

SOUTH WASHINGTON COUNTY TELECOMMUNICATIONS COMMISSION

COTTAGE GROVE • GREY CLOUD • NEWPORT • SAINT PAUL PARK • WOODBURY

March 19, 2020

Re: Determination that In-Person Meetings are not Practical or Prudent Because of a Health Pandemic or Emergency

To: All Interested Parties:

The coronavirus (COVID-19) has been declared a health pandemic and national, state, and local emergencies have been declared. As a result, as the South Washington County Telecommunications Commission Chief Administrative Officer, I am declaring that it is not practical or prudent to hold South Washington County Telecommunications Commission and Committee meetings in person until such time as the State of Minnesota is determined to no longer be in a state of emergency or this determination is terminated sooner by action on behalf of the South Washington County Telecommunications Commission. The basis for this determination is as follows:

- On January 31, 2020, the Secretary of the U.S. Health and Human Services declared a public health emergency in response to COVID-19;
- On March 11, 2020, the World Health Organization (WHO) recognized the global outbreak COVID-19 as a pandemic;
- On March 13, 2020, President Donald J. Trump proclaimed the outbreak of COVID-19 in the United States a national emergency; and
- On March 20, 2020, Governor Timothy J. Walz issued Executive Order 20-01 under Minn. Stat. Ch. 12 declaring the outbreak of COVID-19 in Minnesota a peacetime emergency. On March 16, 2020, the Minnesota Executive Council extended Executive Order 20-01 for 30 days.

Pursuant to Minn. Stat. § 13D.021, meetings of a public body subject to Minnesota's Open Meeting Law may be conducted by telephone or other electronic means if the Commission's "presiding officer, chief legal counsel, or chief administrative officer . . . determines that an in-person meeting or a meeting conducted under [Minn. Stat. §] 13D.02 is not practical or prudent because of a health pandemic or an emergency declared under [Minn. Stat. Ch.] 12." While this determination is effective, all South Washington County Telecommunications Commission and Committee meetings may be conducted by telephone or other electronic means.

Sincerely,

David Thiede
Chairperson
SWCTC



SOUTH WASHINGTON COUNTY TELECOMMUNICATIONS COMMISSION

COTTAGE GROVE • GREY CLOUD • NEWPORT • SAINT PAUL PARK • WOODBURY

NOTICE OF CONDUCTING MEETING BY TELEPHONE

FOLLOWING A DETERMINATION BY THE SOUTH WASHINGTON COUNTY TELECOMMUNICATIONS COMMISSION (SWCTC) COMMISSION CHAIR, DAVE THIEDE, AND EMERGENCIES DECLARED BY THE UNITED STATES, THE STATE OF MINNESOTA, THE SOUTH WASHINGTON COUNTY TELECOMMUNICATIONS COMMISSION (SWCTC) MEETING SCHEDULED FOR MARCH 26, 2020 AT 6:30 P.M., WILL, PURSUANT TO MINN. STAT. § 13D.021, OCCUR BY TELEPHONIC MEANS. MEMBERS OF THE PUBLIC WHO WISH TO ATTEND THE MEETING MAY ATTEND BY TELEPHONE.

IF YOU WISH TO ATTEND BY TELEPHONE, PLEASE CALL 651-300-1528 AT THE SCHEDULED MEETING TIME, WHICH IS MARCH 26, 2020 AT 6:30 P.M.

IF THERE ARE ANY QUESTIONS ABOUT THIS NOTICE OR PARTICIPATING IN THE MEETING, PLEASE CONTACT THE SOUTH WASHINGTON COUNTY TELECOMMUNICATIONS COMMISSION (SWCTC) OFFICE AT 651-458-9241 EXT.1 OR BY EMAIL AT MARK@SWCTC.ORG

Join the Meeting: <https://www.uberconference.com/room/swctc>

Optional Dial-In Number: 651-300-1528

No PIN Needed



SOUTH WASHINGTON COUNTY TELECOMMUNICATIONS COMMISSION
Commission Executive Committee Meeting
Mar 26, 2020 06:30 PM Central Time (US and Canada)

Join the call: <https://www.uberconference.com/room/swctc>

Optional dial-in number: 651-300-1528
No PIN Needed

A G E N D A

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Public Comment
5. Consent Agenda
 - a. January 23 Executive Committee Meeting Minutes
6. Reports
 - a. Executive Director
 - b. Legal
7. Unfinished Business
 - a. Office Lease
8. New Business
 - a. Pandemic plan
 - i. Creating committees
9. Commission Comments and Requests
10. Adjournment

