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| **PROJECT:** | Cordova Rd between SH 46 and SH 123  Seguin, 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-Dawson  Erica Keltner - Pape-Dawson  David Wilder - Pape-Dawson  Pablo Martinez – City of Seguin  Travis Engler - GVEC  Clayton Hines - GVEC  Matthew 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:

* 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
* Pape-Dawon asked if GVEC is looking to relocate all poles or potentially leave some alone where possible
  + GVEC stated they will entertain the idea of leaving certain poles where they are, but without a design plan, they cannot say for certain.
* ***GVEC stated they need the KMZ and cross-sections, which PD stated they will provide.***
* Easement relocation
  + 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 design will cross over easements and asked what GVEC is planning on doing.
  + Pape-Dawon asked if GVEC would consider an easement to ROW transfer or do they prefer easement to easement.
  + GVEC stated they prefer easement to easement. They also stated that in instances where there is no conflict, GVEC may seek a joint use agreement in order to seek reimbursement if there is a need to relocate again.

Timeline

* Design/Permitting Timeline
  + Underground electric (UGE) lines are 3 phase only:
    - GVEC stated material has a long lead time. Installation is not as significant regarding time. Realignment under SH 123 will require boring, which will take several months to complete. The overall lead time is well over a year in addition to the construction.
    - GVEC stated the construction process is time sensitive as it is dependent on the seasons. The best time and only time for loading purpose requirements are Spring (March to May) and Fall (September to November).
    - Pape-Dawson asked if GVEC will need time to acquire ROW.
    - GVEC stated
  + Overhead Electric (OHE)
    - Pape-Dawson stated the project will require acquiring ROW.
    - GVEC stated lead times are not concerning, but without the OHE design plan, it is hard to speak to actual lead times. It could potentially require some engineering and concrete poles. As of right not, it is looking like 9-12 month lead time. Fiber will have the same lead time.
  + Pape-Dawson asked if GVEC will be handling design in house or if they will be hiring a consultant.
    - GVEC stated they will more than likely hire a consultant for the design work.
    - Pape-Dawson stated they know a NORA letter is required, but asked how long it would take to retain a consultant.
    - GVEC stated once the NORA letter has been obtained, relatively quickly. An existing construct with a consultant would be used. The timeline for design is 2024 and construction would take place in 2025 with a completion time after 2025.
  + Pape-Dawson stated the public meeting for the project will be held on 12/9/2023 from 5 PM – 7 PM. After the public meeting historical research has been completed, NORA letters will be sent out.
  + GVEC stated they have no issues with the conflicts and the layout of GVEC’s facilities is accurate. They stated that the existing subdivisions do not have utility easements dedication like the new subdivisions do. Something will have to be worked out with the landowners/subdivision to re-route the power.
  + GVEC asked about what is going to happen to the land at SH 46 at 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. SH 46 will be worked out during ROW acquisition.
    - Pape-Dawson stated regarding SH 46, it is uncertain if triangle will remain with the city or not. The hope is to deed the property back to the land owners.
    - Pape-Dawson stated regarding the substation, the two small triangles may be deeded back to land owners, but between the triangles (directly between the Big Red Barn and the substation) will be maintained through the City of Seguin.
    - 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. Pape-Dawson 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 wil reach out if they are.

Questions:

* GVEC asked about joint attachments that will affect GVEC. Will existing underground lines (gas, water, etc.) require removal or not?
  + Pape-Dawson stated there will have to be some removal for construction. The rest is to be determined and GVEC will be advised at that time.
* GVEC asked if fiber infrastructure and reimbursement agreements will be separated.
  + Pape-Dawson stated it will require the City of Seguin management and utility department input before confirming this.
* Pape-Dawson asked if it would be beneficial to have separate agreements for OHE, UGE, and FOC.
  + GVEC stated yes, they are normally separated into separate projects.
* GVEC stated they have overhang easements for overhead lines off the ROW.
  + Pape-Dawson asked if GVEC has easement documentation for this.
  + GVEC stated they thought this was already sent over.
  + Pape-Dawson stated they will follow up.

***ACTION ITEMS***

* ***Pape-Dawson to provide KMZ and cross-sections for the project.***
* ***Pape-Dawson to research overhang easement docum***

**END OF MEMO**