

**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 January 8, 2001

Agenda Item No. 1:

The meeting was called to order by Chairman Bill Bard at approximately 1:34 p.m.

The following Board members announced as present:

Bill Bard, on behalf of the University of Texas
Wayne Wedemeyer (alt.), on behalf of the University of Texas
Dave Kelly, on behalf of the State of Texas, General Services Commission
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
John Kohlmorgan (alt.), on behalf of Austin Independent School District
Martha Riekenberg (alt.) on behalf of the City of Austin

Agenda Item No. 2:

Citizen Communication

Chairman Bard asked if there were any citizen communications. There were no citizens present.

Agenda Item No. 3:

Executive Session

After speaking with GAATN Counsel before the meeting, Chairman Bard noted that there was no need to enter into executive session.

Agenda Item No. 4:

Approval of December 4, 2000 Board Minutes

There was a minor correction of the minutes on page 3: 'GAATN uses a custom cable:' where the 'c' had been left off of cable. There being no other changes, Patrick Jordan moved to accept the December 4th Board minutes. This was seconded by Steve Zoromsky and approved unanimously.

Agenda Item No. 5:

Hear report and discuss/consider Board Chairman Update.

Chairman Bard asked if there had been any more contact or discussion concerning the Texas Utilities/Round Rock interest in the GAATN Network. This had previously been discussed with the Board and Chairman Bard wanted to see if there were additional developments. Martha Riekenberg noted that the City of Austin had talked with TXU but not Round Rock and that the attorneys at the City of Austin were looking at drafts of a possible pole contact agreement. She said that the issues that precluded it from going through were the high restrictions on use placed in the agreement by TXU. Patrick Jordan further added that the cost for each pole attachment was very high at \$50 a pole. Martha explained that the City's Martin Hill Water Plant and the Round Rock School District would both like GAATN access but that the cost of attaching to the 30-40 poles needed plus the restrictions required by TXU were making it look unfeasible at this time. She also said that the City of Austin had initiated contact on behalf of GAATN originally. At that time, TXU was reluctant to even consider an arrangement because of the unique nature of GAATN.

Eventually, TXU came back with the restrictive proposal that COA was currently trying to modify. No opportunity to host the Round Rock Bandwidth has been discussed at the Board level.

Patrick added that he pursued the TXU issue at first from GAATN's perspective and then had considered it from the City of Austin only standpoint. Chairman Bard commented that TXU seemed excited about connecting to GAATN as an additional service for their customers--he then added that he would like to know about any new developments on the issue.

Agenda Item No. 6:

Hear report and discuss/consider financial report and budget issues.

John Kohlmorgan began by noting that very little had changed since last month's meeting. Martha stated that she had been in contact with Debbie and that the fund transfer authorized last month had gotten slightly more complicated. John stated that AISD, as the Financial Manager, needed to transfer \$150,000 from fund maintenance--the holding account, to Account 6319 to pay for the cable purchases discussed in December. Martha noted that the December Board meeting had approved the purchase of new cable but that that action did not fix the current cable account shortage caused by the after September 1 posting of a pre-September cable transaction. The \$120,000 for this cable order should have been paid out of last fiscal year funding. However, AISD closed the books on FY 2000 as of August 31st, rolling all unexpended funds into the holding account. When billing showed up later in September on the cable order, AISD used "new" funds to pay it, thereby reducing the fund balance in the CY cable reorder account to \$30,000. Now, GAATN needs to authorize AISD to transfer money out of the holding account to make whole the CY cable reorder account. Chairman Bard asked for more clarification at which time he was shown the \$551k balance on the first page of the AISD financial management report. John explained that "leftover" funds went into a holding account that was not touched on a day-to-day basis. Martha then noted that Debbie Opdahl (AISD) had asked for a document showing this to be the will and decision of the Board in order to facilitate this transfer, suggesting that the minutes be expedited. In lieu of this, the City of Austin, as Service Provider, had drafted a memo authorizing the transaction and ready for the Chairman to sign. This memo was then passed out and viewed by all participants. There being no further comments, a motion was made by Patrick Jordan to instruct the Fiscal Agent to move funds from the holding account to 6319 to pay for cable. Seconded by Steve Zoromsky and approved unanimously. Chairman Bard asked if there were other comments about the Financial Report. John noted that Travis County was still working on their payments to GAATN but that he was unsure where the issue stood at present.

Agenda Item No. 7:

Hear Report and discuss/consider Technical Subcommittee Update.

Tom Lott reported that the Technical Committee had discussed future space requirements at Treaty Oak per request of the Board in the December meeting. He then noted that the City of Austin, as Service Provider, had provided the Technical Committee with a document expanding and clarifying their tasks under the SLA that would serve as a good starting point for further discussions. Tom then handed out a proposed maintenance policy procedure modification that the Technical Committee had been asked to investigate. This included an analysis of the 'fruit salad' issue, i.e., the use of varied cable sizes and types in the network and its consequences. Feedback from the maintenance contractor concerning the quality and compatibility of the new cable type has been unequivocally positive. Tom interjected the recommendation from the Technical Committee to increase the maintenance inventory reorder trigger from 20,000 ft to 40,000 ft and to make two medium size purchases of cable per year because of the tightness in the current cable market. These procedure changes required Board approval. Patrick Jordan asked how the Superior Essex fiber compared to the Siecor fiber and was told that it was very compatible. Per the Maintenance Contractor, Superior Essex fiber was actually better than the Siecor fiber. The change in fiber brand is being forced by the 'no-bid for at least a year' rendered by Siecor on GAATN's last reorder attempt. Chairman Bard had concerns that this approval would impact the budget. Martha commented that the impact and timing for the budget will be on next year's budget and should not affect this year's. She expanded this thought to explain that the increases to the budget are largely due to the increase in supply costs and that this was likely to continue for the next several years. Chairman Bard queried Tom as to how to make the motion and whether the motion needed to include a bi-yearly cable order. Tom said he didn't think it needed to be that specific. Patrick noted that the request was consistent with our use of around 4,000 ft of cable a month. Chairman Bard asked what the Maintenance Contractor did with that cable that was 'wrecked out' and was told by Martha that they reuse it whenever possible. He inquired if short sections might be available for sale to the participants. Martha replied with probably, noting that the Maintenance Contractor sometimes had to deal with space problems due to accumulated partial reels.

Chairman Bard then directed that the Board articulate the necessary changes recommended from the Technical Committee: the need for an increase in the on-hand cable inventory from 20,000 ft to 40,000 ft and also to increase the standard cable size from 114 to 144 strand fiber when necessary. This action was so moved by Steve Zoromsky and seconded by Dave Kelly. It carried unanimously.

Tom then asked Ron Roberts for an update on the transition from One Call to TESS. Ron stated that he had been in contact with TESS and all was set to go on membership. In fact, this should be accomplished in the next two weeks. The transition includes an update of their database and some paperwork. The previous concern about having to solicit bids is unfounded since TESS is a membership. Once membership is established with TESS, a letter will be generated to LoneStar to terminate their services. It will take 6 months to complete the withdrawal from LoneStar, so for that period, GAATN will have dual one call center coverage. Patrick Jordan noted that the move would result in a savings to GAATN since the City of Austin already has its various departments under the TESS umbrella and GAATN will add to that arrangement. This means that the cost of all locate tickets generated will be equally split among the departments of the City of Austin and GAATN based on their respective locations in the grid. Ron explained that if the City's departments are collocated in the same grid as GAATN and a ticket is received, then the cost of that ticket will be split among all present in the grid.

Tom went on to explain that the damage claim procedures will be discussed at the next Technical Meeting and will be brought to the Board in February or March. Tom then asked Ron to update the Board concerning the SM&P contract. SM&P currently handles GAATN's cable locates. Ron explained that he had a draft contract ready to bring to the Technical Meeting on the 17th after which it would go to the GAATN Attorney for review. The goal is to have it complete for the Board meeting in February. Tom then went on to update on-going projects. He reported the Texas History Museum was set for the end of January, that Intel does not want to discuss joint trench with us at this time, and that a repair resulting from a gunshot soon after midnight on January 1st was made on the network. Wayne Wedemeyer noted that the street was being trenched around the Texas History Museum. Martha explained that the Intel people appeared to be waiting for a Council meeting to see if the cost of removing the utilities could be borne out of the utility relocation fund.

Agenda Item No. 8:

Hear discuss and consider reports from the Network Manager concerning the following: Pending Network Issues, FY 2001 Network Rights Percentage Calculations, the FY2001 preliminary budget.

Patrick noted that the increase in the budget was a bit of a 'sticker shock' until you realized the cost of fiber. He stated that GAATN was 'reasonably holding the line'. He further noted that the Board had seen these numbers before and were trying to avoid a special session and mid-year budget change that would cause major problems. Martha presented a packet showing where GAATN was and explained that she had included as many estimated costs of upcoming projects as possible for the next year. She pointed out also the Network Rights spreadsheet (in the back of the packet) that had been sent out previously for comments. What few comments she had received had been incorporated for this meeting. She explained that this had to be adopted prior to the budget and in fact was designed to assist with the budget preparation. She then refocused on the budget noting that the only change from what had been handed out previously was the addition (per Patrick) of a Common Equipment category. Patrick explained that this might be used for CAD, common video equipment or even the discussed GAATN As-built workstation. Martha explained that the \$100,000 figure was just a prelim number and should be discussed. She went on to note that the cable reorder category had also been increased based on a projected \$5 a foot cable cost. She also noted that Capital Improvement Costs had been increased due to a pending project on 11th and 12th Street that will impact the North Super Ring. She is predicting that project as reimbursable since it is being driven by property developers. Chairman Bard asked if those reimbursement numbers were included in the budget. He was told that they are the blue numbers on the sheet, reflecting possible income but not added in to the bottom line until actually received. It is this income and insurance recovery fund that have allowed GAATN to accumulate the funds in the holding account. Chairman Bard commented that the excess (or income) should be planned for and should grow or shrink based on a planned approach. Patrick Jordan commented about the common equipment category and suggested that it could be used almost immediately. He further stated that the budget could be reduced based on conservative estimates for cable use and judging how likely it will be that GAATN is paid for the 'Maybe' projects.

