

# CLACKAMAS C800 RADIO GROUP

## BOARD OF DIRECTORS MEETING

December 18, 2019 / 9:00AM

Meeting to be held at: CCOM/Disaster Management EOC - 2200 Kaen Rd Oregon City

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

1. Call the C800 / Board of Directors meeting to Order -Chair Sue Scobert
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 County 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. Executive Session: Recess into Executive Session - Real Property Negotiations  
ORS 192.660(2)(e) - Sue Scobert  
Executive sessions are closed to the public. Representatives of the news media and designated staff and guests shall be allowed to attend. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session.
4. Reconvene Board Meeting - Sue Scobert
5. \*Approval of Minutes of: November 20, 2019 Board Meeting - Sue Scobert
6. Public Comment - Sue Scobert
7. Communications - John Hartsock
8. Financial Report - November 2019 - John Hartsock
9. Committee Reports
  - a. Executive Committee - Sue Scobert
  - b. Technical Committee - John Hartsock
  - c. Citizen Accountability - John Hartsock -Meeting December 17, 2019 - Clackamas Sta 5 6:30P
10. 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
- iii. Portable/Mobile Radio Deployment - Todd Matsuo
- iv. Portable Radio Antenna - Ron Polluconi
- v. Clackamas Board of Commissioners Update - John Hartsock

**11. New Business: (\* Action Item)**

- a. \* Amendment to Clackamas County/C800 Bond IGA
- b. \* Approve Change Order to Todd Hess Construction - Hoodland
- c. \* Provide Direction - City of Lake Oswego/Cooks Butte Lease Termination
- d. \* Acceptance of FY 2018/2019 Audit
- e. \* Approve Engagement letter with Northwest Local Government Legal Advisors, LLC - Formerly Law Offices of Eileen Eakins, LLC
- f. 2020 C800 Board Meeting Schedule
- g. **Next Board Meeting January 22, 2020 9:00A @ CCOM - EOC**

**12. Open Agenda**

**13. Adjournment**

**CLACKAMAS C800 RADIO GROUP**  
**BOARD OF DIRECTORS MEETING AGENDA**

**Meeting Minutes of the November 20, 2019 Meeting**  
**CCOM/Disaster Management EOC**  
**2200 Kaen Rd Oregon City, OR 97045**

**i. C800 Board Meeting Called to Order at 0900 by Chair Sue Scobert**

**ii. The following were in attendance:**

City of Canby/Chief Bret Smith	Sandy Fire District/ Chief Phil Schneider
City of Gladstone Randy Hopperstad/Chief Rick Huffman/Chief John Schmerber	CCOM/Cheryl Bledsoe/Tony Collins/Toni Sexton
City of Lake Oswego / Scott Thran / David Morris / Sue Scobert	Clackamas County / Brian Nava / Christa Bosserman Wolfe /Kevin Moss
City of Milwaukie/ Chief Luke Strait	C800/John Hartsock/Bjorn Morfin
City of Molalla/ Chief Frank Schoenfeld	WCCA 911/Ron Polluconi
City of Oregon City/Chief Jim Band	Motorola/Todd Matsuo
City of Sandy/Chief Ernie Roberts (Called in)	Day Wireless/Chris Tate
City of West Linn/Peter Mahuna/Chief Terry Kruger	Skylands Neighborhood/Stephen Donaghy/Paul Zanimovich/Chad Dahlstrom.
Canby Fire/Chief Jim Davis	Bryant Neighborhood/Ann Savage
Clackamas Fire District #1/ Mike Corless	Palisades Neighborhood/Scott Handley/Luie Melo
Josh Gehrke / Rachel Trotman	
Estacada Fire & Colton Fire/Chief Richard Beaudoin	

**iii. Approval of Minutes – September 25, 2019 Board Meeting**

- a. Mike Corless made a motion to approve the minutes of the September 25, 2019 Board meeting as submitted and the motion was seconded by Randy Hopperstad. A unanimous vote was cast in favor.

**iv. Public Comment:**

- a. It was shared that folks from Lake Oswego were in attendance to discuss the Cooks Butte and Skyland sites. They shared their comments later in the meeting.

**v. Communications:** None.

**vi. Financial Report**

- a. John shared that the financial reports for September and October are in the packet. He noted that there were no unusual entries or issues. John reported that they were tracking on schedule and budget.

**vii. Committee Reports**

**a. Executive Committee**

- i. Sue Scobert shared that the Executive Committee did not meet last month.

**b. Technical Committee-John Hartsock**

- i. John noted that they met on October 23<sup>rd</sup>. He reported that they discussed:
- Site and system issues.
  - Upgrades at CCOM.

- Where they stand on the logging recorder project. Still trying to get to a solution, hopefully within the next month.
  - Update on station paging and alerting.
  - Overall planning for system replacement
- ii. John shared that the next meeting was tentatively scheduled for today, the 20<sup>th</sup>, but they are not meeting. He added that they will be looking at the schedule to see when to schedule.
- c. **Citizen Accountability**
- i. John shared that their next meeting will be on December 17<sup>th</sup> at CFD #1, Station 5.

viii. **Old Business:**

a. **System Management**

- i. Ron shared that there isn't anything crucial going on right now. He noted that things have been relatively stable.
- ii. Ron noted that they do have some risk associated with doing the upgrades. They are using temporary batteries when upgrading the new battery systems as well as a temp generator when upgrading the generator systems. He explained that so far, they have only had a couple outages.
- iii. Ron explained that things are going quite well. They had some visibility issues
- iv. Ron noted that there aren't any outstanding issues with the existing systems. He added that they have been blessed with the weather that has allowed them to continue on with operations.

b. **System Upgrade/Replacement**

i. **Project Status/Procurement-Bjorn Morfin**

- Bjorn reviewed project status:
  1. Wilsonville: Construction started last week. They anticipate completion near the end of January 2020.
  2. Highland Butte: Started construction about two weeks ago. They estimate completion near the end of January 2020.
  3. Four Forest Service Sites: All service sites are in some form of construction. Those sites are underway until the snow falls.
  4. Hoodland Fire: Scheduled to be complete next week.
  5. Brightwood: Almost complete. Should be wrapped up by next week.
  6. Lenhart: Almost done, with the exception of a propane tank.
  7. Mt. Scott: Underway in construction.
  8. Goat Mountain: In construction. The ground work is essentially done. As of last week, they are starting the power upgrade.
  9. Cooks Butte: Discussed later in the meeting.

ii. **Fire Station Alerting/Paging- John Hartsock**

- John met with all the team leaders earlier this week and last week. He explained that they came up with a status report format that will be circulated to the team and Fire agencies.
- The Gateway servers at WCCCA and CCOM are installed and loaded with all of the stations and apparatus. They have been running some tests and the two systems are connected to each other. He added that everything is working as anticipated.

- John noted that they are finalizing the station build out schedules. The goal is to have the whole system completed by March 2020. This will be sent to all fire users once organized with the team.
- Ron shared that things are stacking up nicely and the schedule looks good. Ron noted the only issue he has seen is that the agencies are moving at different paces.
- Sue Scobert noted that Mike Corless is the Project Manager for Clackamas County. She added that if anyone has questions, they can be directed to him.
- John shared that for paging, the equipment has been ordered. The install of the 900 pagers is on track for early spring of next year.
- Ron added that they will be doing acceptance testing sometime in February.

### **iii. Portable/Mobile Radio Deployment-Todd Matsuo**

- Todd with Motorola shared that they are largely done with deploying new radios to the Agencies. He added that there were some Agencies that have had add on orders.
- Todd explained that lately they have been upgrading existing fleets. He shared this is a three -step process.
  - 1. Do an inventory/read existing radios
  - 2. Evaluating (look at what the fleet is made up of and what upgrades are required.
  - 3. Schedule the upgrades
- Todd shared that things are moving along. He expressed that it is a slow process, but it is moving along pretty well.
- Todd noted that they will be leaving some of the larger Agencies until the end because they are logistically harder to schedule with.
- Todd shared that if anyone has questions, they can direct them to Joe Harris or himself.
- John added that they are coming to a point at the end of December, beginning of January, where they will be doing some contract upgrades with Motorola. He added that at this point, they will lose the current discount on upgrades. He suggested that if Agencies need radios, they get them ordered during the December or January time frame to get the maximum discount. He added if Agencies are thinking about upgrading something, it will be better to do it now, rather than wait to order into the next year.

### **iv. Portable Radio Antenna- Ron Polluconi**

- Ron shared that they took a trip down to Plantation, Motorola's primary engineering and development center for the portable and mobile products. He explained that Motorola is incredible open to allowing access to the development folks.
- Ron explained that the antennas that the performance they had was clear and comprehended. They will know more this afternoon. All information to gather. They have open access to design engineers and labs.
- Ron express that by having access to this, they determined that their risk is very low.
- Ron explained that they are proposing the single band antenna. He noted that from a performance perspective, they will be very acceptable and better than what we have now.
- Ron noted that they don't expect any snags.

### **v. Use of Bond Premium Funds**

- Jim Davis shared that last month, the top priorities for the usage of the bond premium funds were shared with the group. Jim Davis reviewed what those top priorities were.
- Jim Davis noted that John included the cost of each in the September meeting minutes.

- Jim Davis explained that last month it was asked that this information be brought back this month for the group to vote on prior to sending it to the citizens group. John confirmed. John shared that when they go to the citizens group in December, they would bring the board's recommendation and gather their recommendation.
- John noted that the group could do a concurrence or a vote so he knows what the board wants to recommend to the citizen's group.
- Brief group discussion followed about the top priorities.
- John explained that this is a three -step process for the funds:
  1. C800
  2. Citizens' Advisory Committee
  3. Commissioners releasing the funds for use
- John shared that once the money is given, he will come back to the meeting to approve the items.
- Jim Band made a motion to approve the four priorities as stated. John Schmerber seconded the motion. A unanimous vote was cast in favor.

**vi. Clackamas Board of Commissioners Update-John Hartsock**

- John shared that the Clackamas Board of Commissioners had gone through the agreement and updated where we are in the process and funding.
- John noted that one portion they had concern over is part of the bond funds. He explained that they have to have spent 80% of the money within three years of selling the bonds. He added that because of the site delays, we are behind that. Some we are behind because of site delays.
- John noted that the concern is that if you borrow more money than you need and invest and make money; however he added that this is not the case for this group.
- No one had thought that we would have to pay arbitrage interest. John noted that Brian has done a great job at investing those bonds. John explained that we will probably have to pay some arbitrage. He added that is a good thing as it will add to the amount of money even though have to pay a small amount.
- An update was provided from County Council at the meeting. It was shared that they were okay with the changes the council proposed. It was added that they are hoping to get this added to the December meeting agendas.
- John expressed that the county does have some cost with administrating this project. He noted that it has been a great relationship.
- John noted that they will bring back the final agreement to the meeting on the 18th after both counsels look at it.

**ix. New Business: (\*Action Item)**

**a. \* Election of Officers**

- i. Sue shared that with Ryan Hari's retirement, the board needs a Second Vice Chair.
- ii. John explained that there are three elected positions: Chair, First Vice Chair and Second Vice Chair. Traditionally, they roll over so they have a sense of what is going on. It also traditionally goes fire, law, fire, law.
- iii. Currently they have Sue Scobert and Vince Stafford and are looking for a third.
- iv. Traditionally, this person would be from the law side.
- v. John noted that this position should be filled today so they have a third check signer.

