



MEETING MEMO

PROJECT: Cordova Rd between SH 46 and SH 123 Seguin, TX **MEETING DATE:** October 31, 2023

MEETING LOCATION: Virtual – Teams **MEETING TIME:** 1PM – 2PM

PURPOSE OF MEETING: Springs Hill and Pape-Dawson one on one utility coordination meeting

ATTENDEES: Deepa Elter – Pape-Dawson
Steven Tate – Pape-Dawson
Erica Keltner - Pape-Dawson
David Wilder - Pape-Dawson
Devan Montoya – Springs Hill
Mike Gonzalez – Springs Hill
Jill Tarski – Malone & Wheeler

FROM: Deepa Elter **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

Pape-Dawson asked if Springs Hill had offset or depth information for their water lines.

- Springs Hill stated facilities east of Huber Rd are 30”-36” below existing grade.
 - Lines at Guadalupe Heights, on the north side of Cordova Rd, may be deeper.
- Crossing east of Huber are 4’ – 5’ deep.
 - Springs Hill stated the 8” water line crossings going into Swenson Heights are 4’-5’ deep.

- Crossings west of Huber are 30" – 36" deep.
- Pape-Dawson mentioned per the TAC code, depth must be at minimum 48" deep for parallel water lines and 5' deep for water line crossings.
- Springs Hill stated that the 4" water lines along the south side of Cordova are 12'-15' offset from the edge of pavement.
- Springs Hill stated that the north side has a 4", 8", and 16" water line.
 - The 4" line is 12' offset from the edge of pavement.
 - The 8" line is 2' offset from the 4" line.
 - The 16" line is 2' offset from the 8" line.
- Springs Hill confirmed that lines on Cordova Rd between SH 46 and SH 123 are active.
 - From east of Huber Rd to Swenson Heights, the 8" and 16" water lines are active.
- Pape-Dawson asked if it would be possible to consolidate facilities into one water line as opposed to relocating all existing lines.
 - Springs Hill stated there are a lot of people involved in that decision and could not say at this time.

Easement Compensability

- Pape-Dawson stated easement documentation were not received for properties from STA 112+00 to STA 186+70.
- Springs Hill stated from SH 46 to Tiger Sports, the water line is thought to be in City of Seguin ROW.
- Pape-Dawson mentioned that any sections with easement documentation showing that Springs Hill paid for the easement are eligible for compensability whereas sections that do not, are not eligible.
- Springs Hill stated they will have to look into additional documentation. They also stated they did not have a contract with Cordova Trails developer for putting facilities in a dedicated easement.

Update on transfer of ownership

- Springs Hill stated the process will be conducted in phases with the first section being the area around the Summit, east of Huber Rd.
- They have met with the City of Seguin and set a date but cannot release the date until they have spoken with property owners. They should be releasing the date by 11/9/2023 and will advise Pape-Dawson by email.
- Pape-Dawson asked that requested easement documents be submitted before then so that the files can be updated prior to the transfer.

ACTION ITEMS

- ***Pape-Dawson to follow-up by email from Springs Hill regarding status of easement documents on November 6, 2023.***
- ***SHWSC to provide easement documentation for properties within STA 112+00 and 186+70 before November 9, 2023.***
- ***SHWSC to provide ownership transfer date for first phase by November 9, 2023.***

END OF MEMO

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