

MINUTES OF REGULAR SESSION
CITY OF HIGHLAND
TELECOMMUNICATIONS
ADVISORY BOARD

Monday – May 9, 2022
(Rescheduled from April 11, 2022)

7:00 pm

ROLL CALL: Members present - Sharon Rusteberg , George Marron, Jill Lawson

Additional Attendees - Technology & Innovation Director Angela Imming, Light and Power Director Dan Cook, Minutes Taker Terri Hoffmann

CALL TO ORDER: Meeting was called to order at 7:00pm.

MINUTES:

- A. Minutes of both the October 11, 2021 and January 10, 2022 regular session of the Telecommunications Advisory Board were approved.

Public Forum: No questions were presented to the board from the public.

REPORTS:

- A. List of customer sign-ups, installs and other metrics – A customer count of 2,622 was given; just 13 customers fewer than the highest count ever reported.
Members were given a "reason code" report illustrating additions/subtractions to key products such as video and internet. Sharon Rusteberg requested additional information be provided at the next meeting to support and clarify information on this report.
Director Imming noted that the fiscal year-end budget (as of May 9th) although not including April revenue and not all of April expenses, reflected only a small variance in revenue (between \$20,000 and \$50,000). Members were reminded that the planned price increase to voice products has not yet been put in effect. Monthly revenue figures have been holding steady between \$240,000 and \$260,000. The 'voice' rate increase is to be presented to city council at the June 6, 2022 meeting.
- B. Construction discussion - Fiber construction is planned to commence the third week of May in the area northwest of Daiber Rd. beginning in the Lakeview Hills subdivision. This is the final area to be completed within city limits. The plan to take fiber to the most western point in the Lakeview Hills subdivision and work eastward is not only the most cost effective and efficient way to 'build out' but, is also expected to garner a higher revenue per resident. HCS could expect to see as many as 260 new customers based on the current take rate of 65%. Director Imming noted that after this new growth, HCS does not expect any major increases. HCS technicians along with one out-sourced 'splicer' will be responsible for the construction in its entirety and ARPA funds have been approved to pay for the build-out.
- C. 10gbs discussion - The equipment to provide 10 Gig service has been ordered and is expected to be received by the end of June allowing HCS the ability to offer its customers a 2.5/Gbps service. Currently, the highest internet package offered is 1 Gbps. Although HCS may not immediately see many 'takers', the expectation in adding this product is that more customers are likely to subscribe to the 1Gbps service.

Time was given to welcoming new board member Jill Lawson, and current board member Sharon Rusteberg was reminded that her term is up at the end of the month. Rusteberg indicated she would likely be interested in continuing on the board. The request to extend her term will be taken to the mayor for approval per normal procedures.

ADJOURNMENT: Meeting was adjourned at 7:29pm