

*Quarterly Report and Payment Request Transmittal Letter and Declaration*

**California Advanced Services Consortia Program**

**Quarterly Report and Payment Request  
Transmittal Letter and Declaration**

To: CASF Consortia Grant Administrator

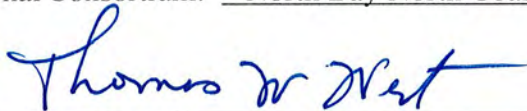
Attached are the Quarterly Report and/or Payment Request for:

Work Plan Year: 2017

Quarter: 3<sup>rd</sup>

I declare under penalty of perjury under the laws of the State of California that, to the best of my knowledge, all of the statements and representations made in this Quarterly Report are true and correct.

Regional Consortium: North Bay North Coast Broadband Consortium

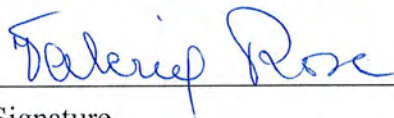


Signature

Thomas West, Project Manager

Print Name and Title

Date: 10/20/2017



Signature

Valeria Rose, Fiscal Agent

Print Name and Title

Date: 10/20/17

**MARIN County 3rd Quarter Report for  
CASF Funded Activities  
July 1, 2017-September 30, 2017**

THE FOLLOWING ARE THE CASF FUNDED ACTIVITIES EXTRACTED FROM THE COMPLETE MARIN COUNTY WORK PLAN WITH NARRATIVE. IT IS AVAILABLE UPON REQUEST.

<b>MARIN COUNTY WORK PLAN-GRANT YEAR 1-- 3rd Quarter July 1, 2017-September 30, 2017</b>					
CASF Funded Activities/Tasks	Start Date	Completion Date	% thru Q3	Outcomes or Deliverable	CASF Grant Fund Payment
<b>Activity #4. - Network Development &amp; Financing Models</b>	1-Jan-17	31-Dec-18		<b>Deliverable---</b> Issue a quarterly progress report on Activities 4.1 and 4.2	
				Consultant: Commnexis, Inc.	\$1,842.50
<b>4.1 Support Nicasio &amp; Additional Community Private Funding, under SCOR Offering</b>				Produce a Report on Public/Private Financing Models (4.1 and 4.2)	
4.1.1 Provide support, on demand, for Nicasio SCOR offering.	1-Jan-17	30-Jun-17	100%	Inyo required by CPUC to complete by 07/14/2017 (Resolution T-17523)	
4.1.2 Work with Inyo Networks and community groups to roll out SCOR offering for additional West Marin network build projects.	1-Jan-17	31-Dec-17	100%	MBTF, as described in our narrative, below, is engaged with the Bolinas Community Public Utility District (BCPUD) in this regard.	
<b>4.2 Public, Private Partnership Network Development Financing Models</b>	1-Jan-17	31-Dec-17		Produce a Report on Public/Private Financing Models (4.1 and 4.2 combined).	
4.2.1 Integrate SCOR offering into available public funding streams to design P3 funding models.	1-Jan-17	31-Dec-17	75%	Deploy P3 funding model to support construction launch of Nicasio Broadband Network.	
4.2.2 Support new financing models, based on work in this Activity.	1-Jan-17	31-Dec-17	75%	Deliver model to other communities.	
<p><b>Quarterly Progress Report</b> In the third quarter of 2017, the Marin Broadband Task Force (MBTF) worked with our two (2) project partners to produce significant progress with the planning and permitting phases of the Nicasio Broadband Network (NBN). Additionally, we are hereunder declaring a new Proposed Funded Service Area (PFSA), as described. The project progress in Nicasio has now effectively allowed a construction launch date of late October to be established. We reported this as our estimated project path in the Marin 2Q report. We give full credit to our project partners that this estimated critical path progress has remained on track.</p> <p>Our partners, the Nicasio Landowners Association (NLOA), and CASF grantee (Resolution T-17523), Inyo Networks, Inc. (Inyo, U-7159), worked to bring this important construction launch date within reach. Permitting personnel from the County of Marin, Public Works Land Use Division, were instrumental in this success as well. We now are assured that a project substantial completion date will be established and documented in our 4Q report to CASF staff. As we estimated we would in the 2Q report, we will defer our final reporting on the mechanics of the previous major project milestone reached, the completion of 'local match' funding by the same project partners.</p> <p>Simultaneously, and as seen in greater detail in the Task and narrative reporting in the attached section, reporting on work in Marin Work Plan Task Group #6, MBTF has also moved ahead to establish a definitive new network development project. We have successfully driven the effort in this Year 1 of our Work Plan to set a Proposed Funded Service Area 1 (PFSA-1) for specific under- and un- served locations in the rural West Marin area of Marin County. PFSA-1 is comprised of the Marin coastal community of Bolinas (access network component of PFSA) and the network facilities pathways (middle mile network component of PFSA) to reach Bolinas from a designated point of interconnection to the Nicasio Broadband Network.</p> <p>With this planned development of Bolinas, and its backhaul point of interconnection designated as a node / splice point in the NBN, MBTF is delivering on the next phase of our multi-year plan for broadband development of rural West Marin.</p>					

**MARIN County 3rd Quarter Report for  
CASF Funded Activities  
July 1, 2017-September 30, 2017**

CASF Funded Activities/Tasks	Start Date	Completion Date	% thru Q3	Outcomes or Deliverable	CASF Grant Fund Payment
<b>Activity #6. Funding Program Application Support</b>	1-Jan-17	31-Dec-17		<b>Deliverable</b> ---Produce a quarterly report on Activities 6.1, 6.2 and 6.3	
				Consultant	\$ 3,569.50
<b>6.1 Support Funding Applications in West Marin Proposed Funded Service Areas</b>	1-Jan-17	31-Dec-17		Produce Quarterly and Year End Progress Report on PFSAs	
6.1.1 Plan for project phasing for remaining communities, clusters, and PAs in West Marin for which funding applications have not been filed, and assign proposed funded service area (PFSA) priorities.	1-Jan-17	31-Dec-17	75%	Major progress has been made in Q3 On this task. This is true, as the development of Nicasio supports new efforts, especially Bolinas.	
6.1.2 Evaluate and plan for optimal mix of state, federal, and private funding based on the above applicable tasks.	1-Jan-17	31-Dec-17	75%	Produce end of year report on the optimal mix of funding used.	
<b>6.2 Facilitate development of applicable infrastructure grant applications</b>					
6.2.1 Support a grant application, as applicable, for a selected West Marin proposed funded service area (PFSA 1), based on 6.1 review	1-Jan-17	31-Dec-17	75%	This task is dependent on 6.1, above. MBTA is now pursuing development of PFSA-1.	
6.2.2 Support a grant application, as applicable, for a selected West Marin proposed funded service area (PFSA 2), based on 6.1 review.	1-Jan-17	31-Dec-17	15%	We believe that the development work on PFSA-1 this year will require the time during the balance of the year.	
6.2.3 Support a grant application, as applicable, for a selected West Marin proposed funded service area (PFSA 3), based on 6.1 review.	1-Jan-17	31-Dec-17	15%	We believe that the development work on PFSA-1 this year will require the time during the balance of the year.	
<b>6.3 Monitor Progress of applications and awarded projects</b>	1-Jan-17	31-Dec-17	75%	Nicasio support work delivered, and continuing.	
<b>6.4 Adjust project budget and estimated application phasing, as per Activity 6.3</b>	1-Oct-17	31-Dec-17		Tasks 6.1 and 6.2 are both developing quickly, to inform this Q4 objective.	
<p><b>Quarterly Progress Report</b> As seen in the invoiced amounts for the various Tasks of our Work Plan engaged in during 3Q, the County of Marin and MBTF have joined with our lead partner in the Bolinas community, the Bolinas Community Public Utility District (BCPUD) in working to declare Bolinas (access and middle mile components) as our second Proposed Funded Service Area (PFSA) during Marin's involvement in the CASF Regional Consortia Program.</p> <p>As reported above, we are able to reach this phase in broadband planning for rural West Marin, as the Nicasio Broadband Network (NBN) is now at the immediate pre-construction stage of development.</p> <p>Additionally, and importantly, BCPUD has worked to support the launch of field surveys in its service area, helping us define PFSA-1 itself, and providing outreach to the community.</p>					

**Mendocino County 3rd Quarter Report for  
CASF Funded Activities  
July 1, 2017-September 30, 2017**

THE FOLLOWING ARE THE CASF FUNDED ACTIVITIES EXTRACTED FROM THE COMPLETE MENDOCINO COUNTY WORK PLAN WITH NARRATIVE. WORKPLAN IS AVAILABLE UPON REQUEST. Also, please see the attachments to this report.

