



Wed, May 10, 2023

Technology Standing Committee Meeting Minutes

Committee Meetings are held in-person. As a courtesy, and in compliance with applicable state law, staff and members of the public may participate in the meeting in person at Town Hall or via Zoom Video Conference.

To attend the meeting in person: City Council Chambers Conference Room, 26379 Fremont Road, Los Altos Hills, CA 94022

To provide Public Comment in person: Members of the public wishing to speak are requested to raise their hand during the time for public comment.

To provide Public Comment in the meeting via Zoom Video Conference, please follow the instructions below:

If you wish to submit a public comment during the meeting, please use the following information. Before speaking, please identify yourself by name and where you reside. The Committee meeting will be held via zoom from the following location (Council Chambers – see above):

<https://us02web.zoom.us/j/84031233243?pwd=alJuaGRpeDBqSndoQXFoEFFhZ1V2UT09>
Meeting ID: 840 3123 3243 Passcode: 673521 +16699006833,,84031233243# US (San Jose)

Before speaking, please identify yourself by name and where you reside. Note: All votes shall be made by roll call and individual votes will be stated in the minutes

Agenda

1. Roll Call; Committee Membership
 - a. Members: Rajiv Bhateja Chair, William Coughran Vice Chair, Ameesh Divatia, Ron Haley, Annie Ju, George Lee
 - b. Associate Members: Andreas Bibl, John Swan
 - c. Council Liaison: Stan Mok
2. Welcome Members of the Public, Public Comment (up to 3 minutes each)
3. Approval of prior meeting minutes (10 min to here)
4. Report of demo by Tarana Wireless in Sacramento (5 min) – Rajiv Bhateja

5. Review of Town Hall Audio/Video design (5 min) – George Lee/Ameesh Divatia (added with Revision No. 1) (AV Presentation) (Responses to Questions from Ad Hoc Committee) (Second Response to Questions from Ad Hoc Committee)
 6. Discussion of Broadband Feasibility Study by Government Technology Associates (25 min) (Link)
 7. Best Practices for Residential Power Resilience (20 min) – George Lee, Ameesh Divatia
 8. Assessment of bids submitted in response to IT Services RFP (25 min)
 9. Adjourn
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Agenda

1. Roll Call

Present:

Members:

1. Rajiv Bhateja
2. Ron Haley
3. Annie Ju
4. George Lee
5. John Swan (Associate Member)

Town Staff:

1. Peter Pirnejad
2. Sarina Revillar
3. Cody Einfalt
4. Deborah Padovan

Members of the Public:

1. Gautam Agrawal
2. Allan Epstein
3. Ian Hunter
4. Sam Wood

Not Present:

Members:

1. Bill Coughran
2. Ameesh Divatia

Council Liaison:

1. Stan Mok

2. Welcome Members of the Public, Public Comment

1. Gautam Agrawal: have gone through the document thoroughly. It is complex and thorough. Will support the town.
2. Allan Epstein:
Broadband – thought report was helpful, didn't feel topic of wireless was sufficient, and did not identify the shortcomings. This solution is really aimed at 20-25% of people who aren't satisfied with their broadband service, since 75-80% are satisfied. And it is going to be very costly. Would like to see where people were not serviced satisfactorily.

3. Approval of Prior Meeting Minutes: 4/12/2023 Meeting

Motion	Approve minutes		
Moved by:	Ron Haley		
Seconded:	George Lee		
Roll Call:	Yes	No	Abstain
Ron	X		
Rajiv	X		
George	X		
Annie	X		
Passes unanimously	X		

4. Report of Demo by Tarana Wireless in Sacramento

Rajiv: attended a live demo of the Tarana Wireless in Sacramento. They did a real world speed test for a couple of minutes, several laptops running at the same time to deliberately cause interference, point to multi-point. Speed realized:

With line of sight (base node 1 mile away from remote node):

250 Mb/s signal

With remote node rotated to face the wrong way: 150 Mb/sec

With no line of sight (at 1/3 mile distance between base node and remote node):

250 Mb/sec

With remote node rotated to face the wrong way: 150 Mb/sec

5. Review of Town Hall Audio/Video design

George Lee's comment: The bigger the screen the better. Have LED display vs. projector – voted for the projector for maintenance and cost. For the resolution: – 4K is really expensive. Faux 4K is almost as good and worth it.

Ameesh's comment: He thought we need to review more on the audio. Video over IP is on a Gbit network, need to ask more questions about how it's transported. Main thing is to look at the technology, that it is suitable for the town use.

Question and Answer:

Question (Deborah) – The agenda is different online. Ask to address the cost – what are others charging? What are we doing to lower the cost?

Answer (Ian Hunter) - Audio amplifier and speakers – will provide a new amplifier. Control infrastructure - propose to stay with Crestron. For video, propose to use IP-based system from VSI. At Dais seat, there will be a 22” touchscreen, no mouse or keyboard to adhere to Brown Act.

Question - Can Crestron control non-Crestron box through Ethernet

Answer - Yes, can control anything with a LAN port.

Question - Are there going to be changes to the camera for the speaker podium and the dais?

Answer - Yes, will retain the position, will replace with more modern cameras, and add a new camera.

Question (Rajiv) - What has not worked?

