

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

MEETING OF THE BOARD OF DIRECTORS

MEETING HELD July 10, 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 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

Mike Gibbons, on behalf of Lower Colorado River Authority

Steve Pyle, on behalf of State of Texas DIR

John Kohlmorgan, on behalf of Austin ISD

Gary Weseman, on behalf of Austin Community College

Bruce Hermes, on behalf of City of Austin

Frank Ammons, on behalf of GAATN

Sarah Eichelberger, on behalf of GAATN

Syd Falk, GAATN attorney

A quorum was established at roll call.

Arriving at 1:40 p.m. – Jaime Guerra, on behalf of the University of Texas

Members of the public:

Chris Gonzales, on behalf of BryComm LLC

Cory Brymer, on behalf of BryComm LLC

Carolyn Lynam, on behalf of JC Communications

Wayne Wedemeyer, on behalf of the University of Texas

2. Citizen Communications

There were no citizen communications.

3. Review and Approve the minutes for the regular Board Meeting of June 5, 2018

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

4. Consent Agenda Items from Technical Subcommittee Meeting:

Frank stated that Agenda Items 4A-D were reviewed at the June Technical Subcommittee meeting and recommended for approval. He also noted that none of the items had budgetary impact to GAATN. Gary Weseman moved to approve Agenda Items 4A, 4B, 4C, and 4D on consent; Steve Pyle seconded the motion and it passed unanimously.

A. Seeking approval for UT B2S intercept at case B2S.32.00 Approved on consent

B. Seeking approval for COA B2S new node 5202 Ben White Approved on consent

C. Seeking approval for B1N -- Porsche dealership project relocation Approved on consent

D. Seeking approval for C1N -- TxDOT US 183 Direct Connect (DC) Project Approved on consent

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

A. Seeking approval for DIR TIE -- Cable Between Winters and DROC

Frank noted that this project was reviewed at the June Technical meeting and was recommended for approval with the caveat that an overlash policy be created and an understand between DIR and GAATN be noted regarding maintenance to the GAATN cable. Frank recommended that the Board include in the motion that the overlashed cable cannot trump GAATN maintenance. Dain said that an overlash policy is in the works and would be forthcoming in upcoming Board meetings. John Kohlmorgan asked if any make ready work would be DIR's responsibility; Steve Pyle said he was fine with it as long as that is the same process for other GAATN entities. Wayne Wedemeyer asked if they wanted to do this now or wait until GAATN upgrades A1N; Steve said their timeline is too tight to wait for the upgrade. John asked if they are clear on the pathway; Frank and Steve affirmed. Gary Weseman moved to approve the DIR TIE cable between Winters and DROC; Steve Pyle seconded the motion and it passed unanimously.

B. Seeking approval for SRN & D1N Re-route @ Mueller (Manor Rd)

Frank stated this project was reviewed at the June Technical meeting and was recommended for approval and there is no impact to GAATN's budget as this is a developer-funded project. Frank said the SRN cable will be 192-count and will be terminated per the allocation policy with LC connectors. Dain Herbat moved to approve the SRN & D1N Re-route @ Mueller; Steve Pyle seconded the motion and it passed unanimously.

C. Seeking approval for C1N & D1N CTECC -- Tilley ST Duct Bank Re-route

Frank stated this project is being paid by the same developer as 5B. He noted this project was recommended for approval at the June Technical meeting and includes a new maintenance hole placed by the developer. Gary Weseman moved to approve the C1N & D1N CTECC Tilley St Duct Bank re-route; Dain Herbat seconded the motion and it passed unanimously.

D. Consideration of policy and impact of new GAATN MAC Contractors as related to entity-specific projects including standards for GAATN approved contractors

