

QLife Network

QualityLife Intergovernmental Agency

AGENDA

QLife Regular Board Meeting

Tuesday, September 8, 2010 4PM
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 July 26, 2011 QLife Regular Board Meeting Minutes
5. Financial Reports
 - a. July/August Financial Reports
 - b. List of Disbursements since Last Meeting
6. Action Items
 - a. Award Contract 2011-001 Bisector Redundancy Project
 - b. Additional financial assistance for City Wi Fi project
7. Reports
 - a. Aristo Operational Management Report – John Amery
 - i. Other activities/issues
8. Next Meeting Dates:
 - a. Regular Board Meeting October 18, 2011 4pm
9. Adjourn

QLife Network

QualityLife Intergovernmental Agency

Minutes

QLife Regular Board Meeting

Tuesday, July 26, 2010 4PM
The Dalles City Hall, 313 Court Street
2nd Floor Conference Room

Call to Order

The meeting was called to order by Vice President Dan Spatz at 4:13pm

Roll Call

In attendance: Scott Hege, Brian Ahier
Staff in attendance: Nolan Young, Izetta Grossman, John Amery
Joining via Skype: Eric Orton, engineer
Joining via telephone: Keith Mobley, attorney

Approval of Agenda

It was moved by Ahier and seconded by Hege to approve the agenda as submitted. The motion carried unanimously, 2 absent.

Approval of June 19, 2011 QLife Regular Board Meeting Minutes

It was moved by Ahier and seconded by Hege to approve the minutes of the June 19, 2011 minutes. The motion carried unanimously, 2 absent.

Financial Reports

Young reviewed the June Financial Reports. Young explained that the legal line item was over expended due to Mobley's assistance with the Wi Fi project. QLife was partnering with the City of The Dalles on the Wi Fi project that is a result of the Google Grant for Downtown Free Wi Fi. QLife paid \$7,000 for the study and was contributing the fiber connections.

Action Items

Award Contract 2011-001 Bisector Redundancy Project - Young explained the award of the contract needs to be postponed (there is a 60 day timeline for award), due to the MOU not being signed yet. The partner is reviewing the MOU. The contract needs to be awarded by 9/15. A special meeting would be scheduled to accomplish this.

Orton reviewed the RFP's and his recommendation. There were five bidders; four of the five are capable of completing the work. NorthSky was the apparent low bidder and the one most familiar with QLife. It was noted that Northsky was the current contract maintenance company for QLife. Orton noted the time crunch due to 60 day construction window and finishing before winter was a goal.

It was moved by Ahier and seconded by Hege to delay the award of contract up to 60 days as is allowed by the RFP language and to hold a special meeting to award if needed. Motion passed unanimously, 2 absent.

Meeting was recessed to Executive Session at 4:40pm

Executive Session under ORS 192.660 (1) (f) and ORS 192.501 (2) to allow staff to report on current and pending activity involving customer trade secret and security concerns.

Regular Board Meeting reconvened at 5:10pm

Discussion Items – It was the consensus of the Board to hold over these items until the September meeting when more Board members would be in attendance.

- a. Administrative Process and Policies
- b. Administrative Monthly Report
- c. Problems with support member

Reports

Aristo Operational Management Report – John Amery

In response to a question, Amery explained that there was an issue on the west side two years ago where Google experienced significant loss when there were very cold temperatures. The section was located and replaced. Since that time the issue has been monitored. During initial audits there were still cold weather symptoms. Orton stated that he had initiated conversations with cable manufacturer with photos. The fiberglass rod used for installation caused creep. They were working to isolate issue to determine if it was installation or a manufacturing defect. This issue showed up on 10-15% of the system at 10th and Cherry Heights/1st and Webber (Phase V and VI).

Amery stated that issue was one of two things; support member cracked or outer shell shrinking. Orton's opinion was that it wasn't shrinking, the broken central strength member could be wind related. Orton said more analysis was needed.

Amery reported that the segment behind NorCor was behind locked gates, same location as NorCor's expansion. Originally he estimated \$2,000 to make the move, however has been asked to do more, cost increased. NorCor may ask for more money on the easement, cost could go up to \$8,000. Keith is working on the easement. September meeting should have completion date.

It was noted by Ahier that he appreciated receiving the Administrative Policies he would like to review them with the whole Board in September.

Young reviewed the Quarterly Report and asked if the Board would like to see it Quarterly. It was the consensus of the Board to have Young prepare the report Quarterly.

Next Meeting Dates:

Regular Board Meeting September 20, 2011 4pm

Adjourn

Being no further business the meeting was adjourned at 5:27pm

Respectfully submitted:

Izetta Grossman, Recording Secretary

ATTEST:

Erick Larson

TO: Qlife Board
 Nolan Young, City Manager
 FR: Kate Mast, Finance Director
 RE: Financial Report for QLIFE – **July 2011**

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.

8% 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, 2011 to July 31, 2011</u> | | | |
|--------------------------------|--------------------------------------|---------------|-------------------|-------------|
| | Budget | Actual | Percentage | |
| Beginning Balance | \$ 120,000 | \$ 120,561 | 100.0% | * see below |
| Revenues | \$ 583,800 | \$ 38,978 | 7% | |
| Expenditures | \$ 296,174 | \$ 2,393 | 1.0% | |
| Transfers to Capital/Debt Fund | \$ 407,626 | \$ 37,057 | 9.0% | |
| Cash at Month End | \$ 81,149.31 | | | |

Exceptions:

- 1) Beginning Balance: * *The Beginning Balance figures used here are estimated and have NOT been audited.*
- 2) Revenues:
- 3) Expenditures:
- 4) Budget Changes: No budget changes have been made to this fund this fiscal year.

