



CITY *of* CALABASAS

**MINUTES OF THE
COMMUNICATIONS AND TECHNOLOGY COMMISSION MEETING
OF THE CITY OF CALABASAS, CALIFORNIA
TUESDAY, FEBRUARY 15, 2022
ZOOM CONFERENCE CALL**

OPENING MATTERS

Chair Brockman called the meeting to order at 5:00 p.m. via Zoom Conference Call.

CALL TO ORDER/ROLL CALL

Commissioners Present: Chair Brockman
Vice Chair Sherman
Commissioner Goldwater
Commissioner Melcher
Commissioner Weber
Student Member Isabella Epperson

Commissioners Absent: None

Staff Present: Michael Russo, Communications Director
Arvin Petros, Media Operations Supervisor
Yadira Zimmerman, Executive Assistant II

City Attorney's Office: Ephraim Margolin, City Attorney

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Melcher.

APPROVAL OF AGENDA

Vice Chair Sherman moved, seconded by Commissioner Weber to approve the agenda.

Vote: Motion carried 5-0

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

APPROVAL OF MINUTES

Commissioner Melcher moved, seconded by Commissioner Weber to approve the minutes of the January 18, 2022 meeting.

Vote: Motion carried 5-0

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

ANNOUNCEMENTS & INTRODUCTIONS

No announcements and introductions.

ORAL COMMUNICATION – PUBLIC COMMENT

No one expressed a desire to speak.

CONTINUED BUSINESS

- Reorganization of the Communications & Technology Commission Subcommittees.

Vice Chair Sherman moved, seconded by Commissioner Weber to approve the reorganization of the subcommittees and the removal of the Video Services Subcommittee.

Vote: Motion carried 5-0

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

Vice Chair Sherman suggested Student Member Isabella Epperson become a Programming Subcommittee liaison.

NEW BUSINESS

- Calabasas Social Media Comments Policy

City Attorney Ephraim Margolin gave an overview and answered questions regarding the Calabasas Social Media Comments Presentation.

Director Russo

MONTHLY REPORTS

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

There was nothing new to report at this time.

2. Franchise Fees Report

Executive Assistant Zimmerman reported there is nothing new at this time.

3. Cable Complaints Review

Executive Assistant Zimmerman reported that there was one new complaint since the last meeting. Chair Brockman recommended Executive Assistant Zimmerman re-contact the resident.

4. Cable Company Report

There was nothing new to report at this time.

SUB-COMMITTEE REPORTS

5. Wireless Subcommittee (Mobile Phone/ Wireless Technologies) - Brockman/Melcher

There was nothing new to report at this time.

6. Programming Subcommittee (CTV Programming/Video Services) -Weber/Sherman

There was nothing new to report at this time.

7. Broadband Subcommittee (Broadband/Internet/Fiber Technologies) - Melcher/Goldwater

There was nothing new to report at this time.

DIRECTOR'S REPORT

Director Russo reported City Smart Phone App Usage and the Report on Granicus and YouTube Usage by the Public were provided in Commissioner Packets. Supervisor Petros finished presenting the Report on Granicus and You Tube Usage by the Public in lieu of Director Russo's absence.

STAFF UPDATE

Supervisor Petros provided the CTV Programming Report.

FUTURE AGENDA ITEMS

- Vice Chair Sherman requested that Director Russo provide a brief explanation of the Strategic Planning Plan on tomorrow's City Council meeting before adjourning the meeting tonight.
- Chair Brockman suggested making a "Lock It or Lose It" Sheriff Video PSA.

ADJOURN

Vice Chair Sherman moved, seconded by Commissioner Weber to adjourn the Communications and Technology Commission meeting at 5:46 p.m. to the meeting on March 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.