

Board of Directors  
October 22, 2019 Regular Meeting  
Board Packet

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# Blue Mountain Translator District 1

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Regular Meeting at 12:00 PM  
Misener Room, Daniel Chapin Building  
1001 4th Street  
La Grande, OR 97850

## **Board of Directors Regular Meeting October 22, 2019**

1. Call to Order and Roll Call Vote - 1:00
2. Declaration of Conflict of Interest - 1:00
3. Reports
  - a. Director Reports - 5:00
  - b. Staff Report - 5:00
4. Old Business
  - a. Safety - 1:00
5. New Business
  - a. Supplemental Budget Hearing
  - b. Expenditures - 10:00
  - c. Community Survey Review
  - d. Approval of Minutes
6. Public Comment - 5:00
7. Scheduling of Next Meeting and Adjournment - 1:00

# Blue Mountain Translator District 2

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## 5.a. Supplemental Budget Hearing

### Staff Summary

Senate Bill 394 authorizes translator districts to begin transmitting downstream emergency alerts over signals that they broadcast beginning in 2020. BMTD applied for and received a grant from Wildhorse Foundation in the amount of \$1,500.00 to purchase emergency alert equipment. This grant was deposited into BMTD's General Fund account on October 3. The Board of Directors will hold a supplemental budget hearing and consider adopting the resolution transferring the grant funds, received in the "Other" resource category in the 2019-2020 Budget, from the Unappropriated Ending Fund Balance requirement under the Not Allocated program into the Equipment requirement under the Engineering program.

### Procedure

- The President will open a public hearing on the Supplemental Budget.
- The Board will receive public comment for at least 5 minutes.
- The President will close the public hearing on the Supplemental Budget.
- The Board will discuss the Supplemental Budget.
- Suggested Motion: *I move to adopt Resolution 2019-7.*

### Resolution 2019-7: Resolution Authorizing Inter-Fund Transfer

Whereas Senate Bill 394 authorizes translator districts to transmit downstream emergency alerts over signals that they rebroadcast beginning in 2020,

Whereas Wildhorse Foundation, care of the Confederated Tribes of the Umatilla Indian Reservation, granted \$1,500.00 to Blue Mountain Translator District to purchase equipment necessary to implement the emergency alerts provision of Senate Bill 394,

Resolved, the Board of Directors increases the Other Resource to \$1,575.00,

Resolved, the Board of Directors transfers \$1,500.00 in the General Fund from the Unappropriated Ending Fund Balance Requirement under the Not Allocated Program to the Equipment Requirement under the Engineering Program.

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President Tim Wallender

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Date

# Blue Mountain Translator District 3

## 5.b. Expenditures

Payee	Description	Requirement	Amount
Broadcast Supply Worldwide	Sage Digital ENDEC	Equipment	\$2,379.00
Envelope Superstore*	500 Envelopes	Postage	\$85.72
Hatfield & Dawson Consulting Engineers, LLC	Relay License Cancellations	Technicians	\$120.00
Payroll & Accounting Services, PC	Quarterly Payroll Reports, Q2 2019	Professional Services	\$91.10
RS Technology	Mt. Harris maintenance and board meeting attendance.	Technicians	\$917.50
RS Technology	Keys for Mt. Harris tenant.	Equipment	\$5.00
RS Technology	New transmitter.	Equipment	\$12,500.00
Special Districts Association of Oregon	Membership Dues	Membership Dues	\$143.69
USPS**	2 Stamp Rolls	Postage	\$110.00

\*Purchase occurred 10/3/19.

\*\*One roll has already been purchased, 10/7/19.

### Uninterrupted Power Supply units

BMTD's UPS unit at the Mt. Fanny site failed in October 2019 BMTD needs to replace the unit at Mt. Fanny, and RS Technology recommends purchasing a unit to begin using at the Beaver Mountain site. The President and Executive Director concur that a third unit should be purchased in order to secure quick replacement in the event of future failure of either unit.

Possible proposal: A smaller unit (approximately \$200.00) can be shipped immediately for use at Mt. Fanny. Two larger units capable of operation for a greater duration (approximately \$400 each) are three months out on order from Amazon. The Board should consider purchasing

# Blue Mountain Translator District 4

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1 smaller unit for immediate use at Mt. Fanny and 2 larger units that will be installed at both sites once received. The smaller unit will be placed in storage for contingency purposes. Total Cost: \$1,000.00 from the Engineering/Equipment requirement to purchase UPS units.

