Agenda
City of Lucas
Technology Committee Meeting
July 9, 2019
7:00 PM
City Hall - 665 Country Club Road – Lucas, Texas

Notice is hereby given that a meeting of the Technology Committee will be held on Tuesday, July 9, 2019 at 7:00 pm at Lucas City Hall, located at 665 Country Club Road, Lucas, Texas 75002-7651 at which time the following agenda will be discussed.

Call to Order

- Roll Call
- Determination of Quorum
- Reminder to turn off or silence cell phones
- Pledge of Allegiance

Citizen Input & Open Discussion

The Citizen Input portion of the agenda is an opportunity for the public to address the Technology Committee on any subject. By completing a "Request to Speak" form and submitting to the City Secretary, citizens have an opportunity to speak at the Technology Committee meeting.

1. Citizen Input and Open Discussion **(Technology Committee Chair Paul Rathgeb)**

Regular Agenda

2. Consider approving the minutes of the May 30, 2019 Technology Committee meeting. **(Technology Committee Chair Paul Rathgeb)**

3. Presentation by Rise Broadband and discuss resources to improve internet service in underserved areas. **(Technology Committee Member Dennis Scully)**

4. Presentation by Signalnet Broadband to provide information on products and services to help improve internet service. **(Technology Committee Member Dennis Scully)**

5. Presentation by Josh Mercer to provide information on technological services to help improve internet service. **(Technology Committee Chair Paul Rathgeb)**

6. Discuss the City of Mont Belvieu's fiber network and consider a representative from the Technology Committee to attend a scheduled meeting alongside City staff at the City of Mont Belvieu on August 20, 2019. **(Assistant to the City Manager Kent Souriyasak)**

7. Discuss progress on data collection from the Internet speed test and promotional strategies to encourage residents to utilize the speed test. **(Technology Committee Chair Paul Rathgeb)**

8. Discuss problem data gathering and analysis, demographic gathering and analysis, and universe of possible solutions. **(Technology Committee Chair Paul Rathgeb)**

9. Adjournment.

Certification

I do hereby certify that the above notice was posted in accordance with the Texas Open Meetings Act on the bulletin board at Lucas City Hall, 665 Country Club Road, Lucas, TX 75002 and on the City's website at www.lucastexas.us on or before 5:00 p.m. on July 3, 2019.

Kent Souriyasak, Assistant to the City Manager

In compliance with the American with Disabilities Act, the City of Lucas will provide for reasonable accommodations for persons attending public meetings at City Hall. Requests for accommodations or interpretive services should be directed to Kent Souriyasak at 972-912-1213 or by email at kent@lucastexas.us at least 48 hours prior to the meeting.

City of Lucas
Technology Committee Request
July 9, 2019

Requester: Technology Committee Chairman Paul Rathgeb

Agenda Item Request

Citizen Input and Open Discussion

Background Information

NA

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

NA

City of Lucas
Technology Committee Request
July 9, 2019

Requester: Technology Committee Chairman Paul Rathgeb

Agenda Item Request

Consider approving the minutes of the May 30, 2019 Technology Committee meeting.

Background Information

NA

Attachments/Supporting Documentation

1.   Minutes of the May 30, 2019 Technology Committee meeting

Budget/Financial Impact

NA

Recommendation

NA

Motion

I make a motion to approve the minutes of the May 30, 2019 Technology Committee meeting.

City of Lucas
Technology Committee
Regular Meeting
May 30, 2019
7:00 PM
City Hall – 665 Country Club Road – Lucas, Texas
MINUTES

Call to Order

Chairman Paul Rathgeb called the meeting to order at 7:00 pm. It was determined that a quorum was present.

Committee Members Present:
Chairman Paul Rathgeb
Vice Chairman Trey Sleeper
Member George Brody
Member Dennis Scully

City Staff Present:
City Secretary Stacy Henderson
Special Projects Coordinator Kent Souriyasak
Bill Baxter, City IT Consultant

City Council Liaison Present:
Councilmember Debbie Fisher

Regular Agenda

1.   Citizen Input.

Dion Krause, 2820 Bauer Court in Broadmoor Estates, stated that there were 35 homes in Broadmoor Estates and the speed advertised by Rise Broadband and Sudden Link were not what was being delivered. Mr. Krause stated that many residents work from home and the low internet speeds was problematic and could also have a negative impact on home resale values. Mr. Krause stated that the neighborhood was willing to provide additional funding for better internet access.

