

CLACKAMAS CSOO RADIO GROUP

BUDGET COMMITTEE MEETING AGENDA BOARD OF DIRECTORS MEETING AGENDA

April 11, 2018 / 10:30AM

Meeting to be held at:

CCOM/EOC 2200 Kane Rd, Oregon City, OR 97045

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

1. Call the Board of Directors meeting to Order - Chair Deputy Chief Ryan Hari
2. Roll Call of Partners: (18/10)
 - a. City of Canby
 - b. City of Gladstone
 - c. City of Lake Oswego
 - d. City of Milwaukie
 - e. City of Molalla
 - f. City of Oregon City
 - g. City of Sandy
 - h. City of West Linn
 - i. Canby Fire District
 - j. Clackamas Fire District #1
 - k. Colton Fire District
 - l. Estacada Fire District
 - m. Hoodland Fire District
 - n. Molalla Fire District
 - o. Sandy Fire District
 - p. Tualatin Valley Fire & Rescue
 - q. Clackamas County Sheriff
 - r. Clackamas County Health
 - s. Sandy Fire District
 - t. Tualatin Valley Fire & Rescue
 - u. Clackamas County Sheriff
 - v. Clackamas County Health
3. *Approval of Minutes of: March 14, 2018 Board Meeting
4. Public Comment
5. Communications
6. Financial Report - John Hartsock
7. * Approval of the FY 2018/2019 Budget - John Hartsock
8. Committee Reports
 - a. Executive Committee - Ryan Hari
 - b. Technical - John Hartsock
 - c. Citizen Accountability - John Hartsock - Next Meeting June 20, 2018
9. 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 - Ron Polluconi
 - iii. Antenna size portable / location vehicles - Ron Polluconi
10. New Business: (* Action Item)
 - a. *Approval of Cooks Butte Lease
 - b. **Next Board Meeting May 9, 2018 10:30A @ CCOM - EOC**
11. Open Agenda
12. Adjournment

CLACKAMAS C800 RADIO GROUP
Board of Directors Meeting
Meeting Held at DSB Rm 120 / 150 Beavercreek Rd, Oregon City

Meeting Minutes of the March 14, 2018 Board Meeting

1. C800 Board Meeting Called to Order at 1030

2. The following were in attendance: (18/10)

City of Canby / Chief Bret Smith

City of Gladstone Deputy Chief Randy Hopperstad

City of Lake Oswego / Capt Larry Goff / Sue
Scobert

City of Milwaukie / Chief Steve Bartol

City of Molalla / Chief Rod Lucich

City of Sandy / Chief Ernie Roberts

Canby Fire District / Chief Jim Davis

Clackamas Fire District #1 / Deputy Chief Ryan
Hari/ Melissa Fielman

Estacada Fire District / Chief Bob Morrissey

Hoodland Fire District / Lt Joe Schwab

Molalla Fire / Chief Vince Stafford

TVF&R / Chief Mark Havener

Clackamas County Health / Jack Nuttall

Clackamas County Disaster Mgmt / Jami Poole

Clackamas County / Laurel Butman / Brian Nava

CCOM / Bob Cozzie

Day Wireless / Ben Labes / Jami Sanderson

C800 / John Hartsock / Bjorn Morfin

3. *Approval of Minutes of: February 7, 2018 Board Meeting. A motion was made by Chief Barton and seconded by Chief Lucich and a unanimous vote was cast in favor.

4. Public Comment: none

5. Communications – Retainer Agreement Luby/Daraee

a. Researching GFRC Issue

6. Financial Report: John report that we are tracking on budget no issues.

7. Presentation of the FY 2018/2019 Proposed Budget – John Hartsock

a. Budget attached in packet

b. Annual costs per radio went down from last year to \$430 from \$435 per radio.

c. There were no public comments concerning the proposed budget.

d. The Budget Committee approved the proposed budget as presented.

e. Users were advised to make sure radio counts are correct

8. Committee Reports

a. Executive Committee – Ryan Hari

i. Continue to work on costs for proposal communication vehicles as potential for use of excess funds.

ii. Paying for the other half if the subscriber radios if funds are available

iii. Did not meet this month

b. Technical – John Hartsock

- i. Did not meet in February
 - ii. Will meet the end of March
- c. Citizen Accountability – John Hartsock – Next Meeting March 21,2018
 - i. Meeting at Lake Oswego Ops Center

9. Old Business:

- a. System Management: Ron Polluconi
 - i. Ron not in attendance, no update available
- b. System Upgrade/Replacement –
 - i. Damascus, Sandy, Canby sites moving along well
 - ii. Barton – Lease is in place and the preliminary survey was completed yesterday
 - iii. Cooks Butte – Lease was just received from the City. Land use submittal drawings will be finalized once the survey is complete.
 - iv. Kerr Parkway – Drawings redlined. There will be a meeting with Lake Oswego to review move forward.
 - v. Wilsonville – Land use approval, struggles with the city and adjacent property owner which we need an easement agreement from. We have received communication from the property owner and are working on approval. Hoping to be on city council agenda on the 19th of March to approve a lease.
 - vi. US Forest Sites (Oak Grove Butte/Whalehead/Memaloose/Tom Dick & Harry) – Crunching through NEPA land use process – slow but steady
 - vii. Two BLM Sites (Crutcher’s Bench / Highland Butte) – picked up leases form BLM, sites moving forward, trying to get Geotech scheduled.
- i. Project Status / Procurement - Bjorn Morfin - John Hartsock
 - a. No issues at the moment
 - b. Working with Motorola to finalize design, planning to have that complete by late April
 - c. Progressing along

10. New Business: (* Action Item)

- a. *Approval of check signers – John Hartsock
 - i. With the change of elected board members, C800 needs to change authorized check signers with Clackamas County Bank
 - ii. Chief Morrisey needs to be added to the signature card
 - iii. Chief Bartol is already a check signer
 - iv. A motion was made by Sue Scobert to approve Chief Morrisey as an authorized check signer for C800 and seconded by Randy Hopperstad. A unanimous vote was cast in favor of the motion.

- b. *Approval of Talkgroups for Clackamas Town Center – John Hartsock
 - i. Clackamas Town Center contacted initially for a scanner
 - ii. Proposed for the Town Center to instead obtain a receive only radio
 - iii. Motion was made by Chief Bartol with a second by Chief Havener. A unanimous vote was cast in favor.
- c. *Approval of Lease for Highland Butte and Crutcher's Bench
 - i. A motion was made by Chief Havener and seconded by Chief Smith. A unanimous vote was cast in favor.
 - ii. Approved

d. Next Board Meeting April 11, 2018 10:30A @ CCOM - EOC

11. Open Agenda

- a. Chief Smith – Potential conflict with the April 11 meeting from law enforcement representation due to conference
- b. TVFR: Washington County Fire Defense Board intending to make a decision regarding fire station alerting.
 - 1. A proposal from US Digital has been reviewed.
 - 2. Chief Hari – Advised that many Clackamas County Fire districts are using Comtech and are waiting to see how they perform with their new options. One key issue is automated voice alerting of the dispatch. US Digital has demonstrated this feature and Comtech has not.
 - 3. Discussion followed
- c. TVFR: Looking for the best use of bond funds
 - 1. TVFR is willing to commit to accurate radio count in Clackamas County in the future
 - 2. Will meet with WCCA board for this proposal and then can move forward
- d. Chief Bartol – Looking to convert radios to short antennas due to uniform issue
 - i. This needs to be approved before they can be ordered
 - ii. John Hartsock will put this on the May agenda
 - 1. If radios are changed, there could be performance issues

