GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN) INTERLOCAL AGENCY

GAATN TECHNICAL SUBCOMMITTEE MEETING

MEETING HELD September 19, 2017 at 1:30 p.m.
AT Lower Colorado River Authority
LCRA Service Center, Room A504
3505 Montopolis Blvd.
Austin, Texas

MINUTES

1. **Call to Order (Including a roll call)**
   Technical Subcommittee Chairperson Jaime Guerra called the meeting to order at 1:30 p.m. The following announced as present at the start of the meeting:
   Jaime Guerra, on behalf of the University of Texas
   Dain Herbat, on behalf of Travis County
   Bo Kinsey, on behalf of Travis County
   Mace Royston, on behalf of Lower Colorado River Authority
   Chris Gonzales, on behalf of BryComm LLC
   Sarah Eichelberger, on behalf of GAATN
   Carlos DeMatos, on behalf of GAATN
   Bruce Hermes, on behalf of City of Austin
   Wayne Wedemeyer, on behalf of the University of Texas
   John Kohlmorgan, on behalf of Austin ISD
   A quorum was established at roll call.
   Members of the public:
   Mike Ragain, on behalf of JC Communications
   Bryan Elliott, on behalf of Titus Systems
   Tom McElhaney, on behalf of Titus Systems

2. **Citizen Communications**
   There were no citizen communications.

3. **Review and approve minutes from the regular Technical Subcommittee meeting of August 22, 2017**
   Jaime Guerra asked members to review the draft minutes from the August 22, 2017 Technical Subcommittee meeting. Dain Herbat moved to approve the draft minutes as presented; Wayne Wedemeyer seconded the motion and it passed unanimously.

4. **Committee Chair's Update and Report – discussion and possible action on:**
   A. **Seeking recommendation for new A2N COA site at Waterloo Park Inlet Pump House**
      This item was moved to executive session for design review under Tex. Gov't Code section 418.181. Upon reconvening in open session, Wayne Wedemeyer moved to recommend for Board approval the A2N COA site at Waterloo Park Inlet Pump House; Dain Herbat seconded the motion and it passed unanimously.
   B. **Seeking recommendation for new C1N COA site at PARD 9641 Decker Ln Rd**
      This item was moved to executive session for design review under Tex. Gov't Code section 418.181. Upon reconvening in open session, Wayne Wedemeyer moved to

recommend for Board approval the C1N COA site at PARD 9641 Decker Ln Rd; Dain Herbat seconded the motion and it passed unanimously.

C. Seeking recommendation for reassignment of A1N Segment 6 Non-Armored Replacement project

Carlos said network management recommended reassignment of the A1N segment 6 project to JC Communications due to ongoing issues with Titus Systems. He said the price increase for the project will be $9,612. Jaime Guerra moved to recommend for Board approval the reassignment of A1N Segment 6 Non-Armored replacement project to JC Communications at a price increase of $9,612; Bruce Hermes seconded the motion and it passed unanimously.

D. Seeking recommendation for reassignment of C1N Permanent Repair at Braker Lane and Walnut Ridge

Carlos said network management recommended reassignment of the C1N permanent repair project to JC Communications due to ongoing issues with Titus Systems. He said the price increase for the project is $8,632. Dain Herbat moved to recommend for Board approval the reassignment of C1N permanent repair at Braker Lane and Walnut Ridge project to JC Communications at a price increase not-to-exceed $9k; Bruce Hermes seconded the motion and it passed unanimously.

