

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

**625 East 10<sup>th</sup> Street, 6<sup>th</sup> Floor  
Austin, Texas 78701**

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
MEETING HELD January 9, 2006  
Lower Colorado River Authority  
Hancock Building, Board Room  
3701 Lake Austin Blvd**

**Agenda Item No. 1:**

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

The following Board members announced as present at the start of the meeting:

Tom Lott, on behalf of the Lower Colorado River Authority  
Brian Kunz, on behalf of the Lower Colorado River Authority  
John Kohlmorgan, on behalf of Austin Independent School District  
Gray Salada, on behalf of Austin Independent School District  
Patrick Jordan, on behalf of the City of Austin  
Gary Weseman, on behalf of Austin Community College  
John House, on behalf of the University of Texas  
Wayne Wedemeyer, on behalf of the University of Texas  
Dave Kelly, on behalf of the State of Texas

GAATN Personnel present at the start of the meeting:

Ronald Roberts, Jr, Project Coordinator  
Syd Falk, GAATN Attorney  
Heidi Cottingham, Maintenance Contractor  
Martha Krishke, Acting Network Manager

**Agenda Item No. 2:**

**Citizen Communication**

Dr. Ken Matwiczak from the University of Texas was present and would present during the Board update. Patrick moved onto the next agenda item.

**Agenda Item No. 3:**

**Approval of December 5, 2005 Board Minutes.**

There were no changes to the minutes and Wayne made the motion to approve the minutes, which was seconded by Gray. The vote to approve was unanimous.

**Agenda Item No. 4:**

**Discussion and possible action regarding the Board Chairperson Update.**

Patrick noted for the record that Ashley Caron had resigned as Network Manager. He added that her position would be posted soon and welcomed any input from entities on candidates or qualifications that they would like to see.

### **A. GAATN Study/Audit by University of Texas**

Dr. Ken Mitwiczak introduced himself and briefly discussed his background on his lecturing and teaching at the LBJ School of Public Affairs. He then suggested approaches to a study by first year grad students that would start in August of 2006 and be in draft form by May of 2007 with a final and polished study that same July. His expenses covered and included the following: A month's salary for him, supplies, 50% time for a graduate assistant for approximately one month, tuition reimbursement for said graduate assistant, and indirect costs to the University of Texas (equal to 50% of the total value of the contract), which, he explained, could be negotiated since there was a benefit to the University through its use of GAATN. He went on to explain, in general terms due to it being proprietary information, a model that he used to generate reviews for various agencies and organizations. He shared with the Board the methodology of how the students would approach a study of GAATN, how the project would be designed by the students themselves, how much time that all participants would be expected to participate and the mutual benefits the study would have for GAATN and the students. Dr. Matwiczak also volunteered information on a variety of past reports that he has overseen of similar nature and offered these and references to the Board should they choose to review them. Questions to Dr. Matwiczak by board members flushed out two separate approaches that could be studied. The first – and what Dr. Matwiczak was proposing – a review of GAATN and its internal practices, communications, and overall management, while the second would be an assessment about whether GAATN had ‘value added’ worth to the public or the participant-customers which it serves. Patrick mentioned the confidentiality of certain GAATN infrastructure information and also the state law protecting that information. Dr. Matwiczak understood this and added that the report could be provided at any public or private level that the Board was comfortable with, but did caution them about ‘intellectual property’ (because the study and report would be created by a UT class, UT might have claims to the study and report, e.g., copyrights), to which he added had not previously been an issue since UT had not asserted such rights as to previous studies such classes had performed. It was a very thorough and well-discussed presentation by Dr. Matwiczak and the Board thanked him for his appearance. Before departing he asked that the Board commit verbally one way or the other sometime in mid to late March and thanked them for the opportunity as well before departing.

Wayne shared that he felt it was time for such an audit after 11 years of existence but Ron and Martha noted that a study had been done by a student named Quinn Stewart and Patrick noted that it was still on the internet for review, a link for which is provided; <http://www.gslis.utexas.edu/~quinn/GAATN.html>.

Patrick further noted that functional models and behaviors to which GAATN was bound were largely defined in the Interlocal Agreement and GAATN policies. John K considered a study a good idea, be it a value-added focus or Board operations focus. Wayne stated that the latter would probably have to be done prior to a value-added focus. His opinion was that the parameters around GAATN needed to be understood first. Gray felt that the GAATN was fairly narrowly focused and agreed with Patrick on that point. He further added concern about the public credibility of a study by the University of Texas when the University itself had present participation as an entity – it might not be perceived as a truly “independent” audit. Wayne asked if the Board wished to solicit others for a study. John K suggested creating a scope for study and Gray concurred that a guideline would be good. Wayne stated that it would be important to let Dr. Matwiczak know either way as soon as possible.

Further discussion of the possible audit centered around its function as either a ‘report card’ or opportunity to improve, continuation or outsourcing. The final decision was to include the topic for the Board meeting in February under the agenda topic of ‘GAATN Program Evaluation’.

**Agenda Item No. 5:**

**Executive Session:**

Adjourn for closed session, under one or more of Tex. Gov't Code sections 551.071, 551.072, 551.074, and/or 551.076, to seek legal advise about pending, anticipated or contemplated litigation concerning:

- A. Construction, equipment, and product warranty claims;
- B. Damage to GAATN fiber optic cables, equipment, hardware, and other property; or
- C. Contractual or tort claims by or against GAATN; or
- D. the procedures and operations of the Board or the organization; and/or

to consider matters concerning

- E. real property purchase, exchange, lease or value;
- F. personnel matters; or
- G. security devices or security personnel.

Reconvene for discussion and actions, if any, on matters considered in closed session.

Patrick removed the Board to Executive Session at 2:28 pm and back to regular session at 2:58 pm. Gray moved to approve the settlement with Dar-Gen for the amount of \$9,900 including that the Chairman be authorized to sign all documents consummating the agreement. This motion was seconded by Wayne and passed unanimously. Gray then made the motion to approve the settlement with Davey Tree for the amount of \$26,243.40 including that the Chairman be authorized to sign all documents consummating the agreement. This motion was also seconded by Wayne and passed unanimously.

**Agenda Item No. 6:**

**Discussion and possible action regarding the financial report and budget issues.**

John K noted that the payment from the City had arrived but was not in the report yet. Wayne asked about the \$207,000 for consulting but Martha corrected this by noting that the SLA was included in that particular category. There was no further discussion at this point as the new budget with updated and current numbers was set to be discussed later in the meeting.

**Agenda Item No. 7:**

**Discussion and Possible Action regarding the SLA renewal.**

Ron explained that the renewal for the SLA had been agreed by the Board to take place in conjunction with the budget every year. John K noted that an amendment that stated this specifically needed to be added to the SLA. Ron added that he had sent out electronic copies of the SLA for possible other additions and changes per John Kohlmorgan's request. Martha added that a 3.8% increase was being suggested to the SLA which would bring it from \$172,431 to \$179,000. Wayne asked about the shortage of staff at present for GAATN and John House shared that the Technical Subcommittee had been informed at the December meeting that Martha would be acting as the interim Network Manager. Patrick added that it was the City that was

shorthanded and not GAATN at present and thanked the staff for taking up the slack so well. Patrick moved to approve and support the SLA for August 2006 through August 2007 at the stated cost. This motion was seconded by Gray and passed unanimously.

**Agenda Item No. 8:**

**Discussion of and possible action regarding the Technical Subcommittee Update.**

Tom began by asking Ron about the AutoCAD 2006 purchase. Ron shared that the software was in at the City and would be loaded on the GAATN server this afternoon or first thing in the morning. This expense was being borne by the City and included licenses for both City employees involved with working on GAATN. He added that the Maintenance Contractor would be upgrading to AutoCAD 2006 as well on the GAATN server there. Ron further noted that he and Tim Cottingham had discussed this on several occasions and added that the funding was in the budget for the improvement of the GAATN workstation at the maintenance contractor's offices. John Kohlmorgan inquired about the ability to link spreadsheets to the drawings and Ron answered that he had been told there were a couple of ways to do so, and that one cheap way was to hyperlink the data. But he expressed desire to get it installed and then look at the options once he was more familiar with AutoCAD. John Kohlmorgan directed Heidi to get three quotes from vendors for both the AutoCAD 2006 and additional software solutions that would allow the desired link ability to the prints. Once the quotes are in, he stated that he would assist with the process through AISD purchasing.

**Agenda Item No. 9:**

**Discussion and possible action regarding the Network Manager's Update (COA, 10 minutes).**

**A. Site List Draft**

**B. Network Rights Draft**

Martha presented both the documents to the Board. Patrick added that the city had added a site on Cameron Road that would be utilized in the upcoming budget year, so it was included in both documents. After some minor changes for UT and ACC, Wayne moved to approve the Site List. This motion was seconded by Gray and passed unanimously. Wayne requested that an electronic copy of the network rights based on the approved Site List be sent out before the meeting at which it would be approved so that he and others would have some extra time to double check the list. Approval at the Technical Subcommittee a week from Wednesday was suggested as a way to push up approval of the network rights in preparation for budget approval at the February Board meeting. Ron stated he would add that item to the tech agenda.

Martha went on to explain that she had two budgets to present, based on a minimum and a (higher) recommended capital improvements amount. She added that the holding account contained, above the \$700,000 for emergency agreed upon in GAATN policy, \$72,000 for a TxDot project and \$149,000 that would remain. These amounts were referenced as a funding source, along with a savings in insurance renewal compared to budget and budgeted consulting, for the C2S expansion for AISD and the City. The running total budget that Martha presented was more up to date than the AISD budget because she had added in invoices that had been processed through the City for GAATN from the end of where the AISD budget left off. This updated budget indicated, to her, a need by AISD to transfer those monies relatively soon. John Kohlmorgan noted that some of the fiber orders were in account 6319 GA as opposed to 6244. He clarified a few other items as being in 6319 GA and added that there had been an additional and unapproved fiber order by the previous Network Manager that was unexpected, but the ability to transfer the funds from the holding account would assist with these issues.

Patrick explained the two proposals, the minimum and recommended, to the Board. John K noted that there was a BIS project for AISD this year. Gray asked about the \$250,000 in Capital Improvements in the minimum budget, was told it was to complete D1N and also to start A1N. Martha added that D1N needed to be completed and that A1N was in need of redesign and rebuild soon. Patrick noted that these two projects were important. Martha added that she had assigned priorities to the projects column and Patrick noted that the recommended budget would allow GAATN to pick up a priority project or two, such as completing A1N, as soon as D1N is done. John K doubted the ability of the GAATN budget to do a whole ring at a time. The importance of A1N to participants and the condition of the fiber was discussed. Patrick also questioned how much should be in Capital Improvements and suggested that the Technical Subcommittee come back with a recommendation for that number.

There was a desire to keep the budget "flat" (*i.e.*, to have it at an approximately constant dollar level) by several Board members and a request was made to show the prospective budget out a couple of extra years. John Kohlmorgan suggested a 5 year plan. Gray asked about the projects and their priorities and Martha stated that she had listed them but the Technical Subcommittee had not discussed the projects or approved any priority so they were open for discussion. Gary asked about the ring report that the previous Network Manager was to have completed in September but was told by Patrick that he possessed what had been done but that it was largely incomplete. John Kohlmorgan stated that he was more confident in the fiber and added that he runs an OC-48 on everything without problems, he further added that it takes 3-4 years to rebuild a ring within the GAATN budget. Patrick reiterated a need for a recommendation from the Technical Subcommittee on a figure for Capital Improvement.

**Agenda Item No. 10:**

**Confirm date, time and location for the next regular Board meeting as February 6, 2006 at 1:30 p.m. in Board Room of the Hancock Building at LCRA on Lake Austin Blvd.**

**A. Add agenda items for next month.**

The meeting was adjourned at 4:54 p.m.