Please notify the SWCTC office if you are unable to attend the meeting



SOUTH WASHINGTON COUNTY TELECOMMUNICATIONS COMMISSION
JANUARY 23, 2020
EXECUTIVE COMMITTEE MEETING MINUTES

1. CALL TO ORDER

Chair, Dave Thiede, called the meeting to order at 6:40 p.m. in the Cherry Room at Woodbury City Hall

2. ROLL CALL

Present: Dave Thiede
 Rob James
 Brian Bluhm
 Tracy Rahm
 Andrea Date
 Randy Olson
 Jack Lavold

Also, Present: Mark Martinez, SWCTC Administrator
 Mike Bradley, Bradley Law

3. APPROVAL OF AGENDA

MOTION 01.23.20.1 To approve the agenda Rahm/MOVED, James/SECONDED. MOTION CARRIED UNANIMOUSLY.

4. PUBLIC COMMENT

5. CONSENT AGENDA

MOTION 01.23.20.2. to approve the Consent Agenda consisting of the October 24, 2019 Minutes. James/MOVED, Bluhm/SECONDED. MOTION CARRIED UNANIMOUSLY.

6. REPORTS

A. Executive Director

Executive Director Martinez went through the Commission goals from 2019 and discussed what was achieved and what was ongoing. All the budgeted capital improvement projects were completed for the cities and work continues on major areas of franchising renewal, office lease, and strategic planning.

Martinez went through the preliminary actual P&L and budgeted return of \$200,000 back to Woodbury and Cottage Grove.

The preliminary actuals show a surplus however the budgeted return to cities of \$200,000 had not yet occurred. The surplus was slightly under the budgeted return of \$200,000. Taking funds from reserve to distribute the full amount was discussed. A motion was made to distribute the budgeted return in the amount of \$200,000 back to the cities of Woodbury and Cottage Grove distributed as $\frac{2}{3}$ or \$133,333.33 to $\frac{1}{3}$ or \$66,666.67 respectively. Approximately, \$10,322.90 will be taken out of reserves to make the return whole. These amounts are closely consistent to the cities contribution percentages. There was clarification that it was understood that the smaller cities would not receive a return, based on the draft ROV and 2016 Front Range report.

MOTION 01.23.20.3. to recommend that the full Commission approve a return of \$200,000 back to Woodbury and Cottage Grove in a ratio of revenue per city. Bluhm/MOVED, James/SECONDED. MOTION CARRIED UNANIMOUSLY.

B. LEGAL

Attorney Bradley gave an update regarding the FCC 621 Order appeal. After moving from the 9th Circuit to the 6th Circuit no further action.

The Comcast meeting about the franchise fee audit findings reported by Ashpaugh & Sculco at the regular Commission meeting on 9/30 occurred. Comcast had high level representation on the call. We're looking at next step options.

No action.

7. UNFINISHED BUSINESS

A. Strategic planning recap

Chair Thiede compiled the strategic planning data from the special meeting into a spreadsheet that contained the feedback. Next steps will be to have the staff and Commission consolidate the data into 2-3 objectives.

No action.

B. 2020 Commission action plan

Executive Director Martinez proposed some of the Commission goals for 2020. Capital improvement plans were discussed and are included in the approved budget. There was discussion about the SWCTC office lease and the options available to the Commission. There was consensus that the lease process would be a priority in the next couple months.

No action.

8. NEW BUSINESS

A. F2019 Annual Report plan

Executive Director Martinez said that he will be scheduling the financial audit with Harrington Langer & Associates for March and that the annual report video will follow after receiving the audit sometime in April..

B. 2020 Designations

Designations for 2020 are as follows:

- Rivertowns.net publishers of the South Washington County Bulletin and Woodbury Bulletin as the official newspapers of SWCTC.
- U.S. Bank as the federal depository bank of the SWCTC.
- Mike Bradley of Bradley Law as legal counsel.
- To The Penny Bookkeeping, Inc. as bookkeeper.
- Kullman & Associates as a benefits broker.
- Bearence Management Group as insurance broker through the League of Minnesota Cities.
- Harrington, Langer & Associates as an accounting firm.

Recommended Action: Recommendation to approve designations for 2020 in the Consent Agenda at the next regular Commission meeting in February.

