

QLife Network

QualityLife Intergovernmental Agency

AGENDA

QLife Regular Board Meeting

Thursday, March 28, 2013
Noon
The Dalles City Hall, 313 Court Street
2nd Floor Conference Room

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of February 28, 2013 QLife Regular Board Meeting Minutes
5. Financial Reports
 - a. February Financial Reports
 - b. List of Disbursements since Last Meeting
6. Action Item
 - a. Approval of Additional Principal Payment on Columbia State Bank Loan
7. Discussion Items
 - a. Update on Broadband Strategic Plan
8. Reports
 - a. Wi Fi Project – Nolan Young
 - b. Completion Date for St. Mary's/Bisector Project
 - c. Aristo Operational Management Report – John Amery
9. Next Meeting Dates:
 - a. Budget Committee Meeting April 25, 2013 at Noon
 - b. Regular Board Meeting April 25, 2013 following Budget meeting
10. Adjourn

QLife Network

QualityLife Intergovernmental Agency

MINUTES

QLife Regular Board Meeting

Thursday, February 28, 2013
Immediately following Budget Committee Work Session
The Dalles City Hall, 313 Court Street
2nd Floor Conference Room

Call to Order

The meeting was called to order by President Scott Hege at 12:50 p.m.

Roll Call

Secretary called roll.

In attendance: Scott Hege, Erick Larson, Carolyn Wood, Brian Ahier, Bill Dick
Staff: Nolan Young, Izetta Grossman, Keith Mobley, John Amery, Garrett Chrostek

Approval of Agenda

It was moved by Larson and seconded by Ahier to approve the agenda as submitted. The motion carried unanimously.

Approval of January 17, 2013 QLife Regular Board Meeting Minutes

It was moved by Larson and seconded by Dick to approve the minutes of the January 17, 2013 Board Meeting as presented. The motion carried unanimously.

Financial Reports

January Financial Reports – Young reported financial status was reviewed by Chrostek at the Budget Committee Work session that just finished, and asked for questions. There were none.

Action Items

It was moved by Dick and seconded by Ahier to Adopt Financial Policies for FY 13-14. Motion carried unanimously.

Reports

Strategic Plan – Mobley handed out the document that was created as a result of the meetings held on the strategic plan. The next meeting was scheduled for March 21, at which time the plan will be approved. Ahier asked if this group has any alignment with Klickitat County and their broadband plan. Mobley would check. Young reported that he had attended a meeting with the Klickitat County group and we were further along with broadband. Mobley requested that comments be directed to him before the March 21 meeting.

Wi Fi Project – Young reported that there had been a "Cable Cutting" at the Discovery Center for that portion of the project. The remaining portions, Kramer Fields, Riverfront Park and Sorosis Park, were scheduled for completion in 30-60 days.

Ahier reported that he was talking with the Civic regarding doing similar project on a smaller scale. Amery reported that QLife fiber is at the Civic.

There was some discussion regarding making the Wi Fi splash page a little splashier –more interesting.

Aristo Operational Management Report –Amery reported that his vendor had discontinued the line of switches, he had to research new ones that would be compatible - the modules were promised by June. In response to a question Amery said the

switches weren't necessary for completion of the Bisectory/Redundancy project. Young clarified that the adjustments we need are in the future, so let's hold that over into the next fiscal year.

Next Meeting Dates:

Regular Board Meeting March 28, 2013 Noon

Being no further business the meeting was adjourned at 1:25 p.m.

Respectfully submitted:

Izetta Grossman, Recording Secretary

Attest:

Erick Larson, Secretary

TO: Qlife Board
 Nolan Young, City Manager

FR: Kate Mast, Finance Director

RE: Financial Report for QLIFE – February 2013

BANKING:

QLife monies are deposited into a separate bank checking account. We opened a Money Market Account in December 2008 that we transfer excess funds into when possible to earn interest.

The information below is a comparison of budget to actual revenues and expenditures for the month just ended by fund. This information is not audited, but is reviewed by the Finance Department for clarity and budget compliance.

67% of the year has passed.

Each fund exceptions narrative has four possible paragraphs; 1 - is the beginning balance, 2 - is new revenues, 3 - is expenditures and 4 - if present, is budget changes.

