

Dakota Broadband Board

Technical Advisory Committee Meeting

Agenda

May 5, 2021

8:30-10:30am

Join Zoom Meeting

<https://us02web.zoom.us/j/89998385624?pwd=YWYrajlyYjcyU2hoUm4zRnNQUG9VZz09>

Meeting ID: 899 9838 5624

Passcode: 603957

Due to the Governor's Emergency Declaration 20-20 in March 2020, and the ongoing health risk due to COVID-19, the Technical Advisory Committee will meet virtually via Zoom.

1. Call to Order
2. Approval of the Minutes of the April 7, 2021 Technical Advisory Committee Meeting
3. OSP Standards/Best Practices
4. Project Request Form/Process Updates
5. Emergency Broadband Benefit (EBB) Initiative
6. LOGIS Project Update
7. Executive Director Update
8. Other Business
9. Adjournment

NEXT REGULAR MEETING: June 2, 2021 via Zoom

Agenda Background

1. **Call to Order**
2. **Approval of the Minutes of the April 7, 2021 Technical Advisory Committee Meeting**
 - a. Attachment A
3. **OSP Standards and Best Practices**
 - a. Review and discussion regarding the OSP standards
 - b. *Document will be sent to members in advance of the meeting*
4. **Project Request Form/Process Updates**
 - a. Overview and discussion of upcoming changes to the existing DBB project request form for collaborative, multi-member projects
5. **Emergency Broadband Benefit (EBB) Initiative**
 - a. Overview and discussion regarding potential program outreach activities
6. **LOGIS Project Update**
 - a. LOGIS will present an update of recent projects
 - b. Attachment B
7. **Executive Director Update**
8. **Other Business**
9. **Adjournment**

Attachments

Attachment A

Minutes of April 7, 2021, 2020 TAC Committee Meeting

Attachment B

LOGIS Project Update

ATTACHMENT A

Dakota Broadband Technical Advisory Committee Meeting Minutes

April 7, 2021

Zoom Meeting

1. Call to Order

The TAC Chair and Vice-Chair were not in attendance. Executive Director Koch indicated that per the DBB bylaws the committee would need to elect a Chair Pro Tem to run the meeting. The meeting was called to order at 8:31am by Nordquist and held via Zoom due to the Governor's Emergency Executive Order 20-20 on March 25, 2020 and the ongoing community health risk from COVID-19.

Motion by Nemcek, second by Erickson to nominate Nordquist as Chair Pro Tem for the April 7th meeting. Voice vote; motion carried.

Committee Members/Alternates in attendance: Alan Nordquist-Hastings (Chair Pro Tem); Charles Grawwe- Apple Valley, Tom Venables-Burnsville; Jean Erickson-Dakota County; Alan Nordquist-Hastings; Dan Cater- Dakota County, Peter Gilbertson-Farmington; Anthony Nemcek-Rosemount; Ian Hardie-South St Paul

Also present: Carah Koch-Executive Director, Justin Roggenkamp-LOGIS, Dan Ferber-Dakota County, David Asp- Dakota County; ISP representatives

2. Approval of March 3 2021 Meeting Minutes

Motion by Hardie, second by Venables to approve the minutes of the March 3, 2021 meeting. Meeting minutes accepted.

3. Budget Timeline

Executive Director Koch provided background on the proposed budget timeline and the desire to pursue approval earlier in the year to enable members to have budget numbers sooner. Executive Director Koch invited TAC members to participate in the budget subcommittee discussions. Members expressed support for the earlier timeframe.

Motion by Erickson, second by Hardie to recommend approval of the proposed budget process for 2022. Roll call vote; all ayes. Motion approved.

4. Multi-member Project Documentation

Executive Director Koch provided a background on this topic and the importance of clear documentation for joint projects, including proposed changes to the current process. Members reviewed and discussed potential updates and changes, and at what point in the project process shared responsibilities are known by member. Roggenkamp reiterated the value of knowing project responsibility breakdowns early on in the process. Venables suggested an update to the verbiage of the documentation that allows for breakdowns by fixed total as well as percentage; Asp agreed that this would be valuable given historic agreements.

No action; Executive Director Koch will make the recommended changes and update the committee at the next meeting.

