

A G E N D A

**BUENA PARK CABLE FOUNDATION
APRIL 9, 2019
2:00 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:

1. Minutes of February 12, 2019
2. Resolutions approving claims and demands

RECOMMENDED ACTION

**Approve
Approve**

UNFINISHED BUSINESS:

NEW BUSINESS:

3. PEG Revenue Analysis
4. Budget Preparation
Selection of a sub-committee
Report by Aaron France

CITY GOVERNMENT ACCESS REPORT:

5. Report by Aaron France

ANNOUNCEMENTS:

6. Council Discussion on MCR AV upgrades

ADJOURNMENT: Next meeting is scheduled for Tuesday, May 14, 2019 at 2:30 p.m.

**BUENA PARK CABLE FOUNDATION
MINUTES OF MEETING
February 12, 2019**

President Baron Night called the Buena Park Cable Foundation Meeting of February 12, 2019 to order at 2:31 p.m. in the Council Chamber, 6650 Beach Boulevard, Buena Park, California.

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

ALSO PRESENT:

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

PLEDGE OF ALLEGIANCE

Director Connor Traut led the Pledge of Allegiance to the flag.

PUBLIC COMMENTS (Agenda Items):

President Night apologized for missing the last meeting due to a work emergency.

CONSENT CALENDAR:

MINUTES OF January 8, 2019.

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

RESOLUTIONS APPROVING CLAIMS AND DEMANDS

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

UNFINISHED BUSINESS

NEW BUSINESS

Midyear Budget Review

Aaron France reviewed the actual, proposed and mid-year budget noting that staff made some adjustments based on some of the expenditures for the board to approve and revise as they see fit. A combined reduction of \$3,500 from Equipment Maintenance, Equipment Replacement Fund and Capital Outlay budgets was recommended and advised to apply these funds to the Programming Budget for City Council /Planning Commission.

BUENA PARK CABLE FOUNDATION

February 12, 2019

PAGE 2

Aaron answered questions pertaining to status on the evaluation of equipment, Capital Outlay and City Council/Planning Commission Meetings and viewership. He announced the City has been looking into replacing the cameras from the Council Chamber.

Director Bass reported that it is difficult to hear what is being said during the televised Planning Commission and Study Session meetings that are held in the Main Conference Room. Aaron explained there is only one centrally located microphone that picks up sound from the entire table. President Night added he has experienced difficulty hearing some of the presenters during their presentation and suggested to include a second microphone. Microphone options were discussed. Director Traut announced that the Council, during Study Session at a later date, would be discussing whether to hold these future meetings at the Council Chamber.

In response to Director Brown's question regarding the unspent budgeted money, Aaron reported that those funds go to back to the reserve. Director Brown advised to use some of the reserve funds to create an account line for improving equipment and requested for the Finance Committee to review the reports of the equipment that may be needed, prior to authorizing money.

Director Harbert requested a yearly budget to promote Love Buena Park. Director Smith mentioned Ken McKinney already has segments of Love Buena Park archived and those could be used for the promotion.

MOTION: Smith/Harbert to APPROVE for Ken to make a promotion from stock footage for Love Buena Park and have it ready for this year.
AYES: Barnet, Brown, Bass, Park, Traut and Night
NOES: None
ABSENT: Swift

REVIEW OF BPTV PROGRAM SCHEDULE

Aaron France presented a detailed playback schedule currently airing on BPTV. President Night stated he would like to standardize the broadcasting and was open to suggestions to find out what the public watches and what programs they like. Social Media and City Billboards were suggested as tools to educate residents on BPTV and to promote it. President Night volunteered himself to work on a draft programming order for the BPCF board's review and consideration. Director Brown requested for the draft programming order to be included in the agenda.

CITY GOVERNMENT ACCESS REPORT

Aaron France reported that BPTV is currently airing What's New In Two, Buena Park Today Winter Edition, Christ Community Church Service, the most recent City Council meeting, February edition of Crime Watch, Vector Control Program, State of the City, Study Session, PSA from So Cal Gas regarding Backyard Safety, environmental program called Save Our Oceans and the Deadliest Predator from Vector Control regarding insects.

PUBLIC COMMENTS (Non-agenda Items):

There were no public comments.

ANNOUNCEMENTS

Pastor Don Harbert reminded everyone about the Love Buena Park event on May 4th and invited all to attend and serve.

ADJOURNMENT

There being no further business, the meeting was adjourned at 3:14 p.m. The next meeting is scheduled for April 9, 2019 at 2:30 p.m.

ATTEST:

Lizzette Sandate, Exec. Asst.