CAPITAL (601):

BUDGET COMPARISONS

| | July 1, 2011 to July 31, 2011 | | | |
|------------------------------|-------------------------------|---------------|-------------------|-------------|
| | Budget | Actual | Percentage | |
| Beginning Balance | \$ 249,473 | \$ 259,625 | 1.04% | * see below |
| Transfers In | \$ 407,626 | \$ 37,057 | 9.0% | |
| Revenues | \$ 81,000 | \$ 0 | 0.0% | |
| M&S / Capital Outlay / Other | \$ 593,137 | \$ 11,710 | 2.0% | |
| Debt Expenditures | \$ 144,962 | \$ 30,355 | 20.9% | |
| Cash at Month End | \$ 230,012.59 | | | |

Exceptions:

- 1) Beginning Balance: * *The Beginning Balance figures used here are estimated and have NOT been audited.*
- 2) Revenues:
- 3) Expenditures:
- 4) Budget Changes: No budget changes have been made to this fund this fiscal year.

City of The Dalles

| FUND 600 QUALITYLIFE AGENCY FUND | | ***** | CURRENT | ***** | ***** | YEAR-TO-DATE | ***** | ANNUAL | UNREALIZED |
|------------------------------------|-----------------------------|-----------|-----------|-------|-----------|--------------|-------|----------|------------|
| ACCOUNT | DESCRIPTION | ESTIMATED | ACTUAL | %REV | ESTIMATED | ACTUAL | %REV | ESTIMATE | BALANCE |
| 300 | BEGINNING BALANCE | | | | | | | | |
| 300 | | | | | | | | | |
| 00 00 | | 10,000 | .00 | | 10,000 | .00 | | 120,000 | 120,000.00 |
| 300 | ** | 10,000 | .00 | | 10,000 | .00 | | 120,000 | 120,000.00 |
| 300 | *** BEGINNING BALANCE | 10,000 | .00 | | 10,000 | .00 | | 120,000 | 120,000.00 |
| 340 | CHARGES FOR SERVICES | | | | | | | | |
| 344 | UTILITY SERVICES | | | | | | | | |
| 10 00 | UTILITY SERVICE CHARGES | 42,787 | 38,925.00 | 91 | 42,787 | 38,925.00 | 91 | 513,450 | 474,525.00 |
| 15 00 | LSN CEDITIS | 2,291 | .00 | | 2,291 | .00 | | 27,500 | 27,500.00 |
| 20 00 | CONNECT CHARGES | 187 | .00 | | 187 | .00 | | 2,250 | 2,250.00 |
| 344 | ** UTILITY SERVICES | 45,265 | 38,925.00 | 86 | 45,265 | 38,925.00 | 86 | 543,200 | 504,275.00 |
| 340 | *** CHARGES FOR SERVICES | 45,265 | 38,925.00 | | 45,265 | 38,925.00 | | 543,200 | 504,275.00 |
| 360 | OTHER REVENUES | | | | | | | | |
| 361 | INTEREST REVENUES | | | | | | | | |
| 00 00 | INTEREST REVENUES | 50 | 52.58 | 105 | 50 | 52.58 | 105 | 600 | 547.42 |
| 361 | ** INTEREST REVENUES | 50 | 52.58 | 105 | 50 | 52.58 | 105 | 600 | 547.42 |
| 369 | OTHER MISC REVENUES | | | | | | | | |
| 00 00 | OTHER MISC REVENUES | 0 | .00 | | 0 | .00 | | 0 | .00 |
| 20 00 | E-RATE REIMBURSEMENT | 3,333 | .00 | | 3,333 | .00 | | 40,000 | 40,000.00 |
| 369 | ** OTHER MISC REVENUES | 3,333 | .00 | | 3,333 | .00 | | 40,000 | 40,000.00 |
| 360 | *** OTHER REVENUES | 3,383 | 52.58 | | 3,383 | 52.58 | | 40,600 | 40,547.42 |
| 390 | OTHER FINANCING SOURCES | | | | | | | | |
| 392 | SALE OF FIXED ASSETS | | | | | | | | |
| 00 00 | SALE OF FIXED ASSETS | 0 | .00 | | 0 | .00 | | 0 | .00 |
| 392 | ** SALE OF FIXED ASSETS | 0 | .00 | | 0 | .00 | | 0 | .00 |
| 390 | *** OTHER FINANCING SOURCES | 0 | .00 | | 0 | .00 | | 0 | .00 |
| FUND TOTAL QUALITYLIFE AGENCY FUND | | 58,648 | 38,977.58 | | 58,648 | 38,977.58 | | 703,800 | 664,822.42 |

| FUND 600 QUALITYLIFE AGENCY FUND | | | DEPT/DIV 6000 QLIFE/ | | | *****CURRENT***** | | | *****YEAR-TO-DATE***** | | | ANNUAL | UNENCUMB. | % |
|----------------------------------|-----|-----|----------------------|--------|---------|-------------------|--------|---------|------------------------|----------|--------|-----------|-----------|---|
| BA | ELE | OBJ | ACCOUNT | BUDGET | ACTUAL | %EXP | BUDGET | ACTUAL | %EXP | ENCUMBR. | BUDGET | BALANCE | BDGT | |
| SUB | SUB | | DESCRIPTION | | | | | | | | | | | |
| 66 | | | EXPENSE-ACCOUNT | | | | | | | | | | | |
| 660 | | | FINANCIAL OPERATIONS | | | | | | | | | | | |
| | 05 | | OTHER | | | | | | | | | | | |
| | | | QLIFE | 17586 | 2393.37 | 14 | 17586 | 2393.37 | 14 | .00 | 211174 | 208780.63 | 1 | |

