



# Broadband and Smart City Ad-Hoc Committee Regular Meeting

## Agenda

May 19, 2022 @ 9:00 am

### welcome

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### please note

Times are projected and subject to change.

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1. **Call to Order**
  2. **Consent Agenda**
    - a. [Approval of March 31, 2022 meeting minutes](#) 1 minute
    - b. [Approval of April 21, 2022 meeting minutes.](#) 1 minute
  3. **Public Comments (for items not on the agenda): Three minutes allowed for each speaker**
  4. **Action Items**
  5. **Non-Action Items**
    - a. [Technology discussion with Planning & Zoning and Building Departments](#) 90 mins
      1. Planning & Zoning - Allison McGillis
      2. Building and Permitting - Ashley Ong, Renata Minoga
  6. **Staff Updates**
  7. **Board Comments**
  8. **Upcoming Agenda Items**
  9. **Adjournment**



Broadband & Smart  
City Ad Hoc  
Committee

# agenda item

item type Consent Agenda	meeting date May 19, 2022
prepared by Kim Breland	approved by
board approval	
strategic objective	

**subject**

Approval of March 31, 2022 meeting minutes

**motion / recommendation**

**background**

**alternatives / other considerations**

**fiscal impact**

**ATTACHMENTS:**

[Broadband-Smart City Ad-Hoc Committee Meeting Minutes 033122.pdf](#)



# Broadband/Smart City Ad-Hoc Committee Regular Meeting Minutes

March 31, 2022 at 9:00 a.m.

401 S. Park Avenue  
Winter Park, FL

## Present:

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

## Also Present:

Director of Information Technology Parsram Rajaram; Chief of Police Tim Volkerson; Senior Police Officer Joseph DiCarlo, and Recording Secretary Kim Breland

## Call to Order:

Mr. Rajaram called the meeting to order at 9:02 a.m.

## Consent Agenda

- a. Approval of the March 3, 2022 regular meeting minutes. Approved by consensus.

## Staff Updates

Mr. Rajaram presented the draft RFP from procurement and discussion was held on scoring criteria. After discussion, consensus on scoring criteria is as follows: Qualifications of Proposed Team – 40; DBE Utilization – 10; Experience of Company – 25; and Professional Contacts – 25. Mr. Rajaram stated that he will update Procurement with the scoring and anticipates the RFP will go out to bid on Monday.

## Public Comments (for items not on Agenda)

There was no public comment.

## Non-Action Items

- a. Technology discussion with Police Department

Chief Volkerson stated that the Police Dept. has begun the process of building a real-time crime center. He stated that funding received through Homeland Security has helped to begin this initiative and currently working with IT to access existing cameras in the city. He stated that there are 600 cameras throughout city and explained that PD has access, but does not own the data. He explained how that camera access is used when officers are responding to service calls.

Officer DiCarlo responded to questions about services like Ring and NextDoor partner with law enforcement, the Homeland Security funding and timeline. Chief Volkerson noted that the grant writer for WPPD is currently reviewing the government infrastructure grants to see what funding may be available for the department. He explained that the city is looking at video

access technology (FUSUS) and explained how the software would benefit PD. He noted issues related to cost. Discussion followed on different types of first responder/emergency management technology platforms and funding.

Chief Volkerson stated that cameras are very important and have become more relevant in helping solve crimes. He spoke about how license plate reader technology has evolved and explained how it is used. Discussion followed on technology associated with the Homeland Security Grant. Chief Volkerson noted that through the grant, the city is looking for 11 additional cameras which will cover 10 locations which will cover most major entry points into the city. He feels the additional cameras will provide more information to track crime.

Mr. Rajaram stated that IT is looking at the city's traffic signals to try to connect them via high speed back to a central location. He noted that some of the signals have cameras already and suggested collaborating with the Transportation Dept. to ensure when new cameras are installed, they are LPR Ai capable cameras so it multiplies the number of LPR readers available at fixed locations and city intersections. Chief Volkerson stated that PD has looked at the feasibility of red-light cameras and explained that those cameras require a different software from the existing cameras to convert to LPR. He explained that the cameras are connected to LPR by cellular.

Mr. Naylor asked what a 1, 5, and 10-year technology roadmap for public safety would include for the police department. Chief Volkerson stated that additional cameras are a big step forward and having the FUSUS Platform is important and crucial. He talked about the importance of having the community on board with allowing PD to have access for crime-based response. Discussion followed on how the community can provide more access.

Discussion was held on Ai capabilities in cameras, how data is analyzed, "zoom" type technology for taking incident reports, internal online reporting processes and community engagement.