9. COMMISSION COMMENTS AND REQUESTS

Cottage Grove Commission Director Alternate Jack Lavold stated that he would be stepping down from the Commission effective January 31, 2020. The Commission thanked him for his years of service to the Commission.

10. ADJOURNMENT

MOTION 01.23.20..4. to adjourn at 8:44 p.m. James/MOVED, Rahm/SECONDED. MOTION CARRIED UNANIMOUSLY.



COMCAST ANNOUNCES COMPREHENSIVE COVID-19 RESPONSE TO HELP KEEP AMERICANS CONNECTED TO THE INTERNET

Company Opens Xfinity WiFi Network Nationally for Free, Offers Unlimited Data for Free, Confirms Its Commitment to Connecting Low-Income Families

PHILADELPHIA – March 13, 2020 – On the heels of offering new, low-income Internet Essentials customers two months of free internet and raising the speed of that program’s service to 25/3 Mbps, Comcast today announced additional steps to help ensure people stay connected to the internet as more schools suspend classes and companies encourage employees to work from home due to the Coronavirus.

“During this extraordinary time, it is vital that as many Americans as possible stay connected to the internet – for education, work, and personal health reasons,” said Dave Watson, Comcast Cable Chief Executive Officer. “Our employees also live and work in virtually every community we serve, and we all share the same belief that it’s our Company’s responsibility to step up and help out.”

Comcast is taking steps to implement the following new policies for the next 60 days, and other important initiatives:

- **Xfinity WiFi Free For Everyone:** Xfinity WiFi hotspots across the country will be available to anyone who needs them for free – including non-Xfinity Internet subscribers. For a map of Xfinity WiFi hotspots, visit www.xfinity.com/wifi. Once at a hotspot, consumers should select the “xfinitywifi” network name in the list of available hotspots, and then launch a browser.
- **Pausing Our Data Plan:** With so many people working and educating from home, we want our customers to access the internet without thinking about data plans. While the vast majority of our customers do not come close to using 1TB of data in a month, we are pausing our data plans for 60 days giving all customers Unlimited data for no additional charge.
- **No Disconnects or Late Fees:** We will not disconnect a customer’s internet service or assess late fees if they contact us and let us know that they can’t pay their bills during this period. Our care teams will be available to offer flexible payment options and can help find other solutions.
- **Internet Essentials Free to New Customers:** As announced yesterday, it’s even easier for low-income families who live in a Comcast service area to sign-up for Internet Essentials, the nation’s largest and most comprehensive broadband adoption program. New customers will receive 60 days of complimentary Internet Essentials service, which is normally available to all qualified low-income households for \$9.95/month. Additionally, for all new and existing Internet Essentials customers, the speed of the program’s Internet service was increased to 25 Mbps downstream and 3 Mbps upstream. That increase will go into effect for no additional fee and it will become the new base speed for the program going forward.
- **News, Information and Educational Content on X1 and Flex:** For those with school-age students at home, we’ve created new educational collections for all grade levels in partnership with Common Sense Media. Just say “education” into your X1 or Flex voice remote. To help keep customers informed, we also have created a collection of the most current news and information on Coronavirus. Just say “Coronavirus” into your X1 or Flex voice remote.

- **24x7 Network Monitoring:** Underpinning all of these efforts, Comcast's technology and engineering teams will continue to work tirelessly to support our network operations. We engineer our network capacity to handle spikes and shifts in usage patterns, and continuously test, monitor and enhance our systems and network to ensure they are ready to support customer usage. Our engineers and technicians staff our network operations centers 24/7 to ensure network performance and reliability. We are monitoring network usage and watching the load on the network both nationally and locally, and to date it is performing well.

For more information and updates from Comcast related to Coronavirus, visit:

<http://www.comcastcorporation.com/COVID-19/>

About Comcast

Comcast Corporation (Nasdaq: CMCSA) is a global media and technology company with three primary businesses: Comcast Cable, NBCUniversal, and Sky. Comcast Cable is one of the United States' largest high-speed internet, video, and phone providers to residential customers under the Xfinity brand, and also provides these services to businesses. It also provides wireless and security and automation services to residential customers under the Xfinity brand. NBCUniversal is global and operates news, entertainment and sports cable networks, the NBC and Telemundo broadcast networks, television production operations, television station groups, Universal Pictures, and Universal Parks and Resorts. Sky is one of Europe's leading media and entertainment companies, connecting customers to a broad range of video content through its pay television services. It also provides communications services, including residential high-speed internet, phone, and wireless services. Sky operates the Sky News broadcast network and sports and entertainment networks, produces original content, and has exclusive content rights. Visit www.comcastcorporation.com for more information.

