

Summary**Attendees:**

Name	Title	Representing
Jeff Daniel	Project Manager	Digital Marin
Liza Massey	CIO	Digital Marin
Nina Bell	Admin	Digital Marin
Michael Frank	Executive Director	MGSA
Javier Trujillo	Chief Assistant Director	County of Marin
Sara Ashton	CTO	SRCS
Jason Balderama	CISO	County of Marin
David Cooper	Co-Founder and Chief Engineer	Marin IT
Jessica MacLeod	PIO	San Rafael
Daniella Baker	Admin	Digital Marin

Location:

Zoom Meeting

Agenda:

1. Introductions
2. Meeting Purpose
3. Background
4. Moving Forward
5. Next Steps

Notes:

1. Introductions
2. Meeting Purpose
3. Background
 - a. Status
 - i. Needs Assessment Outreach complete
 - ii. May be other places to do outreach in the future
 - iii. Magellan interviewed 9 providers (no notes were provided to us)
 - iv. Magellan updated and released the Digital Infrastructure Needs and Options Report with six recommendations and a conceptual network design.
 - v. The state is planning to build middle mile infrastructure in every county throughout the state. NBNCBC put together a proposal for the network

design for the four consortium counties. It looks like Marin will get \$10-14 million too. A timeline is not set for middle mile infrastructure build or release of funds yet.

- vi. We are asking that the Magellan Report be used only as a project resource and not widely distributed due to concerns regarding asset information.

b. Recommendation

- i. Evolve Digital Marin into a formal Organization
- ii. Establish a staff position to focus on funding
 - 1. Currently we are pursuing a recruitment to fill a temporary position for funding opportunities and management
- iii. Develop a business plan for digital inclusion
- iv. Create a framework for cooperation on data sharing
- v. Establish common policies and standards
- vi. Develop a 'shovel-ready" high level design
- vii. Question: Is there a baseline we are starting with? (On items 2 through 4 on the slide)
 - 1. We are aware of some data sharing agreements
 - 2. Marin Builders Association is doing work regarding making permitting more consistent; we can update the dig once policy, etc.
- viii. Question: Do we need to rearchitect what we already have, or do we build on top of MIDAS?
 - 1. No decisions regarding MIDAS have been made yet.
 - 2. MIDAS is currently working very well.
- ix. Comment: If a JPA or separate organization created, it may be smart to not reinvent the wheel. Marine Clean Energy started at the County and is now a well-functioning, separate organization. They may be a good incubator for Digital Marin.
- x. Comment: Regarding MarinMap, MGSA manages it and has an employee dedicated to it. The GIS system has an internal side just for government agencies and a public facing side. MarinMap has been in maintenance mode and not in building mode. MGSA budgeted funds to develop a strategic plan this year.

c. Network Design Phases (Slide 7)

- i. Phase 1 (Slide 8)
- ii. Phase 2 (Slide 9)
- iii. Phase 3 & 4 (Slide 10)
- iv. Phase 5 (Slide 11)
- v. Question: What is happening in west Marin?

July 26, 2021 @ 11:00 am

1. Muir Beach LAN/INYO is actively building fiber and there is competition as well. They are installing fiber both aerial and underground.
- vi. Comment: Marin College may be a good group to reach out to since they are building a new building in Bolinas and had network resources to the old one.
- d. Estimated Cost for all Five Phases
 - i. All underground - \$46,763,963
 - ii. 40% Aerial/60% underground - \$32,684,634
 - iii. According to Magellan, the phases do not necessarily need to be done in the order provided. If Marin decides the priorities are different, then they can change the order.
 - iv. Comment: Michael stated that he heard that Fire Stations have fiber.
 1. Marin County's Fire Stations use MIDAS.
 2. Not sure about others. Javier will follow up.
4. Moving Forward
 - a. What is needed? Purpose?
 - i. 5G and other wireless technology concerns?
 - ii. Underground/aerial runs?
 - b. What are the outcomes or deliverables?
 - c. When to be involved?
 - d. Merge into one work group?
 - i. ICT Work Group never fully developed since Magellan Advisors interviewed the Providers.
 - ii. Rebooting the Work Group and adding the new members is supported by Javier, the ESC Liaison to the ICT Providers Work Group
 - e. Suggestion: The phased approach to building out network infrastructure should include a timeline.
 - f. Comment: The City of San Rafael and other agencies have projects that might be worth partnering on.
 - g. Question: How would this network be adopted? For instance, by education.
 - i. We would need to figure out management and protections of students.
 - ii. Schools would love to have things generalized and consistent and would be onboard to change networks.
 - iii. Other agencies have different requirements.
 - h. Comment: Establishing shared goals is important. Then Key Performance Indicators (KPIs) can be created for them. This approach would be incredibly useful.
 - i. Question: Without the decision about Digital Marin becoming its own entity, does it make sense for us to meet now?