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

**625 East 10<sup>th</sup> Street, 6<sup>th</sup> Floor  
Austin, Texas 78701**

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
MEETING HELD January 18, 2006  
Lower Colorado River Authority  
Hancock Building, Board Room  
3701 Lake Austin Blvd**

**Agenda Item No. 1:**

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

The following Board members announced as present at the start of the meeting:

Tom Lott, on behalf of the Lower Colorado River Authority  
Brian Kunz, on behalf of the Lower Colorado River Authority  
John Kohlmorgan, on behalf of Austin Independent School District  
Patrick Jordan, on behalf of the City of Austin  
Gary Weseman, on behalf of Austin Community College  
John House, on behalf of the University of Texas  
Wayne Wedemeyer, on behalf of the University of Texas  
Dave Kelly, on behalf of the State of Texas  
Earbie Metheny, on behalf of Travis County

GAATN Personnel present at the start of the meeting:

Ronald Roberts, Jr, Project Coordinator  
Lee Romans, Maintenance Contractor  
Corey Brymer, Maintenance Contractor  
Heidi Cottingham, Maintenance Contractor  
Martha Krishke, Acting Network Manager

**Agenda Item No. 2:**

**Discussion and possible action on the GAATN Network Rights. (All 10 minutes)**

Patrick opened this item by stating that the Network Rights had been delivered electronically and physically to the Board members the previous week. He stated that Martha had gone over the changes and was confident with the content and the arithmetic. Tom asked about the CAPCO move and was told by Martha and Patrick that the move would not take place this fiscal year. The desire of CAPCO was to go from 3 facilities down to one but they still want to be a GAATN POP. Basically, its in early investigation and not a factor at this time. John Kohlmorgan moved to accept the Network Rights with a second from Wayne Wedemeyer, the vote was unanimous.

**Agenda Item No. 3:**

**Confirm date, time and location for the next regular Board meeting as February 6, 2006 at 1:30 p.m. in Board Room of the Hancock Building at LCRA on Lake Austin Blvd.**

**A. Add agenda items for next month.**

The meeting was adjourned at 1:43 p.m.

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

**625 East 10<sup>th</sup> Street, 6<sup>th</sup> Floor  
Austin, Texas 78701**

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
MEETING HELD February 6, 2006  
Lower Colorado River Authority  
Hancock Building, Board Room  
3701 Lake Austin Blvd**

**Agenda Item No. 1:**

The meeting was called to order by Chairman Patrick Jordan at 1:43 p.m.

The following Board members announced as present at the start of the meeting:

Tom Lott, on behalf of the Lower Colorado River Authority  
John Kohlmorgan, on behalf of Austin Independent School District  
Gray Salada, on behalf of Austin Independent School District  
Patrick Jordan, on behalf of the City of Austin  
Gary Weseman, on behalf of Austin Community College  
John House, on behalf of the University of Texas  
Martha Krischke, on behalf of the City of Austin

GAATN Personnel present at the start of the meeting:

Ronald Roberts, Jr, Project Coordinator  
Syd Falk, GAATN Attorney  
Corey Brymer, Maintenance Contractor

**Agenda Item No. 2:**

**Citizen Communication**

There were no citizens present so Patrick moved forward with the meeting.

**Agenda Item No. 3:**

**Approval of January 8 and 19th, 2006 Board Minutes.**

Gary moved to approve both sets of minutes with a second from Gray, motion passed unanimously.

**Agenda Item No. 4:**

**Discussion and possible action regarding the Board Chairperson Update.**

Patrick noted that Dr. Matwiczak from the University of Texas really needed a reply to last months discussion on the GAATN program review. He added that he felt the Board had been impacted by the monetary amount in its decision. John Kohlmorgan stated that there was no hurry and could revisit it next year but hoped to define scope of the study better. Gray added that he had not received anything from anyone on scope per last months discussion. He added that a bid process was probably necessary as well. Patrick asked Ron to draft a letter to be sent to Dr. Matwiczak concerning this decision by the

Board, he added that the agenda item 'GAATN Program Evaluation' should be included the next few meetings to carry forward in the development of scope for such an evaluation.

Patrick went on to add that he had signed the Davey tree settlement as requested in last months Board and Ron added that a check for the damage had been received.

**Agenda Item No. 5:**

**Executive Session:**

Adjourn for closed session, under one or more of Tex. Gov't Code sections 551.071, 551.072, 551.074, and/or 551.076, to seek legal advise about pending, anticipated or contemplated litigation concerning:

- A. Construction, equipment, and product warranty claims;
- B. Damage to GAATN fiber optic cables, equipment, hardware, and other property; or
- C. Contractual or tort claims by or against GAATN; or
- D. the procedures and operations of the Board or the organization; and/or

to consider matters concerning

- E. real property purchase, exchange, lease or value;
- F. personnel matters; or
- G. security devices or security personnel.

Reconvene for discussion and actions, if any, on matters considered in closed session.

Patrick removed the Board to Executive Session at 1:58 pm and back to regular session at 2:16 pm. No action in open session was required.

**Agenda Item No. 6:**

**Discussion and possible action regarding the financial report and budget issues.**

Gray distributed and John went over the report which was through December 31<sup>st</sup>. A second report was handed out that updated everyone through the 1<sup>st</sup> of February. John added that the COA payment had been received but noted that the maintenance and capital improvements are close to overspent. Basically, the C2S extension ran more than anticipated for two reasons: The previous Network Manager had made an impromptu fiber order without approval. This order was to use for the C2S project when the Technical Subcommittee had already decided to use maintenance cable for the project. John K and Patrick both agreed that being short in the budget but long in stock was still not that bad.

Martha distributed a report that was suggesting a fund balance transfer of \$221,694.18. This amount had been identified as the overflow above and beyond the \$700,000 required in the holding account. She added that some \$149,000 for unspecified projects and also some \$72,400 from the Bolm road project was still available. These identified funding sources made up the suggested \$221,694.18 that she suggested being transferred.

John K had another suggestion and that was to transfer \$65,000 between accounts He explained that the overall budget for GAATN had not been overspent and that the preferred method at AISD, the fiscal manager for GAATN, was to transfer in existing budget first before tapping outside funding sources such as the holding account.

Martha expressed concerns over working from a deficit, adding that it felt like money was being spent that wasn't there. John K assured her and the Board that the budget should work out as long as the maintenance contractor continued to run lean and order no new fiber or maintenance

supplies. Gray added that as long as GAATN stayed under the gross total amount then all would work out. He added that they were adjusting the forecasted expenditures within the present budget.

Patrick commented that this particular path was acceptable to him but cautioned that prior to August the Board was going to have to revisit this issue in June and July to identify leftover monies in the budget. Martha stated that the capital improvement budget and the maintenance account had been spent. John K noted that there were no more capital improvements planned but Martha responded that Bolm road was yet to be done and she had concerns over what could pop up between now and August that was outside the control of the GAATN Board, specifically noting that TxDOT was getting ready to do some work around HWY 35 soon.

The consensus was that this was an uncomfortable situation, but it was noted that AISD is the fiscal agent and that their clarity concerning the internal accounting practices at AISD is invaluable. Gary added that it may be necessary to approve finishing projects that run over and Gray questioned if there were projects that could be delayed. There were no delayable projects and Patrick made the motion suggested by AISD to transfer the \$65,000 from 6429 to 6244. This motion was seconded by Gary and passed unanimously.

Gray questioned if there was a mechanism in place to prevent this from occurring in the future and Martha explained that she was the mechanism previously. Ron would get the invoices in and she would log them in her running budget. The problem occurred when the previous Network Manager had taken over this folder in October and then resigned in December. During that interim there was no mechanism in place, apparently. The GAATN staff will again monitor all invoices, per Martha.

#### **Agenda Item No. 7:**

##### **Discussion and Possible Action regarding the SLA renewal.**

Ron shared that he had distributed both electronic and hard copies of the SLA and the evaluation. This was done at the request of AISD and the purpose was to identify areas for improvement and to revisit the document for any changes. The evaluation is provided as part of the SLA but Ron stated that he had not received any back at this time. Patrick stated that he had not had time to visit this subject yet and asked if anyone else had. He then requested that the item stay on the agenda for next month, hopefully the budget and first of the year activities will settle and allow for a review and discussion of this item in March.

#### **Agenda Item No. 8:**

##### **Discussion of and possible action regarding the Technical Subcommittee Update.**

###### **A. SM&P Contract Renewal**

Ron explained that the contract did not specifically require renewal and that it rolled over every year automatically with a 90 day out clause for either parties. Ron then shared the sole source letter and contract details with the Board. John K added that his purchasing department had continued to have issues with this contract and suggested to Ron to put out an RFO. Ron stated that he would write it up this week and get in touch with Brenda Dalton at AISD for distribution through the proper channels at AISD. Tom added that a call and letter should go out to SM&P to notify them as well and Ron stated that he would take care of that as well. Syd asked for a faxed copy of the SM&P contract and stated that he was going to make improvements to it for the future successful recipient of the RFO. Ron stated that he would get the processes rolling and report back at the next meeting.

Tom stated that there were budgetary discussions at the technical subcommittee but since it was the focus of the next agenda item he will let Martha discuss the topic.

**Agenda Item No. 9:  
Discussion and possible action regarding the Network Manager's Update (COA, 10 minutes).**

**A. GAATN Budget**

Patrick stated that the network rights had been confirmed at the last board meeting on the 18<sup>th</sup> of January. Martha provided an updated project list and added that Heidid had reworked the amounts to break out the labor/materials and cable costs. There was \$350,000 for projects and \$290,000 for fiber but there was not enough room for all the projects per Martha. She stated that she could not cover the DIN projects conclusion and that of the new BIS project. John K had issues with the changes Heidi had made. Specifically he did not understand the increase of 30% and that he did not get a copy before now. Martha added that she had just received this list a few days ago and had been focused on adjusting the new figures to the projected projects and the budget.

Gary noted that there was a great deal of cable in the budget. Martha noted that some projects had been double ordered. She also noted that the unidentified projects had totaled some \$300,000 in this present budget and cited bluebonnet and new schools as examples. She explained that the original budget was \$100,000. Martha stated that \$150,000 was a good number to be at for the 06-07 fiscal year budget. Gary stated that he felt unidentified projects should be outside entities forcing GAATN to do a project. Tom suggested taking \$10,000 from manholes and \$15,000 from somewhere else to allow GAATN to fund the new school projects for AISD. John K stated that he would appreciate the help to make this happen and cited that there was a lot growth south and opportunities for others was certainly available. Patrick suggested taking the \$25,000 from the insurance after Ron stated that the renewal would be around \$80,000 and the budget reflected \$150,000 for next year. Martha changed the budget amount for insurance from \$150,000 to \$125,000 and capital improvements from \$350,000 to \$375,000. This change will completely fund the AISD school project. John K stated that AISD starts putting the budget together in June and July and Patrick requested an agenda item in May and June to review projects at that time. Ron stated that he would make sure to include that topic at the May board meeting.

Gary made the motion to accept the \$2 million dollar budget for fiscal years 2006-2007 and the budget amounts are as follows:

GAATN Budget

Ntwk Mgmt SLA	\$179,000.00
Travel	-
FICA	-
Health	-
Worker's Comp	-
Legal	\$50,000.00
Consultants	\$32,000.00
Maintenance	\$300,000.00
Continuing Contract	\$280,000.00
Teardown/Repair	\$250,000.00
Capitol Improvements	\$375,000.00
Material/Cable Reorder	\$290,000.00
OneCall Fees, Billings	\$75,000.00
Reproduction	\$2,000.00
Common Equipment	\$35,000.00
Supplies	\$1,000.00
Out of Town Travel	-
Insurance	\$125,000.00

Capital Outlay  
Fees, Dues (SV, Pedernales)

-
\$6,000.00

**PROPOSED BUDGET AMOUNT**

<b>\$2,000,000.00</b>
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Patrick seconded the motion and it passed unanimously.

**Agenda Item No. 10:**

**Confirm date, time and location for the next regular Board meeting as March 6, 2006 at 1:30 p.m. in Building behind the Hancock Building at LCRA on Lake Austin Blvd.**

**A. Add agenda items for next month.**

The meeting was adjourned at 4:00 p.m. Please note the change in location for the March meeting. The April meeting will return to the anterior Board room.