| FUND 600 QUALITYLIFE AGENCY FUND | | | DEPT/DIV 9500 OTHER USES/ | | | *****CURRENT***** | | | *****YEAR-TO-DATE***** | | | ANNUAL BUDGET | UNENCUMB. BALANCE | % BDGT |
|----------------------------------|------|-----|---------------------------|--------|----------|-------------------|--------|----------|------------------------|----------|--------|---------------|-------------------|--------|
| BA | ELE | OBJ | ACCOUNT | BUDGET | ACTUAL | %EXP | BUDGET | ACTUAL | %EXP | ENCUMBR. | | | | |
| SUB | SUB | | DESCRIPTION | | | | | | | | | | | |
| 81 | 91 | | QLIFE CAPITAL FUND | 33968 | 37056.91 | 109 | 33968 | 37056.91 | 109 | .00 | 407626 | 370569.09 | 9 | |
| 83 | 10 | | ESD E-RATE | 3333 | .00 | 0 | 3333 | .00 | 0 | .00 | 40000 | 40000.00 | 0 | |
| 05 | ** | | OTHER | 37301 | 37056.91 | 99 | 37301 | 37056.91 | 99 | .00 | 447626 | 410569.09 | 8 | |
| 06 | | | CONTINGENCY / UAFB | | | | | | | | | | | |
| 88 | 00 | | CONTINGENCY | 3750 | .00 | 0 | 3750 | .00 | 0 | .00 | 45000 | 45000.00 | 0 | |
| 89 | 00 | | UNAPPROPRIATED ENDING BAL | 0 | .00 | 0 | 0 | .00 | 0 | .00 | 0 | .00 | 0 | |
| 06 | ** | | CONTINGENCY / UAFB | 3750 | .00 | 0 | 3750 | .00 | 0 | .00 | 45000 | 45000.00 | 0 | |
| 600 | ** | ** | FINANCIAL OPERATIONS | 41051 | 37056.91 | 90 | 41051 | 37056.91 | 90 | .00 | 492626 | 455569.09 | 8 | |
| 60 | ** | ** | EXPENSE-ACCOUNT | 41051 | 37056.91 | 90 | 41051 | 37056.91 | 90 | .00 | 492626 | 455569.09 | 8 | |
| DIV | 9500 | | TOTAL ***** | 41051 | 37056.91 | 90 | 41051 | 37056.91 | 90 | .00 | 492626 | 455569.09 | 8 | |
| DEPT | 95 | | TOTAL ***** | 41051 | 37056.91 | 90 | 41051 | 37056.91 | 90 | .00 | 492626 | 455569.09 | 8 | |
| | | | OTHER USES | 41051 | 37056.91 | 90 | 41051 | 37056.91 | 90 | .00 | 492626 | 455569.09 | 8 | |
| FUND | 600 | | TOTAL ***** | 58637 | 39450.28 | 67 | 58637 | 39450.28 | 67 | .00 | 703800 | 664349.72 | 6 | |
| | | | QUALITYLIFE AGENCY FUND | 58637 | 39450.28 | 67 | 58637 | 39450.28 | 67 | .00 | 703800 | 664349.72 | 6 | |