He suggested splitting the difference. John asked why the Maintenance Contractor had proposed an increase of 20%. Martha informed him that 1.) the price of fuel was currently way up and 2.) in 2002, the first renewal on the Maintenance Contract will occur resulting in price adjustments. Patrick noted that this projected change was reasonable over a three year period. Several activities not originally included in the contract have also been added to the Maintenance Contractor's provision of services.

Steve Zoromsky noted that the trend was more disturbing than the sticker price and questioned where GAATN would be in a few years if these budget increases were to continue. Wayne commented that each participant had to weigh their cost to participate with GAATN vs. without GAATN and that these differences were important. Steve worried about how long GAATN would be a good deal for the participants if the budget increased at this rate every year. He also stated that the question of 'what are you doing to manage your costs?' would be asked. Patrick commented that if GAATN wanted to keep costs down then they could reallocate the reserves at the end of the year. However, he felt good about having reserves. Steve wondered how long GAATN would be competitive if it continued to increase 35% every year. Chairman Bard noted that the raw numbers were an increase with the Maintenance Contractor of \$60,000 and a 'what we are going to get paid for versus what we aren't' and now a common equipment fund of \$100,000. He further stated that the cable cost was necessary but that the others may not be.

Chairman Bard then noted that the budget had been presented and discussed and that the next meeting would need to approve it or approve with emendations. He questioned the best way to amend and how to direct comments. Patrick suggested the Technical Committee Meeting. Tom asked how far the Board is from approving and noted that no one seems to be arguing with the numbers. He further commented that the return of the \$400,000 from the reserves may be a good idea. Chairman Bard commented that not enough members were present to decide. John noted that AISD will be Chapter 41 next year and that would make a difference with them concerning the budget. Chairman Bard said that the participants should direct comments to Martha and also through the Technical Committee so that the February Board Meeting will be successful. Patrick commented that the focus thus far has been from the outside plant perspective and that he would like to see what AISD as Financial Manager would report back concerning the budget. Chairman Bard commented that some participants may want to look at incremental changes but John commented that the overall increase would still be 35%. Steve commented that a couple more increases and it might be necessary to look elsewhere. Patrick stated the good news, which is that the Maintenance Contractor and the Service Provider have found and tested a cheaper and better cable and that GAATN as a whole is not without fiscal management of cost. Steve noted that that would be exactly what he would need to report back while sharing the budget increase with his organization.

Patrick noted that our Maintenance Contractor's contract is up this year for the first extension. Martha commented that that decision may even come this summer and that it is not an automatic renewal, the Technical Committee is tasked with recommending renewal. Dave Kelly asked if there was anything in the Maintenance Contractor's contract to increase three to five percent but Martha told him that it was in the contract to be negotiated.

Wayne asked if it would be appropriate to approach the local telephone companies about a bid for service but Martha inquired if the Board was willing to take the risk for such a venture and that she did not want to go out and get bids in bad faith. Wayne suggested being up front and open about it-make it an investigation. Wayne noted that he felt GAATN should look at the commercial sector to maintain viable options for GAATN. Chairman Bard redirected everyone to get the budget back to his or her organizations and to funnel comments through the Technical Committee meeting on the 17th of January. He also stated that he hoped to adopt the budget at the February 5th meeting of the GAATN Board and also to deal with the Network Rights when all participants were present. The Network Rights will have to be passed prior to the budget according to the By-Laws.

Agenda Item No. 9:

Confirm date, time and location for the next regular Board meeting as February 5, 2001 at 1:30 p.m. in room 202 of the SOCC Building at the corner of Montopolis Drive and Ben White BLVD.

Steve Zoromsky noted that next month's meeting will be in a completely different location and passed out maps with information on how to get there. This is due to the Board Room/Board Conference Room at LCRA being booked for all of 2001. The above location reflects the February 5th meeting site but subsequent sites may need to be discussed. If you did not get a map to the meeting location and would like one then please call the Project Coordinator for GAATN at 499-7754 for a faxed copy of the location map.

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MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

MEETING HELD February 5, 2001

Agenda Item No. 1:

The meeting was called to order by Chairman Bill Bard at approximately 1:46 p.m.

The following Board members announced as present:

- Bill Bard, on behalf of the University of Texas
- Wayne Wedemeyer (alt.), on behalf of the University of Texas
- Dave Kelly, on behalf of the State of Texas, General Services Commission
- 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
- Debbie Opdahl, on behalf of Austin Independent School District
- Martha Riekenberg (alt.) on behalf of the City of Austin
- Gary Weseman, on behalf of the Austin Community College
- Walter LaGrone, on behalf of Travis County

Agenda Item No. 2:

Citizen Communication

Chairman Bard asked if there were any citizen communications. There were no citizens present to speak but Heidi Cottingham from CoCom was introduced. CoCom is our maintenance contractor and it was good to have Heidi come by for the meeting. Chairman Bard took the opportunity to ask her about the possibility of acquiring some short lengths of cable for UT. After a brief discussion the possibility of a purchase like that looked promising as she claimed they could seldom use lengths that short, the issue was turned over to the Technical Committee to discuss and decide on a cost to charge for the short pieces of GAATN cable.

Agenda Item No. 3:

Executive Session

After speaking with GAATN Counsel before the meeting, Chairman Bard noted that there was no need to enter into executive session.

Agenda Item No. 4:

Approval of January 8, 2000 Board Minutes

There were no corrections to the GAATN Board minutes. Steve Zoromsky moved to accept and Patrick Jordan seconded. The minutes were approved unanimously. Walter LaGrone took the opportunity to inquire about something he had read from the minutes. It dealt with the possibility of expanding GAATN outside of Travis County. It was explained to him that the issue to which he was referring was having difficulties due to Texas utilities (see Minutes from January 8th 2001) restrictions. The issue of GAATN expansion and possible linkup with Round Rock schools is presently at a standstill and, based on comments from both Patrick Jordan and Martha Riekenberg, seems doubtful for anytime in the near future.

Agenda Item No. 5:

Hear report and discuss/consider Board Chairman Update.

Chairman Bard asked that everyone introduce themselves and had no specific update. He took the time to thank Steve Zoromsky for hosting the meeting at S.O.C.C and LCRA. Everyone agreed that the facility was very impressive and that LCRA has proven time and again to be a consummate host for the GAATN Board Meetings.

Agenda Item No. 6:

Hear report and discuss/consider financial report and budget issues.

Debbie Opdahl passed out the financial report for GAATN and noted that the report was through the month ending 12-31-00. She explained that it would not have the transfer issues (discussed in the January meeting) reflected in this report. Debbie then commented that she would take questions if there were any. Chairman Bard asked if there was any discussion, there being none he moved on with the agenda.

Agenda Item No. 7:

Hear Report and discuss/consider Technical Subcommittee Update.

Tom Lott reported that the Texas History Museum was moving forward and Martha added that the earliest splicing would be the 24th of this month. Tom asked Heidi about maintenance activity in the downtown area. She commented that permits were a problem at present due to all the activity and negative impact to traffic. Martha added that the downtown area is 'touchy' and that permitting was very guarded and cautious due to public opinion on construction.

Tom went on to note that we are still waiting to hear from Intel and the decision they were going to make to relocate GAATN. He also said that the B1N project was starting again. The Circle C damage situation was discussed. Tom then asked Ron Roberts about the SM&P contract. Ron stated that the contract was done, Katherine had looked at it and that SM&P was happy. He further stated that he had brought the contract to the meeting for Chairman Bard to sign. This contract is a continuation of a previous contract and does not require a bid process.

Tom explained to the Board that the Technical Committee had voted to retain at least 10% of the budget in the holding account. He also mentioned the Treaty Oak project and others like it that, if eliminated, would reduce the budget but waste an opportunity to enhance the GAATN network.

Agenda Item No. 8:

Hear report and discuss/consider report from the Network Manager's update.

Martha commented on the C-South agreement. Further, that TESS was now in place and that the Lone Star termination letter was sent out. She stated the Arboretum project was going ok and then moved into agenda 9.

Agenda Item No. 9:

Hear report and discuss/consider the FY2001 Network Rights Percentage Calculation

Martha told the Board Members that she had handed out a fresh copy of the Network Rights but that no comments had been made on it since she first handed it out in the January meeting. Patrick asked if she had gotten input on the Network Rights from the participants. She responded that she heard from some, but not all, participants. However, no one had made changes or new updates since January. Patrick asked Walter if Travis County had added new sites? Walter stated that things were planned, but not for this budget year. Wayne explained the process to him about adding as much to a node as you wanted but also the necessity for Board Approval before adding a node. Martha then briefly explained the criteria for assessment of use by the participants and why it was calculated in such a way. Chairman Bard commented that the Network Rights had to be adopted before the budget to make it official and moved to accept the Network Rights as presented. Gary Weseman so moved and this was seconded by Steve Zoromsky. The approved Network Rights percentages are as follows and read into the record: AISD 31.31%, COA 24.15%, State of Texas 11.9%, ACC 10.72%, Travis County 11.01%, LCRA 6.49%, UT 4.43%. These Network Rights Numbers were approved unanimously by the Board.

