

# Budget Document

Fiscal Year 2025-2026

## RESOURCES AND REQUIREMENTS

General Fund  
Mid Willamette Valley Cable Regulatory Comm.

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year: 2025-2026		
	Actual		Adopted Budget This Year 2024-25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding Year 2022-23	First Preceding Year 2023-24					
				RESOURCES			
1	1,495,555	1,310,709	1,327,600	1. Intergovernmental- Franchise & PEG Fees	1,080,950	0	0
2	30,915	89,364	65,776	2. Other- Interest	46,800	0	0
3	0	0	0	3. Other- KMUZ Payments	24,000	0	0
4	0	0	0	4. Other- Miscellaneous	0	0	0
5	2,153,469	2,456,477	2,041,978	5. Net Working Capital	2,190,660	0	0
6				6			6
7	3,679,939	3,856,550	3,435,354	7. Total Resources, except taxes to be levied	3,342,410	0	0
8			0	8. Taxes estimated to be received	0	0	0
9				9. Taxes collected in year levied			9
12	3,679,939	3,856,550	3,435,354	12. TOTAL RESOURCES	3,342,410	0	0
				REQUIREMENTS			
1	881,148	1,081,430	948,204	1. Materials & Services	669,700	0	0
2	342,314	748,977	239,580	2. Capital Outlay	616,000	0	0
3	0	0	200,000	3. Contingency	250,000	0	0
4				4			4
5				5			5
6				6			6
7				7			7
8				8			8
9				9			9
10				10			10
11				11			11
12				12			12
13				13			13
14	2,456,477	2,026,143		14. Ending balance (prior years)			14
15			2,047,570	15. UNAPPROPRIATED ENDING FUND BALANCE	1,806,710	0	0
16	3,679,939	3,856,550	3,435,354	16. TOTAL REQUIREMENTS	3,342,410	0	0
*Includes ending balance from prior year							

\*Includes ending balance from prior year

RESOURCES  
General Fund

Mid Willamette Valley Cable Regulatory Comm.

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2025-2026		
	Actual		Adopted Budget This Year 2024-25		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding Year 2022-23	First Preceding Year 2023-24					
1				FRANCHISE FEES			1
2	855,116	749,527	758,600	2. 312200 Franchise Fees Cable TV	617,700	0	2
3	640,439	561,182	569,000	3. 312201 PEG Fees	463,250	0	3
4							4
5	1,495,555	1,310,709	1,327,600	TOTAL FRANCHISE FEES	1,080,950	0	5
6							6
7				INTEREST			7
8	30,915	89,364	65,776	8. 361000 Investment Earnings	46,800	0	8
9							9
10	30,915	89,364	65,776	TOTAL INTEREST	46,800	0	10
11							11
12				OTHER REVENUES			12
13	0	0	0	13. 371000 KMUZ Payments	24,000	0	13
14	0	0		14. 371000 Miscellaneous Income	0	0	14
15							15
16	0	0	0	TOTAL OTHER REVENUES	24,000	0	16
17							17
18	2,153,469	2,456,477	2,041,978	18. 392000 Net Working Capital	2,190,660	0	18
19							19
20							20
21							21
22							22
23							23
24							24
25							25
26							26
27							27
28							28
29	3,679,939	3,856,550	3,435,354	29. Total resources, except taxes to be levied	3,342,410	0	29
30				30. Taxes estimated to be received			30
31				31. Taxes collected in year levied			31
32	3,679,939	3,856,550	3,435,354	32. TOTAL RESOURCES	3,342,410	0	32

