeting.

\$300 for door prizes per meeting.

Have a dinner with a speaker per meeting \$5,000

Snacks/Coffee = \$35 per gallon, it went up to \$60 per gallon.

Cash Bar \$100 optional.

FUCC beer/wine - \$1500 for the banquet

Entertainment - \$1000 – DJ and decorations.

Meet and Greet \$400

Must have a budget of \$45,000 to break in (based on 100 people).

So right now 80% rule, people like space, so we need more room since we have 150 people

Rob is proposing raising the fees to \$150 per meeting. (This makes it self-contained)

Some benefits:

** If we do a dinner, the meet and greet is one night and this helps companies cut costs for meals

** Have the sponsors support the meet and greet room, not the FUCC.

Sponsorship monies are used for awards, speakers, dinner, appreciation lunch for the officers and committee chairs. Training and meeting planner (Lori). Rob wants to present this to the general membership at this meeting. Start with asking how much is the registration you paid? Most people don't know.

what about the day rate? Will that change?

No. the day rate would remain the same to avoid affecting the FDOT and any company that needs that day rate.

Day Rate: \$50 continental breakfast, but not dinner.

Meet and Greet Room:

Meet and Greet room is not a frat house! We are moving towards limiting the time frame. It closes now. The FUCC is a professional organization on and off the clock and we should be promoting that position.

Alternative to the meet and greet room is one drink ticket at registration and a cash bar takes the liability off of FUCC for folks drinking.

Proposing in by-laws – take planning and programs and combine. They present it to the officers for approval. Planning committee (puts the agenda together but obtains the steering committee approval of that agenda.)

Nomination for secretary are to be given to Jodi.

Officers Planning Meeting Minutes

Will hand out the survey to the general membership

Survey results

Overall – the No. 1 issue is UWS, Mast arm/street Lights and PSEE
Design build came in as No. 2 for FUCC AND FDOT and telecom NO. 3 for consultants, and no 4 for electric.

Planning Chair –

Robb Brown be the first Planning Committee chair and begin this planning committee.
It is not the intent for the planning chair or its members to “run” the FUCC. They are to make suggestions for the steering committee to consider.

FPL Closed Meeting Issue

It was discussed and voted unanimously the FPL meeting should not be on the agenda.
FPL needs to schedule the room with the hotel on their own. This meeting has nothing to do with the FUCC, and therefore should not be coordinated by the meeting or paid for it by the meeting.
Robb Brown will talk with their chair person.

Treasurer

Jodie is working on reinstating the non-profit rating from the IRS.
Jodie to obtain a laptop by the August 2018 meeting

Marketing items:

T-shirts

Lanyards

Thank you gifts to the speakers