



2024 FUCC Spring Conference Agenda

Wednesday, April 10th, 2024
Morning Session

6:00 – 8:00am Breakfast Buffet – Hotel Restaurant

Breakfast Ticket is Required and will be given at check in.

8:00 – 11:30am Meeting Registration

Bring your business cards for the daily drawings.

9:00 – 9:30am FUCC Officers Meeting – Arlington & Monmouth

Tara Miller, Duke Energy (Chair)

Stephen Waidley, Frontier (FUCC Vice-Chair)

Mark Atkinstall, Burgess & Niple (Secretary)

Other Attendees

Rob Brown, Duke

Chris Stermer, WGI

Bill Case, Ayres

Brian Dean, Sunshine811

Art Gilmore, Duke

Anthony Stevenson, Sarasota County

Joe Sanchez, FGT

Chris McLaughlin, McDriller

Trish Miller, ECHO UES

Shaun Purvis, BPA

Shayne McGlockin, Badger

Kris Hayes, Lakeland Electric

Warren Gilbreath, Hillsborough County WRD

Fred Valdes, Frontier

Adam Crittenden, Pinellas County

Jenna Jackson, TECO PGS

Patrick Allen, TECO PGS

Discussion Items

1. Hotels need for August 2025 meeting
2. World of Golf

ALL MEETINGS ARE OPEN TO ALL REGISTERED MEMBERS



3. Hilton Coco – 1 yr contract with the option of renewal. Tara will consider negotiating another 1-yr contract or modify the existing contract to a 2-yr contract.
4. Need a hotel for 2025
5. Tara informed Helms Briscoe that she will follow-up with him after the Spring meeting.
6. Need a projector for Thursday's meeting. It will need to be purchased (approval is needed from the Steering Committee). The hotel is charging \$1700 for the rental.
7. We are approaching capacity. We will be considering removing some of the tables to allow for more chairs.
8. We will need nominations for the incoming Secretary (no telecom, electric or design consultant) and the John Farkus award by June 1st to Chris Stermer.
9. Jodi Rano discussed the profit/loss. (get info from Jodi).
10. Per Robb Brown (Duke), the total deficit for hotels is approximately (-) \$6300. Based on the last six meetings (2022 & 2023), FUCC has absorbed an average of \$207/person.
11. Robb Brown (Duke) has proposed a change to be considered to ensure that the officers are staying within the budget. Bylaw changes are needed. Subcommittee Chairs also need to be accountable for their expenses/budget. 2017 was the last registration rate increase. A potential rate of \$250 registration is under consideration.
12. We will need nominations for the incoming Secretary (no telecom, electric or design consultant) and Farcas award by June 1st to Chris Stermer.
13. Robb Brown (Duke) will be discussing with the Electric Coop that is also meeting at the Hilton to get their involvement.

9:30 –10:30am Steering Committee – Arlington & Monmouth

Stephen Waidley, Frontier

(Steering Sub-Committee Chairs should be in attendance)

Roll call – All were in attendance with the exception of Demar Machuca and the vacant position (Governmental Non-Utility)

Tara Miller, Duke Energy (Chair)

Stephen Waidley, Frontier (FUCC Vice-Chair)

Mark Atkininstall, Burgess & Niple (Secretary)

Other Attendees

Robb Brown, Duke

Chris Stermer, WGI

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Anthony Stevenson, Sarasota County

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Trish Miller, ECHO UES

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Shaun Purvis, BPA
Shayne McGlockin, Badger
Kris Hayes, Lakeland Electric
Warren Gilbreath, Hillsborough County WRD
Fred Valdes, Frontier
Melonie Schwartz, Inwood Consulting Engineers
Josh Kelly, Ozmatic
Adam Crittenden, Pinellas County

Discussion items

1. *Proposed Bylaw changes (**see attachment**). Robb Brown (Duke) presented the proposed changes under Section VII Duties of Officers. The meeting should be fully-funded.*
2. *Under Section VIII: A budget must be submitted and approved for each meeting.*
3. *There are verbiage changes that will be required to proposed Bylaw changes to include a budget in November for the future meetings.*
4. *Spending sponsorship money is not critical but, it is under consideration given the budgetary constraints.*
5. *Chris McLaughlin (CFB) suggested that a cap be placed on sponsorship gift based on the total sponsorship received.*
6. **Not a Bylaw Change:** *Melonie Schwartz (Inwood) made a recommendation to consider including a free registration or two depending on the sponsorship level. Additionally, FUCC would highlight the sponsors on their social media platforms, and on meeting slides. These suggestions are under consideration and will be further explored and shared with the Steering Committee as part of the membership drive.*
7. *An updated version of the proposed changes is to be provided by Robb Brown (Duke) and Brian Dean (Sunshine 811) for discussion on Friday.*
8. *Brian Dean (Sunshine811) has made a motion to purchase a second project at a maximum cost of \$1600. Shayne Mclaughin seconded the motion. All agreed.*
9. **Rate Increase:** *Per Jodi Rano (FUCC Treasurer), we have a deficit of almost \$40,000 between 2022 – 2023. Chris McLaughlin (CFB) made a motion to increase the registration fee from \$150 to \$250. Art Gilmore (Duke) second the motion. The motion was amended for the 1-day registration to be \$125. The same individuals made the motion and second it.*
10. **There is consideration for providing CEUs.** *This will be included under the Membership Committee. Josh Kelly (Ozmatic), Melonie Schwartz (Inwood), and Mark Atkinstall (Burgess & Niple) provided additional insight.*
11. *Warren Gilbreth (Hillsborough County WRD) inquired about the hotel blocks. We received 8 additional rooms but, we are locked into a contract regarding the number of rooms.*
12. *Educational Workshops: Steven noted that underground and telecom have been combined. However, the individual committees will need to provide their educational material.*

10:30 – 11:30am

ALL MEETINGS ARE OPEN TO ALL REGISTERED MEMBERS



Planning Committee - Arlington & Monmouth

Chaired by Mariah Mader, KCI Technologies

Membership & Promotions – Laurel, Santa Anita, & Del Mar

Chaired by Melonie Schwartz, Inwood Consulting Engineers

Banquet Planning Committee – Aqueduct & Keenland

Chaired by Rebecca Green, Colliers Engineering

TTC/MOT Committee - Aqueduct & Keenland

Chaired by, Robb Brown, Duke Energy

Co-Chair, Laurie Jackson, TRC

11:30 – 1:00pm LUNCH (on your own)

Afternoon Session

1:00 – 1:15pm 2023 Fall Meeting Opening Comments & Introductions - Ballroom

FUCC Chair Tara Miller, Duke Energy

1. Due to inclement weather, lunch maybe moved indoors for tomorrow's lunch
2. Network event will be in the tent between 5:30p – 7:30p
3. Welcomed first time attendees
4. Subcommittee chairs are requested to provide a copy of their minutes and attendee list to Mark Atkinstall (FUCC Secretary).
5. Thanks to the sponsors. Visit the booths during the break.

1:15 – 1:45pm Sunshine 811 Updates - Ballroom

Brian Dean, Sunshine 811 (refer to a copy of the presentation at the end)

- Ticket volumes are down by 14.86%
- Legislative Updates
- 21 Board Members (Election I scheduled for May 17th)
18 Utility Representatives, 3 Associate Members, and 2 Contractor Representative
- April is safe digging month across the Country
- Central Florida Liaison (Elliot Patterson)
- Florida Nursery Growers & Landscapers (FNGLA) email takeover to educate members
- Polk County Pilot Program
- Utility Agency Owners are encouraged to contact law enforcement regarding digging activities over their buried facilities regarding violation of FS Chapter 556.
- Damage Prevention Council

ALL MEETINGS ARE OPEN TO ALL REGISTERED MEMBERS



- You may find the liaisons and their regions on Sunshine811's website (or contact Brian Dean and he will direct you to the appropriate person).

1:45 – 2:45pm NexGen Plans Update – Ballroom (see attachment at the end)

Melonie Schwartz, Inwood Consulting Engineers & Shaun Purvis, BFA Bentley Infrastructure Cloud – Software used to view models (per Vern FDOT Central Office).

Jeanna Dean requested a demonstration of the clash detection.

2:45 – 3:15pm FUCC Interest Group and Subcommittee Meetings

Telecom/Underground Interest Group – Arlington & Monmouth (see attachment at the end)

Chaired by Trisha Miller, ECHO & Crystal Iggesten, Crown Castle

Power Interest Group - Laurel, Santa Anita, & Del Mar (see attachment at the end)

Chaired by Chris Buonanni, FP&L

3:15 – 4:15pm Damage Prevention Council (DPC) of Florida– Ballroom (see attachment at the end)

Presented By Brian Dean and Elliot Patterson

- The goal and mission are to regularly gather excavators, underground utility owners, line locators, enforcement entities and other stakeholders to share ideas and discuss solutions to issues when it comes to safe digging – specifically focusing on ways to improve the process, increase safety and reduce damages.
- HPSI – Excavators are not notifying gas companies as required or are unable to reach excavator.

4:15 – 4:30 - Break

4:30 – 5:00pm FUCC Subcommittee Meetings –

Joint Use – Aqueduct & Keenland

Chaired by Bill Deal, T2 UES

Permitting – Arlington and Monmouth

Chaired by Laurie Jackson, TRC

5:30 - 7:30pm Networking Event – Special Event Tent on Back Patio

Hors D'oeuvres and complimentary drinks from 5:30pm – 6:30pm

Cash Bar from 6:30pm – 7:30pm.

****NO OUTSIDE FOOD OR DRINKS ALLOWED PER OUR CONTRACT WITH HOTEL**

ALL MEETINGS ARE OPEN TO ALL REGISTERED MEMBERS



Thursday, April 11th, 2024 Morning Session

All sessions held in Laurel, Santa Anita & Del Mar Ballroom

6:00 – 8:00am Breakfast Buffet in Hotel Restaurant

Breakfast Ticket is Required and will be given at check in

7:00 – 8:30am Registration

8:30 – 8:45am 2023 Fall Meeting Opening Comments & Introductions - Ballroom

FUCC Chair Tara Miller, Duke Energy

- The area is under a tornado watch
- The sponsors were thanked for their contributions. Attendees are encouraged to visit the sponsor's tables.
- We need nominations for a Secretary (cannot be a design consultant or telecom representative). This will be a 4-year commitment.
- Nominations are needed for the John Farkus award
- General introductions
-

8:45 – 9:45am Design Build Subcommittee Meeting - Ballroom

Chaired by Chris Stermer, WGI

- Per Chris Stermer's presentation, a Design Alternative is required for longitudinal runs in LA R/W.
- If a permitting office determines that a Design Alternative is required and the UAO disagrees with the decision, a dispute can be submitted to Central Office. The UAM is the basis of determining whether an alignment is considered as longitudinal.
- Per Cynthia Snelling and Shawn Lewis from FDOT Central Office, UAOs can submit to the FDOT permits office to receive a permit number.
- Once the permit number has been issued, the UAO can use the permit number to apply for the Design Alternative directly to the State's Utilities Office.
- Brian Lance (FPL): He suggested that verbiage be addressed in the updated UAM.
- The Department has a 90-day timeline to review and approve Design Alternatives per Shawn Lewis.
- Jodi Rano (Stantec, FUCC Treasurer): Asked if a Design-Build agreement for UWHCA. Shawn Lewis confirmed that the Department will be developing an agreement.

ALL MEETINGS ARE OPEN TO ALL REGISTERED MEMBERS



- Eric Bustos (Cobb Fendley): More clarification is needed regarding what is considered as longitudinal runs. Per Shawn Lewis, the ultimate alignment needs to be coordinated given the Federal requirements in the event of requirements for reimbursable.
- Azalea Aoki (Echo): Muck removal has been an issue since it was an unknown condition. Chris Stermer noted that there have been recent changes that requires FDOT to perform additional geotechnical investigation.
- Shawn Lewis: If a UAO has a UWHCA, a backout/contingency work schedule is required if a well-defined scope is provided.

9:45 –10:00am Break

- Giveaways

Relocations Through A Telecommunications lens (**10:00 – 11:00am** **Educational Workshop –**
 Relocations Through A Telecommunications lens (Crown Castle – Chris Perkins (**see attachment at the end**))

- Danny Haskett (Safety Discussion)

Types of Request

- Design tickets
- Vacate Request/No Objection
- Serviceability
- FDOT
- City
- County
- Private Developer

Challenges

- Crown Castle inherited multiple fiber companies, NexGen, FiberNet, Sunesys, creates record challenges.
- Field time for sonding, when as-builts are not recent
- Change Management Process (splicing cutovers). This portion is handled by a national team. A 432-ct fiber (backbone) cutoff can only be performed on weekends and only one can be performed in the State/weekend.
- UWS variances and time allowed.
- Provides critical infrastructure (small cells, dish, fiber to electric substations, etc.)
- Splicing time is typically an issue because the time specified in UWSs are often challenged.

Chris Perkins (Crown Castle) noted that his team will begin providing CADD files with their submittals to the Utility Coordinators.



- **11:00 - 1:00pm FUCC Sponsored Lunch (included in registration fee) -**

Palm Terrace & Pavilion (Special event tent on pool deck)

Afternoon Session

1:00 – 1:15pm 2023 Fall Meeting Opening Comments & Introductions - Ballroom

FUCC Chair Tara Miller, Duke Energy

- Giveaways from our sponsors
- Please return name badges to Lori at the registration desk.
- In the event that you have registered for an event and you need to cancel, please notify an officer so that we can keep the room in the room block.
- Registration rates are being increased to \$250 for full-conference attendance and \$125 for 1-day. This change will be effective for the August/Summer 2024 meeting. The last rate increase was 2017.
- There will be bylaw changes that will be presented to the organization.

1:15 – 2:45 pm FDOT Forum (DUE/DUA & FDOT Personnel)

Patrick Overton, PE, FDOT State Construction/Utilities Engineer

District Utility Administrators/Engineers will be in attendance and are available to discuss District specific issues. Please note to have great dialog, specific topics are encouraged to be submitted at least two weeks prior to the summer meeting. Please utilize the following link to submit your questions/topics of interest:

www.fucc.org

Shawn Lewis (FDOT Central Office)

- He expressed gratitude for the NexGen Committee sub-chairs (Melonie Schwartz and Shaun Purvis) for the meetings and coordination that has occurred.
- The group has worked together and built relationships.
- Shawn Lewis also noted that the conversations that has occurred may become intense at times but, it's a passionate discussion that is needed to come to an agreement.
- House Bill 287 has been tabled. This is a bill that would alter FS 337.
- FDOT has been approved to purchase hand-size UAMs.
- FDOT is working on training in each District (Maintenance/Permitting, UWS, etc.)
- FHWA has planned to rescind the manufacturer product waiver. Robb Brown (Duke) asked if this decision pertains to the open comment period. Shawn Lewis confirmed it. FHWA was contacted by a UAO and expressed their concerns and implications to their business and projects.
- Robb Brown (Duke Energy) encouraged UAOs to provide their feedback.
- Shawn Lewis asked what are the biggest challenges.

ALL MEETINGS ARE OPEN TO ALL REGISTERED MEMBERS



- Jeanna Dean (Harbor Coordination: Consistency in verbiage that are allowed in Section B in the UWS. Such as whether permitting verbiage for work being performed prior to construction. Shawn Lewis noted that the UPM will be revised to remove the requirement for the permitting date in Section B.
- Stacy Nester (FDOT D5) noted that it should be listed in Section C and include the 30 days for permitting.
- Craig Petrie (AT&T Corp) A UAO noted that in Section B, they have cited FS 556 and permitting office rejects it. Shawn Lewis notes that this should not be cited in Section B in the event that the law changes.
- Chris Buonanni (FPL) inquired about the effect on permitting.
- Lydia Sanitago asked about Section 3.16. of the UAM (facilities to be placed out of service). Shawn Lewis noted that the Department will allow facilities to be placed out of service providing the criteria are met. However, the UAO is responsible for the out of service line, the UAO is required to put the line on their markups.
- Chris Stermer (WGI) noted that even if the line is out of service, the UAO should still mark the lines when identified on a dig ticket.
- The decision on when utilities need to be grouted is uncertain for some UAOs.
- Lines that are unreachable (i.e., very deep) may not need to be removed if there isn't a conflict (for example, a 22-foot-deep line versus an 8-foot-deep foundation).
- Rob Morris (FPL): His organization keeps records of out of service lines however, the locations are not exact. Rob also asked if a pipe is placed out of service and tracer wire is added, what is identified by the locator? Brian Lance noted that the locator induces the signal and knows that it is an out of service line but, it will be marked as "red" which would mislead personnel that the line is active.
- Brian Dean (Sunshine811): The location of utilities that are not known until each UAO places their info in the 811 System. Whether out of service or not, the line must be marked. Under FS 556, if a line that is not in service and will not be used does not need to be marked.
- Chris Stermer (WGI) noted that UAOs that are within the Right-of-way are required to locate their facilities in accordance with their permit.
- Bill Deal (T2) – How do we identify the owner of a pipeline if nobody has claimed it? Josh Kelly noted that permit reviews should be considered.
- Chuck Furguson (Crown Castle): Their facilities are being impacted by other UAOs that are being removed instead of grout-filling out of service line. 1.25" HDPE cannot be grout-filled.
- Garth Thompson (MG Vera): There has been some miscommunication regarding facilities that are to be removed versus being placed out of service
- Cynthia Snelling Perry (FDOT Central): Per 3.16, if a UAO creates additional cost to FDOT's project, then FDOT will require the UAO to move.
- Brian Dean (Sunshine811): UAOs need to locate newly relocated lines.
- Shawn Lewis (FDOT Central): A UAO needs to identify in the UWS Section B, that there are out of service facilities within the project limits at X' depth.