\*Includes ending balance from prior year

DETAILED REQUIREMENTS  
GENERAL FUND

## Mid Willamette Valley Cable Regulatory Comm.

	Historical Data			REQUIREMENTS DESCRIPTION	Number of Employ- ees	Range*	Budget for Next Year 2024-2025			
	Actual		Adopted Budget This Year 2024-25				Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2022-23	First Preceding Year 2023-24								
1				MATERIALS & SERVICES						1
2	4,620	4,750	4,900	2 525150 Audit Services			5,235	0	0	2
3	23	120	100	3 525156 Bank Services			100	0	0	3
4	839,000	1,045,804	898,304	4 525415 Cable Access Services			628,000	0	0	4
5	0	0	0	5 525715 Advertising			0	0	0	5
6	10,000	10,000	10,000	6 525999 Contractual Services-City of Salem			10,000	0	0	6
7	14,000	14,000	14,000	7 525999 Contractual Services-Marion County			14,000	0	0	7
8	0	0	6,000	8 525999 Contractual Services-Miscellaneous			6,000	0	0	8
9	2,273	2,406	3,100	9 528110 Liability Insurance Premiums			2,835	0	0	9
10	7,458	0	7,300	10 529220 Travel & Conferences			0	0	0	10
11	0	0	0	11 529230 Training			0	0	0	11
12	3,774	4,341	4,500	12 529300 Dues & Subscriptions			3,530	0	0	12
13	0	9		13 529999 Miscellaneous Expense						13
14										14
15	881,148	1,081,430	948,204	TOTAL MATERIALS & SERVICES			669,700	0	0	15
16										16
17				CAPITAL OUTLAY						17
18	288,453	748,977	239,580	17 531300 Capital Outlay-Equipment			576,000	0	0	18
19	53,861	0	0	18 532200 Pickups & Trucks			0	0	0	19
20	0	0	0	19 534100 Capital Outlay-Building			40,000	0	0	20
21			0	20 539900 Capital Contributions			0	0	0	21
22										22
23	342,314	748,977	239,580	TOTAL CAPITAL OUTLAY			616,000	0	0	23
24										24
25										25
26	0	0	200,000	25 571010 Contingency			250,000	0	0	26
27										27
28										28
29	2,456,477	2,026,143		28 Ending balance (prior years)						29
30			2,047,570	29 UNAPPROPRIATED ENDING FUND BALANCE			1,806,710	0	0	30
31	3,679,939	3,856,550	3,435,354	30 TOTAL REQUIREMENTS			3,342,410	0	0	31

150-504-031 (Rev 12/09)

MID WILLAMETTE VALLEY CABLE  
REGULATORY COMMISSION  
FISCAL YEAR 2025-2026 BUDGET

	<u>Operating Budget</u>	<u>PEG Access Budget</u>	<u>Total Budget</u>
<b><u>RESOURCES</u></b>			
Franchise Fees- City of Salem	\$ 509,880	\$ -	\$ 509,880
Franchise Fees- Marion County	107,820	-	107,820
PEG Fees (Capital)	-	463,250	463,250
KMUZ Payments	24,000	-	24,000
Investment Interest	3,630	43,170	46,800
Net Working Capital	136,306	2,054,354	2,190,660
<b>TOTAL RESOURCES</b>	<b>781,636</b>	<b>2,560,774</b>	<b>3,342,410</b>
<b><u>REQUIREMENTS</u></b>			
<b><u>Materials &amp; Services</u></b>			
Audit Services	5,235	-	5,235
Bank Charges	100	-	100
Cable Access Services	628,000	-	628,000
Advertising	-	-	-
Contractual Services-City of Salem	10,000	-	10,000
Contractual Services-Marion County	14,000	-	14,000
Contractual Services-Other	6,000	-	6,000
Insurance	2,835	-	2,835
Meetings and Conferences	-	-	-
Dues & Subscriptions	3,530	-	3,530
<b>Total Materials &amp; Services</b>	<b>669,700</b>	<b>-</b>	<b>669,700</b>
<b><u>Capital Outlay</u></b>			
Cable Access Equipment	-	576,000	576,000
Building Fund	-	40,000	40,000
<b>Total Capital Outlay</b>	<b>-</b>	<b>616,000</b>	<b>616,000</b>
<b><u>Reserves</u></b>			
<b>Total Reserves</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Contingency</u></b>			
Contingency	50,000	200,000	250,000
<b>Total Contingency</b>	<b>50,000</b>	<b>200,000</b>	<b>250,000</b>
<b>Unappropriated Fund Balance</b>	<b>61,936</b>	<b>1,744,774</b>	<b>1,806,710</b>
<b>TOTAL REQUIREMENTS</b>	<b>\$ 781,636</b>	<b>\$ 2,560,774</b>	<b>\$ 3,342,410</b>

## PROGRAM DESCRIPTION

Fiscal Year 2025-26

### A. AUTHORITY & POLICY DIRECTION

The Salem City Council and the Marion County Board of Commissioners created the Mid Willamette Valley Cable Regulatory Commission (CRC) by an intergovernmental agreement pursuant to ORS 190 on November 23, 1988. The Commission is responsible for monitoring and enforcing the provisions of the Cable Ordinance and Franchise Agreement as it relates to Comcast Cable Services, the City of Salem and Marion County and for providing cable access for public, educational and governmental purposes (PEG) in the area served by Comcast Cable Services within the jurisdictions.

### B. OBJECTIVES

1. To provide for the regulation of the current franchise agreements and for complaint resolution on topics for which the Commission is empowered.
2. To provide cable access opportunities for the general public, educational and governmental entities.