12. Adjournment at 1100

Clackamas 800 Radio Group

Profit & Loss Budget vs. Actual

July 2017 through February 2018

	Jul '17 - Feb 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
401-00 · Beginning Fund Balance	0.00	334,113.00	-334,113.00	0.0%
405-00 · Members Contracts	1,343,018.68	61,770.00	1,281,248.68	2,174.2%
410-00 · Partners Fees	946,343.00	965,483.00	-19,140.00	98.0%
415-00 · Mobile Data Devices	0.00	0.00	0.00	0.0%
420-00 · Partners Debt Service Zone Cont	93,689.00	93,689.00	0.00	100.0%
421-00 · Partner Debt Service Microwave	0.00	0.00	0.00	0.0%
430-00 · Subscriber Radio Payments	4,182.96			
431-00 · Interest Income	96.34	100.00	-3.66	96.3%
435-00 · Lease Revenue	12,455.00	45,000.00	-32,545.00	27.7%
440-00 · Miscellaneous Income	0.00	1,000.00	-1,000.00	0.0%
450-00 · Intergovernmental-Clackamas Co	13,806,163.29	39,200,000.00	-25,393,836.71	35.2%
455-00 · Bond Interest Income	0.00	550,000.00	-550,000.00	0.0%
Total Income	16,205,948.27	41,251,155.00	-25,045,206.73	39.3%
Gross Profit	16,205,948.27	41,251,155.00	-25,045,206.73	39.3%
Expense				
605-00 · Site Rental	136,109.76	211,702.00	-75,592.24	64.3%
610-00 · Fuel/Generators	0.00	1,500.00	-1,500.00	0.0%
615-00 · HVAC Maintenance	6,442.17	9,000.00	-2,557.83	71.6%
620-00 · Landscape Maintenance	4,710.00	6,000.00	-1,290.00	78.5%
621-00 · Office Supplies	139.99	3,000.00	-2,860.01	4.7%
622-00 · Bad Debt Expense	0.00	0.00	0.00	0.0%
625-00 · Generator Maintenance	10,940.54	9,000.00	1,940.54	121.6%
630-00 · UPS Maintenance	0.00	5,000.00	-5,000.00	0.0%
635-00 · Battery Maintenance	0.00	5,000.00	-5,000.00	0.0%
645-00 · Insurance	25,932.90	29,000.00	-3,067.10	89.4%
650-00 · Utilities	36,203.71	75,000.00	-38,796.29	48.3%
655-00 · Consultant Services	23,271.16	30,000.00	-6,728.84	77.6%
657-00 · Regional Radio Expense	0.00	1,500.00	-1,500.00	0.0%
660-00 · WCCCA System Fees	521,553.00	679,394.00	-157,841.00	76.8%
665-00 · Radio Maintenance Fees	55,872.72	40,000.00	15,872.72	139.7%
667-00 · Radio Replacement Project	0.00	0.00	0.00	0.0%
670-00 · Legal Services	3,835.77	6,000.00	-2,164.23	63.9%
675-00 · Financial Services	4,319.31	8,000.00	-3,680.69	54.0%
680-00 · Audit Fees	5,600.00	8,000.00	-2,400.00	70.0%
683-00 · Capital Reserve	0.00	100,000.00	-100,000.00	0.0%
685-00 · Miscellaneous Expenses	2,654.61	3,500.00	-845.39	75.8%
686-00 · Meeting Expenses	206.24	2,500.00	-2,293.76	8.2%
703-00 · Capital Outlay				
703-01 · Buildings & Land Improvement				
703-011 · Land Improvement	800,122.90			
703-012 · Building	187,706.21			
703-013 · Tower	200,048.30			
703-014 · Generator	206,578.00			
Total 703-01 · Buildings & Land Improvement	1,394,455.41			
703-02 · Radio Backbone				
703-021 · Simulcast / Master Site	3,296,551.67			
703-022 · Subscriber Radios	3,948,005.92			
Total 703-02 · Radio Backbone	7,244,557.59			
703-03 · Equipment				
703-033 · .	40,080.00			
703-034 · Microwave	47.86			
Total 703-03 · Equipment	40,127.86			
703-06 · Warranty/Upgrade				
703-026 · Prepaid LT Warranty/Upgrade	5,812,058.44			
Total 703-06 · Warranty/Upgrade	5,812,058.44			
703-00 · Capital Outlay - Other	0.00	39,200,000.00	-39,200,000.00	0.0%
Total 703-00 · Capital Outlay	14,491,199.30	39,200,000.00	-24,708,800.70	37.0%

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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03/05/18

Accrual Basis

Clackamas 800 Radio Group
Profit & Loss Budget vs. Actual
 July 2017 through February 2018

	Jul '17 - Feb 18	Budget	\$ Over Budget	% of Budget
795-00 · Debt Service	93,688.22	94,000.00	-311.78	99.7%
800-00 · Operating Contingency	0.00	50,000.00	-50,000.00	0.0%
Total Expense	15,422,679.40	40,577,096.00	-25,154,416.60	38.0%
Net Ordinary Income	783,268.87	674,059.00	109,209.87	116.2%
Net Income	783,268.87	674,059.00	109,209.87	116.2%

