A regular meeting of the Albemarle County Broadband Authority was held on August 20, 2019, at 5:00 p.m., in Room 320 of the County Office Building, McIntire Road, Charlottesville, Virginia.

PRESENT: Mr. Bucky Walsh, Mr. Waldo Jaquith, Mr. Mike Culp, Mr. Rick Randolph, Ms. Liz Palmer, Mr. Bill Fritz

ABSENT: None

Also Present: Mr. Richard DeLoria (Senior Assistant County Attorney)

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Agenda Item No. 1. Establish Quorum and Call to Order.

Mr. Walsh established a quorum and called the meeting to order.

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Agenda Item No. 2 Approval of Agenda

Mr. Randolph moved to accept the agenda.

The agenda was approved by a unanimous vote.

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Agenda Item No. 3 Approval of July 25, 2019 minutes

Mr. Walsh moved to approve the minutes.

Mr. Randolph seconded.

Mr. Walsh, Mr. Jaquith, Mr. Culp, Mr. Randolph, and Mr. Fritz voted to approve the minutes. Ms. Palmer abstained.

The minutes were approved.

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Agenda Item No. 4 Public Comment

No members of the public spoke.

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Agenda Item No. 5 Election of Officers

Ms. Palmer moved for approval by acclamation the election of Mr. Walsh for the Chair, Mr. Jaquith for Vice-Chair, Mr. Fritz for Secretary and Mr. Randolph for Treasurer.

Mr. Culp seconded.

The motion was approved by acclamation.
Mr. Walsh discussed having a Chief Executive Officer which could be Mr. Culp. This would allow him, if he was not a Board member to perform executive level work for the Board and would make ABBA presentations before the Board of Supervisors easier because there would not be three ABBA Board members present.

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Agenda Item No. 6. Establish Schedule for Regular Meetings

Mr. Walsh moved to adopt a resolution to schedule regular meeting dates.

Ms. Palmer seconded.

The resolution was approved unanimously.

ALBEMARLE COUNTY BROADBAND AUTHORITY

RESOLUTION TO SCHEDULE REGULAR MEETING DATES

WHEREAS, the Albemarle County Broadband Authority (the "Authority") resolved on June 20, 2018, to designate the 4th Wednesday of each month for its regular meeting; and

WHEREAS, the Authority finds it prudent to publish the dates, times, and locations of its regular monthly meetings for the following year.

NOW, THEREFORE, BE IT RESOLVED, on this date, August 20, 2019, that the Authority shall conduct its regular meetings in the Albemarle County Office Building, 401 McIntire Road, Charlottesville, Virginia, according to the following schedule:

<table>
<thead>
<tr>
<th>MEETING DATES &amp; TIMES</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEPTEMBER 25, 2019, at 5:00 pm</td>
<td>Room 235</td>
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<tr>
<td>OCTOBER 23, 2019, at 5:00 pm</td>
<td>Room 235</td>
</tr>
<tr>
<td>NOVEMBER 27, 2019, at 5:00 pm</td>
<td>Room 235</td>
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<tr>
<td>DECEMBER 18, 2019, at 5:00 pm</td>
<td>Room 235</td>
</tr>
<tr>
<td>JANUARY 22, 2020, at 5:00 pm</td>
<td>Room 235</td>
</tr>
<tr>
<td>FEBRUARY 26, 2020, at 5:00 pm</td>
<td>Room 235</td>
</tr>
</tbody>
</table>
MARCH 25, 2020, at 5:00 pm Room 235
APRIL 22, 2020, at 5:00 pm Room 235
MAY 27, 2020, at 5:00 pm Room 235
JUNE 24, 2020, at 5:00 pm Room 235
JULY 22, 2020, at 5:00 pm Room 235
AUGUST 26, 2020, at 5:00 pm Room 235

BE IT FURTHER RESOLVED that the Secretary of the Authority shall cause a copy of this Resolution to be posted at the Albemarle County Office Building located at 401 McIntire Road, Charlottesville, Virginia, at least seven days before September 25, 2019.

I, William M. Walsh, III, do hereby certify that the foregoing writing is a true and correct copy of a Resolution duly adopted by the Albemarle County Broadband Authority by a vote of 6 to 0 as recorded below, at a meeting held on August 20, 2019.

Chair, Albemarle County Broadband Authority

Aye  Nay
Mr. Walsh
Mr. Culp
Mr. Fritz
Mr. Randolph
Ms. Palmer
Mr. Jaquith

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Agenda Item No. 7 Adopt Rules and Procedures

Mr. Walsh noted there is a proposed change to the rules to enable remote participation by Board members because of disability or up to two times a year for personal matters. Personal matter is not defined.
Mr. Walsh suggested that personal matter be clarified to mean a family event or business commitment. The Board still needs to vote to allow remote participation.

Mr. Walsh moved that the Rules and Procedures be adopted with the language at the end of Section 8a amended to include ...shall notify the Chair the member is unable to attend the meeting due to a personal matter and they identify with specificity the nature of the personal matter such as a family event or business commitment.

Ms. Palmer seconded.

The motion was approved unanimously.

Mr. Walsh returned to Agenda Item No. 3 to approve the minutes of August 1, 2019.

Mr. Walsh moved to approve the minutes.

Ms. Palmer seconded.

