

## REGULAR MEETING AGENDA

### CALL TO ORDER

### APPROVAL OF MINUTES – 8/8/2018

### CITIZENS REPORT (\*See procedural instructions on the following page.)

### STAFF REPORTS

1. Education and Outreach Update – Lindsey Johansen
2. Outline of Report to City Council – Brieana Reed-Harmel
3. Regional Update – Brieana Reed-Harmel

### COMMISSION & COUNCIL REPORTS

### DIRECTOR'S REPORT

### ADJOURN

#### **\* Citizens Report Procedures**

Anyone in the audience may address the LCAB on any topic relevant to the commission. Members of the public will be given an opportunity to speak to the item during the Regular Agenda portion of the meeting before the LCAB acts upon it. If the topic is a Staff Report item, members of the public should address the LCAB during this portion of the meeting; no public comment is accepted during the Staff Report portion of the meeting.

Anyone making comment during any portion of tonight's meeting should identify himself or herself and be recognized by the LCAB chairman. Please do not interrupt other speakers. Side conversations should be moved outside the Service Center Board Room. Please limit comments to no more than three minutes.

#### **Notice of Non-Discrimination**

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**Commission Members Present:** Adam Auriemmo, Richard Bilancia, David Hetrick, Paul Langfield, Brian Martisius, Tom McInerney, Korey Streich, JD Walker and Vi Wickam

**Commission Members Absent:** N/A

**Council Liaison Present:** John Fogle, Don Overcash and Dave Clark

**City Staff Members Present,** Brieana Reed-Harmel, Coreen Callahan, Joe Bernoksy, Lindsey Bashline, Ryan Greene, Shane Adamson and Steve Adams

**Guest Attendance:** Terry Olesky, Andy Neely

**CALL TO ORDER:** Richard Bilancia called the meeting to order at 4:00 pm

**APPROVAL OF MINUTES:** Bilancia asked for a motion to approve the minutes of the July 11, 2018 meeting.

**Motion:** Vi Wickam made the motion

**Second:** David Hetrick seconded the motion. The minutes were approved unanimously.

## STAFF REPORTS

**Item 1: PRPA Fiber and Future Ownership – Brieana Reed – Harmel, Broadband Project Manager**

A brief background on the PRPA owned fiber assets within the City of Loveland and within the larger four cities communities of Fort Collins, Estes Park, Longmont and Loveland

Staff report only. No action required.

**Item 2: Details of Broadband Models – Brieana Reed-Harmel, Broadband Project Manager**

Provided more detailed information on the three different business models that have been investigated as part of the feasibility plan.

Staff report only. No action required.

**Item 3: Design Update – Ryan Greene, Electrical Engineer**

A brief verbal presentation of the contract, network design, design standards, and high-level simulation.

Staff report only. No action required.

**Item 4: Education and Outreach Update with LCAB Participation Opportunities – Lindsey Bashline, Customer Relations Specialist**

An update on the broadband education and outreach activities and present upcoming opportunities for LCAB participation.

Staff report only. No action required.

## COMMISSION/COUNCIL REPORTS



**Item 5: Commission/Council Reports**

Activities that board members attended within the last month

**John Fogle:** Gave an update on the city of Loveland budget,

**Don Overcash:** Gave thanks to the LCAB members who attended Ward IV meeting last week.

**Dave Clark:** Gave updates on Transportation and Construction in the city of Loveland.

**DIRECTOR'S REPORT**

**Item 6: Director's Report – Joe Bernosky**

Joe discussed the pace at which work is being done on the Broadband project and thanked the Board Members for volunteering for outreach opportunities.

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**ADJOURN** The meeting adjourned at 6:03pm. The next LCAB Meeting will be September 12, 2018 at 4:00 pm.

Respectfully submitted,

Coreen Callahan  
Recording Secretary  
Loveland Communications Advisory Board  
/s/ Richard Bilancia, LCAB Chair



**AGENDA ITEM:** 1  
**MEETING DATE:** 9/12/2018  
**SUBMITTED BY:** Lindsey Johansen  
**STAFF TITLE:** Customer Relations Specialist

**ITEM TITLE:**

Education and Outreach Update

**DESCRIPTION:**

This item will provide an update on the broadband education and outreach activities.

