

CITY OF HIGHLAND  
TELECOMMUNICATIONS ADVISORY BOARD MEETING MINUTES

MONDAY, DECEMBER 9, 2013

CITY HALL

1115 BROADWAY

7:00 PM

Roll Call:

Members Present: Chairman George Marron, Vice-Chairman Jon Boulanger and Member Sharon Rusteberg.

Additional Attendees: City Manager Mark Latham, Director of Electric Dan Cook, City Councilman Neill Nicolaides and City staff member George Stram.

Call to order

Chairman Marron called the meeting to order at 7:05 p.m.

Minutes:

A: Approval of Minutes of the November 12, 2013 Regular Session of the Telecommunications Advisory Board

Marron made a motion to approve the November 12 minutes. Boulanger seconded the motion. All in favor. Motion carried.

Reports:

A: List of Customer Sign Up and Installs

Latham reported that we have 1100 customers, and we are doing 10-15 weekly signups. Latham also had a list of about 20 nonpaying disconnects, some of which have been cut-off.

B: Financials

Latham distributed updated financial numbers. He also informed the Board that the Medical Office Building at St. Joseph's Hospital is hooked up and providing a new revenue source. Cook HCS is working to provide a dark fiber lease to PEG Bandwidth that will result in approximately \$60,000 of new revenue. Latham stated that the goal is to have 1,200 customers, at an average bill of \$124 by the end of the current fiscal year.

C: Update on RF Filters Implementation

Latham reported that we have 72 customers that are candidates for RF filter installation. To date, 16 customers have decided to stay on expanded basic service, 27 want filters installed to drop back to basic video and 12 are currently undecided. We are giving customers 30 days to decide which service they want to have.

D: Update on Construction

Cook discussed LCP01 construction progress, he also presented a map of current construction. All the main fiber is hung and all trenching and boring has been completed. The placing of 37 MST's has begun, 21 have been completed. All equipment will be installed by the 20<sup>th</sup> of December. Two man splices on Poplar have been completed, while the LCP cabinet splicing has been started. Cook anticipates that construction will be finished by the end of the year.

Cook also informed the Board that the next area of construction will be LCP 11, which covers the west side of Poplar Street from Willow Creek south to city limits. After LCP 11, construction will move to the Augusta Estates subdivision

Action:

A. Set 2014 Telecommunications Advisory Board Meeting Dates

Boulanger made a motion to keep the 2<sup>nd</sup> Monday as the meeting date. Rusteberg seconded. All voted aye. Motion carried.

Adjournment

Boulanger made a motion to adjourn. Marron seconded. All voted aye. Meeting was adjourned at 7:23 p.m.