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

**625 East 10<sup>th</sup> Street, 6<sup>th</sup> Floor  
Austin, Texas 78701**

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
MEETING HELD March 6, 2006  
Lower Colorado River Authority  
Hancock Building, Board Room  
3701 Lake Austin Blvd**

**Agenda Item No. 1:**

The meeting was called to order by Vice-Chairman Gray Salada at 1:30 p.m.

The following Board members announced as present at the start of the meeting:

Tom Lott, on behalf of the Lower Colorado River Authority  
John Kohlmorgan, on behalf of Austin Independent School District  
Gray Salada, on behalf of Austin Independent School District  
Gary Weseman, on behalf of Austin Community College  
John House, on behalf of the University of Texas  
Martha Krischke, on behalf of the City of Austin  
Dave Kelly, on behalf of State of Texas  
Walter LaGrone, on behalf of Travis County

GAATN Personnel present at the start of the meeting:

Ronald Roberts, Jr, Project Coordinator  
Syd Falk, GAATN Attorney  
Corey Brymer, Maintenance Contractor  
Heidi Cottingham, Maintenance Contractor

Non-GAATN meeting attendees

Pete Collins  
Russ Rumney

**Agenda Item No. 2:**

**Citizen Communication**

There were no citizens present so Gray moved forward with the meeting but requested that agenda item number nine be moved up.

**Agenda Item No. 3 formerly No. 9:**

**Discuss and consider comments from Chief Information Officer, Pete Collins (COA 20 minutes).**

Pete shared that he had come into possession of pictures of GAATN plant that showed some deficiencies. He had sent out city employees to inspect and had also had a meeting with Heidi from CoCom. The result of these activities has been a proactive effort to repair the areas in question and also to move forward with an assessment of the GAATN plant in general. The contract with the maintenance contractor is also being reviewed, specifically for what is expected from them and from GAATN. Pete expressed that he was not unhappy with the work CoCom was

doing and added that he merely desired to follow due diligence in a full assessment of the entire aerial run should future questions arise.

If problems arose later, he explained, he would have a document to show that the GAATN plant was not only examined but also given high marks. His concern was public safety and issues that would or could arise from a situation somewhere along the aerial portion of GAATN. Pete added that he would have a presentation to share at the next Technical Subcommittee for everyone since it was hard to discuss without pictures. Gray asked where the pictures had come from and was told by Pete that it was a personnel issue for him. Pete shared that the pictures were taken around October and November and added that they had not been brought to Heidi's attention.

John Kohlmorgan stated that one of the tasks of the previous network manager was a plant evaluation that was never completed or handed over to the GAATN technical subcommittee as she had stated she would do; he expressed dismay at these issues coming to light in this manner. John K also stated that negative plant inspections were not a complete surprise to the GAATN Board because the network was checked completely once a quarter. Heidi added that the issues she had reviewed from the pictures that Pete had been given pale in comparison to what the inspectors were able to find and fix every quarter.

Gray thanked Heidi for her prompt action and efforts to tackle this issue quickly and directly, he also thanked Pete for his time. Pete added that he would also be determining what sort of cost an inspection to the GAATN plant would be. John K. shared that if GAATN was involved it would require a bid process because of the auditors at AISD, but if the city contracted for it then that was fine. Before departing, Pete said he would be at the Technical Subcommittee meeting with a report and cost information on the 22<sup>nd</sup> of March and hoped to wrap these issues up at that time.

**Agenda Item No. 4:**

**Approval of February 6, 2006 Board Minutes.**

Gary moved to approve both sets of minutes with a second from Tom, motion passed unanimously.

**Agenda Item No. 4:**

**Discussion and possible action regarding the Board Chairperson Update.**

Gray discussed the audit for GAATN. He stated that he had not received any specific parameters from anyone on areas of focus for such an audit. This activity was in anticipation of an RFP that would go out to review processes. John K added that this GAATN assessment would be different than the one Pete had mentioned as it deals with plant as opposed to operations/procedures. John K also added that he was going through the interlocal and SLA and had some ideas for areas of improvement, areas that were no longer applicable, etc. He requested a work session to review the documents and Ron stated he would set something up in April.

**Agenda Item No. 5:**

**Executive Session:**

Adjourn for closed session, under one or more of Tex. Gov't Code sections 551.071, 551.072, 551.074, and/or 551.076, to seek legal advise about pending, anticipated or contemplated litigation concerning:

- A. Construction, equipment, and product warranty claims;
- B. Damage to GAATN fiber optic cables, equipment, hardware, and other property; or
- C. Contractual or tort claims by or against GAATN; or
- D. the procedures and operations of the Board or the organization; and/or

to consider matters concerning

- E. real property purchase, exchange, lease or value;

- F. personnel matters; or
- G. security devices or security personnel.

Reconvene for discussion and actions, if any, on matters considered in closed session.

Gray removed the Board to Executive Session at 1:54 pm and back to regular session at 2:00 pm. No action in open session was required.

**Agenda Item No. 6:**

**Discussion and possible action regarding the financial report and budget issues.**

Gray distributed and John K went over the report which was through January 31<sup>st</sup>. John K added that the Travis County payment had been received. There had been fund transfers as well as described in the minutes from last month. These two factors were not on the report in hand though. Gray asked about the legality of overspending and Syd noted that making informed decisions was important, when you note that you are outside the confines of the budget then a vote was appropriate. Martha added that the normal maintenance money was going to go over allocation. She added there was \$70,000 for Bolm Road and \$140,000 for miscellaneous projects and felt a vote sooner more then later was going to be necessary. Ron stated he would add it on the agenda for next month.

**Agenda Item No. 7:**

**Discussion and possible action regarding the Technical Subcommittee Update. (Lott, 20 minutes).**

**A. GAATN Legal Contract Renewal**

**B. SLA renewal and SLA Evaluation**

**Discussion and Possible Action regarding Legal Contract Renewal**

Syd shared that there would not be an increase in price for this final years option. Ron stated that he would have to create an RFP for the next time around. It was suggested that this RFP take place in September to allow for specific financial requirements to be incorporated. Ron stated he would put that together and get it over to AISD for submittal. Ron further explained that this issue did require a vote. Gary made the motion to extend the legal contract another year with the same terms and fees, this was seconded by Walter. The subsequent vote was unanimous.

**Discussion and Possible Action regarding the SLA renewal.**

Ron shared that he had distributed both electronic and hard copies of the SLA and the evaluation. This was done at the request of AISD and the purpose was to identify areas for improvement and to revisit the document for any changes. As noted previously herein, there will be a work session to review this document in April. Gray asked when it expired and Ron shared that the document was from September to September –the GAATN fiscal year- but that it had been requested by the Board to coincide with the budget in the January through March time frame. It was decided to review and specify aspects of the document and then revisit the vote in September.

Tom had one final note on his report. He stated that the spread sheet requested at the Technical Subcommittee had been supplied by Martha who then explained how it tracked materials between the project and maintenance category. She further explained that the document would be in conjunction with the one that CoCom kept but would allow for a break out in multiple categories of expense and material cumulative costs. John K thanked her as did the rest of the Board and noted that it was exactly what they needed to have in order to analyze and review the GAATN inventory on a level that had not previously been done.

**Agenda Item No. 8:**

**Discussion and possible action regarding the Network Manager's Update (COA, 10 minutes).**

Martha handed out an 11x17 sheet of running expenses that she and Ron were now tracking. This effort was to overcome the deficiencies in reporting since the folders that Martha had always maintained were previously borrowed in October by the former Network Manager and had not been returned until January after her resignation in December. This had created some problems previously discussed at the February Board meeting which had now been overcome. This new and improved document afforded all the ability to review the financials of GAATN five weeks closer to the present date than the AISD report allows. Martha added that there was not much activity to report on since the efforts to 'run lean' through the rest of the year. She did add that Ron had gotten a check from 'The Shore' which meant that project would be scheduled at the end of the month and proper notice would be forthcoming. Martha also mentioned that a project was developing at the former Goodwill store on 3<sup>rd</sup> and Lamar. She also noted that the water line was going from 6 to 12 inches there and that she was working on GAATN participating with that to get us off the poles through this section. Expenses were expected to be around \$15,000 and include a handhold. The last issue was B1N and Bolm Road, a recurring plant problem that would need to move forward soon per Martha and Heidi who would be speaking to this in detail at the Technical Subcommittee meeting.

**Agenda Item No. 10:**

**Confirm date, time and location for the next regular Board meeting as April 3, 2006 at 1:30 p.m. in Building behind the Hancock Building at LCRA on Lake Austin Blvd.**

**A. Add agenda items for next month.**

The meeting was adjourned at 2:35 p.m. Please note the change in location for the March meeting. The April meeting will return to the anterior Board room.

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

**625 East 10<sup>th</sup> Street, 6<sup>th</sup> Floor  
Austin, Texas 78701**

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
MEETING HELD April 3, 2006  
Lower Colorado River Authority  
Hancock Building, Board Room  
3701 Lake Austin Blvd**

**Agenda Item No. 1:**

The meeting was called to order by Vice-Chairman Gray Salada at 1:34 p.m.

The following Board members announced as present at the start of the meeting:

Brian Kunz, on behalf of the Lower Colorado River Authority  
Gray Salada, on behalf of Austin Independent School District  
Gary Weseman, on behalf of Austin Community College  
John House, on behalf of the University of Texas  
Martha Krischke, on behalf of the City of Austin  
Wayne Wedemeyer, on behalf of the University of Texas

Joining the meeting in progress:

Dave Kelly, on behalf of State of Texas

GAATN Personnel present at the start of the meeting:

Ronald Roberts, Jr, Network Coordinator

Syd Falk, GAATN Attorney

Corey Brymer, Maintenance Contractor

Heidi Cottingham, Maintenance Contractor

Non-GAATN meeting attendees

Russ Rumney

**Agenda Item No. 2:**

**Citizen Communication**

There were no citizens present so Gray moved forward with the meeting.

**Agenda Item No. 3**

**Approval of March 6, 2006 Board Minutes.**

Gary moved to approve both sets of minutes with a second from Wayne, motion passed unanimously.

**Agenda Item No. 4:**

**Discussion and possible action regarding the Board Chairperson Update.**

Gray requested that the Board consider moving the GAATN Board meeting in May from the 1<sup>st</sup> to the 8<sup>th</sup> to allow for attendance to the World Congress on Information Technology (WCIT) which is in town that week. All present agreed to the change in date and Ron stated that he would contact Tom about the meeting date change for next month so that he could secure a meeting room.

**A. Update from the City on GAATN appointment to the Board.**

Russ shared that the City was moving forward with an appointment but a candidate has not been determined. In the interim, Martha is the City representative to the Board and Technical Subcommittee. Gray shared that he and Pete had conversations on Friday and that he had asked about the GAATN Chair and was told that there were work related issues that prohibited his attendance. The Board elections are in July, but until then Russ stated that the City was fully engaged in GAATN and in providing the network support through Martha and Ron. John House asked about Pete's absence at the Technical Subcommittee but Russ could not speak to that as he did not know his schedule. Russ added, however, that he and Heidi had spoken beforehand and she was to speak to the report at the meeting, which she had done. Gray stated that the issue just needed closure and others echoed the sentiment.

Russ added that he could provide a report at the Technical Subcommittee meeting in April after he has a meeting with Heidi. John House then asked about the suggested audit of the network. Russ stated they had looked into that and if it was necessary then the city was prepared to pursue the issue and had looked into and priced some of those services. Russ shared that since the last Board meeting there is a better understanding of the GAATN plant by the city and also of the issues around the pictures that Pete was given. Russ understood the Board's concern about closure and would attend the Tech meeting April 19<sup>th</sup> with more information. Gray stated that it sounded like the audit may be a non-issue and Russ agreed that it may indeed be a non-issue.

**Agenda Item No. 5:**

**Executive Session:**

Adjourn for closed session, under one or more of Tex. Gov't Code sections 551.071, 551.072, 551.074, and/or 551.076, to seek legal advise about pending, anticipated or contemplated litigation concerning:

- A. Construction, equipment, and product warranty claims;
- B. Damage to GAATN fiber optic cables, equipment, hardware, and other property; or
- C. Contractual or tort claims by or against GAATN; or
- D. the procedures and operations of the Board or the organization; and/or

to consider matters concerning

- E. real property purchase, exchange, lease or value;
- F. personnel matters; or
- G. security devices or security personnel.