Operations (600):

BUDGET COMPARISONS

	<u>July 1, 2012 to February 28, 2013</u>			
	Budget	Actual	Percentage	
Beginning Balance	\$ 50,438	\$ 66,849	132.5%	* see below
Revenues	\$ 569,100	\$ 368,122	64.7%	
Expenditures	\$ 303,694	\$ 132,072	43.5%	
Transfers to Capital/Debt Fund	\$ 315,844	\$ 229,705	72.7%	
Cash at Month End	\$ 25,645.94			

Exceptions:

- 1) Beginning Balance: * *The Beginning Balance figures used here have been audited.*
- 2) Revenues:
- 3) Expenditures:
 - a. The Special Studies & Reports line item has been over-expended by \$2,000 for the Strategic Plan, which will be reimbursed to QLife through the Strategic Plan Grant.

- b. The Buildings and Grounds line item has been over-expended by \$1,124.80 due to the purchase and installation of a security system for the QLife room that was expected to be completed in the last fiscal year. We will fix this with a budget amendment at the April Board meeting.
 - c. The Liability line item was slightly under-budgeted causing it to be over-expended by \$130.00.
 - d. The Travel, Food & Lodging line item has been over-expended by \$429.45 due to the lunches provided at the Board meetings. We will fix this with a budget amendment at the April Board meeting.
- 4) Budget Changes: We will be bringing some minor budget amendments to the Board in April.

CAPITAL (601):

BUDGET COMPARISONS

	<u>July 1, 2012 to February 28, 2013</u>		
	Budget	Actual	Percentage
Beginning Balance	\$ 219,124	\$ 212,640	97.0% * see below
Transfers In	\$ 315,844	\$ 229,705	72.7%
Revenues	\$ 82,500	\$ 54,150	65.6%
M&S / Capital Outlay / Other	\$ 367,684	\$ 46,552	12.7%
Debt Expenditures	\$ 249,784	\$ 106,962	42.8%
Cash at Month End	\$ 297,466.67		

Exceptions:

- 1) Beginning Balance: * *The Beginning Balance figures used have been audited.* The shortage is due to timing on the St. Mary's redundancy project and is not a problem.
- 2) Revenues:
- 3) Expenditures:
- 4) Budget Changes: We will be bringing a budget amendment to the Board in March for the \$52,000 approved for the City's Public WiFi expansion from reserve, and any adjustments needed for current capital construction projects.

City of The Dalles

FUND 600 QUALITYLIFE AGENCY FUND

ACCOUNT	DESCRIPTION	***** ESTIMATED	***** CURRENT ACTUAL	***** %REV	***** ESTIMATED	***** YEAR-TO-DATE ACTUAL	***** %REV	***** ANNUAL ESTIMATE	***** UNREALIZED BALANCE
300	BEGINNING BALANCE								
300	00 00	4,203	.00		33,624	66,849.23	199	50,438	16,411.23-
300	**	4,203	.00		33,624	66,849.23	199	50,438	16,411.23-
300	***	4,203	.00		33,624	66,849.23		50,438	16,411.23-
340	CHARGES FOR SERVICES								
344	UTILITY SERVICES								
10 00	UTILITY SERVICE CHARGES	43,862	44,265.00	101	350,896	336,420.00	96	526,350	189,930.00
15 00	LSN CREDITS	0	.00		0	.00		0	.00
20 00	CONNECT CHARGES	187	450.00	241	1,496	1,800.00	120	2,250	450.00
344	**	44,049	44,715.00	102	352,392	338,220.00	96	528,600	190,380.00
340	***	44,049	44,715.00		352,392	338,220.00		528,600	190,380.00
360	OTHER REVENUES								
361	INTEREST REVENUES								
00 00	INTEREST REVENUES	41	17.58	43	328	152.16	46	500	347.84
361	**	41	17.58	43	328	152.16	46	500	347.84
369	OTHER MISC REVENUES								
00 00	OTHER MISC REVENUES	0	.00		0	201.03		0	201.03-
20 00	E-RATE REIMBURSEMENT	3,333	.00		26,664	29,548.80	111	40,000	10,451.20
369	**	3,333	.00		26,664	29,749.83	112	40,000	10,250.17
360	***	3,374	17.58		26,992	29,901.99		40,500	10,598.01
390	OTHER FINANCING SOURCES								
392	SALE OF FIXED ASSETS								
00 00	SALE OF FIXED ASSETS	0	.00		0	.00		0	.00
392	**	0	.00		0	.00		0	.00
390	***	0	.00		0	.00		0	.00
FUND TOTAL	QUALITYLIFE AGENCY FUND	51,626	44,732.58		413,008	434,971.22		619,538	184,566.78