City of The Dalles

| FUND 601 QLIFE CAPITAL FUND | | ***** | CURRENT | ***** | ***** | YEAR-TO-DATE | ***** | ANNUAL | UNREALIZED |
|-------------------------------|-------------------------------|-----------|-----------|-------|-----------|--------------|-------|----------|------------|
| ACCOUNT | ACCOUNT DESCRIPTION | ESTIMATED | ACTUAL | %REV | ESTIMATED | ACTUAL | %REV | ESTIMATE | BALANCE |
| 300 | BEGINNING BALANCE | | | | | | | | |
| 300 | | | | | | | | | |
| 00 00 | | 20,789 | .00 | | 20,789 | .00 | | 249,473 | 249,473.00 |
| 300 | ** | 20,789 | .00 | | 20,789 | .00 | | 249,473 | 249,473.00 |
| 300 | *** BEGINNING BALANCE | 20,789 | .00 | | 20,789 | .00 | | 249,473 | 249,473.00 |
| 330 | INTERGOVERNMENTAL REVENUE | | | | | | | | |
| 331 | FEDERAL REVENUES | | | | | | | | |
| 90 00 | FEDERAL GRANTS-MISC | 0 | .00 | | 0 | .00 | | 0 | .00 |
| 331 | ** FEDERAL REVENUES | 0 | .00 | | 0 | .00 | | 0 | .00 |
| 330 | *** INTERGOVERNMENTAL REVENUE | 0 | .00 | | 0 | .00 | | 0 | .00 |
| 340 | CHARGES FOR SERVICES | | | | | | | | |
| 344 | UTILITY SERVICES | | | | | | | | |
| 20 00 | CONNECT CHARGES | 2,583 | .00 | | 2,583 | .00 | | 31,000 | 31,000.00 |
| 344 | ** UTILITY SERVICES | 2,583 | .00 | | 2,583 | .00 | | 31,000 | 31,000.00 |
| 340 | *** CHARGES FOR SERVICES | 2,583 | .00 | | 2,583 | .00 | | 31,000 | 31,000.00 |
| 360 | OTHER REVENUES | | | | | | | | |
| 369 | OTHER MISC REVENUES | | | | | | | | |
| 00 00 | OTHER MISC REVENUES | 0 | .00 | | 0 | .00 | | 0 | .00 |
| 10 00 | ENTERPRISE ZONE PAYMENT | 4,166 | .00 | | 4,166 | .00 | | 50,000 | 50,000.00 |
| 369 | ** OTHER MISC REVENUES | 4,166 | .00 | | 4,166 | .00 | | 50,000 | 50,000.00 |
| 360 | *** OTHER REVENUES | 4,166 | .00 | | 4,166 | .00 | | 50,000 | 50,000.00 |
| 390 | OTHER FINANCING SOURCES | | | | | | | | |
| 391 | OPERATING TRANSFERS IN | | | | | | | | |
| 40 00 | IF PMT FROM OTHER FUNDS | 0 | .00 | | 0 | .00 | | 0 | .00 |
| 90 01 | QLIFE OPERATING FUND | 33,968 | 37,056.91 | 109 | 33,968 | 37,056.91 | 109 | 407,626 | 370,569.09 |
| 391 | ** OPERATING TRANSFERS IN | 33,968 | 37,056.91 | 109 | 33,968 | 37,056.91 | 109 | 407,626 | 370,569.09 |
| 393 | PROCEEDS- LT LIABILITIES | | | | | | | | |
| 10 00 | LOAN/BOND PROCEEDS | 0 | .00 | | 0 | .00 | | 0 | .00 |
| 393 | ** PROCEEDS- LT LIABILITIES | 0 | .00 | | 0 | .00 | | 0 | .00 |
| 390 | *** OTHER FINANCING SOURCES | 33,968 | 37,056.91 | | 33,968 | 37,056.91 | | 407,626 | 370,569.09 |
| FUND TOTAL QLIFE CAPITAL FUND | | 61,506 | 37,056.91 | | 61,506 | 37,056.91 | | 738,099 | 701,042.09 |

TO: Qlife Board
 Nolan Young, City Manager

FR: Kate Mast, Finance Director

RE: Financial Report for QLIFE – August 2011

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.

17% 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, 2011 to August 31, 2011</u> | | | |
|--------------------------------|--|---------------|-------------------|-------------|
| | Budget | Actual | Percentage | |
| Beginning Balance | \$ 120,000 | \$ 120,561 | 100.0% | * see below |
| Revenues | \$ 583,800 | \$ 84,651 | 14.5% | |
| Expenditures | \$ 296,174 | \$ 8,701 | 2.9% | |
| Transfers to Capital/Debt Fund | \$ 407,626 | \$ 74,114 | 18.2% | |
| Cash at Month End | \$ 92,706.60 | | | |

Exceptions:

- 1) Beginning Balance: * *The Beginning Balance figures used here are estimated and have NOT been audited.*
- 2) Revenues:
- 3) Expenditures:
- 4) Budget Changes: No budget changes have been made to this fund this fiscal year.

CAPITAL (601):

BUDGET COMPARISONS

| | <u>July 1, 2011 to August 31, 2011</u> | | | |
|------------------------------|--|---------------|-------------------|-------------|
| | Budget | Actual | Percentage | |
| Beginning Balance | \$ 249,473 | \$ 259,625 | 1.04% | * see below |
| Transfers In | \$ 407,626 | \$ 74,114 | 18.2% | |
| Revenues | \$ 81,000 | \$ 0 | 0.0% | |
| M&S / Capital Outlay / Other | \$ 593,137 | \$ 18,313 | 2.1% | |
| Debt Expenditures | \$ 144,962 | \$ 41,849 | 28.9% | |
| Cash at Month End | \$ 249,999.30 | | | |

Exceptions:

- 1) Beginning Balance: * *The Beginning Balance figures used here are estimated and have NOT been audited.*
- 2) Revenues:
- 3) Expenditures:
- 4) Budget Changes: No budget changes have been made to this fund this fiscal year.

