

CLACKAMAS CSOO RADIO GROUP

BUDGET COMMITTEE MEETING AGENDA BOARD OF DIRECTORS MEETING AGENDA

March 15, 2017 / 10:30AM

Meeting to be held at: CCOM - EOC 2200 Kaen Rd Oregon City, OR

Call In 800-704-9804 / Access Code: 345832#

1. Call the Board of Directors / Budget Committee meeting to Order - Chair Captain James Rhodes
2. Roll Call of Partners: (16/9)
 - a. City of Canby
 - b. City of Gladstone
 - c. City of Lake Oswego
 - d. City of Milwaukie
 - e. City of Molalla
 - f. City of Oregon City
 - g. City of Sandy
 - h. City of West Linn
 - i. Canby Fire District
 - j. Clackamas County Fire District #1
 - k. Estacada Fire District
 - l. Molalla Fire District
 - m. Sandy Fire District
 - n. Tualatin Valley Fire & Rescue
 - o. Clackamas County Sheriff
 - p. Clackamas County Health
3. *Approval of Minutes of: February 8, 2017 Board Meeting
4. Public Comment
5. Communications
6. Financial Report - John Hartsock
7. *Presentation and Acceptance of the FY 2017/2018 Proposed Budget - John Hartsock
8. Committee Reports
 - a. Executive Committee - James Rhodes
 - b. Technical - John Hartsock
 - c. Citizen Accountability - John Hartsock
9. Old Business: (* Action Item)
 - a. System Management: Ron Polluconi
 - b. Linhart - Outage / Fail Soft / Site Trunking issue
 - c. Expansion of East County System - Molalla - Ron Polluconi / John Hartsock
 - d. System Upgrade/Replacement
 - i. Microwave Upgrade Status - Ron Polluconi
 - ii. Project procurement - John Hartsock
 - iii. Project Status - John Hartsock / Ken Seymour
10. New Business: (* Action Item)
 - a. *Award Communications Tower Contract
 - b. * Award Communications Shelter Contract

- c. * Authorize Damascus Communication Site Lease
- d. Subscriber Radio Cost Recovery
- e. ISSI for State Radio Project
- f. **Next Board Meeting April 19, 2017 10:30A @ CCOM - EOC**

11. Open Agenda

12. Adjournment

CLACKAMAS C800 RADIO GROUP

Board of Directors Meeting

Meeting Minutes of the February 8, 2017 Board Meeting

Location: CCOM/EOC - 22200 Kaen Rd, Oregon City, OR

1. **C800 Board Meeting Called to Order:** The C800 Board of Directors meeting was called to order at 10:30 am by Chair Chief Fred Charlton.

2. The following were in attendance:

Canby PD / Bret Smith	Estacada Fire / Chief Bob Morrissey (phone)
Gladstone Fire / Chief Tom O'Connor	Sandy Fire / Chief Phil Schneider
City of Lake Oswego / Leslie Taylor /Chief	TVF&R / Mark Havener
Larry Goff	CCSO / Capt. James Rhodes
City of Milwaukie / Mark Dye	Clackamas County / Laurel Butman
City of Molalla / Chief Rod Lucich (phone)	CCOM / Bob Cozzie / Cheryl Bledsoe / Mark Spross
City of Oregon City / Bill Klein	Day Wireless / Bill Frey / Penni Bean /
City of Sandy / Chief Ernie Roberts	Jami Sanderson
Canby Fire / Chief Jim Davis	WCCCA + C800 / Ken Seymour / John
Clackamas Fire / Chief Fred Charlton / Deputy Chief	Hartsock
Ryan Hari	

3. **Approval of Minutes – December 21, 2016 Board Meeting:** Mark Dye made a motion to approve the minutes as submitted and second was made by Jim Davis. A unanimous vote was cast to approve the minutes.

4. **Public Comment:** None

5. **Communications:** None

6. **Financial Report – John Hartsock:** Financial report is included in the packet as of December 31, 2016.

7. **Committee Reports:**

a. Executive Committee – Fred Charlton

i. Did not meet

b. Technical – John Hartsock

i. The committee met last week and went through a number of system performance issues including the microwave system.

8. **Old Business:**

a. System Management – Ken Seymour (Ron Polluconi was unable to attend and provided the following report)

System Status:

- No Major issues at this time.

- Microwave Final Acceptance Test completed and waiting for final paper work from MNI. Still not explanation for issues that occurred on the WCCCA Loop (substantial simulcast phasing delay changes).
- Goat IR site problems have been resolved and the site has been fully restored to normal service
- Tested areas of concern in Molalla area but did not observe any areas that were substantially different from prior coverage. The Goat site does not provide 100% coverage into the Molalla area and the current system is designed as a mobile system with incidental coverage by portable radios in non-urban areas of the county.

Sawtell Site:

- Goat and Sawtell MW radios are installed and waiting for the antenna installation at the Goat end of the link. This was complete mid-January.
- Began installation of the site yesterday 2/2/2017.
- All tower work is complete.
- Equipment is set in place and wiring of RF and alarms will be performed today.
- New mounting Frame being designed for the Goat Mountain end of the MW link. This will be the only delay impacting the turn up of the Sawtell site. I don't have an install date for the frame and MW link optimization.
- Reminder this will have the same TG limitation as the Day Hill site. So only a low capacity fill in site.

Subscribers:

- Estacada Fire requesting changes to their template for changes in USFS VHF along Hwy 224.
- Just wrapping up Washington County PM's and will restart in Clackamas County spring 2017.

b. Project Procurement - John Hartsock

1. We have moved forward with the radio system RFQ. The responses are due next Friday. Ron is assembling a review committee. No date set for the meeting yet. Currently there have been no protests with the RFQ. Towers and buildings bid next Thursday.
2. Project Status – John Hartsock
 - The status is in the packet (see handout).
 - The Skyline site is still pending awaiting direction from Lake Oswego on Cooks Butte.
 - Tower mapping of existing sites is completed on 7 of 11 sites.
 - August of 2018 is still our construction completion goal date with system operational in December of 2018.

- c. Citizen Accountability Committee – Jon Hartsock
- i. Nothing new next meeting in mid-March.

9. New Business:

- a. *Election of Officers – Chair Captain James Rhodes / 1st Vice Chair Deputy Chief Ryan Hari / 2nd Vice Chair – to be elected

James Rhodes nominated Chief Bartol from Milwaukie to fill the 2nd Vice Chair. Bret Smith made a motion to elect Steve Bartol as 2nd Vice Chair and the motion was seconded by Bill Klein. A unanimous vote was cast to approve Chief Bartol for the 2nd Vice Chair.
- b. 2017 Budget Process / Appoint John Hartsock Budget Officer
 - i. The Budget Committee meeting is March 15th and the Public Hearing is April 19th.
 - ii. A motion was made by James Rhodes and seconded by Mark Havener to appoint John Hartsock as budget officer. A unanimous vote was cast in favor.
- c. *Acceptance of FY 2015/2016 Financial Audit – John Hartsock
 - i. The audit report was sent in December with no findings. A motion was made by Mark Havener and seconded by Tom O'Connor to accept the audit with a unanimous vote in favor.
- d. *Approval of Check Signing Authority – John Hartsock
 - i. Leslie Taylor made a motion to authorize James Rhodes, Ryan Hari, Steve Bartol, and Chief Fred Charlton as check signers. The motion was seconded by James Rhodes and a A motion was made by James Rhodes and seconded by Mark Havener and a unanimous vote was cast in favor.
- e. Boring Fire - Dissolution
 - i. Boring Fire has legally annexed into Clackamas Fire.
 - ii. Boring Fire has requested to terminate their C800 agreement.
- f. Hoodland Fire / Colton Fire - Partnership
 - i. Chief Ingrao advised that Hoodland Fire would like to join C800.
 - ii. Colton Fire should have the signed agreement back to C800 soon.
- g. **Next Board Meeting – March 15, 2017 10:30am at CCOM/EOC**

10. Open Agenda:

- a. Nothing to report.

11. Adjournment: Meeting was adjourned at 11:01 am by Chair Chief Fred Charlton.

Clackamas 800 Radio Group
Profit & Loss Budget vs. Actual
 July 2016 through February 2017

	Jul '16 - Feb 17	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
401-00 · Beginning Fund Balance	0.00	0.00	0.00	0.0%
405-00 · Members Contracts	58,040.00	59,640.00	-1,600.00	97.3%
410-00 · Partners Fees	819,510.00	889,980.00	-70,470.00	92.1%
415-00 · Mobile Data Devices	0.00	0.00	0.00	0.0%
420-00 · Partners Debt Service Zone Cont	95,624.00	93,689.00	1,935.00	102.1%
421-00 · Partner Debt Service Microwave	52,388.00	52,388.00	0.00	100.0%
431-00 · Interest Income	10.26	100.00	-89.74	10.3%
435-00 · Lease Revenue	17,102.84	44,368.00	-27,265.16	38.5%
440-00 · Miscellaneous Income	0.00	1,000.00	-1,000.00	0.0%
450-00 · Intergovernmental-Clackamas Co	798,716.34			
Total Income	1,841,391.44	1,141,165.00	700,226.44	161.4%
Gross Profit	1,841,391.44	1,141,165.00	700,226.44	161.4%
Expense				
605-00 · Site Rental	85,425.52	181,494.00	-96,068.48	47.1%
610-00 · Fuel/Generators	0.00	2,500.00	-2,500.00	0.0%
615-00 · HVAC Maintenance	7,646.00	10,500.00	-2,854.00	72.8%
620-00 · Landscape Maintenance	3,810.00	8,000.00	-4,190.00	47.6%
621-00 · Office Supplies	1,899.50	3,500.00	-1,600.50	54.3%
625-00 · Generator Maintenance	8,879.10	12,000.00	-3,120.90	74.0%
630-00 · UPS Maintenance	0.00	5,000.00	-5,000.00	0.0%
635-00 · Battery Maintenance	0.00	10,000.00	-10,000.00	0.0%
645-00 · Insurance	24,601.29	27,000.00	-2,398.71	91.1%
650-00 · Utilities	34,776.40	81,600.00	-46,823.60	42.6%
655-00 · Consultant Services	17,137.11	26,000.00	-8,862.89	65.9%
657-00 · Regional Radio Expense	0.00	1,500.00	-1,500.00	0.0%
660-00 · WCCCA System Fees	425,339.25	565,777.00	-140,437.75	75.2%
665-00 · Radio Maintenance Fees	24,888.20	80,000.00	-55,111.80	31.1%
667-00 · Radio Replacement Project	0.00	0.00	0.00	0.0%
670-00 · Legal Services	2,000.00	10,000.00	-8,000.00	20.0%
675-00 · Financial Services	3,105.75	10,000.00	-6,894.25	31.1%
680-00 · Audit Fees	6,175.00	8,000.00	-1,825.00	77.2%
683-00 · Capital Reserve	0.00	100,000.00	-100,000.00	0.0%
685-00 · Miscellaneous Expenses	7,074.60	3,500.00	3,574.60	202.1%
686-00 · Meeting Expenses	301.38	5,000.00	-4,698.62	6.0%
703-00 · Capital Outlay				
703-01 · Buildings & Land Improvement				
703-011 · Land Improvement	160,718.66			
703-012 · Building	1,400.00			
703-013 · Tower	12,550.53			
Total 703-01 · Buildings & Land Improvement	174,669.19			
703-02 · Radio Backbone				
703-021 · Simulcast / Master Site	3,737.31			
703-024 · Paging	168.00			
Total 703-02 · Radio Backbone	3,905.31			
703-03 · Equipment				
703-031 · Security System	1,079.96			
703-032 · DC Power	63,816.00			
Total 703-03 · Equipment	64,895.96			
703-04 · Capital Outlay Service	63,190.88			
703-00 · Capital Outlay - Other	304,436.10	15,037,000.00	-14,732,563.90	2.0%
Total 703-00 · Capital Outlay	611,097.44	15,037,000.00	-14,425,902.56	4.1%
795-00 · Debt Service	105,604.94	568,489.00	-462,884.06	18.6%
800-00 · Operating Contingency	0.00	45,000.00	-45,000.00	0.0%
Total Expense	1,369,761.48	16,801,860.00	-15,432,098.52	8.2%
Net Ordinary Income	471,629.96	-15,660,695.00	16,132,324.96	-3.0%
Net Income	471,629.96	-15,660,695.00	16,132,324.96	-3.0%

