



CITY *of* CALABASAS

**MINUTES OF THE
COMMUNICATIONS AND TECHNOLOGY COMMISSION MEETING
OF THE CITY OF CALABASAS, CALIFORNIA
TUESDAY, MAY 16, 2023**

OPENING MATTERS

Chair Sherman called the meeting to order at 6:01 p.m.

CALL TO ORDER/ROLL CALL

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

Commissioners Absent: Commissioner Weber
 Commissioner Goldwater

Staff Present: Arvin Petros, Media Operations Supervisor

Staff Absent: Michael Russo, Communications Director

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice Chair Melcher.

APPROVAL OF AGENDA

Commissioner Brockman moved, seconded by Vice Chair Melcher to approve the agenda.

Vote: Motion carried 3-0

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

Absent: Commissioner Weber, and Commissioner Goldsmith

APPROVAL OF MINUTES

Vice Chair Melcher moved, seconded by Commissioner Brockman to approve the minutes of the April 18, 2023 meeting.

Vote: Motion carried 3-0

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

Absent: Commissioner Weber, and Commissioner Goldsmith

ANNOUNCEMENTS & INTRODUCTIONS

No one expressed a desire to speak.

ORAL COMMUNICATION – PUBLIC COMMENT

No one expressed a desire to speak.

NEW BUSINESS

1. Fiber Replacement for Multi City Project Update

The update will be moved to the June 20, 2023 meeting.

MONTHLY REPORTS

4. Wireless Facility Minor Modification Permits

Media Operations Supervisor Petros reported there are no permits at this time.

5. Franchise Fees Report

Media Operations Supervisor Petros reported the first quarter 2023 cable franchise fee report will be provided at the June 20, 2023 meeting.

6. Cable Complaints Review

Media Operations Supervisor Petros reported there are no complaints at this time.

7. Cable Company Report

Media Operations Supervisor Petros 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

There was nothing new to report at this time.

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

There was nothing new to report at this time.

DIRECTOR'S REPORT

Media Operations Supervisor Petros reported the City Smart Phone App, Granicus and YouTube Usage by the Public, which were also included in the Commissioner packets.

STAFF UPDATE

Media Operations Supervisor Petros provided the CTV Programming Report.

STUDENT COMMISSIONER REPORT

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

FUTURE AGENDA ITEMS

There were no request for future agenda items.

ADJOURN

Commissioner Brockman moved, seconded by Vice Chair Melcher to adjourn the Communications and Technology Commission meeting at 6:17 p.m. to the meeting on June 20, 2023 at 6:00 p.m.

Vote: Motion carried 3-0

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

Absent: Commissioner Weber, and Commissioner Goldsmith