



Exhibit 20 Hearing on City of Fort Collins  
Motion for Attorney Fees

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CASE NUMBER: 2018CV149

MEMORANDUM

Date: March 5, 2019  
To: Mayor and City Councilmembers  
From: Erin Shanley, Broadband Marketing Manager  
Through: Darin Atteberry, City Manager  
Colman Keane, Broadband Executive Director  
Re: Council Session February 19 – Broadband Follow up

Introduction

This memo is in response to Council's request to address Mayor Pro Tem Gerry Horak's question regarding what Fort Collins Connexion's construction process is in new development neighborhoods and how we are proceeding to put in new fiber optic cable in those properties.

Details

The Fort Collins Connexion team is currently in the process of developing an engineering notebook. Our Outside Plant team, in partnership with our licensed contractor, Atlantic Engineering Group (AEG), is conducting tests in neighborhoods to look at different construction methodologies.

In addition to the engineering notebook, the Outside Plant Team is developing processes to address new development properties. Currently the team is working with the Electric Project Engineering Team to participate in development review boards to internally evaluate what neighborhoods to begin construction in and where new developments are being built. As part of this process, they are actively engaged in looking at new developments as well as identifying existing builds where they can lay conduit and take advantage of "dig once" opportunities. When determining if new development is efficient and economically feasible, the following criteria is evaluated: development size and proximity to where crews are currently installing fiber at that time; and the reasonableness for stopping work and moving Connexion crews from a neighborhood to the new development. If these criteria are not met, an alternative course of action is to work with electric crews to install additional conduit on behalf of Connexion and Connexion reimburses them for the cost.

Ultimately the Fort Collins Connexion network will be implemented to ensure that we are able to get the most people service in the fastest and the most efficient way possible within city limits meeting our 36 – 48-month construction timeline.

This includes building in several different locations at the same time, as well as reviewing a variety of criteria (in no particular order or preference) to determine future build locations:

1. Density – how fast can we get people set up as quickly as possible
2. Premise Type (Single Family Home, Multiple Dwelling Units, business, etc.)
3. Accessibility / Ease of build (available conduit, distance, boring vs. trenching, Rail Road, Ditches, etc.)
4. Cost of build
5. Demographics
6. Underserved
7. Other considerations

Prior to beginning construction in a new location, notifications are made to residents.

Doorhangers notifying residents about upcoming construction in a neighborhood are posted on every home by crewmembers 2-3 days prior to construction beginning. The doorhanger has a direct phone number to call if homeowners have any questions or concerns about the work being done. Additionally, if any lawn restoration is required, a second doorhanger is left for the resident with instructions for proper lawn care as well as the same phone number for assistance.

Residents are also notified online via Nextdoor.com about upcoming work in their neighborhoods. Nextdoor.com is the world's largest social network for neighborhoods, where residents can join for free to connect and communicate with their neighbors about topics important to them. The City of Fort Collins has an official account where the different utilities and City departments can post relevant notifications for neighborhoods.

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