AGENDA

 Quarterly Utility Coordination Meeting

 Wednesday, November 24, 2021 – 10:00 A.M. - 11:00 A.M.

City of Lake Forest – Virtual Meeting

1. Introductions:
2. <https://lakeforestca.gov/554/Budgets-and-Financial-Statements>
	1. Towards the bottom of the page under the Capital Improvements Project Budget title there is a couple of links for the CIP plans, this lists all the City’s projects. Please download for your reference.
3. <https://lakeforestca.gov/254/Capital-Improvement-Projects>
	1. At the bottom of the left pane there is a Quarterly Utility Meeting link where you can download all the referenced exhibits.
4. Record Request Contacts
	1. Please provide updated contact information for your company
5. City Projects (Taylor Abernathy)
6. Bake Parkway Trabuco/ Irvine (Ultimate)
	* Current Status – 95% Design; Working with Irvine on a co-op agreement and sent SCE Transmission a letter requesting relocation of 3 transmission lines and a vault Feb 2021; Construction TBD
	* Provide Utility’s Plans - Done
7. El Toro Road and Portola/ Santa Margarita
	* Current Status – 95% Design, Working with County for R/W by early 2022; Construction first half of 2022
	* Provide Utility’s Plans
8. 7 Year Street Overlay / Slurry Program -

Next Slurry Seal Zones:

* + Zone C (FY 2019-20); Completed
	+ Zone G (FY 2020-21): Completed
	+ Zone F (FY 2021-22): Upcoming
1. 7 Year Street Overlay / Slurry Program -
	* Resurfacing Project Locations:
		1. Glenn Ranch Road from Portola to El Toro – Under construction
2. Muirlands/Los Alisos Dual Lefts All legs
	* RFP out for proposals
3. Jeronimo/El Toro Realignment
	* In Design 95% PS&E
	* Provided to utility companies – 2nd Notice Forthcoming
4. Protective Permissive Signals
	* Procuring Materials
	* Construction anticipated in Jan. 2022
5. El Toro Park CDBG Improvements
6. “FINAL” 2021-2028 CIP Plan
	* Widening of Southbound Jeronimo at Lake Forest
		1. RFP out for proposals
	* Second E/B left turn Lane on Bake Pkwy at Jeronimo
		1. RFP out for proposals
	* Widening/Realignment of Jeronimo at El Toro
		1. RFP out for proposals
	* El Toro Raised Median from Jeronimo to Trabuco
		1. RFP out for proposals
	* Neighborhood Park Renovations
		1. Darrin, Montbury, and Pebble Creek – Bids open 12/15
			1. In Construction
		2. Vintage and Sundowner
			1. Send to Utility Companies
		3. Regency, Rancho Serrano, and Borrego Overlook
			1. Send to Utility Companies
	* Bake and Baffin Bay Street Improvements
		+ 1. RFP out for proposals
	* Bake and Toledo Street Improvements
		+ 1. RFP out for proposals
7. Development Activity in Lake Forest (Doug Erdman)
	1. Portola Center (930 total homes)
	* Northeast – (The Oaks) – Grading in Phase 2A ongoing (adjacent to GRR toward El Toro Rd)
	* South – (Iron Ridge) - Home building
	* South – (Mixed Use/Sr. Affordable) – Site Improvements and Building construction
	1. Serrano Summit – Home Building
	2. Teresina – Home building
	3. Toll Brothers (The Meadows)– Rough Grading ongoing, underground infrastructure ongoning
8. Blanket/Annual Permits (Doug Erdman) The City still requires notification if you are doing work, even if it is under the blank or annual permits.
	1. Notification Forms
	2. 24-hour minimum notice required
	3. Job tracking not provided
	4. Additional Deposits Required, I believe we are up-to-date
9. Encroachment Permits
	1. Please identify the number of days required to do the work including the restoration work
	2. Please make sure to identify nightwork on the applications
	3. If something changes after EP approval you will need to revise EP
10. Traffic Control Requirements related to Encroachment Permits
	1. Use of WATCH Manual*,* Joint Utilities Manual, or CATTCH requires submitting location map and plan number(s) to be used
	2. Include exhibit pages with the application for record purposes
11. Sidewalk Inspection / Utility Lids (Matt Reagan)
	1. Damaged utility lids identified in sidewalk hazard inspection.

Public Works Inspector to coordinate with utilities on replacements

1. Pavement Moratorium -
	1. City’s Pavement Moratorium is included in all Encroachment Permits
	2. A list of streets that are under moratorium are:
	* Slurry Seals (3-years from date listed)
2. Zone B (4/2019),
3. Zone C, (8/2021), and
4. Zone G, (8/2021)
	* Arterial Streets (5-years from date listed)
5. Alton Parkway (Portola to Rancho South) (8/2017)
6. Portola Parkway (Alton to El Toro Road) (7/2017)
7. Trabuco Rd (Lake Forest to Peachwood) (4/2019)
8. Saddleback Rd (Millwood to Glenn Ranch Rd) (2/2020)
9. Dimension Rd from Bake to Lake Forest (5/2020)
10. Civic Center Rd from Commercentre to IRWD facility (5/2020)
11. Portola under SR-241 (Caltrans R/W) (5/2020)
12. Toledo from Bake to El Toro (8/2020)
13. Serrano from Toledo to El Toro (8/2020)
14. Ridge Route from Trabuco to dead-end at I-5 (8/2020)
15. Glenn Ranch Rd from Portola to El Toro, forthcoming 2022
16. Status reports on projects from utility companies; new projects/project updates

	1. **AT&T –**
	2. **COX Communications –**
	3. **El Toro Water District –**
	4. **Irvine Ranch Water District –**
	5. **Southern California Gas Company –**
	6. **Southern Calif. Edison Company –**
	7. **Trabuco Canyon Water District –**
17. Next Meeting (2/23/2022 at 10:00 a.m.)