City of The Dalles

| FUND 600 QUALITYLIFE AGENCY FUND | | ***** | CURRENT | ***** | ***** | YEAR-TO-DATE | ***** | ANNUAL | UNREALIZED |
|------------------------------------|-----------------------------|-----------|-----------|-------|-----------|--------------|-------|----------|------------|
| ACCOUNT | ACCOUNT DESCRIPTION | ESTIMATED | ACTUAL | %REV | ESTIMATED | ACTUAL | %REV | ESTIMATE | BALANCE |
| 300 | BEGINNING BALANCE | | | | | | | | |
| 300 | | | | | | | | | |
| 00 00 | | 10,000 | .00 | | 20,000 | .00 | | 120,000 | 120,000.00 |
| 300 | ** | 10,000 | .00 | | 20,000 | .00 | | 120,000 | 120,000.00 |
| 300 | *** BEGINNING BALANCE | 10,000 | .00 | | 20,000 | .00 | | 120,000 | 120,000.00 |
| 340 | CHARGES FOR SERVICES | | | | | | | | |
| 344 | UTILITY SERVICES | | | | | | | | |
| 10 00 | UTILITY SERVICE CHARGES | 42,787 | 40,125.00 | 94 | 85,574 | 79,050.00 | 92 | 513,450 | 434,400.00 |
| 15 00 | LSN CREDITS | 2,291 | 5,500.00 | 240 | 4,582 | 5,500.00 | 120 | 27,500 | 22,000.00 |
| 20 00 | CONNECT CHARGES | 187 | .00 | | 374 | .00 | | 2,250 | 2,250.00 |
| 344 | ** UTILITY SERVICES | 45,265 | 45,625.00 | 101 | 90,530 | 84,550.00 | 93 | 543,200 | 458,650.00 |
| 340 | *** CHARGES FOR SERVICES | 45,265 | 45,625.00 | | 90,530 | 84,550.00 | | 543,200 | 458,650.00 |
| 360 | OTHER REVENUES | | | | | | | | |
| 361 | INTEREST REVENUES | | | | | | | | |
| 00 00 | INTEREST REVENUES | 50 | 48.00 | 96 | 100 | 100.58 | 101 | 600 | 499.42 |
| 361 | ** INTEREST REVENUES | 50 | 48.00 | 96 | 100 | 100.58 | 101 | 600 | 499.42 |
| 369 | OTHER MISC REVENUES | | | | | | | | |
| 00 00 | OTHER MISC REVENUES | 0 | .00 | | 0 | .00 | | 0 | .00 |
| 20 00 | E-RATE REIMBURSEMENT | 3,333 | .00 | | 6,666 | .00 | | 40,000 | 40,000.00 |
| 369 | ** OTHER MISC REVENUES | 3,333 | .00 | | 6,666 | .00 | | 40,000 | 40,000.00 |
| 360 | *** OTHER REVENUES | 3,383 | 48.00 | | 6,766 | 100.58 | | 40,600 | 40,499.42 |
| 390 | OTHER FINANCING SOURCES | | | | | | | | |
| 392 | SALE OF FIXED ASSETS | | | | | | | | |
| 00 00 | SALE OF FIXED ASSETS | 0 | .00 | | 0 | .00 | | 0 | .00 |
| 392 | ** SALE OF FIXED ASSETS | 0 | .00 | | 0 | .00 | | 0 | .00 |
| 390 | *** OTHER FINANCING SOURCES | 0 | .00 | | 0 | .00 | | 0 | .00 |
| FUND TOTAL QUALITYLIFE AGENCY FUND | | 58,648 | 45,673.00 | | 117,296 | 84,650.58 | | 703,800 | 619,149.42 |

| FUND 600 QUALITYLIFE AGENCY FUND | | | DEPT/DIV 6000 QLIFE/ | | | *****CURRENT***** | | | *****YEAR-TO-DATE***** | | | ANNUAL | UNENCUMB. | % |
|----------------------------------|-----|-----|----------------------|--------|---------|-------------------|--------|---------|------------------------|----------|--------|-----------|-----------|---|
| BA | ELE | OBJ | ACCOUNT | BUDGET | ACTUAL | %EXP | BUDGET | ACTUAL | %EXP | ENCUMBR. | BUDGET | BALANCE | BDGT | |
| SUB | SUB | | DESCRIPTION | | | | | | | | | | | |
| 66 | | | EXPENSE-ACCOUNT | | | | | | | | | | | |
| 660 | | | FINANCIAL OPERATIONS | | | | | | | | | | | |
| | 05 | | OTHER | | | | | | | | | | | |
| | | | QLIFE | 17586 | 6307.30 | 36 | 35172 | 8700.67 | 25 | .00 | 211174 | 202473.33 | 4 | |

| FUND 600 QUALITYLIFE AGENCY FUND | | | DEPT/DIV 9500 OTHER USES/ | | | *****CURRENT***** | | | *****YEAR-TO-DATE***** | | | ANNUAL | UNENCUMB. | % |
|----------------------------------|------|-----|---------------------------|--------|----------|-------------------|--------|----------|------------------------|----------|--------|-----------|-----------|---|
| BA | ELE | OBJ | ACCOUNT | BUDGET | ACTUAL | %EXP | BUDGET | ACTUAL | %EXP | ENCUMBR. | BUDGET | BALANCE | BDGT | |
| SUB | SUB | | DESCRIPTION | | | | | | | | | | | |
| 81 | 91 | | QLIFE CAPITAL FUND | 33968 | 37056.91 | 109 | 67936 | 74113.82 | 109 | .00 | 407626 | 333512.18 | 18 | |
| 83 | 10 | | ESD E-RATE | 3333 | .00 | 0 | 6666 | .00 | 0 | .00 | 40000 | 40000.00 | 0 | |
| 05 | ** | | OTHER | 37301 | 37056.91 | 99 | 74602 | 74113.82 | 99 | .00 | 447626 | 373512.18 | 17 | |
| 06 | | | CONTINGENCY / UAFB | | | | | | | | | | | |
| 88 | 00 | | CONTINGENCY | 3750 | .00 | 0 | 7500 | .00 | 0 | .00 | 45000 | 45000.00 | 0 | |
| 89 | 00 | | UNAPROPRIATED ENDING BAL | 0 | .00 | 0 | 0 | .00 | 0 | .00 | 0 | .00 | 0 | |
| 06 | ** | | CONTINGENCY / UAFB | 3750 | .00 | 0 | 7500 | .00 | 0 | .00 | 45000 | 45000.00 | 0 | |
| 600 | ** | ** | FINANCIAL OPERATIONS | 41051 | 37056.91 | 90 | 82102 | 74113.82 | 90 | .00 | 492626 | 418512.18 | 15 | |
| 60 | ** | ** | EXPENSE-ACCOUNT | 41051 | 37056.91 | 90 | 82102 | 74113.82 | 90 | .00 | 492626 | 418512.18 | 15 | |
| DIV | 9500 | | TOTAL ***** | 41051 | 37056.91 | 90 | 82102 | 74113.82 | 90 | .00 | 492626 | 418512.18 | 15 | |
| DEPT | 95 | | TOTAL ***** | | | | | | | | | | | |
| | | | OTHER USES | 41051 | 37056.91 | 90 | 82102 | 74113.82 | 90 | .00 | 492626 | 418512.18 | 15 | |
| FUND | 600 | | TOTAL ***** | | | | | | | | | | | |
| | | | QUALITYLIFE AGENCY FUND | 58637 | 43364.21 | 74 | 117274 | 82814.49 | 71 | .00 | 703800 | 620985.51 | 12 | |