Answer (Deborah) - The audio has never been replaced, and is a main problem. It is costly to have someone come out from CODA to fix issues. Would like a motion to move forward. To get authority to ask for bids.

Bring the proposal of the AV system update to council

Motion	Approve minutes		
Moved by:	George Lee		
Seconded:	Rajiv Bhateja		
Roll Call:	Yes	No	Abstain
Ron	X		
Rajiv	X		
George	X		
Annie	X		
Passes unanimously	X		

6. Broadband Feasibility Study by Government Technology Associates

Question (Ron Haley) – concerned with the costs. Not sure if the best solution is to do point-to-point from the towers. Not sure what we’re getting for phase 1. There are apps that can take a map, make recommendations for fiber or wireless. Wireless has a high maintenance cost. Was hoping to see what it would cost?

Answer (Jeff Lewis) - we put detailed cost info. Provide a foundation to start, so recommend to go slowly. Gives redundancy. Build down the major arterials.

George Lee: Places that didn't have AT&T Fiber before, now has Fiber.

Annie Ju: question the timeline.

Answer (Jeff Lewis): Timeline, based on the budget, For Phase 1, can do this now. Recommend passing a technology fund, and do a bond.

Agrawal - This is money that is available – get fiber potentially connected. This can generate revenue. We already have the ARPA money, and need to allocated it by 2024, and spend it by 2026. Cannot give the \$ to one company, like AT&T. Recommend put RFP, select private sector to bid.

Cody: We have \$800K from ARPA. Our reservoir Program Educational Programming, \$1.XM

\$1.4-1.8M includes ARPA, need to use for AV updates

Ron: Xfinity DOX – GB, covers 75%. Can we get them to handle the 25%

Jeff: We cannot give ARPA the money away, it's meant to provide for underserved.

Lou: have Xfinity and very happy with it

Question (Allen): Question for the consultant, talk about the finance aspects and what the town is allowed to. Assuming the town wants to build any one of the phases (except phase 1), who is going to pay for this? Is this a revenue bond, or a bond of the town of LAH?

Answer (Jeff): Currently recommend to implement phase 1, use ARPA. Not recommending a bond. The bond is a something for the council to decide.

Question - Does the town own the towers?

Answer (Allen): The town owns the land, but not the towers.

Another issue, the town needs to get reliable emergency communications. Installing dark fiber, and putting communication on that. As part of that project, need to connect from town to the ARK at Foothill College. Much of the hookup can be done with the town involved. Can be paid for by these grants.

Question (Rajiv): if we connect town hall and 3 towers with fiber, would people along the connection get fiber?

Answer (Jeff): Yes, the community can take advantage of the fiber. Once you put in the infrastructure, you open up for new grants.

Allan: You got microtrenching – that it's half the cost of aerial and boring. A lot of town roads don't have sidewalks, if can dig into the dirt, and it would reduce the cost. Town says we're not allowed to microtrench.

Propose that this is a reasonable summary of the report

Motion	Propose that this is a reasonable summary		
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	of the rep		
Moved by:	Annie Ju		
Seconded:	George Lee		
Roll Call:	Yes	No	Abstain
Ron	X		
Rajiv	X		
George	X		
Annie	X		
Passes unanimously	X		

7. Best practices on energy resilience

George Lee:

- What is the tolerance for energy resilience. Huge matrix on the cost, etc.
- Will be presented at the next meeting.

8. Proposal for IT Service

Rajiv: The town has been happy with Eaton & Associates. Eaton comes in at the second lowest at \$183K annual cost. All About IT is the lowest, but they are in Houston, and they don't have any municipal customers.

Sarina Revillar: Have been happy with Eaton & Associates

Recommend Eaton & Associates

Motion	Recommend Eaton & Associates for IT Service		
Moved by:	Ron Haley		
Seconded:	George Lee		
Roll Call:	Yes	No	Abstain
Ron	X		
Rajiv	X		
George	X		
Annie	X		
Passes unanimously	X		

John Swan: We can vote with the folks here, do not need all members to be present to vote. The majority is based on the members present.

Given the cost and timeline for covering the town with fiber, the Technology Committee recommends:

1. Forming a broadband advisory board as suggested in the GovTech Report. Appointing some residents with deep subject matter knowledge to help steer the process.
2. Extending fiber to Town Hall and the three towers on town property: Town Hall, Purissima Park, and Westwind Barn. This may be done via an RFP.
3. Extending fiber to as many additional locations as feasible (e.g., Purissima Hills / Cal Water facilities, Foothill College, Emergency Operations Center). Helps with emergency communications.
4. Conducting a pilot program with a fixed wireless provider (like Tarana Wireless or similar) to assess the technical and business feasibility of a wireless broadband option for the town.
5. Directing the advisory board to develop a roadmap to implement phases beyond Phase 1.
6. The business model for utilizing the fiber/conduit in items 2-3 needs to be defined.
7. Implementing items 2 & 3 with ARPA and/or PEG funds as far as possible.

Recommendation to the Town

Motion	Make recommendations to the town based on the Broadband Feasibility Study		
Moved by:	George Lee		
Seconded:	Annie Ju		
Roll Call:	Yes	No	Abstain
Ron		X	
Rajiv	X		
George	X		
Annie	X		
Passes	X		

Adjourned at 650pm.