- vi. Bret Smith nominated Lt. Jorge Tro from Canby Police Department. He added that Jorge is on a project and wouldn't be here until March, so he would be willing to fill in for Jorge until that time.
  - vii. Bret Smith made a motion to elect Jorge Tro as the second vice chair and he will fill that position until he is available around March. Jim Band seconded the motion. A unanimous vote was cast in favor.
- b. \*Authorize Check Signatures**
- i. Sue asked for a motion to remove Chief Ryan Hari from the bank account and add Bret Smith in for now as Jorge Tro is on a project.
  - ii. John explained the check signing process.
  - iii. Mike Corless made a motion for the C800 Board of Directors to authorize the following individuals as check signers for the checking account at Clackamas County Bank (Account #733508): Chair- Sue Scobert, First Vice Chair- Chief Vince Stafford, and Second Vice Chair Bret Smith. Further that Deputy Chief Ryan Hari shall be removed as an authorized signer. Jim Band seconded the motion. A unanimous vote was cast in favor.
- c. \*Revised Clackamas County/C800 Bond IGA**
- i. John noted that this was already discussed. It will be coming back to the group on the 18th of December.
- d. \*Approve Purchase of Asset management system.**
- i. John shared that part of the project included this purchase. He explained that it is needed to be able to track the parts and pieces within the system. He went on to share that part of this is for the insurance, part for the agreement and part for the auditor.
  - ii. The system now was a building management system that worked okay.
  - iii. John shared that the new system is designed around the radio management.
  - iv. Ron shared more details about the system.
  - v. John noted that they are getting this for a very competitive price.
  - vi. Jim Davis made a motion for the C800 Board of Directors to approve issuing a joint contract with WCCCA in the amount of \$203,197.20 for the C800 share for an Asset Management System being provided by MCN Technology LLC Birmingham Alabama.
- e. City of Lake Oswego/Cooks Butte Lease Termination**
- i. John shared that they received a letter from the city of Lake Oswego resending the lease for the Cooks Butte site. He went on to report that now is the question of, "do we accept the letter, and what response do we provide back?"
  - ii. John noted that an option would be to move onto the alternate site, Skylands site.
  - iii. John shared that the biggest issue is coverage. John noted that they provided some coverage information in the report.
  - iv. Ron reviewed the coverage information.
  - v. Group discussion followed about coverage in that area, costs and what the options are.
  - vi. John confirmed that that City of Lake Oswego wants to break the lease. The lease ends in ten years.
  - vii. John noted that they don't know all the details on why they came back and resended the lease.
  - viii. Citizens from the two neighborhoods shared their concerns and asked questions to the board members.
  - ix. Sue shared that what John needs is a recommendation from the board.

- x. It was suggested that the Board have an executive session to confer with Legal counsel and discuss the issue and options further. It was decided that there will be an executive session on the 18<sup>th</sup> of December at the beginning of the board meeting. The executive session will be opened immediately following calling the meeting order and holding the roll call, with the regular meeting to follow.
- xi. It was discussed that the Board needs to solve the Cooks Butte problem and then continue with the Skyland site if needed.
- f. FY 2018/2019 Audit
  - i. John shared that the annual audit included in the packet is for the Board's review. He noted that this is a clean audit, adding that he didn't include the auditor's comments. John will email the comments out to everyone.
  - ii. John noted that the audit will be on the December agenda for acceptance.

**Open Agenda**

- a. **Next Board Meeting**
  - i. Next meeting will be on December 18, 2019 at CCOM/EOC. The executive session will be at 9:00 am with the regular meeting to follow.
- ii. **Meeting adjourned at 10:25 am.**

**Clackamas 800 Radio Group**  
**Profit & Loss Budget vs. Actual**  
 July through November 2019

	Jul - Nov 19	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
401-00 · Beginning Fund Balance	0.00	7,812,283.00	-7,812,283.00	0.0%
405-00 · Members Contracts	77,418.20	64,070.00	13,348.20	120.8%
410-00 · Partners Fees	1,006,630.00	951,268.00	55,362.00	105.8%
420-00 · Partners Debt Service Zone Cont	0.00	0.00	0.00	0.0%
421-00 · Partner Debt Service Microwave	0.00	0.00	0.00	0.0%
430-00 · Subscriber Radio Payments	0.00	100,000.00	-100,000.00	0.0%
431-00 · Interest Income	311.75	500.00	-188.25	62.4%
435-00 · Lease Revenue	6,971.00	48,140.00	-41,169.00	14.5%
440-00 · Miscellaneous Income	0.00	1,000.00	-1,000.00	0.0%
450-00 · Intergovernmental-Clackamas Co	10,736,741.46	31,500,000.00	-20,763,258.54	34.1%
455-00 · Bond Interest Income	0.00	500,000.00	-500,000.00	0.0%
<b>Total Income</b>	<b>11,828,072.41</b>	<b>40,977,261.00</b>	<b>-29,149,188.59</b>	<b>28.9%</b>
<b>Gross Profit</b>	<b>11,828,072.41</b>	<b>40,977,261.00</b>	<b>-29,149,188.59</b>	<b>28.9%</b>
<b>Expense</b>				
605-00 · Site Rental	235,831.61	173,838.00	61,993.61	135.7%
610-00 · Fuel/Generators	4,779.65	26,000.00	-21,220.35	18.4%
615-00 · HVAC Maintenance	501.00	9,503.00	-9,002.00	5.3%
620-00 · Landscape Maintenance	4,710.00	14,300.00	-9,590.00	32.9%
621-00 · Office Supplies	0.00	2,000.00	-2,000.00	0.0%
625-00 · Generator Maintenance	2,642.98	12,500.00	-9,857.02	21.1%
630-00 · UPS Maintenance	4,065.00	13,500.00	-9,435.00	30.1%
635-00 · Battery Maintenance	0.00	3,000.00	-3,000.00	0.0%
645-00 · Insurance	3,117.94	35,000.00	-31,882.06	8.9%
650-00 · Utilities	23,516.34	78,000.00	-54,483.66	30.1%
655-00 · Consultant Services	26,080.36	48,500.00	-22,419.64	53.8%
657-00 · Regional Radio Expense	0.00	1,500.00	-1,500.00	0.0%
660-00 · WCCCA System Fees	444,512.13	866,769.00	-422,256.87	51.3%
665-00 · Radio Maintenance Fees	2,533.40	90,000.00	-87,466.60	2.8%
667-00 · Radio Replacement Project	0.00	0.00	0.00	0.0%
670-00 · Legal Services	1,276.00	8,000.00	-6,724.00	16.0%
675-00 · Financial Services	2,694.99	8,500.00	-5,805.01	31.7%
680-00 · Audit Fees	5,975.00	7,000.00	-1,025.00	85.4%
683-00 · Capital Reserve	0.00	100,000.00	-100,000.00	0.0%
685-00 · Miscellaneous Expenses	781.64	5,000.00	-4,218.36	15.6%
686-00 · Meeting Expenses	0.00	1,150.00	-1,150.00	0.0%
<b>703-00 · Capital Outlay</b>				
703-01 · Buildings & Land Improvement				
703-011 · Land Improvement	5,789,082.84			
703-013 · Tower	283,161.00			
703-014 · Generator	56,244.00			
<b>Total 703-01 · Buildings &amp; Land Improvement</b>	<b>6,128,487.84</b>			
703-02 · Radio Backbone				
703-021 · Simulcast / Master Site	4,126,905.27			
703-022 · Subscriber Radios	8,783.05			
703-024 · Paging	21,616.00			
703-025 · Back up Dispatch	684.00			
703-026 · Cat. 6 Fire Station Alerting	545,637.53			
<b>Total 703-02 · Radio Backbone</b>	<b>4,703,625.85</b>			
703-03 · Equipment				
703-032 · DC Power	250,019.67			
703-034 · Microwave	121,950.00			
703-036 · Fire Station Alerting	577,696.74			
<b>Total 703-03 · Equipment</b>	<b>949,666.41</b>			
703-04 · Capital Outlay Service	0.00	0.00	0.00	0.0%
703-00 · Capital Outlay - Other	0.00	31,500,000.00	-31,500,000.00	0.0%
<b>Total 703-00 · Capital Outlay</b>	<b>11,781,780.10</b>	<b>31,500,000.00</b>	<b>-19,718,219.90</b>	<b>37.4%</b>

9:06 AM

12/11/19

Accrual Basis

**Clackamas 800 Radio Group**  
**Profit & Loss Budget vs. Actual**  
July through November 2019

	Jul - Nov 19	Budget	\$ Over Budget	% of Budget
795-00 · Debt Service	0.00	0.00	0.00	0.0%
800-00 · Operating Contingency	0.00	75,000.00	-75,000.00	0.0%
999-00 · Unappropriated End Fund Bal	0.00	7,898,201.00	-7,898,201.00	0.0%
<b>Total Expense</b>	<b>12,544,798.14</b>	<b>40,977,261.00</b>	<b>-28,432,462.86</b>	<b>30.6%</b>
<b>Net Ordinary Income</b>	<b>-716,725.73</b>	<b>0.00</b>	<b>-716,725.73</b>	<b>100.0%</b>
<b>Net Income</b>	<b>-716,725.73</b>	<b>0.00</b>	<b>-716,725.73</b>	<b>100.0%</b>

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

Accrual Basis

November 2019

Type	Date	Num	Name	Memo	Class	Amount	Balance
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
<b>431-00 · Interest Income</b>							
Deposit	11/30/2019			Interest		72.35	72.35
Total 431-00 · Interest Income						72.35	72.35
<b>450-00 · Intergovernmental-Clackamas Co</b>							
Deposit	11/29/2019		Clackamas County - Bond Related	Payment for October 2019 Ex...		5,745,524.40	5,745,524.40
Total 450-00 · Intergovernmental-Clackamas Co						5,745,524.40	5,745,524.40
Total Income						5,745,596.75	5,745,596.75
Gross Profit						5,745,596.75	5,745,596.75
<b>Expense</b>							
<b>605-00 · Site Rental</b>							
Bill	11/07/2019	BF060...	USDA Forest Service			10,024.03	10,024.03
Bill	11/30/2019		Snader, Donald			22,002.90	32,026.93
Bill	11/30/2019		Boring Water District			6,992.70	39,019.63
Bill	11/30/2019		Reliance Connects Inc.			17,389.11	56,408.74
Bill	11/30/2019		City of Wilsonville			13,112.72	69,521.46
Bill	11/30/2019		Darren E. McAra			3,278.18	72,799.64
Bill	11/30/2019		Tami McAra			3,278.18	76,077.82
Bill	11/30/2019		Brenda L. Tinjum			3,278.18	79,356.00
Bill	11/30/2019		Robert Lux			3,278.18	82,634.18
Bill	11/30/2019		McKenzie Family Land Holdings, LLC			11,124.00	93,758.18
Bill	11/30/2019		Nicholas Albert & McKenzie Marie C...			15,735.27	109,493.45
Bill	11/30/2019		Staats, David			20,000.00	129,493.45
Bill	11/30/2019		Weyerhaeuser Company			27,504.22	156,997.67
Bill	11/30/2019		Zimmer Family Limited Partnership			13,112.72	170,110.39
Total 605-00 · Site Rental						170,110.39	170,110.39
<b>610-00 · Fuel/Generators</b>							
Bill	11/01/2019	INV01...	WCCCA			869.31	869.31
Total 610-00 · Fuel/Generators						869.31	869.31
<b>620-00 · Landscape Maintenance</b>							
Bill	11/01/2019	19-1552	Valley View Landworks			4,710.00	4,710.00
Total 620-00 · Landscape Maintenance						4,710.00	4,710.00
<b>625-00 · Generator Maintenance</b>							
Bill	11/27/2019	B613	Power Systems Plus Inc.			1,762.98	1,762.98
Total 625-00 · Generator Maintenance						1,762.98	1,762.98
<b>650-00 · Utilities</b>							
Check	11/04/2019	EFT	PGE			132.94	132.94
Check	11/05/2019	EFT	PGE			66.14	199.08
Check	11/05/2019	EFT	PGE			338.14	537.22
Check	11/06/2019	EFT	PGE			94.59	631.81
Check	11/07/2019	EFT	PGE			351.25	983.06
Bill	11/07/2019		Reliance Connects Inc.			5,270.55	6,253.61
Check	11/12/2019	EFT	PGE			167.73	6,421.34
Check	11/15/2019	EFT	PGE			288.25	6,709.59
Check	11/18/2019	EFT	PGE			241.29	6,950.88
Check	11/18/2019	EFT	PGE			337.60	7,288.48
Check	11/18/2019	EFT	PGE			506.47	7,794.95
Check	11/22/2019	EFT	PGE			422.78	8,217.73
Check	11/29/2019	EFT	Canby Utility	190236		56.30	8,274.03
Total 650-00 · Utilities						8,274.03	8,274.03
<b>655-00 · Consultant Services</b>							
Bill	11/30/2019		Hartsock Project Mgmt.			4,699.69	4,699.69
Total 655-00 · Consultant Services						4,699.69	4,699.69
<b>665-00 · Radio Maintenance Fees</b>							
Bill	11/01/2019	INV01...	WCCCA			242.99	242.99
Total 665-00 · Radio Maintenance Fees						242.99	242.99
<b>670-00 · Legal Services</b>							
Bill	11/30/2019	12524	Eakins, Eileen			968.00	968.00
Total 670-00 · Legal Services						968.00	968.00
<b>675-00 · Financial Services</b>							
Bill	11/01/2019		Clackamas County Fire District #1			19.99	19.99
Bill	11/01/2019	158855	Talbot, Korvola & Warwick, LLP			515.00	534.99
Check	11/30/2019			Service Charge		20.00	554.99
Total 675-00 · Financial Services						554.99	554.99
<b>680-00 · Audit Fees</b>							
Bill	11/01/2019	39325	Jarrard, Seibert, Pollard & Co. LLC			2,875.00	2,875.00
Total 680-00 · Audit Fees						2,875.00	2,875.00

