

CLACKAMAS C800 RADIO GROUP

BOARD OF DIRECTORS MEETING

November 20, 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 - First Vice Chair Sue Scobert
2. Roll Call of Partners: (18/10)

a. City of Canby	g. City of Sandy	m. Hoodland Fire District
b. City of Gladstone	h. City of West Linn	n. Molalla Fire District
c. City of Lake Oswego	i. Canby Fire District	o. Sandy Fire District
d. City of Milwaukie	j. Clackamas County Fire District #1	p. Tualatin Valley Fire & Rescue
e. City of Molalla	k. Colton Fire District	q. Clackamas County Sheriff
f. City of Oregon City	l. Estacada Fire District	r. Clackamas County Health
3. *Approval of Minutes of: September 25, 2019 Board Meeting
4. Public Comment
5. Communications
6. Financial Report - Sept/Oct 2019 - John Hartsock
7. 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
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
 - iii. Portable/Mobile Radio Deployment - Todd Matsuo
 - iv. Portable Radio Antenna - Ron Polluconi
 - v. Use of Bond Premium Funds - Jim Davis
 - vi. Clackamas Board of Commissioners Update - John Hartsock

9. New Business: (* Action Item)

- a. * Election of Officers
- b. * Authorize Check Signatures
- c. Revised Clackamas County/C800 Bond IGA
- d. * Approve Purchase of Asset Management System
- e. City of Lake Oswego/Cooks Butte Lease Termination
- f. FY 2018/2019 Audit
- g. **Next Board Meeting December 18, 2019 9:00A @ CCOM - EOC**

10. Open Agenda

11. Adjournment

CLACKAMAS C800 RADIO GROUP BOARD OF DIRECTORS MEETING AGENDA

Meeting Minutes of the September 25, 2019 Meeting CCOM/Disaster Management EOC Oregon City, OR 97045

- i. **C800 Board Meeting Called to Order at 0900 by Chair Hari**
- ii. **The following were in attendance:**

City of Milwaukie/Chief Luke Strait	City of West Linn/Peter Mahuna
City of Gladstone/Chief John Schmerber/Chief Rick Huffman /Randy Hopperstad /	City of Lake Oswego/Sue Scobert / Scott Thran /David Morris
Canby Fire District/Chief Jim Davis	City of Molalla/Chief Bret Smith (proxy)
Clackamas Fire District #1/ Mike	CCOM/Cheryl Bledsoe/Tony Collins
Corless/Jonathan Scheirman/ Rachel Trotman	Clackamas County/Brian Nava/Jodi Cochran/Kevin Moss
Estacada Fire & Colton Fire/Richard Beaudoin	WCCCA 911/Ron Polluconi
Sandy Fire District/ Chief Phil Schneider	C800/John Hartsock/Bjorn Morfin/Gary Drake
City of Canby/Chief Bret Smith	
City of Sandy/Chief Ernie Roberts (Called in)	
- iii. **Approval of Minutes – July 17, 2019 Board Meeting**
 - a. Mike Corless made a motion to approve the minutes of the July 17th Board meeting as submitted and the motion was seconded by Bret Smith. A unanimous vote was cast in favor.
- iv. **Public Comment:** None.
- v. **Communications:** None.
- vi. **Financial Report:** John advised that the July 2019 and August 2019 financial reports were attached, and we are tracking on budget no significant issues.
- vii. **Committee Reports**
 - a. **Executive Committee** – Ryan Hari - No Meeting
 - b. **Technical Committee-** John Hartsock – Meeting on October 2, 2019 at CCOM
 - c. **Citizen Accountability-**John Hartsock – Met on September 19, 2019 at the Lake Oswego Main fire station. Three members attended. Reviewed the current schedule and budget. Discussed the Cooks Butte site and issues from the citizens. Next meeting December 17, 2019 at CFD#1 Station #5 at 6:30p.
- viii. **Old Business:**
 - a. **System Management – Ron Polluconi**
 - i. For the overall system management, they are continuing to experience regular fall out. However, they are not suffering for a lack of spares or a lack to keep up with it.
 - ii. It was explained that there was an outage last weekend where the site became separated. Within about 90 minutes it was restored, recovered and repaired. These outages can be expected due to the age of the system.

- iii. It was reported that there are no major antenna issues.
- iv. They have entered into fall season with regards to generator maintenance.

b. System Upgrade/Replacement

i. Project Status/Procurement

Bjorn reviewed project status:

1. Barton: Construction is complete.
2. Cooks Butte: Preparing land use submittal including arborist review, sensitive lands review, and NEPA for submittal early October.
3. Kerr Parkway: Researching alternative locations.
4. Wilsonville: The city has signed the lease. Permit application has been submitted. Hoping to start construction soon.
5. Crutcher Bench: Construction complete.
6. Highland Butte: Construction to begin in early October. Finalizing tree sale with BLM and additional NEPA work.
7. Four Forest Service Sites: Construction is underway on Memaloose /Whalehead /Oak Grove. Access easement is being obtained for TD&H.
8. Hoodland Fire: Construction is underway. Anticipated completion date of October 30, 2019.
9. Existing sites:
 - a. Brightwood/Lenhart/Mt. Scott/Pete's/Polivka: Construction underway. Anticipated completion by mid to late October.
 - b. Goat Mtn. /Mt. View/Redland Rd./Sawtell/View Acres: Goat Mtn. is underway with anticipated completion in October. Mt. View/Redland/Sawtell/View Acres are complete.
 - c. Day Hill: All work complete.
 - d. Timberline: New generator and 1000 gallon fuel tank to be scheduled.
 - e. CCOM: Work complete.
10. Damascus/Sandy/Canby: Construction is complete.

John went through the overall schedule. They are pushing for a May/June timeframe to finish all new site construction. They should have all the existing site upgrades done by this November. They are looking for operational date of August, in order to get all the testing done.

John shared that they are over budget by looking at the numbers, however there are additional proceeds from subscriber radios, primarily from Gresham as well as payment from PGE for use of the sites. With those proceeds, we are under budget. Financially, we are in good shape.

c. Fire Station Alerting/Paging – John Hartsock

- i. The initial equipment that goes to the dispatch centers is here and installed. The two demo units (one at WCCCA and one at CCOM) are installed.
- ii. USDD is starting training for the agencies that will do self-installs next week.
- iii. The equipment will start to arrive next week.
- iv. It was noted that they are working on the CAD side to get all designators, station names, etc. into CAD. The CAD vendor has gotten their piece done.
- v. Things are moving along well the goal is to be done with this by the end of the year.

d. Portable/Mobile Radio Deployment

- i. Todd with Motorola wasn't in attendance.
- ii. John said that they are continuing to get deployment out.
- iii. It was explained that the issue now, is scheduling the reprogramming of existing radios. Flash kits have been ordered. They are working on setting times to get out to the stations to get the radios in to do the programming. John shared that they will be reaching out to agencies for this.

e. Radio Templates

- i. John shared that they did listen to the template design issue brought up by James Rhodes. As they do upgrades, all templates won't get cleaned up at once. John explained that as they work through this process, they will all be following the design that was voted on. They will accomplish the change.

f. Use of Bond Premium Funds

- i. Jim Davis gave a review of the committee that was made up of both Fire and Law representatives to discuss how to use leftover premium money. He explained that John Hartsock joined the team this month to review the survey.
- ii. Jim Davis noted that the response on the survey was very good. He reviewed the results at the meeting last month. He shared the results haven't changed much. He shared they met with John to make they were being appropriate in how to spend the bond money.
- iii. Jim Davis passed out a C800 Bond Survey Results FINAL handout. He explained that this document listed all the questions in the order they were received. The questions listed on the top, in green, came out as the top four options for bond fund allocation. He reviewed the top four options. He explained that these options may change if the amount of money changes.
- iv. Jim Davis explained that the original goal of the committee was to get back to the C800 group with the survey results this month. The committee turned it back to C800 moving forward.
- v. Mike Corless brought up question six – vehicle repeaters. He added that we had a group discussion about rather than putting the repeaters on individual units, having C800 do a type of grant program to allow for the repeaters to go into buildings instead. If it is in the building, it can serve both police and fire. Jim Davis shared that this would be agency driven, as each agency has different needs.

- vi. John shared that this is just the beginning of the process. He explained that first the C800 Board has to agree, next it would go to the Citizens Committee, and then to the County Commissioners.
- vii. John shared the preliminary costs for the top four options:
 - a. For paying the difference on the subscriber radios, the question came to mind, “Would we do it for anyone that the bond bought radios for?” He explained that the bond bought them for partners (police and fire), but also for other members. He asked the group, “Would you include the other members in this?” John shared that he separated these groups out when looking at the numbers. For partners the estimated cost is \$3.3 million, and members \$1.5 million, for a total of \$4.8 million.
 - b. It is estimated a total of 70 units for mobile repeaters, by looking at the number of Battalion Chiefs and Sergeants. He said this would be a starting point.
 - c. For the Fire Station Alerting, all of the agencies did a very good job at looking at their needs. It was shared it started higher, but we are now down to where there is only about \$75,000 dollars.
 - d. It was shared that they have new numbers for the Command vehicle. It is now about \$1.5 million.
 - e. It was noted that the total comes to \$7.9 million and the bond premium is \$7.1 million.
- viii. John shared that if we continue on the track we are on, we could have money left in contingency as well.
- ix. Jim Davis asked how John would like to proceed now that the committee has made the recommendation.
 - a. John stated to bring it back in either October or November for a vote. Then it will be taken to the Citizens Committee in December.

ix. New Business: (*Action Item)

a. * Award a Contract for paging base stations.

- i. Ron shared that the current paging system is the 1989-1993 vintage. He shared that they have been able to keep it up and running, but it has been harder to find parts. They built it into the budget to replace all paging transmitters. He noted that they looked at a number of different possibilities for paging. They moved to find a very reliable source, Daniels. Daniels primarily sells in the federal government space. They have high reliability, low power equipment. He shared that they are leveraging off of a NASPO contract. He explained that right now there is either some low grade products coming out of China, or high grade products coming out of Canada. He shared that they negotiated pricing, based on the volume, for seven percent lower than the NASPO pricing (standard government pricing). He can provide the paging coverage to anyone who is interested. He explained that this will provide same level of backup for fire station alerting and will be tied into new FSA system. He explained that this request will buy/ replace all of the transmitting equipment. There will still be additional costs to come to buy lines and antennas, as well as pay for labor. This is

just the equipment contract. He noted that all of the 900s that folks have, will continue to work.

- ii. Mike Corless made a motion for the C800 Board of Directors to approve issuing a purchase order to Daniels Electronics dba Codan Radio Communications, Victoria BC, in the amount of \$243,010.00 for the furnishing of 900MHz backbone paging equipment. Jim Davis seconded the motion. A unanimous vote was cast in favor.
- iii. John shared that Vince Stafford is interested in 800 MHz paging. John explained that they are still looking into this, as they have had a hard time finding a unit that will work for us. This could be another option for paging. He shared that the C800 Paging manufacture hasn't been really communicative. Ron agreed. Ron shared that he doesn't think they can count it out as a possibility.
- iv. Ron explained that they are also interested in a strategy Motorola has announced called the Internet of Things, which uses the P25 backbone. They are considering putting this into the fire stations. This would enable folks to utilize two way communication.
- v. Ron noted that they are continuing to look at alternate solutions.

b. *Retain Special Council to help with land use matters.

- i. John handed out the second new business request. He explained it is a request to retain special council to help with land use matters.
- ii. Bjorn shared that Mike Connors; the proposed Special Council was recommended by a lawyer at WCCCA. Mike Connors has done a lot of work in the wireless industry. Bjorn thought he will be the perfect guy.
- iii. Bret Smith asked if there was any estimate on the hours and money involved.
- iv. Bjorn shared that for Cooks Butte, he estimates that it will take 10-15 hours to review our application and then we will have some additional hours for things such as public engagements. He shared that an initial cost estimate would be \$4000 to \$5,000 dollars.
- v. John noted that money has been set aside in the budget for legal assistance.
- vi. Jim Davis made the motion to retain Mike Connors from the firm of Hathaway Larson Law Portland, Oregon to assist in land use matters. John Schmerber seconded the motion. A unanimous vote was cast in favor.

Open Agenda

- a. Rick Huffman asked if there was any more information on the Radio Safety Bulletin included in the packet. Mike Corless said he hasn't received any more information on this. Mike explained that the problem occurs when the radios get re-flashed.
- b. Ron shared that as they have been deploying the 6000s and 8000s radios, they have been getting some complaints about coverage behaviors and excessive noise. The tech's have been doing an analysis to try to figure out what is causing the noise. They just launched an analysis with the antennas and have found an issue. He will get a report out to this group. This has been informally brought to Motorola. They have determined a deficiencies in the antennas in "fringe areas". "Fringe areas," are the edge of coverage areas for portable radios. Ron noted that based on their analysis, there is a large difference in performance with the old and new antennas. He explained that they have had officer both in fire and law, more in law, reporting that they are hearing the reports but it is noisy. He stated that they haven't finished the analysis yet. They will be engaging with Motorola this afternoon to go over what they have collected. He shared that there are

other system operators that are having problems as well. Ron explained that this could take us into a gray area with Motorola. They have guaranteed coverage for the new system. Guaranteed coverage is designed around portables on the hip. There is a possibility that their coverage guarantee may not be met.

c. Next Board Meeting

- i. Next meeting October 16, 2019 9:00 AM at CCOM/EOC.

x. Meeting adjourned at 9:41 AM.

1:24 PM

10/09/19

Accrual Basis

Clackamas 800 Radio Group

Profit & Loss Budget vs. Actual

July through September 2019

	Jul - Sep 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
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	167.84	500.00	-332.16	33.6%
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	3,346,806.31	31,500,000.00	-28,153,193.69	10.6%
455-00 · Bond Interest Income	0.00	500,000.00	-500,000.00	0.0%
Total Income	4,437,993.35	40,977,261.00	-36,539,267.65	10.8%
Gross Profit	4,437,993.35	40,977,261.00	-36,539,267.65	10.8%
Expense				
605-00 · Site Rental	65,721.22	173,838.00	-108,116.78	37.8%
610-00 · Fuel/Generators	3,910.34	26,000.00	-22,089.66	15.0%
615-00 · HVAC Maintenance	501.00	9,503.00	-9,002.00	5.3%
620-00 · Landscape Maintenance	0.00	14,300.00	-14,300.00	0.0%
621-00 · Office Supplies	0.00	2,000.00	-2,000.00	0.0%
625-00 · Generator Maintenance	0.00	12,500.00	-12,500.00	0.0%
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	1,623.00	35,000.00	-33,377.00	4.6%
650-00 · Utilities	11,190.02	78,000.00	-66,809.98	14.3%
655-00 · Consultant Services	15,900.12	48,500.00	-32,599.88	32.8%
657-00 · Regional Radio Expense	0.00	1,500.00	-1,500.00	0.0%
660-00 · WCCCA System Fees	438,948.28	866,769.00	-427,820.72	50.6%
665-00 · Radio Maintenance Fees	2,290.41	90,000.00	-87,709.59	2.5%
667-00 · Radio Replacement Project	0.00	0.00	0.00	0.0%
670-00 · Legal Services	308.00	8,000.00	-7,692.00	3.9%
675-00 · Financial Services	1,605.00	8,500.00	-6,895.00	18.9%
680-00 · Audit Fees	3,100.00	7,000.00	-3,900.00	44.3%
683-00 · Capital Reserve	0.00	100,000.00	-100,000.00	0.0%
685-00 · Miscellaneous Expenses	0.00	5,000.00	-5,000.00	0.0%
686-00 · Meeting Expenses	0.00	1,150.00	-1,150.00	0.0%
703-00 · Capital Outlay				
703-01 · Buildings & Land Improvement				
703-011 · Land Improvement	2,767,214.14			
703-013 · Tower	277,361.00			
703-014 · Generator	54,594.00			
Total 703-01 · Buildings & Land Improvement	3,099,169.14			
703-02 · Radio Backbone				
703-021 · Simulcast / Master Site	9,269.75			
703-022 · Subscriber Radios	8,783.05			
703-024 · Paging	7,759.00			
703-025 · Back up Dispatch	684.00			
703-026 · Cat. 6 Fire Station Alerting	162,329.05			
Total 703-02 · Radio Backbone	188,824.85			
703-03 · Equipment				
703-032 · DC Power	174,786.19			
703-034 · Microwave	5,757.00			
703-036 · Fire Station Alerting	577,696.74			
Total 703-03 · Equipment	758,239.93			
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%
Total 703-00 · Capital Outlay	4,046,233.92	31,500,000.00	-27,453,766.08	12.8%

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Accrual Basis

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

	Jul - Sep 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%
Total Expense	4,595,396.31	40,977,261.00	-36,381,864.69	11.2%
Net Ordinary Income	-157,402.96	0.00	-157,402.96	100.0%
Net Income	-157,402.96	0.00	-157,402.96	100.0%

