

LOVELAND BROADBAND TASK FORCE
December 6, 2017 Minutes
Loveland Chamber of Commerce – 5400 Stone Creek Circle
9:30 a.m.

Task Force Members Present: Doug Rutledge, Mindy McCloughan, Richard Toftness, Dave Kavanagh, JD Walker, Paul Langfield

City Council Members Present: John Fogle

Task Force Members Absent: Dr. Matt Kuhn, Fernando Pedroza, Julie Klein, Jason Frisbie, Joe Wilson

City Staff Members Present: Kim O’Field, Briana Reed-Harmel, Alicia Calderon, Bill Westbrook, Joe Bernosky, Steve Adams, Tom Hacker

Consultants Present: None

Guests Present: Jon Lehman from Comcast

Call to order at 9:37 a.m. by Mindy McCloughan

Update on Broadband Initiative

Briana Reed-Harmel opened the meeting by reviewing the proposed presentation and attachment items for the City Council Study Session scheduled for December 12, 2017. The Task Force reviewed and discussed the pro forma sheets, asking questions and offering advice to make the documents easier to read and understand. The Task Force reviewed and discussed the presentation and offered advice on various slides and points of communication to make the information more clear to Council and the public. Richard Toftness suggested that we work to make the presentation bullet proof and to be sure to communicate the information in a non-technical way. Discussion ensued about Longmont’s broadband utility and how we can communicate that we are learning from them as we move through this process. Discussion ensued regarding the presented take-rate figures and proposed pricing points. In the conjoint survey portion of the presentation, the group discussed that they felt it was important for Jill to summarize her presentation key takeaways and to not get technical.

Dave Kavanagh provided input on the renewal and replacement years that are built into the financial models for the electronic equipment. He stated that replacing the headend at 10 years was too late, he would suggest replacing that at year seven.

Discussion of Task Force Role in December 12 Council Meeting

John Fogle encouraged all Task Force members to attend the meeting on December 12th and suggested that there may be a period of time where each member could stand and give their opinion of the broadband initiative.

Discussion happened around how the Task Force recommendation should be put forward to Council. The group went back and forth with suggested wording for a recommendation and the following was put forth through a motion from Paul Langfield and a second from Richard Toftness. It was then approved unanimously.

The Broadband Task Force recommends that the City of Loveland pursue community broadband through the retail or public-public model by taking the following actions:

- Establish the structure and governance of an enterprise utility;
- Further develop a detailed business implementation plan;
- Issue a Request for Proposal for a build-ready network design and complete same;
- Evaluate financing options;
- Immediately implement an aggressive community outreach and education effort; and
- Formally transition the existing Broadband Task Force into a City Commission.

The Task Force further recommends that no efforts preclude future partnering options with public or private entities.

Following the vote of the task force recommendation, Briana relayed that although PRPA staff Jason and Joe could not be here today and could not participate in the vote of the recommendation; they sent support for a retail or public-public option.

Following unanimous approval of the recommendation by the Task Force, discussion occurred regarding how the process would work to formally transition the existing Broadband Task Force into a formal City Commission and why this is necessary. Alicia stated that she would recommend they be formally constituted as a Commission in order to be able to adjourn into Executive Session. This will be important as we move through reviewing the network design and financing to review the confidential information of a competitive utility.

Update from Citizen Group

Richard updated the group that the Made in Loveland organization has a meeting coming up on December 20, 2017 where information about broadband will be presented. Briana advised that the City would be there to present as well as Colman Keane with EPB.

Other Discussion

Mindy McCloughan called for a motion to approve the October 5, 2017 meeting minutes. The minutes were approved unanimously after a motion from Doug Rutledge and a second from Paul Langfield.

Adjourn Meeting at 12:32 p.m.

Respectfully Submitted,
Kim O'Field
Technical Specialist