

A G E N D A

**BUENA PARK CABLE FOUNDATION
FEBRUARY 12, 2019
2:30 p.m.
COUNCIL CHAMBER
6650 Beach Boulevard, Buena Park**

CALL TO ORDER

ROLL CALL: **DIRECTOR GRANT BARNET
DIRECTOR JIM BASS
DIRECTOR SUNNY PARK
DIRECTOR FRED SMITH
DIRECTOR DON HARBERT
DIRECTOR BETH SWIFT
DIRECTOR CONNOR TRAUT
VICE PRESIDENT ART BROWN
PRESIDENT BARON NIGHT**

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS (Agenda Items):

CONSENT CALENDAR:

RECOMMENDED ACTION

- | | |
|---------------------------------------------|----------------|
| 1. Minutes of January 8, 2019 | Approve |
| 2. Resolutions approving claims and demands | Approve |

UNFINISHED BUSINESS:

NEW BUSINESS:

3. Midyear Budget Review – Report by Aaron France
4. Review of BPTV Program Schedule – Report by Aaron France

CITY GOVERNMENT ACCESS REPORT:

5. Report by Aaron France

PUBLIC COMMENTS (Non-agenda Items):

ANNOUNCEMENTS:

ADJOURNMENT: Next meeting is scheduled for Tuesday, April 9, 2019 at 2:30 p.m.

**BUENA PARK CABLE FOUNDATION
MINUTES OF MEETING
January 8, 2019**

President Fred Smith called the Buena Park Cable Foundation Meeting of January 8, 2019 to order at 2:32 p.m. in the Council Chamber, 6650 Beach Boulevard, Buena Park, California.

PRESENT: Bass, Brown, Harbert, Park, Smith, and Traut
ABSENT: Knight, Barnet and Swift

ALSO PRESENT:

Aaron France, Assistant City Manager, Adrian Garcia, Accounting Technician, Jane Lim, Accounting Technician and Lizzette Sandate, Executive Assistant.

PLEDGE OF ALLEGIANCE

Connor Traut led the Pledge of Allegiance to the flag.

PUBLIC COMMENTS (Agenda Items):

There were no public comments.

CONSENT CALENDAR:

MINUTES OF September 11, 2018

RESOLUTIONS APPROVING CLAIMS AND DEMANDS

MOTION: Smith/Harbert to APPROVE the Consent Calendar.
AYES: Bass, Brown, Harbert, Park, Smith, and Traut
NOES: None
ABSENT: Knight, Barnet and Swift

UNFINISHED BUSINESS

Letter from Buena Park Goes to College: Assistant City Manager Aaron France reviewed the thank you letter from Director Beth Swift with members. Event was very well attended and successful.

NEW BUSINESS

Election of 2019 Officers: Foundation Directors

Motion: Brown/Traut moved the nomination of Director Baron Night for President.
Motion: Smith/Park moved the nomination of Director Art Brown for Vice President.

AYES: Bass, Brown, Harbert, Park, Smith, and Traut
NOES: None
ABSENT: Knight, Barnet and Swift

Scholarship Sub-Committee

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

- Beth Swift
- Don Harbert
- Sunny Park

AYES: Bass, Brown, Harbert, Park, Smith, and Traut
NOES: None
ABSENT: Knight, Barnet and Swift

2019 Director's Meeting Schedule

Aaron France presented the 2019 meeting calendar and noted that the finances were to be reviewed on February 12, 2019.

CITY GOVERNMENT ACCESS REPORT

Aaron France reported that BPTV is currently airing What's New in Two, Christmas Tree Lighting, Holiday Programming, Giving in BP for the Holidays, Buena Park Today 2019 Winter Edition, Show on Library District, Monthly Crime Watch Edition from December, Professional Services and Announcements from Vector Control and OCTA.

PUBLIC COMMENTS (Non-agenda Items):

There were no public comments.

ANNOUNCEMENTS

Pastor Don Harbert announced they're looking into May 4th for the Love Buena Park Day.

ADJOURNMENT

There being no further business, the meeting was adjourned at 2:48 p.m. The next meeting is scheduled for February 12, 2019 at 2:30 p.m.

ATTEST:

Lizzette Sandate, Exec. Asst.

