

**MINUTES OF REGULAR SESSION
TELECOMMUNICATIONS ADVISORY BOARD
MONDAY FEBRUARY 8, 2010**

The meeting was called to order by Chairman Marron at 7:00 PM. Those in attendance were Vice-Chairman Jon Boulanger, City Manager Mark Latham, Light & Power Director Dan Cook, Finance Director Sharon Rusteberg, City Attorney Terry Bruckert, Scott Bowles of Spectrum Engineering and several members of the public.

MINUTES

Board Member Boulanger made a motion to approve the minutes of the November 9, 2009 meeting of the Telecomm Advisory Board. The motion was seconded by Chairman Marron. All voted aye. Motion carried.

REPORTS

The first report was by Dan Cook, CCI will be in town on February 9th to perform the Off Air survey of the 3 potential head end sites. Results should be published within a week or two of the completion of the site surveys. Jon Boulanger asked if weather could be an issue with the survey and Dan indicated that it would not be an issue and actually would be a better representation of true to life conditions. Dan reported that components are starting to arrive.

The preconstruction kickoff meeting with Jansen Cable is scheduled for Tuesday morning. This will involve contract signing and preliminary project scheduling. A Photo opportunity was discussed and it was determined that we would indeed schedule when appropriate, this will include press coverage.

Dan indicated that the review board was reviewing the SOQ's for the content providers as well as the electronics providers and would be convening to discuss the findings. Dan stated that there will be a presentation at the Weinheimer center to introduce the senior citizen community to the Fiber Project and answer any questions they may have. He will present a map showing the general path.

Dan displayed the logo that was selected for the FTTP service. The name is officially Highland Communication Services. The logo was discussed and it was acknowledged that the shields were different than the official city shields and Sharon Rusteberg explained that we were going for a more modern look for the fiber logo. The mission statement "HCS is dedicated to providing high-speed video, voice, and data communications at a competitive price with excellent customer service" was disclosed.

Sharon Rusteberg then reviewed the financials. The bonding issue was discussed. The bonds were made available in \$5,000.00 increments. Edward Jones will be offering the bonds for purchase. Sharon covered the details of the bond issuance. Sharon discussed that we are developing the budget for the next fiscal year and Scott Bowles will provide input for the development process.

Dan Cook explained that the Fiber Lineman and Fiber Splicer have been selected. Adam Vickery is the splicer and Jon DeLuca is the Fiber Lineman. Their actual start date is TBD based upon the training schedule and construction start date which will be determined in the next week.

Fiber Locations update. There are three locations currently being considered for the Fiber Headend building , those are the Devtron Building on Pestalozzi, the old Trouw building on Ultraway and the Gutter Helmet building on Chestnut. Building selection will be determined by the results of the “off-air” report as well as other important building considerations including accessibility, power availability, storage space, building height, cost to remodel, lease or purchase pricing, etc.

Scott Bowles then reported on content providers. There were two content provider responses to the request for SOQ's. Hometel and Fidelity are the two proposers and Scott is not encouraged with the preliminary submissions.

On the electronics side, there were a total of six submitters and Scott is very encouraged with both the pricing as well as the packages presented.

The next meeting will be on Wednesday, March 10 at 7:00PM.