ALL MEETINGS ARE OPEN TO ALL REGISTERED MEMBERS



- Vivian McKeon (Terra Tech): Please confirm when a UAO can seek reimbursable. Shawn Lewis (FDOT Central Office) noted that a determination of compensability is performed prior to plans submittal. Not all projects that are listed as Federally funded allows for reimbursement to UAOs.
- A project that is 90% funded by the Federal Government gives FDOT the ability to compensate UAOs for impacts to their facilities.

District 1 Updates – Wayne Shelton

1. Liaison Meeting: September 19th
2. District's Budget - \$800,000
3. Moving Florida Forward projects

Turnpike Updates – Joe Pitar

1. Continue good working relationships
2. Continue collaborating for successful project
3. Shaun Purvis has been added to the Turnpike staff as a Consultant

District 2 – Todd Hunt

1. Liaison Conference is scheduled for May 22, 2024 in Jacksonville
2. Be conscious of the time being requested for work to be performed.

District 4 – Arlene filling in for Kadean

1. Thanked UAOs for submitting their invoices on-time
2. If invoices are not submitted within 6 to 12 months, you may be denied reimbursement.
3. Chris Stermer enquired about a Utility Liaison meeting. There maybe a combined meeting with District 6.

District 5 – Staci Nester

1. Liaison meeting is on June 5 is combined with the utility training session.
2. Moving Florida Forward (I-75 project) is in the RFP phase.
3. RGBs are not contract documents. Ensure that pertinent information is included in UWS. Pre-construction work must be completed on-time, otherwise a NOI will be issued.
4. UAO participation in progress meetings are encouraged.
5. Please note the District Utilities Office regarding personnel change.
6. UAOs are encouraged to submit their subordination and easement documents
7. UAOs are encouraged to submit their invoices.

District 6 – Johanna Hernandez filling in Xenia Rodriguez

1. Thanked UAOs in the DDI project with the start of construct in March.
2. Utility Coordination Workshop was help with internal and external partners

ALL MEETINGS ARE OPEN TO ALL REGISTERED MEMBERS



District 7 – Pia Cormier

1. The Gateway \$356M project has been completed.
2. The Howard Franklin project is underway
3. TBNext and Westshore Interchange projects are next
4. Tampa City Center will be the new location of the D7 Liaison meeting on May 3rd
5. Spring training will be coming up (6/19 or 6/20)
6. New D7 budget
7. 30 projects were certified within the last three months.
8. A couple projects have been moved into the next fiscal year.
9. There is a new PM (David Price).
10. Contact Erin Long to be added to mailing list.

2:45 – 3:00pm Break

Giveaways

3:00 – 4:00pm Construction Committee – FDOT Contractor Claims; Spec 512 (see attachment at the end)

Chaired by Josh Kelly, Ozmatic

- A contractor has 10 days to submit a NOI.

- Utilities are requested to acknowledge receipt of the NOI. The contractor has 30 days to submit their documentation.

- Robb Brown (Duke) notes that Duke does not have a contractual agreement with the Contractor. Therefore, a response to a claim will occur through coordination with the CEI and FDOT.

- Shawn Lewis (FDOT Central Office): There isn't a requirement in the Specs for the UAO and/or the Contractor to negotiate with each other.

- There are four (4) letters that will be sent during the process.

1. Notification Letter
2. Notification Letter No. 2 – Allows for an additional 60-day extension if the UAO and the Contractor are in discussion but, a resolution has not been reached.
3. Notification Letter No 3. – This letter has two options to be selected from.
 - Josh Kelly (Ozmatic) encouraged UAOs to obtain records from the CEI and FDOT.

ALL MEETINGS ARE OPEN TO ALL REGISTERED MEMBERS



- Shaun Purvis noted that Construction Progress Meeting notes are important.

4. Notification Letter No 4. – This letter confirms that the UAO/Contractor has not been able to reach an agreement/resolution. The claim has been deemed justified.

QUESTIONS

1. Luke (AT&T) has asked for Contactors/CEI to include UAOs early on the agenda so that they are not waiting a long time during the meeting.

4:00 - 4:15 pm Break
Giveaways

4:15 - 5:00 pm NexGen Plans Subcommittee

Friday, April 12th, 2024

All sessions held in Laurel, Santa Anita & Del Mar Ballroom

8:30 am FUCC Networking

9:00 am FUCC Business Meeting (47 persons attended)

Opening – Tara Miller, Duke Energy

Invocation & Tribute to Flag - Chris Stermer, WGI

Reading of the Minutes – Mark Atkininstall - Burgess & Niple

- Motion to waive the meeting minutes was made by Chris Stermer (WGI, FUCC Past Chair). The motion was second by Jay Helm (GFY).

Treasurer’s Report – Jodi Rano, Stantec Consulting Inc. (See attachment)

- 162 attendees at the Spring 2024 meeting
- We are approaching capacity for the Hilton
- We are under contract with Hilton Ocala through 2026.
- A new projector has been approved for purchase by the Steering Committee.
- Taxes for 2023 were filed on 3/1/2024
- Profit & Loss 2023 attached
- BOA: \$17,989.08 (Includes Withdrawal/Prepayment for Ocala Hilton of \$24,156.12) As of 4/10/2024
- PayPal: \$30,712.12 includes meeting registrations & sponsorship monies as of 4/10/2024

ALL MEETINGS ARE OPEN TO ALL REGISTERED MEMBERS



Historian's Report – Chris McLaughlin - Clymer Farner Barley (See attachment)

Business Session

- Sunshine 811 Report
- Brian Dean: Thanked FUCC for facilitating the discussions regarding the Damage Prevention Council.
- During the DCP presentation, the session was streamed online and allowed additional attendees to view the presentation and listen in on the discussions.

FDOT Central Office Report

- Shawn Lewis (FDOT Central): If there are any issues during construction and permitting, please reach out to Central Office, “we are in the problem-solving business”.

Steering Committee – Stephen Waidley (FUCC Vice-Chair Frontier)

Steering Committee Approved Motions for Membership Vote – (If Any, in accordance with the by-laws, only the following Steering Committee members are allowed to vote)

- No additional items for approval.
- Rate increase to \$250 from \$150 was approved during the Thursday meeting.
- The motion to purchase a new projector was approved.

Power – Art Gilmore, Duke Energy

Telecom – Fred Valdes, Frontier

Gas – Joe Sanchez, FGT

Water – Warren Gilbreath, Hillsborough County (absent)

Sewer – Demar Machuca, Sarasota County Utilities (absent)

Governmental-Utility – Kris Hayes, Lakeland Electric

Governmental Non-Utility – Vacant

Contractor – Shayne McGlocklin, Badger Daylighting

Design Consultant – Bill Case, Ayres Associates

Coordinator Consultant – Trish Miller, ECHO

Utility Notification Center – Brian Dean, Sunshine 811

Geospatial Consultant – Chris McLaughlin - Clymer Farner Barley

Business Reports

Awards/Nominations – Chris Stermer, WGI

- There have been 1 official nomination for the position of Secretary
- June 1st is the deadline for nominations
- John Farkus award nominees are needed by June 1st

Program/Conference Planning – Mariah Mader, KCI Technologies

ALL MEETINGS ARE OPEN TO ALL REGISTERED MEMBERS



Facebook Page – Robb Brown, Duke Energy

E- Business/Web Page – Lori McLaughlin, GFY

UAM Review – Bryan Lantz, FP&L

- Lori: Sponsors were updated on the website, a link to the comments for FHWA has been placed on the webpage.

Bylaws Review – Brian Dean, Sunshine 811 & Chris McLaughlin, Clymer Farner Barley

- Bryan Lantz: Other than discussions yesterday, no additional comments regarding the UAM have been received.
- Chris M. (CFB): The redlines of the bylaws updates will be posted on the webpage for review.
- Bryan Lantz, FPL (UAM): Where do we stand with respect to audits. An audit should be included in the bylaws update. An audit should be performed each year.

Membership/Promotions – Melonie Schwartz, Inwood Consulting Engineers

- (See attachment)

Telecom Interest Group – Crystal Iggsten, Crown Castle (Absent)

TTC/Mot/Permitting – Robb Brown, Duke Energy & Laurie Jackson, TRC

- 13 persons were in attendance
- Discussed Orange County new 660 diversion requirements (see 2 attached documents)
- 660 Option 1 now will have to be signed and sealed
- All other index 660 must be pre-site specific detailed MOT TTC plans submitted in package
- Discussed Index pertaining to RUMBLE Stick <2 hours and > 2 hours vs. police presence.
- Discussed FCG move over law and how it has impacted Florida roadways
- Rob reminded attendees that FDOT MOT TTC index revisions open in August. FDOT has extended FUCC members the opportunity to make revision suggestions and recommendations to the current indexes for possible future revisions. If you have suggestions to revisions, it may be more beneficial to submit on behalf of FUCC as opposed to utility representation to be considered.
- Discussed Index 661 bike lane closures and the impacts it has made in the TTC process.
- Joint Use - Bill Deal, T2 UES (Absent)

Design Build – Chris Stermer, WGI

- Design Alternatives discussion
- Potential UAM changes

Underground Interest Group – Trisha Miller, ECHO & Garth Thompson, MG Vera

Power Interest Group - Chris Buonanni, FP&L

- 60 persons attended
- Upcoming hurricane season and work stoppage

ALL MEETINGS ARE OPEN TO ALL REGISTERED MEMBERS



Banquet Planning – Rebecca Green, Colliers Engineering
- Deadman’s party for the Summer banquet

New Business/Old Business

New Business (Bryan Lantz) – Rob Morris will be retiring this year.

11:30am – Adjournment

Motion to adjourn by Chris Stermer and second by Jay Helm.

For the most current updates, registration, and information please visit us at:

Website: www.fucc.org

Facebook: www.facebook.com/FUCC.org

LinkedIn: Florida Utilities Coordinating Committee FUCC

ALL MEETINGS ARE OPEN TO ALL REGISTERED MEMBERS

ATTACHMENTS

Treasurer's Report

1:10 PM

Florida Utilities Coordinating Committee, Inc

Profit & Loss

03/19/24

January through December 2023

Accrual Basis

	<u>Jan - Dec 23</u>
Ordinary Income/Expense	
Income	
Meeting Registrations	64,965.00
Other Types of Income	
BOA Credit Card Cash Rewards	468.38
Total Other Types of Income	468.38
Program Income	
Booth Rental	1,250.00
Total Program Income	1,250.00
Sponsorships	30,500.00
Total Income	97,183.38
Gross Profit	97,183.38
Expense	
Bank Service Charges	
PayPal Fees	3,028.65
Square Fee	188.94
Total Bank Service Charges	3,217.59
Business Expenses	
Business Registration Fees	61.25
Total Business Expenses	61.25
Contract Services	
Accounting Fees	700.00
Total Contract Services	700.00
Facilities and Equipment	
Depr and Amort - Allowable	170.00
Total Facilities and Equipment	170.00
Operations	
Advertising and Marketing	3,606.87
Books, Subscriptions, Reference	522.99
Postage, Mailing Service	203.65
Website	441.24
Total Operations	4,774.75
Other Types of Expenses	
Flowers and Gifts	105.53
Insurance - Liability, D and O	860.36
Other Costs	0.00
Total Other Types of Expenses	965.89
Travel and Meetings	
Annual Dinner	1,305.42
Awards	1,456.58
Door Prizes	549.72
Hospitality	27.11
Hotel Fees	79,592.33
Meeting Brochures / Booklets	887.25
Planning Services	12,237.49
Supplies	235.87
Total Travel and Meetings	96,291.77
Total Expense	106,181.25
Net Ordinary Income	-8,997.87

1:10 PM

Florida Utilities Coordinating Committee, Inc

03/19/24

Profit & Loss

Accrual Basis

January through December 2023

	<u>Jan - Dec 23</u>
Other Income/Expense	
Other Expense	
Ask My Accountant	0.00
Total Other Expense	0.00
Net Other Income	0.00
Net Income	<u><u>-8,997.87</u></u>

Conference Expenses 2022 - 2023

FUCC 2022 & 2023 Expenses vs. Registration Income

	Total Cost	Registration Collected (\$150)	Difference	Head Count	Reg at total cost	\$250
2022						
Spring (Ocala)	\$23,479.21	\$15,923.66	(\$7,555.55)	106	\$221.50	\$26,500
Summer (Melbourne)	\$23,569.21	\$17,629.89	(\$5,939.32)	118	\$199.75	\$29,500
Fall (St. Augustine)	\$23,000.03	\$15,496.31	(\$7,503.72)	103	\$223.30	\$25,750
2022	\$70,048.45	\$49,049.86	(\$20,998.59)			
2023						
Spring (Ocala)	\$32,467.30	\$23,087.76	(\$9,379.54)	154	\$210.82	\$38,500
Summer (Melbourne)	\$21,655.59	\$20,679.62	(\$975.97)	138	\$156.92	\$34,500
Fall (St. Augustine)	\$25,040.56	\$16,426.95	(\$8,613.61)	109	\$229.72	\$27,250
2023	\$79,163.45	\$60,194.33	(\$18,969.12)			
TOTAL	\$149,211.90	\$109,244.19	(\$39,967.71)			

2022 Avg Atten 109
 2022 Avg Diffrence \$7,000
 2022 Avg Spend \$23,349.48
 2022 Avg Collect \$16,349.95
 2023 Avg Atten 133
 2023 Avg Diffrence \$6,300
 2023 Avg Spend \$26,387.82
 2023 Avg collect \$20,064.78

\$207 average cost

Proposed Bylaw Changes

FLORIDA UTILITIES COORDINATING COMMITTEE

BYLAWS

FLORIDA UTILITIES EST. 1932 COORDINATING COMMITTEE



*Adopted and approved by the Florida Utilities Coordinating Committee at Fort Lauderdale, Florida on **May 8, 1998***

*Revised at Howie-in-the-Hills, Florida on October 31, 2007
Revised at Marco Island, Florida on August 10, 2012
Revised at Howie-in-the-Hills, Florida on November 9, 2012
Revised at Ocala, Florida on February 7, 2014
Revised at Howey-in-the-Hills on October 16, 2014
Revised at Ocala, Florida on February 5, 2015
Revised at Ocala, Florida on April 5, 2019
Revised at Ocala, Florida on **April 14, 2023***

Commented [CM1]: Will need a new revision date, maybe consolidate the rest into a list of dates or just state "previous version..." for continuity?

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BYLAWS OF THE FLORIDA UTILITIES COORDINATING COMMITTEE

SECTION I: NAME

The name of this Committee shall be the FLORIDA UTILITIES COORDINATING COMMITTEE, hereinafter referred to as the Committee.

SECTION II: MISSION STATEMENT

To promote coordination and cooperation for co-habitation of utility facilities and travel ways within public ~~right-of-ways~~rights-of-way ~~—0~~, for the mutual benefit of all users.

SECTION III: PURPOSE

- 1) The Committee was formed in 1932 to act as the liaison between Utility Owner Agencies and the federal, state, and municipal stewards of the public's rights-of-way.
- 2) The purpose of the Committee shall be to promote the effective and equitable coexistence of utilities to create a successful working relationship among and between utilities, and other entities, through coordination, cooperation and communication. It is the intent of this Committee to achieve this purpose through frank and impartial consideration of all matters referred to it with full recognition of the respective rights and obligations of the organizations concerned. It is the further intent of the Committee to act as a liaison between the utility industry and government entities in reviewing, meeting, and providing comments when rules, practices, and policies are being developed that may affect utility work.
- 3) The Committee shall support and give aid to district and local utility coordinating groups by providing a forum for local and district groups to coordinate on a statewide level. The Committee shall strive to provide a benefit to the local coordinating groups by actively providing educational update programs, provide communiqué in the form of newsletters, notices, and minutes that are distributed through the local groups.
- 4) The Committee shall establish a liaison with national and statewide organizations that can impact utilities or reach other entities involved in the utility industry.
- 5) Information, decisions, policies, procedures and instructions from the Committee to the utilities and other entities will be disseminated through the minutes of Committee Meetings via mailing or other electronic communication.

SECTION IV: MEMBERSHIP

- 1) MEMBER: Membership is considered voluntary and is comprised of individual representatives of stakeholders interested in promoting a free exchange of information within the utility, transportation and construction industries and to promote cooperation between these industries to the overall good of the Members and public in general throughout the state of Florida.

- 2) A Member is defined as an individual who is part of the General Membership who has attended a minimum of two (2) state-wide meetings of the Organization.
- 3) Member Organization: Members shall be divided into Member Organizations that represent the type of stakeholder group the Member is employed by or represents. The following table lists the Member Organizations of the Committee.