The motion was approved unanimously

Agenda Item No. 8. Old Business

Agenda Item No. 8a. Virginia Telecommunications Initiative (VATI) Update

Mr. Culp noted that this will be the fourth year we have applied. The County currently has an RFI on the street and the goal is to serve the underserved. Two companies have replied to the RFI.

i. Virginia Air Networks Presentation (Joe Jones)

Mr. Jones stated that he is working with Blue Ridge Wireless in Crozet and is currently providing service to Greenwood. The service will be upgraded to provide access north of the railroad. Initially the speed will be 25 Mb down 15 Mb up. Offering speed up to 150 Mb. A new tower north of Greenwood may be proposed.

Mr. Jones stated he has received over 130 responses from potential customers.

Mr. Walsh stated that he would work with Mr. Jones to develop maps necessary for the VATI application.

Mr. Randolph asked what the height of the proposed Greenwood tower would be.

Mr. Jones stated that the height would be 75-80 feet. No change in the Dick Woods tower height is proposed. The new tower may serve 200-300 houses.

Mr. Jaquith asked what the cost of service is.

Mr. Jones stated that 25 Mb service is $55 and 150 Mb is $109.

Mr. Culp stated that the application will be put together and ABBA will discuss any support we can offer.

ii. CenturyLink Presentation (Glenn Butler)
Mr. Butler stated that multiple projects are underway and scheduled for completion in September and October. Additional fiber may be built west of Warren but that is not certain.

Mr. Butler stated that 10/1 speed is coming to the Hatton Ferry area this fall and the Warren area will getting DSL service. Fiber is being installed on James River Road.

Mr. Butler stated that the VATI grant request would extend fiber to Howardsville. CenturyLink is asking for a 30% grant to provide fiber to the home for approximately 145 homes. When fiber is installed they will also be improving the land line service.

Mr. Butler stated that CenturyLink is looking for ABBA to contribute to the homeowners to cover part of the cost of connection to fiber.

Mr. Butler stated that improvements are proposed for Hatton, Howardsville, Keene, Scottsville Road, Coles Rolling Road, and Green Creek Road in the Schuyler area. These areas will get DSL service if the grant is not awarded. Howardsville gets no improvements without the grant.

Agenda Item No. 9. New Business

Agenda Item No. 9a. Discuss specifics of appointing ABBA Chief Administrative Officer.

Mr. Walsh noted that the ABBA rules allow appointing an Administrative Officer.

Mr. Walsh moved to create the position of Chief Administrative Officer and to appoint Mr. Culp to the position.

Mr. Randolph seconded.

The motion was approved unanimously.

Agenda Item No. 9b. Closed Session: To discuss confidential aspects of CenturyLink’s VATI application.

Mr. Walsh moved that the Albemarle County Broadband Authority go into a closed meeting as authorized by the Virginia Freedom of Information Act, Section 2.2-3711(A) of the Code of Virginia under:

- Subsection 6 to discuss and consider:

  The investment of public funds for broadband deployment within a public utility’s service area in the County, where bargaining is involved and where, if made public initially would adversely affect the financial interest of the County;

- Subsection 29 to discuss and consider:

  The award of public contracts involving the expenditure of public funds and discussion of the terms or scope of such contracts where discussion in an open session would adversely affect the Authority’s bargaining position or negotiating strategy;

- Subsection 33 to discuss and consider:
Confidential proprietary information and trade secrets subject to the exclusion in subdivision 19 of Virginia Code Section 2.2-3705.6; and

- Subsection 39 to discuss and consider:
  Information subject to the exclusion in subdivision 3 of Section 2.2-3705.6 related to economic development.

Specifically, these discussions and considerations will pertain to CenturyLink’s VATI application, terms of partnership in the current VATI application process, investment of public funds, and confidential proprietary information related broadband deployment and subject to the Authority’s recently published Request for Information.

Ms. Palmer seconded.

The motion was approved unanimously.

Mr. Walsh moved that ABBA leave the closed session.

Mr. Palmer seconded.

The motion was approved unanimously.

Mr. Walsh moved that the Broadband Authority certify by recorded vote that to the best of each Director’s knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the Closed Meeting were heard, discussed, or considered in the Closed Meeting.

By Roll Call Vote

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<thead>
<tr>
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<th>Aye</th>
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<tbody>
<tr>
<td>Mr. Walsh</td>
<td>x</td>
<td></td>
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<tr>
<td>Mr. Culp</td>
<td>x</td>
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<tr>
<td>Mr. Fritz</td>
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<td>Mr. Randolph</td>
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<tr>
<td>Ms. Palmer</td>
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<tr>
<td>Mr. Jaquith</td>
<td>x</td>
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The motion was approved.

Ms. Palmer moved that the Chief Administrative Office be authorized to sign VATI applications and contracts on behalf of ABBA.

Mr. Walsh seconded.

The motion was approved unanimously.
Mr. Walsh moved that ABBA allocate $291,300 of its funds to match the State’s contribution to a VATI application made by CenturyLink if the VATI application is approved.

The motion was approved unanimously.

Mr. Walsh moved to adjourn to August 28th at 5:00 p.m. in Room 235 if information is received by August 27th from the Virginia Air Networks for a VATI application.

Ms. Palmer seconded.

The motion was approved unanimously.