Baron Night, President

DRAFT

BUENA PARK FOUNDATION
Income Statement
March 31, 2019

	Current Year			Prior Year
	Budget	Actual Period Ending March 31, 2019	Variance- Favorable (Unfavorable)	Actual Period Ending June 30, 2018
<u>REVENUES</u>				
3410 Investment Income	\$ 50.00	\$ 3.94	\$ (46.06)	\$ 4.63
3900 Miscellaneous Revenue	-	-	-	-
3951 Contribution from Time Warner/AT&T	100,000.00	57,502.42	(42,497.58)	107,625.79
Total Revenues	\$ 100,050.00	\$ 57,506.36	\$ (42,543.64)	\$ 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	821.94	178.06	1,151.27
5220 Government Access/City	55,645.00	46,140.08	9,504.92	73,848.44
5221 Government Access/Council	9,000.00	6,160.00	2,840.00	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	2,000.00	1,000.00	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	1,000.00	-	1,000.00	151.46
5260 Equipment Replacement Fund	2,000.00	-	2,000.00	-
5410 Stationery/Supplies	100.00	22.98	77.02	74.46
5411 Printing	100.00	-	100.00	-
5420 Books/Dues/Subscriptions	100.00	-	100.00	108.95
5430 Postage	100.00	55.00	45.00	50.00
5840 Capital Outlay	1,000.00	78.81	921.19	-
Total Expenditures	91,795.00	58,495.81	33,299.19	96,710.08
Revenues Over (Under) Expenditures	8,255.00	(989.45)	(9,244.45)	10,920.34
Fund Balance, Beginning of Period	39,321.92	39,321.92	-	28,401.58
Fund Balance, End of Period	\$ 47,576.92	\$ 38,332.47	\$ (9,244.45)	39,321.92

