

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

MEETING OF THE BOARD OF DIRECTORS

MEETING HELD October 2, 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

Frank Ammons, on behalf of GAATN

Syd Falk, GAATN attorney

Carlos DeMatos, on behalf of GAATN

Ruben Reyes, on behalf of City of Austin

Jaime Guerra, on behalf of the University of Texas

Steve Pyle, on behalf of State of Texas DIR

Gary Weseman, on behalf of Austin Community College

A quorum was established at roll call.

2. Citizen Communications

There were no citizen communications.

3. Review and Approve the minutes for the regular Board Meeting of September 4, 2018

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

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

A. Seeking approval for GAATN Tie-In Cable Policy

Jaime said that Frank sent out the latest version of the Tie-In Cable policy and that he considers this a living document that may be amended by the Board in the future if needed.

Jaime Guerra moved to approve the draft GAATN Tie-In Cable Policy draft version 7 from 9/28/18 as presented; Steve Pyle seconded the motion and it passed unanimously.

B. Seeking approval for C1N -- COA 8700 & 8900 Cameron Rd tie-cable placement

Jaime said that this site was not recommended for approval at the last Technical Meeting because it is a tie-cable project and the City had brought up concerns about the Tie-In Cable policy not being in the spirit of GAATN. Ruben Reyes said that these sites are in full flight and need to be connected to GAATN; he said the design was based off of previous practices and the City will take the new Tie-In Cable policy into consideration for future sites. Frank said he doesn't foresee any issues with this request. This item was further discussed in executive session for design review, upon reconvening in open session, Gary Weseman moved to approve the COA tie cable placement on C1N to connect 8700 and 8900 Cameron Road COA nodes; Jaime Guerra seconded the motion and it passed unanimously.

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C. Seeking approval for C1S -- COA Onion Creek Fire Station new node

Jaime said this item was recommended for approval at the September Technical Meeting. This item was discussed in executive session for design review, upon reconvening in open session, Gary Weseman moved to approve the new COA node at C1S Onion Creek Fire Station; Jaime Guerra seconded the motion and it passed unanimously.

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

A. Travis County requests an Election blackout window prohibiting non-emergency work on the GAATN plant for the following date range: October 19 – November 8

Dain Herbat moved to approve the Election blackout window prohibiting non-emergency work on the GAATN plant from October 19 through November 8; Jaime Guerra seconded the motion and it passed unanimously.

B. GAATN Backup NOCC Update

Frank said GAATN is very close to having an executed ILA with the Convention Center. Frank said the Convention Center wants to have a meeting with the Public Works Department, network management, and the GAATN Chairs to discuss the buildout prior to execution of the ILA. Frank said the expected buildout timeframe would be eight months to one year. Frank will facilitate that meeting at CTM offices.

C. Funding of NOCC Buildout

Dain asked about the procurement and buildout processes. Frank said that Public Works will go out for an RFP and manage that process. Frank said it will take them about four to six months to complete and award an RFP. Frank reviewed a financial forecast showing the Convention Center buildout coming from the GAATN Project Reserve fund and the A1N into Convention Center project coming from the FY19 MAC Budget. Frank also noted there was the Convention Center cost valuation breakdown in the handouts. Jaime Guerra moved to fund the buildout of the NOCC from the GAATN Project Reserve at a not-to-exceed cost of \$985k contingent upon an executed ILA. Frank asked Syd if this item requires unanimity; Syd said his interpretation is since GAATN already has a physical presence at the Convention Center, this would not be considered expansion and therefore should not require unanimity. Steve Pyle seconded Jaime's motion. Gary Weseman said he doesn't want to approve the funding without clear direction as to what City of Austin's Public Works Department will be responsible for with regards to this buildout. Gary said he wants this to be presented as a proper package and he wants to make sure all members have a chance to discuss it. Dain directed management to bring a full package to the next Board meeting detailing all costs of the entire project, including costs to move the fiber over, and the status of the Public Works Department cooperation. Jaime Guerra withdrew his motion; Steve Pyle seconded the motion withdraw.

D. Funding of A1N buildout & design

Jaime Guerra said he thinks this shouldn't be approved until the Convention Center project is approved. There was no further discussion.

E. RFP for buildout of NOCC & Subcommittee

This item was deferred to a later meeting.

F. Property damage claim resulting from tear down at D1N Webberville Road/Delores Ave

This item was discussed in executive session for attorney consultation. Upon reconvening in open session, Dain Herbat moved to authorize the GAATN Board Chair, GAATN network management, and GAATN legal to proceed with negotiations to resolve the complaint; Steve Pyle seconded the motion and it passed unanimously.

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6. 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 management is trying to build a schedule but there are a few pending items. He said AISD is prepared to decommission with the exception of A2N. ACC is prepared to decommission all four rings. COA is prepared to decommission all four rings. DIR is not ready to decommission, and they have been very active in the process of resolving the issues preventing them from decommissioning and he expects those issues will be resolved soon. Travis County will be prepared to decommission all four rings within the next two weeks. UT is prepared to decommission SRS, but all other rings are pending.

2. Pending projects

Frank reported that the City Hall Reconnectorization projects are scheduled and asked members to please let management know asap if those dates do not work for them because they are ready to move forward. Carlos noted those dates take the blackout into consideration. Frank said, regarding the Treaty Oak Decommissioning project, a maintenance hole has been placed for A2N and SRS, and those two rings as well as A1N, are now ready to be decommissioned in the field. Frank said there is an issue with SRN and management is actively working to get this approved. Frank noted that there is a splicing project at B2S Oltorf; he explained that a former vendor cut the wrong cable and has placed a new cable which will be spliced in by a current GAATN MAC contractor.

3. Job Budget Tracking review

Frank reported that there were no changes since the previous report. He said there is currently \$290k encumbered for FY19 and \$435k remaining for additional projects.

4. GAATN FY2020 Preliminary Site List Update

Frank said that management sent out the preliminary site list to members to review, and asked for any changes to be sent back to management by Friday, October 26.

5. GAATN Utility Locates 19RFP031 Update

This item was not discussed.

7. Executive Session: At 2:28 p.m. GAATN Board Chairperson Dain Herbat announced that the GAATN Board was adjourning for closed session, under Texas Government Code sections 551.071 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 4B, 4C, and 5F.

At 3:23 p.m., Dain Herbat announced that the GAATN Board was reconvening in open session for discussion and actions, if any, on matters considered in closed session.

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

A. Financial Report

This item was not discussed.

9. Meeting & Action Items Summary:

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

- Bring full project package for Convention Center NOCC buildout to next Board meeting.

10. Confirm date, time, and location for the next regular Board meeting on November 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 3:25 p.m.