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10/09/19

Accrual Basis

Clackamas 800 Radio Group Profit & Loss Detail

September 2019

Type	Date	Num	Name	Memo	Class	Amount	Balance
Ordinary Income/Expense							
Income							
431-00 · Interest Income							
Deposit	09/30/2019			Interest		67.02	67.02
Total 431-00 · Interest Income						67.02	67.02
435-00 · Lease Revenue							
Deposit	09/26/2019	EFT	FBI	Deposit		130.00	130.00
Deposit	09/26/2019	EFT	FBI	Deposit		130.00	260.00
Total 435-00 · Lease Revenue						260.00	260.00
450-00 · Intergovernmental-Clackamas Co							
Deposit	09/06/2019		Clackamas County - Bond Related	July Reimbursement Request...		1,666,483.85	1,666,483.85
Deposit	09/27/2019		Clackamas County - Bond Related	August Expenditures Reimbur...		733,780.30	2,400,264.15
Total 450-00 · Intergovernmental-Clackamas Co						2,400,264.15	2,400,264.15
Total Income						2,400,591.17	2,400,591.17
Gross Profit						2,400,591.17	2,400,591.17
Expense							
615-00 · HVAC Maintenance							
Bill	09/09/2019	146338	Hunter-Davissan, Inc.			501.00	501.00
Total 615-00 · HVAC Maintenance						501.00	501.00
645-00 · Insurance							
Bill	09/01/2019		Special Districts Insurance Services			1,623.00	1,623.00
Total 645-00 · Insurance						1,623.00	1,623.00
650-00 · Utilities							
Check	09/04/2019	EFT	PGE			75.58	75.58
Check	09/05/2019	EFT	PGE			120.07	195.65
Check	09/05/2019	EFT	PGE			380.96	576.61
Check	09/06/2019	EFT	PGE			56.13	632.74
Check	09/09/2019	EFT	PGE			356.42	989.16
Check	09/11/2019	EFT	PGE			180.68	1,169.84
Check	09/16/2019	EFT	PGE			302.55	1,472.39
Check	09/17/2019	EFT	PGE			270.64	1,743.03
Check	09/17/2019	EFT	PGE			374.10	2,117.13
Check	09/17/2019	EFT	PGE			534.27	2,651.40
Check	09/23/2019	EFT	PGE			433.65	3,085.05
Check	09/27/2019	EFT	Canby Utility			36.52	3,121.57
Total 650-00 · Utilities						3,121.57	3,121.57
655-00 · Consultant Services							
Bill	09/10/2019		Consistent Image Web Design			100.00	100.00
Bill	09/30/2019		Hartsock Project Mgmt.			4,717.68	4,817.68
Total 655-00 · Consultant Services						4,817.68	4,817.68
660-00 · WCCCA System Fees							
Bill	09/26/2019	INV01...	WCCCA			222,256.06	222,256.06
Total 660-00 · WCCCA System Fees						222,256.06	222,256.06
665-00 · Radio Maintenance Fees							
Bill	09/01/2019	INV01...	WCCCA			352.00	352.00
Total 665-00 · Radio Maintenance Fees						352.00	352.00
670-00 · Legal Services							
Bill	09/30/2019	12485	Eakins, Eileen			308.00	308.00
Total 670-00 · Legal Services						308.00	308.00
675-00 · Financial Services							
Bill	09/04/2019	158490	Talbot, Korvola & Warwick, LLP			515.00	515.00
Check	09/30/2019			Service Charge		20.00	535.00
Total 675-00 · Financial Services						535.00	535.00
680-00 · Audit Fees							
Bill	09/30/2019	39203	Jarrard, Seibert, Pollard & Co. LLC	Progress billing with June 30, ...		3,100.00	3,100.00
Total 680-00 · Audit Fees						3,100.00	3,100.00

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10/09/19

Accrual Basis

Clackamas 800 Radio Group Profit & Loss Detail

September 2019

Type	Date	Num	Name	Memo	Class	Amount	Balance
703-00 · Capital Outlay							
703-01 · Buildings & Land Improvement							
703-011 · Land Improvement							
Bill	09/01/2019	723825	Garvey Schubert Barer		04 Wilsonville T...	108.00	108.00
Bill	09/09/2019	16863	Black Mountain Consulting		27 Hoodland Fire	1,632.00	1,740.00
Bill	09/10/2019	16869	Black Mountain Consulting		12 Crutcher Ben...	750.00	2,490.00
Bill	09/10/2019	19172	Summit Solutions Group LLC		27 Hoodland Fire	170,096.21	172,586.21
Bill	09/13/2019	17080-2	McKay Consulting		11 Brightwood	1,225.00	173,811.21
Bill	09/13/2019	18034-4	McKay Consulting		21 Oak Grove B...	2,589.00	176,400.21
Bill	09/13/2019	18045-4	McKay Consulting		27 Hoodland Fire	745.00	177,145.21
Bill	09/19/2019	5328	T3 Construction LLC		12 Crutcher Ben...	11,111.95	188,257.16
Bill	09/19/2019	5329	T3 Construction LLC		22 Whale Head	150,000.00	338,257.16
Bill	09/26/2019	2022	Capital Design Services, LLC		23 Goat Mountain	650.00	338,907.16
Bill	09/26/2019	46	Reid Consulting/Terry Reid		13 Tom Dick an...	500.00	339,407.16
Bill	09/27/2019	35093	ACS Testing, Inc.		14 Lenhart	1,454.46	340,861.62
Bill	09/29/2019	190315	Andrew H. Thatcher Inc.		02 Skyland/Coo...	800.00	341,661.62
Bill	09/30/2019	35182	ACS Testing, Inc.		27 Hoodland Fire	662.34	342,323.96
Bill	09/30/2019	35200	ACS Testing, Inc.		07 Pete's	323.40	342,647.36
Bill	09/30/2019	2047	Capital Design Services, LLC		02 Skyland/Coo...	1,200.00	343,847.36
Bill	09/30/2019	2048	Capital Design Services, LLC		02 Skyland/Coo...	350.00	344,197.36
Bill	09/30/2019	2049	Capital Design Services, LLC		27 Hoodland Fire	400.00	344,597.36
Bill	09/30/2019	9004330	Don Cushing Associates, Inc		04 Wilsonville T...	2,530.00	347,127.36
Bill	09/30/2019	9004323	Don Cushing Associates, Inc		18 Highland Butte	725.00	347,852.36
Bill	09/30/2019	9004322	Don Cushing Associates, Inc		13 Tom Dick an...	578.00	348,430.36
Bill	09/30/2019	9004329	Don Cushing Associates, Inc		04 Wilsonville T...	1,540.00	349,970.36
Bill	09/30/2019	126652	HPS Construction Inc.		14 Lenhart	205,682.40	555,652.76
Bill	09/30/2019	126652	HPS Construction Inc.		07 Pete's	23,382.60	579,035.36
Bill	09/30/2019	126652	HPS Construction Inc.		08 Polivka	15,850.50	594,885.86
Bill	09/30/2019		Pamplin Media Group		02 Skyland/Coo...	225.00	595,110.86
Bill	09/30/2019	8847	Securasite LLC		16 Canby	5.80	595,116.66
Bill	09/30/2019	8848	Securasite LLC		16 Canby	531.25	595,647.91
Bill	09/30/2019	8853	Securasite LLC		40 All	2,276.06	597,923.97
Bill	09/30/2019	8852	Securasite LLC		40 All	14,805.00	612,728.97
Bill	09/30/2019	8844	Securasite LLC		02 Skyland/Coo...	1,807.93	614,536.90
Bill	09/30/2019	8854	Securasite LLC		02 Skyland/Coo...	2,550.00	617,086.90
Bill	09/30/2019	8843	Securasite LLC		23 Goat Mountain	34.22	617,121.12
Bill	09/30/2019	8842	Securasite LLC		23 Goat Mountain	731.25	617,852.37
Bill	09/30/2019	8835	Securasite LLC		27 Hoodland Fire	81.25	617,933.62
Bill	09/30/2019	8840	Securasite LLC		14 Lenhart	27.26	617,960.88
Bill	09/30/2019	8841	Securasite LLC		14 Lenhart	531.25	618,492.13
Bill	09/30/2019	8836	Securasite LLC		05 Mount Scott	606.25	619,098.38
Bill	09/30/2019	8851	Securasite LLC		21 Oak Grove B...	93.75	619,192.13
Bill	09/30/2019	8837	Securasite LLC		07 Pete's	62.50	619,254.63
Bill	09/30/2019	8856	Securasite LLC		40 All	7,737.50	626,992.13
Bill	09/30/2019	8855	Securasite LLC		40 All	328.28	627,320.41
Bill	09/30/2019	8838	Securasite LLC		08 Polivka	62.50	627,382.91
Bill	09/30/2019	8849	Securasite LLC		13 Tom Dick an...	45.24	627,428.15
Bill	09/30/2019	8850	Securasite LLC		13 Tom Dick an...	487.50	627,915.65
Bill	09/30/2019	8845	Securasite LLC		04 Wilsonville T...	2,591.60	630,507.25
Bill	09/30/2019	8846	Securasite LLC		04 Wilsonville T...	2,675.00	633,182.25
Bill	09/30/2019	5337	T3 Construction LLC		27 Hoodland Fire	123,500.00	756,682.25
Bill	09/30/2019	5336	T3 Construction LLC		22 Whale Head	80,000.00	836,682.25
Bill	09/30/2019	18001...	Todd Hess Building Company		23 Goat Mountain	150,993.01	987,675.26
Bill	09/30/2019	8839	Securasite LLC		11 Brightwood	137.50	987,812.76
Bill	09/30/2019	618437	Day Wireless Systems Inc.	Storage	40 All	3,344.00	991,156.76
Total 703-011 · Land Improvement						991,156.76	991,156.76
703-013 · Tower							
Bill	09/09/2019	19171	Summit Solutions Group LLC		15 Timberline	17,296.00	17,296.00
Total 703-013 · Tower						17,296.00	17,296.00
Total 703-01 · Buildings & Land Improvement						1,008,452.76	1,008,452.76
703-02 · Radio Backbone							
703-021 · Simulcast / Master Site							
Bill	09/25/2019	68837	Communications Northwest		09 Sandy	9,269.75	9,269.75
Total 703-021 · Simulcast / Master Site						9,269.75	9,269.75
703-022 · Subscriber Radios							
Bill	09/01/2019	INV01...	WCCCA		40 All	710.40	710.40
Bill	09/09/2019	6	Gibson Technical Services		40 All	4,515.36	5,225.76
Total 703-022 · Subscriber Radios						5,225.76	5,225.76
703-026 · Cat. 6 Fire Station Alerting							
Bill	09/01/2019	2398	Clackamas County Fire District #1		40 All	11,337.74	11,337.74
Bill	09/18/2019	2420	Clackamas County Fire District #1		40 All	1,304.91	12,642.65
Bill	09/30/2019	2492	Clackamas County Fire District #1		40 All	11,338.20	23,980.85
Total 703-026 · Cat. 6 Fire Station Alerting						23,980.85	23,980.85
Total 703-02 · Radio Backbone						38,476.36	38,476.36

Clackamas 800 Radio Group Profit & Loss Detail

September 2019

Type	Date	Num	Name	Memo	Class	Amount	Balance
703-03 · Equipment							
703-032 · DC Power							
Bill	09/30/2019	618414	Day Wireless Systems Inc.	Power plant install	11 Brightwood	1,608.52	1,608.52
Bill	09/30/2019	618414	Day Wireless Systems Inc.	Power plant install	15 Timberline	1,608.52	3,217.04
Bill	09/30/2019	618414	Day Wireless Systems Inc.	Inverter install	08 Polivka	528.55	3,745.59
Bill	09/30/2019	618414	Day Wireless Systems Inc.	Inverter install	10 View Acres	528.55	4,274.14
Bill	09/30/2019	618414	Day Wireless Systems Inc.	Inverter install	12 Crutcher Ben...	528.55	4,802.69
Bill	09/30/2019	618414	Day Wireless Systems Inc.	Inverter install	19 Day Hill	528.54	5,331.23
Bill	09/30/2019	618414	Day Wireless Systems Inc.	Inverter install	19 Redland Road	528.54	5,859.77
Bill	09/30/2019	618414	Day Wireless Systems Inc.	DC AC drops	15 Timberline	1,983.34	7,843.11
Bill	09/30/2019	618414	Day Wireless Systems Inc.	DC AC drops	11 Brightwood	1,983.34	9,826.45
Bill	09/30/2019	618414	Day Wireless Systems Inc.	C/O Equipment move	11 Brightwood	8,663.44	18,489.89
Total 703-032 · DC Power						18,489.89	18,489.89
703-034 · Microwave							
Bill	09/30/2019	SI-496...	Lile International Companies	MW storage	40 All	1,295.00	1,295.00
Total 703-034 · Microwave						1,295.00	1,295.00
703-036 · Fire Station Alerting							
Credit	09/24/2019	8875	US Digital Designs, Inc.	Credit Memo for Station instal...	40 All	-14,950.72	-14,950.72
Bill	09/27/2019	8896	US Digital Designs, Inc.		40 All	138,202.82	123,252.10
Bill	09/27/2019	8897	US Digital Designs, Inc.		40 All	283,077.30	406,329.40
Bill	09/27/2019	8898	US Digital Designs, Inc.		40 All	211,582.85	617,912.25
Credit	09/30/2019	8896	US Digital Designs, Inc.	Deduct billing for ST-SU Syst...	40 All	-8,183.13	609,729.12
Credit	09/30/2019	8897	US Digital Designs, Inc.	Deduct billing for ST-SU Syst...	40 All	-13,869.33	595,859.79
Credit	09/30/2019	8898	US Digital Designs, Inc.	Deduct billing for ST-SU Syst...	40 All	-12,380.55	583,479.24
Credit	09/30/2019		US Digital Designs, Inc.	Server Install Deduct	40 All	-5,782.50	577,696.74
Total 703-036 · Fire Station Alerting						577,696.74	577,696.74
Total 703-03 · Equipment						597,481.63	597,481.63
Total 703-00 · Capital Outlay						1,644,410.75	1,644,410.75
Total Expense						1,881,025.06	1,881,025.06
Net Ordinary Income						519,566.11	519,566.11
Net Income						519,566.11	519,566.11

Clackamas 800 Radio Group

Trial Balance

As of September 30, 2019

	Sep 30, 19	
	Debit	Credit
115-00 · Cash/Checking Account	2,003,871.72	
11000 · Accounts Receivable	346,881.80	
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		1,877,883.49
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		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		167.84
435-00 · Lease Revenue		6,971.00
450-00 · Intergovernmental-Clackamas Co		3,346,806.31
605-00 · Site Rental	65,721.22	
610-00 · Fuel/Generators	3,910.34	
615-00 · HVAC Maintenance	501.00	
630-00 · UPS Maintenance	4,065.00	
645-00 · Insurance	1,623.00	
650-00 · Utilities	11,190.02	
655-00 · Consultant Services	15,900.12	
660-00 · WCCCA System Fees	438,948.28	
665-00 · Radio Maintenance Fees	2,290.41	
670-00 · Legal Services	308.00	
675-00 · Financial Services	1,605.00	
680-00 · Audit Fees	3,100.00	
703-011 · Land Improvement	2,767,214.14	
703-013 · Tower	277,361.00	
703-014 · Generator	54,594.00	
703-021 · Simulcast / Master Site	9,269.75	
703-022 · Subscriber Radios	8,783.05	
703-024 · Paging	7,759.00	
703-025 · Back up Dispatch	684.00	
703-026 · Cat. 6 Fire Station Alerting	162,329.05	
703-032 · DC Power	174,786.19	
703-034 · Microwave	5,757.00	
703-036 · Fire Station Alerting	577,696.74	
TOTAL	34,944,529.74	34,944,529.74

Clackamas 800 Radio Group

Balance Sheet

As of September 30, 2019

	Sep 30, 19
ASSETS	
Current Assets	
Checking/Savings	
115-00 · Cash/Checking Account	2,003,871.72
Total Checking/Savings	2,003,871.72
Accounts Receivable	
11000 · Accounts Receivable	346,881.80
Total Accounts Receivable	346,881.80
Total Current Assets	2,350,753.52
Fixed Assets	
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
Total Fixed Assets	11,227,999.38
Other Assets	
180-00 · Deferred O/F-P25 Maintenance	5,812,058.44
Total Other Assets	5,812,058.44
TOTAL ASSETS	19,390,811.34
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201-00 · Accounts Payable	1,877,883.49
Total Accounts Payable	1,877,883.49
Total Current Liabilities	1,877,883.49
Total Liabilities	1,877,883.49
Equity	
310-00 · Investment in Fixed Assets	11,227,999.38
320-00 · Retained Earnings, Prior	6,442,331.43
Net Income	-157,402.96
Total Equity	17,512,927.85
TOTAL LIABILITIES & EQUITY	19,390,811.34

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10/09/19

Clackamas 800 Radio Group A/R Aging Detail As of September 30, 2019

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	07/15/2019	19-217	Canby FD	07/15/2019	77	29,670.00
Invoice	07/15/2019	19-220	Clackamas County FD #1	07/15/2019	77	141,900.00
Invoice	07/15/2019	19-221	Colton Fire	07/15/2019	77	16,770.00
Invoice	07/15/2019	19-225	Hoodland Fire District	07/15/2019	77	25,370.00
Invoice	07/15/2019	19-230	City of Milwaukie Public Works	07/15/2019	77	20,640.00
Invoice	07/15/2019	19-234	Sandy Fire	07/15/2019	77	28,380.00
Invoice	07/15/2019	19-235	Sandy Police	07/15/2019	77	19,780.00
Invoice	07/15/2019	19-239	Wilsonville - PW / Transit	07/15/2019	77	31,820.00
Invoice	07/15/2019	19-240	Boring Water	07/15/2019	77	860.00
Invoice	07/15/2019	19-244	Clackamas County - Transportation Eng	07/15/2019	77	11,180.00
Total 61 - 90						326,370.00
> 90						
Invoice	07/31/2018	18-166	Canby FD	07/31/2018	426	11,481.80
Invoice	07/31/2018	18-188	Boring Water	07/31/2018	426	860.00
Invoice	07/31/2018	18-192	Clackamas County - Transportation Eng	07/31/2018	426	8,170.00
Total > 90						20,511.80
TOTAL						346,881.80