5. Document Management Discussion and Procurement

Executive Director Koch reviewed the historical discussion regarding document management for the DBB and the potential to use the Farmington Laserfiche system. No additional input was received from TAC members regarding the proposed metadata fields from the last TAC meeting. The City of Farmington has agreed to host the Laserfiche instance for the DBB for \$150 a month.

Motion by Hardie, second by Venables to recommend approval of this agreement to the Board. Motion approved.

6. RFI Responses

Executive Director Koch provided background on the RFP/RFI process and indicated that it appears that the outcomes that the DBB is seeking can be achieved; there is some potential for increased clarity for stakeholder engagement and mapping once the RFP is issued and reviewed. Erickson highlighted concerns about how underserved and unserved areas will be able to complete online surveys that have been proposed, and suggested this be a focus when working through the RFP as well as taking into account ADA compliance as a part of this process.

Members discussed the timeline for the RFP and whether 30 days is appropriate, general costs, resources involved in review, some background on the various respondents including previous experiences, and the importance of moving the process forward to support future organizational discussions.

Motion by Erickson, second by Venables to recommend the issuance of an RFP to the DBB Board with the addition of a friendly amendment from Venables for a 30-day RFP period. Roll call vote; all ayes. Motion carried.

Venables left the meeting at 9:20am.

7. LOGIS Project Update

Roggenkamp provided an update to the committee on staffing changes, an overview of the state of DBB projects, and legacy project documentation.

8. Executive Director Update

Executive Director Koch provided an overview of the LTD presentation at the DBB Board meeting in March 2021 and indicated that LTD will likely return for a future meeting per Board request. Koch also highlighted the new Emergency Broadband Benefit program for the committee, including a list of providers on the FCC site. Erickson asked members about their projected use of American Rescue Plan funds and indicated that the county will be having additional conversations about this in the future.

9. Other Business

Erickson asked members if they are talking about potentially using American Rescue Plan funds for broadband, and indicated that the county will be having additional conversations about this in the future.