Clackamas 800 Radio Group  
Profit & Loss Detail

November 2019

Type	Date	Num	Name	Memo	Class	Amount	Balance
<b>685-00 · Miscellaneous Expenses</b>							
Bill	11/01/2019	AIE 11...	State of Oregon			658.64	658.64
Total 685-00 · Miscellaneous Expenses						658.64	658.64
<b>703-00 · Capital Outlay</b>							
<b>703-01 · Buildings &amp; Land Improvement</b>							
<b>703-011 · Land Improvement</b>							
Bill	11/01/2019	19-1553	Valley View Landworks		14 Lenhart	1,850.00	1,850.00
Bill	11/04/2019	16173	Hathaway Larson		02 Skyland/Coo...	2,600.00	4,450.00
Bill	11/06/2019	16063-5	McKay Consulting		04 Wilsonville T...	1,025.00	5,475.00
Bill	11/09/2019	18034-6	McKay Consulting		20 Angel Falls/...	1,360.00	6,835.00
Bill	11/12/2019		PGE	Job No.: M2640067	22 Whale Head	3,078.40	9,913.40
Bill	11/12/2019	18010-4	McKay Consulting		02 Skyland/Coo...	1,120.00	11,033.40
Bill	11/13/2019	5354	T3 Construction LLC		18 Highland Butte	75,000.00	86,033.40
Bill	11/13/2019	5353	T3 Construction LLC		20 Angel Falls/...	75,000.00	161,033.40
Bill	11/13/2019	5352	T3 Construction LLC		22 Whale Head	150,000.00	311,033.40
Bill	11/14/2019	8961	Securasite LLC		02 Skyland/Coo...	9,312.50	320,345.90
Bill	11/14/2019	8960	Securasite LLC		02 Skyland/Coo...	34.80	320,380.70
Bill	11/14/2019	8962	Securasite LLC		03 Damascus	25.00	320,405.70
Bill	11/14/2019	8963	Securasite LLC		04 Wilsonville T...	113.24	320,518.94
Bill	11/19/2019	8982	Securasite LLC		16 Canby	368.75	320,887.69
Bill	11/19/2019	8981	Securasite LLC		16 Canby	49.88	320,937.57
Bill	11/19/2019	8980	Securasite LLC		09 Sandy	75.00	321,012.57
Bill	11/19/2019	8979	Securasite LLC		04 Wilsonville T...	3,268.75	324,281.32
Bill	11/19/2019	19-815	SSA Acoustics		02 Skyland/Coo...	1,500.00	325,781.32
Bill	11/21/2019	16041-5	McKay Consulting		18 Highland Butte	2,025.00	327,806.32
Bill	11/23/2019	8994	Securasite LLC		40 All	7,581.25	335,387.57
Bill	11/25/2019	16890	Black Mountain Consulting		04 Wilsonville T...	1,000.00	336,387.57
Bill	11/25/2019	8995	Securasite LLC		40 All	496.00	336,883.57
Bill	11/27/2019	619804	Day Wireless Systems Inc.		40 All	1,554.00	338,437.57
Bill	11/27/2019	8997	Securasite LLC		40 All	2,449.46	340,887.03
Bill	11/27/2019	8996	Securasite LLC		40 All	16,980.00	357,867.03
Bill	11/28/2019	9002	Securasite LLC		11 Brightwood	125.00	357,992.03
Bill	11/28/2019	9003	Securasite LLC		14 Lenhart	187.50	358,179.53
Bill	11/28/2019	9000	Securasite LLC		05 Mount Scott	388.40	358,567.93
Bill	11/28/2019	8999	Securasite LLC		05 Mount Scott	225.00	358,792.93
Bill	11/28/2019	9001	Securasite LLC		08 Polivka	187.50	358,980.43
Bill	11/29/2019	9004	Securasite LLC		23 Goat Mountain	787.50	359,767.93
Bill	11/29/2019	5339-2	T3 Construction LLC		20 Angel Falls/...	325,000.00	684,767.93
Bill	11/29/2019	5339-2	T3 Construction LLC		22 Whale Head	325,000.00	1,009,767.93
Bill	11/29/2019	5339-2	T3 Construction LLC		21 Oak Grove B...	390,000.00	1,399,767.93
Bill	11/30/2019	9005	Securasite LLC		23 Goat Mountain	243.75	1,400,011.68
Total 703-011 · Land Improvement						1,400,011.68	1,400,011.68
<b>703-013 · Tower</b>							
Bill	11/01/2019	575086	Sabre Industries Inc.		02 Skyland/Coo...	2,000.00	2,000.00
Bill	11/27/2019	501554	Day Wireless Systems Inc.		05 Mount Scott	3,800.00	5,800.00
Total 703-013 · Tower						5,800.00	5,800.00
<b>703-014 · Generator</b>							
Bill	11/25/2019	2207-1A	Power Systems Plus Inc.		23 Goat Mountain	1,650.00	1,650.00
Total 703-014 · Generator						1,650.00	1,650.00
Total 703-01 · Buildings & Land Improvement						1,407,461.68	1,407,461.68
<b>703-02 · Radio Backbone</b>							
<b>703-024 · Paging</b>							
Bill	11/01/2019	301783	WiPath Communications, LLC		40 All	1,406.00	1,406.00
Bill	11/01/2019	301782	WiPath Communications, LLC		40 All	12,451.00	13,857.00
Total 703-024 · Paging						13,857.00	13,857.00
<b>703-026 · Cat. 6 Fire Station Alerting</b>							
Bill	11/01/2019	361990	Novexcomm Enterprise Electronics		40 All	6,728.11	6,728.11
Bill	11/06/2019	8955	US Digital Designs, Inc.		40 All	51,472.05	58,200.16
Bill	11/06/2019	8956	US Digital Designs, Inc.		40 All	91,970.38	150,170.54
Bill	11/06/2019	8957	US Digital Designs, Inc.		40 All	25,732.60	175,903.14
Bill	11/06/2019	8958	US Digital Designs, Inc.		40 All	48,964.21	224,867.35
Bill	11/06/2019	8959	US Digital Designs, Inc.		40 All	24,426.71	249,294.06
Bill	11/06/2019	8960	US Digital Designs, Inc.		40 All	102,048.44	351,342.50
Bill	11/15/2019	VSV 7...	CDW Government		40 All	2,205.84	353,548.34
Bill	11/21/2019	50332	Clackamas County Finance		40 All	144.78	353,693.12
Bill	11/22/2019	8988	US Digital Designs, Inc.		40 All	248.29	353,941.41
Bill	11/27/2019	21387	Team Electric Company		40 All	3,805.07	357,746.48
Bill	11/30/2019	2683	Clackamas County Fire District #1		40 All	11,560.84	369,307.32
Total 703-026 · Cat. 6 Fire Station Alerting						369,307.32	369,307.32
Total 703-02 · Radio Backbone						383,164.32	383,164.32
<b>703-03 · Equipment</b>							
<b>703-032 · DC Power</b>							
Bill	11/27/2019	619808	Day Wireless Systems Inc.		06 Mtn View	3,337.08	3,337.08
Bill	11/27/2019	619808	Day Wireless Systems Inc.		11 Brightwood	35,948.20	39,285.28
Bill	11/27/2019	619808	Day Wireless Systems Inc.		15 Timberline	35,948.20	75,233.48
Total 703-032 · DC Power						75,233.48	75,233.48

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

Accrual Basis

November 2019

Type	Date	Num	Name	Memo	Class	Amount	Balance
<b>703-034 · Microwave</b>							
Bill	11/01/2019	1891517	Microwave Networks Inc.		40 All	113,728.00	113,728.00
Bill	11/06/2019	SI-497...	Lile International Companies		40 All	1,295.00	115,023.00
Bill	11/30/2019	SI-498...	Lile International Companies		40 All	1,170.00	116,193.00
Total 703-034 · Microwave						116,193.00	116,193.00
Total 703-03 · Equipment						191,426.48	191,426.48
Total 703-00 · Capital Outlay						1,982,052.48	1,982,052.48
Total Expense						2,177,778.50	2,177,778.50
Net Ordinary Income						3,567,818.25	3,567,818.25
<b>Net Income</b>						<b>3,567,818.25</b>	<b>3,567,818.25</b>

## Clackamas 800 Radio Group

## Trial Balance

12/11/19

As of November 30, 2019

Accrual Basis

	Nov 30, 19	
	Debit	Credit
115-00 · Cash/Checking Account	1,969,051.38	
11000 · Accounts Receivable	124,141.80	
120-00 · Member Fees Receivable	0.00	
12000 · Undeposited Funds	0.00	
150-00 · Prepaid Expenses	0.00	
169-00 · CIP	8,003,794.52	
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	
175-00 · Accumulated Depreciation		10,958,322.09
180-00 · Deferred O/F-P25 Maintenance	5,812,058.44	
201-00 · Accounts Payable		2,179,645.92
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		11,227,999.38
320-00 · Retained Earnings, Prior		6,442,331.43
405-00 · Members Contracts		77,418.20
410-00 · Partners Fees		1,006,630.00
431-00 · Interest Income		311.75
435-00 · Lease Revenue		6,971.00
450-00 · Intergovernmental-Clackamas Co		10,736,741.46
605-00 · Site Rental	235,831.61	
610-00 · Fuel/Generators	4,779.65	
615-00 · HVAC Maintenance	501.00	
620-00 · Landscape Maintenance	4,710.00	
625-00 · Generator Maintenance	2,642.98	
630-00 · UPS Maintenance	4,065.00	
645-00 · Insurance	3,117.94	
650-00 · Utilities	23,516.34	
655-00 · Consultant Services	26,080.36	
660-00 · WCCA System Fees	444,512.13	
665-00 · Radio Maintenance Fees	2,533.40	
670-00 · Legal Services	1,276.00	
675-00 · Financial Services	2,694.99	
680-00 · Audit Fees	5,975.00	
685-00 · Miscellaneous Expenses	781.64	
703-011 · Land Improvement	5,789,082.84	
703-013 · Tower	283,161.00	
703-014 · Generator	56,244.00	
703-021 · Simulcast / Master Site	4,126,905.27	
703-022 · Subscriber Radios	8,783.05	
703-024 · Paging	21,616.00	
703-025 · Back up Dispatch	684.00	
703-026 · Cat. 6 Fire Station Alerting	545,637.53	
703-032 · DC Power	250,019.67	
703-034 · Microwave	121,950.00	
703-036 · Fire Station Alerting	577,696.74	
<b>TOTAL</b>	<b>42,636,371.23</b>	<b>42,636,371.23</b>

