Task Force Members Present: Chair - Chris Clements - UC Davis, Vice-Chair - Christine Crawford, Yolo County Broadband Working Group, Jeff Mischkinsky - DavisGig, Mike Adams - Davis Community Network, Autumn Labbe-Renault - Davis Media Access, Jennifer Nitzkowskki - Davis Chamber of Commerce, Stephen McMahon - Community Representative, Scott Adler - Community Representative
Absent: Marcia Bernard - DJUSD, Jacques Franco - Utility Rate Advisory Committee

Staff: Diane Parro, Chief Innovation Officer; Sarah Worley, Deputy Innovation Officer

1. Call to Order & Roll Call – meeting called to order at 6:34 p.m.

2. Approval of Agenda – Motion to approve by Mike Adams. Seconded by Steve McMahon. Passes unanimously.

3. Brief Announcements from Staff and Task Force – staff comments to be shared later in the agenda.

4. Public Comment
   Andrew Waterhouse, community resident. Reviewed draft RFP for Fiber Network. Concerned about situation for the City if it should proceed with a “no-project” option, and being subject to a Comcast monopoly. Asked TF to consider this issue and time frame for needed action? Five years, 2 years? Will businesses be able to continue in Davis with internet needs met in the short term? Believes a no-project option presents business risk, and there could also be radical changes in the market e.g. AT&T buys Comcast. How is City prepared to address these issues?

   Richard McCann, was present. He is a member of the City’s Utility Rate Advisory Committee.

5. Consent Calendar
   A. Approval of May 25, 2016 Minutes - Motion to approve by Steve McMahon. Seconded by Jeff Mischkinsky. Passes unanimously.

6. Regular Items
   A. 2014 Request for Expressions of Interest (RFEI) For Utilization of City Infrastructure to Install Communications Network - That Provides Ultra-High Speed Broadband Fiber and Other “Next Generation” Communications Services Citywide
      Recommendation: Review as reference document

Chair asked for 2014 RFEI be provided as a background reference and to review if any content should be incorporated into the new RFP. RFEI had different focus – to identify market interest vs. RFP request for qualified consultant study of alternate business models. TF requested a summary of 2014 RFEI responses. Staff characterized the 6
responses as having a wide range of length, detail and value. Several provided long lists of services available and projects completed rather than responding to specifics of a Davis system. One proposed use of a Wi-Fi antenna network. Another was a construction company with expertise in installing conduit for fiber networks offering its services. Based on these responses no further follow-up on the REFI process was pursued.

B. Broadband Feasibility Study Request for Proposals
   Recommendation:
   i. Review and comment on revised RFP
   ii. Identify information gaps
   iii. Define next steps

Chair summarized approach taken by RFP subcommittee to focus on scope content. Information from “Seven Models of Community Broadband” article and matrix of different public/private business models helpful to clarify request for evaluation of full range of model types.

Meaning of “open access” system discussed. Varied definitions - basically fiber available for multiple content providers allowing competition. Different models of who owns fiber, who provides content, who assures operational level of service; private, public/private, public etc. Discussion of “evaluation criteria” and use of numerical ranking. Suggestion to look at recent Community Choice Energy RFP.

TF review of Draft RFP text. Concurrence on minor additions/deletions to be made by staff. Suggestion to add sentence characterizing status of city infrastructure/mapping to items provided by City and include sample maps & access to city maps/data e.g. utility maps, in RFP appendix.

Next Steps – Draft RFP to be circulated for internal city review. Final Draft returned to TF for formal recommendation to City Council to authorize issuing RFP.

7. Task Force and Staff Brief Communications
   A. Broadband Amendment Work Plan – staff making progress on “dig once” development conditions of approval.
   B. Agenda Planning and Long Range Calendar – July 27, 2016 meeting confirmed Staff Report conveying TF recommendation will include request for approval of budget adjustment to fund the study. Broadband presentation and Council action targeted for Aug. 30, 2016 meeting.
   C. Recommended Readings – “Seven Models for Community Broadband”
      http://www.bbcmag.com/2016mags/May_June/BBC_May16_SevenModels.pdf
   D. Community News – none shared

8. Adjourn – Motion to Adjourn by Mike Adams. Seconded by Steve McMahon. Meeting adjourned at 8:31 p.m. by consensus.