



MEMORANDUM

TO: Mayor and City Council
Howard S. Lazarus, City Administrator

FROM: Tom Shewchuk, IT Director
Tom Crawford, Chief Financial Officer

DATE: September 16, 2019

SUBJECT: **Smart City Strategic Planning Efforts**

REFERENCES: None

PURPOSE: This memorandum provides an update for the development of a Smart Cities Strategic Plan for City Council consideration at a future date.

BACKGROUND: Smart Cities is a term used to describe when cities incorporate information and communication technologies to reduce organizational costs, enhance services to residents, and install infrastructure that enables deployment of new public and private technologies.

Technology is evolving at a very fast pace, and it is essential to establish a plan to ensure the city is making smart and intelligent decisions as new infrastructure projects present themselves. Today, the internet of things (IoT) allow us to economically and efficiently connect, integrate, monitor, and capture data from a myriad of devices. The ability to monitor and present this data to city management and employees can greatly increase operational efficiencies and community collaboration.

Historically the city has supported the development of a robust network infrastructure and business intelligence platform. These platforms along with other strategic IT systems are necessary to prepare the city for the IoT and other Smart City initiatives. The Smart City Strategic planning is not a small undertaking and may span 12 – 18 months. Technically this is a complex undertaking. In addition, community engagement is an important element to take into consideration.

In March, staff organized a stakeholder meeting to discuss Smart City Strategic Planning. Organizations such as the AAATA, University of Michigan, SmartZone LDFA, Washtenaw County, and SPARK participated in the meeting. In July the City Administrator provided a communication to City Council summarizing the efforts to-date.

GOAL: The goal of this initiative is to develop the Smart City mission, vision, goals, and objectives. A report summarizing these efforts will be provided to City Council for consideration.

IMPLEMENTATION: The City operates in a dynamic environment, so individual initiatives that may become part of a Smart City plan will continue to be worked on individually, but they will be incorporated into a future integrated plan.

NEXT STEPS: The successful development of a Smart City Strategic Plan include:

Analysis and Assessment Phase

- ***Obtain Public Sector entity Stakeholder Input (completed):*** Meetings were held in March.
- ***Obtain Community Input (target completion 12/31/2019):*** Staff will organize two community meetings to discuss and obtain community input. City Council members are invited to attend these meetings as well for first hand observation if so desired. A summary of these meetings will be provided to City Council at their completion.

Strategy Development Phase

- ***Review of feedback (target 2/28/2019):*** An internal team of City employees will be assembled and facilitated sessions will be conducted to review the results of the feedback received in the Analysis and Assessment Phase.
- ***Development of a draft Strategic Plan (target 5/31/2020):*** The internal team will discern Smart City goals, objectives and initiatives. The draft Plan will align with the City (Organizational) Strategic Plan, Sustainability Framework, and the IT Department Technology Plan.
- ***Review draft Plan with the public sector stakeholders entities (target 6/30/2020):*** The draft plan will be reviewed with the parties who provided input into its development.
- ***Council consideration of Smart City Strategic Plan (target 7/15/2020):*** As part of its on-going operations, IT has been designing and constructing a communications/networking infrastructure and implementing backend software tools such as a Business Intelligence Platform (Yellowfin) to accommodate a sustainable and robust Smart City architecture. The Smart City Strategic Plan will serve as a guide for the City and community as we continue to build a foundation and accommodate future Smart City initiatives.

COORDINATION AND COMMUNICATION: Tom Shewchuk is the primary point of contact for this initiative and can be reached at 734-794-6000 x45510 or at tshewchuk@a2gov.org. Mr. Shewchuk is supported several other employees who will assist on certain aspects of the plan.