These financial statements omit substantially all disclosures required by accounting principles generally accepted in the United States of America. These financial statements have not been subjected to an audit, review, or compilation engagement, and therefore not assurance is provided on them.

Clackamas 800 Radio Group Profit & Loss Detail

February 2017

Type	Date	Num	Name	Memo	Class	Amount	Balance
Ordinary Income/Expense							
Income							
431-00 · Interest Income							
Deposit	02/28/2017			Interest		2.15	2.15
Total 431-00 · Interest Income						2.15	2.15
435-00 · Lease Revenue							
Deposit	02/24/2017		FBI	Deposit		130.00	130.00
Deposit	02/24/2017		FBI	Deposit		130.00	260.00
Invoice	02/28/2017	16-216	ODOT	Site Use Rental Pete's Januar...		2,503.00	2,763.00
Invoice	02/28/2017	16-216	ODOT	Site Use Rental Goat Mt. Jan...		4,169.84	6,932.84
Total 435-00 · Lease Revenue						6,932.84	6,932.84
450-00 · Intergovernmental-Clackamas Co							
Deposit	02/01/2017	520352	Clackamas County - Bond Related	Bond Reimbursement #1		400,000.00	400,000.00
Total 450-00 · Intergovernmental-Clackamas Co						400,000.00	400,000.00
Total Income						406,934.99	406,934.99
Gross Profit						406,934.99	406,934.99
Expense							
650-00 · Utilities							
Check	02/01/2017	EFT	PGE			195.10	195.10
Check	02/01/2017	EFT	PGE			363.15	558.25
Check	02/03/2017	EFT	PGE			544.98	1,103.23
Check	02/07/2017	EFT	PGE			432.23	1,535.46
Check	02/14/2017	EFT	PGE			351.90	1,887.36
Check	02/15/2017	EFT	PGE			328.94	2,216.30
Check	02/15/2017	EFT	PGE			477.08	2,693.38
Check	02/15/2017	EFT	PGE			489.12	3,182.50
Check	02/22/2017	EFT	PGE			491.95	3,674.45
Total 650-00 · Utilities						3,674.45	3,674.45
655-00 · Consultant Services							
Bill	02/27/2017	C800 2...	CIWD			100.00	100.00
Bill	02/27/2017		Hartsock Project Mgmt.			2,545.70	2,645.70
Total 655-00 · Consultant Services						2,645.70	2,645.70
665-00 · Radio Maintenance Fees							
Bill	02/27/2017	427438	Day Wireless Systems Inc.			12,000.00	12,000.00
Total 665-00 · Radio Maintenance Fees						12,000.00	12,000.00
675-00 · Financial Services							
Check	02/13/2017	EFT	Clackamas County Bank			26.00	26.00
Check	02/28/2017			Service Charge		14.95	40.95
Total 675-00 · Financial Services						40.95	40.95
686-00 · Meeting Expenses							
Bill	02/27/2017	16334...	Pamplin Media Group	Meeting expense		301.38	301.38
Total 686-00 · Meeting Expenses						301.38	301.38
703-00 · Capital Outlay							
703-01 · Buildings & Land Improvement							
703-011 · Land Improvement							
Bill	02/05/2017	4	3dB Communications LLC		30	11,000.00	11,000.00
Bill	02/18/2017	7009	Securasite LLC		16 Canby	637.50	11,637.50
Bill	02/18/2017	7012	Securasite LLC		01 Carver	12.96	11,650.46
Bill	02/18/2017	7013	Securasite LLC		01 Carver	1,218.75	12,869.21
Bill	02/18/2017	7005	Securasite LLC		03 Damascus	28.62	12,897.83
Bill	02/18/2017	7010	Securasite LLC		25 Lake Oswego	47.52	12,945.35
Bill	02/18/2017	7011	Securasite LLC		25 Lake Oswego	806.25	13,751.60
Bill	02/18/2017	7008	Securasite LLC		09 Sandy	943.75	14,695.35
Bill	02/18/2017	7006	Securasite LLC		04 Wilsonville T...	11.34	14,706.69
Bill	02/18/2017	7007	Securasite LLC		04 Wilsonville T...	2,643.75	17,350.44
Bill	02/18/2017	7004	Securasite LLC		03 Damascus	1,175.00	18,525.44
Bill	02/27/2017	47251...	Chicago Title Company of Oregon		03 Damascus	250.00	18,775.44
Bill	02/27/2017	8192	Loren P. Bell PC	Legal services	16 Canby	889.70	19,665.14
Bill	02/27/2017	8284	Loren P. Bell PC	Legal services	16 Canby	1,887.90	21,553.04
Bill	02/27/2017	16042-3	McKay Consulting		12 Crutcher Ben...	300.00	21,853.04
Total 703-011 · Land Improvement						21,853.04	21,853.04
703-012 · Building							
Bill	02/27/2017	587384	Day Wireless Systems Inc.		24 Sawtell Fire ...	1,400.00	1,400.00
Total 703-012 · Building						1,400.00	1,400.00
703-013 · Tower							
Bill	02/27/2017	427887	Day Wireless Systems Inc.		24 Sawtell Fire ...	4,350.53	4,350.53
Bill	02/27/2017	428002	Day Wireless Systems Inc.		23 Goat Mountain	1,800.00	6,150.53
Total 703-013 · Tower						6,150.53	6,150.53
Total 703-01 · Buildings & Land Improvement						29,403.57	29,403.57

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**Clackamas 800 Radio Group
Profit & Loss Detail**

February 2017

Type	Date	Num	Name	Memo	Class	Amount	Balance
703-02 · Radio Backbone							
Bill	703-024 · Paging 02/27/2017	14566...	Oregon Dept Consumer & Business ...		30	168.00	168.00
	Total 703-024 · Paging					168.00	168.00
	Total 703-02 · Radio Backbone					168.00	168.00
	Total 703-00 · Capital Outlay					29,571.57	29,571.57
	Total Expense					48,234.05	48,234.05
	Net Ordinary Income					358,700.94	358,700.94
Net Income						358,700.94	358,700.94

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Clackamas 800 Radio Group

Trial Balance

03/07/17

As of February 28, 2017

Accrual Basis

	Feb 28, 17	
	Debit	Credit
115-00 · Cash/Checking Account	77,837.06	
11000 · Accounts Receivable	9,885.00	
120-00 · Member Fees Receivable	0.00	
12000 · Undeposited Funds	0.00	
150-00 · Prepaid Expenses	0.00	
160-00 · Buildings and Towers	10,522,952.20	
165-00 · Radio Backbone	2,520,898.80	
166-00 · Equipment	704,983.00	
167-00 · Work In Progress	0.00	
175-00 · Accumulated Depreciation		7,086,855.79
201-00 · Accounts Payable	0.00	
201-02 · Other Accounts Payable	0.00	
210-00 · Reimb due Clackamas County	0.00	
438-00 · Microwave Loan	0.00	
300-00 · Fund Balance	0.00	
310-00 · Investment in Fixed Assets		6,661,978.21
320-00 · Retained Earnings, Prior	383,907.90	
405-00 · Members Contracts		58,040.00
410-00 · Partners Fees		819,510.00
415-00 · Mobile Data Devices	0.00	
420-00 · Partners Debt Service Zone Cont		95,624.00
421-00 · Partner Debt Service Microwave		52,388.00
431-00 · Interest Income		10.26
435-00 · Lease Revenue		17,102.84
450-00 · Intergovernmental-Clackamas Co		798,716.34
605-00 · Site Rental	85,425.52	
615-00 · HVAC Maintenance	7,646.00	
620-00 · Landscape Maintenance	3,810.00	
621-00 · Office Supplies	1,899.50	
625-00 · Generator Maintenance	8,879.10	
645-00 · Insurance	24,601.29	
650-00 · Utilities	34,776.40	
655-00 · Consultant Services	17,137.11	
660-00 · WCCCA System Fees	425,339.25	
665-00 · Radio Maintenance Fees	24,888.20	
670-00 · Legal Services	2,000.00	
675-00 · Financial Services	3,105.75	
680-00 · Audit Fees	6,175.00	
685-00 · Miscellaneous Expenses	7,074.60	
686-00 · Meeting Expenses	301.38	
703-00 · Capital Outlay	304,436.10	
703-00 · Capital Outlay:703-01 · Buildings & Land Improvement:703-011 · Land Improvement	160,718.66	
703-00 · Capital Outlay:703-01 · Buildings & Land Improvement:703-012 · Building	1,400.00	
703-00 · Capital Outlay:703-01 · Buildings & Land Improvement:703-013 · Tower	12,550.53	
703-00 · Capital Outlay:703-02 · Radio Backbone:703-021 · Simulcast / Master Site	3,737.31	
703-00 · Capital Outlay:703-02 · Radio Backbone:703-024 · Paging	168.00	
703-00 · Capital Outlay:703-03 · Equipment:703-031 · Security System	1,079.96	
703-00 · Capital Outlay:703-03 · Equipment:703-032 · DC Power	63,816.00	
703-00 · Capital Outlay:703-04 · Capital Outlay Service	63,190.88	
795-00 · Debt Service	105,604.94	
TOTAL	15,590,225.44	15,590,225.44