10. Adjournment – Motion by Hardie, second by Gilbertson to adjourn. Meeting was adjourned at 9:27 AM.

Site ID	Site Name	Participating Member	Project Dependency	Project Type	Full Delivery (Status)
225448	DBB-26-56 Backbone Construction	DC		New Build	CONSTRUCTION
240740	DBB-AV-155th & Pilot Knob Rd - relocation 2021	DC		Relocation	PLANNING
232486	DBB-AV-Fire Station #1 to HA Judicial Ctr-Diverse Route - splice	AV		Splicing only	PENDING APPROVAL
229298	DBB-AV-Municipal Center Redundant Connection -splice	AV	225448 DBB-26-56 Backbone Construction	Splicing only	PLANNING
224576	DBB-AV-Traffic Signal 38 & Johnny Cake Ridge Rd-New Build Project	DC	McAndrews Rd OB - 2021	Traffic signals	PLANNING
250142	DBB-AV-Traffic Signal Johnny Cake Ridge Rd & 140th-splicing only	DC		Traffic signals	PLANNING
229761	DBB-AV-Traffic Signal McAndrews Rd & Aldrich Ave - New Build	DC		Traffic signals	PLANNING
224575	DBB-AV-Traffic Signal McAndrews Rd (Co Rd 38) & Galaxie Ave W.-New Build	DC	McAndrews Rd OB - 2021	Traffic signals	PLANNING
224573	DBB-AV-Traffic Signal McAndrews Rd(Co Rd 38) & Pennock Ave-New Build	DC		Traffic signals	PLANNING
224552	DBB-AV-Traffic Signal McAndrews Rd(Co Rd 38) & Portland Ave-New Build	DC		Traffic signals	PLANNING
224550	DBB-AV-Traffic Signal McAndrews Rd(Co Rd 38) & Nicollet Ave-New Build	DC		Traffic signals	PLANNING
224555	DBB-AV-Traffic Signal McAndrews Rd. & Co. Rd. 11-New Build Project	DC		Traffic signals	PLANNING
224572	DBB-AV-Traffic Signal McAndrews Rd. (Co Rd 38)& Garden View Dr-New Build	DC		Traffic signals	PLANNING
224548	DBB-AV-Traffic Signal McAndrews(Co Rd 38) & Nicollet Blvd W - New Build	DC	McAndrews Rd OB - 2021	Traffic signals	PLANNING
250481	DBB-AV-Traffic Signal Pilot Knob & 155th St W(31 & 155th) - Splicing	DC		Traffic signals	PLANNING
229527	DBB-BU McAndrews 32-101- New project 2021	BU		New Build	CONSTRUCTION
256677	DBB-BU McAndrews 38-58- New project 2021	DC		New Build	PLANNING
252070	DBB-BU-Co Rd 5 btwn Williams Dr & McAndrews - New Build	DC		New Build	PLANNING
258328	DBB-BU-Heather Hills WT 13500 Heather Hills Dr - Cabinet Door Maintenance	BU		Maintenance	CONSTRUCTION
242018	DBB-BU-MVTA Redundant connection 11550 Rupp Dr.	BU		New Build	PLANNING
229524	DBB-BU-New Fire Station Newton Ave.- New Build 2021	BU		New Build	PLANNING
224679	DBB-BU-Traffic Signal 32 & River Hills-New Build	DC		Traffic signals	CONSTRUCTION
224661	DBB-BU-Traffic Signal 5 & 136th-New Build	DC		Traffic signals	PLANNING
224658	DBB-BU-Traffic Signal 5 & 143rd-New Build	DC		Traffic signals	PLANNING
224657	DBB-BU-Traffic Signal 5 & Southcross Dr West-New Build	DC		Traffic signals	PLANNING
224673	DBB-BU-Traffic Signal Co Rd 11 & 122nd St E - New Build	DC		Traffic signals	PLANNING
224671	DBB-BU-Traffic Signal Co Rd 11 & Burnsville Pkwy - New Build	DC		Traffic signals	PLANNING
224593	DBB-BU-Traffic Signal Co Rd 5 & 150th - New Build	DC		Traffic signals	PLANNING
224666	DBB-BU-Traffic Signal Co Rd 5 & Burnsville Pkwy - New Build	DC	252070 DBB-BU-Co Rd 5 btwn Williams Dr & R	Traffic signals	PLANNING
224668	DBB-BU-Traffic Signal Co Rd 5 & Williams Dr - New Build	DC	252070 DBB-BU-Co Rd 5 btwn Williams Dr & R	Traffic signals	PLANNING
224986	DBB-CF-Lake Byllesby Regional Park-New Build	DC		New Build	PLANNING
245690	DBB-CF-Lake Byllesby Regional Park-WIFI antenna - new build	DC		New Build	PLANNING
245237	DBB-EA 99-14 (150th & Pilot Knob Rd) Relocation/New Build	DC		Relocation	PLANNING
238730	DBB-EA-Cedar Ave Trailhead 1300 Black Dog Rd - New Build	DC		New Build	PLANNING
232613	DBB-EA-Cliff Rd & 35E Ramp CP 32-106 MnDOT 35E Removal	DC		Maintenance	PLANNING
241761	DBB-EA-CSAH32 Cliff Rd & Lexington to Dodd - Relocation 2021	DC		Relocation	CONSTRUCTION
247996	DBB-EA-Diffley Rd (CSAH30) Reconstruction btwn Daniel & Braddock Tr-relo	DC-15D196		Relocation	CONSTRUCTION
258329	DBB-EA-Lebanon Hills Regional Park to Minnesota Zoo - New Build	DC		New Build	PLANNING
