



MARION COUNTY BOARD OF COMMISSIONERS

Board Session Agenda Review Form

Meeting date: April 6, 2016

Department: Community Services Agenda Planning Date: March 31, 2016 Time required: 5 minutes

Audio/Visual aids

Contact: Sarah Cavazos Phone: 3234

Department Head Signature: [Signature]

TITLE Consider approval of an Order to appropriate \$6,750 of Oregon Video Lottery revenue to KMUZ

Issue, Description & Background Marion County has budgeted over \$1.6 million in Oregon Video Lottery revenue in FY15/16 to support economic development efforts in Marion County. Of the \$1.6 million, \$125,000 is allocated for Community Projects Grants (CPG), which provides funding to nonprofits, legal entities, or municipalities for projects that promote economic development through increasing the livability and safety within communities and unincorporated areas of Marion County. KMUZ submitted an application to the August request for applications and EDAB made a recommendation to fund the proposal; confirmation of the grant award was pending review of the project's link to Marion County's emergency management needs. This information was presented in Management Update on March 28, 2016 and is recommended for funding at \$6,750.

Financial Impacts: If approved, the Order would appropriate \$6,750 of the \$125,000 Oregon Video Lottery revenue budgeted for FY15/16 Community Project Grants.

Impacts to Department & External Agencies No direct impact to Marion County Departments. Grant funding come from Oregon Video Lottery proceeds allocated for economic development purposes.

Options for Consideration: a) Approve the Order for award; b) Modify the Order for award; or c) Deny the Order for award.

Recommendation: Approve the Order to award the funds to KMUZ.

List of attachments: Board Order
KMUZ Grant Request Update
KMUZ Grant Application

Presenter: Sarah Cavazos

Copies of completed paperwork sent to the following: (Include names and e-mail addresses.)

Copies to:

KMUZ 15/16 Community Projects Grant Request Update

March 28, 2016

Background: KMUZ submitted a proposal to the Community Projects Grant FY2015-16 Cycle I Request for Proposals. EDAB made a recommendation to the Board of Commissioners to fund the project at a reduced award amount of \$6,750 based on availability of funds, priority of the project, and quality of the application. Prior to confirming the award, the Commissioners requested additional information be obtained on the need for the project and how the proposal fits within the County's emergency response plan.

Findings: Marion County utilizes the Capital Operational Area Emergency Alert System to broadcast emergency notifications. The Regional Coordinator, Kevin Lewetag, provided a list of current Emergency Alert System (EAS) operators in Marion County. Adding KMUZ as an EAS operator will duplicate coverage, however, the EAS is built to encourage duplication to increase the likeliness of operator availability in the event of a major disaster. Mr. Lewetag noted that while KMUZ is a low-power station, it will provide coverage for and fill a gap in Marion County as the only radio broadcaster with a backup generator. Ed Flick, Marion County Emergency Manager, noted that there is a significant gap in the ability of the radio stations to transmit following a major disaster, specifically an earthquake, due to their lack of backup power; he recommends funding of this proposal.

Since the submission of the grant application, KMUZ has received confirmation of a \$5,000 grant award from the Autzen Foundation; a request for \$5,000 from PGE is pending. Per Dave Hammock, KMUZ Station Manager, a donor solicitation campaign will be held to raise the additional funds needed to complete the project.

Emergency Broadcast operators servicing Marion County:

- KWVT_LPI KWVT Channel 17, Eola
- Broadcasters KBZY1490 KBZY AM 1490, Salem
- Broadcasters KPJC1220 KPJC AM 1220, Salem
- Broadcasters KCKX1460 KCKX AM 1460, Stayton
- Broadcasters KJAC_915 KAJC FM 90.1, Salem
- Broadcasters KLYC1260 KLYC AM 1260, McMinnville
- Broadcasters KPXGTV22 KPXG Channel 22, Salem
- Broadcasters KORSCA36 KORS Channel 36, Salem* moving to Portland OA 2010
- Broadcasters KSLC_903 KSLC FM 90.3, McMinnville
- Broadcasters KKSNI390 KKSNI AM 1390, Salem
- Broadcasters KSND_951 KSND FM 95.1, Salem
- Broadcasters KWBPTV32 KWBP Channel 32, Salem
- Broadcasters KWBX_903 KWBX FM 90.3, Salem
- Broadcasters KWBY_940 KWBY AM 940, Woodburn
- Broadcasters KWIP_880 KWIP AM 880, Dallas
- Broadcasters KXPDTV52 KXPD Channel 52, Eola *OFF AIR
- Broadcasters KYKN1430 KYKN AM 1430, Salem
- Broadcasters K21GX_21 K21GX Channel 21, Salem

Recommendation: Fund KMUZ's proposal at the recommended amount of \$6,750. See application summary below.