Chairman Rathgeb stated that the City was collecting data from a speed test site that has been created with the goal of capturing internet speeds throughout the community. This will also the City to have a better understanding of where problems exist and pursue solutions with the internet service providers.

Mr. Scully asked Mr. Krause if they could meet to discuss his internet service to assist in future conversations with Sudden Link.

Derek Strong, 1660 Jan Marie, in Berry Farms subdivision, explained that AT&T met with the developer of Berry Farms and stated that if the developer provided the infrastructure, AT&T would provide fiber. That was three years ago and to date, there was no fiber in the area. Mr. Strong stated that there would be eight homes in the Berry Farms Addition when completed, currently there were four homes completed and two homes under construction. Mr. Strong stated that Frontier lines were located approximately 300 yards outside their neighborhood.

2.   Consider approving the minutes of the April 9, 2019 Technology Committee meeting.

MOTION: A motion was made by Mr. Brody, seconded by Vice Chairman Sleeper to approve the minutes as submitted. The motion passed unanimously by a 4 to 0 vote.

3.   Presentation by Metroplex Communications on products and services related to improving internet service.

Metroplex Communications cancelled and was not available for a presentation during this meeting.

4.   Discuss recent updates to the Texas Open Meetings Act and provide information on negotiating agreements for the implementation of 5G.

City Attorney Joe Gorfida stated that in 2018 the State Legislature passed legislation that municipalities had to allow franchise network providers to locate network nodes within the City's right of way. The City adopted a design manual for the installation of the network nodes and the design manual was consistent with many other cities in Texas. Mr. Gorfida stated that some design manuals allow for light posts to be placed in the right of way with small nodes placed at the base of the pole. Lucas design standards can be amended to accommodate this type of design if needed. Mr. Gorfida stated that there have been no requests for network nodes in the City of Lucas to date.

Ian McKintosh, 1661 Jan Marie asked if the internet service providers were willing to expand in Lucas.

Chairman Rathgeb stated that was why the City was attempting to determine the gaps in service and be able to present that information to the providers and find out how the City can bring better service to the community.

Mr. Scully asked Mr. McKintosh what service provider they have for his neighborhood. Mr. McKintosh said they use ViaSat, but have conduit in place, but no fiber. He also noted that other homes have infrastructure to the edge of each property, but not from the road to the boxes of each property. He said that AT&T was also located within the neighborhood.

City Attorney Joe Gorfida discussed the Open Meetings Act noting that the Act applies to all City boards, commissions, advisory committees and Council per city ordinance. Mr. Gorfida explained that the agenda should be clear as to what the committee would be meeting on and discussing. Conversations for each agenda item should be limited to that agenda item only and not deviate. Mr. Gorfida discussed quorums and the number of individuals present in order to conduct a meeting to meet the quorum requirement.

Mr. Gorfida gave examples of violations of open meetings act and discussed how to avoid communications outside of a meeting setting that would not violate the Open Meetings Act. He noted that communication not only included verbal, but also emails and texts. Mr. Gorfida also gave examples of deliberation as a quorum that violated the Open Meetings Act.

5.   Review the internet speed application and discuss data collection.

Bill Baxter, with Baxter IT stated that a website application had been created to gather information and address internet speed across Lucas. The application will gather details and specifics about internet service and speed being provided from each household that takes part in the test which will be shared with the internet service providers. Mr. Baxter stated that the application was located at https://speedtest.lucastexas.us/.

Vice Chairman Sleeper stated that depending on the time of day, there was a problem with slow internet service due to congestion and suggested that the application capture a time stamp so that this can be tracked.

Mr. Baxter reviewed with the Board and audience members the application and how address lists for Lucas were created obtaining public data from Collin County.

The Committee discussed how to get information out to the residents to encourage them to take the speed test. The Committee would be placing an article in the Lucas Leader, advertising on the City Hall sign and have an insert in the water bills. Chairman Rathgeb stated that he had also posted information on Next Door.