FUND 600 QUALITYLIFE AGENCY FUND		DEPT/DIV 6000 OLIFE/		*****CURRENT*****		*****YEAR-TO-DATE*****		*****		*****	
BA	OBJ	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBER.	ANNUAL BUDGET	UNENCUMB. BALANCE	%
SUB	SUB										
	DESCRIPTION										
66	EXPENSE-ACCOUNT										
660	FINANCIAL OPERATIONS										
02	MATERIALS & SERVICES										
31	10 ADMINISTRATIVE	1666	.00	0	13328	7257.77	55	.00	20000	12742.23	36
15	COUNTY	583	4543.00	779	4664	4543.00	97	.00	7000	2457.00	65
20	OUTSIDE PLANT MAINTENANCE	2333	.00	0	18664	.00	0	.00	28000	28000.00	0
50	OTHER SERVICES	0	.00	0	0	.00	0	.00	0	.00	0
32	10 AUDIT	416	.00	0	3328	4990.00	150	.00	5000	10.00	100
20	LEGAL SERVICES	700	285.00	41	5600	2130.00	38	.00	8400	6270.00	25
34	10 ENGINEERING SERVICES	1000	.00	0	8000	9697.75	121	.00	12000	2302.25	81
30	NETWORK SYSTEM MANAGEMENT	5333	.00	0	42664	33083.41	78	.00	64000	30916.59	52
50	SPECIAL STUDIES & REPORTS	0	2000.00	0	0	2000.00	0	.00	0	2000.00	0
43	10 BUILDINGS AND GROUNDS	166	.00	0	1328	3124.80	235	.00	2000	1124.80	156
25	NETWORK EQUIPMENT	383	.00	0	3064	2020.71	66	.00	4600	2579.29	44
87	UTILITIES LOCATES	83	.00	0	664	.00	0	.00	1000	1000.00	0
44	10 OFFICE SPACE RENTAL	437	.00	0	3496	2622.00	75	.00	5244	2622.00	50
52	10 LIABILITY	458	.00	0	3664	5630.00	154	.00	5500	130.00	102
30	PROPERTY	0	.00	0	0	.00	0	.00	0	.00	0
53	20 POSTAGE	16	.00	0	128	.00	0	.00	200	200.00	0
30	TELEPHONE	30	34.81	116	240	297.81	124	.00	360	62.19	83
40	LEGAL NOTICES	33	.00	0	264	.00	0	.00	400	400.00	0
54	00 ADVERTISING	108	.00	0	864	500.00	58	.00	1300	800.00	39
57	10 PERMIT	33	.00	0	264	.00	0	.00	400	400.00	0
58	10 TRAVEL, FOOD & LODGING	33	114.05	346	264	829.45	314	.00	400	429.45	207
50	TRAINING AND CONFERENCES	58	.00	0	464	.00	0	.00	700	700.00	0
70	MEMBERSHIPS/DUES/SUBSCRIP	16	.00	0	128	.00	0	.00	200	200.00	0
80	SCHOLARSHIPS	0	.00	0	0	.00	0	.00	0	.00	0
60	10 OFFICE SUPPLIES	16	42.49	266	128	46.78	37	.00	200	153.22	23
63	80 OLIFE SCHOLARSHIPS	166	.00	0	1328	2000.00	151	.00	2000	.00	100
90	ROBOTICS GRANTS	166	.00	0	1328	2000.00	151	.00	2000	.00	100
69	50 MISCELLANEOUS EXPENSES	41	250.00	610	328	479.11	146	.00	500	20.89	96
60	POLE CONNECTION FEES	750	.00	0	6000	9025.43	150	.00	9000	25.43	100
70	RIGHT OF WAY FEES	1315	1264.35	96	10520	8764.65	83	.00	15790	7025.35	56
80	ASSETS <\$5000	208	1480.34	712	1664	1480.34	89	.00	2500	1019.66	59
02	** MATERIALS & SERVICES	16547	10014.04	61	132376	102523.01	77	.00	198694	96170.99	52
03	CAPITAL OUTLAY										
74	20 TELECOMMUNICATIONS EQUIP	1666	.00	0	13328	.00	0	.00	20000	20000.00	0
78	50 FIXED ASSET RECLASS ACCT	0	.00	0	0	.00	0	.00	0	.00	0
03	** CAPITAL OUTLAY	1666	.00	0	13328	.00	0	.00	20000	20000.00	0
05	OTHER										
87	00 DEPRECIATION EXPENSE	0	.00	0	0	.00	0	.00	0	.00	0
05	** OTHER	0	.00	0	0	.00	0	.00	0	.00	0
660	** FINANCIAL OPERATIONS	18213	10014.04	55	145704	102523.01	70	.00	218694	116170.99	47
66	** EXPENSE-ACCOUNT	18213	10014.04	55	145704	102523.01	70	.00	218694	116170.99	47