Member Organizations	
Telephone/CATV/Data Provider	Governmental Non-Utility
Power	Design Consultant
Gas	Utility Notification Center
Water	Geospatial Consultant
Sewer	Consultant Utility Coordinator
Governmental Utility	
Contractor	

SECTION V: FEES & SPONSORSHIPS

- 1) A registration fee will be charged to every person attending each Committee Meeting. Persons having received the Malcom Yancey Award (Section VIII, 2.a.ii) shall not be required to pay any registration fees.
- 2) All fees will be established as approved by two-thirds majority vote of the Steering Subcommittee.
- 3) Sponsorships help to offset Committee Meeting costs and allow the Committee to increase the value of attendance to its Members. Sponsorships also provide tangible benefits to the Sponsor in the form of advertising and special recognition in print and during these meetings. The fees and specific benefits pertinent to each Sponsorship Level will be established as approved by two-thirds majority vote of the Steering Subcommittee as defined in Section VIII.
 - a) Sponsorship Levels
 - i) Member Emeritus
 - ii) Platinum
 - iii) Gold
 - iv) Silver
 - v) Bronze
 - b) Special Contributions – organizations may sponsor specific activities (e.g. refreshments, meeting rooms, demonstrations) associated with Committee Meetings.
 - c) In-Kind Sponsors – organizations may share their resources in the form of goods and/or services to help offset costs to the Committee (e.g. website hosting, bank

fees, computer and audio/visual (AV) equipment). The Steering Subcommittee will determine the organization's In-Kind sponsorship level attained by establishing a value to these goods and/or services.

- d) Sponsorship Levels and Sponsorship Amounts shall be reviewed and renewed annually at the Annual Meeting.

SECTION VI: OFFICERS

- 1) The Officers of the Committee shall be the Chairperson, Vice-Chairperson, Secretary, Treasurer, and Historian who will be selected from among the Membership as defined in Section IV of these Bylaws. The terms of office for the Chairperson, Vice-Chairperson, and Secretary shall be for one year and shall begin with their elections during the Annual Meeting. The Treasurer and Historian term of office will be three years, and each may be reelected to serve multiple terms.
- 2) The offices of Chairperson, Vice-Chairperson and Secretary shall be so distributed that no type of Member Organization will be represented in more than one office at any given time. It is preferred that no one type Member Organization shall be represented in the office of Chairperson, Vice-Chairperson, or Secretary for a continuous period longer than one year.
- 3) Vacancies created by the expiration of the one-year terms of the Chairperson, Vice-Chairperson, and Secretary will be accomplished in the following manner. The outgoing Secretary will automatically become the nominee for incoming Vice-Chairperson and the outgoing Vice-Chairperson will become the nominee for incoming Chairperson. An incoming Secretary will be nominated by the Steering Subcommittee as defined in Section VIII. Additional nominations from the floor may be received for any of the above offices.
- 4) Vacancies created during any organizational year shall be filled by advancement of the remaining Officers in accordance with Paragraph 2 above. Vacancies remaining after such advancement shall be filled by persons appointed by the Chairperson. Such appointments shall conform to the rules set forth in Paragraphs 1 and 2 above and will be presented for ratification at the next Committee Meeting.
- 5) Any Officer may be removed from office before their term has expired by majority vote of the Steering Subcommittee if ratified by a two-thirds vote of the Membership.
- 6) Nomination for vacancies and election of the Historian and Treasurer will be made by the Steering Subcommittee once every three years and/or as the position becomes open.

SECTION VII: DUTIES OF OFFICERS

1) The Chairperson shall have the following responsibilities:

- a) General supervision and jurisdiction over the affairs of the Committee,
- b) Preside at all Committee Meetings,
- c) Establish or abolish the non-standing subcommittees as necessary, and appoint a chairperson to the established subcommittees,
- d) Conduct Business Meetings of the Committee,
- e) Be a standing member of each subcommittee or taskforce.
- e)f) ~~At least 1 month prior to each Committee Meeting, develop and submit that meeting's budget shall be developed by the Chairperson & Vice Chairperson, with input from both the Program Subcommittee and Conference Planning Subcommittee. The meeting budget shall be submitted to the Treasurer for final approval their review and approval in advance of the meeting to ensure the meeting costs are fully funded.~~

2) The Vice-Chairperson shall have the following responsibilities:

- a) Assist the Chairperson as desired in the performance of their duties,
- b) In the absence of the Chairperson or the inability to serve, shall act in the stead of the Chairperson,
- c) Preside as Chairperson over all meetings and functions of the Steering Subcommittee and convene such meetings as needed with the approval of the Chairperson,
- d) Act as Parliamentarian, correlating the parliamentary procedures of the Committee with established rules of order,
- e) Report to the Committee at each of the Business Meetings the activities of the Steering Subcommittee,
- f) Perform ~~Treasurer's an~~ audit of the Committee's accounting records once every six months prior to the annual meeting. A report of the audit shall be provided to the Steering Committee at the annual meeting,
- g) Preside over the Combined Interest Group Meeting,
- h) Be in charge of various subcommittees as required by the Chairperson.
- h)i) ~~Responsible for assisting the Chairperson to obtain proposed meeting expenses from both Program Subcommittee and Conference Planning Subcommittees. This is to build the proposed meeting budget for submittal to the Treasurer for approval. Prior to each Committee Meeting, assist the Chair with developing and submitting that meeting's budget to the Treasurer.~~

3) The Secretary shall have the following responsibilities:

- a) Prepare minutes of all meetings and send copies to all Members and Associate Members,
- b) Prepare correspondence as directed by the Chairperson,
- c) In the absence of the Chairperson and the Vice-Chairperson or their inability to serve, shall act in their stead,

Commented [CM2]: Isn't this already indirectly stated in 2a ("assist chair...")

- d) Oversee or conduct the oversight of the Committee Meeting notices, program booklets, newsletter, web-page, and other correspondence required by the Committee,
 - e) Prepare minutes of the Steering Subcommittee meeting and distribute with the minutes of the Business Meeting,
 - f) At the end of the term in office, the Secretary will turn all records over to the Historian.
- 4) The Treasurer will have the following responsibilities:
- a) Collect all fees and donations from Committee activities,
 - b) Coordinate with conference planning and make payment of all costs associated with meetings and mailings,
 - c) Maintain accurate accounting records of the Committee's expenses and revenues,
 - d) Manage the Committee's bookkeeping system, accounts, and financial affairs,
 - e) Assist and cooperate with occasional external audits as well as the bi-annual internal audits performed by the Vice-Chairperson,
 - f) Submit reports to the Internal Revenue Service and Florida Department of State, or as required, to maintain the Committee's not-for-profit status.
 - g) Prepare and provide Treasurer's report at the Business Meeting.
 - ~~h) Review Committee Meeting the proposed meeting budgets submitted by the Chairperson to and approve if acceptable ensure funds are available. The Treasurer is the final approval of the proposed budget to ensure the meeting will be fully funded.~~
 - ~~g) Upon completion of the Following each Committee Meeting, provide a report will be provided to the Officers showing a comparison comparing actual expenses to the original approved budget. This report shall will also be shared with the Steering Subcommittee for review at prior to the next Committee Meeting.~~

- 5) The Historian will have the following responsibilities:
- a) Maintain all the past records from 1932 to present,
 - b) Accept the records turned over by the Secretary and keep them in chronological order,
 - c) Provide copies of past records as requested by any of the other Officers,
 - d) At the end of the term in office, all records will be turned over to the successor,
 - e) Prepare and present the historian's report during the Business Meeting.

SECTION VIII: SUBCOMMITTEES

A Standing Subcommittee is that which is a permanent subcommittee and is not dissolved by an action of the Chairperson. Any other subcommittee is non-standing and may be assembled and disbanded by the Chairperson.

Standing Subcommittees:

- 1) Steering Subcommittee: The Steering Subcommittee shall be established. This Subcommittee shall be chaired by the Committee Vice-Chairperson and shall consist of one Member from each of the Member Organizations listed in Section IV. That Member will represent that Member Organization.
 - a) Members of the Steering Subcommittee will be appointed by the Committee Chairperson and ratified by a majority vote of the Membership at the Annual Meeting and will serve a one-year term. If there are no representatives present from a particular Member Organization, the Steering Subcommittee Chairperson may appoint a person from that Member Organization in ~~the~~ absentia to serve as a member of the Steering Subcommittee. Such appointee will be approved by the majority vote of those present at the current Steering Subcommittee Meeting.
 - b) Members of the Steering Subcommittee shall represent their respective Member Organizations and shall assist the Chairperson as requested.
 - c) The power of the Steering Subcommittee shall be limited to:
 - i) Making recommendations for the formation of other Subcommittees,
 - ii) Gathering of information,
 - iii) Establishing the registration fees, sponsorship annual contribution amounts, and sponsorship benefits,
 - iv) Preparation of studies necessary to formulate recommendations to the Chairperson,
 - v) Nomination of the incoming secretary, based on the recommendation of the Awards/Nominations Committee, at the Annual Meeting,
 - vi) In case of an emergency, ~~when prompt action is mandatory~~ this Subcommittee may act for the entire Committee.
 - d) Recommendations presented by the Steering Subcommittee will be governed by a majority vote of the members of the Steering ~~Sub-committee~~ Subcommittee. All Officers and Members will have a vote.
- 2) Awards/Nominations Subcommittee: An Awards/Nominations Subcommittee shall be established. This Subcommittee shall consist of previous winners of the Malcolm Yancey and the John J. Farkas Liaison Person of the Year award winners. The most recent past Committee Chairperson shall preside over this subcommittee. The Subcommittee will keep formal minutes of each meeting and a copy will be sent to the Secretary.

a) The Awards/Nominations Subcommittee will develop a list and verify the availability of potential candidates for the incoming Secretary, Historian and Treasurer. This Subcommittee shall make recommendations for the following awards based on these standards:

- i. Malcolm Yancey Award: This is the most prestigious award presented by the Florida Utilities Coordinating Committee, and is subject to the following:
 - a) The recipient must receive the unanimous approval of the Awards/Nominations Subcommittee.
 - b) The recipient must have been an active Member of the Florida Utilities Coordinating Committee for at least five years.
 - c) Must have provided outstanding leadership during the previous years and the year under consideration.
 - d) This award may not be awarded more than once during a two-year period.
- ii. Chairperson Recognition Award: This award is intended to be given to the outgoing Chairperson for recognition of their outstanding leadership. This award shall be considered by the Awards/Nomination Subcommittee only upon recommendation by the Vice-Chairperson and must receive a majority approval of the Awards/Nominations Subcommittee.
- iii. John J. Farkas Liaison Person of the Year Award: This award is presented to a Member who demonstrates commitment to the betterment of utility coordination through actions and leadership.
 - a) The recipient of this award must receive approval by a majority vote of the Awards/Nominations Subcommittee.
 - b) The recipient must also receive the approval of the Chairperson.

b) At least 2 months prior to the Annual Meeting, prepare a budget line item for the costs of awards for the Chair to include in the Committee Meeting budget. Responsible for providing an estimated cost for awards and all associated goods the Past Chairperson plans to award to the current Chairperson to be added to the proposed meeting budget for approval.

3) Programs Subcommittee: This subcommittee is formed to assist the Chairperson and Vice-Chairperson with the contents of the Business Meeting and Combined Interest Group Meetings. The Programs Subcommittee will be responsible for at least the following:

- a) Assembling a database of programs and speakers for meetings.
- b) Arranging programs, speakers and the general content of the Business Meeting and Combined Interest Group Meeting in coordination with the Chairperson and Vice-Chairperson, respectively,
- c) Acting as host to the speakers, arranging all audio/visual equipment and other speaker requirements,
- d) Establishing and organizing the Interest Group Education Session for each meeting,
 - i) The Interest Group Chairpersons shall rotate responsibility for developing the content and arranging for a 1-hour education session at each meeting.
- e) Coordinating with the Secretary for program promotions and with the conference planner for speaker requirements,
- f) Keeping formal minutes of each meeting with a copy sent to the Secretary along with an agenda for the next meeting.

~~g) At least 2 months prior to each Committee Meeting, prepare a budget line item of any costs for Chair to include in the Committee Meeting budget. Responsible for providing cost estimates for the next meeting to the Chairperson and Vice Chairperson a minimum of 60 days prior to the upcoming meeting for approval.~~

4) Conference Planning Subcommittee: This subcommittee is formed to assist the Chairperson in handling the logistics of the Committee Meetings. The Vice-Chairperson and Secretary shall serve on this subcommittee. The Conference Planning Subcommittee will be responsible for at least the following:

- a) Creating defined bidding documents and soliciting bids from qualified conference planner contractor/subcontractor,
- b) Presenting bids and recommendations to the Steering Subcommittee for final vote and acceptance,
- c) Assisting the Chairperson in executing contracts for the conference planner contractor/subcontractor,

d) Providing direction, overseeing, and evaluating the conference planner contractor/subcontractors.

e) Keeping formal minutes of each meeting with a copy sent to the secretary along with an agenda for next meeting.

~~e) At least 2 months prior to each Committee Meeting, prepare a budget line item of any costs for Chair to include in the Committee Meeting budget. Responsible for providing cost estimates for the next meeting to the Chairperson and Vice Chairperson a minimum of 60 days prior to the upcoming meeting for approval.~~

f)

5) Memberships/Promotions Subcommittee: This subcommittee is formed to assist the Chairperson in developing new membership and exposure of the Committee throughout the State. The Memberships/Promotions Subcommittee will be responsible for at least the following:

a) Promoting the participation of all utilities in the Committee and its subcommittees,

b) Seeking out new members by developing and distributing promotional materials,

c) Making recommendations to the Steering Subcommittee for advertising, promotions or other membership building or publicity related activities,

d) Keeping formal minutes of each meeting with a copy sent to the Secretary along with an agenda for next meeting.

~~e) Submit proposed meeting-related costs for Chair to include in the Committee Meeting budget. Responsible for submitting to the chair any proposed expenditures associated with upcoming meetings. Any other expenditures associated with promoting FUGC Promotion-related expenditures shall be presented to the Treasurer to ensure available funding for review and then presented to the Steering Subcommittee for formal approval.~~

Other Subcommittees:

6) The Chairperson may appoint such other subcommittees as deemed necessary. The personnel of such subcommittees need not be confined to the Membership of the Committee. The Chairperson of each subcommittee will attend the meetings of the Steering Subcommittee as long as their subcommittee is active.

a) Each subcommittee will keep formal minutes of each meeting and send a copy to the Secretary and agenda for next meeting.

SECTION IX: UTILITY INTEREST GROUPS

1. The purpose of the Interest Groups is to provide a forum for like utilities to discuss issues, problems and concerns. The Interest Groups may develop solutions or present other recommendations to the Steering Subcommittee.
2. There shall be three individual Utility Interest Groups: Power, Telecommunication, and Underground.
3. Each Interest Group Chairperson shall be elected from the attending members of each interest group at the Annual Meeting and will serve a one-year term.
4. The groups will be responsible for discussing, resolving, and making recommendations to the Steering Subcommittee on their Interest Group problems and issues.
5. Each Interest Group will be responsible for participating in developing their component of an annual educational seminar. The purpose of the educational seminar is to disseminate information that will aid committee members in their coordination and develop working relationship with other Interest Groups. The educational seminar will be scheduled for the Annual Meeting.
6. Each Interest Group Chairperson will attend and participate in the Steering Subcommittee meeting. Each Chairperson will be responsible for providing minutes of their meeting to the Secretary along with an agenda for future meetings.

SECTION X: MEETINGS

1. Regular meetings of the Committee shall be held at least twice annually and will be called "Committee Meetings". One of these Committee Meetings will be designated as the Annual Meeting. If holding an in-person meeting is deemed impractical by the Steering Subcommittee, virtual meetings and their associated registration fees, if any, may be arranged on a case-by-case basis.
2. The Committee Meetings will consist of the Educational Workshop, Utility Interest Group Meetings, Combined Interest Group Meeting, and the Business Meeting.
3. The Chairperson may call a special meeting of the Committee, by notification to all Members, at any time with adequate notification. Calls for special meetings shall be accompanied by a statement of the matter or matters to be considered.
4. If requested by at least a majority of Member Organizations, the Chairperson must call a special meeting of the Committee. The matter or matters to be considered must be clearly stated in notification of the meeting.

SECTION XI: CODE OF CONDUCT

1. When communicating publicly on matters that involve Committee business, Members must not presume to speak for the Committee on any topic, unless they are certain that the views they express are those of the Committee, and it is the Committee Chairperson's desire that such views be publicly disseminated.
2. The Committee and its Members must, at all times, comply with all applicable laws and regulations. The Committee will not condone the activities of Members who achieve results through violation of the law or unethical business dealings. This includes any payments for illegal acts, indirect contributions, rebates, and bribery. The Committee does not permit any activity that fails to stand the closest possible public scrutiny.
3. The Committee expects its Members to conduct themselves in a businesslike manner. Intoxication, gambling, fighting, harassment, and similar unprofessional activities are strictly prohibited at any scheduled Committee event.