Agenda Item No. 10:

Hear report and discuss/consider the FY2001 Preliminary Budget

Martha reported that she and Debbie from AISD had been back and forth via email concerning the budget. The discussions they had, and also the input from the Technical Committee, produced the 2-page handout she prepared for the Board. Martha further stated that there were lots of ways to look at GAATN and that it

should run as a Network and not a convenience. Martha went on to explain that the two hurdles to overcome were construction, which is busy at the moment, and to take opportunities when possible. The latter is a long term cost savings for GAATN. Part of what the City of Austin, as Service Provider, is attempting to do is to identify and take advantage of opportunities that arise. She explained that GAATN is not static and the information brought today is for the Board to decide which direction and/or opportunities they want to pursue or ignore.

Martha noted that her biggest concern was the concept of trimming the cable reorder. This would be detrimental and leave GAATN unable to pay for the incoming orders due in a few months. She stated that she recognized the desire to trim from AISD and came up with the present options for the Board to choose from. She started with Option one, which she said was the easiest to implement but assumes the Board will allow insurance set aside to be lessened and a common equipment category. The common equipment category was new and explained as being things that multiple participants could utilize, such as the work station at the Maintenance Contractor's office or cards at Treaty Oak, etc.

Debbie responded that this is a new category and that the work station would doubtfully be more than \$7,000. This expense may be better to come from fund balance. Debbie felt that a project or acquisition having a benefit to just a couple of entities should be paid for by those participants. She noted that she agreed the category may be necessary but that the increase in the budget was 36% and cuts needed to be made. It was pointed out to her that the original increase was 36% but this new proposed budget is only increased around 15%.

Patrick noted that the interlocal agreement describes the need for a common equipment category and encourages the funding of it. He also stated that he wished to keep it in the Boards agenda as a category. Debbie responded that she would like the time to establish it as a formal category and then create a fund for it or transfer money into it. Patrick noted that if money could be transferred in then it could also be pulled out if needed. He again noted that the AISD request to cut the budget had already gone from 36% to 15%. The group decided to come back to this topic later in the meeting.

Chairman Bard redirected discussions to the Insurance Deduction, from \$200,000 to \$100,000. Martha commented that the deductible paid has been coming out of the construction bucket and then we have had to move money around to compensate. Further, she stated that she had discussions with the Risk Manager to not automatically file claims for under \$50,000 because it had the potential to cause GAATN problems with the insurance company. Debbie agreed with Martha. Martha went on to explain other aspects of the handout and Chairman Bard asked about income to GAATN. Specifically, he was referring to the recovery of expenditures such as repayments from construction, damage claim returns, etc. There was discussion and concern about the word income as it relates to GAATN but Chairman Bard noted that it was not prudent to exclude an income category from the budget to which everyone agreed.

Martha noted that any project could go from being reimbursable to a GAATN expense with a council vote. Walter was concerned over going into the hole and what the Board does when that occurs. Patrick noted that an occurrence like that had happened only once and it was early on in GAATN's history when no one had anticipated the amount of damage that squirrels could do to the network. Chairman Bard added that the Board had doubled the maintenance fee since then and it is sustained at present. He further commented that 'no one was watching the store' like they are now and that GAATN would have run into trouble with the budget over fiber costs had that not been brought to their attention. The fact that GAATN has not had to go back through the various entities for more money reflects better management and stability.

Walter questioned why GAATN had gone over budget by about \$100,000 this year but Martha noted that that was due to a bill being rolled over from a previous budget and not a lack of funds. She explained that it was an accounting error, which has since been corrected, and not a budgetary concern. Walter then asked if taxpayers would be upset to learn that GAATN retained a \$400,000 holding account. Wayne commented that they just bought \$100,000 worth of fiber that would barely handle the needs for GAATN the coming year and suggested that with that type of an expense then perhaps the holding account is underfunded. Chairman Bard noted that GAATN was becoming more stable and likely to level out and avoid both coming up short on the budget and also reducing the surplus. Patrick responded that with all the millions already into GAATN that he could argue that it wasn't enough. Debbie thought that the Technical Committee recommendation was good to keep 10% reserve. She further stated that through conversations with Martha she hoped to deflect some increase this year until next when it is anticipated that construction will slow.

Chairman Bard then asked if there was a motion to amend from AISD.

Debbie commented that she would like to take Gary's suggestion and reduce the Common Equipment category to \$10,000, which could be used for the work station at the Maintenance Contractors office. She was happy with that number and the ability to establish a bucket in the budget for this category. Wayne asked Martha if she selected a particular CIP to cut, to which she answered yes. She also noted that any

new project that popped up would be at the request of the developer and GAATN would have a check coming for those which would not upset the budget. Debbie noted that the City of Austin had such a handle on things that she could not foresee anything hitting us out of the blue. Martha added that she usually is able to have advanced warning and that a pattern of notification was developing among outside agencies who previously ignored GAATN.

Debbie moved to approve the second proposed budget with the exception of \$50,000 to \$10,000 in the common equipment category. The total budget would be \$2,131,000. This was seconded by Steve Zoromsky and the motion passed unanimously.

Agenda Item No. 11:

Confirm date, time and location for the next regular Board meeting as April 2, 2001 at 1:30 p.m. in room 517 of the Shapiro Building at LCRA on Lake Austin Blvd.

Steve Zoromsky noted that next month's meeting will be back at the old location of LCRA in room 517 of the Shapiro Building. Again Chairman Bard thanked Steve on behalf of all the participants for hosting the meeting.

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MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

MEETING HELD March 5, 2001

Agenda Item No. 1:

The meeting was called to order by Chairman Bill Bard at approximately 1:30 p.m.

The following Board members announced as present:

Bill Bard, on behalf of the University of Texas
Wayne Wedemeyer (alt.), on behalf of the University of Texas
Dave Kelly, on behalf of the State of Texas, General Services Commission
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
John Kohlmorgan, on behalf of Austin Independent School District
Martha Riekenberg (alt.) on behalf of the City of Austin
Walter LaGrone, on behalf of Travis County

Agenda Item No. 2:

Citizen Communication

There were no citizens present.

Agenda Item No. 3:

Executive Session

After speaking with GAATN Counsel before the meeting, Chairman Bard noted that there was no need to enter into executive session.

Agenda Item No. 4:

Approval of February 5, 2001 Board Minutes

Chairman Bard had some concerns over the February 5, 2001 draft minutes regarding Circle C information. After some discussion with the participants and with input from GAATN Counsel, it was decided that the minutes should be revised. Steve Zoromsky moved to accept the minutes with amendments and this was seconded by Patrick Jordan. Minutes were then approved unanimously.

Agenda Item No. 5:

Hear report and discuss/consider Board Chairman Update.

Chairman Bard stated that he had nothing to report or update.

Agenda Item No. 6:

Hear report and discuss/consider financial report and budget issues.

John Kohlmorgan passed out the financial report for GAATN and noted that the report was through the month ending 1-31-00. He explained that he had just received the document and had little to add to it but would welcome comments. Chairman Bard asked if there was any discussion. Tom Lott noted that the legal fund was down to \$81. Martha explained that AISD encumbered amounts in the budget so for actual transactions, it was better to look at the last page of the report under expenditures. She went on to explain

that the money was there but looks spent. Patrick asked what month the quarterly payments would be shown in. He was told by Martha and John that the September through December months would show those payments. Martha went on to note that the City of Austin 1st Quarter payments were not yet posted in this report. Chairman Bard noted that, while Travis County is still behind on payments, no participant was delinquent to any great extent.

Agenda Item No. 7:

Hear Report and discuss/consider Technical Subcommittee Update.

Tom Lott reported that the Texas History Museum was moving forward with innerduct nearing completion and that our maintenance contractor was getting ready to splice. Martha added that the splicing for A2N would be the 24th of this month and the super ring would be spliced on the 31st of this month. Martha went on to say that the riser pole at Colorado Street was where we had stopped at the moment and were waiting on Austin Energy to reset that pole. No need to build the riser and then have to redo it when the new pole is set.

Tom went on to discuss the Arboretum project set to happen in September. He also shared that the Technical Committee had been approached by UT about a POP for the upcoming Internet 2 conference. Wayne explained that they were investigating an OC-48 connection through GAATN. He explained that this would be a temporary connection for the conference and that they were looking for options at this point and would be willing to pay for the service wherever they could get the best deal. Chairman Bard questioned consequences to reliability or overall network performance as a result of this kind of activity. Martha explained that attenuation increases every time an access point is created. Patrick commented that typically this would be served via a spur and would not entail a topological change. Martha expounded that if slack was available, then it might be possible to splice in the spur with minimal impact to entities other than UT, but if slack had to be added, then all entities' loops would change. Patrick noted that entering an existing splice case would be best case should slack need to be added. Martha said that there was one on the south side of the Arboretum but that it was about 1500 ft away from Great Hills Trail. She also mentioned that it mattered if they wanted a spur with a collapsed ring or dual entrance. Wayne stated that they were just looking for options and hoped to know more shortly. Patrick noted that from a City of Austin perspective he saw no reason to object to the UT POP and that he foresaw no negative budget impact to GAATN. Chairman Bard asked if approval was needed by the Board. Patrick noted that there seemed to be time to wait and see what specifics could be found out so that a more complete proposal could be evaluated.

Tom went on to report that the Technical Committee had discussed the cable remnant resale issue. This was based on an inquiry from UT about the "left-over" fiber pieces stored at the Maintenance Contractor's warehouse. He presented the Technical Committee recommendations to allow the sale of cable remnants of 1000 ft or less in length and explained a suggested formula that would be used to establish value. All sales will require approval by the network manager who would also negotiate for the fiber. Chairman Bard said he would get this information back to those interested parties. Tom then stated that the Tech Committee had worked hard to establish a standard and that approval would be needed by the Board. Patrick moved to accept the changes to the policy and the standard established by the Technical Committee to sell fiber remnants to participants. Seconded by Steve Zoromsky, the motion passed unanimously.

