

Minutes of the Utility Line Undergrounding Study Committee
Of the City of Cherry Hills Village, Colorado
Held on Thursday, January 8, 2015 at 9:00 a.m.
At the Village Center

CALL TO ORDER

The meeting was called to order at 9:00 a.m.

ROLL CALL

Present at the meeting were the following Utility Line Undergrounding Study Committee Members: Susan Maguire, Paul Stewart and Jim Tarpey.

Present at the meeting were the following City Council Advisors: Mayor Pro Tem Alex Brown and Councilor Earl Hoellen.

Present at the meeting were the following staff members: Jay Goldie, Public Works Director; Marcus McAskin, Assistant City Attorney; and Emily Kropf, Special Projects Coordinator.

Absent were Committee Members Andy Love, John Love, Dan Lynch, Russell Stewart and David Wyman.

AGENDA ITEMS

Draft Request for Information

Committee Member Tarpey stated he, Councilor Brown and Committee Member Russell Stewart had spoken with staff from the University of Colorado and were told that the next step in the pursuit of fiber optics might be for the City to issue a Request for Information (RFI). They were told that there are different levels of involvement that the City can pursue. The City can install an empty conduit, lay cable in conduit without electronics or lay dark fiber in conduit with electronics but not be activated.

Committee Member Tarpey continued that it was recommended that the Committee receive feedback from interested telecommunications firms through an RFI. It was also suggested that the City determine if its goal is to improve connectivity or raise revenue. Municipalities that are interested for potential revenue tend to lose money. Committee Member Tarpey stated that he has a list of telecommunications firm that the RFI can be sent to. It includes both wire line and wireless companies. The reason an RFI was suggested is that the information submitted will not be proprietary.

Committee Member Paul Stewart asked if the RFI will provide enough detailed responses.

Committee Member Tarpey replied that it depends on potential business opportunities.

Councilor Hoellen replied that Comcast's presentation to the Committee demonstrated interest.

Councilor Brown asked if the Committee had any revisions for the document itself. He added that he sent it to Ken Fellman with the Colorado Communications and Utility Alliance for review.

Public Works Director Goldie stated that some companies may just send marketing materials in response.

Councilor Brown replied that the responses the Committee receives to the RFI will be useful during community outreach meetings. He added that infrastructure companies like Zayo and Level 3 Communications should be added to the mailing list.

Public Works Director Goldie suggested adding Crown Castle, as well. He added that infrastructure companies can view the RFI on Rocky Mountain Bid System.

Councilor Brown said that the City had also been contacted by Centennial staff and was told that there is interest in a similar undergrounding project and partnership with the City.

Committee Member Paul Stewart asked how the recent meeting with Xcel went.

Public Works Director Goldie replied that it ended well and that the Quincy study was being moved to the top of the priority list. He stated that the City should have it by the end of January or beginning of February.

Revised Cost Chart

Councilor Brown stated that staff had created a revised cost chart that includes street prioritization for arterials and state highways. The revised chart shows a cumulative total of costs, which is important because the mill increase will vary from year to year.

Committee Member Paul Stewart asked if the Committee had agreed to include Mansfield as an arterial.

Councilor Brown responded that it is listed as an arterial because it has a higher speed limit and is considered an arterial in the City's street inventory.

Committee Member Paul Stewart asked if University might be considered first priority as it would enhance the City's image.

Councilor Hoellen stated that the intent of undergrounding in the City's Master Plan is to preserve view corridors, which would suggest that Quincy would be first priority.

Councilor Brown added that residents will be able to determine the priority order during community outreach meetings.

Assistant City Attorney McAskin stated that he had spoken with a few residents and was under the impression that they would approve a tax increase if the project was tied to improved telecommunications. He added that it would also be a selling point for the City.

Streetscaping Visuals

Councilor Brown recommended discussing the streetscaping visuals at the next meeting.

The Committee agreed.

Meeting Schedule

Councilor Brown asked if the meeting schedule should remain the same. Currently the Committee meets on the first and third Thursday of the month.

The Committee agreed to meet on January 22nd and then resume meeting on the first and third Thursday of the month.

Councilor Brown suggested that the next meeting should focus on community outreach, which could begin in April.

Committee Member Tarpey asked if there will be enough time to issue a Request for Proposal (RFP).

Councilor Brown replied that he did not anticipate issuing an RFP before the election in November.

Assistant City Attorney McAskin suggested issuing a Request for Quotation (RFQ) for a short list of firms that are interested following the RFI.

Public Works Director Goldie asked if the Committee should prepare a design that would show what wireless facilities would look like and where they would be located if approved by voters.

Committee Member Maguire replied that she did not know if it is necessary before the election. She added that she is more concerned about the Quincy study and a cost estimate.

Councilor Brown asked staff to prepare a map showing where all existing wireless facilities in the City are currently located.

ADJOURNMENT

The meeting was adjourned at 10:15 a.m.