

**GREATER AUSTIN AREA TELECOMMUNICATIONS
NETWORK (GAATN)
INTERLOCAL AGENCY**

**1111 West 6th Street
Austin, Texas 78703-5399**

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
MEETING HELD February 4, 2002**

Agenda Item No. 1:

The meeting was called to order by Chairman Patrick Jordan at approximately 1:32 p.m.

The following Board members announced as present:

George Mirick (alt.), on behalf of the University of Texas
Steve Zoromsky, on behalf of the Lower Colorado River Authority
Tom Lott (alt.), on behalf of the Lower Colorado River Authority
Patrick Jordan, on behalf of the City of Austin
Martha Riekenberg, on behalf of the City of Austin
John Kohlmorgan, on behalf of Austin Independent School District
Walter LaGrone, on behalf of Travis County
Dave Kelly, on behalf of Department of Information Resources
Frederick Harris, on behalf of Austin Independent School District

GAATN Personnel present:

Ronald Roberts, Project Coordinator
Ashley Caron, Project Manager

Agenda Item No. 2:

Citizen Communication

John Kohlmorgan brought Franks Hinds from AISD to sit in again. Also, AISD's new Director of Network Systems and Support Manager, Frederick Harris presented his letter of appointment to the Board. Patrick welcomed them all. There being no citizens present he moved on to the next agenda item.

Agenda Item No. 3:

Approval of January 7th, 2002 Board Minutes

There were no corrections to the minutes Steve moved to accept them with a second from Walter LaGrone; the motion passed unanimously.

Agenda Item No. 4:

Hear report and discuss/consider Board Chairman Update.

Chairman Jordan shared that Ron had received the check from SWBell concerning the damage at Manchaca. Patrick noted that payment was possible due to diligence and effective fact gathering by the Maintenance Contractor and GAATN employees. The money was delivered to AISD. He went on to share that he had met with Mexican Delegates this week as Chairman to talk with them about GAATN. This meeting, set up by the State Department, went well.

Agenda Item No. 5:

Revisit/Adopt changes to Network Rights

Martha began the discussion by explaining that some of the changes sent last minute by UT did not get in to last months report. The extra time did allow for the Maintenance Contractor to finish looking the network rights over and that information was also incorporated into the changes. Patrick asked what change UT had sent, he was told it was PP2, a node site for UT and COA on SRN. Martha shared that the City was doing nothing with the site, just jumped through. She added that with the redo's on the network rights, Heidi's review, and other reviews made this network rights the most accurate view of the Network to date through January 2002. Patrick added that he felt it was extensive review, more so than previous years and illustrated that by noting that some of the deletions and changes were 6 years old. He also stated these were the best numbers and closer to reality than he had seen in some time. He noted the City seemed most

affected, ACC had some changes also but the difference as a whole was a point and a half or so. He advocated adopting the sheet so that the Budget could be discussed today. Walter asked about the concerns that CoCom had shown, was told by Martha that Heidi had simply found some sites that should be removed due to the cable being present. Patrick clarified that the Building entrance cable does not need to be wrecked out, just coiled up. Patrick then asked AISD if they wished to adopt, Fredrick made said motion, seconded by Steve and passed unanimous. Patrick invited more participatory involvement next year and noted that this process started in November to which everyone agreed was plenty of time. Dave asked for a detailed list of changes, was told that this would be done in conjunction with the work station. John asked about getting a historical list of changes, Martha stated that she could go back to 1999 to present only, this was viewed positively by the Board as it would help to illustrate trends in the growth of the GAATN Network.

Agenda Item No. 6:

Discuss/consider Financial Report from AISD

John had no report to hand out, stated they would catch up next Board Meeting.