Clackamas 800 Radio Group

Profit & Loss Budget vs. Actual

July through October 2019

	Jul - Oct 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
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	239.40	500.00	-260.60	47.9%
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	4,991,217.06	31,500,000.00	-26,508,782.94	15.8%
455-00 · Bond Interest Income	0.00	500,000.00	-500,000.00	0.0%
Total Income	6,082,475.66	40,977,261.00	-34,894,785.34	14.8%
Gross Profit	6,082,475.66	40,977,261.00	-34,894,785.34	14.8%
Expense				
605-00 · Site Rental	65,721.22	173,838.00	-108,116.78	37.8%
610-00 · Fuel/Generators	3,910.34	26,000.00	-22,089.66	15.0%
615-00 · HVAC Maintenance	501.00	9,503.00	-9,002.00	5.3%
620-00 · Landscape Maintenance	0.00	14,300.00	-14,300.00	0.0%
621-00 · Office Supplies	0.00	2,000.00	-2,000.00	0.0%
625-00 · Generator Maintenance	880.00	12,500.00	-11,620.00	7.0%
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	15,242.31	78,000.00	-62,757.69	19.5%
655-00 · Consultant Services	21,380.67	48,500.00	-27,119.33	44.1%
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	2,290.41	90,000.00	-87,709.59	2.5%
667-00 · Radio Replacement Project	0.00	0.00	0.00	0.0%
670-00 · Legal Services	308.00	8,000.00	-7,692.00	3.9%
675-00 · Financial Services	2,140.00	8,500.00	-6,360.00	25.2%
680-00 · Audit Fees	3,100.00	7,000.00	-3,900.00	44.3%
683-00 · Capital Reserve	0.00	100,000.00	-100,000.00	0.0%
685-00 · Miscellaneous Expenses	123.00	5,000.00	-4,877.00	2.5%
686-00 · Meeting Expenses	0.00	1,150.00	-1,150.00	0.0%
703-00 · Capital Outlay				
703-01 · Buildings & Land Improvement				
703-011 · Land Improvement	4,389,071.16			
703-013 · Tower	277,361.00			
703-014 · Generator	54,594.00			
Total 703-01 · Buildings & Land Improvement	4,721,026.16			
703-02 · Radio Backbone				
703-021 · Simulcast / Master Site	4,126,905.27			
703-022 · Subscriber Radios	8,783.05			
703-024 · Paging	7,759.00			
703-025 · Back up Dispatch	684.00			
703-026 · Cat. 6 Fire Station Alerting	176,330.21			
Total 703-02 · Radio Backbone	4,320,461.53			
703-03 · Equipment				
703-032 · DC Power	174,786.19			
703-034 · Microwave	5,757.00			
703-036 · Fire Station Alerting	577,696.74			
Total 703-03 · Equipment	758,239.93			
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%
Total 703-00 · Capital Outlay	9,799,727.62	31,500,000.00	-21,700,272.38	31.1%

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11/12/19

Accrual Basis

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

	Jul - Oct 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%
Total Expense	10,367,019.64	40,977,261.00	-30,610,241.36	25.3%
Net Ordinary Income	-4,284,543.98	0.00	-4,284,543.98	100.0%
Net Income	-4,284,543.98	0.00	-4,284,543.98	100.0%

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11/12/19

Clackamas 800 Radio Group Profit & Loss Detail

Accrual Basis

October 2019

Type	Date	Num	Name	Memo	Class	Amount	Balance
Ordinary Income/Expense							
Income							
431-00 · Interest Income							
Deposit	10/31/2019			Interest		71.56	71.56
Total 431-00 · Interest Income						71.56	71.56
450-00 · Intergovernmental-Clackamas Co							
Deposit	10/25/2019		Clackamas County - Bond Related	Payment on September Reim...		1,644,410.75	1,644,410.75
Total 450-00 · Intergovernmental-Clackamas Co						1,644,410.75	1,644,410.75
Total Income						1,644,482.31	1,644,482.31
Gross Profit						1,644,482.31	1,644,482.31
Expense							
625-00 · Generator Maintenance							
Bill	10/30/2019	B597	Power Systems Plus Inc.			880.00	880.00
Total 625-00 · Generator Maintenance						880.00	880.00
645-00 · Insurance							
Bill	10/01/2019		SDAO			1,494.94	1,494.94
Total 645-00 · Insurance						1,494.94	1,494.94
650-00 · Utilities							
Check	10/01/2019	EFT	PGE			217.29	217.29
Check	10/01/2019	EFT	PGE			308.27	525.56
Check	10/03/2019	EFT	PGE			63.29	588.85
Check	10/04/2019	EFT	PGE			57.75	646.60
Check	10/04/2019	EFT	PGE			363.79	1,010.39
Check	10/07/2019	EFT	PGE			63.51	1,073.90
Check	10/08/2019	EFT	PGE			357.62	1,431.52
Check	10/10/2019	EFT	PGE			192.50	1,624.02
Check	10/15/2019	EFT	PGE			292.19	1,916.21
Check	10/16/2019	EFT	PGE			274.88	2,191.09
Check	10/16/2019	EFT	PGE			384.10	2,575.19
Check	10/16/2019	EFT	PGE			551.67	3,126.86
Check	10/22/2019	EFT	PGE			392.69	3,519.55
Check	10/25/2019	EFT	Canby Utility	190236		32.42	3,551.97
Check	10/31/2019	EFT	PGE			207.62	3,759.59
Check	10/31/2019	EFT	PGE			292.70	4,052.29
Total 650-00 · Utilities						4,052.29	4,052.29
655-00 · Consultant Services							
Bill	10/07/2019	CIWD-...	Consistent Image Web Design			100.00	100.00
Bill	10/24/2019	10-24-19	Bruce Sussman Media			350.00	450.00
Bill	10/31/2019	CIWD-...	Consistent Image Web Design			100.00	550.00
Bill	10/31/2019		Hartssock Project Mgmt.			4,930.55	5,480.55
Total 655-00 · Consultant Services						5,480.55	5,480.55
660-00 · WCCCA System Fees							
Bill	10/15/2019	INV01...	WCCCA	WCCCA Sys Fee		5,563.85	5,563.85
Total 660-00 · WCCCA System Fees						5,563.85	5,563.85
675-00 · Financial Services							
Bill	10/03/2019	158744	Talbot, Korvola & Warwick, LLP			515.00	515.00
Check	10/31/2019			Service Charge		20.00	535.00
Total 675-00 · Financial Services						535.00	535.00
685-00 · Miscellaneous Expenses							
Bill	10/29/2019	646556	APCO International Inc.	2020 Membership Dues		123.00	123.00
Total 685-00 · Miscellaneous Expenses						123.00	123.00
703-00 · Capital Outlay							
703-01 · Buildings & Land Improvement							
703-011 · Land Improvement							
Bill	10/01/2019	16880	Black Mountain Consulting		23 Goat Mountain	750.00	750.00
Bill	10/01/2019	INV01...	WCCCA	Lile Storage	40 All	352.80	1,102.80
Bill	10/10/2019	35372	ACS Testing, Inc.		22 Whale Head	1,355.24	2,458.04
Bill	10/10/2019	35389	ACS Testing, Inc.		23 Goat Mountain	296.15	2,754.19
Bill	10/10/2019	2067	Capital Design Services, LLC		02 Skyland/Coo...	3,000.00	5,754.19
Bill	10/10/2019	2068	Capital Design Services, LLC		02 Skyland/Coo...	2,200.00	7,954.19
Bill	10/10/2019	19198	Summit Solutions Group LLC		27 Hoodland Fire	74,958.96	82,913.15
Bill	10/11/2019	18034-5	McKay Consulting		21 Oak Grove B...	1,016.00	83,929.15
Bill	10/11/2019	5341	T3 Construction LLC		20 Angel Falls/...	75,000.00	158,929.15
Bill	10/11/2019	5340	T3 Construction LLC		21 Oak Grove B...	112,500.00	271,429.15
Bill	10/14/2019	8920	US Digital Designs, Inc.		21 Oak Grove B...	148,926.25	420,355.40
Bill	10/18/2019	2102	Capital Design Services, LLC		02 Skyland/Coo...	1,800.00	422,155.40
Bill	10/23/2019	6186.56	Day Wireless Systems Inc.		40 All	12,692.87	434,848.27
Bill	10/25/2019	9004366	Don Cushing Associates, Inc		04 Wilsonville T...	4,670.00	439,518.27
Bill	10/29/2019	35546	ACS Testing, Inc.		01 Carver/Barton	105.00	439,623.27
Bill	10/29/2019	35586	ACS Testing, Inc.		14 Lenhart	105.00	439,728.27
Bill	10/30/2019	8923	Securasite LLC		27 Hoodland Fire	43.75	439,772.02
Bill	10/30/2019	8924	Securasite LLC		05 Mount Scott	412.50	440,184.52
Bill	10/30/2019	8925	Securasite LLC		05 Mount Scott	38.33	440,222.85
Bill	10/30/2019	8926	Securasite LLC		07 Pete's	13.90	440,236.75
Bill	10/30/2019	8927	Securasite LLC		07 Pete's	93.75	440,330.50
Bill	10/31/2019	35509	ACS Testing, Inc.		11 Brightwood	1,435.35	441,765.85
Bill	10/31/2019		Clackamas County Assessor	Property tax exemption filing f...	09 Sandy	303.00	442,068.85

These financial statements omit the statement of cash flows and substantially all disclosures required by accounting principles generally accepted in the United States of America. These financial statements have not been subjected to an audit, review, or compilation engagement, and therefore no assurance is provided on them.

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Accrual Basis

Clackamas 800 Radio Group Profit & Loss Detail

October 2019

Type	Date	Num	Name	Memo	Class	Amount	Balance
Bill	10/31/2019	498328	Day Wireless Systems Inc.		23 Goat Mountain	13,905.21	455,974.06
Bill	10/31/2019	619474	Day Wireless Systems Inc.		40 All	3,604.00	459,578.06
Bill	10/31/2019	126673	HPS Construction Inc.		11 Brightwood	86,133.50	545,711.56
Bill	10/31/2019	126673	HPS Construction Inc.		14 Lenhart	17,740.20	563,451.76
Bill	10/31/2019	126673	HPS Construction Inc.	Credit for overbilling on Lenh...	14 Lenhart	-71,730.90	491,720.86
Bill	10/31/2019	8941	Securasite LLC		40 All	14,070.00	505,790.86
Bill	10/31/2019	8939	Securasite LLC		40 All	1,738.52	507,529.38
Bill	10/31/2019	8929	Securasite LLC		02 Skyland/Coo...	244.72	507,774.10
Bill	10/31/2019	8930	Securasite LLC		02 Skyland/Coo...	11,700.00	519,474.10
Bill	10/31/2019	8940	Securasite LLC		23 Goat Mountain	3.71	519,477.81
Bill	10/31/2019	8928	Securasite LLC		23 Goat Mountain	287.50	519,765.31
Bill	10/31/2019	8938	Securasite LLC		40 All	219.07	519,984.38
Bill	10/31/2019	8937	Securasite LLC		40 All	5,337.50	525,321.88
Bill	10/31/2019	8933	Securasite LLC		09 Sandy	25.00	525,346.88
Bill	10/31/2019	8942	Securasite LLC		04 Wilsonville T...	3,483.31	528,830.19
Bill	10/31/2019	8931	Securasite LLC		04 Wilsonville T...	413.14	529,243.33
Bill	10/31/2019	8932	Securasite LLC		04 Wilsonville T...	3,125.00	532,368.33
Bill	10/31/2019	5339	T3 Construction LLC		20 Angel Falls/...	487,500.00	1,019,868.33
Bill	10/31/2019	5339	T3 Construction LLC		22 Whale Head	487,500.00	1,507,368.33
Bill	10/31/2019	18001...	Todd Hess Building Company		23 Goat Mountain	114,488.69	1,621,857.02
Total 703-011 · Land Improvement						1,621,857.02	1,621,857.02
Total 703-01 · Buildings & Land Improvement						1,621,857.02	1,621,857.02
703-02 · Radio Backbone							
703-021 · Simulcast / Master Site							
Bill	10/22/2019	41276...	Motorola Solutions		40 All	4,117,635.52	4,117,635.52
Total 703-021 · Simulcast / Master Site						4,117,635.52	4,117,635.52
703-026 · Cat. 6 Fire Station Alerting							
Bill	10/21/2019	8928	US Digital Designs, Inc.		40 All	1,164.00	1,164.00
Bill	10/29/2019	2587	Clackamas County Fire District #1		40 All	11,338.16	12,502.16
Bill	10/31/2019	2365	Salmon River Electric, LLC		40 All	420.00	12,922.16
Bill	10/31/2019	2366	Salmon River Electric, LLC		40 All	1,079.00	14,001.16
Total 703-026 · Cat. 6 Fire Station Alerting						14,001.16	14,001.16
Total 703-02 · Radio Backbone						4,131,636.68	4,131,636.68
Total 703-00 · Capital Outlay						5,753,493.70	5,753,493.70
Total Expense						5,771,623.33	5,771,623.33
Net Ordinary Income						-4,127,141.02	-4,127,141.02
Net Income						-4,127,141.02	-4,127,141.02

Clackamas 800 Radio Group

Trial Balance

As of October 31, 2019

	Oct 31, 19	
	Debit	Credit
115-00 · Cash/Checking Account	1,766,398.25	
11000 · Accounts Receivable	346,881.80	
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		5,767,551.04
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		239.40
435-00 · Lease Revenue		6,971.00
450-00 · Intergovernmental-Clackamas Co		4,991,217.06
605-00 · Site Rental	65,721.22	
610-00 · Fuel/Generators	3,910.34	
615-00 · HVAC Maintenance	501.00	
625-00 · Generator Maintenance	880.00	
630-00 · UPS Maintenance	4,065.00	
645-00 · Insurance	3,117.94	
650-00 · Utilities	15,242.31	
655-00 · Consultant Services	21,380.67	
660-00 · WCCCA System Fees	444,512.13	
665-00 · Radio Maintenance Fees	2,290.41	
670-00 · Legal Services	308.00	
675-00 · Financial Services	2,140.00	
680-00 · Audit Fees	3,100.00	
685-00 · Miscellaneous Expenses	123.00	
703-011 · Land Improvement	4,389,071.16	
703-013 · Tower	277,361.00	
703-014 · Generator	54,594.00	
703-021 · Simulcast / Master Site	4,126,905.27	
703-022 · Subscriber Radios	8,783.05	
703-024 · Paging	7,759.00	
703-025 · Back up Dispatch	684.00	
703-026 · Cat. 6 Fire Station Alerting	176,330.21	
703-032 · DC Power	174,786.19	
703-034 · Microwave	5,757.00	
703-036 · Fire Station Alerting	577,696.74	
TOTAL	40,478,679.60	40,478,679.60

Clackamas 800 Radio Group

Balance Sheet

As of October 31, 2019

	Oct 31, 19
ASSETS	
Current Assets	
Checking/Savings	
115-00 · Cash/Checking Account	1,766,398.25
Total Checking/Savings	1,766,398.25
Accounts Receivable	
11000 · Accounts Receivable	346,881.80
Total Accounts Receivable	346,881.80
Total Current Assets	2,113,280.05
Fixed Assets	
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
Total Fixed Assets	11,227,999.38
Other Assets	
180-00 · Deferred O/F-P25 Maintenance	5,812,058.44
Total Other Assets	5,812,058.44
TOTAL ASSETS	19,153,337.87
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201-00 · Accounts Payable	5,767,551.04
Total Accounts Payable	5,767,551.04
Total Current Liabilities	5,767,551.04
Total Liabilities	5,767,551.04
Equity	
310-00 · Investment in Fixed Assets	11,227,999.38
320-00 · Retained Earnings, Prior	6,442,331.43
Net Income	-4,284,543.98
Total Equity	13,385,786.83
TOTAL LIABILITIES & EQUITY	19,153,337.87

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Clackamas 800 Radio Group
A/R Aging Detail
As of October 31, 2019

Type	Date	Num	Name	Due Date	Aging	Open Balance
Current						
Total Current						
1 - 30						
Total 1 - 30						
31 - 60						
Total 31 - 60						
61 - 90						
Total 61 - 90						
> 90						
Invoice	07/31/2018	18-166	Canby FD	07/31/2018	457	11,481.80
Invoice	07/31/2018	18-188	Boring Water	07/31/2018	457	860.00
Invoice	07/31/2018	18-192	Clackamas County - Transportation Eng	07/31/2018	457	8,170.00
Invoice	07/15/2019	19-217	Canby FD	07/15/2019	108	29,670.00
Invoice	07/15/2019	19-220	Clackamas County FD #1	07/15/2019	108	141,900.00
Invoice	07/15/2019	19-221	Colton Fire	07/15/2019	108	16,770.00
Invoice	07/15/2019	19-225	Hoodland Fire District	07/15/2019	108	25,370.00
Invoice	07/15/2019	19-230	City of Milwaukie Public Works	07/15/2019	108	20,640.00
Invoice	07/15/2019	19-234	Sandy Fire	07/15/2019	108	28,380.00
Invoice	07/15/2019	19-235	Sandy Police	07/15/2019	108	19,780.00
Invoice	07/15/2019	19-239	Wilsonville - PW / Transit	07/15/2019	108	31,820.00
Invoice	07/15/2019	19-240	Boring Water	07/15/2019	108	860.00
Invoice	07/15/2019	19-244	Clackamas County - Transportation Eng	07/15/2019	108	11,180.00
Total > 90						346,881.80
TOTAL						346,881.80

RADIO PROJECT STATUS

Emergency Communication System Upgrade

C800 Project Leader: John Hartsock

WCCCA Project Leader: Ron Polluconi

C800 Project Manager: Bjorn Morfin

Date: November 20, 2019



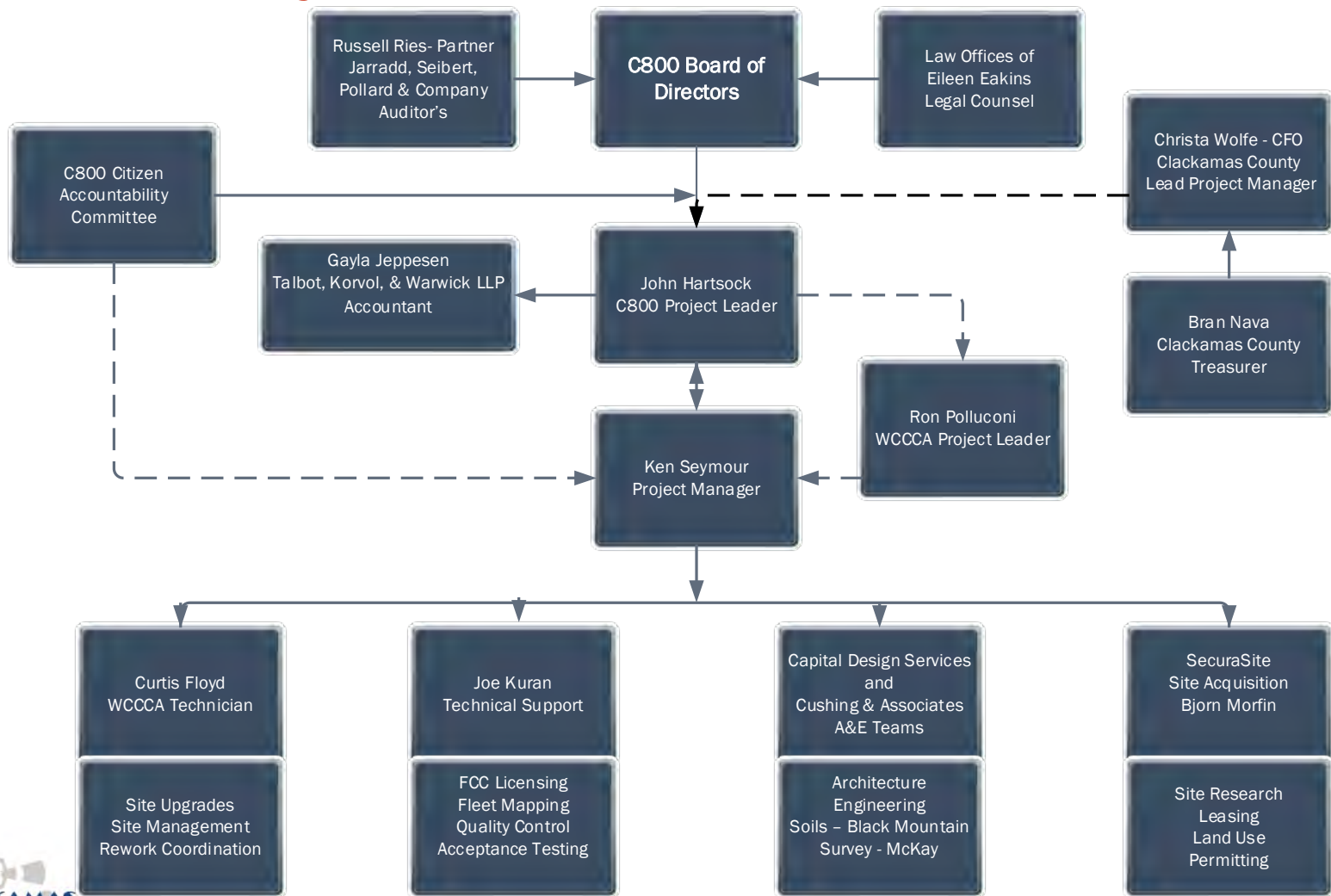
Resiliency:

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. Includes 6 tower replacements / 5 tower upgrades and 11 building foundation upgrades.
- 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.



