Broadband/Smart City Ad-Hoc Committee Regular Meeting Minutes

December 16, 2021 at 9:00 a.m.

City Hall Commission Chambers
401 S. Park Avenue ı Winter Park, Florida

Present:

Richard James, Chris Johnson, Wes Naylor, Paul Conway, Michael Poole, James Everett.and Janelle Zurek (virtual).

Also Present

Director of Future Ready (City of Orlando) Michael Hess; Electric Dan D'Alessandro; Electric Utility Operations Supervisor Justin Isler; Director of Information Technology Parsram Rajaram; and Recording Secretary Kim Breland

Call to Order

Mr. Rajaram called the meeting to order at 9:00 a.m.

Consent Agenda

Staff Updates

Public Comments (for items not on Agenda)

There was no public comment.

Non-Action Items

a. Discussion with Director of Future Ready Michael Hess, City of Orlando.

Mr. Hess provided a background on the City of Orlando "smart city" project and steps taken to develop a master planning effort, working with the community, staff, and businesses to define what "smart city" means to Orlando. He added that while the city had staff working on the effort in addition to other tasks, they decided to hire a consultant that would be dedicated to and run the program.

Mr. Hess stated that when he joined the City of Orlando, he began the master planning effort and Orlando made the decision to rebrand "Smart City" to "Future Ready". He explained that the master plan was not centered around technology, but around community and stakeholder engagement. He stated that the city went through a thorough process where interviews were held with key leadership from city departments, surveys of city staff, focus groups with city staff, external stakeholders, and experts to brainstorm what "smart city" should mean for Orlando. In addition, workshops were held with the community to gain input on what issues residents felt the city should work on as well as assist with driving the city mission, goals, and strategies. He stated that the "Future Ready" master plan was adopted by the city council in May 2021.

Mr. Hess noted that a budget was developed along with the plan and every short-term strategy or project is a funded project that has been moved into implementation, such as equitable resilience, digital divide, broadband access, etc. He added that the city has continued with additional community input to prepare for their "Future Ready" plan version 2.0.

In response to questions, Mr. Hess explained the FCC definitions for broadband and access respectively. He added that the City of Orlando is in the process of building a strategy around the digital divide. He discussed efforts for identifying which neighborhoods have higher or lower usage and why, and additional community engagement. Discussion followed on cable fiber vs. cellular, 5g access, their impacts on residential areas, the city's approach to assisting with underserved areas, and public/private partnerships to provide service.

Additional discussion was held on how the "future ready" plan involves and works with city departments; potential partnership plans with surrounding cities and communities and community engagement efforts.

Mr. Hess reviewed the city's RFP process for hiring their consultant and explained that the city hired a consultant team with a wide array of expertise in all areas. He stated that having the group of consultants has been instrumental as they drove the community engagement process. In addition, the consultants, as part of a continuing contract, are regularly involved in projects and have weekly meetings to ensure the plans are moving forward properly. Mr. Hess will provide the committee with a copy of the RFP.

b. Electric Department Technology Requirements.

Mr. Isler discussed technologies currently being used by the Electric Utility department, the system for control and acquisition of data is used in substations, GIS data, AMI meter system. He discussed how the systems assist with identifying outage management and feels that the technology will improve with the compass project being worked on. Discussion followed on how the current technology identifies outages and how predictive maintenance technology would benefit the city.

Mr. Isler explained how substation relays work and stated that outages are identified by GIS maps and that the new compass system will improve the ability to know when devices are out, but will not identify devices. He noted that a new OMS system would be beneficial to the city. In-depth discussion followed on the benefits of having an improved OMS system, meter sensors; outage management in different scenarios, and how an improved system can improve the lives of residents.

Additional discussion was held on the followed on the following topics:

- Street light technology
- Residential energy conservation management
- Data collection
- Sensors for field components
- Cyber security and vulnerability
- Process for pulling power from OUC and Covanta and related costs

After discussion, Mr. Rajaram asked Mr. D'Alessandro if there is a need for streamlining of any services and if there are methodologies that perhaps technology can help with to ensure that service delivery is better. Mr. D'Alessandro stated that smart street lights would be beneficial for identifying outages, cycling, and blinking issues.

Mr. Rajaram summarized the discussion and listed the smart technology items that would benefit Electric Utility:

- OMS
- Customer App
- Predictive maintenance
- Cyber OT
- Smart street lights

Mr. Conway asked how smart meters are currently leveraged. Discussion followed on how outages are reported, how meter data is stored, the process for turning on power, and response times for customer service calls and outage reports. Mr. Rajaram stated that the city is working on a new call center project with a product called Genesis that will provide better solutions for reporting and communication, including phone, text, and email data aggregation. He noted that there is an outage report form on the city website as well as the @YourRequest portal for reporting outages. Further discussion was held on solutions for responding to outage reports.

Action Items

a. Mission and Vision statement.

Ms. Zurek gave a presentation and explained that she took verbiage from the ordinance she felt should be a part of the mission statement. She stated that there are two key sections of the ordinance the committee should consider; the purpose and the specific direction in terms of recommendations. She highlighted the points of the ordinance and presented a draft mission statement based on that verbiage as well as a draft of the proposed vision and mission. Discussion was held on the draft document and recommendation categories and how it relates to the discussion held with the Electric Utility discussion.

Ms. Zurek stated that she feels that the committee needs to have recommendations for the five points of the mission statement (Broadband availability and choice, optimizing traffic flow, expanding public wifi, environmentally friendly buildings, and enhanced public safety and security) as well as have a broader city plan. The committee continued to discuss points of the ordinance, recommendations, and committee directives.

After discussion, the committee would like a work session with the commission to discuss the parameters of the ordinance, tasks, and deliverables. Mr. Rajaram will reach out to city management to request a work session with the commission.

Board Comments

None.

Adjournment

The meeting adjourned at 11:02 a.m.

Respectfully,

Kim Breland

Recording Secretary

Minutes approved the board on 01/07/2022.
/s/ Kim Breland