



**CITY *of* CALABASAS**

**MINUTES OF THE  
COMMUNICATIONS AND TECHNOLOGY COMMISSION MEETING  
OF THE CITY OF CALABASAS, CALIFORNIA  
TUESDAY, SEPTEMBER 19, 2023**

**OPENING MATTERS**

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

**CALL TO ORDER/ROLL CALL**

Commissioners Present:      Chair Richard Sherman  
   Commissioner Candice Weber  
   Commissioner Michael Brockman  
   Commissioner David Goldwater  
   Student Commissioner Dylan Rothman

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

Commissioner Absent:        Vice Chair Carey Melcher

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Commissioner Goldwater.

**APPROVAL OF AGENDA**

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

Vote: Motion carried 4-0

Yes: Chair Sherman, Commissioner Weber, Commissioner Brockman and Commissioner Goldwater

Absent: Vice Chair Melcher

**APPROVAL OF MINUTES**

Commissioner Weber moved, seconded by Chair Sherman to approve the minutes of the August 15, 2023 meeting with corrections.

Vote: Motion carried 4-0

Yes: Chair Sherman, Commissioner Weber, Commissioner Brockman and Commissioner Goldwater

Absent: Vice Chair Melcher

## **ANNOUNCEMENTS & INTRODUCTIONS**

No one expressed a desire to speak.

## **ORAL COMMUNICATION – PUBLIC COMMENT**

No one expressed a desire to speak.

## **NEW BUSINESS**

### **1. Fiber Backbone Update**

Director Russo provided an update to the Fiber Backbone Project.

## **MONTHLY REPORTS**

### **2. Franchise Fees Report**

Director Russo reported that all the 2023 cable franchise fees are current and paid.

### **3. Cable Complaints Review**

Director Russo reported there are no complaints at this time.

### **4. Cable Company Report**

Director Russo reported there is nothing new at this time.

## **SUB-COMMITTEE REPORTS**

### **5. Wireless Subcommittee (Mobile Phone/ Wireless Technologies) – Brockman/Melcher**

There was nothing new to report at this time.

### **6. Programming Subcommittee (CTV Programming/Video Services) - Weber/Sherman/Rothman**

There was nothing new to report at this time.

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

There was nothing new to report at this time.

### **8. Community Engagement Subcommittee (Community Updates/Emergency Response) - Sherman/Brockman**

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 included in the Commissioner packets.

## **STAFF UPDATE**

Media Operations Supervisor Petros provided the CTV Programming Report.

## **STUDENT COMMISSIONER REPORT**

Student Commissioner Rothman provided a presentation on accessing information through media on the web.

## **FUTURE AGENDA ITEMS**

Commissioner Goldwater requested a follow up in January on the engineering design lay out with the COG.

## **ADJOURN**

Commissioner Brockman moved, seconded by Commissioner Weber to adjourn the Communications and Technology Commission meeting at 6:40 p.m. to the meeting on October 17, 2023 at 6:00 p.m.

Vote: Motion carried 4-0

Yes: Chair Sherman, Commissioner Weber, Commissioner Brockman and Commissioner Goldwater

Absent: Vice Chair Melcher