C800 Project Team



Clackamas 800 Radio Group Radio Replacement Project

Project Status New Sites Summary

Fourteen New Sites Acquisition / Design / Construction:

- **Barton:** Construction complete – radio / antenna / 48V battery/ microwave installation complete.
- **Cooks Butte:** On hold – pending C800 Board review and direction.
- **Kerr Parkway Water Tank:** Researching alternative locations.
- **Damascus / Sandy / Canby:** Construction / radio / antenna / 48V battery/ microwave installation complete.
- **Wilsonville:** Contractor mobilized on November 4, 2019 anticipate completion by January 17, 2020
- **Crutcher Bench (BLM):** Construction complete radio / antenna / 48V battery/ microwave installation complete.
- **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.
- **Hoodland Fire/Brightwood:** Construction is underway anticipating completion by November 29, 2019.

Project Status Existing Sites Summary

	C800
13 Existing Sites Design / Construction	<ul style="list-style-type: none">• Brightwood / Lenhart / Mt Scott / Pete's / Polivka: Tower replacement / building foundation upgrades / 48V DC power system / new generator and 1,000 gal fuel tank / new HVAC units. Construction complete, new radios installed• Goat Mtn / Mt View / Redland Rd / Sawtell / View Acres: Tower structural upgrades / building foundation upgrades / 48V DC power system / new generator and 1,000 gal fuel tank / new HVAC units. Mt View/Redland/Sawtell/View Acres complete Goat is underway with an anticipated December completion• Day Hill: All work complete radio/antenna/48V battery work complete• 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 Schedule

ID	Task Name	Duration	Start	Finish													
					2016			2017			2018		2019		2020		
					Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd	
					Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 3
0	C800 Radio Systems Upgrade 6-1-2019	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	WCCCA/C800 Phase IV P25 System (Voice/Data/Paging)	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	P25 LMR System and Subscribers	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, procurment	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			
					Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half
					Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1
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: May 2020
- Existing Sites Upgrade complete: December 2019
- System Operational Date: August 2020

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
Soft Cost								
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 - Securacite	320,000	321,250	121,300	80,000	90.98%	522,550	(202,550)	475,416.93
Site Planning A&E - Cushing/Capital/Cundiff/Forensic/KPFF/SDC/ToddHess	725,000	692,391	468,930	(304,400)	97.38%	856,921	(131,921)	834,491.45
Geotechnical / Environmental Consulting - Black Mtn	250,000	443,670	0	50,000	96.82%	493,670	(243,670)	477,965.22
Survey - McKay	75,000	124,240	0	0	79.31%	124,240	(49,240)	98,539.00
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	0	5,000	64.85%	14,400	10,600	9,339.00
Plan Check / Permit Cost	60,000	10,000	0	0	95.25%	10,000	50,000	9,525.20
Printing	2,500			2,500	0.00%	2,500	0	0.00
Bid Advertising	3,500	850	0	1,000	69.55%	1,850	1,650	1,286.65
Materials Testing & Inspection	40,000	2,700	0	30,000	8.02%	32,700	7,300	2,623.75
Project Management	300,000	196,000	100,000	150,000	82.26%	446,000	(146,000)	366,885.98
Legal Fees	30,000	15,000	0	15,000	56.80%	30,000	0	17,038.74
Licensing	20,000	69,000		5,000	93.10%	74,000	(54,000)	68,890.50
Miscellaneous	30,000	95,000		25,000	76.98%	120,000	(90,000)	92,381.88
Sub-Total Soft Cost	1,956,000	2,014,501	775,230	61,170	90.18%	2,850,901	(894,901)	2,570,919
Construction Cost								
Site Construction	8,895,000	10,529,799	0	250,000	64.95%	10,779,799	(1,884,799)	7,001,614.97
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	91.58%	1,737,481	(1,077,481)	1,591,266.14
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	63.47%	1,508,332	(443,332)	957,398.77
Lake Oswego Antenna	18,000	17,500	0	0	100.07%	17,500	500	17,511.75
Sub-Total Construction Cost	12,488,000	16,333,821	0	365,000	71.07%	16,698,821	(4,210,821)	11,867,703.44

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
Equipment Costs								
Simulcast Equipment	20,726,000	\$19,592,515		200,000	72.13%	19,792,515	933,485	14,275,557.77
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)	820,743.23
Subtotal Equipment Costs	36,850,000	31,715,226	2,349,951	3,504,000	71.30%	37,569,177	(719,177)	26,787,039
Bond Cost	300,000	290,372		0	111.43%	290,372	9,628	323,547
Subtotal Project Cost	51,594,000	50,353,919	3,125,181	3,930,170	72.37%	57,409,270	(5,815,270)	41,549,209
Additional Proceeds	4,875,000					(4,875,000)	4,875,000	
Adjusted Project Costs	56,469,000	50,353,919	3,125,181	3,930,170	72.37%	52,534,270	(940,270)	
Contingency	7,406,000			6,461,000	0.00%	6,461,000	945,000	
Total Project Cost	63,875,000	50,353,919	3,125,181	10,391,170	70.43%	58,995,270	4,730	41,549,209.35

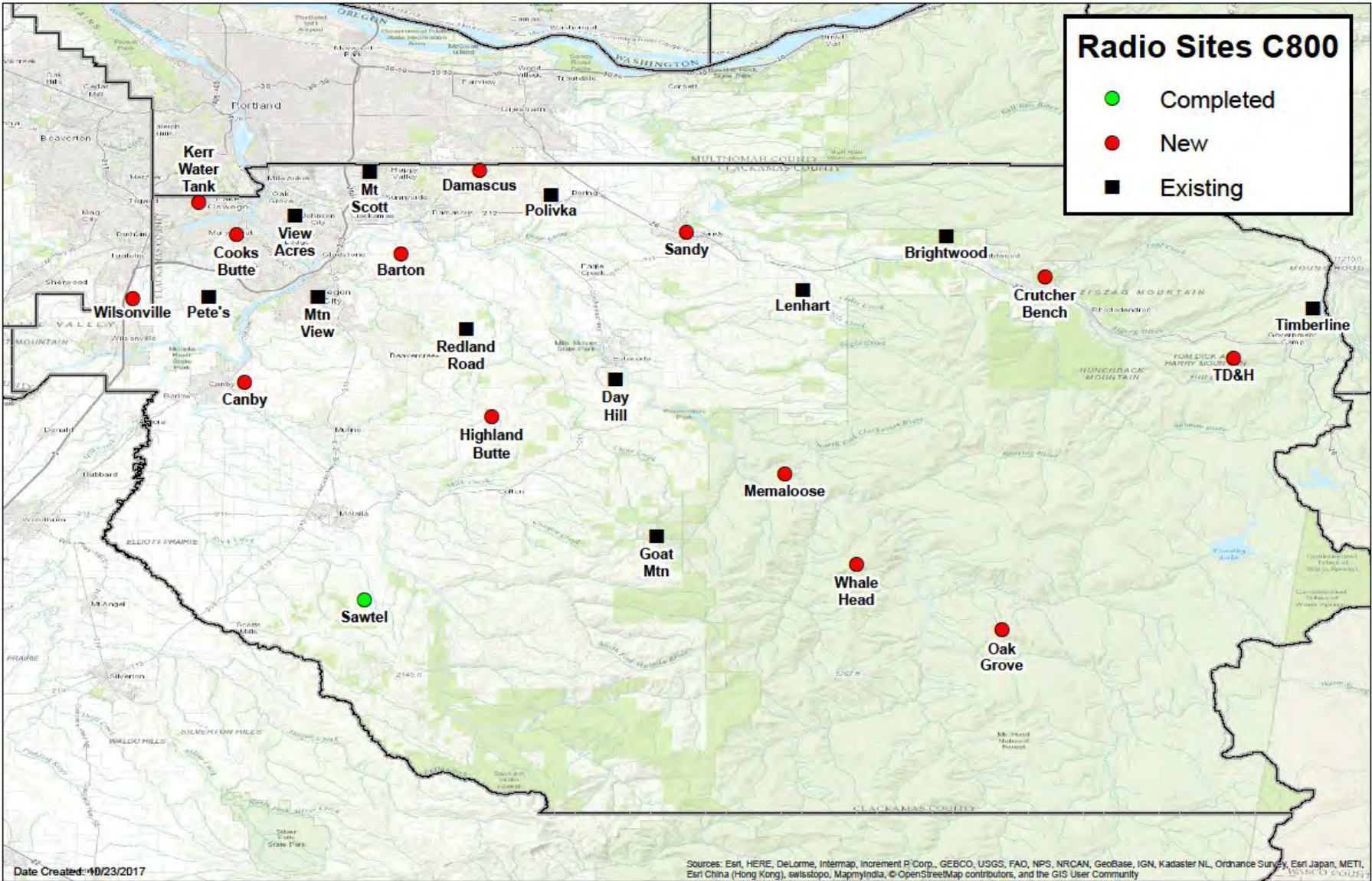
Bond Proceeds	5,845,000	Taxable
	53,155,000	Non Taxable
	59,000,000	
Additional Proceeds	2,200,000	Subscriber Radio Payments
	2,675,000	PGE Payment
	4,875,000	
Total Proceeds	63,875,000	

Premium Bond Proceeds	7,165,794
------------------------------	------------------

Q1 - 2020 Quarterly Outlook

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

C800 Site Locations



Project Summary:

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?**





Lenhart



Brightwood





Mt Scott



Goat Mountain





Whalehead



Memaloose



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

Board of Directors Action Request

To: C800 Board of Directors
From: John Hartsock, Manager
Date: November 20, 2019
Re: Board Elections

REQUEST: It is hereby requested that the C800 Board of Directors elect a Second Vice Chair.

ISSUE: In accordance with the C800 By-Laws, the C800 Board of Directors shall elect a Second Vice Chair at their January meeting. However due to Deputy Chief Ryan Hari's retirement the First Vice Chair, Sue Scobert, has moved to the Chair's position and the Second Vice Chair Chief Vince Stafford, to the First Vice Chair's position. Thus the Board needs to elect the Second Vice Chair position.

POLICY IMPLICATIONS: None

FINANCIAL: None

LEGAL: None

RECOMMENDATION: It is hereby recommended that the C800 Board of Directors elect a Second Vice Chair.

Open Nominations from the floor – Chair Scobert

Receive Nominations

Close Nominations: - Chair Scobert

Call for a vote for Second Vice Chair of those nominated – Chair Scobert



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: Approval of Check Signing Authority

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**REQUEST:** It is hereby requested that the C800 Board of Directors authorize this day 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 \_\_\_\_\_. Further that Deputy Chief Ryan Hari shall be removed as an authorized signer.

**ISSUE:** C800 maintains an interest-bearing checking account at the Clackamas County Bank. Electronic payment and written checks are the two methods that are utilized for payments. The Board has previously approved that two signatures were required for all payments in excess of \$3,000 and one signature for payments less than \$3,000.

**POLICY IMPLICATIONS:** The current approved C800 budget is utilized as the basis of expenditure approval. Action on this proposal will establish the policy for executing payments of expenditures.

**FINANCIAL:** None

**LEGAL:** This recommendation will establish the signature authority for checks and electronic payments.

**RECOMMENDATION:** It is hereby recommended that the C800 Board of Directors authorize this day 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 \_\_\_\_\_. Further that Deputy Chief Ryan Hari shall be removed as an authorized signer.





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:** 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:** There have been management changes at the County – a new County Administrator / a new CFO – so I met with the Treasure, CFO, and Board Admin Assistant a couple of weeks ago to update were the project is. It was a good meeting.

There were concerns about the project not making the 85% of funds expended within 3 years of selling the bonds – but subsequently found that isn't an issue. We are showing progress and have explained the delay. (see attached)

We had a discussion on interest earnings – which the Treasurer has invested them well and in fact we have a small arbitrage issue – the CFO advised all those earnings have to be spent on project items.

We discussed that the County could be reimbursed for their time related to the project.

Finally, we set a date – Dec 10, 2019 – to meet with and provide the Commissioners a project update. It was felt that as part of that meeting, we would ask the Commissioners to consider an amendment to the IGA to bring it current. The original IGA and draft amendment are attached.

I have forwarded the amendment to legal counsel for comment. I have the following questions that I would like the Board's direction on:

- 1) Should we add a new completion date as the one in Section 1 of the original IGA has past. I would suggest the new completion date be August 31, 2020 and included in the Amendment.
- 2) In the IGA Section 2 it lists the Deputy County Administrator as the Lead Project Manager. Is that being transferred to Christa as we discussed when we met or is it going to be Gary as Section 6 of the Amendment suggests?
- 3) In the Amendment Terms Section 2 – the concept is as was discussed and is reasonable. I believe there should be boundaries however like how much has been spent to date, the budget for future expenditures, what are the hourly rates, what is the approval process, etc.

- 4) Interest earnings - providing an accounting of where that stands.
- 5) A curiosity question on Terms Section 5 in the Amendment of why this was expanded? I thought it was covered in Section 19 of the IGA.

**FINANCIAL:** Unknown

**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

## PROJECT MEMORANDUM

DATE: November 12, 2019

TO: Christa Wolf, Finance Director

Brian Nava, Treasurer

CC:

FROM: John Hartsock, Manager

RE: C800 Public Safety Radio Replacement Project – Schedule Update

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Christa / Brian,

Per your request the following is a schedule update on the C800 Public Safety Radio Replacement Project.

The Clackamas County Electorate approved Ballot Measure 3-476 in May of 2016 authorizing \$59M in general obligation bonds and the project to replace and upgrade the 800MHz public safety radio communications system serving the public safety providers in Clackamas County. The Bonds were sold on November 3, 2016. Clackamas County entered in to an Intergovernmental Agreement with Clackamas 800 Radio Group on December 19, 2016 to execute and manage the project.

Conceptual planning for upgrade of the public safety radio systems in 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. The design was based on a digital P25 trunked 700/800MHz simulcast solution. City of Portland and CRESA both choose to construct and independent but shared system with WCCCA/C800. C800/WCCCA choose to continue their partnership and build a joint system and shared with City of Portland and CRESA.

The initial schedule for the Project was for the Project to be completed by June of 2019. We have made considerable progress but have been delayed, primarily in site acquisition and therefor site construction, this date will be extended to August of 2020.

**Equipment:**

Procurement of major project elements began in earnest in December of 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 of 2017 in the amount of \$33.9 Million. The contract to Microwave Networks Inc for site interconnectivity was awarded in November of 2018 in the amount of \$3.1 Million. Contracts for radio site shelters for \$1.6M / communication towers for \$1.3M / 48V power systems for \$1.4M all awarded in mid-2018. To date we have expended \$31M for these items.

**Architectural and Engineering Services:**

Months of pre-planning, which included determining potential sites, allowed site acquisition of the fourteen new sites to begin at once. Immediately after the approval of the ballot measure in May of 2016 the project team went to work soliciting and contracting for site acquisition services, architectural services, survey services, and geo-technical services. The value of these contracts is \$2.8M of which we have spent \$2.5M.

**Site Construction:****Status of the thirteen existing sites:**

Seven of the existing sites required minor upgrades including seismic stabilization, new HVAC, new emergency generators and fuel tanks, painting, and general maintenance. These sites were complete in early 2019.

The remaining six of the existing sites required the above upgrade work and replacement of the communication towers due to structural needs. The structural upgrades were not determined until late 2018 and the design and permitting work was extensive. The work was bid and awarded in May of 2019. The work at these sites is now complete except for the Mt Scott site which will be completed in late December 2019.

**Status of the fourteen 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, 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 of 2019 due to an access easement from an adjoining property owner. It took the initiation of an eminent domain proceeding to achieve agreement.

