

Loveland Broadband Task Force
June 2, 2016 Minutes
Loveland Police Institute, 810 E. 10th Street, 8:00 a.m. to 10:00 a.m.

Task Force Members Present: Dave Kavanagh, Dick Toftness, Fernando Pedroza, Dan Maas, Jason Frisbie, Mindy McCloughan, Doug Rutledge, Julie Klein, John Fogle

Task Force Members Absent: Tom Hall and Joe Wilson

City Staff Members Present: Steve Adams, Rod Wensing, John Ham, Alicia Calderon, Kim O'Field, Kathy Gross, Lisa Schwarz, Tom Hacker (@ 10:14 a.m.)

City Staff Members Absent: Bill Westbrook

Audience: Jody Shadduck, Ralph Trenary (@ 10:04 a.m.)

Call to Order at 8:05 a.m. by Steve Adams

Steve Adams, Director of Loveland Water and Power started the meeting by discussing the purpose of the organization, organizational structure, and giving some background of broadband in Loveland using a PowerPoint presentation. Steve then invited each person at the table to introduce themselves, tell which organization they represent, and what their thoughts and expectations are for broadband and the Task Force.

INTRODUCTIONS:

Dave Kavanagh: Dave is a citizen at large, serves on the Loveland Utilities Commission, and professionally is a broadband consultant. Dave's previous experience is extensive and his interest in broadband started 35 years ago. Dave feels the organizational needs are pretty much defined in the initiative. He wonders what is next – what is on the horizon? He sees a huge need for better service for schools and healthcare facilities.

Dick Toftness: Dick owns a small business in town where they design and consult engineering projects "that other people won't." Dick served in the group, "Made in Loveland" who was the stakeholder group working for the City of Loveland (City) to pass the SB-152 override in Loveland. His experience includes 30 years at HP and 12 years of international assignments. Upon returning from his overseas assignment he was amazed at the growth at that time. Dick is an advocate of small business.

Fernando Pedroza: Fernando represents UC Health/Medical Center of the Rockies and manages the information security for their health system. He feels we need to be able to support schools from a healthcare perspective – his interest is to figure out how we make that happen, in a secure way.

Dan Maas: Dan represents the Thompson School District (TSD) as their Chief Operations Officer (COO) and has a background of 20 years in public education, 17 years as an IT leader. He is a past member of the Colorado Association of School Technology Leaders and past president of Colorado Association of School Executives. He believe we should focus on technology in schools. He mentioned that technology in schools today “is like giving water to kids, it needs to

be that freely available”. TSD has had challenges with some pretty obsolete technology and Dan has a keen interest in this project. He wants to be a good partner and supporter.

Jason Frisbie: Jason is the COO at Platte River Power Authority (PRPA) and has been at PRPA for 34 years. In the early 1990’s PRPA installed extensive fiber infrastructure throughout Loveland, Fort Collins, Longmont and Estes Park (the four member cities of PRPA). PRPA is in the process of finishing up a long-haul line to Estes Park so that we will have long-haul redundancy throughout all four cities. His key interest is to help in any way that PRPA can. He noted that Longmont was initially the only community that was interested in the fiber, now others are showing interest. PRPA has got a lot of technical capabilities to offer and wants the broadband initiative to become what we want it to become.

Mindy McCloughan: Mindy is the President and CEO of the Loveland Chamber of Commerce. The Chamber represents the voice of businesses for Loveland and Larimer County. Mindy reports that growth projections are astounding in our region. Being able to meet needs of infrastructure in businesses equates to workforce development for the Chamber. Mindy is very supportive of the School District, as getting kids educated with proper technology will meet the needs of business in the future.

Doug Rutledge: Doug represents the Loveland Downtown Partnership (LDP) and the Downtown Development Authority (DDA). He is also a member of Loveland Business Partnership which helped with the broadband issue last fall. Doug's job is with KL&A Structural Engineering. His interest in this project is in both businesses and schools. Kids need the best access to internet for education. Business, especially homegrown, needs the best possible access. Broadband is essential and he has strong motivation to see some improvement.

Julie Klein: Julie is the COO at McKee Medical Center. Julie states that internet/broadband access is very important at hospitals, especially when provided securely. Sharing electronic medical records, radiologic images, and providing telemedicine allows a higher level of care which internet is very important for. Taking care of patients is another part of this – providing access to healthcare and good information to consumers augments in-house healthcare. The healthcare industry is changing rapidly. Emerging technology includes bringing physicians/nurses into patients’ homes electronically and monitoring patients in their homes via internet – need good, solid broadband for these types of programs.

