



SANDYNET ADVISORY BOARD MEETING

Thursday, July 18, 2024 at 7:00 PM
17175 Meinig Ave and via Zoom

AGENDA

TO ATTEND THE MEETING IN-PERSON:

Come to 39055 Pleasant St., Sandy, OR 97055

TO ATTEND THE MEETING ONLINE VIA ZOOM:

Please use this link: <https://us02web.zoom.us/j/88467977028>

Or by phone: (253) 215-8782; Meeting ID: 88467977028

ROLL CALL

CHANGES TO THE AGENDA

PUBLIC COMMENT

APPROVAL OF MINUTES

- [1.](#) Approval of Minutes

OLD BUSINESS

- [2.](#) ARPA Update and Amendment

NEW BUSINESS

- [3.](#) RISI Contract Amendment
- [4.](#) SandyNet Mission Statement Discussion

STAFF UPDATES

- [5.](#) Staffing Changes

ADJOURN

Americans with Disabilities Act Notice: Please contact Sandy City Hall, 39250 Pioneer Blvd. Sandy, OR 97055 (Phone: 503-668-5533) at least 48 hours prior to the scheduled meeting time if you need an accommodation to observe and/or participate in this meeting.



SANDYNET ADVISORY BOARD MEETING

Item # 1.

Thursday, March 21, 2024 at 7:00 PM
39250 Pioneer Blvd and via Zoom

MINUTES

TO ATTEND THE MEETING IN-PERSON:

Come to 39250 Pioneer Blvd., Sandy, OR 97055

TO ATTEND THE MEETING ONLINE VIA ZOOM:

Please use this link: <https://us02web.zoom.us/j/89894482563>

Or by phone: (253) 215-8782; Meeting ID: 89894482563

ROLL CALL

1. Members Present – Board Member Horsfall; Board Member Moore; Board Member Rabe; Board Chair Pietzold; Council Liaison Hokanson.
2. Staff Present – IT Director Gregory Brewster; Economic Development Manager David Snider.

CHANGES TO THE AGENDA

PUBLIC COMMENT

APPROVAL OF MINUTES

1. Approval of Minutes – Motion by Board Member Rabe, seconded by Board Member Moore at 7:04 pm. Passed unanimously.

OLD BUSINESS

2. Official ACP Shutdown Date – Staff updated the board on the upcoming shutdown date, including may partial reimbursement rate and the third and final letter notice.

NEW BUSINESS

3. Welcome Board Member Horsfall

4. SandyNet Master Plan RFP Intent to Award – Discussed staff’s intent to award RISI with the contract for producing the SandyNet Master Plan.

STAFF UPDATES

5. CBX Colorado and Gunderson Rd Update
6. ARPA Update

ADJOURN

1. Adjourned at 7:52pm.

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EXHIBIT 2

MODIFICATION TO STATEMENT OF WORK

This document is a modified SOW between the Client and RISI. It describes the services RISI will perform in addition to those included in the original SOW in Exhibit 1.

(1) Basic Project Information:

Modification Start Date:	July 11, 2024
Project End Date:	September 30, 2024
RISI Supervisor:	Alex Kelley
Modified SOW Payment:	<ul style="list-style-type: none"> ● Due upon completion of staff analysis \$6,500 ● Due upon completion of rate analysis \$8,500

(2) Description of Included Services:

Activities and Deliverables	
Key Activities:	<p>Staff Analysis</p> <ul style="list-style-type: none"> ● Document the staffing structure of 3 comparable ISPs, targeting municipal or cooperative ISPs with 4-8K customers ● Identify via interviews (some of which have already been done) greatest current staffing challenges, risks, areas of minimal resiliency, and inefficiencies ● Document instances of multiple roles being done by the same person ● Document strength of local workforce pipeline for critical roles ● Present recommendations for staff changes or growth to increase resiliency, minimize risks, and ensure sustainable operations <p>Rate Analysis</p> <ul style="list-style-type: none"> ● Create a financial modeling tool that allows users to do the following: <ul style="list-style-type: none"> ○ Input current # of business and residential customers ○ Project future business and residential customer growth ○ Input current breakdown of subscriptions by tier ○ Input current operational costs as well as projected future costs, taking into consideration potential staffing changes and changes to operational expenses ○ Test changes to current pricing model and penetration rates

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| | <ul style="list-style-type: none">○ Understand financial changes to potential changes in service tiers, pricing, customers● Present 3 options for recommended changes to rates, and pros and cons of options<ul style="list-style-type: none">○ Including recommendations for timing, messaging, and ideas for ensuring any changes are smooth and risks are mitigated |
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(2.1) Description of Excluded Services (if applicable): N/A

(3) Compensation: Client will pay RISI \$15,000 in addition to the compensation laid out in the SOW of the original agreement.

(4) Expenses (if applicable): N/A

SandyNet Mission Discussion

Background

In early 2024, SandyNet entered into a contract with RISI to complete the SandyNet Master Plan. RISI conducted interviews with Sandy City Council to get a feel of priorities, vision, goals, and other relevant information. In late June, RISI came back with the concept of establishing a mission for SandyNet, which would better help them develop the plan. RISI recommended that the mission statement be separate from the master plan and be approved by Council before the master plan draft is completed. After compiling all of the interview information, RISI has proposed three mission statements of varying detail for Staff to select, adjust and ultimately present to Sandy City Council for adoption.

1. SandyNet's mission is to provide ubiquitous, affordable, world class broadband to benefit the community of Sandy, Oregon.
2. SandyNet's mission is provide ubiquitous, affordable, would class broadband that strengthens the economy, increases the quality of life, and attracts resources to Sandy, Oregon.
3. SandyNet aims to strengthen the economy, improve quality of life, and attract resources to the city of Sandy through the delivery of ubiquitous, world class, affordable internet.

Discussion

Staff is seeking additional insight, comments and recommendations form the SandyNet Advisory Board to assist in helping define SandyNet's purpose and mission. SandyNet has long had an unofficial image to provide fast, affordable, and reliable internet to the community.

After input is gathered from the board, Staff will incorporate changes and then present a recommendation to Sandy City Council to adopt as the official mission of the department.