



SANDYNET ADVISORY BOARD MEETING

Thursday, January 16, 2025 at 7:00 PM
39055 Pleasant St. 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/82291173443>

Or by phone: (253) 215-8782; Meeting ID: 822 9117 3443

ROLL CALL

CHANGES TO THE AGENDA

PUBLIC COMMENT

APPROVAL OF MINUTES

- [1.](#) Approval of Minutes

OLD BUSINESS

NEW BUSINESS

- [2.](#) New Board Member Appointments and Introductions

STAFF UPDATES

- [3.](#) Master Plan Update and Staffing Priorities

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, November 21, 2024 at 7:00 PM
39055 Pleasant St and via Zoom

MINUTES

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/85972327445>

Or by phone: (253) 215-8782; Meeting ID: 859 7232 7445

ROLL CALL

PRESENT

- Chair Jeremy Pietzold
- Board Member Greg Moore
- Board Member Joe Smith
- Board Member Blake Horsfall
- Board Member Jed Rabe
- Board Member Gregory Freetage
- Council Liaison Don Hokanson

CHANGES TO THE AGENDA

PUBLIC COMMENT

OLD BUSINESS

NEW BUSINESS

1. Master Plan Draft Review

Board Members discussed the Master Plan

- Discussion of a growth vs. no growth option; Does SandyNet need to grow, or can it stay the same size.
- Discussion about executing the plan as is, to step up and grow into the economies of scale as explained by RISI in the master plan.
- Discussion about needing to raise rates, but to ensure the SandyNet remain cheaper than other providers; Compare against cable and phone packages using broadband labels.
- Discussion over how a rate assistance program would be funded; Suggested that it look similar to the water/sewer fund, where costs are taken from the general fund.
- Questions over the definition of community and how SandyNet fits into the community; Asking what is in the Sandy DNA, or what makes Sandy a better place to live, when compared to other towns.
- Clarification that not all positions needed to be filled on day one of the master plan execution.
- Discussion over staggering rate increases or increasing prices one time.
- Discussion around matching depreciation against productivity, over straight-line depreciation.
- Suggestion that SandyNet lay out its budget plans during a public meeting in preparation for FY2025-2027.

MOTION: To endorse the SandyNet Master Plan by Board Member Freetage. Motion seconded by Board Member Rabe. Motion passed unanimously.

2. Clackamas County IGA for Construction Services

Staff presented the IGA with Clackamas County and supporting information regarding the project.

MOTION: To endorse the IGA between the City of Sandy and Clackamas County for Construction Services made by Board Member Horsfall. Motion Seconded by Board Member Rabe. Motion passed unanimously.

STAFF UPDATES

ADJOURN

Meeting Adjourned at 8:51pm

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To: SandyNet Advisory Board
From: Gregory Brewster
Date: 1/13/2025
Subject: SandyNet Board Appointments

On January 6, 2025, City of Sandy City Council unanimously approved a request from the SandyNet Advisory Board Interview Panel to appoint the following applications to the following seats:

- Greg Moore (reappointment to Seat 1; new term expires 12/31/2028)
- Gregory Freetage (reappointment to Seat 3; new term expires 12/31/2028)
- Joe Smith (reappointment to Seat 5; new term expires 12/31/2028)
- Jed Rabe (reappointment to Seat 7; new term expires 12/31/2028)
- Roxanne Cloutier (appointment to vacant Seat 6; term expires 12/31/2027)

Attached is the Staff Report that was presented to Council on the consent agenda. The Staff Report does not include the applicant forms.



STAFF REPORT

Meeting Type: City Council
Meeting Date: January 6, 2025
From: Gregory Brewster, IT Director
Subject: SandyNet Advisory Board Appointments

DECISION TO BE MADE:

Whether to accept the interview panel’s recommendations for appointments to the SandyNet Advisory Board.

BACKGROUND / CONTEXT:

The SandyNet Advisory Board had four seats that expired at the end of December 2024: Seats 1, 3, 5, and 7. Seat 6 was a preexisting vacancy.

Applications were accepted in November 2024, and Staff received six applications. All six applicants were interviewed by a three-person panel. That panel included Councilor Sheldon; Councilor Hokanson; and SandyNet Advisory Board Chair, Jeremy Pietzold.

