

CLACKAMAS C800 RADIO GROUP

BOARD OF DIRECTORS MEETING

January 22, 3030 / 9:00AM

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

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

1. Call the C800 / Board of Directors meeting to Order -Chair Sue Scobert
2. Roll Call of Partners: (18/10)

a. City of Canby	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: December 18, 2019 Board Meeting - Sue Scobert
4. Public Comment - Sue Scobert
5. Communications - John Hartsock
6. Financial Report - December 2019 - John Hartsock
7. Committee Reports
 - a. Executive Committee - Sue Scobert
 - b. Technical Committee - John Hartsock
 - c. Citizen Accountability - John Hartsock - Next Meeting April 21, 2020 Oregon City
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
9. New Business: (* Action Item)
 - a. * Approve Resolution 01-20 Workplace Harassment Policy
 - b. * Approve IGA with Aurora Fire
 - c. * Approve Purchase Order with Primmus for Paging Antennas

- d. * 2019/2020 Budget Process / Appoint John Hartsock Budget Officer
- e. * Approval of Insurance Renewal with Special District's Insurance Services
- f. **Next Board Meeting February 19, 2020 9:00A @ CCOM - EOC**

10. Open Agenda

11. Adjournment

CLACKAMAS C800 RADIO GROUP

BOARD OF DIRECTORS MEETING

**Meeting Minutes of the December 18, 2019 Meeting
CCOM/Clackamas Disaster Mgmt EOC
Oregon City, OR 97045**

i. C800 Board Meeting Called to Order at 0900

ii. The following were in attendance:

City of Gladstone / Chief John Schmerber / Chief Rick Huffman / Randy Hopperstad
City of Lake Oswego / Chief Dale Jorgensen / Asst Fire Chief David Morris / Sue Scobert
City of Milwaukie / Capt Mark Dye
City of Molalla / Chief Frank Schoenfeld / Sgt Chris Long
City of Oregon City / Bill Kier
City of Sandy / Chief Ernie Roberts
Canby Fire / Chief Jim Davis
Clackamas Fire District #1/ Asst Chief Mike Corless / Josh Gehrke / Rachel Trotman
Estacada Fire District / Asst Chief Mike Corless
Molalla Fire District / Chief Jim Davis - Proxy
Sandy Fire District/ Chief Phil Schneider

CCOM / Cheryl Bledsoe / Tony Collins / Toni Sexton
WCCCA / Ron Polluconi
Law Office of Eileen Eakins, LLC / Eileen Eakins
Clackamas County / Brian Nava / Kevin Moss

C800 / John Hartsock / Bjorn Morfin
Day Wireless / Chris Tate
Lake Oswego Skylands / Debbie Keen / Paul Zaninovich

iii. Approval of Minutes – November 20, 2019 Board Meeting

- a.** Mike Corless made a motion to approve the minutes of the November 20, 2019 Board meeting as submitted and the motion was seconded by Jim Davis. A unanimous vote was cast in favor.

iv. Public Comment: None.

v. Communications: None.

Sue Scobert called for an Executive Session. She recessed the regular board meeting at 9:24 am for the Executive Session, related to Real Property Negotiations. She shared that per ORS 192.660 (2) (e), *Executive sessions are closed to the public. Representatives of the news media and designated staff and guest shall be allowed to attend. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session.*

The Executive Session was called to order at 9:24 am.

The regular board meeting reconvened at 10:05 am.

vi. Financial Report

- a. John Hartsock shared that the financial information was included in the packet. He noted that things are tracking on schedule and on budget.

vii. Committee Reports

a. Executive Committee-Sue Scobert

- i. The committee did not meet. Nothing to report.

b. Technical Committee-John Hartsock

- i. Met on November 27th. They discussed system operation, fire station alerting and site issues. Continuing to work on logging recorder update and system replacement planning.

c. Citizen Accountability- John Hartsock

- i. They met last night December 17, 2019 and there were five members plus others in attendance. The meeting went well.
- ii. The Committee had a fair amount of concern and comments regarding the Lake Oswego site issue.
- iii. The Committee reviewed the options presented by the C800 Board for usage of the premium bond dollars. The options presented were acceptable to the group. They will vote on this at their April meeting.

viii. Old Business:

a. System Management- Ron Polluconi

- i. Ron shared that all preventative maintenance for the year was finished up for winterization.
- ii. They are upgrading all of the existing sites. He added that a large part of this is replacing the emergency power systems. In the process of doing that, they have had some issues with the generator service provider. They have not had the visibility they contracted for. They have moved to WCCCA staff taking this over.
- iii. Things are looking stable going into winter.

b. System Upgrade/Replacement

i. Project Status/Procurement

- Bjorn reviewed project status:
 - 1. Barton/Damasus/Sandy/Canby/Crutcher Bench: Construction is complete.
 - 2. Hoodland Fire/Brightwood: Almost complete. The crew is remodeling the building.
 - 3. Wilsonville: In construction. Anticipate completion by January 31, 2020.
 - 4. Highland Butte: Pouring concrete this week. Anticipate completion by January 31, 2020.
 - 5. Tom/Dick & Harry/Memaloose/Whale Head/Oak Grove (USFS): Construction is underway on Memaloose/Whalehead/Oak Grove-access easement is being obtained for TD&H. Goal is to start next spring, with a June 2020 completion, depending on weather.
 - 6. Cooks Butte: Will discuss alternative site late in meeting – Cooks is on hold.
 - 7. Brightwood/Lenhart/Pete's/Polivka/Day Hill/Mt. View/Redland Rd./Sawtell/View Acres: Complete with exception of minor pick up items.
 - 8. Mt. Scott: The power situation has been squared away. Tower replacement will start next week.
 - 9. Kerr Parkway Water Tank: Researching alternative locations.

10. Goat Mt.: Wrapping up the upgrades to the ground equipment. Tower upgrades (structural) are on hold due to the time of year and related weather. They will wait until spring when the snow is gone to complete the work.

11. Timberline: Need to follow up with the Forest Service regarding the fuel tank.

12. CCCOM: Virtually complete.

- Bjorn shared that things are moving along well.
- John shared that the next two pages in the packet shared the project history and status. He added that this was done to address the issue of us being behind and explains why. He said that the biggest reason is land use issues, primarily with the Forest Service sites. He thought this was important to share the history on how we got to where we are today.
- John shared information about the schedule. He noted that they have started discussions with Motorola on cutting over the new system. He expressed that this is a fairly complicated act. John shared that they are looking for finishing the design and construction by June of 2020, existing site upgrades in January of 2020 and system operational by August 2020 with the exception of Lake Oswego.
- John shared that we are running about six million dollars under budget.
- John shared that they received questions at the Citizens Accountability meeting last night about the budget and overruns. He will prepare a report, by line item to share with the citizens. He will also share this with the Board.
- John reviewed the quarterly outlook for Q1-2020
 - Procurement-Bid and award security/CCTV system
 - Leases & Land Use Applications- Determine Lake Oswego sites/submit land use
 - Site Construction – Complete Wilsonville/Highland Butte/Whalehead/ Oak Grove Butte/ Memaloose/ Tom, Dick & Harry/Goat Mt.
 - Radio/Microwave- Continue radio infrastructure install, continue microwave system install, and finalize subscriber radio distribution and existing radio upgrades.
 - John shared that they are waiting on a schedule for Microwave networks.
 - He noted that keeping the old system running while getting the new one up is complicated. They want to start testing soon.
 - He shared that they will need to make some modifications to the microwave system map.
- John reviewed the pictures that were in the packet.

