

**OFFICE OF THE CITY COUNCIL**

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**JOINT LUZ AND TEU SPECIAL WORKSHOP MEETING MINUTES**

**City Council Chamber, 1st floor, City Hall**

**April 23, 2018**

**2:00 p.m.**

**Location:** City Council Chamber, City Hall – St. James Building, 117 West Duval Street

**In attendance:** Council Members Lori Boyer (Chair), Al Ferraro, Matt Schellenberg, Reggie Gaffney, Joyce Morgan, Tommy Hazouri, Jim Love, Aaron Bowman

**Also**: Paige Johnston – Office of General Counsel; Heather Reber – Council Auditor’s Office; Yvonne P. Mitchell – Council Research Division

**Meeting Convened**: 2:00 p.m.

Council Member Lori Boyer called the meeting to order and the attendees introduced themselves for the record. A series of boxes were on display illustrating the permissible volume sizes of cabinets (pole and ground) and antenna shrouds based on State Law. Committee members received three separate pictorial packets depicting existing poles with associated equipment.

For clarification, CM Boyer commented that sharing a pole with more than one functionality or use is considered colocation instead of sharing a pole with another provider. Colocation standards are different than sole purpose use of brand new poles constructed by small cell providers. CM Boyer shared her reasons why the committee should consider colocation. It prevents the proliferation of new poles, and the ability to impose a height or distance requirement is restricted. State law governs that the height of new poles is determined by the height of poles within 500 feet. CM Love noted that colocation would generate additional resources for the City or JEA.

CM Boyer stated the committee needs to codify the definition of rights-of-way for placement of poles that does not include areas that aren’t roadways such as easements, drainage facilities, etc. Also, standards must be determined that are applicable to all poles that must meet electric, structural and related code compliance.

CM Boyer facilitated a detailed review of the proposed Small Cell Standards presented to the committee. There was extensive discussion regarding colocation of eligible poles, antennas, replacement poles, associated equipment, and new pole facilities. As the committee went through the draft, they referenced the pictorial packets for visualization of the standard. In regards to an inquiry, Mr. Jordan Pope, JEA, agreed to provide the committee with the height of transmission poles that are adjacent to roadways. He stated that most of the transmission poles are in dedicated rights-of-way.

In response to CM Schellenberg’s question, CM Boyer stated she would enlist input from vendors before the next meeting if the committee supported the proposed standards. There were several questions about poles or equipment in rural areas, historic neighborhoods, and adjacent to HOAs. State Law says HOAs with covenants and restrictions recorded are exempt from the requirement of poles. If vendors want to use public roads adjacent to HOAs, it was suggested that vendors, at a minimum, must meet standards and then submit to the HOA review board for approval of service in the subdivision.

After the review of the proposed standards, committee members were asked to review the recommendations and provide comments before the next meeting.

Next Meeting Topics

1. Accessory use definition and private property standards
	1. Certain zoning categories only?
	2. Height in relations to principal structure
	3. Rooftop devices
2. Facilities in ROW other than poles
	1. Bus shelters
3. Home Owners Associations (HOA)

Alicia Grant stated grounding of equipment is expected to remove a lot of poles shortly. She suggested the committee to include alleyways in discussions.

The next meeting will be noticed on May 7, 2018.

 **Meeting adjourned:** 3:30 p.m.

The written minutes of this meeting are only an overview of what was discussed. The following items have been submitted for the public record. Please contact legislative services for these items.

Minutes: Yvonne P. Mitchell, Council Research

 04.24.18 Posted 9:30 p.m.

Tapes: Joint LUZ and TEU Special Workshop Meeting – LSD

 04.23.18

Handouts: Joint LUZ and TEU Special Workshop Meeting – LSD

 04.23.18