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Accrual Basis

Clackamas 800 Radio Group Profit & Loss Detail

February 2018

Type	Date	Num	Name	Memo	Class	Amount	Balance
Ordinary Income/Expense							
Income							
431-00 · Interest Income							
Deposit	02/28/2018			Interest		11.67	11.67
Total 431-00 · Interest Income						11.67	11.67
435-00 · Lease Revenue							
Deposit	02/27/2018		FBI	Deposit		130.00	130.00
Deposit	02/27/2018		FBI	Deposit		130.00	260.00
Total 435-00 · Lease Revenue						260.00	260.00
450-00 · Intergovernmental-Clackamas Co							
Deposit	02/02/2018		Clackamas County - Bond Related	November/December bond re...		277,898.97	277,898.97
Total 450-00 · Intergovernmental-Clackamas Co						277,898.97	277,898.97
Total Income						278,170.64	278,170.64
Gross Profit						278,170.64	278,170.64
Expense							
621-00 · Office Supplies							
Bill	02/15/2018	Stamp	Clackamas County Fire District #1			19.99	19.99
Total 621-00 · Office Supplies						19.99	19.99
650-00 · Utilities							
Check	02/05/2018	EFT	PGE			518.38	518.38
Check	02/07/2018	EFT	PGE			437.39	955.77
Check	02/12/2018	EFT	PGE			160.63	1,116.40
Check	02/14/2018	EFT	PGE			373.46	1,489.86
Check	02/15/2018	EFT	PGE			339.38	1,829.24
Check	02/15/2018	EFT	PGE			496.94	2,326.18
Check	02/15/2018	EFT	PGE			572.67	2,898.85
Check	02/22/2018	EFT	PGE			485.17	3,384.02
Total 650-00 · Utilities						3,384.02	3,384.02
655-00 · Consultant Services							
Bill	02/09/2018	C800 2...	Consistent Image Web Design			100.00	100.00
Bill	02/28/2018		Hartsock Project Mgmt.			2,922.90	3,022.90
Total 655-00 · Consultant Services						3,022.90	3,022.90
665-00 · Radio Maintenance Fees							
Bill	02/01/2018	453545	Day Wireless Systems Inc.			6,640.82	6,640.82
Bill	02/01/2018	455059	Day Wireless Systems Inc.			1,440.00	8,080.82
Total 665-00 · Radio Maintenance Fees						8,080.82	8,080.82
670-00 · Legal Services							
Bill	02/01/2018	12110	Eakins, Eileen			352.00	352.00
Total 670-00 · Legal Services						352.00	352.00
675-00 · Financial Services							
Bill	02/07/2018	155703	Talbot, Korvola & Warwick, LLP			455.00	455.00
Check	02/28/2018		Clackamas County Bank	Service Charge		20.00	475.00
Total 675-00 · Financial Services						475.00	475.00
685-00 · Miscellaneous Expenses							
Bill	02/01/2018	OGE0...	Oregon Government Ethics Commis...			475.12	475.12
Total 685-00 · Miscellaneous Expenses						475.12	475.12
703-00 · Capital Outlay							
703-01 · Buildings & Land Improvement							
703-011 · Land Improvement							
Bill	02/06/2018	1107	Capital Design Services, LLC		01 Carver	1,500.00	1,500.00
Bill	02/07/2018	45141...	Fidelity National Title		01 Carver	350.00	1,850.00
Bill	02/07/2018	45141...	Fidelity National Title		25 Lake Osweg...	350.00	2,200.00
Bill	02/07/2018	16052-4	McKay Consulting		09 Sandy	1,025.00	3,225.00
Bill	02/07/2018	17023-4	McKay Consulting		03 Damascus	1,025.00	4,250.00
Bill	02/08/2018	1110	Capital Design Services, LLC		01 Carver	500.00	4,750.00
Bill	02/13/2018	183215	KPFF Inc.		12 Crutcher Ben...	1,000.00	5,750.00
Bill	02/13/2018	18002...	Todd Hess Building Company		06 Mtn View	33,175.63	38,925.63
Bill	02/15/2018	16397	Black Mountain Consulting		03 Damascus	2,096.00	41,021.63
Bill	02/16/2018	9003748	Don Cushing Associates, Inc		16 Canby	321.00	41,342.63
Bill	02/16/2018	9003746	Don Cushing Associates, Inc		20 Angel Falls	2,070.00	43,412.63
Bill	02/16/2018	9003747	Don Cushing Associates, Inc		21 Oak Grove B...	1,037.00	44,449.63
Bill	02/16/2018	9003749	Don Cushing Associates, Inc		09 Sandy	697.00	45,146.63
Bill	02/16/2018	9003745	Don Cushing Associates, Inc		13 Tom Dick an...	105.00	45,251.63
Bill	02/16/2018	9003750	Don Cushing Associates, Inc		04 Wilsonville T...	505.00	45,756.63
Bill	02/19/2018	18052	Summit Solutions Group		16 Canby	31,379.41	77,136.04
Bill	02/19/2018	18052	Summit Solutions Group		03 Damascus	169,846.94	246,982.98
Bill	02/19/2018	18052	Summit Solutions Group		09 Sandy	19,996.19	266,979.17
Bill	02/19/2018	18052	Summit Solutions Group		09 Sandy	5,929.00	272,908.17
Bill	02/19/2018	18052	Summit Solutions Group		09 Sandy	9,370.00	282,278.17
Bill	02/19/2018	16399	Black Mountain Consulting			8,650.00	290,928.17
Bill	02/21/2018	7557	Securasite LLC		01 Carver	67.04	290,995.21
Bill	02/21/2018	7556	Securasite LLC		01 Carver	2,212.50	293,207.71
Bill	02/21/2018	7568	Securasite LLC		16 Canby	250.00	293,457.71
Bill	02/21/2018	7569	Securasite LLC		40 All	765.00	294,222.71
Bill	02/21/2018	7561	Securasite LLC		02 Skyland	518.75	294,741.46

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Accrual Basis

Clackamas 800 Radio Group Profit & Loss Detail

February 2018

Type	Date	Num	Name	Memo	Class	Amount	Balance
Bill	02/21/2018	7552	Securasite LLC		12 Crutcher Ben...	1,542.49	296,283.95
Bill	02/21/2018	7551	Securasite LLC		12 Crutcher Ben...	1,300.00	297,583.95
Bill	02/21/2018	7562	Securasite LLC		03 Damascus	86.90	297,670.85
Bill	02/21/2018	7563	Securasite LLC		03 Damascus	956.25	298,627.10
Bill	02/21/2018	7560	Securasite LLC		25 Lake Osweg...	481.25	299,108.35
Bill	02/21/2018	7559	Securasite LLC		25 Lake Osweg...	89.26	299,197.61
Bill	02/21/2018	7550	Securasite LLC		20 Angel Falls	143.75	299,341.36
Bill	02/21/2018	7573	Securasite LLC		07 Pete's	93.75	299,435.11
Bill	02/21/2018	7555	Securasite LLC		08 Polivka	30.23	299,465.34
Bill	02/21/2018	7554	Securasite LLC		08 Polivka	637.50	300,102.84
Bill	02/21/2018	7571	Securasite LLC		40 All	6,168.75	306,271.59
Bill	02/21/2018	7570	Securasite LLC		40 All	570.44	306,842.03
Bill	02/21/2018	7558	Securasite LLC		19 Redland Road	54.11	306,896.14
Bill	02/21/2018	7553	Securasite LLC		19 Redland Road	125.00	307,021.14
Bill	02/21/2018	7566	Securasite LLC		09 Sandy	54.79	307,075.93
Bill	02/21/2018	7567	Securasite LLC		09 Sandy	643.75	307,719.68
Bill	02/21/2018	7565	Securasite LLC		04 Wilsonville T...	23.32	307,743.00
Bill	02/21/2018	7564	Securasite LLC		04 Wilsonville T...	987.50	308,730.50
Bill	02/22/2018	1121	Capital Design Services, LLC		16 Canby	1,200.00	309,930.50
Bill	02/22/2018	1121	Capital Design Services, LLC		03 Damascus	900.00	310,830.50
Bill	02/22/2018	1121	Capital Design Services, LLC		09 Sandy	900.00	311,730.50
Bill	02/22/2018	1121	Capital Design Services, LLC		04 Wilsonville T...	900.00	312,630.50
Deposit	02/27/2018	1177	Don Cushing Associates, Inc	Refund overpayment		-1,399.00	311,231.50
Bill	02/28/2018	30096	ACS Testing, Inc.		16 Canby	476.49	311,707.99
Bill	02/28/2018	30097	ACS Testing, Inc.		03 Damascus	1,805.74	313,513.73
Bill	02/28/2018	1800101	Todd Hess Building Company		08 Polivka	11,000.05	324,513.78
Bill	02/28/2018	Plan C...	Washington County		04 Wilsonville T...	1,997.88	326,511.66
Bill	02/28/2018	Plan C...	Washington County		04 Wilsonville T...	305.95	326,817.61
Total 703-011 · Land Improvement						326,817.61	326,817.61
703-013 · Tower							
Bill	02/28/2018	60001	Day Wireless Systems Inc.		40 All	2,496.60	2,496.60
Total 703-013 · Tower						2,496.60	2,496.60
703-014 · Generator							
Bill	02/05/2018	1523A	Power Systems Plus Inc.		40 All	2,880.00	2,880.00
Bill	02/05/2018	1522A	Power Systems Plus Inc.		40 All	13,728.00	16,608.00
Total 703-014 · Generator						16,608.00	16,608.00
Total 703-01 · Buildings & Land Improvement						345,922.21	345,922.21
703-02 · Radio Backbone							
703-021 · Simulcast / Master Site							
Bill	02/15/2018	36954	APCO International Inc.		40 All	9,006.00	9,006.00
Bill	02/21/2018	37024	APCO International Inc.		40 All	6,697.00	15,703.00
Bill	02/21/2018	37026	APCO International Inc.		40 All	13,460.00	29,163.00
Bill	02/21/2018	37027	APCO International Inc.		40 All	2,600.00	31,763.00
Bill	02/26/2018	37120	APCO International Inc.		40 All	11,831.00	43,594.00
Bill	02/28/2018	37156	APCO International Inc.		40 All	11,760.00	55,354.00
Total 703-021 · Simulcast / Master Site						55,354.00	55,354.00
703-022 · Subscriber Radios							
Bill	02/01/2018	13199...	Motorola Solutions		40 All	312.00	312.00
Bill	02/28/2018	Reimb...	Clackamas County Fire District #1		40 All	553,616.28	553,928.28
Bill	02/28/2018	Reimb...	West Linn Police Department		40 All	87,886.24	641,814.52
Total 703-022 · Subscriber Radios						641,814.52	641,814.52
Total 703-02 · Radio Backbone						697,168.52	697,168.52
Total 703-00 · Capital Outlay						1,043,090.73	1,043,090.73
Total Expense						1,058,900.58	1,058,900.58
Net Ordinary Income						-780,729.94	-780,729.94
Net Income						-780,729.94	-780,729.94