City of The Dalles

| FUND 601 QLIFE CAPITAL FUND | | ***** CURRENT ***** | | | ***** YEAR-TO-DATE ***** | | | ANNUAL | UNREALIZED |
|-------------------------------|-------------------------------|---------------------|-----------|------|--------------------------|-----------|----------|------------|------------|
| ACCOUNT | ACCOUNT DESCRIPTION | ESTIMATED | ACTUAL | %REV | ESTIMATED | ACTUAL | ESTIMATE | BALANCE | |
| 300 | BEGINNING BALANCE | | | | | | | | |
| 300 | | | | | | | | | |
| 00 00 | | 20,789 | .00 | | 41,578 | .00 | 249,473 | 249,473.00 | |
| 300 | ** | 20,789 | .00 | | 41,578 | .00 | 249,473 | 249,473.00 | |
| 300 | *** BEGINNING BALANCE | 20,789 | .00 | | 41,578 | .00 | 249,473 | 249,473.00 | |
| 330 | INTERGOVERNMENTAL REVENUE | | | | | | | | |
| 331 | FEDERAL REVENUES | | | | | | | | |
| 90 00 | FEDERAL GRANTS-MISC | 0 | .00 | | 0 | .00 | 0 | .00 | |
| 331 | ** FEDERAL REVENUES | 0 | .00 | | 0 | .00 | 0 | .00 | |
| 330 | *** INTERGOVERNMENTAL REVENUE | 0 | .00 | | 0 | .00 | 0 | .00 | |
| 340 | CHARGES FOR SERVICES | | | | | | | | |
| 344 | UTILITY SERVICES | | | | | | | | |
| 20 00 | CONNECT CHARGES | 2,583 | .00 | | 5,166 | .00 | 31,000 | 31,000.00 | |
| 344 | ** UTILITY SERVICES | 2,583 | .00 | | 5,166 | .00 | 31,000 | 31,000.00 | |
| 340 | *** CHARGES FOR SERVICES | 2,583 | .00 | | 5,166 | .00 | 31,000 | 31,000.00 | |
| 360 | OTHER REVENUES | | | | | | | | |
| 369 | OTHER MISC REVENUES | | | | | | | | |
| 00 00 | OTHER MISC REVENUES | 0 | .00 | | 0 | .00 | 0 | .00 | |
| 10 00 | ENTERPRISE ZONE PAYMENT | 4,166 | .00 | | 8,332 | .00 | 50,000 | 50,000.00 | |
| 369 | ** OTHER MISC REVENUES | 4,166 | .00 | | 8,332 | .00 | 50,000 | 50,000.00 | |
| 360 | *** OTHER REVENUES | 4,166 | .00 | | 8,332 | .00 | 50,000 | 50,000.00 | |
| 390 | OTHER FINANCING SOURCES | | | | | | | | |
| 391 | OPERATING TRANSFERS IN | | | | | | | | |
| 40 00 | IF PMT FROM OTHER FUNDS | 0 | .00 | | 0 | .00 | 0 | .00 | |
| 90 01 | QLIFE OPERATING FUND | 33,968 | 37,056.91 | 109 | 67,936 | 74,113.82 | 407,626 | 333,512.18 | |
| 391 | ** OPERATING TRANSFERS IN | 33,968 | 37,056.91 | 109 | 67,936 | 74,113.82 | 407,626 | 333,512.18 | |
| 393 | PROCEEDS- LT LIABILITIES | | | | | | | | |
| 10 00 | LOAN/BOND PROCEEDS | 0 | .00 | | 0 | .00 | 0 | .00 | |
| 393 | ** PROCEEDS- LT LIABILITIES | 0 | .00 | | 0 | .00 | 0 | .00 | |
| 390 | *** OTHER FINANCING SOURCES | 33,968 | 37,056.91 | | 67,936 | 74,113.82 | 407,626 | 333,512.18 | |
| FUND TOTAL QLIFE CAPITAL FUND | | 61,506 | 37,056.91 | | 123,012 | 74,113.82 | 738,099 | 663,985.18 | |

