City of Davis
Broadband Advisory Task Force Minutes
Wednesday, February 22, 2017

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, Jacques Franco - Utility Rate Advisory Committee, Stephen McMahon - Community Representative, Scott Adler - Community Representative

Task Force Members Absent: Marcia Bernard - DJUSD, Jennifer Nitzkowski - Davis Chamber of Commerce

Staff: Diane Parro, Chief Innovation Officer; Sarah Worley, Deputy Innovation Officer; Robert Schulz, Media Services Specialist

1. Call to Order & Roll Call – 6:33 p.m.

2. Approval of Agenda – Motion by Jacques Franco to approve. Seconded by Jeff Mischkinsky. Passes unanimously 8-0, 2 absent.

3. Brief Announcements from Staff and Task Force – Question about installation of conduit at Cannery and Woodland - Davis Water Treatment plant projects to be addressed at end of meeting.

4. Public Comment - none

5. Consent Calendar
   A. Approval of February 2, 2017 Draft Minutes – Motion to approve by Steve McMahon. Seconded by Jacques Franco. Passes unanimously 8-0. 2 absent.

6. Regular Items
   A. Citywide Fiber Optic Network Feasibility Study
      Recommended Actions:
      1. Review and comment on Draft Feasibility Study Scope of Work.

Task Force members raised questions and discussed the content of draft contract Exhibit A Scope of Services and Exhibit B, Materials Provided by the City. Staff confirmed that that the submitted scope includes items in RFP and RFP response. The Task Force confirmed the following by consensus:

- Finley Engineering will talk with City staff and members of the Broadband Advisory Task Force during Pre-Engineering site visit.
- City will define the representative areas of City for detailed study with assistance from Public Works Dept.
- CCG Consulting Kick-off Meeting will be on-site in Davis.
- Feasibility Study shall study business model alternatives in RFP and additional appropriate variations of these models.
• Network design needs to include one major hub at each connection point to enable future interconnection to edge neighborhoods. Including these small areas is not needed for study objective - to determine feasibility and recommended approach for a Davis citywide network.

• It is appropriate to request that community volunteers take internet speed tests and submit internet service bills for review.

• Editing Scope of Services language to use more “actionable” terms.

Motion by Jacques Franco to select a Subcommittee that would be available to assist staff and consultants. Motion dies for a lack of a second.

General consensus to revisit these topics after the study Kick-off meeting when more specific information about study progress benchmarks and updates would be available.

7. **Task Force and Staff Brief Communications** – Responses to questions about placement of conduit in Cannery and Woodland-Davis water project. At the Cannery fiber was installed by AT&T and Comcast, but separate conduit for additional future fiber was not installed. Woodland-Davis surface water project did not install conduit between Sacramento River and cities, but conduit was installed within Davis and Woodland.

Need for Chamber of Commerce/business community representation at Task Force meetings.

A. Agenda Planning and Long Range Calendar – Nokia presentation March 22, 2017

B. Community News

C. Recommended Reading

8. **Adjourn** – Motion to adjourn by Steve McMahon. Seconded by Scott Adler. Passes unanimously 8-0, 2 absent. Meeting adjourned at 8:38 p.m.