

Telecommunications Advisory Committee  
City of Apple Valley  
June 4, 2012  
7:00 P.M. Municipal Center

Minutes

1. Call to Order

Chair Westbrook called the meeting to order at 7:00 p.m.

Members Present: Jerry Brown, John Magnusson, Dale Rodell, David Westbrook

Members Absent: Rollin Bible, Scott Hugstad-Vaa

Others Present: Charles Grawe

2. Approval of Agenda

MOTION: Mr. Magnusson moved, second by Mr. Brown, to approve the agenda as presented. Motion passed 4 – 0.

3. Approval Minutes of March 5, 2012

MOTION: Mr. Brown moved, second by Mr. Rodell, to approve the minutes of March 5, 2012. Motion passed 4 – 0.

4. 2<sup>nd</sup> Quarter Complaint Logs

There were no complaints for the quarter.

5. 2<sup>nd</sup> Quarter Coordinator's Report

Mr. Grawe briefly provided a verbal update of the staff activity.

6. Franchise Renewal Update

Mr. Grawe reviewed the timeline for various elements within the renewal process. One element is to conduct a financial audit, similar to what the City conducted in the early 2000's. Mr. Grawe noted that with the introduction of service bundling and with the financial reorganization that occurred during the change of ownership, the opportunities for missed or misapplied franchise fees are greater. Staff is about to release the RFP for financial auditing services, consistent with the timelines. Another element is to conduct a needs assessment. Mr. Grawe explained that such an assessment is the legal foundation for everything that the City may request of the cable company in the renewal process. Staff is about to release the RFP for needs assessment services, consistent with the timelines.

The Committee reviewed a number of documents on the franchise renewal process that were obtained at a recent MACTA franchise renewal conference. The Committee discussed possible conceptual items to potentially include in the terms of the franchise.

7. FCC Rulemaking and Other Franchise Issues

Mr. Grawe reported no new issues.

8. E-Commerce and Business Development Issues

Mr. Grawe noted that the 147<sup>th</sup> Street extension and Flagstaff Avenue projects are underway, potentially opening new areas of the City to development and allowing for extension of fiber optic networks.

9. Other Issues

There were no other issues.

10. Adjourn

MOTION: Mr. Rodell moved, second by Mr. Brown, to adjourn the meeting. Motion passed 4 - 0. The meeting was adjourned at 7:52 p.m.