## Clackamas 800 Radio Group

## Balance Sheet

As of November 30, 2019

	<u>Nov 30, 19</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
115-00 · Cash/Checking Account	1,969,051.38
<b>Total Checking/Savings</b>	1,969,051.38
<b>Accounts Receivable</b>	
11000 · Accounts Receivable	124,141.80
<b>Total Accounts Receivable</b>	124,141.80
<b>Total Current Assets</b>	2,093,193.18
<b>Fixed Assets</b>	
169-00 · CIP	8,003,794.52
160-00 · Buildings and Towers	10,956,645.15
165-00 · Radio Backbone	2,520,898.80
166-00 · Equipment	704,983.00
175-00 · Accumulated Depreciation	-10,958,322.09
<b>Total Fixed Assets</b>	11,227,999.38
<b>Other Assets</b>	
180-00 · Deferred O/F-P25 Maintenance	5,812,058.44
<b>Total Other Assets</b>	5,812,058.44
<b>TOTAL ASSETS</b>	<b><u>19,133,251.00</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
201-00 · Accounts Payable	2,179,645.92
<b>Total Accounts Payable</b>	2,179,645.92
<b>Total Current Liabilities</b>	2,179,645.92
<b>Total Liabilities</b>	2,179,645.92
<b>Equity</b>	
310-00 · Investment in Fixed Assets	11,227,999.38
320-00 · Retained Earnings, Prior	6,442,331.43
Net Income	-716,725.73
<b>Total Equity</b>	16,953,605.08
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>19,133,251.00</u></b>

9:08 AM

12/11/19

### Clackamas 800 Radio Group

### A/R Aging Detail

As of November 30, 2019

Type	Date	Num	Name	Due Date	Aging	Open Balance
<b>Current</b>						
Total Current						
<b>1 - 30</b>						
Total 1 - 30						
<b>31 - 60</b>						
Total 31 - 60						
<b>61 - 90</b>						
Total 61 - 90						
<b>&gt; 90</b>						
Invoice	07/31/2018	18-166	Canby FD	07/31/2018	487	11,481.80
Invoice	07/31/2018	18-188	Boring Water	07/31/2018	487	860.00
Invoice	07/31/2018	18-192	Clackamas County - Transportation Eng	07/31/2018	487	8,170.00
Invoice	07/15/2019	19-217	Canby FD	07/15/2019	138	29,670.00
Invoice	07/15/2019	19-221	Colton Fire	07/15/2019	138	16,770.00
Invoice	07/15/2019	19-225	Hoodland Fire District	07/15/2019	138	25,370.00
Invoice	07/15/2019	19-235	Sandy Police	07/15/2019	138	19,780.00
Invoice	07/15/2019	19-240	Boring Water	07/15/2019	138	860.00
Invoice	07/15/2019	19-244	Clackamas County - Transportation Eng	07/15/2019	138	11,180.00
Total > 90						124,141.80
<b>TOTAL</b>						<b>124,141.80</b>

# RADIO PROJECT STATUS

---

## Emergency Communication System Upgrade

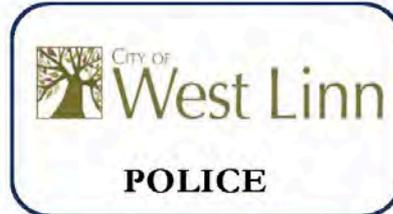
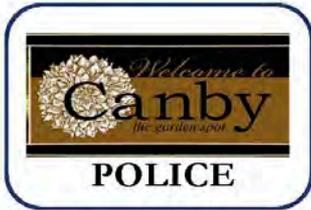
C800 Project Leader: John Hartsock

WCCCA Project Leader: Ron Polluconi

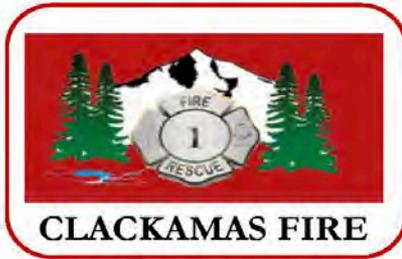
C800 Project Manager: Bjorn Morfin

Date: December 10, 2019

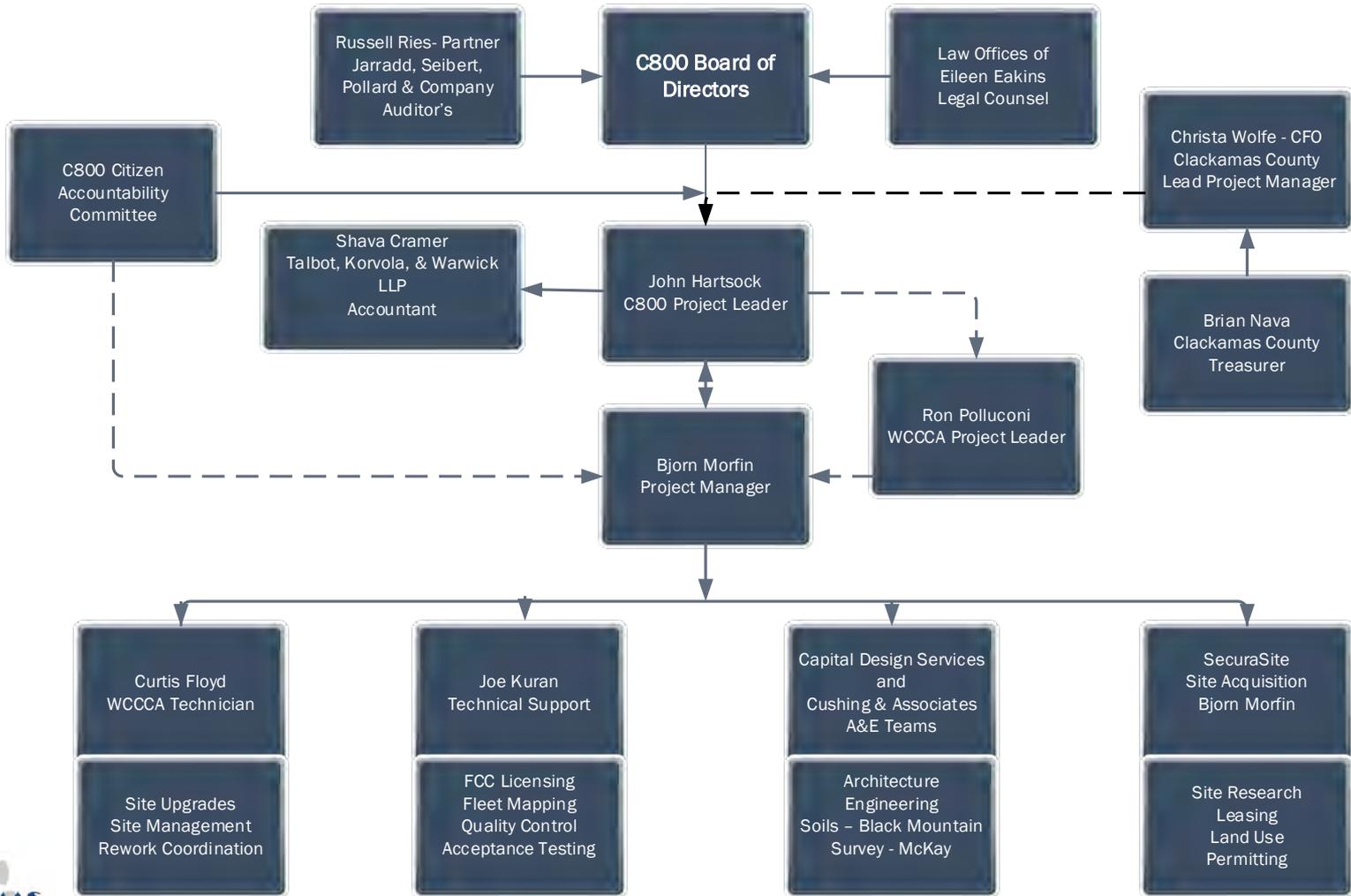




THE EIGHTEEN PUBLIC SAFETY AGENCIES THAT MAKE UP CLACKAMAS 800 RADIO GROUP



# C800 Project Team



Clackamas 800 Radio Group Radio Replacement Project



# Resiliency:

## A Primary Objective of the Upgraded System Design

- **New Facilities and Towers - Designed to the Oregon Structural Specialty Code: “Essential Facilities” Risk Category IV: i.e.,** Essential structures in this category are used for communications across non-redundant and hardened networks such as: rescue or disaster operations, and public safety facilities. They are to withstand a magnitude 9 earthquake and continue to operate.
- **Existing Facilities and Towers - Upgraded to Meet the Current Essential Facilities Codes.**
- **48V DC Power Systems Combined with Emergency Generators**
  - Having 1,000 gal propane fuel supply to provide up to 4 weeks of back up power.
- **Redundant HVAC units - To maintain environmental control.**





# Project Status New Sites Summary

## 14 New Sites Acquisition / Design / Construction:

- **Barton / Damascus / Sandy / Canby / Crutcher Bench /:** Complete.
- **Hoodland Fire/Brightwood:** Construction is underway anticipating completion by December 20, 2019.
- **Wilsonville:** Contractor mobilized on November 4, 2019 anticipate completion by January 31, 2020
- **Highland Butte (BLM):** Construction is underway with tree clearing and road construction. Anticipate completion by January 31, 2020
- **Tom Dick & Harry / Memaloose / Whale Head / Oak Grove (USFS):** Construction is underway on Memaloose / Whalehead / Oak Grove – access easement being obtained for TD&H. Anticipate a June 2020 completion depending on weather
- **Cooks Butte:** On hold – pending C800 Board review and direction.
- **Kerr Parkway Water Tank:** Researching alternative locations.

# Project Status Existing Sites Summary

## 13 Existing Sites Design / Construction

- **Brightwood / Lenhart / Pete's / Polivka / Day Hill / Mt View / Redland Rd / Sawtell / View Acres** : Complete
- **Mt Scott:** Tower replacement / building foundation upgrades / 48V DC power system / new generator and 1,000 gal fuel tank / new HVAC units. Anticipated by January 31, 2020.
- **Goat Mtn / :** Tower structural upgrades / building foundation upgrades / 48V DC power system / new generator and 1,000 gal fuel tank / new HVAC units. Goat is underway with an anticipated December completion – could be delayed due to weather.
- **Timberline:** new generator and 1,000 gal fuel tank to be scheduled
- **CCOM:** New Uninterruptable Power System for Master Site Equipment / revisions to fire suppression system / new cable tray work complete.



# Project History and Status

## **Brief History:**

Conceptual planning for upgrade of the public safety radio systems in the Portland Metro Area started in 2008 due to an aging communications infrastructure. The planning team was a partnership of City of Portland, Clark County, Washington (CRESA), Washington County Consolidated Communications Agency (WCCCA) and Clackamas 800 Radio Group (C800). The planning team was assisted by the IXP Corporation and a \$1M Homeland Security Grant to propose a system of systems approach for providing public safety communications for the region. City of Portland and CRESA choose to construct an independent system. C800/WCCCA chose to continue their partnership and build a joint system. All 4 system interoperate with each other.

Ballot Measure 3-476 approved in May 2016 authorized \$59M in general obligation bonds to replace and upgrade the public safety radio communications system serving Clackamas County. The Bonds were sold on November 3, 2016. Clackamas County entered into an Intergovernmental Agreement with Clackamas 800 Radio Group on December 19, 2016 to execute and manage the project. The initial schedule was for the Project to be completed by June 2019. We have made considerable progress but have been delayed, primarily in site acquisition and therefor site construction. The anticipated completion date has been extended to August 2020.

## **Architectural and Engineering Services:**

Months of pre-planning, including determining potential sites, allowed site acquisition, architectural and engineering services, for the 14 new sites to begin at once as well as upgrade designs for existing sites. The value of these contracts is \$2.8M of which we have spent \$2.5M.

