

# **A G E N D A**

**BUENA PARK CABLE FOUNDATION  
SEPTEMBER 8, 2015  
2:30 p.m.  
COUNCIL CHAMBER  
6650 Beach Boulevard, Buena Park**

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## **CALL TO ORDER**

## **ROLL CALL:**

**PRESIDENT GRANT BARNET  
VICE PRESIDENT BARON NIGHT  
DIRECTOR JIM BASS  
DIRECTOR STEVE BERRY  
DIRECTOR ART BROWN  
DIRECTOR DON HARBERT  
DIRECTOR FRED SMITH  
DIRECTOR BETH SWIFT  
DIRECTOR VIRGINIA VAUGHN**

## **PLEDGE OF ALLEGIANCE**

## **PUBLIC COMMENTS (Agenda Items):**

### **CONSENT CALENDAR:**

1. Minutes of June 9, 2015
2. Resolutions approving claims and demands

### **RECOMMENDED ACTION**

**Approve**

**Approve**

## **UNFINISHED BUSINESS:**

3. Survey Update  
Report by Grant Barnet

## **NEW BUSINESS:**

4. General Review – Scholarship Program  
Report by Myrna Holmquist
5. Request to film the St. Pius V Christmas Eve 4 PM Mass on 12/24/15  
Wendy Hart

## **CITY GOVERNMENT ACCESS REPORT:**

6. Report by Myrna Holmquist

## **PUBLIC COMMENTS (Non-agenda Items):**

## **ANNOUNCEMENTS:**

**ADJOURNMENT:** Next meeting is scheduled for Tuesday, January 12, 2016 at 2:30 p.m.

**BUENA PARK CABLE FOUNDATION  
MINUTES OF MEETING  
June 9, 2015**

President Grant Barnet called the Buena Park Cable Foundation Meeting of June 9, 2015 to order at 2:33 p.m. in the Council Chamber, 6650 Beach Boulevard, Buena Park, California.

PRESENT: Barnet, Bass, Brown, Harbert, Smith and Swift  
ABSENT: Berry, Night and Vaughn

**ALSO PRESENT:**

Aaron France, Assistant to the City Manager, Myrna Holmquist, Communications and Marketing Manager, Dennis Varela, Accountant and Marsha Cook, Executive Assistant.

**PLEDGE OF ALLEGIANCE**

Aaron France led the Pledge of Allegiance to the flag.

**PUBLIC COMMENTS (Agenda Items):**

There were no public comments.

**CONSENT CALENDAR:**

**MINUTES OF MAY 12, 2015**

**RESOLUTION APPROVING CLAIMS AND DEMANDS**

MOTION: Harbert/Brown to APPROVE the consent calendar.  
AYES: Barnet, Bass, Brown, Harbert, Smith and Swift  
NOES: None  
ABSENT: Berry, Night and Vaughn

**UNFINISHED BUSINESS**

**Survey Update**

Grant Barnet reported that the survey was still in the planning process and that Intern Lauren Orosco had a family emergency, so she was not available to attend today's meeting.

**NEW BUSINESS**

**2015-2016 Adoption**

Aaron France distributed a draft 2015-2016 Budget and explained the Budget Sub-Committee recommendations and increase in funding for the scholarship program from \$5,000 to \$10,000 with a \$2,000 cap per individual. In answer to a question from Director Swift, Aaron France advised that he did not anticipate any capital outlay for the 2015-2016 Fiscal Year, but \$2,000 was allocated for any unanticipated expenses.

MOTION: Brown/Harbert to APPROVE the 2015-2016 Budget.  
AYES: Barnet, Bass, Brown, Harbert, Smith and Swift  
NOES: None  
ABSENT: Berry, Night and Vaughn

**CITY GOVERNMENT ACCESS REPORT**

Myrna Holmquist updated Directors on the current programming line-up including the quarterly Summer Edition of the Buena Park Library, Inside Buena Park featuring Knott's Berry Farm's new ride; Voyage to the Iron Reef and the Police Dept. open house, the Relay for Life Golf Tournament, a Summer Concerts promo, Adopt-A-Pet, a Buena Park Youth Theater premier promo, the Memorial Day service, Crime Watch, plus several Leisure classes. Additionally, production is starting on the summer programs; including swimming pools opening, summer camps, etc.

**PUBLIC COMMENTS (Non-agenda Items):**

**ANNOUNCEMENTS:**

Marge Rawlins announced the Buena Park Community Chorus is holding their Summer Concert entitled Let Freedom Ring on the weekend in Liberty Hall at the Ehlers Recreation Center at 3:00 p.m.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 2:52 p.m. The next meeting is scheduled for September 8, 2015 at 2:30 p.m.

