1. **Call to Order & Roll Call** – 6:31 pm

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

3. **Brief Announcements from Staff and Task Force** – No comments from staff. Jacques Franco shared SB 640 was killed by the Governor.

4. **Public Comment** – Andy Waterhouse attending to listen, no comments. Robert Nickerson stated he was glad City was working with CCG Consulting.

5. **Consent Calendar**
   A. Approval of August 23, 2017 Draft Minutes – Jacques Franco provided correction to his comment about status of SB 640 and made motion to approve as amended. Seconded by Jeff Mischkinsky. Approved unanimously 7-0, 3 absent.

6. **Regular Items**
   A. **Citywide Fiber Optic Network Feasibility Study**
      Recommended Actions:
      i. Receive Preliminary Draft Broadband Feasibility Study Report for Review
      ii. Develop Review Strategy
      iii. Discuss Review Objectives, Process and Time Frames
      iv. Next Steps

Task Force members shared initial high level comments about breadth of preliminary report and its findings, including estimated costs to construct, and options for financing a fiber to the premise network. TF members concurred that there were some special topics they wished to address such as connections for large number of multi-family dwelling units in the community, exploring phasing options such as constructing fiber rings, conducting a customer survey and
broadband contingency plans, but the first step would be to address what was needed for the feasibility study report to be considered complete.

By consensus the Task Force identified the following next steps for review of the preliminary report:

- Complete BATF review of the Preliminary Draft Broadband Feasibility Study Report to identify any questions, requests for additional information or report revisions Finley Engineering/CCG Consulting need to address for the report to meet the required Scope of Services and be considered complete.
- Three BATF subcommittees created to review three focus areas in more depth, and report back to the group for discussion at the Nov. 29th Task Force meeting.
  - **Penetration Rates:** Mike Adams, Chris Clements
    Review and validate the assumed penetration rates, feasibility of assumptions re: likely take rates, and possible benefits of phased construction.
  - **Costs/Expenses & Financing:** Scott Adams, Jeff Mischkinsky, Carolyn Stiver
    Review and validate construction costs, financial model assumptions and financing options, including consideration of impacts of different interest rates.
  - **Benefits:** Steve McMahon, Jacques Franco, Christine Crawford, Marcia Bernard
    Identify and document value of benefits from having access to Fiber to the Premise (FTTP) robust broadband service (e.g. economic, property values, business attraction incentive, addressing digital divide, achieving education, health & sustainability etc.

8 **Task Force and Staff Brief Communications**

Request for staff to ask CCG Consulting for examples of cities that have phased installation of a fiber network.

- **A.** Agenda Planning and Long Range Calendar – Task Force discussed upcoming meeting schedule, and confirmed Wed. Nov. 29, 2017 meeting date by consensus.
- **B.** Community News
- **B.** Recommended Reading

Carolyn Stiver left meeting at approx. 8:12 pm.

9. **Adjourn** – Motion to adjourn by Scot Adams. Seconded by Jacques Franco. Passes unanimously 6-0, 4 absent. 8:20 pm