Further discussion was held on communications between WPPD and WPPD. Chief Volkerson stated that PD has a good working relationship with FD and talked about how the two departments collaborate when responding to incidents.

In response to questions about the city's Emergency Operations Center (EOC), Mr. Rajaram stated that the platform was developed using GIS and explained that all reporting goes into the system including everything from downed trees to blocked streets, etc. He explained that the information is in a centralized database and every department has a representative at the EOC and there is one unified communication mechanism everyone is on the same channel. He spoke about how the technology at the EOC has been refined over the years. He discussed how the outage management system works and stated that the use of drone technology and fixed cameras will help the departments see what is happening prior to sending someone out in the field to respond to an issue. Discussion followed on challenges with funding and grants.

Officer DiCarlo talked about challenges with building the city's crime center. He explained that OCPS are on a separate VPN and explained the processes PD has to go through to get the information on the specific school during a critical incident. He explained how the FUSUS

software would house that information in one platform so camera access at schools would be easier. He discussed instances at different agencies where body cameras, fixed cameras and license plate readers have solved crimes. He provided an in-depth description of how FUSUS technology works, it's benefits. He noted that OCP is willing to have FUSUS boxes installed at its schools and the Orange County Sheriff's Office in in the process of getting the platform. He added that Orlando Police Department has FUSUS as well. Discussion was held on funding challenges. Chief Volkerson stated that he has added FUSUS to the department budget for 2024. In-depth discussion followed on justification for funding as they relate to cybersecurity and crime prevention.

Discussion was held technology and communication systems used in police cars. Mr. Rajaram noted that the department has three private connection sources that assist PD, Seminole County for CAD and screen access, FDLE and Orange County for court systems. Further discussion was held on challenges with data access and storage for detectives in the office, the need for better computers and storage solutions.

In response to questions regarding identity theft and fraud, Chief Volkerson stated that PD does provide user awareness and outreach through the department's Neighborhood Advisory Committee (NAC) and social media. he stated that the department alerts the community when they hear of any new crime trends and discussed two new trends on fraud related to home rentals and dog sales.

Mr. Naylor left the meeting at 10:01 a.m.

In response to questions regarding community complaints, Chief Volkerson stated that traffic is the number one complaint. He explained that enforcement had slowed due to COVID concerns, but has ramped back up to meet compliance. Discussion followed on how traffic violations are handled, technology used to collect data related to speeding, effectiveness of red-light and other speeding violation enforcement efforts.

#### **Action Items**

None

#### **Board Comments**

None.

#### **Adjournment**

The meeting adjourned at 10:28 a.m.

The next committee meeting will be held Thursday, April 21, 2022 at 9:00 a.m.

Respectfully,

Kim Breland

Recording Secretary



Broadband & Smart  
City Ad Hoc  
Committee

# agenda item

item type Consent Agenda	meeting date May 19, 2022
prepared by Kim Breland	approved by
board approval	
strategic objective	

**subject**

Approval of April 21, 2022 meeting minutes.

**motion / recommendation**

**background**

**alternatives / other considerations**

**fiscal impact**

**ATTACHMENTS:**

[Broadband-Smart City Ad-Hoc Committee Meeting Minutes 042122 draft.pdf](#)



# Broadband/Smart City Ad-Hoc Committee Regular Meeting Minutes

April 21, 2022 at 9:00 a.m.

401 S. Park Avenue  
Winter Park, FL

## Present:

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

## Also Present:

Director of Information Technology Parsram Rajaram; Transportation Engineer Hong Lim and Recording Secretary Kim Breland.

## Call to Order:

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

## Consent Agenda

None.

## Staff Updates

- a. RFP Process.

Mr. Rajaram explained that he spoke with Procurement and the RFP will be released next week and responses are expected to be in by the end of May.

Mr. Naylor asked if the board at is a point where they can invite major stakeholders and data users discuss technology. Mr. Rajaram will provide an update. Brief discussion was held on the upcoming meeting schedule.

## Public Comment (for items not on Agenda)

Terry Bryant, 1831 Windsor Drive, Winter Park, FL, spoke about technology advancements related to traffic and discussed neighborhood traffic issues.

## Non-Action Items

- a. Technology discussion with Transportation Department

Mr. Lim stated that there are three points under transportation division branch: data collection, traffic signals, and vehicles. He discussed multiple ways the city collects data for vehicle counts and classifications, speeding, and bike/ped traffic. He noted that technology has grown and discussed how the state uses cameras and algorithms identify pedestrians versus bicycle and the direction it's going. He stated that the city did a pilot program with IT using that technology and is currently working on a pedestrian program with CRA.

