



CITY *of* CALABASAS

**MINUTES OF THE
COMMUNICATIONS AND TECHNOLOGY COMMISSION MEETING
OF THE CITY OF CALABASAS, CALIFORNIA
TUESDAY, SEPTEMBER 20, 2022
ZOOM CONFERENCE CALL**

OPENING MATTERS

Chair Brockman called the meeting to order at 6:00 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
Jaclyn Rackerby, Associate Planner

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 Weber moved, seconded by Commissioner Goldwater to approve the minutes of the June 21, 2022 meeting.

Vote: Motion carried 5-0

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

ANNOUNCEMENTS & INTRODUCTIONS

No one expressed a desire to speak.

ORAL COMMUNICATION – PUBLIC COMMENT

No one expressed a desire to speak.

MONTHLY REPORTS

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

Associate Planner Rackerby reported the updates and informational packet was distributed to Commissioners.

2. Franchise Fees Report

Executive Assistant Zimmerman reported the 2nd Quarter Report will be provided at the October 18th meeting.

3. Cable Complaints Review

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

4. Cable Company Report

There was nothing new to report at this time.

SUB-COMMITTEE REPORTS

6. Wireless Subcommittee (Mobile Phone/ Wireless Technologies) – Brockman/Melcher/Student Commissioner Epperson

There was nothing new to report at this time.

7. Programming Subcommittee (CTV Programming/Video Services) - Weber/Sherman/Student Commissioner Epperson

Councilmember Weber and Vice Chair Sherman did not have anything new to report. Student Commissioner Epperson reported working with CTV to highlight a high school nonprofit organization called MEDITalks & Thoughts which features what those students are doing in the community.

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

There was nothing new to report at this time.

DIRECTOR'S REPORT

Director Russo reported the City Smart Phone App, Granicus and YouTube Usage by the Public, which were also included in the Commissioner packets. In his report to the Commissioners, Director Russo also reported attending the NATOA Annual Conference in Denver.

STAFF UPDATE

CTV Programming Report and video of “High school Seniors Helping Real Seniors” were provided by Supervisor Petros. Additionally, Supervisor Petros announce that Calabasas won the SCAN NATIA Award for Overall Excellence.

STUDENT COMMISSIONER REPORT

Student Commissioner Epperson did not have anything new to report at this time.

FUTURE AGENDA ITEMS

Vice Chair Sherman suggested creating more videos of “Gentle Yoga with Ann” and periodically having the Commission talk more about access to the AM Radio Channel during an emergency.

ADJOURN

Commissioner Weber moved, seconded by Commissioner Melcher to adjourn the Communications and Technology Commission meeting at 6:45 p.m. to the meeting on October 20, 2022 at 6:00 p.m.

Vote: Motion carried 5-0

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