### C. REVENUE DETAIL

#### Franchise Fees

Each jurisdiction imposes a franchising fee equal to 5 percent of the gross annual Comcast revenue generated within the jurisdiction's service area. 40 percent of the collected franchise fee is remitted to the cable regulatory commission to support operations in accordance to the objectives listed in section B.

#### PEG Fee

Each jurisdiction may impose a fee of not more than 1.5 percent of the gross annual Comcast revenue generated within the jurisdiction's service area to be used for PEG access. The fee will be used to purchase equipment, facilities, and infrastructure to provide access for public, educational, and governmental programming.

#### Interest on Investments

Interest earned on the CRC checking account at Umpqua Bank and the LGIP account. The interest is allocated between capital funds (PEG amounts reserved for spending on capital projects) and normal operations.

## D. EXPENDITURE DETAIL

### Audit Services

\$4,885 for the audit of fiscal year ending June 30, 2025 by an independent auditing firm and \$350 for audit filing fee with the Secretary of State.

### Contractual Services

Provides for the following contractual services:

1. \$628,000 to Capital Community Media (CCM) for PEG access operations. This will allow CCM to continue its streaming and work on digital media.
2. \$10,000 to the City of Salem for staff work regarding consumer complaints, rate regulation, enacting telecommunications law, etc.
3. \$14,000 to Marion County to provide fiscal, administrative and legal staff support to the Commission and its Budget committee; additionally handle consumer complaints, rate regulation, enacting telecommunication law, etc.
4. Up to \$6,000 for consultation on matters related to franchise fees, rate regulation, telecommunications law, etc.

### Insurance

Up to \$2,835 for purchase of insurance for comprehensive general liability and non-owned auto and property coverage.

### Travel and Conferences

For FY25-26 there are no anticipated plans for the Commission, its staff or representatives to travel to other communities to observe methods of operation and to participate in information sharing conferences, training sessions and meetings.

### Dues and Subscriptions

\$2,030 for the Commission's membership in the National Association of Telecommunications Officers & Advisors (NATOA); an information sharing organization concerning cable access and telecommunications. \$500 for an associate membership in the Association of Oregon Counties. \$1,000 for annual fees to Oregon Government Ethics Commission.

### Other Expense Reimbursement

No costs for the current fiscal year.

### Capital Outlay

\$616,000, included for capital purchases for CCM to facilitate operations in accordance with strategic objectives.

### Contingency

An appropriation for unanticipated needs, emergency expenditures and planning for future concerns. Funds will not be expended from this account, but instead transferred to other accounts with the approval of the Commission at a business meeting.

Unappropriated Fund Balance

The remaining Fund balance that has not been appropriated to a specific expense line item.



MID-WILLAMETTE  
VALLEY



# CABLE REGULATORY COMMISSION

MARION COUNTY - CITY OF SALEM

## Capital Requirements:

CCM anticipates the need for \$616,000 to purchase equipment, upgrade facilities, and to effectively manage 3 cable television channels and multimedia resources. CCM's focus for fiscal year 2025-26 will be the start of a multi-year renovation project to update the studio spaces and equipment to take advantage of newer technology as well as a continued commitment to updating aging staff equipment.

<b>Closed Captioning Project</b>	<b>\$165,000</b>
<b>Undesignated Projects</b>	<b>\$ 56,000</b>
<b>JIC &amp; Studio 3 HVAC</b>	<b>\$ 50,000</b>
<b>Studio 2 Upgrade (Phase 1)</b>	<b>\$ 50,000</b>
<b>Staff Flight Pack Project</b>	<b>\$ 48,000</b>
<b>Community Flight Pack Project</b>	<b>\$ 45,000</b>
<b>Safety &amp; Security Film</b>	<b>\$ 43,000</b>
<b>Studio 1 Upgrade (Phase 1)</b>	<b>\$ 42,000</b>
<b>Front Door ADA</b>	<b>\$ 40,000</b>
<b>Graphic Machine (Sprinter)</b>	<b>\$ 20,000</b>
<b>Master Control Router</b>	<b>\$ 15,000</b>
<b>NDI Monitor Update</b>	<b>\$ 14,000</b>
<b>Lobby Furniture</b>	<b>\$ 12,000</b>
<b>Web Encoders</b>	<b>\$ 7,000</b>
<b>Sprinter Audio Computer</b>	<b>\$ 5,500</b>
<b>Dante Intercom Engine (Sprinter)</b>	<b><u>\$ 3,500</u></b>
<b>Total request:</b>	<b>\$616,000</b>