The Highland Butte site lease was submitted in June of 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. BLM initially advised it would be approved in September of 2018. It was then delayed due unknown internal delays with the actual approval on November 4, 2019. Construction is underway and anticipated to be complete by January 2020.

The Brightwood/Hoodland site on Hwy 26 lease was signed in early 2019 has been planned and permitted and construction is now approximately 90% complete.

The four US Forest Service sites at Whalehead, Memaloose, Oak Grove Butte, and Tom Dick & Harry, were anticipated to be and were a challenge. Application for the Angel Falls, Whalehead,

Oak Grove, and Tom Dick & Harry sites were submitted to USFS in February 2016. It was determined by the USFS in June of 2017 that the Angel Falls site would not work for the USFS. At that point, we moved to the Memaloose location.

The USFS had long delays in approving this project. Their internal team consisted of 10 personnel and often comments or corrections on the paper work were contradictory. The final application was over 1,000 pages with many maps and related reports. Our design team too 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 till late spring / early summer of 2020.

For Tom Dick & Harry to date, the USFS has not issued the lease for this site. The lease should be issued soon. Construction will not begin till late spring of 2020 and likely to finish early to mid-summer of 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 of 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 of 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 6, 2019 that they will be 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 within a month. 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 on the north end 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 may abandon this site in our plan if Lake Oswego can not provide a viable 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.

To enable system start up and testing in the spring of 2020 we have developed a plan to isolate the Memaloose/Oak Grove/Whalehead/ Tom Dick & Harry sites from the balance of the system. Then when those sites are ready test them separately

With the Lake Oswego/Skyland dilemma we can also isolate and work around that site for the balance of the system. We will be reviewing the Lake Oswego issue with the C800 Board at their November 20, 2019 Board meeting to obtain direction.



## **INTERGOVERNMENTAL AGREEMENT**

### **Clackamas County Public Safety Radio System Replacement Project Bond Funding**

**THIS AGREEMENT** (Agreement) is made and entered into pursuant to Oregon Revised Statutes (ORS) 190.010, by and between Clackamas 800 Radio Group (C800), an intergovernmental entity formed and authorized by ORS chapter 190, and Clackamas County (County), a political subdivision of the State of Oregon. This Agreement shall be effective upon signing by both parties and shall continue through the life of the Public Safety Radio System Replacement General Obligation bond or the life of any refunding of same, whichever is later.

The Agreement defines the respective roles and responsibilities of the County and C800 with respect to the Public Safety Radio System Replacement Project and any subsequent activities related to the bond funding as defined below. As the entity responsible for the bond funding, the County will retain management control and oversight of all bond related expenditures and compliance with laws, policies, debt covenants, and procedures, and C800 covenants to comply with the same.

#### **RECITALS**

**WHEREAS**, C800 owns and operates the public safety 800 MHz trunked radio system (Radio System) serving emergency responders of the County; and

**WHEREAS**, C800 has determined that the Radio System needs to be replaced and expanded; and

**WHEREAS**, C800 has developed a plan and budget for the Public Safety Radio System Replacement Project (Project), and needed to obtain a source of funding for the Project; and

**WHEREAS**, an ORS 190 entity is not authorized to issue general obligation bonds; and

**WHEREAS**, the County placed a successful measure on the May 2016 ballot for the purpose of supporting the Project, obtaining voter approval to issue up to \$59 million in general obligation bonds; and

**WHEREAS**, the Project includes covering all costs and expenses relating thereto, including but not limited to financing costs; and

**WHEREAS**, the parties desire to establish responsibilities for and appropriate uses of the bond proceeds;

**NOW, THEREFORE**, C800 and the County hereby agree as follows:

#### **AGREEMENT**

##### **1. Scope of Work**

**Project Description:** Once completed, the Project will replace and enhance the current county-wide two-way 800MHz radio system. The Project will generally include refurbishing existing and adding new radio sites, communication towers, communications buildings, conventional and emergency power systems, infrastructure radio equipment or base station radios and controllers, dispatch console systems, antenna systems, microwave communication links between sites, and associated or required accessories and related equipment. The Project also includes an allowance for helping agencies purchase subscriber radio equipment, such as portable, mobile, and/or control station radios as needed by the personnel of the individual agencies comprising C800 to utilize the system.

**INTERGOVERNMENTAL AGREEMENT**  
**Clackamas County Public Safety Radio System Replacement Project Bond Funding**

This allowance shall be allocated by the C800 Board on an equitable basis between partner and member agencies. Any additional cost for subscriber radio equipment will be the sole responsibility of the partner and/or member agency.

**Project Timeline and Cost.** Construction is anticipated to be completed with the radio system in service by the end of June 2019. The cost of the Project is projected not to exceed \$59,000,000, including financing-related costs. The County certifies that it has \$53,155,000 in non-taxable bond and \$5,845,000 in taxable bond proceeds available for the project. If these bond proceeds are exhausted, any remaining projects costs are the sole responsibility of C800.

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.

## **2. Roles and Responsibilities**

The County's role is to provide overall oversight and fiscal administration of the bonds. C800's role is to provide responsible project management of the public safety radio system upgrade and radio replacement elements through its Board and assigned staff representatives.

### **County Responsibilities:**

- a) Assign a County Lead Project Manager to the project, initially the Deputy County Administrator (County Lead).
- b) Implement bond issuance(s) and disclosures; debt may be issued in multiple series.
- c) Invest the bonds in accordance with the County's investment policy.
- d) Provide oversight, compliance, and accountability related to the expenditure of bond proceeds.
- e) Provide overall fiscal management, tracking and reporting consistent with financial and procurement compliance requirements.
- f) Collaborate with assigned C800 staff regarding the management of the replacement/upgrade of the public safety radio system.
- g) Review and comment on or approve procurement project scopes and all change orders and scope modifications pursuant to Section 7 of this Agreement.
- h) Review and approve eligible reimbursement requests and maintain project files for at least the term of any bond funding (including refunding bonds) plus three (3) years.
- i) Make approved disbursement of bond proceeds to C800 for eligible expenses.

### **C800 Responsibilities:**

- a) Comply with all bond requirements and County processes and procedures.
- b) Develop a comprehensive project plan, scope, calendar and cost estimates.
- c) Ensure County-approved C800 procurement rules (as attached hereto as Exhibit B) are followed for all elements of the project plan and obtain County approval for changes or variances from standard procurement processes, as more fully described in Section 4 below.
- d) Present change orders and/or scope modifications to the County for consideration and prior approval related to the public safety radio system project pursuant to Section 7 of this Agreement.
- e) Review and submit copies of all invoices with reimbursement requests.

**INTERGOVERNMENTAL AGREEMENT**  
**Clackamas County Public Safety Radio System Replacement Project Bond Funding**

- f) Provide Project management and interface directly with County Lead.
- g) Maintain project files, including copies of all invoices and contracts related to the project, for at least the term of any bond funding (including refunding bonds) plus three years.
- h) Maintain and insure project assets in compliance with Section 13 of this Agreement.
- i) Appoint a County representative to sit on the Project Citizen Accountability Committee.

The County and C800 recognize the importance of this Project and will commit the necessary staff resources to ensure its success. C800 acknowledges that the bond proceeds will be the sole capital contribution from the County for the Project.

**3. Project Plan**

C800 will develop a comprehensive Project Plan that includes detailed scope, deliverables, cost, and timelines for all elements of the Project. Once approved by the County, the plan and any subsequent amendments thereto shall automatically and without need of further action replace Exhibit A to this Agreement. The County shall not be obligated to disburse funds under Section 5 until an initial Project Plan consistent with this Section is completed.

**4. Procurement Process**

All vendors and suppliers will be selected through the County-approved C800 purchasing rules and regulations as attached in Exhibit B (C800 LCRB Rules) and the applicable provisions of state law, including but not limited to ORS Chapters 279A, 279B, and 279C. Any changes to the C800 LCRB Rules must be preapproved by the County.

**5. Bond Disbursement**

Requests by C800 for bond disbursement to reimburse Project expenses that are within the agreed upon scope, cost, and timeline of the Project require joint approval by the County Lead and Finance Director. The County will disburse bond funds when the following requirements are met:

- (a) Bond Compliance: Requests are for items confirmed to be within the project scope preapproved by the County. The costs must be eligible expenditures under the bond covenants. Non-capital (operating) costs will only be covered to the extent that there are taxable bond proceeds available to reimburse these expenditures.
- (b) Performance: C800 has demonstrated timely delivery, receipt, or provision of approved goods or services to the County's satisfaction.
- (c) Reimbursement Requirements: C800 has followed the reimbursement requirements outlined in Section 6 of this Agreement.
- (d) Change Orders: C800 has followed the change order requirements outlined in Section 7 of this Agreement.

**6. Reimbursement Requests; Approval Process**

C800 shall make Reimbursement Requests for expenditures for the Project using a completed Reimbursement Request Form accompanied by a brief narrative about the expenditures, invoice(s), receiving document(s), and proof of payment. C800 will submit reimbursement requests to the County Lead via mail or email no more than once monthly, but not less than quarterly. Requests are due no later than fifteen (15) days after the month or quarter ending.

Reimbursement Requests will be reviewed to ensure compliance with bond requirements. Expenditures will be deemed either eligible or ineligible for reimbursement. Additional documentation maybe requested. The County Lead and County Finance Director must jointly approve any reimbursement request before bond funding will be disbursed. Once approved, the County Finance Department will process the disbursement of applicable bond funds to C800 through their normal accounts payable process.

**INTERGOVERNMENTAL AGREEMENT**  
**Clackamas County Public Safety Radio System Replacement Project Bond Funding**

**7. Change Orders**

C800 will promptly notify the County of any proposed change orders and disputes with contractors or subcontractors. C800 will present any change orders that deviate from the agreed upon project scope, cost, or timeline to the County Lead for consideration and approval. The County Lead will forward any major changes will be forwarded to the County Board of for consideration and approval. A "major change" is defined as: a) any cost change in excess of \$150,000; or b) change in scope, cost, or timeline referred to the Board of County Commissioners by the Citizen Accountability Committee.

**8. Audit; Financial Controls**

In its annual audit, C800 shall include a review of the Project accounting and financial controls, and shall provide the County with a copy of the annual audit report, no later than thirty (30) days after the completion of the audit. C800 shall provide interim unaudited financial reports (Balance Sheet and Statement of Revenues & Expenses) to the County Lead on a monthly basis, during the life of this Agreement

**9. Ownership of Assets**

C800 will own all assets purchased or constructed with bond proceeds and will account for such assets in its accounting records. If any of the following events occur prior to the full repayment of the bonds, all assets purchased with the bond funds automatically and without further action revert to the ownership of the County:

- (a) C800 becomes insolvent;
- (b) C800 suffers or consents to or applies for the appointment of a receiver, trustee, custodian, or liquidator of C800 or any material part of the C800's property;
- (c) C800 becomes generally unable to pay or fails to pay its debts as they become due;
- (d) C800 makes a general assignment for the benefit of creditors;
- (e) C800 files a voluntary petition in bankruptcy or seeks to effect a plan or other arrangement with creditors or any other relief under the Bankruptcy Code or under any state or other federal law granting relief to debtors, whether now or hereafter in effect;
- (f) Any involuntary petition or proceeding pursuant to the Bankruptcy Code or any other applicable law relating to bankruptcy, reorganization, or other relief for debtors is filed or commenced against C800 and is not dismissed, stayed, or vacated within 60 days after the filing or C800 files an answer admitting the jurisdiction of the court and the material allegations of any such involuntary petition;
- (g) C800 is adjudicated a debtor in bankruptcy, or an order for relief is entered by any court of competent jurisdiction under the Bankruptcy Code or any other applicable state or federal law relating to bankruptcy, reorganization, or other relief for debtors; or
- (h) C800 takes any corporate action authorizing, or in furtherance of, any of the foregoing.

C800 agrees that it shall take all action necessary to effectuate the transfer of such Project assets to the County when required pursuant to this Section 9.

**10. Progress Reports**

As soon as feasible after this Agreement takes effect, the C800 project team will establish significant milestones for project completion and transmit them for review and approval to the County Board of Commissioners and the Citizen Accountability Committee. Written Progress Reports on the established milestones will be provided on a quarterly basis to the County Board of Commissioners and the Citizen Accountability Committee.



**INTERGOVERNMENTAL AGREEMENT**  
**Clackamas County Public Safety Radio System Replacement Project Bond Funding**

**11. Right to Inspect Records**

C800 shall maintain a reasonable accounting system that enables the County to readily identify C800's assets, expenses, costs of goods, and use of funds associated with the Project. The County and its authorized representatives shall have the right to audit, to examine, and to make copies of or extracts from all financial and related records (in whatever form they may be kept, whether written, electronic, or other) relating to or pertaining to this Agreement. Such records shall include, but not be limited to, accounting records, written policies and procedures; subcontract files (including proposals of successful and unsuccessful bidders, bid recaps, etc.); all paid vouchers including those for out-of-pocket expenses; other reimbursements supported by invoices; ledgers; cancelled checks; deposit slips; bank statements; journals; original estimates; estimating work sheets; contract amendments and change order files; chargeback logs and supporting documentation; insurance documents; payroll documents; timesheets; memoranda; and correspondence. C800 shall at any time requested by the County, whether during or after completion of this Agreement, make such records available for inspection and audit (including copies and extracts of records as required) by the County. C800 shall ensure the County has these rights with C800's employees, agents, assigns, successors, contractors and subcontractors, and the obligations of these rights shall be explicitly included in any contracts, subcontracts or agreements regarding the purpose of this Agreement and/or completion of the Project.

**12. Assignment**

The rights and obligations of C800 under this Agreement may not be assigned in whole or in part without the prior written consent of the County.

**13. Property Maintenance and Insurance**

C800 shall be responsible for maintaining all assets purchased or constructed pursuant to this Agreement. All real property, radio towers, operating systems, equipment and components shall be maintained in accordance with manufacturer's specifications and maintenance cycles, industry standards and guidelines for similar or like items, and in a manner satisfactory to County requirements. Troubleshooting problems, repair, and replacement shall be performed on an as-needed basis, but all systems, equipment and components exhibiting the possibility of potential failure shall be repaired or replaced at the soonest possible opportunity to prevent system failures.

C800 shall maintain an inventory of Radio System assets subject to this Agreement; notify the County of any loss or damage; and secure prior approval from the County for disposal of such assets. Within one (1) year of this agreement, C800 shall submit an asset management plan to the County covering any and all assets procured or to be procured with bond funds. This asset management plan will become the basis for maintenance reimbursements throughout the life of the bond.

C800 shall provide insurance for all assets purchased and utilized under the terms of this Agreement. The type and amount of insurance shall be maintained at the same levels as C800 maintains for other similar assets. Clackamas County, its agents, officers, and employees shall be named as additional insured on the insurance policy as regards the Project assets. Proof of insurance shall be submitted to the County Lead no later than the submission of the first reimbursement request.

**14. Term of Agreement**

Unless earlier terminated by mutual agreement, this Agreement shall terminate upon retirement of the bonds or the life of any refunding of same, whichever is later.

**15. Disposition of Unused Funds**

Upon termination of this Agreement, at the County's discretion, any unspent bond funds and any interest accrued shall be retained by the County.

**INTERGOVERNMENTAL AGREEMENT**  
**Clackamas County Public Safety Radio System Replacement Project Bond Funding**

**16. No Third-Party Beneficiaries**

This Agreement shall be solely between C800 and Clackamas County. No benefits are intended for, nor shall any benefits accrue to, any third party as a result of this Agreement.

**17. Duty to Cooperate; Remedies for Breach**

If a conflict arises between the parties in the implementation of this Agreement, the parties agree to work in good faith toward a cooperative resolution. If, despite good-faith efforts to work cooperatively, either party fails or refuses to complete its obligations under this Agreement, the party not in breach shall have all remedies available at law to compel compliance by the other party and to recover monetary damages necessary to make the non-breaching party whole. In addition to any other remedy available at law or equity, failure of C800 to meet the obligations set forth herein shall allow the County to require the disgorgement, return, or repayment of funds received under this Agreement promptly, but in any case no later than sixty (60) days.

**18. Amendment.**

This Agreement may be amended by mutual agreement of the parties. To be effective, all amendments shall be in writing and signed by authorized representatives of each party.

**19. Hold Harmless**

Subject to the limitations of liability for public bodies set forth in the Oregon Tort Claims Act (ORS 30.260 to 30.330), C800 shall hold harmless and indemnify the County, its officers, elected officials, employees, and agents against any and all claims, damages, losses and expenses, arising out of, or resulting from C800's own acts or omissions.

**20. Severability.**

If any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the agreement did not contain the particular term or provision held to be invalid.

SIGNATURE PAGE FOLLOWS

**INTERGOVERNMENTAL AGREEMENT**  
**Clackamas County Public Safety Radio System Replacement Project Bond Funding**

SIGNATURE PAGE

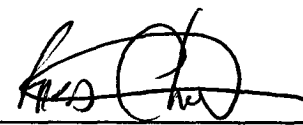
DATED THIS 19<sup>th</sup> day of Dec., 2016.

H.I.

Clackamas County Board of Commissioners

Clackamas 800 Radio Group

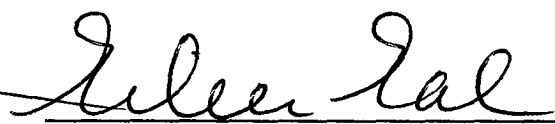
  
\_\_\_\_\_  
John Lucifora, Chair

  
\_\_\_\_\_  
Fred Charlton, Chair

Approved as to form:

Approved as to form:

  
\_\_\_\_\_  
Chris Storey, Assistant County Counsel

  
\_\_\_\_\_  
Eileen Eakins, C800 Attorney

# **FIRST AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT**

## **Clackamas County Public Safety Radio System Replacement Project Bond Funding**

THIS AGREEMENT (this "Agreement") is entered into and between Clackamas County ("County"), a political subdivision of the State of Oregon, and Clackamas 800 Radio Group (C800), and intergovernmental entity formed and authorized by ORS chapter 190, collectively referred to as the "Parties" and each a "Party."