The recommended appointees demonstrated values that are consistent with the SandyNet mission and vision, and support SandyNet’s goals and purpose.

KEY CONSIDERATIONS / ANALYSIS:

The interview panel considered all applicants resumes and application form responses.

The interview panel acknowledged that each interview was positive, and that all six interviewees were eligible for appointment. Because only five seats are currently available, the interview panel recommends the that following five applicants be considered for appointment: Greg Moore, Gregory Freetage, Joe Smith, Jed Rabe, and Roxanne Cloutier.

RECOMMENDATION:

The interview panel recommends the following candidates be appointed to following seats and terms:

- Greg Moore (reappointment to Seat 1; new term expires 12/31/2028)
- Gregory Freetage (reappointment to Seat 3; new term expires 12/31/2028)
- Joe Smith (reappointment to Seat 5; new term expires 12/31/2028)
- Jed Rabe (reappointment to Seat 7; new term expires 12/31/2028)
- Roxanne Cloutier (appointment to vacant Seat 6; term expires 12/31/2027)

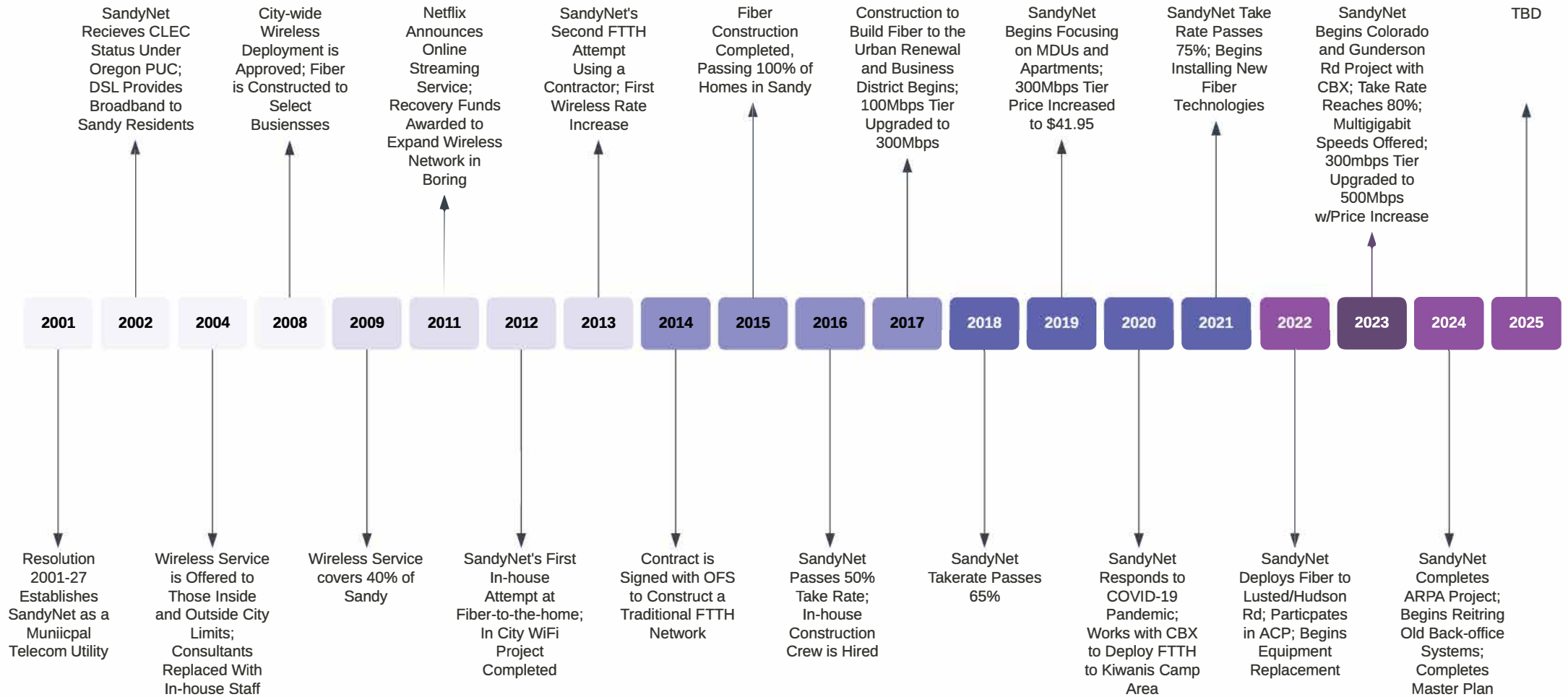
SUGGESTED MOTION LANGUAGE:

