

# **A G E N D A**

**BUENA PARK CABLE FOUNDATION  
FEBRUARY 9, 2021  
2:30 p.m.  
Council Chambers  
6650 Beach Boulevard, Buena Park**

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## **CALL TO ORDER**

**ROLL CALL:**                   **DIRECTOR GRANT BARNET  
DIRECTOR JIM BASS  
DIRECTOR BETH SWIFT  
DIRECTOR SUSAN SONNE  
DIRECTOR ART BROWN  
SECRETARY BARON NIGHT  
TREASURER CONNOR TRAUT  
VICE PRESIDENT SUNNY PARK  
PRESIDENT DON HARBERT**

## **PLEDGE OF ALLEGIANCE**

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

## **CONSENT CALENDAR:**

## **RECOMMENDED ACTION**

- |  |                |
|--|----------------|
| 1. Minutes of January 12, 2021 (Attached)              | <b>Approve</b> |
| 2. Resolutions approving claims and demands (Attached) | <b>Approve</b> |

**UNFINISHED BUSINESS:** None

## **NEW BUSINESS:**

3. Mid-year Budget Review (Attached)
4. Review Proposal to Upgrade Cameras to High Definition (Attached)

## **CITY GOVERNMENT ACCESS REPORT:**

5. Report by Joe Hunt

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

## **ANNOUNCEMENTS:**

**ADJOURNMENT:** Next meeting is scheduled for Tuesday, March 9, 2021, at 2:30 p.m.

**BUENA PARK CABLE FOUNDATION  
MINUTES OF MEETING  
MAIN BALLROOM – COMMUNITY CENTER  
COVID-19 PROTOCOL  
JANUARY 12, 2021**

President Art Brown called the Buena Park Cable Foundation Meeting of January 12, 2021, to order at 2:35 p.m.

**PRESENT:** Barnet, Night, Park, Swift, Sonne (via phone), Traut, Harbert, Brown  
**ABSENT:** Bass

**ALSO PRESENT:** Aaron France, Assistant City Manager, Adrian Garcia, Finance Manager, Joe Hunt, Senior Management Analyst, Gina Van Stratten, Marketing Specialist, Jeevani Wijesekera, Accountant, and Johanna Dombo, Executive Assistant (Part-time)

**PLEDGE OF ALLEGIANCE**

Sunny Park led the Pledge of Allegiance to the flag.

**PUBLIC COMMENTS (Agenda Items):**

There were no public comments.

**CONSENT CALENDAR:**

MINUTES of Jun 9, 2020, were approved.

MINUTES of September 8, 2020, were approved.

**RESOLUTIONS APPROVING CLAIMS AND DEMANDS**

**MOTION:** Night/Harbert APPROVE the Consent Calendar  
**AYES:** Barnet, Night, Park, Traut, Harbert, Brown  
**NOES:** None  
**ABSTAIN:** Sonne  
**ABSENT:** Bass, Swift

**UNFINISHED BUSINESS:**

None.

**NEW BUSINESS:**

**ELECTION OF 2021 OFFICERS**

**MOTION:** Night moved the nomination of Director Don Harbert for President  
**MOTION:** Night moved the nomination of Director Sunny Park for Vice President  
**MOTION:** Brown moved the nomination of Director Connor Traut for Treasurer  
**MOTION:** Harbert moved the nomination of Director Baron Knight for Secretary

**SCHOLARSHIP SUB COMMITTEE – 2021**

The following members volunteered or were appointed to serve on the Scholarship Sub-Committee:

- Brown
- Bass
- Swift

AYES: Barnet, Night, Park, Swift, Sonne, Traut, Harbert, Brown  
NOES: None  
ABSTAIN: None  
ABSENT: Bass

**CITY GOVERNMENT ACCESS REPORT**

City Manager France reported that there was no report for this meeting. The next report will be at the February 9, 2021, Buena Park Cable Foundation meeting.

**BOARD MEMBER COMMENTS**

Night – Send Directory to all Board Members  
Night – Proposed agenda item: Look at Cable Programming

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:55 p.m. The next meeting is scheduled for February 9, 2021, at 2:30 p.m.

ATTEST:

Johanna Dombo, Executive Assistant

Art Brown, President

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**BUENA PARK FOUNDATION**  
**Income Statement**  
**January 31, 2021**