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Clackamas 800 Radio Group

Trial Balance

03/05/18

As of February 28, 2018

Accrual Basis

	Feb 28, 18	
	Debit	Credit
115-00 · Cash/Checking Account	1,510,871.01	
11000 · Accounts Receivable	510,739.00	
120-00 · Member Fees Receivable	0.00	
12000 · Undeposited Funds	0.00	
150-00 · Prepaid Expenses	0.00	
160-00 · Buildings and Towers	10,956,645.15	
165-00 · Radio Backbone	2,520,898.80	
166-00 · Equipment	704,983.00	
167-00 · Work In Progress	0.00	
169-00 · CIP	1,735,311.52	
175-00 · Accumulated Depreciation		9,659,400.62
201-00 · Accounts Payable		1,056,543.56
201-02 · Other Accounts Payable	0.00	
202-00 · Partner Prepayment		2,578.00
250-00 · N/P - CCB (Microwave)	0.00	
210-00 · Reimb due Clackamas County	0.00	
300-01 · GLTDAG	0.00	
300-00 · Fund Balance	0.00	
310-00 · Investment in Fixed Assets		6,258,437.85
320-00 · Retained Earnings, Prior		179,219.58
405-00 · Members Contracts		1,343,018.68
410-00 · Partners Fees		946,343.00
420-00 · Partners Debt Service Zone Cont		93,689.00
430-00 · Subscriber Radio Payments		4,182.96
431-00 · Interest Income		96.34
435-00 · Lease Revenue		12,455.00
450-00 · Intergovernmental-Clackamas Co		13,806,163.29
605-00 · Site Rental	136,109.76	
615-00 · HVAC Maintenance	6,442.17	
620-00 · Landscape Maintenance	4,710.00	
621-00 · Office Supplies	139.99	
625-00 · Generator Maintenance	10,940.54	
645-00 · Insurance	25,932.90	
650-00 · Utilities	36,203.71	
655-00 · Consultant Services	23,271.16	
660-00 · WCCCA System Fees	521,553.00	
665-00 · Radio Maintenance Fees	55,872.72	
667-00 · Radio Replacement Project	0.00	
670-00 · Legal Services	3,835.77	
675-00 · Financial Services	4,319.31	
680-00 · Audit Fees	5,600.00	
685-00 · Miscellaneous Expenses	2,654.61	
686-00 · Meeting Expenses	206.24	
703-00 · Capital Outlay	0.00	
703-00 · Capital Outlay:703-01 · Buildings & Land Improvement:703-011 · Land Improvement	800,122.90	
703-00 · Capital Outlay:703-01 · Buildings & Land Improvement:703-012 · Building	187,706.21	
703-00 · Capital Outlay:703-01 · Buildings & Land Improvement:703-013 · Tower	200,048.30	
703-00 · Capital Outlay:703-01 · Buildings & Land Improvement:703-014 · Generator	206,578.00	
703-00 · Capital Outlay:703-02 · Radio Backbone:703-021 · Simulcast / Master Site	3,296,551.67	
703-00 · Capital Outlay:703-02 · Radio Backbone:703-022 · Subscriber Radios	3,948,005.92	
703-00 · Capital Outlay:703-03 · Equipment:703-033 · .	40,080.00	
703-00 · Capital Outlay:703-03 · Equipment:703-034 · Microwave	47.86	
703-00 · Capital Outlay:703-06 · Warranty/Upgrade:703-026 · Prepaid LT Warranty/Upgrade	5,812,058.44	
795-00 · Debt Service	93,688.22	
TOTAL	33,362,127.88	33,362,127.88

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.

Clackamas 800 Radio Group
Balance Sheet
As of February 28, 2018

	Feb 28, 18
ASSETS	
Current Assets	
Checking/Savings	
115-00 · Cash/Checking Account	1,510,871.01
Total Checking/Savings	1,510,871.01
Accounts Receivable	
11000 · Accounts Receivable	510,739.00
Total Accounts Receivable	510,739.00
Total Current Assets	2,021,610.01
Fixed Assets	
160-00 · Buildings and Towers	10,956,645.15
165-00 · Radio Backbone	2,520,898.80
166-00 · Equipment	704,983.00
169-00 · CIP	1,735,311.52
175-00 · Accumulated Depreciation	-9,659,400.62
Total Fixed Assets	6,258,437.85
TOTAL ASSETS	8,280,047.86
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201-00 · Accounts Payable	1,056,543.56
Total Accounts Payable	1,056,543.56
Other Current Liabilities	
202-00 · Partner Prepayment	2,578.00
Total Other Current Liabilities	2,578.00
Total Current Liabilities	1,059,121.56
Total Liabilities	1,059,121.56
Equity	
310-00 · Investment in Fixed Assets	6,258,437.85
320-00 · Retained Earnings, Prior	179,219.58
Net Income	783,268.87
Total Equity	7,220,926.30
TOTAL LIABILITIES & EQUITY	8,280,047.86

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.

5:12 PM
03/05/18

Clackamas 800 Radio Group
A/R Aging Detail
As of February 28, 2018

Type	Date	Num	Name	Due Date	Aging	Open Balance
Current						
Total Current						
1 - 30						
Total 1 - 30						
31 - 60						
Total 31 - 60						
61 - 90						
Total 61 - 90						
> 90						
Invoice	12/27/2016	16-211	West Linn	12/27/2016	428	32,625.00
Invoice	07/24/2017	17-103	Canby FD	07/24/2017	219	32,604.00
Invoice	07/24/2017	17-105	Clackamas County Sheriff	07/24/2017	219	330,352.00
Invoice	07/24/2017	17-111	Hoodland Fire District	07/24/2017	219	18,076.00
Invoice	07/24/2017	17-116	City of Milwaukie	07/24/2017	219	20,010.00
Invoice	07/24/2017	17-122	West Linn	07/24/2017	219	38,357.00
Invoice	07/24/2017	17-123	West Linn	07/24/2017	219	18,705.00
Invoice	07/24/2017	17-129	Clackamas County - Transportation Eng	07/24/2017	219	8,265.00
Invoice	07/24/2017	17-132	Clackamas County - Juvenile Dept	07/24/2017	219	1,740.00
Invoice	07/24/2017	17-133	Happy Valley	07/24/2017	219	4,785.00
Invoice	07/24/2017	17-136	Sunrise Water	07/24/2017	219	5,220.00
Total > 90						510,739.00
TOTAL						510,739.00

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.



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: April 11, 2018
Re: Approval of Budget for FY 2018 / 2019

REQUEST: It is hereby requested that the C800 Board of Directors approve Resolution 01-18 adopting the budget for the Clackamas 800 Radio Group in the amount of \$22,289.945 for FY 2018/2019.

HISTORY: As required by Oregon Revised Statutes the C800 Board of Directors formed a Budget Committee comprised of the Board members to review the budget as proposed by staff. John Hartsock presented the budget to the Budget Committee on March 14, 2018. The Budget Committee approved the budget as submitted and recommended that the Board adopt the budget.

FINANCE: This action will establish the budget for C800 for FY 2018 / 2019

LEGAL: The process has been conducted in accordance with the requirements of the State of Oregon.

RECOMMENDATION: It is recommended that the C800 Board of Directors approve Resolution 01-18 adopting the budget for the Clackamas 800 Radio Group in the amount of \$22,289.945 for FY 2018/2019.