Members of the audience gave their information to Chairman Rathgeb to assist with getting information out to other residents.

6.   Adjournment.

MOTION: A motion was made by Vice Chairman Sleeper, seconded by Mr. Scully to adjourn the meeting at 8:19 pm. The motion passed unanimously by a 4 to 0 vote.

_____   _____
Paul Rathgeb, Chairman   Stacy Henderson, City Secretary

City of Lucas
Technology Committee Request
July 9, 2019

Requester: Technology Committee Member Dennis Scully

Agenda Item Request

Presentation by Rise Broadband and discuss resources to improve internet service in underserved areas.

Background Information

Technology Committee Member Dennis Scully has met with Brian Petty, Network Area Manager for Rise Broadband, to discuss exploring various avenues of improving internet service in the City. Mr. Scully informed Mr. Petty about the speed test that the Technology Committee is using to collect and analyze data. The purpose of the speed test is to map underserved areas of the City and to provide the data to internet service providers in efforts to seek possible solutions. By locating underserved areas, internet service providers can have a better idea of where service is needed to construct new network nodes to better service those areas. Rise Broadband inherited a system from an earlier WISP (wireless internet service provider) and was not involved in its initial layout and planning throughout the City. Rise Broadband now has the resources to work with the City to help improve internet service.

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

There is no motion required.

City of Lucas
Technology Committee Request
July 9, 2019

Requester: Technology Committee Member Dennis Scully

Agenda Item Request

Presentation by Signalnet Broadband to provide information on products and services to help improve internet service.

Background Information

Technology Committee Member Dennis Scully has reached out to Stephen Lash, President & CEO of Signalnet Broadband, to discuss possible solutions to resolving internet service problems within the City. Signalnet Broadband (www.signalnetbroadband.com) offers fixed wireless for residential internet which is a land-based connectivity solution that can provide homes with broadband internet access without the use of phone or cable lines. Fixed wireless is a microwave-based technology that allows users to send and receive high-speed data between two fixed sites or locations. Fixed wireless is not a form of mobile or satellite technology and is not considered Wi-Fi where bandwidth is shared.

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

There is no motion required.

City of Lucas
Technology Committee Request
July 9, 2019

Requester: Technology Committee Chair Paul Rathgeb

Agenda Item Request

Presentation by Josh Mercer to provide information on technological services to help improve internet service.

Background Information

City staff has been in contact with Josh Mercer of Big Wave Wireless in efforts to seek possible solutions to internet problems throughout the City. As part of his research to improve internet service, Mr. Mercer received a site tour of the towers located on McGarity Lane, East Winningkoff Road, and the North Pump Station. Mr. Mercer will provide information to the Technology Committee regarding plans to deploy fixed wireless for internet access in the City and the type of services offered to subscribers. Mr. Mercer will also offer details about the robust technology that can be used instead of the current fixed wireless networks within the City.

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

There is no motion required.

City of Lucas
Technology Committee Request
July 9, 2019

Requester: Assistant to the City Manager Kent Souriyasak

Agenda Item Request

Discuss the City of Mont Belvieu's fiber network and consider a representative from the Technology Committee to attend a scheduled meeting alongside City staff at the City of Mont Belvieu on August 20, 2019.

Background Information

Assistant to the City Manager Kent Souriyasak has reached out to Scott Swigert, Assistant City Manager at the City of Mont Belvieu, regarding the City of Mont Belvieu's recently established in-house fiber network. The City of Mont Belvieu's fiber network is called "MB Link" and provides internet service as an optional public utility for residents. Prior to the implementation of "MB Link," Mr. Swigert indicated that the City of Mont Belvieu faced similar challenges in encouraging internet service providers to improve services throughout the City. As part of their goals to improve internet service, City of Mont Belvieu staff attended the Broadband Communities Summit and connected with various internet service developers and providers. This led the City of Mont Belvieu to consider planning and implementing its own internet service.

"MB Link" (www.montbelvieu.net/301/MB-Link) is Texas' first municipally-owned fully fiber-optic broadband network that offers subscribers internet service with up to one Gigabytes per second, a digital gateway with carrier-grade Wi-Fi, and a UPS (uninterruptible power supply) battery backup for the system. Subscriber fees associated with signing up for "MB Link" are a $75 deposit and a $75 installation fee. An installation technician from the City of Mont Belvieu performs the exterior and interior installations at residential homes.