CITY OF BUENA PARK FOUNDATION

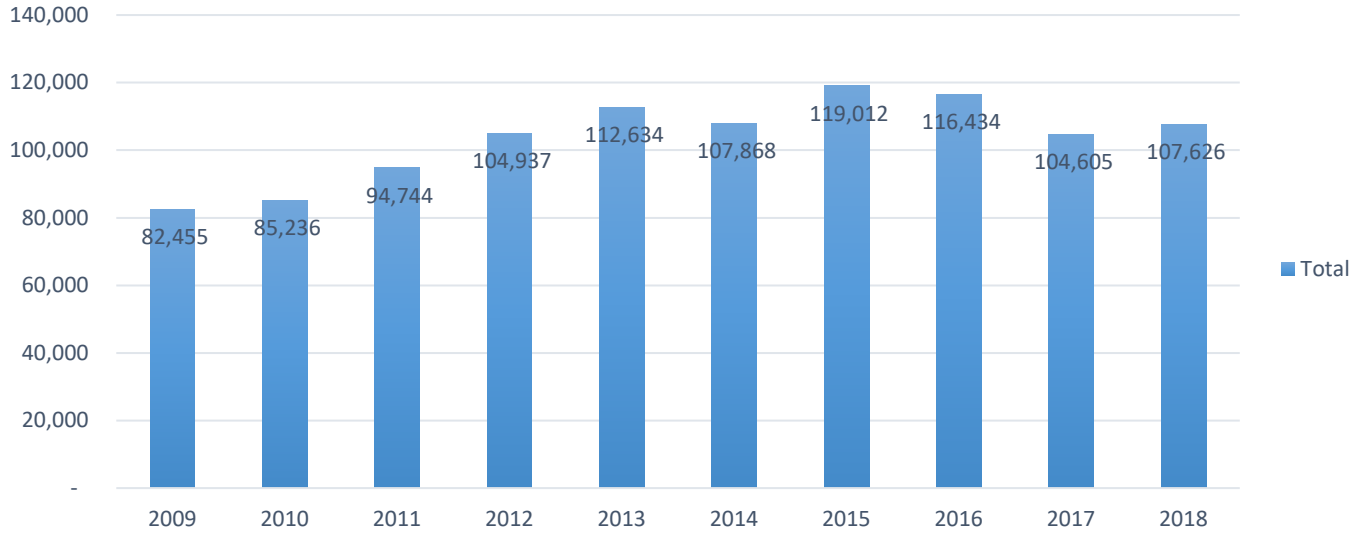
CHECK REGISTER

For FY 2018-19

Date	Vendor	Description	Invoice #	Check #	Amount
02/06/19	Mark Cloud	City Council 1/22/19, 4 Hrs., Crime Watch Jan-2019	9897	7160	1,060.00
02/06/19	Jennifer Hartman	Dec-18, Tree Lighting Event	2019-01-29	7161	200.00
02/21/19	City of Buena Park	Reimb. for the purchase of Misc. 1099 Tax Forms for 2018	Jan-19	7162	22.98
02/21/19	Rudolph Charles Pesci III	Full edit package & graphics for State of the City 2019	250	7163	900.00
02/21/19	Vista Media Services	Study Session 1/22/19, State of the City WNIT 02/05/19, State of the City Address/Luncheon 2019	609-19, 610-19, 611-19	7164	1,600.00
03/05/19	N/A	Voided Check	Voided Check	7165	-
03/05/19	Mark Cloud	State of the City (2nd Camera), Council Mtg 2/12, 7 Hrs., Council Mtg 2/26, 3Hrs., Crime Watch	9900	7166	1,500.00
03/05/19	Aidin Eslami	Live Video 11/13, 11/27, 12/11, 1/8/19, 1/22, 2/12	Feb-2019	7167	900.00
03/05/19	Kari Kessinger	WNIT 2/5/19, 2/19/19, Art Show Taping 2/15/19	110	7168	300.00
03/05/19	Vista Media Services	43rd Elementary Art Awards	614-19, 615-19, 616-19	7169	2,300.00
03/06/19	James Bass	BPCF Mtg 2/12/19	Mar-19	7170	100.00
03/06/19	Grant Barnet	BPCF Mtg 2/12/19	Mar-19	7171	100.00
03/06/19	Art Brown	BPCF Mtg 2/12/19	Mar-19	7172	100.00
03/06/19	Don Harbert	BPCF Mtg 2/12/19	Mar-19	7173	100.00
03/06/19	Baron Night	BPCF Mtg 2/12/19	Mar-19	7174	100.00
03/06/19	Sunny Youngsun Park	BPCF Mtg 2/12/19	Mar-19	7175	100.00
03/06/19	Fred Smith	BPCF Mtg 2/12/19	Mar-19	7176	100.00
03/06/19	Connor Traut	BPCF Mtg 2/12/19	Mar-19	7177	100.00
03/14/19	Jane Cameron	March Crime Watch	B1819-0225	7178	200.00
03/26/19	City of Buena Park	To repay petty cash for purchase of postage stamps for the BPCF	031419	7179	55.00
03/26/19	Gretchen Morales	Marketing Assistant for Jan-19, Feb-19, Mar-19	013119, 022819, 033119	7180	783.36
03/26/19	Vista Media Services	WNIT 3/05,19, 26/19, Coordinating Story Ideas	617-19, 618-19	7181	2,400.00
03/29/19	Spectrum Business	8448400240026539 Cable Subscription	26539031919	7182	189.38
			Feb. & Mar. 2019 Total		13,210.72

Sum of Amount

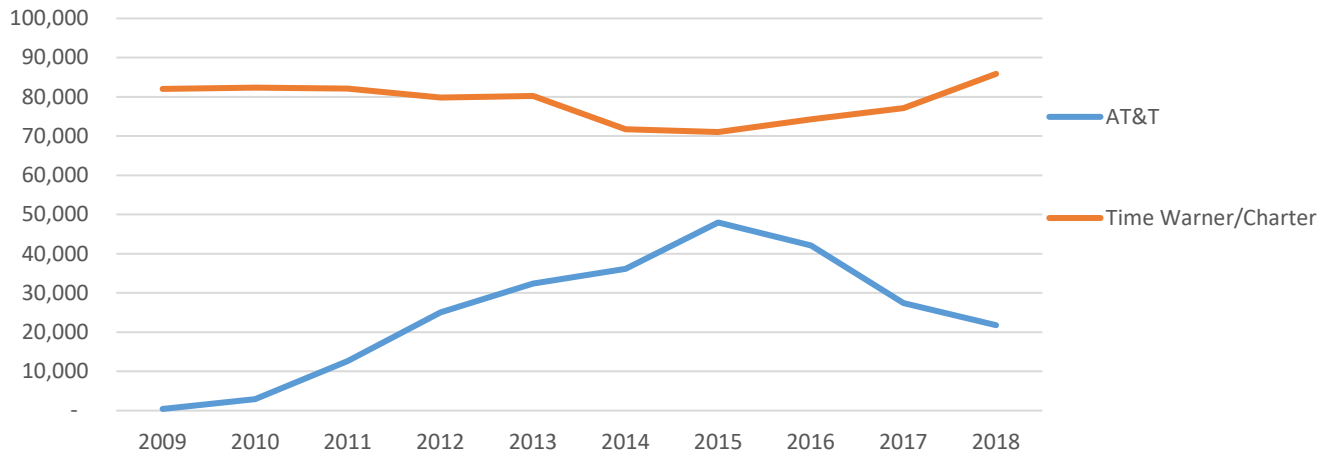
Total Foundation Revenue by Fiscal Year



Fiscal Yr

Sum of Amount

AT&T v. TimeWarner



Fiscal Yr