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Comcast Increases Access to and Speeds of Internet Essentials' Low-Income Internet Service to Support Americans Through the Coronavirus Pandemic

Dana Strong, President, Consumer Services, Comcast Cable

As our country continues to manage the COVID-19 emergency, we recognize that our company plays an important role in helping our customers stay connected – to their families, their workplaces, their schools, and the latest information about the virus – through the Internet.

We also know that for millions of low-income Americans who don't have Internet service at home, this uncertain time is going to be even more difficult to manage. As schools and businesses close and families are encouraged, or even mandated, to stay home, Internet connectivity becomes even more important.

At Comcast, we've been looking for ways to help through our Internet Essentials program, which is the nation's largest and most comprehensive broadband adoption program for low-income Americans. Since 2011, it has connected millions of individuals to the Internet.

A hallmark of this program has been our flexibility in adjusting Internet Essentials to meet the needs of low-income residents in our footprint. So, effective Monday, we are putting in place two substantial program enhancements to help these families deal with this crisis.

1. We will make it even easier for low-income families who live in a Comcast service area to sign up by offering new customers 60 days of complimentary Internet Essentials service, which is normally available to all qualified low-income households for \$9.95/month.
2. Also, we are increasing Internet speeds for the Internet Essentials service from 15/2 Mbps to 25/3 Mbps for all new and existing customers, which will be the speed of the service going forward. In this way, we will ensure that Internet Essentials customers will be able to use their Internet service for all their increased needs as a result of this health crisis.

We want to make it as fast and simple as possible to access this service:

- To receive the increased Internet speeds, existing customers will not need to do anything. The new speeds will be rolled out nationally over the next few days.
- We'll send all new customers a free self-install kit that includes a cable modem with a Wi-Fi router. There will be no term contract or credit check and no shipping fee.
- To sign up, applicants can simply visit www.internetessentials.com. The accessible website also includes the option to video chat with customer service agents in American Sign Language. There are also two dedicated phone numbers 1-855-846-8376 for English and 1-855-765-6995 for Spanish.

We're also reaching out to our thousands of governmental and nonprofit partners to help us spread the word. Our hope is that broader access and faster speeds will help all of our Internet Essentials customers more easily work from home, access educational resources, obtain important government health care alerts, and stay in contact with their families during this difficult time.

UNITED STATES COURT OF APPEALS
FOR THE SIXTH CIRCUIT

Case Nos. 19-4161/4162/4163/4164/4165/4166/4183

FILED
Mar 19, 2020
DEBORAH S. HUNT, Clerk

CITY OF EUGENE, OREGON (19-4161); CITY)
 OF PORTLAND, OREGON, et al. (19-4162);)
 STATE OF HAWAII (19-4163); ALLIANCE FOR)
 COMMUNICATIONS DEMOCRACY, et al.(19-)
 4164); ANNE ARUNDEL COUNTY,)
 MARYLAND, et al. (19-4165); CITY OF)
 PITTSBURGH, PENNSYLVANIA (19-4166);)
 CITY OF CHICAGO, ILLINOIS, et al. (19-4183),)
)
 Petitioners,)
)
 v.)
)
 FEDERAL COMMUNICATIONS COMMISSION,)
 et al.,)
)
 Respondents,)
)
 NCTA-THE INTERNET AND TELEVISION)
 ASSOCIATION (19-4161–4166/4183); THE)
 ASSOCIATION OF TELECOMMUNICATIONS)
 OFFICERS AND ADVISORS (19-4162); CITY)
 OF NEW YORK (19-4162); BLOOMFIELD)
 TOWNSHIP, MICHIGAN, et al. (19-4165); CITY)
 OF AURORA, COLORADO, et al. (19-4183),)
)
 Intervenor.)

ORDER

Before: MCKEAGUE, GRIFFIN, and KETHLEDGE, Circuit Judges.