Clackamas 800 Radio Group

Balance Sheet

As of February 28, 2017

03/07/17

Accrual Basis

	<u>Feb 28, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
115-00 · Cash/Checking Account	77,837.06
Total Checking/Savings	<u>77,837.06</u>
Accounts Receivable	
11000 · Accounts Receivable	9,885.00
Total Accounts Receivable	<u>9,885.00</u>
Total Current Assets	87,722.06
Fixed Assets	
160-00 · Buildings and Towers	10,522,952.20
165-00 · Radio Backbone	2,520,898.80
166-00 · Equipment	704,983.00
175-00 · Accumulated Depreciation	-7,086,855.79
Total Fixed Assets	<u>6,661,978.21</u>
TOTAL ASSETS	<u>6,749,700.27</u>
LIABILITIES & EQUITY	
Equity	
310-00 · Investment in Fixed Assets	6,661,978.21
320-00 · Retained Earnings, Prior	-383,907.90
Net Income	471,629.96
Total Equity	<u>6,749,700.27</u>
TOTAL LIABILITIES & EQUITY	<u>6,749,700.27</u>

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Clackamas 800 Radio Group
A/R Aging Detail
 As of February 28, 2017

Type	Date	Num	Name	Due Date	Aging	Open Balance
Current						
Total Current						
1 - 30						
Payment	02/03/2017	86787	West Linn			-2,940.00
Total 1 - 30						-2,940.00
31 - 60						
Total 31 - 60						
61 - 90						
Total 61 - 90						
> 90						
Payment	11/20/2015	079530	City of Gladstone - Fire			-1,200.00
Invoice	07/28/2016	16-201	Clackamas County - Juvenile Dept	07/28/2016	215	1,680.00
Invoice	07/28/2016	16-203	Clackamas River Water District	07/28/2016	215	6,720.00
Invoice	08/18/2016	16-211	West Linn	08/18/2016	194	32,625.00
Credit Memo	10/13/2016	16-212	Clackamas County FD #1	10/13/2016	138	-27,000.00
Total > 90						12,825.00
TOTAL						9,885.00

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11300 SE Fuller Rd
Milwaukie, Oregon 97222
(503) 780-4806

Clackamas 800 Radio Group

Fiscal Year 2017 / 2018

Proposed Budget

March 15, 2016



11300 SE Fuller Rd
Milwaukie, Oregon 97222
(503) 780-4806

C800 Budget Calendar 2017
January 11, 2016

- | | |
|-----------------------|--|
| February 8, 2017 | Appoint John Hartsock Budget Officer |
| February 20, 2017 | Publish 1st Notice of Budget Committee Meeting |
| March 6, 2017 | Publish 2nd Notice of Budget Committee Meeting |
| March 15, 2017 | Budget Committee Meeting |
| April 10, 2017 | Publish Notice of Budget Hearing |
| April 19, 2017 | Public Budget Hearing |
| June 30, 2017 | Submit Budget Document to County Clerk |



11300 SE Fuller Rd
Milwaukie, Oregon 97222
(503) 780-4806

2017/2018 BUDGET MESSAGE

BACKGROUND

The City of Canby, City of Gladstone, City of Lake Oswego, City of Milwaukie, City of Molalla, City of Oregon City, City of Sandy, City of West Linn, Canby Fire District, Clackamas Fire District Number 1, Estacada Fire District, Molalla Fire District, Sandy Fire District, Tualatin Valley Fire and Rescue, Clackamas County Sheriff, Clackamas County Health (herein after "Partners") manage an ORS 190 organization named CLACKAMAS 800 RADIO GROUP (C800). The purpose of the CLACKAMAS 800 RADIO GROUP is to own and operate an effective and cost efficient 800MHz public safety communications system to benefit and protect the citizens of Clackamas County.

The organizational and governance format provides an effective approach to public safety communications benefiting law enforcement, fire fighters, emergency medical service providers and the public they serve through a cooperative, partner-managed, information sharing, and communication systems/operations.

This is the sixteenth budget for C800. An initial budget was prepared in FY 2001/2002 but due to the system not being completed there were no operational funds expended. The system became operational in FY 2002/2003 and operational funds were collected and expended.

Clackamas County on behalf of C800 constructed the original 800MHz radio system. Washington County Consolidated Communications Agency (WCCCA) provides technical management and maintains the radio system under an Intergovernmental Agreement.

GOAL

The goal of C800 is to provide:

***"AN EFFECTIVE PUBLIC SAFETY VOICE AND DATA
RADIO COMMUNICATIONS SYSTEMS OPERATING
AT MAXIMUM EFFICIENCY -- DELIVERING
QUALITY SERVICE -- IN THE MOST COST
EFFECTIVE MANNER."***

FUNCTION OF THE CLACKAMAS 800 RADIO GROUP

CLACKAMAS 800 RADIO GROUP is performing the following functions:

- A. Implementation of the goals and objectives as established by the C800 Board of Directors including development and implementation of long range plans to the extent funds are appropriated for that purpose by the Partners.
- B. Adoption of an annual budget and approval of budget modifications as required.
- C. Review and evaluate efforts for effectiveness and conformance with established objectives short and long term.
- D. Approval of new Partners.
- E. Approval of Members who will utilize the radio system and determination of a fee schedule for this use.
- F. Approval of future phases of the Radio System build out including funding strategies for capital and operating costs, recognizing that this power of C800 does not obligate the Partners to participate in the funding or management of future phases assets.
- G. Select personnel as deemed appropriate or required for C800's operations.
- H. Resolve operating problems of the Radio System as brought before the C800 Board.

EXPLANATION OF BUDGET

To enable C800 to perform the above, the Board has directed that a budget be prepared as is allowed under statute for the ORS 190 organization. This is a "Council of Government Budget Process" per ORS 294.900 through ORS 294.930 (as amended 2012). As an ORS 190 organization, CLACKAMAS 800 RADIO GROUP is not permitted to levy taxes.

The revenue for the agency is derived from its Partner contributions, fees and charges instituted for other system users, site use agreements with other entities, grants, and loans.

The Board has adopted a funding formula based upon the number of radios programmed on the system. This formula takes the approved operating cost for C800 and divides it by the number of radios programmed onto the system. This per radio cost is then multiplied against the number of radios programmed by a particular agency on the system thus deriving that agency's cost.

FINANCIAL POLICY

The financial policy of C800 is to run a fiscally sound cost conscience as well as an effective customer service organization. C800 operates on a modified accrual basis for accounting. The Board authorized the retention of the firm Talbot, Korvola, & Warwick, LLP to provide accounting services. Clackamas Fire District provides oversight of payments made on C800's behalf.

C800's budget is being used to operate and maintain the radio system as well as to shape the agency and determine its long-term mission and objectives. Washington County Consolidated Communications Agency (WCCCA) provides technical system management and maintenance of the radio system through an Intergovernmental Agreement with C800.

Personnel loaned by the Partners, consultants, and various vendors perform other duties and services required. Currently there are no personnel retained by the C800 as employees.

FINANCIAL POLICY FEATURES

As outlined above services for the agency will be contracted for or provided by other governmental entities, private sector resources, or Partner agencies by direction of the Board. Likewise, the Board will approve material and service costs as required.

CHANGES FROM PREVIOUS BUDGET

The following outlines the changes from the approved FY 2016/2017. Materials and Services have increased by 16.2%. Changes include: a) annual increases in radio site property leases in accordance with lease terms and additional sites (27.6 %); b) HVAC maintenance cost due to the age of the machines (15.4%) c) insurance cost (17.9%) d) utility costs (7.1%); e) WCCCA system fees have increased (28.1%) due to the addition of additional technician and a re-assessment of overhead cost; f) radio maintenance cost due to aging equipment (33.3%); g). estimated legal fees due to the bond measure (33.3%)

In Fiscal Year 2016/2017 Clackamas County, on behalf of C800, placed a general obligation bond measure for \$59million, and it was approved at the May 17, 2016 election. The is for the implementation of the radio system replacement project. Clackamas County placed this issue on the ballot as an ORS 190 C800 cannot place a bond on the ballot. The FY 16/17 budget was revised in December of 2017 to reflect this funding.

C800 and WCCCA are jointly working on the radio replacement project which includes upgrading the current radio system from analog to digital, improving coverage, and enhancing performance. This is due to system age, technology advancements, and the inability to support the current system into the future.

The per radio cost has increased from the FY 16/17 cost of \$420 per radio to \$470 per radio. In addition, there is a \$64.84 cost per radio for the zone controller upgrade that will expire in 2019/2020.

CHANGES IN FINANCIAL POLICY

A financial policy has been prepared and approved by Board and there have been no changes.

CONCLUSION

Clackamas 800 Radio Group continues to be an excellent opportunity for the political and public safety jurisdictions; and public safety answering points and dispatch centers; fire and law enforcement and emergency medical service providers; and the citizens of Clackamas County, its cities and districts served by C800. Last year we improved coverage in the Molalla and Estacada areas. As outlined above C800 is participating with WCCCA to plan and now start implementation for the upgrade to the Public Safety voice and data radio system across Clackamas and Washington County.

The City of Milwaukie joined C800 in FY 2016/ 2017. It is anticipated that the Colton Fire District, and Hoodland Fire District will join C800 in FY 2017/2018, and they are included in this budget.

Similar organizations in Lane County, Multnomah County, and Washington County have been effective, efficient organizations providing higher levels of service more cost effectively as a group than individually.

