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**CITY OF CONDON
WORK SESSION AGENDA
FIBER COMMITTEE MEETING
Tuesday, September 11, 2018, 4:00 PM
CONDON CITY HALL**

1. Call the Meeting to Order

Mayor Jim Hassing called the Fiber Committee meeting to order at 4:07 p.m.

1.1. Members: Mayor Jim Hassing, Councilors Jan Stinchfield & Donald Jamieson, Elizabeth Farrar, Rita Rattray & Dale Scobert

Present: Mayor Jim Hassing; Councilors Donald Jamieson & Jan Stinchfield; Community members Rita Rattray & Elizabeth Farrar

Staff: CA Kathryn Greiner & Consultant Adam Haas

2. Discuss City Fiber Project

2.1. Update on Inland Development Construction

Haas gave an update from Inland Development Corporation (Inland) on the city's fiber project saying that they expected to start construction October 1, 2018 and should be substantially complete by January 1, 2019. Inland is waiting on signatures of easements from Marc Pryor and the Jaegers, and has completed easements with Vince Hill and Justensens. This is portion of the build is from Pennington Road to Condon. Inland is also expected to begin their "drops" in Condon October 1, 2018. Councilor Jamieson asked if they earlier offer of a pair of fiber from Condon to Erskine in Sherman County was still an option, but was told by Haas that it was not included in the final agreement with Inland. Councilor Stinchfield added that it may need to be kept in mind after the project is over for redundancy purposes. Haas explained that Columbia Basin Electric Cooperative (CBEC) has been working with Inland to get their vaults in place and that the change order of the vaults will go through the city's contract with Inland. Haas stated that he will include the map of the vault locations and the cost into the IRU with CBEC.

2.2. Discuss End Point Solution - Condon

CA Greiner stated that CBEC General Manager Tom Wolff has said that they have fenced off the area for the south end point and are waiting for the city to install a culvert and gravel into the yard. Wolff also requested that Haas provide information on a communication shelter. It was noted that a separate agreement would need to be drafted between the City of Condon and CBEC for use and ownership of what is in the south end point area. The agreement would include that carriers have access to the end point at all times. Haas said that the building must have stand-by batteries, generator, transfer switch and security. Councilor Jamieson noted that the Fiber Committee and/or council needed to have a meeting with CBEC in the near future.

2.3. Discuss End Point Solution - Arlington

Haas noted that he and CA Greiner were going to the Arlington TV Cooperative meeting that evening to talk about placing the end point on their grounds in exchange for a shared generator. Discussion was that the communication shelter in Arlington must be neutral carrier class. When Haas talked to Lief Hansen at LSN, it was noted that there had to be an agreement in place that would not jeopardize the access to the carrier renting space at that location. Hansen will send a sample co-location agreement to Haas.

2.4. Discuss IRU with CBEC

CA Greiner explained that CBEC's draft Indefeasible Right of Use (IRU) has gone to the city's telecom attorney, Mark Trinchenco, with changes and notes, then reviewed again by her and Haas and will be sent back to Trinchenco for final review. Haas will add the fiber count, Non Recurring Cost (NRC) and Monthly Recurring Cost (MRC) to the IRU and once Trinchenco has reviewed it will be sent to Wolff at CBEC. It was agreed that a face-to-face meeting is necessary with CBEC to discuss co-locations, change orders and other items with CBEC and the city.



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2.5. Discuss Rates and Lease Agreements with Other Interested Parties

The committee agreed that it was important to provide rate sheets for the use of the dark fiber and for the use of the communication shelters at the end points. Haas will get samples of such agreements and work with industry personnel to determine the market rate. Haas indicated that there may be some "trading" that will go towards the rent of property or management for the end points. The committee discussed having rate cards for the dark fiber and the use of the communication shelters on both ends. Haas will work to get some samples of what the rates may be and to see what is going to be required at the shelters. Consensus was that these agreements for property and property use can be done without the telecom attorneys but to use the city's municipal attorney, Wyatt Baum. It was the consideration that the City of Condon may own the shelters but not the land that were they would be located and to have the attorney's make long term agreements to not jeopardize access for users.

The committee agreed that they would like to find a company that will manage operations of the fiber line and shelters that have expertise. Discussion was to tour some of the communication shelters that are "neutral carrier class." CA Greiner noted that the Gorge Broadband Consortium is meeting Friday, October 5 in The Dalles for whomever would like to attend and possibly contact Keith Mobley of Q-Life to tour facilities. It was also noted that Home Telephone has a facility in Condon that may be similar and ask for a tour.

3. Other

None

4. Adjourn

Adjourned at 4:55 p.m.