



CITY of CALABASAS

**MINUTES OF THE
COMMUNICATIONS AND TECHNOLOGY COMMISSION MEETING
OF THE CITY OF CALABASAS, CALIFORNIA
TUESDAY, NOVEMBER 16, 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
Yadira Zimmerman, Executive Assistant II
Michael Klein, AICP, Senior Planner

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Sherman.

APPROVAL OF AGENDA

Commissioner Sherman 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 October 19, 2021 meeting with the following change:

Vote: Motion carried 5-0

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

ANNOUNCEMENTS & INTRODUCTIONS

Director Russo welcomed Executive Assistant, Yadira Zimmerman, to the Communications & Technology Commission.

ORAL COMMUNICATION – PUBLIC COMMENT

No one expressed a desire to speak.

NEW BUSINESS

1. Wireless Facility Ordinance – Carrier Response

Senior Planner Klein gave an overview regarding the Wireless Facility Ordinance.

2. City Website Feedback

MONTHLY REPORTS

1. Wireless Facility Minor Modification Permits

Senior Planner Klein presented the Wireless Permit update.

2. Franchise Fees Report

Executive Assistant Zimmerman provided the Franchise Fees Report.

3. Cable Complaints Review

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

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 recommended a review of subcommittees for the next January meeting.

7. Programming Subcommittee (Weber/Sherman)

Commissioner Sherman will meet with Director Russo and Supervisor Petros to review the CTV programming next year.

Chair Weber will be interviewing candidates for the CTC Student Commissioner position.

8. Broadband Subcommittee (Brockman/Goldwater)

Commissioner Goldwater would like a fiber update from Public Works.

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.

STAFF UPDATE

Supervisor Petros provided the CTV Programming Report.

FUTURE AGENDA ITEMS

- Student Commissioner

ADJOURN

Vice Chair Brockman moved, seconded by Commissioner Sherman to adjourn the Communications and Technology Commission meeting at 5:30 p.m. to the meeting on January 18, 2022 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