**ATTEST:**

\_\_\_\_\_  
Marsha Cook, Exec. Asst.

\_\_\_\_\_  
Grant Barnet, President

**CITY OF BUENA PARK FOUNDATION  
CHECK REGISTER  
For FY 2014-2015**

| <b>Date</b>           | <b>Vendor</b>        | <b>Description</b>  | <b>Invoice #</b>       | <b>Check #</b> | <b>Amount</b>      |
|-----------------------|----------------------|---|------------------------|----------------|--------------------|
| 6/1/2015              | Mark Cloud           | June Crime Watch #1, BP Library Summer Update, Memorial Day Service<br>City Council Meeting 05/12/15 & 05/26/15 | 9733                   | 6619           | 3,100.00           |
| 6/1/2015              | Gretchen Morales     | Marketing Assistant BP TV for March, April & May  | 033115, 043015, 053115 | 6620           | 783.36             |
| 6/1/2015              | Time Warner Cable    | Cable Service for June  | JUNE-2015              | 6621           | 80.67              |
| 6/1/2015              | Vista Media Services | BPYT Les Miserables, BPPD Annual Police Appreciation  | 387-15, 388-15         | 6622           | 1,050.00           |
| 6/8/2015              | Jon Jurgensen        | City Council Meeting 04/28/15 & 05/26/15  | JUNE-2015              | 6623           | 240.00             |
| 6/16/2015             | Art Brown            | Buena Park Foundation Meeting on June 9, 2015   | JUNE 9, 2015           | 6624           | 100.00             |
| 6/16/2015             | James Bass           | Buena Park Foundation Meeting on June 9, 2015   | JUNE 9, 2015           | 6625           | 100.00             |
| 6/16/2015             | Don Harbert          | Buena Park Foundation Meeting on June 9, 2015   | JUNE 9, 2015           | 6626           | 100.00             |
| 6/16/2015             | Fred Smith           | Buena Park Foundation Meeting on June 9, 2015   | JUNE 9, 2015           | 6627           | 100.00             |
| 6/23/2015             | Jane Cameron         | May Crime Watch #2, June Crime Watch #1   | B1415-0617             | 6628           | 400.00             |
| 6/23/2015             | Mark Cloud           | June Crime Watch #2, Police Appreciation Luncheon, Summer Concert<br>Promotion, City Council Meeting 06/09/15   | 9734                   | 6629           | 2,330.00           |
| 6/30/2015             | Mark Cloud           | City Council Meeting 06/23/15   | 9735                   | 6630           | 360.00             |
| 6/30/2015             | Vista Media Services | BP Today-Summer-15, Community Services-BP Parks   | 390-15, 391-15         | 6631           | 1,800.00           |
| 7/8/2015              | Jon Jurgensen        | City Council Meeting 06/09/15 & 06/23/15  | 3101                   | 6633           | 370.00             |
| 7/15/2015             | City of Buena Park   | 50% Purchase of Council Chambers DSP Upgrade  | JULY-2015              | 6635           | 6,126.95           |
| 7/20/2015             | Cathy Baek           | Knott's Berry Farm Iron Reef Open, BP Today Summer Edition<br>Mayor's Show                                      | JUNE-2015              | 6637           | 600.00             |
| 7/20/2015             | Gretchen Morales     | Marketing Assistant BP TV for June  | 063015                 | 6639           | 261.12             |
| 8/31/2015             | City of Buena Park   | Accounting and Staff Services for FY 14-15  | AUG-2015               | 6655           | 13,000.00          |
| 8/31/2015             | City of Buena Park   | DVD'S & Wallets   | AUGUST-2015            | 6656           | 70.18              |
| <b>Total For June</b> |                      |   |                        |                | <b>\$30,972.28</b> |

