



CITY *of* CALABASAS

**MINUTES OF THE
COMMUNICATIONS AND TECHNOLOGY COMMISSION MEETING
OF THE CITY OF CALABASAS, CALIFORNIA
TUESDAY, JANUARY 19, 2021
ZOOM CONFERENCE CALL**

OPENING MATTERS

Chair Weber called the meeting to order at 5:05 p.m. via Zoom Conference Call.

CALL TO ORDER/ROLL CALL

Commissioners Present: Chair Weber
 Commissioner Brockman (arrived late)
 Commissioner Goldwater
 Commissioner Melcher
 Commissioner Sherman

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Media Operations Supervisor Petros.

APPROVAL OF AGENDA

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

Vote: Motion carried 4-0

Yes: Chair Weber; Commissioner Goldwater; Commissioner Melcher; Commissioner Sherman

APPROVAL OF MINUTES

Commissioner Sherman moved, seconded by Commissioner Melcher to approve the minutes of the July 21, 2020 and September 24, 2020 meetings.

Vote: Motion carried 3-0

Yes: Chair Weber; Commissioner Melcher; Commissioner Sherman

Abstained: Commissioner Goldwater

ANNOUNCEMENTS & INTRODUCTIONS

Commissioner Sherman wanted to thank the Communications Department on the weekly mayor letter that has been going out to residents. Commissioner Sherman thanked Richard Cassel for his time on the commission.

ORAL COMMUNICATION – PUBLIC COMMENT

Nobody expressed a desire to speak.

SPECIAL ITEM

1. Discussion Reorganization of the Communications & Technology Commission and Subcommittees

Commissioner Sherman moved, seconded by Commissioner Melcher to nominate Chair Weber to continue as Chair for another year.

Vote: Motion carried 4-0

Yes: Chair Weber; Commissioner Goldwater; Commissioner Melcher; Commissioner Sherman

Commissioner Brockman arrived to the meeting

Commissioner Melcher moved, seconded by Commissioner Sherman to nominate Commissioner Brockman as Vice Chair.

Vote: Motion carried 5-0

Yes: Chair Weber; Commissioner Brockman; Commissioner Goldwater; Commissioner Melcher; Commissioner Sherman

Chair Weber thanked Richard Cassel for his time on the commission. All commissioners thanked him for his time.

Chair Weber introduced new Commissioner David Goldwater to the commission. Commissioner Goldwater gave background information on himself.

Vice Chair Brockman moved, seconded by Commissioner Sherman for the following subcommittees:

Wireless Subcommittee- Brockman/Melcher

Video Services Subcommittee – Brockman/Sherman

Programming Subcommittee – Weber/Sherman

Broadband Subcommittee – Melcher/Goldwater

Vote: Motion carried 5-0

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

MONTHLY REPORTS

2. Wireless Facility Minor Modification Permits

Senior Planner Klein was available to answer questions. This is an informational item only and does not require action at this time.

3. Cable Complaints Review

Executive Assistant Biety reported that there were no new complaints since the last meeting.

SUB-COMMITTEE REPORTS

5. Wireless Subcommittee (Brockman/Melcher)

Commissioner Melcher reported that the subcommittee has been involved with discussion with the Planning Department regarding the Wireless Ordinance. It is ongoing and continues to evolve.

6. Video Services Subcommittee (Brockman/Sherman)

There was nothing new to report at this time.

7. Programming Subcommittee (Weber/Sherman)

There was nothing new to report at this time.

8. Broadband Subcommittee (Cassel/Goldwater)

There was nothing new to report at this time.

DIRECTOR'S REPORT

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. City Hall will be closed for President's Day – February 15th. Director Russo informed the commission that the Communications Department won many awards at the NATOA meeting, including Overall Excellence.

STAFF UPDATE

Supervisor Petros provided the CTV Programming Report.

FUTURE AGENDA ITEMS

- Wireless Telecommunications Facility Ordinance
- Presentation on 5G

ADJOURN

Vice Chair Brockman moved, seconded by Commissioner Melcher to adjourn the Communications and Technology Commission meeting at 5:53 p.m. to the meeting on February

16, 2021 at 5:00 p.m. in City Hall Council Chambers, 100 Civic Center Way, Calabasas, California.

Vote: Motion carried 5-0

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