Reconvene for discussion and actions, if any, on matters considered in closed session.

Gray removed the Board to Executive Session at 1:51 pm and back to regular session at 1:55 pm. Wayne made a motion to allow the acting Board Chair to sign the settlement documents for Pleasant Hill Mobile Homes. This was seconded by Gary and passed unanimously. There was some discussion on the By-Laws and it was decided to add an agenda item to review them at the May Board meeting.

**Agenda Item No. 6:**

**Discussion and possible action regarding the financial report and budget issues.**

Gray distributed the AISD report and Martha handed out her cost projection sheet for the balance. Martha used the outstanding invoices and other information to project an amount that could be transferred from the holding account to fund GAATN through the remaining fiscal year. She also went through the projects she felt would take place and those that she suspected could be deferred until after September 1<sup>st</sup> when the new budget starts. The result was a best guess of \$206,000 to keep GAATN in the black. This issue had been addressed before, it was noted that AISD preferred to spend down the funds and then move money over as needed. Gray explained that in this case, having the detail available, it was better to show responsibility in the minutes of actually moving amounts around in the budget to compensate for the coming shortage. Gary took this a step further and suggested that specific project amounts that had previously been approved by the Board, but which had not been completed in their allotted year be utilized up to the amount necessary. That stated, Gary made the motion to use the Bolm road amount of \$72,000, the C1S extension for \$99,000 and the Bluebonnet project for \$30,000 for a total of \$201,000 from the holding account for this years budget use. Wayne seconded the motion and it passed unanimously.

**Agenda Item No. 7:**

**Discussion and possible action regarding the Technical Subcommittee Update. (Lott, 20 minutes).**

**A. SLA renewal and SLA Evaluation-meeting prior to Tech meeting on April 19<sup>th</sup>  
Meeting will begin at 11:30 am.**

**B. Bentley Presentation-They are collecting all data on C2S –please send any drawings or info forward to Network Coordinator.**

Ron shared that the next Technical Subcommittee meeting will be on April 19<sup>th</sup> and will start early at 11:30 to allow for SLA review prior to the meeting. Notification and reminders will be sent out as the date gets closer.

Ron then discussed the Bentley fiber presentation. Wayne and Gary felt the utility to GAATN was high and that it was up to the individual entities to decide their own utility for this product. Gary stated that the inside plant may not be necessary for GAATN. Ron stated that he had not yet received any additional information to send to Bentley and if there was none then he was going to ask them to go ahead. He explained that the technical subcommittee folks desired to know how much it was going to cost to get the existing data into the software. To accomplish this, the Bentley folks are going to return with a figure that represents the data previously sent on C2S being converted. Ron explained that the technical subcommittee desires to extrapolate that figure to compute what the entire data conversion would cost. It is hoped that they will then be able to plan how best to proceed with the project, i.e. to outsource, outsource a portion, etc. Ron restated that he would contact the Bentley folks to move forward using the existing data. Heidi added that Alexander Engineering had GAATN prints in microstation and that she was talking with them about this asset and would report back.

**Agenda Item No. 8:**

**Discussion and possible action regarding the Network Manager's Update (COA, 10 minutes).**

Martha updated the Board that the C1S change out was completed and the DOM over 183 had also been placed. She noted that the A2N cut around at 'The Shore' was on track and that CoCom was working on a solution for TxDOT and 183. She added that she had heard nothing back on the executive center design and was also waiting on a quote concerning CapCog. Heidi added that CapCog was an issue that was still being investigated for the best solution.

**Agenda Item No. 9:**

**Confirm date, time and location for the next regular Board meeting as May 8, 2006 at 1:30 p.m. in Building behind the Hancock Building at LCRA on Lake Austin Blvd.**

**A. Add agenda items for next month.**

The meeting was adjourned at 3:35 p.m. Please note the change in date for the May meeting to the 8<sup>th</sup> instead of the 1<sup>st</sup>.

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

**625 East 10<sup>th</sup> Street, 6<sup>th</sup> Floor  
Austin, Texas 78701**

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
MEETING HELD May 8, 2006  
Lower Colorado River Authority  
Hancock Building, Board Room  
3701 Lake Austin Blvd**

**Agenda Item No. 1:**

The meeting was called to order by Vice-Chairman Gray Salada at 1:33 p.m.

The following Board members announced as present at the start of the meeting:

Tom Lott, on behalf of the Lower Colorado River Authority  
Gray Salada, on behalf of Austin Independent School District  
John House, on behalf of the University of Texas  
Martha Krischke, on behalf of the City of Austin  
Dave Kelly, on behalf of State of Texas

GAATN Personnel present at the start of the meeting:

Ronald Roberts, Jr, Network Coordinator  
Syd Falk, GAATN Attorney  
Corey Brymer, Maintenance Contractor

**Agenda Item No. 2:**

**Citizen Communication**

There were no citizens present so Gray moved forward with the meeting.

**Agenda Item No. 3**

**Approval of April, 2006 Board Minutes.**

Tom moved to approve both sets of minutes with a second from John House, motion passed unanimously.

**Agenda Item No. 4:**

**Discussion and possible action regarding the Board Chairperson Update.**

Gray shared his attendance to the World Congress on Information Technology (WCIT) with the group. He shared that it was the largest ever WCIT held so far with 80 countries participating. The WCIT is held every two years. Gray added that CEO's from SAS, AMD, Dell, XEROX and Intel all gave speeches at the event. The identified goals were 1) providing access 2) health care and 3) security. The speeches were not sales pitches but in line with the stated goals, several companies had affordable computers they wanted to share including one whose cost was just over \$100. Gray had a few other interesting factoids such as South Korea having 70% of their population on broadband. He mentioned also that he had run into Denise Ducharm with Cap Metro and requested that she come to the Board next month to talk about where they were with wireless on the busses. Ron stated he would add her to the agenda.

Gray also noted that his systems had encountered problems powering back up from the recent storms. Martha noted that GAATN did not go down at all anywhere at anytime. Gray's issues were his generators and he wondered if the GAATN disaster recovery plan could be updated and Ron said he would put something together in draft form for the Technical Subcommittee. Martha added that each entity had its own disaster recovery process but that something overall would be beneficial.

**Agenda Item No. 5:**

**Executive Session:**

Adjourn for closed session, under one or more of Tex. Gov't Code sections 551.071, 551.072, 551.074, and/or 551.076, to seek legal advise about pending, anticipated or contemplated litigation concerning:

- A. Construction, equipment, and product warranty claims;
- B. Damage to GAATN fiber optic cables, equipment, hardware, and other property; or
- C. Contractual or tort claims by or against GAATN; or
- D. the procedures and operations of the Board or the organization; and/or

to consider matters concerning

- E. real property purchase, exchange, lease or value;
- F. personnel matters; or
- G. security devices or security personnel.

Reconvene for discussion and actions, if any, on matters considered in closed session.

Gray removed the Board to Executive Session at 2:02 pm and back to regular session at 2:25 pm. There was no action required by the Board in regular session.

**Agenda Item No. 6:**

**Discussion and possible action regarding the financial report and budget issues.**

Gray distributed the AISD reports and Ron added that the fourth quarter invoices had gone out for those entities that did not pay in full at the start of the fiscal year. Dave added that his entities check was sent last Tuesday. Martha shared that all should be fine as long as something unforeseen did not arise. She added that the armored cable was keeping squirrel damage down considerably and that the higher pole assignments were also great value in damage avoidance. Gray's report did not yet reflect the funds transferred from the holding account which was approved last month.

**Agenda Item No. 7:**

**Discussion and possible action regarding the Technical Subcommittee Update. (Lott, 20 minutes).**

**A. SLA renewal and SLA Evaluation**

**B. Bentley Presentation.**

Ron shared that the changes suggested at the Technical Subcommittee meeting had been incorporated into the draft SLA that was sent out electronically. He pointed out that there were additional deliverables requested which Martha had already started putting together and he added the expansion of the definitions to the document. Additional changes were a non-compete clause for employees, date changes for approval and employee notification time limits. The group looked over the document and noticed one or two more items to be changed and Ron stated he would make the changes and resend out for the technical Subcommittee to look at next week.

Ron also noted that the Bentley fiber proposal had been sent out electronically but he had received no comments. There were a variety of options available for consideration and would leave the item on the Technical Subcommittee agenda and would resend to the group as well. He added that the Bentley folks would be prepared to initiate the conversion within 48 hours of acceptance.

**Agenda Item No. 8:**

**Discussion and possible action regarding the Network Manager's Update (COA, 10 minutes).**

Martha had moved up the CapCog project since it looked to be on track for September. She had received a quote for \$20,415 from CoCom for the work. She also gave a heads up on work at fire 14 since that was a site that would impact multiple entities. That work would be problematic but would leave the agency in good position when completed. It was scheduled for the end of May at this point and would send out notices later. She reported on a gun shot repair at B2S and also some transfers around Waller Creek. The connectivity through UT to the Internet was a hot topic and the details and direction needed to be chosen soon. Martha and others were to follow up with Wayne soon.

**Agenda Item No. 9:**

**Confirm date, time and location for the next regular Board meeting as June 5, 2006 at 1:30 p.m. in Building behind the Hancock Building at LCRA on Lake Austin Blvd.**

**A. Add agenda items for next month.**

The meeting was adjourned at 3:19 p.m.

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

**625 East 10<sup>th</sup> Street, 6<sup>th</sup> Floor  
Austin, Texas 78701**

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
MEETING HELD June 5, 2006  
Lower Colorado River Authority  
Hancock Building, Board Room  
3701 Lake Austin Blvd**

**Agenda Item No. 1:**

The meeting was called to order by Vice-Chairman Gray Salada at 1:33 p.m.

The following Board members announced as present at the start of the meeting:

Tom Lott, on behalf of the Lower Colorado River Authority  
Gray Salada, on behalf of Austin Independent School District  
John House, on behalf of the University of Texas  
Martha Kruschke, on behalf of the City of Austin  
Dave Kelly, on behalf of State of Texas  
Wayne Wedemeyer, on behalf of the University of Texas  
John Kohlmorgan, on behalf of Austin Independent School District  
Gary Weseman, on behalf of Austin Community College

GAATN Personnel present at the start of the meeting:

Ronald Roberts, Jr, Network Coordinator  
Syd Falk, GAATN Attorney  
Heidi Cottingham, Maintenance Contractor

Visitors:

Malcolm Yeatts, City of Austin  
Darrell Rochte, City of Austin

**Agenda Item No. 2:**

**Citizen Communication**

Wayne announced that the UT CIO, Dan Updegrave, had resigned but was staying on until his replacement could be hired. There were no citizens present so Gray moved forward with the meeting.

**Agenda Item No. 3**

**Approval of May 8, 2006 Board Minutes.**

Wayne motioned to approve the minutes and this was seconded by Tom. The motion passed unanimously.

**Agenda Item No. 4:**

**Discussion and possible action regarding the Board Chairperson Update.**

**A Denise Ducharme from Cap Metro.**

Gray stated that she was unable to attend today but would next month on the 10<sup>th</sup> of July. The subject will be joint wireless opportunities for GAATN entities and Cap Metro.

**B. Direct connect University of Texas internet connectivity and pricing discussion.**

Wayne stated that UT had been negotiating for over six months for a secondary ISP to provide redundancy that would guarantee service at a level not previously had. He stated that there would be an increase of 5% to 8% in cost per megabit but that 99% of the traffic would be supported. He explained further that the bulk of traffic would be over Qwest with 600 meg but that, if the new contract were executed as currently under discussion, the new ISP would carry 250 meg. One ISP would be in Austin and the other in Dallas. Wayne noted that AISD had established 2 pairs on each side of the UT equipment/access point already. Malcolm asked about packet routing and Wayne explained that the .bgp was set to allow natural flow, but under the new arrangement, should a spike occur on one side it would automatically route through the other ISP with no impact to the users. Malcolm also asked Wayne to assist on some routing possibilities for the city of Austin to get to the new equipment and Wayne stated that he would do so.