SECTION XII: ACTION BY THE COMMITTEE

1. A voting quorum shall consist of any three of the five Officers (Chairperson, Vice-Chairperson, Secretary, Treasurer, or Historian) along with representatives of at least six (6) Member Organizations and shall have the power to transact business and make decisions that shall be binding upon the Committee.
2. If any vote is contested, each Member Organization will be entitled to a single vote. In the case of a contested vote, the representative vote of each Member Organization cannot be a member of the Steering Subcommittee. The Chairperson may choose to table the vote until the Steering Subcommittee can reconvene at the next meeting.
3. Recommendations and amendments to these By-Laws shall be presented to the Steering Subcommittee and the General Membership for review and comment. Final action by the Committee on recommendations and amendments to these By-Laws shall be taken by two-thirds consent of the Members present at the Business Meeting.
4. Elections of Officers shall be decided by a simple majority vote of the Members present at the Annual Meeting.

Membership & Promotions Committee Meeting Minutes

Membership / Promotions FUCC Standing Subcommittee

Meeting Minutes

To: Florida Utility Coordinating Committee (FUCC) Board
From: Melonie Schwartz, Chairman of Membership / Promotions
RE: Meeting Minutes from Spring 2024 FUCC Meeting

There was a meeting held for the Membership / Promotions FUCC Standing Subcommittee at the Spring 2024 FUCC Meeting, which was held in Melbourne Florida. These minutes serve to summarize the discussions held on Wednesday, 4/10/2024 during the 10:30 to 11:30 am block, which designated for the Membership/Promotions Committee. The attendees to the standing sub-committee meeting are provided in the attached sign-in Sheet.

- The meeting opened with self-introductions and there was a brief recap of the efforts at the last meeting, Fall 2023.
- Ms. Schwartz discuss the logo review cycle and the group confirmed that it will be every 5 years.
- Ms. Schwartz noted that the templates for letters, presentations, etc. had been put together and need to be submitted to the board for review and acceptance.
- Ms. Schwartz noted that the FUCC Brochure is scheduled for update every two (2) years. She noted that this means that the brochure will need to be reviewed in Summer 2024 meeting with changes incorporated and submitted for approval at Fall 2024 conference.
- Ms. Schwartz inquired if anyone had any wants or needs for the website and the group noted that the website does not work well on mobile device.
- Ms. Schwartz noted that the banners will be worked on to update them to the new logo in the next few meetings.
- Ms. Schwartz discussed the membership drive and looking for additional ideas to increase membership. The group additionally discussed table sharing and other means of driving new membership. The group discussed that one of the ways is to update the sponsorship levels to include attendance and this might increase attendance and provide better exposure within organizations.
 - Emeritus Level increase to \$4,000, remove gift, LinkedIn Shout Out and add 2 registrants at 3 mtgs.
 - Platinum Level increase to \$3,000, remove gift, LinkedIn Shout Out and add 2 registrants at 2 mtgs.
 - Gold Level increase to \$2,000, remove gift, LinkedIn Shout Out and add 1 days registrant at 1 mtg.
 - Silver Level increase to \$1,500, remove gift, LinkedIn Shout Out at 1 meeting.
 - Brone Level increase to \$1,000.
- Ms. Schwartz led the group through a discussion about the upcoming events calendar and the need for coverage/commitments to attend meetings. The following summarized some of the thoughts:
 - Group discussed new meetings to attend including FWRC Water Contractor Conference, Common Ground Alliance, TEAM Florida meeting (May 23-24, 2024) and the Statewide Rail Meeting.
- Due to time constraints for our meeting timeframe, Ms. Schwartz noted that she is looking for input or suggestions for improving attendance and engaging new membership and getting our advocates out into the industry to promote the organization. She also noted that if any one has ideas for promotional items to please let her know.

Membership / Promotions FUCC Standing Subcommittee

- With these discussions complete, Melonie thanked the group for their time and inquired if there were any questions or requests for more information. With no comments/questions received, she closed the Membership / Promotions FUCC Standing Subcommittee Meeting.

Attachments:

- 2024 Spring Agenda
- 2024 Summer Agenda - DRAFT

The following notes set forth the understanding of the writer. The parties shall rely on the contents unless the writer receives notice of specific discrepancies for the proposed revised wording within five business days of the transmittal date of this document.

MEMBERSHIP / PROMOTIONS
 FUCC STANDING SUBCOMMITTEE MEETING

SPRING 2024 MEETING

#	Initial	NAME	COMPANY	PHONE NO.	EMAIL
11	TM	Trisha Miller	BEHO	386747-7359	trisha.miller@behovus.com
12	ER	ERIC CORDEAU	ECHO	941-130-1065	eric.cordeau@echo.com eric.cordeau@echoes.com
13	CS	Chais STEINER	WGE	8138337722	Chais.Steiner@wgeinc.com
14	MD	MICHAEL DEERORIX	CHARTER	813.927-1719	MICHAEL.DEERORIX@CHARTER.COM
15	CM	CHARIS McLAUGHLIN	MACQUERIE / CFB SURVEY	561-234-0766	CHARIS@MAC...
16	TL	Tony Williams	S.E. Bev.	941 973-7726	amwilliams@sebev.net
17					
18					
19					
20					

MEMBERSHIP / PROMOTIONS
 FUCC STANDING SUBCOMMITTEE MEETING
 SPRING 2024 MEETING

#	Initial	NAME	COMPANY	PHONE NO.	EMAIL
1		Melonie Schwartz, Chairman	Inwood / Ardurra	407-242-4981	mschwartz@inwoodinc.net
2		Gordy Thompson	M.G. Vera	352-988-0436	gthompson@mgvera.com
3		Seth Miller	ECHOUES	352-747-8298	seth.miller@ECHOUES.COM
4		Josh Kelly	Ozmaire	352-584-2100	joshua.kelly@ozmaire.com
5		FLOR REAGAN	TILLMAN FIBERO	803-439-3774	freagan@tillmanfiber.com
6		Merrilee Whitman	WHITMAN MAINT CO	352-988-9919	levi@whitmanmaint.net
7		Michel Chapuscoux	Ozmaire	352-586-4118	michel.chapuscoux@ozmaire.com
8		Mark A. Hinstall	Burgess & Niple	386-290-6468	mark.atkins@bunip.com
9		Shawn Purvis	BPA	407-927-7421	shawn.purvis@dot.state.fl.us
10		Stephen Waidley	Frontier	941-266-9218	stephen.waidley@ftr.com

Membership / Promotions

FUCC Standing Subcommittee

SPRING 2024 Agenda

- **Self-Introductions**
- **Fall 2023 Meeting Re-Cap**
- **FUCC Logo**
 - No action at this Meeting
- **FUCC Standard Templates**
 - No action at this Meeting
- **FUCC Brochure**
 - No Action at this Meeting
 - Start work on at Summer 2024 and Submit for Approval Fall 2024
- **FUCC Website**
 - No Action at this Meeting
 - Any Improvements or Suggestions
- **FUCC Banners**
 - Ideas for re-design of FUCC Banner Welcome
- **Industry Events for FUCC to Attend**
 - Discuss Calendar of Events for 2024 and Event Coverage
- **Membership Drive**
 - Discuss methods for advocacy of the group
 - Table Sharing Initiative
 - Sponsorship Level Discussion
- **Engagement of Advocates**
 - How can we better engage with our long time members and have them help get people to attend FUCC and the membership committee
 - Other Ideas
- **Promotions**
 - Any new items the group would see added to our selection
- **Other**
 - Open Discussion

2024 Calendar of Industry Events

FTBA Construction Conference – February 8-9, 2024 Orlando, Florida – IN PERSON FUCC Representative: TBD Cost – Just Attendee: \$275 (EB-NM) Cost – 10'x10' Booth: \$3,175 (EB-NM)
TEAM Florida Annual Meeting – January 11-12, 2024 Orlando, Florida – IN PERSON FUCC Representative: N/A Est. Just Attendee: \$TBD Est. Qtrly Mtg Sponsor: \$2500 (Board/Handouts)
FL Water Resources Conf. (FWRC) – April 2 -6 ,2024 Kissimmee, Florida – IN PERSON FUCC Representative: TBD Est. Cost – Just Attendee: \$TBD Est. Cost - Booth: \$TBD Sponsorship \$TBD
DBIA Design-Build Water/Wastewater Conference and Transportation / Aviation Conference April 15-17, 2024 Cincinnati, Ohio – IN PERSON FUCC Representative: N/A due to distance
Common Ground Alliance Conference - April 14-18, 2024 Colorado Springs, Colorado – IN PERSON FUCC Representative: N/A due to distance
D7 Spring Utility Liaison Conference – May 3, 2024 Temple Terrace, FL – IN PERSON FUCC Representative: TBD Est. Cost – Just Attendee: \$50
D3 Utility Liaison Conference – May 16, 2024 Crestview, FL – IN PERSON FUCC Representative: TBD Est. Cost – Just Attendee: \$30
D2 Utility Liaison Conference – May 22, 2024 FDOT Jacksonville Urban Office, FL – IN PERSON FUCC Representative: TBD Est. Cost – Just Attendee: \$0
TEAMFL Quarterly Mtg – May 23-24, 2024 Coral Gables, Florida – IN PERSON FUCC Representative: TBD Est. Cost – Just Attendee: \$0 Est. Cost - Booth: \$TBD Sponsorship \$1,800/year

D5 Utility Liaison Conference – June 5, 2024 Deland, FL – IN PERSON FUCC Representative: Jodi Est. Cost – Just Attendee: \$0
ACEC Florida Transportation Conference –June 6-7, 2024 Orlando, FL – IN PERSON FUCC Representative: TBD Est. Cost – Just Attendee: \$500 Est. Cost – Sponsor (Tote): \$ TBD Est. Cost – Sponsor (Program Ad): \$ TBD
ACEC-FL Annual Conference – July 24-27, 2024 Aventura, Florida – IN PERSON FUCC Representative: TBD Est. Cost – Just Attendee: \$500 Est. Cost – Sponsor (Tote): \$TBD Est. Cost – Sponsor (Program Ad): \$TBD
FTBA Annual Conference – August 1-4, 2024 Crestview, Florida – IN PERSON FUCC Representative: TBD Est. Cost – Just Attendee: \$TBD Est. Cost - Booth: \$3,175 (EB-NM)
D1 Utility Liaison Conference – September 19, 2024 Bartow, FL – IN PERSON FUCC Representative: TBD Est. Cost – Just Attendee: \$30 (estimated)
D7 Fall Utility Liaison Conference – October 2024 San Antonio, FL – IN PERSON FUCC Representative: TBD Est. Cost – Just Attendee: \$50 (estimated)
TEAMFL Quarterly Mtg – October 16-17, 2024 Fort Myers, Florida – IN PERSON FUCC Representative: TBD Est. Cost – Just Attendee: \$0 Est. Cost - Booth: \$TBD Sponsorship \$1,800/year
Florida Section American Water Works Association – December 8-12, 2024 Championsgate, FL – IN PERSON FUCC Representative: TBD Est. Cost – Just Attendee: \$TBD Est. Cost - Booth: \$TBD Sponsorship \$TBD

FUCC DATES = # # #

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SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
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Florida Utilities Coordinating Committee Sponsorship Levels

Helping Support the Coordination Efforts of the Florida Utilities Coordinating Committee

With more projects and shorter time frames, commitments concerning FUCC sponsorship and participation can be difficult. The FUCC believes that you will find our meetings beneficial. Our organization represents over 100 utility companies throughout the state of Florida ranging from electric providers to telecommunications (telephone, cable, and fiber) to gas to water to government entities. As we continue to adapt to a changing business environment, the importance of improved coordination and cooperation on infrastructure and utility projects becomes ever-increasingly critical. For over 90 years, the FUCC has been striving to achieve better communication and cooperation between utilities, the Department of Transportation, and the public through improved coordination.

Your generous sponsorship allows these meetings to be held. As FUCC is a non-profit organization with no employees, all funds go directly to offset meeting costs. Our sponsors are special to us since each person receives direct benefit from you. We have made a commitment to providing sponsors with tangible benefits. Below is a breakdown of the sponsorship levels that we currently offer:

Emeritus Level (\$3000.00)

- Full page ad in meeting booklet for a full year
- A special gift presented at the August Annual meeting at the dinner banquet
- Recognition at the registration desk and in the meeting booklet
- Recognition in FUCC scrolling PowerPoint at all meetings
- Booth at all meetings, if desired
- Logo and link to company website on FUCC.org

Platinum Level (\$2000.00)

- Half page ad in meeting booklet for a full year
- Special gift presented at the August Annual meeting at the dinner banquet
- Recognition at the registration desk and in the meeting booklet
- Recognition in FUCC scrolling PowerPoint at all meetings
- Booth at two meetings (excluding Summer Meeting)
- Logo and link to company website on FUCC.org

Gold Level (\$1500.00)

- Business card ad in meeting booklet for a full year
- Special gift presented at the Annual meeting
- Recognition at the registration desk and in the meeting booklet
- Recognition in FUCC scrolling PowerPoint at all meetings
- Booth at one meeting (excluding Summer Meeting)
- Logo and link to company website on FUCC.org

Silver Level (\$1,000.00)

- Special recognition during Annual meeting
- Recognition at the registration desk and in the meeting booklet
- Recognition in FUCC scrolling PowerPoint at all meetings
- Logo and link to company website on FUCC.org

Bronze Level (\$500.00)

- Special recognition during Annual meeting
- Recognition at the registration desk and in the meeting booklet
- Recognition in FUCC scrolling PowerPoint at all meetings
- Logo and link to company website on FUCC.org

These levels allow your company to plan and budget a contribution that fits its networking and advertising needs. We will also certainly accept a sponsorship at any level you wish to give if it is not listed above.

Next Step:

To move forward with supporting FUCC through one of the levels shown above, please email the FUCC Treasurer, Jodi Rano jodi.rano@statec.com to request a Sponsorship Form.

Thank you for your support!

Membership / Promotions

FUCC Standing Subcommittee

SUMMER 2024 Agenda

- **Self-Introductions**
- **Spring 2024 Meeting Re-Cap**
- **FUCC Logo**
 - Every 5 years (2025) – No action at this Meeting
- **FUCC Standard Templates**
 - No action at this Meeting
- **FUCC Brochure**
 - Every 2 years (2024)
 - Start work on at Summer 2024 and Submit for Approval Fall 2024
- **FUCC Website**
 - No Action at this Meeting
 - Any Improvements or Suggestions
- **FUCC Banners**
 - No Action at this Meeting
- **Industry Events for FUCC to Attend**
 - Discuss Calendar of Events for 2024 and Event Coverage
- **Membership Drive**
 - Discuss methods for advocacy of the group
 - Ideas for groups to meet with to discuss FUCC and let them know about FUCC
- **Engagement of Advocates**
 - How can we better engage with our long time members and have them help get people to attend FUCC and the membership committee
 - Other Ideas
- **Promotions**
 - No Action at this Meeting
 - Any new items the group would see added to our selection
- **Other**
 - Open Discussion

Membership / Promotions FUCC Standing Subcommittee

Meeting Minutes

To: Florida Utility Coordinating Committee (FUCC) Board
From: Melonie Schwartz, Chairman of Membership / Promotions
RE: Meeting Minutes from Fall 2023 FUCC Meeting

There was a meeting held for the Membership / Promotions FUCC Standing Subcommittee at the Fall 2023 FUCC Meeting, which was held in St. Augustine, Florida. These minutes serve to summarize the discussions held on Wednesday, 11/2/2023 during the time block designated for the Membership/Promotions Committee. The attendees to the standing sub-committee meeting are provided in the attached sign-in Sheet.

- The meeting opened with self-introductions and there was a brief recap of the efforts at the last meeting, Summer 2023.
- Ms. Schwartz noted that the logo review cycle is not this meeting and there is no action item.
- Ms. Schwartz noted that the templates for letters, presentations, etc. has to be finalized and submitted to the board for review.
- Ms. Schwartz noted that the FUCC Brochure is scheduled for update every two (2) years. The group discussed that it should be approved at the Fall 2024 Meeting; therefore, they will start the Summer 2024 meeting and get approved at Fall 2024 Meeting.
- Ms. Schwartz inquired if anyone had any wants or needs for the website and there were no updates/requests.
- Ms. Schwartz noted that the banners need to be updated and inquired if anyone had ideas for updates on the banners. The group discussed equipment photos, do three photos in lieu of several photos and maybe reach out to the power interest group.
- Ms. Schwartz and the group discussed the calendar of events. The group discussed APWA conference.
- Ms. Schwartz and the group discussed the membership drive and looking for additional ideas to increase membership. The group discussed table sharing and noted that FTBA gives a discount for registration when you are a sponsor. The group discussed existing sponsorship levels to include registration and what options would be enticing to add new sponsors and entice existing sponsors to level up. Some ideas include registration, speaking at the event, and Social Media Acknowledgement.
- With these discussions complete, Melonie thanked the group for their time and inquired if there were any questions or requests for more information. With no comments/questions received, she closed the Membership / Promotions FUCC Standing Subcommittee Meeting.

Attachments:

- 2023 Fall Agenda
- 2024 Spring Agenda - DRAFT

The following notes set forth the understanding of the writer. The parties shall rely on the contents unless the writer receives notice of specific discrepancies for the proposed revised wording within five business days of the transmittal date of this document.