c. Fire Station Alerting/Paging

- i. John shared that the fire station alerting was moving along well and making good progress. He added that during an electrical inspection on the installation at the Hoodland Fire Station, and there was no UL label, so that brought the process to a halt. They are waiting for an answer from USDD. They have done all the testing. They are hoping to get a resolution this week.
- ii. John shared that for paging, they got a notice that they are sending a partial shipment next week.

d. Portable/Mobile Radio Deployment

- i. Todd with Motorola wasn't in attendance.
- ii. John shared that they are continuing to distribute radios and re-work existing radios. He added that they are staying on top of it. He asked the group to let him know if there were any concerns or questions.
- iii. John shared that one thing Canby Fire found, was that one of the buttons on the remote speaker mic is programed to change channels. John added that they will be reprograming this; Darren will fix this for anyone who has these mics.
- iv. Ron shared information about the radio antennas.
 - a. Ron explained that they have settled on a single band antenna. He noted that they are looking for folks who have areas of scratchy and noisy signals, who they can give seven to ten antennas to, to test these out and give feedback, prior to doing a wholesale distribution.
 - b. Ron shared that they don't want things to stay same or get worse, they want things to improve.
 - c. Ron shared that you can send an email request or a CCOOM staff member and then they will get you the specially marked antennas.
 - d. Ron explained that the lab results look good, but they want to the feedback from agencies in order to make a good and effective decision on whether or not to push forward with this.
 - e. Ron shared that for the tri-band, they are looking at a later deployment sometime in August. He noted that they found a possible solution. He shared that they will probably see something coming up the first quarter of the calendar year. Those will be evaluation antennas initially.
 - f. He noted that with these as well, the laboratory stuff looks good, but they will be relying on the real word feedback from this group to see if it is best to deploy to the group.
 - g. Ron explained that they will be collecting the same data in Washington County. They will put together and provide a report to this group before making any decisions.
 - h. Ron noted that they are very complicated antennas, compared to the "good old days," when they were much simpler. He added that because of this, they have to have a closer eye on these designs as they go out.

e. Radio Templates: No updates

f. Use of Bond Premium Funds

- i. John shared that they met with the County Commissioners on the 10th of December. It went well. They were appreciative of the information and were very positive about the project. The Commissioners were informed that C800 would be coming back to them regarding the bond premium dollars in about June 2020.

ix. New Business: (*Action Item)

a. Amendment to the Clackamas County/C800 Bond IGA

- i. John passed around a copy of the amendment that they have been working on with the county. He noted they are relatively close to getting this squared away.
- ii. John shared that the original IGA compensated the County for their time involved in processing the bond. They had come back and asked for 1% of the bond to cover their costs. John shared that they are not anticipating a lot of third party costs.
- iii. Eileen shared that it was clear from the amendment that they are looking for more specificity, which helps both sides. She explained that the question is the amount they are asking, and whether or not the group agrees with that amount. It was noted that the amount would come out of the interest earnings.

- iv. It was decided to have the group review the amendment, give more time for John and the county to discuss and it will be brought back to the group. The county will also put this on the January meeting agenda for the county to discuss.

b. *Approve Engagement letter with Northwest Local government Legal Advisors, LLC- Formerly Law Offices of Eileen Eakins, LLC.

- i. John shared that Eileen has decided to expand her practice to a larger group. He noted that item e is the new engagement letter. She has represented this group since 2006.
- ii. John noted that he is looking for approval on the letter attached with the fees.
- iii. Jim Davis made a motion for the C800 Board of Directors to approve the Engagement Letter with Northwest Local Government Legal Advisors, LLC. Mike Corless seconded the motion. The motion passed unanimously.

c. * Approve a change order to Todd Hess construction- Hoodland

- i. John shared that this is for the additional work that they are performing at the Hoodland site. The shelter was a used shelter from Sandy. They are replacing some of the AC units. It is a change order to their design build contract for site upgrades.
- ii. Randy Hopperstad made a motion for the C800 Board of Directors to approve issuing a contract change order in the amount of \$67,593 for the remodel of the Hoodland site to Todd Hess Building Co. Ernie Roberts seconded. The motion passed unanimously.

d. *Provide Direction- City of Lake Oswego/Cooks Butte Lease Termination

- i. Sue Scobert shared that John is looking for direction in regards to the City of Lake Oswego/Cooks Butte Lease Termination.
- ii. Ernie Roberts made a motion to inform the City of Lake Oswego of the costs we have incurred to date and accept termination of the lease. John Schmerber seconded the motion. The motion passed unanimously.

e. Acceptance of FY 2018/2019 Audit

- i. Mike Corless made a motion for the C800 Board of Directors to accept the Audit Report for year ended June 30, 2019 as prepared by Jarrard, Seibert, Pollard & Co. Jim Davis seconded the motion. The motion passed unanimously.

x. Open Agenda

- a. John shared that the Board meeting scheduled for the 2020 year is attached.
- b. John noted that Vince Stafford has advised that he needs to step down as Vice Chair, because has his Board meetings on Wednesday mornings. John noted they need a new Second Vice Chair.
- c. Jim Davis nominated Rick Huffman to be the Second Vice Chair. John added that Rick Huffman would also be added as a check signer and Vince would be removed from the bank account. Mike Corless seconded the motion. The motion passed unanimously.

xi. Public Comment

- a. A citizen wanted to confirm that with Cooks Butte, the group is terminating the lease and asking the City of Lake Oswego to reimburse some costs. He asked if this meant that the priority now will be the Skyland site.
- b. John shared that the group potentially has another site in the West Linn area, that we originally didn't think was available due to height restrictions that have been relaxed. John shared that the project team is still needing to sort this out, and it will probably take a couple weeks to do so. It was noted more information will be reported on this at the next meeting.

xii. Next Board Meeting

- i. Next meeting January 22, 2020, 9:00 AM at CCOM/EOC.

xiii. Meeting adjourned at 10:19 AM.