PER CURIAM. Over the past fifteen years, the Federal Communications Commission has published a series of written orders that, together with the Communications Act, 47 U.S.C. § 151 *et seq.*, set forth the rules by which state and local governments may regulate cable providers. Several of those governments and some affiliated entities moved to enjoin the FCC’s most recent

order, which, among other things, interprets a term in the Act—“franchise fees”—in a manner that restricts the concessions that those governments may demand from cable providers. We deny the motion.

This court has already twice reviewed the FCC’s interpretation of the term “franchise fee” as used in the Communications Act. *See Alliance for Cmty. Media v. FCC*, 529 F.3d 763 (6th Cir. 2008); *Montgomery Cty. v. FCC*, 863 F.3d 485 (6th Cir. 2017). Under the Act, cable companies may provide cable services only if they are granted a cable “franchise” by their local government authorities. 47 U.S.C. §§ 522(9), 541(a)(2) and (b)(1). In exchange for a cable franchise, those authorities (“franchising authorities”) may demand that cable companies provide not only cash, but also, among other things, facilities, equipment, and “broad categories of video programming or other services” that meet the community’s cable-related needs. *See id.* §§ 541(a)(3)-(4), 544(b), 546(c)(1)(D). But at least some of those demands—those that are for “franchise fees”—are limited by the “franchise-fee cap,” which places a ceiling on the total value of the cash and services that a franchising authority may collect from a cable company. The Act limits franchise fees to a maximum of five percent of the company’s gross revenues for any 12-month period. *Id.* § 542(b).

In our most recent opinion in this matter, we agreed with the FCC that “franchise fees” can include noncash exactions, like free or discounted services. *See Montgomery Cty.*, 863 F.3d at 491 (6th Cir. 2017). The value of those exactions thus may count toward the five-percent cap. But we vacated as “arbitrary and capricious” the FCC’s pronouncement that all “in-kind” cable-related exactions were necessarily “franchise fees” subject to that cap. *Id.* We therefore vacated the FCC’s “Second Order” and directed the FCC to “determine and explain anew whether, and to what extent, cable-related exactions are ‘franchise fees’ under the Communications Act.” *Id.* at 492.

The FCC did that in its “Third Order,” which it entered in August 2019. *See* Local Franchising Authorities’ Regulation of Cable Operators and Cable Television Services, 84 FCC Rcd. 44725-01, 2019 WL 4016825 (August 27, 2019). In that Order, the FCC concluded among other things that most, though not all, in-kind cable-related exactions are franchise fees that count toward the five-percent cap. *Id.* at ¶ 8.

A group of franchising authorities and associated trade groups petitioned for review of the Third Order, which took effect at the end of September. *See* 47 C.F.R. § 76.42. The franchising authorities also asked the FCC to stay the Order; the FCC denied that request. The franchising authorities then moved to enjoin the Third Order pending our review of it. The FCC—along with an intervenor, “NCTA – The Internet & Television Association”—opposed that motion.

In considering a motion for injunctive relief, we typically consider four factors: first, whether the movant has a strong likelihood of success on the merits; second, whether the movant would suffer irreparable injury without the injunction; third, whether issuance of the injunction would cause substantial harm to others; and fourth, whether the public interest would be served by issuance of the injunction. *See A. Philip Randolph Inst. v. Husted*, 907 F.3d 913, 917–18 (6th Cir. 2018).

Here, the only part of the Third Order that the franchising authorities challenge in their motion to stay is the FCC’s interpretation of “franchise fee.” Hence the franchising authorities provide no basis for us to enjoin other parts of the Order, notably the FCC’s “mixed-use” rule or its preemption conclusions. We therefore consider only whether to enjoin the FCC’s definition of “franchise fee.”

We begin with the likelihood of success on the merits. In the Third Order, the FCC observed that the Act’s definition of “franchise fee” specifically excludes five taxes, fees, or

assessments that a franchising authority might seek from a cable provider. Order at ¶ 14–15; *see* 47 U.S.C. § 542(g). Two of those exclusions comprised in-kind cable-related exactions. *See* 47 U.S.C. § 542(g)(2)(B) and (C). The FCC thus concluded that the term “franchise fee” generally included all other cable-related, nonmonetary exactions, because otherwise Congress would have had no need to include any such exactions in its list of exceptions to the definition. Order at ¶ 15–16. But the FCC did exempt several other in-kind, cable-related services from the franchise-fee cap—namely, network “build-out costs” and costs related to FCC-imposed “customer service requirements.” *Id.* §§ 541(a)(2)(A)–(B), 552(a)(1). According to the FCC, the Act mandates those costs, so counting those costs against the franchise-fee cap would be “inconsistent with the statutory text and structure.” Order at ¶ 57–58. We are inclined to think, at this preliminary stage, that all of that reasoning is correct. And though we remain open to any argument that the franchising authorities choose to make in their merits briefing, their arguments in the motion to stay do not, at this stage, persuade us that the FCC’s interpretation of “franchise fee” is mistaken.