QLIFE - LISTING OF FINANCIAL TRANSACTIONS

| | | | |
|-----------------------|------------------------|--------------------------|------------------|
| FUND: | <u>OPERATING 600</u> | | |
| FISCAL YEAR: | 2011-12 | | |
| PERIOD DETAIL | FROM: | 7/15/2011 TO: | 8/14/2011 |
| Revenue: | Billed as of | | |
| | QLife Monthly Billings | BILLING DONE ON THE 20TH | 42,525.00 |
| TOTAL: | | | 42,525.00 |
| Expenditures: | | | |
| Keith Mobley | Legal | | 1,785.00 |
| Connected fibers | Maintenance | | 399.50 |
| KVM Switches | Maintenance | | 976.00 |
| CablesForLess | Maintenance | | 210.58 |
| State of Oregon | Ethics Commission | | 195.12 |
| Advanced Fiber Optics | OSPInsight support | | 1,190.00 |
| Gorge.net | Phone | | 30.00 |
| Staples | office supplies | | 9.57 |
| Commstructures | Engineering | | 1,100.00 |
| TOTAL: | | | 5,895.77 |

| | | | |
|------------------------|--------------------------|---------------|------------------|
| FUND: | <u>CAPITAL 601</u> | | |
| FISCAL YEAR: | 2011-12 | | |
| PERIOD DETAIL | FROM: | 7/15/2011 TO: | 8/14/2011 |
| Revenue: | | | |
| TOTAL: | | | |
| Expenditures: | | | |
| Columbia River Bank | Commercial Loan/Interest | | 11,494.11 |
| Mt. Hood Econ Alliance | Loan Payment | | 3,683.30 |
| Commstructures | Level 3 | | 807.50 |
| Commstructures | St. Mary/bisector | | 3,743.75 |
| Commstructures | LSN | | 1,123.75 |
| Oregon Equipment | HVAC LSN RM | | 8,995.00 |
| KIWI | Cage LSN | | 1,600.00 |
| Hage | LSN Rm | | 5,462.10 |
| TOTAL: | | | 36,909.51 |

LSN CREDITS

5500

QLIFE - LISTING OF FINANCIAL TRANSACTIONS

FUND: OPERATING 600
 FISCAL YEAR: 2011-12

PERIOD DETAIL FROM: 8/15/2011 TO: 9/2/2011

Revenue: Billed as of

QLife Monthly Billings BILLING DONE ON THE 20TH

| | | | |
|------------------------|----------------------|--|-----------------|
| TOTAL: | | | - |
| Expenditures: | | | |
| Gorge.net | Phone | | 30.00 |
| Commstructures | Engineering | | 970.00 |
| Platt | General parts/ladder | | 303.35 |
| Ernies Lock N Key | Rekey/door knob | | 270.00 |
| Keith Mobley | legal services | | 1,005.00 |
| Oregon Trail Insurance | Bond | | 1,600.00 |
| TOTAL: | | | 4,178.35 |

FUND: CAPITAL 601
 FISCAL YEAR: 2011-12

PERIOD DETAIL FROM: 8/15/2011 TO: 9/2/2011

Revenue:

| | | | |
|------------------------|--------------------------|--|------------------|
| TOTAL: | | | |
| Expenditures: | | | |
| Columbia River Bank | Commercial Loan/Interest | | 11,494.11 |
| Mt. Hood Econ Alliance | Loan Payment | | 3,683.30 |
| Links Sheet Metal | LSN Rm | | 75.00 |
| Tenneson | NorCor | | 652.88 |
| Devco | LSN Rm | | 212.61 |
| NorthSky | Wi fi | | 4,784.00 |
| NorthSky | NorCor | | 10,043.50 |
| Oregon Equipment | LSN Room | | 135.00 |
| TOTAL: | | | 31,080.40 |

LSN CREDITS

5500

QLife Network

QualityLife Intergovernmental Agency

TO: QualityLife Intergovernmental Agency Board

FROM: Nolan Young, Administrator

DATE: September 2, 2011

SUBJECT: Financial Assistance for Expansion of the Wi Fi System

Creation of a public Wi Fi system has been a QLife goal for a number of years. We successfully were able to land a Google Grant for the initial project in the downtown area. Google requested that the City be the lead agency on this grant. QLife agreed to make two financial contributions in addition to the \$130,000 Google grant: \$7,000 for the initial study to develop the proposal specifications and up to \$15,000 for the fiber connections. The City agreed to take the lead on the project during the three-year required by Google with the intention to look at it eventually becoming a QLife system. At this point, QLife has obligated \$8,900 for the initial fiber connection; \$4,784 for an amendment to add the fiber for the rodeo grounds connection.

We have been having conversations with Gorge.net regarding expanding the Wi Fi system into two commercial areas; the 6th Street area in front of Cascade Square and the Safeway shopping complex (see attached maps). Now would be a good time to do this expansion as a contract change order, so that we can take advantage of the prices already obtained through Gorge.net. In addition, Gorge.net has agreed to add the additional area to the maintenance contract with no additional costs. Attached is a map showing the two areas. We have received a bid of \$17,050 for the Cascade Square area and \$10,075 for the Safeway area for a total cost of \$24,125. In addition, we would need to do splicing and some fiber work to existing locations where we have fiber. One location is near Centerpoint Bank and the other is at Columbia State Bank. John has estimated those total costs to be \$3,000 and \$4,000 respectively. We have attached a copy of the proposal from Gorge.net.

We request at this time that the Board consider contributing \$32,125 to the City for this project.

BUDGET IMPLICATIONS:

We currently have \$133,479 in reserve system improvements. This change will leave us with \$101,354. Part of these reserve funds may be needed for completion of the St. Mary's/Bisector project.