CLACKAMAS 800 RADIO GROUP will provide:

"Superiority in Emergency Communications – because a life is reason enough"

Clackamas 800 Radio Group

March 10, 2017

FY 2017 / 2018 Budget

DRAFT

Revenue

Account #	Account Description	Actual FY14/15	Actual FY 15/16	Estimated Final FY 16/17	Proposed FY17/18	Approved by Budget Committee	Adopted by Governing Board	
401-00	Cash Resources	512,670	473,340	21,238	58,323,053			
405-00	Members Contracts	44,400	in 410	58,040	66,740			15.0%
410-00	Partners Fees	849,600	864,200	819,510	995,930			21.5%
415-00	Mobil Data Devices	3,740	in 410	0	0			
420-00	Partners Debt Service Zone Controller	93,689	93,689	95,624	93,689			-2.0%
421-00	Partners Debt Service Microwave	0	52,016	52,388	0			
431-00	Interest Income	38	55	0	100			
435-00	Lease Income	119,361	41,154	44,368	45,000			1.4%
440-00	Miscellaneous Income	0	0	0	1,000			
	Microwave Loan Proceeds	0	410,246	0	0			
	Subscriber Radio Payments	0	1,427,063	0	0			
	Bond Proceeds - Taxable	0	0	5,845,000	0			
	Bond Proceeds - Non Taxable			53,155,000	0			
	Bond Premiums - Taxable			17,913	0			
	Bond Premiums - Non Taxable			7,147,881	0			
	CC Title 3 Grant - Timber	116,664	0	0	0			
	Prepaid expense (WCCCA) 15/16	136,183	0	0	0			
	Prepaid expense (WCCCA) 14/15	(120,027)	0	0	0			
	Total Revenue	1,756,318	3,361,763	67,256,962	59,525,512	0	0	

Expense

Account #	Account Description	Actual FY14/15	Actual FY 15/16	Estimated Final FY 16/17	Proposed FY17/18	Approved by Budget Committee	Adopted by Governing Board
Personnel							
	Salary	0	0	0	0	0	0
	Benefits	0	0	0	0	0	0
	Total Personnel	0	0	0	0	0	0

Clackamas 800 Radio Group

March 10, 2017

FY 2017 / 2018 Budget

DRAFT

Expense

Account #	Account Description	Actual FY14/15	Actual FY 15/16	Estimated Final FY 16/17	Proposed FY17/18	Approved by Budget Committee	Adopted by Governing Board	
Materials and Services								
605-00	Site Rental	180,923	146,862	249,346	211,702			27.6%
610-00	Fuel / Generators	1,500	0	500	1,500			200.0%
615-00	HVAC Maintenance	3,000	1,979	7,800	9,000			15.4%
620-00	Landscape Maintenance	11,000	3,650	4,500	5,000			11.1%
621-00	Office Supplies	2,200	3,792	2,500	3,000			20.0%
625-00	Generator Maintenance	14,500	7,409	8,879	8,000			-9.9%
630-00	UPS Maintenance	1,500	1,500	0	5,000			
635-00	Battery Maintenance	2,000	32,424	0	5,000			
645-00	Insurance	21,000	22,566	24,601	29,000			17.9%
650-00	Utilities	50,000	61,967	70,000	75,000			7.1%
665-00	Consultant Services	16,000	21,377	26,000	30,000			15.4%
657-00	Regional Radio	0	0	0	1,500			
660-00	WCCCA System Fees	490,600	528,134	565,777	724,673			28.1%
665-00	Radio Maintenance Fees	69,000	79,245	30,000	40,000			33.3%
667-00	Radio Replacement Proj	35,000	89,307	0	0			
	Meeting Expense / Web			500	2,500			400.0%
670-00	Legal Services	1,500	8,680	3,000	6,000			100.0%
675-00	Financial Services	6,000	5,828	6,000	8,000			33.3%
680-00	Audit Fees	6,400	6,490	6,175	8,000			29.6%
685-00	Miscellaneous Cost	1,500	1,054	7,200	3,500			-51.4%
	Total Material and Services	913,623	1,022,264	1,012,778	1,176,375	0	0	16.2%
Expense								
Account #	Account Description	Actual FY14/15	Actual FY 15/16	Estimated Final FY 16/17	Proposed FY17/18	Approved by Budget Committee	Adopted by Governing Board	
683-00	Capital Reserve	30,000	0	0	100,000			
703-00	Capital Outlay	400,000	2,205,642	650,000	15,000,000			
795-00	Debt Service	94,000	112,529	105,337	94,000			
800-00	Operating Contingency	0	0	0	50,000			
	Ending Fund Balance	287,911	21,328	58,323,053	43,105,137			
	Bond Premium Reserve			7,165,794	7,165,794			
Page 2	TOTAL EXPENSE	1,725,534	3,361,763	67,256,962	59,525,512	0	0	

CLACKAMAS COUNTY 800 MHZ RADIO SYSTEM

Cost Allocation FY 17/18

March 10, 2017

PARTNER AGENCIES	Attention	TOTAL VOICE RADIOS FY 17/18	Annual Operating Cost per voice radio @	MOBILE Data Radio	Zone Controller Debt Service Payment 6 of 7	Total Annual Cost	FY 17/18 Increase		FY 16/17 Cost
			\$ 470.00						
Clackamas County Health (AMR)	Larry McDaniels	25	11,750	0	1,621	13,371	1,250	10.3%	12,121
Boring Fire Dist.	DeAnn Henry	55	25,850	0	3,681	29,531	2,750	10.3%	26,781
Canby Fire	Jim Davis	62	29,140	0	3,287	32,427	3,100	10.6%	29,327
Canby Police	Bret Smith	61	28,670	0	3,418	32,088	3,050	10.5%	29,038
Clackamas Sheriff	Nancy Artmann	638	299,860	0	36,152	336,012	31,900	10.5%	304,112
Clackamas Fire Dist. #1	DeAnn Henry	268	125,960	0	12,226	138,186	13,400	10.7%	124,786
Colton Fire		34	15,980	0		15,980	0	100.0%	0
Estacada Fire	Bob Morrisey	47	22,090	0	2,016	24,106	2,350	10.8%	21,756
Gladstone Police	Jim Pryde	35	16,450	0	1,358	17,808	1,750	10.9%	16,058
Gladstone Fire	Mike Funk	49	23,030	0	1,797	24,827	2,450	10.9%	22,377
Lake Oswego Police	Leslie Taylor	103	48,410	0	4,645	53,055	5,150	10.8%	47,905
Lake Oswego Fire	Leslie Taylor	87	40,890	0	4,031	44,921	4,350	10.7%	40,571
Lake Oswego Public Works	Leslie Taylor	76	35,720	0	0	35,720	3,800	11.9%	31,920
Milwaukie Police		90	42,300	0		42,300	0	100.0%	0
Milwaukie Public Works		46	21,620	0	0	21,620	0	100.0%	0
Molalla Police	Rod Lucich	33	15,510	0	1,534	17,044	1,650	10.7%	15,394
Molalla Fire	Vince Stafford	64	30,080	0	3,067	33,147	3,200	10.7%	29,947
Oregon City Police	Jim Bend	91	42,770	0	4,075	46,845	4,550	10.8%	42,295
Sandy Fire	Phil Schneider	84	39,480	0	4,207	43,687	4,200	10.6%	39,487
Sandy Police	Kim Yamashita	45	21,150	0	1,490	22,640	2,250	11.0%	20,390
West Linn Police	Niel Hennley	63	29,610	0	3,769	33,379	3,150	10.4%	30,229
West Linn Public Works	Niel Hennley	50	23,500	0	0	23,500	2,500	11.9%	21,000
TVF&R / West Linn Fire	accountspayable@tvfr.com	13	6,110	0	1,315	7,425	650	9.6%	6,775
TOTAL		2,119	995,930	0	93,689	1,089,619	177,350	19.4%	912,269

CLACKAMAS COUNTY 800 MHZ RADIO SYSTEM

Cost Allocation FY 17/18

March 10, 2017

MEMBER AGENCIES		TOTAL VOICE RADIOS FY 17/18	Annual Operating Cost per voice radio @	MOBILE Data Radio	Zone Controller Debt Service Payment 6 of 7	Total Annual Cost	FY 17/18 Increase		FY 16/17 Cost
Boring Water District	Larry Alexander	2	940	0		940	100	11.9%	840
CC Community Corrections	Cris Hoy	53	24,910	0		24,910	2,650	11.9%	22,260
CC District Attorney	Sarah Brown	3	1,410	0		1,410	150	11.9%	1,260
CC Dog Services		5	2,350	0		2,350	2,100		0
Clackamas Co Transp/Weigh	Joe Marek	19	8,930	0		8,930	950	11.9%	7,980
Clackamas Co Code/Environ	Sandy Hamilton	4	1,880	0		1,880	200	11.9%	1,680
CC Medical Examiner	Cathy Phelps	4	1,880	0		1,880	200	11.9%	1,680
CC Juvenile	Ellen Crawford	4	1,880	0		1,880	200	11.9%	1,680
CC Community College	Bob Cochran	0	-	0		0	0		0
City of Damascus	Gene Green	0	-	0		0	0		0
City of Happy Valley	Steve Campbell	11	5,170	0		5,170	550	11.9%	4,620
Clackamas River Water	Lee Moore	16	7,520	0		7,520	800	11.9%	6,720
Lake Oswego Lake Corp	Christian Stauffer	8	3,760	0		3,760	400	11.9%	3,360
Sunrise Water Authority	Kim Anderson	12	5,640	0		5,640	600	11.9%	5,040
Willamette Shore Trolley	John Nagy	1	470	0		470	50	11.9%	420
TOTAL		142	66,740	0		66,740	7,100	11.9%	59,640

2,261

0

WCCCA

CCOM		139	0	2		0
LOCOM		34	0	0		0

CLACKAMAS COUNTY

800

MHz RADIO SYSTEM

NUMBER OF PUBLIC SAFETY RADIOS

March 10, 2017

AGENCY	Radios		MDT'S	
	USER	WCCCA	USER	WCCCA
Partners				
Clackamas County / AMR	25	25	0	0
Boring Fire Dist.	83	83	0	0
Canby Fire	66	66	0	0
Canby Police	60	60	0	0
Clackamas Sheriff	665	665	0	0
Clackamas Fire Dist. #1	311	311	0	0
Colton Fire	34	34	0	0
Estacada Fire	47	47	0	0
Gladstone Police	36	36	0	0
Gladstone Fire	50	50	0	0
Hoodland Fire	29	29		
Lake Oswego Police	106	106	0	0
Lake Oswego Fire	87	87	0	0
Lake Oswego Public Works	76	76	0	0
Milwaukie Police	92	92	0	0
Milwaukie Public Works	46	46	0	0
Molalla Police	33	33	0	0
Molalla Fire	73	73	0	0
Oregon City Police	91	91	0	0
Sandy Fire	70	70	0	0
Sandy Police	46	46	0	0
West Linn Police	65	65	0	0
West Linn Public Works	43	43	0	0
West Linn Fire / TVF&R	13	13	0	0
Total Partners	2,247	2,247	0	0
Members	USER	WCCCA	USER	WCCCA
Boring Water District	2	2	0	0
CC Comm Corrections	53	53	0	0
CC District Attorney	3	3	0	0
CC Dog Services	5	5	0	0
Clackamas County Transp	19	19	0	0
Clackamas Cnty Code/Envi	4	4	0	0
CC Medical Examiner	4	4	0	0
CC Juvenile	4	4	0	0
CC Community College	0	0	0	0
City of Damascus	0	0	0	0
City of Happy Valley	11	11	0	0
Clackamas River Water	16	16	0	0
Lake Oswego Lake Corp	8	8		0
Sunrise Water Authority	12	12	0	0
Willamette Trolley	1	1	0	0
Total Members	142	142	0	0
TOTAL BILLABLE	2,389	2,389	0	0
C800 Total	2,389		WCCCA Total	2,389
			WCCCA Billing	