	Current Year			Prior Year
	Budget	Actual Period Ending January 31, 2021	Variance- Favorable (Unfavorable)	Actual Period Ending June 30, 2020
<b><u>REVENUES</u></b>				
3410 Investment Income	\$ 50.00	\$ 4.06	\$ (45.94)	\$ 8.29
3900 Miscellaneous Revenue	-	-	-	-
3951 Contribution from Time Warner/AT&T	100,000.00	24,798.12	(75,201.88)	105,180.10
<b>Total Revenues</b>	<b>\$ 100,050.00</b>	<b>\$ 24,802.18</b>	<b>\$ (75,247.82)</b>	<b>\$ 105,188.39</b>
<b><u>EXPENDITURES</u></b>				
5214 Taxes and Fees	100.00	209.15	(109.15)	60.00
5219 Time Warner Video Services	1,200.00	757.50	442.50	1,224.04
5220 Government Access/City	55,645.00	33,040.00	22,605.00	57,134.95
5221 Government Access/Council	12,000.00	-	12,000.00	7,340.00
5223 Ministerial Series	1,925.00	-	1,925.00	-
5224 Production Grants	-	-	-	-
5225 Member Salaries	4,500.00	1,500.00	3,000.00	3,800.00
5227 Misc Expenses/Add'l Programming	300.00	-	300.00	125.00
5230 Scholarships	10,000.00	-	10,000.00	10,000.00
5240 Professional Services	1,700.00	-	1,700.00	-
5245 Accounting/Staff Services	5,000.00	-	5,000.00	5,000.00
5250 Equipment Maintenance	2,000.00	-	2,000.00	-
5260 Equipment Replacement Fund	3,500.00	-	3,500.00	-
5410 Stationery/Supplies	275.00	-	275.00	263.82
5411 Printing	100.00	-	100.00	-
5420 Books/Dues/Subscriptions	50.00	-	50.00	-
5430 Postage	100.00	55.00	45.00	55.00
5840 Capital Outlay	2,000.00	-	2,000.00	204.00
<b>Total Expenditures</b>	<b>100,395.00</b>	<b>35,561.65</b>	<b>64,833.35</b>	<b>85,206.81</b>
<b>Revenues Over (Under) Expenditures</b>	<b>(345.00)</b>	<b>(10,759.47)</b>	<b>(10,414.47)</b>	<b>19,981.58</b>
<b>Fund Balance, Beginning of Period</b>	<b>70,512.78</b>	<b>70,512.78</b>	<b>-</b>	<b>50,531.20</b>
<b>Fund Balance, End of Period</b>	<b>\$ 70,167.78</b>	<b>\$ 59,753.31</b>	<b>\$ (10,414.47)</b>	<b>70,512.78</b>

**BUENA PARK FOUNDATION  
CHECK REGISTER  
For FY 2020-21**

<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Invoice #</b>	<b>Check #</b>	<b>Amount</b>
01/05/21	Jane Cameron	Jan-21 Crime Watch	B2021-1215	7428	200.00
01/05/21	Spectrum Business	Jan-21	0026539010121	7429	109.22
01/20/21	Grant Barnet	BPCF Mtg. for Jan. 12, 2021	January-21	7430	100.00
01/20/21	Art Brown	BPCF Mtg. for Jan. 12, 2021	January-21	7431	100.00
01/20/21	Don Harbert	BPCF Mtg. for Jan. 12, 2021	January-21	7432	100.00
01/20/21	Baron Night	BPCF Mtg. for Jan. 12, 2021	January-21	7433	100.00
01/20/21	Youngsun Park	BPCF Mtg. for Jan. 12, 2021	January-21	7434	100.00
01/20/21	Susan Sonne	BPCF Mtg. for Jan. 12, 2021	January-21	7435	100.00
01/20/21	Connor Traut	BPCF Mtg. for Jan. 12, 2021	January-21	7436	100.00
01/20/21	Kevin Ohler	January-21 Crime Watch	10620	7437	900.00
01/20/21	Cira Oropeza	WNIT for 12/4, 12/16	003-20	7438	200.00
01/26/21	City of Buena Park	Postage Reimbursment	January-21	7439	55.00
01/26/21	City of Buena Park	Reimb. City for 1099 NEC filing	ETF-027165246	7440	29.25
			<b>January</b>	<b>\$</b>	<b>2,193.47</b>

# BP CABLE FOUNDATION BUDGET

	Actual FY 19-20	Adopted FY 20-21	Mid-Year FY 20-21
<b>Administrative Budget</b>			
Insurance/Bonding (Equip Coverage/Public Official Liability)	0	0	0
Taxes & Fees (Non-Profit Filing Fees)	60	100	209.15
Stationary & Supplies	264	100	100
Books, Dues & Subscriptions	0	150	0
Postage	55	100	100
Printing	0	100	0
Scholarship Program	10,000	10,000	10,000
Professional Services (Review of Financial Records)	0	1,600	0
Accounting/Staff Services	5,000	5,000	5,000
Director Stipends	3,800	4,500	4,500
Time Warner Video Services	1,224	1,200	1,200
Equipment Maintenance	0	2,000	0
Equipment Replacement Fund	0	3,500	0
Capital Outlay (One-Time Playback Equip Purchase)	204	2,000	2,000
<b>Total Administrative Budget</b>	<b>\$20,607</b>	<b>\$30,350</b>	<b>\$23,109</b>
<b>Programming Budget</b>			
Govt Access BPTV Ch 3	\$57,135	\$55,645	\$55,645
City Council/Planning Commission Meetings	7,340	12,000	10,000
Ministerial Series	0	1,925	1,000
Miscellaneous Expenditures/Add'l Programming	125	300	150
<b>Total Programming Budget</b>	<b>\$64,600</b>	<b>\$69,870</b>	<b>\$66,795</b>
<b>TOTAL BUDGET</b>	<b>\$85,207</b>	<b>\$100,220</b>	<b>\$89,904</b>