12:24 PM

01/10/20

Accrual Basis

Clackamas 800 Radio Group

Profit & Loss Budget vs. Actual

July through December 2019

	Jul - Dec 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	397.50	500.00	-102.50	79.5%
435-00 · Lease Revenue	6,971.00	48,140.00	-41,169.00	14.5%
440-00 · Miscellaneous Income	0.00	1,000.00	-1,000.00	0.0%
450-00 · Intergovernmental-Clackamas Co	10,736,610.96	31,500,000.00	-20,763,389.04	34.1%
455-00 · Bond Interest Income	0.00	500,000.00	-500,000.00	0.0%
Total Income	11,828,027.66	40,977,261.00	-29,149,233.34	28.9%
Gross Profit	11,828,027.66	40,977,261.00	-29,149,233.34	28.9%
Expense				
605-00 · Site Rental	208,327.39	173,838.00	34,489.39	119.8%
610-00 · Fuel/Generators	4,779.65	26,000.00	-21,220.35	18.4%
615-00 · HVAC Maintenance	1,607.41	9,503.00	-7,895.59	16.9%
620-00 · Landscape Maintenance	4,710.00	14,300.00	-9,590.00	32.9%
621-00 · Office Supplies	0.00	2,000.00	-2,000.00	0.0%
625-00 · Generator Maintenance	2,642.98	12,500.00	-9,857.02	21.1%
630-00 · UPS Maintenance	4,065.00	13,500.00	-9,435.00	30.1%
635-00 · Battery Maintenance	0.00	3,000.00	-3,000.00	0.0%
645-00 · Insurance	3,117.94	35,000.00	-31,882.06	8.9%
650-00 · Utilities	27,144.08	78,000.00	-50,855.92	34.8%
655-00 · Consultant Services	26,180.36	48,500.00	-22,319.64	54.0%
657-00 · Regional Radio Expense	4,988.57	1,500.00	3,488.57	332.6%
660-00 · WCCCA System Fees	666,768.20	866,769.00	-200,000.80	76.9%
665-00 · Radio Maintenance Fees	13,820.38	90,000.00	-76,179.62	15.4%
667-00 · Radio Replacement Project	0.00	0.00	0.00	0.0%
670-00 · Legal Services	2,596.00	8,000.00	-5,404.00	32.5%
675-00 · Financial Services	3,229.99	8,500.00	-5,270.01	38.0%
680-00 · Audit Fees	9,600.00	7,000.00	2,600.00	137.1%
683-00 · Capital Reserve	0.00	100,000.00	-100,000.00	0.0%
685-00 · Miscellaneous Expenses	781.64	5,000.00	-4,218.36	15.6%
686-00 · Meeting Expenses	0.00	1,150.00	-1,150.00	0.0%
703-00 · Capital Outlay				
703-01 · Buildings & Land Improvement				
703-011 · Land Improvement	6,267,105.17			
703-013 · Tower	283,161.00			
703-014 · Generator	105,888.00			
Total 703-01 · Buildings & Land Improvement	6,656,154.17			
703-02 · Radio Backbone				
703-021 · Simulcast / Master Site	4,126,905.27			
703-022 · Subscriber Radios	8,783.05			
703-024 · Paging	264,626.00			
703-025 · Back up Dispatch	684.00			
703-026 · Cat. 6 Fire Station Alerting	570,086.96			
Total 703-02 · Radio Backbone	4,971,085.28			
703-03 · Equipment				
703-032 · DC Power	250,019.67			
703-034 · Microwave	264,962.60			
703-036 · Fire Station Alerting	577,696.74			
Total 703-03 · Equipment	1,092,679.01			
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	12,719,918.46	31,500,000.00	-18,780,081.54	40.4%

12:24 PM

01/10/20

Accrual Basis

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

	Jul - Dec 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	13,704,278.05	40,977,261.00	-27,272,982.95	33.4%
Net Ordinary Income	-1,876,250.39	0.00	-1,876,250.39	100.0%
Net Income	-1,876,250.39	0.00	-1,876,250.39	100.0%

12:25 PM

01/10/20

Accrual Basis

Clackamas 800 Radio Group Profit & Loss Detail

December 2019

Type	Date	Num	Name	Memo	Class	Amount	Balance
Ordinary Income/Expense							
Income							
431-00 · Interest Income							
Deposit	12/31/2019			Interest		85.75	85.75
Total 431-00 · Interest Income						85.75	85.75
450-00 · Intergovernmental-Clackamas Co							
Bill	12/01/2019	35978 ...	Clackamas County Finance			-130.50	-130.50
Total 450-00 · Intergovernmental-Clackamas Co						-130.50	-130.50
Total Income						-44.75	-44.75
Gross Profit						-44.75	-44.75
Expense							
605-00 · Site Rental							
Check	12/06/2019	3020	City of Wilsonville	VOID: Voided Check for EFT ...		0.00	0.00
Total 605-00 · Site Rental						0.00	0.00
615-00 · HVAC Maintenance							
Bill	12/01/2019	149795	Hunter-Davison, Inc.			1,106.41	1,106.41
Total 615-00 · HVAC Maintenance						1,106.41	1,106.41
650-00 · Utilities							
Check	12/03/2019	EFT	PGE			185.24	185.24
Check	12/03/2019	EFT	PGE			268.26	453.50
Check	12/05/2019	EFT	PGE			223.90	677.40
Check	12/06/2019	EFT	PGE			97.62	775.02
Check	12/06/2019	EFT	PGE			354.75	1,129.77
Check	12/09/2019	EFT	PGE			110.68	1,240.45
Check	12/10/2019	EFT	PGE			327.24	1,567.69
Check	12/12/2019	EFT	PGE			161.87	1,729.56
Check	12/17/2019	EFT	PGE			259.80	1,989.36
Check	12/18/2019	EFT	PGE			265.55	2,254.91
Check	12/18/2019	EFT	PGE			331.28	2,586.19
Check	12/18/2019	EFT	PGE			554.49	3,140.68
Check	12/24/2019	EFT	PGE			404.09	3,544.77
Check	12/27/2019	EFT	Canby Utility	190236		82.97	3,627.74
Total 650-00 · Utilities						3,627.74	3,627.74
655-00 · Consultant Services							
Bill	12/06/2019	CIWD ...	Consistent Image Web Design			100.00	100.00
Total 655-00 · Consultant Services						100.00	100.00
657-00 · Regional Radio Expense							
Bill	12/31/2019		Hartsock Project Mgmt.			4,988.57	4,988.57
Total 657-00 · Regional Radio Expense						4,988.57	4,988.57
660-00 · WCCCA System Fees							
Bill	12/04/2019	INV01...	WCCCA			222,256.07	222,256.07
Total 660-00 · WCCCA System Fees						222,256.07	222,256.07
665-00 · Radio Maintenance Fees							
Bill	12/01/2019	INV01...	WCCCA			11,286.98	11,286.98
Total 665-00 · Radio Maintenance Fees						11,286.98	11,286.98
670-00 · Legal Services							
Bill	12/31/2019	12541	Eakins, Eileen			1,320.00	1,320.00
Total 670-00 · Legal Services						1,320.00	1,320.00
675-00 · Financial Services							
Bill	12/03/2019	159164	Talbot, Korvola & Warwick, LLP			515.00	515.00
Check	12/31/2019			Service Charge		20.00	535.00
Total 675-00 · Financial Services						535.00	535.00
680-00 · Audit Fees							
Bill	12/01/2019	39482	Jarrard, Seibert, Pollard & Co. LLC			3,375.00	3,375.00
Bill	12/01/2019		Secretary of State Audits Division			250.00	3,625.00
Total 680-00 · Audit Fees						3,625.00	3,625.00