FUND 600 QUALITYLIFE AGENCY FUND		DEPT/DIV 9500 OTHER USES /		*****CURRENT*****		*****YEAR-TO-DATE*****		*****		UNENCUMB.	%	
BA	ELE	OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	BALANCE	BDGT	
SUB	SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	BUDGET	BDGT	
81	91		QLIFE CAPITAL FUND	26320	28713.09	109	210560	229704.72	109	315844	86139.28	73
83	10		ESD E-RATE	3333	.00	0	26664	29548.80	111	40000	10451.20	74
05	**		OTHER	29653	28713.09	97	237224	259253.52	109	355844	96590.48	73
06			CONTINGENCY / UAFB									
88	00		CONTINGENCY	3750	.00	0	30000	.00	0	45000	45000.00	0
89	00		UNAPPORTIONED ENDING BAL	0	.00	0	0	.00	0	0	.00	0
06	**		CONTINGENCY / UAFB	3750	.00	0	30000	.00	0	45000	45000.00	0
600	**	**	FINANCIAL OPERATIONS	33403	28713.09	86	267224	259253.52	97	400844	141590.48	65
60	**	**	EXPENSE-ACCOUNT	33403	28713.09	86	267224	259253.52	97	400844	141590.48	65
DIV 9500 TOTAL *****				33403	28713.09	86	267224	259253.52	97	400844	141590.48	65
DEPT 95 TOTAL *****				33403	28713.09	86	267224	259253.52	97	400844	141590.48	65
OTHER USES				33403	28713.09	86	267224	259253.52	97	400844	141590.48	65
FUND 600 TOTAL *****				51616	38727.13	75	412928	361776.53	88	619538	257761.47	58
QUALITYLIFE AGENCY FUND				51616	38727.13	75	412928	361776.53	88	619538	257761.47	58