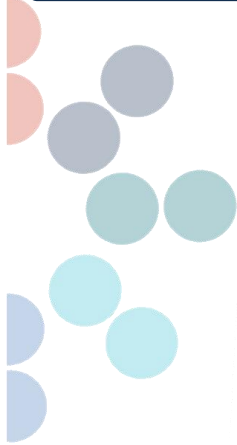
1. Yes, there is a lot of support for this project to be a JPA or some other entity. We want to build on that momentum and be prepared.
5. Next Steps
- a. Liza to send the Digital Infrastructure Needs and Option Report from Magellan to this group. Please do not forward it to others.

Slide Deck

Slide 1



Slide 2



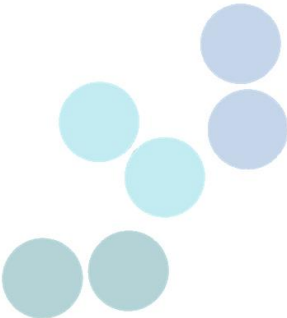
Agenda

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2. Meeting Purpose
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5. Next Steps

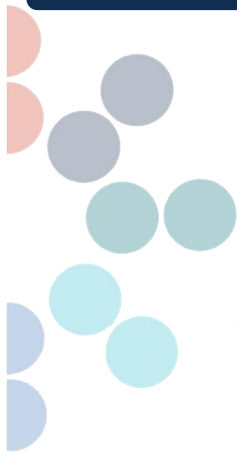
Slide 3

Quick Introductions

- Name
- Current title(s)
- Organization or affiliations




Slide 4



Meeting Purpose

- To review what has been done especially related to ICT Providers
- Determine how we proceed from here
- Identify next steps

Slide 5



Status

- Needs Assessment outreach complete
- Outreach to Internet Providers
 - Magellan Advisors interviewed 9 companies
 - ICT Work Group did not interview providers
 - Magellan did not release notes to us
 - Information from providers included in MA report
- Magellan released an updated *Digital Infrastructure Needs and Option Report*
 - Six recommendations
 - Conceptual network design

Slide 6

RECOMMENDATIONS



1. Evolve Digital Marin into a formal organization.
2. Establish a staff position to focus on funding.
3. Develop a business plan for digital inclusion.
4. Create a framework for cooperation on data.
5. Establish common policies and standards.
6. Develop a “shovel-ready” high-level design.

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Slide 7

NETWORK DESIGN “PHASES”



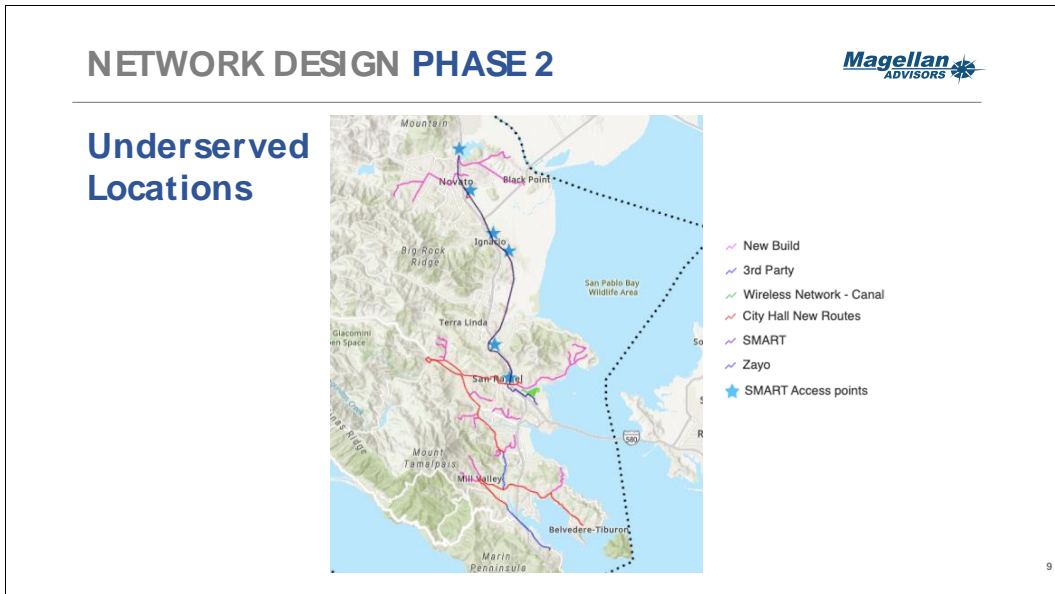
1. Connect municipal facilities in the 101 corridor via SMART fiber.
2. Extend the backbone into underserved urban core areas.
3. Connect area schools and adjacent areas
4. Connect County facilities and adjacent areas
5. Deploy additional fiber to support services offerings in remote areas