MEMBERSHIP / PROMOTIONS
 SUCC STANDING SUBCOMMITTEE MEETING
 ALL 2023 MEETING

#	Initial	NAME	COMPANY	PHONE NO.	EMAIL
1		Melonie Schwartz, Chairman	Inwood	407-242-4981	mschwartz@inwoodinc.net
	MR	Michel Chapuscoux	Dzmatic, Inc.	352-586-4118	michel.chapuscoux@02-dzmatic.com
	HH	Ivan Hernandez	DRMP	407-615-0626	ihernandez@drmp.com
	MW	Neville Walters	Horne Builders.	305 298 9919	NevilleWalters@att.net
	LD	Laure Jackson	TRC Companies	689 777 9189	LJackson@TRCcompanies.com
	TL	Tony Williams	SE.SOL	941 773 7126	tony.williams@segsol.net
	GT	Gary Thompson	M.G. Vena	352-988-0436	gthompson@mgvna.com
	TM	Trisha Miller	REHO USES	386-747-7359	trisha.miller@echores.com

MEMBERSHIP / PROMOTIONS
 FUCC STANDING SUBCOMMITTEE MEETING
 FALL 2023 MEETING

#	Initial	NAME	COMPANY	PHONE NO.	EMAIL
11	MA	Mark Atkin stall	Burgess & Niple	386-290-6468	mark.atkin stall@burgessniple.com
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Membership / Promotions FUCC Standing Subcommittee

FALL 2023 Agenda

- Self-Introductions
- Summer 2022 Meeting Re-Cap
- FUCC Logo
 - No action at this Meeting
- FUCC Standard Templates
 - Templates to be submitted to Steering Committee
- FUCC Brochure
 - Updated – Next Update in
 - Approval Status and launch to Website
- FUCC Website
 - Any Improvements or Suggestions
- FUCC Banners
 - Discuss re-design of banners
- Industry Events for FUCC to Attend
 - Discuss Calendar of Events for 2023 and Event Coverage
- Membership Drive
 - Discuss methods for advocacy of the group
 - Table Sharing Initiative
- Engagement of Advocates
 - How can we better engage with our long time members and have them help get people to attend FUCC and the membership committee
 - Other Ideas
- Promotions
 - Any new items the group would see added to our selection
- Other
 - Open Discussion

Membership / Promotions FUCC Standing Subcommittee

Spring 2023 Agenda

- Self-Introductions
- Fall 2022 Meeting Re-Cap
- FUCC Logo
 - Discuss timeframe to revisit need for logo update – Every 10 years, etc.
- FUCC Standard Templates
 - Agendas, Presentations, Etc.
- FUCC Brochure
 - Bi-Annual Update brought to Steering Committee
 - Approval Status and launch to Website
- FUCC Website
 - Discuss how to implement website enhancements
 - Overhaul – Refresh with drop downs
 - Updates for Career Connections
- Industry Events for FUCC to Attend
 - Discuss Calendar of Events for 2023 and Event Coverage
- Membership Drive
 - How to improve:
 - Attendance and Membership
 - Engaging New Members
 - Understanding of FUCC's benefits
 - Discuss parameters for recommendation discounts for targeted attendees (i.e. municipal agencies)
- Engagement of Advocates
 - Ideas for increasing attendance to Membership Committee
 - Special Invitation to attend membership meetings to Past Chairs, John J. Farkas Award Winners and Malcolm Yancey Award Winners
 - Other Ideas
- Promotions
 - Any new items the group would see added to our selection
- Other

Membership / Promotions FUCC Standing Subcommittee

Meeting Minutes

To: Florida Utility Coordinating Committee (FUCC) Board
From: Melonie Schwartz, Chairman of Membership / Promotions
RE: Meeting Minutes from Summer 2023 FUCC Meeting

There was a meeting held for the Membership / Promotions FUCC Standing Subcommittee at the Summer 2023 FUCC Meeting, which was held in Melbourne, Florida. These minutes serve to summarize the discussions held on Wednesday, 8/2/2023 during the 10:30-11:30 block designated for the Membership/Promotions Committee. The attendees to the standing sub-committee meeting are provided in the attached sign-in Sheet.

- The meeting opened with self-introductions and there was a brief recap of the efforts at the last meeting, Spring 2023.
- Ms. Schwartz noted that there is no action for the Logo, but it should be reviewed occasionally to ensure that its still relevant. Approximated review in Spring 2023.
- Ms. Schwartz and the group discussed the creation of templates for letter, presentation, etc. The group recommended a meeting minute template. The group review concepts of the documents and made recommendations.
- Ms. Schwartz noted that the FUCC Brochure is scheduled to be updated on a bi-annual basis. The group discussed that they would start working on it at the Summer 2024 meeting and get approved at Fall 2024 Meeting. Final step to get it uploaded to FUCC Website.
- Ms. Schwartz inquired if anyone had any wants or needs for the website and there were no updates/requests.
- Ms. Schwartz and the group discussed the calendar of events.
- Ms. Schwartz and the group discussed that attendees come to the next meeting with ideas on how to get people to their 1st meeting.
- Ms. Schwartz and the group discussed possible sponsor changes to entice more sponsors – new sponsors to FUCC.
- Ms. Schwartz and the group discussed social media updates – cross posts between Facebook and LinkedIn.
- With these discussions complete, Melonie thanked the group for their time and inquired if there were any questions or requests for more information. With no comments/questions received, she closed the Membership / Promotions FUCC Standing Subcommittee Meeting.

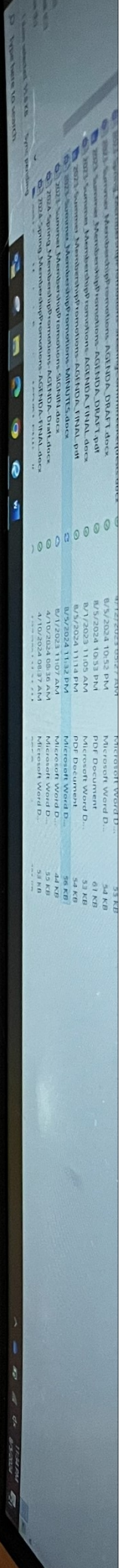
Attachments:

- 2023 Summer Agenda
- 2023 Fall Agenda - DRAFT

The following notes set forth the understanding of the writer. The parties shall rely on the contents unless the writer receives notice of specific discrepancies for the proposed revised wording within five business days of the transmittal date of this document.

MEMBERSHIP / PROMOTIONS
 FUCC STANDING SUBCOMMITTEE MEETING
 SUMMER 2023 MEETING

#	Initial	NAME	COMPANY	PHONE NO.	EMAIL
1		Melanie Schwartz, Chairman	Inwood	407-242-4981	mschwartz@inwoodinc.net
2		haurie Jackson	TRE Companies	689-777-9189	LJackson@TREcompanies
3		Josha Kelly	EMARS	352-584-2600	josha.kelly@emars.com
4		Jody Williams	Segev. Activities	941-773-7724	awilliams@segev.net
5		Mark A Kings tall	Element Engineering	386-290-6468	mark.kingtall@elementeng.com
6		MENSSA ENICSON	GPII	352-932-3041	mennesson@gpimut.com
7		RAY Hicks	SUNSTEEL SOLUTIONS	813-318-1059	RHicks@SUNSTEELSOLUTIONS.COM
8		Garth Thompson	MG Vera	352-988-0436	gthompson@mgvera.com
9					
10					



2023 Calendar of Industry Events

FTBA Construction Conference – February 7-8, 2023
 Orlando, Florida – IN PERSON
 FUCC Representative: TBD
 Cost – Just Attendee: \$275 (EB-NM)
 Cost – 10'x10' Booth: \$3,175 (EB-NM)

TEAM Florida Annual Meeting – January 19-20, 2023
 Orlando, Florida – IN PERSON
 FUCC Representative: N/A
 Est. Just Attendee: \$TBD
 Est. Qtrly Mtg Sponsor: \$2500 (Board/Handouts)

DBIA Design-Build Water/Wastewater Conference
 March 15-17, 2022
 Seattle, Washington – IN PERSON
 FUCC Representative: N/A due to distance

D2 Utility Liaison Conference – May / June 2023
 Lake City/Jax, FL – IN PERSON (Date TBD)
 FUCC Representative: TBD
 Est. Cost – Just Attendee: \$0

D5 Utility Liaison Conference – May 17, 2023
 Deland, Florida – IN PERSON
 FUCC Representative: Jodi Rano
 Est. Cost – Just Attendee: \$0

D7 Spring Utility Liaison Conference – May 5, 2023
 San Antonio, FL – IN PERSON
 FUCC Representative: TBD
 Est. Cost – Just Attendee: \$35

ACEC Florida Transportation Conference – May 31 – June 1, 2023
 Orlando, FL – IN PERSON
 FUCC Representative: TBD
 Est. Cost – Just Attendee: \$480
 Est. Cost – Sponsor (Tote): \$750
 Est. Cost – Sponsor (Program Ad): \$1,500

ACEC-FL Annual Conference – July 26-29, 2023
 Marco Island, Florida – IN PERSON
 FUCC Representative: TBD
 Est. Cost – Just Attendee: \$480
 Est. Cost – Sponsor (Tote): \$750
 Est. Cost – Sponsor (Program Ad): \$1,500

FTBA Annual Conference – August 3-6, 2023
 TBD, Florida – IN PERSON
 FUCC Representative: TBD
 Est. Cost – Just Attendee: \$275 (EB-NM)
 Est. Cost - Booth: \$3,175 (EB-NM)

D3 Utility Liaison Conference – May 11, 2023
 TBD, FL – IN PERSON
 FUCC Representative: TBD
 Est. Cost – Just Attendee: \$0

D1 Utility Liaison Conference – October 11, 2023
 TBD, FL – IN PERSON
 FUCC Representative: TBD
 Est. Cost – Just Attendee: \$0

D7 Fall Utility Liaison Conference – October 27, 2023
 San Antonio, FL – IN PERSON
 FUCC Representative: TBD
 Est. Cost – Just Attendee: \$35

National Utility Contractor Assoc. – Oct 25-28, 2023
 Naples, FL – IN PERSON
 FUCC Representative: TBD
 Est. Cost – Just Attendee: \$TBD
 Est. Cost - Booth: \$TBD || Sponsorship \$TBD

Florida Section American Water Works Association – Nov 26-28, 2023
 Championsgate, FL – IN PERSON
 FUCC Representative: TBD
 Est. Cost – Just Attendee: \$495
 Est. Cost - Booth: \$TBD || Sponsorship \$TBD

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Membership / Promotions

FUCC Standing Subcommittee

Summer 2023 Agenda

- Self-Introductions
- Spring 2022 Meeting Re-Cap
- FUCC Logo
 - No action at this Meeting
- FUCC Standard Templates
 - Discuss branded templates for Letters, Presentations, etc.
- FUCC Brochure
 - Bi-Annual Update brought to Steering Committee
 - Approval Status and launch to Website
- FUCC Website
 - Updated Website Launched
 - Any Improvements or Suggestions
- Industry Events for FUCC to Attend
 - Discuss Calendar of Events for 2023 and Event Coverage
- Membership Drive
 - Discuss reduced attendance for governmental (State, Cities, Counties, etc.) participants
 - Discuss idea for 1st meeting coupon code
 - Discuss setting up meetings to help future members to get to know FUCC
- Engagement of Advocates
 - How can we better engage with our long time members and have them help get people to attend FUCC and the membership committee
 - Other Ideas
- Promotions
 - Any new items the group would see added to our selection
- Other
 - Open Discussion

Membership / Promotions FUCC Standing Subcommittee

FALL 2023 Agenda

- Self-Introductions
- Summer 2022 Meeting Re-Cap
- FUCC Logo
 - No action at this Meeting
- FUCC Standard Templates
 - Templates to be submitted to Steering Committee
- FUCC Brochure
 - Updated – Next Update in
 - Approval Status and launch to Website
- FUCC Website
 - Any Improvements or Suggestions
- FUCC Banners
 - Discuss re-design of banners
- Industry Events for FUCC to Attend
 - Discuss Calendar of Events for 2023 and Event Coverage
- Membership Drive
 - Discuss methods for advocacy of the group
 - Table Sharing Initiative
- Engagement of Advocates
 - How can we better engage with our long time members and have them help get people to attend FUCC and the membership committee
 - Other Ideas
- Promotions
 - Any new items the group would see added to our selection
- Other
 - Open Discussion

Meeting Minutes

To: Florida Utility Coordinating Committee (FUCC) Board
From: Melonie Schwartz, Chairman of Membership / Promotions
RE: Meeting Minutes from Spring 2023 FUCC Meeting

There was a meeting held for the Membership / Promotions FUCC Standing Subcommittee at the Spring 2023 FUCC Meeting, which was held in Ocala, Florida. These minutes serve to summarize the discussions held on Wednesday, 4/12/2023 during the 10:30-11:30 block designated for the Membership/Promotions Committee. The attendees to the standing sub-committee meeting are provided in the attached sign-in Sheet.

- The meeting opened with self-introductions and there was a brief recap of the efforts at the last meeting, Fall 2022.
- Ms. Schwartz noted that there is no action for the Logo and that there are no plans to change it again. She did inquire if the logo should be on the agenda to ensure its discussed or reviewed periodically. The group concurred it should be on the agenda and review at a set interval.
- Ms. Schwartz noted that the FUCC Brochure update was brought to the board, and it was approved and launched to the website.
- Ms. Schwartz and the group discussed the FUCC Website and the need for it to be refreshed and updated. The group discussed the career connection section and other helpful links.
- Ms. Schwartz and the group discussed the calendar of events and made note of the D1 Utility Conference on October 11, 2023, FLUG in October 2023, Water and Wastewater Control Conference in May.
- Ms. Schwartz and the group how to improve attendance and membership. The group discussed the use of “ambassadors”, testimonials, etc. The group also discussed possible discounts for targeted audiences like municipal agencies.
- Ms. Schwartz advised that the board had approved the creation of a LinkedIn Account.
- With these discussions complete, Melonie thanked the group for their time and inquired if there were any questions or requests for more information. With no comments/questions received, she closed the Membership / Promotions FUCC Standing Subcommittee Meeting.

Attachments:

- 2023 Spring Agenda
- 2023 Summer Agenda - DRAFT

The following notes set forth the understanding of the writer. The parties shall rely on the contents unless the writer receives notice of specific discrepancies for the proposed revised wording within five business days of the transmittal date of this document.

MEMBERSHIP / PROMOTIONS
 FUCC STANDING SUBCOMMITTEE MEETING
 SPRING 2023 MEETING

#	Initial	NAME	COMPANY	PHONE NO.	EMAIL
1	MS	Melonie Schwartz, Chairman	Inwood	407-242-4981	mschwartz@inwoodinc.net
2		Garth Thompson	GPI	353-988-0436	gthompson@gpi.net.com
3	MS	Michael Gray	D Woods	636-877-3658	michael.gray@inwood.net
4	MC	Michel Chaputaux	GPI	353-256-1524	mchaputaux@gpi.net.com
5	BSP	Brian S. Dean	Sunshine 811	727-424-7778	briandean@sunshine811.com
6	GC	ERIC CERDEAU	ECHO	941-730-7043	eric.cerdeau@echovcs.com
7	SM	SETH MILLER	ECHO VES	386-747-8298	Seth.Miller@echovcs.com
8	MS	Mark Arkinsfall	Element Engineering Group	813-386-2101	markinstall@elementeg.com
9	DZ	Derek ZEMAN	ZEMAN CONSULTING GROUP	561-252-0037	Derek.Zeman@ZemanGroup.com
10	RB	Ryan Britt	Zeman Consulting Group	561-261-7064	rbritt@zemangroup.com

MEMBERSHIP / PROMOTIONS
 FUCC STANDING SUBCOMMITTEE MEETING
 SPRING 2023 MEETING

#	Initial	NAME	COMPANY	PHONE NO.	EMAIL
11	TM	Trisha Miller	ECHO US	380-747-7359	trisha.miller@echo.us.com
12	LAS	Laurie Jackson	TRC Companies	689-777-9189	LJackson@TRCcompanies.com
13	JM	Jonathan McLeroy	OZMATIC	707-414-6387	jonathan.mcleroy@oz-matic.com
14	JG	Joe Goddard	OZMATIC	737-543-3614	joe.goddard@oz-matic.com
15	JAK	Joshua Kelly	OZMATIC	352-584-2600	joshua.kelly@oz-matic.com
16	MH	Mike Hammer	ELEMENT ENGI.	813-852-1888	MHAMMER@ELEMENTS.COM
17	JM	Jim McCarthy	HORROCKS	602-228-9441	jim.mccarthy@horrocks.com
18					
19					
20					

Membership / Promotions

FUCC Standing Subcommittee

Spring 2023 Agenda

- Self-Introductions
- Fall 2022 Meeting Re-Cap
- FUCC Logo
 - Discuss timeframe to revisit need for logo update – Every 10 years, etc.
- FUCC Standard Templates
 - Agendas, Presentations, Etc.
- FUCC Brochure
 - Bi-Annual Update brought to Steering Committee
 - Approval Status and launch to Website
- FUCC Website
 - Discuss how to implement website enhancements
 - Overhaul – Refresh with drop downs
 - Updates for Career Connections
- Industry Events for FUCC to Attend
 - Discuss Calendar of Events for 2023 and Event Coverage
- Membership Drive
 - How to improve:
 - Attendance and Membership
 - Engaging New Members
 - Understanding of FUCC's benefits
 - Discuss parameters for recommendation discounts for targeted attendees (i.e. municipal agencies)
- Engagement of Advocates
 - Ideas for increasing attendance to Membership Committee
 - Special Invitation to attend membership meetings to Past Chairs, John J. Farkas Award Winners and Malcolm Yancey Award Winners
 - Other Ideas
- Promotions
 - Any new items the group would see added to our selection
- Other