CLACKAMAS COUNTY

800

MHz RADIO SYSTEM

NUMBER OF PUBLIC SAFETY RADIOS

Mutual Aid				
Aurora Fire	15	15	0	
CC Emergency Mgmt	10	10	0	
Monitor Fire	10	10	0	
ODFW	0	7	0	
USFS	14	14	0	
Total Mutual Aid	49	56	0	
GRAND TOTAL	2,438	2,445	0	
			2,438	
CCOM	139	145	2	
LOCOM	34	34	0	
Total w/ Dispatch	2,611	2,624	2	

2,613

800 MHz RADIO SYSTEM

Radio Site Locations - Site Lease Cost

March 10, 2017

1	Carver	0.00
2	Skyland	11,124.00
3	Damascus	14,832.00
4	Wilsonville	12,360.00
5	Mt Scott	0.00
6	Mt View Water Tank	0.00
7	Petes Mountain	16,150.42
8	Polivka	6,721.16
9	Sandy	12,360.00
10	View Acres	71,277.54
11	Brightwood	0.00
12	Crutcher	0.00
13	Tom Dick & Harry	0.00
14	Lindhart	0.00
15	Timberline	0.00
16	Canby	12,360.00
17	Day Hill	16,390.91
18	Highland	0.00
19	Redland Rd	13,178.74
20	Angel Falls	0.00
21	Oak Grove	0.00
22	Whalehead	0.00
23	Goat Mountain	24,947.14
24	Sawtell	0.00
25	LO#2	0.00
26	Lake Oswego / Canterbury	In WCCCA Cost
	Total	\$ 211,701.90

OWNER	LOCATION Site Address	Lease Cost	Lease Terms	2017/18 Payment	Payment Due	Lease Renewal
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1		Carver			\$ -	
2	Lindquist GC LLC PO Box 42135 Portland, OR 97242 Stuart Lindquist	Skyland Parcel 21E15AC01400 97034	\$10,800 Per Year 3% per year escalation / Due Jan 1	Signed 5/5/2016 10 years w/ 4 - 5 year options	\$ 11,124.00	5/5/2026 5/5/2031 5/5/2036 5/5/2041
3	Nicholas and McKenie Chully 9330 SE Wooded Hills Ct Damascus, Or 97089	Damascus Tax Lot 13E28B- 01401	\$14,400 Per Year 3% per year escalation / Due Jan 1	Signed 2/20/2017 10 years w/ 4 - 5 year options	\$ 14,832.00	
4	City of Wilsonville 25799 SW Town Center Loop E Wilsonville 97070	Tax lot 502, Section 1, T3S, R1W, W.M	\$12,000 Per Year 3% per year escalation / Due Jan 1		\$ 12,360.00	
5	Oregon Department of Transportation 455 Airport Road SE Salem, OR 97301-5375 (503)731-8427 Roland Arney	Mt. Scott 10999 Ridgeway Dr Happy Valley	Trading tower space for land lease	Signed 2/1/02 25 years	\$0.00	1/31/2027
6	City of Oregon City 320 Warner Milne Rd Oregon City, OR 97045 (503) 657-0891 Nancy Kraushaar	Mt. View Water Tank 415 Mountain View St. Oregon City	\$1.00 per year System Partner	10 Year Lease / No date on lease - assume Aug 26, 2003 w/ two five year options	\$0.00	8/26/2013 8/26/2018 8/26/2023
7	BBS Property Mgmt Lewis Snader 918 Schaeffer Rd West Linn, OR 97068 (503) 705-7994	Pete's Mountain 1775 Schaeffer Rd West Linn	\$12,000 per year / 2% per year escalation - Due January 1	Signed 8/7/01 10 yrs w/ 2 5yr options	\$ 16,150.42	Jan 1, 2017 7/6/2011 7/6/16 7/6/2021

8	Boring Water Dist PO Box 66 Boring, OR 97009 (503) 663-4594 Larry Alexander	Polivka Hill Water Tank 26230 Wally Rd Boring	\$4,800 per year 2% per year escalation Due January 1	Signed 8/7/01 10 years w/ 2 - 5yr options	\$ 6,721.16	Jan 1, 2017	7/30/2011 7/30/2016 7/30/2021
9	Darren Mc Ara/Tami McAra /Brenda Tinjurn/Robert Lux 3516 Kelso Rd Boring, OR 97009	Sandy 38275 Marcy St Sandy, OR 97055	\$12,000 Per Year 3% per year escalation / Due Jan 1	Signed 9/195/2016 10 years w/ 4 - 5 year options	\$ 12,360.00		
10	Oak Lodge Water District 14496 SE River Road, Milwaukie OR 97267 (503) 654-7765 Katherine Willis	View Acres 4410 SE View Acres Milwaukie	\$3,000 per month / 5% per year escalation - Starts 5/1/05 due to prepayment	Signed 5/24/02 15 years w/ 2 - 5yr options	\$ 71,277.54	July 1, 2016	4/24/2017 4/24/2023 4/24/2028
11	US Dept of Interior Salem Dist Office 1717 Fabry Stree SE Salem 97306	Brightwood WM T2S R6E S14 SW1/4 NE1/4 SE1/4 NE1/4	\$0	Signed 5/1/06 20 years request new lease in 2025	\$0.00		4/1/2026
12	US Dept of Interior Salem Dist Office 1717 Fabry Stree SE Salem 97306	Crutcher Bench	\$0		\$0.00		
13	US Dept of Agriculture Forest Service Mt Hood National Forest 16400 Champion Way Sandy, OR 97055	Tom Dick & Harry	\$0		\$0.00		
14	State of Oregon Department of Forestry North Cascade District 22965 N Fork Road SE Lyons, OR 97358 Gregg Cline	Lenhart Butte Tax lot 400 SW1/4 of NW1/4 of SW1/4 of S35 T2S R5 WM	\$0	Signed 8/11/05 10 years w/ 5 year extensions	\$ -		7/11/2015 7/11/2020 7/11/2025
15	US Dept of Agriculture Forest Service Mt Hood National Forest 16400 Champion Way Sandy, OR 97055	Timberline WM S6, T 3S, R 9E	\$0	Signed 10/21/2013 29 years request new lease in 2040	\$ -		1/1/2042
16	Zimmer Family Limited Trust 28485 S Sundowner Court Canby, OR 97013	Canby Parcel # 00797828 Canby, OR 97013	\$12,000 Per Year 3% per year escalation / Due Jan 1	Signed 7/29/2016 10 years w/ 4 - 5 year options	\$ 12,360.00		
17	Cascade Utilities Inc d/b/a Reliance Connects PO Box 189 Estacada, OR 97023	23151 S. Day Hill Road Estacada, OR 97023	\$15,000 per year w/ a 3% adjustment anually	Signed 7/13/15 10Years w/ 4 5 year options	\$16,390.91	Jan 1, 2017	1/1/2025
18	US Dept of Interior Salem Dist Office 1717 Fabry Stree SE Salem 97306	Highland Butte	\$0		\$0.00		
19	Ruth E Staats Trust 20062 S. Redland Rd Oregon City, OR 97045 971 563-1983 3RvIsion@gmail.com David	Redland Road 20062 S. Redland Rd Oregon City	\$9,600 per year 2% per year escalation Due January 1	Signed 8/30/01 10 years w/ 2 - 5yr options	\$ 13,178.74	Jan 1, 2017	7/30/2011 7/30/2016 7/30/2021

20	US Dept of Agriculture Forest Service Mt Hood National Forest 16400 Champion Way Sandy, OR 97055	Angel Falls	\$0		\$0.00		
21	US Dept of Agriculture Forest Service Mt Hood National Forest 16400 Champion Way Sandy, OR 97055	Oak Grove Butte	\$0		\$0.00		
22	US Dept of Agriculture Forest Service Mt Hood National Forest 16400 Champion Way Sandy, OR 97055	Whale Head	\$0		\$0.00		
23	Weyerhaeuser Company 37904 Brewster Road Lebanon, OR 97355 Attn: Land Use Manager	Goat Mt. T55 R2E Sect 7 Lots 3900 & 4000	\$12,000 per year 5% per year escalation Due July 29	Signed 10/23/02 10 years w/ 2 - 5yr options	\$ 24,947.14	July 29, 2016	9/22/2012 9/22/2017 9/22/2022
24	Molalla Fire District 320 N Molalla Ave Molalla, OR 97038 Vince Stafford	Sawtell 36715 S Sawtell RD Molalla, OR 97038	\$0	Signed 6/6/16 5 years w/ 5- 5 year extensions	\$0.00		
25		Lake Oswego HS			\$ -		
26	WCCCA PO Box 6375 Beaverton, OR 97007 (503) 690-4911 ext 272 Dave Austin	WCCCA Site - Canterbury Lane - Share Lease/Maintenance Costs 10310 SW Canterbury Ln	Part of WCCCA IGA		In Radio Cost		None
30	Clackamas County 901 Main St, Oregon City, OR 97045 (503) 655-8581 Conty Administrator	CCOM Prime Site 2200 Kaen Rd, Oregon City	\$0 County Owned Property	No Lease	\$0.00		None
31	City of Lake Oswego 351 1st Street Lake Oswego, OR 97037 (503) 635-0252 Leslie Taylor	LOCOM Dispatch Site 351 1st Street Lake Oswego	\$0 City Owned Property	No Lease	\$0.00		None