Tom also reported that Scott Wyatt, from AISD Risk Management, and Billy Gammon, from the William Gammon Insurance Agency, had come to our meeting. The discussion that followed concerned GAATN's casualty insurance and the impact of not filing un-reimbursable claims. Patrick noted that in the event we did not meet our deductible at year's end then we could turn our accumulated documentation in for consideration at that time. Martha added that tracking the incidents was important for budgetary purposes. Billy Gammon indicated that it was not an insurance requirement to document and mentioned that consistently reporting the incidents could be detrimental to future insurance negotiations. Patrick noted that it was up to the Network Manager to document and retain records on activity relating to damage and that the information was also important to the fiscal agent. Martha commented that the Maintenance Contractor's report went to both AISD and the City of Austin presently, a practice that would continue. She stated that the major change was that the Risk Manager would no longer pass all incidents through to the insurance company for handling.

Agenda Item No. 8:

Hear report and discuss/consider report from the Network Manager's update.

Martha began by noting that the Texas History Museum cable placement should start next week with splicing to follow the last two weekends in March. She then presented the Board with information about GAATN cable reorder. She reminded the Board that the cable order had been split between two cable vendors, Anixter and Graybar. Recently, Anixter has had some major order cancellations, presenting an opportunity for GAATN to receive its order earlier and at a reduced price (from \$4.65/ft to \$4.10/ft or a savings of \$16,500). The downside is that GAATN would be receiving the order this fiscal year when it was budgeted in next FY.. She suggested that a transfer within the current budget could be made to allow the accelerated order, but that if GAATN wanted to have these savings, a decision was needed. Dave asked if the fiber had been ordered and was told yes by Martha, per the Board authorization in January, but that no fiscal responsibility existed if we were to cancel it this early. There was general discussion then on the pro's and con's of the issue, centering mainly on the potential savings versus the problems involved in having AISD move funds around in the budget. John commented that AISD would accommodate the Board and requested knowing specifically which accounts to transfer from and to. Dave asked what type fiber it was and Martha responded with "114 strand with GAATN custom sheath". Chairman Bard asked for motions. Dave made a motion to take advantage of the opportunity for advancing the fiber order and saving \$16,500. Tom remarked that we needed to define accounts so Chairman Bard added that "as part of the motion to acquire this 30,000 foot reel of cable for \$123,000, we will need to cancel a pending order due November 2001 and take money from the construction account number 6244, transferring it to maintenance account number 6319. This was seconded by Patrick Jordan. The motion passed with Steve Zoromsky and Walter Lagrone abstaining from the vote.

Martha then moved into the activity with Grande Communications building in the Austin area. She explained that Grande had been pushing to have their contractors qualified to relocate GAATN fiber and summarized some of the problems that are associated with that along with describing common mistakes made by contractors that relocate fiber. Ashley Wolf from the City of Austin added that Grande was expecting a quick turnaround for their requests and that they were deploying everywhere. Martha added that XO NextLink was also starting up activity around Austin. Patrick noted that GAATN has enjoyed the benefits of a single maintenance contractor and that this policy has been of great benefit to GAATN. Martha added that it was established in the GAATN Policy and Procedures that only the approved GAATN contractor could handle active GAATN plant. It was made clear that Grande is welcome to approach the Board, but that approval to be allowed to transfer or move GAATN plant would not be easy to acquire. Steve finished the comments out by stating that GAATN would be more likely to accommodate them if they could improve their planning process.

Agenda Item No. 9:

Confirm date, time and location for the next regular Board meeting as April 2, 2001 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.

**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 May 7, 2001

Agenda Item No. 1:

The meeting was called to order by Chairman Bill Bard at approximately 1:35 p.m.

The following Board members announced as present:

- Bill Bard, on behalf of the University of Texas
- Wayne Wedemeyer (alt.), on behalf of the University of Texas
- Dave Kelly, on behalf of the State of Texas, General Services Commission
- 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
- John Kohlmorgan (alt.), on behalf of Austin Independent School District
- Martha Riekenberg (alt.) on behalf of the City of Austin
- Walter LaGrone, on behalf of Travis County
- Gary Weseman, on behalf of Austin Community College

Agenda Item No. 2:

Citizen Communication

There were no citizens present.

Agenda Item No. 3:

Executive Session

GAATN Counsel was present and stated that she required an executive session.

Agenda Item No. 4:

Approval of April 2, 2001 Board Minutes

There were no corrections to the minutes. Steve Zoromsky moved to approve the minutes with a second by Bill Bard; they were then approved unanimously.

Agenda Item No. 5:

Hear report and discuss/consider Board Chairman Update.

Based on discussions in executive session, Chairman Bard asked if there was a motion to dismiss the Time Warner lawsuit. Steve Zoromsky moved to do so with a second by Gary Weseman, the subsequent motion passed unanimously.

Chairman Bard next presented a request from Debbie Opdahl asking that each GAATN participant create a list showing personnel authorized to have access to the GAATN facility at Treaty Oak. Debbie had also requested that the Chairman note that ACC had fallen behind with payments. Gary Weseman responded that he had already taken care of the accounting problems and that AISD would be receiving the payment in a few days.

Agenda Item No. 6:

Hear report and discuss/consider financial report and budget issues.

John Kohlmorgan distributed AISD's financial report for GAATN. He then added that some billing issues with the local cable locate company had been brought to his attention and that he would look into the situation. He also reported that Travis County is still behind in their payments but besides ACC and TC, all other entities are current.

Agenda Item No. 7:

Discuss/modify Treaty Oak security access.

Chairman Bard asked John to elaborate on the keys and security at Treaty Oak. John responded that Travis County had requested additional keys and that he was sure that this was what had precipitated Debbie's request to have access lists updated. In response to Patrick's question about AISD keeping a set number on hand for each participant, John said that whoever signs off on the keys is responsible for keeping track of them. Chairman Bard then requested that this information be gathered for the next meeting.

Agenda Item No. 8:

Hear Report and discuss/consider Technical Subcommittee Update.

Tom Lott reported that the C2S repair completed on May 2nd had gone well and that GAATN had received payment from the construction company for its portion of the damage/relocation costs. Tom mentioned the pending UT-SRN at Manor Road POP/extension, to which Wayne added that the City of Austin had chosen to participate. Tom then moved to the topic of the (as-built archiving) workstation that had been proposed to be placed at the GAATN Maintenance Contractor's site. Since first discussion, it appears that there are now 3 options: 1. A simple ftp workstation that has minimal security, 2. A workstation plus server solution that would be maintained by GAATN or the maintenance contractor, or 3. A workstation paired with a not-co-located server owned and maintained by a third party. Both Patrick and Martha shared that the originally suggested third party solution had gone up considerably in price and was no longer affordable, so new avenues were being explored. Wayne mentioned the proposal from the Maintenance Contractor to dedicate a drive on their server to GAATN, but this option does not provide adequate security. Martha commented that the City was still looking into the issue but as yet did not have anything formal for the Board. Other discussions on the subject included a comment by Patrick that he was talking with Travis County about an inter-connection at Treaty Oak that could be used by GAATN participants—it might be feasible to have the Maintenance Contractor access it also. There was also discussion of using Roadrunner, CD's or even a DSL if available, which would be cheaper than a T-1. Because of the concern over bandwidth and the size of the files, no immediate solution presented itself. Martha said she would talk further with the Technical Committee and try to formalize something solid to bring back to the Board for consideration.

Steve asked for a refresher on what data is involved. He was told by Martha that the network as-builts and subsequent MAC were what were at issue. She further commented that these numbered some 600+ drawings that comprised the graphical documentation of the network. Also requiring storage space is testing documentation—the OTDR traces and power meter results that are created after every repair or rearrangement. (for reference, the City's OTDR trace and pm directory stands at 226MB, the GAATN as-builts add another 868MB for a total of 1094MB used, static storage). This up-to-date mapping and information is of great benefit to all participants, but there is no doubt that the repository should stay with the Maintenance Contractor since they use it and update it on a daily basis. Currently, they are also trying to update the old AutoCAD maps with newly available street information.

Discussion continued on the need for the workstation, whether its information needed to be available to the entities in real-time or not, and where the server should be located. Chairman Bard asked that the Technical Committee look into it and come back to the Board with options/recommendations.

Agenda Item No. 9:

Hear report and discuss/consider Network Manager's Update.

Martha began by stating that the Intel construction cranes had been removed from the construction site, ending all construction work around that building. She stated that the C-South repair was completed as planned after the 3 month delay waiting for pole sets to be done by others. Martha reported that we had some 80,000 feet of cable on hand after the repair and that things were going well and even a little quieter for a change. She also reminded the Board that the yearly elections were coming up in July per the By-Laws.

Agenda Item No. 10:

Confirm date, time and location for the next regular Board meeting as June 4, 2001 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.

**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 June 4, 2001**

Agenda Item No. 1:

The meeting was called to order by Chairman Bill Bard at approximately 1:35 p.m.

The following Board members announced as present:

Bill Bard, on behalf of the University of Texas
Wayne Wedemeyer (alt.), on behalf of the University of Texas
Dave Kelly, on behalf of the State of Texas, General Services Commission
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
Debbie Opdahl, on behalf of Austin Independent School District
Martha Riekenberg (alt.) on behalf of the City of Austin
Walter LaGrone, on behalf of Travis County

Agenda Item No. 2:

Citizen Communication

There were no citizens present.

Agenda Item No. 3:

Executive Session

GAATN Counsel was not present and an executive session was deemed unnecessary.

Agenda Item No. 4:

Approval of April 2, 2001 Board Minutes

There were no corrections to the minutes. Steve Zoromsky moved to approve the minutes with a second by Dave Kelly; minutes were approved unanimously.

Agenda Item No. 5:

Hear report and discuss/consider Board Chairman Update.

Chairman Bard announced that he is not running for Chairperson when the Board elections take place in July.

Agenda Item No. 6:

Hear report and discuss/consider financial report and budget issues.