## **Equipment:**

Procurement of major project elements began in earnest in December 2016. The contract to Motorola for the key components of the radio system and the portable and mobile radios for the public safety users was awarded in August 2017 in the amount of \$33.9 Million. The contract to Microwave Networks Inc for site interconnectivity was awarded in November 2018 in the amount of \$3.1 Million. Contracts for radio site shelters for \$1.6M / communication towers for \$1.3M / 48Volt power systems for \$1.4M all awarded in mid-2018. To date we have expended \$31M for these items.

## **Status of the 13 existing sites:**

Seven of the existing sites required seismic stabilization, new HVAC, new emergency generators and fuel tanks,. These sites were complete in early 2019. The remaining six required replacement of the communication towers due to structural needs. The work was bid and awarded in May 2019. The work at these sites is now complete except for the Mt Scott site which will be completed in late December 2019.



# Project History and Status

## Status of the 14 new sites:

The first three new sites were leased by early 2017 and two more by early 2018. Those five proceeded to land use approval, design and permitting, and construction, and are now complete.

The site at Wilsonville site is now under construction and anticipated completion is January 2020. The Wilsonville site was approved by the landlord in early 2018. However, the lease was delayed until August 2019 due to an access easement from an adjoining property owner.

The Highland Butte site lease was submitted in June 2016 to Bureau of Land Management (BLM). Approving the project was lengthy primarily due to NEPA (national environmental protection act) issues and internal BLM delays. Construction is underway and anticipated to be complete by January 2020.

The four US Forest Service sites at Whalehead, Memaloose, Oak Grove Butte, and Tom Dick & Harry, were submitted to USFS in February 2016. The USFS had long delays in approving this project. The final application was over 1,000 pages with many maps and related reports. Our design team to struggled with timely responses.

We received the lease for Whalehead, Memaloose, and Oak Grove Butte in July of 2019 but were not approved to proceed with construction until October 2019. Due to this being a snow site, final construction will not likely be complete until late spring / early summer 2020.

Skyland - This site has been delayed due to the uncertainty about moving forward with the site at Cooks Butte Park in Lake Oswego. C800 has been attempting to obtain a site at Cooks Butte going back to 2002 as it provides the best radio coverage for Lake Oswego. Due to a deed restriction on the Cooks Butte property, the Skyland location was chosen as an alternate in March 2016. A lease was signed for Skyland soon thereafter. The team proceeded to prepare the land use application for the Skyland site until we were advised that the deed restriction for Cooks Butte was released in late 2017. The City of Lake Oswego granted a lease for Cooks Butte to C800 in April f 2018. The team began working through the development process for Cooks Butte in early 2018 to date. The City's land use process is complex and arduous and has taken until now to develop the submittal materials. The City advised us on November 12, 2019 that they are requesting that C800 abandon the lease. It is anticipated that we are now going back to the Skyland site with anticipation of submitting for land use as quickly as possible. This site will likely be appealed, and construction start is unknown, but could be two years out.

Finally, based on coverage predictions we need a second site in the north of Lake Oswego. We looked at a potential site on Kerr Road at a Lake Oswego water department site but at this moment in time it does not look likely. We are continuing to search for a site.

We have completed \$7.5M in site construction from a budget of \$11.4M

Overall, we have spent \$41.9M of our \$59M budget.



# Project Schedule

ID	Task Name	Duration	Start	Finish	2016		2017		2018		2019		2020	
					Half 2	Qtr 3	Qtr 4	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half
0	<b>C800 Radio Systems Upgrade 6-1-2019</b>	1093 days?	Wed 6/1/16	Fri 8/7/20										
1	Site Acquisition & Design & Construction	1038 days	Wed 6/1/16	Fri 5/22/20										
2	Aquisition - Land Leases / Survey/ Soils / Geotech	848 days	Wed 6/1/16	Fri 8/30/19										
12	Site Designs, Engineering /Architecture / Land Use / Permits / Bid Award Contract	828 days	Wed 11/16/16	Fri 1/17/20										
21	Construct New Site	818 days	Wed 4/5/17	Fri 5/22/20										
30	Upgrade Existing Communications Sites	470 days	Mon 2/5/18	Fri 11/22/19										
31	Site Designs, Engineering /Architecture / Land Use / Permits/ Bid & Award Construction	390 days	Mon 2/5/18	Fri 8/2/19										
36	Construct Existing Site	355 days	Mon 7/16/18	Fri 11/22/19										
41	<b>WCCCA/C800 Phase IV P25 System (Voice/Data/Paging)</b>	1050 days?	Mon 8/1/16	Fri 8/7/20										
42	WCCCA/C800 Phase IV P25 System (Voice/Data/Paging)	0 days?	Mon 8/1/16	Mon 8/1/16										
43	<b>P25 LMR System and Subscribers</b>	1050 days	Mon 8/1/16	Fri 8/7/20										
44	Upgrade or Replace P25 Subscriber Radios	674 days	Mon 7/3/17	Thu 1/30/20										
50	Upgrade P25 LMR Infrastructure	930 days	Mon 8/1/16	Fri 2/21/20										
53	New/upgraded alarms, security, telemetry, site management systems, procurement	320 days	Tue 1/1/19	Mon 3/23/20										
56	Upgrade or Replace P25 IV&D Radio/Dispatch Consoles	1000 days	Mon 8/1/16	Fri 5/29/20										
59	Recording/Logging equipment upgrade/replacement	350 days	Tue 2/5/19	Mon 6/8/20										
63	Backup Dispatch (Wide and Control Station modes)	460 days	Mon 11/5/18	Fri 8/7/20										
66	Site on Wheels (wide and ST modes)	400 days	Mon 11/5/18	Fri 5/15/20										
69	Microwave Backhaul Systems	675 days	Mon 11/6/17	Fri 6/5/20										

# Project Schedule

ID	Task Name	Duration	Start	Finish	2016		2017		2018		2019		2020	
					Half 1	Half 2								
75	New/Upgrade 48 VDC and Battery Backup Systems	405 days	Mon 9/24/18	Fri 4/10/20										
80	Paging, Messaging Systems upgrade/replacement	600 days	Mon 2/5/18	Fri 5/22/20										
89	IP based Fire Station Alerting System	500 days	Mon 6/4/18	Fri 5/1/20										
96	Video and Security systems	255 days	Mon 6/17/19	Fri 6/5/20										
103	Interoperable RF Systems and Links	570 days	Mon 6/4/18	Fri 8/7/20										
110														
112	System Operational August 7, 2020	0 days	Fri 8/7/20	Fri 8/7/20										

- New Site Design & Construction complete: June 2020
- Existing Sites Upgrade complete: January 2019
- System Operational Date: August 2020 (Less Lake Oswego)
- Lake Oswego: To be determined



# C800 Radio System Upgrade Budget (1)

Project: **C800 Radio System Upgrade**  
 Date Original: 10/1/2015 Date Updated: **October 31, 2019**  
 Project Manager: Bjorn Morfin

Item	Budget	Original Encumbrance	Additional Encumbrance / Change Order	Estimate to Complete	Percent Complete	Estimated Total	(Over) Under Budget	Expended
<b>Soft Cost</b>								
Site Acquisition Consulting - Quest	60,000	25,000	45,000	(2,930)	100.00%	67,070	(7,070)	67,069.81
Site Acquisition Consulting / Permits - Securasite	320,000	321,250	121,300	80,000	94.79%	522,550	(202,550)	495,301.54
Site Planning A&E - Cushing/Capital/Cundiff/Forensic/KPFF/S DC/ToddHess	725,000	692,391	468,930	(304,400)	98.74%	856,921	(131,921)	846,161.45
Geotechnical / Environmental Consulting - Black Mtn	250,000	443,670	0	50,000	96.97%	493,670	(243,670)	478,715.22
Survey - McKay	75,000	124,240	0	0	80.13%	124,240	(49,240)	99,555.00
USFS Land Use Fees	15,000	10,000	40,000	5,000	89.94%	55,000	(40,000)	49,465.23
Land Use Fees	25,000	9,400		5,000	64.85%	14,400	10,600	9,339.00
Plan Check / Permit Cost	60,000	10,000		0	95.25%	10,000	50,000	9,525.20
Printing	2,500			0	0.00%	0	2,500	0.00
Bid Advertising	3,500	1,287		500	72.01%	1,787	1,713	1,286.65
Materials Testing & Inspection	40,000	2,700		30,000	8.02%	32,700	7,300	2,623.75
Project / Construction Management	300,000	298,000		150,000	86.66%	448,000	(148,000)	388,251.07
Legal Fees	30,000	19,100		10,000	58.55%	29,100	900	17,038.74
Licensing	20,000	69,000		5,000	93.10%	74,000	(54,000)	68,890.50
Miscellaneous	30,000	92,685		25,000	78.76%	117,685	(87,685)	92,684.88
<b>Sub-Total Soft Cost</b>	<b>1,956,000</b>	<b>2,118,723</b>	<b>675,230</b>	<b>53,170</b>	<b>92.23%</b>	<b>2,847,123</b>	<b>(891,123)</b>	<b>2,625,908</b>
<b>Construction Cost</b>								
Site Construction	8,895,000	10,529,799	0	750,000	74.37%	11,279,799	(2,384,799)	8,389,002.16
Buildings	1,350,000	2,018,663	0	40,000	86.46%	2,058,663	(708,663)	1,780,009.60
Towers	660,000	1,712,481	0	25,000	92.54%	1,737,481	(1,077,481)	1,607,915.81
Generator	500,000	562,046	0	35,000	87.08%	597,046	(97,046)	519,902.21
48VDC	1,065,000	1,493,332	0	15,000	64.40%	1,508,332	(443,332)	971,303.98
Lake Oswego Antenna	18,000	17,500	0	0	100.07%	17,500	500	17,511.75
<b>Sub-Total Construction Cost</b>	<b>12,488,000</b>	<b>16,333,821</b>	<b>0</b>	<b>865,000</b>	<b>77.25%</b>	<b>17,198,821</b>	<b>(4,710,821)</b>	<b>13,285,645.51</b>

# C800 Radio System Upgrade Budget (2)

Project: **C800 Radio System Upgrade**  
 Date Original: 10/1/2015 Date Updated: October 31, 2019  
 Project Manager: Bjorn Morfin

Item	Budget	Original Encumbrance	Additional Encumbrance / Change Order	Estimate to Complete	Percent Complete	Estimated Total	(Over) Under Budget	Expended
<b>Equipment Costs</b>								
Simulcast Equipment	20,726,000	\$19,592,515		200,000	92.93%	19,792,515	933,485	18,393,193.29
Paging	373,000	7,523		365,000	8.04%	372,523	477	29,958.31
Subscriber Radios	5,000,000	6,303,129		500,000	49.45%	6,803,129	(1,803,129)	3,364,355.52
Asset Management	119,000			119,000	0.00%	119,000	0	0.00
Post Warranty / System Refresh	5,800,000	5,812,058		0	100.00%	5,812,058	(12,058)	5,812,058.44
Test Equipment	100,000			100,000	0.00%	100,000	0	0.00
Microwave	3,368,000	0	2,349,951	250,000	95.51%	2,599,951	768,049	2,483,285.91
Security System	1,364,000			500,000	0.22%	500,000	864,000	1,079.96
Fire Station Alerting	0			1,470,000		1,470,000	(1,470,000)	975,701.34
<b>Subtotal Equipment Costs</b>	<b>36,850,000</b>	<b>31,715,226</b>	<b>2,349,951</b>	<b>3,504,000</b>	<b>82.67%</b>	<b>37,569,177</b>	<b>(719,177)</b>	<b>31,059,633</b>
Bond Cost	300,000	290,372		0	111.43%	290,372	9,628	323,547
<b>Subtotal Project Cost</b>	<b>51,594,000</b>	<b>50,458,141</b>	<b>3,025,181</b>	<b>4,422,170</b>	<b>81.68%</b>	<b>57,905,492</b>	<b>(6,311,492)</b>	<b>47,294,734</b>
<b>Additional Proceeds</b>	<b>4,875,000</b>					<b>(4,875,000)</b>	<b>4,875,000</b>	
<b>Adjusted Project Costs</b>	<b>56,469,000</b>	<b>50,458,141</b>	<b>3,025,181</b>	<b>4,422,170</b>	<b>81.68%</b>	<b>53,030,492</b>	<b>(1,436,492)</b>	
<b>Contingency</b>	<b>7,406,000</b>			<b>7,406,000</b>	<b>0.00%</b>	<b>5,969,508</b>	<b>1,436,492</b>	
<b>Total Project Cost</b>	<b>63,875,000</b>	<b>50,458,141</b>	<b>3,025,181</b>	<b>11,828,170</b>	<b>80.16%</b>	<b>59,000,000</b>	<b>0</b>	<b>47,294,733.75</b>

<b>Bond Proceeds</b>	5,845,000	Taxable
	53,155,000	Non Taxable
	<b>59,000,000</b>	
<b>Additional Proceeds</b>	2,200,000	Subscriber Radio Payments
	2,675,000	PGE Payment
	<b>4,875,000</b>	
<b>Total Proceeds</b>	<b>63,875,000</b>	

<b>Premium Bond Proceeds</b>	<b>7,165,794</b>
<b>Interest Earnings</b>	<b>1,200,000</b>
	<b>\$8,365,794</b>

# Q1 - 2020 Quarterly Outlook

	<b>C800</b>
<ul style="list-style-type: none"> <li>• Procurement</li> </ul>	<ul style="list-style-type: none"> <li>• Bid and award security/CCTV system</li> </ul>
<ul style="list-style-type: none"> <li>• Leases &amp; Land Use Applications</li> </ul>	<ul style="list-style-type: none"> <li>• Determine Lake Oswego Sites / submit land use</li> </ul>
<ul style="list-style-type: none"> <li>• Site Construction</li> </ul>	<ul style="list-style-type: none"> <li>• Complete Wilsonville / Highland Butte / Whalehead / Oak Grove Butte / Memaloose / Tom Dick &amp; Harry / Goat Mt</li> </ul>
<ul style="list-style-type: none"> <li>• Radio / Microwave</li> </ul>	<ul style="list-style-type: none"> <li>• Continue radio infrastructure install</li> <li>• Continue microwave system install</li> <li>• Finalize subscriber radio distribution and existing radio upgrades</li> </ul>

# Project Goal:

To create an efficient, dependable public safety radio communications system that works in all parts of Clackamas County!

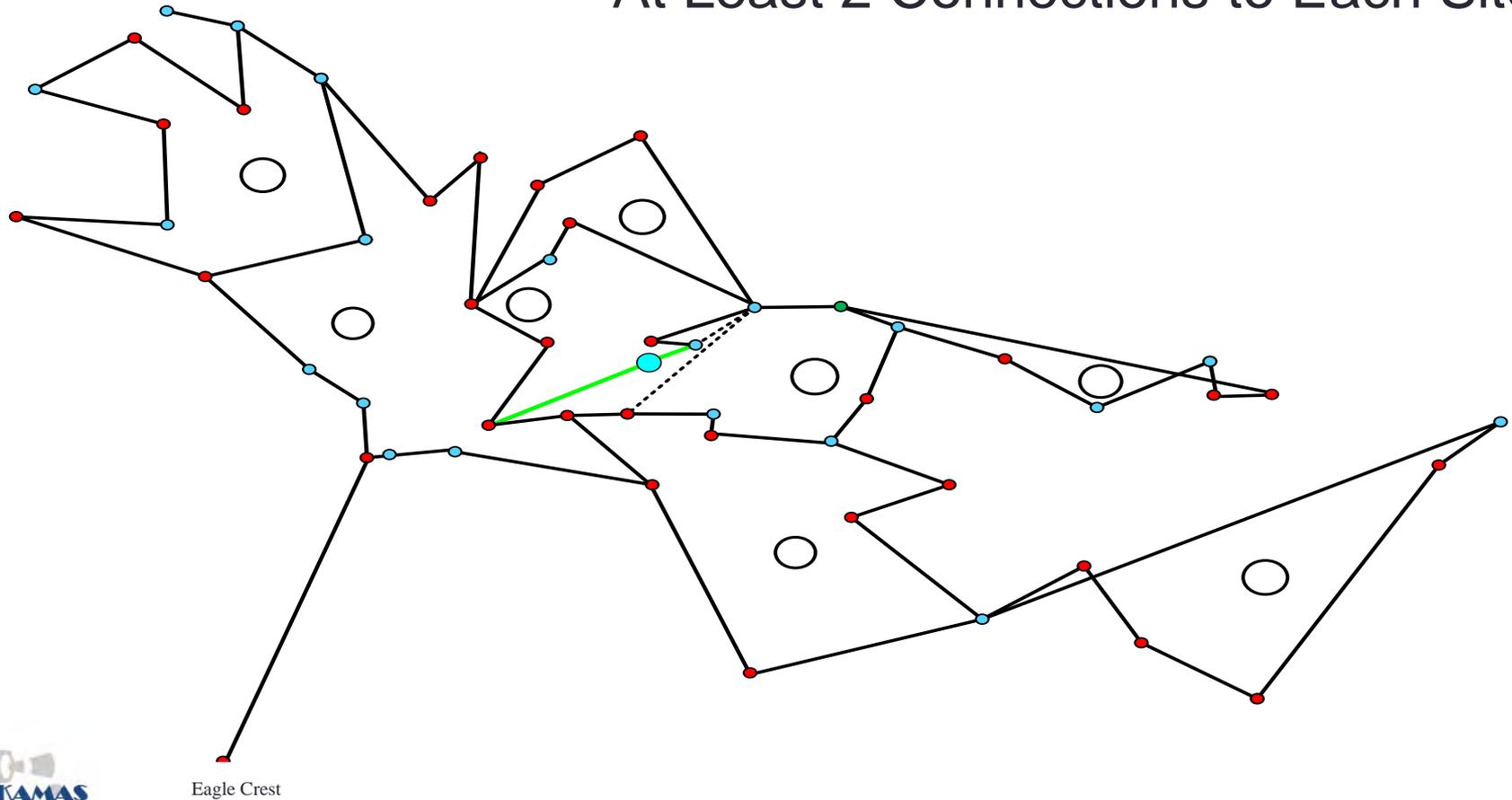
**What's Happening With the  
Communications Upgrade Project?**



# Site Connectivity:

Loop Protected Microwave Backhaul /

At Least 2 Connections to Each Site



Eagle Crest



# Goat Mountain





Highland 11/15



Highland Logging 12/6



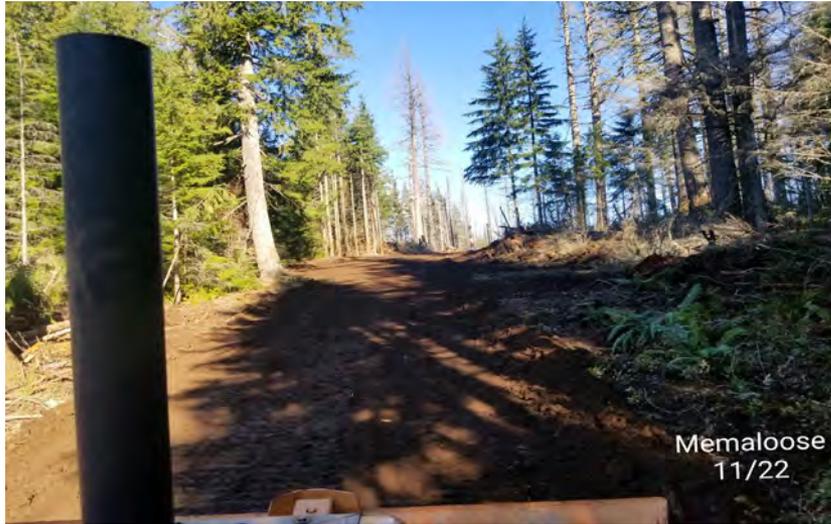
Highland 11/22



Highland 11/22

# Highland Butte





Memaloose  
11/22

# Typical Road Clearing / Brushing / to Access USFS Sites



Whalehead 12/6

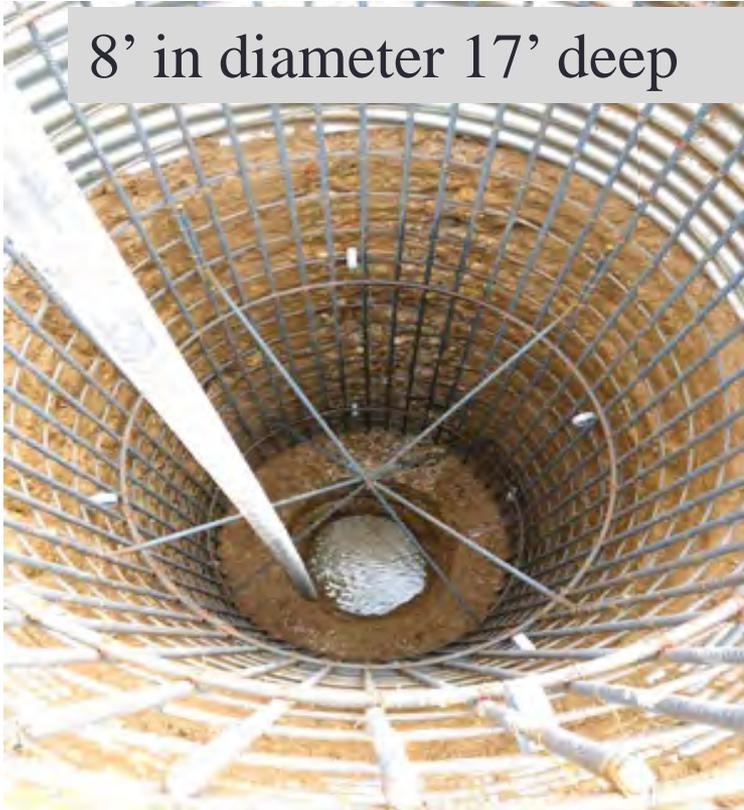


Whalehead 10/25

Power Runs for Memaloose / Whalehead / Oak Grove Butte  
Approx. 32 miles of wire / 19 Miles Directional Bored  
13 Miles Plowed



8' in diameter 17' deep



2' deep 41' square



**CLACKAMAS  
SOO RADIO  
GROUP**

# Typical Tower Foundations



# Mt Scott







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

## Board of Directors Action Request

**To:** Board of Directors  
**From:** John Hartsock, Manager  
**Date:** December 18, 2019  
**Re:** Amendment to Clackamas County / C800 IGA Concerning the Radio Project

---

**REQUEST:** It is hereby requested that the C800 Board of Directors provide staff direction concerning requested revisions from Clackamas County to the Intergovernmental Agreement between the County and C800 concerning the radio system replacement bond funding.

**ISSUE:** At the November 20, 2019 C800 Board Meeting this issue of amending the Clackamas County / C800 Intergovernmental Agreement (IGA) concerning the radio project bond was outlined. Copies of the current IGA and the Counties suggested revisions were included.

The County has subsequently responded to C800's questions with a revised draft. As of this time C800's legal counsel and I are reviewing the revised draft and communicating with the County. Eileen and I will provide an update at the December 18, 2019 Board Meeting.

**FINANCIAL:** To be determined

**LEGAL:** To be determined

**RECOMMENDATION:** It is hereby recommended that the C800 Board of Directors provide staff direction concerning requested revisions from Clackamas County to the Intergovernmental Agreement between the County and C800 concerning the radio system replacement bond funding.





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:** December 18, 2019  
**Re:** Approve a Contract Change Order to Todd Hess Building Company for the Upgrades to the Hoodland site.

**REQUEST:** It is hereby requested that the C800 Board of Directors approve issuing a contract change order in the amount of \$67,593 for the remodel of the CCOM site to Todd Hess Building Co.

**DESCRIPTION:** In July of 2017 the Board authorized the use of an alternative contracting method, design build, for the existing site upgrade and remodels. The Board has authorized a contract to Todd Hess Building Company for the design and construction of eleven sites, Mt Scott, Mtn View, Pete's Mtn, Polivka, Redland Rd, View Acres. Brightwood/Lenhart/Day Hill/Sawtell/and Goat Mtn in the not to exceed amount of \$2,535,188.86.

Todd Hess Building Company has developed the cost for the upgrades required at the Hoodland site to the existing building relocated from the Sandy site and presented this change order for approval.

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

**LEGAL:** A C800 contract change order will be utilized as approved by legal counsel.

**RECOMMENDATION:** It is hereby recommended that the C800 Board of Directors approve issuing a contract change order in the amount of \$67,593 for the remodel of the CCOM site to Todd Hess Building Co.





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

## Board of Directors Action Request

**To:** Board of Directors  
**From:** John Hartsock, Manager  
**Date:** November 20, 2019  
**Re:** City of Lake Oswego Cooks Butte Lease Termination

---

**REQUEST:** It is hereby requested that the C800 Board of Directors provide staff direction concerning the request from the City of Lake Oswego to terminate the Cooks Butte Lease.

**ISSUE:** C800 received the attached letter dated November 12, 2019 from the City of Lake Oswego to terminate our lease for the Cooks Butte communication site. This has significant system implications both coverage and financial. We do have an alternative site called Skyland that we were working with prior to the City granting us a lease on Cooks Butte.

Cooks Butte is the far superior site. Attached are three coverage projections. The first is with no site at Cooks Butte or Skyland, the second with Cooks Butte, and the third with Skyland. Mobile coverage would generally be acceptable in all three. Portable on the hip would be poor to unacceptable outside with no Cooks Butte or Skyland. With Cooks Butte most of the City would have our desired in building coverage. With Skyland a small portion of the City would have in building coverage and some outside areas with poor to unacceptable coverage.

It should be noted that with either Cooks Butte or Skyland – more importantly with Skyland – a second site is needed in the northern portion of the City. We have attempted to locate at a site on Kerr Road and the Lake Oswego High School in that area without being able to obtain a lease.

In soft costs and fees, we have expended approximately \$150,000 which will be lost. There will be added cost for Microwave and network re-design to accommodate this change. Further we will likely need to develop interim solutions for network and Microwave to be able to complete the overall system prior to the Skyland site being constructed so as not to significantly delay the overall project. We anticipate considerable objection and possibly a LUBA and/or a Court of Appeals action to obtain land use on Skyland.

The project team is concerned about system performance and potential liability claims.

**FINANCIAL:** To be determined

**LEGAL:** To be determined

**RECOMMENDATION:** It is hereby recommended that the C800 Board of Directors provide staff direction concerning the request from the City of Lake Oswego to terminate the Cooks Butte Lease.





November 12, 2019

Certified mail, return receipt requested  
and via email to: [john.hartsock@c800.org](mailto:john.hartsock@c800.org)

Clackamas 800 Radio Group  
11300 SE Fuller Rd  
Milwaukie, OR 97022  
ATTN: John Hartsock, Manager

RE: Cooks Butte Public Safety Communications Facility

Dear Mr. Hartsock:

As you know, the site for the proposed public safety communications facility at Cooks Butte Park is subject to certain deed restrictions. Those prohibit use of the property for anything other than park purposes or public utilities during the lifetimes of the two grantors and their three adult children without their express written consent. You will recall that the 2017 receipt of written consents to the planned public safety communications facilities from each of the three surviving adult children (the grantors being deceased) was what enabled the City to agree to the Clackamas 800 Radio Group applying to site those facilities at Cooks Butte.

The City recently received written withdrawals of the earlier consents from each of the three adult children. This obviously was not anticipated by the City or the C800 Group when they entered into the lease for the Cooks Butte premises. The lack of consent means that the City now cannot allow construction of the communications facilities on this property.

Lake Oswego looks forward to continuing to work with its partner public safety entities to provide effective public safety voice and data communications in our area and throughout the county.

Sincerely,

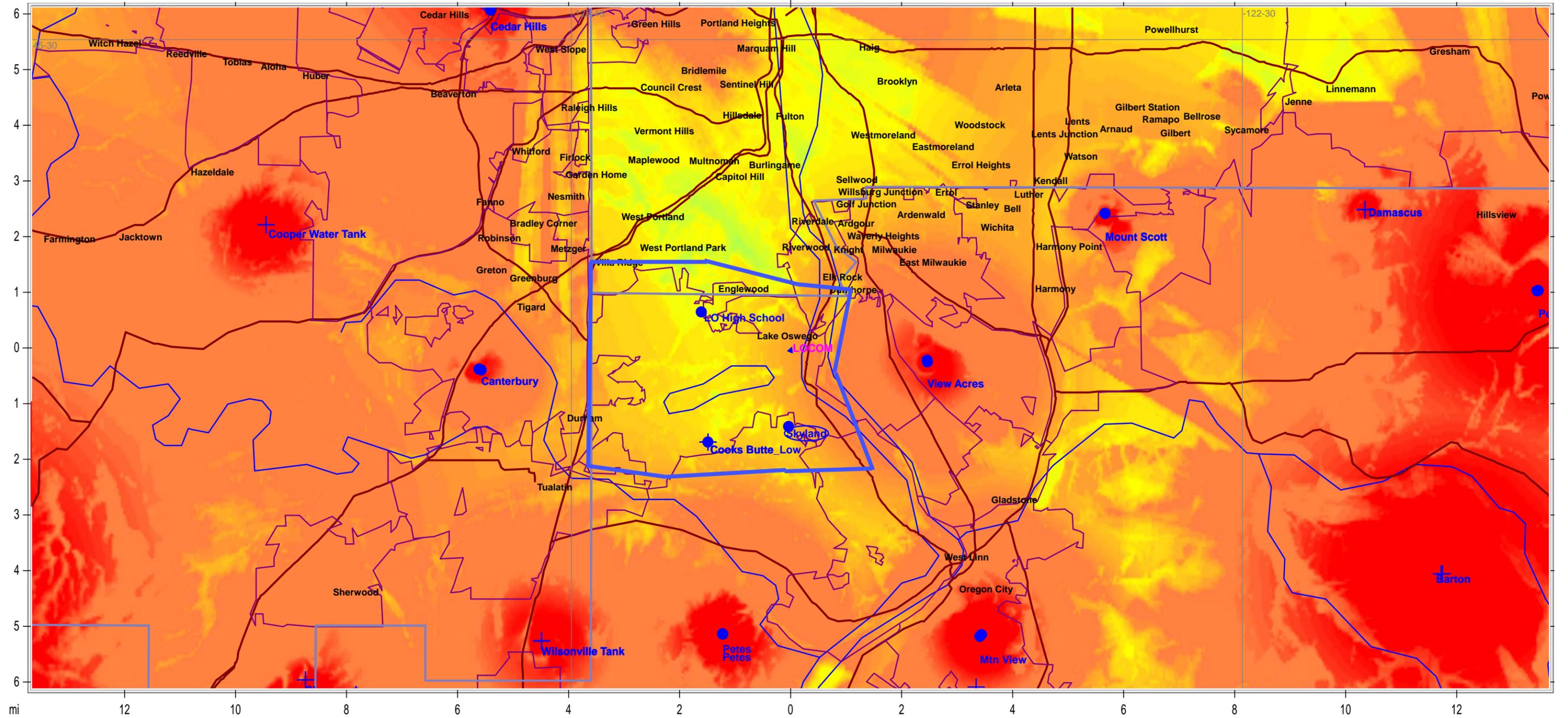
Martha Bennett  
City Manager



Lake Oswego WITHOUT Additional Site

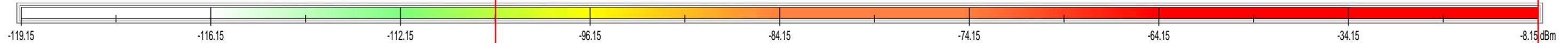
800 MHz -112 dBm Talk IN - DAQ 3.4 - 2.4% BER

Coverage objective defined by blue polygon



Portable Hip Building Penetration 2.5 watts 1 dB antenna

Usable Coverage Range



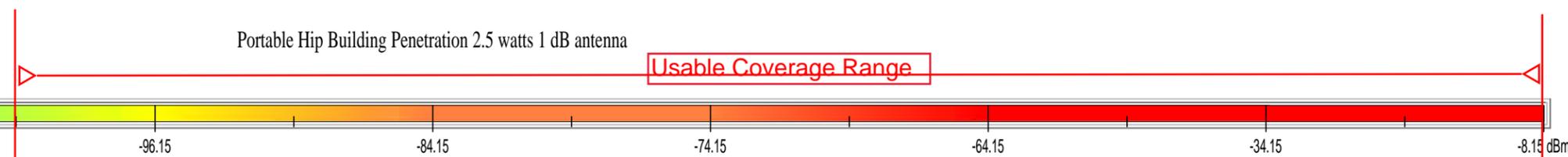
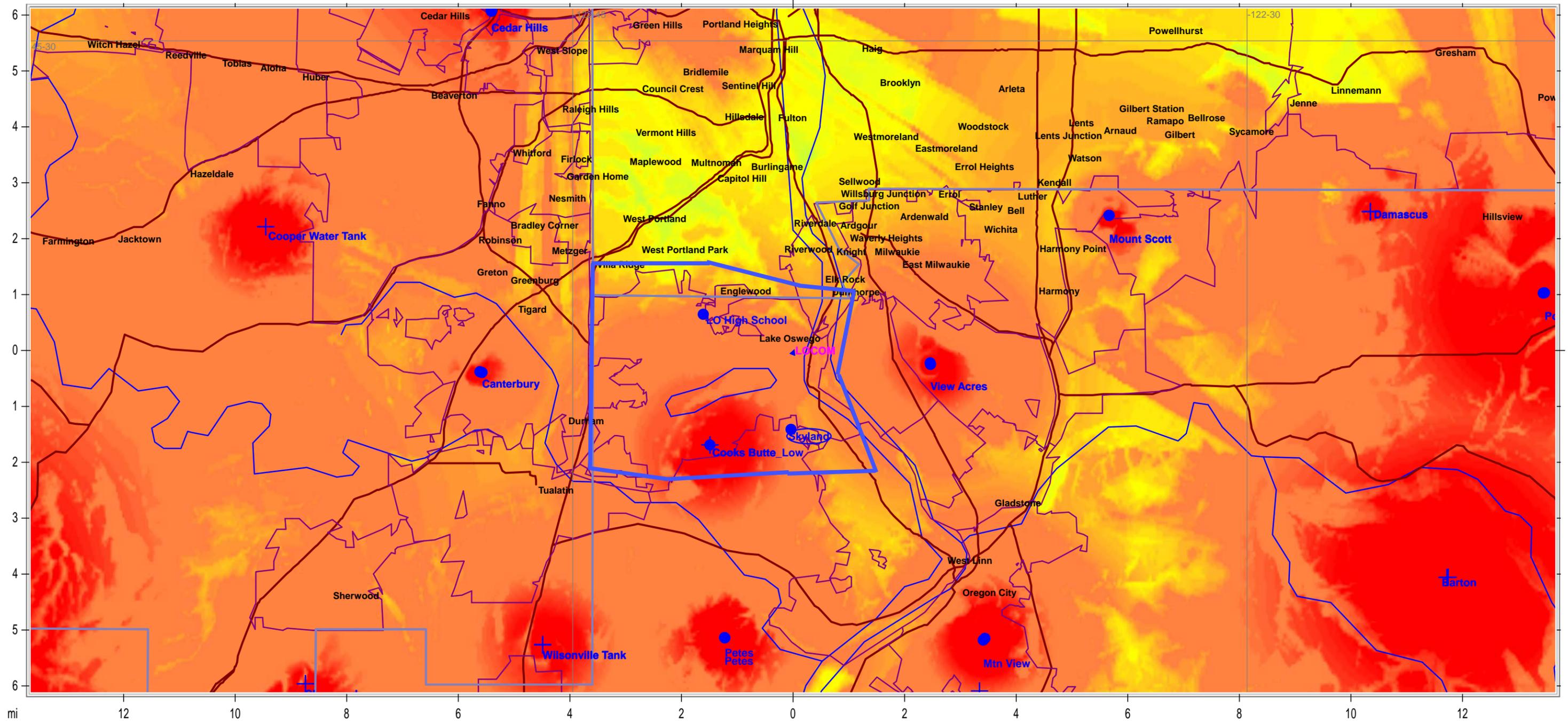
Light Green - Intermittent to No Outdoor coverage White areas - No Coverage	Green/Yellow - OK outdoors	Yellow to Orange - Marginal/Limited Building penetration	Dark Orange to Red Multiple Wall penetration - The deeper the Red the deeper the penetration.
--	----------------------------	--	---

