

APWA

AMERICAN PUBLIC WORKS ASSOCIATION

SACRAMENTO AREA UTILITY COORDINATION MEETING

MEETING MINUTES FOR January 21, 2021

- I. Sign-In Sheet & Introductions
- Due to the current call for social distancing this meeting was held over Webex
 - Report out updates from the Agencies have been sent over email.
 - Safety tip: Wash hands for 20 Seconds or sing “Happy Birthday.”
- II. Project Reports were distributed through email. The following agencies / utility companies provided status updates:
- City of Sacramento – Public Works
 - City of Sacramento - DOU
 - City of Elk Grove
 - County of Sacramento – Drainage and Water
 - County of Sacramento – DOT
 - Regional San and SASD
- III. OLD BUSINESS
None
- IV. NEW BUSINESS
- General discussion:
 - Utilities applying for encroachment permits to relocate and relocating on top of an existing different utility. It is the applicant’s responsibility to ensure they contact the Utility letter list to ensure their design is acceptable.
 - County of Sacramento and City of Elk Grove have written in their code that any owner that wants to install utility must participate in this meeting. Various companies that are invited to this meeting do not attend. How can we get more participation?
 - Can we maintain calling this the APWA coordination meeting?
 - A few members have long term knowledge – while this group is not a paying member of APWA, it has had the long-standing name. The group would like to leave the name due to the longevity of holding it.
 - There is a binder (Manolo thinks it is at the County) that may hold some answers.
 - The group would still like to get together to continue communication between Agency’s and Utilities.
 - Discuss project lists provided by utilities:
 - Concerns on the large number of projects utility companies coordinate.
 - Concerns on the possibility of giving competitor companies advanced information.

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- Can we have a sub committee to create what information we would like from the Utility companies?
 - Discuss annual Encroachment Permits vs. project specific Encroachment Permits –
 - County and City of Sacramento hold their own coordination meetings currently. City of Elk Grove to discuss on their own.
 - Discuss the format and frequency of APWA meeting:
 - Group is open to options after COVID.
 - Possible changing location of each meeting.
 - Possible every other meeting in person verses virtual.
 - Currently we will hold virtual meetings and continue to share projects through email.

V. ADJOURNMENT

- The next meeting will be held on Thursday, March 18, 2021, at 2:00 PM virtual:

Join Skype Meeting

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- The meeting was adjourned at approximately 3:17 pm.

Minutes prepared by:

Amber Castle-Keane

City of Sacramento, Department of Public Works

Attachments:

1. Project Reports