

# Construction Utility Coordination Meeting Minutes

Project Name:

Meeting Date:

Location:

Time:

Facilitator:

## Attendees

Name	Company/Organization	Email	Phone

## Agenda

- 1.
- 2.
- 3.

## Discussion Points

- 1.
- 2.
- 3.

## Action Items

Action Item	Responsible Party	Due Date	Status

## Next Meeting

Date:

Time:

Location: