

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

MEETING OF THE BOARD OF DIRECTORS

MEETING HELD January 9, 2018 1:30 p.m.

AT Lower Colorado River Authority
LCRA Service Center, Room A502/503
3505 Montopolis Blvd.
Austin, Texas

MINUTES

1. Call to Order and Roll Call

GAATN Board Vice-Chairman Gary Weseman called the meeting to order at 1:30 p.m.

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

Wayne Wedemeyer, on behalf of the University of Texas

Frank Ammons, on behalf of GAATN

Carlos DeMatos, on behalf of GAATN

Syd Falk, GAATN attorney

Mace Royston, on behalf of Lower Colorado River Authority

Bruce Hermes, on behalf of City of Austin

Jaime Guerra, on behalf of the University of Texas

Steve Pyle, on behalf of State of Texas DIR

John Kohlmorgan, on behalf of Austin ISD

Gary Weseman, on behalf of Austin Community College

A quorum was established at roll call.

2. Citizen Communications

There was no citizen communications.

3. Review and Approve the minutes for the regular Board Meeting of December 5, 2017

Gary Weseman asked members to review the draft minutes from the regular Board meeting of December 5, 2017. Bruce Hermes moved to approve the draft minutes as presented; Steve Pyle seconded the motion and it passed unanimously.

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

A. Seeking approval for Austin Community College new C1N site at 1811 Springdale

Gary stated that this is a former Travis County site and ACC is requesting to utilize it as a new site. Jaime Guerra moved to approve the new ACC C1N site at 1811 Springdale; John Kohlmorgan seconded the motion and it passed unanimously.

B. Seeking approval for proposed FY2019 GAATN Budget

Frank noted that network management brought a \$1.8 million proposed budget to the December Board meeting and was directed to bring a \$1.7 million budget to this meeting for consideration to keep the budget in line with the current fiscal year. Frank noted that the Moves, Adds, and Changes Labor line item was reduced by \$100k to accommodate this request. John Kohlmorgan asked if network management felt that \$1.7 million is feasible with all of the projects lined up; Frank said he was confident that it would be sufficient. Bruce Hermes moved to approve the proposed FY2019

GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN) INTERLOCAL AGENCY

budget of \$1.7 million as presented; John Kohlmorgan seconded the motion and it passed unanimously.

5. Board Member Agenda Item Requests – Discussion and possible action regarding:

A. Review of GAATN Board Member Alternate List

Frank stated that this agenda item was requested by Dain Herbat after the December 19 Technical Subcommittee meeting was cancelled due to a lack of a quorum. Frank recommended that this item be deferred to the next Board meeting and Board Members agreed to defer.

B. Discuss role and function of Technical Subcommittee

Frank said that he and Bruce Hermes have been working with a City Council agenda specialist to review the way City Council operates their meetings and work sessions. Frank said that Bruce requested this agenda item to go over the options available to GAATN. Bruce said the Technical Subcommittee is comprised of mostly Board members, but they are not able to make decisions in the Technical meetings. Bruce said that City Council has Boards and Commissions, and there are a subset of City Council members on those Boards and Commissions. He said City Council also holds Council work sessions prior to Council meetings, where they don't make decisions, but just review items that will be considered at the Council meeting. Bruce said his recommendation would be to abolish the Technical Subcommittee and instead have Board work sessions that are scheduled more closely to Board meetings. John said he would like to see the Board focus more on policy and strategic planning and less on technical details and let the technical subcommittee focus on the technical details. Gary said he would like to see the meetings flow better because the Technical and Board meetings cover the same items; he would like to see some rearrangement to the meeting process. Gary asked the GAATN attorney if the Technical Subcommittee could hold a meeting without a quorum since they are not taking action; Syd Falk said he believed that it could continue with the meeting provided that there was no action taken but he would have to review the order from the Board that created the Technical Subcommittee before giving a final answer. Syd said that if the Board has delegated a decision to the Technical Subcommittee then that could constrain its designation as a decision-making body. Syd suggested that the Board establish an ad hoc subcommittee to review this issue. Gary said he would also like for them to review the way GAATN meetings are organized and come up with a way to streamline meetings. Dain, Bruce, and Gary will participate on the subcommittee to review the committee and meeting structure for the Board and Technical Subcommittee.

6. Technical Subcommittee Update – Discussion and possible action regarding:

A. GAATN Backup NOCC update

Frank said that the ILA subcommittee met on December 12 to discuss the draft ILA between the City of Austin and GAATN. Frank said that Syd is currently working on redline edits to the ILA per the feedback from that meeting. Bruce said that, as the draft ILA has been working its way through various City of Austin staff, a couple of issues have been raised. Bruce said first, there was a question about whether an ILA is the proper vehicle for this agreement; but now it appears that the City is in agreement that

GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN) INTERLOCAL AGENCY

an ILA the proper vehicle. Bruce said the other concern is to ensure that GAATN is in agreement with the ILA before it goes to Council. Jaime said that the Board has not received any redline edits from Syd; Syd said he would have it completed by the end of the week. Gary said he assumes that the City will have some changes after GAATN finishes its redlines. Bruce asked if the Board would be open to a special Board meeting to consider the markup in order to expedite the process. Jaime suggested a special meeting prior to the Technical meeting on January 23. Gary said his concern is that the city will want further changes after the redlines are completed. Bruce said that the Chair will call a special meeting of the Board immediately prior to the Technical Subcommittee meeting.

