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,

Task Force Members Absent: Marcia Bernard – DJUSD; TBD - Davis Chamber of Commerce, Scott Adler - Community Representative

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

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

2. **Approval of Agenda** – Motion to approve by Steve McMahon. Seconded by Jacques Franco. Passes 7-0, 3 absent.

3. **Brief Announcements from Staff and Task Force** –
   Chair Clements congratulated the Task Force on its one year anniversary and getting a signed consultant contract to prepare broadband feasibility study.

4. **Public Comment** – Robert Nickerson asked if the City and Yolo County were conferring about collaboration opportunities to increase broadband access in unincorporated areas as broadband feasibility study moves forward.

5. **Consent Calendar**
   A. Approval of February 22, 2017 Draft Minutes - Motion to approve by Steve McMahon. Seconded by Jacques Franco. Passes 7-0, 3 absent.

6. **Regular Items**
   A. **Citywide Fiber Optic Network Feasibility Study – Process Update**
      Recommended Actions:
      1. Review Feasibility Study process and provide input on:
         a. Creating plan for outreach
         • Survey language for speed test and cost surveys
         • Celebrate Davis
      BATF discussed how information collected from surveys will be used; survey was a “snap shot” to collect some actual data on speed and costs of services currently being received, and suggested revisions to language in outreach flyer for speed test and cost surveys. BATF supported distributing flyers soliciting volunteers to participate in speed test and cost surveys at Celebrate Davis event.
By consensus BATF and recommended two questions be added to the speed test: 1) if test taker was from a residence or business; and 2) what time the speed test was being taken.

Jacques Franco left the meeting

b. Key stakeholders to interview
City will provide list and contact information. BATF discussed priorities for stakeholders interviews, suggestions to provide 10-12 contacts including one or two representatives from different sectors, healthcare, governmental public institutions, large employers, small internet based businesses, non-profits, managers of retirement & student residential complexes. Suggestion to also identify businesses that chose to locate elsewhere due to lack of sufficient internet access.

c. On-site meeting schedule
  • Pre-engineering meeting –
  • Kick-off Meeting –
Confirmed BATF interest in having couple of TF members attend Pre-engineering meeting and all BATF members be invited to attend Kickoff meeting. Poll of BATF member preferences will be used to confirm final Kickoff meeting date.

d. Guest presentation topics and priorities
BATF most interested in speaking with representatives of other cities that have gone through a community broadband process about “lessons learned” etc.

7. North Davis Meadows – Informational update – Christine Crawford shared North Davis Meadows unincorporated area was pursuing connection to Davis water system. Yolo County issued Request for Expressions of Interest (REI) from area internet providers about their interest in installing fiber during water project construction and providing internet service to this area.

8. Task Force and Staff Brief Communications
Mike Adams will be attending Open Communities Summit conference on behalf of DCN.

A. Agenda Planning and Long Range Calendar - Community Outreach topic for broadband feasibility study to be added as a regular agenda item.
B. Community News -
C. Recommended Reading - “Financial Modeling for Big Fiber Builds,”
   Steven S. Ross, Broadband Communities

9. Adjourn – meeting adjourned by consensus at 8:30 pm