<b>MENDOCINO COUNTY WORK PLAN-GRANT YEAR 1--3rd Quarter July 1st, 2017-September 30th, 2017</b>					
CASF Funded Activities/Tasks	Start Date	Completion Date	% thru Q3	Outcomes or Deliverable	CASF Grant Funds
<b>Activity #1. Ensure Community Involvement</b>	1-Jan-17	31-Dec-18		Steel & Personnel	\$ 1,530.00
<b>1.1 Maintain Community Commitment</b>	1-Jan-17	31-Mar-17		<b>Deliverable</b> ---Issue a quarterly report on Activity 1.1	
1.1.1 Appoint and activate the Broadband Planning Working Group	1-Jan-17	31-Mar-17	100%	<b>Complete</b>	
1.1.2 Inform county Supervisors, County CEO, staff from elected officials, and local government (including public safety) of Grant Years 1 and 2 Work Plans and the appointment of the Mendocino Broadband Working Group (MBWG)	1-Jan-17	31-Mar-17	100%	<b>Complete</b>	
1.1.3 Collaborate with the countywide advisory group- Broadband Alliance of Mendocino County (BAMC)	1-Jan-17	31-Dec-17	75%		
1.1.4 Involve community organizations and business groups with outreach, via in-person meetings and media(radio, newspapers, social media, website and extensive email list.	1-Jan-17	31-Dec-17	75%		
1.1.5 Issue special reports, news releases etc, as appropriate	1-Jan-17	31-Dec-17	75%		
1.1.6 Coordinate outreach/public participation in broadband legislative issues	1-Jan-17	31-Dec-17	75%		
<b>1.2 Engage Community Leadership</b>	1-Jan-17	31-Dec-18	75%	<b>Deliverable</b> ---Issue a quarterly report on Activity 1.2	
1.2.1 Keep county CEO and Supervisors briefed	1-Jan-17	31-Dec-17	75%		
1.2.2 The BWG meets at least quarterly to develop goals and strategies for the Broadband Plan ( Activity 3)	1-Jan-17	31-Dec-17	75%		
1.2.3 Hold open "special topic" meetings, as needed	1-Jan-17	31-Dec-17	75%		
1.2.4 Training and consulting of staff on website maintenance	1-Jan-17	31-Dec-17	75%		
<b>Quarterly Progress Report</b>					
Community involvement is a strong part of our work.					
1.1.1 and 1.1.2 were completed in Q1 and Q2. Activity 3 report will detail the Broadband Goals status.					
1.1.3 and 1.1.4 The NBNBCB's partner on broadband issues (especially public education and outreach) is the Broadband Alliance of Mendocino County (BAMC). The BAMC hosted two public outreach meetings during Q3 - July 14th and September 8th. (You can find notes from the 9/8 meeting <a href="#">here</a> ) Importantly, the BAMC hosts the NBNBCB on a portion of their website and information about our Q3 Oversight Committee meeting can be found. In addition, the BAMC website and social media account share information on latest deployments, broadband news, reports, consumer education, outreach and legislative efforts (1.1.6). The website features a page on "current broadband legislation" with links to legiscan, articles, and other resources so that the public can more easily stay informed and get involved on legislative issues.					
1.1.5 A special update at the end of the 2017 Legislative Session on the outcome of broadband specific bills was distributed via the Alliance email list (9/21), social media, and posted online.					
Local newspapers printed articles on broadband issues, including 2 articles this quarter from the Ukiah Daily Journal (the largest circulation paper) and other articles from coastal local papers.					
1.2.1 Mendocino County CEO Angelo was provided with a written weekly broadband update 9 times, usually at least a full page long; the BAMC Executive Committee and full Board of Supervisors was provided with 3 end-of-month written reports which were also posted on our website and made available to the public (with some redacted info). <i>See the end of month reports for July and August in the attachments sections.</i>					
1.2.2 The BWG was scheduled to meet in Sept but the meeting had scheduling conflicts and is re-scheduled for Oct. 25th; more details on this meeting are provided under Activity 3.					
1.2.3 No "special topic" meetings were needed this quarter.					
1.2.4 Training on website maintenance was done on-line as needed					

**Mendocino County 3rd Quarter Report for  
CASF Funded Activities  
July 1, 2017-September 30, 2017**

CASF Funded Activities/Tasks	Start Date	Completion Date	% thru Q3	Outcomes or Deliverable	CASF Grant Funds
<b>Activity #2. Develop Last Mile community plans/projects</b>	1-Jan-17	31-Dec-18		<b>Deliverable</b> ---Issue a quarterly progress report on Activities 2.1 and 2.2	
				Steel & Personnel	\$ 1,530.00
2.1 Identify and Work with Grant Year 1 Target Communities	1-Jan-17	31-Dec-17	75%		
2.1.1 Albion	1-Jan-17	31-Dec-17	75%		
2.1.2 Westport	1-Jan-17	31-Dec-17	75%		
2.1.3 Road 409	1-Jan-17	31-Dec-17	75%		
2.1.4 Fort Bragg-exploration off PPP fiber network	1-Jan-17	31-Dec-17	75%		
2.1.5 Ukiah-exploration off PPP fiber network	1-Jan-17	31-Dec-17	75%		
<b>2.2 Work with Local "last mile" Providers to determine willingness to work with the communities</b>	1-Jan-17	31-Dec-17	75%	<b>Deliverable</b> Produce a report that documents the outcome of the efforts to match provides with the communities	
2.2.1 SeaKay	1-Jan-17	31-Dec-17	75%		
2.2.2 Mendocino Community Network	1-Jan-17	31-Dec-17	75%		
2.2.3 Central Valley Cable	1-Jan-17	31-Dec-17	75%		
2.2.4 Further Reach	1-Jan-17	31-Dec-17	75%		
2.2.5 AT&T	1-Jan-17	31-Dec-17	75%		
2.2.6 Frontier	1-Jan-17	31-Dec-17	75%		
2.2.7 Comcast	1-Jan-17	31-Dec-17	75%		
2.2.8 Sonic and Others	1-Jan-17	31-Dec-17	75%		

**Quarterly Progress Report**

2.1.1, 2.1.2, and 2.1.3 There is continual efforts to engage with providers and target communities to develop last mile plans. Q3 has focused on the community Westport. (Q2 report detailed some set-backs in working with Albion and Road 409, which have not been overcome). The community of Westport can report limited success, in that there is currently an active fixed wireless provider, but adoption rates are low and the provider cannot yet reach all the households who want service. In Q2 a presentation to the local Westport Municipal Advisory Council created interest, which was followed up by Q3 Community Outreach at their fund-raising BBQ on August 19th (I set up a table with a sign "Want to talk broadband?"). To continue to create interest in broadband, I have submitted "Crossing the Digital Divide" articles to their local newspaper, the [Westport Wave](#) for September and October.

2.1.4 Fort Bragg has convened a "Tech Committee" to bring stakeholders together and share priorities for making Fort Bragg a "tech friendly" city, and also to explore internet options for the town. NBNBC manager Trish Steel is participating in this committee. Their first meeting was held in July and Trish shared information with the groups such as various PPP models. The next scheduled meeting of the group is in Q4 (October 2nd).

2.1.5 As provided in the Q2 report, although the exploration of a P3 was initiated, the city council of Ukiah has not yet expressed any sustained interest in such a project and there are other complicating factors. There seems to be the impression that the business needs are served (although a survey revealed a different result) and for that reason, there is a need to outreach to the business community. The Ukiah Chamber has not been receptive/returning calls, so Manager Trish Steel began attending chamber board meetings (9/27) and try to develop a better understanding of business needs and to develop relationships. The manager has also partnered with the Ukiah-based WEST company, who is very interested in collaborative partnerships. The WEST company provides digital training for businesses, and the Alliance has promoted these training through the use of our extensive email lists and social media.

2.2 SeaKay, Pacific Internet, MCN and Further Reach are providers interested in collaborative relationships to try to figure out how to develop last miles plans for underserved communities and are appreciative of support. Other small providers will respond and provide information as requested, such a Central Valley Cable providing feedback about their (lack of) pole access for comments in a PUC proceeding. These smaller companies do not feel that they have the time/capacity for a CASF application unfortunately, and I do not have any CLECs or ILECS in the county interested in applying either (at least that I know of, but such plans are not shared with me). See Activity 6 for ILEC adoption programs however. Frontier does not have any CAF plans for 2017 in Mendocino that have been shared with us, and an AT&T September update on CAF last mile builds was limited to: "We are testing to see which designated locations may be ready for us to launch sometime in the fall."

**Mendocino County 3rd Quarter Report for  
CASF Funded Activities  
July 1, 2017-September 30, 2017**

CASF Funded Activities/Tasks	Start Date	Completion Date	% thru Q3	Outcomes or Deliverable	CASF Grant Funds
<b>Activity #3. Develop the Goals and Strategies for the Broadband Plan</b>	1-Jan-17	31-Dec-18		Steel & Personnel	\$ 1,530.00
<b>3.1 Develop County Broadband Goals and Strategies</b>	1-Jan-17	31-Dec-17		<b>Deliverable</b> ---Produce a Draft of the goals and strategies; Vet the draft; Finalize goals and strategies	
3.1.1 The County Working Group develops first draft of goals and strategies	1-Jan-17	30-Jun-17	100%	Complete	
3.1.2 Vet draft goals and strategies with county agencies, organizations, communities and broadband providers and obtain endorsements	1-Apr-17	1-Aug-17	100%	Complete	
3.1.3 Finalize Goals and Strategies	1-Sep-17	31-Oct-17	100%	Complete	
3.1.4 Present final Goals and Strategies to Board of Supervisors for adoption	1-May-17	30-Jun-17	100%	The Goals were presented to the Board of Supervisors on July 11th and adopted on July 11th	
<b>3.2 County develops Broadband Infrastructure/Design</b>					
3.2.1 The Working Group develops draft design of needed infrastructure	1-Apr-17	31-Jul-17	75%		
3.2.2 Revisions to the design are made based on input from communities and providers	1-Jun-17	30-Sep-17	75%		
3.2.3 Complete Final version of needed infrastructure design	1-Oct-17	31-Oct-17	75%	<b>Deliverable</b> ---Produce an Infrastructure Design	
3.2.4 Existing infrastructure is inventoried and over-laid on map	1-Nov-17	30-Nov-17	75%		
3.2.5 Gaps between what is needed and what exists are identified	1-Nov-17	30-Nov-17	75%		
3.2.6 Potential Projects are developed from identified gaps and prioritization	1-Dec-17	31-Dec-17	75%	<b>Deliverable</b> ---Produce a report on priority project plans	
<b>Quarterly Progress Report</b>					
<p>3.1.1, 3.1.2, and 3.1.3 In Q1 the draft Goals document was finalized by the Broadband Working Group. In Q2 the final Goals documents was presented to all four of Mendocino's City Councils, various organizations, and to 4 of the 5 Municipal Advisory Councils. <i>See attachment for complete list of city council resolutions, organizational endorsements, and the UDJ public endorsement through their article on the topic.</i></p> <p>3.1.4 In Q3 the goals were presented to the Mendocino County Board of Supervisors at their July 11th meeting and approved. <a href="#">See the website</a> for the approved goals, endorsement spreadsheet, resolutions, and board action.</p> <p>3.2 Infrastructure Design - The Broadband Working Group met in Q2 (May 12th) to discuss a conceptual Infrastructure Design for the county, and update the design that was developed in 2012. This meeting lasted almost 3 hours, and provoked good discussion. It was agreed that the design needed to be updated, but it was easier said than done. The reason for this was because the various technologies that might be used to provide last mile service require different infrastructure. Fixed Wireless requires line of sight to relay stations, and each provider has different locations for such structures. The final consensus was that because of fiber cost constraints and extensive microwave backhaul potential, the extent of the fiber infrastructure needed was less than the 2012 design. The design was updated to include both fiber and wireless links, but because most of these assets are privately held (nor publicly discussed) and technologies dictate needed infrastructure from which to provide last mile connectivity, a needed infrastructure design is challenging. Mendocino County GIS department helped in our effort by providing current maps of all wireless facilities for our discussion.</p> <p>3.2.5 Gaps between what is needed and what exists are identified; however, it became clear during the course of these discussions that the needed infrastructure does actually exist in Mendocino County, but that the focus must be on demand aggregation and creating a scenario for a business case to make it affordable for a provider to deploy fiber. The current fiber is held in control of the larger ISPs (AT&amp;T, Comcast) who have chosen not to deploy ANY fiber to the home services to any part of our county, and to not provide any services to many other areas. Access for smaller providers who are willing to deploy services is simply unaffordable. At the recent Fort Bragg IT Committee on 10/2, a smaller provider lamented that he can get fiber from both Comcast and AT&amp;T, but that he can't afford either. And because this infrastructure exists, grant funding to build more affordable backhaul would be considered an 'overbuild.'</p>					