Assistant to the City Manager Kent Souriyasak has scheduled a meeting to travel to the City of Mont Belvieu to meet with City Manager Nathan Watkins, Assistant City Manager Scott Swigert, Broadband Network Engineer Dwight Thomas, and Communications and Marketing Director Brian Ligon. The purpose of the meeting is to discuss the planning and implementation process of "MB Link" and to generate ideas that could help improve internet service in the City of Lucas. A tour of the information technology building will also be provided to help understand the operations behind "MB Link." The meeting is scheduled for Tuesday, August 20, 2019, from 9 am to 12 pm at the City of Mont Belvieu.

Attachments/Supporting Documentation

1.   MB Link Standard Rates and Packages

City of Lucas
Technology Committee Request
July 9, 2019

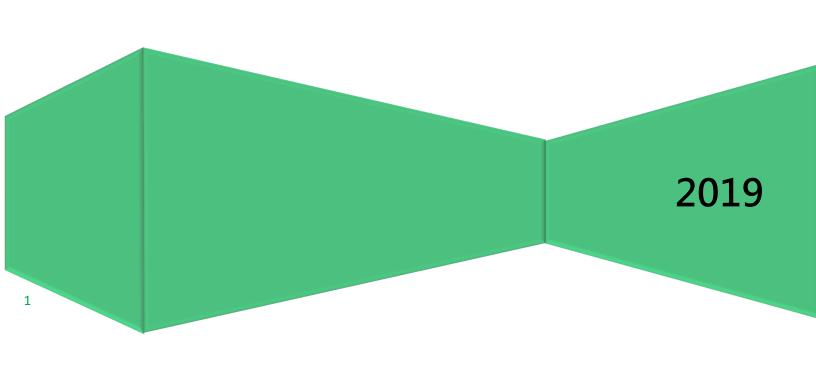## Budget/Financial Impact

NA

Recommendation

City staff recommends one representative from the Technology Committee to attend a scheduled meeting alongside City staff at the City of Mont Belvieu on August 20, 2019.

Motion

There is no motion required.

MB LINK
MONT BELVIEU FIBER NETWORK

Standard Rates and Packages

2019

1

The City of Mont Belvieu and MB Link Broadband are proud to serve you!

MB Link Broadband offers a range of services and packages and the standard rate card pricing for those are below. This rate card represents standard rates only – no promotional rates are included. Please note that our rates, services and packages are subject to change without any notice.

Packages and Services

MB Link Platinum Pro $75.00/mo.
- Up to 1,000 Mbps download
- Up to 1,000 Mbps upload
- Free SmartLink Router
- Free SmartLink UPS
- Free SmartLink Services
- No annual contract
- $75.00 deposit
- $75.00 installation
- Unified billing
- Unlimited remote support

MB Link SMB 100 $100.00/mo.
- Up to 100 Mbps download
- Up to 100 Mbps upload
- Free SmartLink Router
- Free SmartLink UPS
- Free static IP address
- $100.00 deposit
- $100.00 installation
- Unified billing
- Unlimited remote support
- Standard SLA

MB Link SMB 300 $150.00/mo.
- Up to 300 Mbps download
- Up to 300 Mbps upload
- Free SmartLink Router
- Free SmartLink UPS
- Free static IP address
- $150.00 deposit
- $100.00 installation
- Unified billing
- Unlimited remote support
- Standard SLA

2

MB Link SMB 500 $250.00/mo.

- Up to 500 Mbps download
- Up to 500 Mbps upload
- Free SmartLink Router
- Free SmartLink UPS
- Free static IP address
- $250.00 deposit
- $100.00 installation
- Unified billing
- Unlimited remote support
- Standard SLA

MB Link SMB 1000 $450.00/mo.

- Up to 1,000 Mbps download
- Up to 1,000 Mbps upload
- Free SmartLink Router
- Free SmartLink UPS
- Free static IP address
- $450.00 deposit
- $100.00 installation
- Unified billing
- Unlimited remote support
- Standard SLA

MB Link SmartLink Protect $5.00/mo.**

- Worry-free inside wiring protection plan
- Includes cabling and components
- Includes certification and testing

** Some restrictions do apply.

MB Link SmartLink Services $50.00/mo.