12:25 PM

01/10/20

Clackamas 800 Radio Group Profit & Loss Detail

Accrual Basis

December 2019

Type	Date	Num	Name	Memo	Class	Amount	Balance
703-00 · Capital Outlay							
703-01 · Buildings & Land Improvement							
703-011 · Land Improvement							
Bill	12/01/2019	35823	ACS Testing, Inc.		11 Brightwood	698.25	698.25
Bill	12/01/2019	35852	ACS Testing, Inc.		04 Wilsonville T...	777.21	1,475.46
Bill	12/01/2019	3385	Teragan & Associates, Inc.		02 Skyland/Coo...	10,910.00	12,385.46
Bill	12/01/2019	18001...	Todd Hess Building Company		05 Mount Scott	33,662.00	46,047.46
Bill	12/01/2019	18001...	Todd Hess Building Company	Retainage	05 Mount Scott	-1,889.45	44,158.01
Bill	12/01/2019	18001...	Todd Hess Building Company		23 Goat Mountain	104,430.31	148,588.32
Bill	12/01/2019	18001...	Todd Hess Building Company	Retainage	23 Goat Mountain	-5,863.60	142,724.72
Bill	12/01/2019	18001...	Todd Hess Building Company		26 CCOM	75,569.00	218,293.72
Bill	12/01/2019	18001...	Todd Hess Building Company	Credit	26 CCOM	-59,500.00	158,793.72
Bill	12/01/2019	18001...	Todd Hess Building Company	Retainage	26 CCOM	-901.64	157,892.08
Bill	12/01/2019	18001...	Todd Hess Building Company		05 Mount Scott	1,800.00	159,692.08
Bill	12/01/2019	18001...	Todd Hess Building Company	Retainage	05 Mount Scott	-100.35	159,591.73
Bill	12/01/2019	18001...	Todd Hess Building Company		15 Timberline	2,255.00	161,846.73
Bill	12/01/2019	18001...	Todd Hess Building Company	Retainage	15 Timberline	-125.92	161,720.81
Bill	12/01/2019	18001...	Todd Hess Building Company		27 Hoodland Fire	67,593.00	229,313.81
Bill	12/01/2019	18001...	Todd Hess Building Company	Retainage	27 Hoodland Fire	-3,794.98	225,518.83
Bill	12/01/2019	18001...	Todd Hess Building Company		05 Mount Scott	16,000.00	241,518.83
Bill	12/01/2019	18001...	Todd Hess Building Company	Retainage	05 Mount Scott	-897.78	240,621.05
Bill	12/09/2019	19247	Summit Solutions Group LLC		27 Hoodland Fire	65,589.09	306,210.14
Bill	12/10/2019	126720	HPS Construction Inc.		11 Brightwood	86,133.50	392,343.64
Bill	12/10/2019	126720	HPS Construction Inc.		05 Mount Scott	12,855.15	405,198.79
Bill	12/10/2019	126721	HPS Construction Inc.		05 Mount Scott	27,369.68	432,568.47
Bill	12/17/2019	3469	Teragan & Associates, Inc.		02 Skyland/Coo...	1,316.25	433,884.72
Bill	12/18/2019	2274A	Power Systems Plus Inc.		40 All	6,225.00	440,109.72
Bill	12/20/2019	16900	Black Mountain Consulting		02 Skyland/Coo...	2,200.00	442,309.72
Bill	12/20/2019	9027	Securasite LLC		27 Hoodland Fire	50.00	442,359.72
Bill	12/23/2019	2295	Capital Design Services, LLC		02 Skyland/Coo...	900.00	443,259.72
Bill	12/26/2019	9030	Securasite LLC		05 Mount Scott	331.25	443,590.97
Bill	12/27/2019	9036	Securasite LLC		40 All	1,891.06	445,482.03
Bill	12/27/2019	9037	Securasite LLC		40 All	12,675.00	458,157.03
Bill	12/27/2019	9033	Securasite LLC		02 Skyland/Coo...	108.46	458,265.49
Bill	12/27/2019	9032	Securasite LLC		02 Skyland/Coo...	5,387.50	463,652.99
Bill	12/27/2019	9031	Securasite LLC		23 Goat Mountain	637.50	464,290.49
Bill	12/27/2019	9038	Securasite LLC		40 All	409.99	464,700.48
Bill	12/27/2019	9039	Securasite LLC		40 All	6,568.75	471,269.23
Bill	12/27/2019	9034	Securasite LLC		04 Wilsonville T...	330.35	471,599.58
Bill	12/27/2019	9035	Securasite LLC		04 Wilsonville T...	868.75	472,468.33
Bill	12/27/2019		Elizabeth C Pursley	Easement	12 Crutcher Ben...	360.00	472,828.33
Bill	12/27/2019		Paula K Condon	Easement	12 Crutcher Ben...	700.00	473,528.33
Bill	12/27/2019		Crann LLC		12 Crutcher Ben...	440.00	473,968.33
Bill	12/27/2019		Edwin G Condon		12 Crutcher Ben...	250.00	474,218.33
Bill	12/27/2019		James G Condon		12 Crutcher Ben...	250.00	474,468.33
Bill	12/27/2019		Crann LLC		12 Crutcher Ben...	2,000.00	476,468.33
Bill	12/30/2019	621484	Day Wireless Systems Inc.		40 All	1,554.00	478,022.33
Total 703-011 · Land Improvement						478,022.33	478,022.33
703-014 · Generator							
Bill	12/05/2019	2111A	Power Systems Plus Inc.		02 Skyland/Coo...	17,548.00	17,548.00
Bill	12/05/2019	2111A	Power Systems Plus Inc.		27 Hoodland Fire	17,548.00	35,096.00
Bill	12/05/2019	2111A	Power Systems Plus Inc.		20 Angel Falls/...	16,048.00	51,144.00
Bill	12/05/2019	2111A	Power Systems Plus Inc.		21 Oak Grove B...	16,048.00	67,192.00
Bill	12/05/2019	2111A	Power Systems Plus Inc.		22 Whale Head	16,048.00	83,240.00
Bill	12/05/2019	2111A	Power Systems Plus Inc.		13 Tom Dick an...	16,048.00	99,288.00
Bill	12/05/2019	2111A	Power Systems Plus Inc.	Discount - 50% already paid f...	02 Skyland/Coo...	-8,774.00	90,514.00
Bill	12/05/2019	2111A	Power Systems Plus Inc.	Discount - 50% already paid f...	27 Hoodland Fire	-8,774.00	81,740.00
Bill	12/05/2019	2111A	Power Systems Plus Inc.	Discount - 50% already paid f...	20 Angel Falls/...	-8,024.00	73,716.00
Bill	12/05/2019	2111A	Power Systems Plus Inc.	Discount - 50% already paid f...	21 Oak Grove B...	-8,024.00	65,692.00
Bill	12/05/2019	2111A	Power Systems Plus Inc.	Discount - 50% already paid f...	22 Whale Head	-8,024.00	57,668.00
Bill	12/05/2019	2111A	Power Systems Plus Inc.	Discount - 50% already paid f...	13 Tom Dick an...	-8,024.00	49,644.00
Total 703-014 · Generator						49,644.00	49,644.00
Total 703-01 · Buildings & Land Improvement						527,666.33	527,666.33
703-02 · Radio Backbone							
703-024 · Paging							
Bill	12/13/2019	90246...	Codan Radio Communications		40 All	243,010.00	243,010.00
Total 703-024 · Paging						243,010.00	243,010.00
703-026 · Cat. 6 Fire Station Alerting							
Bill	12/01/2019	654055	Tessco Incorporated		40 All	4,800.45	4,800.45
Bill	12/01/2019	654056	Tessco Incorporated		40 All	13,116.45	17,916.90
Bill	12/01/2019	683241	Tessco Incorporated		40 All	637.28	18,554.18
Bill	12/04/2019	2700	Clackamas County Fire District #1		40 All	1,564.06	20,118.24
Bill	12/04/2019	2701	Clackamas County Fire District #1		40 All	1,543.59	21,661.83
Bill	12/04/2019	2699	Clackamas County Fire District #1		40 All	2,591.60	24,253.43
Bill	12/20/2019	21508	Team Electric Company		40 All	196.00	24,449.43
Total 703-026 · Cat. 6 Fire Station Alerting						24,449.43	24,449.43
Total 703-02 · Radio Backbone						267,459.43	267,459.43

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Clackamas 800 Radio Group Profit & Loss Detail

Accrual Basis

December 2019

Type	Date	Num	Name	Memo	Class	Amount	Balance
703-03 · Equipment							
703-034 · Microwave							
Bill	12/13/2019	1891651	Microwave Networks Inc.		14 Lenhart	29,749.50	29,749.50
Bill	12/13/2019	1891651	Microwave Networks Inc.		16 Canby	29,749.50	59,499.00
Bill	12/13/2019	1891651	Microwave Networks Inc.		12 Crutcher Ben...	29,749.50	89,248.50
Bill	12/13/2019	1891651	Microwave Networks Inc.		24 Sawtell Fire ...	29,749.50	118,998.00
Bill	12/13/2019	1891651	Microwave Networks Inc.		11 Brightwood	23,633.00	142,631.00
Bill	12/26/2019	INV01...	WCCCA		40 All	381.60	143,012.60
Total 703-034 · Microwave						143,012.60	143,012.60
Total 703-03 · Equipment						143,012.60	143,012.60
Total 703-00 · Capital Outlay						938,138.36	938,138.36
Total Expense						1,186,984.13	1,186,984.13
Net Ordinary Income						-1,187,028.88	-1,187,028.88
Net Income						-1,187,028.88	-1,187,028.88