Agenda Item No. 7:

Hear Report and discuss/consider Technical Subcommittee Update

Tom stated he was not present at the meeting but that Ron had provided meeting notes. He began by mentioning the degradation research to be done on old plant. He shared that Heidi was in search of some original documentation on the reel numbers and where they are placed. Indications are that some Cable may have been bad and he encouraged the Board to look around at the older paperwork to see if there was something on paper about this. He then mentioned the permitting process which Martha spoke to stating that trenching was getting more and more difficult. There is a need to plan further and further out for trenching, aerial is definitely preferred right now due to permitting and increasing costs. Patrick noted a need to follow this for the budget reasons. John asked about Emergency situations and Martha stated that the permitting department has been arguing about what constitutes an emergency, we could wrap but still have service but GAATN policy is to avoid wrap for any length of time. Patrick shared that he felt, with the Board's permission, that he could talk to some people directly about this issue. He added that public safety was an issue and John added that it was prudent to address these concerns now before an emergency. Patrick commented that with 7 tax based entities depending on this fiber then they need to work with us, he added that he would follow up and give a report at the next meeting.

Tom went on with his report. Squirrel damage again on B1S, Heidi installing metal sheathed fiber because this is an area hit before with animal activity. He asked Ron about Pole attachment Agreement which was handed out at the meeting by Katherine who had done some revisions on it. Ron stated that he had just received the revisions and would bring the document to the Tech Committee. Tom then shared that the group appointed to meet with the legal respondents had done so and chosen Bickerstaff, Heath, Smiley and associates. Katherine noted that the item needed to be posted on the agenda and discussed next meeting. Ron stated he would do this, Patrick added that a vote on the item would automatically show Board approval. Ron stated also that he was putting together a report to AISD on the process and decision making efforts of the Board appointed selection group. This would be for the RFP to legally complete the process and allow for the selection of the appointed firm.

Agenda Item No. 8:

Hear report and discuss/consider Network Manager's Update

Ashley noted that construction was picking up and then commented on the squirrel damage again with emphasis on the 'gopher proof' cable being used. She explained that the metal was internal and hoped that, while they could still chew into the sheath, the metal would protect the fiber. She added that higher gauge strand was to be used to support.

Agenda Item No. 9:

Hear report and discuss/adopt the FY2003 Budget

Patrick noted that since this was the 3rd time to look at this he wanted to go line by line to discuss changes. He began with the increase in the SLA explaining that in January there was 10 months of activity, also that cost of living raises had taken place. He summed the issue by noting the increase was for salaries only and that the City was not looking to cover the training, space, equipment, etc, just the salaries. John asked if the increase was sufficient through 2003, Patrick thanked him for his concern and affirmed that it was sufficient through 2003.

Patrick then went on to legal which remained the same, Consulting fees would also stay the same but added that this money was used elsewhere usually but that it was good to have on hand just in case something needed to be outsourced. Maintenance remained the same as a general 'in case' and noted that last year it was used to cover the increase in cable costs which are again down and expected to be lower this fiscal year. He then noted that there was a \$60,000 decrease in Continuing Contract-CoCom, this was explained by Martha as representing the 4th and 5th renewal monies in the budget. She stated that the contract allowed for up to a 15% increase which had always been included in case it was needed, but there was no increase requested by the Maintenance Contractor. Teardowns remained at same level, Patrick noted that this was a fairly consistent item. The \$1.1 million dollars for capital improvements was actually supported by 'carried over' funds from years past. Unidentified projects went down, as did supplies/cable reorder. One-call fees went up, Insurance is expected to go up but John noted the buffer was good for this item. Fredrick asked about Insurance coverage, was told that Heidi assesses the network worth for the carrier. This then led to discussion on the Holding account, Ashley explained that the account was getting up there and that \$200,000 had been pulled from it for the budget this year-Tom added that it prevented any big increases in budget and shared with Fredrick that a \$400,000 buffer was left in place every year to allow for consistency in budget, the rest went back into use. Patrick noted further that TheNet charges were gone-each entity now paying directly to UT. Patrick then entertained motions on the budget. A motion was made from Fredrick at AISD with a second by Travis County, budget approved unanimously.

Agenda Item No. 10:

Confirm date, time and location for the next regular Board meeting as April 1, 2002 at 1:30 p.m. in room 517 of the Shapiro Building at LCRA on Lake Austin Blvd.

Steve Zoromsky confirmed that next month's meeting will be at LCRA in room 517 of the Shapiro Building.