

# QLife Network

## QualityLife Intergovernmental Agency

### MINUTES

#### QLife Regular Board Meeting

Thursday, February 25, 2016 6:30 pm  
The Dalles City Hall, 313 Court Street  
2<sup>nd</sup> Floor Conference Room

#### Call to Order

The meeting was called to order by President Larson at 6:31 pm

#### Roll Call

In attendance: Erick Larson, Scott Hege, Taner Elliott

Staff in attendance: Administrator Nolan Young, Secretary Izetta Grossman, Technical Manager John Amery, Attorney Keith Mobley

#### Approval of Agenda

It was moved by Hege and second by Elliott to approve the Agenda as submitted. The motion carried unanimously, 2 absent.

#### Spatz arrived at 6:33

#### Approval of the January 21, 2016 and February 9, 2016 Meeting minutes

Hege noted that Dan Bubb from Gorge.net had been in attendance at the January 21 meeting and had asked clarifying questions regarding the rate structure that should be reflected in the minutes. It was moved by Hege and seconded by Elliott to approve the minutes of the January 21, 2016 meeting as amended and the February 9, 2016 meeting as presented. The motion carried unanimously, 1 absent.

#### Financial Reports

Young reviewed the Financial Report saying customer revenue will meet projection. Spatz asked about the Capital Outlay line item being higher than actual. Young said that was due to cost sharing with customers for line extensions.

Hege asked what the interest rate was on the LGPI account. Young said he believed it was 0.55%.

Hege asked if QLife was being reimbursed for the work done as a result of the BPA transformer move. Young said QLife would bill the transformer mover for reimbursement. Grossman said there were outstanding bills not reflected in the report.

Hege noted that Administration line item was almost expended, with \$900 left. Young said the Maupin project transfers had not been done yet.

#### Discussion Items

Capital Improvement Young thanked Eric Orton of Commstructures and John Amery of Aristo for the work done on the Capital Improvement Plan. Young said he would recommend holding off on the Downtown Bypass project until the City determines the Granada Block Redevelopment plan and streetscape. He said the East Bisector project requires engineering.

Young said the East Bisector project was out a year or two. He said he felt the plan met the board goal of having a long term Capital Improvement Plan in place.

Amery recommended that electronics be upgraded as needed.

Spatz said he felt Big Eddy was the best colocation plan.

Larson asked about the lack of support from EdgeCore on the electronics in the past.

Amery said the reseller had great customer service, but there had been a challenge with the manufacturer. He said the issue had been resolved just not in a timely manner. He said he liked to keep a spare on hand and the price had been great.

Larson wondered if the company would be around long term.

Larson said MCMC had a cabinet that might be helpful for the East Bisector project

In response to a question Amery said that regen customers don't service people in the area, they come in to regenerate signal. He said it might be possible to have them move from City Hall to Big Eddy colocation.

Hege asked about the Downtown Bypass. Amery said the system was reaching capacity, and remote connections can free up capacity by moving from City Hall. Hege asked about maximum capacity. Amery said 144 fiber went east and looped west. Amery said lit fiber service could serve multiple customers. Larson said a strand instead of a pair was possible.

Hege asked about cost benefit, return on investment of \$300,000 colocation. Amery said preparation for growth. Young said there was a customer coming from the east. Young said there are two approaches, build in anticipation or wait for specific need.

Larson said level local customers at City Hall and move long haulers to Big Eddy makes sense.

Young said the generator at City Hall was maxed out, and there was \$100,000 in the budget to purchase one. If the colocation space was created there would not be a need for the generator.

Larson asked if Hege would be more comfortable if a financial evaluation was done prior to moving forward. Hege said he would like to see the project fleshed out first.

Young said the draft budget was being fleshed out, not enough time to give that kind of detail. Young said choices were to work on Capital Improvement Plan or hang on to reserves. He said one capital project could be done each year over a number of years.

Amery noted that there was a lot of activity in the industry and it would be difficult to get splicers in this year.

#### **Action Items**

Approve Administration Plan : Hege reported that the City and County had met and the County agreed to take on the Administration and Secretarial duties of QLife. He said the County was working on a plan and hoped to be ready when Nolan finished up at the end of March. He said he felt the Board could act as project managers for the Maupin project. Young said Eric Orton would be managing the buildout.

Hege said the County was beefing up their IT staff and could manage QLife.

Hege said the financial part would stay with the City.

#### Appoint Budget Officer

It was moved by Spatz to appoint Kate Mast Budget officer as of April 1. The motion died without a second.

It was moved by Spatz and seconded by Hege to appoint Kate Mast as Budget Officer, contingent on approval of the City Manager. The motion carried unanimously.

#### Executive Session:

Larson recessed the meeting into Executive Session at 7:25 pm

The meeting was reconvened to Open Session at 8 pm

It was moved by Spatz and seconded by Hege to direct staff to sign a contract with Commstructures to proceed with design work on the Maupin project in an amount not to exceed \$69,862, contingent on acceptable and adequate letters of intent from customers for the project. The motion carried unanimously, 1 absent.

**Reports**

Aristo Operational Management Report Amery reported that the issues with the core switch were remedied with a reboot. A customers customer had an issue, it was determined the issue was not with QLife systems.

**Next Meeting Dates:**

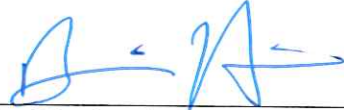
Special Maupin Project update Meeting March 17, 2016 at 6:30 pm  
Regular Board Meeting March 31, 2016 6:30 pm

**Adjourn**

Being no further business the meeting was adjourned at 8:15 pm

Submitted by:  
Izetta Grossman  
City Clerk

Signed: \_\_\_\_\_



Brian Ahier, Secretary/Treasurer