John Fogle: John serves on City Council and he is the Mayor Pro Tem. He also serves on the DDA Board. John has a concerted interest in downtown internet connectivity. John became involved in broadband at a national level through the National League of Cities conferences. The main reason that John wants to drive this issue into Loveland is because of the widening broadband chasm; the difference in the have and have not cities, and it's really showing up in medical and educational availability. Regarding the City’s effort, he will serve as the liaison for this board to City Council with a non-voting role.

Kim O'Field: Kim is a Technical Specialist with the Water and Power Department at the City. Kim has been involved with broadband as a staff member from the start of the broadband initiative for the City and offers her support to the Task Force. (Kim is not a member of the Task Force.)

Alicia Calderon: Alicia is an Assistant City Attorney for the City. She has been involved with the broadband project since starting with the City about a year ago. Alicia is here to provide support on the legal side of things. Personally she supports what everyone has said on behalf of her children. (Alicia is not a member of the Task Force.)

John Ham: John Ham is a Network and Systems Administrator with the City's IT Department. John's main focus with the City is building connectivity. John states that the City has 30+ buildings on fiber today, a 10gig backbone that runs on the allocated fiber to the City from PRPA, and a handful of buildings that run a various other technologies. Our interest here with broadband is to provide services to the businesses and residents of the City that they need. We are here to support and help in any way we can. (John is sitting in on behalf of Task Force member Bill Westbrook, the IT Director for the City. John is not a member of the Task Force)

Lisa Schwarz: Lisa works as an Administrative Specialist in the City's Public Information Office (PIO). Lisa and Tom Hacker, the City's Public Information Officer, support the broadband project by getting the word out to the public. They are here to continue to support the project in terms of communication and community outreach. (Lisa is not a member of the Task Force)

Steve Adams: Steve is the Director of the Department of Water and Power for the City. Steve is excited to be the City's Project Manager. Steve's role in this group is to coordinate the City's overall support of this Task Force. Steve mentioned that there are several delivery model for high speed fiber service delivery and that no specific model has been selected. Steve thanks everyone for contributing their expertise and leadership in this critical community initiative. Rod Wensing, Assistant City Manager, is also on the City's staff team. He is acting as City Manager today so he could not stay for the entire meeting.

Audience (Jody Shadduck) – Jody is from the area, and is the District and County Building Chairperson. She is with the Thompson School District for another month. She knows of the issues the School District. Her son was impacted when the internet crashed during district wide testing. Her husband works at McKee so this is important to him, and she wanted to see where broadband is at.

BACKGROUND:

Steve provided some background on the City's focus on broadband using a PowerPoint presentation. Why is the City focused on broadband? To remain competitive, this is the future, to promote inclusivity, to compete in the economic development market and to encourage unlimited bandwidth. We want to be certain that broadband is offered to everyone as we move forward. There are several models we can choose from – the spectrum goes from private enterprise to municipal, and everything in between. All options will be considered. We do not yet know what the speed will be except that it will be fast and designed to be expanded in the future.

Steve then discussed End User Objectives including inclusivity, high speed, reliability and affordability

Steve showed a map of existing fiber in town, then passed around a 144 strand of fiber for all to

see. That is the type of wire that is in the ground on the map. When talking about high-speed fiber, this is what it looks like.

John Fogle - stated that whenever he speaks, he is speaking for himself, not City Council. Regarding "inclusivity"- if City Council spends money on this project, inclusivity would be a mandate.

Fiber and Conduit Inventory – Steve mentioned it will be very important for us to maintain an accurate inventory of our existing City fiber assets. The City will use Fiber Manager software. The consultant with PRPA is helping with this at first.

The Broadband Assessment and Feasibility Analysis RFP includes major work elements that a consultant needs to address. Steve gave a brief history of how we arrived at this point – numerous Council meetings, overriding SB-152 override election. We have a current project budget of \$250,000; this is expected to cover expenses for the consultant with some budget remaining for other needs. The RFPs came in under the \$250,000 amount. We have three consultant possibilities – Magellan, VantagePoint, and NeoConnect. All of this information and more can be found on our webpage, located on the City of Loveland website at www.cityofloveland.org/broadband Steve wants to have the consultant on board by July 1, 2016, so that we can have the study completed and presented to council by the end of the year.

Steve gave an overview of where we have been and where we are now by reviewing the project calendar.

City staff attends a regional collaboration meeting about every eight weeks. This meeting is attended by City Managers, Project Managers, Department Directors and IT Specialists from Loveland, Fort Collins, Longmont, Estes Park and Larimer County to discuss broadband commonalities such as: can we share consultants or workforce, equipment standardization, software utilization, and other similar issues. Longmont has already been through all of this and is very helpful to us and the others.