**CITY OF BUENA PARK FOUNDATION  
CHECK REGISTER  
For FY 2015-2016**

| <b>Date</b>                   | <b>Vendor</b>        | <b>Description</b>  | <b>Invoice #</b>                | <b>Check #</b> | <b>Amount</b>      |
|-------------------------------|----------------------|---|---------------------------------|----------------|--------------------|
| 7/8/2015                      | Mark Cloud           | July Crime Watch #1   | 9736                            | 6632           | 900.00             |
| 7/8/2015                      | Time Warner Cable    | Cable Service for July  | JULY-2015                       | 6634           | 83.85              |
| 7/15/2015                     | Vista Media Services | Mayor's Show, P.W. Dept. Capital Improvements 2015-16   | 392-15, 393-15                  | 6636           | 1,800.00           |
| 7/20/2015                     | Voided Check         | Voided Check  | Voided Check                    | 6638           | -                  |
| 7/22/2015                     | Jane Cameron         | June Crime Watch #2, July Crime Watch #1  | B1516-0719B, B1415-0719A        | 6640           | 400.00             |
| 7/22/2015                     | Mark Cloud           | July Crime Watch #2, City Council Meeting 07/14/15  | 9737                            | 6641           | 1,060.00           |
| 7/28/2015                     | Vista Media Services | Inside BP-Taste of W.O.C. & Business Expo. 2015<br>Inside BP-CivicTheatre - Pump Boys & Dinettes                        | 394-15, 395-15                  | 6642           | 1,800.00           |
| 7/29/2015                     | Time Warner Cable    | Cable Service for August  | AUG 8, 2015                     | 6643           | 83.85              |
| 8/7/2015                      | Mark Cloud           | August Crime Watch #1, P-Nut Picnic 2015, City Council Meeting 07/28/15   | 9739                            | 6644           | 1,960.00           |
| 8/7/2015                      | Voided Check         | Voided Check  | Voided Check                    | 6645           | -                  |
| 8/12/2015                     | Vista Media Services | BP Today- Fall 2015   | 398-15                          | 6646           | 900.00             |
| 8/21/2015                     | Jon Jurgensen        | City Council Meeting 07/14/15, 07/28/15 & 08/11/15  | 6647                            | 6647           | 450.00             |
| 8/21/2015                     | Vista Media Services | Draw the Future of Buena Park, Adopt-A-Pet (Sept-Nov 2015), National<br>Night Out with BPPD, Silverado Days 2015 Promos | 396-15, 397/15,399-15<br>400-15 | 6648           | 4,700.00           |
| 8/24/2015                     | Gretchen Morales     | Marketing Assistant BP TV for July  | 073115                          | 6649           | 261.12             |
| 8/24/2015                     | Voided Check         | Voided Check  | Voided Check                    | 6650           | -                  |
| 8/24/2015                     | U.S. Post Office     | 100 Postage Stamps  | -                               | 6651           | 49.00              |
| 8/27/2015                     | Jane Cameron         | July Crime Watch #2, August Crime Watch #1  | B1516-0823                      | 6652           | 400.00             |
| 8/27/2015                     | Mark Cloud           | August Crime Watch #2, City Council Meeting 08/11/15  | 9740                            | 6653           | 1,020.00           |
| 8/27/2015                     | Time Warner Cable    | Cable Service for September   | SEPT-15                         | 6654           | 83.85              |
| 8/31/2015                     | City of Buena Park   | Microphone for Council Chamber  | AUGUST-2015                     | 6657           | 108.00             |
| <b>Total July Thru August</b> |                      |   |                                 |                | <b>\$16,059.67</b> |

**BUENA PARK FOUNDATION**  
**Income Statement**  
**June 30, 2015**

**REVENUES**

|   | Current Year         |  |   | Prior Year                               |
|---|----------------------|--|---|--|
|   | Budget               | Actual<br>Period Ending<br>June 30, 2015 | Variance-<br>Favorable<br>(Unfavorable) | Actual<br>Period Ending<br>June 30, 2014 |
| 3410 Investment Income                  | \$ 50.00             | 46.21                                    | \$ (3.79)                               | \$ 43.27                                 |
| 3900 Miscellaneous Revenue              | -                    | -  | -                                       | -  |
| 3951 Contribution from Time Warner/AT&T | 105,000.00           | 119,012.08                               | 14,012.08                               | 107,868.34                               |
| Total Revenues                          | <b>\$ 105,050.00</b> | <b>\$ 119,058.29</b>                     | <b>\$ 14,008.29</b>                     | <b>\$ 107,911.61</b>                     |