**Mendocino County 3rd Quarter Report for  
CASF Funded Activities  
July 1, 2017-September 30, 2017**

CASF Funded Activities/Tasks	Start Date	Completion Date	% thru Q3	Outcomes or Deliverable	CASF Grant Funds
<b>Activity #4. Involve and work with Telecommunications Providers</b>	1-Jan-17	31-Dec-18		<b>Deliverable</b> ---Produce a semi-annual report on ongoing work with telecommunications providers	
				Steel & Personnel	\$ 1,375.00
4.1 Work with providers to have them share with the County their fiber routes and transparency in network resiliency	1-Jan-17	31-Dec-17	75%		
4.2 Work with providers to increase redundancy and diversity in their networks	1-Jan-17	31-Dec-17	75%		
4.3 Work with providers for improved communication procedures between them and the County	1-Jan-17	31-Dec-17	75%		
4.4 Have providers inform the County of changes to their offerings and plans to deploy broadband in the county	1-Jan-17	31-Dec-17	75%		
4.5 Document any outages to assess scope and impact on residents	1-Jan-17	31-Dec-17	75%		
<b>Quarterly Progress Report</b>					
<p>4.1 SeaKay and Mendocino Community Network in particular has been transparent in their plans, network design and communications. For example, MCN easily provides the NBNCBC and Fort Bragg City officials details of their planned expansion of services and WiFi. Frontier, Comcast and AT&amp;T do not share any deployment/upgrade plans other than what comes out in their press releases.</p> <p>4.2, 4.3 The county is working with providers in various ways to increase diversity in networks and improved communications. This includes our county Office of Emergency Services (OES) Coordinator participation in a Stakeholders Working Group formed from Phase 2 of the PUC Rural Call Completion to discuss outage reporting. The stakeholders group also includes the two ILECs operating in Mendocino. Improved communications on needs and current challenges is also encouraged via Alliance outreach to providers requesting feedback and input on important topics, which this quarter included AB 1665, SB 649, and the PUC Pole Access proceeding. This feedback is taken into account when the Alliance participates in these proceedings via comments, and is shared with the county CEO and Board of Supervisors during weekly updates and monthly reports.</p> <p>4.4 All providers are routinely encouraged to share with the Alliance any expansion of services, and that we would help let the community know of these changes via our outreach meetings, website (where all providers and locations are listed), email list and social media. Our "providers in Mendocino County" spreadsheet is kept current via input from providers (last major update on Sept. 28). Some providers share info in confidence which is not shared publicly, but can be shared with county CEO and OS Committee supervisor. As mentioned, AT&amp;T and Frontier do not share information about deployments other than what comes out in their press releases. Even when asked by a county supervisor for a CAF update, AT&amp;T would only provide, "They are testing to see which designated locations may be ready for them to launch sometime in the fall." They would not confirm or deny whether specific cell tower permit applications were related to CAF deployments or not.</p> <p>4.5 There were no major outages during Q3.</p>					

CASF Funded Activities/Tasks	Start Date	Completion Date	% thru Q3	Outcomes or Deliverable	CASF Grant Funds
<b>Activity #5---Participate and work on Consortium-wide activities</b>	1-Jan-17	31-Dec-18		Steel & Personnel	\$ 30.00
5.1 Participate in development of NBNCBC Regional Infrastructure Plan	1-Jan-17	31-Dec-17	0%		
5.2 Participate in quarterly meetings of Oversight Committee	1-Jan-17	31-Dec-17	75%		
5.3 Share information of regional importance and contribute to semi-annual newsletter	1-Jan-17	31-Dec-17	75%		
<b>Quarterly Progress Report</b>					
<p>5.1 There was no further activity on this during Q3.</p> <p>5.2 Mendocino County Supervisor Dan Hamburg participated in the August 3rd Q3 Oversight Committee meeting.</p> <p>5.3 Information was shared within the consortium that was of regional importance to the consortium via email on a variety of topics. There is no current consortium newsletter.</p>					

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CASF Funded Activities/Tasks	Start Date	Completion Date	% thru Q3	Outcomes or Deliverable	CASF Grant Funds
<b>Activity #6. Foster the implementation of adoption and training plans and programs</b>	1-Jan-17	31-Dec-18		<b>Deliverable</b> ---Produce a brief quarterly report on ongoing work in adoption and training	
				Steel & Personnel	\$ 455.00
6.1 Update Data on Existing Adoption and Training Programs	1-Jan-17	31-Dec-17	75%		
6.2 Collaborate with interested providers on adoption programs and outreach	1-Jan-17	31-Dec-17	75%		
6.3 Collaborate with youth-based entities to assess needs, existing resources, and potential funding	1-Jan-17	31-Dec-17	75%		
<b>Quarterly Progress Report</b>					
<p>6.1, 6.2, 6.3 The low-cost internet program available through both Comcast and AT&amp;T continue to be promoted through both our website, email, and social media. The Alliance has also promoted programs available through the Mendocino County library (every Saturday free digital training, and other classes), and through the WEST company for local businesses to learn digital skills to increase their productivity.</p> <p>The NBNCBC partners with a private computer consulting business/provider for our education series "Crossing the Digital Divide." During Q3 we added content on a weekly basis. We have over <a href="#">70 articles</a> on computer training, security issues, and literacy issues posted online and submitted to various newspapers.</p>					



**Napa County 3rd Quarter Report for  
CASF Funded Activities  
July 1, 2017-September 30, 2017**

THE FOLLOWING ARE THE CASF FUNDED ACTIVITIES EXTRACTED FROM THE COMPLETE NAPA COUNTY WORK PLAN WITH NARRATIVE. IT IS AVAILABLE UPON REQUEST.

**NAPA COUNTY WORK PLAN-GRANT YEAR 1--3rd Quarter  
July 1, 2017-September 30, 2017**

CASF Funded Activities/Tasks	Start Date	Completion Date	% thru Q3	Outcomes or Deliverable	CASF Grant Funds
<b>Activity #1. Conduct Ground Truth Testing-Fixed Wireless and Wireline</b>	1-Jan-17	31-Dec-17			
<b>1.1 Conduct Ground Truth Testing in the Priority Communities</b>	1-Mar-17	31-Dec-17	100%		
1.1.2 Employ the Calspeed Wireline and Fixed Wireless applications	1-Mar-17	30-Jun-17	100%	<b>Deliverable---</b> Produce a report on community meeting results (Consultant)	\$ 13,000.00
1.1.3 Produce the results of the ground truth testing	1-Jul-17	31-Jul-17	90%	<b>Deliverable---</b> Issue a report of the ground truth testing results (Chico)	
1.1.4 Hold a meeting with each specific communities to report results and agree on follow-up actions	1-Aug-17	30-Nov-17	0%	Consultant	
1.1.4.1 Calistoga	1-Aug-17	30-Nov-17	0%		
1.1.4.2 Pope Valley	1-Aug-17	30-Nov-17	0%		
1.1.4.3 St. Helena	1-Aug-17	30-Nov-17	0%		
1.1.4.4 Oakville	1-Aug-17	30-Nov-17	0%		
1.1.4.5 Monticello	1-Aug-17	30-Nov-17	0%		
1.1.4.6 Rim Rock	1-Aug-17	30-Nov-17	0%		
1.1.4.7 Wild Horse Valley Road	1-Aug-17	30-Nov-17	0%		
1.1.4.8 Browns Valley	1-Aug-17	30-Nov-17	0%		
1.1.4.9 American Canyon	1-Aug-17	30-Nov-17	0%		

**Quarterly Progress Report**

- Executed Ground Truth Testing in partnership with CSU Chico during the months of June and July.
- Employ the CalSPEED Wireline and Fixed Wireless applications
- Executed outreach plan to increase participation in Ground Truth Testing, especially in priority testing areas.
- Initial reports show that there were a total of 433 responses to the survey; 98 different people ran 733 CalSPEED tests during the testing period.
- CSU Chico and County of Napa team have been working to finalize the final report.
- Initial outreach to local service providers began to meet and discuss CASF and Ground Truth Testing results.
- Continue to foster relationship with CPUC Commissioner Rechsheffen with the goal of working with his office and local service providers to identify gaps and opportunities to work together.