City of The Dalles

ACCOUNT	DESCRIPTION	***** ESTIMATED	***** CURRENT ACTUAL	***** %REV	***** ESTIMATED	***** YEAR-TO-DATE ACTUAL	***** %REV	***** ANNUAL ESTIMATE	***** UNREALIZED BALANCE
FUND 601	OLIFE CAPITAL FUND								
300	BEGINNING BALANCE								
300 00 00		18,260	.00		146,080	212,639.77	146	219,124	6,484.23
300 **		18,260	.00		146,080	212,639.77	146	219,124	6,484.23
300 ***	BEGINNING BALANCE	18,260	.00		146,080	212,639.77		219,124	6,484.23
330	INTERGOVERNMENTAL REVENUE								
331	FEDERAL REVENUES	0	.00		0	.00		0	.00
331 **	FEDERAL REVENUES	0	.00		0	.00		0	.00
331 ***	FEDERAL REVENUES	0	.00		0	.00		0	.00
330	INTERGOVERNMENTAL REVENUE								
340	CHARGES FOR SERVICES								
344	UTILITY SERVICES	2,708	.00		21,664	2,396.56	11	32,500	30,103.44
344 **	UTILITY SERVICES	2,708	.00		21,664	2,396.56	11	32,500	30,103.44
344 ***	UTILITY SERVICES	2,708	.00		21,664	2,396.56		32,500	30,103.44
360	OTHER REVENUES								
369	OTHER MISC REVENUES	0	150.00		0	2,150.00		0	2,150.00-
369 **	OTHER MISC REVENUES	0	150.00	1200	33,328	50,000.00	150	50,000	.00
369 ***	OTHER MISC REVENUES	0	150.00	1204	33,328	52,150.00	157	50,000	2,150.00-
360	OTHER REVENUES	4,166	50,150.00		33,328	52,150.00		50,000	2,150.00-
360 ***	OTHER REVENUES	4,166	50,150.00		33,328	52,150.00		50,000	2,150.00-
390	OTHER FINANCING SOURCES								
391	OPERATING TRANSFERS IN	0	.00		0	.00		0	.00
391 **	OPERATING TRANSFERS IN	0	.00		0	.00		0	.00
391 ***	OPERATING TRANSFERS IN	0	.00		0	.00		0	.00
390	IF PMT FROM OTHER FUNDS	26,320	28,713.09	109	210,560	229,704.72	109	315,844	86,139.28
390 **	IF PMT FROM OTHER FUNDS	26,320	28,713.09	109	210,560	229,704.72	109	315,844	86,139.28
390 ***	IF PMT FROM OTHER FUNDS	26,320	28,713.09	109	210,560	229,704.72	109	315,844	86,139.28
391	OPERATING TRANSFERS IN	26,320	28,713.09	109	210,560	229,704.72	109	315,844	86,139.28
391 **	OPERATING TRANSFERS IN	26,320	28,713.09	109	210,560	229,704.72	109	315,844	86,139.28
391 ***	OPERATING TRANSFERS IN	26,320	28,713.09	109	210,560	229,704.72	109	315,844	86,139.28
393	PROCEEDS- LT LIABILITIES	0	.00		0	.00		0	.00
393 **	PROCEEDS- LT LIABILITIES	0	.00		0	.00		0	.00
393 ***	PROCEEDS- LT LIABILITIES	0	.00		0	.00		0	.00
390	OTHER FINANCING SOURCES	26,320	28,713.09		210,560	229,704.72		315,844	86,139.28
390 **	OTHER FINANCING SOURCES	26,320	28,713.09		210,560	229,704.72		315,844	86,139.28
390 ***	OTHER FINANCING SOURCES	26,320	28,713.09		210,560	229,704.72		315,844	86,139.28
FUND TOTAL	OLIFE CAPITAL FUND	51,454	78,863.09		411,632	496,891.05		617,468	120,576.95

FUND 601 OLIFE CAPITAL FUND		DEPT/DIV 6000 OLIFE/		*****CURRENT*****		*****YEAR-TO-DATE*****		*****		ANNUAL		UNENCUMB.	
EA	OBJ	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBER.	BUDGET	BALANCE	%	BUDGET	BALANCE
SUB	DESCRIPTION												
66	EXPENSE-ACCOUNT												
660	FINANCIAL OPERATIONS												
02	MATERIALS & SERVICES												
34	10 ENGINEERING SERVICES	833	.00	0	6664	5116.25	77	.00	10000	4883.75	51	4000	4000.00
	70 CUSTOMER CONNECT COSTS	333	.00	0	2664	.00	0	.00	4000	.00	0	0	.00
	90 OTHER SERVICES	0	.00	0	0	.00	0	.00	0	.00	0	4000	4000.00
43	86 LINES MNTNCE & SUPPLIES	333	.00	0	2664	.00	0	.00	0	.00	0	0	.00
57	10 PERMIT	0	.00	0	0	.00	0	.00	0	.00	0	0	.00
02	** MATERIALS & SERVICES	1499	.00	0	11992	5116.25	43	.00	18000	12883.75	28	0	0
03	CAPITAL OUTLAY												
72	20 BUILDINGS	1291	.00	0	10328	187.36	2	.00	15500	15312.64	1	0	.00
74	10 COMPUTER EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00	0	0	.00
20	TELECOMMUNICATIONS EQUIP	1625	.00	0	13000	11372.80	88	7000.00	19500	1127.20	94	86975	85690.67
76	10 PRIMARY	7247	.00	0	57976	1284.33	2	.00	32500	3908.96	88	5000	5000.00
20	SECONDARY	2708	630.00	23	21664	28591.04	132	.00	159475	111039.47	30	0	0
30	POLE MAKE READY COSTS	416	.00	0	3328	.00	0	.00	0	.00	0	0	.00
03	** CAPITAL OUTLAY	13287	630.00	5	108296	41435.53	39	7000.00	0	0	0	0	0
04	DEBT SERVICE												
79	50 LOAN PRINCIPAL PAYMENTS	17953	9025.84	50	143624	81503.49	57	.00	215444	133940.51	38	0	.00
51	CRB PRINCIPAL PAYMENTS	0	.00	0	0	.00	0	.00	0	.00	0	0	.00
60	LOAN INTEREST PAYMENTS	2861	2468.27	86	22888	25458.36	111	.00	34340	8881.64	74	0	.00
90	LOAN RESERVE-FUT DEBT PAY	0	.00	0	0	.00	0	.00	0	.00	0	0	.00
04	** DEBT SERVICE	20814	11494.11	55	166512	106961.85	64	.00	249784	142822.15	43	0	.00
660	** FINANCIAL OPERATIONS	35600	12124.11	34	284800	153513.63	54	7000.00	427259	266745.37	38	0	.00
66	** EXPENSE-ACCOUNT	35600	12124.11	34	284800	153513.63	54	7000.00	427259	266745.37	38	0	.00
	DIV 6000 TOTAL *****												
	DEPT 60 TOTAL *****												
	OLIFE	35600	12124.11	34	284800	153513.63	54	7000.00	427259	266745.37	38	0	.00