RESOLUTION 01-18

April 11, 2018

BE IT RESOLVED that the Board of Directors of the Clackamas 800 Radio Group hereby adopts the budget for Fiscal Year 2018– 2019 in the amount of One Million, Two Hundred Seventy-Two Thousand, Nine Hundred Sixty-Five dollars (\$1,272,965) now on file at 11300 SE Fuller Rd Milwaukie, Oregon.

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2016 for the purposes shown below are here by appropriated.

General Fund:

Personnel	\$ 0.00
Materials and Services	\$ 1,265,241
Debt Service	\$ 94,000
Capital Outlay	\$20,600,000
Operating Contingency	\$ 50,000
Capital Reserves	\$ 100,000
Ending Fund Balance	<u>\$ 180,704</u>

Total Appropriation \$22,289,945

The above resolution statements were approved and declared adopted this 11th day of April 2018.

Deputy Chief Ryan Hari, Chair



11300 SE Fuller Rd
Milwaukie, Oregon 97222
(503) 780-4806
CS00.org

Clackamas 800 Radio Group

Fiscal Year 2018 / 2019

Proposed Budget

April 5, 2018

C800 Budget Calendar 2018
January 10, 2017

January 10, 2018	Appoint John Hartsock Budget Officer
February 20, 2018	Publish 1st Notice of Budget Committee Meeting
March 6, 2018	Publish 2nd Notice of Budget Committee Meeting
March 14, 2018	Budget Committee Meeting
April 3, 2018	Publish Notice of Budget Hearing
April 11, 2018	Public Budget Hearing
June 29, 2018	Submit Budget Document to Dept. of Revenue

2018/2019 BUDGET MESSAGE

BACKGROUND

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

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

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

Clackamas County provided C800 the funding to construct the original 10 site 800MHz radio system. The C800 partners repaid the County through operating funds. In 2016 Clackamas County on behalf of C800 placed a ballot measure on the ballot for the voters of the County to authorize a \$59M general obligation bond to upgrade and expand the system. The measure passed with a 70% margin of approval. The upgrade project to move the system to P25 digital from analog and expand the system by 16 sites is currently underway.

Washington County Consolidated Communications Agency (WCCCA) provides technical management and maintains the radio system under an Intergovernmental Agreement.

GOAL

The goal of C800 is to provide:

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

FUNCTION OF THE CLACKAMAS 800 RADIO GROUP

CLACKAMAS 800 RADIO GROUP is performing the following functions:

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

EXPLANATION OF BUDGET

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

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

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

FINANCIAL POLICY

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

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

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

FINANCIAL POLICY FEATURES

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

CHANGES FROM PREVIOUS BUDGET

The following outlines the changes from the approved FY 2017/2018. Materials and Services have increased by 13.5%. Changes include: a) annual increases in radio site property leases in accordance with lease terms and the addition of sites (9.6 %); b) Generator fuel due to the site additions and increase fuel storage at the sites (93.3%) c) Landscape maintenance due to added sites (22.7%) d) insurance cost (9.9%) e) utility costs (55.6%); f) WCCCA system fees have increased (5.9%) due to the additional radio counts; g) radio maintenance cost due to aging equipment (8.8%); h). estimated legal fees due to the construction project (25%)

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

The per radio cost has decreased from the FY 17/18 cost of \$435 per radio to \$430 per radio. In addition, there is a \$43.77 cost per radio for the zone controller upgrade that will expire in 2019/2020.

CHANGES IN FINANCIAL POLICY

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

CONCLUSION

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

Colton Fire District, and Hoodland Fire District joined C800 in FY 2017/2018.

CLACKAMAS 800 RADIO GROUP will provide:

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

Clackamas 800 Radio Group

April 5, 2018

FY 2018 / 2019 Budget

Revenue

Account #	Account Description	Actual FY 15/16	Actual FY 16/17	Budget FY17/18	Estimated Final FY 17/18	Proposed FY 18-19	Approved by Budget Committee	Adopted by Governing Board	Increase from FY 17/18
401-00	Cash Resources	473,340	21,328	334,113	179,220	531,933	531,933		66.3%
405-00	Members Contracts	in 410	58,040	61,770	61,770	61,060	61,060		-1.2%
410-00	Partners Fees	864,200	847,710	965,483	940,688	953,418	953,418		1.3%
420-00	Partners Debt Service Zone Con	93,689	95,624	93,689	93,689	93,689	93,689		0.0%
421-00	Partners Debt Service Microwave	52,016	52,388	0	0	0	0		
431-00	Interest Income	55	12	100	100	2,000	2,000		95.0%
435-00	Lease Income	41,154	46,518	45,000	45,589	46,846	46,846		2.7%
440-00	Miscellaneous Income	0	18,142	1,000	500	1,000	1,000		50.0%
	Microwave Loan Proceeds	410,246	0	0	0	0	0		
	Subscriber Radio Payments	1,427,063	0	0	2,077,187	200,000	200,000		-938.6%
450-00	Bond Proceeds	0	1,876,970	39,200,000	22,666,800	20,000,000	20,000,000		-13.3%
455-00	Bond Interest Income	0	0	550,000	0	400,000	400,000		100.0%
	Total Revenue	3,361,763	3,016,732	40,701,155	26,065,543	22,289,945	22,289,946	0	-16.9%

Expense

Account #	Account Description	Actual FY 15/16	Actual FY 16/17	Budget FY17/18	Estimated Final FY 17/18	Proposed FY 18-19	Approved by Budget Committee	Adopted by Governing Board
Personnel	Salary	0	0	0			0	0
	Benefits	0	0	0			0	0
	Total Personnel	0	0	0			0	0

Clackamas 800 Radio Group

April 5, 2018

FY 2018 / 2019 Budget

Account #	Account Description	Actual FY 15/16	Actual FY 16/17	Budget FY17/18	Estimated Final FY 17/18	Proposed FY 18-19	Approved by Budget Committee	Adopted by Governing Board	Increase from FY 17/18
Materials and Services									
605-00	Site Rental	146,862	166,487	211,702	144,300	159,597	159,597		9.6%
610-00	Fuel / Generators	0	0	1,500	1,000	15,000	15,000		93.3%
615-00	HVAC Maintenance	1,979	7,976	9,000	8,700	7,000	7,000		-24.3%
620-00	Landscape Maintenance	3,650	3,810	6,000	5,800	7,500	7,500		22.7%
621-00	Office Supplies	3,792	1,900	3,000	1,500	3,000	3,000		50.0%
625-00	Generator Maintenance	7,409	10,026	9,000	12,500	9,000	9,000		-38.9%
630-00	UPS Maintenance	1,500	5,963	5,000	1,600	2,000	2,000		20.0%
635-00	Battery Maintenance	32,424	0	5,000	5,000	6,500	6,500		23.1%
645-00	Insurance	22,566	23,273	29,000	26,000	28,860	28,860		9.9%
650-00	Utilities	61,967	56,092	75,000	70,000	157,500	157,500		55.6%
665-00	Consultant Services	21,377	30,677	30,000	40,000	38,400	38,400		-4.2%
657-00	Regional Radio	0	0	1,500	1,500	1,500	1,500		0.0%
660-00	WCCCA System Fees	528,134	567,119	679,394	691,710	735,332	735,332		5.9%
665-00	Radio Maintenance Fees	79,245	36,514	40,000	55,000	60,000	60,000		8.3%
667-00	Radio Replacement Proj	89,307	0	0	0	0	0		
670-00	Legal Services	8,680	4,456	6,000	6,000	8,000	8,000		25.0%
675-00	Financial Services	5,828	7,837	8,000	8,000	8,500	8,500		5.9%
680-00	Audit Fees	6,490	6,175	8,000	6,000	7,500	7,500		20.0%
685-00	Miscellaneous Cost	1,054	8,134	3,500	3,000	8,052	8,052		62.7%
686-00	Meeting Expense / Web		0	2,500	2,000	2,000	2,000		0.0%
	Total Material and Services	1,022,264	936,439	1,133,096	1,089,610	1,265,241	1,265,241	0	13.9%
Account #	Account Description	Actual FY 15/16	Actual FY 16/17	Budget FY17/18	Estimated Final FY 17/18	Proposed FY 18-19	Approved by Budget Committee	Adopted by Governing Board	Increase from FY 17/18
683-00	Capital Reserve	0	0	100,000	100,000	100,000	100,000		0.0%
703-00	Capital Outlay	2,205,642	1,390,423	39,200,000	24,200,000	20,600,000	20,600,000		-17.5%
795-00	Debt Service	112,529	510,650	94,000	94,000	94,000	94,000		0.0%
800-00	Operating Contingency	0	0	50,000	50,000	50,000	50,000		0.0%
	Ending Fund Balance	21,328	179,220	674,059	531,933	180,704	180,704		-194.4%
	TOTAL EXPENSE	3,361,763	3,016,732	41,251,155	26,065,543	22,289,945	22,289,945	0	-16.9%