Clackamas 800 Radio Group

Trial Balance

As of December 31, 2019

	Dec 31, 19	
	Debit	Credit
115-00 · Cash/Checking Account		183,177.01
11000 · Accounts Receivable	78,991.80	
120-00 · Member Fees Receivable	0.00	
12000 · Undeposited Funds	0.00	
150-00 · Prepaid Expenses	0.00	
169-00 · CIP	27,446,298.52	
160-00 · Buildings and Towers	10,956,645.15	
165-00 · Radio Backbone	2,520,898.80	
166-00 · Equipment	1,052,983.00	
167-00 · Work In Progress	0.00	
175-00 · Accumulated Depreciation		11,279,823.09
180-00 · Deferred O/F-P25 Maintenance	5,812,058.44	
201-00 · Accounts Payable		1,141,792.19
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		30,697,002.38
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		397.50
435-00 · Lease Revenue		6,971.00
450-00 · Intergovernmental-Clackamas Co		10,736,610.96
605-00 · Site Rental	208,327.39	
610-00 · Fuel/Generators	4,779.65	
615-00 · HVAC Maintenance	1,607.41	
620-00 · Landscape Maintenance	4,710.00	
625-00 · Generator Maintenance	2,642.98	
630-00 · UPS Maintenance	4,065.00	
645-00 · Insurance	3,117.94	
650-00 · Utilities	27,144.08	
655-00 · Consultant Services	26,180.36	
657-00 · Regional Radio Expense	4,988.57	
660-00 · WCCCA System Fees	666,768.20	
665-00 · Radio Maintenance Fees	13,820.38	
670-00 · Legal Services	2,596.00	
675-00 · Financial Services	3,229.99	
680-00 · Audit Fees	9,600.00	
685-00 · Miscellaneous Expenses	781.64	
703-011 · Land Improvement	6,267,105.17	
703-013 · Tower	283,161.00	
703-014 · Generator	105,888.00	
703-021 · Simulcast / Master Site	4,126,905.27	
703-022 · Subscriber Radios	8,783.05	
703-024 · Paging	264,626.00	
703-025 · Back up Dispatch	684.00	
703-026 · Cat. 6 Fire Station Alerting	570,086.96	
703-032 · DC Power	250,019.67	
703-034 · Microwave	264,962.60	
703-036 · Fire Station Alerting	577,696.74	
TOTAL	61,572,153.76	61,572,153.76

Clackamas 800 Radio Group

Balance Sheet

As of December 31, 2019

	Dec 31, 19
ASSETS	
Current Assets	
Checking/Savings	
115-00 · Cash/Checking Account	-183,177.01
Total Checking/Savings	-183,177.01
Accounts Receivable	
11000 · Accounts Receivable	78,991.80
Total Accounts Receivable	78,991.80
Total Current Assets	-104,185.21
Fixed Assets	
169-00 · CIP	27,446,298.52
160-00 · Buildings and Towers	10,956,645.15
165-00 · Radio Backbone	2,520,898.80
166-00 · Equipment	1,052,983.00
175-00 · Accumulated Depreciation	-11,279,823.09
Total Fixed Assets	30,697,002.38
Other Assets	
180-00 · Deferred O/F-P25 Maintenance	5,812,058.44
Total Other Assets	5,812,058.44
TOTAL ASSETS	36,404,875.61
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201-00 · Accounts Payable	1,141,792.19
Total Accounts Payable	1,141,792.19
Total Current Liabilities	1,141,792.19
Total Liabilities	1,141,792.19
Equity	
310-00 · Investment in Fixed Assets	30,697,002.38
320-00 · Retained Earnings, Prior	6,442,331.43
Net Income	-1,876,250.39
Total Equity	35,263,083.42
TOTAL LIABILITIES & EQUITY	36,404,875.61

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Clackamas 800 Radio Group

A/R Aging Detail

As of December 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	518	11,481.80
Invoice	07/31/2018	18-188	Boring Water	07/31/2018	518	860.00
Invoice	07/31/2018	18-192	Clackamas County - Transportation Eng	07/31/2018	518	8,170.00
Invoice	07/15/2019	19-217	Canby FD	07/15/2019	169	29,670.00
Invoice	07/15/2019	19-221	Colton Fire	07/15/2019	169	16,770.00
Invoice	07/15/2019	19-240	Boring Water	07/15/2019	169	860.00
Invoice	07/15/2019	19-244	Clackamas County - Transportation Eng	07/15/2019	169	11,180.00
Total > 90						78,991.80
TOTAL						78,991.80

RADIO PROJECT STATUS

Emergency Communication System Upgrade

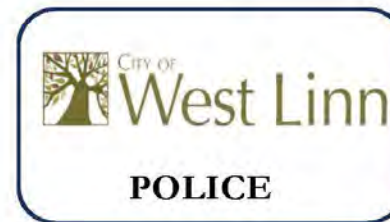
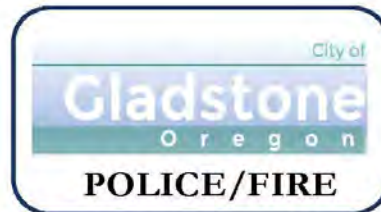
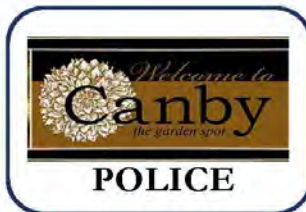
C800 Project Leader: John Hartsock