**Napa County 3rd Quarter Report for  
CASF Funded Activities  
July 1, 2017-September 30, 2017**

CASF Funded Activities/Tasks	Start Date	Completion Date	% thru Q3	Outcomes or Deliverable	CASF Grant Funds
<b>Activity #2. Work with Local "last mile" Providers to verify ground truth testing results and determine willingness to work with the communities</b>	1/1/2017	12/31/2017		<b>Deliverable---</b> Issue a report on results of working with Providers (Consultant)	\$ 2,550.00
<b>2.1 Work with providers to verify results</b>					
2.1.1 AT&T	1/1/2017	12/31/2017	20%		
2.1.2 Comcast	1/1/2017	12/31/2017	20%		
2.1.3 Sonic	1/1/2017	12/31/2017	20%		
2.1.4 Global Capacity LLC	1/1/2017	12/31/2017	20%		
2.1.5 Valley Internet and Others	1/1/2017	12/31/2017	20%		
<b>2.2 Work with providers to share their fiber routes</b>	1/1/2017	12/31/2017	20%		
<b>2.3 Work on Redundancy and diversity</b>	1/1/2017	12/31/2017	20%		
<b>2.4 Learn of their changes in offerings/plans</b>	1/1/2017	12/31/2017	20%		
<b>2.5 Work on communications procedures between Providers and County</b>	1/1/2017	12/31/2017	20%		
<b>2.5 Learn of their changes in offerings/plans</b>	1/1/2017	12/31/2017	20%		
<b><u>Quarterly Progress Report</u></b>					
- Identified the local providers that we will contact to discuss CASF and ground truth testing results: Sonic.net; Valley Internet; Napanet; HighesNet; and Digital Path					

**NBNCBC 3rd Quarter Report for  
CASF Funded Activities  
July 1, 2017-September 30, 2017**

THE FOLLOWING ARE THE CASF FUNDED ACTIVITIES EXTRACTED FROM THE COMPLETE NBNCBC WORK PLAN WITH NARRATIVE. IT IS AVAILABLE UPON REQUEST.

<b>SONOMA COUNTY WORK PLAN-GRANT YEAR 1--3rd Quarter July 1, 2017-September 30, 2017</b>					
<b>CASF Funded Activities/Tasks</b>	<b>Start Date</b>	<b>Completion Date</b>	<b>% thru Q3</b>	<b>Outcomes or Deliverable</b>	<b>CASF Grant Funds</b>
<b>Activity #4. Manage the Relationship with CASF Including Reporting and Financial Administration of the CASF Grant</b>	1-Jan-17	31-Dec-17		Sonoma EDB	\$ 1,250.00
<b>4.1 Respond to all CASF staff Project Program Inquiries</b>	1-Jan-17	31-Dec-17			
<b>4.2 Provide Quarterly Progress Reports</b>	1-Jan-17	31-Dec-17	75%	<b>Deliverable---</b> Provide a Project Progress Report on a quarterly basis	
<b>4.3 Respond to all CASF staff financial Issues</b>	1-Jan-17	31-Dec-17	75%		
<b>4.3.1 Managing the Invoicing and the financial accounting</b>	1-Jan-17	31-Dec-17	75%	<b>Deliverable---</b> Submit an Invoice to CASF on a quarterly basis	
<b>Quarterly Progress Report</b>					
During the third quarter of 2017, Sonoma County staff responded to inquiries from Consortium members, processed payments for CSU Chico GIC and Mendocino and Marin counties, and prepared all documents and invoice required to submit to CPUC.					

**NBNCBC 3rd Quarter Report for  
CASF Funded Activities  
July 1, 2017-September 30, 2017**

**SONOMA COUNTY WORK PLAN-GRANT YEAR 1--3rd  
Quarter July 1, 2017-September 30, 2017**

CASF Funded Activities/Tasks	Start Date	Completion Date	% thru Q3	Outcomes or Deliverable	CASF Grant Funds
<b>Activity #5. Provide the county teams support in data collection, data creation, mapping and data analysis</b>	1-Jan-17	31-Dec-17		<b>Deliverables---</b> Produce data, analyses and mapping as requested	
				CSU Chico	\$ 2,500.00
<b>5.1 Provide each County GIS Support and Analysis</b>	1-Jan-17	31-Dec-17			
5.1.1. Infrastructure application support and analysis;	1-Jan-17	31-Dec-17	75%		
5.1.2. Annual data analysis updating;	1-Jan-17	31-Dec-17	75%		
5.1.3. Updates to alternatives based on county input and analysis	1-Jan-17	31-Dec-17	75%		
5.1.4. Special Analyses, as requested.	1-Jan-17	31-Dec-17	75%		
<b>5.2. Mapping Updates</b>	1-Jan-17	31-Dec-17			
5.2.1. Consortia Mapping	1-Jan-17	31-Dec-17	75%		
5.2.2. County Mapping.	1-Jan-17	31-Dec-17	75%		

**Quarterly Progress Report** The following tasks were completed by Chico GIC for the North Bay North Coast Broadband Consortium during the months of July - September 2017.

- Household served status change analysis based on impact of California Assembly Bill 1665 including;
  - o Wireline status change between 6/1.5, 6/1 and 25/3 served standards for Northern California Consortia;
  - o Combined technology status change between 6/1.5, 6/1 and 25/3 served standards for Northern California Consortia;
 and,

- Conference calls with project group were held as needed.

**SONOMA County 3rd Quarter Report for  
CASF Funded Activities  
July 1, 2017-September 30, 2017**

THE FOLLOWING ARE THE CASF FUNDED ACTIVITIES EXTRACTED FROM THE COMPLETE SONOMA COUNTY WORK PLAN WITH NARRATIVE. IT IS AVAILABLE UPON REQUEST.

<b>SONOMA COUNTY WORK PLAN-GRANT YEAR 1--3rd Quarter July 1, 2017-September 30, 2017</b>					
<b>CASF Funded Activities/Tasks</b>	<b>Start Date</b>	<b>Completion Date</b>	<b>% thru Q3</b>	<b>Outcomes or Deliverable</b>	<b>CASF Grant Funds</b>
<b>Activity #2. Develop Sonoma Countywide Strategic Plan</b>					
<b>2.1 Engage Communities, Businesses and CAIs</b>	1-May-17	31-Dec-17		<b>Deliverable #1.</b> Produce a report of the results of the workshops and surveys	
				Consultant	\$ 10,312.50
2.1.1 Conduct 3-4 community workshops	1-May-17	30-Jun-17	100%		
2.1.2 Administer data collection and surveys	1-May-17	30-Jun-17	90%		
2.1.3 Gather data from businesses and CAIs	1-May-17	30-Jun-17	75%		
2.1.4 Publish summary report of results	1-Jul-17	31-Aug-17	75%		
<b>2.2 Develop County Broadband Goals and Strategies</b>					
<b>2.2.1</b> Using data gathered in 2.1 develop draft of goals and strategies	1-Sep-17	30-Sep-17	25%	<b>Deliverable #2.</b> Produce a Draft of the goals and strategies; Vet the draft	
				Consultant	\$ 7,750.00
2.2.2 Vet draft goals and strategies with broadband providers	1-Oct-17	15-Dec-17	0%	Consultant	\$ -
2.2.3 Vet draft with community at BSAC meeting	1-Oct-17	15-Dec-17	0%	Consultant	\$ -
<b>Quarterly Progress Report:</b>					
<p>1. The EDB Director appointed a 18 member committee to advise and review the development of the strategic plan. Committee includes members from businesses, telcom industry, agricultural, rural residents and anchor institution staff.</p> <p>2. The Consultant conducted 12 meetings including workshops and focus groups. These included public workshop, targeted industry groups and focus groups in each of the 5 supervisorial districts. The consultant produced summary reports from the meetings and groups.</p> <p>3. The consultant is gathering information including GIS data from the County an cities. In addition, the consultant is obtaining GIS data from CSU Chico.</p> <p>4. The EDB distributed a broadband survey to businesses and anchor institutions. The consultant is collecting and reviewing the information.</p> <p>5. The EDB produced 2 press releases regarding the strategic plan development. The Press Democrat, a regional news publication produced an article on the plan encouraging resident and business participation in it development.</p> <p>6. Consultant is conducting individual interviews with community leaders, businesses and officials. 50 people are invited to be interviewed.</p> <p>7. Consultant and EDB project management staff conduct biweekly coordination meetings.</p>					

*Payment Request Cover Sheet*

<b>Name of Consortium</b>	North Bay North Coast Broadband Consortium		
<b>Approved Grant, Year 1</b>	\$125,000		
<b>Approved Grant, Year 2</b>	\$125,000		
<b>Period of Progress Payment Request (Y1Q1, Y1Q2, etc.):</b>			
<b>Quarter Ending (MM/YY):</b>			
	<b>Amount Requested</b>	<b>Amount Approved</b>	<b>Amount Received</b>
<b>Start-Up Costs</b>			
<b>Y1Q1, Progress Payment</b>	\$ 18,906.50	\$ 18,906.50	\$ 18,906.50
<b>Y1Q2, Progress Payment</b>	\$ 21,487.50	\$ 21,487.50	\$ 21,487.50
<b>Y1Q3, Progress Payment</b>	\$ 33,197.00		
<b>Y1Q4, Progress Payment</b>			
<b>Y2Q1, Progress Payment</b>			
<b>Y2Q2, Progress Payment</b>			
<b>Y2Q3, Progress Payment</b>			
<b>Y2Q4, Progress Payment</b>			
<b>Total</b>	\$ 73,591.00	\$ 40,394.00	\$ 40,394.00

# INVOICE



Date: October 10, 2017  
 Invoice for Marin Work Plan - Year 1 Q3  
 Period Invoiced: 07/01/17 - 09/30/17

Marin Broadband Task Force

County of Marin  
 1600 Los Gamos Drive  
 San Rafael, CA 94903  
 Phone 415-473-6563  
 klevin@marincounty.org

TO Steve Sharpe  
 Sonoma County Economic Development Board

CONTACT	PAYMENT TERMS	DUE DATE
	Due on receipt	

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	Activity #4 Network Development & Financing Models	\$1,842.50	\$1,842.50
	Activity #6 Funding Program Application Support	\$3,569.50	\$3,569.50
	Note: See attached detailed worksheet for billed hours, by Work Plan Activity, and by month. All billed hours are invoiced at the rate of \$110 per hour.		
<b>SUBTOTAL</b>			\$5,412.00
<b>SALES TAX</b>			
<b>TOTAL</b>			\$5,412.00

**Make all checks payable to: County of Marin**

## Timesheet Details by Team

Commnexis, Inc.