Project Summary:

Project: Emergency Generator

Cost: \$15,675

Summary: KMUZ is a locally-owned and programmed non-commercial FM radio station with a commitment to community services. KMUZ participate in the national and regional Emergency Alerting System (EAS); as the size of the listening audience is increased, more people will rely on KMUZ to provide information in crisis or disaster. Severe weather conditions frequently disrupt electrical service to the transmitter located southeast of Salem. The project will install a generator and transfer switch at the main transmitter site to keep KMUZ on air during severe weather or in the event of a natural disaster.

Resources Secured: KMUZ \$675 and PGE \$5,000.

EDAB Recommendation: Fund at a reduced amount of \$6,750.

EDAB Review Notes: The community needs resources for emergency readiness but proposal lacked required letters of support, did not demonstrate that the project was included in any community plans, applicant is a recent grant recipient, applicant did not demonstrate applicant is pursuing new sources of funding, and did not demonstrate plans to leverage resources such as in-kind materials or labor.

RECEIVED

AUG 31 2015

1:50pm

Marion County
Community Services Dept.

Community Projects Grants
Application Summary Form

Due by 3pm August 31, 2015



Date: August 28, 2015					
Organization Name:		Willamette Information, News & Entertainment Service d/b/a KMUZ-FM			
Fiscal sponsor if applicable:		n/a			
Entity Type	<input checked="" type="checkbox"/>	Nonprofit	<input type="checkbox"/>	Public entity	<input type="checkbox"/>
		501(c)3			Other:
Address	PO Box 12038				
City	Salem	State	OR	Zip Code	97309
Phone	503-990-6091			Fax	none
Website	www.kmuz.org				
Employer ID number (EIN)	27-5137629			Year org. established	2010
Number of paid employees	-0-	FTE	-0-	Number of volunteers	100+
Organization Director				Prefix (Mr., Ms., etc.)	Mr.
First Name	David		Last Name	Hammock	
Title	Station Manager		E-Mail	admin@kmuz.org	
Project Contact Person				Prefix (Mr., Ms., etc.)	Mr.
Name	David Hammock		Title	Station Manager	
Phone	503-990-6091		E-Mail	admin@kmuz.org	
Project Category (select one)	<input checked="" type="checkbox"/>	Capital construction facility needs		<input type="checkbox"/>	
		Project planning and design		<input type="checkbox"/>	
Project Title	KMUZ Emergency Generator Project				
Project Description (one sentence)	Purchase and installation of an emergency generator for the KMUZ primary transmitter site near Turner, Oregon.				
Key Project Components (a snapshot of your project, including benefit to the	<ul style="list-style-type: none"> * Identification & purchase of appropriate generator and transfer switch * Physical installation of components including propane tank & security shelter * Electrical installation & testing 				

community and measurable outcomes)			
Which cities will benefit from the project?		Turner, Aumsville, Sublimity, Stayton, Marion, Jefferson, Scio, Salem and Keizer.	
How many persons will directly benefit from the project?		235,000	
Total Project Budget	\$15,675	Total Grant Request	\$10,000

Please list other funding sources and amounts for this project; indicate if the funding has been secured with a "Yes" or "No".					
Source	Amount	Secured	Source	Amount	Secured
The Autzen Foundation	\$5,000	NO			
PGE Foundation	\$5,000	NO			
Please list grant applications submitted in the past five years to any Marion County Economic Development Grant program. Include amounts requested and awarded.					
KMUZ Broadcast Range Expansion (Community Project Fund FY2015), \$10,000 requested, \$7,530 awarded.					

With my signature I certify the following: (1) The above information is correct; (2) I am authorized by the organization to submit this grant application; and (3) This organization is in good standing with the IRS.

David A. Hammock
 Printed Name of Authorized Agent

 Signature of Authorized Agent

Station Manager
 Title
 August 28, 2015
 Date



**Community Projects Grants
Grant Narrative**
Due by 3pm August 31, 2015

Instructions: Please keep form to no more than five pages, using 12-point font. Delete the instructions and the italicized sub-headers for each question prior to submission. Do not delete the numbered headers in bold.

Your Organization's Name

Willamette Information, News and Entertainment Service
(WINES) d/b/a KMUZ-FM

1. Tell us about your organization.

KMUZ is a locally-owned and programmed non-commercial FM radio station with a commitment to community service. We collect, edit, produce and transmit more than a thousand public service or community calendar messages each year, at no charge to non-profits, civic groups and public agencies. In three & half years of operation KMUZ has developed professional quality broadcast facilities and trained more than 150 volunteer radio announcers and program hosts. We now generate more than ninety (90) hours per week of local radio programs, many of those hours being interview programs featuring subjects ranging from the challenges of parenting special needs children to recycling and waste management (in partnership with Marion County Environmental Services). KMUZ was voted "Best Radio Station" in the mid-valley in Statesman-Journal readers polls in 2012 and 2013 (that category has been discontinued by the paper). We have an active donor base of some 500 supporters who provide the \$60-68,000 per year it takes to operate KMUZ. Given that our FCC Construction Permit to build KMUZ was issued in 2008, just as the recent recession was impacting both public funding and foundation philanthropy, we feel KMUZ's simple survival represents a remarkable success for local, community radio in a market dominated by Portland media, both commercial and public.

2. Describe the need for the project.

KMUZ participates in the national and regional Emergency Alerting System (EAS), the successor to the Cold War era EBS. Our mission compels KMUZ to seek close cooperation with city, county and state officials in our service area, especially EMS and Public Safety. As we increase the size of our audience, these listeners will rely on KMUZ to quickly provide information in crisis or disaster. To provide that service, we must be on the air. Our studios in Salem rarely are without electrical power. While our long term plans call for the eventual provision of generating capacity at our broadcast studios, the pressing need is to equip our primary transmitter site near Turner with emergency power. Severe weather conditions frequently disrupt electrical service to our transmitter (88.5 FM) on Wipper Hill, southeast of Salem. Ironically, our second transmitter, our repeater at 100.7 FM, is located at a site that does have back up power. However, even if our studio is in full operation and the repeater is powered up, if our main transmitter is out of power and off air, we cannot serve our audience. Our repeater, which provides a signal to approximately five times the number of people who can hear our main signal, may only repeat the signal it receives from our primary. If 88.5 is silent, so is 100.7. This project will keep our main transmitting facility on Wipper Hill on the air during electrical power service interruptions which occur most frequently in conjunction with weather or other conditions that the public needs information or warnings about. This will allow KMUZ to better serve our listening audience and, therefore, the public agencies with which we seek to partner.

3. Describe the proposed project.

This project consists of identification and purchase of an appropriate electrical generator and transfer switch, the installation of the components, including a concrete pad, propane tank and security shelter. When installed and tested, the generator will automatically start whenever power stops arriving at our hilltop site. We already have battery backup units that will provide uninterrupted broadcasting for the few minutes it will take the generator to stabilize and the transfer switch to engage. Our onsite propane reservoir will be sufficient to maintain our broadcast even if grid power is not restored for 24 to 48 hours.

4. Describe the project activities.

This project's timelines will be impacted by both the timing of funding and the weather, as the construction site is on a hilltop served only by unimproved farm lanes, not public roads. Securing a Marion County Community Project Fund grant will allow us to purchase the necessary generating and transfer switch equipment which we'd have in hand by the end of 2015. The Marion County grant would fund the primary electrical contractor's fees. The additional grant funding we're seeking to complete the project will be applied for in November 2015. We would hope to have the additional funds in hand in early 2016. Site preparation work will commence as soon as the spring weather allows, tentatively mid-April 2016. Installation can take place immediately after the concrete pad has set, no later than May 15. The electrical connections and testing will follow, to be completed no later than June 1, 2016. If funding becomes available sooner and should the weather cooperate, this project might possibly be completed much earlier in 2016, but we will not be in control of factors that would allow an earlier completion.

