



CITY *of* CALABASAS

**MINUTES OF THE
COMMUNICATIONS AND TECHNOLOGY COMMISSION MEETING
OF THE CITY OF CALABASAS, CALIFORNIA
TUESDAY, APRIL 18, 2023**

OPENING MATTERS

Chair Sherman called the meeting to order at 6:00 p.m.

CALL TO ORDER/ROLL CALL

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

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

Vote: Motion carried 5-0

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

APPROVAL OF MINUTES

Vice Chair Melcher moved, seconded by Commissioner Weber to approve the minutes of the February 21, 2023 meeting.

Vote: Motion carried 5-0

Yes: Chair Sherman, Vice Chair Melcher, Commissioner Goldwater, Commissioner Brockman, 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. Connect Calabasas App

Director Russo provided a brief introduction of the new Connect Calabasas App.

2. 1630AM Radio Station Update

Director Russo provided an update on the 1630 AM Radio Station.

3. March 8th City Council Utilities Recap

Director Russo provided a brief recap of the March 8th City Council Utilities Presentation and answered questions.

MONTHLY REPORTS

4. Wireless Facility Minor Modification Permits

In the absence of Associate Planner Jaclyn Rackerby, Director Russo presented the report. The informational packet was distributed to Commissioners.

5. Franchise Fees Report

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

6. Cable Complaints Review

Director Russo reported there are no complaints at this time.

7. Cable Company Report

Director Russo reported there is nothing new at this time.

SUB-COMMITTEE REPORTS

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

There was nothing new to report at this time.

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

Commissioner Weber and Supervisor Petros noted that the Programming Subcommittee met to discuss ways to put more programming on CTV and all social media platforms.

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

There was nothing new to report at this time.

**11. Community Engagement Subcommittee (Community Updates/Emergency Response) -
Sherman/Brockman/Epperson**

The Community Engagement Subcommittee met to discuss how to engage residents. In order to determine the demands of each group of residents, the residents were categorized into groups and further analysis will be conducted.

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.

STUDENT COMMISSIONER REPORT

Student Commissioner Epperson shared a PSA project on how to turn on notifications on Facebook, Instagram, and YouTube.

FUTURE AGENDA ITEMS

Commissioner Goldwater requested an update on the Fiber Replacement Multi City Project.

ADJOURN

Commissioner Weber moved, seconded by Commissioner Brockman to adjourn the Communications and Technology Commission meeting at 7:00 p.m. to the meeting on May 16th, 2023 at 6:38 p.m.

Vote: Motion carried 5-0

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