Between July 01, 2017 and July 31, 2017

	Client	Project	Task	Notes	Hours	Billed
<b>Pratt, Peter</b>						
07/06/17	Marin County - IST	MBTF-Activ. 4 - Access Network Models	Access Network Model Development	Call w/ E. Blantz of Nicasio Landowners Assoc. (NLOA), in re Nicasio Broadband Network (NBN) permitting requirements & construction launch target date.	0.50	yes
07/08/17	Marin County - IST	MBTF-Activ. 4 - Access Network Models	Access Network Model Development	Multiple e-mails and schedule shares w/ Marin Co. agency personnel & Inyo Networks. Agencies: Community Development, IST, Public Works. Purpose: Permitting multi-agency coordination and review kick-off meeting for Nicasio Broadband Network (NBN). Final confirmation of meeting date: 07/19, Marin Civic Center. Final report to Inyo project tracking: 07/08. This cycle of scheduling: 07/03 - 07/08.	5.50	yes
07/14/17	Marin County - IST	MBTF-Activ. 4 - Access Network Models	Access Network Funding Support - State	Call to BCPUD Director L. Comstock on timeframes for Bolinas network development.	0.50	yes
07/19/17	Marin County - IST	MBTF-Activ. 4 - Access Network Models	Access Network Model Development	Meeting with Marin County permitting agencies (Community Development, Public Works), and Inyo Networks, Inc. to review plans of Inyo for construction of the Nicasio Broadband Network (NBN).	1.25	yes
<b>Total</b>					<b>7.75</b>	
<b>ALL TOTAL</b>					<b>7.75</b>	



## Timesheet Details by Team

Commnexis, Inc.  
Between August 01, 2017 and August 31, 2017

	Client	Project	Task	Notes	Hours	Billed
<b>Pratt, Peter</b>						
08/01/17	Marin County - IST	MBTF-Activ. 4 - Access Network Models	Consultation & Research - Funding	E-mail update report to possible West Marin provider / partner, L. Hills.	0.50	yes
08/01/17	Marin County - IST	MBTF-Activ. 4 - Access Network Models	Consultation & Research - Funding	Request for, and receipt of, updated pre-payment account report for Nicasio Broadband Network (NBN) project. Report sent by P. McDonnell of Nicasio Landowners. Data is relevant for adjustments to master pro forma for West Marin expansion financial models.	0.75	yes
08/14/17	Marin County - IST	MBTF-Activ. 4 - Access Network Models	Access Network Model Development	Call from Marin Co. Sup. D. Rodoni, w/L. Cordova: Review of West Marin funding application and connectivity planning.	0.75	yes
08/17/17	Marin County - IST	MBTF-Activ. 4 - Access Network Models	Access Network Model Development	Call w/ R. Volker of Inyo Networks, preliminary report on first Bolinas field survey.	0.75	yes
08/21/17	Marin County - IST	MBTF-Activ. 4 - Access Network Models	Access Network Model Development	Review of West Marin middle mile possible routes & CPUC proceeding in re CPCN certification request of PG&E. Drafting of Memo for recommended points for Sup. D. Rodoni to address with PG&E for support of middle mile route development in West Marin.	5.50	yes
08/24/17	Marin County - IST	MBTF-Activ. 4 - Access Network Models	Consultation & Research - Funding	E-mail and update call to: Director L. Comstock of Bolinas PUD (BCPUD). Target grant application dates and coordination considerations. Verbal report on Inyo field survey findings to date.	0.75	yes
<b>Total</b>					<b>9.00</b>	
<b>ALL TOTAL</b>					<b>9.00</b>	

## Timesheet Details by Team

Commnexis, Inc.

Between July 01, 2017 and July 31, 2017

	Client	Project	Task	Notes	Hours	Billed
<b>Pratt, Peter</b>						
07/11/17	Marin County - IST	MBTF-Activ. 6 - State Funding	Consultation & Research - Funding	Nicasio Conference call. Status on planning for construction launch by Inyo Networks, Inc. Verbal report to Nicasio Landowners by Inyo on meeting being planned for 07/19 in re project permitting with Marin. Co. agencies.	1.00	yes
07/17/17	Marin County - IST	MBTF-Activ. 6 - State Funding	Access Network Funding Support - State	MBTF Work Plan Activity 6.1: Going forward review call w/ R. Volker of Inyo Networks: Ascertainment of new Proposed Funded Service Areas (PFSAs) for West Marin.	0.25	yes
07/18/17	Marin County - IST	MBTF-Activ. 6 - State Funding	Consultation & Research - Funding	Nicasio conference call. Review of permitting materials for presentation to County of Marin personnel, by Inyo Networks, Inc. Target dates given for launch of Nicasio network build.	0.70	yes
07/31/17	Marin County - IST	MBTF-Activ. 6 - State Funding	Access Network Funding Support - State	MBTF Work Plan Activity 6.1: Going forward review call w/ M. Ort of Inyo Networks: Ascertainment of new Proposed Funded Service Areas (PFSAs) for West Marin.	0.50	yes
07/31/17	Marin County - IST	MBTF-Activ. 6 - State Funding	Access Network Funding Support - State	Call w/ Director Lyndon Comstock of BCPUD. Planning for moving ahead with network project, via CASF application, for Bolinas.	0.75	yes
<b>Total</b>					<b>3.20</b>	
<b>ALL TOTAL</b>					<b>3.20</b>	

## Timesheet Details by Team

Commnexis, Inc.  
Between August 01, 2017 and August 31, 2017

	Client	Project	Task	Notes	Hours	Billed
<b>Pratt, Peter</b>						
08/01/17	Marin County - IST	MBTF-Activ. 6 - State Funding	Access Network Funding Support - State	Nicasio project review conference w/ Nicasio Landowners and multiple personnel from Inyo Networks, Inc. Status of permitting submittals to Co. of Marin, materials ordering, private easements. Follow-on e-mails w/ scheduling coordinator K. Sutro on target filing dates for permit submittals.	1.50	yes
08/03/17	Marin County - IST	MBTF-Activ. 6 - State Funding	Access Network Funding Support - State	Scheduling of, and confirmation of launch of West Marin expansion field survey, by Inyo Networks, Inc. Confirmation follows multiple cycles of calls and e-mails with personnel & management at: Inyo, Bolinas Community PUD (BCPUD), and Nicasio Landowners. Ascertainment of Inyo's operating resources for Nicasio development, and West Marin expansion effort. Survey launch report: Marin Sup. D. Rodoni, BCPUD, Nicasio Landowners. Call & e-mail cycle: 08/01 - 08/03.	7.50	yes
08/08/17	Marin County - IST	MBTF-Activ. 6 - State Funding	Access Network Funding Support - State	Nicasio project review conference call.	1.00	yes
08/08/17	Marin County - IST	MBTF-Activ. 6 - State Funding	Access Network Funding Support - State	Review of draft permitting submittal materials (partial package to date) for Nicasio Broadband Network (NBN) Project. Draft materials produced by K. Hostert, Envir. & Permitting Manager, Inyo Networks.	2.50	yes
08/17/17	Marin County - IST	MBTF-Activ. 6 - State Funding	Access Network Funding Support - State	Communications w/ K. Hostert of Inyo Networks permitting section: Planned submittal, by route segment, of Nicasio Project elements for review by County of Marin Public Works, Land Use Division.	3.25	yes
08/18/17	Marin County - IST	MBTF-Activ. 6 - State Funding	Consultation & Research - Network Design	E-mail communications (08-17 - 08-18) w/ L. Cordova of Sup. D. Rodoni's office, in re supervisory communications with regional rep. of PG&E. Subject: Possible use of PG&E routes for West Marin connectivity. Support of L. Cordova's initial response to the utility on behalf of Sup. Rodoni.	2.00	yes
08/22/17	Marin County - IST	MBTF-Activ. 6 - State Funding	Access Network Funding Support - State	E-mail and call w/ R. Volker of Inyo Networks, Inc. confirming Inyo's by-hand submittal of permitting package of CAD mapping, summary route segment maps, and project construction narrative. Delivery made to Marin Public Works, via Mr. Volker.	1.00	yes
08/22/17	Marin County - IST	MBTF-Activ. 6 - State Funding	Consultation & Research - Network Design	Final distribution of Memo on PG&E possible West Marin connectivity routes. To: L. Cordova, R. Volker.	0.50	yes

