



## **CITY *of* CALABASAS**

### **MINUTES OF THE COMMUNICATIONS AND TECHNOLOGY COMMISSION MEETING OF THE CITY OF CALABASAS, CALIFORNIA TUESDAY, OCTOBER 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  
Vice Chair Brockman  
Commissioner Goldwater  
Commissioner Sherman  
Commissioner Melcher

Commissioners Absent: None

Staff Present: Michael Russo, Communications Director  
Arvin Petros, Media Operations Supervisor

#### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Commissioner Sherman.

#### **APPROVAL OF AGENDA**

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

Vote: Motion carried 5-0

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

#### **APPROVAL OF MINUTES**

Commissioner Sherman moved, seconded by Commissioner Brockman to approve the minutes of the April 20, 2021 meeting with the following change:

- Change Richard Cassel from Broadband Subcommittee Reports to David Goldwater.

Vote: Motion carried 5-0

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

## **ANNOUNCEMENTS & INTRODUCTIONS**

Vice Chair Weber shared her excitement for a new possibility for a Student Commissioner from Calabasas High School.

Vice Chair Brockman congratulated Director Michael Russo for his appointment as President of the National Association of Telecommunications of Officers and Advisors.

## **ORAL COMMUNICATION – PUBLIC COMMENT**

Nobody expressed a desire to speak.

## **MONTHLY REPORTS**

### **1. Wireless Facility Minor Modification Permits**

This is an informational item only and does not require action at this time.

### **2. Franchise Fees Report**

Director Michael Russo provided the Franchise Fees Report.

### **3. Cable Complaints Review**

Director Michael Russo reported a resident stated that the CTV channel on channel 3 was replaced with the Agoura Hills Channel. A Spectrum Technician resolved the issue and Spectrum stated the problem was on their end. Resident reported CTV is working as expected.

### **4. Cable Company Report**

There was not a cable representative present and no report was provided to the City.

## **SUB-COMMITTEE REPORTS**

### **5. Wireless Subcommittee (Brockman/Melcher)**

There was nothing new to report at this time.

### **6. Video Services Subcommittee (Brockman/Sherman)**

Commissioner Sherman spoke with Communications Director Russo for up to date descriptions to the Sub-Committees, and will provide an update on the next meeting.

### **7. Programming Subcommittee (Weber/Sherman)**

Chair Weber will contact Spectrum and request a representative attend a future Communications & Technology Commission Meeting.

### **8. Broadband Subcommittee (Brockman/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. Director Michael Russo requested the Commission provide feedback on the City's Website for the next meeting.

### **STAFF UPDATE**

Supervisor Petros provided the CTV Programming Report.

### **FUTURE AGENDA ITEMS**

- Student Commissioner
- Presentation on 5G
- CTC feedback on City Website
- Invite Senior Planner Michael Klein to future meeting
- Calabasas Chamber of Commerce

### **ADJOURN**

Commissioner Sherman moved, seconded by Vice Chair Brockman to adjourn the Communications and Technology Commission meeting at 5:30 p.m. to the meeting on November 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