“I move to appoint Greg Moore, Gregory Freetage, Joe Smith, Jed Rabe, and Roxanne Cloutier to the SandyNet Advisory Board as recommended in the staff report.”

LIST OF ATTACHMENTS / EXHIBITS:

- Application Forms

SandyNet Timeline



To: SandyNet Advisory Board
 From: Gregory Brewster
 Date: 1/13/2024
 Subject: Master Plan Update and Staffing Priorities

On December 16, 2024, SandyNet Staff, members of the SandyNet Advisory Board and RISI presented and discussed the SandyNet Master Plan in front of City Council. The plan received overall positive feedback, with no requests for more information at the time of the meeting.

Below are the minutes from the meeting, which were approved on January 6, 2025:

SandyNet Master Plan Presentation

The SandyNet Director summarized the staff report and noted the significant changes and accomplishments that have occurred since the adoption of the last SandyNet Master Plan. Goals have either been met or are no longer relevant because of technological changes.

Alex Kelley with Rural Innovative Strategies Inc. (RISI) presented slides, which were included in the agenda packet. Council discussion ensued on the following topics:

- Clarification that the \$550,000 in needed annual revenue accounts for the depreciation of the system as a whole, and does not account for the need to develop a new data center.
- Discussion of the need to separate the roles of IT Director and SandyNet Director to guard against staff burnout; the two roles are currently still combined as a result of rapid growth of the utility
- Discussion of the history of SandyNet rate increases; suggestion that rates have historically been calculated to address short term needs rather than medium and long term needs
- Suggestion that SandyNet is now an essential service for the community
- Suggestion that SandyNet offers the best service at the lowest cost compared to its competitors
- Discussion of the Average Revenue Per User (ARPU) concept; discussion of various options for spreading the needed revenue across different customer groups
- Clarification on whether an additional \$12 in ARPU would pay for all the recommendations in the plan
- Suggestion to separate SandyNet from other items on utility bills
- Suggestion to keep the lowest service tier as affordable as possible and scale the rest of the rates accordingly
- Discussion on the need for a data center; emphasis on the need to understand the true cost and incorporate all needs into the rate structure
- Suggestion that cost savings can be achieved by combining data center and office space
- Explanation of the benefits of the 500 mbps service
- Explanation of the future requirement to offer 'nutritional labels' for broadband to allow customers to compare service
- Discussion of the possibility of eventually selling SandyNet; discussion of past consideration of this possibility and the reasons for not doing so previously

- Discussion of the advantages of keeping SandyNet local and the benefits to Sandy's economy
- Concerns about the cost of network expansion outside city limits, particularly the cost per home to execute new CBX installations; note that these installations would be grant funded; comparisons to situations in which people are required to connect to the City's sewer system at their own expense
- Suggestion for CBX to complete its own master plan for new connections in rural areas, which will create beneficial transparency
- Suggestion for the City to proactively identify locations likely to develop
- Clarification on the reasons Colorado and Gunderson Roads are being connected at this time

Staff has been notified by the City Manager that the Mayor has requested that a map of existing fiber facilities and service areas, including ideal build out locations be created and attached the master plan. Staff has not begun working on that task at the time of writing this report.

Staff has seven items that has begun to work on in preparation for the upcoming fiscal year:

1. Identifying upcoming staffing changes
2. Perform preliminary refinance discussions for building a new facility
3. Complete the ongoing customer equipment replacement project
4. Implement official replacement schedule for physical and electronic assets
5. Identify and implement any package changes before new FY
6. Perform rate increase using items 1,2 and 4 as inputs
7. Resolve top three regulatory compliance issues

Staff believes that it can begin working on these items, while the master plan is pending adoption.