CLACKAMAS COUNTY 800 MHz RADIO SYSTEM

Cost Allocation FY 18/19

April 5, 2018

PARTNER AGENCIES	Attention		TOTAL VOICE RADIOS FY 17/18	Annual Operating Cost per voice radio @	Zone Controller Debt Service Payment 7 of 7	Total Annual Cost	FY 18/19 Increase		FY 17/18 Cost	Zone Controller
				\$ 430.00						
Clackamas County Health (AMR)	Philip Mason		27	11,610	1,183	12,793	(153)	-1.2%	12,946	1.3%
Boring Fire Dist.	DeAnn Henry		0	-	0	0	0		0	0.0%
Canby Fire	Jim Davis		70	30,100	3,067	33,167	563	1.7%	32,604	3.3%
Canby Police	Bret Smith	troj@ci.canby.or.us	67	28,810	2,936	31,746	581	1.9%	31,165	3.1%
Clackamas Sheriff	Nancy Artmann	bhass@co.clackamas.or.us	743	319,490	32,559	352,049	21,697	6.6%	330,352	34.8%
Clackamas Fire Dist. #1	DeAnn Henry	deannhen@ccfd1.com	328	141,040	14,373	155,413	4,381	2.9%	151,032	15.3%
Colton Fire			37	3,978	1,621	5,599	83	1.5%	5,516	1.7%
Estacada Fire	Bob Morrissey		46	19,780	2,016	21,796	(260)	-1.2%	22,056	2.2%
Gladstone Police	Jim Pryde		36	15,480	1,578	17,058	(203)	-1.2%	17,261	1.7%
Gladstone Fire	Mike Funk		47	20,210	2,060	22,270	(843)	-3.6%	23,113	2.2%
Hoodland Fire	John Ingrao		52	11,180	2,279	13,459	(4,617)	-25.5%	18,076	2.4%
Lake Oswego Police	Leslie Taylor		110	47,300	4,820	52,120	1,297	2.6%	50,823	5.1%
Lake Oswego Fire	Leslie Taylor		82	35,260	3,593	38,853	16	0.0%	38,837	3.8%
Lake Oswego Public Works	Leslie Taylor		44	18,920	0	18,920	(4,570)	-19.5%	23,490	0.0%
Milwaukie Police			99	42,570	4,338	46,908	2,797	6.3%	44,111	4.6%
Milwaukie Public Works			45	19,350	0	19,350	(660)	-3.3%	20,010	0.0%
Molalla Police	Rod Lucich	finance2@molalla.net	32	13,760	1,402	15,162	(660)	-4.2%	15,822	1.5%
Molalla Fire	Vince Stafford		73	31,390	3,199	34,589	(2,330)	-6.3%	36,919	3.4%
Oregon City Police	Jim Bend		91	39,130	3,988	43,118	(513)	-1.2%	43,631	4.3%
Sandy Fire	Phil Schneider		74	31,820	3,243	35,063	1,021	3.0%	34,042	3.5%
Sandy Police	Ernie Roberts		44	18,920	1,928	20,848	(4,084)	-16.4%	24,932	2.1%
West Linn Police	Niel Hennley	gbjerg@westlinnoregon.gov	67	28,810	2,936	31,746	(6,611)	-17.2%	38,357	3.1%
West Linn Public Works	Niel Hennley		44	18,920	0	18,920	215	1.1%	18,705	0.0%
TVF&R / West Linn Fire		accountspayable@tvfr.com	13	5,590	570	6,160	(73)	-1.2%	6,233	0.6%
TOTAL			2,271	953,418	93,689	1,047,107	7,074	0.7%	1,040,033	100.0%

93,689

CLACKAMAS COUNTY 800 MHZ RADIO SYSTEM

Cost Allocation FY 18/19

April 5, 2018

MEMBER AGENCIES	Attention		TOTAL VOICE RADIOS FY 17/18	Annual Operating Cost per voice radio @		Total Annual Cost	FY 17/18 Increase		FY 16/17 Cost
Boring Water District	Larry Alexander		2	860		860	(10)	-1.1%	870
CC Community Corrections	Cris Hoy		53	22,790		22,790	(265)	-1.1%	23,055
CC District Attorney	Sarah Brown		3	1,290		1,290	(15)	-1.1%	1,305
CC Dog Services			5	2,150		2,150	(25)	-1.1%	2,175
Clackamas Co Transp/Weigh	Joe Marek		19	8,170		8,170	(95)	-1.1%	8,265
Clackamas Co Code/Environ	Sandy Hamilton		4	1,720		1,720	(20)	-1.1%	1,740
CC Medical Examiner	Cathy Phelps	cathyphe@co.clackamas.or.us	4	1,720		1,720	(20)	-1.1%	1,740
CC Juvenile	Ellen Crawford		4	1,720		1,720	(20)	-1.1%	1,740
CC Community College	Bob Cochran		8	3,440		3,440	3,440	100.0%	0
City of Happy Valley	Steve Campbell		11	4,730		4,730	(55)	-1.1%	4,785
Clackamas River Water	Lee Moore		6	2,580		2,580	(4,380)	-62.9%	6,960
Lake Oswego Lake Corp	Christian Stauffer		10	4,300		4,300	820	23.6%	3,480
Sunrise Water Authority			12	5,160		5,160	(60)	-1.1%	5,220
Willamette Shore Trolley	John Nagy		1	430		430	(5)	-1.1%	435
TOTAL			142	61,060		61,060	(710)	-1.1%	61,770

2,413

CCOM			169	0		0
LOCOM			34	0		0

COUNTY

800 MHz RADIO

NUMBER OF PUBLIC SAFETY

April 5, 2018

AGENCY	Radios
Partners	USER
Clackamas County / AMR	27
Boring Fire Dist.	0
Canby Fire	70
Canby Police	67
Clackamas Sheriff	743
Clackamas Fire Dist. #1	328
Colton Fire	37
Estacada Fire	46
Gladstone Police	36
Gladstone Fire	47
Hoodland Fire	52
Lake Oswego Police	110
Lake Oswego Fire	82
Lake Oswego Public Works	44
Milwaukie Police	99
Milwaukie Public Works	45
Molalla Police	32
Molalla Fire	73
Oregon City Police	91
Sandy Fire	74
Sandy Police	44
West Linn Police	67
West Linn Public Works	44
West Linn Fire / TVF&R	13