Fred Smith, President

BUENA PARK FOUNDATION
Income Statement
January 31, 2019

	Current Year			Prior Year
	Budget	Actual Period Ending January 31, 2019	Variance- Favorable (Unfavorable)	Actual Period Ending June 30, 2018
<u>REVENUES</u>				
3410 Investment Income	\$ 50.00	\$ 3.36	\$ (46.64)	\$ 4.63
3900 Miscellaneous Revenue	-	-	-	-
3951 Contribution from Time Warner/AT&T	100,000.00	27,001.16	(72,998.84)	107,625.79
Total Revenues	\$ 100,050.00	\$ 27,004.52	\$ (73,045.48)	\$ 107,630.42
<u>EXPENDITURES</u>				
5214 Taxes and Fees	100.00	80.00	20.00	61.00
5219 Time Warner Video Services	1,000.00	632.56	367.44	1,151.27
5220 Government Access/City	55,645.00	35,456.72	20,188.28	73,848.44
5221 Government Access/Council	6,000.00	4,700.00	1,300.00	6,077.50
5223 Ministerial Series	1,925.00	1,375.00	550.00	550.00
5224 Production Grants	-	-	-	-
5225 Member Salaries	3,000.00	1,200.00	1,800.00	3,700.00
5227 Misc Expenses/Add'l Programming	-	125.00	(125.00)	300.00
5230 Scholarships	10,000.00	-	10,000.00	4,000.00
5240 Professional Services	1,600.00	1,637.00	(37.00)	1,637.00
5245 Accounting/Staff Services	5,000.00	-	5,000.00	5,000.00
5250 Equipment Maintenance	2,000.00	-	2,000.00	151.46
5260 Equipment Replacement Fund	3,500.00	-	3,500.00	-
5410 Stationery/Supplies	100.00	-	100.00	74.46
5411 Printing	100.00	-	100.00	-
5420 Books/Dues/Subscriptions	150.00	-	150.00	108.95
5430 Postage	100.00	-	100.00	50.00
5840 Capital Outlay	2,000.00	78.81	1,921.19	-
Total Expenditures	92,220.00	45,285.09	46,934.91	96,710.08
Revenues Over (Under) Expenditures	7,830.00	(18,280.57)	(26,110.57)	10,920.34
Fund Balance, Beginning of Period	39,321.92	39,321.92	-	28,401.58
Fund Balance, End of Period	\$ 47,151.92	\$ 21,041.35	\$ (26,110.57)	39,321.92

CITY OF BUENA PARK FOUNDATION

CHECK REGISTER

For FY 2018-19

Date	Vendor	Description	Invoice #	Check #	Amount
1/3/2019	Jane Cameron	December/January Crime Watch	B1819-1129, B1819-1216	7144	400.00
1/3/2019	Mark Cloud	City Council Mtg 12/11/18, Crime Watch	9893	7145	1,100.00
1/8/2019	City of Buena Park	Reimburse City for 17-18 Foundation Audit	Jan-19	7146	1,637.00
1/8/2019	Mark Cloud	Christmas Eve Video 2018, Crime Watch	9896	7147	1,450.00
1/15/2019	Spectrum Business	8448400240026539 Jan-19 Cable Subscription	0026539121918	7148	90.36
1/15/2019	Sunny Youngsun Park	BPCF Meeting Jan. 8, 2019	Jan-19	7149	100.00
1/15/2019	Fred Smith	BPCF Meeting Jan. 8, 2019	Jan-19	7150	100.00
1/15/2019	James Bass	BPCF Meeting Jan. 8, 2019	Jan-19	7151	100.00
1/15/2019	Don Harbert	BPCF Meeting Jan. 8, 2019	Jan-19	7152	100.00
1/15/2019	Art Brown	BPCF Meeting Jan. 8, 2019	Jan-19	7153	100.00
1/23/2019	Connor Traut	Meeting Jan 8, 2019	Jan-2019	7154	100.00
1/23/2019	Vista Media Services	WNIT 1/3,16,21/19, City Countil Mtg. 1/8/19	606-19, 607-19	7155	1,840.00
1/30/2019	N/A	Voided Check	Voided Check	7156	-
1/30/2019	Jane Cameron	Feb-19, Crime Watch	B1819-0124	7157	200.00
1/30/2019	Kari Kessinger	WNIT 1/3/19 Taping, WNIT 1/3/19 Taping Ep. 1, WNIT 1/3/19 Taping Ep. 2	109	7158	300.00
1/30/2019	Spectrum Business	8448400240026539 Feb-19	0026539011919	7159	90.36
			Jan 2019 Total		7,707.72