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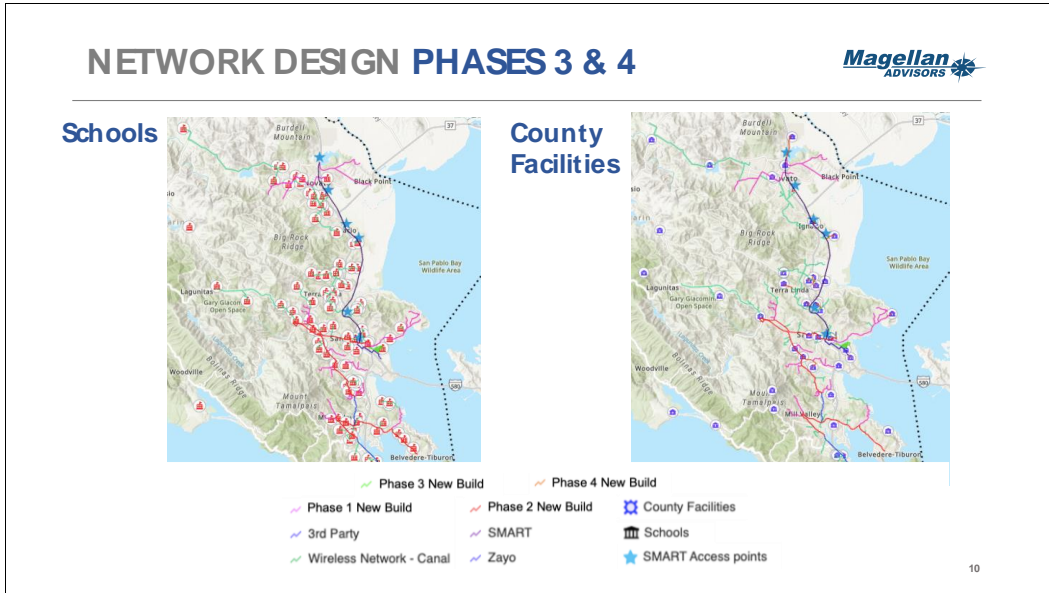
Slide 8