### **RECITALS**

Oregon Revised Statutes Chapter 190.010 confers authority upon local governments to enter into agreements for the performance of any and all functions and activities that a party to the agreement, its officers or agencies have authority to perform.

The Parties enter into this amendment to the Intergovernmental Agreement, effective December 8, 2016 "2016 IGA".

In consideration of the mutual promises set forth below and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

### **TERMS**

1. **Term.** This Agreement shall be effective upon execution, and shall expire upon the completion of each and every obligation of the Parties set forth in the 2016 IGA and as set forth herein.
2. **Costs.** C800 agrees to pay County for all costs incurred by County for all oversight and fiscal administration of the issued bonds, professional fees incurred to analyze any bond arbitrage rebate, and any other costs reasonably incurred as a result of County's responsibilities under the 2016 IGA and this amendment.
3. **Losses.** C800 agrees to pay County for all losses incurred by County, arising out of, or resulting from C800's management of the Clackamas County Public Safety Radio System Replacement Project Plan ("Plan"), including but not limited to all tax liabilities, claims, damages and expenses.
4. **Payment.** Unless otherwise specified, County shall submit quarterly invoices for all costs or losses incurred and shall include the total amount billed to date by the County prior to the current invoice. Invoices shall itemize and explain all amounts for which reimbursement is claimed or payment is requested. Payments shall be made to County within ninety (90) days of receipt.
5. **Indemnification.**
  - A. C800 shall be responsible for all damage to property, injury to persons, and loss, expense, inconvenience, and delay which may be caused by, or result from, the conduct of Work, or from any act, omission, or neglect of C800, its subcontractors, agents, or employees. C800 agrees to indemnify, hold harmless and defend Clackamas County, and their officers, elected officials, agents and employees from and against all claims and actions, and all expenses incidental to the investigation and defense thereof, arising out of or based upon damage or injuries to persons or

property caused by the errors, omissions, fault or negligence of C800 or its employees, subcontractors, or agents.

However, neither C800 nor any attorney engaged by C800 shall defend the claim in the name of County or any department of County, nor purport to act as legal representative of County or any of its departments, without first receiving from the Clackamas County Counsel's Office authority to act as legal counsel for County, nor shall C800 settle any claim on behalf of County without the approval of the Clackamas County Counsel's Office. County may, at its election and expense, assume its own defense and settlement.

6. **Notices; Contacts.** Legal notice provided under this Agreement shall be delivered personally, by email or by certified mail to the individuals identified below. Any communication or notice so addressed and mailed shall be deemed to be given upon receipt. Any communication or notice sent by electronic mail to an address indicated herein is deemed to be received 2 hours after the time sent (as recorded on the device from which the sender sent the email), unless the sender receives an automated message or other indication that the email has not been delivered. Any communication or notice by personal delivery shall be deemed to be given when actually delivered. Either Party may change the Party contact information, or the invoice or payment addresses by giving prior written notice thereof to the other Party at its then current notice address.

- A. Gary Schmidt, County Administrator, or their designee will act as liaison for the County.

**Contact Information:**

Gary Schmidt  
County Administrator  
2051 Kaen Rd.  
Oregon City, OR 97045  
(503) 655-8581  
gschmidt@clackamas.us

John Hartsock, Manager, or their designee will act as liaison for C800.

**Contact Information:**

John Hartsock  
Manager C800  
11300 SE Fuller Rd.  
Milwaukie, OR 97222  
(503) 780-4806  
John.hartsock@frontier.com

7. **No Attorney Fees.** In the event any arbitration, action or proceeding, including any bankruptcy proceeding, is instituted to enforce any term of this Agreement, each party shall be responsible for its own attorneys' fees and expenses.

**IN WITNESS HEREOF**, the Parties have executed this Agreement by the date set forth opposite their names below.

**Clackamas County**

**Clackamas 800 Radio Group**

\_\_\_\_\_  
Jim Bernard, Chair  
Board of County Commissioners

\_\_\_\_\_  
James Rhoades, Chair  
Clackamas 800 Radio Group

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Approved as to form:

\_\_\_\_\_  
Jeffrey D. Munns  
Assistant County Counsel

\_\_\_\_\_  
Eileen Eakins  
C800 Attorney





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 20, 2019  
**Re:** Approve Purchasing an Asset Management System

**REQUEST:** It is hereby requested that the C800 Board of Directors 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.

**DESCRIPTION:** Included in the Communications Upgrade Project is the procurement of an asset management system to manage the system capital assets, components, subscriber radios, spares and inventories. Further creation of and scheduling work orders, generation of billing data, tracking life cycle replacements and predicting assets and equipment maintenance. This Application will replace the outdated and very limited Work Order System currently in use known as Micro Main.

It is vitally important that all of the combined assets of C800 and WCCCA, totaling over \$80 million in communications equipment, be inventoried, tracked, maintained, and key performance indicators reported on a periodic basis. This includes the ability to accurately track and report on user radio revisions; code plugs, equipment locations and auto generate work orders for WCN technical staff. This application will also automatically generate user equipment maintenance or repairs work orders based upon information that is automatically collected from the Motorola or Genesis Tracking Systems that have exclusive interfaces to the MCM system.

**FINANCE:** The amount of \$203,197.29 is budgeted in capital outlay as part of the Bond funding.

**LEGAL:** The HGAC (Houston Galveston Area Council) cooperative purchasing agreement will be utilized as approved by legal counsel.

**RECOMMENDATION:** It is hereby recommended that the C800 Board of Directors 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.







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.





CITY MANAGER'S OFFICE

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

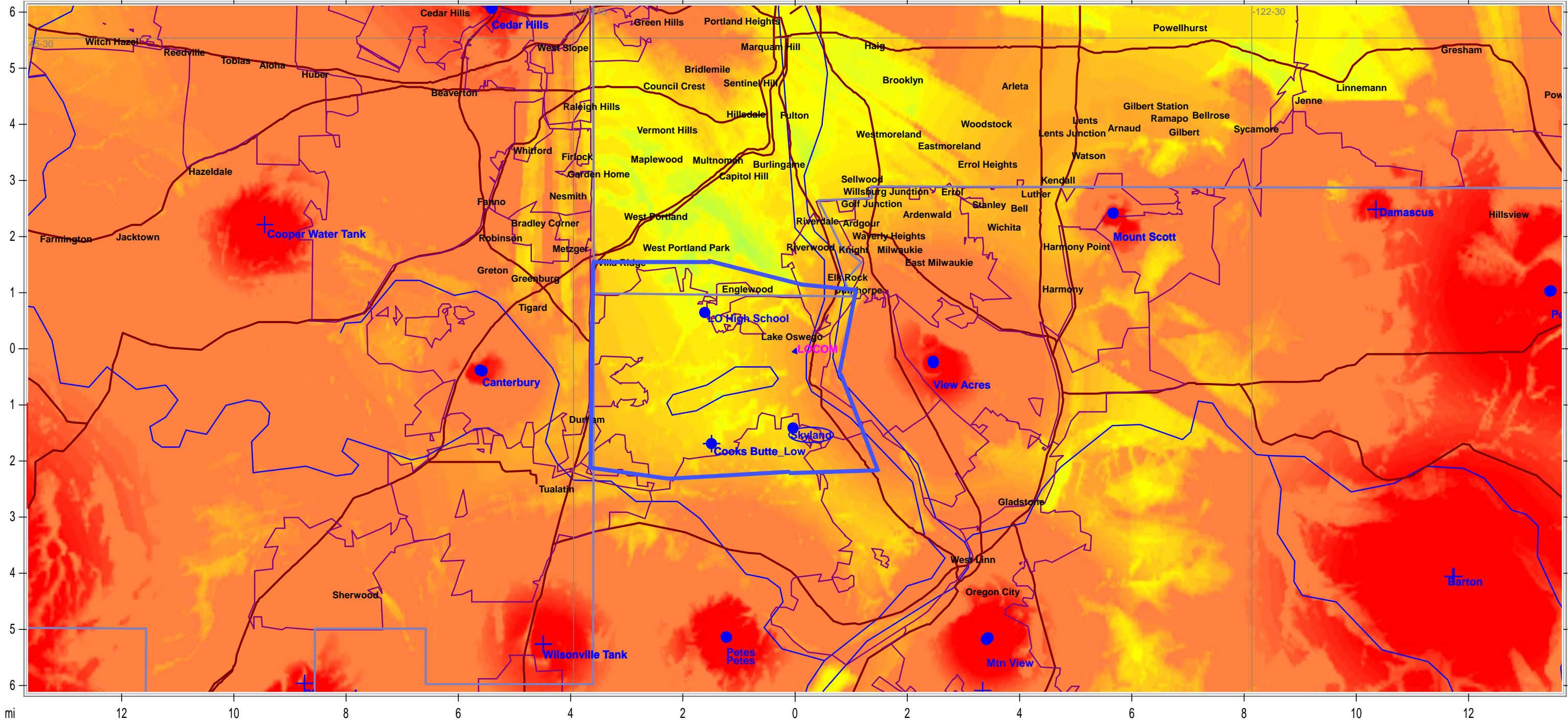




Lake Oswego WITHOUT Additional Site

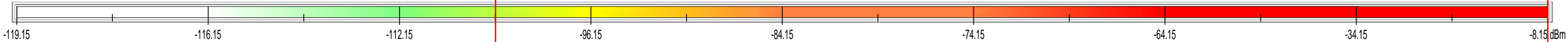
800 MHz -112 dBm Talk IN - DAQ 3.4 - 2.4% BER

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<br>White areas - No Coverage | Green/Yellow - OK outdoors | Yellow to Orange - Marginal/<br>Limited Building penetration | Dark Orange to Red Multiple Wall penetration - The deeper the Red the deeper the penetration. |
|--------------------------------------------------------------------------------|----------------------------|--------------------------------------------------------------|-----------------------------------------------------------------------------------------------|

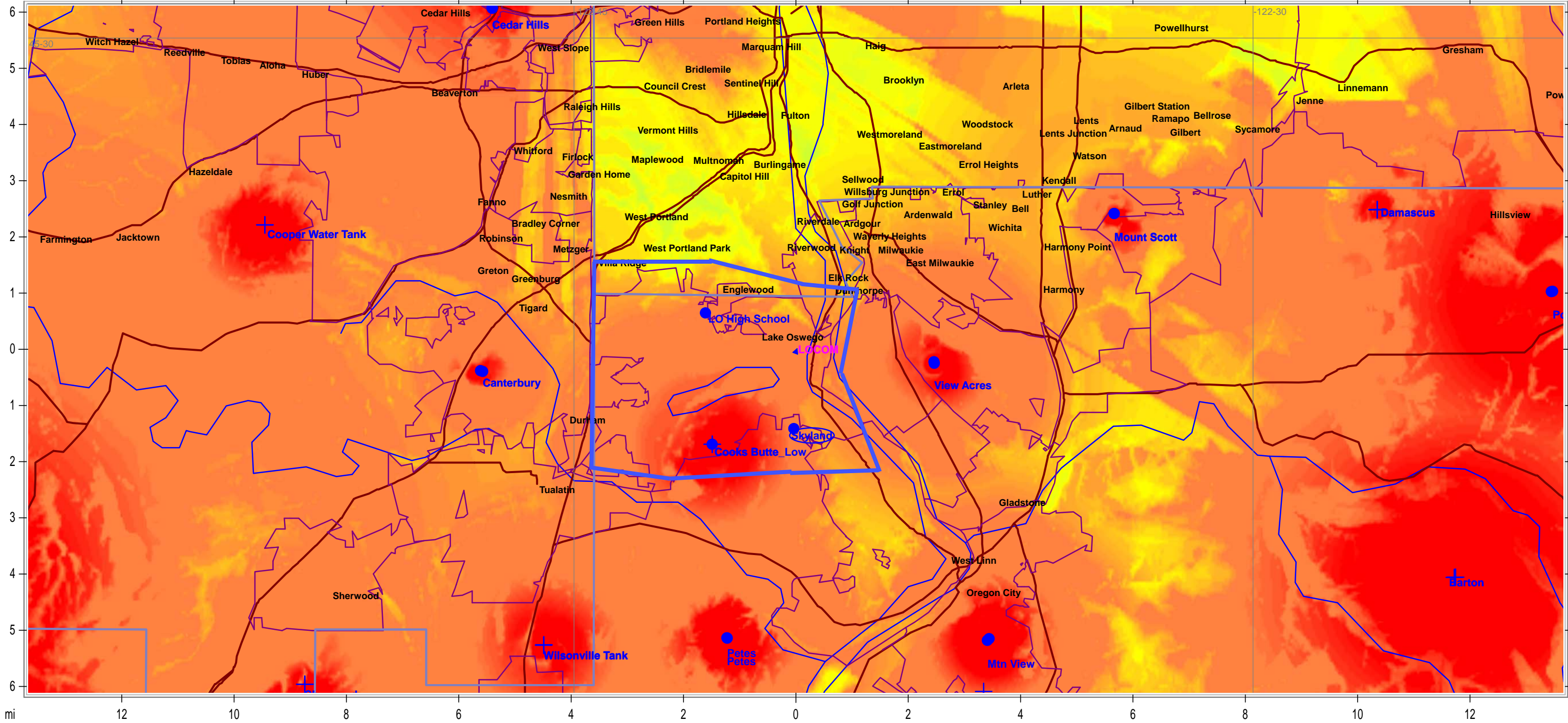
County Borders   State Borders   City Borders   Highways   Water Features   Lat/Lon Grid



Lake Oswego WITH COOKS BUTTE Site  
150' TX

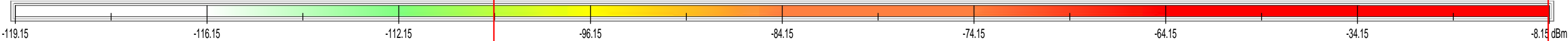
800 MHz -112 dBm Talk IN - DAQ 3.4 - 2.4% BER

Coverage objective defined by  
blue polygon



Portable Hip Building Penetration 2.5 watts 1 dB antenna

Usable Coverage Range



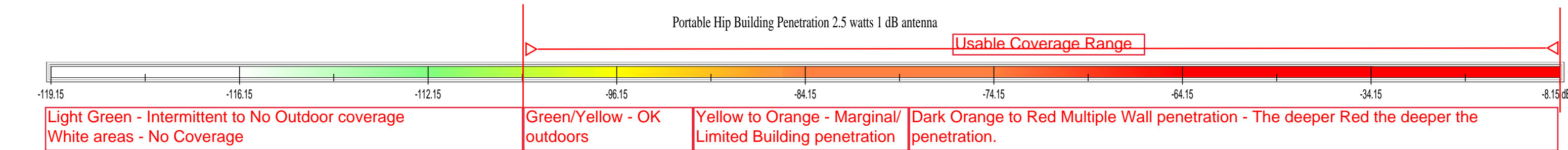
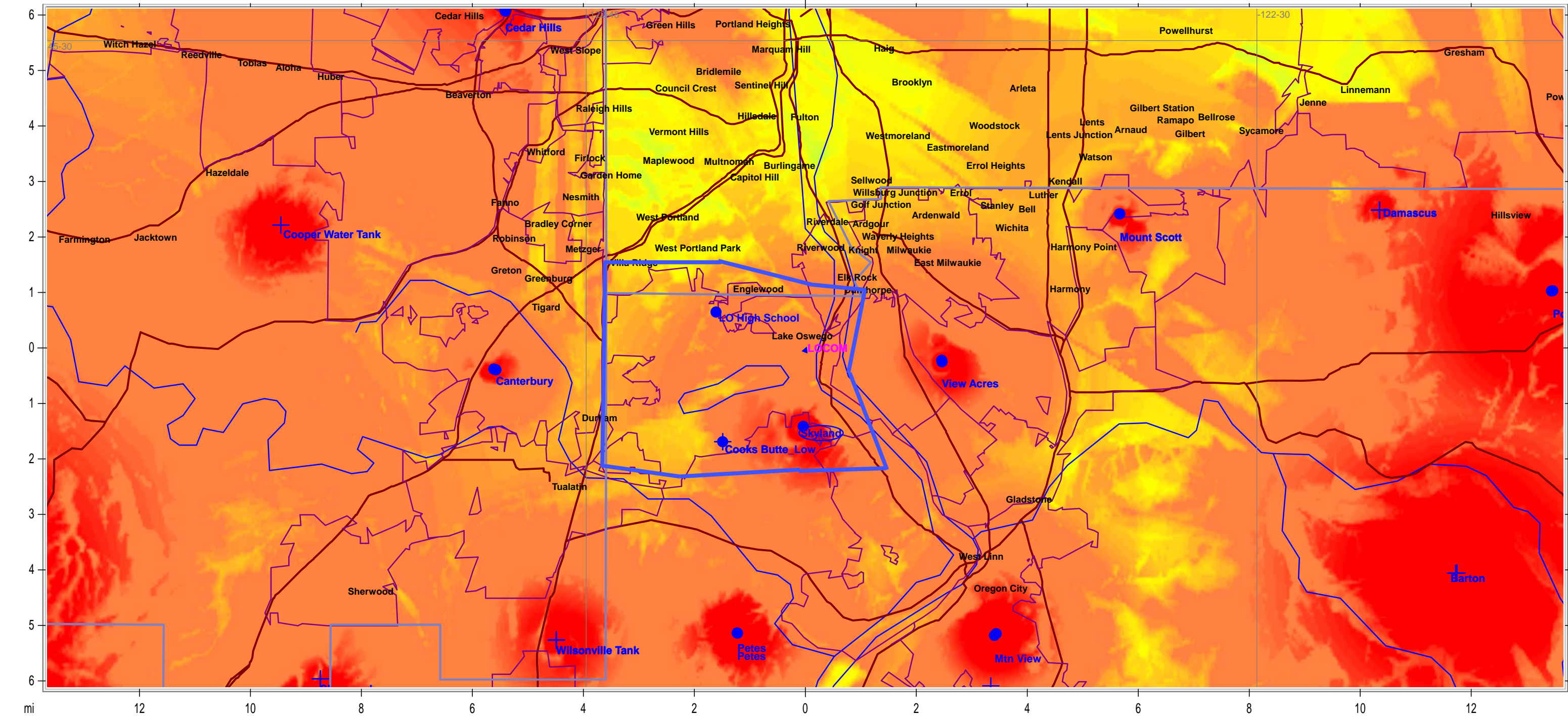
|                                                                                |                            |                                                              |                                                                                               |
|--------------------------------------------------------------------------------|-----------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



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







**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:** FY 2018/2019 Audit

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**REQUEST:** It is hereby requested that the C800 Board of Directors review the attached FY 2018/2019 financial audit prepared by Jarrard, Seibert, Pollard & Company LLC. Staff will request that the Board accept the audit at the December C800 meeting.



**CLACKAMAS 800 RADIO GROUP**  
**AUDIT REPORT**  
**FOR THE YEAR ENDED JUNE 30, 2019**

# **CLACKAMAS 800 RADIO GROUP**

YEAR ENDED JUNE 30, 2019

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**CLACKAMAS 800 RADIO GROUP**  
**CLACKAMAS COUNTY, OREGON**

JUNE 30, 2019

|                                                                             |                                                |
|-----------------------------------------------------------------------------|------------------------------------------------|
| Chief Rick Hoffman<br>City of Gladstone, Fire                               | Chief Phil Schneider<br>Sandy Fire District    |
| Chief John Schmerber<br>City of Gladstone, Police                           | Chief Jim Davis<br>Canby Fire District         |
| Chief Bret Smith<br>City of Canby                                           | Capt. James Rhodes<br>Clackamas County Sheriff |
| Chief Dale Jorgenson<br>City of Lake Oswego, Police                         | Chief Richard Beaudoin<br>Colton Fire District |
| Chief Don Johnson<br>City of Lake Oswego, Fire                              | Chief Luke Strait<br>City of Milwaukie         |
| Sue Scobert, 1 <sup>st</sup> Vice Chair<br>City of Lake Oswego              | Chief Frank Schoenfeld<br>City of Molalla      |
| Chief John Ingrao<br>Hoodland Fire District                                 | Chief Ernie Roberts<br>City of Sandy           |
| Chief Vince Stafford<br>2 <sup>nd</sup> Vice Chair<br>Molalla Fire District | Chief Jim Band<br>City of Oregon City          |
| Deputy Chief Ryan Hari, Chair<br>Clackamas Fire District #1                 | Chief Terry Kruger<br>City of West Linn        |
| Chief Richard Beaudoin<br>Estacada Fire District                            | Chief Deirc Weiss<br>TVF&R                     |
| Philip Mason<br>Clackamas County Health                                     |                                                |

Administration

John Hartsock, Manager

Address of Officers and Board Members  
11300 SE Fuller Road  
Milwaukie, Oregon 97222

## **INDEPENDENT AUDITORS' REPORT**

Board of Directors  
Clackamas 800 Radio Group  
Clackamas County, Oregon

We have audited the accompanying financial statements of the governmental activities and major fund of the Clackamas 800 Radio Group ("Group") as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Group's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error or fraud.

### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and major fund of the Group as of June 30, 2019, and the respective changes in financial position, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

### **Other Matters**

#### *Supplementary Information*

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We

have applied certain limited procedures to the Management's Discussion, as listed in the table of contents, in accordance with auditing standards generally accepted in the United States of America, which consisted of inquires of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on Management's Discussion and Analysis, as listed in the table of contents, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### *Supplementary Information*

The budgetary comparison schedules presented as Supplementary Information, as listed in the table of contents, have been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and in our opinion are fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

#### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Group's financial statements. The other information, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

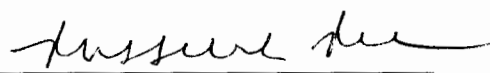
The listing of board members, located before the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

#### **Report on Other Legal and Regulatory Requirements**

In accordance with *Minimum Standards for Audits of Oregon Municipal Corporations*, we have also issued our report dated November 13, 2019, on our consideration of Clackamas 800 Radio Group's compliance with certain provisions of laws and regulations, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing and not to consider an opinion on compliance.

JARRARD, SEIBERT, POLLARD & COMPANY, LLC  
Certified Public Accountants

West Linn, Oregon  
November 13, 2019

By   
Russell T. Ries, Partner

**CLACKAMAS 800 RADIO GRUP  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2019**

This discussion and analysis presents the highlights of financial activities and financial position for the Clackamas 800 Radio Group (C800). The analysis focuses on significant financial issues, major financial activities and resulting changes in financial position, budget changes and variances from the budget, and specific issues related to funds and the economic factors affecting C800.

Management's Discussion and Analysis focuses on current year activities and resulting changes. Please read it in conjunction with C800's financial statements.

## **REPORT LAYOUT**

C800's annual financial report consists of several sections. Taken together they provide a comprehensive financial look at the organization. The components of the report include the following:

- **Management's Discussion and Analysis:** This section of the report provides financial highlights, overview and economic factors affecting C800.
- **Basic Financial Statements** includes Statement of Net Position, Statement of Activities, Fund Financial Statements and the notes to the financial statements. Statements of Net Position and Activities focus on an entity-wide presentation using the accrual basis of accounting. They are designed to be more corporate-like in that all activities are consolidated into a total for C800.
  - The Statement of Net Position focuses on resources available for future operations. In simple terms, this statement presents a snapshot view of the assets C800 owns, the liabilities it owes and the net difference. The net difference is further separated into amounts restricted for specific purposes and unrestricted amounts.
  - The Statement of Activities focuses on gross and net costs of C800 programs and the extent to which such programs rely upon partner income and other revenues. This statement summarizes and simplifies the user's analysis to determine the extent to which programs are self-supporting and/or subsidized by general revenues.
  - Fund Financial Statements focus separately on major governmental funds. Governmental fund statements follow the more traditional presentation of financial statements. Notes to the Financial Statements provide additional disclosures required by governmental accounting standards and provide information to assist the reader in understanding C800's financial condition.

This discussion and analysis presents the highlights of financial activities and financial position for the Clackamas 800 Radio Group (C800). The analysis focuses on significant financial issues, major financial activities and resulting changes in financial position, budget changes and variances from the budget, and specific issues related to funds and the economic factors affecting C800.

## **FINANCIAL ANALYSIS**

The 2018-2019 revenues (including special items) show a \$944,631 increase primarily due to replacement project bond funding.

Operating expenses decreased overall by \$5,110,893. This was due to Motorola radios being acquired during 2018.

C800 is funded by user fees on a per radio device basis. The allocation is developed by assembling all of the budgeted costs, and then dividing that number by the number of radios to develop the per radio cost. The budget is based on actual costs from the previous year with estimated increases in fixed costs such as utilities, and estimates of other anticipated expenses such as radio maintenance.



## **SIGNIFICANT TRANSACTIONS AND CHANGES IN INDIVIDUAL FUNDS**

General Fund balance decreased during FY 2018-2019 primarily due to capital outlay.

The current year revenue from the partners was sufficient to cover current year operating costs (excluding capital outlay related to construction in progress).

## **VARIATIONS BETWEEN ORIGINAL AND FINAL BUDGET**

General Fund expenditures came in at \$1,319,018 less than the final budget, and significant differences between final adopted budget and actual expenditures include the following:

- Appropriations exceeded capital outlay expenditures by \$1,078,750.

## **CAPITAL ASSET ACTIVITY**

At June 30, 2019, the Group had approximately \$30,697,003 invested in capital assets.

The total increase in investment in capital assets for the current fiscal year was \$19,469,003. The governmental type capital assets increase of \$19,790,504 (radio replacement project/construction in progress) was offset by the depreciation expense of \$321,501.

## **LONG TERM DEBT ACTIVITY**

At the end of the current fiscal year, the Group had no debt outstanding.

## CONDENSED FINANCIAL INFORMATION

|                                                | <u>June 30,<br/>2019</u> | <u>June 30,<br/>2018</u> | <u>Increase/<br/>Decrease</u> |
|------------------------------------------------|--------------------------|--------------------------|-------------------------------|
| Current assets (cash/receivables/<br>deposits) | \$ 7,406,133             | \$ 7,769,212             | \$ (363,079)                  |
| Fixed assets, net of depreciation              | <u>30,697,003</u>        | <u>11,228,000</u>        | <u>19,469,003</u>             |
| Total assets                                   | <u>38,103,136</u>        | <u>18,997,212</u>        | <u>19,105,924</u>             |
| Other liabilities                              | 963,802                  | 236,478                  | 727,324                       |
| Long-term liabilities                          | <u>-</u>                 | <u>-</u>                 | <u>-</u>                      |
| Total liabilities                              | <u>963,802</u>           | <u>236,478</u>           | <u>727,324</u>                |
| Net position                                   |                          |                          |                               |
| Investment in capital assets                   | 36,509,061               | 17,040,058               | 19,469,003                    |
| Unrestricted                                   | <u>630,273</u>           | <u>1,720,676</u>         | <u>(1,090,403)</u>            |
| Total Net Position                             | <u>\$ 37,139,334</u>     | <u>\$ 18,760,734</u>     | <u>\$ 18,378,600</u>          |
| Revenues                                       |                          |                          |                               |
| Program Revenue                                |                          |                          |                               |
| Charges for service:                           |                          |                          |                               |
| Partner fees                                   | \$ 961,818               | \$ 3,388,945             | \$ (2,427,127)                |
| Other revenues                                 | 93,689                   | 93,689                   | -                             |
| Capital Contributions                          | 348,000                  | -                        | 348,000                       |
| General Revenues:                              |                          |                          |                               |
| Miscellaneous                                  | 19,076                   | 13,616                   | 5,460                         |
| Special Item:                                  |                          |                          |                               |
| Replacement project bond funding               | <u>18,625,237</u>        | <u>15,606,939</u>        | <u>3,018,298</u>              |
| Total revenues                                 | 20,047,820               | 19,103,189               | 944,631                       |
| Public safety                                  | <u>1,669,220</u>         | <u>6,780,113</u>         | <u>(5,110,893)</u>            |
| Total expenditures                             | 1,669,220                | 6,780,113                | (5,110,893)                   |
| Increase (Decrease) in Net Position            | <u>\$ 18,378,600</u>     | <u>\$ 12,323,076</u>     | <u>\$ 6,055,524</u>           |

## FINANCIAL CONTACT

C800's financial statements are designed to present radio system users with a general overview of C800's finances and to demonstrate C800's accountability. If you have questions about the report or need additional financial information, please contact John Hartsock, Manager Clackamas 800 Radio Group, c/o Fire District #1, 11300 SE Fuller Road, Milwaukie, OR 97222.

**CLACKAMAS 800 RADIO GROUP**  
**STATEMENT OF NET POSITION**  
**JUNE 30, 2019**

|                                          | <u>Governmental<br/>Activities</u> |
|------------------------------------------|------------------------------------|
| <b>ASSETS</b>                            |                                    |
| Cash and cash equivalents                | \$ 1,558,222                       |
| Due from other governments               | 35,853                             |
| Deposit – P25 maintenance                | 5,812,058                          |
| Capital assets:                          |                                    |
| Construction in progress                 | 27,446,299                         |
| Depreciable assets (net of depreciation) | <u>3,250,704</u>                   |
| Total assets                             | <u>38,103,136</u>                  |
| <br><b>LIABILITIES AND NET POSITION</b>  |                                    |
| Liabilities                              |                                    |
| Accounts payable                         | <u>963,802</u>                     |
| <br><b>NET POSITION</b>                  |                                    |
| Invested in capital assets               | 36,509,061                         |
| Unrestricted                             | <u>630,273</u>                     |
| <br>Total net position                   | <br><u><u>\$ 37,139,334</u></u>    |

(See accompanying notes to basic financial statements)

**CLACKAMAS 800 RADIO GROUP  
STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2019**

|                                                                                                                                                                                               |                 | <u>Program Revenues</u>         |                                                 | Net (Expense) Revenues<br>and<br>Changes in Net Position |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------------------------|-------------------------------------------------|----------------------------------------------------------|
| <u>Program Activities</u>                                                                                                                                                                     | <u>Expenses</u> | <u>Charges for<br/>Services</u> | <u>Capital<br/>Grants and<br/>Contributions</u> | <u>Total<br/>Governmental<br/>Activities</u>             |
| Governmental Activities                                                                                                                                                                       |                 |                                 |                                                 |                                                          |
| Public Safety                                                                                                                                                                                 | \$ 1,669,220    | \$ 1,055,507                    | \$ 348,000                                      | \$ (265,713)                                             |
| General Revenues                                                                                                                                                                              |                 |                                 |                                                 |                                                          |
| Lease revenue                                                                                                                                                                                 |                 |                                 |                                                 | 18,893                                                   |
| Investment earnings                                                                                                                                                                           |                 |                                 |                                                 | 183                                                      |
| Special item – replacement project bond funding                                                                                                                                               |                 |                                 |                                                 | 18,625,237                                               |
| Total general revenues and special items                                                                                                                                                      |                 |                                 |                                                 | 18,644,313                                               |
| CHANGE IN NET POSITION                                                                                                                                                                        |                 |                                 |                                                 | 18,378,600                                               |
| NET POSITION, beginning                                                                                                                                                                       |                 |                                 |                                                 | 18,760,734                                               |
| NET POSITION, ending                                                                                                                                                                          |                 |                                 |                                                 | \$ 37,139,334                                            |
| Reconciliation of Net Change in Fund Balance to Net Change in<br>Net Position on the Statement of Activities                                                                                  |                 |                                 |                                                 |                                                          |
| Net Change in Fund Balance                                                                                                                                                                    |                 |                                 |                                                 | \$ (1,090,403)                                           |
| Governmental funds report capital outlays as expenditures while governmental<br>activities report depreciation expense to allocate those expenditures over the<br>life of the capital assets: |                 |                                 |                                                 |                                                          |
| Capital assets purchased and capitalized                                                                                                                                                      |                 |                                 |                                                 | 19,442,504                                               |
| Donated capital assets                                                                                                                                                                        |                 |                                 |                                                 | 348,000                                                  |
| Depreciation expense                                                                                                                                                                          |                 |                                 |                                                 | (321,501)                                                |
| Net Change in Net Position                                                                                                                                                                    |                 |                                 |                                                 | \$ 18,378,600                                            |

(See accompanying notes to basic financial statements)

**CLACKAMAS 800 RADIO GROUP  
GOVERNMENTAL FUND  
BALANCE SHEET  
JUNE 30, 2019**

|                                                                                                                                                          | General                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
|                                                                                                                                                          | <u>Fund</u>             |
| <b>ASSETS</b>                                                                                                                                            |                         |
| Cash and cash equivalents                                                                                                                                | \$ 1,558,222            |
| Due from other governments                                                                                                                               | 35,853                  |
| Deposit – P25 maintenance                                                                                                                                | <u>5,812,058</u>        |
| Total assets                                                                                                                                             | <u>\$ 7,406,133</u>     |
| <br><b>LIABILITIES AND FUND BALANCE</b>                                                                                                                  |                         |
| Liabilities                                                                                                                                              |                         |
| Accounts payable                                                                                                                                         | <u>\$ 963,802</u>       |
| <br><b>FUND BALANCE</b>                                                                                                                                  |                         |
| Nonspendable                                                                                                                                             | 5,812,058               |
| Unassigned                                                                                                                                               | <u>630,273</u>          |
| Total fund balances                                                                                                                                      | <u>6,442,331</u>        |
| <br>Total liabilities and fund balance                                                                                                                   | <br><u>\$ 7,406,133</u> |
| <br>Reconciliation of total fund balance to net assets on the Statement of Net Position:                                                                 |                         |
| Total fund balance                                                                                                                                       | \$ 6,442,331            |
| Capital assets used in governmental activities, net of accumulated depreciation are not financial resources and, therefore are not reported in the fund. | <br><u>30,697,003</u>   |
| Total Net Position                                                                                                                                       | <u>\$ 37,139,334</u>    |

(See accompanying notes to basic financial statements)

**CLACKAMAS 800 RADIO GROUP**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**GOVERNMENTAL FUND**  
**FOR THE YEAR ENDED JUNE 30, 2019**

|                                                 | General<br>Fund     |
|-------------------------------------------------|---------------------|
| REVENUES:                                       |                     |
| Partners Debt Service Appointment               | \$ 93,689           |
| Partners Fees/Contracts                         | 961,818             |
| Miscellaneous                                   | 18,893              |
| Interest on Investments                         | 183                 |
| Total Revenues                                  | <u>1,074,583</u>    |
| EXPENDITURES:                                   |                     |
| WCCCA Fees                                      | 746,600             |
| Site Rental                                     | 163,880             |
| Utilities                                       | 53,059              |
| Insurance                                       | 30,569              |
| Office Supplies                                 | -                   |
| Fuel/Generators                                 | 12,084              |
| HVAC Maintenance                                | 3,816               |
| Landscape Maintenance                           | 8,460               |
| Generator Maintenance                           | 1,642               |
| UPS Maintenance                                 | 1,560               |
| Battery Maintenance                             | 295                 |
| Miscellaneous Costs                             | 1,486               |
| Consultant Services                             | 49,024              |
| Radio Maintenance Fees                          | 79,594              |
| Legal Services                                  | 9,239               |
| Financial Services                              | 7,551               |
| Audit Fees                                      | 6,285               |
| Regional Radio                                  | -                   |
| Meeting Expense                                 | 141                 |
| Total Materials and Services                    | <u>1,175,285</u>    |
| Debt Service                                    | 93,688              |
| Capital Outlay                                  | 19,521,250          |
| Total Expenditures                              | <u>20,790,223</u>   |
| EXCESS OF REVENUES OVER (UNDER)<br>EXPENDITURES | (19,715,640)        |
| Special Item:                                   |                     |
| Replacement Project Bond Funding                | 18,625,237          |
| Net Change in Fund Balance                      | (1,090,403)         |
| FUND BALANCE, beginning                         | <u>7,532,734</u>    |
| FUND BALANCE, ending                            | <u>\$ 6,442,331</u> |

(See accompanying notes to basic financial statements)

**CLACKAMAS 800 RADIO GROUP  
NOTES TO BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:**

**Reporting Entity**

The Clackamas 800 Radio Group (the "Group") financial reporting entity is composed solely of the primary government. In determining the financial reporting entity, the Group complies with the provisions of GASB. There are no other entities for which the Group has responsibility, exercises control, is financially accountable for, and has a financial benefit or burden relationship.