5. How will you measure results?

This project's result, if successful, will be that KMUZ stays on the air at 88.5 FM for 365 days each year, without interruption. As for measurable outcomes: (1) no days off air due to power outtages at Wipper Hill; (2) all EAS or other emergency messages broadcast without delay, in all weather conditions; and (3) increased use of KMUZ by city and county EMS and Public Safety organizations for communication of both routine (preventive) and emergency information.

6. Describe the economic development significance of this project for the community.

Keeping KMUZ on the air and able to broadcast in severe weather or other crisis conditions, given our commitment to working with the FCC and broadcasters' EAS and local Public Safety institutions, seems a clear contribution to community safety. The more robust and reliable our systems, the better KMUZ can provide a wide range of information, entertainment and community service programming to the mid-Willamette Valley. We certainly feel that provision of the range of content we offer does indeed enhance community livability as well. We are a station showcasing and promoting local cultural, civic and service opportunities for our audience. While this small grant request cannot claim to be directly linked to massive economic development, we will be hiring local contractors and vendors and this will strengthen KMUZ, moving us closer to our goal of eventually sustaining one or two FTE paid positions to coordinate and support our many volunteers. Finally, this project qualifies for Lottery funds under ORS 461.540 (3)(c)(A) "Services or financial assistance for profit or non-profit businesses located or to be located in Oregon."

7. Describe the community support for the project.

KMUZ is favored by support throughout western Marion County. We also share programming (both ways) with the LPFM station in Mill City, KYAC-LP, giving us impact in the eastern portions of the County as well. We are engaged with literally dozens of civic, service and cultural organizations. We seek to become more engaged with the area's EMS and Public Safety community, but have not as yet been able to offer a robust, reliable communications link in times of need or crisis. This project will be the major element in KMUZ's addressing this deficiency. While understandably not a significant part of many existing emergency communications plan, this project's completion will allow us to be a responsible partner to the County and other jurisdictions we reach. We have active partnerships with arts organizations, County agencies and others. We have, despite our inability to be heard in Salem and Keizer until earlier this year, recruited a loyal donor base of some 500 area individuals and families, a number that is growing steadily.

8. Who is responsible for your project?

Project oversight will be the responsibility of KMUZ's Station Manager, David Hammock, a public and community radio veteran with twenty years of experience managing radio stations and extensive work directly managing radio-associated construction and facility improvement projects. He will bear responsibility for grant compliance and reporting as well as the final report. As manager, he will contract with a licensed electrician for that portion of the work requiring such certification, and hire and supervise any general labor needed on site.

9. How much will the project cost?

Our project budget is \$15,675. Our estimate of project costs was generated in consultation with an electrical firm employed by KMUZ in the past, the excavator who participated in KMUZ's original transmitter site construction in 2011 & 2012 and our consulting broadcast engineer. We hope to receive Marion County funds in the fall of 2015 and secure the services of our electrical contractor, placing the order for the generator and transfer switch prior to December 31, 2015, requiring expenditure approximately \$5,000. We will submit foundation grant requests in November of 2015. This will either provide the remaining funds necessary in early 2016 or allow additional lead time (if unsuccessful) to mount alternative fund raising efforts locally and/or apply to other philanthropic foundations. We would require full project funding by mid-May, 2016 to meet our projected schedule. As this is an extremely high priority for KMUZ; we will continue to seek funding if Marion County funds are either not available to KMUZ or if a reduced amount is awarded. We have other ambitious projects in our plan, mostly relating to improvements in our studios and remote broadcasting capability. Receiving an award from the County would allow us to complete installation of an emergency generator in the current fiscal year and allow us to devote additional fund raising efforts to improving our programming content by upgrading production facilities. If Marion County funding is denied, we hope that, at worst, provision of emergency backup power for our transmitter will only be delayed, although that could result in a long delay.

10. How will you sustain the project beyond the grant funding?

Once installed, annual operating costs for this project will be minimal. Regular (monthly) testing of the generator will be conducted by qualified KMUZ volunteers. Our operating budget will include funds for an annual check-up/tune-up of the generator by a qualified service technician. The cost of replenishing the propane tank will be no more than \$500, a necessity only in a bad year. This item can also be

covered by KMUZ's annual operating budget, funded by donations, pledge drives, fund raising events and underwriting.

Marion County
Economic Development Lottery Grant Application
Attachment A - Project Budget

Willamette Information, News & Entertainment Service d/b/a
COMPANY NAME: KMUZ-FM

Insert additional rows as needed.