Gray also reminded the Board that the GAATN Chair and Vice-Chair elections would be held at the July meeting. He asked that candidates be considered in advance for that meeting.

**Agenda Item No. 5:**

**Executive Session:**

Adjourn for closed session, under one or more of Tex. Gov't Code sections 551.071, 551.072, 551.074, and/or 551.076, to seek legal advise about pending, anticipated or contemplated litigation concerning:

- A. Construction, equipment, and product warranty claims;
- B. Damage to GAATN fiber optic cables, equipment, hardware, and other property; or
- C. Contractual or tort claims by or against GAATN; or
- D. the procedures and operations of the Board or the organization; and/or

to consider matters concerning

- E. real property purchase, exchange, lease or value;
- F. personnel matters; or
- G. security devices or security personnel.

Reconvene for discussion and actions, if any, on matters considered in closed session.

Gray removed the Board to Executive Session at 1:49 pm and came back to regular session at 2:19 pm.

Wayne made a motion that, based on the response letter back from Gallagher Bassett Services, the insurance adjustor for Trans Tech Electric, refusing to offer any reasonable settlement of the GAATN claim, the GAATN Board authorizes the GAATN attorney to file a lawsuit for damages against Trans Tech subject to receipt of job workscope information about the repair by TransTech from TxDOT and other background information Martha has. This motion was seconded by Gary Weseman and passed unanimously.

**Agenda Item No. 6:**

**Discussion and possible action regarding the financial report and budget issues.**

John Kohlmorgan distributed the financial report and shared that the maintenance account was down to \$3,000. He added that there was just over \$818,000 in the budget and that the agency had spent (or encumbered) approximately \$1.99 million to date (through April 30) of the approximately \$ 2.13 million budgeted, with 4 months remaining in the current budget year. He further stated that while this had been anticipated to occur, it was still important to run 'lean' until the next fiscal year could begin.

**Agenda Item No. 7:**

**Discussion and possible action regarding the Technical Subcommittee Update. (Lott, 20 minutes).**

**A. SLA renewal**

The current SLA is going through a review and some revisions have been identified that will replace and/or augment components of the existing SLA with the City of Austin. In the interim, a vote to renew for an additional one-year term is required on the current SLA by June 30<sup>th</sup> lest the document lapse by its terms into a 120-day expiration period. There were some questions by John K about the upcoming changes and Syd stated that once they were in place in the new document and agreed to by GAATN and the City there was not a need to wait a whole year to put them into effect, if the parties wanted to do so sooner. The upcoming, new SLA changes, once completed and signed by Participants and approved by the City (the City Council would have to approve the new agreement), could be implemented by vote immediately. Ron stated that he would review the additional changes suggested by GAATN legal counsel, distributed at this meeting, with those made at the Technical Subcommittee at its last meeting, for the next Technical Subcommittee meeting. Gary made the motion to extend the present SLA for one year and this was seconded by Wayne. The motion passed unanimously.

**B. Bentley Presentation.**

Ron distributed the streamlined quote for Microstation and the Bentley fiber that he received. The request by the Technical Subcommittee to get the 'bare bones' software and support for the GAATN workstation is intended to aid in the network conversions by the CoCom employees tasked with maintaining the GAATN workstation. The software will be owned (licensed) by GAATN and placed on the GAATN workstation at the maintenance contractor's office. The Board members had a variety of detailed questions about the quote and software and Ron stated that he would put these concerns together for distribution to everyone. The goal is to get all the final concerns answered by the next Technical Subcommittee meeting so that the purchase can move forward. This purchase will be made in the next fiscal year for GAATN with funding coming from the consultant and work station budgets.

**Agenda Item No. 8:**

**Discussion and possible action regarding the Network Manager's Update (COA, 10 minutes).**

Martha explained that the CAPCOG project was on hold due to the City's need to deal with its FDDI strands at the location in question. Once a solution was established then the final touches on the move from the location will be completed. She added that a new project had developed, a relocate near some new loft construction on 5<sup>th</sup> street. She added that she was meeting with the

developer tomorrow and would get a site plan and know more about the project for the Technical Subcommittee meeting.

Martha added that the second round of pricing for DPS was in and that the entities involved with that project should be at the point of purchase orders.

**Agenda Item No. 9:**

**Confirm date, time and location for the next regular Board meeting as July 10, 2006 at 1:30 p.m. in Building behind the Hancock Building at LCRA on Lake Austin Blvd.**

**A. Add agenda items for next month.**

The meeting was adjourned at 3:18 p.m.

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

**625 East 10<sup>th</sup> Street, 6<sup>th</sup> Floor  
Austin, Texas 78701**

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
MEETING HELD July 10, 2006  
Lower Colorado River Authority  
Hancock Building, Board Room  
3701 Lake Austin Blvd**

**Agenda Item No. 1:**

The meeting was called to order by Vice-Chairman Gray Salada at 1:30 p.m.

The following Board members announced as present at the start of the meeting:

Tom Lott, on behalf of the Lower Colorado River Authority  
Gray Salada, on behalf of Austin Independent School District  
John House, on behalf of the University of Texas  
Martha Kruschke, on behalf of the City of Austin  
Wayne Wedemeyer, on behalf of the University of Texas  
John Kohlmorgan, on behalf of Austin Independent School District  
Gary Weseman, on behalf of Austin Community College

GAATN Personnel present at the start of the meeting:

Ronald Roberts, Jr, Network Coordinator  
Syd Falk, GAATN Attorney  
Lee Romans, Maintenance Contractor

Visitors:

Earbie Metheny, on behalf of Travis County

**Agenda Item No. 2:**

**Citizen Communication**

There were no citizens so Gray moved on with the next item.

**Agenda Item No. 3**

**Approval of June 5, 2006 Board Minutes.**

Wayne motioned to approve the minutes with a date correction in the previous draft minutes and this was seconded by Gary. The motion passed unanimously.

**Agenda Item No. 4:**

**Discussion and possible action regarding the Board Chairperson Update.**

**A Denise Ducharm from Cap Metro.**

Gray stated that she was unable to attend today but would keep her on the agenda for next month. The subject will be joint wireless opportunities for GAATN entities and Cap Metro.

## **B. Board Elections.**

Martha nominated Gray Salada as GAATN Chair. He stated that he would accept the nomination. Gary made a motion to cease nominations and accept Gray as the GAATN Chair candidate. Gary's motion was seconded by Wayne and the vote carried unanimously. Gray then nominated Wayne to serve as the GAATN Vice-Chair. Wayne stated that he would accept the nomination. Gary made a motion to cease nominations and accept Wayne Wedemeyer as the GAATN Vice-Chair, this motion was seconded by Tom. The subsequent vote was unanimous and Gray Salada and Wayne Wedemeyer will be the GAATN Chair and Vice-Chair.

## **Agenda Item No. 5:**

### **Executive Session:**

Adjourn for closed session, under one or more of Tex. Gov't Code sections 551.071, 551.072, 551.074, and/or 551.076, to seek legal advise about pending, anticipated or contemplated litigation concerning:

- A. Construction, equipment, and product warranty claims;
- B. Damage to GAATN fiber optic cables, equipment, hardware, and other property; or
- C. Contractual or tort claims by or against GAATN; or
- D. the procedures and operations of the Board or the organization; and/or

to consider matters concerning

- E. real property purchase, exchange, lease or value;
- F. personnel matters; or
- G. security devices or security personnel.

Reconvene for discussion and actions, if any, on matters considered in closed session.

Gray removed the Board to Executive Session at 1:39 pm and came back to regular session at 1:48 pm.

There were no actions required in regular session.

## **Agenda Item No. 6:**

### **Discussion and possible action regarding the financial report and budget issues.**

John Kohlmorgan distributed the financial report and shared that Travis County was the only entity that still needed to send the last quarter payment into AISD for processing before the end of the GAATN fiscal year. He added that GAATN had recovered about \$86,000 worth of damage from insurance companies which was a benefit due to the lean budget. He further added that the budgeted amount was \$1.9 million and GAATN had spent about \$2.01 million and have a month and a half to go. He surmised that the budget was right where it needed to be. There was no other discussion on the budget report.

## **Agenda Item No. 7:**

### **Discussion and possible action regarding the Technical Subcommittee Update. (Lott, 20 minutes).**

#### **A. Bentley Software**

Ron explained that the technical subcommittee had asked him to discuss a minimal option plan with the Bentley representatives that would utilize a \$10,000 common

equipment category left in this year's GAATN budget but would require an additional \$5-6,000 over the common equipment monies for the single licenses sought. After discussions with Bentley, Ron distributed the streamlined quote for Microstation and the Bentley fiber that he received but explained that the oracle software would have to be added back in since AISD had received the same price quote as the vendor. So with no savings possible from AISD, the \$300 per license for oracle needed to go back into the quote distributed. The request by the Technical Subcommittee to utilize the common equipment category is intended to aid in the advancement of the network conversions by the CoCom employees tasked with maintaining the GAATN workstation. Ron added that it would allow for users to establish a familiarity with the software prior to training. He responded to the question about using the city to purchase the software and allow GAATN to reimburse as was discussed in the affirmative. Ron stated that he had spoken to Russ Rumney about this proposal and Russ had asked for some official documentation about the arrangement. Wayne stated that inclusion in the minutes and motion should suffice. Wayne further stated that the longer that GAATN waits to begin utilizing the software, the more costly it will be in the long run as new edits are placed daily into the existing maps. Syd raised a few last minute concerns about specific items in the contract. The first dealt with a request to indemnify intellectual property in the 4.07 section of the select agreement, adding that it was not an unreasonable request to ask for an inclusion of that nature. He also raised a concern over ownership of the software and liability concerns that he had for GAATN. He stated that he would send these issues to Ron as Network Coordinator to discuss with Bentley and get their feedback. The Board desired to move forward at present with the purchase and find out about these issues, along with some information on training, at the next Technical Subcommittee meeting.

Wayne made a motion to approve the purchase of the Bentley software for an amount not to exceed \$16,000 in cost which would be borne by the City of Austin with GAATN to reimburse from this years budget. The motion was seconded by Tom and the subsequent vote was unanimous

Ron stated that the additional purchase will be made in the next fiscal year for GAATN with funding coming from the consultant and work station budgets. Gray asked that the additional purchase be included on the August agenda.

#### **Agenda Item No. 8:**

#### **Discussion and possible action regarding the Network Manager's Update (COA, 10 minutes).**

Martha noted that Fire 14 parking garage was under construction and that the consequences to GAATN were fairly major but that the city was handling the cost of the rearrangements. Wayne requested an executive overview on Mueller and added that UT would need GAATN connection at the hospital. John K asked about conduits through the site. Martha shared that discussions had been ongoing since 1999 for the DIN interconnect through the area. Lee and Ron noted that the Utility Coordination meetings had generated some waterline projects around the Mueller site but nothing specific to the interior yet. Martha added that GAATN was on three sides and that the deeper utilities were being planned with construction projected to begin in 2007. A vast majority of Mueller was still conceptual at this point but that when the time came she would be ready to discuss options with appropriate personnel involved and with the GAATN participants. She noted that the hospital was at 60% completion at present but that many opportunities were still in front of GAATN. Once the street design was presented then there would be more clarity about options. Martha stated that she would get as detailed plans as possible for the next Board meeting. She further added that Travis County and the City were already involved in connections through Brackinridge and the Seton network. There will be options for inclusion of sites at Mueller and also with the replacement site for CAPCOG. Earbie added that he had just found out about the

CAPCOG opportunity and was designing and Tom inquired about sharing fibers. This issue would be a Technical Subcommittee discussion next week, per Ron.