Debbie Opdahl distributed AISD's financial report for GAATN and stated that several payments were not reflected in the report since it was current to April 30th. She then noted that the transaction authorized by the Board on March 5th, 2001 to transfer \$123,000 from Account 6244 to Account 6319 had not been done until May 14th, simultaneous with a second small adjustment (for \$5,000) that she had submitted to cover expenses in that account. The point was that the negative number reflected in Account 6319 as of 4/30/01 was not accurate. She asked Martha what additional charges would be anticipated to hit this account and was told that some miscellaneous material will come through but should be amounts totaling less than \$10,000 or so. Charges associated with quarterly billing from the maintenance contractor should impact account 6344, not 6319. Martha further stated that no more cable would be hitting 6319 before October or November 2001. Patrick noted that the 6244 balance looked low and Debbie explained that they had encumbered the entire budgeted amount for that account as they had for the other GAATN accounts.

Chairman Bard asked for further discussion. Patrick asked if it was too early for an end of the year \$ forecast. Martha explained that if City Hall and other projects do not go forward then there would be an unexpended \$400,000 or so but that she should know more in another month. She further explained that the ARA-11th/12th St project could account for \$200,000, the second half of the CSC/City Hall project could account for another \$200,000 and the on-hold Intel project would account for \$150,000. She explained that due to the nature of the budget cycle, GAATN has had to anticipate these projects moving forward as originally scheduled in order to be able to react in a timely fashion. Now that the economy has

slowed a bit and construction delays and postponements are becoming the norm, GAATN also has the opportunity to delay initiating work, resulting in deferrals of expenditures from FY2000-01 into FY2001-02. Debbie suggested that these deferred construction amounts could be set up to transfer into new budget year construction accounts.

Agenda Item No. 7:

Discuss/modify Treaty Oak security access.

Chairman Bard asked Debbie to elaborate on the keys and security access at Treaty Oak issue. Debbie responded that letters had been distributed to the directors at the last Board meeting requesting a return letter containing names of persons from each participating entity that might need access to Treaty Oak. She indicated that she had not had much response from anyone yet and that she was needing this info returned as soon as possible.

Agenda Item No. 8:

Hear Report and discuss/consider Technical Subcommittee Update.

Tom Lott reported that the Technical Committee had opted for simple regarding the GAATN documentation workstation/server. The stand-alone workstation option represents lower initial costs and alleviates a majority of the security issues. Tom stated that it was now a matter of 'tweaking' the option to get the best "fit" for our situation. Martha reminded the Board that there was \$9,000 set aside in the common equipment category as a placeholder to fund the workstation. She further stated that the next immediate action was to define hardware and software and get quotes. It was generally agreed that the Technical Committee would be close to having this resolved in June, which might allow action in July.

The other big issue facing the Technical Committee was the need to increase Internet bandwidth, a topic initiated by AISD. Wayne had offered the possibility of ordering a DS3 for GAATN use and wanted to know what entities might participate and if so, with how many ports. With AISD needing to double its capacity before the beginning of the school year and Travis County wanting to upgrade from its current individual T1 connection, the biggest question is whether the partners continue working with the common solution or begin splitting off onto individual pipes directly connected to UT. The City of Austin was ready to tentatively commit to supporting the common DS3 solution, but if it proves out more costly than anticipated, then the City will reconsider establishing an individual connection. Bard asked about the current bandwidth usage for the City of Austin and was told by Patrick that it was around 22 Megabytes. Debbie added that AISD has one port with 10 Megabytes that is full most of the year. Bard commented that UT doubles their usage every 10 months but this may not be an accurate predictor for the governmental partners. Patrick noted that the City of Austin is beginning to really look at e-Government. This will drive up use, as will the introduction of more GIS data to the public. He also discussed some other back up alternatives that the City of Austin had in place should they need more bandwidth.

Debbie stated that AISD was looking at e-rate funds to potentially subsidize the cost for increased Internet bandwidth. Chairman Bard added that UT and the UT system had realized months ago that they could not do business without the Internet. He suggested that GAATN may want to look at improving route diversity rather than increasing bandwidth. With diverse routing the alternate carriers will help GAATN to stay on-line. Debbie was for this idea but stated that AISD, in order to apply for e-rate funds, needed to have any bids in by January 25th to be effective the following year. Chairman Bard noted that the Technical Committee would need to address this topic as well. Patrick noted that, business-wise, there was an increased cost for route diversity relative to paying for added bandwidth. He also stated that bandwidth provisioning is not interesting but having one point of access was for security purposes. Chairman Bard commented that if participants connected in a certain way they could route across each other's networks through leases. He also stated that it would be good to have GAATN in ISP's around town and for GAATN to take advantage of all peering opportunities. He also mentioned that the network needed to be accessible always and that UT uses it for grades, pay, and more.

Agenda Item No. 9:

Hear report and discuss/consider Network Manager's Update.

Patrick began discussion with the news that Council had amended the budget in consideration of the new SLA and that the SLA has now been officiated. He stated that as this was happening he had asked Ron to create a Network Management evaluation sheet for Board use. A preliminary copy was passed out for consideration, resulting in several modifications/suggestions that will be incorporated and brought back to the Tech Committee for further discussion.

Ashley Wolf from the City of Austin then had some questions for the Board concerning the technology plan. General discussion produced some ideas and suggestions that will be incorporated into the evolving plan package.

Agenda Item No. 10:

Confirm date, time and location for the next regular Board meeting as July 9, 2001 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.

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

**1111 West 6th Street
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MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

MEETING HELD July 9, 2001

Agenda Item No. 1:

The meeting was called to order by Chairman Bill Bard at approximately 1:35 p.m.

The following Board members announced as present:

Bill Bard, on behalf of the University of Texas
Wayne Wedemeyer (alt.), on behalf of the University of Texas
Dave Kelly, on behalf of the State of Texas, General Services Commission
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
Debbie Opdahl, on behalf of Austin Independent School District
Walter LaGrone, on behalf of Travis County

Chairman Bard asked to move agenda item No. 9 up and to call for elections for Chairperson and Vice-Chair of the GAATN Board.

Agenda Item No. 9:

Discuss/consider Chair and Vice Chair elections for the GAATN Board.

Chairman Bard asked for nominations for Chairperson. Walter LaGrone from Travis County nominated Patrick Jordan. This was seconded by Debbie Opdahl. No other nominations were presented and therefore no vote was necessary. Chairman Bard then called for Vice-Chair nominations and Debbie Opdahl was nominated by Patrick Jordan, this action seconded by Steve Zoromsky. There were no other nominations and no vote necessary for Vice-Chair either. Chairman Bard then handed the July 9th GAATN Board Meeting over to Patrick Jordan.

Agenda Item No. 2:

Citizen Communication

There were no citizens present.

Agenda Item No. 3:

Executive Session to discuss potential and pending litigation regarding fiber cut dispute.

GAATN Counsel was present, Susan Shultz standing in for Katherine Mudge. Chairman Jordan moved to executive session.

Agenda Item No. 4:

Approval of June 4, 2001 Board Minutes

There were corrections to the minutes by Debbie Opdahl. Under Agenda Item No.8 she requested to strike from the third paragraph after "Debbie stated that AISD was looking at ..", the following; " grant initiatives on the educational side that would magnify PC usage in the classroom—this would increase need for bandwidth." She requested the following substitute line, " erate funds to potentially subsidize the cost for increased internet bandwidth." Also she asked that the following line be inserted "AISD, in order to apply for erate funds." be inserted in the sentence "Debbie was for this idea but stated that, (inserted sentence here), needed to have any bids in by January 25th to be effective the following year." Debbie also requested that the sentence "She commented that, for AISD, costs would not be reimbursable before Oct-Nov." be stricken. The entire passage was corrected to be read as follows:

“Debbie stated that AISD was looking at erate funds to potentially subsidize the cost for increased internet bandwidth. Chairman Bard added that UT and the UT system had realized months ago that they could not do business without the internet. He suggested that GAATN may want to look at improving route diversity rather than increasing bandwidth. With diverse routing the alternate carriers will help GAATN to stay on-line. Debbie was for this idea but stated that, AISD, in order to apply for erate funds, needed to have any bids in by January 25th to be effective the following year.”

Bill Bard moved to approve the amended minutes with a second by Steve Zoromsky; minutes were approved unanimously.

Agenda Item No. 5:

Hear report and discuss/consider Board Chairman Update.

Chairman Jordan suggested to the group that the Chairman Update section of the meetings be opened up to exchange points of interest and to keep track of on-going projects that may be pertinent to participants. He further stated that he would like everyone to think about this and that he was also open to suggestions from the group, other than that he had nothing to report. He took a moment to state that he appreciated the opportunity to Chair and that he wanted to thank Bill Bard for his service and tutelage over the GAATN Board.

Agenda Item No. 6:

Hear report and discuss/consider financial report and budget issues.

Debbie Opdahl distributed AISD’s financial report for GAATN and stated that payments were now reflected from ACC and Travis County in the report. She then noted that AISD may begin billing a month earlier to allow for the payments to GAATN to go through the individual participants accounting systems more smoothly and in order to ensure that they arrive before the start of the new fiscal year. She also pointed out that 6244 and 6319 were settling down with a slowed activity. Chairman Jordan commented that it was good to know that payments were all caught up, which is excellent, and he encouraged the group to continue to stay on top of the situation. Previously, timely payments have been an issue. Debbie went on to state that there would be more reports in the form given but that changes to streamline the financial report would be in place by September. Chairman Jordan asked for any more discussion, there being none he moved into the next item.

Agenda Item No. 7:

Hear Report and discuss/consider Technical Subcommittee Update.