Suggested Motion: *I move to authorize \$1,000.00 for the purchase of 3 UPS units.*

## **Officer Fiber**

BMTD currently receives DSL Internet service from Frontier at a monthly cost of \$63.98. This service is unlikely to properly service BMTD's local channel and streaming operations planned for fall 2020. Eastern Oregon Net, Inc. can modify existing fiber infrastructure in the Joseph Building at a cost of \$400.00 for installation. Fiber Internet service will start at 30M Download/10M Upload for \$70.00. Internet speeds and price can be arranged to increase in the future to accommodate. The Administration/Phone & Internet requirement can absorb the increase in cost for Internet service. Staff recommends covering the installation fees under the Engineering program due to planned use of fiber service for the local channel's broadcast and streaming operations.

Suggested motion: *I move to authorize the Executive Director to initiate and oversee the transition to Internet service provided by EONI.*

## **Mt. Fanny ShakeAlert Installation**

The USFS reviewed the ShakeAlert proposal at Mt. Fanny. The regulatory process to review National Environmental Policy Act compliance and cultural implications cannot be absorbed by USFS because they do not see a benefit from the installation of a local seismic monitoring station. An assessment of potential costs to BMTD is forthcoming. Funds for complying with the regulatory process were not included in the 2019-2020 Budget. Participating in this process will provide a preview of the process that will take place if BMTD decides to upgrade facilities on Mt. Fanny. ShakeAlert has been notified of the potential costs and has not replied about potential contribution to the cost of USFS review or placement of a smaller indoor unit in the Mt. Fanny facility.

# Blue Mountain Translator District 5

## 5.c. Community Survey Review

### Staff Summary

BMTD officials conducted surveys online and in person regarding the creation of a local TV channel and transition to ATSC 3.0. Results are summarized below.

Responses	Notes
<p><b>1. Do you watch TV?</b>  a. Yes: 95.5%  b. No: 4.5%</p> <p><b>2. What TV service do you use?</b>  a. Antenna: 34.4%  b. Internet: 32.1%  c. Satellite; 21.4%  d. Cable: 12.2%</p> <p><b>3. Do you want a local channel?</b>  a. Yes: 86.8%  b. No: 13.2%</p> <p><b>4. What do you want on a local channel?</b>  a. Community Events: 55.75%  b. Movies: 53.98%  c. Local Government Meetings: 51.33%  d. Community Performances: 48.67%  e. Public Service Announcements: 47.79%  f. Locally-Produced TV Shows: 35.4%  g. Local Business Advertisements: 35.4%  h. Syndicated TV: 29.2%  i. Outside Business Advertisements: 9.7%</p> <p><b>5. Do you want local content to be syndicated?</b>  a. Yes: 68.9%  b. No: 31.1%</p> <p><b>6. Do you want a local channel to be streamed online?</b>  a. Yes: 73.4%  b. No: 26.6%</p> <p><b>7. Next-Generation TV: Which</b></p>	<p><b>1. Do you watch TV?</b>  a. N/A</p> <p><b>2. What TV service do you use?</b>  a. Antenna is most popular among respondents. Broadcasting a local channel may attract new viewers.</p> <p><b>3. Do you want a local channel?</b>  a. Survey respondents support the creation of a local TV channel.</p> <p><b>4. What do you want on a local channel?</b>  a. Survey respondents and participants at BMTD's future of TV summit both concur that local content is preferable to external content. Community events such as parades, and local government meetings, are the two most popular forms of local content. Movies, which are not produced in the region with any regularity, are the second most popular desired content and the most desired external content.</p> <p><b>5. Do you want local content to be syndicated?</b>  a. Syndication partnerships for</p>

# Blue Mountain Translator District 6

## **features are exciting?**

- a. **4k Imagery: 59.29%**
- b. **Advanced Emergency Alerts: 53.1%**
- c. **Immersive Audio: 30.09%**
- d. **Supplemental Content Delivery: 25.66%**

## **8. Next-Gen TV can transmit more than just TV signals.**

### **What else should we transmit?**

- a. Weather: 73.00%
- b. Radio Stations: 55.75%
- c. Interactive Emergency Alerts: 53.10%
- d. Advanced AMBER Alerts: 53.10%
- e. Location-targeted advertising and information distribution: 15.00%
- f. Video On Demand: 29.00%
- g. First Responder Backup Communication: 25.66%
- h. In-car navigation: 25.66%
- i. Distance Learning Videos: 27.00%
- j. Software distribution: 12.39%
- k. Ebooks: 23.89%
- l. Content distribution for online video providers, e.g. Netflix: 24.78%
- m. Virtual Reality Content: 8.85%

locally-produced content are potential sources for new and increased revenue.