Total Partners	2,271
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Members	USER
Boring Water District	2
CC Comm Corrections	53
CC District Attorney	3
CC Dog Services	5
Clackamas County Transp	19
Clackamas Cnty Code/Envi	4
CC Medical Examiner	4
CC Juvenile	4
CC Community College	8
City of Damascus	0
City of Happy Valley	11
Clackamas River Water	6
Lake Oswego Lake Corp	10
Sunrise Water Authority	12
Willamette Trolley	1
Total Members	142

TOTAL BILLABLE	2,413
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COUNTY
800 MHz RADIO
NUMBER OF PUBLIC SAFETY

Mutual Aid	
Amtrak	1
Aurora Fire	15
CC Emergency Mgmt	10
Monitor Fire	13
ODFW	11
Reach Medi-Plane	5
Silverton Fire District	5
USFS	14
Woodburn Fire	2
Total Mutual Aid	76

GRAND TOTAL	2,489
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CCOM	169
LOCOM	34

Total w/ Dispatch	2,692
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800 MHz RADIO SYSTEM

Radio Site Locations - Site Lease Cost

February 16, 2018

1	Barton	10,800.00
2	Cooks Butte	0.00
3	Damascus	15,276.96
4	Wilsonville	12,730.80
5	Mt Scott	0.00
6	Mt View Water Tank	0.00
7	Petes Mountain	16,802.90
8	Polivka	6,855.58
9	Sandy	12,730.80
10	View Acres	15,150.00
11	Brightwood	0.00
12	Crutcher	0.00
13	Tom Dick & Harry	0.00
14	Lindhart	0.00
15	Timberline	0.00
16	Canby	12,730.80
17	Day Hill	16,882.63
18	Highland	0.00
19	Redland Rd	13,442.31
20	Memaloose	0.00
21	Oak Grove	0.00
22	Whalehead	0.00
23	Goat Mountain	26,194.50
24	Sawtell	0.00
25	Neer Rd	0.00
26	Lake Oswego / Canterbury	In WCCCA Cost
Total		\$ 159,597.28

OWNER	LOCATION	Lease Cost	Lease Terms	2018/19 Payment	Payment Due	Lease Renewal
	Site Address					
McKenzie Family Trust Land Holdings PO Box 1148 Welches, OR 97067	Barton Parcel # 00640480	\$10,800 per year 3% per yar escalation / Due Jan 1	Signed 1/31/18 10 years w/ 4-5 year options	\$10,800.00	Jan 1, 2019	1/31/2028
City of Lake Oswego 351 1st Street Lake Oswego, OR 97037 (503) 635-0252 Leslie Taylor	Cooks Butte Park	\$1 per year	Signed ----- 10 years w/ 4-5 year options	\$ -		
Nicholas and McKenie Chully 9330 SE Wooded Hills Ct Damascus, Or 97089	Damascus Tax Lot 13E28B-01401	\$14,400 Per Year 3% per year escalation / Due Jan 1	Signed 2/20/2017 10 years w/ 4 - 5 year options	\$15,276.96	Jan 1, 2019	1/1/2027
City of Wilsonville 25799 SW Town Center Loop E Wilsonville 97070	Tax lot 502, Section 1, T3S, R1W, W.M	\$12,000 Per Year 3% per year escalation / Due Jan 1	Signed ----- 10 years w/ 4 - 5 year options	\$12,730.80		1/1/2028
Oregon Department of Transportation 455 Airport Road SE Salem, OR 97301-5375 (503)731-8427 Rolland Arney	Mt. Scott 10999 Ridgeway Dr Happy Valley	Trading tower space for land lease	Signed 2/1/02 25 years	\$0.00		1/31/2027
City of Oregon City 320 Warner Milne Rd Oregon City, OR 97045 (503) 657-0891 Nancy Kraushaar	Mt. View Water Tank 415 Mountain View St. Oregon City	\$1.00 per year System Partner	10 Year Lease / No date on lease - assume Aug 26, 2003 w/ two five year options	\$0.00		8/26/2013 8/26/2018 8/26/2023
BBS Property Mgmt Lewis Snader 918 Schaeffer Rd West Linn, OR 97068 (503) 705-7994	Pete's Mountain 1775 Schaeffer Rd West Linn	\$12,000 per year / 2% per year escalation - Due January 1	Signed 8/7/01 10 yrs w/ 2 5yr options	\$16,802.90	Jan 1, 2019	7/6/2011 7/6/16 7/6/2021

8	Boring Water Dist PO Box 66 Boring, OR 97009 (503) 663-4594 Larry Alexander	Polivka Hill Water Tank 26230 Wally Rd Boring	\$4,800 per year 2% per year escalation Due January 1	Signed 8/7/01 10 years w/ 2 - 5yr options	\$6,855.58	Jan 1, 2019	7/30/2011 7/30/2016 7/30/2021
9	Darren Mc Ara/Tami McAra /Brenda Tinjurn/Robert Lux 3516 Kelso Rd Boring, OR 97009	Sandy 38275 Marcy St Sandy, OR 97055	\$12,000 Per Year 3% per year escalation / Due Jan 1	Signed 9/195/2016 10 years w/ 4 - 5 year options	\$12,730.80	Jan 1, 2019	
10	Oak Lodge Water District 14496 SE River Road, Milwaukie OR 97267 (503) 654-7765 Katherine Willis	View Acres 4410 SE View Acres Milwaukie	\$1,250 per month /1% per year escalation - Starts 5/1/05 due to prepayment	Signed 7/1/17 20 years w/ 2 - 5yr options	\$ 15,150.00	July 1, 2018	7/1/2037 7/1/2042 7/1/2047
11	US Dept of Interior Salem Dist Office 1717 Fabry Stree SE Salem 97306	Brightwood WM T2S R6E S14 SW1/4 NE1/4 SE1/4 NE1/4	\$0	Signed 5/1/06 20 years request new lease in 2025	\$0.00		4/1/2026
12	US Dept of Interior Salem Dist Office 1717 Fabry Stree SE Salem 97306	Crutcher Bench	\$0		\$0.00		
13	US Dept of Agriculture Forest Service Mt Hood National Forest 16400 Champion Way Sandy, OR 97055	Tom Dick & Harry	\$0		\$0.00		
14	State of Oregon Department of Forestry North Cascade District 22965 N Fork Road SE Lyons, OR 97358 Gregg Cline	Lenhart Butte Tax lot 400 SW1/4 of NW1/4 of SW1/4 of S35 T2S R5 WM	\$0	Signed 8/11/05 10 years w/ 5 year extensions	\$ -		7/11/2015 7/11/2020 7/11/2025
15	US Dept of Agriculture Forest Service Mt Hood National Forest 16400 Champion Way Sandy, OR 97055	Timberline WM S6, T 3S, R 9E	\$0	Signed 10/21/2013 29 years request new lease in 2040	\$ -		1/1/2042
16	Zimmer Family Limited Trust 28485 S Sundowner Court Canby, OR 97013	Canby Parcel # 00797828 Canby, OR 97013	\$12,000 Per Year 3% per year escalation / Due Jan 1	Signed 7/29/2016 10 years w/ 4 - 5 year options	\$12,730.80	Jan 1, 2019	
17	Cascade Utilities Inc d/b/a Reliance Connects PO Box 189 Estacada, OR 97023	23151 S. Day Hill Road Estacada, OR 97023	\$15,000 per year w/ a 3% adjustment anually	Signed 7/13/15 10Years w/ 4 5 year options	\$16,882.63	Jan 1, 2019	1/1/2025
18	US Dept of Interior Salem Dist Office 1717 Fabry Stree SE Salem 97306	Highland Butte	\$0		\$0.00		
19	Ruth E Staats Trust 20062 S. Redland Rd Oregon City, OR 97045 971 563-1983 3RVision@gmail.com David	Redland Road 20062 S. Redland Rd Oregon City	\$9,600 per year 2% per year escalation Due January 1	Signed 8/30/01 10 years w/ 2 - 5yr options	\$13,442.31	Jan 1, 2019	7/30/2011 7/30/2016 7/30/2021

