



BROADBAND TASK FORCE

AGENDA

TUESDAY, FEBRUARY 26, 2019
SPRING HILL CIVIC CENTER
401 N. MADISON, COUNCIL CHAMBERS
7 P.M.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

FORMAL ACTION ITEMS

1. Approval of Minutes: Oct. 23, 2018
2. Approval of Minutes: Jan. 29, 2019

DISCUSSION ITEMS

1. Broadband Update – City staff
 - a. Request for Information
 - b. Grant opportunities
 - c. ROW Ordinance

REPORTS AND ANNOUNCEMENTS

ADJOURN

Next meeting is scheduled for March 26, 2019, at the Spring Hill Civic Center.

City of Spring Hill, Kansas
Minutes of Broadband Task Force
October 23, 2018

A Regular Session of the Broadband Task Force was held October 23, 2018, at the Spring Hill Civic Center, 401 N Madison St, Spring Hill, Kansas. The meeting convened at 7:00 p.m. with Heather Poole recording.

Task Members in attendance: Julia Atwell
Gerald Barker
Mark Bye
Ricardo Cortez
Kyle Griffin
Carol Thomas

Task Members absent: Brian Peel

City Council in attendance: Andrea Hughes
Staff in attendance: Assistant City Administrator Melanie Landis
Broadband Task Force Secretary Heather Poole

ROLL CALL

Heather Poole called the roll of the Task Force. With a quorum present, the meeting commenced.

DISCUSSION

Ms. Landis began the meeting with providing an update on the request for information (RFI) and requested the assistance of two task members to assist with updating the RFI that Ms. Landis and Mr. Smoot began. Ms. Landis wants to update the RFI to make it more specialized to Spring Hill and our needs. She would like the RFI to be completed and published by January 2019. Mr. Bye and Mr. Griffin volunteered with assisting Ms. Landis on this project.

Ms. Landis also requested assistance with researching for grants. She asked the task force members if they could research on their own for grants specific for us. She stated that the City does have grant finder program that can be distributed to the group for a start on researching grants. The members were all in agreeance in assisting. Ms. Hughes added that Broadband USA is a company who serves local and state government that seek to expand broadband connectivity. She suggested looking into this service. She also discussed reaching out to the State regarding their broadband task force and request an update from them on what they're doing to help communities in need of broadband.

Ms. Landis updated the task force that the ROW ordinance was passed, and she would send the ordinance to the group. The Dig One policy she is working on getting an update from the City Administrator on the progress of getting this completed. She would bring an update to the task force at our next meeting.

Several task force members commented on the continued growth Spring Hill is experiencing and that they are expecting that the growth and need for internet will begin to strain on the current resources.

The task force members commented on the next meetings and were in agreeance that the November meeting will be on an as needed basis and the December meeting was to be cancelled due to the meeting falling on Christmas Day. Motion to cancel the December meeting: Motioned by Ms. Atwell, seconded by Mr. Bye, motion carried 6-0-0.

Motion to adjourn: Motioned by Ms. Atwell , seconded by Mr. Griffin , Motion carried 6-0-0 to adjourn the meeting at 7:48 p.m.

Next Meeting: 7 p.m., Tuesday, November 27, 2018, at the Spring Hill Civic Center, 401 N Madison St., Spring Hill, Kansas.

City of Spring Hill, Kansas
Minutes of Broadband Task Force
January 29, 2019

A Regular Session of the Broadband Task Force was held January 29, 2019, at the Spring Hill Civic Center, 401 N Madison St, Spring Hill, Kansas. The meeting convened at 7:01 p.m. with Heather Poole recording.

Task Members in attendance: Julia Atwell
Ricardo Cortez
Kyle Griffin
Brian Peel
Carol Thomas

Task Members absent: Gerald Barker and Mark Bye

City Council in attendance: N/A

Staff in attendance: Assistant City Administrator Melanie Landis
Broadband Task Force Secretary Heather Poole
Accountant/I.T. Antwone Smoot

ROLL CALL

Heather Poole called the roll of the Task Force. With a quorum present, the meeting commenced.

DISCUSSION

Ms. Atwell began the meeting with asking a question to the task force, if they have been in contact or know about the fiber going in over in Louisburg by Peoples's Telcom. She was curious about how they are doing it, who's funding etc. Mr. Griffin knows Peoples's Telcom is a La Cygne area telephone company that has applied for grant money for different kinds of projects to include fiber overlay for rural area. Ms. Atwell also added she heard Microsoft is in a test state with assisting communities with fiber and thought it might be beneficial finding out more about this project. Ms. Landis stated City Staff can contact Louisburg on a City level and inquire about this project. Mr. Smoot added communities like Louisburg are able to get grants because they are rural, where Spring Hill is not rural enough to be able to qualify for this type of grant. He stated this is the struggles we are facing. He is wanting to see a change in regulations so we can be eligible for grants.

Ms. Landis updated the task force on the Request for Information (RFI) and provided a draft copy to the group. She requested that the group look over the documents and the areas where she needed their input are; City's vision, project goals, timeline for distribution and possible pre-submittal meeting and letter of intent if it is required or optional. City staff still need to add to the RFI; additional legal language, timeline, contact information, submission questions, appendices and community statistics. If the task force wants any changes or additions to the RFI they need to contact Ms. Landis via email by February 12, 2019. All were in agreeance with this deadline. The task force discussed the important of the RFI and are eager to see the responses we obtain.

Lastly, Ms. Landis informed the group about an online petition against the City on broadband and the lack there of. She wanted to reiterate to the group that the City does not exclude any providers from coming to Spring Hill and our goal is to have a solid plan for the entire community including residential as well as businesses.

Motion to adjourn: Motioned by Mr. Peel, seconded by Mr. Cortez, Motion carried 6-0-0 to adjourn the meeting at 7:45 p.m.

Next Meeting: 7 p.m., Tuesday, February 26, 2019, at the Spring Hill Civic Center, 401 N Madison St., Spring Hill, Kansas.