## MWVCRC Capital Improvement Request

### <Channel 22/23 Closed Captioning>

<b>Project #</b>		<b>Image</b>
Request Type:	New	
Replaced Equipment:		
Project Category 1:	Equipment	
Project Category 2:		
Estimated Start Date:	January 1, 2026	
Estimated Completion Date:	March 1, 2025	
Physical Location:	Trade St	
<b>Current Year Capital Outlay:</b>	<b>\$ 165,000</b>	
<b>Total 5 Year Capital Outlay:</b>		
<b>Total Capital Outlay</b>	<b>\$ -</b>	

Expenditures	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
Design						
Equipment	\$ 149,000					\$ 149,000
Services (Vendor Labor)	1,000					\$ 1,000
Project Labor (CC:Media)						
Contingency 10%	15,000		-	-	-	15,000
<b>Total Capital Outlay</b>	<b>\$ 165,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 165,000</b>

#### Description and Justification:

This project aims to enhance the accessibility of Closed Captioning (CC) for Capital Community Media (CC:Media). This will expand our reach and contribute to the greater Salem community in a meaningful way. Moreover, this initiative will enable CC:Media to comply with the new Department of Justice (DOJ) order requiring WCAG 2.1 compliance by April 28, 2026. This new law mandates that all government entities and their contracts adhere to a higher standard to ensure inclusive service for the community through their Web services.

Funding Source	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
PEG Revenue	\$ 165,000					\$ 165,000
						\$ -
						\$ -
<b>Total Funding Source</b>	<b>\$ 165,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 165,000</b>

Annual Operating Impact / (Savings)	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
						\$ -
						\$ -
						\$ -
<b>Total Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

#### Description:

Fiscal Year:	FY 25 -26
Priority:	High

## MWVCRC Capital Improvement Request

### <JIC and Studio 3 HVAC>

Project #		Image
Request Type:	New	
Replaced Equipment:		
Project Category 1:	Equipment	
Project Category 2:		
Estimated Start Date:	July 1, 2025	
Estimated Completion Date:	November 1, 2025	
Physical Location:	Trade St	
Current Year Capital Outlay:	\$ 50,000	
Total 5 Year Capital Outlay:		
Total Capital Outlay	\$ -	

Expenditures	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
Design						
Equipment	\$ 41,455					\$ 41,455
Services (Vendor Labor)	4,000					4,000
Project Labor (CC:Media)						
Contingency 10%	4,545		-	-	-	4,545
Total Capital Outlay	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

#### Description and Justification:

Capital Community Media has identified that the current HVAC system is insufficient to meet the thermal demands of occupants in both the JIC Room and Studio 3. The HVAC system lacks the ability to regulate the temperature of both rooms independently, requiring manual intervention to adjust one temperature, which in turn affects the other. This project proposes the separation of the two rooms to accommodate the specific thermal requirements of each space, as each space has Contracts and Leases agreements.

Funding Source	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
PEG Revenue	50,000					\$ 50,000
						\$ -
						\$ -
Total Funding Source	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

Annual Operating Impact / (Savings)	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
						\$ -
						\$ -
						\$ -
Total Operating Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

#### Description:

Fiscal Year:	FY 25 -26
Priority:	High

## MWVCRC Capital Improvement Request

### <Studio 2 Upgrade Phase 1>

<b>Project #</b>		<b>Image</b>
Request Type:	New	
Replaced Equipment:		
Project Category 1:	Equipment	
Project Category 2:		
Estimated Start Date:	July 1, 2025	
Estimated Completion Date:	February 1, 2026	
Physical Location:	Trade St	
<b>Current Year Capital Outlay:</b>	\$ 50,000	
<b>Total 5 Year Capital Outlay:</b>		
<b>Total Capital Outlay</b>	\$ -	

Expenditures	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
Design						
Equipment	\$ 44,455					\$ 44,455
Services (Vendor Labor)						
Project Labor (CC:Media)	\$ 1,000					\$ 1,000
Contingency 10%	4,545		-	-	-	4,545
<b>Total Capital Outlay</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>

#### Description and Justification:

This project constitutes the initial phase of an upgrade to the Capital Community Media Studio 2. The primary objective of this phase is to upgrade the audio system and intercom system, which comprises the majority of the main systems acquired in 2014 and older that have begun to exhibit operational difficulties. Furthermore, we intend to transition from an analog system to an IP system that will allow for more advanced use throughout the whole CC:Media building.