WCCCA FY 2016/17

800 System Maintenance Cost

March 10, 2017

Description		Proposed WCCCA Budget 2017	C800 Shared Cost		WCCCA Budget 2016	C800 Shared Cost	Change	
			36.9%			27.2%		
PERSONNEL: Radio Srvc Budget, Adjusted								
<i>Personal Services: 9.59 FTE</i>								
Total Personnel		1,207,906	446,148		1,199,401	1,199,401	325,718	120,430
Materials & Services								
572	5300 Office Supplies (delivery expenses)	2,200	813		1,200	1,200	326	487
572	5301 Radio Supplies - Shop	13,000	-	WCCCA	11,712	11,712	3,181	(3,181)
572	5303 Uniforms	3,625	1,339		3,275	3,275	889	450
572	5323 Food	250	92		250	250	68	24
572	5330 Non Capital Furn & Equip	3,700	1,367	Share Related	15,200	11,400	3,096	(1,729)
572	5340 Software Upgrades	2,500	923	Share Related	12,150	12,150	3,300	(2,376)
572	5350 Fuel (Vehicles)	10,000	3,694		11,000	11,000	2,987	706
572	5360 Radio Supplies - Infrastructure (÷13 Tower Sites)	50,000	1,923	Canterbury	52,000	-	-	1,923
572	5363 M & R Vehicles	11,500	4,248		12,000	12,000	3,259	989
572	5368 M & R Computer Equipment	108,000	4,154	Canterbury	104,000	103,200	28,026	(23,872)
572	5413 Contract / Professional Services	4,500	-		26,000	-	-	-
572	5431 Admin. Telephone	4,800	1,773		4,600	4,600	1,249	524
572	5461 Training	5,600	2,068		3,800	2,000	543	1,525
572	5462 Travel and Per Diem	5,510	2,035		5,310	1,500	407	1,628
572	5500 Dues & Subscriptions	500	185		500	500	136	49
600	5300 Office Supplies (delivery expenses)	324	120		250	250	68	52
600	5330 Non Capital Furn & Equip	9,350	3,453	Share Related	4,750	4,750	1,290	2,164
600	5350 Fuel (Sites) (Diesel < ÷ 9 Propane sites for Canterbury)	28,051	1,079	Canterbury	26,000	-	-	1,079
600	5361 M & R Facility/Sites	65,800	-	Canterbury	114,500	28,000	7,604	(7,604)
600	5362 M & R Tower Sites Facilities	37,469	1,441	Canterbury	11,600	-	-	1,441
600	5365 M & R Computer Equipment	-	-	WCCCA	-	-	-	-
600	5413 Contract / Professional Services	83,300	-	WCCCA	87,100	-	-	-
600	5416 Building Maintenance	49,675	-	WCCCA	58,296	-	-	-
600	5432 Heat/Energy	4,531	174	Canterbury	6,000	-	-	174
600	5433 Electricity (actual for Cantebury from PGE billing)	125,417	4,824	Canterbury	109,221	-	-	4,824
600	5434 Water Sewer	15,964	-	WCCCA	11,100	-	-	-
600	5436 Garbage	2,436	-	WCCCA	2,100	-	-	-
600	5445 Rent for Site Leases	146,566	1	Canterbury	51,000	-	-	-
Sub-Total Materials and Services		794,568	45,201		744,914	207,787	56,428	1,441
Insurance				Total Canterbury	78,750	13,175	13,175	
Total Material and Services				13,596	823,664	220,962	69,603	-

600	Capital Outlay							
572	Battery Replace Canterbury - Bond	-						
572	APX-8000 radio for Techs (NTS)	5,000	1,847					
572	R8000 Service Monitor - Bond	-						
	4WD vehicle new tech	36,000	13,297					
	Total Capital Outlay	41,000	15,144		262,130	82,600	22,431	(7,287)
	WCCCA Overhead Allocation				2,285,195	1,502,964		
		553,943	204,603			150,296	150,296	54,307
	Totals	2,530,036			2,285,195	1,653,260	554,874	
						Canterbury	10,898	
							565,777	158,896
	Number of Radios / Total Cost / Cost per Radio	2,389	724,673	303.00	2,195	565,777	257.76	(18.31)

Use \$280.00

RADIO COUNTS		@ 2/21/17 JH 3/10/17	
WCCCA	3,992	61.7%	
C800	2,389	36.9%	
Newberg	87	1.3%	
Total System Radio Count	6,468	100.0%	

PROJECT STATUS

Emergency Communication System Upgrade (ECSU)