WCCCA Project Leader: Ron Polluconi

C800 Project Manager: Bjorn Morfin

Date: January 22, 2020

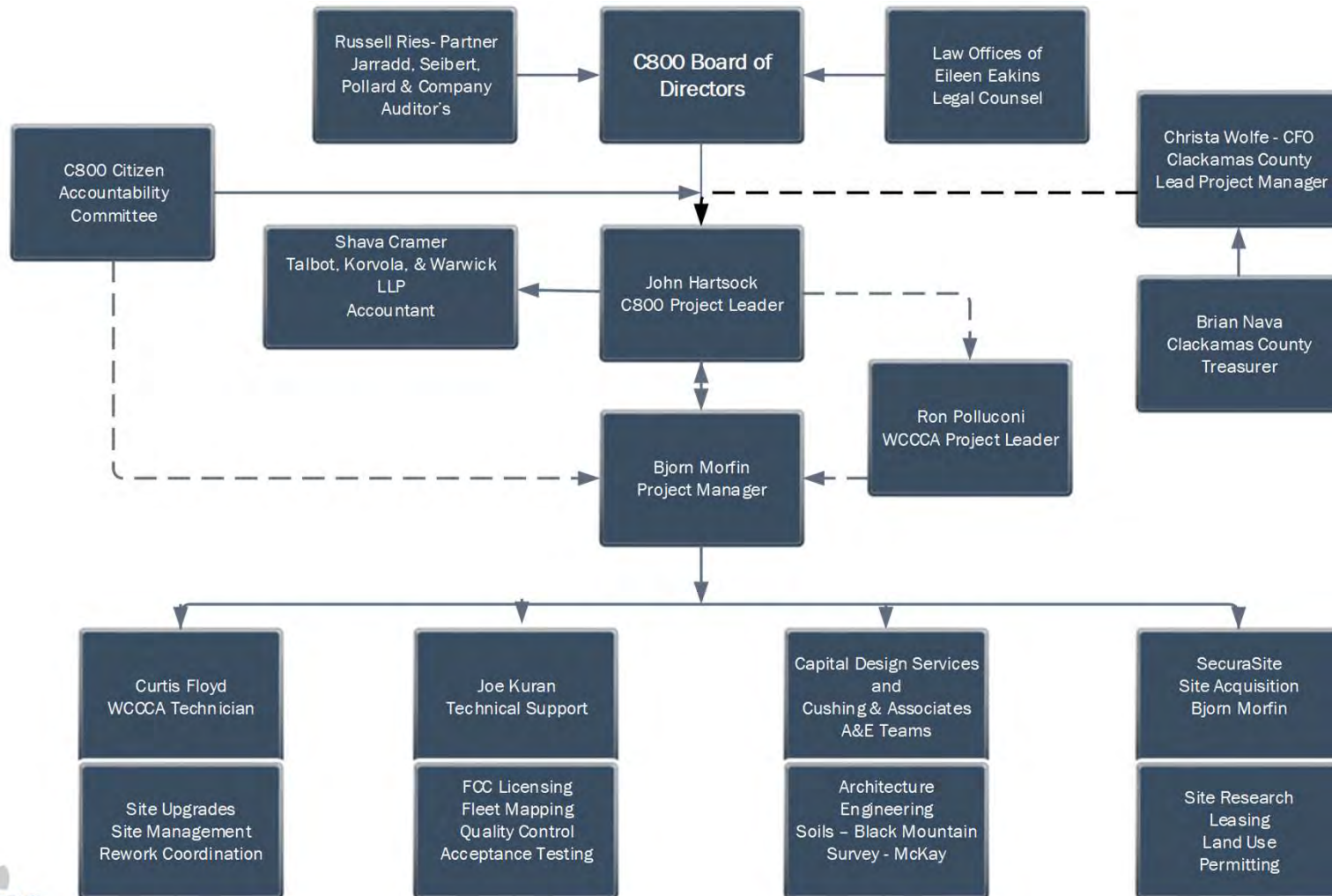




THE EIGHTEEN PUBLIC SAFETY AGENCIES THAT MAKE UP CLACKAMAS 800 RADIO GROUP



C800 Project Team



May 1, 2017

Clackamas 800 Radio Group Radio Replacement Project



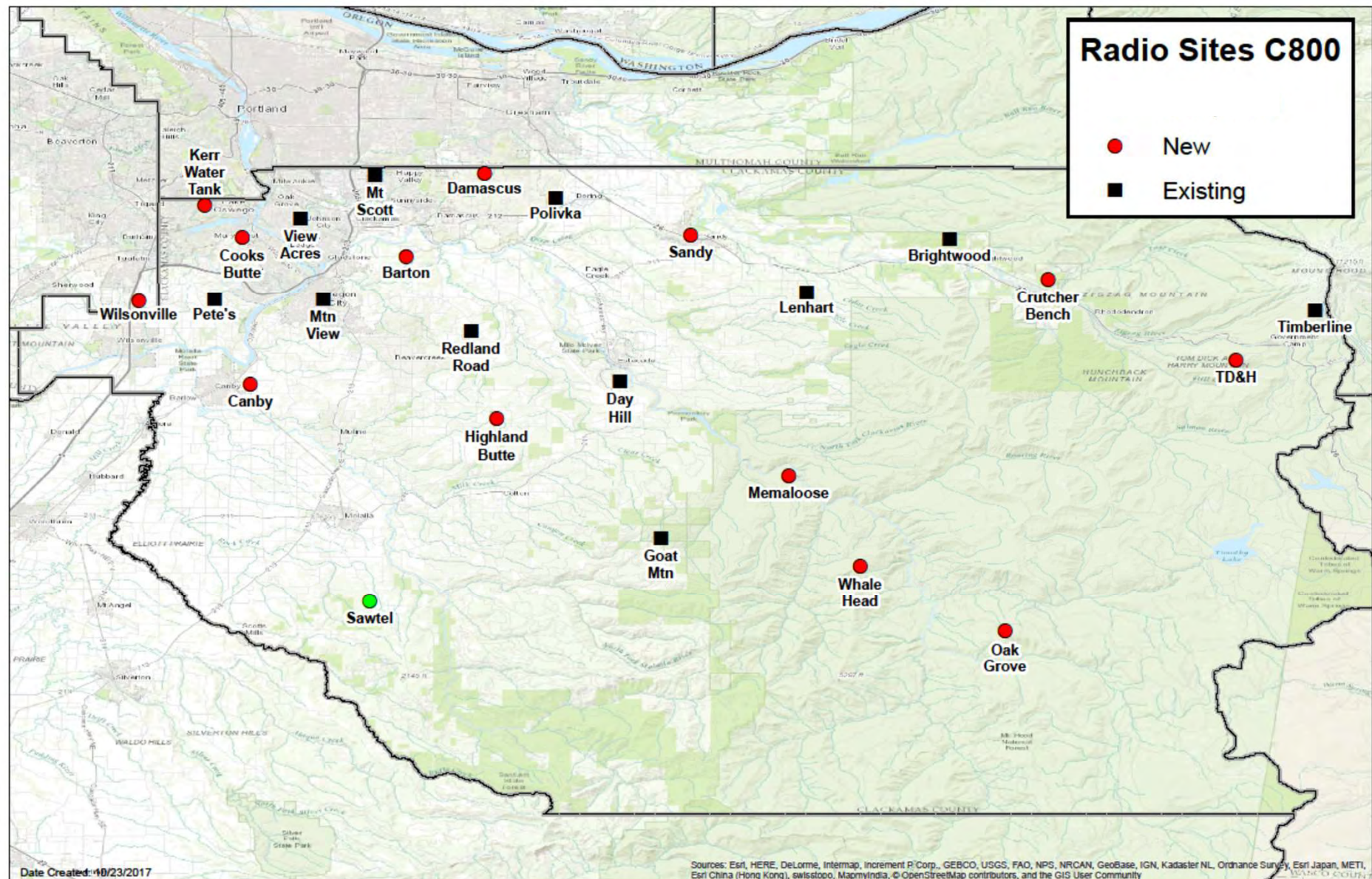
Resiliency:

A Primary Objective of the Upgraded System Design

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



C800 Site Locations



Project Status New Sites Summary

14 New Sites Acquisition / Design / Construction:

- **Barton / Damascus / Sandy / Canby / Crutcher Bench /:** Complete.
- **Hoodland Fire/Brightwood:** Complete.
- **Wilsonville:** Construction underway – minor weather delay anticipate completion by February 25 , 2020
- **Highland Butte (BLM):** Construction proceeding – minor weather delays Anticipate completion by February 28, 2020
- **Tom Dick & Harry / Memaloose / Whale Head / Oak Grove (USFS):** Construction is underway on Memaloose / Whalehead / Oak Grove – access easement being obtained for TD&H. Anticipate a June 2020 completion depending on weather for all
- **Cooks Butte:** On hold – pending site replacement
- **Kerr Parkway Water Tank:** Researching alternative locations.



