1) **Call to Order**

The meeting was called to order by Chair David Baker at 7:03 p.m.

2) **Roll Call**

Present: Commissioners Cozza, Ewing, Newton, Ptacek and Chair David Baker

Absent: IT Director Alvin Nepomuceno

Also Present: Director of Communications Dan Yopchick and Communications Manager Erik Jacobsen

Chair Baker read into the record a statement that the Village President has determined that an in -person public hearing is not practical or prudent due to the COVID-19 outbrea k during Governor Pritzker's current disaster proclamation. It is also not feasible to have a person present at the public hearing due to the safety concern related to the COVID -19 outbreak.

3) **Approval of Agenda**

Commissioner Cozza motioned to approve the agenda for December 2022. The motion was seconded by Commissioner Ewing . A voice vote was taken and the motion was approved unanimously.

4) **Approval of meeting minutes from November 10, 2022**

Commissioner Cozza motioned to approve the meeting minutes for November 10, 2022. The motion was seconded by Commissioner Ptacek. A voice vote was taken and the motion was approved unanimously.

5) **Public Comment**

There were no public comments.

6) **New Business:**

a) **Community Broadband Internet Discussion, Continued**

Chair Baker opened the continued discussion into internet access equity initiatives pursued by the Oak Park library and schools. He summarized his recent conversation with OPPL staff and Director Dixon about their experience with community wireless hotspo t loans. The library has 80 devices, and each one is checked out. Many of them

are on hold as well. The cost is $30 to buy each device from T -Mobile. but it's $2,500 a month for device data. The library received a grant to pay for this service in the past, but now the cost will be coming out of their budget, which they say is unsustainable. They believe the devices are being used 24/7, which is not as intended, suggesting a possible internet equity problem in the village. The library can't determine what residents can afford or cannot afford internet service.

Director Dixon expressed willingness to work with the village or other taxing bodies to share in the cost of solving a broader internet equity issue, and did see a possible library role in supplying hotspot devices to residents with gaps in service, e.g. a s a result of a move.

Commissioner Ptacek thought the $30k per year library data cost was small relative to what it would cost to have the Village build and staff internet infrastructure, and wondered what benefit would be served to have the village fund a basic library program. He thought it wasn't a CISC priority to discuss library budgets, and that if the library needed assistance in supplying hotspots it should issue a referendum. Commissioner Newton agreed and thought that if the library needed hel p from the Village it should contact them directly, and the topic is not appropriate for CISC to discuss. Commissioner Ptacek thought the effort to scale 4G wireless hotspots to solve an equity problem would be a much more sustainable option for the villa ge.

Chair Baker hopes to meet with the CTO from District 97 next week to discuss their program and will have a follow up for the January meeting.

Each commissioner researched 1 town with municipal fiber before the meeting and reported their findings.

Commissioner Ewing looked at Longmont, CO, one of the first municipal networks in the country, and gave a summary of his findings. Their network started in 2014 and cost $45M to build. Original fiber infrastructure that they expanded upon was built in the 1990's. Chair Baker found they are cost neutral to residents today, but probably were not so early on. Commissioner Ewing mentioned the large tech company presence in Longmont, fueling a probable need for fiber to allow easier working from home.

Commiss ioner Cozza researched Marshall, MI, a smaller town, and summarized his research. He mentioned how they love to brag about the success of their model, as well as it being similar to Holland, MI. Service started in 2018 to a population of 8,000 people. Chair Baker stated Michigan has a rule that allows towns to build their own networks only if they receive less than 3 responses on an RFP.

Commissioners Ptacek and Newton clarified that higher costs for corporate plans vs. residential plans is usually due to more services and added value to accompany the data rate.

Commissioner Newton researched Cedar Falls, IA and gave a summary. They built their network in 1995 -1996 and have received grants to expand to rural areas as well. They have apparently gotten negative publicity about their operations despite resident

satisfaction and 90% penetration rate. Chair Baker mentioned their CTO's opinion is that fiber was an almost infinite resource, which he thought might be debatable.

Commissioner Ptacek research ed Highland, IL. They are managed by HCS which is part of the city of 10,000 residents, and spent about $3M a year in 2016 to provide the service. They may be the only town in IL that is providing municipal gigabit service.