John Fogle – mentioned that the regional elected officials' interest is very high, not only among the three other PRPA cities but Greeley, Johnstown, Windsor and Larimer County are feeling the need also. Larimer County is also possibly looking at a SB-152 override but is still in the early stages.

Jason Frisbie – stated that his staff has been working for about 6 months on a quasi-position paper to take to the PRPA Board of Directors about how we got to where we are today, what are our capabilities, what do we see as the things that PRPA has the equipment and expertise to provide going forward? When it would be the appropriate time to have this discussion with this Task Force? From PRPA's perspective, Jason thought it is very key that the cities are already connected by a significant amount of fiber with long-haul service and it is redundant. He thinks that people would be stunned and pleasantly surprised by what's already out there. It is just a matter of what do we want to do with it? PRPA has views on that and capabilities that we think could provide value to Loveland and all the communities (other three member cities of PRPA).

The Task Force participated in some discussion:

Doug Rutledge inquired what was meant by long-haul service.

Jason Frisbie responded that when we think "long-haul," we think of the interstate. Connections of fiber that connect the communities. How do you get from one city to another? That is referred to as long-haul service.

Dave Kavanagh: The PRPA slice point by Thunder Mountain is only 300 feet from the national backbone. It is incredibly close and a great advantage.

PURPOSE:

Steve reviewed with the Task Force the stated Purpose as approved by the Loveland City Council which is:

- To provide advice and act as a sounding board for the selected consultant and City's Broadband Project Team studying broadband for Loveland;
- assist the consultant in studying the feasibility of different business models and their applicability in our community;
- and to assist in guiding the consultant's public participation, communication and engagement process.

ORGANIZATION:

The Task Force had some discussion about meeting frequency.

Dan Maas advocated regular meetings, Doug Rutledge seconded that, the group agreed. They would like to have monthly meetings at different locations – host them at the different locations represented by this group.

Mindy McCloughan suggested the first Thursday of each month, from 10 a.m. to Noon, for two hours – the group agreed.

Mindy asked if the Chair will be responsible for building a monthly agenda. Steve replied that the City will build the agenda with the chair, as we do with LUC. Eventually our consultant will add to the agenda. Mindy asked if the Chair position would be a one-year term; Steve replied yes.

John Fogle said that he receives a lot of good communications on a national level about broadband and he can share if ok with group – just let him know if you don't want it anymore. Per Dave Kavanagh, *Broadband Magazine* regarding municipal broadband is free and online. Steve requested that this information be included in the minutes. Jason recommended an FTP site for large e-mails and mailings.

Steve discussed future meeting agendas. He mentioned that Longmont Power & Communications General Manager Tom Roiniotis would be a good resource to talk to the Task Force about Longmont's experiences with broadband, and the group is interested. This will be

added to the agenda for the next meeting.

The Task Force had some discussion about the organizational structure and governance.

Mindy offered to either serve as Chair or Vice-Chair; Mindy then moved to appoint herself as Chairperson, Doug Rutledge seconded the motion; motion passed unanimously.

Doug Rutledge made a motion for Dan Maas to be Vice Chairperson, Dave Kavanagh seconded the motion; motion passed unanimously.

Dick Toftness talked about IEEE sponsoring a talk on June 16 at the Avago auditorium in Fort Collins – they invited the City of Fort Collins and Longmont to discuss their plans. You do not have to be a member to attend. Richard says the audience is highly technical so questions will be good, and one must sign in and be escorted into the facility.

Mindy McCloughan and Dan Maas – the next meeting will be hosted by the School District. Mindy will not be here for the next meeting, so Dan will run the July meeting. Mindy would like to set locations for the year so we will be working on that soon.

John Fogle: On behalf of the City Council, John thanked everyone for their service. Without input from the Boards, the Council could not do their jobs.

Dick Toftness asked two questions - #1) is there any movement on the state level to remove SB-152? Steve – the movement at the state level is actually going the other way – making the override part harder. John Fogle – nationally there are 28 states that have a similar bill and the general consensus is to let sleeping dogs lie. #2) is the South Catalyst Project going to be a broadband showcase for internet access? Steve replied that conduits will be installed specifically for the purpose of facilitating future broadband installation for this project.

Steve asked how the Task Force would like to have their information distributed. Many favored electronic means.

Mindy McCloughan asked for someone to move to adjourn the meeting which resulted in Dan Maas moving to adjourn and Fernando Pedroza seconding the motion; meeting adjourned at 9:43 a.m.

Respectfully Submitted,

Kathy Gross
Recording Secretary
Loveland Broadband Task Force