Funding Source	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
PEG Revenue	\$ 50,000					\$ 50,000
						\$ -
						\$ -
<b>Total Funding Source</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>

Annual Operating Impact / (Savings)	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
						\$ -
						\$ -
						\$ -
<b>Total Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

#### Description:

Fiscal Year:	FY 25 -26
Priority:	High

## MWVCRC Capital Improvement Request

### <Staff Flight Pack>

<b>Project #</b>		<b>Image</b>
Request Type:	New	
Replaced Equipment:		
Project Category 1:	Equipment	
Project Category 2:		
Estimated Start Date:	July 1, 2025	
Estimated Completion Date:	August 1, 2025	
Physical Location:	Trade St	
<b>Current Year Capital Outlay:</b>	\$ 48,000	
<b>Total 5 Year Capital Outlay:</b>		
<b>Total Capital Outlay</b>	\$ -	

Expenditures	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
Design						
Equipment	\$ 43,636					\$ 43,636
Services (Vendor Labor)						
Project Labor (CC:Media)						
Contingency	10% 4,364		-	-	-	4,364
<b>Total Capital Outlay</b>	<b>\$ 48,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 48,000</b>

#### Description and Justification:

This project aims to procure a Capital Community Staff Flight pack and its associated accessories. CC:Media recognizes the need for a more mobile and user-friendly flight pack for live events and multi-camera productions. The project will entail the acquisition of an all-in-one video switcher, along with audio equipment and other necessary components, to enhance staff efficiency and facilitate the expansion of our current production capabilities.

Funding Source	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
PEG Revenue	\$ 48,000					\$ 48,000
						\$ -
						\$ -
<b>Total Funding Source</b>	<b>\$ 48,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 48,000</b>

Annual Operating Impact / (Savings)	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
						\$ -
						\$ -
						\$ -
<b>Total Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

#### Description:

Fiscal Year:	FY 25 -26
Priority:	High

## MWVCRC Capital Improvement Request

### <Community Flight Pack>

<b>Project #</b>		<b>Image</b>
Request Type:	New	
Replaced Equipment:		
Project Category 1:	Equipment	
Project Category 2:		
Estimated Start Date:	July 1, 2025	
Estimated Completion Date:	September 1, 2025	
Physical Location:	Trade St	
<b>Current Year Capital Outlay:</b>	\$ 45,000	
<b>Total 5 Year Capital Outlay:</b>		
<b>Total Capital Outlay</b>	\$ -	

Expenditures	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
Design						
Equipment	\$ 40,909					\$ 40,909
Services (Vendor Labor)						
Project Labor (CC:Media)						
Contingency	10% 4,091		-	-	-	4,091
<b>Total Capital Outlay</b>	<b>\$ 45,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 45,000</b>

#### Description and Justification:

The Capital Community Media has observed a significant increase in the number of Community Producers expressing a desire to host more live and multi-camera events. Currently, we possess only one fully functional system and a makeshift one that is frequently in use. To address this growing demand, CC:Media hopes to acquire two SDI all-in-one switchers and a PTZ kit, along with various accessories to support this growing need.

Funding Source	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
PEG Revenue	\$ 45,000					\$ 45,000
						\$ -
						\$ -
<b>Total Funding Source</b>	<b>\$ 45,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 45,000</b>

Annual Operating Impact / (Savings)	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
						\$ -
						\$ -
						\$ -
<b>Total Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

#### Description:

Fiscal Year:	FY 25 -26
Priority:	High

## MWVCRC Capital Improvement Request

### <Safety and Security Film for Windows >

<b>Project #</b>		<b>Image</b>
Request Type:	New	
Replaced Equipment:		
Project Category 1:	Equipment	
Project Category 2:		
Estimated Start Date:	July 1, 2025	
Estimated Completion Date:	October 1, 2025	
Physical Location:	Trade St	
<b>Current Year Capital Outlay:</b>	<b>\$ 43,000</b>	
<b>Total 5 Year Capital Outlay:</b>		
<b>Total Capital Outlay</b>	<b>\$ -</b>	

Expenditures	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
Design						
Equipment	\$ 35,091					\$ 35,091
Services (Vendor Labor)	4,000					\$ 4,000
Project Labor (CC:Media)						
Contingency 10%	3,909		-	-	-	3,909
<b>Total Capital Outlay</b>	<b>\$ 43,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 43,000</b>

#### Description and Justification:

Capital Community Media will utilize this project to increase both security and seismic protection measures at its offices. This initiative will also enhance the reliability of CC:Media's operations for the Joint Information Center in the event of an earthquake or other catastrophic event. Furthermore, it will safeguard employees and members of the community from the potential hazards posed by shards of glass that cover over 60% of the CC:Media offices.

