



CITY *of* CALABASAS

MINUTES OF THE COMMUNICATIONS AND TECHNOLOGY COMMISSION MEETING OF THE CITY OF CALABASAS, CALIFORNIA TUESDAY, JULY 21, 2020 ZOOM CONFERENCE CALL

OPENING MATTERS

Chair Weber called the meeting to order at 5:01 p.m. via Zoom Conference Call.

CALL TO ORDER/ROLL CALL

Commissioners Present: Chair Weber
 Vice Chair Cassel
 Commissioner Brockman
 Commissioner Melcher
 Commissioner Sherman
 Student Member Rosenblatt

Staff Present: Michael Russo, Communications Director
 Arvin Petros, Media Operations Supervisor
 Rachel Biety, Executive Assistant
 Michael Klein, AICP, Senior Planner
 Jaclyn Rackerby, Assistant Planner

Consultants Present: Matthew Summers, Deputy City Attorney
 Jonathan Kramer, Consultant

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Senior Planner Klein.

APPROVAL OF AGENDA

Commissioner Brockman moved, seconded by Commissioner Sherman to approve the agenda.

Vote: Motion carried 5-0

Yes: Chair Weber; Vice Chair Cassel; Commissioner Brockman; Commissioner Melcher;
Commissioner Sherman

APPROVAL OF MINUTES

Vice Chair Cassel moved, seconded by Commissioner Melcher to approve the minutes of the April 21, 2020 meeting.

Vote: Motion carried 5-0

Yes: Chair Weber; Vice Chair Cassel; Commissioner Brockman; Commissioner Melcher;
Commissioner Sherman

ANNOUNCEMENTS & INTRODUCTIONS

Commissioner Sherman wanted to commend the City on the communication that is going out to residents. Chair Weber thanked Student Commissioner Rosenblatt for her time spent on the Commission and wished her luck in college.

ORAL COMMUNICATION – PUBLIC COMMENT

Nobody expressed a desire to speak.

DISCUSSION ITEM

1. Discussion of Options to Amend Section 17.12.050 (Antennas/Wireless Communication Facilities) of the Calabasas Municipal Code

Senior Planner Klein gave an overview regarding options to amend Section 17.12.050 of the Calabasas Municipal Code. Deputy City Attorney Summers and Consultant Kramer were available to answer questions from Commissioners.

Commissioner Sherman moved, seconded by Vice Chair Cassel to approve the Draft Memo from the CTC to the City Council (Exhibit A), which includes recommendations to update the current wireless ordinance.

Vote: Motion carried 5-0

Yes: Chair Weber; Vice Chair Cassel; Commissioner Brockman; Commissioner Melcher;
Commissioner Sherman

Commissioner Melcher, Deputy City Attorney Summers, Consultant Kramer, Senior Planner Klein and Assistant Planner Rackerby left the meeting.

MONTHLY REPORTS

2. Franchise Fees Report

Executive Assistant Biety provided the Franchise Fees Report.

3. Cable Complaints Review

Executive Assistant Biety reported that there were two new complaints since the last meeting.

5. Student Commissioner Report

Student Member Rosenblatt did not have anything new to report.

SUB-COMMITTEE REPORTS

6. Wireless Subcommittee (Brockman/Melcher)

There was nothing new to report at this time.

7. Video Services Subcommittee (Brockman/Cassel)

There was nothing new to report at this time.

8. Programming Subcommittee (Weber/Sherman/ Rosenblatt)

There was nothing new to report at this time.

9. Broadband Subcommittee (Cassel/Melcher)

There was nothing new to report at this time.

DIRECTOR'S REPORT

Director Russo informed the Commission that the new City website is up and running. Director Russo reported that the Connect with Calabasas app usage, Granicus usage by the public and Calabasas YouTube hits were provided in the Commissioner packets.

STAFF UPDATE

Supervisor Petros provided the CTV Programming Report.

FUTURE AGENDA ITEMS

- Update on Calabasas Radio Station, AM 1630 Low Power Emergency Radio Station
- Presentation on 5G

ADJOURN

Commissioner Sherman moved, seconded by Commissioner Brockman to adjourn the Communications and Technology Commission meeting at 6:30 p.m. to the meeting on August 18, 2020 at 5:00 p.m. in City Hall Council Chambers, 100 Civic Center Way, Calabasas, California.

Vote: Motion carried 4-0

Yes: Chair Weber; Vice Chair Cassel; Commissioner Brockman; Commissioner Sherman