

CITY OF WINTER HAVEN FACT SHEET
CITY COMMISSION MEETING
April 22, 2019

DATE: April 9, 2019

TO: Honorable Mayor and City Commissioners

VIA: Mike Herr, City Manager
T. Michael Stavres, Assistant City Manager

FROM: Hiep Nguyen, Smart City Officer

SUBJECT: Resolution R-19-11 Establishing a Smart City Advisory Committee

BACKGROUND:

Technology is improving lives and bringing government and communities together. The City of Winter Haven has invested in resources, such as a fiber optic infrastructure, that can be leveraged to be a "smart city." The City is committed to using the appropriate technologies to keep our community safe, our residents engaged, the economy growing and the quality of life improving.

A Smart City Advisory Committee is recommended to focus on smart city opportunities, strategies, and partnerships. The committee will engage city departments and external partners for collaboration and communications to recommend innovative smart city development for the City of Winter Haven.

A "smart city" is a city that uses information and communication technologies to increase operational efficiency, share information with the public and improve both the quality of government services and citizen welfare.

The Smart City Advisory Committee would advise the City Commission regarding:

- Advancing innovation projects that deliver community benefit, including projects that optimize resources and improve service delivery; and
- Adopting best practices for enhancing connectivity, security, and the stewardship of assets and data; and
- Developing strategies and policy initiatives that support smart city innovation; and
- Establishing strategic partnerships to build a smart city ecosystem.

The Smart City Advisory Committee will be an inclusive cross-section of our community. Twelve voting members will include representatives from the following groups:

- Education partners:
 - Local K-12 schools or Polk County Schools representative
 - Higher education: Florida Polytechnic University, Polk State College, or others

- Business:
 - Technology Company Representative
 - Business Services (Payroll, Accounting, Legal)
 - Real Estate Industry Representative
 - Logistics or Manufacturing Industry Representative
 - Hospitality /Entertainment Industry Representative
 - Aviation Industry Representative
 - Healthcare Industry Representative

- Non-profit partner:
 - Winter Haven Economic Development Council, Main Street, Chamber of Commerce or other

- Neighborhood / Community member(s)

Non-voting members will include:

- City Commissioner
- Smart City Officer
- Other Support Staff

RECOMMENDATION:

Staff recommends the City Commission approve Resolution R-19-11 establishing the Smart City Advisory Committee.

RESOLUTION NO. R-19-11

A RESOLUTION OF THE CITY OF WINTER HAVEN, FLORIDA, ESTABLISHING A SMART CITY ADVISORY COMMITTEE TO FOCUS ON SMART CITY OPPORTUNITIES, STRATEGIES, AND PARTNERSHIPS AND SPECIFYING THE NUMBER OF SEATS AND CREATING TERMS FOR MEMBERS APPOINTED TO SERVE ON THE SMART CITY ADVISORY COMMITTEE; ESTABLISHING A MINIMUM QUORUM FOR MEETINGS AND OTHER MATTERS ASSOCIATED WITH THE COMMITTEE; PROVIDING FOR SEVERABILITY; REPEALER; THE ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Technology is improving lives and bringing government and communities together; and

WHEREAS, the City of Winter Haven has invested in resources, such as a fiber optic infrastructure, that will promote being a "smart city"; and

WHEREAS, the City of Winter Haven is committed to using the appropriate technologies to keep our community safe, our residents engaged, the economy growing and the quality of life improving; and

WHEREAS, the effective development and promotion of smart city opportunities, strategies and partnerships requires coordinating planning and partnership between citizens, service providers, users, the business community, multiple governmental agencies, institutions of higher learning, the K-12 school community, and the City; and

WHEREAS, it is beneficial to the citizens and residents of the City of Winter Haven, Florida, to establish a Smart City Advisory Committee to focus on smart city opportunities, strategies, and partnerships; and

WHEREAS, the Smart City Advisory Committee will engage City departments and external partners for collaboration and communications to recommend innovative smart city development for the City of Winter Haven; and

WHEREAS, the Smart City Advisory Committee will be an inclusive cross-section of our community; and

WHEREAS, the purpose of this Resolution is to comply with the requirements of Establishing Citizen Advisory Boards.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF WINTER HAVEN, FLORIDA, AS FOLLOWS:

1. The above recitals are hereby incorporated as a factual basis for the adoption of this Resolution.
2. There is hereby established a Smart City Advisory Committee (SCAC) to focus on smart city opportunities, strategies and partnerships as an advisory committee to the City Commission, City staff and the community on items such as:
 - Advancing innovation projects that deliver community benefit, including projects that optimize resources and improve service delivery; and
 - Adopting best practices for enhancing connectivity, security, and the stewardship of assets and data; and
 - Developing strategies and policy initiatives that support smart city innovation; and
 - Establishing strategic partnerships to build a smart city ecosystem; and

The SCAC shall be comprised of 12 voting members and other non-voting members as more specifically identified in paragraph 4 of this Resolution which represents an inclusive cross-section of our community.

3. The City Commission shall appoint all members of the SCAC along with designating a City Commission member liaison.
4. There shall be 12 seats on the SCAC whose members shall be entitled to vote and will include representatives from the following groups:
 - Education:
 - Local K-12 schools, or Polk County Schools representative
 - Higher education: Florida Polytechnic University, Polk State College, or others
 - Business:
 - Technology Company Representative
 - Business Services (Payroll, Accounting, Legal)
 - Real Estate Industry Representative
 - Logistics or Manufacturing Industry Representative
 - Hospitality /Entertainment Industry Representative
 - Aviation Industry Representative
 - Healthcare Industry Representative
 - Non-Profit Partners
 - Winter Haven Economic Development Council, Main Street, Chamber of Commerce, or other

- Neighborhood / Community member(s)
 - Non-voting members will include:
 - City Commission;
 - Smart City Office;
 - Other Support Staff.
5. The initial terms for all voting seats on the SCAC shall be three (3) years expiring March 31, 2022. At the City Commission's discretion, the SCAC may be extended beyond March 31, 2022, via City Commission Resolution. Such action must also provide for the appointment or reappointment of SCAC members.
 6. The SCAC shall hold at least two (2) meetings per year. Once established the SCAC shall annually select a Chair and Vice Chair. The SCAC may also adopt By-Laws for the conduct of the SCAC so long as said By-Laws have been approved by the City Commission. Special meetings may be held upon the call of the Chair and/or City Commission, and/or written request of a member of the SCAC or City staff.
 7. A Majority of voting members present shall be considered a quorum for the transaction of business.
 8. If any portion of this Resolution is declared invalid or unenforceable, then to the extent it is possible to do so without destroying the overall intent and effect of this Resolution, the portion deemed invalid or unenforceable shall be severed herefrom and the remainder of this Resolution shall continue in full force and effect as if it were enacted without including the portion found to be invalid or unenforceable.
 9. Any sections of this Resolution may be renumbered or relettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the City Manager or his designee, without need of public hearing, by filing a corrected or recodified copy of same with the City Clerk.
 10. Any resolution in conflict herewith is hereby repealed but only to the extent of the conflict and as required to give this Resolution full force and effect.
 11. This Resolution shall take effect immediately upon passage and remain in effect until repealed.

INTRODUCED AND PASSED by the City Commission of the City of Winter Haven, Florida, in Regular Session, on this 22nd day of April, 2019.

CITY OF WINTER HAVEN, FLORIDA

Mayor-Commissioner

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney