

CLACKAMAS CS00 RADIO GROUP

BOARD OF DIRECTORS MEETING AGENDA

November 14, 2018 / 10:30AM

Meeting to be held at:

CCOM/Disaster Management 2200 Kaen Rd, Oregon City, OR 97045

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

1. Call the Board of Directors meeting to Order - Chair Deputy Chief Ryan Hari
2. Roll Call of Partners: (18/10)
 - 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 Fire District #1
 - k. Colton Fire District
 - l. Estacada Fire District
 - m. Hoodland Fire District
 - n. Molalla Fire District
 - o. Sandy Fire District
 - p. Tualatin Valley Fire & Rescue
 - q. Clackamas County Sheriff
 - r. Clackamas County Health
3. *Approval of Minutes of: October 10, 2018 Board Meeting
4. Public Comment
5. Communications
6. Financial Report - John Hartsock
7. Committee Reports
 - a. Executive Committee - Ryan Hari
 - b. Technical - John Hartsock
 - c. Citizen Accountability - John Hartsock - Next Meeting December 18,2018
8. Old Business: (* Action Item)
 - a. System Management: Ron Polluconi
 - b. System Upgrade/Replacement
 - i. Project Status / Procurement - Bjorn Morfin - John Hartsock
 - ii. Fire Station Alerting / Paging - John Hartsock
 1. FSA - Bond Contribution
 - iii. Portable / Mobile Radio Deployment - Motorola
 - iv. Use of Bond Premium Funds
9. New Business: (* Action Item)
 - a. * Revised Approval to award a contract for upgrades and expansion of the microwave system to Microwave Networks Inc.
 - b. Retirements / Board Elections
 - c. 2019 Board Meeting Dates
 - d. **Next Board Meeting December 12, 2018 10:30A @ CCOM - EOC**

10. Open Agenda

11. Adjournment

CLACKAMAS C800 RADIO GROUP

Board of Directors Meeting

Meeting Minutes of the October 10, 2018 Meeting

CCOM/Disaster Management 2200 Kaen Rd, Oregon City, OR 97045

1. C800 Board Meeting Called to Order at 1030

2. The following were in attendance:

City of Canby / Chief Bret Smith	Estacada Fire / Richard Anderson
City of Gladstone / Deputy Chief Randy Hopperstad	Hoodland Fire District / Joe Schwab
City of Lake Oswego / Sue Scobert / Scott Thran	Molalla Fire District / Chief Vince Stafford
City of Milwaukie/ Chief Steve Bartol / Luke Strait	Sandy Fire District / Chief Phil Schneider
City of Sandy / Chief Ernie Roberts	Tualatin Valley Fire & Rescue / Deputy Chief Mark Havener
City of West Linn / Chief Terry Kruger / Blain McKean	Clackamas Co / Brian NAVA
Canby Fire District / Chief Jim Davis	CCOM / Cheryl Bledsoe / Toni Sexton
Clackamas Fire District #1 / Deputy Chief Ryan Hari / Deputy Chief Mike Corless / Rachel Trotman	WCCCA / Ron Polluconi / Jennifer Reese
	C800 / John Hartsock / Bjorn Morfin

3. Approval of Minutes – September 19, 2018 Board Meeting

- a. Mark Havener made a motion to approve the minutes of the September 19, 2018 meeting as submitted and the motion was seconded by Jim Davis. A unanimous vote was cast in favor.

4. Public Comment: None

5. Communications: None

6. Financial Report - John Hartsock reported he hasn't received the report for September. He will send this out once received.

7. Committee Reports

- a. Executive Committee
 - i. The committee has not met since the last Board meeting - nothing to report
- b. Technical
 - i. Met on October 3, 2018 Reviewed general system issues and the change over to the new system. Reviewed the logging recorder requirements.
- c. Citizen Accountability – Next Meeting December 18, 2018
 - i. Needs location in Oregon City for next meeting
 1. Chief Hari mentioned he knew of 2 locations we could use

8. Old Business:

- a. **System Management: Ron Polluconi**
 - i. Experiencing some failures of existing equipment - what they had predicted unfortunately
 - ii. Advised that we are good with spare equipment and parts - have been able to resolve issues pretty quickly
 - iii. Currently the techs are running through preventative maintenance at all sites with the equipment
 1. Motorola is placing new equipment on site in parallel with existing.
 2. Motorola will be commencing dry installs within weeks.

- iv. Topping off all propane tanks to get ready for winter.
 - v. Finishing up annual generator maintenance
- b. **System Upgrade/Replacement: Bjorn Morfin / John Hartsock**
- i. Project Status/Procurement
 - 1. Barton:
 - Land use approval has been written
 - Applying for building permits
 - 2. Damascus/Sandy/Canby: Nothing changed
 - 3. Wilsonville:
 - Still working on obtaining the access easement from Rodger May the adjacent property owner to the site.
 - Still researching 2 alternate candidate sites. Targeting to choose on the two alternate candidates within the next two to three weeks based on acceptance by the site owners of our offer.
 - Eminent Domain for the original site easement was being discussed with legal counsel. John was not sure if we could just do the easement area, versus having to take the entire property. Mark Havener advised that TVF&R had done just access vs. the entire property. John mentioned that we could have issues with public opinion with taking all acres for just needing a driveway.
 - 4. 2 BLM Sites- Crutcher & Highland:
 - All permits ready for issue-picking up after meeting today.
 - Won't start work for a minimum of a month due finalizing the tree sale for Highland and bridge construction at Crutcher.
 - Still working on bridge repair at Crutcher-hopefully done in next 3 weeks or so.
 - Highland Butte-
 - Met with BLM about 2 weeks ago-concerned about number of trees removed.
 - Walk site with BLM representatives to discuss trees.
 - 5. Forest Service Sites:
 - Conference call every two weeks with Mary Ellen from Forest Service.
 - Approvals anticipated by the end of the year
 - Anticipate Spring to start construction when snow is clear
 - 6. Two Lake Oswego Sites:
 - Cooks-finalizing land use application. The tribes are requiring additional review for potential artifacts as part of the NEPA process.
 - Hold/Pending-Lake Oswego Water Tank Site
 - October 24th- Neighborhood Meeting (City Requested) -invited 6 people, thinking it will turn into 50 people. Talk with city after initial meeting.
 - Goal: At least get Cooks Butte – as it is imperative for coverage
 - 7. Existing Sites:
 - Moving along well
 - Modifications to the first 6 sites are 90% complete
 - 8. Brightwood:
 - “Drop & Swap”/ modify site
 - Construct a new taller tower, working with BLM for approval
 - 9. Hoodland:
 - Adding a site at the Hoodland Brightwood station for microwave relay from the Brightwood site to the Crutcher site due to terrain.

