

**Loveland Broadband Task Force
July 7, 2016 Minutes
Loveland High School – 920 W. 29th Street
10:00 a.m.**

Task Force Members Present: Jason Frisbie, Dave Kavanagh, Julie Klein, Dan Maas, Fernando Pedroza, Doug Rutledge, Richard Toftness, Joe Wilson

City Council Liaison Present: John Fogle

Task Force Members Absent: Mindy McCloughan, Tom Hall

City Staff Members Present: Steve Adams, Alicia Calderon, Kathy Gross, Tom Hacker, Kim O'Field, Briana Reed-Harmel, Bill Westbrook

Guest Speakers: John Honker, Tom Roiniotis, Josh Smith (departed 10:41)

Audience: Ralph Trenary

Call to order at 10:08 by Dan Maas.

Dan started the meeting by asking for brief introductions from everyone around the table. Then meeting minutes were approved by all after a motion from Dave Kavanagh and a second from Jason Frisbie.

THOMPSON RE-J SCHOOL DISTRICT PRESENTATION

Thompson School District (TSD) Director of Technology Josh Smith gave a presentation on the District's network system, detailing each school's place in the network and internet service, ISP, fiber, age of systems, future needs, rates, costs, and planned connections. Josh stated that it is TSD's goal is to partner with the City of Loveland for broadband.

LONGMONT POWER AND COMMUNICATIONS PRESENTATION

Next on the agenda was a presentation from Tom Roiniotis, General Manager of Longmont Power and Communications, Longmont's municipal utility. Longmont is substantially further down the broadband path and came to share that utility's experience and knowledge with the group. Their broadband utility is called NextLight. Tom shared information about the history of Longmont's broadband utility regarding studies and surveys, their business model and technology, financing/bonding, branding and pricing, market penetration rate, Longmont's service territory, customer base, broadband FTE count, billing software issues. Tom told about their services provided – discussed triple play package (cable, high speed broadband and phone) vs. double play (high speed broadband and phone) – Longmont offers double play and feels this was an excellent decision. Construction in Longmont started in 2014, services were first offered in November 2014 and the hope is to have network construction completion by the end of 2016.

Through a competitive bid process they are now offering the St. Vrain School District 10 gigabit service, upgradeable to 40 gigabit, for two years. Regarding speed of the service, a year ago, Ookla reported that Longmont had the fastest average download speed in the US and additionally had a five-star rating among customers, when they had less than 10% of their network built. Longmont has learned a lot of lessons getting to this point, for example, how the permitting process can complicate things, the increased load on locate services, having enough installation crews to meet the demand, and difficulty with access agreements.

BROADBAND ASSESSMENT AND FEASIBILITY STUDY CONSULTANT

John Honker, representing Magellan Advisors, LLC (Magellan), gave the next presentation. Magellan is the consultant hired by the City of Loveland for the Broadband Assessment and Feasibility Study. John started with some background on Magellan. Magellan works with utilities by building networks as well as helping with operations. John gave a presentation illustrating Loveland's four goals – inclusivity, high speed, reliability and reasonable cost – and an approach to meet those goals. John described an 8-step tailored approach for Loveland regarding those goals. A question was asked regarding timeframe components of the project. Steve Adams answered that the desired completion date of the project, and also the time to bring this to our elected officials, is approximately the end of the year. The next question was about timing of the surveying process. John replied that outreach is done as quickly as possible and the group urged velocity. Steve clarified that we are only asking about preference decisions at this point. It was suggested to keep survey questions and answers simple. John has a bank of questions and survey models and will share with the task force. Chamber representatives had previously given the suggestion for focus groups and neighborhood meetings to achieve outreach success.

DISCUSSION

Kim O'Field stated that SecureShare is how all files were sent to the task force. She told the group that if they encounter any problems or have questions regarding SecureShare to please contact her. If anyone wants anything posted on SecureShare, please send it to Kim and she will take care of that.

Tom Hacker stated that the City's Public Information Office has sent a "buzzbuilder" regarding the upcoming survey to resident and business utility customers via the July edition of Open City Hall. This will be followed up by an e-mail so that this constituency is looking forward to the survey. Tom stated that this will reach about 10,000 e-mail addresses in Loveland.

Steve Adams announced that Briana Reed-Harmel, senior electrical engineer with Loveland Water and Power, will be the project manager for this group going forward. Steve plans to stay connected with this group and attend task force meetings as well as attend semi-monthly internal broadband meetings. Steve then suggested an agenda item for the next meeting should include inviting the City of Centennial, Colorado, to share their broadband experience with us as Longmont did today.

Dave Kavanagh would like to hear at some point from first responders, how broadband plays into the need for a fiber optic network. Police can pick a face out of a crowd via latest technology, fire departments can look at the layout of a building electronically. The consensus was that we should hear about what's on the horizon for police and fire regarding broadband at a future meeting.

John Fogle will post recent items on shared space about E911 and FirstNet – two of the things that are up and coming first responder network advances. E911 is the next generation of fire and police response on their radio and internet systems.

Julie offered McKee Medical Center for the August meeting; Jason offered Platte River for September. The group agreed to these locations.

Future agendas will include the return of Magellan, inviting the City of Centennial to present, hearing about first responders, the topic of E911 and FirstNet, and learning about data of the economic development impact of fast data access.

Meeting adjourned at 12:04.

Respectfully Submitted,

Kathy Gross
Recording Secretary
Loveland Broadband Task Force