



Broadband/Smart City Ad-Hoc Committee Regular Meeting Minutes

April 26, 2023 at 10:00 a.m.

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

Present:

Chris Johnson, Janelle Ward (Virtual), Paul Conway, James Everett, and Michael Poole.
Staff: Director of Information Technology Parsram Rajaram; and Recording Secretary Kim Breland

Also Present:

Magellan Consultants Courtney Violette (in Person); Mike Johnson, Al Kamuda, Matthew Southwell, Kelly De La Cruz and Greg Whelan (virtual).

1) Call to Order

Mr. Rajaram called the meeting to order at 10:01 a.m.

2) Consent Agenda

3) Public Comments (for items not on the agenda): Three minutes allowed for each speaker

4) Action Items

5) Non-Action Items

- a. Project update from Magellan consultants.

Mr. Rajaram explained that Mr. Violette would be providing an update based on the findings of all studies to date. Ms. Breland said two committee members will be appointed to the committee at today's commission meeting. In addition, she explained that the joint work session with the commission would need to be moved to August 10th due to scheduling conflicts.

Mr. Conway suggested having a planning session to prepare for the August commission work session. Mr. Violette presented the project timeline and said his goal is to have final recommendations ready for the committee to review the first week of July. Recommendations will include an analysis on the city's backbone (what it is today and may need to be from an expanded perspective), analysis of the fiber-to-home portion of the network, and wireless overlays. Mr. Violette added that the team is still working on

compiling data and stakeholder outreach. Discussion followed on deliverables and recommendations to be presented to the commission.

Mr. Whelan gave an update on market analysis and said the company WOW is making a big investment to fiber in the premises in Seminole and Orange Counties. He said that the company may be interested in paying the city to put conduit in the ground for them and they currently serve the Altamonte area. Mr. Violette said the team will be meeting with Frog next week. Discussion was held on what company the city should consider partnering with to build out its fiber network, infrastructure, the impact/disruption (construction) on the area, and the timeline to complete the project.

Mr. Violette gave updates on the Smart City Project Matrix and Asset Inventory. He said it would be helpful to have staff confirm the asset inventory data is accurate. Mr. Rajaram will review and confirm the data. Mr. Johnson gave an overview of the parking data. Mr. Everett said it would be helpful to have the parking data differentiate whether it's on-street parking or tied to a facility. Mr. Poole said that private lift stations should be included in the GIS data, if possible and discussion followed.

Mr. Violette spoke about the four pillars of the vision for the city that were discussed at the March 30th meeting. He presented a slide on use cases and spoke on components for intelligent transportation, public safety, utilities, and quality of life as they relate to the city's vision. Use cases will be included in the final report with the goal to educate and show successful applications in other places. Mr. Conway said the data included should be turned into an actionable plan. Mr. Violette said the team will be identifying solutions, and cost/pricing estimates for the components for each pillar. Mr. Poole mentioned the wellness center parking data and said it would be beneficial to have case studies with similar data. Discussion was held on technology and solutions for the following: parking/parking garages, and traffic management.

Mr. Violette said it's important to note that all of the case studies require some form of connectivity and depending on use case, may require expanded fiber. He spoke about elements of smart city infrastructure and smart city enterprise applications.

Discussion was held on the process for the community engagement meeting including time/location, set up/topics, and purpose. Director of Communications Clarissa Howard noted the commission prefers public input when these types of recommendations are being made and said it would be beneficial to have a public meeting that is cooperative with an option for online and in-person feedback. She said the city's social media platforms and newsletter could also be used to market the event and discussion continued on scheduling/location and identifying topics to be discussed at the meeting.

The committee continued to discuss data to be included in the recommendations to the commission and how to incorporate data from the community engagement meeting.

Regular Meeting of the Broadband/Smart City Ad=Hoc Committee

April 26, 2023

Page 3 of 3

- 6) **Staff Updates**
- 7) **Board Comments**
- 8) **Upcoming Agenda Items**
- 9) **Adjournment**

The meeting adjourned at adjourn 11:51 a.m.

Respectfully,

Kim Breland

Recording Secretary

Minutes approved by the board on 05/24/2023.

/s/ Recording Secretary Kim Breland