## **6. Do you want a local channel to be streamed online?**

- a. Streaming a local channel online may attract customers who wish to only view this content. It could be offered to non-members who make a donation to the proposed BMTD Foundation.

## **7. Next-Gen TV can transmit more than just TV signals. What else should we transmit?**

- a. Improved image quality and advanced EAS are popular upgrades to TV signals.

## **8. Next-Gen TV can transmit more than just TV signals. What else should we transmit?**

- a. Weather information delivery is the most popular item in the entire survey. Respondents also favor radio stations, and advanced EAS and Amber Alerts. Radio stations can deliver some desired content not available over the air. For example, Fox News is a top request for a channel lineup, but Fox does not broadcast over the air. BMTD could begin broadcasting the Fox News radio stream.

# Blue Mountain Translator District 7

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## **5.d. Approval of Minutes**

### **Staff Summary**

The Board of Directors must consider and approve the minutes from the following meetings:

- April 16, 2019 Regular Meeting
- May 29, 2019 Special Meeting
- May 29, 2019 Regular Meeting
- June 6, 2019 Regular Meeting and Budget Hearing
- July 12, 2019 Regular Meeting
- August 5, 2019 Regular Meeting
- September 17, 2019 Regular Meeting



# Cash Flow - 07/01/2019 to 10/15/2019

## Selected Accounts

- [Assets](#)
- [Assets:Current Assets](#) and selected subaccounts

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Money into selected accounts comes from

<a href="#">Equity:Checking</a>	\$145,637.16
<a href="#">Equity:Money Market</a>	\$49,192.68
<a href="#">Equity:Mt. Fanny</a>	\$33,817.47
<a href="#">Expenses:Travel &amp; Education</a>	\$196.34
<a href="#">Income:Interest Income:Money Market Interest</a>	\$6.20
<a href="#">Income:Interest Income:Mt. Fanny Interest</a>	\$4.68
<a href="#">Income:Lease Income</a>	\$3,809.30
<a href="#">Income:Other Income</a>	\$1,575.00
<a href="#">Income:Powerline Leases</a>	\$7,000.00
<a href="#">Income:Property Taxes</a>	\$712.06
<a href="#">Income:Reimbursed Power</a>	\$6,599.50
<a href="#">Income:Service Charges</a>	\$49,061.00
Money In	<b>\$297,611.39</b>

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Money out of selected accounts goes to

<a href="#">Expenses:Advertising</a>	\$1,294.96
<a href="#">Expenses:Consultant</a>	\$3,450.48
<a href="#">Expenses:Election Cost</a>	\$1,447.18
<a href="#">Expenses:Engineering:Internet</a>	\$75.00
<a href="#">Expenses:Engineering:Technicians</a>	\$1,771.25
<a href="#">Expenses:Fees</a>	\$103.00
<a href="#">Expenses:Health Insurance</a>	\$1,040.20
<a href="#">Expenses:Insurance</a>	\$222.90
<a href="#">Expenses:Office Supplies</a>	\$103.57
<a href="#">Expenses:Payroll Taxes</a>	\$1,938.82
<a href="#">Expenses:Phone &amp; Internet</a>	\$255.92
<a href="#">Expenses:Postage</a>	\$1,870.63
<a href="#">Expenses:Power</a>	\$9,194.19
<a href="#">Expenses:Professional Services</a>	\$2,096.43
<a href="#">Expenses:Rent Expense</a>	\$1,146.84
<a href="#">Expenses:Travel &amp; Education</a>	\$266.99
<a href="#">Expenses:Wages</a>	\$7,000.76
<a href="#">Expenses:Utilities</a>	\$100.00