Bruce said that the City has become aware of the risk to itself and GAATN to have just one network operations control center (NOCC). He introduced Juan Ortiz, Director of Homeland Security and Emergency Management for the City of Austin, and said that there have been some discussions within the City on ways to mitigate the risk. Bruce said that one option is contracting with the new owner of Treaty Oak to lease back the NOCC space until the Convention Center is ready. Bruce said he also asked Frank if it was possible to quickly buildout a bare bones room at the Convention Center and have a temporary NOCC until the room can be completed. John said that GAATN operated with one NOCC for about 15 years and there are other locations that contain many of the rings. Bruce said the city wants to ensure resiliency in the instance that there is an outage at City Hall. Juan Ortiz said those are the concerns from the City's standpoint and he wants GAATN and the City to have this discussion now rather than after an incident occurs. John said an incident at either NOCC site today would be a major disruption of services. Wayne Wedemeyer said that each entity needs to plan with the assumption of operating with just the City Hall NOCC until the Convention Center is complete.

Bruce said he would like to see if the Convention Center construction can be expedited or if there could potentially be a lease back deal for Treaty Oak. John said he should know in the next couple of months what the hard move out date for GAATN will be. Frank said he is still lacking responses from most entities on ring priorities for vacating Treaty Oak and other requested information to put together a link loss report for each entity. Bruce asked John if he thought the developer purchasing Treaty Oak would be open to a lease back agreement; John said he didn't think that would be a viable option. Bruce asked Frank what GAATN could do with the space available to it right now at the Convention Center. Frank said there are some options for GAATN in the existing technology room (TR), but it wouldn't have the same features or be in the same tier as the proposed GAATN room. Frank said there is not much rack space in the existing TR, and there may be some options with other TRs in the Convention Center with cross connects, but that is not something management has explored and he doesn't know if the Convention Center would be open to it.

GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN) INTERLOCAL AGENCY

Bruce asked if it would be possible to construct the bare bones room by December; Frank said that if GAATN can connect to Convention Center power, bring in a gas-fed generator, then GAATN can do a tie and convert it in the future. Frank said the main concern is the administrative side of it – execution of the ILA, issuance of an RFP, and the procurement process for construction. Bruce asked if the RFP would be issued by Austin ISD; John said that the Board has discussed this and he has brought this point up several times that his preference is for the City to manage the procurement and construction process and GAATN can just pay for it. John said the other thing to consider is to move into a data center instead of constructing a room in the Convention Center. John said that he obtained a quote for 16 racks in a data center, which Frank sent out to the Board a couple of weeks ago, and the monthly estimate with power was only a few thousand more than the Convention Center. Frank said that management will be meeting with Via West data center to obtain hard quotes. Carlos said that three of the four rings run right by it, so only one ring would need to be routed to it. Bruce said he and Juan Ortiz were discussing declaring this lack of an operating backup NOCC as an emergency in order to expedite the process with the Convention Center.

7. Network Manager’s Update – Discussion and possible action regarding:

A. Any existing network operations, repairs, or maintenance issues, including any that occurred since the last Board Meeting

1. Pending projects

Frank reported on the following pending projects:

- A1N Segment 8 and 10 – Austin Energy has approved permitting and these will be scheduled soon.
- Supernode Connector Alignment projects – will be scheduled soon.
- D1N splice case audits are underway.
- Pole profiles and tagging is ongoing and approximately 80% complete.

Frank reported on the following completed projects:

- B1N COA Millword Library temporary repair – completed 12/28
- C1N splice case audits – completed 12/21
- Cyrus One secondary node – completed 12/15
- AISD connection to Cyrus One – completed 1/8
- COA Waterloo Park Inlet Pump House – completed 12/20
- UT and COA splice out of Brackenridge – completed 12/12

Jaime Guerra asked about the DPS data center migration. Frank said that members from the four affected entities are meeting with DPS representation and network management sometime in the next couple of weeks. Frank said that if those four members comprise a quorum, it will need to be posted as a public meeting.

2. Job Budget Tracking review

Frank reported that management is tracking 26 projects totaling \$655k, leaving approximately \$150k for additional projects. These figures include the four Treaty Oak Decommissioning projects. Gary asked if management thinks that

GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN) INTERLOCAL AGENCY

GAATN will actually spend the money for the Treaty Oak projects in this fiscal year. Frank said those projects may carry over until next fiscal year.

3. GAATN Fiber Purchase RFP (AISD RFP P18-003) update

Frank said the evaluation subcommittee is reviewing the responses and he hopes to bring their recommendation to the January Technical meeting for recommendation to the Board.

4. GAATN Utility Notification RFP update

Frank said that management has been working with Austin ISD to get this RFP advertised and issued. Frank said that the issuance of this RFP promptly is crucial because this contract is expiring in April. John asked Frank to call him the next day to discuss.

8. Executive Session: There was no executive session.

9. Discussion and possible action regarding the financial report and current fiscal year budget issues.

A. Financial Report

John said that the report is not ready because he is trying to resolve some conflicting information on the current accounts that goes back to last year's accounting. He said this is a priority for him and he hopes to resolve these internal accounting issues soon.

10. Meeting & Action Items Summary:

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

1. Contact John about GAATN Utility Notification RFP
2. Overview of priority projects and consideration of projects that may not be paid until next fiscal year
3. Get hard quotes from Via West for GAATN's needs
4. Find minutes from GAATN Board Meeting where Technical Subcommittee was formed and send those to Syd
5. Confirm whether special Board meeting will take place

11. Confirm date, time, and location for the next regular Board meeting on February 6, 2018 at 1:30 p.m. at the LCRA Service Center, 3505 Montopolis Blvd., Room A502/503, Austin, Texas.

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