The Group is governed by a Board of Directors, consisting of eighteen members. Clackamas County has issued bonded debt for the purpose of upgrade and expansion of the public safety communication system throughout Clackamas County for the benefit of the Group's partners. The Group collects fees for debt service and operations from its participating partners. Upon the Clackamas County bonded debt obligation being paid off, the County has assigned the radio system infrastructure to the Group. The towers and radio backbone are reported as capital assets of the Group.

**Measurement Focus, Basis of Accounting and Basis of Presentation**

**Government-Wide Financial Statements (GWFS)**

The Statement of Net Position and the Statement of Activities display information about the reporting government as a whole. The Statement of Net Position and the Statement of Activities were prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets and liabilities resulting from non-exchange transactions are recognized in accordance with the requirements of GASB Statement No. 33 "Accounting and Financial Reporting for Non-exchange Transactions."

Program Revenues included in the Statement of Activities derive directly from the program itself or from parties outside the Group's taxpayers or citizenry, as a whole; program revenues reduce the cost of the function to be financed from the Group's general revenues.

The Group reports all direct expenses by function in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function.

**Fund Financial Statements**

The accounts of the Group are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum numbers of funds are maintained consistent with legal and managerial requirements.

**CLACKAMAS 800 RADIO GROUP  
NOTES TO BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED):**

**Governmental Fund Types**

Governmental funds are used to account for the Group's general government activities. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they are "measurable and available"). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the liability is incurred.

Revenues susceptible to accrual are interest, state, county and local shared revenue and federal and state grants. Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other grant requirements have been met.

The Group reports the following governmental fund:

**General Fund**

This fund accounts for all financial resources and expenditures of the Group. The principal revenue source is from reimbursements from the partners.

**Radio Group Operations**

Generally accepted accounting principles (GAAP) allow a choice of funds and accounting measurement focus. Governmental fund accounting is allowed where determination of financial position and changes in financial position is the measurement focus. Proprietary fund accounting is allowed where the intent of the governing body is that the costs and expenses, including depreciation, of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

The Governing Board of the Group measures the operation of its emergency communication service by determining financial position and changes in financial position, and therefore uses governmental fund accounting.

**Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires the management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenues, expenditures and expenses during the reporting period. Actual results could differ from those estimates.



**CLACKAMAS 800 RADIO GROUP**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED JUNE 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED):**

**Cash and Cash Equivalents**

For financial reporting purposes, the Group considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

**Capital Assets**

Capital assets, which include land, buildings, equipment and construction in progress, are reported in the government wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 and an estimated life in excess of one year. Capital assets are recorded at historical cost or estimated historical cost. Donated Capital assets are recorded at their estimated fair market value on the date donated. The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend assets lives are not capitalized.

Capital assets are depreciated using the straight-line method over the following useful lives: Buildings – 50 years and Equipment 5 to 20 years.

**Net Position**

Net position is comprised of the various net earnings from operations, nonoperating revenues, expenses and contributions of capital. Net position is classified in the following three categories:

Net Investment in Capital Assets – consists of all capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted net position – consists of external constraints placed on asset use by creditors, grantors, contributors, laws or regulations of other governments or constraints through constitutional provisions or enabling legislation.

Unrestricted net position – consists of all other assets not included in the other categories previously mentioned.

**Fund Equity**

In March 2009, the GASB issued Statement No. 54, *Fund Balance Reporting and Governmental Fund-type Definitions*. The objective of this statement is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund-type definitions. This statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed on the use of the resources reported in governmental funds. Under this standard, the fund balance classifications of reserved, designated, and unreserved/undesignated were replaced with five new classifications – nonspendable, restricted, committed, assigned, and unassigned.

**CLACKAMAS 800 RADIO GROUP  
NOTES TO BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2019**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED):**

- Nonspendable fund balance represents amounts that are not in a spendable form.
- Restricted fund balance represents amounts that are legally restricted by outside parties for a specific purpose (such as debt covenants, grant requirements, donor requirements, or other governments) or are restricted by law (constitutionally or by enabling legislation).
- Committed fund balance represents funds formally set aside by the governing body for a particular purpose. The use of committed funds would be approved by resolution.
- Assigned fund balance represents amounts that are constrained by the expressed intent to use resources for specific purposes that do not meet the criteria to be classified as restricted or committed. Authority to classify portions of ending fund balance as Assigned has been given to the Manager and Finance Director
- Unassigned fund balance is the residual classification of the General Fund. Only the General Fund may report a positive unassigned fund balance. Other governmental funds would report any negative residual fund balance as unassigned.

When both restricted and unrestricted resources are available for use, it is the Group's policy to use restricted resources first and then unrestricted resources as they are needed.

**NOTE B - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY, BUDGETARY INFORMATION:**

Clackamas 800 Radio Group is organized as an intergovernmental entity under ORS 190.010 and is exempt from the provisions of Oregon Budget Law. However, the Group does prepare a budget which is reflected in the budgetary Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual.

**NOTE C – CASH AND INVESTMENTS:**

Cash consisted of:

Deposits with a Financial Institution:

Demand Deposits, Non-interest

bearing - Checking \$ 1,558,222

**CLACKAMAS 800 RADIO GROUP**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED JUNE 30, 2019**

**NOTE C – CASH AND INVESTMENTS (Continued):**

Investments

Oregon Revised Statutes (294.035) and Group policy authorize the authority to invest in obligations of the U.S. Treasury and agencies, time certificates of deposit, bankers' acceptances, repurchase agreements, and the State of Oregon Local Government Investment Pool. Such investments are stated at cost, increased by accretion of discounts and reduced by amortization of premiums, both computed by the straight-line method, which approximates fair value. The Group had no investments at June 30, 2019.

Interest Rate Risk

Oregon Revised Statutes require investments to not exceed a maturity of 18 months, except when the local government has adopted a written investment policy that was submitted to and reviewed by the OSTFB. The Group does not have any investments.

Credit Risk

Oregon Revised Statutes does not limit investments as to credit rating for securities purchased from US Government Agencies or USGSE.

Custodial Credit Risk

At year-end, the Group's net carrying amount of deposits was \$1,558,222 and the bank balance was \$2,230,781. Of these deposits, \$250,000 was covered by federal depository insurance and the remainder is collateralized by the Oregon Public Funds Collateralization Program (PFCP). Oregon Revised Statutes and District policy require depository institutions to maintain on deposit, with the collateral pool manager, securities having a value not less than 10% of their quarter-end public fund deposits if they are well capitalized, 25% of their quarter-end public fund deposits if they are adequately capitalized, or 110% of their quarter-end public fund deposits if they are undercapitalized or assigned to pledge 110% by the Office of the State Treasurer. Currently all banks are required to post 100% collateral.

**NOTE D – CAPITAL ASSETS:**

The changes in capital assets for the fiscal year ended June 30, 2019 are as follows:

|                           | <u>July 1, 2018</u>  | <u>Additions</u> | <u>Deletions</u> | <u>June 30, 2019</u> |
|---------------------------|----------------------|------------------|------------------|----------------------|
| Governmental Activities:  |                      |                  |                  |                      |
| Non-depreciable assets:   |                      |                  |                  |                      |
| Construction In Process   | \$ 8,003,795         | \$ 19,442,504    | \$ -             | \$ 27,446,299        |
| Depreciable assets:       |                      |                  |                  |                      |
| Radio Backbone            | 2,520,899            | -                | -                | 2,520,899            |
| Buildings and towers      | 10,956,645           | -                | -                | 10,956,645           |
| Equipment                 | <u>704,983</u>       | <u>348,000</u>   | <u>-</u>         | <u>1,052,983</u>     |
|                           | 14,182,527           | 348,000          | -                | 14,530,527           |
| Accumulated Depreciation: |                      |                  |                  |                      |
| Radio Backbone            | 1,194,111            | 132,679          | -                | 1,326,790            |
| Buildings and towers      | 9,444,371            | 100,924          | -                | 9,545,295            |
| Equipment                 | <u>319,840</u>       | <u>87,898</u>    | <u>-</u>         | <u>407,738</u>       |
|                           | <u>10,958,322</u>    | <u>321,501</u>   | <u>-</u>         | <u>11,279,823</u>    |
| Net Capital Assets        | <u>\$ 11,228,000</u> |                  |                  | <u>\$ 30,697,003</u> |

**CLACKAMAS 800 RADIO GROUP**  
**NOTES TO BASIC FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED JUNE 30, 2019**

**NOTE D – CAPITAL ASSETS (Continued):**

Commitments under construction contracts approximated \$17,700,000 at June 30, 2019.

On May 17, 2016 voters approved Bond Measure 3-476 authorizing Clackamas County to issue general obligation bonds totaling \$59 million to construct a new P25 open source digital radio system.

**NOTE E – ZONE CONTROLLER AGREEMENT:**

The Radio Group and Washington County Communications Agency jointly acquired a new SMARTX Zone Controller in 2011-2012. The equipment was financed by Washington County through a seven year equipment lease purchase debt offering. WCCCA and C800 paid their portions, 66% and 34%, respectively, of this financing. C800 paid Washington County \$93,688 a year until 2018-2019. The asset ownership transferred to WCCCA and C800 during 2018-19. Management estimated the fair value of the transferred equipment to be \$348,000.

**NOTE F – RISK MANAGEMENT:**

The Group is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets, errors and omissions, injuries to employees and natural disasters. The Group purchases commercial insurance to minimize its exposure to these risks. Settled claims have not exceeded this commercial coverage.

**NOTE G – OPERATING LEASE COMMITMENTS:**

The Group has commitments to lease certain radio site locations. Future minimum rental commitments for the leases as of June 30, 2019 are as follows:

|            |                    |
|------------|--------------------|
| 2020       | \$ 162,000         |
| 2021       | 149,000            |
| 2022       | 131,000            |
| 2023       | 104,000            |
| 2024       | 107,000            |
| Thereafter | <u>530,000</u>     |
|            | <u>\$1,183,000</u> |

**CLACKAMAS 800 RADIO GROUP  
NOTES TO BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2019**

**NOTE H – INTERGOVERNMENTAL AGREEMENT:**

Clackamas County Public Safety Radio System Replacement Project Bond Funding

The Agreement defines the respective roles and responsibilities of Clackamas County and C800 with respect to the Public Safety Radio System Replacement Project and any subsequent activities related to the bond funding. As the entity responsible for the bond funding, the County will retain management control and oversight of all bond related expenditures and compliance with laws, policies, debt covenants, and procedures, and C800 covenants to comply with the same. Once completed, the Project will replace and enhance the current county-wide two-way 800MHz radio system. The Project also includes an allowance for helping agencies purchase subscriber radio equipment, such as portable, mobile, and/or control station radios as needed by the personnel of the individual agencies comprising C800 to utilize the system. Construction is anticipated to be completed with the radio system in service by the end of December 2019. The cost of the Project is projected not to exceed \$59,000,000, including financing-related costs. The County's role is to provide overall oversight and fiscal administration of the bonds. C800's role is to provide responsible project management of the public safety radio system upgrade and radio replacement elements through its Board and assigned staff representatives. Requests by C800 for bond disbursement to reimburse Project expenses that are within the agreed upon scope, cost, and timeline of the Project require joint approval by the County Lead and Finance Director. C800 will own all assets purchased or constructed with bond proceeds and will account for such assets in its accounting records.

## **SUPPLEMENTARY INFORMATION**

**CLACKAMAS 800 RADIO GROUP**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**GENERAL FUND**  
**FOR THE YEAR ENDED JUNE 30, 2019**

|                                                         | Original<br>Budget       | Final<br>Budget          | Actual                     | Variance<br>Favorable<br>(Unfavorable) |
|---------------------------------------------------------|--------------------------|--------------------------|----------------------------|----------------------------------------|
| <b>REVENUES:</b>                                        |                          |                          |                            |                                        |
| Partners Debt Service Appt.                             | \$ 93,689                | \$ 93,689                | \$ 93,689                  | \$ -                                   |
| Partners Fees/Contracts                                 | 1,214,478                | 1,214,478                | 961,818                    | (252,660)                              |
| Miscellaneous                                           | 47,846                   | 47,846                   | 18,893                     | (28,953)                               |
| Interest on Investments                                 | 2,000                    | 2,000                    | 183                        | (1,817)                                |
| Total revenues                                          | <u>1,358,017</u>         | <u>1,358,017</u>         | <u>1,074,583</u>           | <u>(283,430)</u>                       |
| <b>EXPENDITURES:</b>                                    |                          |                          |                            |                                        |
| WCCCA Fees                                              | 735,332                  | 735,332                  | 746,600                    | (11,268)                               |
| Site Rental                                             | 159,597                  | 159,597                  | 163,880                    | (4,283)                                |
| Utilities                                               | 157,500                  | 157,500                  | 53,059                     | 104,441                                |
| Insurance                                               | 28,860                   | 28,860                   | 30,569                     | (1,709)                                |
| Office Supplies                                         | 3,000                    | 3,000                    | -                          | 3,000                                  |
| Fuel/Generators                                         | 15,000                   | 15,000                   | 12,084                     | 2,916                                  |
| HVAC Maintenance                                        | 7,000                    | 7,000                    | 3,816                      | 3,184                                  |
| Landscape Maintenance                                   | 7,500                    | 7,500                    | 8,460                      | (960)                                  |
| Generator Maintenance                                   | 9,000                    | 9,000                    | 1,642                      | 7,358                                  |
| UPS Maintenance                                         | 2,000                    | 2,000                    | 1,560                      | 440                                    |
| Battery Maintenance                                     | 6,500                    | 6,500                    | 295                        | 6,205                                  |
| Miscellaneous Costs                                     | 8,052                    | 8,052                    | 1,486                      | 6,566                                  |
| Consultant Services                                     | 38,400                   | 38,400                   | 49,024                     | (10,624)                               |
| Radio Maintenance Fees                                  | 60,000                   | 60,000                   | 79,594                     | (19,594)                               |
| Legal Services                                          | 8,000                    | 8,000                    | 9,239                      | (1,239)                                |
| Financial Services                                      | 8,500                    | 85,000                   | 7,551                      | 949                                    |
| Audit Fees                                              | 7,500                    | 7,500                    | 6,285                      | 1,215                                  |
| Regional Radio                                          | 1,500                    | 1,500                    | -                          | 1,500                                  |
| Meeting Expense                                         | 2,000                    | 2,000                    | 141                        | 1,859                                  |
| Total Materials & Services                              | <u>1,265,241</u>         | <u>1,265,241</u>         | <u>1,175,285</u>           | <u>89,956</u>                          |
| Operating Contingency                                   | 50,000                   | 50,000                   | -                          | 50,000                                 |
| Debt Service                                            | 94,000                   | 94,000                   | 93,688                     | 312                                    |
| Capital Outlay                                          | 20,600,000               | 20,600,000               | 19,521,250                 | 1,078,750                              |
| Capital Reserves                                        | 100,000                  | 100,000                  | -                          | 100,000                                |
| Total Expenditures                                      | <u>22,109,241</u>        | <u>22,109,241</u>        | <u>20,790,223</u>          | <u>1,319,018</u>                       |
| <b>EXCESS OF REVENUES<br/>OVER (UNDER) EXPENDITURES</b> | <b>(20,751,228)</b>      | <b>(20,751,228)</b>      | <b>(19,715,640)</b>        | <b>1,035,588</b>                       |
| <b>Special Item:</b>                                    |                          |                          |                            |                                        |
| Replacement Project Bond Funding                        | <u>20,400,000</u>        | <u>20,400,000</u>        | <u>18,625,237</u>          | <u>(1,774,763)</u>                     |
| Net change in Fund Balance                              | <u>(351,228)</u>         | <u>(351,228)</u>         | <u>(1,090,403)</u>         | <u>(739,175)</u>                       |
| <b>FUND BALANCE, Beginning</b>                          | <b><u>531,933</u></b>    | <b><u>531,933</u></b>    | <b><u>7,532,734</u></b>    | <b><u>7,000,801</u></b>                |
| <b>FUND BALANCE, Ending</b>                             | <b><u>\$ 180,705</u></b> | <b><u>\$ 180,705</u></b> | <b><u>\$ 6,442,331</u></b> | <b><u>\$ 6,261,626</u></b>             |

**INDEPENDENT AUDITOR'S REPORT  
REQUIRED BY OREGON STATE REGULATIONS**



**INDEPENDENT AUDITOR'S REPORT  
REQUIRED BY OREGON STATE REGULATIONS**

We have audited the basic financial statements of Clackamas 800 Radio Group, as of and for the year ended June 30, 2019, and have issued our report thereon dated November 13, 2019. We conducted our audit in accordance with auditing standards generally accepted in the United States of America.

**Compliance**

As part of obtaining reasonable assurance about whether Clackamas 800 Radio Group's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of financial statements amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

We performed procedures to the extent we considered necessary to address the required comments and disclosures which included, but were not limited to the following:

**Deposit of public funds with financial institutions (ORS Chapter 295).  
Indebtedness limitations, restrictions and repayment.  
Insurance and fidelity bonds in force or required by law.  
Authorized investment of surplus funds (ORS Chapter 294).  
Public contracts and purchasing (ORS Chapter 279A, 279B, 279C).**

In connection with our testing nothing came to our attention that caused us to believe the Clackamas 800 Radio Group was not in substantial compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules 162-10-000 through 162-10-320 of the Minimum Standards for Audits of Oregon Municipal Corporations.

**OAR 162-10-0230 Internal Control**

In planning and performing our audit, we considered Clackamas 800 Radio Group's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Clackamas 800 Radio Group's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of Clackamas 800 Radio Group's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in the internal control over financial reporting that might be significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

This report is intended solely for the information and use of the Board of Directors and management of Clackamas 800 Radio Group and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.

JARRARD, SEIBERT, POLLARD & COMPANY, LLC  
Certified Public Accountants  
West Linn, Oregon

By   
Russell T. Ries, Partner

November 13, 2019