	<b>Client</b>	<b>Project</b>	<b>Task</b>	<b>Notes</b>	<b>Hours</b>	<b>Billed</b>
08/22/17	Marin County - IST	MBTF-Activ. 6 - State Funding	Consultation & Research - Network Design	Inyo permitting package submittal to County of Marin forwarded by R. Nimura of Inyo to Pratt. Review of materials, with file check against previous route segment distances.	2.50	yes
08/24/17	Marin County - IST	MBTF-Activ. 6 - State Funding	Consultation & Research - Network Design	Follow-on communications and documentation of possible PG&E connectivity routes, West Marin. Action items and possible route mapping sent to: L. Cordova, M. Van Gorten, PG&E, V. Volker, R. Munster of Inyo Networks.	3.50	yes
08/29/17	Marin County - IST	MBTF-Activ. 6 - State Funding	Access Network Funding Support - State	Nicasio Broadband Network (NBN) Project conference call.	1.00	yes
08/30/17	Marin County - IST	MBTF-Activ. 6 - State Funding	Access Network Funding Support - State	Call w/ R. Volker of Inyo Networks, information exchange in support of summary report for Sup. D. Rodoni, in re planning for funding application network design.	0.50	yes
08/30/17	Marin County - IST	MBTF-Activ. 6 - State Funding	Consultation & Research - Funding	Inquiry from / response to Marin Supervisor D. Rodoni on: Target date and process for CASF funding application for Bolinas (access & middle mile). Target date(s) based on project continued progress in Nicasio, statements of Inyo management, communications with Bolinas lead local agency (BCPUD).	2.50	yes
<b>Total</b>					<b>29.25</b>	
<b>ALL TOTAL</b>					<b>29.25</b>	

# Mendocino County

## INVOICE

<b>To:</b>	Sonoma County Economic Development Board				Q 3 Invoice-NBNCBC
	141 Stony Circle				2017 July-August-September
	Santa Rosa, CA 95401				
<b>From:</b>	County of Mendocino				
	Building and Planning Services				
	860 N. Bush Street				
	Ukiah, CA 95482				

Period Invoiced: July 1 - Sept 30, 2017

### Activities for this invoice

	Activity 1	Activity 2	Activity 3	Activity 4	Activity 5	Activity 6	Totals
July	\$ 385.00	\$ 530.00	\$ 565.00	\$ 490.00	\$ -	\$ 10.00	\$ 1,980.00
August	\$ 395.00	\$ 500.00	\$ 315.00	\$ 365.00	\$ -	\$ 195.00	\$ 1,770.00
Sept	\$ 750.00	\$ 500.00	\$ 650.00	\$ 520.00	\$ 30.00	\$ 250.00	\$ 2,700.00
<b>Totals</b>	<b>\$ 1,530.00</b>	<b>\$ 1,530.00</b>	<b>\$ 1,530.00</b>	<b>\$ 1,375.00</b>	<b>\$ 30.00</b>	<b>\$ 455.00</b>	<b>\$ 6,450.00</b>

### Invoice Summary

	Budgeted	Invoiced to Date	CURRENT Invoice:	Remaining Funds
Personnel:	\$27,500.00	\$ 13,749.50	\$ 6,450.00	\$ 7,300.50
Special Consultants:	\$ -	\$ -	\$ -	\$ -
<b>Totals:</b>	<b>\$27,500.00</b>	<b>\$ 13,749.50</b>	<b>\$ 6,450.00</b>	<b>\$ 7,300.50</b>
<b>Total Now Due:</b>				<b>\$ 6,450.00</b>

# Invoice

Invoice Summary for July 2017 Services					
Date	Description	Hours/ miles	per hour (or mile)	Amount	Amount Totals
Date: August 1st, 2017			Invoice No:	2017-7	
To: Mendocino County			From:	Trish Steel	
	Planning and Building Services			PO Box 287	
	860 N. Bush Street			Laytonville, CA 95455	
	Ukiah, CA 95482			707-354-3224	
Invoice Summary for July 2017 Services					
7/1- 7/31	<b>Grant billable Total</b>	<b>66</b>	<b>\$30.00</b>		<b>\$1,980.00</b>
	Non-grant billable Total				\$2,443.21
	Invoice Total				\$4,423.21
Non-grant re-imburements					
7/1 - 7/31	Broadband hours (non-casf)	46	\$30.00	\$1,380.00	
7/10,11,14,17,20	Travel time	22	\$15.00	\$330.00	
7/10,11,14,17,20	Mileage	1078	\$0.535	\$576.73	
7/6/17	Website domain and host registration			\$147.48	
7/10/17	Sacramento parking			\$9.00	
			sub-total	\$2,443.21	
<i>Patricia Steel</i>					
Mendocino Broadband Consultancy, Business License #113857				<b>Total Due</b>	<b>\$4,423.21</b>

# Invoice

Invoice Summary for August 2017 Services					
Date	Description	Hours/ miles	per hour (or mile)	Amount	Amount Totals
8/1 - 8/31	Grant billable Total	59	\$30.00		\$1,770.00
	Non-grant billable Total				\$717.80
	Invoice Total				\$2,487.80
Non-grant re-imbursements					
8/1 - 8/31	Broadband hours (non-casf)	21.5	\$30.00	\$645.00	
8/31/17	Travel time	2	\$15.00	\$30.00	
8/31/17	Mileage	80	\$0.535	\$42.80	
			sub-total	\$717.80	
<i>Patricia Steel</i>					
Mendocino Broadband Consultancy, Business License #113857				Total Due	\$2,487.80

# Invoice

Date:	October 5th, 2017		Invoice No:	2017-9	
To:	Mendocino County		From:	Trish Steel	
	Planning and Building Services			PO Box 287	
	860 N. Bush Street			Laytonville, CA 95455	
	Ukiah, CA 95482			707-354-3224	

## Invoice Summary for September 2017 Services

Date	Description	Hours/ miles	per hour (or mile)	Amount	Amount Totals
9/1 - 9/30	Grant billable Total	90	\$30.00		\$2,700.00
	Non-grant billable Total				\$795.40
	Invoice Total				\$3,495.40
Non-grant re-imburements					
9/1 - 9/30	Broadband hours (non-casf)	10	\$30.00	\$300.00	
9/8, 12, 22, 27	Travel time	16	\$15.00	\$240.00	
9/22/17	Parking re-imburement			\$20.00	
9/8, 12, 22, 27	Mileage	440	\$0.535	\$235.40	
			sub-total	\$795.40	
<i>Patricia Steel</i>					
Mendocino Broadband Consultancy, Business License #113857				Total Due	\$3,495.40



**Date:** August 1st, 2017

**To:** BAMC Executive Committee and Board of Supervisors

**Subject:** July 2017 Broadband Summary of Activities

**From:** Trish Steel

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### ***Broadband Goals and Strategies***

- The Broadband Goals & Strategies was presented to all four city councils, and many other groups to gain support. I presented the Goals Document to the Board of Supervisors on July 11th and they endorsed them as well.
- There were a few groups that I met with that did not endorse, and I think that it would be good for future follow-up. The groups I am specifically thinking of are the Chambers of Commerce, Farm Bureau, and Dept of Agriculture.
- I am trying to schedule a next meeting of the Broadband Working Group for October, to start on ideas for a county Broadband Plan.
- UDJ ran a story on the Broadband Goals - <http://www.ukiahdailyjournal.com/general-news/20170725/mendocino-county-lays-out-first-official-broadband-goals>

### ***NBNCBC updates***

- The NBNCBC Quarter 2 report was submitted to the PUC and is posted online.

### ***BAMC Outreach and provider updates***

- We had a good public outreach meeting on July 14th.
- I am working with a local provider and focusing on the north coast for outreach, and trying to both increase adoption rates where broadband is available, and to identify pockets of unserved areas where there might be enough households to build a feasible business case. I will be attending the Westport BBQ for next outreach.
- Good news for connectivity in the state parks. The state parks superintendent reports that Hendy Woods, Van Dam, and Russian Gulch now have fiber connections. The next step is to get wi-fi on the beaches and campgrounds. Another goal is to get connectivity to Laguna Point harbor seal rookery to set up a webcam.
- Parks are also looking to get a fiber connection to the Mendocino Woodlands and parks are looking to possibly do the trenching themselves. I am trying to arrange a meeting with the

superintendent to avoid a “monopoly” situation that could have negative future impacts (such as, ATT alone lays privately-owned fiber in the trench); a suggestion I’ll make is to also add empty conduit as protection against abuse. Maybe the BAMC would like to pay for something like this from their Community Foundation Infrastructure Fund?

- Follow the Broadband Alliance on [Facebook](#).

## **Legislation**

- [AB 1665](#) This bill had harmful amendments added, which caused many groups to withdraw their support. NBNBCB has been opposed from pretty early on when the CAF exclusion areas became part of the bill. The bill is still active, and Assemblymember Wood continues working with stakeholders including the CETF so no final version is yet available.
- Congressman Huffman’s [HR 2425](#) (Public Lands Telecommunications Act) looks good for passage. Last month’s report said that I was concerned about possible amendments, but found out from the Congressman’s office that the amendments were only small technical changes (whew!). They expect the bill to go to the house floor for a vote soon.
- [Senator McGuire’s Warren-911 Emergency Assistance Act \(SB566\)](#) for notification of rural outages failed to come out of the Senate Energy, Utilities, and Communication committee hearing, and so was made into a 2-year bill.
- [SB 649](#) (the small cell bill) has opposition from some city governments because of concerns about the loss of local control, but it is moving strongly along. It passed out of the Senate on May 31st and at last check on 7/18 was in the Assembly Appropriations Committee.
- This month President Trump unveiled his infrastructure plan and supposedly there is money for rural broadband. However, no details are available so it’s hard to know anything more.

## **Rural Call Completion**

- The RCC moved into Phase 2 with a meeting of the stakeholders Working Group to discuss rural outage reporting. Mendocino sent our OES coordinator Rick Ehlert to participate (I listened in by phone) who did a great job presenting our perspective. In my opinion however, the group was very industry-heavy, and I would like to see more rural counties represented in this group.

Industry presented a proposal to have an “MOU” for rural outage reporting instead of any sort of regulatory change. I have concerns about accountability with an MOU; it also does not address the issue of the “information gap” at the PUC on rural outages since this information would not be shared with the PUC.

**Other kind of interesting items**

- FirstNet submitted their CA state plan to CalOES, which held a series of workshops around the state to share plans and get public safety input. I attended one of these presentation in Redding last week.

AT&T will use their existing LTE network with 150 MHz spectrum to bring FirstNet on-line immediately, while they build out the government-owned 20 MHz spectrum (called Band 14) specific for FN.

