

**MINUTES of REGULAR SESSION
CITY OF HIGHLAND
TELECOMMUNICATIONS ADVISORY BOARD
CITY HALL
MONDAY, JANUARY 13, 2014
7:00 P.M.**

CALL TO ORDER:

Chairman Marron called the meeting to order at 7:00 p.m.

ROLL CALL:

Members Present: Chairman Marron, Vice-Chairman Boulanger, Board Member Rusteberg

Additional Attendees: City Manager Mark Latham, Light & Power Director Dan Cook, Finance Director Kelly Korte and City staff member George Stram.

MINUTES:

Chairman Marron made a motion to approve the January 13, 2014 minutes. Boulanger seconded the motion. All members voted in favor. The motion carried.

REPORTS:

A. List of customer Sign-ups and Installs.

Latham reported that HCS currently has 1,134 customers. Latham noted that this number reflects the November disconnects.

B. Financials

Finance Director Korte handed out HCS financial data. She stated that HCS is currently at 59% of the budget year.

C. Construction Update

Director Cook provided a map of the current status of LCP 01 construction. He stated that HCS has sixty-eight potential customers connected and ready for service. He also stated that the first customer in LCP 01 was connected today at 1615 25th Street. Furthermore, 10 -12 customers in the LCP are already signed-up for installation. He concluded by saying that LCP01 construction should be completed by February 8th.

Cook then discussed the next area of construction, LCP11, which is directly across Poplar Street from LC P01. He anticipated a February start date for construction, with the LCP being built out by the end of March.

Cook then discussed the ongoing problem with damage caused by squirrels on the HCS system, specifically along Broadway at the Sun streets. The squirrels are climbing from the top of the poles, inside the protective u-guard and nesting at the bottom of the poles, causing extensive fiber damage. Staff has identified ways to minimize future damage using u-guard caps and squirrel-guard.

D. Update on New Internet Connections.

Latham and Cook discussed the new data connection for Basler Electric, which was completed this past Saturday. Cook informed that Basler is currently experiencing internet issues, most likely caused by the over-subscription of HCS internet bandwidth. HCS has a plan to increase bandwidth by the middle of February.

Cook further stated that problems with the Charter fiber coming into Highland are exacerbating the problem. Charter has acknowledged that their fiber, which transports internet bits for HCS has problems. A Charter technician will be coming to Highland this week to trouble-shoot the problem. For the short term, the block of IP addresses provided to Basler have been transferred from Charter fiber to ATT fiber.

ADJOURNMENT:

Vice-Chairman Boulanger made a motion to adjourn, seconded by Member Rusteberg. All members voted aye; none voted no. The motion carried and the meeting was adjourned at 7:15 p.m.