

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

MEETING OF THE BOARD OF DIRECTORS

January 11, 2022 1:30 p.m.

LCRA Service Center at 3505 Montopolis, Austin, Texas 78744

Building A, Room A502/503

Teams Videoconference link provided 72 hours prior to meeting on homepage of www.gaatn.org

Remote audio-only option for public access: (512) 831-7858, Access Code: 945 772 178#

MINUTES

1. Call to Order and Roll Call

GAATN Board Chairman Dain Herbat called the meeting to order at 1:30 p.m.

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

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

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

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

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

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

John Kohlmorgan, on behalf of Austin ISD (remote)

Robert Saddler, on behalf of LCRA (remote)

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

Sarah Eichelberger, on behalf of GAATN (remote)

Carlos DeMatos, on behalf of GAATN (remote)

Syd Falk, GAATN attorney (on site)

A quorum was established at roll call.

Arriving after roll call:

Ruben Reyes, on behalf of City of Austin – joined at 1:37 p.m. (remote)

Members of the public:

Chris Gonzales, on behalf of BryComm (remote)

Doug Wilson, on behalf of JC Communications (remote)

Wayne Wedemeyer (remote)

2. Citizen Communications: There were no citizen communications.

3. Review and Approve the minutes for the regular Board Meeting of December 7, 2021

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

4. Consent Agenda Items recommended by the Technical Subcommittee at its December 14, 2021 meeting

Jaime Guerra moved to approve Consent Agenda Items 4A and 4B; Gary Weseman seconded the motion and it passed unanimously.

A. Seeking approval for COA new site at A1N COA Lions Golf Course entity-specific project at no cost to GAATN

APPROVED ON CONSENT.

B. Seeking approval for permanent repair on B1N at 11604 Stonehollow Drive at cost not to exceed \$51k to be funded from the FY22 MAC Budget

APPROVED ON CONSENT.

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

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

A. Seeking approval for FY23 GAATN Budget

Dain reminded members that this budget was reviewed and discussed at the December Board meeting and includes a \$200k annual increase over last year's budget due to increased costs in operational expenses. Dain Herbat moved to approve the FY23 GAATN Annual Budget and Entity Contributions as presented; Steve Pyle seconded the motion and it passed unanimously.

B. Seeking approval for FY22 fund balance transfer, recoveries allocation and budget line item adjustments

Sarah explained that, as is typical each fiscal year, management has identified some budget categories for the current fiscal year that need to be supplemented due to unforeseen cost increases since the budget was approved the prior year. She said management met with the fiscal agent last week to discuss this request. To date for FY22, GAATN has received \$197,644 in recoveries for damage claims and project reimbursements. Management is requesting approval to reallocate \$191k of those recoveries to supplement operational budget line items. She noted that, for the MAC budget, the Board previously approved \$727k in fund balance transfers to cover projects approved in FY20-21. Of that, GAATN has used \$282,415, so there is \$444,585 in fund balance transfer that was previously approved but not used. Management is requesting approval to transfer the remaining amount previously approved of \$444,585 to supplement the FY22 MAC budget PO's. Jaime Guerra moved to approve the FY22 fund balance transfer and recoveries reallocation as presented; Steve Pyle seconded the motion and it passed unanimously.

C. Network Manager's spending authority

Sarah stated that in November, the Technical subcommittee requested this agenda item to review the network manager's spending authority as designated in the GAATN Maintenance policy. She said the maintenance policy states that the manager has the authority to spend up to \$25k for routine maintenance items. The item was brought up during the discussion of purchasing stock reels of fiber. She noted that currently, one 10k foot reel costs \$18,900 and a 20k foot reel costs \$37,800. Carlos said that cost is expected to increase in March or April. Jaime asked when the last time the spending authority was increased; Sarah said it was \$20k in 2000 and \$25k in 2012. Jaime noted that it may be time to increase in the near future, since it's been 10 years. Members decided to keep the spending authority the same at this time but would like to review more information in the future regarding the cost of emergency repairs and the increase in fiber costs.

D. GAATN Disaster Recovery Plan

Carlos said this agenda item was requested by the Board Chair and the most recent DR plan is included in the handouts. There is a DR subcommittee that has been tasked with updating the DR plan and making recommendations to the Board. Also, Frank is looking to attend DR training in the near future. Dain asked if the DR plan itself should be reviewed in executive session; Syd said yes. This agenda item was discussed in executive session under Texas Government Code 418.181; upon reconvening in open session, no further discussion was held or action taken.

E. GAATN Winter Preparedness

Carlos said this agenda item was also requested by the Board Chair to discuss and review GAATN's readiness for winter weather in light of last year's winter storm. BryComm and JC Comm each spoke to their readiness with having crews on standby 24 x 7 and how they were able to respond to last year's winter storm event.

F. Agreement between City of Austin and GAATN for maintenance of the GAATN Backup NOCC

Carlos said there was a subcommittee formed at the December 14 Technical meeting with the charge of reviewing maintenance quotes and service levels and making a recommendation to

GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN) INTERLOCAL AGENCY

the Technical Subcommittee and Board. He noted that subcommittee is scheduled to meet on January 24 and a recommendation is expected at either the February Board or Tech meeting.

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

This item was discussed in executive session under Texas Government Code 551.071; upon reconvening in open session, no further discussion was held or action taken.