— County Borders   
 — State Borders   
 — City Borders   
 — Highways   
 — Water Features   
 — Lat/Lon Grid

Lake Oswego WITH COOKS BUTTE Site  
150' TX

800 MHz -112 dBm Talk IN - DAQ 3.4 - 2.4% BER

Coverage objective defined by  
blue polygon



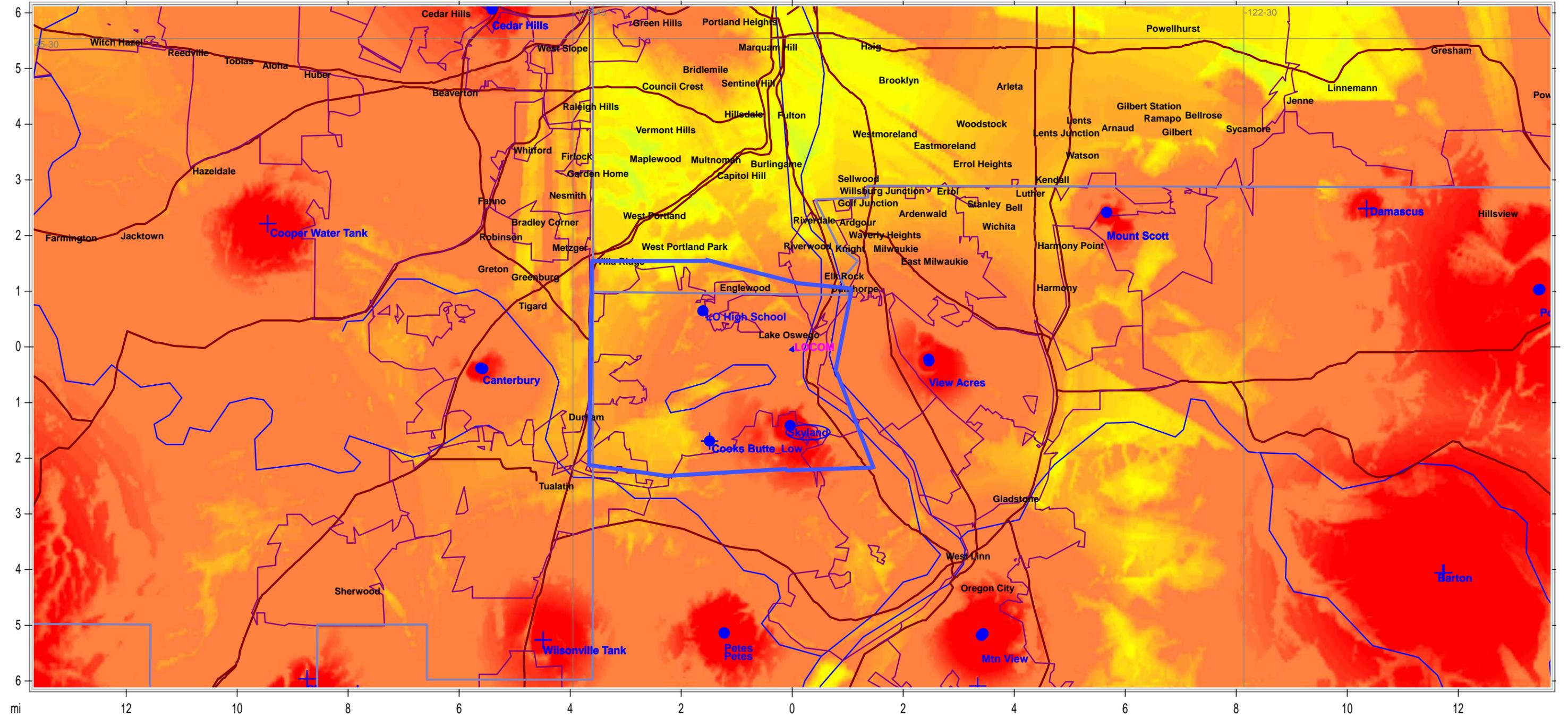
Light Green - Intermittent to No Outdoor coverage White areas - No Coverage	Green/Yellow - OK outdoors	Yellow to Orange - Marginal/Limited Building penetration	Dark Orange to Red Multiple Wall penetration - The deeper Red the deeper the penetration.
--	----------------------------	--	---

— County Borders   
 — State Borders   
 — City Borders   
 — Highways   
 — Water Features   
 — Lat/Lon Grid

Lake Oswego WITH SKYLAND Site  
150' TX

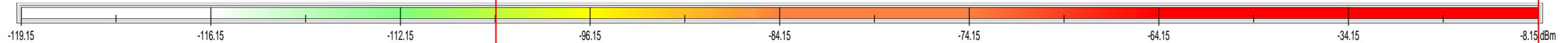
800 MHz -112 dBm Talk IN - DAQ 3.4 - 2.4% BER

Coverage objective defined by  
blue polygon



Portable Hip Building Penetration 2.5 watts 1 dB antenna

Usable Coverage Range



Light Green - Intermittent to No Outdoor coverage White areas - No Coverage	Green/Yellow - OK outdoors	Yellow to Orange - Marginal/Limited Building penetration	Dark Orange to Red Multiple Wall penetration - The deeper the Red the deeper the penetration.
--	----------------------------	--	---

— County Borders   
 — State Borders   
 — City Borders   
 — Highways   
 — Water Features   
 — Lat/Lon Grid





**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:** December 18, 2012  
**Re:** Accept the FY 20187/2019 Fiscal Audit

**REQUEST:** It is hereby requested that the C800 Board of Directors accept the Audit Report for year ended June 30, 2019 as prepared by Jarrard, Seibert, Pollard & Co.

**DESCRIPTION:** On November 15, 2019 the audit document was forwarded to all C800 Partners for review and comment along with the Auditor's finding's letter dated November 13, 2019 sent on November 23, 2019.

**FINANCE:**

**LEGAL:**

**RECOMMENDATION:** It is hereby recommended the C800 Board of Directors accept the Audit Report for year ended June 30, 2019 as prepared by Jarrard, Seibert, Pollard & Co.





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:** December 18, 2019  
**Re:** Approve the Engagement Letter with Northwest Local Government Legal Advisors, LLC .

**REQUEST:** It is hereby requested that the C800 Board of Directors approve the Engagement Letter with Northwest Local Government Legal Advisors, LLC

**DESCRIPTION:** The Law Offices of Eileen Eakins, LLC has provided legal counsel to C800 since 2006. Ms. Eakins is creating a new firm Northwest Local Government Legal Advisors to better serve her clients effective January 1, 2020. It is recommended that C800 continue their relationship with Ms. Eakins.

**FINANCE:**

**LEGAL:**

**RECOMMENDATION:** It is hereby recommended that the C800 Board of Directors approve the Engagement Letter with Northwest Local Government Legal Advisors, LLC



December 6, 2019

**BY GROUP BLIND EMAIL**

Valued Client:

Thank you for selecting this firm to continue to provide legal services. This letter defines the terms of our engagement.

The scope of services we will provide includes general legal advice and services upon request. This is a non-exclusive agreement that either of us may terminate at any time.

Eileen Eakins' hourly rate is \$250 per hour (including travel time) billed in minimum increments of two-tenths (.2) of an hour, plus any expenses incurred, such as filing fees, deposition charges, copying costs, postage, mileage, and related expenses. The hourly rate for junior-level attorneys is \$220. The firm does not charge for administrative staff, including paralegals and legal assistants. Attorney letters requested as part of an annual audit are billed at a minimum of one hour.

We will bill you approximately monthly, depending on the amount of work done on your file during that period of time. We will also advise you before doing any work that will substantially increase the amount of fees. No fee and cost deposit will be required at this time. However, if a legal matter arises that is likely to incur substantial legal fees and costs, such as a litigation matter, we may ask for a deposit before proceeding with that matter.

Payment is due within thirty (30) days of the date of invoice. Late payments may be subject to assessment of simple interest. Continued delinquencies may result in termination of legal services.

Enclosed with this letter is a form for you to sign and return, indicating your acceptance of the terms described in this engagement letter. Please contact us at the address and phone number listed below at any time. We look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Eileen G. Eakins', written in a cursive style.

Eileen G. Eakins, Managing Member  
Enc.

5285 Meadows Road, Suite 400, Lake Oswego, OR 97035  
(503) 607-0517



**ACKNOWLEDGEMENT AND ACCEPTANCE  
OF TERMS**

\_\_\_\_\_  
Client Name

\_\_\_\_\_  
Primary Contact

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number and Email

I, \_\_\_\_\_, am authorized to approve agreements on behalf of the entity listed above. I hereby acknowledge receipt of an engagement letter for legal services from Northwest Local Government Legal Advisors, LLC, dated December 6, 2019.

On behalf of the entity I represent, I acknowledge and agree to the following:

- The entity has an agreement for legal services with the Law Offices of Eileen Eakins, LLC;
- The Law Offices of Eileen Eakins, LLC, will dissolve effective December 31, 2019;
- Eileen Eakins is authorized to continue her legal representation under the firm name of Northwest Local Government Legal Advisors, LLC, effective January 1, 2020;
- All records and communications retained by the Law Offices of Eileen Eakins, LLC, may be transferred to Northwest Local Government Legal Advisors, LLC, as part of Ms. Eakins continued representation;
- I accept the terms described in the Engagement Letter and authorize Eileen G. Eakins to continue to provide legal services to the entity through the firm of Northwest Local Government Legal Advisors, LLC.

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Signature

---

Please email signed form to [eileen@eakinslaw.com](mailto:eileen@eakinslaw.com), or mail as follows:

---

**Before December 31, 2019:** Law Offices of Eileen Eakins, LLC, 7455 SW Bridgeport Road, Suite 205, Tigard, OR 97224

---

**After December 31, 2019:** Northwest Local Government Legal Advisors, LLC, 5285 Meadows Road, Suite 400, Lake Oswego, OR 97035



## 2020 Proposed C800 Meeting Dates

### January

- C800 Member Board – Jan. 22<sup>nd</sup>, CCOM

### February

- C800 Member Board – Feb. 19<sup>th</sup>, CCOM

### March

- C800 Member Board – Mar. 18<sup>th</sup>, CCOM

### April

- C800 Member Board – Apr. 22<sup>nd</sup>, CCOM

### May

- C800 Member Board – May 20<sup>th</sup>, CCOM

### June

- C800 Member Board – June 17<sup>th</sup>, CCOM

### July

- C800 Member Board – July 22<sup>nd</sup>, CCOM

### August (Cancelled Last Year)

### September

- C800 Member Board – Sep. 16<sup>th</sup>, CCOM

### October

- C800 Member Board – Oct. 21<sup>st</sup>, CCOM

### November

- C800 Member Board – Nov. 18<sup>th</sup>, CCOM

### December

- C800 Member Board – Dec. 16<sup>th</sup>, CCOM