Project Status Existing Sites Summary

13 Existing Sites Design / Construction

- **Brightwood / Lenhart / Pete's / Polivka / Day Hill / Mt View / Redland Rd / Sawtell / View Acres :** Complete
- **Mt Scott:** Tower / building replacement work underway/ anticipated completion by February 14, 2020.
- **Goat Mtn / :** Tower structural upgrades / building foundation upgrades / 48V DC power system / new generator and 1,000 gal fuel tank / new HVAC units. Goat is underway but has been delayed due to weather. Anticipate completion May 2020
- **Timberline:** new generator and 1,000 gal fuel tank to be scheduled
- **CCOM:** New Uninterruptable Power System for Master Site Equipment / revisions to fire suppression system / new cable tray work complete.



Project History and Status

Brief History:

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

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

Architectural and Engineering Services:

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

Equipment:

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

Status of the 13 existing sites:

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



Project History and Status

Status of the 14 new sites:

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

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

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

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

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

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

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

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

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



Project Schedule

ID	Task Name	Duration	Start	Finish																
					2016				2017				2018				2019			
					Half	2nd Half	1st 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 2	Qtr 3	Qtr 4	
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, procurement	320 days	Tue 1/1/19	Mon 3/23/20																
56	Upgrade or Replace P25 IV&D Radio/Dispatch Consoles	1000 days	Mon 8/1/16	Fri 5/29/20																
59	Recording/Logging equipment upgrade/replacement	350 days	Tue 2/5/19	Mon 6/8/20																
63	Backup Dispatch (Wide and Control Station modes)	460 days	Mon 11/5/18	Fri 8/7/20																
66	Site on Wheels (wide and ST modes)	400 days	Mon 11/5/18	Fri 5/15/20																
69	Microwave Backhaul Systems	675 days	Mon 11/6/17	Fri 6/5/20																

Project Schedule

ID	Task Name	Duration	Start	Finish	Timeline																			
					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 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	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	
75	New/Upgrade 48 VDC and Battery Backup Systems	405 days	Mon 9/24/18	Fri 4/10/20																				
80	Paging, Messaging Systems upgrade/replacement	600 days	Mon 2/5/18	Fri 5/22/20																				
89	IP based Fire Station Alerting System	500 days	Mon 6/4/18	Fri 5/1/20																				
96	Video and Security systems	255 days	Mon 6/17/19	Fri 6/5/20																				
103	Interoperable RF Systems and Links	570 days	Mon 6/4/18	Fri 8/7/20																				
110																								
112	System Operational August 7, 2020	0 days	Fri 8/7/20	Fri 8/7/20																				

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



C800 Radio System Upgrade Budget ⁽¹⁾

Project: **C800 Radio System Upgrade**
 Date Original: 10/1/2015 Date Updated: December 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 - Securasite	320,000	321,250	121,300	125,000	91.34%	567,550	(247,550)	518,407.92
Site Planning A&E - Cushing/Capital/Cundiff/Forensic/KPFF/DC/ToddHess	725,000	692,391	468,930	(275,000)	97.12%	886,321	(161,321)	860,787.70
Geotechnical / Environmental Consulting - Black Mtn	250,000	443,670	0	75,000	92.91%	518,670	(268,670)	481,915.22
Survey - McKay	75,000	124,240	0	0	84.58%	124,240	(49,240)	105,085.00
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	0	99.35%	9,400	15,600	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			500	0.00%	500	2,000	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	200,000	88.17%	496,000	(196,000)	437,302.58
Legal Fees	30,000	15,000	0	8,000	91.12%	23,000	7,000	20,958.74
Licensing	20,000	69,000		5,000	93.10%	74,000	(54,000)	68,890.50
Miscellaneous	30,000	88,000	70,000	4,000	59.76%	162,000	(132,000)	96,815.38
Sub-Total Soft Cost	1,956,000	2,007,501	845,230	175,570	90.13%	3,028,301	(1,072,301)	2,729,473
Construction Cost								
Site Construction	8,895,000	5,870,634	0	4,500,000	97.93%	10,370,634	(1,475,634)	10,155,589.03
Buildings	1,350,000	2,018,663	0	40,000	86.46%	2,058,663	(708,663)	1,780,009.60
Towers	660,000	1,383,357	0	200,000	102.11%	1,583,357	(923,357)	1,616,823.81
Generator	500,000	513,196	0	100,000	94.17%	613,196	(113,196)	577,421.21
48VDC	1,065,000	1,443,767	0	(300,000)	91.50%	1,143,767	(78,767)	1,046,537.46
Lake Oswego Antenna	18,000	17,500	0	0	100.07%	17,500	500	17,511.75
Sub-Total Construction Cost	12,488,000	11,247,117	0	4,540,000	96.24%	15,787,117	(3,299,117)	15,193,892.86

C800 Radio System Upgrade Budget ⁽²⁾

Project:	C800 Radio System Upgrade	
Date Original:	10/1/2015	Date Updated: December 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	92.93%	19,792,515	933,485	18,393,193.29
Paging	373,000	7,523		365,000	77.00%	372,523	477	286,825.31
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	400,000	99.73%	2,749,951	618,049	2,742,491.51
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)	1,369,457.49
Subtotal Equipment Costs	36,850,000	31,715,226	2,349,951	3,654,000	84.76%	37,719,177	(869,177)	31,969,462
Bond Cost	300,000	290,372		50,000	95.06%	340,372	(40,372)	323,547
Subtotal Project Cost	51,594,000	45,260,215	3,195,181	8,419,570	88.29%	56,874,966	(5,280,966)	50,216,374
Additional Proceeds	4,875,000					(4,875,000)	4,875,000	
Adjusted Project Costs	56,469,000	45,260,215	3,195,181	8,419,570	88.29%	51,999,966	(405,966)	
Contingency	7,406,000			7,000,000	0.00%	7,000,000	406,000	
Total Project Cost	63,875,000	45,260,215	3,195,181	15,419,570	85.11%	58,999,966	34	50,216,374.49

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
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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 / Goat Mt
<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



Project Goal:

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

What's Happening With the Communications Upgrade Project?