Tom Lott reported that the Technical Committee discussed the workstation and that cost information was being gathered. Wayne stated that he was waiting on the plotter quote only now, a Suma Grid 5, and that he would send this out when he received it. Chairman Jordan asked if this was the missing piece to which Wayne stated that all other costs had been collected. Chairman Jordan asked about the funding for this equipment and where the common equipment category was in the budget. He was told by Debbie that it was put in but would not appear until the 2002 budget. She stated that if the Board could hold off another month then she would avoid having to recreate this category in this fiscal year. She stated that she was willing to do it however everyone wanted to proceed.

Tom mentioned that the information generated would be stored off-site at the same location the City of Austin used for back up. He also noted that Ron had suggested an intranet site for posting pertinent information from the participants. Ron commented that he was working with UT personnel who handled the GAATN website to begin posting minutes from the Technical Committee Meetings via an intranet password site. Wayne shared that the SLA evaluation drafted by Ron had already been placed there and gave information on how to access the site. Bill requested that the site be used to possibly post information on grant opportunities as well in the hopes that multiple participants could apply for these monies. Chairman Jordan added that the Board needed guidance on grants from the Technical Committee whenever opportunities arose.

Tom then mentioned the SLA evaluation drafted by Ron for review by the Board. He stated that the Tech Committee had given this a once over and now wished to share it with the Board. Wayne noted that the document was in PDF format and also Microsoft Word should anyone wish to view it electronically. Tom shared that the Tech Committee had asked Ron and Ashley to prepare a synopsis of activity pertaining to the form to which Ron replied he was working on and would also post on the site. Chairman Jordan commented that he had asked Ron to put this together for the City of Austin to review and gauge effectiveness of the SLA thus far and also to determine areas of strength and those in need of improvement to help to focus the GAATN employees. Bill suggested anonymity in the evaluation but Debbie noted that she would rather have a ‘catered’ situation whereby the participants could critique directly and effect more

direct change. Tom added that if clarification is needed then anonymity would not work well. Patrick noted a need for professional feedback and reiterated the Technical Committee request for a brief report on items accomplished and statements of intent in regards to the evaluation.

Another topic was the bandwidth situation and Wayne addressed this by sharing that it would be expanding to 45 megabits at a \$14,000 cost, which would be shared among all participants. Chairman Jordan commented that the assignments were only on a per port basis and that City of Austin was the only one with two ports. Wayne informed him that Travis County would soon have two ports. Chairman Jordan noted that GAATN would move from 4 to 7 ports and that AISD's request for more bandwidth would be in place by the new school year. He further added that this was a temporary solution and that he would like to see the Technical Committee come up with plans for DS3 connections along the GAATN network- basically to start thinking where and how this could be implemented.

Agenda Item No. 8:

Hear report and discuss/consider Network Manager's Update.

Ashley shared that there had been a teardown at Manchaca on Friday and that 3200 feet of cable had been replaced. The damaging party was unknown but the fiber had been replaced by 7 pm that evening. She also asked if any participants used fiber other than Corning or Superior Essex because there had been another scare the week before. She was told no by the participants- all fiber was purchased through the maintenance contractor who used the same throughout the network.

She stated that she was working on the ARA project and the Carver project but no dates were set to take down the super ring and do this work, she will inform when the time comes.

Patrick commented that he would like to hear more on the changes from GSC concerning the move to place them under DIR. He added that the legislation should be read into the next Board Minutes and recognized to comply with the interlocal agreement. He also asked for suggestions on next months agenda items. Steve asked that a future agenda include the "where are we going to be" topic for discussion. Chairman Jordan added that it may be good to take a day or half day to discuss future plans and to generate a list of projects.

Agenda Item No. 10:

Confirm date, time and location for the next regular Board meeting as August 6, 2001 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.

**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 August 6, 2001

Agenda Item No. 1:

The meeting was called to order by Chairman Patrick Jordan at approximately 1:30 p.m.

The following Board members announced as present:

Wayne Wedemeyer (alt.), on behalf of the University of Texas
Dave Kelly, on behalf of the State of Texas, Department of Information Resources
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
John Kohlmorgan, on behalf of Austin Independent School District
Walter LaGrone, on behalf of Travis County
Martha Riekenberg (alt.), on behalf of the City of Austin

Agenda Item No. 2:

Citizen Communication

There were no citizens present.

Agenda Item No. 3:

Executive Session to discuss potential and pending litigation regarding fiber cut dispute.

GAATN Counsel was present and Chairman Jordan moved to executive session.

Agenda Item No. 4:

Approval of July 9, 2001 Board Minutes

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

Agenda Item No. 5:

Hear report and discuss/consider Board Chairman Update.

Chairman Jordan noted that the appointment letters had been on the agenda for 3 months now and urged everyone to give this some attention. Ron mentioned that the only two he had received was from LCRA and the City of Austin. Patrick then mentioned the Technology Plan and how he would like for the Board to take one of two actions: either schedule a half day or so to discuss it or add an hour to the meetings for a couple of months to cover the topic. John commented that other departments in AISD may be necessary to involve because he can not force implementation of ideas onto departments who do the actual planning; they need to be involved. Steve asked that the original intents of GAATN be considered and what were they specifically. Patrick stated that the interlocal did not prohibit joint opportunities, in fact he thought it encouraged it. He felt the interlocal was mostly process oriented. He further stated that seven years ago we could not forecast the opportunities available today and that he understood that the Board members may not be able to represent their entities entirely with this issue but that if a tech plan and vision existed then a case could be made back to the entities. We pointed out the success of getting interlocal agreements but noted that we stop at the application layer. John added there was little advance at the physical layer either and illustrated this point with a question on GAATN ability to support new technologies and new cable. Further, he mentioned grants to pursue upgrades and that this aspect could be done 'in-house' easily. Patrick commented that how the participants come together is an issue for discussion-the interconnection now is the UT router at Treaty Oak. Steve asked if the membership expansion to GAATN, such as Txdot would be possible. Patrick answered that amendments had been done before but requires host entity to

come in. Walter asked about getting 'subscribers' such as Cap Metro-could they use GAATN for a fee? Possibly other school districts too? Martha stated that it requires a host entity, Cap Metro is using LCRA as a host. One of the participants needs to 'sponsor' them through existing fiber in that participant's plant. Further she stated that the City of Austin was the most restricted and AISD the least in terms of who could use their plant. Wayne asked to put the Technology Plan on agenda for next month to which Patrick agreed.

Agenda Item No. 6:

Hear report and discuss/consider financial report and budget issues.

John Kohlmorgan distributed AISD's financial report for GAATN. Patrick asked when the new budget begins and was told Sept 1st. He asked about the predicted balance for this budget year and if everyone was current. John stated that 1.2 million reflects the current budget and that, no, everyone not current but should have better idea next month. Patrick asked about Martha's financial handout, she stated they were on target but \$500,000 in construction would be rolling over to this year because of slow downs in projects and one (Intel) on permanent hold. She also mentioned the ARA project and City Hall. The ARA is waiting for trench and conduit placement and the City Hall project costs has been split accordingly over appropriate years by Martha who also added that this budget year should be pleasant. Martha also explained that she is placing steel conduit for GAATN soon for the City Hall project and that this will then wait for construction to catch up. Chairman Jordan asked for any more discussion, there being none he moved into the next item.

Agenda Item No. 7:

Hear Report and discuss/consider Technical Subcommittee Update.

Tom Lott reported that the Technical Committee discussed LCRA's hosting Cap Metro on D1N and that the Technical Committee had approved this but he did want to mention it to the Board. Tom mentioned also the evaluation response handout -Patrick noted this should be considered an assignment. Ron agreed to send out the URL address and to notify participants on how to access the electronic forms. Tom also mentioned that ACC would need a conduit on C1N to get to their Reagan Building and that the Technical Committee had agreed to this as well.

Agenda Item No. 8:

Hear report and discuss/consider Network Manager's Update.

Ashley mentioned that the appointment letters needed to be sent into Ron and reiterated the importance of getting this done. She also shared that a savings of around \$12,000 a year for locate services was negotiated by Ron-this will be effective back to the beginning of this year and will continue from now on. She stated that ARA was waiting on funding to begin the trench and conduit and that our main cost will appear to be the fiber but Patrick commented again that this was a 'wait and see' situation. Dave then read the statement that he had brought concerning the GSC move to DIR. Per senate bill 311, the transfer of duties from GSC to DIR becomes effective September 1st of this year. All duties and contracts transfer as well making DIR the successor participant with GAATN.

Agenda Item No. 9:

Confirm date, time and location for the next regular Board meeting as September 10, 2001 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.

**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 October 1, 2001**

Agenda Item No. 1:

The meeting was called to order by Chairman Patrick Jordan at approximately 1:30 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
John Kohlmorgan, on behalf of Austin Independent School District
Debbie Opdahl, on behalf of Department of Information Resources
Gary Weseman, on behalf of Austin Community College

Agenda Item No. 2:

Citizen Communication

There were no citizens present.

Agenda Item No. 3:

Executive Session to discuss potential and pending litigation regarding fiber cut dispute.

GAATN Counsel was present and Chairman Jordan moved to executive session.

Agenda Item No. 4:

Approval of September 10, 2001 Board Minutes

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

Agenda Item No. 5:

Hear report and discuss/consider Board Chairman Update.

Chairman Jordan noted for the record that a follow up meeting with SWBell had taken place and that the Board could expect a response in a few weeks that would include a settlement of the claim. He went on to state that Debbie Opdahl had graciously decided to continue her role as Vice-Chair for the GAATN Board even with her move to DIR. Patrick noted that it was also necessary to take action on items that were discussed in Executive Session. LCRA moved to allow the Technical Committee to pursue documentation from the Maintenance Contractor in the form of a monthly report concerning the bi-annual sweeps and condition of the GAATN plant, also to pursue video documentation, and also to report this back to the Board. Gary Weseman seconded and the motion passed unanimously. Tom and Patrick discussed a directive to the GAATN Administrator to begin research into pole attachments and what can be done to further offensively assist GAATN. A motion was not required for this.