**EXPENDITURES**

|                                    |                     |                     |                       |                   |
|------------------------------------|---------------------|---------------------|-----------------------|-------------------|
| 5214 Taxes and Fees                | 100.00              | 81.00               | 19.00                 | 61.00             |
| 5219 Time Warner Video Services    | 1,000.00            | 887.37              | 112.63                | 863.72            |
| 5220 Government Access/City        | 79,700.00           | 81,663.44           | (1,963.44)            | 71,331.91         |
| 5221 Government Access/Council     | 6,000.00            | 5,050.00            | 950.00                | 5,605.00          |
| 5223 Ministerial Series            | 3,300.00            | -                   | 3,300.00              | -                 |
| 5225 Member Salaries               | 3,000.00            | 2,300.00            | 700.00                | 2,500.00          |
| 5227 Miscellaneous Expenses        | 1,000.00            | -                   | 1,000.00              | 40.51             |
| 5230 Scholarships                  | 5,000.00            | 5,001.00            | (1.00)                | 4,995.00          |
| 5240 Professional Services         | 1,600.00            | 1,492.00            | 108.00                | 1,449.00          |
| 5245 Accounting/Staff Services     | 13,000.00           | 13,000.00           | -                     | 13,000.00         |
| 5250 Equipment Maintenance         | 2,000.00            | 1,106.75            | 893.25                | 2,000.00          |
| 5410 Stationery/Supplies           | 250.00              | 167.36              | 82.64                 | 103.91            |
| 5411 Printing                      | 150.00              | -                   | 150.00                | -                 |
| 5420 Books/Dues/Subscriptions      | 200.00              | 80.00               | 120.00                | 80.00             |
| 5430 Postage                       | 100.00              | 49.00               | 51.00                 | 49.00             |
| 5840 Capital Outlay                | 8,200.00            | 6,126.95            | 2,073.05              | 8,000.00          |
| Total Expenditures                 | <b>124,600.00</b>   | <b>117,004.87</b>   | <b>7,595.13</b>       | <b>110,079.05</b> |
| Revenues Over (Under) Expenditures | (19,550.00)         | 2,053.42            | (21,603.42)           | (2,167.44)        |
| Fund Balance, Beginning of Period  | 73,160.37           | 73,160.37           | -                     | 75,327.81         |
| Fund Balance, End of Period        | <b>\$ 53,610.37</b> | <b>\$ 75,213.79</b> | <b>\$ (21,603.42)</b> | <b>73,160.37</b>  |

**BUENA PARK FOUNDATION**  
**Income Statement**  
**August 31, 2015**

**REVENUES**

|   | Current Year         |  |   | Prior Year                               |
|---|----------------------|--|---|--|
|   | Budget               | Actual<br>Period Ending<br>August 31, 2015 | Variance-<br>Favorable<br>(Unfavorable) | Actual<br>Period Ending<br>June 30, 2015 |
| 3410 Investment Income                  | \$ 50.00             | 0.80                                       | \$ (49.20)                              | \$ 46.21                                 |
| 3900 Miscellaneous Revenue              | -                    | -  | -                                       | -  |
| 3951 Contribution from Time Warner/AT&T | 105,000.00           | -  | (105,000.00)                            | 119,012.08                               |
| <b>Total Revenues</b>                   | <b>\$ 105,050.00</b> | <b>\$ 0.80</b>                             | <b>\$(105,049.20)</b>                   | <b>\$ 119,058.29</b>                     |

**EXPENDITURES**

|                                    |                     |                     |                      |                   |
|------------------------------------|---------------------|---------------------|----------------------|-------------------|
| 5214 Taxes and Fees                | 100.00              | -                   | 100.00               | 81.00             |
| 5219 Time Warner Video Services    | 1,000.00            | 251.55              | 748.45               | 887.37            |
| 5220 Government Access/City        | 79,700.00           | 14,761.12           | 64,938.88            | 81,663.44         |
| 5221 Government Access/Council     | 6,000.00            | 890.00              | 5,110.00             | 5,050.00          |
| 5223 Ministerial Series            | 3,300.00            | -                   | 3,300.00             | -                 |
| 5225 Member Salaries               | 3,000.00            | -                   | 3,000.00             | 2,300.00          |
| 5227 Miscellaneous Expenses        | 1,000.00            | -                   | 1,000.00             | -                 |
| 5230 Scholarships                  | 10,000.00           | -                   | 10,000.00            | 5,001.00          |
| 5240 Professional Services         | 1,600.00            | -                   | 1,600.00             | 1,492.00          |
| 5245 Accounting/Staff Services     | 13,000.00           | -                   | 13,000.00            | 13,000.00         |
| 5250 Equipment Maintenance         | 2,000.00            | 108.00              | 1,892.00             | 1,106.75          |
| 5410 Stationery/Supplies           | 250.00              | -                   | 250.00               | 167.36            |
| 5411 Printing                      | 150.00              | -                   | 150.00               | -                 |
| 5420 Books/Dues/Subscriptions      | 200.00              | -                   | 200.00               | 80.00             |
| 5430 Postage                       | 100.00              | 49.00               | 51.00                | 49.00             |
| 5840 Capital Outlay                | 2,000.00            | -                   | 2,000.00             | 6,126.95          |
| <b>Total Expenditures</b>          | <b>123,400.00</b>   | <b>16,059.67</b>    | <b>107,340.33</b>    | <b>117,004.87</b> |
| Revenues Over (Under) Expenditures | (18,350.00)         | (16,058.87)         | (2,291.13)           | 2,053.42          |
| Fund Balance, Beginning of Period  | 75,213.79           | 75,213.79           | -                    | 73,160.37         |
| <b>Fund Balance, End of Period</b> | <b>\$ 56,863.79</b> | <b>\$ 59,154.92</b> | <b>\$ (2,291.13)</b> | <b>75,213.79</b>  |