

**AGENDA SPECIAL MEETING
PASADENA COMMUNITY ACCESS CORPORATION
Tuesday, December 3, 2019
6:55 p.m. at 150 S. Los Robles Ave., Suite 101**

BOARD OF DIRECTORS

Ann Marie Hickambottom (District 1)
Vacant, Chair (District 2)
Anna Hawkey Jablonski (District 3)
Perry Helm (District 4)
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Gail Schaper-Gordon, Treasurer (Mayor's Representative)
Lisa Derderian (City Manager's Representative)
Beth Leyden, Secretary (PUSD Representative)
Alexander Boekelheide (PCC Representative)

STAFF

George Falardeau, Executive Director CEO
Chris Miller, Chief Operations Officer
Bobbie Ferguson, Head of Production
Aaron Wheeler, Head of Community Development
Liza Rodriguez, Office Admin/Asst. to the Executive Director CEO

MISSION STATEMENT

The Pasadena Community Access Corporation is dedicated to the community access function of the Pasadena Telecommunications system and shall be operated exclusively for charitable, scientific, literary and educational purposes. In fulfilling these purposes, the corporation shall strive to achieve communication, facilitation, and development of media skills toward the ends of self-expression and community cohesion and improvement.

Item on the agenda may not be called in order listed.

Agendas and supporting documents are available on the Internet at
<http://www.pasadenamedia.org>

Materials related to an item on this Agenda submitted to Pasadena Media after distribution of agenda packet are available for public inspection in the Pasadena Media Administrative office at 150 S. Los Robles Avenue, Suite 101, Pasadena, during normal business hours.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact PCAC at (626) 794-8585. Notification 24 hours prior to the meeting will enable PCAC to make reasonable arrangements to assure accessibility to this meeting.

DISTRIBUTION:

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NOTICE OF SPECIAL MEETING

PASADENA COMMUNITY ACCESS CORPORATION (PCAC) BOARD OF DIRECTORS

NOTICE IS HEREBY GIVEN that a special meeting of the Pasadena Community Access Corporation (PCAC) Operating Company (dba Pasadena Media) is scheduled for **Tuesday, December 3, 2019**, starting at **6:55 p.m.** at **Pasadena Community Access Corporation** located at **150 S. Los Robles Ave., Ste. 101, Pasadena, CA 91101**.

AGENDA

PUBLIC SESSION – 6:55 PM

- PEG CAPITAL FUND REQUEST NOT TO EXCEED \$21,500: KLRN request for live video switching gear. Recommendation:
 - Find that the proposed action is exempt from the California Environmental Quality Act (“CEQA”) pursuant to State CEQA Guidelines Section 15061(b)(3) (General Rule); and
 - Authorize the Executive Director/CEO to distribute PEG capital funds to Pasadena Unified School District in an amount not to exceed \$21,500
 - Action Item
- PEG CAPITAL FUND REQUEST NOT TO EXCEED \$34,000: PCAC request for live video switching, editing, and audio gear. Recommendation:
 - Find that the proposed action is exempt from the California Environmental Quality Act (“CEQA”) pursuant to State CEQA Guidelines Section 15061(b)(3) (General Rule); and
 - Authorize the Executive Director/CEO to enter a contract, after informal selection pursuant to Pasadena Municipal Code Section 4.08.050, with ComputerWise, Inc. for live video switching equipment in an amount not to exceed \$21,500.
 - Authorize the Executive Director/CEO to enter a contract, after informal selection pursuant to Pasadena Municipal Code Section 4.08.050, with Key Code Media for a shared media storage server, wireless microphones and associated accessories in an amount not to exceed \$12,500.
 - Action Item
- PUBLIC COMMENT: Public comment is limited to items on this special meeting agenda. An opportunity for public comment on items on the agenda will be provided when the items are discussed.
- ADJOURNMENT

Sally Howell, President, PCAC Board of Directors

I HEREBY CERTIFY that this notice, in its entirety, was posted on both the Council Chambers Bulletin Board, Room 247, and the Information Kiosk (in the rotunda area), at City Hall, 100 N. Garfield Ave., Pasadena, CA, in Pasadena Community Access Corporation Suite 101, and a copy was distributed to the Central Library for posting on this 2nd day of December, 2019.

Liza Rodriguez, Office Administrator