246378	DBB-EA-Traffic Signal Central Parkway & Quarry Rd - New Build	DC	225448 DBB-26-56 Backbone Construction	Traffic signals	PLANNING
224695	DBB-EA-Traffic Signal Cliff Rd & Lexington (32 & 43)-New Build	DC		Traffic signals	PLANNING
229560	DBB-EA-Traffic Signal Diffley Rd & Pilot Knob Rd(31 & 30) - New Build	DC		Traffic signals	PLANNING
224852	DBB-EA-Traffic Signal Diffley Rd(Co Rd 30)& Blackhawk Rd.-New Build	DC		Traffic signals	PLANNING
224850	DBB-EA-Traffic Signal Diffley Rd.(Co Rd 30) & Johnny Cake Ridge Rd.-New Build	DC		Traffic signals	PLANNING
224855	DBB-EA-Traffic Signal Diffley Rd.(Co Rd 30) & Nicols Rd.-New Build	DC		Traffic signals	PLANNING
224686	DBB-EA-Traffic Signal Lexington Ave & Diffley Rd(30 & 43)-New Build	DC		Traffic signals	CONSTRUCTION
250482	DBB-EA-Traffic Signal Lexington Ave & Northwood Pkwy (43&Northwood)	DC		Traffic signals	PLANNING
228578	DBB-EA-Traffic Signal Lexington Ave S & Clubview Dr New Build	DC		Traffic signals	PLANNING
224532	DBB-EA-Traffic Signal Lexington Ave S(Co Rd 43) & Wescott Ave-New Build	DC		Traffic signals	PLANNING
224533	DBB-EA-Traffic Signal Lexington Ave S(Co Rd 43)& Duckwood Trail - New Build	DC		Traffic signals	PLANNING
224482	DBB-EA-Traffic Signal Lone Oak Rd & Lexington Ave(26 & 43)-New Build	DC		Traffic signals	PLANNING
224478	DBB-EA-Traffic Signal Lone Oak Rd (Co Rd 26) & Eagandale-New Build	DC		Traffic signals	PLANNING
224489	DBB-EA-Traffic Signal Lone Oak Rd(Co Rd 26)& Neil Armstrong Ave-New Build	DC		Traffic signals	PLANNING
224471	DBB-EA-Traffic Signal Lone Oak Rd. & Pilot Knob Rd.(26 & 31)-New Build	DC		Traffic signals	PLANNING
250493	DBB-EA-Traffic Signal McAndrews & Co Rd 11(38 & 11 W Jct) - New Build	DC		Traffic signals	PLANNING
224518	DBB-EA-Traffic Signal Pilot Knob & Yankee Doodle (31 & 28)- New Build	DC		Traffic signals	PLANNING
224694	DBB-EA-Traffic Signal Pilot Knob Rd (Co Rd 31)& Corporate Center Dr - New Build	DC		Traffic signals	PLANNING
224515	DBB-EA-Traffic Signal Pilot Knob Rd (Co Rd 31)& Wescott Ave-New Build	DC		Traffic signals	PLANNING
228481	DBB-EA-Traffic Signal Pilot Knob Rd. & Central Pkwy -New Build	DC		Traffic signals	PLANNING
229416	DBB-EA-Traffic Signal Pilot Knob Rd. (Co Rd 31) & Deerwood Dr - New Build	DC		Traffic signals	PLANNING
224517	DBB-EA-Traffic Signal Pilot Knob Rd.(Co Rd 31) & Duckwood -New Build	DC		Traffic signals	PLANNING
224534	DBB-EA-Traffic Signal Yankee Doodle Rd & Lexington Ave S(43 & 28)- New Build	DC		Traffic signals	PLANNING
224890	DBB-EA-Traffic Signal Yankee Doodle Rd & Lexington Ave S(43 & 28)- New Build	DC		Traffic signals	PLANNING
224491	DBB-EA-Traffic Signal Yankee Doodle Rd (Co Rd 26) & Blue Cross Rd-New Build	DC		Traffic signals	PLANNING
224493	DBB-EA-Traffic Signal Yankee Doodle Rd (Co Rd 26) & Coachman-New Build	DC		Traffic signals	PLANNING
229414	DBB-EA-Traffic Signal Yankee Doodle Rd (Co Rd 26) & Federal Dr-New build	DC		Traffic signals	PLANNING
229410	DBB-EA-Traffic Signal Yankee Doodle Rd (Co Rd 26) & Washington Dr-New Build	DC		Traffic signals	PLANNING
229409	DBB-EA-Traffic Signal Yankee Doodle Rd (Co Rd 26) & Denmark Ave-New Build	DC		Traffic signals	PLANNING
229412	DBB-EA-Traffic Signal Yankee Doodle Rd(Co Rd 28) & Promenade Ave-New Build	DC		Traffic signals	PLANNING
257809	DBB-EA-Valley Acres Police Range 1785 Yankee Doodle Rd-new build	DC		New Build	PLANNING
250653	DBB-FA-Co Rd 3 from 205th to Willow - New Build conduit only	DC		New Build	PENDING APPROVAL
259630	DBB-FA-Co Rd 64(195th St W)from Akin Rd to Hwy 3 - New Build	FA		New Build	PENDING APPROVAL
248218	DBB-FA-Flagstaff Ave @ High School reconstruction	DC		Relocation	PLANNING
259041	DBB-FA-New Liquor Store Farmington Mall Suite 945 to City Hall - New Build	FA		New Build	PENDING APPROVAL
224865	DBB-FA-Traffic Signal 212th St W (CO Rd 50) & Akin Rd.-New Build	DC		Traffic signals	PLANNING

