



**FOR: UC2B POLICY COMMITTEE**

**FROM: Richard Schnuer, UC2B Policy Committee Member  
Finance Director, City of Champaign**

**DATE: June 1, 2011**

**SUBJECT: EXPLANATION OF RESOLUTION NO. 2011-01  
RESOLUTION DELEGATING OPERATIONAL RESPONSIBILITIES**

**A. Introduction:** The attached Resolution, if approved, will delegate responsibility for certain operational tasks to the City of Champaign. Delegation of these responsibilities to the City of Champaign does not diminish the Policy Committee's authority established by the UC2B Intergovernmental Agreement.

**B. Recommended Action:** Adoption of the attached Resolution delegating certain operational responsibilities to the City of Champaign.

**C. Prior Policy Committee Action:**

- At its meeting on May 18, 2011, the Policy Committee discussed a proposal that the Committee designate the City of Champaign as Lead Agency for Operations at a future meeting.
- At its meeting on June 1, 2011, the Policy Committee discussed the status of the lead agency issue and a proposal that the Committee delegate certain operational responsibilities to the City of Champaign as an interim step to designating a Lead Agency for Operations. While the Committee took no action, members who spoke to this issue were in favor of this proposal.

**D. Discussion:** In fulfilling the responsibilities described in the attached Resolution, the City of Champaign would consult as appropriate with various parties including but not limited to the Policy Committee, any committees established by the Policy Committee, UC2B customers including anchor institutions and residents and business of designated census areas, the public, and UC2B partner agencies and funders. In all actions the City will adhere to direction received from the Policy Committee.

Attachment

**UC2B RESOLUTION NO. 2011-01**

**A RESOLUTION DELEGATING OPERATIONAL RESPONSIBILITIES**

WHEREAS, construction of the UC2B network will commence shortly, and

WHEREAS, planning for operations and implementing said plans must proceed expeditiously, and

WHEREAS, doing so will require dedicated staff resources and contractual services.

NOW, THEREFORE, BE IT RESOLVED BY THE UC2B POLICY COMMITTEE, as follows:

**Section 1.** Management of the following responsibilities, pursuant to any direction that the Policy Committee might provide, is delegated to the City of Champaign:

- a. Market UC2B to potential customers, including canvassing the designated census areas.
- b. Plan for operations and implement such plans as may be approved by the Policy Committee, including managing operations of the fiber network, providing service to UC2B’s customers, and collecting fees for services from such customers.
- c. Assist the Chair of the Policy Committee in establishing an agenda for each meeting and transmitting the agenda to Policy Committee members, the public, and other appropriate parties along with such documents necessary for these parties to understand issues brought before the Policy Committee.
- d. Provide notices of UC2B meetings as required by the Open Meetings Act.
- e. Record minutes of Policy Committee meetings.
- f. Designate an individual to serve as the Freedom of Information Act Officer.

**Section 2.** That this Resolution shall become effective July 1, 2011.

RESOLUTION NO. 2011 - 01

PASSED:

APPROVED: \_\_\_\_\_  
Policy Committee Chair

ATTEST: \_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

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City Attorney