



CITY of CALABASAS

MINUTES OF THE COMMUNICATIONS AND TECHNOLOGY COMMISSION MEETING OF THE CITY OF CALABASAS, CALIFORNIA TUESDAY, JANUARY 18, 2022 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 Director Russo.

APPROVAL OF AGENDA

Commissioner Sherman moved, seconded by Vice Chair 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

Vice Chair Brockman moved, seconded by Commissioner Sherman to approve the minutes of the November 16, 2021 meeting with the following change:

- Change under Programming Subcommittee to “Commissioner Sherman and Chair Weber will meet with Director Russo and Supervisor Petros to review the CTV

programing next year.” As well as, “Chair Weber and Commissioner Sherman will be interviewing candidates for the CTC Student Commissioner position.

- Under Approval of Minutes remove “meeting with the following change:”

Vote: Motion carried 5-0

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

ANNOUNCEMENTS & INTRODUCTIONS

Commissioner Sherman welcomed Student Commissioner, Isabella “Bella” Epperson, to the Communications & Technology Commission.

ORAL COMMUNICATION – PUBLIC COMMENT

No one expressed a desire to speak.

SPECIAL ITEM

- Reorganization of the Communications & Technology Commission and Subcommittees.

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

Vote: Motion carried 5-0

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

Chair Brockman moved, to nominate Commissioner Sherman as Vice Chair.

Vote: Motion carried 5-0

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

Commissioner Melcher thanked Commissioner Weber for her time on the commission as Chair. All commissioners thanked her for her time.

The Sub-Committees will be reorganized at the next Communications & Technology Commission meeting on February 15, 2022.

NEW BUSINESS

- Wireless Facility Ordinance – Carrier Response

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

- Appointment of Student Commissioner

Vice Chair Sherman moved, seconded by Commissioner Melcher to approve the appointment of Isabella Epperson as the Communications & Technology Student Commissioner.

Vote: Motion carried 5-0

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

MONTHLY REPORTS

1. Wireless Facility Minor Modification, Small Wireless Facility, and Wireless Telecommunication Facility Tier 1 permits update

Senior Planner Klein presented the report.

2. Franchise Fees Report

Executive Assistant Zimmerman provided the Franchise Fees Report.

3. Cable Complaints Review

Executive Assistant Zimmerman reported that there is a new ongoing complaint since the last meeting, and will provide an update at the next meeting.

4. Cable Company Report

Stephen Sawyer the cable representative for Charter presented an update for a future report.

SUB-COMMITTEE REPORTS

5. Wireless Subcommittee (Brockman/Melcher)

There was nothing new to report at this time.

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 (Melcher/Goldwater)

There was nothing new to report at this time. Commissioner Goldwater thanked Senior Planner Klein and Dr. Jonathan Kramer for inviting the cable representatives to the meeting.

DIRECTOR'S REPORT

Director Russo reported that the Granicus and YouTube usage by the public and Calabasas Granicus and YouTube hits were provided in the Commissioner packets.

STAFF UPDATE

Supervisor Petros provided the CTV Programming Report.

FUTURE AGENDA ITEMS

- Social Media Comments Policy

ADJOURN

Commissioner Melcher moved, seconded by Commissioner Weber to adjourn the Communications and Technology Commission meeting at 6:00 p.m. to the meeting on February 15, 2022 at 5:00 p.m. in City Hall Council Chambers, 100 Civic Center Way, Calabasas, California.

Vote: Motion carried 5-0

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