But a motion was put forward by Debbie to develop a letter that would go out to Companies, Utilities, and Vendors and the letter would include who GAATN is, its importance, and it should explain the Board's initiative to become more proactive towards damage prevention. Additionally, it should explain repercussions from improper activities and responsibilities associated with future damage of the GAATN plant to recipients. This was seconded by Gary Weseman.

Agenda Item No. 6:

Hear report and discuss/consider financial report and budget issues.

John Kohlmorgan distributed AISD's financial report for GAATN and stated this was a closeout -for the year. He pointed out the \$1.1 million left unexpended and Patrick noted that pending construction totaled

some \$600,000 of that. Ashley added that Carver/Keeling project was also in the budget and would be going forward. John responded that it was in the budget for next year minus \$200,000. He also added that they have almost \$100,000 in revenue due from Travis County and ACC. Gary said he would check with his people to see what the hold up was. Patrick stated that he would contact Travis County as Chairman and on behalf of the fiscal agent to push for a payment to get Travis County caught up. John added that they had received a check from the insurance company and that was included but that insurance had gone up to \$86,000 from \$75,000 for this year but that this was budgeted. He added that renewal is for same coverage. Steve had a thought that insurance increases may be due to the recent crisis.

Agenda Item No.7:

Hear Report and discuss/consider Technical Subcommittee Update.

Tom Lott began by noting that Ron had been working on a GAATN Pole Attachment Agreement. Ron informed him that the draft was now with Counsel and was being reviewed. Tom then asked Ron about the RFP for new legal services. Ron shared that it was also completed and that he had a meeting with AISD to iron out the details and to ensure that the procurement process went accordingly. Tom asked about the evaluation process for RFP responses and Ron indicated that currently the list included, but was not limited to, the Chair and the Network Manager. Patrick noted that the Technical Chair should also be present and also the Fiscal Agent. This was agreed. Tom went on to share that Ron had also been asked to begin working with Heidi to assess the physical condition of the plant and to establish some type of map that would assist in establishing plans for disaster recovery and/or replacement needs of the existing network. He added that replacement also could include reengineering. Patrick noted that this was a tremendous need and very beneficial as background information for budget and technology planning purposes.

Agenda Item No. 8:

Hear report and discuss/consider Network Manager's Update.

Ashley mentioned that there was one tear down to report caused by squirrels. She stated she had spoken with ARA project personnel and that I-35 to Rosewood construction was scheduled to start on Nov. 11th adding that she would coordinate with the Maintenance Contractor once the duct bank was in place. This will be important because this will be a section replacement that will result in a short SRN outage. Ashley also mentioned that the City Hall room design was at 95% complete with drawings--this means that engineers at the city are in dire need of equipment lists to better get a handle on power and cooling requirements in the GAATN room to be located there. Patrick asked if anyone else was interested in establishing a greater presence at the facility. He stated that the design for 800 watts per rack and a 20 ton AC unit were based on BICSI recommendations and very conservative. Ashley then mentioned that she had spoken with TARA about the Davey Tree/Grande cable situation but that there was no resolution yet.

Agenda Item No. 9:

Confirm date, time and location for the next regular Board meeting as November 5, 2001 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. A work session was scheduled for October 22, 2001 but this will be for Board members and alternates only.

Agenda Item No. 10:

Work Session for GAATN Participants

This Item was rescheduled for the 22nd of October.

**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 November 5, 2001**

Agenda Item No. 1:

The meeting was called to order by Chairman Patrick Jordan at approximately 1:30 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
John Kohlmorgan, on behalf of Austin Independent School District
Debbie Opdahl, on behalf of Department of Information Resources
Gary Weseman, on behalf of Austin Community College
Walter LaGrone, on behalf of Travis County

Agenda Item No. 2:

Citizen Communication

Heidi Cottingham, President of CoCom (the Maintenance Contractor) was present. John Kohlmorgan also brought Franks Hinds from AISD to sit in.

Agenda Item No. 3:

Approval of October 1, 2001 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 stated that the work session scheduled Oct 22nd had failed to have a quorum so that those present were only able to just meet briefly. He asked the group how best to proceed with scheduling a work session to discuss GAATN planning and that he was available for any input. He then noted that SWBell had agreed to pay for the damage at Manchaca but that the preferred method for them was to give a credit to an entity and let that entity then move the funds over to the GAATN construction account. He suggested the Financial Manager, AISD. Patrick commented that he was aware that AISD would require some documentation to complete such a transaction. John stated that they would indeed and that the process could be done but that he openly hoped that a direct payment could be done. Patrick surmised that it was possibly easier for SWBell to give credit because this was coming from the marketing department and not claims. John noted that while it was easier for them it would be difficult for AISD and added that due to erates given to the schools he was concerned about the effects of the payment from SWBell to AISD. Katherine noted a need to have a full release signed, she stated that the memo was good but that a release was better. Steve noted that he was surprised that SWBell did not ask for one already. Heidi commented that this form of payment from SWBell was common to her, credits had been given before to her company similar to this arrangement. Patrick summed up that due to the erate for AISD that this would not be a good route for GAATN or AISD. John asked if another participant could handle the 'credit' and transfer the funds to GAATN. Katherine added that the mutual release could have no admission and be very neutral but advised GAATN to include it in whatever route they decided. Patrick stated the Board needed to entertain a motion for the Chair to get a release statement from the attorney and to authorize for SWBell to send a check to AISD directly for the damage. John moved to pursue payment in this method and Steve seconded this. Patrick stated that he would call SWBell and get the ball rolling.

Agenda Item No. 5:**Hear report and discuss/consider financial report and budget issues.**

John Kohlmorgan had no financial report to distribute this month due to system problems at AISD. He then went on to his other item concerning the creation of a purchase order to pay the Maintenance Contractor. The amount was increased last year to compensate for an increase in transfers-the contract allows up to 75. The minutes reflecting this discussion can be found at www.gaatn.org under February 7, 2000. John stated that the contract needed to be clearer, what we got and how much. Patrick noted that the contract allows for a 15 % increase or decrease but John stated that he needed more information showing the Board approved the action, something in the contract. Patrick stated that he would get the Network Administrator to produce the justification needed and he and Katherine both agreed that a one page amendment would work and that it could even be back dated to show effective date. Ron stated that he would put that amendment to the contract together and get it to Patrick to sign, then to Heidi and then AISD. Walter added on another note that he had been requested to consider a 5% cut in his departments budget asked that this be considered by all parties when preparing the GAATN budget. Patrick noted that part of the planning and the work session would be to look at the "what's and how much". Ashley commented that she was working on a preliminary budget and it appeared GAATN would not be increasing the budget this year at all. Walter reiterated he needed a decrease, not a zero increase. Patrick noted that construction this year had been less than anticipated helping to create a lower budget the coming year. John asked if Travis County was closer to payment, to which Walter responded that he was hoping to get a resolution soon. Patrick commented that he was getting the analysis from Gartner Group, consultants hired by the City of Austin, showing that the City of Austin would have had to spend some 2 million dollars more a year by using the TEX-AN network to perform services similar to what GAATN does. He added that he would make this available soon to participants and Debbie commented that she would like to see it.

Agenda Item No. 6:**Hear Report and discuss/consider Technical Subcommittee Update.**

Tom Lott began by mentioning the ring map and documentation of the ring reports Ashley is working on with Heidi. Ashley reported that she was working on that topic and would focus more on it as soon as she completed the budget. Tom also mentioned the use of video by the Maintenance Contractor as opposed to digital camera's. He stated that Heidi had agreed to use the video camcorders when possible but that prudence prevented outfitting 40 trucks with camcorders. She continued that she would certainly try to get video when possible. Tom also shared Heidi's concern about degradation on the rings, specifically with the ADS cable. Tom stated that Heidi was looking at a new fiber source, Sumitomo, so far very compatible and price friendly. Heidi stated she was still talking to Sumitomo and had also sent some old Corning fiber from the original GAATN material for testing to an independent lab to see how flexible and pliable it will be in the coming years. Ashley said she spoke with Derek Brown who stated that the fiber should last 40 years but Heidi noted that she is getting reports to the contrary. Heidi added that the fiber was a custom run in the beginnings and mentioned problems of breakage when the rings were being built, problems that all the contractors encountered. Tom noted that 70% of our fiber is self-support, which is what Heidi is finding problems with. Patrick noted the need to continue testing and requested some samples from what is in the field. Ashley noted that we would be redoing the Super ring soon and could acquire samples then. Tom then asked about the Pole Agreement which Ron said he had gotten back from Katherine and was now trying to create the forms and fees schedules. He added he would talk to Austin Energy and others. Patrick asked if we could use the agreement when completed for immediate use. To which Tom and Ron both agreed.

Agenda Item No. 7:**Hear report and discuss/consider Network Manager's Update.**

Ashley mentioned that the ARA project was being held up due to over budgeted bids being returned. This was a problem for her because she was working the reroute to coincide with work to be done at Carver Library. She stated she was already looking at alternatives, some of which may add to SRN but would save some \$100,000 for GAATN by rerouting to avoid having to redo the same area later. Patrick asked for new estimates for the next Board Meeting concerning the ARA project for the budget and Ashley agreed. Ashley went on to report that we had one teardown, a gaffing accident by a Grande sub-contractor. Heidi shared that Grande would soon be paying for this damage and Ashley agreed that payment was forthcoming for this incident. Ashley added that she would begin working on maps of the rings as soon as the budget was done. She also stated that the DC power outage was still on track at Treaty Oak and noted that some participants had not gotten back with her to share what equipment they had that would be effected.

Agenda Item No. 8:

Confirm date, time and location for the next regular Board meeting as December 3, 2001 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.

**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 December 3, 2001**

Agenda Item No. 1:

The meeting was called to order by Chairman Patrick Jordan at approximately 1:31 p.m.

