



CITY of CALABASAS

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

OPENING MATTERS

Chair Brockman called the meeting to order at 6:01 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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Weber.

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

Vice Chair Sherman moved, seconded by Commissioner Weber to approve the minutes of the October 18, 2022 meeting with the following change:

- Under page 2, Monthly Reports, Item 2 Cable Complaints Review; change Chair Sherman to Vice Chair Sherman.

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.

NEW BUSINESS

1. COG Cities Broadband Backbone Project Presentation and discussion with Dr. Jonathan Kramer

Director Russo provided a brief introduction of the report. Dr. Jonathan Kramer and Jory Wolf presented the report.

MONTHLY REPORTS

2. Wireless Facility Minor Modification Permits

Associate Planner Jaclyn Rackerby presented the report.

3. Franchise Fees Report

Executive Assistant Zimmerman reported the cable franchise fee report, which are all paid to date. This is only an informational item only.

4. Cable Complaints Review

Executive Assistant Zimmerman reported there is one (1) new complaint at this time.

5. Cable Company Report

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

SUB-COMMITTEE REPORTS

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

There was nothing new to report at this time.

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

There was nothing new to report at this time.

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 the selection of a vendor, GoGov., for the new smart phone app.

STAFF UPDATE

Supervisor Petros provided the CTV Programming Report.

STUDENT COMMISSIONER REPORT

Student Commissioner Epperson shared a possible new PSA regarding fentanyl safety.

FUTURE AGENDA ITEMS

There was no request at this time.

ADJOURN

Commissioner Weber moved, seconded by Vice Chair Sherman to adjourn the Communications and Technology Commission meeting at 7:25 p.m. to the meeting on January 17, 2023 at 6:00 p.m.

Vote: Motion carried 5-0

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