

GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN) INTERLOCAL AGENCY

MEETING OF THE BOARD OF DIRECTORS

February 4, 2025, 1:00 p.m.

LCRA Red Bud Center

3601 Lake Austin Blvd., Rm 225, Austin, TX 78703

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: 531 312 121#

MINUTES

1. Call to Order and Roll Call:

GAATN Board Chairman Dain Herbat called the meeting to order at 1:00 p.m.

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

Mark Stavis, on behalf of City of Austin (remote)

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

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

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

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

Robert Saddler, on behalf of LCRA (remote)

Mike Lohrstorfer, on behalf of Austin ISD (remote)

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

Bo Kinsey, on behalf of Travis County (remote)

Frank Ammons, on behalf of GAATN (remote)

Carlos DeMatos, on behalf of GAATN (remote)

Sarah Eichelberger, on behalf of GAATN (remote)

A quorum was established at roll call.

Members joining/arriving after roll call:

Syd Falk, GAATN attorney – arrived at 1:15 p.m. (on site)

Paul Hodge, on behalf of Austin ISD – joined at 1:15 p.m. (remote)

GAATN Contractors:

Doug Wilson, on behalf of JC Communications – joined at 1:22 p.m. (remote)

Chris Gonzales, on behalf of BryComm – joined at 1:27 p.m. (remote)

2. Citizen Communications: There were no citizen communications.

3. Network Management SLA Mid-Year Feedback Session:

The Board reviewed the mid-year SLA network management accomplishments and deliverables. The Board had the following mid-year feedback for management:

Section 1: Network Management, Engineering, and Planning –

- Good job managing relationship with Ausitn Conv Ctr. Prioritize backup NOCC (both temp and permanent).

Section 2: Engineering Documentation –

- Review any agreements with Met center and TxDOT. Document list of existing and pending MOUs and bring to tech meeting.

Section 3: Damage Management and Disaster Recovery –

- Good job of tracking and managing a higher number of incidents. Plan tabletop exercise.

Section 4: Financial Management –

- Finalize fiscal agent SLA.

Section 5: Contract Administration –

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- Keep up the good work.

Section 6: Business Administration –

- Keep up the good work.

4. Review and approve the minutes for the regular Board Meeting of January 14, 2025:

Dain Herbat moved to approve the draft minutes as presented; Steve Pyle seconded the motion, and it passed unanimously with Mark Stavis abstaining off camera.

5. Consent Agenda Items from the January 28, 2025 Technical Subcommittee Meeting:

Gary Weseman moved to approve Consent Agenda Item 5A as presented; Jaime Guerra seconded the motion, and it passed unanimously with Mark Stavis abstaining off camera.

A. Seeking approval to classify GAATN Stock Fiber reels R647 and R704 as disposable and allow GAATN Maintenance Contractor to dispose of reels in accordance with GAATN Materials and Disposition Policy

APPROVED ON CONSENT.

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

A. Seeking approval for GAATN Insurance policies renewal for GAATN General Liability, GAATN Excess Umbrella, and GAATN Directors & Officers policies for a period of March 1, 2025 through February 28, 2026 through Higginbotham Insurance Agency to be funded from the FY25 GAATN Insurance budget

Sarah reviewed the proposal for the GAATN Director's & Officers, GAATN General Liability, and GAATN Excess Umbrella policies. The premiums increased by 13% from the previous year and total \$7,451.64 for the same levels of coverage. Jaime Guerra moved to approve the GAATN Insurance policies as presented; Gary Weseman seconded the motion, and it passed unanimously with Mark Stavis abstaining off camera.

B. Seeking approval for GAATN Permanent NOCC room layout/equipment installation, splicing, and terminations at a cost not to exceed \$261k to be funded from the FY25 and FY26 MAC budgets

Dain said that this agenda item was recommended by the Technical Subcommittee, and the prints were reviewed at the January 28 meeting. Jaime Guerra moved to approve the GAATN Permanent NOCC room layout/equipment installation, splicing, and terminations at a cost not to exceed \$261k to be funded from the FY25 and FY26 MAC budgets; Steve Pyle seconded the motion, and it passed unanimously with Mark Stavis abstaining off camera.

C. Fiscal Manager Service Level Agreement with Austin ISD

Syd asked Paul to connect him with the legal contact at Austin ISD so they can work on the draft of the SLA. Syd said that the list of duties Sarah provided will be used as an outline for the SLA attachment; he said he will need Sarah's help reviewing the SLA attachments. Syd told Paul that he needs a justification on how AISD came up with the calculation of 1.5 FTEs for performing the fiscal manager duties. Jaime asked if the Board had seen the list of fiscal duties; Sarah said that it was sent out to all Board members on January 15. Jaime asked if AISD had based the 1.5 FTEs off the list Sarah drafted; Paul said that AISD went in and added their internal procedures and workflows that go into performing those duties and the 1.5 FTE calculation is based on that.

D. GAATN Backup NOCC Decommissioning

Frank reported that management is continuing to work with the City of Austin Right-of-Way Department (COA ROW) and BryComm to ensure that the permits for the decommissioning are approved in a timely manner. The permits needed for A1N, SRS, and SRN have been approved, with the A1N fiber cutover already complete and the SRS cutover taking place today. The permits for A2N are still pending, but Frank anticipates those being approved prior to the scheduled cutover date of February 25. Management is working with the Convention Center and Austin ISD to coordinate the

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removal of the equipment. Frank said he wanted to bring an issue with today's cutover to the attention of the Board members; he said that when BryComm called the entities to let them know that they were cutting over, one entity requested that the cutover be delayed, and another entity had concerns because they had concurrent work scheduled. Frank asked members to relay to their teams the importance of these projects and that if there are any concerns, to reach out well in advance since these projects must move forward as scheduled to make the deadline set by the Convention Center.