224861	DBB-FA-Traffic Signal Pilot Knob Rd(Co Rd 31) & Upper 182nd St W-New Build	DC		Traffic signals	PLANNING
247256	DBB-HA- 14th & Akron to Hastings Tr & Pleasant Dr. 10.15 miles-LEASE	DC		Maintenance	PLANNING
250523	DBB-HA-DC Judicial to DCTC along 55 & 42- reroute/overbuild	DC		Overbuild	PLANNING
250531	DBB-HA-DC Judicial to Farmington Extension building-new build	DC		New Build	PLANNING
250527	DBB-HA-JDC to Hastings Fire/City Hall - New Build	DC		New Build	PLANNING
239249	DBB-IG-Barnes Grove Substation 105th & Barnes Ave - new build	DC		New Build	PLANNING
228699	DBB-IG-Heritage Park 4324 65th St E - Rock Island	IGH		New Build	CONSTRUCTION
224974	DBB-IGH-SMART Center-New Build Project 2021	DC		New Build	CONSTRUCTION
241848	DBB-IG-Inverwood Golf Maintenance to City Hall	IGH		New Build	CONSTRUCTION
241850	DBB-IG-Rich Valley Park 1841 105th Street E-New build 2022	DC		New Build	PLANNING
224884	DBB-IG-Traffic Signal 28 & Cahill-New Build Project	DC		Traffic signals	PLANNING
224880	DBB-IG-Traffic Signal 70th St E(Co Rd 26) & Blaine Ave.-New Build	DC		Traffic signals	PLANNING
224883	DBB-IG-Traffic Signal 80th St E(Co Rd 28) & Blaine Ave-New Build	DC		Traffic signals	PLANNING
224887	DBB-IG-Traffic Signal Concord Ave (Co Rd 156)& Broderick Blvd.-New Build	DC		Traffic signals	PLANNING
224881	DBB-IG-Traffic Traffic Signal 70th St E (Co Rd 26) & Cahill Ave.-New Build	DC		Traffic signals	PLANNING
259314	DBB-LA-210th St Reconstruction Kenrick to Cedar - Reconstruction	DC		Relocation	PLANNING
252634	DBB-LA-Backbone Cedar Ave btwn 202nd St (50) & Lakeville Blvd - New build	DC		New Build	CONSTRUCTION
250520	DBB-LA-Cedar Ave Backbone 140th to 179th - Overbuild	DC		Overbuild	PLANNING
197549	DBB-LA-CP 70-23-New Build Fiber Project backbone	DC		New Build	CONSTRUCTION
248048	DBB-LA-Keokuk Ave Backbone btwn 205th St & 210th St - New Build	DC		New Build	CONSTRUCTION
244500	DBB-LA-Liquor Store 20880 Keokuk Ave to City Hall - New Build	LA	DBB-LA-Keokuk Ave Backbone btwn 205th St	New Build	CONSTRUCTION
252568	DBB-LA-New 179th & Dodd Blvd (CP 9-56) – New Build	DC		New Build	PLANNING
224779	DBB-LA-Traffic Signal 162nd St. W. (Co Rd 46) & Buck Hill Rd.-New Build Project	DC		Traffic signals	PLANNING
224780	DBB-LA-Traffic Signal 162nd St. W.(Co Rd 46) & Kenrick Ave-New Build	DC		Traffic signals	PLANNING
257814	DBB-LA-Traffic Signal 165th Street & Ipava Ave-New Build	DC		Traffic signals	PLANNING
235590	DBB-LA-Traffic Signal 175th & Kenwood Trail - new build	DC		Traffic signals	PLANNING
257816	DBB-LA-Traffic Signal 175th Street & Ipava Ave -New Build	DC		Traffic signals	PLANNING
224800	DBB-LA-Traffic Signal 185th St. W. & Kenyon Ave-New Build Project	DC		Traffic signals	PLANNING