Frank said this item was requested by a Board Member regarding when a GAATN MAC contractor does not get extended a new contract and how that will affect entities that have their own contracts with that contractor. Syd Falk brought up the fact that it is written into GAATN's policy on expansion that "Only the approved GAATN Maintenance and MAC (Moves, Adds & Changes) Providers are authorized to perform work on active GAATN plant." Gary Weseman said the concern was if an entity has their own contract with a previously approved GAATN contractor and whether that contractor could finish out the projects they are already contracted to complete with a particular entity. Dain Herbat said he didn't have any problem allowing a previous GAATN contractor to finish any projects they had been awarded by GAATN specific entities. John Kohlmorgan said he would like to have the option as an entity to utilize another contractor in cases of emergency or if the current GAATN contractors are too busy. Jaime Guerra said he had no problem with non-GAATN vendors moving patch panels or cables around campus that are connected to GAATN provided that they are not touching any GAATN splice cases or ring cables or doing work in GAATN pathway. Syd Falk said that he hears two opposing views and the Board needs to make a decision before a policy can be drafted. Syd said that John is proposing deviating from the standard of using an approved GAATN contractor to touch the GAATN network, but he has already addressed the qualification issue. Syd said that Dain and Jaime don't see the practical problem of doing anything other than using an existing GAATN contractor when touching the GAATN plant; Syd said those two views are not compatible. John said that all entities have

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the ability and vehicle to use the approved GAATN contractors, but he would like to have a third or fourth choice on the table. Gary Weseman said he thinks that GAATN could have accomplished that through the MAC RFP process and awarded three or four proposers instead of two. Dain said he agreed. Gary said he has a problem with non-approved GAATN vendors touching the GAATN plant. Dain said he prefers that GAATN qualify vendors through the RFP process and have contracts in place with the qualified vendors. Syd said that GAATN doesn't have to qualify only primary contractors, but can have contracts with companies for specific jobs, so long as the contractor is qualified and makes GAATN a third-party beneficiary in that arrangement. Syd said that these contracts can, as Jaime suggested, be brought to the Board for approval to qualify a vendor. Bruce suggested that all entities could use such contracts, along with the RFP, as a template for their own contracting; and this would be separate from the grandfathering clause regarding previous GAATN vendors no longer approved by GAATN who are still completing work for GAATN entities. Frank asked if he should collect badges and plant information from the vendor who is no longer a GAATN approved contractor; the Board directed him not to collect that from the vendor at this time. Bruce said that management needs a list of all grandfathered projects so they can know when to collect the badges and plant information.

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

A. GAATN Board and Technical Subcommittee Chair and Vice-Chair Annual Election

- **Board Chair:** Bruce Hermes nominated Dain Herbat for Board Chair; Jaime Guerra seconded the nomination. Gary Weseman moved to close nominations; Jaime Guerra seconded the motion and it passed unanimously. Jaime Guerra moved to re-elect Dain Herbat as Board Chair; Bruce Hermes seconded the motion and it passed unanimously.
- **Board Vice-chair:** Bruce Hermes nominated Gary Weseman for Board Vice-chair; Jaime Guerra seconded the nomination. Bruce Hermes moved to close nominations; Dain Herbat seconded the motion and it passed unanimously. Dain Herbat moved to re-elect Gary Weseman as Board Vice-chair; Jaime Guerra seconded the motion and it passed unanimously.
- **Technical Subcommittee Chair:** Bruce Hermes nominated Jaime Guerra for Technical Subcommittee Chair; Dain Herbat seconded the nomination; Gary Weseman moved to close nominations; Steve Pyle seconded the motion and it passed unanimously; Dain Herbat moved to re-elect Jaime Guerra as Technical Subcommittee Chair; Bruce Hermes seconded the motion and it passed unanimously.
- **Technical Subcommittee Vice-chair:** Bruce nominated Steve Pyle for Technical Subcommittee Vice-chair; Dain Herbat seconded the nomination; John Kohlmorgan moved to close nominations; Gary Weseman seconded the motion and it passed unanimously. John Kohlmorgan moved to re-elect Steve Pyle as Technical Subcommittee Vice-chair; Gary Weseman seconded the motion and it passed unanimously.

