



## SandyNet Board Meeting Minutes – 7/20/23

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Members Present: Jeremy Pietzold, Chair; Joe Smith, Advisory Board Member; Gregory Freetage, Advisory Board Member; Don Willaims, Advisory Board Member; Jed Rabe, Advisory Board Member; Greg Moore, Advisory Board Member; Don Hokanson, Council Liaison.

Members Absent: None

Staff Present: Gregory Brewster, IT Director

1. Meeting started at 7:02pm
2. Introduction of new board members Rabe and Moore
3. Joel Brache departure message and call for new board chair.
  - a. Motion by board member Rabe for Jeremy Pietzold, seconded by Greg
    - i. Passed unanimously
4. Motion by board member Smith to approve the Nov 17<sup>th</sup> minutes, seconded by member Freetage, passed unanimously at 7:43 pm.
5. Motion by board member Smith to approve the Jan, 19th 2023 minutes, seconded by member Freetage, passed unanimously at 7:43 pm.
6. SandyNet Master Plan RFP Discussion
  - a. Board member Smith mentions a need for the city ordinance/reference for bidding on RFP.
  - b. Board member Williams requests that the plan focus on the next 10 years
  - c. Council Liaison Hokanson mentions a need to touch on grants and funding component into the Master plan, Members Rabe and Moore agree.
  - d. Council Liaison Hokanson recommends the addition of a benchmarking element. Board member Moore follows up with examples including how SandyNet might compare to other municipal ISPs in Oregon.
  - e. Reference to tying the RFP and master plan into the Council goal of making SandyNet sustainable and self-sufficient.
  - f. Board member Williams asks to incorporate SandyNet's philosophy into the RFP
  - g. Discussion over finances
    - i. Board member Smith asks for cash flow analysis and considerations in the master plan: consider city growth, prior debt obligations, future potential debt obligations
    - ii. Chair Pietzold addition; consider long term payment model, additional revenue sources, consideration of community needs and wants and a focus on city goals.
  - h. Council Liaison Hokanson recommended two items:
    - i. Identify and list stakeholders
    - ii. Disaster recovery and resiliency plans and analysis
  - i. Board member Moore recommends a requirement for a capital outlay for expected development/expansion. Cost projection/expectation for expansion and services
  - j. Recommendation for more bidder criteria and experience requirements. Years of experience/certifications.

- k. Include a presentation section, make it a requirement that the consultant shall present to the City Council
  - l. Expand and refine the grading criteria, include experience and costs.
  - m. Ask for references in the bid response. Include cases of notable and relevant work.
  - n. Council Liaison Hokanson recommends reaching out to other cities for benchmarking information.
7. Discussion of Knollwood Estates
- a. Staff provided an update and current dilemma with Knollwood Estates, considering multiple factors including the City's desired position and obligations
  - b. Board discussed the idea of monetary payment for entrance to park and consensus was reached with recommendations that SandyNet is not in a position to begin providing monetary incentives for rights-to-access.
  - c. Council Liaison Hokanson mentioned desire for the Council to reach out to Knollwood and discuss.
8. Board Adjourned at 8:58 pm