BOARD ALTERNATIVES:

1. Authorize the expenditure of \$32,125 for City expansion of the Wi Fi system.
2. Choose to provide funding for only one of the two expansion areas.
3. Decline to participate in the Wi Fi expansion at this time.
4. Postpone this issue to allow for further research.

Preferred Physical Network Description

Our **preferred** physical network AP layout for the Cascade Square shopping area is pictured below:



City of The Dalles Cascade Square shopping area proposed AP sites

Each AP is listed in the table below as to the type of mounting, AP, mesh vs on-net, etc. The codes below are used in the following location description table:

Location Designation (Loc Type):

- B—Building
- C -Cobra Light
- P—Period Light
- X—Other

AP Type:

- O - 7762 Omni Directional
- S -7762-S 120 Degree Sector - Requires external antennas for 5Ghz Backhaul.

Network Access Type (Net):

- M -Mesh
- N - On Net New Fiber Build
- E—On Net Existing Fiber Build

Sect. Ant – Quantity of external Sector Antennas

Omni Ant – Quantity of external Omnidirectional Antennas

QLife Net Ports – Quantity of QLife Network Ports Required from existing QLife CPE

Preferred

| AP | Location Name | AP Qty | Loc. Type | AP Type | Net | Sect. Ant. | Omni Ant. | Qlife Net Ports |
|----|-----------------|--------|-----------|---------|-----|------------|-----------|-----------------|
| 1 | Centerpointe CU | 1 | B | S | N | 1 | 0 | 1 |
| 2 | Fred Meyer | 1 | B | O | M | 0 | 0 | 0 |
| 3 | Savealot | 1 | B | O | M | 0 | 0 | 0 |
| 4 | Rivermark CU | 1 | B | O | M | 0 | 0 | 0 |
| 5 | Dutch Brothers | 1 | B | O | M | 0 | 0 | 0 |



AP Designations

On Net APs – These APs are connected directly to the City’s backbone on QLife. They are connected to a QLife switch and are generally mounted on buildings. They can either be sector antennas or omnidirectional grid antennas.

Mesh APs – These APs do not directly connect to the City’s backhaul network but rather relay their subscriber traffic through another AP. They relay all traffic through network access APs or through other mesh APs as relays to network access APs. Eventually all traffic

must reach a network access AP to access the City's fiber backbone on QLife. Installations can be either sector antennas or omnidirectional grid antennas.

Contingency Addon

| AP | Location Name | AP Qty | Loc. Type | AP Type | Net | Sect. Ant. | Omni Ant. | Qlife Net Ports |
|----|----------------------------------|--------|-----------|---------|-----|------------|-----------|-----------------|
| 1 | Columbia State Bank | 1 | B | O | N | 0 | 0 | 0 |
| 2 | Cobra Light (Cherry Heights Mid) | 1 | C | O | M | 0 | 0 | 0 |
| 3 | Cobra Light (Cherry Heights W) | 1 | C | O | M | 0 | 0 | 0 |



Cost - Detailed breakdown

| Qty | Manufacturer | Manufacture Part # | Description | Unit cost | Expanded cost | Group total |
|----------------------|--------------|--------------------|---|-----------|---------------|-------------|
| Access Points | | | | | | |
| 4 | Ruckus | 901-7762-US01 | ZoneFlex 7762 Omni 802.11abgn dual-band (2.4Ghz/5Ghz) outdoor AP's. Includes mounting kit and POE injector. Includes 3 Years of Premium Support for the ZF7762. | \$1,500 | \$6,000 | |

Preferred Physical Network Description

Our **preferred** physical network AP layout for the Safeway shopping area is pictured below:



City of The Dalles Safeway shopping area proposed AP sites

Each AP is listed in the table below as to the type of mounting, AP, mesh vs on-net, etc. The codes below are used in the following location description table:

Location Designation (Loc Type):

- B—Building
- C -Cobra Light
- P—Period Light
- X—Other

AP Type:

- O - 7762 Omni Directional
- S -7762-S 120 Degree Sector - Requires external antennas for 5Ghz Backhaul.

Network Access Type (Net):

- M -Mesh
- N - On Net New Fiber Build
- E—On Net Existing Fiber Build

Sect. Ant - Quantity of external Sector Antennas

Omni Ant – Quantity of external Omnidirectional Antennas

QLife Net Ports – Quantity of QLife Network Ports Required from existing QLife CPE

Preferred

| AP | Location Name | AP Qty | Loc. Type | AP Type | Net | Sect. Ant. | Omni Ant. | QLife Net Ports |
|----|------------------------------|--------|-----------|---------|-----|------------|-----------|-----------------|
| 1 | Columbia River Bank | 1 | B | O | E | 0 | 1 | 1 |
| 2 | Cobra Light (Mt Hood St) | 1 | C | O | M | 0 | 1 | 0 |
| 3 | Cobra Light (Cherry Heights) | 1 | C | O | M | 0 | 1 | 0 |



AP Designations

On Net APs – These APs are connected directly to the City’s backbone on QLife. They are connected to a QLife switch and are generally mounted on buildings. They can either be sector antennas or omnidirectional grid antennas.

Mesh APs – These APs do not directly connect to the City’s backhaul network but rather relay their subscriber traffic through another AP. They relay all traffic through network access APs or through other mesh APs as relays to network access APs. Eventually all traffic must reach a network access AP to access the City’s fiber backbone on QLife. Installations can be either sector antennas or omnidirectional grid antennas.