10. 48V DC Battery System

- Day has presented scheduling and shop drawings
- 4-6 weeks to get first run of batteries installed in five sites

11. Microwave

- MNI is producing product
- System factory acceptance is anticipated in late November or early December.
- Installation will start in January of 2019

12 Fire Station Alerting/Paging-John Hartsock

- Moving along with Fire Station Alerting
- Most agencies have plans in still waiting on some TVF&R.
- US Digital is providing quotes from Day Wireless for installation; but we haven't determined if they will be installing.
- For those agencies building stations-they would like to get plans so they can install during construction.

12. Paging-

- 900 pagers ordered for Sandy
- Samples coming for others - probably in about 10 days.
- Continuing to work with Unification on the P25 pager / to date, the techs have not been able to make it work on the system
- Issues with finding manufacturers for 900 paging infrastructure but are continuing to research. Located 2 manufacturers that look to be public safety grade. Bringing samples into shop to evaluate
- We will be staying with 900 system & continue to work forward with P25-keep both options viable at this time.
- Question from Canby- What determines a need for each Agency for 900 pagers? What is the budget?
 - i. John stated that the C800 is picking up 900 pagers as part of project. He didn't have numbers with him, but he will advise.

13. Contingency / Premium Dollars:

- Question from Canby on the contingency and premium dollars use?
 - i. John explained that the project has two pots of money for overruns and additional items:
 1. Contingency, currently at \$7.4 M, built into the overall budget for cost overruns or unforeseen costs not anticipated.
 2. Premium bond dollars of \$7 million earned at the bond sale and held in a separate account. These dollars have to be spent on items that were outlined in the ballot title. To utilize these dollars we have to obtain concurrence from the Citizen Advisory Committee, and the Board of County Commissioners for their use.
 - a. It is anticipated that this process, at earliest, would be late Spring/Early next Summer so that we know the overall project financial position.
 - b. We can start to build a list on potential use.

14. FSA Install Project Management

- The Project will pay for the FSA interface or controller at each station. The agency responsible for everything from the controller into the station.
- CFD #1 has advised that they have one of their staff that is interested in providing oversight of the FSA installation and programming for all agencies.

- The project has funding for project management of the FSA system and could cover the cost of this person.
- Concern about timing with one guy doing all the work.
 - i. Clarification that he will be providing project management and oversight of project only.
 - ii. 4/5 month time period.
- The FSA system will be the same at both WCCCA and C800
 - i. Hillsboro has advised that they may now be interested
 - ii WCCCA will maintain the FSA controllers. Making sure a quality of installation has been provided will help with the maintenance.

ii. Portable/Mobile Radio Deployment

1. John and Ron meet with Motorola weekly to monitor progress.
 - System not as refined as they would like it to be
 - Staying on schedule as of now
 - i. Canby & Sandy asked for an update on schedule; stating their schedule has been behind. John will get update for them.
 - Original plan to update radios at the same time as install new ones; not happening that way
 - ii. Haven't done upgrades yet and awaiting a schedule
 - iii. Ron- stated that we have 120 agencies/departments and that this is very unique and different for Motorola.
 - iv. Trying not to push Motorola to where they would make mistakes.

9. New Business: (*Action Item)

- a. *Approval of Change Order to Todd Hess Construction for the remodel of the Brightwood/Lenhart/Day Hill/Sawtell/Goat Mtn. /CCOM sites.
 - i. Recommending approval for a change order with Todd Hess Building Co.
 - ii. Motion made by Steve Bartol to authorize the C800 Board of Directors to approve this change order in the amount of \$1,150,354 for the remodel of the Brightwood/Lenhart/Day Hill/Sawtell/Goat Mtn. /CCOM sites with Todd Hess Building Co. Motion was seconded by Brett Smith. A unanimous vote was cast in favor.

b. Next Board Meeting

- i. **Next meeting November14, 2018, 10:30 AM at COMM-EOC**

10. Open Agenda

- a. Process to determine how to use that contingency money
 - Have every agency submit what their needs will be & how they suggest spending the money.
 - John will formulate a format & send it out.
 - It was suggest John outline the criteria for use of the funds.
- b. Vacancy on the E Board
 - Chief Hari advised that Chief Morrissey has retired and thus we have a vacancy on the E-Board. Elections are in January.

11. Meeting adjourned at 11:07 am.

Clackamas 800 Radio Group
Profit & Loss Budget vs. Actual
 July through September 2018

	Jul - Sep 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
401-00 · Beginning Fund Balance	0.00	531,933.00	-531,933.00	0.0%
405-00 · Members Contracts	60,200.00	61,060.00	-860.00	98.6%
410-00 · Partners Fees	988,247.50	953,418.00	34,829.50	103.7%
420-00 · Partners Debt Service Zone Cont	93,689.00	93,689.00	0.00	100.0%
421-00 · Partner Debt Service Microwave	0.00	0.00	0.00	0.0%
430-00 · Subscriber Radio Payments	0.00	200,000.00	-200,000.00	0.0%
431-00 · Interest Income	21.03	2,000.00	-1,978.97	1.1%
435-00 · Lease Revenue	14,028.00	46,846.00	-32,818.00	29.9%
440-00 · Miscellaneous Income	0.00	1,000.00	-1,000.00	0.0%
450-00 · Intergovernmental-Clackamas Co	1,477,012.52	20,000,000.00	-18,522,987.48	7.4%
455-00 · Bond Interest Income	0.00	400,000.00	-400,000.00	0.0%
Total Income	2,633,198.05	22,289,946.00	-19,656,747.95	11.8%
Gross Profit	2,633,198.05	22,289,946.00	-19,656,747.95	11.8%
Expense				
605-00 · Site Rental	51,344.50	159,597.00	-108,252.50	32.2%
610-00 · Fuel/Generators	0.00	15,000.00	-15,000.00	0.0%
615-00 · HVAC Maintenance	1,811.92	7,000.00	-5,188.08	25.9%
620-00 · Landscape Maintenance	8,460.00	7,500.00	960.00	112.8%
621-00 · Office Supplies	0.00	3,000.00	-3,000.00	0.0%
625-00 · Generator Maintenance	0.00	9,000.00	-9,000.00	0.0%
630-00 · UPS Maintenance	0.00	2,000.00	-2,000.00	0.0%
635-00 · Battery Maintenance	0.00	6,500.00	-6,500.00	0.0%
645-00 · Insurance	1,139.69	28,860.00	-27,720.31	3.9%
650-00 · Utilities	10,637.93	157,500.00	-146,862.07	6.8%
655-00 · Consultant Services	8,238.96	38,400.00	-30,161.04	21.5%
657-00 · Regional Radio Expense	0.00	1,500.00	-1,500.00	0.0%
660-00 · WCCCA System Fees	373,300.00	735,332.00	-362,032.00	50.8%
665-00 · Radio Maintenance Fees	2,661.98	60,000.00	-57,338.02	4.4%
670-00 · Legal Services	352.00	8,000.00	-7,648.00	4.4%
675-00 · Financial Services	1,810.00	8,500.00	-6,690.00	21.3%
680-00 · Audit Fees	3,000.00	7,500.00	-4,500.00	40.0%
683-00 · Capital Reserve	0.00	100,000.00	-100,000.00	0.0%
685-00 · Miscellaneous Expenses	475.12	8,052.00	-7,576.88	5.9%
686-00 · Meeting Expenses	0.00	2,000.00	-2,000.00	0.0%
703-00 · Capital Outlay				
703-01 · Buildings & Land Improvement				
703-011 · Land Improvement	419,714.54			
703-012 · Building	904,771.32			
703-013 · Tower	234,730.86			
703-014 · Generator	78,998.00			
Total 703-01 · Buildings & Land Improvement	1,638,214.72			
703-02 · Radio Backbone				
703-021 · Simulcast / Master Site	4,937.50			
703-022 · Subscriber Radios	70,922.26			
Total 703-02 · Radio Backbone	75,859.76			
703-00 · Capital Outlay - Other	229,313.29	20,600,000.00	-20,370,686.71	1.1%
Total 703-00 · Capital Outlay	1,943,387.77	20,600,000.00	-18,656,612.23	9.4%
795-00 · Debt Service	93,688.00	94,000.00	-312.00	99.7%
800-00 · Operating Contingency	0.00	50,000.00	-50,000.00	0.0%
999-00 · Unappropriated End Fund Bal	0.00	180,704.00	-180,704.00	0.0%
Total Expense	2,500,307.87	22,289,945.00	-19,789,637.13	11.2%
Net Ordinary Income	132,890.18	1.00	132,889.18	13,289,018.0%
Net Income	132,890.18	1.00	132,889.18	13,289,018.0%

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

Accrual Basis

September 2018

Type	Date	Num	Name	Memo	Class	Amount	Balance
Ordinary Income/Expense							
Income							
405-00 · Members Contracts							
Credit Memo	09/25/2018	18-206	Lake Oswego Lake Corporation	Member Voice Radios		-860.00	-860.00
Total 405-00 · Members Contracts						-860.00	-860.00
431-00 · Interest Income							
Deposit	09/30/2018			Interest		6.82	6.82
Total 431-00 · Interest Income						6.82	6.82
435-00 · Lease Revenue							
Deposit	09/26/2018		FBI	Deposit		130.00	130.00
Deposit	09/26/2018		FBI	Deposit		130.00	260.00
Total 435-00 · Lease Revenue						260.00	260.00
450-00 · Intergovernmental-Clackamas Co							
Deposit	09/28/2018		Clackamas County - Bond Related	Deposit		1,477,012.52	1,477,012.52
Total 450-00 · Intergovernmental-Clackamas Co						1,477,012.52	1,477,012.52
Total Income						1,476,419.34	1,476,419.34
Gross Profit						1,476,419.34	1,476,419.34
Expense							
605-00 · Site Rental							
Bill	09/10/2018		Oak Lodge Water District	Lease per 2018-19 budget - c...	10 View Acres	10,000.00	10,000.00
Total 605-00 · Site Rental						10,000.00	10,000.00
620-00 · Landscape Maintenance							
Bill	09/30/2018	18-0638	Valley View Landworks			4,710.00	4,710.00
Bill	09/30/2018	18-0636	Valley View Landworks			3,750.00	8,460.00
Total 620-00 · Landscape Maintenance						8,460.00	8,460.00
645-00 · Insurance							
Bill	09/24/2018		SDAO			1,139.69	1,139.69
Total 645-00 · Insurance						1,139.69	1,139.69
650-00 · Utilities							
Check	09/05/2018	EFT	PGE			449.32	449.32
Check	09/05/2018	EFT	PGE			437.77	887.09
Check	09/05/2018	EFT	PGE			182.67	1,069.76
Check	09/05/2018	EFT	PGE			306.32	1,376.08
Check	09/05/2018	EFT	PGE			293.39	1,669.47
Check	09/05/2018	EFT	PGE			484.71	2,154.18
Check	09/05/2018	EFT	PGE			511.24	2,665.42
Check	09/05/2018	EFT	PGE			502.74	3,168.16
Bill	09/14/2018	190236	Canby Utility			42.45	3,210.61
Total 650-00 · Utilities						3,210.61	3,210.61
655-00 · Consultant Services							
Bill	09/05/2018		Consistent Image Web Design			100.00	100.00
Bill	09/30/2018		Hartsock Project Mgmt.			2,851.99	2,951.99
Total 655-00 · Consultant Services						2,951.99	2,951.99
660-00 · WCCCA System Fees							
Bill	09/06/2018	INV00...	WCCCA			186,650.00	186,650.00
Total 660-00 · WCCCA System Fees						186,650.00	186,650.00
675-00 · Financial Services							
Bill	09/07/2018	156690	Talbot, Korvola & Warwick, LLP			750.00	750.00
Check	09/28/2018		Clackamas County Bank	Service Charge		20.00	770.00
Total 675-00 · Financial Services						770.00	770.00
680-00 · Audit Fees							
Bill	09/01/2018	37330	Jarrard, Seibert, Pollard & Co. LLC			3,000.00	3,000.00
Total 680-00 · Audit Fees						3,000.00	3,000.00
685-00 · Miscellaneous Expenses							
Bill	09/24/2018	AIE090...	Oregon Government Ethics Commis...			475.12	475.12
Total 685-00 · Miscellaneous Expenses						475.12	475.12

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

September 2018

Type	Date	Num	Name	Memo	Class	Amount	Balance
703-00 · Capital Outlay							
703-01 · Buildings & Land Improvement							
703-011 · Land Improvement							
Bill	09/01/2018	47251...	Chicago Title Company of Oregon		04 Wilsonville T...	250.00	250.00
Bill	09/01/2018	90865	Pamplin Media Group		01 Carver	52.73	302.73
Bill	09/06/2018	16682	Black Mountain Consulting		20 Angel Falls	2,045.89	2,348.62
Bill	09/06/2018	16682	Black Mountain Consulting		21 Oak Grove B...	2,045.89	4,394.51
Bill	09/06/2018	16682	Black Mountain Consulting		13 Tom Dick an...	2,045.89	6,440.40
Bill	09/06/2018	16682	Black Mountain Consulting		22 Whale Head	2,045.89	8,486.29
Bill	09/06/2018	1378	Capital Design Services, LLC		08 Polivka	500.00	8,986.29
Bill	09/06/2018	1379	Capital Design Services, LLC		05 Mount Scott	500.00	9,486.29
Bill	09/08/2018	16041-4	McKay Consulting		18 Highland Butte	2,140.00	11,626.29
Bill	09/13/2018	1396	Capital Design Services, LLC		16 Canby	950.00	12,576.29
Bill	09/13/2018	1396	Capital Design Services, LLC		03 Damascus	950.00	13,526.29
Bill	09/13/2018	1396	Capital Design Services, LLC		09 Sandy	950.00	14,476.29
Bill	09/13/2018	18286	Summit Solutions Group		20 Angel Falls	18,845.47	33,321.76
Bill	09/13/2018	18286	Summit Solutions Group		21 Oak Grove B...	18,845.47	52,167.23
Bill	09/13/2018	18286	Summit Solutions Group		22 Whale Head	18,845.46	71,012.69
Bill	09/14/2018	18044-1	McKay Consulting		07 Pete's	3,810.00	74,822.69
Bill	09/24/2018	16677	Black Mountain Consulting		20 Angel Falls	2,451.00	77,273.69
Bill	09/26/2018	16679	Black Mountain Consulting		25 Lake Osweg...	5,050.00	82,323.69
Bill	09/26/2018	16680	Black Mountain Consulting		01 Carver	5,050.00	87,373.69
Bill	09/27/2018	1405	Capital Design Services, LLC		20 Angel Falls	300.00	87,673.69
Bill	09/27/2018	1405	Capital Design Services, LLC		14 Lenhart	300.00	87,973.69
Bill	09/28/2018	606800	Day Wireless Systems Inc.		40 All	14,203.00	102,176.69
Bill	09/30/2018	31753	ACS Testing, Inc.		03 Damascus	388.82	102,565.51
Bill	09/30/2018	16630	Black Mountain Consulting		20 Angel Falls	151.58	102,717.09
Bill	09/30/2018	16630	Black Mountain Consulting		21 Oak Grove B...	151.58	102,868.67
Bill	09/30/2018	16630	Black Mountain Consulting		13 Tom Dick an...	151.58	103,020.25
Bill	09/30/2018	16630	Black Mountain Consulting		22 Whale Head	151.58	103,171.83
Bill	09/30/2018	16631	Black Mountain Consulting		20 Angel Falls	2,248.00	105,419.83
Bill	09/30/2018	16631	Black Mountain Consulting		21 Oak Grove B...	2,248.00	107,667.83
Bill	09/30/2018	16631	Black Mountain Consulting		13 Tom Dick an...	2,248.00	109,915.83
Bill	09/30/2018	16631	Black Mountain Consulting		22 Whale Head	2,248.00	112,163.83
Bill	09/30/2018	1413	Capital Design Services, LLC		11 Brightwood	300.00	112,463.83
Bill	09/30/2018	1414	Capital Design Services, LLC		27 Molalla Fire	500.00	112,963.83
Bill	09/30/2018	8063	Securasite LLC		01 Carver	162.50	113,126.33
Bill	09/30/2018	8062	Securasite LLC		01 Carver	30.78	113,157.11
Bill	09/30/2018	8082	Securasite LLC		11 Brightwood	375.00	113,532.11
Bill	09/30/2018	8088	Securasite LLC		40 All	1,935.85	115,467.96
Bill	09/30/2018	8089	Securasite LLC		40 All	9,655.00	125,122.96
Bill	09/30/2018	8068	Securasite LLC		12 Crutcher Ben...	100.05	125,223.01
Bill	09/30/2018	8069	Securasite LLC		12 Crutcher Ben...	856.25	126,079.26
Bill	09/30/2018	8071	Securasite LLC		03 Damascus	212.50	126,291.76
Bill	09/30/2018	8085	Securasite LLC		17 Estacada_D...	62.50	126,354.26
Bill	09/30/2018	8086	Securasite LLC		23 Goat Mountain	575.00	126,929.26
Bill	09/30/2018	8064	Securasite LLC		18 Highland Butte	68.85	126,998.11
Bill	09/30/2018	8065	Securasite LLC		18 Highland Butte	625.00	127,623.11
Bill	09/30/2018	8075	Securasite LLC		25 Lake Osweg...	62.58	127,685.69
Bill	09/30/2018	8083	Securasite LLC		14 Lenhart	3.27	127,688.96
Bill	09/30/2018	8084	Securasite LLC		14 Lenhart	200.00	127,888.96
Bill	09/30/2018	8067	Securasite LLC		20 Angel Falls	65.95	127,954.91
Bill	09/30/2018	8066	Securasite LLC		20 Angel Falls	481.25	128,436.16
Bill	09/30/2018	8076	Securasite LLC		05 Mount Scott	40.33	128,476.49
Bill	09/30/2018	8077	Securasite LLC		05 Mount Scott	887.50	129,363.99
Bill	09/30/2018	8078	Securasite LLC		06 Mtn View	468.75	129,832.74
Bill	09/30/2018	8070	Securasite LLC		21 Oak Grove B...	106.25	129,938.99
Bill	09/30/2018	8079	Securasite LLC		07 Pete's	93.75	130,032.74
Bill	09/30/2018	8091	Securasite LLC		40 All	335.22	130,367.96
Bill	09/30/2018	8090	Securasite LLC		40 All	4,477.50	134,845.46
Bill	09/30/2018	8080	Securasite LLC		08 Polivka	16.90	134,862.36
Bill	09/30/2018	8073	Securasite LLC		09 Sandy	27.80	134,890.16
Bill	09/30/2018	8074	Securasite LLC		09 Sandy	256.25	135,146.41
Bill	09/30/2018	8087	Securasite LLC		24 Sawtell Fire ...	62.50	135,208.91
Bill	09/30/2018	8072	Securasite LLC		04 Wilsonville T...	400.00	135,608.91
Total 703-011 · Land Improvement						135,608.91	135,608.91
703-012 · Building							
Bill	09/10/2018	60580...	Day Wireless Systems Inc.		40 All	10,000.00	10,000.00
Bill	09/25/2018	17009...	Todd Hess Building Company		40 All	1,485.00	11,485.00
Bill	09/30/2018	1800108	Todd Hess Building Company		05 Mount Scott	29,020.21	40,505.21
Bill	09/30/2018	1800108	Todd Hess Building Company		06 Mtn View	29,020.21	69,525.42
Bill	09/30/2018	1800108	Todd Hess Building Company		07 Pete's	29,020.21	98,545.63
Bill	09/30/2018	1800108	Todd Hess Building Company		08 Polivka	29,020.21	127,565.84
Bill	09/30/2018	1800108	Todd Hess Building Company		10 View Acres	29,020.22	156,586.06
Bill	09/30/2018	1800108	Todd Hess Building Company		19 Redland Road	29,020.22	185,606.28
Total 703-012 · Building						185,606.28	185,606.28
703-013 · Tower							
Bill	09/20/2018	1402	Capital Design Services, LLC		20 Angel Falls	2,300.00	2,300.00
Bill	09/25/2018	531086	Sabre Industries Inc.		01 Carver	61,593.00	63,893.00
Total 703-013 · Tower						63,893.00	63,893.00

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

September 2018

Type	Date	Num	Name	Memo	Class	Amount	Balance
703-014 · Generator							
Bill	09/11/2018	8451	Power Systems Plus Inc.		19 Redland Road	1,650.00	1,650.00
Bill	09/11/2018	8451	Power Systems Plus Inc.		06 Mtn View	1,650.00	3,300.00
Bill	09/11/2018	8451	Power Systems Plus Inc.		07 Pete's	1,650.00	4,950.00
Bill	09/11/2018	8451	Power Systems Plus Inc.		10 View Acres	1,650.00	6,600.00
Bill	09/12/2018	3348	Alternative Power Systems, LLC		05 Mount Scott	1,000.00	7,600.00
Bill	09/12/2018	3348	Alternative Power Systems, LLC		06 Mtn View	1,000.00	8,600.00
Total 703-014 · Generator						8,600.00	8,600.00
Total 703-01 · Buildings & Land Improvement						393,708.19	393,708.19
703-02 · Radio Backbone							
703-021 · Simulcast / Master Site							
Bill	09/13/2018	INV00...	WCCCA		40 All	4,937.50	4,937.50
Total 703-021 · Simulcast / Master Site						4,937.50	4,937.50
703-022 · Subscriber Radios							
Bill	09/30/2018		Clackamas County Community Corr...			70,922.26	70,922.26
Total 703-022 · Subscriber Radios						70,922.26	70,922.26
Total 703-02 · Radio Backbone						75,859.76	75,859.76
703-00 · Capital Outlay - Other							
Bill	09/17/2018	1702-5...	Thermo Bond Buildings LLC		20 Angel Falls	76,437.76	76,437.76
Bill	09/17/2018	1702-5...	Thermo Bond Buildings LLC		21 Oak Grove B...	76,437.77	152,875.53
Bill	09/17/2018	1702-5...	Thermo Bond Buildings LLC		22 Whale Head	76,437.76	229,313.29
Total 703-00 · Capital Outlay - Other						229,313.29	229,313.29
Total 703-00 · Capital Outlay						698,881.24	698,881.24
795-00 · Debt Service							
Bill	09/11/2018	INV00...	WCCCA			93,688.00	93,688.00
Total 795-00 · Debt Service						93,688.00	93,688.00
Total Expense						1,009,226.65	1,009,226.65
Net Ordinary Income						467,192.69	467,192.69
Net Income						467,192.69	467,192.69