- Certified SmartLink technicians
- Free network assessment
- Resolve network performance issues
- Configure wired and wireless endpoints
- No-charge return visits
- Unlimited remote support

MB Link SmartLink Ethernet $100.00/ea.**

- Certified SmartLink technicians
- Free network assessment
- Standard CAT5e UTP cabling
- Includes cabling and components
- Includes certification and testing

** Some restrictions do apply.

3

MB Link SMB Pro Add-On $150.00/mo.
- Includes MB Link SmartLink Services
- Includes Customized SLA option with Service Credits

MB Link SmartLink Consulting $50.00/hr.
- Complete network planning and design services
- Includes drawings and documentation

Static IP Addresses
One-time Setup $50.00
SmartPak 1 (1 useable) $5.00/mo.
SmartPak 2 (5 useable) $25.00/mo.
SmartPak 3 (13 useable) $65.00/mo.
SmartPak 4 (29 useable) $145.00/mo.

Equipment Fees
MB Link SmartLink Mesh $10.00/mo.
MB Link SmartLink Router $15.00/mo.
MB Link SmartLink UPS $15.00/mo.

Miscellaneous Fees
No Premise Access $45.00
Missed Appointment $45.00
Late Reschedule $45.00
Reactivate Service $45.00

Effective Date: 03.01.2018
Last Updated: 04.18.2019

4

City of Lucas
Technology Committee Request
July 9, 2019

Requester: Technology Committee Chair Paul Rathgeb

Agenda Item Request

Discuss progress on data collection from the Internet speed test and promotional strategies to encourage residents to utilize the speed test.

Background Information

At the Technology Committee meeting on May 30, 2019, City IT Consultant Bill Baxter stated that a website application has been created to gather information and address internet speed problems across Lucas. The application will gather details and specifics about internet service and speed being provided from each household. Data collected from the speed test is anticipated to be shared with internet service providers to determine underserved areas throughout the City. The Committee has been collecting and analyzing data based on input from users of the speed test.

In order to encourage residents to utilize the speed test, City staff has placed an article on the front page of the Lucas Leader newsletter. The speed test has been promoted on the City website and outdoor signs at City Hall and the Fire Station. City staff has also placed a frontpage advertisement on the June 27th issue of the Lovejoy Messenger. Other promotional efforts include posting speed test banners on various corners of high traffic intersections throughout the City. Technology Committee Chair Paul Rathgeb has also indicated posting information on Next Door.

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

There is no motion required.

City of Lucas
Technology Committee Request
July 9, 2019

Requester: Technology Committee Chair Paul Rathgeb

Agenda Item Request

Discuss problem data gathering and analysis, demographic gathering and analysis, and universe of possible solutions.

Background Information

At previous Technology Committee meetings, Technology Committee Chair Paul Rathgeb discussed the below-referenced plan for improving internet service:

1. Identify the problem
2. Quantify the opportunity
3. Universe of solutions
4. Know the gap
5. Close the gap
6. Propose recommended solutions

Technology Committee Chair Paul Rathgeb also discussed the below-referenced subject areas at which the Committee assigned task leaders to research in efforts to improve internet service.

- **Problem Data Gathering and Analysis:** With respect to the information from residents through various means (e.g. email, post, web site), the purpose is to manage collected data, analyze the data, and prepare useful and compelling reports, charts, maps, etc., to fully characterize the location and extent of internet service problems within Lucas.

- **Demographic Gathering and Analysis:** The purpose is to collect demographic information that characterizes the City. This information should demonstrate our property valuation, population growth, length of residency, income, education, and other factors. This information should be practical and possible, and shown geographically as an overlay of the material developed by the Data Gathering and Analysis Task Leader.

- **Universe of Possible Solutions:** Using information developed from data gathering, demographic gathering and analysis, the purpose is to develop a portfolio of possible and potential solutions to improve internet service quality to the distressed areas. This role is not authorized to pursue any solution, and is authorized to gather information identifying possibilities, exclusively.

Attachments/Supporting Documentation

City of Lucas
Technology Committee Request
July 9, 2019

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

There is no motion required.