BP CABLE FOUNDATION BUDGET

	Actual FY 17-18	Proposed FY 18-19	Mid-Year FY 18-19
Administrative Budget			
Insurance/Bonding (Equip Coverage/Public Official Liability)	0	0	0
Taxes & Fees (Non-Profit Filing Fees)	61	100	100
Stationary & Supplies	74	100	100
Books, Dues & Subscriptions	109	150	100
Postage	50	100	100
Printing	0	100	100
Scholarship Program	4,000	10,000	10,000
Professional Services (Review of Financial Records)	1,637	1,600	1,600
Accounting/Staff Services	5,000	5,000	5,000
Director Stipends	3,700	3,000	3,000
Time Warner Video Services	1,151	1,000	1,000
Equipment Maintenance	151	2,000	1,000
Equipment Replacement Fund	0	3,500	2,000
Capital Outlay (One-Time Playback Equip Purchase)	0	2,000	1,000
Total Administrative Budget	\$15,933	\$28,650	\$25,100
Programming Budget			
Govt Access BPTV Ch 3 (Production Budget on Page 2)	\$73,848	\$55,645	\$55,645
City Council/Planning Commission Meetings	6,078	6,000	9,000
Ministerial Series	550	1,925	1,925
Miscellaneous Expenditures/Add'l Programming	300	0	125
Total Programming Budget	\$80,776	\$63,570	\$66,695
TOTAL BUDGET	\$96,709	\$92,220	\$91,795

Sunday	Monday	Tuesday	Wednesday
7:38 a.m. What's New in Two	7:30 a.m. Buena Park Today (Winter)	7:30 What's New in Two	7:33 a.m. Deadliest Predator
7:41 a.m. Buena Park Today (Winter)	7:45 a.m. What's New in Two	7:32 a.m. Save Our Oceans	7:36 a.m. Buena Park Today (Winter)
8:00 a.m. Christ Community	7:48 a.m. Deadliest Predator	7:40 a.m. Vector Control	7:51 a.m. What's New in Two
8:57 a.m. What's New in Two	8:57 a.m. What's New in Two	8:57 a.m. What's New In Two	12:30 p.m. CrimeWatch
9:00 a.m. City Council	9:00 a.m. City Council	9:00 a.m. City Council	12:48 p.m. What's New in Two
10:44 a.m. What's New in Two	12:30 p.m. CrimeWatch	12:30 p.m. CrimeWatch	12:51 p.m. Buena Parl Today (Winter)
12:30 p.m. CrimeWatch	12:48 p.m. Gas Co Backyard	12:48 p.m. Deadliest Predator	1:06 p.m. Vector Control
12:48 p.m. Buena Park Today (Winter)	12:49 p.m. Deadliest Predator	12:51 p.m. Gas Co Backyard	4:30 p.m. CrimeWatch
1:04 p.m. Vector Control	12:52 p.m. Buena Park Today (Winter)	12:52 p.m. What's New in Two	4:57 p.m. What's New in Two
4:30 p.m. CrimeWatch	1:08 p.m. What's New in Two	4:30 p.m. CrimeWatch	5:00 p.m. City Council
4:57 p.m. What's New in Two	1:10 p.m. What's New in Two	4:57 p.m. What's New in Two	6:44 p.m. Study Session
5:00 p.m. City Council	4:30 p.m. CrimeWatch	5:00 p.m. City Council	8:38 p.m. Buena Park Today (Winter)
6:44 p.m. Study Session	4:48 p.m. What's New in Two	6:44 p.m. Study Session	
8:38 p.m. Christ Community	6:44 p.m. Study Session	8:38 p.m. Buena Park Today (Winter)	
	8:38 p.m. Buena Park Today (Winter)		

Thursday	Friday	Saturday
8:57 a.m. What's New in Two	7:48 a.m. What's New in Two	7:43 a.m. What's New in Two
9:00 a.m. City Council	7:51 a.m. Buena Park Today (Winter)	7:45 a.m. Buena Park Today (Winter)
10:44 a.m. What's New in Two	8:57 a.m. What's New in Two	9:00 a.m. City Council
10:46 a.m. Buena Park Today (Winter)	9:00 a.m. City Council	10:44 a.m. What's New in Two
12:30 p.m. CrimeWatch	10:44 a.m. What's New in Two	10:46 a.m. Buena Park Today (Winter)
4:30 p.m. CrimeWatch	12:30 CrimeWatch	12:30 p.m. CrimeWatch
4:57 p.m. What's New in Two	12:48 p.m. Deadliest Predator	12:48 p.m. Buena Park Today (Winter)
5:00 p.m. City Council	12:49 p.m. Buena Park Today (Winter)	1:04 What's New in Two
6:44 p.m. Study Session	4:30 p.m. CrimeWatch	4:30 p.m. CrimeWatch
8:39 p.m. What's New in Two	4:57 p.m. What's New in Two	5:00 p.m. City Council
8:41 p.m. Deadliest Predator	5:00 p.m. City Council	6:44 p.m. Study Session
8:42 p.m. What's New in Two	6:44 p.m. Study Session	8:38 p.m. What's New in Two
8:44 p.m. Buena Park Today (Winter)		8:41 p.m. Buena Park Today (Winter)