Clackamas 800 Radio Group

Trial Balance

10/11/18

As of September 30, 2018

Accrual Basis

	Sep 30, 18	
	Debit	Credit
115-00 · Cash/Checking Account	1,978,487.77	
11000 · Accounts Receivable	861,116.34	
120-00 · Member Fees Receivable	0.00	
12000 · Undeposited Funds	0.00	
150-00 · Prepaid Expenses	0.00	
160-00 · Buildings and Towers	10,956,645.15	
165-00 · Radio Backbone	2,520,898.80	
166-00 · Equipment	704,983.00	
167-00 · Work In Progress	0.00	
169-00 · CIP	1,735,311.52	
175-00 · Accumulated Depreciation		9,659,400.62
201-00 · Accounts Payable		986,038.49
201-02 · Other Accounts Payable	0.00	
202-00 · Partner Prepayment	0.00	
250-00 · N/P - CCB (Microwave)	0.00	
210-00 · Reimb due Clackamas County	0.00	
300-01 · GLTDAG	0.00	
300-00 · Fund Balance	0.00	
310-00 · Investment in Fixed Assets		6,258,437.85
320-00 · Retained Earnings, Prior		1,720,675.44
405-00 · Members Contracts		60,200.00
410-00 · Partners Fees		988,247.50
420-00 · Partners Debt Service Zone Cont		93,689.00
431-00 · Interest Income		21.03
435-00 · Lease Revenue		14,028.00
450-00 · Intergovernmental-Clackamas Co		1,477,012.52
605-00 · Site Rental	51,344.50	
615-00 · HVAC Maintenance	1,811.92	
620-00 · Landscape Maintenance	8,460.00	
645-00 · Insurance	1,139.69	
650-00 · Utilities	10,637.93	
655-00 · Consultant Services	8,238.96	
660-00 · WCCCA System Fees	373,300.00	
665-00 · Radio Maintenance Fees	2,661.98	
670-00 · Legal Services	352.00	
675-00 · Financial Services	1,810.00	
680-00 · Audit Fees	3,000.00	
685-00 · Miscellaneous Expenses	475.12	
703-00 · Capital Outlay	229,313.29	
703-011 · Land Improvement	419,714.54	
703-012 · Building	904,771.32	
703-013 · Tower	234,730.86	
703-014 · Generator	78,998.00	
703-021 · Simulcast / Master Site	4,937.50	
703-022 · Subscriber Radios	70,922.26	
795-00 · Debt Service	93,688.00	
TOTAL	21,257,750.45	21,257,750.45

Clackamas 800 Radio Group

Balance Sheet

As of September 30, 2018

10/11/18

Accrual Basis

	<u>Sep 30, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
115-00 · Cash/Checking Account	1,978,487.77
Total Checking/Savings	<u>1,978,487.77</u>
Accounts Receivable	
11000 · Accounts Receivable	861,116.34
Total Accounts Receivable	<u>861,116.34</u>
Total Current Assets	2,839,604.11
Fixed Assets	
160-00 · Buildings and Towers	10,956,645.15
165-00 · Radio Backbone	2,520,898.80
166-00 · Equipment	704,983.00
169-00 · CIP	1,735,311.52
175-00 · Accumulated Depreciation	-9,659,400.62
Total Fixed Assets	<u>6,258,437.85</u>
TOTAL ASSETS	<u>9,098,041.96</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201-00 · Accounts Payable	986,038.49
Total Accounts Payable	<u>986,038.49</u>
Total Current Liabilities	<u>986,038.49</u>
Total Liabilities	986,038.49
Equity	
310-00 · Investment in Fixed Assets	6,258,437.85
320-00 · Retained Earnings, Prior	1,720,675.44
Net Income	132,890.18
Total Equity	<u>8,112,003.47</u>
TOTAL LIABILITIES & EQUITY	<u>9,098,041.96</u>

11:54 AM

10/11/18

Clackamas 800 Radio Group

A/R Aging Detail

As of September 30, 2018

Type	Date	Num	Name	Due Date	Aging	Open Balance
Current						
Total Current						
1 - 30						
Total 1 - 30						
31 - 60						
Total 31 - 60						
61 - 90						
Invoice	07/31/2018	18-166	Canby FD	07/31/2018	61	33,059.00
Invoice	07/31/2018	18-169	Clackamas County FD #1	07/31/2018	61	175,688.00
Invoice	07/31/2018	18-174	Hoodland Fire District	07/31/2018	61	13,378.00
Invoice	07/31/2018	18-183	Sandy Fire	07/31/2018	61	35,421.00
Invoice	07/31/2018	18-186	West Linn - Public Works	07/31/2018	61	18,920.00
Invoice	07/31/2018	18-188	Boring Water	07/31/2018	61	860.00
Invoice	07/31/2018	18-192	Clackamas County - Transportation Eng	07/31/2018	61	8,170.00
Invoice	07/31/2018	18-193	Clackamas County - Code Enforcement	07/31/2018	61	1,720.00
Invoice	07/31/2018	18-198	Clackamas River Water District	07/31/2018	61	2,580.00
Invoice	07/31/2018	18-202	ODOT	07/31/2018	61	4,424.00
Invoice	07/31/2018	18-204	KATU	07/31/2018	61	1,732.00
Total 61 - 90						295,952.00
> 90						
Invoice	05/15/2018	17-154	Canby Police	05/15/2018	138	55,788.35
Invoice	05/25/2018	17-153	Sandy Fire	05/25/2018	128	65,787.54
Invoice	05/30/2018	17-156	Oregon City Police	05/30/2018	123	132,963.36
Invoice	05/30/2018	17-159	Lake Oswego	05/30/2018	123	196,750.03
Invoice	05/30/2018	17-160	American Medical Response	05/30/2018	123	79,180.14
Invoice	05/30/2018	17-162	Canby FD	05/30/2018	123	34,694.92
Total > 90						565,164.34
TOTAL						861,116.34



11300 SE Fuller Rd
Milwaukie, Oregon 97222
(503) 780-4806
C800.ORG

Board of Directors Action Request

To: C800 Board of Directors
From: John Hartsock, Manager
Date: November 14, 2018
Re: Stipend for Fire Station Alerting

REQUEST: It is hereby requested that the C800 Board of Directors approve a stipend of \$30,000 per station for fire station alerting equipment.