Martha then explained that the CTM security group (at COA) had requested action by the Board on procedures for building access at City sites. She explained that the Agency's current informal procedure has been to observe the rules for access as stated by the hosting participant. In this instance the city requires a bi-annual Criminal Background Investigation (CBI) on participant's employees desiring unescorted access to City Hall. There is no cost associated with the CBI's to any of the participants or their employees. The specific policy paragraph had been emailed to the Board members late last week for review. Gray stated, as GAATN Chair, that the Board does acknowledge and agree to adhere to the City's access policy. He added to please pass this agreement on to appropriate personnel at the city and to reflect it in the Board minutes.

**Agenda Item No. 9:**

**Confirm date, time and location for the next regular Board meeting as August 7, 2006 at 1:30 p.m. in Building behind the Hancock Building at LCRA on Lake Austin Blvd.**

**A. Add agenda items for next month.**

The meeting was adjourned at 3:09 p.m.

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

**625 East 10<sup>th</sup> Street, 6<sup>th</sup> Floor  
Austin, Texas 78701**

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
MEETING HELD August 7, 2006  
Lower Colorado River Authority  
Hancock Building, Board Room  
3701 Lake Austin Blvd**

**Agenda Item No. 1:**

The meeting was called to order by Chairman Gray Salada at 1:32 p.m.

The following Board members announced as present at the start of the meeting:

Tom Lott, on behalf of the Lower Colorado River Authority  
Brian Kunz, on behalf of the Lower Colorado River Authority  
Gray Salada, on behalf of Austin Independent School District  
John House, on behalf of the University of Texas  
Martha Krischke, on behalf of the City of Austin  
Wayne Wedemeyer, on behalf of the University of Texas  
John Kohlmorgan, on behalf of Austin Independent School District  
Dave Kelly, on behalf of the state of Texas, DIR

GAATN Personnel present at the start of the meeting:

Ronald Roberts, Jr, Network Coordinator  
Syd Falk, GAATN Attorney  
Heidi Cottingham, Maintenance Contractor  
Cory Brymer, Maintenance Contractor  
Nick Cottingham, Maintenance Contractor  
Lee Romans, Maintenance Contractor

Visitors:

Earbie Metheny, on behalf of Travis County

**Agenda Item No. 2:**

**Citizen Communication**

There were no citizens so Gray moved on with the next item.

**Agenda Item No. 3**

**Approval of June 5, 2006 Board Minutes.**

Tom motioned to approve the minutes with a capitalization of Fire 14 for agenda item 8 last month, this was seconded by Tom. The motion passed unanimously.

**Agenda Item No. 4:**  
**Discussion and possible action regarding the Board Chairperson Update.**

Gray reported that he gets continual comments on the GAATN network from within AISD and other agencies as well. He added that the wireless topic should be included for the Technical Subcommittee discussion and possibly meet with vendors. This last comment came about from meetings with Cap Metro who was in talks with AISD about some future opportunities.

**Agenda Item No. 5:**  
**Executive Session:**

Adjourn for closed session, under one or more of Tex. Gov't Code sections 551.071, 551.072, 551.074, and/or 551.076, to seek legal advise about pending, anticipated or contemplated litigation concerning:

- A. Construction, equipment, and product warranty claims;
- B. Damage to GAATN fiber optic cables, equipment, hardware, and other property; or
- C. Contractual or tort claims by or against GAATN; or
- D. the procedures and operations of the Board or the organization; and/or

to consider matters concerning

- E. real property purchase, exchange, lease or value;
- F. personnel matters; or
- G. security devices or security personnel.

Reconvene for discussion and actions, if any, on matters considered in closed session.

Gray removed the Board to Executive Session at 1:42 pm and came back to regular session at 2:21 pm.

Based on the recent legal RFP for GAATN, Tom moved to select Bickerstaff, Heath, Smiley, Pollan, Keever and McDaniel in accordance with the RFP for a one year term with 2 optional one year renewals. This was seconded by Wayne and the vote passed unanimously. Gray identified some areas for communication improvements to compensate for the lapse in between Board meetings. Syd stated that he had talked with Bill Dugat about some of the concerns and had some thoughts on delegation to a sub group or single point of contact to facilitate more fluidity in the decisions. This was an area everyone agreed needed to be worked on. Gray asked Ron to bring the Claims Policy to the next Technical Subcommittee meeting to see if there was something that could assist communication, or possibly establishing a separate policy. John K noted that the Tech and Board meetings were 2 weeks apart already but agreed with improving communication. The thoughts on this topic ranged from identifying expectations, economic boundaries and regular legal updates through the month. Ron stated that he would add it to the tech agenda for discussion.

**Agenda Item No. 6:**  
**Discussion and possible action regarding the financial report and budget issues.**

Gray distributed the financial report and shared that all entities had paid up for the year and that Travis County was already creating a PO for this upcoming fiscal year and encouraged those entities that would like to do so to begin that process. The payments were not reflected in the report yet.

**Agenda Item No. 7:**

**Discussion and possible action regarding the Technical Subcommittee Update. (Lott, 20 minutes).**

**A. Bentley Software**

Ron shared that the city had the Bentley fiber purchase request form in the queue for processing. A purchase order in the amount of \$14,221.85 would soon be issued. He added that Judy Ochoa at AISD had been informed to look for an invoice from the city for that amount for repayment back to the city of Austin. Ron shared also that the training site would not be an issue and that the city had several labs for which training could be facilitated. The training was better for schedules in the October time frame. Ron stated he would share additional information later but that getting the product in and having personnel utilize it would assist with better questions for a training class. He added that there was a lot of interest but reminded everyone that the training would be specific to the Bentley fiber software. A final thought was to remind the Board that the next budget year included funding for additional software that would take place once the new budget was in place.

**B. GAATN Legal RFP**

This item was discussed and an official vote to retain the existing legal representation was taken immediately after executive session.

**C. Insurance RFP**

Ron stated that the RFP for insurance went out and that the responses are due back on August 15<sup>th</sup>. He added that he had some phone calls and interest from carriers and expected a good return. He would update later and bring the results to the next Board meeting for an official vote.

**Agenda Item No. 8:**

**Discussion and possible action regarding the Network Manager's Update (COA, 10 minutes).**

Martha shared that the University of Texas Executive Center was being deleted as a project and that it would not be a reroute. The fiber will remain in place unless payment was received. She shared that CapCog had 2 months left and that it was holding until after September. Martha stated she was waiting on revised quotes and added that October-November looked to be the time frame for completion. There would be a bore project on Lamar in a month, she would detail later. She also shared that the DPS project had been rescheduled for 8-16. Martha then shared that she was responding to a request by the Technical Subcommittee to generate some network survivability and damage trend information. There was some good feedback from the Board on these documents. Martha added that she had used some FCC guidelines to determine average repair times which were about 4 hours under the national average. The outages were all included but that impacts to the entities were not as excessive as indicated due to network wraps and scheduled cuts. She offered several scenarios for reporting that were discussed by the Board. Overall everyone was please and decided to take up more discussion on the topic at the Technical Subcommittee level.

**Agenda Item No. 9:**

**Confirm date, time and location for the next regular Board meeting as September 11, 2006 at 1:30 p.m. in Building behind the Hancock Building at LCRA on Lake Austin Blvd.**

**A. Add agenda items for next month.**

The meeting was adjourned at 3:25 p.m.

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

**625 East 10<sup>th</sup> Street, 6<sup>th</sup> Floor  
Austin, Texas 78701**

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
MEETING HELD September 11, 2006  
Lower Colorado River Authority  
Hancock Building, Board Room  
3701 Lake Austin Blvd**

**Agenda Item No. 1:**

The meeting was called to order by Chairman Gray Salada at 1:30 p.m.

The following Board members announced as present at the start of the meeting:

Tom Lott, on behalf of the Lower Colorado River Authority  
Brian Kunz, on behalf of the Lower Colorado River Authority  
Gray Salada, on behalf of Austin Independent School District  
John House, on behalf of the University of Texas  
Martha Krischke, on behalf of the City of Austin  
Wayne Wedemeyer, on behalf of the University of Texas  
John Kohlmorgan, on behalf of Austin Independent School District  
Dave Kelly, on behalf of the state of Texas, DIR

GAATN Personnel present at the start of the meeting:

Ronald Roberts, Jr, Network Coordinator  
Syd Falk, GAATN Attorney  
Heidi Cottingham, Maintenance Contractor  
Lee Romans, Maintenance Contractor

**Agenda Item No. 2:**

**Citizen Communication**

There were no citizens so Gray moved on with the next item.

**Agenda Item No. 3**

**Approval of August 7, 2006 Board Minutes.**

Errors in the minutes from last month noted by members: In item (1.) Gray was called Vice-Chair. In item (5) John Kohlmorgan wished to add 'one-year' to the renewal description of the following, "one year term with 2 optional year renewals."

In item (8) Wayne asked that 'University of Texas' be added to the description of the Executive Center in the first sentence. Those items noted for change, Wayne moved to approve the minutes, this was seconded by John K. The motion passed unanimously.

**Agenda Item No. 4:**

**Discussion and possible action regarding the Board Chairperson Update.**

Gray had two items. The first item was a discussion on the executive session minutes and a recap of a meeting held by Syd and Gray to aid in the continuity of legal reporting. After some discussion it was decided that Syd would bring updates monthly to the Board for dissemination to group. These reports would fall under the attorney/client privileges and would be held for a short term by the Network Coordinator in his role as records liaison officer before being destroyed according to time lines established by the city of Austin Record Retention Policy.

The second item had been distributed in hard copy to the Board by Ron who had received a call from the consultant working with Cap Metro on a fiber path to Leander. Wayne also had been contacted through UT about this issue. The project itself was an outlined proposal seeking interest from area employers of more than 500 employees concerning a fiber pathway that would be placed in Cap Metro right-of-way to Leander. The Board members acknowledged their own proactive pursuit of opportunities such as this with CAP Metro and several members noted that GAATN had an existing presence in much of the desired area already. Wayne noted that information from the Cap Metro website about this northwest rail line would be closely followed by an east rail line towards Bastrop. He further suggested, and the Board agreed, that this proposal was another chance to approach Cap Metro again about joint ventures. Tom suggested going to the General Manager of Cap Metro. Gray and Wayne agreed to re-contact and pursue a meeting with the appropriate persons.

**Agenda Item No. 5:**

**Executive Session:**

Adjourn for closed session, under one or more of Tex. Gov't Code sections 551.071, 551.072, 551.074, and/or 551.076, to seek legal advise about pending, anticipated or contemplated litigation concerning:

- A. Construction, equipment, and product warranty claims;
- B. Damage to GAATN fiber optic cables, equipment, hardware, and other property; or
- C. Contractual or tort claims by or against GAATN; or
- D. the procedures and operations of the Board or the organization; and/or

to consider matters concerning

- E. real property purchase, exchange, lease or value;
- F. personnel matters; or
- G. security devices or security personnel.

Reconvene for discussion and actions, if any, on matters considered in closed session.

Gray adjourned for closed session, under one or more of Tex. Gov't Code sections 551.071, 551.072, 551.074, and/or 551.076, at 2:07 pm. The regular open session resumed at 2:22pm. There were no actions from executive session required by the GAATN Board.

**Agenda Item No. 6:**

**Discussion and possible action regarding the financial report and budget issues.**

Gray distributed the financial report. John K shared that all entities had paid up for the year and that there was little change from last month's report. He further noted that looking ahead to the August statement and final year-end closeout that the Board had budgeted \$2.1 million and was on track to close out with \$2.12 million by his estimates. The \$2.1 million did include a voted increase by the GAATN Board of \$201,000 a few months back but the Board was pleased that it had foreseen some previously unforeseen projects and been able to make that crucial mid-year adjustment.

**Agenda Item No. 7:**

**Discussion and possible action regarding the Technical Subcommittee Update. (Lott, 20 minutes).**

**A. GAATN Insurance RFP**

Ron shared that the RFP's for insurance representation had been returned and that there were two respondents, Whorton Insurance and the existing provider Gammon Insurance. He stated that both of the RFP's had been extremely close in bids and services and added that these were the largest and second largest independent carriers in town. Tom made a motion to accept the Gammon Insurance bid for a \$50,000 a year deductible insurance policy at a cost of \$75,000 for a period of one year with two optional years. Wayne seconded the motion and it carried unanimously.