Ca coverage maps presented at this meeting showed the Sonoma-Mendocino coast as lacking adequate coverage for the network. I suspect that they will be using their CAF funding to increase coverage, as they do not yet have cross-roaming agreements in place.

The Governor needs to decide by mid-December whether to “opt-in” or “opt-out”. Seven states have already opted-in. The opt-out decision is much more difficult as it would require states to spend their own money and build alternative network that is completely inter-operable; alternative plans would also need approved by FCC, NTIA, and obtain a spectrum lease from FN.

**July Meeting Summary**

07/07/2017	CalTrans #2 Stakeholders Working Group Meeting	Conference Call
07/07/2017	Sen. McGuire on AB 1665	Conference Call
07/10/2017	Senate Committee hearing on AB 1665	Sacramento
07/11/2017	Board of Supervisors Presentation of Broadband Goals and Strategies	Ukiah
07/11/2017	Westport Municipal Advisory Council Meeting	Westport
07/19/2017	How Broadband is transforming Agriculture	BB USA webinar
07/20/2017	FirstNet meeting	Redding
07/24/2017	Broadband Working Group, 1st meeting	Call in
07/26/2017	LMAC meeting	Laytonville
07/17/2017	First meeting of FB IT Committee	Fort Bragg
07/14/2017	BAMC Public Outreach meeting	Ukiah

**Date:** Sept 1st, 2017

**To:** BAMC Executive Committee and Board of Supervisors

**Subject:** August 2017 Broadband Summary of Activities

**From:** Trish Steel

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I did not work the first 2 weeks of August due to an emergency trip out of state (my mom passed back in MO). Even after returning, I took some time to get back into things, which included a lot of "catch-up."

### ***BAMC Outreach***

- I am focusing outreach efforts on Westport, and attended the BBQ with a table to talk broadband. It was interesting - for a year and a half I had tried to find the contact info for a particular landowner (I could only get a PO Box number, no phone number). My postcards did not result in him calling me, etc. At the BBQ he was sitting at the table next to me and I was finally able to talk to him. Unfortunately it did not lead to any big breakthroughs, but the effort was worthwhile. I am cautiously optimistic about some deployment efforts from Westport south to Fort Bragg.
- On 8/29 was an Assembly informational Hearing for the "Select Committee on Economic Development and Investment in Rural California" which I was able to stream. One particular speaker caught my attention - the Chief Innovation Officer for the UC extension office, who says his job is to "think out of the box" and search far and wide for new technologies for pilot studies. I connected with him and told him about TRAXYL, and he will contact them and see if they can possibly get a pilot project going at the Hopland Field Station.
- The Woodlands Fiber project was a bust...the state parks has no money for trenching, and even if they did, they would have to contract with AT&T (who would not serve the surrounding communities) because state parks has a master lease agreement with CalNet3, in which only verified vendors can be selected. And the only vendor on the list for them to choose from is....AT&T.
- Next meeting is Sept. 8th. Hope you can make it!

### ***Legislation***

- AB 1665 - Bad news! This bill passed the Senate Utilities committee unanimously (McGuire abstained). What started as a good bill was sabotaged by industry amendments. In it's current form Mendocino as a whole would be ineligible for any grant funding because with mobile included in our 4-county area, we have already reached 98% served.

- SB 649 (the small cell bill) has opposition from almost ALL city governments because of concerns about the loss of local control. It is currently in the suspense file.
- The FCC received over 20 million comments on Net Neutrality (the previous record was 3 million) when the comment period ended 8/31. Unfortunately, Chairman Pai is will still likely overturn it.

**August Meeting Summary**

08/16/2017	ASB meeting	Santa Rosa
08/19/2017	Westport Community Outreach	Westport
08/29/2017	Select Committee on Economic Development and Investment in Rural California	Streamed
08/31/2017	Meeting with West Co and bay area investment group to discuss an accelerator/incubator program;	Ukiah

# North Bay North Coast Broadband Consortium

## INVOICE

TO: Taylor Cheim  
 CPUC  
[Taylor.Cheim@cpuc.ca.gov](mailto:Taylor.Cheim@cpuc.ca.gov)

Invoice No. 2017-3  
 Invoice Amount: \$3,750.00

Period Invoiced: July 1, 2017 through September 30, 2017

### Activity 4

	Budget:	Previously Billed:	CURRENT Invoice:	Invoiced To-Date:	Available Balance:
Overhead/Indirect Costs	\$5,000.00	\$2,500.00	\$1,250.00	\$3,750.00	\$1,250.00
<b>Activity 2 Totals:</b>	<b>\$5,000.00</b>	<b>\$2,500.00</b>	<b>\$1,250.00</b>	<b>\$3,750.00</b>	<b>\$1,250.00</b>

### Activity 2

	Budget:	Previously Billed:	CURRENT Invoice:	Invoiced To-Date:	Available Balance:
Special Consultants:	\$11,500.00	\$6,500.00	\$2,500.00	\$9,000.00	\$2,500.00
<b>Activity 2 Totals:</b>	<b>\$11,500.00</b>	<b>\$6,500.00</b>	<b>\$2,500.00</b>	<b>\$9,000.00</b>	<b>\$2,500.00</b>

### INVOICE SUMMARY

	Budget:	Previously Billed:	CURRENT Invoice:	Invoiced To-Date:	Available Balance:
Overhead/Indirect Costs	\$5,000.00	\$2,500.00	\$1,250.00	\$3,750.00	\$1,250.00
Special Consultants:	\$11,500.00	\$6,500.00	\$2,500.00	\$9,000.00	\$2,500.00
<b>Totals:</b>	<b>\$16,500.00</b>	<b>\$9,000.00</b>	<b>\$3,750.00</b>	<b>\$12,750.00</b>	<b>\$3,750.00</b>
<b>Total NOW Due:</b>			<b>\$3,750.00</b>		



**CSU, Chico  
Research  
Foundation**

FEIN# - 68-0386518

**Remit Payment to:**

**The CSU, Chico Research Foundation  
c/o Accounts Receivable  
25 Main St., Suite 203  
Chico, CA 95928-5388**

# INVOICE

**Invoice #:  
Invoice Date:  
Customer #:  
Terms: DUE UPON RECEIPT**

To:

(Please detach and return this portion with payment)

**Amount Due: \_\_\_\_\_  
Amount Paid: \_\_\_\_\_**

**Description**

**Invoice #: \_\_\_\_\_  
Invoice Date: \_\_\_\_\_**

**Contract / PO#:**

**Total Due:** \_\_\_\_\_

For questions regarding this invoice, Contact: \_\_\_\_\_  
(Research and Sponsored Programs) (530-898-5700)



**For Research Foundation Use Only**

**Customer #:** \_\_\_\_\_

Project#	Object	Description	Amount
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**Sonoma County Economic Development Board  
North Bay North Coast Broadband Consortium**

**Summary**

**August – September 2017**

The following tasks were completed for the Sonoma County Economic Development Board North Bay North Coast Broadband Consortium during the months of August - September 2017.

- Household served status change analysis based on impact of California Assembly Bill 1665 including;
  - o Wireline status change between 6/1.5, 6/1 and 25/3 served standards for Northern California Consortia;
  - o Combined technology status change between 6/1.5, 6/1 and 25/3 served standards for Northern California Consortia;
  
- Conference calls with project group as needed;

Please feel free to contact the GIC if there are any questions regarding the work completed.

Thank You,

Jason Schwenkler  
Director  
Geographical Information Center  
California State University, Chico  
jschwenkler@csuchico.edu  
Phone: 530.898.4372  
Fax: 530.898.6317





## Sonoma County Economic Development Board

# INVOICE

TO: Taylor Cheim  
 CPUC  
[Taylor.Cheim@cpuc.ca.gov](mailto:Taylor.Cheim@cpuc.ca.gov)

Invoice No. 2018-010  
 Invoice Amount: \$17,585.00

Period Invoiced: July 1, 2017 through September 30, 2017

### Activity 2

	Budget:	Previously Billed:	CURRENT Invoice:	Invoiced To-Date:	Available Balance:
Special Consultants:	\$27,500.00	\$3,437.50	\$17,585.00	\$21,022.50	\$6,477.50
<b>Activity 2 Totals:</b>	<b>\$27,500.00</b>	<b>\$3,437.50</b>	<b>\$17,585.00</b>	<b>\$21,022.50</b>	<b>\$6,477.50</b>

### INVOICE SUMMARY

	Budget:	Previously Billed:	CURRENT Invoice:	Invoiced To-Date:	Available Balance:
Special Consultants:	\$27,500.00	\$3,437.50	\$17,585.00	\$21,022.50	\$6,477.50
<b>Totals:</b>	<b>\$27,500.00</b>	<b>\$3,437.50</b>	<b>\$17,585.00</b>	<b>\$21,022.50</b>	<b>\$6,477.50</b>

<b>Total NOW Due:</b>	<b>\$17,585.00</b>
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Note: Total consultant contract is more than CASF funds; excess will be absorbed by Sonoma County.