Income:Service Charges

\$100.00

Money Out

**\$33,379.12**

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Difference

**\$264,232.27**

# Profit & Loss For Period Covering 07/01/2019 to 10/15/2019

## Revenues

<u>Income</u>		\$0.00
<u>Interest Income</u>	\$0.00	
<u>Money Market Interest</u>	\$6.20	
<u>Mt. Fanny Interest</u>	\$4.68	
<u>Lease Income</u>	\$3,809.30	
<u>Other Income</u>	\$1,575.00	
<u>Powerline Leases</u>	\$7,000.00	
<u>Property Taxes</u>	\$712.06	
<u>Reimbursed Power</u>	\$6,599.50	
<u>Service Charges</u>	\$48,961.00	
<b>Total Revenue</b>		<b>\$68,667.74</b>

## Expenses

<u>Expenses</u>		\$0.00
<u>Advertising</u>	\$1,294.96	
<u>Consultant</u>	\$3,450.48	
<u>Election Cost</u>	\$1,447.18	
<u>Engineering</u>	\$0.00	
<u>Equipment</u>	\$0.00	
<u>Internet</u>	\$75.00	
<u>Technicians</u>	\$1,771.25	
<u>Fees</u>	\$103.00	
<u>Health Insurance</u>	\$1,040.20	
<u>Insurance</u>	\$222.90	
<u>Leases</u>	\$0.00	
<u>Membership Dues</u>	\$0.00	
<u>Office Supplies</u>	\$103.57	
<u>Other</u>	\$0.00	
<u>Payroll Taxes</u>	\$1,938.82	
<u>Phone &amp; Internet</u>	\$255.92	
<u>Postage</u>	\$1,870.63	
<u>Power</u>	\$9,194.19	
<u>Professional Services</u>	\$2,096.43	
<u>Refunds</u>	\$0.00	
<u>Rent Expense</u>	\$1,146.84	

Other Expenses

Repair and Maintenance

\$0.00

Travel & Education

\$70.65

Wages

\$7,000.76

Workers Comp Insurance

\$0.00

**Total Expenses**

**\$33,082.78**

Net income for Period

\$35,584.96

## NOTICE OF SUPPLEMENTAL BUDGET HEARING

- Use for supplemental budget proposing a change in any fund's expenditures by more than 10 percent.

A public hearing on a proposed supplemental budget for Blue Mountain Translator District, for the current fiscal year, will be held at 1001 4th St. La Grande, OR 97850.

(District name) (Location)

The hearing will take place on 10/22/19 at 12:00  a.m.  p.m. The purpose of the hearing is to discuss the supplemental budget with interested persons.

(Date) (Time)

A copy of the supplemental budget document may be inspected or obtained on or after 10/18/19 at 1104 K Ave. Flr. 3 La Grande, OR 97850, between the hours of 8:00  a.m.  p.m. and 12:00  a.m.  p.m.

(Date) (Location)

### SUMMARY OF PROPOSED BUDGET CHANGES

AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED

FUND: General - Not Allocated

	Resource	Amount	Expenditure—indicate Org. unit / Prog. & Activity, and Object class.	Amount
1.	Other	\$ 574.00	1. Not Allocated/Unapprop. EFB	\$ 1,500.00
2.			2.	
3.			3.	
<b>Revised Total Fund Resources</b>		<b>\$ 262,675.00</b>	<b>Revised Total Fund Requirements</b>	<b>\$ 113,390.00</b>

Explanation of changes:

The 2019-2020 LB-20 included \$1,001 in "Other" revenue. Revenue in this category has grown to \$1,575 due to a refund for an expenditure made the previous fiscal year and a grant from Wildhorse Foundation.

FUND: General - Engineering

	Resource	Amount	Expenditure—indicate Org. unit / Prog. & Activity, and Object class.	Amount
1.			1. Not Allocated/Unapprop. EFB	-\$ 1,500.00
2.			2. Engineering/CO Equipment	\$ 1,500.00
3.			3.	
<b>Revised Total Fund Resources</b>			<b>Revised Total Fund Requirements</b>	<b>\$ 113,390.00</b>

Explanation of changes:

BMTD received a grant from Wildhorse Foundation in the amount of \$1,500.00 to purchase emergency alert equipment necessary to implement a provision of SB 394. The amount is transferred from the General Fund Not Allocated Program/Unappropriated Ending Fund Balance to the General Fund Engineering Program/Equipment Requirement.