E. GAATN Pole Infrastructure labeling under Network Manager's spending authority review

Carlos said network management has tasked the GAATN maintenance contractor with assessing and tagging all of GAATN's poles. During these assessments, the maintenance contractor will be documenting the condition of the poles, current attachers, and heights. Currently, GAATN has 66 poles tagged but owns 110 total poles. Bruce Hermes asked if there was an inventory list of the GAATN poles; Carlos said all 110 poles are accounted for in Bentley. Carlos said management has come up with a new numbering scheme for labeling the poles. Bruce asked if the geo-location was part of the labeling; Carlos said not at this time, but the goal is to have all such information input into a database once this assessment/labeling is complete. Carlos said this will help protect GAATN from attachers who do not have an agreement in place attempting to attach to its poles. Dain Herbat said these poles should be inspected annually. Bruce Hermes said there should be a cross reference in the documentation to the attacher agreements. Dain Herbat asked Chris if BryComm currently inspects poles as part of the standard maintenance agreement; Chris said not the poles themselves, just the fiber and attachments. Dain said that pole inspection should be added to the next maintenance RFP. Chris said, while BryComm is performing this assessment/tagging, if a pole needs to be replaced, they will bring that to management. Chris said if the deficiency is routine – leaning or any kind of down guy – they will fix it under GAATN's standard maintenance agreement. Jaime Guerra directed management to update the GAATN Technical Guidelines and to give regular updates on this pole assessment and tagging project. Carlos said he anticipates the project and update to the Technical Guidelines will take approximately six months.

F. Treaty Oak decommissioning project

This item was moved to executive session for design review under Tex. Gov't Code section 418.181. Upon reconvening in open session, Wayne Wedemeyer directed management to proceed with getting their recommended solution for all of the permit requests to AE. Carlos said management will send out a request to each entity to get

their priorities/needs associated with this move. Jaime Guerra asked for this to be an agenda item for the next Technical meeting.

G. GAATN Backup Network Operations Control Center update

Carlos reported that network management received feedback from the Convention Center on the final design and has turned those suggestions over to IMEG for further design changes. Bruce said he will be scheduling a meeting with the Convention Center to continue ILA negotiations.

H. Titus Systems work on GAATN network considerations and options

Carlos reported that, on September 6, the GAATN Network Manager gave Titus Systems a notice to stop all work on the GAATN network due to ongoing issues with their performance. Carlos said Frank sent an email to all entities informing them of this stop work notice. Network management is looking very closely at all projects assigned to Titus to see if they can handle completing the projects.

5. Maintenance Contractor's Report

A. Maintenance updates

Chris Gonzales reported that, since the last meeting, the maintenance contractor has completed inspections on B2S and C1N. On those two rings, they corrected 11 deficiencies; there are 19 pending deficiencies remaining to be completed which are mostly transfers.

B. Material Inventory status

Chris said there were no changes to the inventory since the last meeting.

6. Project and Budget Review

A. GAATN Project Status report

Carlos reported on the following pending projects:

- C1N Splice case audit is ongoing through November 6, although this date may be extended by a week or so.
- Decommissioning of Brackenridge Hospital is scheduled to complete 9/20.
- John Kohlmorgan asked for a status of the conduits going to Cyrus One. Carlos said that management has engaged the maintenance contractor under its spending authority to proof the conduit to make sure it is viable. Carlos said the proofing should take another three weeks, but that GAATN may need to revisit the Cyrus One project if there is not enough space in the conduit to complete the project as planned.
- Jaime Guerra asked about the schedule for the DA's Office re-route project; Carlos said it will probably be another six to eight weeks to complete.

B. Job Budget Tracking review

Sarah reported that the FY18 MAC budget is currently 47% encumbered and there is $375k remaining for additional jobs.

C. Bi-annual inventory inspection

Carlos reported that Frank performed the bi-annual inventory inspection at BryComm on August 30, 2017 and that everything was in order.

7. Executive Session: At 1:34 p.m. Chairperson Jaime Guerra announced that the GAATN Technical Subcommittee was adjourning for closed session under Tex. Gov't Code section

418.181 ("H.B. 9") to preserve confidentiality as permitted by law on Agenda Items 4A, 4B, and 4F.

At 2:10 p.m. Jaime Guerra announced that the GAATN Technical Subcommittee was Reconvening in open session for discussion and actions, if any, on matters considered in closed session. Agenda Items 4A, 4B, and 4F were the only items discussed.

8. **Confirm date, time, and location for the next Technical Subcommittee meeting as October 17, 2017 at 1:30 p.m. at the LCRA Service Center, 3505 Montopolis Blvd., Room A504, Austin, TX.**
   The date, time, and location for the next Technical Subcommittee meeting were confirmed; the meeting adjourned at 2:55 p.m.