Funding Source	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
PEG Revenue	\$ 43,000					\$ 43,000
						\$ -
						\$ -
<b>Total Funding Source</b>	<b>\$ 43,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 43,000</b>

Annual Operating Impact / (Savings)	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
						\$ -
						\$ -
						\$ -
<b>Total Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

#### Description:

## MWVCRC Capital Improvement Request

### <Studio 1 Upgrade Phase 1>

<b>Project #</b>		<b>Image</b>
Request Type:	New	
Replaced Equipment:		
Project Category 1:	Equipment	
Project Category 2:		
Estimated Start Date:	July 1, 2025	
Estimated Completion Date:	September 1, 2025	
Physical Location:	Trade St	
<b>Current Year Capital Outlay:</b>	<b>\$ 42,000</b>	
<b>Total 5 Year Capital Outlay:</b>		
<b>Total Capital Outlay</b>	<b>\$ -</b>	

Expenditures	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
Design						
Equipment	\$ 37,182					\$ 37,182
Services (Vendor Labor)						
Project Labor (CC:Media)	\$ 1,000					\$ 1,000
Contingency 10%	3,818		-	-	-	3,818
<b>Total Capital Outlay</b>	<b>\$ 42,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 42,000</b>

#### Description and Justification:

This project constitutes the initial phase of an upgrade to the Capital Community Media Studio 1. The primary objective of this phase is to upgrade the audio and intercom system, which comprises majority of systems acquired in 2013 and older that have begun to exhibit operational difficulties. Furthermore, we intend to transition from an analog system to an IP system that will allow for more advanced use throughout the whole CC:Media building.

Funding Source	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
PEG Revenue	\$ 42,000					\$ 42,000
						\$ -
						\$ -
<b>Total Funding Source</b>	<b>\$ 42,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 42,000</b>

Annual Operating Impact / (Savings)	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
						\$ -
						\$ -
						\$ -
<b>Total Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

#### Description:



Fiscal Year:	FY 25 -26
Priority:	High

## MWVCRC Capital Improvement Request

### <Front Door ADA Replacement>

<b>Project #</b>		<b>Image</b>
Request Type:	New	
Replaced Equipment:		
Project Category 1:	Equipment	
Project Category 2:		
Estimated Start Date:	July 1, 2025	
Estimated Completion Date:	August 1, 2025	
Physical Location:	Trade St	
<b>Current Year Capital Outlay:</b>	<b>\$ 40,000</b>	
<b>Total 5 Year Capital Outlay:</b>		
<b>Total Capital Outlay</b>	<b>\$ -</b>	

Expenditures	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
Design						
Equipment	\$ 36,364					\$ 36,364
Services (Vendor Labor)						
Project Labor (CC:Media)						
Contingency 10%	3,636		-	-	-	3,636
<b>Total Capital Outlay</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>

#### Description and Justification:

The Capital Community Media front doors on both the Trade Street and Church Street sides currently do not comply with the Americans with Disabilities Act (ADA) standards. The Trade Street front door is currently inoperable on the handicapped side, preventing it from being open. The other side only unlocks for a limited time each day, posing a hazard for individuals with disabilities and staff safety. Additionally, the Church Street door lacks a handicapped entrance, limiting access to the community. We are committed to bringing both doors up to code and ensuring compliance with safety standards.

Funding Source	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
PEG Revenue	40,000					\$ 40,000
						\$ -
						\$ -
<b>Total Funding Source</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>

Annual Operating Impact / (Savings)	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
						\$ -
						\$ -
						\$ -
<b>Total Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

#### Description:

Fiscal Year:	FY 25 -26
Priority:	High

## MWVCRC Capital Improvement Request

### <Graphic Machine for Sprinter>

<b>Project #</b>		<b>Image</b>
Request Type:	New	
Replaced Equipment:		
Project Category 1:	Equipment	
Project Category 2:		
Estimated Start Date:	July 1, 2025	
Estimated Completion Date:	February 1, 2025	
Physical Location:	Trade St	
<b>Current Year Capital Outlay:</b>	<b>\$ 20,000</b>	
<b>Total 5 Year Capital Outlay:</b>		
<b>Total Capital Outlay</b>	<b>\$ -</b>	

Expenditures	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
Design						
Equipment	\$ 18,182					\$ 18,182
Services (Vendor Labor)						
Project Labor (CC:Media)						
Contingency 10%	1,818		-	-	-	1,818
<b>Total Capital Outlay</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>

#### Description and Justification:

This project aims to update the Capital Community Media Sprinter Graphic Machine, which has reached five years of operational life and an outdated graphics engine that is no longer supported by our current vendor. By implementing this update, we can ensure that we retain our capabilities as other systems phase out the system as it no longer supported.