E. GAATN Backup NOCC Relocation

Frank reported that the agreement for professional architectural services with CBRE Design Collective, at a cost not to exceed \$65k, was approved at the January Board meeting. The agreement was executed and CBRE was given the notice to proceed on January 23. The kickoff meeting was held last Friday between CBRE, network management, COA Building Services, COA Data Center Operations (DCO) and Jaime—who is representing the GAATN NOCC Subcommittee. CBRE estimates it will take 4-5 weeks to complete their design, and once complete, the design will be provided to the general contractor (GC) to provide a proposal to complete the buildout. Frank also reported that the NOCC Subcommittee met on January 23 to discuss questions that arose from the January Board meeting. The request for separate power feeds for the entity equipment within the NOCC was addressed in the kickoff meeting with CBRE. The fiber re-routes for the temporary and permanent NOCC are in the permitting process. Frank noted that the permanent NOCC buildout should be completed by the GC between August and December 2025 per COA Building Services. Significant progress has been made with the temporary NOCC with a mini-split HVAC system installed. Dain asked how the temporary room is secured; Frank said it will be with a badge but currently it is a lock and key. Dain asked when the temporary NOCC will be available for equipment; Carlos said most likely by the end of May. Carlos said everything is ready to receive the fiber, and everything is waiting on the fiber re-route projects. Jaime said that the meeting with CBRE went very well, and Carlos did a great job of preparing the documents and working with CTM DCO on making sure that GAATN requirements are going to be smoothly implemented in the project.

F. New GAATN Backup NOCC ILA agreement negotiation

Syd reported that he has traded emails with the city attorney who he will be working with. He is trying to set up a call with her so he can explain how GAATN works. He said that she wanted to get some background information from CTM before proceeding. Dain asked if she was aware of the promises made by the City; Syd said he put the wish list that the City had previously indicated they were agreeable to in his initial email to her and another city attorney who he believes will oversee the SLA approval. Dain asked where in the timeline GAATN is with respect to the ILA and the buildout. Syd said the goal is to have the agreement in place by the time the permanent NOCC is in the buildout process or goes live. Syd is not certain that GAATN needs a formal agreement to utilize the temporary NOCC; he thinks that could take the form of an MOU rather than being part of the ILA if the COA internally agrees. Gary said that GAATN is already spending money on the temporary and permanent NOCCs, so the quicker an agreement can be in place the better.

G. Property damage claim against Gordon Foods Services for damage to C1S at 12115 Menchaca on 10/25/24

This agenda item was discussed in executive session under Texas Government Codes 551.071, 551.089 and 418.181. Upon reconvening in open session, no additional discussion was held, and no action was taken.

7. Network Manager's Update:

A. Project status report

Frank reviewed the following upcoming and recently completed projects:

- SRS ACCD Backup NOCC Decommissioning – scheduled to complete 2/5

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- SRN ACCD Backup NOCC Decommissioning – scheduled to complete 2/12
- A2N ACCD Backup NOCC Decommissioning – scheduled to complete 2/26
- A1N ACCD Backup NOCC Decommissioning – completed 1/29
- B1N Emergency Repair at B1N18 COA brittle fiber – completed 1/23
- C1S Permanent Repair at Eberhart Lane – completed 1/8
- A2N splice case audit – ongoing through 2/28
- COA A2N TLC Temporary Decommissioning – scheduled to complete 2/6
- AISD D1N Sims Elementary Node Decommissioning – scheduled to complete 2/13
- AISD C1N Pecan Springs Elementary Node Decommissioning – completed 1/13
- Total Jobs Tracked = 93; Active/Planning = 56, Completed = 37

B. Job budget report

Sarah reported that management was tracking 48 budget impacting jobs totaling \$3.7 million. So far for FY25, 15 jobs have been completed and \$641k has been invoiced. The fund balance bottom line is \$1.1 million.

- 8. Executive Session:** At 1:53 p.m., GAATN Board Chairman Dain Herbat adjourned the GAATN Board of Directors Meeting for closed session, under Tex. Gov't 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 Item 6G.

At 2:39 p.m., Chairman Herbat reconvened the GAATN Board of Directors Meeting in open session. Agenda Item 6G was the only item discussed and there was no further discussion held, or action taken on Agenda Item 6G in open session.

- 9. Update Roll Call (only if executive session called):** An updated roll call was taken and all members that announced as present at the opening roll call, re-confirmed their presence in the updated roll call. Additionally, members joining after the opening roll call that confirmed their presence in the updated roll call were Paul Hodge (AISD) and Bo Kinsey (Travis County). A quorum was re-confirmed.
- 10. Discussion and possible action regarding the financial report and current fiscal year budget issues**
Sarah reviewed the overall GAATN financial report provided by AISD for the month ending December 31, 2024. She asked members to review and send her any questions.

11. Meeting and Action Items Summary:

Frank reported on the following action items from this meeting:

- TxDOT 51st Street Duct Bank GAATN agreement status
- Bring list of shared MOUs between GAATN entities to future Tech meeting, determine if there are any MET Center agreements
- Claim discussion
- Dain requested that management add an item to the Tech meeting to review trends

- 12. Confirm date, time, and location for the next regular Board meeting on Tuesday, March 11, 2025, at 1:30 p.m. at LCRA Red Bud Center 3601 Lake Austin Blvd., Room 225, Austin, TX 78703, and via Microsoft Teams Videoconference.**

The date, time, and location for the next regular Board meeting were confirmed; the meeting adjourned at 2:46 p.m.