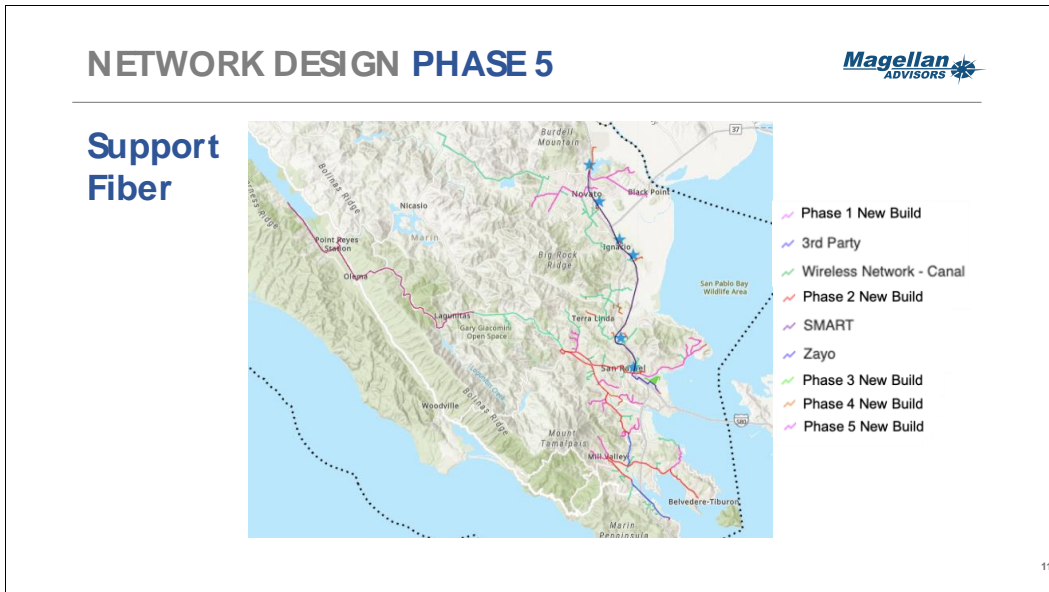
Slide 9



Slide 10



Slide 11



Slide 12

Magellan
ADVISORS

ESTIMATED COSTS

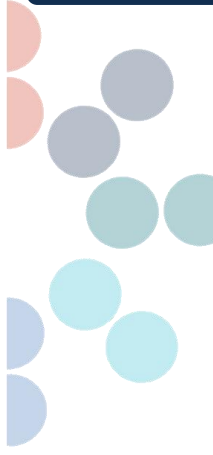
	PHASE	TYPE	FOOTAGE	COST
All Underground		New	106,218	\$7,019,948
	Phase 1 - City Halls	SMART/SONIC	53,002	\$26,501
		ZAYO	26,983	\$26,174
	Phase 2 - Underserved Areas	New	168,290	\$11,122,286
	Phase 3 - Schools	New	247,447	\$16,353,772
	Phase 4 - County Facilities	New	97,658	\$6,454,217
	Phase 5 - Support Fiber	New	87,170	\$5,761,065
Total			786,768	\$46,763,963

	PHASE	TYPE	FOOTAGE	COST
40% Aerial / 60% Underground		New	106,218	\$4,904,085
	Phase 1 - City Hall	SMART/SONIC	53,002	\$26,501
		ZAYO	26,983	\$25,962
	Phase 2 - Underserved	New	168,290	\$7,769,949
	Phase 3 - Schools	New	247,447	\$11,424,628
	Phase 4 - County Facilities	New	97,658	\$4,508,870
	Phase 5 - Support Fiber	New	87,170	\$4,024,639
Total			786,768	\$32,684,634

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Slide 13

Moving Forward & Next Steps

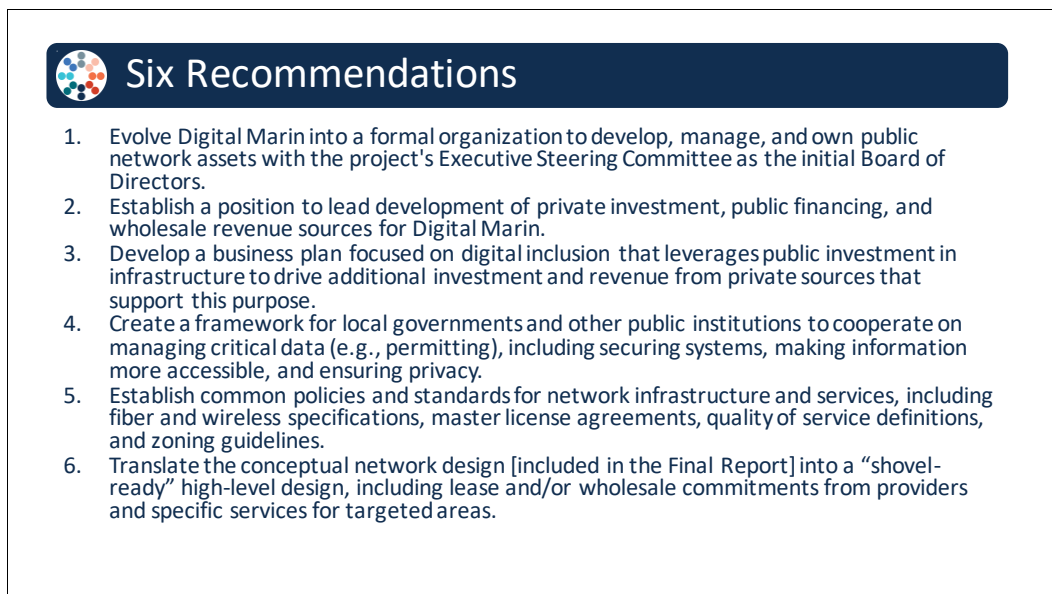


- What is needed? Purpose?
 - 5G and other wireless technology
 - Underground/aerial
- What are the outcomes or deliverables?
- When to be involved?
- Merge into one work group?

Slide 14



Slide 15



Six Recommendations

1. Evolve Digital Marin into a formal organization to develop, manage, and own public network assets with the project's Executive Steering Committee as the initial Board of Directors.
2. Establish a position to lead development of private investment, public financing, and wholesale revenue sources for Digital Marin.
3. Develop a business plan focused on digital inclusion that leverages public investment in infrastructure to drive additional investment and revenue from private sources that support this purpose.
4. Create a framework for local governments and other public institutions to cooperate on managing critical data (e.g., permitting), including securing systems, making information more accessible, and ensuring privacy.
5. Establish common policies and standards for network infrastructure and services, including fiber and wireless specifications, master license agreements, quality of service definitions, and zoning guidelines.
6. Translate the conceptual network design [included in the Final Report] into a "shovel-ready" high-level design, including lease and/or wholesale commitments from providers and specific services for targeted areas.