**SUMMARY:**

**Upcoming Events:**

**Community Meetings –**

- Saturday, Sept. 15, 9:30 a.m., Mo Betta Gumbo (coffee and beignets provided)
  - LCAB Members - Korey Streich
- Thursday, Sept. 20, 6 p.m., Loveland Water and Power (soft beverages provided)
  - LCAB Members - Vi Wickam

**Business Appreciation Breakfast – Wednesday, Sept. 12, 7 – 9 a.m., Embassy Suites**

- LCAB Members – Paul Langfield & Vi Wickam

**Meet LCAB at Night on the Town – Friday, Sept. 14, 5:30 – 7 p.m., Downtown Loveland**

- LCAB Members – Korey Streich & Vi Wickam

**Broadband Town Hall – Thursday, Oct. 4, 6 p.m., City Council Chambers**

The City of Loveland’s broadband team will host a Town Hall meeting at 6 p.m., Thursday, Oct. 4 at City Council Chambers and will host the City’s first ever Telephone Town Hall in conjunction with the in-person event that evening.

A telephone town hall allows residents to participate via telephone instead of in person. Residents who have registered and those on available call lists will receive a call promptly at 6 p.m. Oct. 4 and can opt-in for the meeting. Prompts available throughout the call allow interested participants to ask questions and hear responses from key speakers. Interested participants can sign up at [cityofloveland.org/Broadband](http://cityofloveland.org/Broadband).

The Town Hall and Telephone Town Hall will be coordinated together, allowing in-person attendees and telephone attendees to get into the queue to ask questions. City Manager Steve Adams, Brieana Reed-Harmel, City of Loveland senior electrical engineer and broadband project manager, and Loveland Communications Advisory Board vice-chairman Paul Langfield will be available for questions during the town hall. The meeting will also be broadcast live on the City’s Facebook page to be accessible for online participants and viewable on the City’s cable TV channel - Channel 16.

**Media:**

Reporter Herald – August 10, 2018: [Josh Thomas: Loveland need faster traffic, not faster internet](#)

Reporter Herald – August 28, 2018: [J.P. Morgan to underwrite utility](#)

The Denver Post – August 28, 2018: [J.P. Morgan to underwrite Loveland’s broadband utility](#)

Reporter Herald – August 30, 2018: [City, community experts answer questions on municipal broadband in Loveland](#)

**RECOMMENDATION:**

Information item only. No action required.



**AGENDA ITEM:** 2  
**MEETING DATE:** 9/12/2018  
**SUBMITTED BY:** Brieana Reed-Harmel  
**STAFF TITLE:** Project Manager/ Senior Electrical Engineer

**ITEM TITLE:**

Outline of Packet and Presentation to City Council.

**DESCRIPTION:**

This item will provide a detailed outline of the information that will be contained in the packet and presentation to City Council Scheduled on October 23, 2018.

**SUMMARY:**

Staff is in process of preparing the information that will be presented to LCAB on October 10, 2018 and ultimately to City Council on October 23, 2018. This information includes the continued investigation of public-private partnerships, the detailed business plan and the detailed financials for a retail model or public –public partnership.

Staff will be presenting a detailed outline of the information that will be contained in the packet and will be soliciting feedback from LCAB on the items. Details such as costs and specific financial information will likely not be available prior to the meeting, and discussions surrounding this information will take place at a future time.

**RECOMMENDATION:**

Informational item only. No action required.



**AGENDA ITEM:** 3  
**MEETING DATE:** 9/12/2018  
**SUBMITTED BY:** Brieana Reed-Harmel  
**STAFF TITLE:** Project Manager/ Senior Electrical Engineer

**ITEM TITLE:**

Regional Update.

**DESCRIPTION:**

This item will provide an update of the activities of other jurisdictions in the region in relation to community broadband.

**SUMMARY:**

Staff from regional jurisdiction meet every other month to discuss the status of the various broadband projects, share experiences, and discuss ways to collaborate and assistance each other. This update will provide a brief over view of the status of our regional neighbors and their broadband projects.