2023 Calendar of Industry Events

<p>FTBA Construction Conference – February 7-8, 2023 Orlando, Florida – IN PERSON FUCC Representative: TBD Cost – Just Attendee: \$275 (EB-NM) Cost – 10'x10' Booth: \$3,175 (EB-NM)</p>
<p>TEAM Florida Annual Meeting – January 19-20, 2023 Orlando, Florida – IN PERSON FUCC Representative: N/A Est. Just Attendee: \$TBD Est. Qtrly Mtg Sponsor: \$2500 (Board/Handouts)</p>
<p>DBIA Design-Build Water/Wastewater Conference March 15-17, 2022 Seattle, Washington – IN PERSON FUCC Representative: N/A due to distance</p>
<p>D2 Utility Liaison Conference – April 2023 Lake City/Jax, FL – IN PERSON (Date TBD) FUCC Representative: TBD Est. Cost – Just Attendee: \$0</p>
<p>D5 Utility Liaison Conference – May 17, 2023 Deland, Florida – IN PERSON FUCC Representative: Jodi Rano Est. Cost – Just Attendee: \$0</p>
<p>D7 Spring Utility Liaison Conference – May 5 2023 San Antonio, FL – IN PERSON FUCC Representative: TBD Est. Cost – Just Attendee: \$35</p>
<p>ACEC Florida Transportation Conference –May 31 – June 1, 2023 Orlando, FL – IN PERSON FUCC Representative: TBD Est. Cost – Just Attendee: \$480 Est. Cost – Sponsor (Tote): \$750 Est. Cost – Sponsor (Program Ad): \$1,500</p>

<p>ACEC-FL Annual Conference – July 26-29, 2023 Marco Island, Florida – IN PERSON FUCC Representative: TBD Est. Cost – Just Attendee: \$480 Est. Cost – Sponsor (Tote): \$750 Est. Cost – Sponsor (Program Ad): \$1,500</p>
<p>FTBA Annual Conference – August 3-6, 2023 TBD, Florida – IN PERSON FUCC Representative: TBD Est. Cost – Just Attendee: \$275 (EB-NM) Est. Cost - Booth: \$3,175 (EB-NM)</p>
<p>D3 Utility Liaison Conference – August 2023 TBD, FL – IN PERSON (Date TBD) FUCC Representative: TBD Est. Cost – Just Attendee: \$0</p>
<p>D1 Utility Liaison Conference – Oct 2023 TBD, FL – IN PERSON (Date TBD) FUCC Representative: TBD Est. Cost – Just Attendee: \$0</p>
<p>D7 Fall Utility Liaison Conference – Sept / Oct 2023 San Antonio, FL – IN PERSON (Date TBD) FUCC Representative: TBD Est. Cost – Just Attendee: \$35</p>
<p>Florida Section American Water Works Association – Nov 26-28, 2023 Championsgate, FL – IN PERSON FUCC Representative: TBD Est. Cost – Just Attendee: \$495 Est. Cost - Booth: \$TBD Sponsorship \$TBD</p>
<p><u>Key:</u> EB = Early Bird NM = Non-Member</p>

JANUARY	FEBRUARY	MARCH	APRIL
m t w t f s s 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	m t w t f s s 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	m t w t f s s 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	m t w t f s s 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
MAY	JUNE	JULY	AUGUST
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SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
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Membership / Promotions

FUCC Standing Subcommittee

Summer 2023 Agenda

- Self-Introductions
- Spring 2022 Meeting Re-Cap
- FUCC Logo
 - No action at this Meeting
- FUCC Standard Templates
 - Discuss branded templates for Letters, Presentations, etc.
- FUCC Brochure
 - Bi-Annual Update brought to Steering Committee
 - Approval Status and launch to Website
- FUCC Website
 - Updated Website Launched
 - Any Improvements or Suggestions
- Industry Events for FUCC to Attend
 - Discuss Calendar of Events for 2023 and Event Coverage
- Membership Drive
 - Discuss reduced attendance for governmental (State, Cities, Counties, etc.) participants
 - Discuss idea for 1st meeting coupon code
 - Discuss setting up meetings to help future members to get to know FUCC
- Engagement of Advocates
 - How can we better engage with our long time members and have them help get people to attend FUCC and the membership committee
 - Other Ideas
- Promotions
 - Any new items the group would see added to our selection
- Other
 - Open Discussion

Meeting Minutes

To: Florida Utility Coordinating Committee (FUCC) Board
From: Melonie Schwartz, Chairman of Membership / Promotions
RE: Meeting Minutes from Fall 2022 FUCC Meeting

There was a meeting held for the Membership / Promotions FUCC Standing Subcommittee at the Fall 2022 FUCC Meeting, which was held in St. Augustine, Florida. These minutes serve to summarize the discussions held on Wednesday, 11/2/2022 during the 10:45-11:45 am block designated for the Membership/Promotions Committee. The attendees to the standing sub-committee meeting are provided in the attached sign-in Sheet.

- The meeting opened with self-introductions and there was a brief recap of the efforts at the last meeting Summer 2022.
- Ms. Schwartz inquired with the group on what should the frequency be to revisit the logo to ensure it stays fresh. The goal would be that it doesn't change; however, just taking a look at it at an interval seems appropriate. The group discussed 5 years, 10 years, etc. The group also discussed a special 100th anniversary logo.
- Ms. Schwartz and the group discussed current social media and the group decided on a LinkedIn Account.
- Ms. Schwartz and the group discussed the calendar of events.
- Ms. Schwartz and the group discussed the membership drive and looking for additional ideas to increase membership. The group discussed table sharing and video testimonials for the website or collage of pictures on the website.
- With these discussions complete, Melonie thanked the group for their time and inquired if there were any questions or requests for more information. With no comments/questions received, she closed the Membership / Promotions FUCC Standing Subcommittee Meeting.

Attachments:

- 2022 Fall Agenda
- 2023 Spring Agenda - DRAFT

The following notes set forth the understanding of the writer. The parties shall rely on the contents unless the writer receives notice of specific discrepancies for the proposed revised wording within five business days of the transmittal date of this document.

MEMBERSHIP / PROMOTIONS
 FUCC STANDING SUBCOMMITTEE MEETING
 FALL 2022 MEETING

#	Initial	NAME	COMPANY	PHONE NO.	EMAIL
1	MS	Melonie Schwartz, Chairman	Inwood Consulting Engineers	407-242-4981	mschwartz@inwoodinc.com
2	GT	Garth Thompson, Co-Chairman	Greenman Pedersen, Inc. (GPI)	407-674-2056	ethompson@gpinet.com
3		Craig Penalosa	TRC	407-848- 30 0452 (689) 777-9189	cpenalosa@TRCCompanies.com
4		Laune Jackson	TRC	(352) 256-1524	Penalosa mchapuscaux@gpinet.com
5	MC	Michel Chapuscoux	GPI	630-877-3098	michael.gray@decwood.net
6	MG	Michael Gray	DAWOOD	407 316 7282	mencckson@dmmp.com
7	ME	MENSSA Erickson	DRMP	2101 813-386- 2101	matkinssta11@elementeg.com
8	AS	Mark Atkinson II	Element Engineering Group	352-584-2440	joshua.kelly@EZ-matkins
9	JK	Joshua Kelly	DZwartz		
10					

Membership / Promotions FUCC Standing Subcommittee

Fall 2022 Agenda

Chairman: Melonie Schwartz, Inwood Consulting Engineers

Co-Chairman: Garth Thompson, Greenman Pedersen, Inc. (GPI)

- **Self-Introductions**
- **Summer 2022 Meeting Re-Cap**
- **FUCC Logo**
 - Discuss timeframe to revisit need for logo update – Every 10 years, etc.
- **FUCC Brochure**
 - Final Draft Review Bi-Annual Update for Brochure
 - Recommendations for update
 - Submit to Steering Committee for comment and/or approval
- **FUCC Website**
 - Discuss how to implement website enhancements
 - Overhaul – Refresh with drop downs
 - Updates for Career Connections
- **Industry Events for FUCC to Attend**
 - Discuss Calendar of Events for 2023 and Event Coverage
- **Membership Drive**
 - Letter Drive and New Organizations
 - How to improve:
 - Attendance and Membership
 - Engaging New Members
 - Understanding of FUCC's benefits
 - Discuss parameters for recommendation discounts for targeted attendees (i.e. municipal agencies)
- **Engagement of Advocates**
 - Special Invitation to attend membership meetings to Past Chairs, John J. Farkas Award Winners and Malcolm Yancey Award Winners
 - Other Ideas
- **Promotions**
 - Any new items the group would see added to our selection
- **Other**

Membership / Promotions FUCC Standing Subcommittee

Summer 2022 Agenda

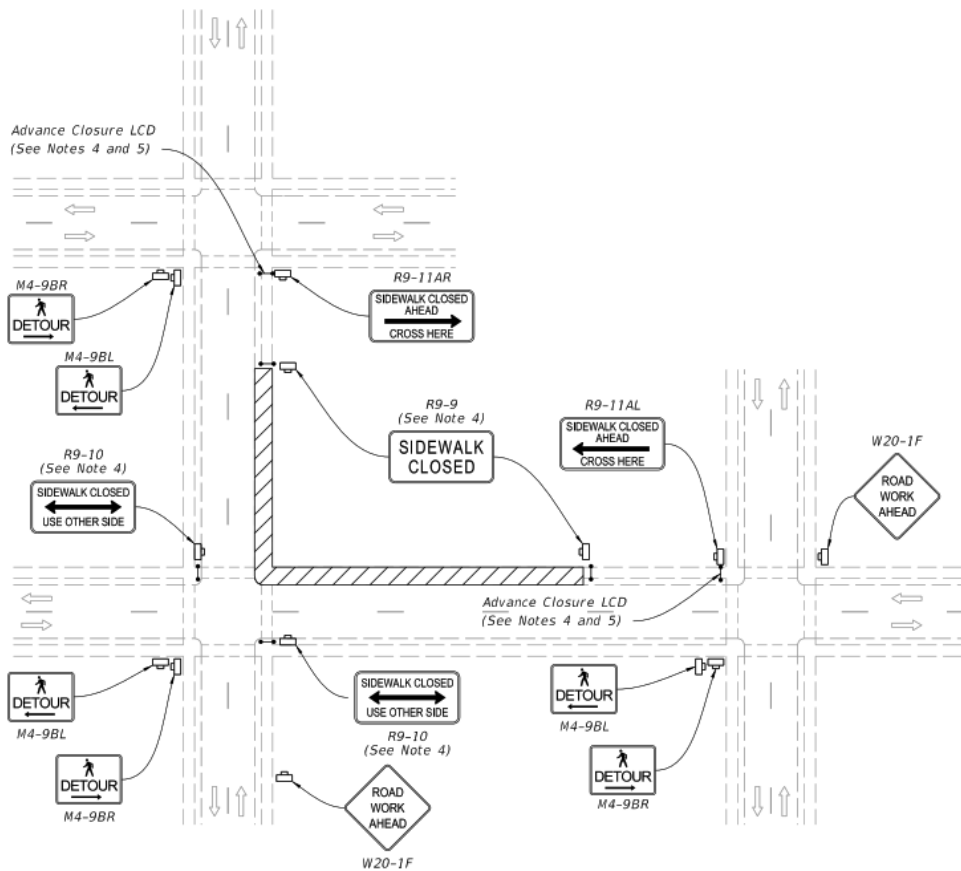
Chairman: Melonie Schwartz, Greenman Pedersen, Inc. (GPI)

- Self-Introductions
- Spring 2022 Meeting Re-Cap
- FUCC Logo
 - Logo Contest Status
 - Voting through last session Thursday
 - Report Voting at Friday Business Meeting
 - Finalize Logo between Summer and Fall
 - Present new logo at Fall 2022 Meeting
- FUCC Brochure
 - Bi-Annual Update for Brochure
 - Last Update was November 2020
 - Recommendations for update
- FUCC Website
 - Suggested Improvements
- Industry Events for FUCC to Attend
 - Discuss Calendar of Events for 2022 and Event Coverage
- Membership Drive
 - How to improve:
 - Attendance and Membership
 - Engaging New Members
 - Understanding of FUCC's benefits
- Engagement of Advocates
 - Special Invitation to attend membership meetings to Past Chairs, John J. Farkas Award Winners and Malcolm Yancey Award Winners
 - Other Ideas
- Promotions
 - Any new items the group would see added to our selection
- Other

MOT/ TTC Committee Meeting Attachments

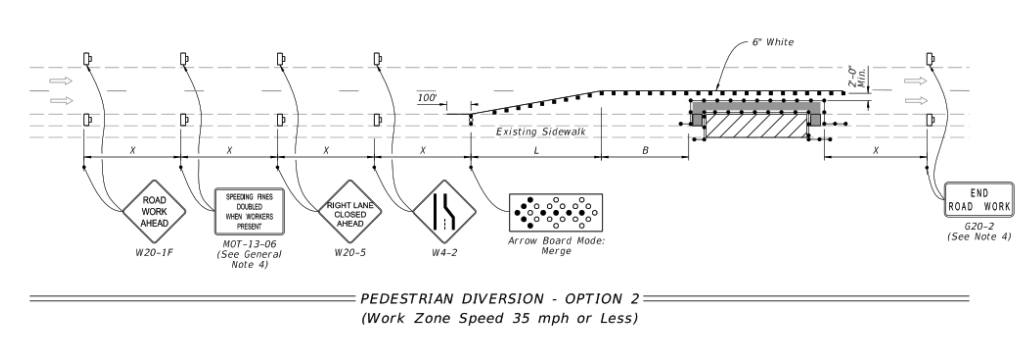
Orange County Pedestrian Detours & Diversions (PD&D)

1. When work operation requires a sidewalk or pedestrian way closure for 60 minutes or greater, a pedestrian detour or temporary pedestrian way must be provided.
 - a. PD&D are required if sidewalk closure is in the ROW (If outside of ROW or not maintained by Orange Co), will not require a site-specific detour.
 - b. PD&D must be designed on aerial view from the OC Property Appraisers Website
 - i. [Orange County GIS Map](#)
 - ii. [Orange County InfoMap Public \(ocfl.net\)](#)
 - iii. <https://www.google.com/maps>
 - iv. [Standard Plans - FY 2023-24 \(fdot.gov\)](#)
 - c. PD&D can not exceed .50 miles in entirety.
 - d. PD&D must be ADA Compliant
 - e. Follow the MOT Index 102-660 Pedestrian **Detour**



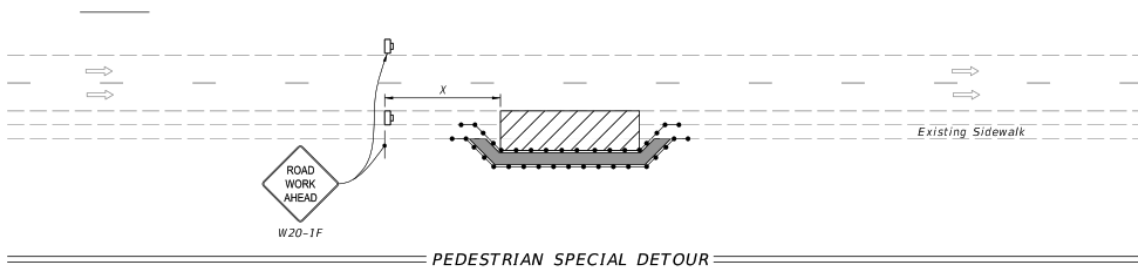
PEDESTRIAN DETOUR

f. Follow 102-660 Pedestrian Diversion Option 2- when work zone speed is 35 MPH or <



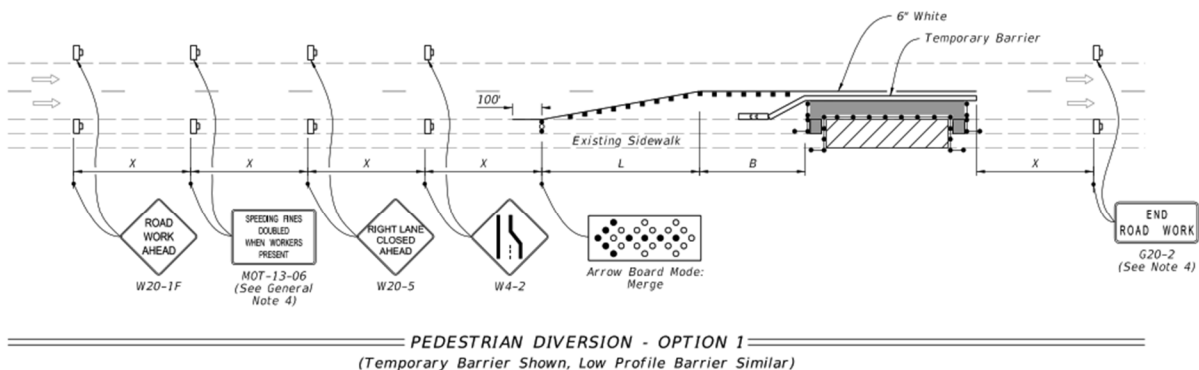
g. OR – Pedestrian Special Detour (3rd image on page 2)