Funding Source	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
PEG Revenue	20,000					\$ 20,000
						\$ -
						\$ -
<b>Total Funding Source</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>

Annual Operating Impact / (Savings)	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
						\$ -
						\$ -
						\$ -
<b>Total Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

#### Description:

## MWVCRC Capital Improvement Request

### <Master Control Router>

Project #		Image
Request Type:	New	
Replaced Equipment:		
Project Category 1:	Equipment	
Project Category 2:		
Estimated Start Date:	July 1, 2025	
Estimated Completion Date:	August 1, 2025	
Physical Location:	Trade St	
Current Year Capital Outlay:	\$ 15,000	
Total 5 Year Capital Outlay:		
Total Capital Outlay	\$ -	

Expenditures	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
Design						
Equipment	\$ 13,000					\$ 13,000
Services (Vendor Labor)						
Project Labor (CC:Media)	\$ 636					\$ 636
Contingency 10%	1,364		-	-	-	1,364
Total Capital Outlay	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000

#### Description and Justification:

In this project, Capital Community Media seeks to upgrade its Master Control Video Router. This system serves as the central hub for all video content transmitted through CC:Media. The current Video Router, having reached its tenth year of operational lifespan, is completely full of connections. The proposed upgrade will not only enhance and expand the capabilities and connections of the Router but also ensure its continued reliability.

Funding Source	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
PEG Revenue	15,000					15,000
						\$ -
						\$ -
Total Funding Source	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000

Annual Operating Impact / (Savings)	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
						\$ -
						\$ -
						\$ -
Total Operating Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

#### Description:

Fiscal Year:	FY 25 -26
Priority:	High

## MWVCRC Capital Improvement Request

### <NDI Monitor Update>

<b>Project #</b>		<b>Image</b>
Request Type:	New	
Replaced Equipment:		
Project Category 1:	Equipment	
Project Category 2:		
Estimated Start Date:	July 1, 2025	
Estimated Completion Date:	September 1, 2025	
Physical Location:	Trade St	
<b>Current Year Capital Outlay:</b>	<b>\$ 14,000</b>	
<b>Total 5 Year Capital Outlay:</b>		
<b>Total Capital Outlay</b>	<b>\$ -</b>	

Expenditures	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
Design						
Equipment	\$ 12,727					\$ 12,727
Services (Vendor Labor)						
Project Labor (CC:Media)						
Contingency 10%	1,273		-	-	-	1,273
<b>Total Capital Outlay</b>	<b>\$ 14,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,000</b>

#### Description and Justification:

This project aims to enhance the Radio TV NDI capabilities to HDMI. We have identified limitations in the current system that hinder our aspirations for achieving the desired outcomes.

Funding Source	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
PEG Revenue	\$ 14,000					\$ 14,000
						\$ -
						\$ -
<b>Total Funding Source</b>	<b>\$ 14,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,000</b>

Annual Operating Impact / (Savings)	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
						\$ -
						\$ -
						\$ -
<b>Total Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

#### Description:

Fiscal Year:	FY 25 -26
Priority:	High

## MWVCRC Capital Improvement Request

### <New Lobby Furniture>

<b>Project #</b>		<b>Image</b>
Request Type:	New	
Replaced Equipment:		
Project Category 1:	Equipment	
Project Category 2:		
Estimated Start Date:	July 1, 2025	
Estimated Completion Date:	February 1, 2026	
Physical Location:	Trade St	
<b>Current Year Capital Outlay:</b>	\$ 12,000	
<b>Total 5 Year Capital Outlay:</b>		
<b>Total Capital Outlay</b>	\$ -	

Expenditures	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
Design						
Equipment	\$ 10,909					\$ 10,909
Services (Vendor Labor)						
Project Labor (CC:Media)						
Contingency 10%	1,091		-	-	-	1,091
<b>Total Capital Outlay</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,000</b>

#### Description and Justification:

Capital Community Media is seeking to refresh the furniture in the Center Lobby. The current furniture in the CC:Media Lobby is insufficiently elevated for many of our regular community members, and many struggle to stand from our current couches or furniture. This project will ensure that the furniture meets ADA compliance standards. CC:Media will look to purchase two touch screen monitors for the front lobby. This will allow us to keep better records of class participation and gather surveys to be used for Grant funding.