**Larimer County** – Larimer County is in the middle of their feasibility study. They are currently wrapping up the competitive market assessment and citizen survey. They are in process of investigating current fiber assets in the county that could be leveraged to enhance services throughout the county. They have also started a high level engineering study and are investigating the costs associated with different models to extend broadband services to underserved areas. A presentation of the findings of the feasibility study will be provided to the County Commission on December 11, 2018 at 10:00am.

<https://www.larimer.org/broadband>

**Town of Estes Park** – The Town of Estes Park is preparing an update for the Town Trustees on September 25, 2018 on fiber to the town residents and those served by the Light and Power Department. Jim Manire, their bond advisor will be presenting additional information on financing and the town’s ability to secure bonding for the project. Should their Town Trustees determine to continue forward with bonding, an RFP will be completed for an underwriter and the potential bond issuance after the first of the year and construction starting later in 2019.

<https://www.colorado.gov/pacific/townofestepark/broadband>

**City of Longmont** – Tom Roiniotis, Longmont Light Power and Communications General Manager announced his retirement after 19 years with the organization. Nextlight was also ranked as the fastest ISP in the US by PC Magazine for 2018. Nextlight is currently investigating serving areas outside of city limits, but within their electric service territory to offer broadband internet services.

<https://www.longmontcolorado.gov/departments/departments-e-m/longmont-power-communications>

**City of Fort Collins** – City of Fort Collins has recently hired their key staff including the Executive Director, Broadband Network Manager, Broadband Marketing Manager and Broadband Outside Plant Manager. They received \$142.2 million bond on June 14, 2018 after a successful sale on May 31, 2018. They are currently working on their network design and finalizing their business plan details.

<https://ourcity.fcgov.com/citybroadband>



**Town of Windsor and City of Greeley** – The Town of Windsor and the City of Greeley are working jointly on the completion of a feasibility study to offer broadband services to the two communities. The City of Greeley completed an override of SB-152 in 2017, while the Town of Windsor has not decided to complete this step yet. The two communities are currently in the middle of the feasibility study process, are working on completing surveys and a competitive market assessment. Additional information on the findings will be provided to the respective Town Board and City Council in December of this year.

<http://windsorgov.com/broadband>

**City of Boulder** – The City of Boulder exempted their community from SB-152 in November 2014. The City of Boulder announced in June 2018 that they would proceed forward with the development of a fiber backbone to support the city’s broadband efforts. This will not include the connection of customers at this time, but is considered a step forward in support of the City’s broadband efforts.

<https://bouldercolorado.gov/connect-boulder>

**RECOMMENDATION:**

Informational item only. No action required.



**AGENDA ITEM:** 4  
**MEETING DATE:** 9/12/2018  
**SUBMITTED BY:** Joe Bernosky  
**STAFF TITLE:** Director

**ITEM TITLE:**

Commission & Council Report

**SUMMARY:**

Discuss events that the Loveland Communications Advisory Board members attended, special topics and any City Council items related to the Broadband Project from the past month.

- City Council Report – Verbal

**RECOMMENDATION:**

Commission/Council report only.

**ITEM TITLE:**  
Director's Report

**INFORMATION:**

- Longmont *NextLight* does not track demographic information regarding their customers; only names and addresses

**EVENTS:**

**Broadband Education and Outreach:** Both internal and external communications are underway. Staff has been busy answering questions from the community and identifying and executing opportunities for engagement.

25 events/speaking engagements have been completed and several more already scheduled. We continue to add to the community engagement platform where visitors can find information, leave comments, ask questions and participate in speed tests.



**Community Outreach:** The Power Division participated in the 2018 Corn Roast parade to support education and outreach for the broadband project. We invited family and friends to join and help pass out candy and flyers.

We had two of our equipment trucks, one of our bucket trucks and the digger derrick truck. We had 25 staff, family and LCAB members walk in the parade and we passed out 500 flyers and over 30 pounds of candy.

Our department mascot, Glow, was a huge hit with the parade watchers, from her perch in the bucket truck. The trucks and candy were also well received by parade attendees.