C800 Project Leader: John Hartsock

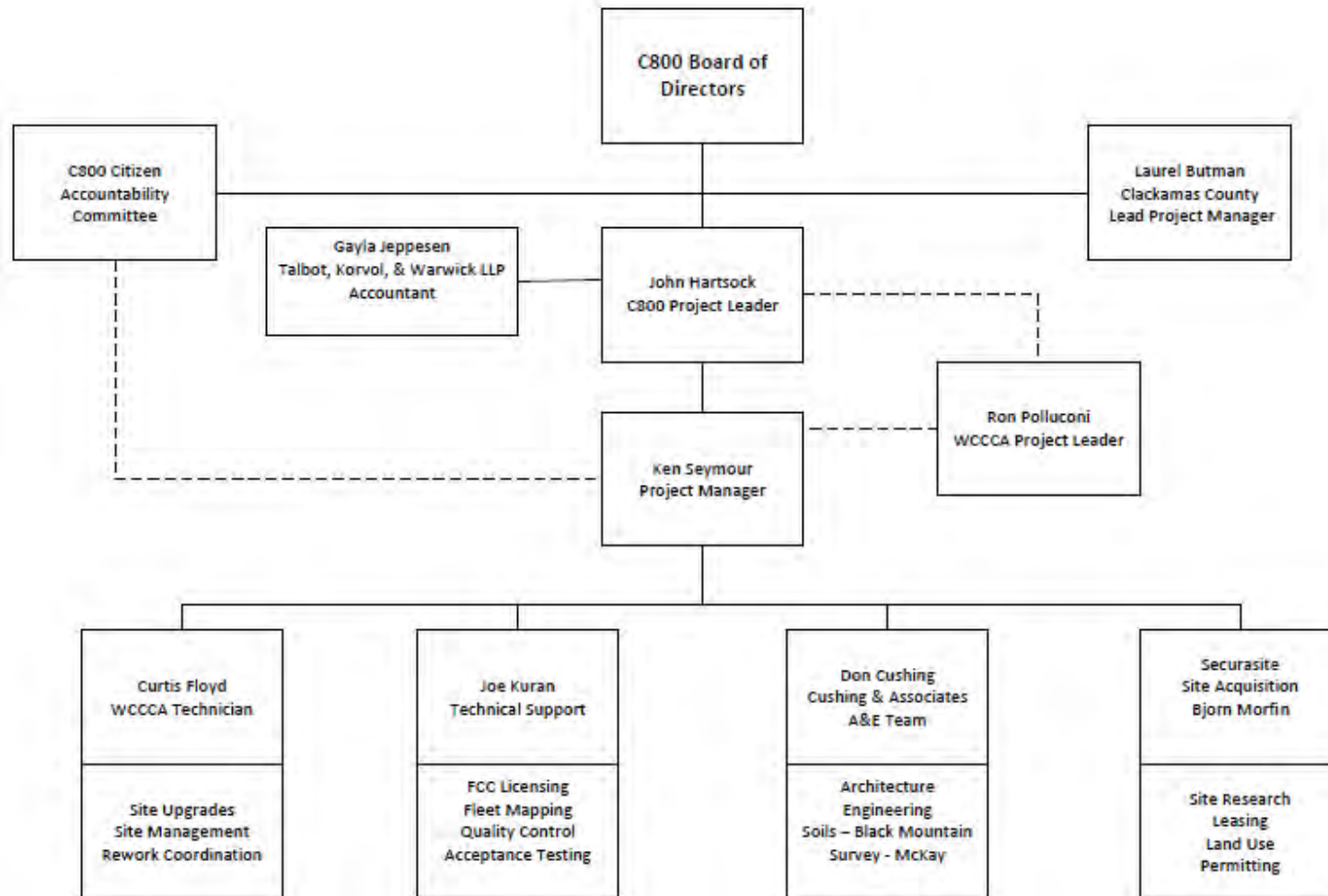
WCCCA Project Leader: Ron Polluconi

Project Manager: Ken Seymour – WCCCA/C800 Contractor

Date: March 15, 2017



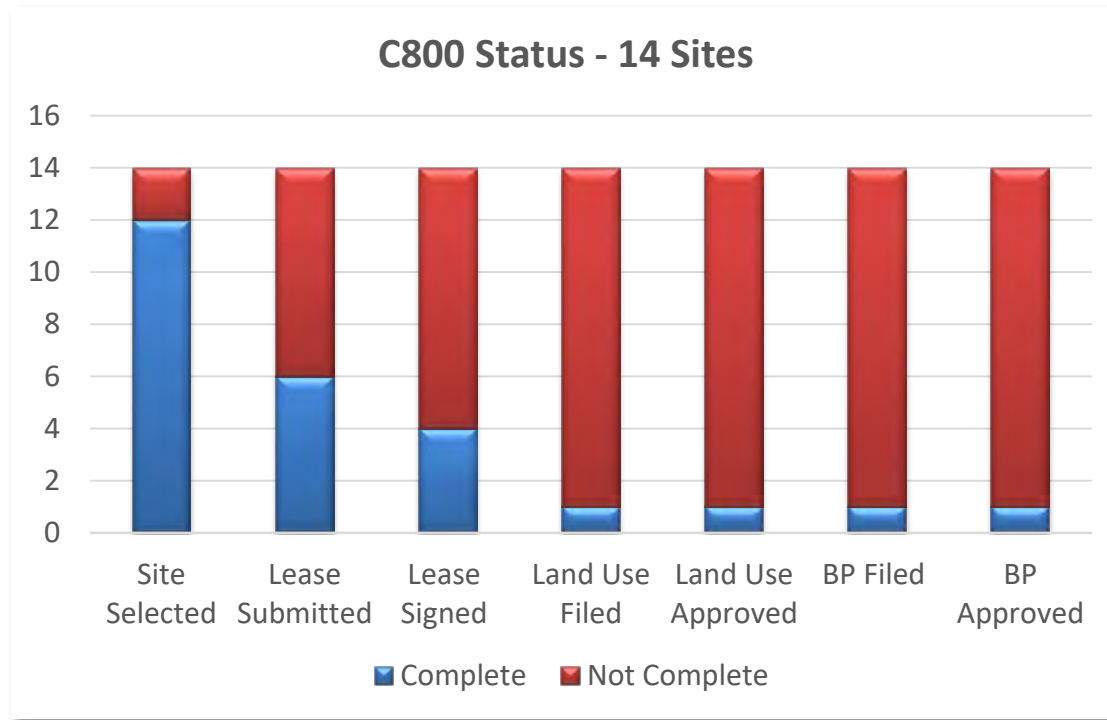
C800 ECSU Project Team



Project Status Summary

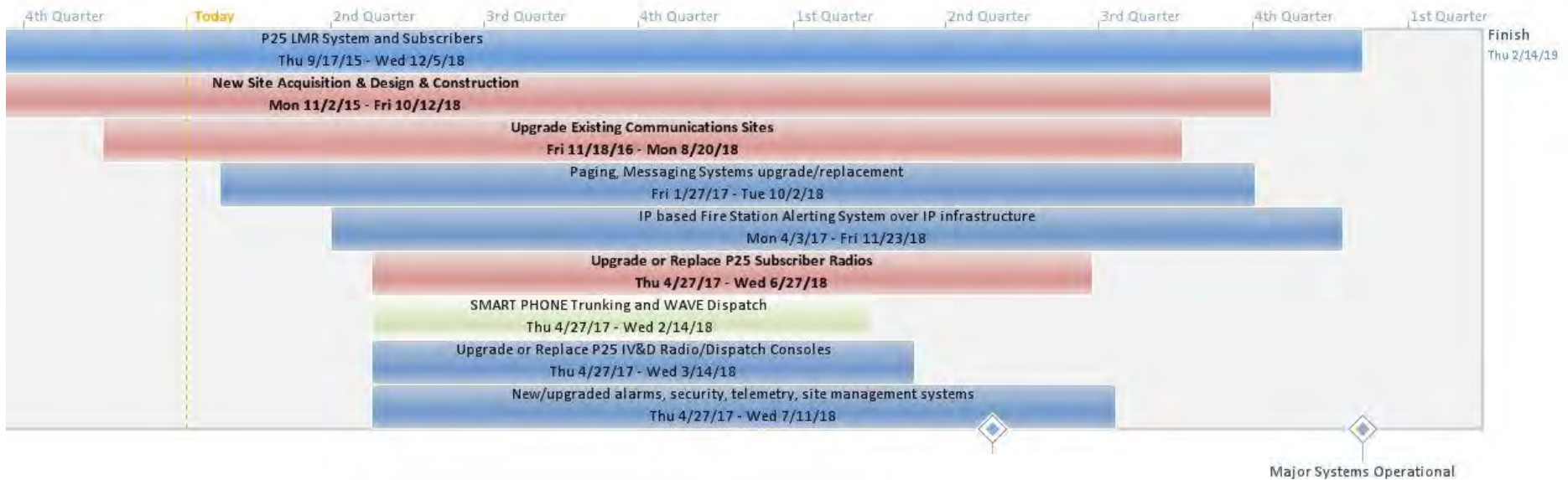
	C800
<ul style="list-style-type: none"> Site Acquisition & Design: 	<ul style="list-style-type: none"> Carver: Two new search areas issued to Site Acquisition team to investigate Carver and Lake Oswego are the only remaining new sites awaiting determination on site location
<ul style="list-style-type: none"> Construction 	<ul style="list-style-type: none"> ITB for shelters and towers closed. Selected Sabre Industries for tower vendor and GCRC for shelter vendor FAA approved proposed 180' tower height for the Wilsonville site – Land Use application can now proceed
<ul style="list-style-type: none"> LMR (Land Mobile Radio) System Procurement 	<ul style="list-style-type: none"> RFQ released for P25 Based Land Mobile Communications Equipment. Received quotes from Motorola and Harris. Selection committee meeting scheduled for April 4th and 5th

Site Acquisition Status – C800



- 4 sites are USFS / 2 BLM jurisdiction and are awaiting agency direction which is expected in early summer

Project Schedule



- New Site Design & Construction complete: August 2018
- Existing Sites Upgrade complete: June 2018
- System Operational Date: Late December 2018

C800 Radio System Upgrade Budget (1)

Project:		C800 Radio System Upgrade							
Date Original:	10/1/2015	Date Updated:	Feb 28, 2017						
Project Manager:	Ken Seymour								
Item	Budget	Original Encumbrance	Additional Encumbrance / Change Order	Estimate to Complete	Percent Complete	Estimated Total	(Over) Under Budget	Expended	
Soft Cost									
Site Acquisition Consulting - Quest	60,000	30,000	40,000	0	95.81%	70,000	(10,000)	67,069.81	
Site Acquisition Consulting / Permits - Securasite	270,000	268,500		0	49.99%	268,500	1,500	134,230.03	
Site Planning - Cushing	650,000	317,178		300,000	39.89%	617,178	32,822	246,206.76	
Geotechnical / Environmental Consulting - Black Mtn	200,000	89,100		100,000	36.17%	189,100	10,900	68,400.00	
Survey - McKay	75,000	50,160		20,000	44.64%	70,160	4,840	31,320.00	
USFS Land Use Fees	10,000			10,000	0.00%	10,000	0	0.00	
Land Use Fees	25,000	268		20,000	1.32%	20,268	4,732	268.00	
Plan Check / Permit Cost	60,000	3,000		57,000	4.90%	60,000	0	2,937.56	
Printing	2,500			2,500	0.00%	2,500	0	0.00	
Bid Advertising	3,500	60		3,400	1.73%	3,460	40	59.83	
Materials Testing & Inspection	40,000	1,200		38,000	2.87%	39,200	800	1,123.75	
Project Management	300,000	279,000		20,000	7.36%	299,000	1,000	22,000.00	
Legal Fees	30,000	12,000		18,000	31.18%	30,000	0	9,352.60	
Licensing	20,000			20,000	0.00%	20,000	0	0.00	
Miscellaneous	10,000	6,000		4,000	56.61%	10,000	0	5,660.88	
Sub-Total Soft Cost	1,756,000	1,056,466	40,000	612,900	34.44%	1,709,366	46,634	588,629	
Construction Cost									
Site Construction	8,950,000	320,339		8,629,661	2.71%	8,950,000	0	242,526.35	
Generator	5,800,000			5,800,000	0.00%	5,800,000	0	0.00	
48VDC	1,065,000			1,065,000	5.99%	1,065,000	0	63,816.00	
Lake Oswego Antenna	18,000	17,500	0	0	100.07%	17,500	500	17,511.75	
Existing Sites	100,000	6,400		93,600	6.40%	100,000	0	6,400.00	
Sub-Total Construction Cost	15,933,000	344,239	0	15,588,261	2.07%	15,932,500	500	330,254.10	

C800 Radio System Upgrade Budget (2)

Equipment Costs								
Simulcast Equipment	14,928,000			14,928,000	0.00%	14,928,000	0	0.00
Master Site Equipment	3,534,000			3,534,000	0.00%	3,534,000	0	0.00
Console	1,650,000			1,650,000	0.00%	1,650,000	0	0.00
Back up Dispatch	426,000			426,000	0.00%	426,000	0	0.00
Spares	1,200,000			1,200,000	0.00%	1,200,000	0	0.00
Paging	373,000			373,000	0.00%	373,000	0	0.00
Subscriber Radios	5,000,000	1,515,649		3,484,351	39.39%	5,000,000	0	1,969,352.00
Unified Push to Talk	188,000			188,000	0.00%	188,000	0	0.00
Asset Management	119,000			119,000	0.00%	119,000	0	0.00
Post Warranty	3,100,000			3,100,000	0.00%	3,100,000	0	0.00
System Refresh / Upgrade	2,700,000			2,700,000	0.00%	2,700,000	0	0.00
Test Equipment	100,000			100,000	0.00%	100,000	0	0.00
Microwave	3,368,000	406,169		2,961,831	11.59%	3,368,000	0	390,406.05
Security System	1,364,000			1,364,000	0.08%	1,364,000	0	1,079.96
Subtotal Equipment Costs	38,050,000	1,921,818	0	36,128,182	6.20%	38,050,000	0	2,360,838
Bond Cost	300,000	290,372		0	100.00%	290,372	9,628	290,372
Subtotal Project Cost	56,039,000	3,612,895	40,000	52,329,343	6.38%	55,982,238	56,762	3,570,093
Contingency	2,961,661			2,961,661	0.00%	2,961,661	0	
Total Project Cost	59,000,661	3,612,895	40,000	55,291,004	6.06%	58,943,899	56,762	3,570,093.13
Premium	7,165,794							

Q1'17 Quarterly Outlook

	C800
<ul style="list-style-type: none"> Site Audits (collecting data from sites to determine upgrade needs) 	<ul style="list-style-type: none"> Done
<ul style="list-style-type: none"> Leases & Land Use Applications 	<ul style="list-style-type: none"> Land Use application for Wilsonville Canby resurvey (site moved to opposite end of parcel)
<ul style="list-style-type: none"> Existing Site & Building Upgrades 	<ul style="list-style-type: none"> Structural Analysis work continues (March)
<ul style="list-style-type: none"> ITB 	<ul style="list-style-type: none"> Generators 48 Volt Batteries

Appendix A

New Site Build (NSB) List

Site Number	Turf	Type	Site Name	Nearest City	Jurisdiction	Site Selected	Lease Submitted	Lease Signed
C-1	C800	NSB	Carver (Gas Co)	Carver				
C-2	C800	NSB	Skyland	Lake Oswego		1	1	1
C-3	C800	NSB	Damascus	Damascus		1	1	
C-4	C800	NSB	Wilsonville Tank	Wilsonville		1	1	
C-9	C800	NSB	Sandy	Sandy		1	1	1
C-12	C800	NSB	Crutcher Bench	Zig Zag	BLM	1		
C-13	C800	NSB	Tom Dick and Harry	Government Camp	USFS	1		
C-16	C800	NSB	Canby	Canby		1	1	1
C-18	C800	NSB	Highland Butte	Cedar Reservoir	BLM	1		
C-20	C800	NSB	Angel Falls	Angle Falls	USFS	1		
C-21	C800	NSB	Oak Grove Butte	Frog Lake	USFS	1		
C-22	C800	NSB	Whale Head	SE Clackamas	USFS	1		
C-24	C800	NSB	Sawtel Fire Station	Molalla		1	1	1
C-25	C800	NSB	Lake Oswego HS	Lake Oswego				
W-5	WCCCA	NSB	Sunrise Park (Roy Rogers)	Tigard				
W-6	WCCCA	NSB	Sherwood	Sherwood		1	1	
W-7	WCCCA	NSB	Springville (KPD)	Portland		1		
W-12	WCCCA	NSB	High Compromise	Forest Grove				
W-14	WCCCA	NSB	Hayward	Hayward		1	1	
W-15	WCCCA	NSB	Hwy 26 Tunnel	Elsie		1	1	
W-16	WCCCA	NSB	North Banks (Lodge Rd)	Banks		1	1	
W-20	WCCCA	NSB	South Saddle Mtn	Forest Grove			1	
W-21	WCCCA	NSB	Cornelius Pass (KPD)	Scappoose		1		

