

MINUTES OF REGULAR SESSION  
TELECOMMUNICATIONS ADVISORY BOARD  
MONDAY JANUARY 10, 2011

The meeting was called to order by Chairman Marron at 7:00 PM. Those in attendance included: Chairman Marron, Vice-Chairman Boulanger, Board Member Nicolaides, City Latham, Director Cook, Director Rusteberg, Fiber Mgr Ferguson, Tracy Robinson and George Stram.

**MINUTES**

Board Member Nicolaides made a motion to approve the minutes of the December 13<sup>th</sup> meeting. Seconded by Vice-Chairman Boulanger. All voted aye; motion approved.

**REPORTS**

Director Cook began the meeting with a general update of the fiber project. The majority of the fiber testing has been completed. Bad splices have been repaired as soon as they were found. Consequently, a couple of LCP cabinets have been fully tested and are ready for operation. Fiber has been pulled into the head-end building from both Cogent and our distribution system. Equipment racking has begun within the head-end.

The next report was in regards to Phase II of the project. Engineering has begun on Phase II and the pole walkout between Highland and Troy has been walked-out. We presently have 80% of our materials list needed for Phase II construction. Director Cook hopes to place material orders as soon as possible. The assumption being that stimulus money will start hitting and material may not be readily available.

Both of the damaged fiber runs south of the railroad tracks have been replaced with new fiber.

Staff has been working on a back-up signal to be provided from AT&T. There has been a problem with that; since AT&T wants to stipulate that the City will be precluded from providing service outside city limits. The wording of the proposed contract is also very restrictive. Director Cook speculates that AT&T is being very protective of any possible Uverse rollout. Director Cook and the city attorney are having a conference call with AT&T tomorrow about contract issues.

Director Cook next reported on head-end construction. The board will be touring the building this evening, after the meeting. All the building is on-site, including the back-up generator. The HVAC system will be turned up tomorrow, as well as the fire system. The fire system is integrated with the HVAC system so that in case of a fire, the outside dampers are closed before the fire suppressant is released. Wednesday, the generator will be commissioned. At that time, fiber staff will be instructed on its operation, e.g. transfer switch.

JF Electric has completed their portion of the construction and is no longer on-site. Fiber staff will begin the mounting of the satellite dishes tomorrow. The final city inspection was done today and went well. The only construction items remaining are the front awning of the building and the breeze way between the building and the head-end.

## NEW BUSINESS

The first order of new business was City Manager Latham's announcement of the fiber system grand opening. It will take place on April 21<sup>st</sup>, with a ribbon cutting taking place late in the morning. A large group of dignitaries have been invited. The City will sponsor a Business After Hours gathering the evening of the 21<sup>st</sup>.

The next order of new business was Steve Ferguson's update on client meetings and sign-ups. Steve has met with 58 companies, of which 32 have signed up for service with a further 22 pending. Steve feels that most of the pending companies will end up taking service. Furthermore, Michael's Restaurant and Gateway Cylinder have given verbal requests for service.

Several customers have asked about the availability of Highland e-mail addresses. Director Cook asked the Board for their thoughts on the matter. The City would have to invest in extra hardware in order to have HCS addresses. Member Nicolaides stated that he wants an HCS e-mail address. Chairman Marron also likes the idea of HCS e-mail addresses. Director Cook will gather cost information for providing HCS addresses. Member Nicolaides feels that some prospective customers will not buy service if HCS addresses are not provided.

The next order of new business was about pricing for video service. The City is moving away from joining the NCTC (National Cable Television Cooperative) for video content. This is because of the lawsuit being filed that would prevent municipalities from joining. Scott Bowles is currently working on a deal with the NTTC (National Telco Television Consortium). Scott is getting closer to a reasonable base package with the NTTC. The City will still have to negotiate directly with a couple of outlying channels of video content. Director Cook feels that the NTTC negotiations need to be kicked into a higher gear.

Director Cook also related that the City may have to have a pricing resolution that only includes data and phone so that service can begin. Video pricing might have to be addressed by a later resolution, after content pricing has been finalized. Director Cook thinks that billing for phone and data should begin on April 1<sup>st</sup>.

Director Cook also made available samples of a fiber brochure created by Andrea Enright. The plan is to order one thousand copies of the brochure and have them placed in several areas.

Board member Nicolaides had a question about Phase II of the fiber project. He understands that Phase II encompasses the "old" part of town. He asked how the City plans to hit the larger subdivisions in town. Could the outer subdivisions be picked up now? Director Cook replied that there is no LCP in place for Cambridge Meadows, as an example. Board Member Nicolaides feels that the City would see more revenue from the outer subdivisions compared to the older part of town.

Director Cook stated that any design changes comes down to the issue of funding. City Manager Latham further stated that the outer subdivisions will involve much more underground work to provide service. Chairman Marron wants Director Cook to investigate the feasibility of changing the boundaries of Phase II.

Vice-Chairman Boulanger made a motion to adjourn for the head-end tour, seconded by Chairman Marron. All voted aye. Motion passed. Meeting adjourned at 7:30 PM.