



SAWS Web Portal Focus Group

Wednesday, January 17th, 2018

2:00 P.M.

Attendees:

Name	Company	Phone	Email
Brad Slott	Pape-Dawson	(210) 375-9000	bslott@pape-dawson.com
Taylor Dreiss	Pape-Dawson	(210) 375-9000	tdreiss@pape-dawson.com
Kara Heasley	Jones Carter	(210) 494-5511	kheasley@jonescarter.com
Livier Corona	Civil Engineering Consultants	(210) 641-9994	licorona@cectexas.com
Aaron Parenila	Kimley-Horn	(210) 321-3411	aaron.parenila@kimley-horn.com
Tim Pruski	Bella Vista Homes	(210) 496-2668	tpruski@bellavistahomes.com

Name	SAWS Department	Phone	Email
Tracey Lehmann	Development Engineering	(210) 233-3492	tracey.lehmann@saws.org
Brad Regnier	Development Engineering	(210) 233-2373	bradford.regnier@saws.org
Margarita Hubbard	Information Systems	(210) 233-3710	margarita.hubbard@saws.org
David Garcia	Development Engineering	(210) 233-3288	david.garcia2@saws.org
Patrick Middleton	Development Engineering	(210) 233-3286	patrick.middleton@saws.org
Timothy Ybarra	Master Planning/USA	(210) 233-3062	timothy.ybarraj@saws.org
Fernando Coronado	Applications Support	(210) 233-3708	fernando.coronado@saws.org

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Name	SAWS Department	Phone	Email
Jacquelyn Heslip	ERSS	(210) 233-4911	jacquelyn.heslip@saws.org
Patrick Etuk	Master Planning	(210) 233-3579	patrick.etuk@saws.org
James Gegenheimer	Master Planning	(210) 233-3751	james.gegenheimer@saws.org
Dominick Calderazzo	Application Services	(210) 233-3707	dominick.calderazzo@saws.org

Meeting Notes

Tracey Lehmann, Interim Development Director, and Brad Regnier, Counter Services Supervisor, delivered a presentation and demonstration of the SAWS Development Engineering Web Portal. Tracey Lehmann began with the goals of the focus group, the processes affected, and a general progress report on the portal. Following this was a recap of what features were initially requested by participants of the focus group, and what SAWS staff were able to implement in this phase of development. Brad Regnier provided a demonstration by working through a sample Counter Permit. The full presentation can be viewed [on the SAWS website](#).

SAWS intends to have the web portal available for the focus group to begin their testing of the system on February 1st. A link will be emailed out to the participants at that time. The focus group was asked to have all comments submitted via email to sawspermits@saws.org by February 23rd. It was the consensus of the group to hold a final meeting on February 14th to discuss any issues before the final comments are taken on February 23rd.

Web Portal Timeline

- February 1st, 2018 – Begin focus group testing of Development Engineering Web Portal.
- February 14th, 2018 – Final focus group meeting.
- February 23rd, 2018 – Final comments for Phase 1 testing.
- March 21st, 2018 – Web portal goes live.
- March 26th, 2018 – Training sessions become available for end users.