20	US Dept of Agriculture Forest Service Mt Hood National Forest 16400 Champion Way Sandy, OR 97055	Memaloose	\$0		\$0.00		
21	US Dept of Agriculture Forest Service Mt Hood National Forest 16400 Champion Way Sandy, OR 97055	Oak Grove Butte	\$0		\$0.00		
22	US Dept of Agriculture Forest Service Mt Hood National Forest 16400 Champion Way Sandy, OR 97055	Whale Head	\$0		\$0.00		
23	Weyerhaeuser Company 37904 Brewster Road Lebanon, OR 97355 Attn: Land Use Manager	Goat Mt. T55 R2E Sect 7 Lots 3900 & 4000	\$12,000 per year 5% per year escalation Due July 29	Signed 10/23/02 10 years w/ 2 - 5yr options	\$ 26,194.50	July 29, 2018	9/22/2012 9/22/2017 9/22/2022
24	Molalla Fire District 320 N Molalla Ave Molalla, OR 97038 Viince Stafford	Sawtell 36715 S Sawtell RD Molalla, OR 97038	\$0	Signed 6/6/16 5 years w/ 5- 5 year extensions	\$0.00		
25	City of Lake Oswego 351 1st Street Lake Oswego, OR 97037 (503) 635-0252 Leslie Taylor	Neer Rd			\$ -		
26	WCCCA PO Box 6375 Beaverton, OR 97007 (503) 690- 4911 ext 272 Dave Austin	WCCCA Site - Canterbury Lane - Share Lease/Maintenance Costs 10310 SW Canterbury Ln	Part of WCCCA IGA		In Radio Cost		None
30	Clackamas County 901 Main St, Oregon City, OR 97045 (503) 655-8581 Conty Administrator	CCOM Prime Site 2200 Kaen Rd, Oregon City	\$0 County Owned Property	No Lease	\$0.00		None
31	City of Lake Oswego 351 1st Street Lake Oswego, OR 97037 (503) 635-0252 Leslie Taylor	LOCOM Dispatch Site 351 1st Street Lake Oswego	\$0 City Owned Property	No Lease	\$0.00		None

Description	WCCCA	WCCCA Allocation	C800		C800 2017	% increase	Newberg PD
Personnel: Radio Services	1,188,193	57.30% 680,777	41.4% 492,492 % of Radios	599,292	431,748	38.8%	1.3% 14,924 % of Radios
Materials & Services							
Radio Department							
Office Supplies (delivery expenses)	2,300	1,318	41.4% 953	952	786	21.1%	1.3% 29
Radio Supplies - Shop	13,000	12,837		5,382			1.3% 163
Uniforms	3,500	2,005	41.4% 1,451	1,449	1,296	11.8%	1.3% 44
Food	250	143	41.4% 104	104	89	16.3%	1.3% 3
Non Capital Furn & Equip	2,800	1,604	41.4% 1,161	1,159	1,323	-12.4%	1.3% 35
Software Upgrades	2,700	1,547	41.4% 1,119	1,118	894	25.0%	1.3% 34
Fuel (Vehicles)	9,000	5,157	41.4% 3,730	3,726	3,574	4.3%	1.3% 113
Radio Supplies - Infrastructure	40,000	95% 37,959	4% 1,538	1,600	1,923	-16.8%	1.3% 502
M & R Vehicles	13,000	57% 7,448	41.4% 5,388	5,382	4,111	30.9%	1.3% 163
M & R Computer Equipment	120,000	95% 113,877	4% 4,615	4,800	4,154	15.6%	1.3% 1,507
				15,217			
Contract / Professional Services	4,500	99% 4,443	-				1.3% 57
Admin. Telephone	5,072	57% 2,906	41.4% 2,102	2,100	1,716	22.4%	1.3% 64
Training	3,100	57% 1,776	41.4% 1,285	1,283	2,002	-35.9%	1.3% 39
Travel and Per Diem	3,900	57% 2,235	41.4% 1,617	1,615	1,969	-18.0%	1.3% 49
Dues & Subscriptions	500	57% 286	41.4% 207	207	179	15.6%	1.3% 6
Facility/ Tower Department							
Office Supplies (delivery expenses)	450	57% 258	41.4% 187	186	116	60.6%	1.3% 6
Non Capital Furn & Equip	4,600	57% 2,636	41.4% 1,907	1,904	3,342	-43.0%	1.3% 58
Fuel (Sites) (Diesel < ÷ 9 Propane	26,000	95% 24,673	4% 1,000	1,040	1,079	-3.6%	1.3% 327
M & R Facility/Sites	57,900	95% 54,946	4% 2,227	2,316	0		1.3% 727
M & R Tower Sites Facilities	23,500	95% 22,301	4% 904	940	1,441	-34.8%	1.3% 295
Contract / Professional Services	86,600	95% 82,182	4% 3,331	3,464	0		1.3% 1,088
Building Maintenance	50,000	95% 47,449	4% 1,923	2,000	0		1.3% 628
Heat/Energy	4,600	95% 4,365	4% 177	184	174	5.7%	1.3% 58
Electricity	132,000	95% 125,265	4% 5,077	5,280	4,824	9.5%	1.3% 1,658
Water Sewer	16,000	95% 15,184	4% 615	640	0		1.3% 201
Garbage	2,500	95% 2,372	4% 96	100	0		1.3% 31
Rent for Site Leases	126,082	95% 119,649	4% 4,849	5,043	1		1.3% 1,584
Subtotal Radio Services M&S Budget	\$ 753,854	\$ 696,822	47,563	69,191	34,993	97.7%	\$ 9,469
Capital Outlay							

Contingency for Battery replacements	20,000	11,459	41.4%	8,290	0		1.3%	251
Total Capital Outlay	\$ 20,000	\$ 11,459		8,290	0			\$ 251
WCCCA Radio System Overhead	\$ 523,950	\$ 300,198	Personnel / M&S	668,483				
Non-related Administrative Overhead	3,398	3,355	41.4% 217,171	66,848	197,999	-66.2%	1.3%	\$ 6,581
<i>Legal, Business Misc, Adv. Com.Ed</i>			(3,398)				1.3%	43
TOTALS	\$ 2,485,997	\$ 1,692,612		762,118	735,332	679,394	8.2%	\$ 31,267
System Cost per Radio	\$ 363	SubLease (\$ 113,300)	C800					Newberg
		Maint. (\$ 33,000)	FY 18/19	762,118	735,332			FY 18/19 \$ 31,267
		WCCCA \$ 1,546,312	Qtrly Bills	190,529	183,833			Qtrly Bills \$ 7,817

1/12/2018 RADIO COUNTS					
WCCCA	3,923	57.3%	2017	269	259
C800	2,838	41.4%	62.9%		
Newberg PD	86	1.3%	35.7%	5.7%	
Total System Radio Count	6,847	100.0%	6348	7.8%	



**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: April 5, 2018
Re: Authorization to Enter into a Site Lease for Cooks Butte Radio Site

REQUEST: It is hereby requested that the C800 Board of Directors authorize entering into site leases for the Cooks Butte site with the City of Lake Oswego.

DESCRIPTION: As a part of the communications upgrade project the radio system design identified the need to add a communications sites at Cooks Butte in Lake Oswego to improve coverage. Securasite, C800's site acquisition consultant and WCCCA have determined that the Cooks Butte site is the best choice for Lake Oswego coverage along with the Kerr Road site.

The lease term is for 305 years. The lease rate is \$1. per year.

FINANCE: None

LEGAL: The Site Lease has been approved by legal counsel.

RECOMMENDATION: It is recommended that the C800 Board of Directors authorize entering into site leases for the Cooks Butte site with the City of Lake Oswego..