

AGENDA
NELSON COUNTY BROADBAND AUTHORITY
October 14 2014

**THE MEETING CONVENES AT 1:00 P.M. IN THE
GENERAL DISTRICT COURTROOM, OF THE COURTHOUSE, LOVINGSTON**

- I. Call to Order**
- II. Public Comments**
- III. Consent Agenda**
 - A. Resolution – R2014-03** Minutes for Approval
- IV. New/Unfinished Business**
 - A. Network Operator Report - Blue Ridge Internetworks
 - B. Treasurer's Report
 - C. Proposed Fiber Optic Backbone Expansion Project
- V. Other Business (As May Be Presented)**
- VI. Adjournment**

RESOLUTION R2014-03
NELSON COUNTY BROADBAND AUTHORITY
APPROVAL OF MEETING MINUTES
(July 8, 2014)

RESOLVED, by the Nelson County Broadband Authority that the minutes of said Authority's meeting conducted on **July 8, 2014** be and hereby are approved and authorized for entry into the official record of the Broadband Authority's meetings.

Approved: October 14, 2014

Attest: _____, Secretary
Nelson County Broadband Authority

July 8, 2014

Virginia:

AT A REGULAR MEETING of the Nelson County Broadband Authority Board at 1:00 p.m. in the General District Courtroom located on the third floor of the Nelson County Courthouse, Lovingston Virginia.

Present: Thomas D. Harvey, North District
Allen M. Hale, East District
Alan Patrick, Central District – Vice Chair
Larry D. Saunders, South District – Chair
Thomas H. Bruguere, Jr. West District
Stephen A. Carter, County Administrator
Candice W. McGarry, Secretary
Debra K. McCann, Treasurer
Susan Rorrer, Director of Information Systems
Baylor Fooks, Network Operator – BRI

Absent: None

I. Call to Order

Mr. Saunders called the meeting to order at 1:00 pm with all members present to establish a quorum.

II. Public Comments

There were no persons wishing to be recognized for public comments.

III. Consent Agenda

Mr. Bruguere moved to approve the consent agenda and Mr. Harvey seconded the motion. There being no further discussion, Members voted unanimously (5-0) by roll call vote to approve the motion and the following resolution was adopted:

A. Resolution – R2014-02 Minutes for Approval

**RESOLUTION R2014-02
NELSON COUNTY BROADBAND AUTHORITY
APPROVAL OF MEETING MINUTES
(April 8, 2014 and June 10, 2014)**

July 8, 2014

RESOLVED, by the Nelson County Broadband Authority that the minutes of said Authority's meetings conducted on **April 8, 2014 and June 10, 2014** be and hereby are approved and authorized for entry into the official record of the Broadband Authority's meetings.

IV. New/Unfinished Business

A. Network Operator Report - Blue Ridge Internetworks

Mr. Fooks of Blue Ridge Internetworks presented the following report:

Mr. Fooks noted that the Quarter started slow and accelerating nicely. He noted that 11 of the 15 under construction were installations completed as of that day for July. He noted there were four remaining under construction. Mr. Fooks explained that 11 were Rockfish Orchard and 4 were others. He noted that they were coming online within the last couple of days and went at a nice pace. He noted that signature to turn up was less than 45 days.

I. Operational

Q2 Installations:

April	3
May	1
June	1
Under Construction	15

Active Circuits:

Blue Ridge	59
Shentel	3
Nelson Social Services	1
TOTAL	63

Mr. Fooks reported that active circuits would be up to 78 by the end of the month.

In Sales Process: 4

Mr. Fooks noted that generators had been deployed twice in Q2 to handle power outages. He noted that one location powered off for 15 minutes due to battery drain.

Service Issue:

Mr. Fooks noted that there was one fiber cut and a subsequent cut during repair, two outages during installs (selecting active fibers), and two long haul carrier outages. He added that they were working on redundant pathways off the network.

II. Administrative

July 8, 2014

Mr. Fooks noted that they were working with staff to improve the use of documentation (NexusWorx). And that they had collected demand data on expansion options. Mr. Fooks explained that they were entering splice data now into the fiber management system called NexusWorx; which would allow better control of what fibers were to be used by splicers in the field. He noted that they were working with staff on financial models for expansion in three areas: South on Route 151, Route 6 West towards Veritas, and Route 151 North.

Mr. Carter noted that staff has had preliminary discussions with DHCD on network expansion and applying for a planning grant. He noted that the County could get up to \$25,000 to gather all of the information needed to submit for a larger grant. He added that there was nothing concrete to move forward yet.

III. Financial

Nelson County Broadband Authority
A/R Aging Summary
As of April 7, 2014

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Lumos	437.50	0.00	0.00	0.00	0.00	437.50
MBC	1,000.95	600.00	0.00	0.00	0.00	1,600.95
Shentel	9,760.00	0.00	0.00	0.00	0.00	9,760.00
Social Services	0.00	250.00	0.00	0.00	0.00	250.00
Stewart Computer Services	1,270.00	0.00	0.00	0.00	0.00	1,270.00
TAL	12,468.45	850.00	0.00	0.00	0.00	13,318.45

Mr. Fooks noted that there were currently no problems with people paying within thirty (30) days.

