

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

**MEETING OF THE BOARD OF DIRECTORS**

January 10, 2023 1:30 p.m.

LCRA Service Center at 3505 Montopolis, Austin, Texas 78744

Building A, Room A502/503

Teams Videoconference link provided 72 hours prior to meeting on homepage of [www.gaatn.org](http://www.gaatn.org)

Remote audio-only option for public access: (512) 831-7858, Access Code: 603 347 078#

**MINUTES**

**1. Call to Order and Roll Call**

GAATN Board Chairman Dain Herbat called the meeting to order at 1:30 p.m. The following announced as present at the start of the meeting:

Dain Herbat, on behalf of Travis County (on site)

Jaime Guerra, on behalf of UT-Austin (remote)

Gary Weseman, on behalf of Austin Community College (remote)

Steve Pyle, on behalf of State of Texas DIR (remote)

John Greiner, on behalf of Austin ISD (remote)

Robert Saddler, on behalf of LCRA (remote) – left meeting at 2:30 p.m.

Leslye Conoley, on behalf of City of Austin (remote)

Harold Nall, on behalf of UT-Austin (remote)

Anthony Breckenridge, on behalf of City of Austin (remote)

Bo Kinsey, on behalf of Travis County (remote)

Syd Falk, GAATN attorney (on site)

Frank Ammons, on behalf of GAATN (remote)

Carlos DeMatos, on behalf of GAATN (remote)

Sarah Eichelberger, on behalf of GAATN (remote)

A quorum was established at roll call.

Members of the public/GAATN Contractors:

Marco Espericueta, on behalf of Austin Energy (remote)

Wayne Wedemeyer (remote)

Chris Gonzales, on behalf of BryComm (remote)

Doug Wilson, on behalf of JC Communications (remote)

**2. Citizen Communications:** There were no citizen communications.

**3. Review and Approve the minutes for the regular Board Meeting of December 6, 2022**

Dain Herbat moved to approve the draft minutes as presented; Jaime Guerra seconded the motion and it passed unanimously.

**4. Board Chairperson Update – Discussion and possible action regarding:**

**A. Update on eight Austin Energy (AE) stub poles on San Antonio Street**

Frank reported that management met with AE and City of Austin (COA) Right-of-Way on November 28 regarding the eight stub poles on San Antonio Street. At that meeting, management was told that GAATN could place its own eight poles if approval was granted by the COA Urban Housing and Planning department. Frank said that management received approval from that department last Friday. He said the next step is to work with GAATN's vendors for placing those poles and then bring proposals to the February tech meeting. Dain asked if management has conducted an analysis of any other stub poles in the field that may pose a risk to the network; Frank said management has taken

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that down as an action item to review that information in Bentley. Frank said Oliver from AE is going did an audit of AE's stub poles and is going to share that information with management so they can cross reference with poles that GAATN is on.

**B. Seeking approval for FY24 GAATN Proposed Budget Option 1 or 2**

Sarah reviewed the two budget options that were presented at the December Board meeting. She noted that, as requested at the December Board meeting, she sent members bullet points explaining the need for the increase over the current year's budget. She did not receive any feedback other than the request to set aside money for a luncheon, so that was the only change she made to the budget options presented for approval. John Greiner moved to approve GAATN FY24 Proposed Budget Option 1 in the amount of \$2.4 million and the FY24 Proposed Entity Contributions; Leslye Conoley seconded the motion and it passed unanimously. The approved budget is attached to the end of these minutes.

**C. Request for evaluation subcommittee members for RFPs for GAATN Moves, Adds, and Changes contract, GAATN Bentley Management contract, and RFQ for GAATN Legal Services issued through Austin ISD expected to be issued in January or February 2023**

Sarah reminded the Board members that the RFPs/RFQs for GAATN MAC, Bentley Management, and Legal Services will be issued by AISD around the beginning of February. She asked for volunteers for the evaluation subcommittees. John Greiner, Steve, and Leslye volunteered for the MAC evaluation subcommittee. Steve and Harold volunteered for the Bentley Management evaluation subcommittee. Dain, Gary, and Jaime volunteered for the Legal Services evaluation subcommittee.

**D. Discussion of Capital Metropolitan Transportation Authority's possible interest in joining GAATN, and applicable requirements and conditions**

This item was discussed in executive session under Texas Government Code 551.071 for attorney consultation. Upon reconvening in open session, Dain directed management to set up a meeting with Cap Metro to discuss further.

**E. Property damage claim against JD Abrams/Lone Star Paving for damage to C1N at IH-35 and Rutherford on 9/20/21**

This item was discussed in executive session under Texas Government Code 551.071 for attorney consultation. Upon reconvening in open session, no further discussion was held and no action was taken.

**5. Network Manager's Update**

**A. Project status report**

Frank reviewed the following upcoming and recently completed projects:

- A2N Maintenance Hole relocation at Lamar and Toomey – scheduled to completed 1/19
- SRS Maintenance Hole relocation at Lamar and Toomey –completed 1/4

**B. Job budget report**

Sarah reported that management is tracking 42 jobs totaling \$2.8 million. So far for FY23, five jobs have been completed and GAATN has been invoiced for \$236k. There is \$2.6 million encumbered for the remaining 37 jobs. She noted that if GAATN paid out all of the jobs in this fiscal year, it would have to use \$50k of the unplanned projects fund. She said she does not expect that to happen.