Funding Source	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
PEG Revenue	\$ 12,000					\$ 12,000
						\$ -
						\$ -
<b>Total Funding Source</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,000</b>

Annual Operating Impact / (Savings)	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
						\$ -
						\$ -
						\$ -
<b>Total Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

#### Description:

## MWVCRC Capital Improvement Request

### <Web Encoders>

<b>Project #</b>		<b>Image</b>
Request Type:	New	
Replaced Equipment:		
Project Category 1:	Equipment	
Project Category 2:		
Estimated Start Date:	July 1, 2025	
Estimated Completion Date:	October 1, 2025	
Physical Location:	Trade St	
<b>Current Year Capital Outlay:</b>	\$ 7,000	
<b>Total 5 Year Capital Outlay:</b>		
<b>Total Capital Outlay</b>	\$ -	

Expenditures	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
Design						
Equipment	\$ 6,364					\$ 6,364
Services (Vendor Labor)						
Project Labor (CC:Media)						
Contingency 10%	636		-	-	-	636
<b>Total Capital Outlay</b>	<b>\$ 7,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,000</b>

#### Description and Justification:

Capital Community Media will utilize this project to secure three new Web Encoders. The current web encoders have been end of live for over three years, and the hardware and software are experiencing difficulties. CC:Media currently utilizes these devices to stream to YouTube for all government meetings and other live productions. They are a crucial component that cannot fail to help better serve the community and government entities.

Funding Source	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
PEG Revenue	\$ 7,000					\$ 7,000
						\$ -
						\$ -
<b>Total Funding Source</b>	<b>\$ 7,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,000</b>

Annual Operating Impact / (Savings)	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
						\$ -
						\$ -
						\$ -
<b>Total Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

#### Description:

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## MWVCRC Capital Improvement Request

### <Sprinter Audio Computer>

Project #		Image
Request Type:	New	
Replaced Equipment:		
Project Category 1:	Equipment	
Project Category 2:		
Estimated Start Date:	July 1, 2025	
Estimated Completion Date:	February 1, 2025	
Physical Location:	Trade St	
Current Year Capital Outlay:	\$ 5,500	
Total 5 Year Capital Outlay:		
Total Capital Outlay	\$ -	

Expenditures	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
Design						
Equipment	\$ 5,000					\$ 5,000
Services (Vendor Labor)						
Project Labor (CC:Media)						
Contingency 10%	500		-	-	-	500
Total Capital Outlay	\$ 5,500	\$ -	\$ -	\$ -	\$ -	\$ 5,500

#### Description and Justification:

This project will upgrade Capital Community Media's staff laptops, which are now over five years old, with new, fully supported models designed to handle advanced editing tasks. The ten existing staff laptops, still well-suited for less intensive editing needs, will be repurposed as training and checkout laptops for public use. This strategic reallocation allows us to equip our staff with the latest technology necessary for their high-level work, while continuing to provide the public with reliable, effective resources for their editing projects.

Funding Source	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
PEG Revenue	\$ 5,500					\$ 5,500
						\$ -
						\$ -
Total Funding Source	\$ 5,500	\$ -	\$ -	\$ -	\$ -	\$ 5,500

Annual Operating Impact / (Savings)	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
						\$ -
						\$ -
						\$ -
Total Operating Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

#### Description:

## MWVCRC Capital Improvement Request

### <Dante Intercom Engine for Sprinter>

<b>Project #</b>		<b>Image</b>
Request Type:	New	
Replaced Equipment:		
Project Category 1:	Equipment	
Project Category 2:		
Estimated Start Date:	July 1, 2025	
Estimated Completion Date:	August 1, 2025	
Physical Location:	Trade St	
<b>Current Year Capital Outlay:</b>	<b>\$ 3,500</b>	
<b>Total 5 Year Capital Outlay:</b>		
<b>Total Capital Outlay</b>	<b>\$ -</b>	

Expenditures	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
Design						
Equipment	\$ 3,182					\$ 3,182
Services (Vendor Labor)						
Project Labor (CC:Media)						
Contingency	10% 318		-	-	-	\$ 318
<b>Total Capital Outlay</b>	<b>\$ 3,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,500</b>

#### Description and Justification:

This project aims to enhance the Intercom Engine within the Capital Community Media Sprinter Production Van. This enhancement will provide additional channels of intercom, thereby expanding the capabilities of the Sprinter Van.

Funding Source	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
PEG Revenue	3,500					\$ 3,500
						\$ -
						\$ -
<b>Total Funding Source</b>	<b>\$ 3,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,500</b>

Annual Operating Impact / (Savings)	FY 25 -26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total
						\$ -
						\$ -
						\$ -
<b>Total Operating Impact</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

#### Description: