

# **A G E N D A**

**BUENA PARK CABLE FOUNDATION**  
**APRIL 28, 2015**  
**4:00 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 February 10, 2015
2. Resolutions approving claims and demands

### **RECOMMENDED ACTION**

**Approve**

**Approve**

## **UNFINISHED BUSINESS:**

## **NEW BUSINESS:**

3. Budget Preparation  
Selection of a sub-committee
4. Scholarship Award Update  
Report by Myrna Holmquist
5. Purchase and professional installation of digital sound processor.  
Report by Aaron France
6. Survey Update  
Report by Grant Barnet

## **CITY GOVERNMENT ACCESS REPORT:**

7. Report by Myrna Holmquist

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

## **ANNOUNCEMENTS:**

**ADJOURNMENT:** Next meeting is scheduled for Tuesday, May 12, 2015 at 2:30 p.m.

**BUENA PARK CABLE FOUNDATION  
MINUTES OF MEETING  
February 10, 2015**

President Art Brown called the Buena Park Cable Foundation Meeting of February 10, 2015 to order at 3:01 p.m. in the Council Chamber, 6650 Beach Boulevard, Buena Park, California.

PRESENT: Barnet, Bass, Berry (entered at 3:07 PM), Brown, Night, Smith and Vaughn (entered at 3:10 PM)

ABSENT: Harbert and Swift

**ALSO PRESENT:**

Aaron France, Assistant to the City Manager and Marsha Cook, Executive Assistant.

**PLEDGE OF ALLEGIANCE**

Fred Smith led the Pledge of Allegiance to the flag.

**PUBLIC COMMENTS (Agenda Items):**

There were no public comments.

**CONSENT CALENDAR:**

**MINUTES OF JANUARY 13, 2015**

**RESOLUTION APPROVING CLAIMS AND DEMANDS**

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

**UNFINISHED BUSINESS**

There was no unfinished business.

**NEW BUSINESS**

**Midyear Budget Review**

Assistant to the City Manager, Aaron France, distributed the Midyear Budget noting that there were no significant changes from June 2014 when the Budget was presented.

MOTION: Smith/Night to APPROVE the midyear budget as presented  
AYES: Barnet, Bass, Brown, Night and Smith  
NOES: None  
ABSTAIN: Berry  
ABSENT: Harbert, Swift and Vaughn

**Program Committee Report**

Grant Barnet reported the program committee met on January 29, 2015. Baron Night read into the record the results and recommendations from that meeting:

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1. Use a 24-hour broadcast day divided into 4 six-hour blocks
  - a. 5am-11am; 11am-5pm; 5pm-11pm; 11pm-5am
  - b. Create a master program schedule with defined broadcast running times for each program.
2. Format program running times into 15, 30, 45 and 60-minute segments.
  - a. Public Service Announcements, bill boards, programming promos, etc. as filler to bring the broadcast running time to the nearest quarter hour.
  - b. City Council meetings to be shown at 5PM daily. Use filler programming to bring broadcast time to nearest quarter hour.
  - c. Producers of Special Event programming (Mayor's Prayer Breakfast, memorial Day services, etc.) will bring editing into the 15-minute broadcast time segment format.
  - d. Producers of defined content programs (Mayor's Show, Inside Buena Park, Crime Watch, etc.) will bring editing into the 15-minute broadcast time segment format.
3. Create re-edited Best-Of series based upon the 15-minute segment format for former special event programs.
4. Rerun episodes of defined content programs.

### **High School Studio Visit**

Grant Barnet introduced Paul Carroll who reported that they met with Jim Coombs and a representative from ROP. They were advised that Buena Park High School needs a formal proposal to determine what the Buena Park Cable Foundation hopes to achieve with a partnership, which Paul offered to write with input from the committee. Buena Park High School would like to see Internships, jointly produced video products and student event coverage.

Paul reported that the studio is vacant with the exception of a few pieces of equipment. He has offered to assist the High School in resolving their technical issues in order to get the studio operable again.

### **CITY GOVERNMENT ACCESS REPORT**

Aaron France reported that programming currently running on BPTV includes Phase I Water Conservation Measures, the Buena Park Today program, the Elementary Art Show, Adopt-A-Pet, the current Buena Park City Council Meetings, and the February edition of Crime Watch.

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

Paul Carroll reported that the Public Access Channel (95) is now off the air in Buena Park and several other cities.

### **ANNOUNCEMENTS:**

Aaron France announced that because the City Council meetings are going to be held earlier, he recommended rescheduling the Buena Park Cable Foundation meetings a half-hour earlier, at 2:30 PM.

MOTION:	Night/Smith to reschedule the Foundation meetings for 2:30 PM
AYES:	Barnet, Bass, Brown, Night, Smith and Vaughn
NOES:	None
ABSENT:	Harbert and Swift

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**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 3:17 p.m. The next meeting is scheduled for April 14, 2015 at 2:30 p.m.

**ATTEST:**

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Marsha Cook, Exec. Asst.

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

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

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Invoice #</u>	<u>Check #</u>	<u>Amount</u>
2/9/2015	Jane Cameron	January Crime Watch #2, February Crime Watch #1	B1415-0131	6572	400.00
2/9/2015	Mark Cloud	February Crime Watch #1, BP Library Update, City Council 1/27/15	9720	6573	1,960.00
2/9/2015	Vista Media Services	State of the City Council Cameos, State of the City Music Video, Elementary School Art Show/Awards	365-15, 366-15, 367-15	6574	3,300.00
2/26/2015	Cathy Baek	Tree Lighting Ceremony & Decoration Contest, Elementary Art Show	DEC-14, JAN-15	6575	600.00
2/26/2015	Voided Check	Voided Check	Voided Check	6576	-
2/26/2015	James Bass	Buena Park Foundation Meeting on 02/10/15	Feb. 10, 2015	6577	100.00
2/26/2015	Art Brown	Buena Park Foundation Meeting on 02/10/15	Feb. 10, 2015	6578	100.00
2/26/2015	Jane Cameron	February Crime Watch #2, March Crime Watch #1	B1415-0218	6579	400.00
2/26/2015	Mark Cloud	February Crime Watch #2, City Council 2/10/15	9722	6580	1,180.00
2/26/2015	Gretchen Morales	Marketing Assistant BP TV for January and February	013115, 022815	6581	522.24
2/26/2015	Fred Smith	Buena Park Foundation Meeting on 02/10/15	Feb. 10, 2015	6582	100.00
2/26/2015	Vista Media Services	State of the City 2015	368-15	6583	900.00
3/6/2015	Mark Cloud	March Crime Watch #1, City Council 2/17/15 & 2/19/15, Troubleshooting System, Anaheim Christian Reformed Church	9724	6584	1,575.00
3/6/2015	Voided Check	Voided Check	Voided Check	6585	-
3/6/2015	Vista Media Services	City Council 02/17/15, Adopt-A-Pet for March & April	370-15, 371-15	6586	1,020.00
3/6/2015	Time Warner Cable	Cable Service for March	MARCH-15	6587	80.67
3/20/2015	Mark Cloud	March Crime Watch #2, City Council 03/10/15	9725	6588	1,020.00
3/20/2015	Vista Media Services	Neighborhood Revitalization Project, BP Today Spring 2015	373-15, 374.15	6589	1,800.00
<b>Total February thru March</b>					<b>15,057.91</b>

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

**REVENUES**

3410 Investment Income	\$ 50.00	23.32	\$ (26.68)	\$ 43.27
3900 Miscellaneous Revenue	-	-	-	-
3951 Contribution from Time Warner/AT&T	105,000.00	58,485.57	(46,514.43)	107,868.34
Total Revenues	<b>\$ 105,050.00</b>	<b>\$ 58,508.89</b>	<b>\$ (46,541.11)</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	645.36	354.64	863.72
5220 Government Access/City	79,700.00	56,643.96	23,056.04	71,331.91
5221 Government Access/Council	6,000.00	3,240.00	2,760.00	5,605.00
5223 Ministerial Series	3,300.00	-	3,300.00	-
5225 Member Salaries	3,000.00	1,100.00	1,900.00	2,500.00
5227 Miscellaneous Expenses	1,000.00	-	1,000.00	40.51
5230 Scholarships	5,000.00	-	5,000.00	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	-	2,000.00	2,000.00
5410 Stationery/Supplies	250.00	-	250.00	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	2,000.00	-	2,000.00	8,000.00
Total Expenditures	<b>118,400.00</b>	<b>63,331.32</b>	<b>55,068.68</b>	<b>110,079.05</b>
Revenues Over (Under) Expenditures	(13,350.00)	(4,822.43)	(8,527.57)	(2,167.44)
Fund Balance, Beginning of Period	73,160.37	73,160.37	-	75,327.81
Fund Balance, End of Period	<b>\$ 59,810.37</b>	<b>\$ 68,337.94</b>	<b>\$ (8,527.57)</b>	<b>73,160.37</b>



**Kevin Mahkorn**  
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**Prepared for:**

**COMPANY:** City of Buena Park  
**ATTENTION:** Aaron France  
**ADDRESS:** Civic Center  
 6650 Beach Blvd  
 Buena Park, CA 90621  
**TELEPHONE:** 704-562-3554  
**FAX PHONE:** -  
**E-MAIL:** [afrance@buenapark.com](mailto:afrance@buenapark.com)

**DATE:** April 1, 2015  
**TERMS:** NET 30  
**FOB:** Destination  
**SALES TAX:** 8.0000%  
**DELIVERY:** TBD  
**QUOTE VALID:** 30 Days  
**REVISION:** 2  
**WAV PROJECT #:** TBD

**EQUIPMENT** **Council Chambers DSP Upgrade**

Item	Qty	Manufacturer	Model	Description	PRICE	EXTENSION
	1	Biamp	Tesira SERVER-IO	Tesira DSP server with up to 48 channels of I/O, 1 DSP-2 card	\$ 4,200.00	\$ 4,200.00
	4	Biamp	Tesira SEC-4	Tesira 4 channel mic/line input card w/acoustic echo cancellation	\$ 458.00	\$ 1,832.00
	1	Biamp	Tesira SIC-4	Tesira 4 channel mic/line input card	\$ 222.00	\$ 222.00
	3	Biamp	Tesira SOC-4	Tesira 4 channel mic/line output card	\$ 222.00	\$ 666.00
	1	Biamp	Tesira EX-LOGIC	Tesira PoE logic expander with 16 logic GPIO	\$ 393.00	\$ 393.00
	1	Netgear	FS108P	NETGEAR ProSAFE 8-Port PoE Switch	\$ 93.00	\$ 93.00
	1	Middle Atlantic	U1V	1 Space Rack Shelf	\$ 36.00	\$ 36.00
	1	Asus	VT207N	19.5" Widescreen LCD Touchscreen Monitor	\$ 225.00	\$ 225.00
					\$ -	\$ -
<b>EQUIPMENT SUB-TOTAL</b>						\$ 7,667.00
<b>SHIPPING AND HANDLING</b>						\$ 79.20
<b>TAX</b>						\$ 619.70

**NON-EQUIPMENT**

Engineering, Drafting & DSP	\$ 2,272.00
Control Programming	\$ 1,064.00
Project Management	\$ -
Staging & Assembly	\$ -
Installation & Testing	\$ 552.00
Training	\$ -
Service/Preventative Maintenance	\$ -
Sub-Contract	\$ -
G & A	\$ -
Electronic Waste Recycling Fee	\$ -

**NON-EQUIPMENT TOTALS**

\$ 3,888.00

**PROPOSAL TOTAL**

\$ 12,253.90

**Basic Warranty:** The AV System is warranted against all defects of material and workmanship, as a system, as well as individual components, for a period of 90 Days after date of acceptance or first used. If individual manufacturers warranty their equipment for a longer period, the manufacturer's warranty will apply, unless Extended Warranty is purchased.

**Notes:** Onsite service visits are billed at \$120.00 per man hour (2-hour minimum trip charge).  
This quote is a minimum estimate only. Actual time & materials to be charged after service call is complete.

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 AUTHORIZED SIGNATURE

\_\_\_\_\_  
 DATE