PROJECT REVENUES			
Funding Sources	Grant Funds	Non-Grant Funds	Total
Oregon Lottery Economic Development Grant	\$ 10,000.00		\$ 10,000.00
PGE or Autzen Foundation		\$ 5,000.00	\$ 5,000.00
KMUZ Donors		\$ 675.00	\$ 675.00
Total Revenue	\$ 10,000.00	\$ 5,675.00	\$ 15,675.00

PROJECT EXPENSES			
Personnel	Grant Funds	Non-Grant Funds	Total
Salaries/Wages		Donated	Donated
Fringe Benefits			
Personnel Total	\$ -		

Travel	Grant Funds	Non-Grant Funds	Total
Mileage			
Travel Total			

Supplies	Grant Funds	Non-Grant Funds	Total
10KW Generator & Transfer Switch	\$5,000.00		\$5,000.00
250 gal. Propane tank, installed w/ gas	\$1,750.00		\$1,750.00
Supplies Total	\$6,750.00		\$6,750.00

Operations	Grant Funds	Non-Grant Funds	Total
Lease/Mortgage			
Utilities			
Phones			
Operations Total			

Contractual (non-construction)	Grant Funds	Non-Grant Funds	Total
Contractual Total			

Construction	Grant Funds	Non-Grant Funds	Total
Electrical (wiring, installation)	\$1,500.00		\$1,500.00
Site Prep, Pad, Fencing, Security shelter	\$1,750.00	\$4,250.00	\$6,000.00
Construction Total	\$3,250.00	\$4,250.00	\$7,500.00

Other	Grant Funds	Non-Grant Funds	Total
Misc fittings & Contingency @10%		\$1,425.00	\$1,425.00

Marion County
 Economic Development Lottery Grant Application
 Attachment A - Project Budget

Other Total		\$1,425.00	\$1,425.00

Total Direct Costs			
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Indirect	Grant Funds	Non-Grant Funds	Total
Indirect Total			

Total Project Costs	\$10,000.00	\$5,675.00	\$15,675.00
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Economic Development Lottery Grants

Due by 3pm May 13, 2015


ATTACHMENT B – ASSURANCES

Organization Name: Willamette Information, News & Entertainment Service d/b/a KMUZ-FM

My signature below indicates that I understand that if my business is awarded funds under this application I will:

1. Agree to specific measurements that can identify the effectiveness of my project.
2. Provide proof of secured revenue prior to release of grant funds if required by County.
3. Agree to a Money-Back Guarantee on grant funds.
4. Allow Marion County to disclose limited company information (non-proprietary) on the type and amount of grant awarded by Marion County, the benefits my company has committed to create relevant to this grant program, and the outcome of fulfilling those commitments.
5. Track expenditures related to this project separately from other organizational funds, and provide reports at specified intervals agreed upon in the contract.
6. Complete project reports as outlined in the contract, including a final report at the end of the project providing both anecdotal information and data on the project's outcomes. (Final payment will not be made until a final report is accepted and reviewed by the Marion County Economic Development Advisory Board.)
7. Maintain sufficient resources on hand to cover project costs incurred between invoices. (Invoices may be submitted once each month, or as negotiated.)
8. Sign a Contract before funds are delivered and comply with the terms and conditions therein for the duration of the project.
9. Have the authority to sign this application on behalf of my organization.

David A. Hammock
Printed Name of Authorized Agent


Signature of Authorized Agent

Station Manager
Title

8/28/2015
Date

5255 Chicago Street SE
Post Office Box 456
Turner, Oregon 97392-0456



Phone: (503) 743-2155
Fax: (503) 743-4010
www.cityofturner.org

August 28, 2015

TO: Marion County Board of Commissioners
FROM: David Sawyer, City Administrator
RE: MC Project Fund Support Letter

The City of Turner wishes to express its support for KMUZ's request for \$10,000 to install a generator at their transmitter site.

KMUZ is a valuable community asset and communication resource within the region. Emergency backup is essential to maintain critical infrastructure in times of need. When the next flood happens, having KMUZ live with support information will help us all.

Sincerely,

A handwritten signature in black ink, appearing to read "DS", is written over the word "Sincerely,".

David Sawyer, City Administrator