GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN) INTERLOCAL AGENCY

MEETING OF THE BOARD OF DIRECTORS
October 5, 2021 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

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:
   John Kohlmorgan, on behalf of Austin ISD (remote)
   Dain Herbat, on behalf of Travis County (on site)
   Gary Weseman, on behalf of Austin Community College (remote)
   Steve Pyle, on behalf of State of Texas DIR (remote)
   Robert Saddler, on behalf of LCRA (remote)
   Jaime Guerra, on behalf of UT-Austin (remote)
   Harold Nall, on behalf of UT-Austin (remote)
   Frank Ammons, on behalf of GAATN (remote)
   Sarah Eichelberger, on behalf of GAATN (remote)
   Carlos DeMatos, on behalf of GAATN (remote)
   Syd Falk, GAATN outside general counsel (on site)
   A quorum was established at roll call.
   Ruben Reyes, on behalf of City of Austin (remote) – joined at 1:34 p.m.
   GAATN Contractors:
   Chris Gonzales, on behalf of BryComm (remote)

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

3. **Review and Approve the minutes for the regular Board Meeting of September 7, 2021**
   Gary Weseman moved to approve the draft minutes as presented; Steve Pyle seconded the motion and it passed unanimously.

4. **Consent Agenda Items – Items recommended for approval at the September 21, 2021 Technical Subcommittee Meeting and operational contract renewals**
   Gary Weseman moved to approve Consent Agenda Item 4A; Jaime Guerra seconded the motion and it passed unanimously.
   A. **Seeking approval for third of four possible one-year renewals of GAATN Underground Locate Services (AISD 19RFP031) with USIC, LLC for the term of January 27, 2022 through January 26, 2023 with a per locate rate of $25**
      APPROVED ON CONSENT.

5. **Board Chairperson Update – Discussion and possible action regarding:**
   A. **Seeking approval for A2N Palm Park relocation overhead and underground developer-funded project at no cost to GAATN**
      Jaime noted that this was not recommended by the Technical Subcommittee because members were not pleased with the proposed routing. Frank said there will not be any new routing, but management and legal are working on a license agreement that will ensure protection of the

new infrastructure. Syd is currently editing the draft license agreement and should have it completed for Public Works/City attorney review by the end of the week. Frank said the aerial pole line that runs through Palm Park will be removed and all aerial lines will be relocated underground; the City has already built a duct bank for the re-route. He said the only two choices GAATN has is either to work with the City to re-route the cable underground as proposed at no cost to GAATN, or for GAATN to find its own route around the park at GAATN's cost. Dain asked if this could go to the next Tech meeting to review both options and then be approved at the November Board meeting; Frank said he thought that would be acceptable for the City's timeline.

B. Seeking approval for 2022 GAATN Meeting Dates

Gary Weseman moved to approve the 2022 GAATN meeting dates as presented; Steve Pyle seconded the motion and it passed unanimously.

C. Discussion of MOU and SLA for GAATN Backup NOCC maintenance and operations

Frank sent out the draft MOU to GAATN members last week for review. He said the MOU is an internal City of Austin (COA) document between CTM Data Center Operations (DCO), CTM GAATN (network management) and the Austin Convention Center (ACC). The MOU outlines roles and responsibilities concerning the GAATN Backup NOCC including maintenance and notifications of work that will affect access. Frank said that management has engaged Syd to edit the draft agreement between GAATN and COA CTM DCO for the maintenance of the backup NOCC. This agreement may take the form of a service level agreement (SLA) which will explain in detail the services that will be performed by CTM DCO or their contractor, and how GAATN will pay for those services. Frank discussed possible options for paying annually or quarterly as well as having a minimum amount of money on hand at CTM DCO in a GAATN backup NOCC fund in case the need for emergency maintenance arises. Steve asked about the technical specifics such as who would monitor generator alarms and change the batteries on the UPSes. Dain asked Steve and the other members to brainstorm those kinds of technical specifics that should be in the SLA and send those to network management prior to the next Technical meeting on October 19. Dain asked about the ILA for the Backup NOCC and if the SLA would be part of the ILA; Syd said it would most likely be a separate document because it is pretty simple and it's projected to cost under $10k annually. John said that the charter of GAATN was that all entities pitched in for the greater good of GAATN, and he noted that AISD did not charge for those types of services when it hosted the NOCC for 25 years. Dain asked about the contract terms of the DCO contractor and whether the cost will go up after a certain amount of time and if GAATN would have a say when the next contractor is chosen. Frank said he would inquire about that with DCO. Dain asked for management to bring this agreement as an agenda item to the next Tech meeting to further discuss the maintenance technical details. Frank said management will continue working with Syd, the City attorney and Public Works for the license agreement.

D. Property damage claim for damage to C1N at IH-35 and Rutherford

Frank reported that this damage occurred on 9/20/21 when a TxDOT subcontractor tore down GAATN fiber while working on the IH-35/Hwy 183 project. The subcontractor has already filed a claim with their insurance and management will work with their adjuster to get the claim paid once the maintenance contractor is able to provide a cost for the permanent repair. The cost of the temporary repair was $31,487.25 because it involved a highway crossing; the temporary repair was completed on 9/22/21.

E. Property damage claim against Asplundh for damage to C1N at Willamette Drive

Syd reported that Asplundh has agreed to the settlement amount proposed by GAATN and the attorneys for both parties have agreed on the release language. Dain Herbat moved to accept the settlement offer by Asplundh and agreed upon release and to authorize the GAATN Board

Chair to execute the release; John Kohlmorgan seconded the motion and it passed unanimously.

6. **Network Manager's Update**
   A. **GAATN Backup NOCC status update**
   Frank said the backup NOCC is almost completely finished on the construction side and management is working on a few things such as getting the card reader and some cameras installed as well as working with ACC on the monthly utility billing that is called out in the ILA. ACC has said verbally that they will only bill for electrical. Frank expects that GAATN will receive a refund of approximately $347k.
   B. **Project status report**
   Carlos reviewed the following upcoming and recently completed projects:
   - A1N Segments 5 and 6 – repairs of splices and re-testing – completed 10/5
   - C2S temporary repair at West Gate and Jones Road (transformer fire caused by bird landing) – completed 9/27
   - C1N temporary repair at IH35 and Rutherford (damage caused by TxDOT subcontractor) – completed 9/22
   - UT A1N conduit installation for Block 164 project – completed 10/1
   - UT A1N node decommissioning 3200 Red River – completed 9/28
   - AISD C1S Menchaca Elementary node repair – completed 9/21
   C. **Job budget report**
   Sarah reported that management is tracking 26 jobs totaling $1.36 million. For FY22, seven jobs totaling $546k have been approved; the FY22 MAC budget is $653k. So far this fiscal year, GAATN has recovered $166k for damages and reimbursements for projects.

7. **Executive Session:** There was no executive session.

8. **Update Roll Call (only if executive session called)**: There was no updated roll call.

9. **Discussion and possible action regarding the financial report and current fiscal year budget issues. (AISD):**
   A. **Financial Report**
   John reviewed the financial report for the month ending August 31, 2021. He noted the increase in the emergency set aside to $2.1 million and the decrease in the fund balance to $1.1 million due to the funding of the backup NOCC. He asked members to review and send him any questions they may have.

10. **Meeting and Action Items Summary:**
   Frank reviewed the following action items from this meeting:
   - Call out of specific maintenance needs for SLA
   - Contractual terms for data center maintenance for backup NOCC (will cost go up once their term is over, does GAATN have a say in the contractor)

11. **Confirm date, time, and location for the next regular Board meeting on November 9, 2021 at 1:30 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 2:28 p.m.