DESCRIPTION: As part of the Bond project it was determined to procure a common fire station alerting system for all Washington County and Clackamas County Fire Agencies that are partners in WCCCA and C800. For C800 that is 10 fire agencies who maintain 44 stations. The system is comprised of a computer aided dispatch (CAD) interface, a system controller at WCCCA / CCOM / LOCOM, a site controller at each fire station, peripheral devices i.e. speakers, light controls, reader boards, and others at each station, a test system at WCCCA for maintenance and configuration, and installation.

It was determined that the Project would provide the CAD interface, system controllers, site controllers, and the test system. Further that based on available funding contribute to station installation. The following is a breakdown of the costs as known today:

FSA Budget	\$1,435,000	
CCOM - Controller	(\$70,847)	
LOCOM - Controller	(\$12,176)	
CAD - Interface	(\$10,000)	
Test Station	(\$24,044)	
Balance Available for Agencies	\$1,317,932	
Stipend per Station Based on 44	\$29,953.01	Round to \$30,000

At \$30,000 per station that would provide approx. \$20,000 for the site controller and \$10,000 for installation. Agencies would be required to demonstrate their expenditure for the fire station alerting system prior to obtaining the stipend payment.

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

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

RECOMMENDATION: It is hereby recommended that the C800 Board of Directors approve a stipend of \$30,000 per station for fire station alerting equipment.



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Milwaukie, Oregon 97222
(503) 780-4806
C800.ORG

Board of Directors Information Item

To: C800 Board of Directors
From: John Hartsock, Manager
Date: November 14, 2018
Re: Information Related to Bond Premium Dollars

DESCRIPTION: The Board has requested an explanation of the premium dollars earned when the general obligation bonds were sold for the C800 emergency communications project. These premium dollars equal \$7,165,794 and are being held by Clackamas County. The disposition of those dollars will be disbursed as outlined in the Intergovernmental Agreement (IGA) between Clackamas County and Clackamas 800 Radio Group. The following is the definition from the IGA:

“Additionally, premiums yielded by the bond sale exceed the \$59 million estimated Project cost as published in the ballot measure and will be held as contingency in reserve by the County until such a time as the Board of County Commissioners (BCC) determines their future use. If not needed as contingency for the Project, this contingency funding will only be made available for uses of the proceeds consistent with the scope of the May 2016 ballot measure, including unforeseen project cost increases beyond the control of C800 and will only be released at the sole discretion of the BCC. The County will solicit advisory input on these matters from C800 and its Citizen Accountability Committee for the Project.”

Attached is the ballot title, question, summary, and explanatory statement for Measure 3-476 as it appeared on the May 2016 ballot.

The project as of November 1, 2018 has spent approximately 50% of the available funds and is approximately 40% complete. The project is still carrying a contingency of \$7,403,739. However, we are still constructing sites with three of the new 13 sites complete, four with firm construction bids, and six to bid in late December. Of the 13 existing site upgrades six are complete and the remaining seven will bid in December. The radio system equipment and installation as well as the microwave equipment and installation have been purchased. I would project that by June of 2019 we will have a firm position on the financial status of the project. At this time, we could construct a request for the use of the premium dollars and begin the process of determining the use of those funds.

In the mean time we certainly could begin the assembly of a preliminary list. Thus far the suggestion of increasing the stipend for subscriber radios has been suggested, purchase of a mobile communications vehicle, and returning the funds to the taxpayers.

I would suggest that each agency submit a list of suggestions for the use of these funds which I will then combine and share with the Board to discuss and prioritize.

3-476

2016 MAR 07 AM 08:55:30

Notice of Measure Election County

SEL 801

rev 01/16: ORS 250.035, 250.041,
250.175, 254.103, 254.465

Notice

Date of Notice
March 7, 2016

Name of County or Counties
Clackamas County

Date of Election
May 17, 2016

Final Ballot Title The following is the final ballot title of the measure to be submitted to the county's voters. The ballot title notice has been published and the ballot title challenge process has been completed.

Caption 10 words which reasonably identifies the subject of the measure.

General Obligation Bonds to replace obsolete emergency radio communications system.

Question 20 words which plainly phrases the chief purpose of the measure.

Shall County replace obsolete first responders emergency radio communications system; expand coverage; reinforce for disasters; issue \$59 million in bonds? If the bonds are approved, they will be payable from taxes on property or property ownership that are not subject to the limits of sections 11 and 11b, Article XI of the Oregon Constitution.

Summary 175 words which concisely and impartially summarizes the measure and its major effect.

When the public calls 9-1-1 for help, Clackamas County's emergency communications system dispatches all fire and rescue, law enforcement, and ambulance providers countywide. Although the system has worked for decades, manufacturers no longer make key parts and towers are not designed to withstand the earthquakes predicted for Oregon.

If approved, bonds will pay for replacement of the emergency communications system including:

- *Convert the emergency radio system to current technology;
- *Expand coverage to county areas that currently have none;
- *Add in-building coverage, so radios can function within hospitals, schools;
- *Improve reliability during major disasters;
- *Replace approximately 1000 analog radios countywide; and
- *Purchase land, repay debt.

For accountability, a citizen committee will provide oversight.

Bonds would be paid over 15 years or less.

Projected tax rate for bonds is estimated not to exceed 10¢ per \$1,000 of assessed value. Actual rate may vary depending on market conditions.

