



Broadband/Smart City Ad-Hoc Committee Regular Meeting Minutes

January 20, 2022 at 9:00 a.m.

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

Present:

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

Also Present:

Director of Information Technology Parsram Rajaram; Director of Water and Wastewater David Zusi and Recording Secretary Kim Breland

Call to Order:

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

Consent Agenda

None.

Staff Updates

None.

Public Comments (for items not on Agenda)

There was no public comment.

Non-Action Items

a. Technology discussion with Water and Wastewater Department

Mr. Rajaram explained that the committee is meeting with city departments to understand current technology and processes and what can be used in the future.

Mr. Zusi stated that there is a lot of technology his department tries to integrate and that there are some things the department would like to be positioned to achieve in the future. He explained that the department has three water treatment plans and one water storage and re-pump and described how the facilities are operated and interlinked from a technical control system. He discussed lift station challenges that occur with the system during significant weather events.

Mr. Zusi noted that the department recently completed a security analysis of the system to have boilerplate response for various incidents including, manmade security hacking, natural disasters, physical break-ins to plans, shortage of chemicals and other malicious events. He explained that the analysis looked at the potential problems and rated the department on

different scales based the likelihood for events to happen, severity and impacts on the city and stated that the highest concerns were hurricanes and cyber security attacks.

Mr. Zusi described how lift stations have been impacted during storm events and discussed how his department works with IT to find solutions. He expressed the importance of redundant communication between facilities. Discussion followed on lift stations sensors, emergency generators, radio telemetry stations and how they are used to identify problems. Mr. Zusi added that he would like to see each station have a backup system with fiber to be able communicate when a system is down.

Mr. Zusi discussed how a pressure transducer on the water system and the radio telemetry at the lift station help to identify system pressure, major leaks or potential water theft. He stated that this technology is limited to locations that have telemetry physically on site. He added that it would be beneficial to have telemetry systems to all locations and discussed how a robust fiber meshing that went out into the community would to gain data and identify pressure issues. He noted that the city utility water and wastewater serve portions of east and west unincorporated Orange County as well as the City of Winter Park and stated that it would be helpful to have communication systems no just in the city, but throughout the service area.

Mr. Rajaram summarized and stated that the Water and Wastewater department would like to have a resilient communications network that connects all of the lift stations to the wastewater plant. Mr. Zusi added it would be helpful to have additional locations where information could be gathered as well as installing remote monitoring stations for sampling water quality issues. In-depth discussion followed on connectivity between sites and process for usage data collection, meter monitoring and the new utility billing solutions being implemented later in 2022.

In response to questions regarding the security assessment taken by the department, Mr. Zusi stated that while he is not allowed to share the results to prevent security breaches, he explained that there are specific actions the department is working with to ensure security, but the assessment results were positive overall. Mr. Rajaram added that the city is partnering with FMPA and Dark Trace on cyber risk analysis. Discussion ensued.

After discussion, Mr. Zusi reiterated that his "wish" for the department would be to obtain a more robust redundancy in communications for all systems. Further discussion was held on the department's remote access and on-call processes, timeline for implementation of the GIS system, fiber redundancy and data collection.

b. Review discussions and direction from Commission Session.

Mr. Rajaram stated that he feels the direction given to the committee during the joint work session with the commission was clear and the commission understands what is happening with technology and the benefits of technology for the city and stated that there is \$75,000 of funding available to hire a consultant.

Consensus from the committee is that the commission provided a clear path forward for obtaining a consultant and a great smart city plan for the future and stated that the initial

discussion was focused on fiber. Mr. Rajaram added that the benchmark would be set by the committee and the consultant. He added that the mayor stated that he considers broadband and fiber to be the same.

In-depth discussion followed on the committee's understanding of the commission's focus on fiber, benchmark for performance, potential for the city to become an ISP and RFP strategy, objectives, and preparation. Mr. Rajaram presented a sample RFP from Richmond, Va. The committee reviewed the document and suggested using the boiler plate of the Richmond, Va. RFI to begin the outline for the RFP structure. Mr. Rajaram will work with Procurement to develop a boilerplate for the consultant RFP and will present to the committee at the next meeting for review and discussion. The next committee meeting will be held February 3rd, 2022 at 9:00 a.m.

Action Items

None.

Board Comments

None.

Adjournment

The meeting adjourned at 10:47 a.m.

Minutes approved the board on 2/3/2022

/s/ Kim Breland