B. GAATN backup NOCC update and options, including ILA status update

Frank said that about three weeks ago, he held a meeting with the Convention Center IT representative and conveyed GAATN's concerns about the draft ILA regarding the six-month notification period to vacate. Frank noted the draft ILA has been assigned to a new City attorney and he is going to get that person and Syd in touch with each other. Syd said the deal point is still the notice timeline. Dain asked the Board if they have the ability to approve the Chairman and attorney to execute the agreement once the deal points are agreed upon. Syd said that the Board can delegate that power as long as the Board approves the deal

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points, but he is operating under an abundance of caution because it is a long-term deal. Dain said he would like to have a final draft in front of the Board next month. Bruce asked if any other entities identified other sites; Frank said nothing was reported to management. Mike Gibbons asked about the fire station; Bruce said that City management is not willing to go forward with another ILA since the Convention Center has already been approved by Council. Mike said that the Board talked about the cost of the Convention Center and the difficulty of access; Bruce said those details have not changed. Gary said that management suggested Mathews Elementary and had some other suggestions. Frank said, with the exception of Mathews Elementary, the other ones were City sites and those are now off the table per Bruce. John said there should be some alternative sites in the event that GAATN has to vacate the Convention Center. Steve asked how many racks were in the ILA; Frank said two cabinets per entity per the design.

C. Austin Energy Make Ready, City of Austin Ordinances and GAATN request to Austin Energy

Frank said that Board members reviewed this agenda item at the June Board meeting. He reported that, on June 14, the GAATN Board Chair sent correspondence to the Austin Energy Vice President for Electric Service Delivery regarding concerns about recent project denials and delays. Frank said that GAATN did receive a response that he felt was well-thought out and helpful. Frank said one of the project denials was for the SRN Treaty Oak decommissioning that was denied because of the Charter power supply that needed to be moved; Frank said that since GAATN's letter, AE is now working with Charter to relocate that power supply and Frank hopes that GAATN application can be approved after that takes place. Frank noted that the other project denials was related to the DA's office re-route and eight poles that had been vacated by AE, which they denied GAATN's ability to re-attach to those poles. Dain said he asked AE if they could transfer ownership to GAATN or if GAATN could purchase those poles since all but one are usable. Frank said that AE has also changed their process and will now reference the particular section of the Utility Criteria manual when issuing a denial. John asked Frank to send the AE response to Board members.

D. Seeking approval for GAATN Overlash Policy

This agenda item was not discussed.

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. Treaty Oak Decommission project status update

Frank said the A1N ring fiber has been placed and is ready to be spliced. As mentioned earlier, the SRN ring fiber is pending the relocation of the Charter power supply and awaiting AE approval. A2N and SRS are both awaiting excavation and ROW permits. Frank said he has received ring priorities from some members and will need to get responses from all members before a schedule can be drawn up. Mike asked what the deadline is; Frank said October 1.

2. Pending projects

Frank reviewed the following pending projects:

- Supernode connector alignment – completed 6/19
- B1N Permanent repair at Cedar Bend & MOPAC – completed 6/14
- A1N Non-armored replacement Segment 8 – completed 6/4
- D1N AISD Alternative Learning Center node splice out – scheduled for 7/23
- C1S COA new node FS 29 – scheduled to complete 7/16

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- B1N AISD Doss Elementary node splice out – completed 6/21
- B2S COA new node at Cyrus One – completed 6/15
- B2S COA new node at 5202 Ben White – completed 6/25

3. Job Budget Tracking review

Sarah reported that GAATN ended up expending \$661,464 or 82.3% of its FY18 MAC budget. She stated that the FY19 MAC budget is already 38.3% encumbered, leaving approximately \$447k for additional jobs.

4. GAATN Utility Locates RFP Update

Sarah stated that management is working with AISD to issue a RFP for utility locates in August.

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 Kohlmorgan reviewed the preliminary FY18 end of fiscal year financial report and noted that GAATN spent approximately \$1.67 million of its \$1.7 million budget. Dain said he liked the new financial report format.

10. Meeting & Action Items Summary:

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

- Capture in draft overlash policy who pays make ready costs and who is liable for any ring damage from work on node cables.
- Capture in draft policy for MAC/maintenance contractors, how does GAATN have authority for contractor touching GAATN network for entities but no longer has a contract with GAATN and who is liable. Policy must allow contractors to pull permits under or as GAATN and address ongoing projects and emergency projects when GAATN changes contractors.
- Determine qualification documents, possible extensions for previous contractors, and outstanding grandfathered projects.
- Have GAATN Convention Center ILA at the next Board meeting for consideration of approval.
- Have possible vacate sites to fall back to should something happen at any GAATN NOCC.
- Send AE response to the Board.

11. Confirm date, time, and location for the next regular Board meeting on August 7, 2018 at 12:00 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 3:01 p.m.