Typical homeowners with a 2016 average assessed (not market) value of \$262,514 would pay about \$26.25 annually or a little over \$2 a month.

Explanatory Statement 500 words that impartially explains the measure and its effect.

If the county is producing a voters' pamphlet an explanatory statement must be drafted and attached to this form for:

- any measure referred by the county governing body; or
- any initiative or referendum, if required by local ordinance.

Explanatory Statement Attached? Yes No

Authorized County Official Not required to be notarized.

Name

Chris Storey

Title

Assistant County Counsel

Mailing Address

2051 Kaen Road, 4th Floor

Contact Phone

503 742 4623

By signing this document:

- I hereby state that I am authorized by the county to submit this Notice of Measure Election; and
- I certify that notice of receipt of ballot title has been published and the ballot title challenge process for this measure completed.

Signature Redacted

7 March 2016

Signature

Date Signed

Clackamas County Emergency Communications System Bond Measure

Explanatory Statement

The existing emergency radio communications system for Clackamas County was built in the 1990s as a multi-agency effort to ensure emergency responders, including fire, law enforcement, and ambulance providers, could quickly and safely respond to emergencies.

Who uses the emergency communications system?

When a call for help is made to 9-1-1, the emergency radio system enables dispatchers to get all necessary emergency responders to the caller's location as quickly as possible. The system also provides the vital link among responders in the field to coordinate, request backup and get aid to people in crisis. The system is used by fire and rescue, city police, the County Sheriff, and EMS/ambulance responders countywide. The system is run by the Clackamas 800 Radio Group (C800), a partnership of public safety agencies.

Why does the system need to be updated?

Four key issues prompt the need for the system upgrades contemplated by the bond:

- Changes in Emergency Communications Technology – Equipment for the current system is obsolete and reaching the end of its serviceable life. Manufacturers no longer make key replacement parts because they have transitioned to newer technology, and finding used parts for the system has become increasingly difficult.
- Growing Demand for Emergency Services – Population and emergency call volume have grown and are anticipated to increase further over the coming decades. Up-to-date equipment is necessary to ensure that the system remains effective.
- System Coverage – The existing system has limited or no coverage in rural areas including Mt. Hood, the Clackamas River drainage, and portions of South County. The existing system also has limited functioning and coverage within large buildings such as schools, hospitals, and commercial structures. Purchasing additional sites, adding towers, and expanding coverage inside buildings will increase system availability.
- Need to Improve Reliability During Major Disasters – The system must be designed, built and maintained to a much higher standard than consumer telecommunications so it can work reliably during a storm, earthquake, or other major emergency, even if landline or cell phone networks overload or fail. Updated equipment and strengthened facilities will improve reliability of the system during severe weather, major earthquakes, and other disasters.

How much would the system improvements cost?

The proposal would raise an estimated \$59 million for capital improvements, equipment upgrades, and replacement of over 1,000 analog radios currently used by first responders countywide. These funds would be generated through the County's issuance of general obligation bonds that are expected to be paid over 15 years or less.

How much would this measure cost property taxpayers?

The projected levy rate is estimated to be approximately 10¢ per \$1,000 of assessed value. Actual rate may vary depending on changes in bond interest rates and assessed values. This rate would be levied over 15 years or less. A typical homeowner would pay about \$26.25 in 2016 or a little over \$2 a month assuming an average assessed (not market) value of \$262,514.

More information?

Call C800 at 503-780-4806 or visit the website at www.C800.org.



11300 SE Fuller Rd
Milwaukie, Oregon 97222
(503) 780-4806
C800.ORG

Revised Board of Directors Action Request

To: C800 Board of Directors
From: John Hartsock, Manager
Date: November 14, 2018
Re: Approve a Revised Contract with Microwave Networks Inc (MNI) for the Design, Furnishing and Installation of Upgrades and Expansion of the Microwave Communication Network.

NOTE: The Board approved a contract with Microwave Networks Inc at the September 2018 meeting in the amount of \$2,349,951.00. It was subsequently determined that this cost was from a previous quotation and did not include all required installation services. The contract was voided and is being replaced by this request.

REQUEST: It is hereby requested that the C800 Board of Directors approve awarding a revised contract in the amount of \$2,671,467.00 to Microwave Networks Inc for the design, furnishing and installation of upgrades and expansion of the microwave communication network.

DESCRIPTION: Due to microwave equipment failures in 2014/2015 and the inability to purchase parts for the circa 2004 existing equipment, WCCCA/C800 staff requested a grant from the State Homeland Security Program (SHSP) for funds to upgrade failing/obsolete microwave equipment. The grant provided funds in the amount of \$174,931 and C800 provided the remaining funds in the amount of \$376,169 for a total of \$551,100. These upgrades were completed in 2016. As such, the existing equipment does not need to be replaced however, it will be upgraded or reconfigured, as necessary, and will be reused in the new system design. This methodology saves the C800 project approximately \$500,000 and preserves the WCCCA/C800 investment in personnel training, spares and test equipment.

This is a sole source procurement as approved by the C800 Board acting as the local contract review board on December 6, 2017. The pricing of this equipment and services is based upon a cooperative purchasing agreement known as HGACBuy. After the base pricing was established from the HGACBuy agreement, WCCCA/C800/Newberg and MNI then further negotiated the total system price downward, leveraging WCCCA/C800/Newberg's existing customer status and the total WCCCA/C800/Newberg system volume.

The net result is a further price reduction from the HGAC pricing of \$666,101 for the C800 portion of the work. This nets a total cost for 18 new microwave links and reconfiguration/upgrades to 9 existing links of \$2,671,467 vs. a budget of \$2,961,831.

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

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

RECOMMENDATION: It is hereby recommended that the C800 Board of Directors approve awarding a revised contract in the amount of \$2,671,467.00 to Microwave Networks Inc for the design, furnishing and installation of upgrades and expansion of the microwave communication network.