QLIFE - LISTING OF FINANCIAL TRANSACTIONS

FUND: OPERATING 600
 FISCAL YEAR: 2012-13

PERIOD DETAIL FROM: 2/13/2013 3/20/2013

Revenue:	Billed as of	2/20/2013	44,265.00
	Billed as of	3/20/2013	44,265.00
	QLife Monthly Billings	BILLING DONE ON THE 20TH	
		Non Reoccurring	450.00

TOTAL: **88,980.00**

CODE	Expenditures:		
600.6000.660.53.30	Gorge.net	Phone	34.81
600.6000.660.69.50	The Dalles Civic	Room Use	150.00
600.6000.660.34.10	Commstructures	Engineering	1,999.59
600.6000.660.32.20	Keith Mobley	Legal Services	480.00
600.6000.660.69.70	City of The Dalles	ROW	1,327.95
600.6000.660.53.30	Gorge.net	Phone	34.76
600.6000.660.53.20	City of The Dalles	Postage	26.82

TOTAL: **4,053.93**

FUND: CAPITAL 601

FISCAL YEAR: 2012-13

PERIOD DETAIL FROM: 2/13/2013 3/20/2013

Revenue:

TOTAL:

CODE	Expenditures:		
601.6000.660.34.10	Columbia State Bank	Commercial Loan/Interest	11,494.11
601.6000.660.74.20	The Dalles Iron Works	Plates Bisector Redundancy	108.00
601.6000.660.43.86	Ernies lock and key	Bisector Redundancy	112.50
601.6000.660.34.10	Commstructures	Bisector Redundancy	147.50


TOTAL: **11,862.11**

QLife Network

QualityLife Intergovernmental Agency

MEMORANDUM

TO: Board of Directors

FROM: Nolan K. Young, Administrative Staff 

DATE: March 20, 2013

SUBJECT: Additional Principal Payment on Columbia State Bank Loan

The FY 2012-13 Budget includes \$107,340 for additional principal payment on QLife's Columbia State Bank loan. In the last fiscal year QLife had made a \$138,000 additional principal payment. We are proposing to make additional payment as budget allow in the upcoming fiscal year with the final payments being made in FY 2014-15; two years early.

We held off on asking for authorization to make this early payment until we were comfortable that the St. Mary's/Redundancy/Bisector project was going to come in within budget. We are now comfortable that will be the case and are requesting authorization to make this additional payment.

BUDGET IMPLICATIONS: The proposed \$107,340 payment is included in the current budget.

BOARD ALTERNATIVES:

1. *Staff recommendation: Authorize staff to immediately make the additional \$107,340 principal payment on the Columbia State Bank Loan.*
2. Authorize staff to make some other additional payment amount.
3. Decline to make the additional payment at this time and direct staff to bring the issue back at a later date.

Aristo
Technical Management Report
By
John Amery
3/21/2013

Maintenance Projects Aristo Networks llc. is currently working on:

1. Bisector Project

2. Tagging of fiber plant with new (custom logo tags)
 - On hold until next budget year

3. Easement for access to fiber by Norcor

4. Issue with network control packets leaking into Qlife network.
 - Qlife experienced an issue with a customer's network control packets leaking into the Qlife network which created an issue for some customers.
 - Direct issue was resolved
 - Reviewing current network for similar potential issues at other sites.