The following Board members announced as present:

George Mirick (alt.), on behalf of the University of Texas
Wayne Wedemeyer, 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
Debbie Opdahl, on behalf of Department of Information Resources
Walter LaGrone, on behalf of Travis County

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 but there were no citizens present.

Agenda Item No. 3:

Executive Session

Chairman Jordan moved to executive session long enough to determine that the issues that were to be discussed should remain on the agenda and in open session. That being the advice of our counsel he redirected the Board back to open session. He also asked that future executive sessions include a separate agenda.

Agenda Item No. 4:

Approval of November 5, 2001 Board Minutes

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

Agenda Item No. 5:

Hear report and discuss/consider Board Chairman Update.

Chairman Jordan stated that he had little to add to today's meeting and anticipated much discussion on the budget. He did mention that our current legal representatives for the GAATN Board had decided not to rebid their contract. The bids that have been submitted will be reviewed in January. Patrick also updated the Board on the Southwestern Bell damage at Manchaca Elementary. He stated that they had agreed to pay by check and that a letter to them was ready to go out.

Walter asked to mention that Travis County was going to the "854" prefix and to make any changes necessary for notification and contact. Patrick asked if they were in the blue pages and if Travis has set up a message for callers. Walter answered to the affirmative in both.

Agenda Item No. 6:

Discuss/Consider issues associated with Financial Management by AISD

Ron explained that this item had been added as an opportunity to review the Financial Management of AISD. He noted that over the last couple of weeks several obstacles had come up which caused him to include this on the agenda as an opportunity to openly discuss any views that the other participants may have on the topic. Chairman Jordan's thoughts were that AISD has done a great job serving GAATN, it was AISD's position also to stay the course. John then wanted to mention that the Maintenance Contract had become an issue lately, a problem that helped to initiate this topic. The problem is that some of the management at AISD wanted to get legal opinions concerning what rules GAATN needed to follow concerning bidding services. The Maintenance Contract was at issue because records could not be located that affirmed a full RFO process. Sole Source letters were located but no other information, this created a view that a bid was necessary this year as opposed to picking up the option in the contract for an additional two years. He added that after some meetings on this topic the current view was to bid this next year. Debbie noted that while GAATN was under construction sole source letters had been written. Martha added that there was indeed a bid for the contract and she was in possession of the packages that went out but not what was received. She stated that the previous Network Manager, working for AISD, had handled this issue before she left the position. No one present knew anything about the whereabouts of this information.

Debbie and Patrick noted that the present Maintenance Contractor has unique knowledge of the Network and noted that this history is extensive. Martha added that she remembers having issues with some of the bidders claims when they had come in three years ago. Mainly, discrepancies and reference problems from other vendors. Both Patrick and her remember that our present Maintenance Contractor had come in cheaper and provided more service. This was attributed mostly to the familiarity of the network from having helped to build it that afforded an opportunity to bid knowing exactly what was entailed in the process. Everyone agreed that when it does go out for bid then these specific items that we now get need to be included so that GAATN can continue on with the same quality service and attention to detail no matter who is the Maintenance Contractor. Patrick noted that if the RFO is to be this year that something needs to go out in August or so in order to be completed by December. He instructed Ron to begin looking at that topic.

Debbie then read the letter from AISD which requests a legal opinion on the Maintenance Contractor's Contract. Katherine was present and added that 1). The letter mentions *repairs* which is clearly in the maintenance agreement to be handled exclusively by CoCom or their subcontractors. 2). She, like the other Board members, could not understand why this contract could not continue on for the full term of 3 years with two year option period which is clearly stated. John interjected that some folks at AISD just felt it should be bid. Katherine commented that she would like to review the RFO/sole source material. She added that a third issue 3) was should GAATN stay with present interlocal or look at using other guidelines. John noted that it doesn't clearly state whose rules GAATN will follow, its own or AISD.

Wayne surmised that a letter from the GAATN Attorney stating that the Board can extend this contract without bidding would be the way to go. If AISD refuses then we could go from there. John continued that they saw it as biddable. Patrick asked why the issue is raised now as opposed to sometime before this deadline was presented. He added that he remembers the RFO process for Maintenance and if it can be deferred then it should be-the contract was for 5 years. He endorsed the letter to AISD. Katherine added that the signed RFO and other documents if they could be found will help. She added also that who responded is not important, just track and gather information on the RFO. Patrick directed AISD to assist with gathering this information so the attorney can draft a letter. Patrick supported Wayne's thought about a the letter and made a motion to have the GAATN attorney generate a letter of response to AISD purchasing. This was seconded by Wayne and agreed by all.

Debbie asked about a list of contracts AISD had entered into on GAATN's behalf to attempt to head off future issues. Ron noted that he had put one together a couple of months ago and given it to the Board but added that he would update and redistribute that list.

Agenda Item No. 7:

Discuss/Consider Legal Services for GAATN

Ron shared that he had just been handed the bids that had come in right before the meeting. Patrick stated that it was a good time to appoint the committee to review the bids. Tom asked if Katherine could help with questions to ask. Patrick noted that Katherine had committed to assist in the transition process but that assisting with this area may be more than she is willing to do. Debbie agreed and added that all participants have attorneys to which they can solicit assistance from. John stated that a good evaluation needed to be set up beforehand. It was pointed out to him that an evaluation was included in the RFP already. Wayne encouraged detailed questions and plan before reviewing. Patrick agreed and asked Ron to send out copies of evaluation criteria. Ron stated he would send out a version of the entire RFP with the evaluations. Patrick added that everyone should review and send in questions, which Ron could then put together for the review. Debbie noted that with Christmas in a few weeks it may be good to review in January to which everyone agreed. Patrick then established the review panel as Tom Lott from LCRA, Martha Riekenberg from COA, John Kohlmorgan from AISD, and Debbie Opdahl from DIR with Ron to assist with coordinating the meeting.

Agenda Item No. 8:

Hear Report and discuss/consider financial report and budget issues.

John distributed the September, October, and November financial reports and commented that the new system was still 'out of whack'. He commented that they were trying to go to a new format which was included in the reports. Patrick asked if all payments had been received but was told that Travis County was still behind. Walter noted they were working to get caught up with payments. At this point John asked if there were any questions, being none the Board moved on.

Agenda Item No. 9:

Hear Report and discuss/consider Technical Subcommittee Update.

Tom was brief with his report, first asking how the GAATN Pole Agreement was coming along. Ron replied that it was complete and that he would be bringing it to the tech committee to review. Tom then commented that CoCom had decided not to ask for an increase with the Maintenance Contract and, in fact, had indicated possible savings to GAATN. Tom then asked Ashley about the fiber database which she noted was still in mind but nothing had been done as of yet.

Agenda Item No. 10:

Hear report and discuss/consider Network Manager's Update.

Ashley distributed the GAATN 2002/2003 Budget and the network rights. She stated that she would be emailing these out as well and to requested that changes be made and returned to her if there were any in the Network Rights. Patrick asked if there was new additions possible for the network rights to better calculate them, such as miles per participant. Martha stated that the rights were figured on the number of nodes and presence in the rings. She added that there was no place to incorporate miles of inclusion, its either present or its not. Wayne noted that it would be good to know additional mileage. Ashley reminded everyone that the Network Rights needs to be completed and approved by January so that the Budget will not be held up. Patrick asked and was reminded that the Interlocal requires the budget to be in place by March 1st which means either approving the budget in the February Board Meeting on the 4th, or calling a special meeting to deal with it before the March 1st deadline.

Ashley continued with the proposed 2002/2003 budget; she commented that she hoped fiber would go down and pointed out a \$500,000 figure which is a 'guesstimate' to provide redundant paths into the new city hall building. This would bring in SRN, SRS, A2N, and A1N to city hall which has been the wish of the Technical Committee to do. Tom asked about the holding accounts. Ashley pointed out that the budget includes a \$200,000 allocation from the holding account. She also reminded the Board that they had voted to keep \$400,000 in the holding account which left \$525,711.78 available to put towards this years budget. John asked about the money allotted for the Maintenance Contractor, he did not understand the 'extra' money included. Martha explained that the extra money was budgeted to handle the 15% overage included in the contract. That it was money put there should the Maintenance Contractor do more than is covered under the agreement thereby requiring compensation. Debbie commented on other categories such as insurance and attorney fees, both of which are uncertain and were left 'as is'. Walter shared that he was happy to see a 0% growth in the budget from last year. John asked about the \$200,000 for unidentified projects. Martha explained that the category existed for unknowns such as the house move that is occurring

on the 8th of December. She added that it is money that she sets aside to use for emergencies and that these emergencies may not be able to wait for the Board to meet or to work through AISD. John disagreed and suggested using the holding account and knocking off \$50,000 or more from this category.

Debbie asked if the City Hall bid was accurate-Martha said that if GAATN has to bury then it will be much more. Patrick asked if the technical committee needed to look at which rings to bring in. The feeling was to wait and see what happens, if the project at City Hall comes in too high then the Technical Committee can redo.

Martha then continued with her earlier thought about the holding account, stating that it was not being considered as part of available funds for the budget-this makes the \$400,000 in Holding as untouchable. She added that if we use it its not a holding account. Patrick stated that they did not want to look at a mid year budget increase. John stated that he was concerned about fluff. Again there was discussion on the process to get to money should it be necessary and also what type problems this has caused in the past. Walter added that bare bones was not what he wanted to see, just the best budget possible. Patrick doubted that GAATN could operate with less, noting that Ashley had gone over it pretty close to get it to this point. Martha noted that cable was already paid for but John still requested a decrease. Then there was a request for the actuals which Ashley stated she would get to everyone with the network rights. She also reminded everyone again to get the information back to her as soon as possible.

Agenda Item No. 11:

Confirm date, time and location for the next regular Board meeting as January 7, 2001 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.