224775	DBB-LA-Traffic Signal Cedar Ave & 202nd St W (23&50) - New Build	DC	197549 DBB Co Rd 70 project	Traffic signals	CONSTRUCTION
224777	DBB-LA-Traffic Signal Cedar Ave & Lakeville Blvd (23&50) -New Build	DC	197549 DBB Co Rd 70 project	Traffic signals	PLANNING
224784	DBB-LA-Traffic Signal Co Rd 50 & Ipava Ave-New Build	DC		Traffic signals	PLANNING
224781	DBB-LA-Traffic Signal Co Rd 50 (Kenwood Tr) & Jubilee Way.-New Build	DC		Traffic signals	CONSTRUCTION
224846	DBB-LA-Traffic Signal Co Rd 70 & Jacquard Ave-New Build	DC		Traffic signals	PLANNING
224798	DBB-LA-Traffic Signal Co. Rd. 50 & Dodd Blvd.-New Build	DC		Traffic signals	PLANNING
224848	DBB-LA-Traffic Signal Co. Rd. 70 & Dodd Blvd.-New Build Project	DC		Traffic signals	PLANNING
224858	DBB-LA-Traffic Signal Co. Rd.70 & Cedar Ave-New Build Project	DC		Traffic signals	PLANNING
224832	DBB-LA-Traffic Signal Juniper Way & Kensington Blvd-New Build Project	DC		Traffic signals	PLANNING
224591	DBB-LA-Traffic Signal Kenwood Trail & 162nd St W(Co Rd 5 & 46)-New Build	DC		Traffic signals	PLANNING
259931	DBB-MH-715 Linden St - Relocation	DC		Relocation	PLANNING
247149	DBB-MH-City Hall to WSC-Design/Engineering Fiber - splicing	DC	225448 DBB-26-56 Backbone Construction	Splicing only	PLANNING
252073	DBB-MH-Mendota Bridge crossing-new Build 2022	DC		New Build	PLANNING
203123	DBB-MH-Pilot Knob & 494/Sibley Park-New Build Fiber Project	DC	225448 DBB-26-56 Backbone Construction	New Build	PLANNING
224878	DBB-MH-Traffic Signal Pilot Knob Rd. (Co Rd 31) & Mendota Heights Rd.-New Build	DC		Traffic signals	PLANNING
229857	DBB-RS-Hwy 42 & Akron Ave, Rosemount - Relocation	DC		Relocation	PLANNING
225075	DBB-RS-Traffic Signal 42 & Akron Ave- New Build Project	DC	12/31/21	Traffic signals	PLANNING
228749	DBB-SSP-Concord St - New Build 2021	DC-SSP		New Build	PLANNING
224894	DBB-SSP-Traffic Signal Concord (Co Rd 156) & Villaume-New Build	DC		Traffic signals	PLANNING
224921	DBB-SSP-Traffic Signal Concord St N & Grand Ave E (156&Grand)-New Build	DC		Traffic signals	PLANNING
224896	DBB-SSP-Traffic Signal Concord St S & Armour Ave (156 & Armour)-New Build	DC		Traffic signals	PLANNING
224892	DBB-SSP-Traffic Signal Concord St S & Dale Place-New Build Project	DC		Traffic signals	PLANNING
224684	DBB-WP-Traffic Signal Oakdale Ave & Mendota Rd(14 & 73) - New Build Project	DC		Traffic signals	PLANNING
247665	DBB-WSP Lift Station 2 Westview Dr. - relocation/new build	WSP		Relocation	PLANNING
252536	DBB-WSP-Crusader Ave. from Bidwell to Robert St - conduit only	DC		New Build	CONSTRUCTION
232476	DBB-WSP-Robert St. Underpass Relo Project -Phase 2	WSP		Relocation	CONSTRUCTION
262415	DBB-BU-Cliff Rd & I 35 Ramp - Realignment (SP 179-020-45)	DC		Relocation	PLANNING