

**CITY OF SEBASTOPOL
CITY COUNCIL
STAFF REPORT**

Meeting Date: December 1, 2015
To: Honorable Mayor and City Councilmembers
From: City Manager Larry McLaughlin
Subject: KOWS Community Radio Request for Waiver of Fees for City Processes
Recommendation: That the City Council Discuss consideration of KOWS Community Radio Request for Waiver of Fees
Funding: Currently Budgeted: _____ Yes _____ No XX N/A
Net General Fund Cost:
Amount: \$

INTRODUCTION: This item is to request that the City Council discuss consideration of KOWS Community Radio Request for Waiver of Fees for City Processes.

BACKGROUND:
KOWS Community Radio is a radio station run by volunteers serving the West County, broadcasting 24/7 from Occidental to West Sonoma County and the world. KOWS Radio is going into their 8th year of existence and provide a wide range of original recorded and in-studio live music, discussion and public affairs programming.

DISCUSSION:
At the City Council Meeting of November 3, 2015, the City Council approved and authorized the City Manager to sign the City permit application as the Property Owner and allow the KOWS Radio Station to apply for a Use Permit for an Antenna at the City's Pleasant Hill Reservoir Site. In their letter to the City, the applicant had discussed a waiver of fees, but in an oversight, it was not included in that staff report for that meeting and no action was taken on that request.

Tonight's action is to discuss the request for the Waiver of Fees only. The applicant would first be required to apply for a use permit through the Planning Department. If the application is approved by the Planning Commission, the applicant would then need to apply for Engineering and Building Department permits. The applicant is requesting a waiver of fees for all City permits contingent upon approval of the permit.

As stated at the last meeting, if this item is approved from the Planning Commission for a Use Permit, City staff will return to the City Council with a property lease for City Council review.

Staff had originally calculated City fees in the estimated amount of \$3,051.00 based on an initial estimate. However, since the receipt of the attached letter, staff has received an amended application and the total amount of the fees are estimated to be \$2695.00. The current City policy with respect to waiving of fees for local non-profit organizations permits the City Manager to allow such waivers up to 50% with a not to exceed amount of \$1,000. Waivers in excess of \$1,000 may only be approved by the City Council.

RECOMMENDATION:
Staff recommends that the City Council discuss consideration of KOWS Community Radio Request for Waiver of Fees for City Processes.

Attachment:
Letter from Applicant



Don Campau, Spokesperson
P.O. Box 1073, Occidental CA 95465
Office Phone: 707-874-9090 Studio Phone: 707-874-1073
Email: kows@sonic.net Website: www.kows.fm www.facebook.com/KOWS.fm

November 16, 2015

Honorable Mayor Patrick Slayter and City of Sebastopol Council:

KOWS Community Radio proposes providing the City of Sebastopol with ongoing services to the community in exchange for a full waiver on all permit-related fees. Long-term benefits to the City will far exceed the initial monetary value of such fees.

KOWS is a non-profit 501(c)3 entity, with a commitment to inform, educate, connect, activate, and entertain our community. KOWS is not a commercial endeavor, and seeks only to cover costs related to broadcasting as this area's FCC-designated emergency alert station.

KOWS is an all-volunteer, community-based radio project with extremely modest revenue and many expenses, including the significant cost of moving the antenna to Sebastopol. Fee waivers will expedite the antenna relocation project and the expansion of KOWS coverage.

KOWS is ready to increase broadcast range and reach more Sebastopol and west Sonoma County listeners as soon as the City approves applications and grants permits to erect a low-power antenna. Downtown Sebastopol is now home to the KOWS studio, and there is much interest among residents, businesses, and community-based organizations to broadcast this unique community asset more widely into Sebastopol.

KOWS and the City of Sebastopol, working together, will provide great benefit to our extended community by having a local, non-profit, emergency-alert radio station in town that will contribute to branding the City and enhancing the reputation of Sebastopol as a progressive, desirable place to live, work and enjoy. Benefit highlights include:

- Uninterrupted broadcasting of important local news, vital information, emergency alerts
- Promotion of community-based cultural, educational and municipal events and meetings
- Increased City tax revenues from more people attending events, patronizing businesses
- Inclusion of non-profits, community-based organizations and schools in radio programs
- Effective outreach via information on municipal topics and issues of local importance
- Civic engagement and involvement of diverse residents, including youth and seniors

Requested fee waivers:

Use Permit	\$1,395
Encroachment Permit	\$480 (plus \$275, if additional contractor needed)
Building permits	\$1,176 (approximate, based on preliminary estimate)
Total request	\$3,051

We appreciate your consideration, and look forward to collaborating with the City of Sebastopol.

Laura Goldman

Laura Goldman
on behalf of KOWS Community Radio