



CITY *of* CALABASAS

**MINUTES OF THE
COMMUNICATIONS AND TECHNOLOGY COMMISSION MEETING
OF THE CITY OF CALABASAS, CALIFORNIA
TUESDAY, JANUARY 17, 2023
ZOOM CONFERENCE CALL**

OPENING MATTERS

Vice Chair Sherman called the meeting to order at 6:01 p.m. via Zoom Conference Call.

CALL TO ORDER/ROLL CALL

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

Commissioners Absent: Chair Brockman

Staff Present: Michael Russo, Communications Director
Arvin Petros, Media Operations Supervisor

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Student Commissioner Epperson.

APPROVAL OF AGENDA

Commissioner Weber moved, seconded by Commissioner Melcher to approve the agenda.

Vote: Motion carried 4-0

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

Absent: Commissioner Brockman

APPROVAL OF MINUTES

Commissioner Melcher moved, seconded by Commissioner Goldwater to approve the minutes of the November 15, 2022 meeting with the following change:

Vote: Motion carried 4-0

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

Absent: Commissioner Brockman

ANNOUNCEMENTS & INTRODUCTIONS

Vice Chair Sherman congratulated new Councilmember Ed Albrecht on being appointed to the City Council as well as Mayor David Shapiro and Councilmember James Bozajian on their re-election.

ORAL COMMUNICATION – PUBLIC COMMENT

No one expressed a desire to speak.

SPECIAL ITEM

1. Reorganization of the Communications & Technology Commission and Subcommittees.

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

Vote: Motion carried 4-0

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

Absent: Commissioner Brockman

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

Vote: Motion carried 4-0

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

Absent: Commissioner Brockman

There was no change to the Sub-Committees.

MONTHLY REPORTS

2. Wireless Facility Minor Modification Permits

In the absence of Associate Planner Jaclyn Rackerby, Director Russo presented the report.

3. Franchise Fees Report

In the absence of Executive Assistant Yadira Zimmerman, Director Russo reported the cable franchise fee report, which are all paid to date. This is only an informational item only.

4. Cable Complaints Review

Director Russo reported there are no complaints at this time.

5. Cable Company Report

Director Russo 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

Student Commissioner Epperson suggested advertising the new Connect Calabasas App with students at Calabasas High School.

Director Russo provided an update on the new Connect Calabasas App.

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.

STAFF UPDATE

Supervisor Petros provided the CTV Programming Report.

FUTURE AGENDA ITEMS

Commissioner Weber requested an update on the new Connect Calabasas App.

ADJOURN

Vice Chair Melcher moved, seconded by Commissioner Goldwater to adjourn the Communications and Technology Commission meeting at 6:35 p.m. to the meeting on February 21, 2023 at 6:00 p.m.

Vote: Motion carried 4-0

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

Absent: Commissioner Brockman