Chair Baker mentioned that W ilson, NC launched service in 2008 to strong incumbent provider pushback and no desire to partner with the town. Cost to build was $33M for the town of 50,000. Time Warner ultimately reduced their rates to compete with Wilson's lower rates in an effort t o keep existing clients.

Chair Baker mentioned a recent conversation with Robin Woodsome from Illinois Century Network, who previously presented to CISC in 2017. ICN's goal is to help IL municipalities build out fiber networks. They recommend taking inve ntory of all dark fiber in the village and testing for viability. They also suggested Oak Park incur the cost of adding fiber to their existing fiber ring in an effort to market to ISPs who might want to compete with incumbent providers. The village wou ld not need to do complete fiber to the home. New providers would build out the remaining fiber to their clients. A feasibility study might be needed to determine village costs and project viability. Commissioner Ewing inquired into the costs of a feasi bility study. Chair Baker mentioned he wasn't certain, and it might depend on what is being studied.

Chair Baker mentioned that IT Director Nepomuceno preferred that the village prioritize getting the top 2 providers Comcast and AT&T into every home fir st, for equity purposes, before investing in municipal fiber.

Commissioner Ptacek was reluctant to spend money or time on a feasibility study if there would be no immediate action on it or implementation following it.   There is no clarity of the service model, and internet access may likely be a wireless model in the future. Chair Baker asked if the commission had heard reports that 5G wireless wasn't always providing the speeds that were promised in promotions. Commissioner Cozza said he had seen similar reports.

Commissioner Ptacek favored figuring out how to get 2 providers into apartment buildings in the village in the interest of equity, but not to have staff or the village attorney look into providing residential internet service to all structur es.

Chair Baker said he would follow up with ICN for more suggestions.

b) UIC MPA/MPP Capstone Application

Chair Baker mentioned the new application deadline of December 12. This is the third application, and CISC has received little feedback from UIC on past applications as to why Oak Park was rejected. He felt the original application asked a lot of the students to study in a short period of time, and thought it made little sense to have the Capstone team find problems to solve when there were already Village Board goals in place that prioritize problems.

Trustee Parakkat had suggested changing the scope o f the application to finding top use cases for smart cities that intersected with the Village Board goals. Chair Baker rewrote the application, which was earlier approved byTrustee Parakkat.

Commissioner Newton supported the application, but suggested r emoving the wording regarding research of grant funding, thinking the Village had staff that could perform that task.

Commissioner Newton moved to approve the application as written minus the text asking for research on grant opportunities. The motion w as seconded by Commissioner Cozza. A roll call was taken and the motion was unanimously approved.

c) Website Information Architecture Update

Communications Director Yopchick reported that staff met with Granicus to determine the information architecture direction for the new website. A test link will be submitted to residents within the next 7 to 10 days and that test will run for 30 days to help staff understand the website's navigation experience. The link will be promoted on social media and village e-news in an attempt to get a good cross-section of responses. Results will be shared with the CISC at a later date.

Director Yopchick also mentioned that the Engagement HQ portion of the website is moving along and should be unveiled within the next month. The framework will allow the Village to put together projects and surveys for resident input. That feature will ultimately become a part of the new website once completed next summer.

Communications Manager Jacobsen mentioned that the National Community Survey results should be available mid-December, which will outline quality of life in the village and determine various things like how residents get their information. These results will help shape future Village communication strategy.

d) Communications D irector Updates

Director Yopchick mentioned that a proposal was received from consultant TDSi in the design of the A/V infrastructure at Village Hall. Staff evaluated the proposal, which came in under the $1M budgeted for the project. Staff decided to prioritize the most important technology upgrades, which included the A/V control room, the council chambers and various other conference rooms and meeting spaces, taking into account any future planned layout redesign of these spaces.

Communications Manager Jacobsen also reminded everyone that there would be a staff meeting in the near future concerning commissions returning to in-person meetings in the new year.

7) Old Business:

There was no old business that the commission wished to discuss.

8) Adjourn

Commissioner Ptacek motioned to adjourn the meeting. The motion was seconded by Commissioner Ewing. A roll vote was taken and the motion was approved unanimously. Chair Baker adjourned the meeting at 8: 23 PM.

NEXT MEETING: January 12, 2023