

**BUENA PARK CABLE FOUNDATION
MINUTES OF MEETING
June 13, 2017**

President Virginia Vaughn called the Buena Park Cable Foundation Meeting of June 13, 2017 to order at 2:31 p.m. in the Council Chamber, 6650 Beach Boulevard, Buena Park, California.

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

ALSO PRESENT:

Aaron France, Deputy City Manager, Adrian Garcia, Accounting Technician 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 9, 2017

RESOLUTION APPROVING CLAIMS AND DEMANDS

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

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

2017-2018 Budget Adoption: Deputy City Manager Aaron France distributed the Budget Overview and Cable Foundation Budget for 2017-18, noting changes from the previous year, specifically an \$8,000 reduction in accounting & staff services and a \$9,200 reduction in the programming budget (a copy of the 2017-18 Budget is attached hereto).

In response to a question from Director Barnet regarding the reduction in programming budget, Aaron France advised that the status of the projected income would be considered at the February 2018 meeting during the mid-year budget review.

President Vaughn expressed concern for future revenue and how that will affect the Cable Foundation budget in the future. She asked if there were any other options for viewership and how the industry was going.

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Aaron France explained that the funding for the Cable Foundation comes from the Cable Companies in the form of a tax on cable bills to consumers, and as long as subscribership decreases as a result of internet-based viewing there is not much the Foundation can do about the reduction in revenue. He indicated that there might be another revenue source via the General Fund or alternative sources through which government access could be provided to the community.

President Vaughn requested that this item be discussed at the next Cable Foundation meeting. Baron Night asked that the trends over the Summer be reviewed to include in that discussion. Grant Barnet suggested forming a sub-committee to investigate the City's priorities and other sources of revenue. Fred Smith suggested using options or government access like YouTube, which is currently available.

MOTION: Smith/Night to ADOPT the 2017-2018 Budget.

AYES: Barnet, Bass, Night, Smith and Vaughn

NOES: None

ABSENT: Berry, Brown, Harbert and Swift.

CITY GOVERNMENT ACCESS REPORT

Aaron France reported that BPTV is currently airing Adopt-a-Pet, Emery School Volunteer Award, a promotion for the Buena Park Youth Theater production of Seussical the Musical, 2017 Love Buena Park Day, the OCFA Fire Station Ground Breaking, the Summer Aquatics program, Buena Park Today Summer 2017 edition, What's New In Two, City Council meetings, Crime Watch, Buena Park Library Summer 2017 edition, Community Development update, a Summer Concern promo and Public Works Capital Improvement Projects for 2017.

PUBLIC COMMENTS (Non-agenda Items):

There were no public comments.

ANNOUNCEMENTS

Fred Smith wished Jim Bass a Happy 90th Birthday.

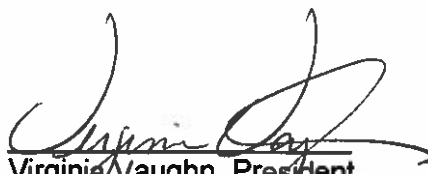
Aaron France introduced the new Buena Park City Clerk, Adria Jimenez.

ADJOURNMENT

There being no further business, the meeting was adjourned at 2:59 p.m. The next meeting is scheduled for September 12, 2017 at 2:30 p.m.

ATTEST:


Marsha Cook, Exec. Asst.


Virginia Vaughn, President

BP CABLE FOUNDATION BUDGET

	Actual FY 15-16	Mid-Year FY 16-17	FY 17-18
Administrative Budget			
Insurance/Bonding (Equip Coverage/Public Official Liability)	0	0	0
Taxes & Fees (Non-Profit Filing Fees)	61	100	100
Stationary & Supplies	73	250	250
Books, Dues & Subscriptions	180	200	200
Postage	96	100	100
Printing	0	150	150
Scholarship Program	10,000	10,000	10,000
Professional Services (Review of Financial Records)	1,540	1,600	1,600
Accounting/Staff Services	13,000	13,000	5,000
Director Stipends	3,600	3,000	3,000
Time Warner Video Services	924	1,000	1,000
Equipment Maintenance	2,323	2,000	2,000
Equipment Replacement Fund	0	3,500	3,500
Capital Outlay (One-Time Playback Equip Purchase)	17,631	2,000	2,000
Total Administrative Budget	\$49,428	\$36,900	\$28,900
Programming Budget			
Govt Access BPTV Ch 3 (Production Budget on Page 2)	\$89,773	\$79,700	72,000
Council Meetings (24 mtgs/year; 2 staff @ \$40/hr for 2 hrs)	8,000	6,000	6,000
Ministerial Series	825	3,300	3,300
Miscellaneous Expenditures/Add'l Programming	420	4000	2,500
Total Programming Budget	\$99,018	\$93,000	\$83,800
TOTAL BUDGET	\$148,446	\$129,900	\$112,700

BUDGET OVERVIEW

BUENA PARK CABLE FOUNDATION BUDGET BALANCES, EXPENDITURES AND PROPOSALS

<u>Fiscal Year 2016-17</u>		<u>Fiscal Year 2017-18</u>	
Ending Balance 6/30/16	\$43,273.79	<i>Projected</i> Balance 6/30/17	\$25,374
Income for 12 months (Estimated)	+\$ <u>105,000</u>	<i>Projected</i> Income for 12 months	+\$ <u>100,000</u>
Estimated Expenditures	-\$ <u>122,900</u>	<i>Proposed</i> Expenditures	-\$<u>112,700</u>
Ending Balance 6/30/17 (Estimated)	\$25,374	<i>Proposed</i> Balance 6/30/18	\$12,674