Our decision in the last appeal should make clear to everyone that we take seriously the franchising authorities’ disagreements with the FCC regarding interpretation of the Act. But in essence the franchising authorities have asked us to enjoin what appears to be a correct interpretation of a federal statute. We lack authority to do that. *See, e.g., Louisiana-Pacific Corp. v. James Hardie Bldg. Prods., Inc.*, 928 F.3d 514, 517 (6th Cir. 2019). Thus, none of the other three factors of the test for preliminary injunctions would allow us to grant the motion here. *Id.* Moreover, we note that the FCC has provided a process for franchising authorities and cable companies to resolve in an orderly fashion any disputes that arise regarding the value of services provided in excess of the five-percent cap. *See Implementation of Section 621(a)(1) of the Cable Communications Policy Act of 1984*, MB Docket No. 05-311, 2020 WL 755965 (MB Feb. 11,

Nos. 19-4161/4162/4163/4164/4165/4166/4183

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2020), at ¶ 5. And NCTA's counsel affirmed at oral argument that cable companies would adhere to that orderly process. We expect they will do that.

The motion to stay the FCC's Third Order is denied.

to: Executive Committee

from: Mark Martinez, Executive Director

subject: Office lease

SWCTC received a revised lease offer (in red) from the Wooddale property in Woodbury. The Lease Committee is expecting to receive a revised offer from Wooddale this week. **The committee expressed the non-negotiable requirement to both parties that the current “early termination clause” must be included in any new agreement.**

Wooddale increased their 5 yr cost by \$36.5K. It is not clear if the Termination clause is included with the 5 yr or just with the 7 yr.

| | 2042 Wooddale | 2042 Wooddale -revised | Summerhill - now | Summerhill - target | Summerhill - target |
|----------------|-----------------------------------------|------------------------------------------|---------------------|------------------------|------------------------|
| 5 yr cost | \$ 475,608.04 (1st 2 months free) | \$ 512,103.96 (1st 2 months free)? | \$ 584,150.45 | \$ 465,657.27 | \$ 465,206.16 |
| renovate | \$203,124.84 | \$203,124.84 | \$ 152,473.00 | \$ 152,473.00 | \$ 152,473.00 |
| allowance | \$87,500.00 | \$105,000.00 | \$ 17,515.00 | \$ 17,515.00 | \$ 100,000.00 |
| initial invest | \$133,633.84 | \$116,133.84 | \$ 134,958.00 | \$ 134,958.00 | \$ 52,473.00 |
| SqFt | 3500 | 3500 | 3503 | 3503 | 3503 |
| Rent | \$ 19.00 | \$ 22.00 | \$ 14.00 | \$ 7.50 | \$ 12.00 |
| Operating | | inc | inc 4.34 | 4.34 | 4.34 |
| Tax | | inc | inc 6.09 | 6.09 | 6.09 |
| Total Monthly | \$ 19.00 | \$ 22.00 | \$ 24.43 | \$ 17.93 | \$ 22.43 |
| | | \$ 36,495.93 | | | |

Recommended Action: No action at this time. (Subject to change at time of meeting)

to: Executive Committee

from: Mark Martinez, Executive Director

subject: Pandemic and Committee plan

Executive Director Martinez recommends the formation of three committees to supplement Commission work in key strategic areas. The committees will consist of two Commission Directors, the Executive Director, and a Commission staff representative when necessary. The committees will be considered special and not standing through 2020.

Executive Director Martinez's goal in the creation of these committees is to build greater and deeper consensus in key areas of the strategic plan as the Commission carries out its work plan for 2020.

The Commission is able to create committees as stated in the bylaws:

Article 9 Committees Section 1. Committee Creation. The Commission may create such committees, standing or special, as it deems necessary. Committees shall consist of as many members and perform such duties, as the Commission may require.

Recommended Action: Recommendation of the formation of three committees for 2020 at the next regular Commission meeting in April. The committees will comprise of Franchise, Strategic Planning, and Human Resources.