(WORK ZONE SPEED 35 MPH OR LESS)



h. Pedestrian Diversion Option 1 **REQUIRES A PE TO SIGN, SEAL AND STAMP**

- i. **Used when speed limit is greater than 35 MPS and a concrete barrier is required**
- ii. **Duke Permitting Group will request a site specific plan**



THIS REQUIRES A PE TO SIGN, SEAL & STAMP

Historian Report

2. **Jobs that take less than an hour will not require a sidewalk closure.**
 - a. **Construction completion time will be required to determine if sidewalk closure is needed**
 - b. **If the detour exceed the .50 miles, a diversion will be required**
 - i. **If diversion option 1 is required, a site specific will be required**
 - ii. **If sidewalk closure Option 2 or Pedestrian special detour can be used, CEP can complete MOT index drawing and site specific will not be required**
3. Is a Pedestrian Detour Needed?
 - a. Engineer/Designer to determine if sidewalk will be impacted
 - i. By using Google Maps &/or OC Property Appraiser – determine if work zone has sidewalk. If so, proceed
 - ii. [Orange County InfoMap Public \(ocfl.net\)](http://ocfl.net)
 1. Enter address where construction will be completed.
 2. Zoom into work area and determine if sidewalk is in ROW – if so, it will require a detour/diversion.
 3. If sidewalk is NOT IN THE ROW, a sidewalk closure will not be required and a 660 will not be included.
 - iii. Emergency “After the Fact” permits do not require a FDOT 102-660 index plan.
 - b. Sidewalk closure pedestrian detour cannot exceed .50 miles and must utilize ADA compliant
 - c. Pedestrian detours must be on sidewalks, not to include private property or grassy area.
 - d. If there are not ADA compliant crosswalks within the .50 miles, a pedestrian detour will not apply
 - e. If there is a sidewalk that can be utilized as a detour, measure to ensure detour distance.
4. ADA Sidewalk Compliance Requirements - **The ADA specifies the width, slope, texture required for public sidewalks, as well as how curbs are designed and the proximity to obstructions**
 - a. For ADA compliance, the minimum sidewalk width is **36 inches** (3 feet), though sidewalks can be wider. Provide a 3-foot minimum clearance width for continuous passage
 - b. If sidewalks are less than 60 inches (5 feet) wide, passing spaces must be constructed every 200 feet.
 - c. These passing spaces (which could be a driveway or wider section of concrete) need to be at least 60 inches on all sides. (also communicated as, if a sidewalk is less than 5 feet in width, provide passing areas of 5 feet by 5 feet at intervals no farther than 200 feet apart.
 - d. Pave sidewalks with smooth, durable material.
5. Pedestrian Detour – CEP Responsibility
 - a. Aerial map to include
 - i. PEDESTRIAN DETOUR
 - ii. Work order number
 - iii. North arrow
 - iv. Outline where pedestrians will be walking
 - b. Mark where sidewalk closure/work zone with orange “sidewalk closed” sign



i.

- c. Place "Road Work Ahead" signs before where pedestrian detours occur on both sides of detour



i.

- d. Place "sidewalk closed ahead cross here" where pedestrians are crossing on both sides of detour

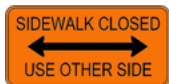


i.

- e. Mark path that pedestrians are detouring
- f. Place detour signs for all directions that pedestrians are detouring



i.

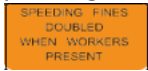


6. Pedestrian Diversion Option 2 – CEP Responsibility

- a. Only applicable for speed zones 35 MPH or < (less) in a **multilane road (not to be used with 2-way, 2 lane or single lane roadways)**
- b. Aerial map to include
 - i. PEDESTRIAN DIVERSION OPTION 2
 - ii. Work order number
 - iii. North arrow
 - iv. Outline where pedestrians will be walking
- c. Mark “Road Work Ahead”



- i.
- d. Mark “Speeding fines doubled when workers present”



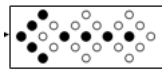
- i.
- e. Mark “Right lane closed ahead”
- i.



- ii.
- f. Mark “Merge sign”



- i.
- g. Mark Arrow board placement



- i.
- h. Mark “End Road Work”



7. Pedestrian Special Detour - CEP Responsibility – if area next to sidewalk that can be used for pedestrian traffic, a temporary sidewalk can be placed

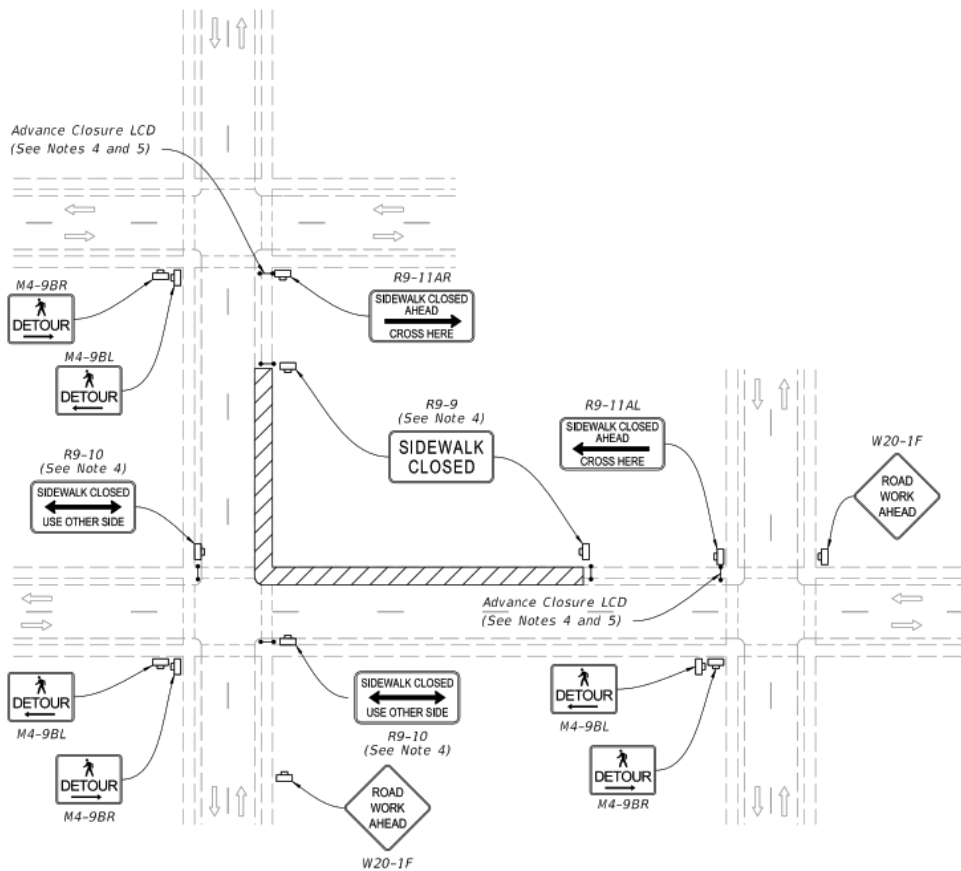
- a. Aerial map to include
 - i. PEDESTRIAN DIVERSION OPTION 2
 - ii. Work order number
 - iii. North arrow
 - iv. Outline where pedestrians will be walking
- b. Mark “Road Work Ahead” on both sides of roadway



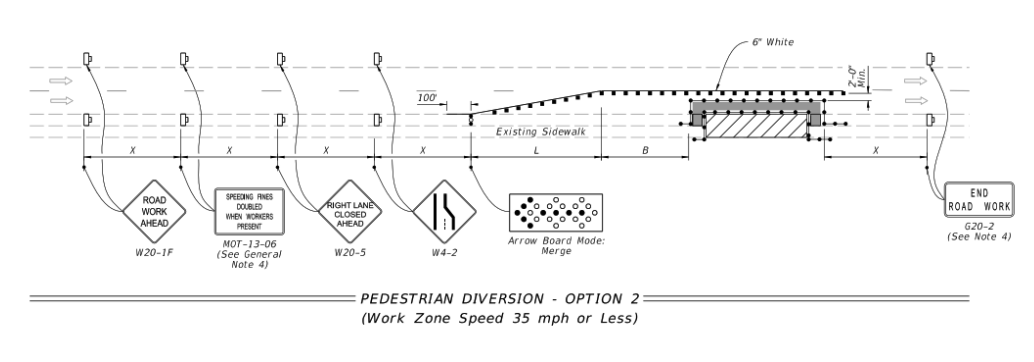
- i.

Orange County Pedestrian Detours & Diversions (PD&D)

1. When work operation requires a sidewalk or pedestrian way closure for 60 minutes or greater, a pedestrian detour or temporary pedestrian way must be provided.
 - a. PD&D are required if sidewalk closure is in the ROW (If outside of ROW or not maintained by Orange Co), will not require a site-specific detour.
 - b. PD&D must be designed on aerial view from the OC Property Appraisers Website
 - i. [Orange County GIS Map](#)
 - ii. [Orange County InfoMap Public \(ocfl.net\)](#)
 - iii. <https://www.google.com/maps>
 - iv. [Standard Plans - FY 2023-24 \(fdot.gov\)](#)
 - c. PD&D can not exceed .50 miles in entirety.
 - d. PD&D must be ADA Compliant
 - e. Follow the MOT Index 102-660 Pedestrian **Detour**

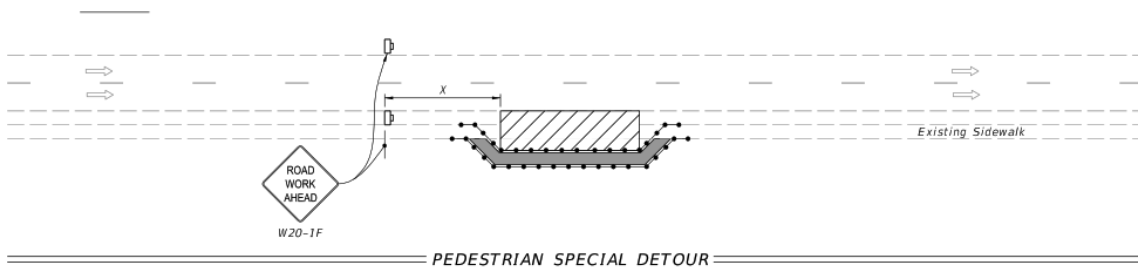


f. Follow 102-660 Pedestrian Diversion Option 2- when work zone speed is 35 MPH or <



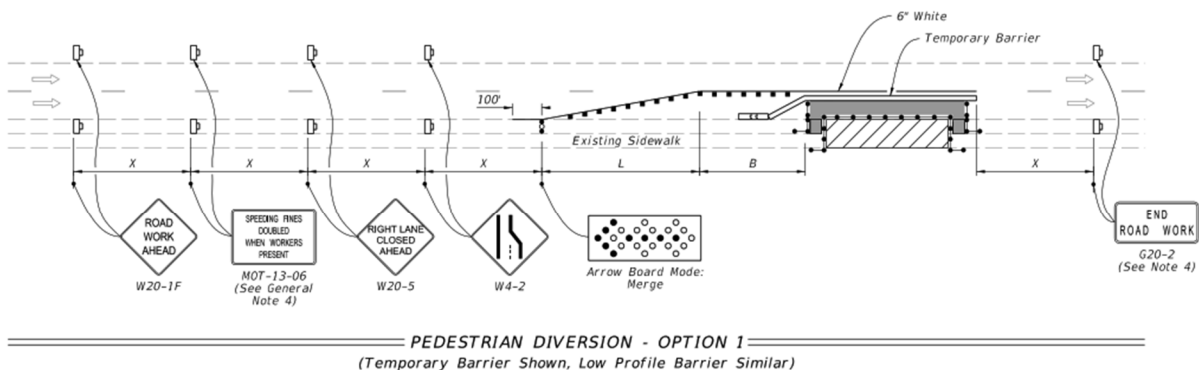
g. OR – Pedestrian Special Detour (3rd image on page 2)

(WORK ZONE SPEED 35 MPH OR LESS)



h. Pedestrian Diversion Option 1 **REQUIRES A PE TO SIGN, SEAL AND STAMP**

- i. **Used when speed limit is greater than 35 MPS and a concrete barrier is required**
- ii. **Duke Permitting Group will request a site specific plan**



THIS REQUIRES A PE TO SIGN, SEAL & STAMP

2. **Jobs that take less than an hour will not require a sidewalk closure.**
 - a. **Construction completion time will be required to determine if sidewalk closure is needed**
 - b. **If the detour exceed the .50 miles, a diversion will be required**
 - i. **If diversion option 1 is required, a site specific will be required**
 - ii. **If sidewalk closure Option 2 or Pedestrian special detour can be used, CEP can complete MOT index drawing and site specific will not be required**
3. Is a Pedestrian Detour Needed?
 - a. Engineer/Designer to determine if sidewalk will be impacted
 - i. By using Google Maps &/or OC Property Appraiser – determine if work zone has sidewalk. If so, proceed
 - ii. [Orange County InfoMap Public \(ocfl.net\)](http://ocfl.net)
 1. Enter address where construction will be completed.
 2. Zoom into work area and determine if sidewalk is in ROW – if so, it will require a detour/diversion.
 3. If sidewalk is NOT IN THE ROW, a sidewalk closure will not be required and a 660 will not be included.
 - iii. Emergency “After the Fact” permits do not require a FDOT 102-660 index plan.
 - b. Sidewalk closure pedestrian detour cannot exceed .50 miles and must utilize ADA compliant
 - c. Pedestrian detours must be on sidewalks, not to include private property or grassy area.
 - d. If there are not ADA compliant crosswalks within the .50 miles, a pedestrian detour will not apply
 - e. If there is a sidewalk that can be utilized as a detour, measure to ensure detour distance.
4. ADA Sidewalk Compliance Requirements - **The ADA specifies the width, slope, texture required for public sidewalks, as well as how curbs are designed and the proximity to obstructions**
 - a. For ADA compliance, the minimum sidewalk width is **36 inches** (3 feet), though sidewalks can be wider. Provide a 3-foot minimum clearance width for continuous passage
 - b. If sidewalks are less than 60 inches (5 feet) wide, passing spaces must be constructed every 200 feet.
 - c. These passing spaces (which could be a driveway or wider section of concrete) need to be at least 60 inches on all sides. (also communicated as, if a sidewalk is less than 5 feet in width, provide passing areas of 5 feet by 5 feet at intervals no farther than 200 feet apart.
 - d. Pave sidewalks with smooth, durable material.
5. Pedestrian Detour – CEP Responsibility
 - a. Aerial map to include
 - i. PEDESTRIAN DETOUR
 - ii. Work order number
 - iii. North arrow
 - iv. Outline where pedestrians will be walking
 - b. Mark where sidewalk closure/work zone with orange “sidewalk closed” sign



i.

- c. Place "Road Work Ahead" signs before where pedestrian detours occur on both sides of detour



i.

- d. Place "sidewalk closed ahead cross here" where pedestrians are crossing on both sides of detour



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- e. Mark path that pedestrians are detouring
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i.

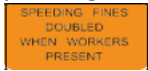


6. Pedestrian Diversion Option 2 – CEP Responsibility

- a. Only applicable for speed zones 35 MPH or < (less) in a **multilane road (not to be used with 2-way, 2 lane or single lane roadways)**
- b. Aerial map to include
 - i. PEDESTRIAN DIVERSION OPTION 2
 - ii. Work order number
 - iii. North arrow
 - iv. Outline where pedestrians will be walking
- c. Mark “Road Work Ahead”



- i.
- d. Mark “Speeding fines doubled when workers present”



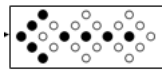
- i.
- e. Mark “Right lane closed ahead”
 - i.



- ii.
- f. Mark “Merge sign”



- i.
- g. Mark Arrow board placement



- i.
- h. Mark “End Road Work”



7. Pedestrian Special Detour - CEP Responsibility – if area next to sidewalk that can be used for pedestrian traffic, a temporary sidewalk can be placed

- a. Aerial map to include
 - i. PEDESTRIAN DIVERSION OPTION 2
 - ii. Work order number
 - iii. North arrow
 - iv. Outline where pedestrians will be walking
- b. Mark “Road Work Ahead” on both sides of roadway



- i.

Priority list:

1. Is work less than an hour (60 mins)?
 - a. No = 102-660 not required
 - b. Yes =
 - i. Is sidewalk in ROW?
 - ii. No = 102-660 not required
 - iii. Yes =
 - c. Does impacted sidewalk measure more than .50 miles?
 - i. No = 102-660 not required
 - ii. YES =

PD&D will be required

PD&D is NOT REQUIRED if:

1. Work is less than 1 hour (60 mins)
2. Not in ROW
3. Less than .50 miles

April 12, 2024 FUCC Historian's Report

FUCC Spring Meeting – Ocala Hilton, Ocala

Chris McLaughlin, Historian

Every April the Historian's Report includes the former February and May minutes from meetings prior to 2016, so instead of 3 meetings you get 6 meetings in 1 report, BOGO!

