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| **PROJECT:** | Cordova Rd between SH 46 and SH 123Seguin, TX | **MEETING DATE:**  | December 5, 2023 |
| **MEETING LOCATION:** | Virtual – Teams | **MEETING TIME:** | 11AM – 12PM |
| **PURPOSE OF MEETING:** | GVEC Conflict One-on-One |
| **ATTENDEES:** | Steven Tate – Pape-DawsonErica Keltner - Pape-DawsonDavid Wilder - Pape-DawsonPablo Martinez – City of SeguinTravis Engler Et al - GVECClayton Hines - GVECMatthew Allen - GVEC |  |
| **FROM:** | Steven Tate, P. E., CFM | **PROJECT NO.:** | 1277500 |
| **cc:** | Attendees, File |

**DISCUSSION:**

Below is an outline of the discussion and direction for the project listed above. ***Action items and/or question responses are shown in the bold and italic format.***

* Project Schedule
	+ 60% PS&E: 11/2023
	+ 90% PS&E: 3/2024
	+ 100% PS&E: 7/2025
	+ Letting Date: 11/2025

Conflict discussion:

* Pape-Dawson went over the project schedule.
	+ There is a public meeting held by the City on Thursday, December 7, 2024, that GVEC is welcome to attend.
	+ The timeframe between 90% PS&E and 100% PS&E is intended for ROW acquisition and utility adjustment.
* GVEC stated the biggest conflict on the western side of the project is the realignment of the overhead electric (OHE) lines. GVEC also stated that ROW acquisition and drainage improvement will dictate the design of the realignment. Once the main overhead realignment is determined, the smaller conflicts such as specific poles and clearances, can be determined.
* Pape-Dawson asked if GVEC is looking to relocate all poles or potentially leave some in place where possible.
	+ GVEC will entertain the idea of leaving certain poles in place but cannot confirm without an overhead design plan.
* ***GVEC requested the current KMZ, roadway plans, and cross-sections. Pape-Dawson to provide the documents.***
* Underground Facilities
	+ Pape-Dawson stated the vault at SH 123 is in direct conflict with the proposed pavement.
	+ GVEC confirmed this is a high priority. Pape-Dawson stated the 3 phase UGE (underground electric) and UGT (underground telecommunication) was previously discussed as being 7’ to 8’ below existing grade. SUE electronic depths found the lines approximately 4.5’ to 8’. Since electronic depths are not design grade, the depths of the UGE and UGT may need to be confirmed.
* Easement relocation
	+ Pape-Dawson stated the proposed roadway design will cross over easements and asked about GVEC’s current plan. Would GVEC consider an easement to ROW relocation or if GVEC prefers an easement-to-easement relocation?
		- GVEC stated a preference for easement-to-easement relocation. GVEC also stated that in instances where there is no conflict, but ROW is acquired over GVEC easement, GVEC may seek an agreement similar to TxDOT’s Joint Use Agreement

Timeline

* Design/Permitting Timeline
	+ The following pertains only to UGE lines that are 3 phase:
		- GVEC stated the cable material has a long lead time, but installation time is not as significant. Realignment under SH 123 will require boring, which will take several months to complete. The overall lead time is well over a year not including the construction.
		- GVEC stated the construction process is time sensitive as power demand is dependent on the seasons. The best times and possibly only times for loading requirement purposes are Spring (March to May) and Fall (September to November).
		- GVEC will need time to acquire easements as well.
		- GVEC stated there is an underground fiber optic cable in the same trench as the 3 phase UGE.
	+ Overhead Electric (OHE)
		- Pape-Dawson recognizes relocating the OHE lines require proposed ROW to have been acquired.
		- GVEC stated overhead material lead times are not concerning, but without the OHE design plan, it is hard to determine the actual times. The design could potentially require some engineering and concrete poles with possible 9-to-12-month lead times. The fiber cable also has long lead times.
	+ Pape-Dawson asked if GVEC will be handling design in house or using a consultant.
		- GVEC stated they will use an outside consultant for the design work.
		- Pape-Dawson stated they know GVEC requires a NORA letter to begin design, but asked how long it would take to retain a consultant.
		- GVEC stated once the NORA letter has been received an existing contract with a consultant would be used. If a NORA were received today, the timeline for design is 2024, construction is 2025, and completion time is after 2025.
	+ Pape-Dawson stated the public meeting for the project will be held on 12/7/2023 from 5 PM – 7 PM. After the public meeting and historical research has been completed, NORA letters will be sent out.
	+ GVEC stated they have no substantial issues with the UCM and the layout of GVEC’s existing facilities is approximately accurate.
	+ GVEC stated that the existing subdivisions do not have utility easement dedication like the new subdivisions do. Proposed OHE or UGE placement will have to be worked out with the landowners or subdivision to re-route the power.
	+ GVEC inquired about the future ownership of the excess land at SH 46 and existing Cordova and the land on either side of the substation.
		- Pape-Dawon stated the City of Seguin is trying to maintain the least amount of ROW possible. The land ownership at SH 46 will be worked out with landowners during ROW acquisition and it is uncertain if the land will remain with the City of Seguin or not. The hope is to deed the property back to the landowners.
		- Pape-Dawson stated regarding the substation, the two small triangles of land may be deeded back to landowners, but between the triangles (directly between the Big Red Barn and the substation) will be maintained.
		- The City of Seguin stated they have an agreement with Guadalupe County to maintain those areas between Big Red Barn and the substation.
		- Pape-Dawson stated GVEC needs to document the easement-to-easement requirement mentioned previously and asked if GVEC will involve their real estate team in the project.
			* ***GVEC stated they will discuss it with their real estate team after this meeting and will advise Pape-Dawson***

Questions:

* GVEC reminded Pape-Dawson of overhead joint telecommunication attachments that will affect GVEC’s time frames.
* GVEC inquired if existing underground lines (gas, water, etc.) will require removal or not.
	+ Pape-Dawson stated there will have to be some removal for construction. ***Whether the remaining underground facilities that do not directly conflict will need removed is to be determined and GVEC will be advised.*** GVEC will need to know this to avoid abandoned lines when placing poles.
* GVEC asked if UGE, OHE, and fiber infrastructure reimbursement agreements will be separated.
	+ Pape-Dawson stated it will require the City of Seguin management and utility department input before answering this.
* Pape-Dawson asked if it would be beneficial to have separate agreements for OHE, UGE, and FOC.
	+ GVEC stated yes, they have been separated on other projects.
* GVEC stated they have overhang easements off of the ROW for overhead lines.
	+ Pape-Dawson asked for easement documentation.
	+ GVEC stated it was provided.

***Pape-Dawson will inquire internally about the overhang easement documentation and follow up with GVEC.ACTION ITEMS***

* ***Pape-Dawson to provide KMZ, roadway plans, and cross-sections for the project.***
* ***Pape-Dawson to research overhang easement documents.***
* ***GVEC to discuss project involvement with their real estate team.***
* ***Pape-Dawson to confirm if the remaining underground facilities that do not directly conflict will need to be removed.***

**END OF MEMO**