**6. Executive Session:** At 1:59 p.m., Dain Herbat adjourned the GAATN Board for closed session, under Texas Government Code section 551.071, to seek legal advice or to preserve confidentiality as permitted by law (including but not limited to pending, anticipated or contemplated litigation concerning) regarding Agenda Items 4D and 4E.

At 2:50 p.m., Dain Herbat reconvened the GAATN Board in open session. The only agenda items discussed in executive session were 4D and 4E. Any additional discussion held or action taken on items discussed in executive

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session will be noted in the summary for that agenda item.

7. **Update Roll Call:** An updated roll call was taken after reconvening in open session, and all members present at the first roll call were present at the second roll call except Robert Saddler; he left the meeting at 2:30 p.m.
  
8. **Discussion and possible action regarding the financial report and current fiscal year budget issues. (AISD, 10 minutes):**
  - A. **Financial Report**

Sarah reviewed the GAATN overall financial report for the month ending November 30, 2022. As of that date, GAATN had taken in \$888k in revenue and expended \$796k. She asked members to review the 10-page report at their convenience and to email her with any questions.
  
9. **Meeting and Action Items Summary:**

Frank noted the following action items for management from this meeting:

  - Reach out to Cap Metro to set up a meeting to further discuss potential GAATN membership.
  - Review AE GIS data to find stub poles on GAATN network.
  - Request one more volunteer for Bentley Management RFP during Tech meeting.
  - Future Tech meeting agenda item – Existing Unallocated Fiber Acquisition Policy review and review of allocated strands on each ring.
  
10. **Confirm date, time, and location for the next regular Board meeting on February 7, 2023 at 1:00 p.m. at LCRA Service Center 3505 Montopolis Austin, TX and via Video Conference on Microsoft Teams.**

The date, time, and location for the next regular Board meeting were confirmed; the meeting adjourned at 2:54 p.m.

## Greater Austin Area Telecommunications Network (GAATN) FY2024 BUDGET

### GAATN ENTITY NETWORK RIGHTS AND ANNUAL CONTRIBUTIONS APPROVED 01.10.2023

| ENTITY                   | ACCOUNT  | FY24 NETWORK RIGHTS | FY24 ANNUAL CONTRIBUTIONS | FY24 QUARTERLY CONTRIBUTIONS | FY23 ANNUAL APPROVED | FY24-23 ANNUAL VARIANCE |
|--------------------------|----------|---------------------|---------------------------|------------------------------|----------------------|-------------------------|
| AUSTIN ISD               | 5749-000 | 27.91%              | \$669,840                 | \$167,460                    | \$533,140            | \$136,700               |
| CITY OF AUSTIN           | 5749-893 | 20.81%              | \$499,440                 | \$124,860                    | \$397,290            | \$102,150               |
| TRAVIS COUNTY            | 5749-895 | 14.18%              | \$340,320                 | \$85,080                     | \$267,330            | \$72,990                |
| AUSTIN COMMUNITY COLLEGE | 5749-894 | 12.52%              | \$300,480                 | \$75,120                     | \$238,830            | \$61,650                |
| STATE OF TEXAS           | 5749-896 | 10.35%              | \$248,400                 | \$62,100                     | \$197,980            | \$50,420                |
| UNIVERSITY OF TEXAS      | 5749-858 | 9.27%               | \$222,480                 | \$55,620                     | \$170,810            | \$51,670                |
| LCRA                     | 5749-897 | 4.96%               | \$119,040                 | \$29,760                     | \$94,620             | \$24,420                |
|                          |          | <b>100.00%</b>      | <b>\$2,400,000</b>        | <b>\$600,000</b>             | <b>\$1,900,000</b>   | <b>\$500,000</b>        |

### GAATN FY2024 BUDGET APPROVED 01.10.2023

| CATEGORY                         | ACCOUNT | FY24 APPROVED      | FY23 APPROVED      | FY24-23 VARIANCE | FY22 ACTUAL        |
|----------------------------------|---------|--------------------|--------------------|------------------|--------------------|
| Dues - Pole Attachment/Easements | 6269    | \$30,000           | \$30,000           | \$0              | \$15,816           |
| Insurance                        | 6429    | \$100,000          | \$75,000           | \$25,000         | \$66,790           |
| Legal                            | 6211    | \$72,000           | \$60,000           | \$12,000         | \$34,168           |
| Maintenance - Bentley Mgmt       | 6249    | \$50,000           | \$42,000           | \$8,000          | \$35,560           |
| Maintenance (Bry, Backup NOCC)   | 6249    | \$260,000          | \$303,000          | (\$43,000)       | \$252,009          |
| Moves, Adds and Changes FIBER    | 6319    | \$150,000          | \$100,000          | \$50,000         | \$64,304           |
| Moves, Adds and Changes LABOR    | 6249    | \$950,000          | \$585,000          | \$365,000        | \$619,143          |
| Network Management SLA           | 6298    | \$457,000          | \$450,000          | \$7,000          | \$443,000          |
| Notification & Locate Services   | 6499    | \$324,000          | \$250,000          | \$74,000         | \$297,090          |
| RFP Advertisement                | 6399    | \$2,000            | \$2,000            | \$0              | \$0                |
| Software Licenses (Bentley/O365) | 6397    | \$4,000            | \$3,000            | \$1,000          | \$2,533            |
| Food/Refreshments                | 6497    | \$1,000            | \$0                | \$1,000          | \$0                |
|                                  |         | <b>\$2,400,000</b> | <b>\$1,900,000</b> | <b>\$500,000</b> | <b>\$1,830,413</b> |