**B. Fiber purchase**

Tom then stated that the Technical Subcommittee had requested the Maintenance Contractor to hold a price for fiber and now requested Board approval to lock down the purchase. In response to a question from Gray, Tom stated that the verbal agreement for purchase was non-binding but that to back out would cast the agency and contractor in a bad light. Martha noted that since the Technical Subcommittee meeting the price had already risen 80 cents a foot. Tom moved to approve the purchase of 100,000 feet at a cost of \$285k to be paid from this year's budget and allow for a blanket PO for future purchases at that same price. The motion was seconded by Wayne and passed unanimously.

**C. New and changed sites**

Tom stated that there were also some requests from entities for some new sites and some changes to existing. He added that they had all met with approval from the Technical Subcommittee. He then motioned to accept a new node site for Travis County on A1N. This was seconded by John K and passed unanimously. Tom moved to approve the DIR request to use UT's node cable to Sprint which would add a site to DIR fiber count, seconded by Wayne the motion passed unanimously. Tom made a motion to accept two new AISD school sites on C1N, which also included a recreation center site for the City of Austin increasing presence for both entities on that ring. Motion was seconded by Martha and passed unanimously. In response to a question from Gray, there would be no budget impact to GAATN for these sites. Wayne asked for a draft network right sheet and was reminded that next month the site list was going out for review.

**Agenda Item No. 8:**

**Discussion and possible action regarding the Network Manager's Update (COA, 10 minutes).**

Martha noted that the new activities were in red on the handouts and started down the list. First item was the house move that would impact node cable to education building on UT property. She was still waiting on a check for that work. She noted that Cap COG was moving forward to final removal date of October 31<sup>st</sup>. In response to Tom, Martha noted that the \$20k cost was removal. In response to Wayne, Martha noted that most entities would 'wrap' but that the City had point-to-point to deal with. Heidi added that most problems were identified and being looked

at already to allow for as smooth a process as possible. Martha went on to share that 3<sup>rd</sup> and Lamar boring was continuing and that her October estimate was still holding. She added that the DIN, AIN and BIN projects were previously approved. Fire Station 14 was waiting for scheduled time and notices would be sent out at the end of September. There was an improper transfer on C1N of GAATN plant. Martha and Jeff Kirk are working to identify the responsible contractor, a later update will follow, but the result was a kinked cable that has to be replaced. The cable raise and recontact for the construction driveway had been done, she stated. The final items were entity-specific so she concluded her report.

**Agenda Item No. 9:**

**Confirm date, time and location for the next regular Board meeting as October 2, 2006 at 1:30 p.m. in Building behind the Hancock Building at LCRA on Lake Austin Blvd.**

**A. Add agenda items for next month.**

The meeting was adjourned at 3:25 p.m.

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

**625 East 10<sup>th</sup> Street, 6<sup>th</sup> Floor  
Austin, Texas 78701**

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
MEETING HELD October 2, 2006  
Lower Colorado River Authority  
Hancock Building, Board Room  
3701 Lake Austin Blvd**

**Agenda Item No. 1:**

The meeting was called to order by Chairman Gray Salada at 1:31 p.m.

The following Board members announced as present at the start of the meeting:

Tom Lott, on behalf of the Lower Colorado River Authority  
Brian Kunz, on behalf of the Lower Colorado River Authority  
Gray Salada, on behalf of Austin Independent School District  
Martha Krischke, on behalf of the City of Austin  
Wayne Wedemeyer, on behalf of the University of Texas

Joining the meeting in progress:

John House, on behalf of the University of Texas

GAATN Personnel present at the start of the meeting:

Ronald Roberts, Jr, Network Coordinator  
Syd Falk, GAATN Attorney  
Heidi Cottingham, Maintenance Contractor

**Agenda Item No. 2:**

**Citizen Communication**

There were no citizens so Gray moved on with the next item.

**Agenda Item No. 3**

**Approval of September 11, 2006 Board Minutes.**

Tom suggested some substantive changes to the minutes and Gray requested that he review them upon completion. Approval of the minutes was tabled. The September minutes will be brought back for approval at the November Board meeting.

**Agenda Item No. 4:**

**Discussion and possible action regarding the Board Chairperson Update.**

Gray had spoken with Bob Daigh at TxDOT about the issue of the cut to GAATN buried fiber done by a subcontractor making repairs for them to a TxDOT cable that had been damaged. Mr.

Daigh was receptive to assisting to clear this issue up and asked for more detail. Gray will be providing him a timeline of events that Martha had constructed to assist with explaining the issue. Gray also spoke with the consultant that had contacted Ron and Wayne about the recent Capital Metro initiative. His name is Kingston Cole and his company is advising Cap Metro about use of and assisting in planning the use of ROW for Cap Metro. A 'request for indications of interest' from third parties will be going out from Cap Metro to area businesses and also agencies and organizations that have 500 or more employees. Gray shared that a pre-bid conference will be held in about 2 weeks, per the consultant. He added that he would be going and invited others to attend for general information. Ron added that he would like to go as well. Wayne again asked Syd to help keep tabs on this activity and Syd added that GAATN partnering with Cap Metro might not be an issue per se, as long as issues of private party's use of GAATN plant are not implicated; it might be acceptable for GAATN to participate in public-private projects where, for instance, GAATN leased or purchased capacity, but did not permit private party usage of GAATN capacity or plant. Syd stated that as long as GAATN kept clear of such private use issues there were possibilities to explore and encouraged attendance at the conference for more information.

**Agenda Item No. 5:**

**Executive Session:**

Adjourn for closed session, under one or more of Tex. Gov't Code sections 551.071, 551.072, 551.074, and/or 551.076, to seek legal advise about pending, anticipated or contemplated litigation concerning:

- A. Construction, equipment, and product warranty claims;
- B. Damage to GAATN fiber optic cables, equipment, hardware, and other property; or
- C. Contractual or tort claims by or against GAATN; or
- D. the procedures and operations of the Board or the organization; and/or

to consider matters concerning

- E. real property purchase, exchange, lease or value;
- F. personnel matters; or
- G. security devices or security personnel.

Reconvene for discussion and actions, if any, on matters considered in closed session.

Gray adjourned for closed session, under one or more of Tex. Gov't Code sections 551.071, 551.072, 551.074, and/or 551.076, at 1:57 pm. The regular open session resumed at 2:57pm.

There were no actions from executive session required by the GAATN Board but Ron was tasked with creating some draft policies on executive session minutes and passwords to the Technical Subcommittee area of the GAATN website. Also, Ron will be assisting Syd on determining the record retention requirements the City of Austin applies to executive session certified agendas, minutes or tapes.

**Agenda Item No. 6:**

**Discussion and possible action regarding the financial report and budget issues.**

Gray distributed the financial report and added that next month would be the final report for last year's budget. He added that GAATN finished last fiscal year in the 'black' and that he hoped to repeat that success in this budget year.

**Agenda Item No. 7:**

**Discussion and possible action regarding the Technical Subcommittee Update. (Lott, 20 minutes).**

The only update that Tom had for the Board was that Ron was working on a disaster recovery sheet for the Technical Subcommittee to review. The goal is to allow for identification of each Participant's crucial fibers and sites while providing the maintenance contractor with appropriate network specificity in the event of an emergency; priorities for repair may also be addressed.

**Agenda Item No. 8:**

**Discussion and possible action regarding the Network Manager's Update (COA, 10 minutes).**

Martha shared news of the reroute of the super ring on October 10<sup>th</sup> at Cap COG and that Fire Station 14's work was happening while the meeting was occurring. She added that the A1N connectors at Treaty Oak were soon to be changed and that the B1N expansion was on track to the new school.

She again stated that the site list had gone out and asked that the Participants review and return that data as soon as possible. Presently, she has heard from ACC and AISD only and the updates needed a quick response as the next budget year preparations start to appear in November and December.

Gray complimented the running budget sheet that Martha had created, stating that it clarified budget amounts and projects clearly. Martha added she sought to tie expenditures to specific accounts with a cleaner and easier approach.

**Agenda Item No. 9:**

**Confirm date, time and location for the next regular Board meeting as November 6, 2006 at 1:30 p.m. in the Hancock building at LCRA on Lake Austin Blvd.**

**A. Add agenda items for next month.**

The meeting was adjourned at 3:11 p.m. Martha requested that the 2007-2008 Budget be added for next month.

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

**625 East 10<sup>th</sup> Street, 6<sup>th</sup> Floor  
Austin, Texas 78701**

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
MEETING HELD November 6, 2006  
Lower Colorado River Authority  
Hancock Building, Board Room  
3701 Lake Austin Blvd**

**Agenda Item No. 1:**

The meeting was called to order by Chairman Gray Salada at 1:33 p.m.

The following Board members announced as present at the start of the meeting:

Tom Lott, on behalf of the Lower Colorado River Authority  
Gray Salada, on behalf of Austin Independent School District  
John Kohlmorgan, on behalf of Austin Independent School District  
Martha Kruschke, on behalf of the City of Austin  
Wayne Wedemeyer, on behalf of the University of Texas  
John House, on behalf of the University of Texas  
Dave Kelly, On behalf of the State of Texas

Joining the meeting in progress:

Earbie Matheny, on behalf of Travis County

GAATN Personnel present at the start of the meeting:

Ronald Roberts, Jr, Network Coordinator  
Syd Falk, GAATN Attorney  
Lee Romans, Maintenance Contractor  
Cory Brymer, Maintenance Contractor

**Agenda Item No. 2:**

**Citizen Communication**

There were no citizens so Gray moved on with the next item.

**Agenda Item No. 3**

**Approval of September 11, 2006 and October 2<sup>nd</sup> 2006 Board Minutes.**

Wayne motioned to approve the September 11<sup>th</sup> Board minutes The motion was seconded by Tom and passed unanimously. Wayne motioned to approve the October 2<sup>nd</sup> Board minutes. The motion was seconded by Tom and passed unanimously

**Agenda Item No. 4:**

**Discussion and possible action regarding the Board Chairperson Update.**

Gray updated that he had spoken with TxDOT about the issue of the cut to GAATN buried fiber done by a subcontractor making repairs for them to a TxDOT cable that had been damaged. Previously, the TxDOT representatives had been receptive to assisting GAATN with this concern. Gray shared that because the incident had already started to develop as a law suit they were backing away to let the courts handle the case. Capital Metro had sent out the 'Request for Expressions of Interest on their desired telecommunication path from Austin to Leander. Gray shared that he and John had met with the consultant and Cap Metro on the issue. It was noted that, with the exception of two locations, the GAATN network could furnish Cap Metro with the desired and intended coverage. Based on the interest that Cap Metro gets returned to them will decide if they will be able to proceed or possibly utilize a partnership with GAATN to provide service. Wayne suggested that Gray send a letter covering the topic to Cap Metro administrators so that it will help them further to understand the GAATN option as time progresses.

**Agenda Item No. 5:**

**Discussion and possible action regarding the renewal of the GAATN Maintenance Contract with CoCom Cabling.**

Martha explained that the current contract has an initial three year period followed by 2 additional option years. This December 31, 2006 marks the beginning of the first optional year in the contract. As such, a vote will be required to agree to the optional year. She added that the maintenance contractor is making no changes in cost or service to the present contract. Wayne suggested that an in-depth study be done to look for improvements in the contract. The maintenance contractor has put forward some verbiage to protect them from lawsuits and other adjustments have been discussed, but they will not take effect under these years' options. Gray suggested that John Kohlmorgan, Martha Krischke and Ron Roberts begin detailed auditing for areas of improvement. John Kohlmorgan suggested that Ron proceed with putting together an RFP for services for the next optional year and that it needed to go out by June 2007. The RFP should include results from the study of the existing contract with CoCom. Syd noted his participation in contract review and asked to see the drafts created.

Gray acknowledged the subcommittee and its importance but also noted that a vote on the present contract option year was needed. Wayne motioned to approve the extension of the Maintenance Contract for another calendar year for the existing cost of \$280,000. The motion was seconded by John Kohlmorgan and passed unanimously.