Nelson County Broadband Authority
Income Statement by Item
Accrual Basis March through June 2014

Service	Mar 14	Apr 14	May 14	Jun 14	Total
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July 8, 2014

Collo 2RU (Collocation: 2 Rack Units, 20A)	150.00	150.00	150.00	150.00	600.00
Collo Full Rack (Collocation: 19" Rack, incl 20A DC)	350.00	350.00	350.00	350.00	1,400.00
Collo Power \$250 (Collo Power Fee)	250.00	250.00	250.00	250.00	1,000.00
Collo Power 10A (Collocation: Additional Power, 10A)	437.50	437.50	437.50	437.50	1,750.00
Dark Fiber (Dark Fiber Lease)	0.00	2,001.90	0.00	0.00	2,001.90
Tier 1 25x5 (Tier 1 25x5 Access Circuit)	1,159.67	1,213.33	1,258.06	1,275.00	4,906.06
Tier 1 50x10 (Tier 1 50x10 Access Circuit)	200.00	200.00	200.00	200.00	800.00
Tier 2 100x100 (Tier 2 100x100 Access Circuit)	300.00	300.00	300.00	300.00	1,200.00
Tier 2 25x25 (Tier 2 25x25 Access Circuit)	150.00	150.00	150.00	150.00	600.00
Tier 3 1G (Tier 3 Private WAN 1 Gbps)	3,120.00	3,120.00	3,120.00	9,760.00	19,120.00
Tier 3 25M (Tier 3 P2P WAN 25 Mbps)	250.00	250.00	250.00	250.00	1,000.00
Tower Lease (Tower Lease, Monthly)	1,195.00	38,695.00	33,295.00	1,195.00	74,380.00
Total Service	7,562.17	47,117.73	39,760.56	14,317.50	108,757.96
Other Charges					
CF Amort (Construction Fee Amortized Pmt)	504.83	626.65	642.57	642.57	2,416.62
CF Std (Construction Fee One-Time Pmt)	0.00	3,177.20	0.00	0.00	3,177.20
Total Other Charges	504.83	3,803.85	642.57	642.57	5,593.82
TAL	8,067.00	50,921.58	40,403.13	14,960.07	114,351.78

Mr. Fooks noted that two (2) annual payments for tower leases had been received in April and May. He added that in June, the 1GB circuits were Shentel's school circuits which would generate \$10,000 per month plus they would realize monthly lease income for the towers. Mr. Fooks further explained that the network currently had two (2) annual tower customers and one (1) monthly and the rest of the income was related to construction fees.

B. Treasurer's Report

Ms. McCann provided the Treasurer's report as follows:

BROADBAND FUND @ 7/1/2014

Broadband Fund Balance @ 7/1/14	\$ 312,912.52
FY14 Transfer from General Fund	\$ 123,335.00
FY14 Receipts (July-June)	\$ 200,176.43
FY14 Expenditures (July-June)	<u>\$ (275,452.58)</u>
Actual Fund Balance @ 6/30/14	\$ 360,971.37

Fund Balance Detail:

Remaining Balance Amortized Installation Fund	\$ 200,536.00
Remaining Balance Operational Funds	<u>\$ 160,435.37</u>
Remaining Balance Operational Funds	\$ 360,971.37

FY15 60 Day Operational Fund Requirement	\$ 83,284.00
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V. Other Business (As May Be Presented)

July 8, 2014

Introduced: High Top Tower Status:

Mr. Carter noted that staff had received a letter from The Nature Conservancy noting their consent for the County to move forward with the use of High Top tower and staff has had communications with SCS about the availability of the tower. He noted that staff was waiting for next steps with SCS on his use of the tower and it was noted that the County was not holding up things with SCS.

Mr. Carter noted that the income from the tower, was dependent on the number of antennas SCS put up; however it would be at least \$300 per month and the revenue would be shared 50/50 with The Nature Conservancy. He noted that The Nature Conservancy was okay with the rates that were currently in place.

Mr. Carter noted that there had been no other interest shown from anyone but SCS on using High Top tower. He noted that SCS had concerns about adding bolting to the tower etc. and that County staff was given input from a structural firm that the base of the tower should be evaluated. He added that staff would wait to hear from SCS and go from there.

Mr. Saunders inquired as to whether or not other companies were aware the tower was available and Mr. Carter reported that there had not been much marketing done; however there were not many wireless service providers in the area overall. Mr. Harvey added that the tower had structural limitations so they did not want too much demand for it.

Mr. Carter then noted that most connections were wired and that staff was still talking with Nelson Cable on connecting to the network; however there was not much happening there. Mr. Harvey reported that he would get another fiber connection at the new medical center for the lower part by the end of August.

VI. Adjournment

At 1:15 PM, Mr. Harvey moved to adjourn and Mr. Bruguiere seconded the motion. There being no further discussion, Members voted unanimously by voice vote to approve the motion and the meeting adjourned.