Mr. Lim reviewed the four main different types of traffic signals: free-time/no detection, actuated, semi-actuated and coordinated. He reviewed how each type of signal is used and

noted that the city's Park Avenue signals are free-time/no detection signals and work well. He added that currently in the state of Florida, the signals are used for vehicle detection only and cannot record traffic operations.

Mr. Lim reviewed stated that signals on 17-92 and all of the state signals in the city have some coordination and do speak to each other. He discussed how traffic controller signals and discussed challenges with hard wired signals and the benefits of wireless signal options. He stated that currently the majority of the city owned and operated signals are hardwired. He noted that the city is looking into wireless options and talked about how Orange County converted all of their signals to a wireless system called Traffic Management Center. He explained that the City maintains 47 traffic signals of which 20 are state owned. He noted that a city as small as Winter Park does not usually have its own TMC and discussed how the city could benefit from a small-scale version.

Mr. Lim moved on to discuss the benefits of using signals that are wireless with fiber and talked about autonomous vehicle connectivity. He explained that in order for the city to be Connected Autonomous Vehicle "CAV" ready, fiber connection at signals will be needed to the amount of bandwidth require. He noted that Orange County, Orland and Maitland are working toward becoming "CAV" ready. Discussion followed on efforts the city can take to become CAV ready including having fiber down, and converting all traffic signals from hardwire to wireless to access signals quicker.

Mr. Lim discussed using cameras for vehicle counts. He stated that FDOT and certain companies are in talks on how the technology can be used for data collection. He stated that all of the cameras the city uses are from Iteris, Inc. and noted that the company is developing new technology and working with FDOT on an approved product list "APL". He explained that the camera at the signal will determine vehicle movement for each lane group which may require a lot of data use and fiber will assist with this effort. He stated that the city is in the process of testing and working on a wireless traffic initiative to convert all of the 27 signals owned by the city to wireless and noted that there is a lot of old technology that needs to be updated to accomplish this initiative. He stated that Orlando and Orange County have converted their signals to Intelight and the city will need to convert its signals to the same technology in order for all of the signals to communicate with each other.

Discussion followed on wireless signalization for autonomous vehicles and triggering signals, fiber for data processing and analytics and signal controller technology options. Additional discussion was held on the processes needed to convert all city signals to be wireless and compatible with FDOT and adjacent municipalities.

Mrs. Zurek stated that she recently finished a survey project with the Chamber of Commerce that asked the community what the biggest issues are in the city. She stated that traffic is the survey indicated traffic as the number one issue. She asked what the city knows about where the traffic issues are and what plans there are for mitigation. Mr. Lim explained that traffic mitigation is part of the Transportation Master Plan. He discussed limitations due to the city's geographical location and explained that the city is trying to optimize signals to get traffic moving as quickly as possible while maintaining safety for bike/ped traffic. In-depth discussion

followed on how much of the issue the city can control, working with another municipality/county with an established TMC, ways to influence FDOT to better job at managing traffic volumes, department technology needs, and signal outage incidents.

Mr. Lim noted that the city has a maintenance agreement FDOT to maintain its 47 signals throughout the year and the city is reimbursed at the end of the year. He explained that the wireless system maintenance is contracted and the city signals are maintained in house. Mr. Naylor suggested exploring if there is a way the city can leverage off of FDOT's pricing for equipment so the city can move forward with its upgrades by way of maintenance action. Discussion ensued maintenance of FDOT signals in the city, fiber and wireless in residential areas for transportation, where coordinated signals might be needed and the impact to side streets, process to convert hardwired controllers to wireless and cut-through traffic deflections.

Discussion followed on budget allocations including capital improvement funds for signal upgrades, potential ARPA funds for transportation studies and traffic calming, future public transportation solutions and cameras for car/ped/bike traffic versus cameras for Fire/Police use.

#### **Action Items**

None

#### **Board Comments**

None.

#### **Adjournment**

The meeting adjourned at 10:24 a.m.

The next committee meeting will be held Thursday, May 5, 2022 at 9:00 a.m.

Respectfully,

Kim Breland

Recording Secretary



Broadband & Smart  
City Ad Hoc  
Committee

# agenda item

item type Non-Action Items	meeting date May 19, 2022
prepared by Parsram Rajaram	approved by
board approval	
strategic objective	

**subject**

Technology discussion with Planning & Zoning and Building Departments

**item list**

1. Planning & Zoning - Allison McGillis
2. Building and Permitting - Ashley Ong, Renata Minoga

**motion / recommendation**

**background**

**alternatives / other considerations**

**fiscal impact**