**Agenda Item No. 6:**

**Executive Session:**

Adjourn for closed session, under one or more of Tex. Gov't Code sections 551.071, 551.072, 551.074, and/or 551.076, to seek legal advise about pending, anticipated or contemplated litigation concerning:

- A. Construction, equipment, and product warranty claims;
- B. Damage to GAATN fiber optic cables, equipment, hardware, and other property; or
- C. Contractual or tort claims by or against GAATN; or
- D. the procedures and operations of the Board or the organization; and/or

to consider matters concerning

- E. real property purchase, exchange, lease or value;
- F. personnel matters; or
- G. security devices or security personnel.

Reconvene for discussion and actions, if any, on matters considered in closed session.

Gray adjourned for closed session, under one or more of Tex. Gov't Code sections 551.071, 551.072, 551.074, and/or 551.076, at 1:57 pm. The regular open session resumed at 2:06pm and regular session resumed at 2:47 pm.

There were no actions from executive session required by the GAATN Board.

**Agenda Item No. 7:**

**Discussion and possible action regarding the financial report and budget issues.**

Gray distributed the financial report. John K explained that this report was the first one for the new budget and that there had been no additional impacts past the closing date to the previous year's budget. He noted that GAATN was one twelfth of the way into its new budget but had already spent a fifth. The discussion added that this was no surprise since the first of the budget was an outlaying for a variety of materials, contracts, and services for the coming year.

**Agenda Item No. 8:**

**Discussion and possible action regarding the Technical Subcommittee Update. (Lott, 20 minutes).**

John K covered the items from the Technical Subcommittee. He asked Ron for a report on the disaster recovery process and was told that it was ongoing. Ron stated he had received information from AISD, University of Texas and also the City of Austin. He added that he had draft copies of the UT information and was working on COA at the moment, AISD would be next but that there 130 plus sites would take some time. He stated he would be bringing that information forward when he was completed.

John K then asked about the Bentley Fiber installation and Ron explained that he had taken possession of the server and that he had it at his office. He added that he had loaded Oracle, Microstation and the Bentley Fiber software. He further stated that he had updated the server with additional data culled from various city sources such as pole numbers and locations from AE and updated grid information. Ron shared that there was a glitch somewhere but that he hoped to fix it and have the server back to CoCom before the end of the week.

John K discussed that the D1N rebuild was reported to be continuing and that the B1S expansion was also moving forward. That completed the Technical Subcommittee report.

**Agenda Item No. 9:**

**Discussion and possible action regarding SLA staffing levels.**

Gray stated that he had requested this item be placed on the agenda to find out about the 2 full time GAATN staff positions and where the city was in the process. Martha answered that she had been the Network Manager since the previous manager's departure. She added that the city was hoping to have someone on staff by the end of the year but that training may take place for an additional six months. She noted that there were a few other positions where the city was in urgent need of replacement staff and that those vacancies had previously interfered with the time and effort needed for replacing some positions. Gray stated that he was not unhappy with the situation at present, merely wanted to know what the city was doing to find someone.

John K asked if Martha was in a dual role as GAATN employee and Board member, she answered that she was. Several Board members complimented her on the quality and depth of her reports, something they considered to be very much improved from what they had known before. The Board seemed happy to keep Martha as Network Manager and John K asked Gray to contact Russ Rumney at the city to find out the City of Austin plans for appointing both a director and an alternate representative to the Board. Gray stated that he would contact Russ to see where that issue lay.

**Agenda Item No. 10:**

**Discussion and possible action regarding the Network Manager's update (COA 10 Minutes).**

Martha distributed the current business note sheet and commented that the biggest change was the previous house moving project. She explained that the plan to move the house now involved cutting the second story off and moving the top and bottom separately. This decision by the home owner will result in much less of an impact to all utilities along the proposed pathway. She added that the cost would be minimal as far as GAATN was concerned if it went forward as it was now being planned too.

Martha continued with the news that CapCog was also on schedule for the end of the month, with 911 expected to go live this month. The rest of the project would stretch out until April.

Martha shared with the Board some information on a project that was a real opportunity for GAATN. The details required an executive session under one or more of Tex. Gov't Code sections 551.071, 551.072, 551.074, and/or 551.076, to seek legal advise about pending, anticipated or contemplated litigation concerning:

- A. Construction, equipment, and product warranty claims;
- H. Damage to GAATN fiber optic cables, equipment, hardware, and other property; or
- I. Contractual or tort claims by or against GAATN; or
- J. the procedures and operations of the Board or the organization; and/or

to consider matters concerning

- K. real property purchase, exchange, lease or value;
- L. personnel matters; or
- M. security devices or security personnel.

Reconvene for discussion and actions, if any, on matters considered in closed session.

Gray moved the Board to executive session at 3:20pm and back in regular session at 3: 35 pm. Gray made the motion to utilize monies in the unidentified project fund in the amount of \$59,000 for the relocation of a super ring and a sub-ring. The moving of unplanned money to planned money would help identify the expenditure in the budget clearer. This motion was seconded by Wayne and passed unanimously.

The last item that Martha wanted to discuss involved the budget. She explained the self-support audit sheet that was handed out and guided the Board through planned projects over the next decade as it related to the replacement of self-support fiber with armored. The end result of the analysis was that the GAATN Board's desire to replace the self support fiber while adhering to a flat budget was soon to be in conflict. The amounts to be replaced versus the average cable order size were sure to create a shortage of cable and/or money, or both. It was a matter of increasing the budget to allow for more cable purchases or reexamining the projected project timeline. Martha's suggestion was to request a discussion item for the next Board meeting to get a better handle on the 10 year projects and would also discuss the project priority list with the Technical Subcommittee this month.

**Agenda Item No. 11:**

**Confirm date, time and location for the next regular Board meeting as December 4, 2006 at 1:30 p.m. in the Hancock building at LCRA on Lake Austin Blvd.**

**A. Add agenda items for next month.**

The meeting was adjourned at 3:54 p.m.

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

**625 East 10<sup>th</sup> Street, 6<sup>th</sup> Floor  
Austin, Texas 78701**

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
MEETING HELD December 4, 2006  
Lower Colorado River Authority  
Hancock Building, Board Room  
3701 Lake Austin Blvd**

**Agenda Item No. 1:**

The meeting was called to order by Chairman Gray Salada at 1:30 p.m.

The following Board members announced as present at the start of the meeting:

Tom Lott, on behalf of the Lower Colorado River Authority  
Gray Salada, on behalf of Austin Independent School District  
John Kohlmorgan, on behalf of Austin Independent School District  
Martha Krischke, on behalf of the City of Austin  
Dave Kelly, On behalf of the State of Texas  
Earbie Matheny, on behalf of Travis County  
Gary Weseman, on behalf of Austin Community College  
Brian Kunz, on behalf of the Lower Colorado River Authority

Joining the meeting in progress:

John House, on behalf of the University of Texas

GAATN Personnel present at the start of the meeting:

Ronald Roberts, Jr, Network Coordinator  
Syd Falk, GAATN Attorney  
Lee Romans, Maintenance Contractor  
Heidi Cottingham, Maintenance Contractor

**Agenda Item No. 2:**

**Citizen Communication**

Heidi introduced the new CFO for CoCom, Mr. Greg Bogart. There were no other citizens present so Gray moved on with the next item.

**Agenda Item No. 3**

**Approval of November 6<sup>th</sup> , 2006 Board Minutes.**

Tom moved to approve the November Board minutes; the motion was seconded by John K., and passed unanimously.

**Agenda Item No. 4:**

**Discussion and possible action regarding the Board Chairperson Update.** Gray shared some information gathered on wi-fi projects nationwide with the Board. He invited them to look over an article from InformationWeek. COM's November 20, 2006 issue, entitled "Sky's The Limit" for future discussions. John K asked if the City of Austin was assisting Cap Metro with its current

wi-fi project and was told no by Martha who added that there was a City wi-fi initiative for the east side due on line soon. She outlined the area as around the recreation centers near 7<sup>th</sup> and up to Rosewood. Gray added that the 802.11 networks were filling up. He also stated that AISD desired to go paperless in a few years but noted that 25,000 to 30,000 people at AISD did not have online access yet. AISD has programs to get computers to the students and teachers but providing access is the bigger concern. He noted some other cities that were involved with Google and other entities for this type coverage. Martha noted that Cisco was assisting the City of Austin in its efforts.

Gray encouraged the group to review and revisit this at some future time.

**Agenda Item No. 5:**

**Executive Session:**

Adjourn for closed session, under one or more of Tex. Gov't Code sections 551.071, 551.072, 551.074, and/or 551.076, to seek legal advise about pending, anticipated or contemplated litigation concerning:

- A. Construction, equipment, and product warranty claims;
- B. Damage to GAATN fiber optic cables, equipment, hardware, and other property; or
- C. Contractual or tort claims by or against GAATN; or
- D. the procedures and operations of the Board or the organization; and/or

to consider matters concerning

- E. real property purchase, exchange, lease or value;
- F. personnel matters; or
- G. security devices or security personnel.

Reconvene for discussion and actions, if any, on matters considered in closed session.

Gray adjourned for closed session, under one or more of Tex. Gov't Code sections 551.071, 551.072, 551.074, and/or 551.076, at 1:42 pm. The regular open session resumed at 2:10 pm.

There were no actions from executive session required by the GAATN Board.

**Agenda Item No. 7:**

**Discussion and possible action regarding the financial report and budget issues.**

John K distributed the financial report. Earbie and John K discuss the possibility of Travis County doing a one time payment for the year at the beginning of the new budget like the City of Austin, AISD, and LCRA currently do. This would aid Travis County to overcome past late payments and streamline the accounting for GAATN as a whole. Ron asked if AISD had received the city payment for the year and was told that they had per John K, but it was not reflected in this budget report. Earbie stated he would check into the one time billing for Travis County.

**Agenda Item No. 8:**

**Discussion and possible action regarding the Technical Subcommittee Update. (Lott, 20 minutes).**

**A. Approval of new node site for Travis County.** The Technical Subcommittee had considered and approved a new node for Travis County at the Central Library. Tom made the motion to approve the new node for Travis County at Central Library on ring A2N, seconded by Dave Kelly. There was no discussion and it passed unanimously. There was no other report from the Technical Subcommittee except a reminder that the December Technical Subcommittee meeting

held on the 13th would begin at 12:30 to allow for some holiday treats before the meeting. Heidi invited the Board members that did not frequent the Technical Subcommittee to come by as well.

**Agenda Item No. 9:**

**Discussion and possible action regarding the Network Manager's update (COA 10 Minutes).**

Martha distributed the current project list and the preliminary network rights summary based on information that she had gotten back from everyone. She spoke about the project at 27<sup>th</sup> and Guadalupe specifically since it was a normal practice in the past by Austin Energy in similar instances to give a pole to be abandoned by AE to the last entity attached. This was not an option offered GAATN in this instance, however, due to the redesign of the street, so the reroute will cost around \$15,000. She reported that CapCog was completed before going into the entity-specific node work. SAR was pending a pole transfer. Martha had the network rights summary sheet completed with the State providing the last feedback prior to the meeting. She noted that all had review time with this document. Gray asked about the proposed budget figures in the rights summary, noting that there appeared to be a slight increase in the overall budget amount. Martha shared that putting the full proposed project list in a draft budget required an increase in the total budget, primarily due to an increase in materials for fiber and also capital improvements. She added that it was possible to reduce the projects but stated that the decision to remove or re-order projects would have to come from the Technical Subcommittee to the Board, her focus today was on the Network Rights.

**A. 2008 Network Rights**

Martha moved to approve the Network Rights for FY 2007-08, as follows: AISD as 29.54%, City of Austin as 22.7%, ACC as 12.31%, 12.72 for Travis County, 12.58% for the State, 4.59% for UT and 5.55% for LCRA. The motion was seconded by Tom and passed unanimously.

**Agenda Item No. 10:**

**Confirm date, time and location for the next regular Board meeting as January 8th, 2007 at 1:30 p.m. in the Hancock building at LCRA on Lake Austin Blvd.**

**A. Add agenda items for next month.**

The meeting was adjourned at 2:34 p.m.