

QLife Network

QualityLife Intergovernmental Agency

MINUTES

QLIFE AGENCY BOARD MEETING

July 25, 2013 Noon
City Hall Conference Room

PRESIDING: President Scott Hege

MEMBERS PRESENT: Carolyn Wood, Bill Dick

MEMBERS ABSENT: Brian Ahier, Erick Larson

STAFF PRESENT: Administrator Nolan Young, City Clerk Julie Krueger, Aristo Networks Representative John Amery, Legal Counsel Keith Mobley

CALL TO ORDER

The meeting was called to order by President Hege at 12:17 p.m.

ROLL CALL

Roll call was conducted by City Clerk Krueger. Members Ahier and Larson were absent.

APPROVAL OF AGENDA

It was moved by Dick and seconded by Wood to approve the agenda as presented. The motion carried unanimously, Ahier and Larson absent.

APPROVAL OF MINUTES

It was moved by Dick and seconded by Wood to approve the June 27, 2013 meeting minutes as presented. The motion carried unanimously, Ahier and Larson absent.

FINANCIAL REPORT

Young reviewed the financial report. He noted an additional customer had been added and some service orders had been processed, bringing the monthly revenue to approximately \$4,900 per month, an 8.9% increase in revenues.

Young said with his purchasing authority, he was authorizing the purchase of three spools of fiber, at a cost of \$14,780.

Young handed out a photograph showing the materials stored at the City's Public Works Department. He said the inventory had grown to use a full bay and he proposed to execute a lease with the City for use of the storage area. Young said some shelving may also be purchased to provide better organization of the inventory.

It was the consensus of the Board to direct staff to prepare a lease for the QLife equipment storage, for consideration at the next meeting.

Hege asked why it appeared the revenue projections had not been achieved in the capital projects. Young said it was an estimate based on the amount of projects anticipated to be completed. He said not all of the projects had been completed.

ACTION ITEMS

Resolution No. 13-004 Adopting the Use of the City of The Dalles Fraud Policy as Set Forth by City Resolution No. 13-023, Including any Future Amendments to Those Policies Adopted by the City Council

Young said the auditors had recommended adoption of this policy and that the City and Urban Renewal Agency had both adopted it. He recommended it also be adopted by the QLife Agency Board.

It was moved by Hege and seconded by Wood to adopt Resolution No. 13-004 adopting the City's Fraud Policy. The motion carried unanimously, Ahier and Larson absent.

REPORTS

Aristo Operational Management Report

Amery reported there had been one customer issue with occasional drops of service. He said he was able to identify the problem and was working to resolve it.

Hege asked when the tagging project, included in the current budget, would be completed. Young said he would work with the engineer to set a time frame for the project.

Strategic Plan Implementation Update

Mobley said he was working with Ken Polehn to gather orchard data and would be meeting with a representative of Mid-Columbia Economic Development District next week to develop a priority list for the Action Plan.

ADJOURNMENT

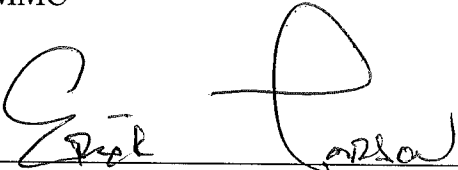
Being no further business the meeting was adjourned at 12:48 p.m.

Submitted by/

Julie Krueger, MMC

City Clerk

Attest:



Erick Larson, Secretary