Magellan Advisors, LLC  
 450 Alton Road #1402  
 Miami Beach, FL 33139 US  
 (888) 960-5299  
 insight@magellan-advisors.com



**INVOICE MA07311717**

**DATE** 07/31/2017 **TERMS** Net 30

**DUE DATE** 08/30/2017

**BILL TO**

Sonoma County Economic  
 Development Board  
 141 Stony Circle, Suite 110  
 Santa Rosa, CA 95401  
 Project: Sonoma Broadband  
 Strategic Plan

DATE	ACTIVITY	QTY	RATE	AMOUNT
06/01/2017	Admin Kickoff Call - 05/31/2017	1:00	165.00	165.00
06/02/2017	Provide Stakeholder Outreach Identification Template and post to Basecamp   created and posted to Basecamp	0:15	165.00	41.25
06/06/2017	000-Project Management   reviewed RFP, developed agenda for conference call, discussion with Courtney	1:00	165.00	165.00
06/08/2017	Internal Team Project Call 6/15/17   cancelled call and add broadband outreach to BaseCamp	0:15	165.00	41.25
06/14/2017	Sample introductory letters for Stakeholders from Client   searched for and tailored an introductory letter	0:30	165.00	82.50
06/15/2017	Internal Team Project Call 6/15/17   Call with Magellan Project Team to discuss SOW and strategies for workshops and tasks.	1:00	165.00	165.00
06/15/2017	Internal Team Project Call 6/15/17   conference call with Court, John, and Jory	0:45	165.00	123.75
06/15/2017	Internal Team Project Call 6/15/17   Call to review project SOW and work plan	1:00	165.00	165.00
06/19/2017	Bi-weekly Project Status Call #1 - 6/19/17   Project status call with client and Magellan Team.	0:15	165.00	41.25
06/19/2017	Develop Stakeholder Survey - See Greg   researched the surveys in Survey Monkey	0:15	165.00	41.25
06/19/2017	000-Project Management   added files to Basecamp, participated in weekly conference call, reached out to Greg re: south bay as a model survey	2:15	165.00	371.25
06/19/2017	Bi-weekly Project Status Call #1 - 6/19/17   Biweekly Call.	0:30	165.00	82.50

DATE	ACTIVITY	QTY	RATE	AMOUNT
06/22/2017	Develop Stakeholder Survey - See Greg   Call with MA team to discuss survey for anchors.	0:30	165.00	82.50
06/26/2017	Develop Stakeholder Survey - See Greg   call w Greg	0:15	165.00	41.25
06/27/2017	Develop Stakeholder Survey - See Greg   recreated survey from South Bay business survey	1:00	165.00	165.00
07/03/2017	Bi-weekly Project Status Call #2 - 7/3/17   conference call and discuss w Court	1:00	165.00	165.00
07/03/2017	Bi-weekly Project Status Call #2 - 7/3/17   Call with client to discuss project status, next steps and strategies for outreach and needs assessment.	1:00	165.00	165.00
07/03/2017	Bi-weekly Project Status Call #2 - 7/3/17   Sonoma project call.	1:00	165.00	165.00
07/10/2017	Develop Stakeholder Survey - See Greg   conference call, press release, sample schedule	2:30	165.00	412.50
07/11/2017	000-Project Management   added sample press release to BC and emailed the sample interview schedule	1:00	165.00	165.00
07/11/2017	Press Release   Proofed SC Press Release draft.	0:30	165.00	82.50
07/12/2017	Develop Stakeholder Survey - See Greg   created a sample residential survey for Cal	0:30	165.00	82.50
07/13/2017	Develop Stakeholder Survey - See Greg   PDF survey, Basecamp	0:15	165.00	41.25
07/13/2017	Service Provider Data Request   created based on past used	0:15	165.00	41.25
07/13/2017	Review Data Sets   review of doc, created spreadsheet, uploaded doc to SP, meeting agenda	4:00	165.00	660.00
07/13/2017	Service Provider Data Request   Reviewed and commented.	2:00	165.00	330.00
07/14/2017	Identify Community Stakeholders   emails	1:00	165.00	165.00
07/14/2017	Create Agenda   agenda and email	0:15	165.00	41.25
07/17/2017	Bi-weekly Project Status Call #3 - 7/17/17   Sonoma project team call.	1:00	165.00	165.00
07/17/2017	Bi-weekly Project Status Call #3 - 7/17/17   conference call	0:45	165.00	123.75
07/17/2017	000-Project Management   prep for call, call w Randy, review Basecamp	1:00	165.00	165.00
07/25/2017	000-Project Management   Review and comment on client information emails regarding broadband in the region.	0:15	165.00	41.25

TOTAL DUE

\$4,785.00

Magellan Advisors, LLC  
 450 Alton Road #1402  
 Miami Beach, FL 33139 US  
 (888) 960-5299  
 insight@magellan-advisors.com



**INVOICE MA08311710**

**DATE** 08/31/2017 **TERMS** Net 30

**DUE DATE** 09/30/2017

**BILL TO**

Sonoma County Economic  
 Development Board  
 141 Stony Circle, Suite 110  
 Santa Rosa, CA 95401  
 Project: Sonoma Broadband  
 Strategic Plan

DATE	ACTIVITY	QTY	RATE	AMOUNT
08/03/2017	000-Project Management   focus meeting agenda; review data collection and email to Cal	1:00	200.00	200.00
08/03/2017	Focus Group Agenda   Worked on draft focus group agenda and email to Steve explaining the approach for Outreach.	0:45	200.00	150.00
08/07/2017	Identify some PR pieces that can be used to inform and educate - sample   searched Wrike, Eglynte, & SharePoint...no luck	1:00	200.00	200.00
08/07/2017	Create Agenda   created agenda for call on 8/8	0:15	200.00	50.00
08/08/2017	Create Agenda   sent agenda, discussion w Court	0:15	200.00	50.00
08/08/2017	Bi-weekly Project Status Call #4 - 8/8/17   participated in call/scheduled action items	1:15	200.00	250.00
08/08/2017	Bi-weekly Project Status Call #4 - 8/8/17   Project call with Sonoma team.	1:00	200.00	200.00
08/09/2017	Updated Data Request for Cities   edits, upload, and email regarding data request 2	0:45	200.00	150.00
08/10/2017	Primer/Handout   editing primer	1:00	200.00	200.00
08/10/2017	Identify some PR pieces that can be used to inform and educate - sample   researched piece, communicated with Ash/Nicole, made edits and created additional content	2:15	200.00	450.00
08/10/2017	Focus Group Agenda   created ind focus groups reviewed zip files	1:00	200.00	200.00
08/10/2017	Identify some PR pieces that can be used to inform and educate - sample   Updating documents assisting in document prep.	0:15	200.00	50.00
08/11/2017	000-Project Management   combed through data provided for 2 cities and took notes	2:30	200.00	500.00
08/14/2017	PR Material   proof 1 preparation with edits	0:45	200.00	150.00

DATE	ACTIVITY	QTY	RATE	AMOUNT
08/14/2017	Bi-weekly Project Status Call #5 - 8/14/17   conference call w Sonoma, the conference call w Court & Randy	2:00	200.00	400.00
08/14/2017	000-Project Management   reviewed data collected and catalogued in form	4:00	200.00	800.00
08/14/2017	000-Project Management   Review previous Sonoma broadband reports.	3:00	200.00	600.00
08/14/2017	000-Project Management   Call with Cal and Mike. Reviewed FAQs. Call with MA team to review project WBS.	1:30	200.00	300.00
08/15/2017	000-Project Management   reviewed data collected and notated in a log	4:30	200.00	900.00
08/17/2017	PR Material   final edits	0:30	200.00	100.00
08/17/2017	000-Project Management   emails to Cal's contacts, Primer edits w Nicole	0:30	200.00	100.00
08/17/2017	000-Project Management   Reviewed project info document and FAQ. Emails to project contacts.	3:00	200.00	600.00
08/18/2017	PR Material   uploaded handout to Basecamp, emailed Sonoma team	0:15	200.00	50.00
08/18/2017	Primer/Handout   court edits	0:15	200.00	50.00
08/21/2017	000-Project Management   cataloging notes on data submitted	1:00	200.00	200.00
08/22/2017	Create Agenda for Sonoma Advisory Committee Meeting   Worked on agenda for committee meeting.	0:15	200.00	50.00
08/22/2017	PR Material   sent back to Nicole for final edits	0:15	200.00	50.00
08/23/2017	000-Project Management   added files to Wrike tasks, completed Committee Agenda, marked tasks as complete	0:15	200.00	50.00
08/23/2017	Create interview questions   Worked on revised agenda's and discussion points for each meeting.	2:00	200.00	400.00
08/24/2017	000-Project Management   wrike task set-ups for conference calls	1:00	200.00	200.00
08/24/2017	000-Project Management   cataloguing data from Cal	1:00	200.00	200.00
08/25/2017	Site Visit 01 - Community Engagement/Interviews/Focus Groups   uploaded the focus group agendas, began working on the workshop agenda	3:00	200.00	600.00
08/25/2017	PR Material   requested changes	0:15	200.00	50.00
08/25/2017	Create Workshop Agenda and Misc. Documents   ppt redesign draft 1	1:00	200.00	200.00
08/28/2017	Bi-weekly Project Status Call #6 - 8/28/17   lead conference call and took notes	1:00	200.00	200.00
08/28/2017	000-Project Management   worked on presentation	1:45	200.00	350.00

DATE	ACTIVITY	QTY	RATE	AMOUNT
08/28/2017	000-Project Management   reviewed PDFs and emailed to Matt for review	3:00	200.00	600.00
08/28/2017	000-Project Management   going though PDF files, call with Court about workshop/presentation	0:45	200.00	150.00
08/28/2017	000-Project Management   agenda and email for today's call	0:15	200.00	50.00
08/29/2017	PR Material   client edits	0:15	200.00	50.00
08/29/2017	Identify and load District and County boundary maps   Went through initial GIS files/data sets/links for download sent over by client.	2:00	200.00	400.00
08/29/2017	000-Project Management   powerpoint presentation, call w Matt, email to Tim re: data	3:00	200.00	600.00
08/30/2017	Create Workshop Agenda and Misc. Documents   worked on smart city handout	0:15	200.00	50.00
08/31/2017	Create Workshop Agenda and Misc. Documents   watched Corning's glass videos and sent link to add to presentation	2:00	200.00	400.00
08/31/2017	Create Workshop Agenda and Misc. Documents   worked on the presentation more	2:15	200.00	450.00
08/31/2017	Create Workshop Agenda and Misc. Documents   worked on presentation and searching for videos to include. Finished the front of the handout.	2:45	200.00	550.00
08/31/2017	Create Workshop Agenda and Misc. Documents   Worked on PPT for Ed. Workshop.	1:15	200.00	250.00

**TOTAL DUE \$12,800.00**