C800	WCCCA
• 14 Sites	• 9 sites

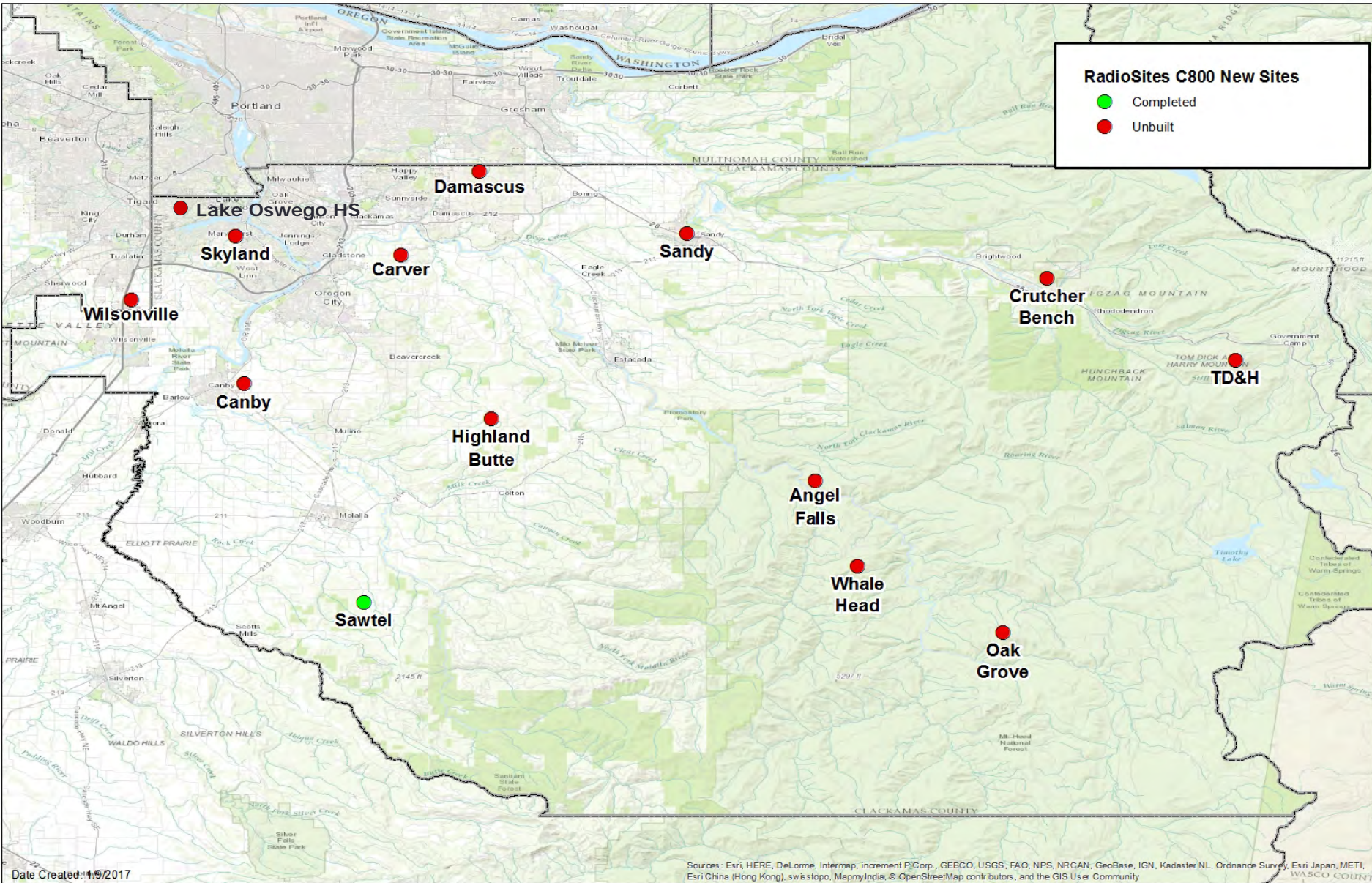


Appendix B

C800 New Site Locations

RadioSites C800 New Sites

- Completed
- Unbuilt



Appendix C

Existing Sites - Upgrade List

Site Number	Turf	Type	Site Name	Nearest City
C-5	C800	Existing	Mount Scott	Happy Valley
C-6	C800	Existing	Mtn View	Oregon City
C-7	C800	Existing	Pete's	West Linn
C-8	C800	Existing	Polivka	Boring
C-10	C800	Existing	View Acres	Milwaukie
C-11	C800	Existing	Brightwood	Brightwood
C-14	C800	Existing	Lenhart	Sandy
C-15	C800	Existing	Timberline	Timberline Lodge
C-17	C800	Existing	Day Hill	Estacada
C-19	C800	Existing	Redland Road	Redland
C-23	C800	Existing	Goat Mountain	Colton
W-1	WCCCA	Existing	Burntwood	Beaverton
W-2	WCCCA	Existing	Canterbury	Tigard
W-3	WCCCA	Existing	Cedar Hills	Beaverton
W-4	WCCCA	Existing	Parrett Mountain	Sherwood
W-8	WCCCA	Existing	Bald Peak	Laurel
W-9	WCCCA	Existing	Chehalem	Newberg
W-10	WCCCA	Existing	Court House	Hillsboro
W-11	WCCCA	Existing	Gales Peak	Gales Creek
W-13	WCCCA	Existing	Buxton	Buxton
W-17	WCCCA	Existing	Pumpkin Ridge	North Plains
W-18	WCCCA	Existing	Round Top	Timber
W-19	WCCCA	Existing	Top Hill	Vernonia

C800	WCCCA
• 11 Sites	• 12 sites





11300 SE Fuller Rd
Milwaukie, Oregon 97222
(503) 780-4806

Board of Directors Action Request

To: C800 Board of Directors
From: John Hartsock, Manager
Date: March 14, 2017
Re: Award of Contract for Communication Towers

REQUEST: It is hereby requested that the C800 Board of Directors approve issuing a construction purchase order in the amount of \$517,967 to Sabre Industries for the design, engineering, manufacturing and delivery of twelve communication towers.

CONTRACT DESCRIPTION: C800 and WCCCA staff prepared an Invitation to Bid (ITB) for Communication Towers for the communications upgrade projects in Clackamas and Washington Counties. The ITB was issued on January 18, 2017. The document was placed on the State of Oregon ORPIN procurement site, the C800 web site, and published in the Pamplin Business Journal. Seventeen firms requested the bid packages.

Bids were received on February 16, 2017 from three bidders all of which were responsible and responsive. The budget for the C800 portion of this scope of work was \$795,000. The low bid was \$517,967 and high bid was \$780,594. The low bidder was Sabre Industries Sioux City Iowa and is fully compliant with the bid process. A seven-day notice of award was issued on March 3, 2017 and no protests were received.

Bid Results:

Sabre Industries, Iowa	\$517,967
Western Utility, Oregon	\$749,155
Valmont, Oregon	\$780,594

FINANCE: The funds are budgeted in capital outlay as part of the Bond funding.

LEGAL: A C800 construction purchase order will be utilized as approved by legal counsel.

RECOMMENDATION: It is recommended that the C800 Board of Directors approve entering a contract in the amount of \$517,967 with Sabre Industries for the design, engineering, and manufacturing of twelve communication towers.



11300 SE Fuller Rd
Milwaukie, Oregon 97222
(503) 780-4806

Board of Directors Action Request

To: C800 Board of Directors
From: John Hartsock, Manager
Date: March 14, 2017
Re: Award of Contract for Communication Shelters

REQUEST: It is hereby requested that the C800 Board of Directors approve issuing a construction purchase order in the amount of \$1,118,587 to GFRC Shelters for the design, engineering, permitting, manufacturing and delivery of twelve communication shelters.

CONTRACT DESCRIPTION: C800 and WCCCA staff prepared an Invitation to Bid (ITB) for Communication Shelters for the communications upgrade projects in Clackamas and Washington Counties. The ITB was issued on January 18, 2017. The document was placed on the State of Oregon ORPIN procurement site, the C800 web site, and published in the Pamplin Business Journal. Sixteen firms requested the bid packages.

Bids were received on February 16, 2017 from eight bidders all of which were responsible and responsive. Two of the bidders were disqualified during the review of the bids. One modified their bid after the closing date and one did not meet the specification. The budget for the C800 portion of this scope of work was \$1,500,000. The low acceptable bid was \$1,118,587 and high bid was \$1,654,000. The low bidder was Sabre Industries Sioux City Iowa and is fully compliant with the bid process. A seven-day notice of award was issued on March 3, 2017 and one protest was received. Legal counsel has reviewed the protest and deemed it invalid and it was rejected.

Bid Results:

JoaQuin, Colorado	\$1,079,540	Disqualified – modified bid post closing
GFRC Shelters, Texas	\$1,118,587	
VFP, Virginia	\$1,109,262	Disqualified – did not meet specifications
Thermo Bond, South Dakota	\$1,153,754	
Modular Connections, Alabama	\$1,201,094	
Sabre Industries, Iowa	\$1,373,658	
Fiberbond, Louisiana	\$1,420,180	
Golden Empire, California	\$1,654,000	

FINANCE: The funds are budgeted in capital outlay as part of the Bond funding.

LEGAL: A C800 construction purchase order will be utilized as approved by legal counsel.

RECOMMENDATION: It is recommended that the C800 Board of Directors approve entering a contract in the amount of \$517,967 with Sabre Industries for the design, engineering, and manufacturing of twelve communication towers.



11300 SE Fuller Rd
Milwaukie, Oregon 97222
(503) 780-4806

Board of Directors Action Request

To: C800 Board of Directors
From: John Hartsock, Manager
Date: March 14, 2017
Re: Authorization to Enter into a Site Lease

REQUEST: It is hereby requested that the C800 Board of Directors authorize entering into a site lease for the Damascus site with Nicolas and McKenzie Chully.

DESCRIPTION: As a part of the communications upgrade project the radio system design identified the need to add a communications site in the Damascus area to improve coverage. Securasite, C800's site acquisition consultant, found an acceptable site tax lot 13E28B-01401 9330 SE Wooded Hills Court in Damascus.

The lease term is for 10 years with the option for 4 five year renewals. The lease rate is \$14,400 per year initially with annual adjustments or 3% per year. This is consistent with other C800 leases and the market for these types of facilities.

FINANCE: The funds are budgeted in Site Rental as part of the C800 operating cost.

LEGAL: A C800 Site Lease will be utilized as approved by legal counsel.

RECOMMENDATION: It is recommended that the C800 Board of Directors authorize entering into a site lease for the Damascus site with Nicolas and McKenzie Chully.