H. Property damage claim for damage to B1N 11604 Stonehollow Drive on 10/18/21

Sarah noted that since there was no identifiable responsible party, and the damage for the emergency and permanent repairs exceed \$50k, in line with GAATN's damage policy, management submitted this claim to GAATN's property insurance company. The total damage is about \$55k and management expects to recover approximately \$5k after the \$50k deductible is applied.

6. Network Manager's Update

A. GAATN Backup NOCC status update

Carlos reviewed the updated NOCC activation schedule; the NOCC is on track to be fully operational by February 3.

B. Project status report

Carlos reviewed the following upcoming and recently completed projects:

- SRS Activation Backup NOCC – scheduled to complete 1/19
- SRN Activation Backup NOCC – scheduled to complete 1/26
- A2N Activation Backup NOCC – scheduled to complete 2/2
- C1N Temporary repair Gun Shot Damage 1202 E. St. Johns Ave – completed 1/6
- D1N 3707 Goodwin Heritage Tree relocation – completed 12/11
- A1N Activation Backup NOCC – completed 12/9

Jaime asked Carlos to add the C1N UT Pickle Research Campus project to the list.

C. Job budget report

Sarah reported that management was tracking 35 jobs totaling \$1.6 million. So far, 11 of those have been completed. For FY22, \$736k in jobs have been approved. The remaining \$837k in jobs were carried over from FY19-21.

7. Executive Session: At 2:26 p.m., Dain Herbat adjourned the GAATN Board for closed session, under Texas Government Code sections 551.071, 551.089 and 418.181 ("H.B.9"), to seek legal advice or to preserve confidentiality as permitted by law (including but not limited to pending, anticipated or contemplated litigation concerning): regarding Agenda Items 5D and 5G.

At 2:50 p.m., Dain Herbat reconvened the GAATN Board in open session for discussion and actions, if any, on matters considered in closed session. Agenda items 5D and 5G were discussed in executive session. Any action taken or discussion held on Agenda Items discussed in executive session will be noted in the summary for that agenda item.

8. Update Roll Call (only if executive session called):

All members present at the first roll call were present at the updated roll call. Ruben Reyes joined after the first roll call and was present for the updated roll call.

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

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

issues. (AISD, 10 minutes):

A. Financial Report

John reviewed the financial report for the month ending November 30, 2021. He asked members to review and send him any questions.

10. Meeting and Action Items Summary

Add C1N UT Pickle Research Campus new node project to the project status report.

11. Confirm date, time, and location for the next regular Board meeting on February 8, 2022 at 1:30 p.m. at LCRA Service Center 3505 Montopolis Austin, TX and via Video Conference on Microsoft Teams.

The date, time and location for the next regular Board meeting were confirmed; the meeting adjourned at 2:55 p.m.

Greater Austin Area Telecommunications Network (GAATN) FY2023 BUDGET APPROVED 01.11.2022

GAATN ENTITY NETWORK RIGHTS AND ANNUAL CONTRIBUTIONS APPROVED 01.11.2022

ENTITY	ACCOUNT	FY23 NETWORK RIGHTS	FY23 ANNUAL CONTRIBUTIONS	FY23 QUARTERLY CONTRIBUTIONS	FY22 ANNUAL APPROVED	FY23-22 ANNUAL VARIANCE
AUSTIN ISD	5749-000	28.06%	\$533,140	\$133,285	\$476,680	\$56,460
CITY OF AUSTIN	5749-893	20.91%	\$397,290	\$99,323	\$357,170	\$40,120
TRAVIS COUNTY	5749-895	14.07%	\$267,330	\$66,833	\$237,150	\$30,180
AUSTIN COMMUNITY COLLEGE	5749-894	12.57%	\$238,830	\$59,708	\$214,710	\$24,120
STATE OF TEXAS	5749-896	10.42%	\$197,980	\$49,495	\$176,800	\$21,180
UNIVERSITY OF TEXAS	5749-858	8.99%	\$170,810	\$42,703	\$152,320	\$18,490
LCRA	5749-897	4.98%	\$94,620	\$23,655	\$85,170	\$9,450
		100.00%	\$1,900,000	\$475,000	\$1,700,000	\$200,000

GAATN FY2023 BUDGET APPROVED 01.11.2022

CATEGORY	ACCOUNT	FY23 APPROVED	FY22 APPROVED	FY23-22 VARIANCE	FY21 ACTUAL
Dues - Pole Attachment/Easements	6269	\$30,000	\$9,000	\$21,000	\$13,289
Insurance	6429	\$75,000	\$60,000	\$15,000	\$57,849
Legal	6211	\$60,000	\$60,000	\$0	\$96,090
Maintenance - Bentley Mgmt	6249	\$42,000	\$35,000	\$7,000	\$34,907
Maintenance (Bry, Backup NOCC)	6249	\$303,000	\$250,000	\$53,000	\$197,339
Moves, Adds and Changes FIBER	6319	\$100,000	\$78,000	\$22,000	\$150,118
Moves, Adds and Changes LABOR	6249	\$585,000	\$575,000	\$10,000	\$822,197
Network Management SLA	6298	\$450,000	\$443,000	\$7,000	\$436,000
Notification & Locate Services	6499	\$250,000	\$186,500	\$63,500	\$204,331
RFP Advertisement	6399	\$2,000	\$500	\$1,500	\$0
Software Licenses (Bentley/O365)	6397	\$3,000	\$3,000	\$0	\$2,401
		\$1,900,000	\$1,700,000	\$200,000	\$2,014,521