75 years ago - Part 1:

February 11, 1949, Harrington Hotel, Ocala, Florida – the intersection of Main (now Magnolia) & Fort King, adjacent to the Mellow Mushroom Pizza joint (amazing pizza by the way, I just had it twice last week in Asheville, NC...)

Chair VR Parrack of Florida Power Corp presiding, LG Zelenka of AT&T was Vice-Chair, and Arthur M. Brown, Jr. of Florida Telephone Corp. was Secretary.

17 people in attendance, Telephone 9, Power 5, State Road Department, Railroad & Public Utility Commission 1 each. The minutes from the November 12, 1948 meeting in Lakeland were read and approved. A letter to the State Road Department (referred to in the November minutes) was read which teed up the grilling to follow:

Topics discussed:

- Mr. John S. Cadel of the State Road Department (now FDOT) was welcomed and then was quizzed on why the letter sent had not been replied to. The letter was regarding objects of large size being moved along state roads. Mr. Cadel responded that the practice of notifying the State Highway Patrol was established practice with special permits for moves.
- Mr. S.R. Ryan of the Railroad and Public Utilities Commission pointed out a case where the Inter-County Telephone & Telegraph Company had experienced considerable difficulty through lack of coordination between the State Road Department and a contractor working on a State Road project where telephone plant was involved in the construction. Mr. Ryan stated that he contacted the State Road Department in this instance and in a matter of hours the situation was brought under control, thus proving the recent State Utility Administrator Thomas Baine's famous quote "We're here to help".
- Contrary to the previous paragraph, Chair Parrack asked Mr. Cadel if he was able to make any comments on the requirement of 20 feet clearance over state roads with a particular regard to the additional 2 feet required over and above the 18-foot requirement of the National Electric Safety Code. Mr. Cadel replied that he was unable to make any comments upon such.
- Notices of intent to construct were read with no discussion. Chair Parrack pointed out that fewer notices of intent to construct were being received by FUCC and in many cases FUCC had not received copies of answers to letters being written. It was FUCC's opinion that there had been a marked slow down in the construction programs and those responsible to make such notices should try to see they are properly handled.
- Vice-Chair Zelenka brought up for discussion the proposed construction on US Highway 1 between Daytona and Ormond. Mr. Cadel of the State Road Department advised that funds had been allocated but right-of-way had not been secured and bids to construct would not be let in the immediate future.

- Mr. Ken Williams discussed where an Electric Co-op over-built an open wire telephone line that was in the process of being replaced with cable. The result was that plans had to be changed, new highway applications secured, and the cable relocated across the highway. This indicated a need for closer coordination and a renewed effort to see that other wire users are advised of “intent to construct”.
- Mr. Stanley Warth (still a member in the 1999 minutes 50 years later!!) reported that Mr. Ralph Smith, the REA Field Director from Thomasville, Georgia was involved in an automobile accident and was expected to be in the hospital in Thomasville for some time. Mr. Warth made a motion that FUCC write a letter of regret to Mr. Smith.
- The subject of Mobile Radio was opened for discussion. Chair Parrack advised that Florida Power Corp planned to install a setup like their St. Pete mobile station in their Winter Park Division. Plenty of geeking out followed on which frequency was best, from Clay Electric Co-op’s opinion to Bell Company to Jacksonville.
- Chair Parrack asked whether there had been any troubles with railroad crossing applications and there were none worthy of discussion.
- Discussion about whether the Florida Railroad Commission had direct jurisdiction over power wire crossings and it the opinions of power company representatives as to the expansion of the Commission’s regulations to cover power crossings like their existing regulation of communications lines. Chair Parrack (Florida Power Corp) and R.S. Davis (Florida Power and Light Company) stated they were willing to cooperate provided the regulations followed the National Electric Code, thus making current power members shake in their boots at the idea of committing their utility to open-ended commitments.
- The next meeting was scheduled to take place in St. Petersburg and the meeting as adjourned as Florida Telephone Corporation hosted a steak luncheon.

75 years ago - Part 2:

May 13, 1949, Florida Power Corporation’s “Electric Living Center”, St. Petersburg, Florida. I couldn’t find evidence of this institution in Google, maybe Art Gilmore could elaborate?

Chair VR Parrack of Florida Power Corp presiding, LG Zelenka of AT&T was Vice-Chair, and Arthur M. Brown, Jr. of Florida Telephone Corp. was Secretary.

23 people in attendance, Telephone 5, Power 14, State Road Department 2, Railroad & Public Utility Commission 1 each. The minutes from the February 11 meeting in Ocala were read and approved.

Topics discussed:

- Notices of intent to construct were read. Chair Parrack expressed satisfaction at the response shown by the increase in letters received since the last meeting.
- It was pointed out that Electric Co-ops were still the laxest (this was a Microsoft Word suggestion to correct the words “most lax” – you learn something new every day!) in the handling of the notices and one possible reason floated was that it may be due to a lack of engineering personnel in the various co-ops. Mr. Warth suggested that FUCC try to create a more intimate relationship with the local managers to accomplish a fuller realization of the importance of such notices.
- Mr. Warth reported that Ralph Smith (the REA Field Engineer from Georgia who was in the car accident) was getting along nicely but was still confined.

- It was noted that Co-ops were not present, and a suggestion was made to make a special effort to get them to attend.
- Two pending state Legislative bills were discussed. A House bill proposed raising aerial wire clearances from 20 to 24 feet and a Senate bill proposing that pole-using utilities in state rights-of-way be charged a rental fee.
- Mr. Monroe renewed the discussion of previous meetings with reference to closer coordination between the Utilities and the State Road Department's construction program.
- Mr. Stanley Warth extended an invitation for the next meeting to be held in Jacksonville and the meeting was adjourned for lunch at the St. Petersburg Yacht Club with Mr. G.A. Grimm, Vice-President of the Florida Power Corporation joining the group and extending a hearty welcome to the Committee.

50 years ago – Part 1

February 1, 1974, Admiral Benbow Inn, Tampa, Florida. The location was at 1200 N West Shore Boulevard where the Ramada is now located just south of Tampa International Airport (or World of Beer depending on your reference datum ☺).

Norton Brockman of Southern Bell was Chair, W.J. Hopgood of Florida Power & Light Company was Vice-Chair, and HV Gardner Jr of Orlando Utilities Commission was Secretary. There were 52 people in attendance, of which Power had 12, Telephone had 20, FDOT had 7, Gas had 1, Cities had 9, Consultants had 2, and the Public Service Commission had 1.

Topics discussed:

- Verne Brown of General Telephone introduced the guest speaker James Fyfe, District Operations Manager for Ohio Bell out of Cleveland and Chair of the International Utility Coordinating Committee (possibly the acronym of "EYE-YUCK" being a bit improved from "FUCC" but not by much), and a member of the International Liaison Committee – both of which are activities of the American Right-of-Way Association or IRWA which is a decent acronym. Mr. Fyfe discussed the topic of good planning of right-of-way needs. He emphasized the need for the right-of-way department of each utility to be involved during the preliminary planning stages of any new project. This would reduce the possibility of have to reengineer the project due to a vital part of the right-of-way being unavailable. Mr. Fyfe was highly complementary regarding FUCC and its activities. Chair Brockman sought a motion to have the August FUCC meeting coincide with that of the Chapter 26, American Right-of-Way Association's meeting and the motion carried.
- B.A. Kempson of Gulf Power, the Utility Accommodation Guide Subcommittee Chair, asked Earnest Salley, the FDOT Central Office Utility Engineer, to ring the group up to date on the UAG (the predecessor document to today's UAM). Mr. Salley reported that the UAG had been approved but had not yet been reproduced in quantity due to the Maintenance Division's tasks of speed limit change posting and fuel allocation (History note: the 1973-1974 gas shortage was sparked by the price of oil going from \$2.90 a barrel in October 1973 to \$11.65 a barrel in January 1974, a month before this meeting). Mr. Salley raised the question of the need to show all utility lines on highway construction plans. A report from the District Engineers showed the cost of showing the additional detail plus the delays in receiving the information has questioned its worth as it would also declutter drawings. A subcommittee was formed to investigate the influence of emitting utility facilities from FDOT construction drawings and included a member of each utility industry/type and FDOT. Considerable discussion followed with FDOT reminding

the attendees that the consideration was due to slow or late returns or poorly marked up prints and if the utility industry felt that all utility plant be shown on drawings, they should help by early returning of the prints so they are easily readable by their draftsmen.

- Paul Mundy of General Telephone, Chair of the Plant Protection Subcommittee reported that considerable interest in the “one number call system” had been shown statewide. Verne Brown pointed out that the original House Bill requiring 48-hour notification by excavators was revised to require each utility and excavator to keep explicit records of calls in the event of damage subjecting the excavator to possible fines and litigation. The general feeling was the penalty clause needed to be toned down. A motion was made to create a subcommittee to make the one number call system the ONLY workable means of notifying all utilities of pending excavation and maintaining the necessary records. The new subcommittee would make recommendations for other changes to produce a workable bill.
- Verne Brown, Chair of the Color Code Subcommittee reported he had submitted its final report as no work on a national level is being done. He also reported that the Space Allocation Subcommittee had received information from about 30 chapters of the American Public Works Association of their investigations into various ordinances and statutes covering utility space allocation and would provide a summary of the findings for presentation at a future meeting.
- In new business, a House Bill being submitted for the fourth time proposed to require the utility using public right-of-way to relocate at the utility’s expense. The rewrite would make some changes in the compensation coverage and should be thoroughly reviewed if passed.
- Verne Brown updated FUCC on the proposed merger of FUCC with the American Right-of-Way Association. The merger would be done in such away that FUCC would not lose its identity as it had existed since 1932. The benefit would be to reduce travel and time away from members’ jobs as many members attended meetings of both organizations, additionally a merger would provide a closer liaison and united actions in areas of common interest. I’m sure this will be a major topic of future meetings and therefore future Historian’s Reports which by its definition creates a time-space continuum debacle for those science fiction fans in the audience.

50 years ago – Part 2

May 2, 1974, Ramada Inn Downtown, Pensacola, Florida. Apparently, the gas price crisis ended but attendance was down 13 folks to 39, either the wheels of corporate travel funding ran/run slow or the location being 8 hours away from Tampa was the culprit?

Norton Brockman of Southern Bell was Chair, W.J. Hopgood of Florida Power & Light Company was Vice-Chair, and HV Gardner Jr of Orlando Utilities Commission was Secretary. There were 39 people in attendance, of which Power had 13, Telephone had 6, FDOT had 11, Gas had 1, Cities had 5, Consultants had 2, and the Public Service Commission had 1.

Topics discussed:

- Chair Brockman announced that the next meeting would be held in Tampa in August to coincide with the American Right-of-Way Association’s meeting.
- William Gartner, FDOT Deputy Director of Road Operations was the speaker and talked of a new program developed by FDOT called “Occupational Safety and Health Instructors Training”. The program was for training employees to comply with the Manual for Traffic Control and Safe Practices. The program was split into a one-day course for management and a three day course for instructors of operations personnel and was offered free from FDOT if a large group could be formed in a location. He encouraged all to take advantage of the program because – quote –

the FDOT attitude was “today we train, tomorrow we enforce”. It was a mandate that every organization doing work on or adjacent to a state roadway be trained in methods of handling traffic in the work area. He stated that FDOT had six employees killed while doing roadwork in 1973 and pointed out the importance to remove work signs when work was not being performed. He stressed the importance of putting yourself in the motoring public’s perspective when working on a state road.

- There was discussion on a study by the Southern Research Institute regarding breakaway timber utility poles.
- Several ad hoc (non-standing for those not in the know) Subcommittees gave their reports:
 - Utility Facilities on Dept. of Transportation Drawings Subcommittee had mistakenly sent a letter requesting continuation of the practice of showing all utilities on FDOT construction plans directly to the FDOT Secretary instead of to the districts, however as a result the Director of Road Operations issued Directive #0501-16-74 setting forth the responsibilities and requirements to continue the practice. As the work was completed, the subcommittee was disbanded.
 - Utility Accommodations Guide Subcommittee had nothing further to report as the Guide mailing had been complete and it had been accepted by the Federal Highway Administration, however the problem of flammable gas piping under a roadway had not been fully resolved.
 - Plant Protection Subcommittee had no further activity to report on but noted that interest was increasing in the state, but no one had a working system yet.
 - Space Allocation Subcommittee reported a large study underway in cooperation with the Federal Highway Administration yet there had not been time to properly summarize the findings.
 - House Bill 1772 Subcommittee reported that the rewording was sent out to 29 representative companies for review and vote, 19 returned and unanimously voted for the suggested rewording. The results were sent to Senator Trask, Chair of the Consumer Affairs Committee but later it was realized there was a flaw in a definition of “Person” (where all governmental agencies were omitted) in the rewording which would make the bill ineffective and a letter requesting a re-revision was read to the Committee, approved, and sent to Senator Trask with 10 for, 1 against, and 3 abstaining.

25 years ago Part 1:

February 5, 1999, Ocala, Florida – Minutes not in the archives.

25 years ago Part 2:

May 7, 1999, Jupiter Beach, Florida

John Jernigan of GTE Florida was Chair, William Hetherington of Lee County Electric Co-op was Vice-Chair, Charles Easterling of somewhere he earned a check was Secretary, and Tom Duggar of Sprint was Historian.

114 people in attendance, no sign-in sheets were retained so a breakdown of members per utility type is not possible. The Minutes show the website address, direct folks to it for the previous Minutes, and even list the static IP address of 207.30.96.30 (which no longer works)!

Topics discussed:

- Treasurer's Report (Cheryl Ritter) gave a balance of \$8184.47 on April 20 prior to the meeting. The costs to put on a meeting were averaging \$5500.
- FDOT update was given by Ken Weldon. He gave a handout of directional bore procedures and information on what was going on in Tallahassee. The latest changes to the UAM were going through legal review and expected to be implemented by July 6 at the earliest. Training for the UAM would be ongoing with 2/4/6-hour sessions available and spread around the state. There was an experimental program of selective clearing for advance relocation going on. Telephone booths had a proposal to allow them to be installed in the right-of-way provided they meet all clear zone requirements.
- Speaker Bruce Kershner of Underground Utility Contractors of Florida spoke about the Federal One-Call Legislation study group that started with the beginning of the Transportation Authorization Bill. NUCA (National Underground Contractors Association) was against the Bill as it believed damage should be a state issue. Efforts were made to put emphasis on damage prevention on a statewide basis rather than Federal, thus the Bill was amended to set up a study and grant program for state program improvements.
- FDOT District Reports
 - District 1 had their spring meeting in Sebring on March 24 with 70 in attendance. Speakers gave presentations on T2K, TECO/Peoples Gas expansion in the district, and D3/TBE/Ash Engineering put on a MOT workshop.
 - District 3 had their meeting on March 5 in Crestview with 85 in attendance. The mayor of Crestview welcomed the group and there was a presentation on the state of the economy in NW Florida. Ken Hood of FDOT retired at the meeting, he was present in the 1974 FUCC minutes.
 - District 7 held its meeting on March 26 in Tampa. Shirley McCrary talked about the Utility Relocation Schedule and Hank Humbert (current member at George F. Young, Inc.) gave an update. Image Graphics gave a presentation on an intelligent atlas system.
 - Turnpike reported they had a design/build contract for the District Headquarters at the Turkey Lake service plaza in Orlando and should be completed by July 1, 2000. Their temporary office would be on Sand Lake Road.
- The Utility Notification Center Report reported that there were 368,445 tickets, up 20.63% from the previous year and they had 521 members and 66 associate members. As Brian Dean reported yesterday, efforts were being made to include a dozen non-member cities at that time. The new building in DeBary was having its Grand Opening on May 14 in conjunction with its Annual Meeting. The call center was working to convert their gridding from the Public Lands Survey System grid of ¼ sections to ¼ minute latitude and longitude. The Center was working on a Contingency/Disaster plan to set up procedures to reestablish operational functionality of the center after a disaster. A non-compliance desk had been established to handle reports with Wendy Schaefer being the Non-Compliance and Marketing Specialist. Contractors were being urged to document no-shows, mislocates, and other folks digging in violation of Chapter 556.
- Interest Groups
 - Power – Chaired by current member Art Gilmore discussed MOT, Joint trenching, and the UAM with 20 members in attendance.
 - Telecommunications had 25 in attendance and discussed building code issues, impacts of a potential inside wiring regulation, easements, right-of-way fees by municipalities, and the State's Florida Fiber Network.

- Underground had 22 members in attendance and discussed the One Call Center Grand Opening, new technologies, directional boring of a 24” pipe in Pinellas County, overpricing of JPA utility work.
- Other topics were:
 - Electronic Permitting - LCEC completed the first electronic test permit to FDOT and in May the software would be installed for Lakeland, GTE, and TECO for pilot testing.
 - CADD Transfer – the process was moving slowly.
 - Conference Planning (Chaired by current member Betsy Becker) – established the sites for meetings through Summer 2000 and registration in 1999 was \$20. That computes to \$40 in 2024 dollars, thus meetings have added many other expenses aside from inflation since then!
 - Steering Subcommittee discussed website development to include current agendas, list servers for direct emailing of meeting announcements, requests for speakers and content.
 - The next meeting would be held in July at the Hilton Marco Island Beach Resort.