July 8, 2014

DRAFT

BROADBAND FUND @9/30/2014

Beginning Balance 7/1/2014	\$ 360,971.37
July-September 2014 Expenditures	\$ (102,340.15)
July-September 2014 Revenues (incl. GF Transfer)	\$ 131,451.82
	<u>\$ 390,083.04</u>
Expenditures under Revenues for QTR/FYTD	\$ (29,111.67)
Remaining Balance Amortized Installation Fund	\$ 145,489.79
Remaining Balance Operational Funds	\$ 244,593.25
Bank Balance @9/30/2014	<u>\$ 390,083.04</u>

10/07/2014 *GL060*
 FUND #-114 ***BROADBAND PROJECT***
 -D E T A I L-

NELSON COUNTY
 EXPENDITURE SUMMARY
 7/01/2014 - 9/30/2014

PAGE 2
 TIME 8:41
 -D E T A I L-

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
94100	***Broadband Network***							
94200	***Network Operations***							
3002	Professional Services (NetOp)	.00	81,600.00	8,180.00	20,780.00	.00	60,820.00	74.53
3003	Professional Services	.00	10,000.00	1,348.69	1,508.69	.00	8,491.31	84.91
3004	Repair & Maintenance	.00	7,400.00	.00	.00	.00	7,400.00	100.00
3005	Insurance	.00	2,500.00	175.28	2,461.28	.00	38.72	1.54
3006	Utilities Including Locates	.00	34,000.00	1,984.69	4,778.62	.00	29,221.38	85.94
3009	Installation Expense (Discount)	.00	22,500.00	4,575.00	16,575.00	.00	5,925.00	26.33
3010	Installation Expense	.00	40,000.00	.00	1,342.00	.00	38,658.00	96.64
3011	Installation Expense (Amortized)	.00	193,634.00	12,683.43	40,909.51	.00	152,724.49	78.87
3012	Service Contracts	.00	10,000.00	.00	.00	.00	10,000.00	100.00
5401	Office Supplies	.00	300.00	.00	.00	.00	300.00	100.00
7007	Equipment	.00	35,000.00	2,013.75	13,867.80	.00	21,132.20	60.37
8112	Tower Leases	.00	9,375.00	117.25	117.25	.00	9,257.75	98.74
	Network Operations	.00	446,309.00	31,078.09	102,340.15	.00	343,968.85	77.06
	Broadband Network	.00	446,309.00	31,078.09	102,340.15	.00	343,968.85	77.06
999000	***Contingency***							
9901	Contingency Reserve	.00	50,950.00	.00	.00	.00	50,950.00	100.00
	Contingency	.00	50,950.00	.00	.00	.00	50,950.00	100.00
	Contingency	.00	50,950.00	.00	.00	.00	50,950.00	100.00
	--FUND TOTAL--	.00	497,259.00	31,078.09	102,340.15	.00	394,918.85	79.41

10/07/2014 *GL060*
 FUND #-114 ***Revenues-Broadband Network***
 -D E T A I L-

NELSON COUNTY
 REVENUE SUMMARY
 7/01/2014 - 9/30/2014

PAGE 1
 TIME 8:41
 -D E T A I L-

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	% REMAIN.
999	***Revenues-Broadband Network***						
1502	***Revenue from Use of Property***						
0020	Fiber Leases	.00	4,000.00	.00	1,000.95	2,999.05	74.97
0030	Tower Leases	.00	83,625.00	1,120.00	3,510.00	80,115.00	95.80
	Revenue from Use of Property	.00	87,625.00	1,120.00	4,510.95	83,114.05	94.85
1620	***Charges for Services***						
0001	Network Access Charges	.00	56,650.00	2,803.25	20,930.14	35,719.86	63.05
0100	Other Network Charges	.00	13,350.00	825.00	3,200.00	10,150.00	76.02
	Charges for Services	.00	70,000.00	3,628.25	24,130.14	45,869.86	65.52
1899	***Installation Reimbursements***						
0110	Installation Upfront Payments	.00	40,000.00	.00	.00	40,000.00	100.00
0115	Installation Amortized Payments	.00	6,000.00	1,361.83	2,810.73	3,189.27	53.15
	Installation Reimbursements	.00	46,000.00	1,361.83	2,810.73	43,189.27	93.88
	Revenue from Use of Property	.00	203,625.00	6,110.08	31,451.82	172,173.18	84.55
3201	***Grants & Transfers***						
4101	***Non-Revenue Receipts***						
4105	***Transfers***						
0100	Transfer from General Fund	.00	100,000.00	.00	100,000.00	.00	.00
	Transfers	.00	100,000.00	.00	100,000.00	.00	.00
	Non-Revenue Receipts	.00	100,000.00	.00	100,000.00	.00	.00
9999	***Year Ending Balance***						
0001	Year Ending Balance	.00	193,634.00	.00	.00	193,634.00	100.00
	Year Ending Balance	.00	193,634.00	.00	.00	193,634.00	100.00
	Year Ending Balance	.00	193,634.00	.00	.00	193,634.00	100.00
	--FUND TOTAL--	.00	497,259.00	6,110.08	131,451.82	365,807.18	73.56