Semiannual BRAN Management Committee Meeting  
November 22, 2006  
Minutes

Attendees:  
Chris Puccio, City of Boulder  
Jim Van Dyke, NCAR  
Paul Williams, City of Boulder  
David Wood, CU

1. Review of the BRAN Maintenance Account

   Current Account Balance: $206,065

   Locate Services
   - 2006 YTD: $13,981 ($304 per week)
     - BRAN has been charged 35% of the AUS and UNCC costs. YTD, BRAN tickets have been 36%
       (1091) of City locate tickets. This will be reconciled at year end.
   - 2005: $12,954 ($249 per week)
   - 2004: $356 per week
   - 2003: $473 per week

   Lead Party Hours
   - 2006 YTD: 88 hrs
   - 2005: 107 hrs

   Estimated Year End 2006 Account Balance: $246,288

   Locate Services
   - 2006: $17,231 ($331 per week)

   Lead Party Hours
   - 2006: 108 hrs

2. Discussion of the Maintenance Account and how it will be used

   - Presently $750 per strand per year for dues. No change will be made at this time.
   - The Technical Committee will prepare an outline of the purposes of the maintenance account for use as a
     guide to future decision making and to justify the balance for member organizations as needed:
     - Emergency Funds. Reevaluate the traditional $75,000 estimate for an emergency reserve.
     - Savings for Replacement. How much would it cost to completely replace the BRAN cabling and
       terminations? How long will/should the cable last? How much money should be set aside for replacement?
     - Upgrades and Expansion. Reevaluate expansion options (Table Mesa, Baseline, etc) and their
       estimated costs.
   - Credit card payment of BRAN dues. There was consensus that any processing fees incurred by the City
     for credit card payments should be the responsibility of the payer.

3. Update on BRAN Technical Committee work items completed or in progress:

   a. BRAN Cable Damage in July.
- City and Technical Committee concluded that the damage was a direct result of incomplete locating performed by AUS.

- Invoice from Sturgeon Electric for the emergency repair was for $10,542.40. The City Attorney's Office holds the invoice now and is in communication with AUS about payment.

- There has been no further discussion with AUS regarding the details of the incident. AUS continues to perform locates in a timely, complete, and accurate manner to the best of our knowledge.

- City is still working with Sturgeon to get complete splice test results from the new splices.

b. Manhole Inspection.

- Inspection of the eight manholes with splice enclosures and remediation of some issues was completed in June-August.

- Inspection of all BRAN access points began in October. This complete inspection was moved up from 2007 due to the perceived criticality of bolting handholes closed. Also included in this inspection is documentation of other cables present in BRAN access points.

c. CAD and GIS documentation.

- GIS will be the primary documentation for outside plant; CAD will continue to be used for inside plant.

- City distributed a GIS-based map book for the BRAN network.

- City of Boulder Spur at 47th and Valmont – Fall 2005. City updated CAD drawings.

d. Emergency repair contract.


4. BRAN Technical Committee work items planned:
   
a. Completion of the large BRAN access point inspection.

b. GIS documentation standards.

c. Maintenance Fund evaluation described above.

d. Locator contract renewal.


5. Next Management Committee meeting will be scheduled for May 2007.