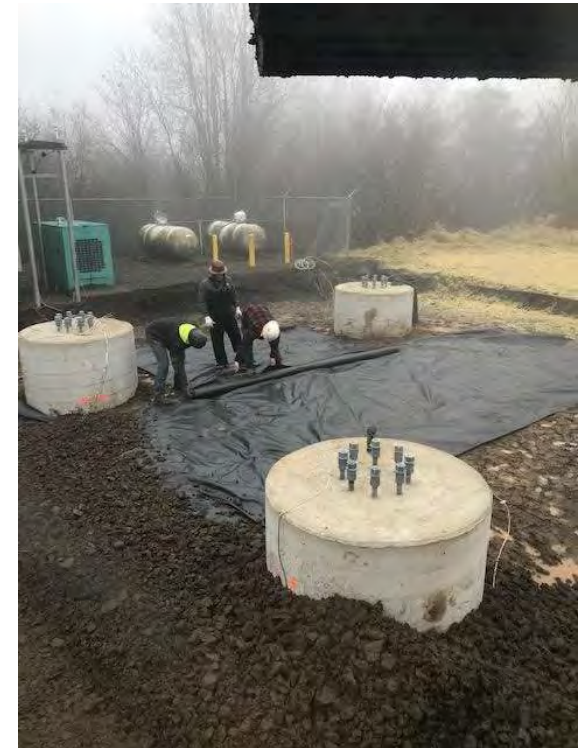


Wilsonville – Generator / Propane Slabs



Highland Butte Slabs





Mt Scott – Tower Footing / Building Slab



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

Board of Directors Action Request

To: Board of Directors
From: John Hartsock, Manager
Date: January 22, 2020
Re: Approval of Resolution 01-20 – Workplace Harassment Policy

~~~~~  
**REQUEST:** It is hereby requested that the C800 Board of Directors approve Resolution 01-20 establishing the policy on Workplace Harassment.

**ISSUE:** The State of Oregon, by passage of SB 479, requires that all Oregon public entities adopt a Workplace Harassment Policy. The attached policy has been provided by Special Districts Association of Oregon as a model.

**FINANCIAL:** None

**LEGAL:** None

**RECOMMENDATION:** It is hereby requested that the C800 Board of Directors approve Resolution 01-20 the establishing the Workplace Harassment Policy.



**RESOLUTION ADOPTING POLICIES RELATING TO CLACKAMAS 800 RADIO GROUP  
WORKPLACE HARASSMENT POLICY**

**RESOLUTION NO. 20-01**

**A RESOLUTION ADOPTING POLICIES RELATING TO C800 RADIO GROUP  
WORKPLACE HARASSMENT POLICY**

WHEREAS, IN ACCORDANCE WITH OREGON SB 479 A WORKPLACE HARASSMENT  
POLICY MUST BE IN PLACE.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF  
CLACKAMAS 800 RADIO GROUP (C800):

The attached Workplace Harassment policies are hereby adopted.

THIS 20th DAY OF JANUARY 2020.

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Chairman: Sue Scobert

ATTEST:

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Clerk: John Hartsock

I.





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## **CLACKAMAS 800 RADIO GROUP WORKPLACE HARASSMENT POLICY**

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### **I. EQUAL EMPLOYMENT OPPORTUNITY**

Clackamas 800 Radio Group is committed to fair employment practices and non-discrimination, including pay equity for all employees. We do not discriminate based on a protected class such as race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, marital status, citizenship, national origin, genetic information, or any other characteristic protected by law including in the payment of wages or screen applicants based on their current or past compensation.

### **II. PURPOSE - STATEMENT PROHIBITING WORKPLACE HARASSMENT**

Clackamas 800 Radio Group is committed to providing a work environment in which all individuals are treated respectfully. All employees of Clackamas 800 Radio Group should have the expectation that they work in a professional environment and that Clackamas 800 Radio Group promotes equal employment opportunities and prohibits unlawful discriminatory practices, including harassment.

Clackamas 800 Radio Group expects that all relationships among persons will be respectful and professional, free of bias, prejudice and harassment in the workplace, at work related event, or any activity coordinated by or through the organization.

### **III. POLICY**

This policy applies to all employees, elected officials, board or commission members, volunteers, interns and any other person we interact with in the course of accomplishing the work of the organization.

This workplace harassment policy has been developed to ensure that all employees can work in an environment free from unlawful harassment, discrimination and retaliation. Clackamas 800 Radio Group will make every reasonable effort to ensure that all concerned are familiar with these policies and are aware that any complaint in violation of these policies will be investigated and resolved appropriately.

Discrimination, harassment and retaliation are not acceptable.

Any employee who has questions or concerns about these policies should talk with our primary contact C800 Manager as an alternative you may reach C800 Board Chair.

#### **A. RETALIATION**

Clackamas 800 Radio Group encourages reporting of all perceived incidents of discrimination or harassment. Reports of incidents of discrimination and harassment will be promptly and thoroughly investigated. We prohibit retaliation against any individual who reports discrimination or harassment or participates in an investigation of such reports.

#### **B. SEXUAL HARASSMENT**

Sexual harassment constitutes discrimination and is illegal under federal and state laws.

For the purposes of this policy, “sexual harassment” is defined as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when, for example: a) submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment, b) submission to or

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## **CLACKAMAS 800 RADIO GROUP WORKPLACE HARASSMENT POLICY**

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rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or c) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

Under Oregon Law sexual assault defined as unwanted conduct of a sexual nature that is inflicted upon a person or compelled through the use of physical force, manipulation, threat, or intimidation.

### **C. HARASSMENT**

Harassment based on any other protected class is also strictly prohibited. For this policy, harassment is verbal, written or physical conduct that denigrates or shows hostility or aversion toward an individual because of his or her race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, disability, marital status, citizenship, genetic information, or any other characteristic protected by law, or that of his or her relatives, friends or associates, and that: a) has the purpose or effect of creating an intimidating, hostile or offensive work environment, b) has the purpose or effect of unreasonably interfering with an individual's work performance, or c) otherwise adversely affects an individual's employment opportunities.

### **D. REPORTING AN INCIDENT OF HARASSMENT, DISCRIMINATION OR RETALIATION**

Clackamas 800 Radio Group encourages individuals who believe they are being subjected to such conduct to promptly advise the offender that their behavior is unwelcome and to request that it stop. Often this action alone will resolve the problem. We recognize, however, that an individual may prefer to pursue the matter through complaint procedures.

Clackamas 800 Radio Group encourages reporting of all perceived incidents of discrimination, harassment or retaliation, regardless of the offender's identity or position. Individuals who believe that they have been the victim of such conduct should discuss their concerns with C800 Manager or C800 Board Chair See the complaint procedure described in section E.

Following receipt of a complaint or concern management will follow-up every three months for one year to ensure no further concerns or retaliation are experienced. However, employees should not wait for the management follow-up to share related experiences. If an employee would like the follow-up to discontinue the follow-up process a request must be submitted in writing to the C800 Manager.

### **E. COMPLAINT PROCEDURE**

Individuals who believe they have been the victims of conduct prohibited by this policy or believe they have witnessed such conduct should discuss their concerns with C800 Manager if you are unable to reach the primary contact please reach out to C800 Board Chair. We encourage employees to document the event(s), associated date(s), and potential witnesses.

Clackamas 800 Radio Group encourages the prompt reporting of complaints or concerns so that action can be taken quickly. Early reporting and intervention are very often the most effective method of resolving actual or perceived incidents of harassment. However, complaints and concerns may be brought forward within four years of the alleged violation. We encourage employees to document the events, associated dates, and potential witnesses.

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## CLACKAMAS 800 RADIO GROUP WORKPLACE HARASSMENT POLICY

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Any reported allegations of harassment, discrimination or retaliation will be investigated quickly. The investigation may include individual interviews with the parties involved and, where necessary, with individuals who may have observed the event(s) or may have other relevant knowledge.

Clackamas 800 Radio Group will maintain confidentiality throughout the investigatory process to the extent possible with acceptable investigation and appropriate corrective action.

Misconduct constituting harassment, discrimination or retaliation will be dealt with appropriately. Responsive action may include training, referral to counseling or corrective action. Examples of possible corrective action may include a warning, written reprimand, reassignment, temporary suspension without pay, or termination] as Clackamas 800 Radio Group believes appropriate under the circumstances.

False and malicious complaints of harassment, discrimination or retaliation, as opposed to complaints that, even if erroneous, are made in good faith, may be the subject of appropriate disciplinary action.

We encourage employees to bring their concerns and complaints to the organization, and understand that, at times however, this may not be the choice of the employee. Below is a list of the external complaint options. Please reach out to the preferred choice to determine the appropriate timelines for their processes.

- Oregon Bureau of Labor and Industries at the following web address:  
[https://www.oregon.gov/boli/CRD/Pages/C\\_Crcompl.aspx](https://www.oregon.gov/boli/CRD/Pages/C_Crcompl.aspx)
- Civil or Criminal Action. In these circumstances, a Notice of Claim must be provided to us in accordance with ORS 30.275.

### **F. EMPLOYMENT AGREEMENTS**

No employee will be required or invited to sign an agreement requiring the non-disclosure of information related to discrimination or sexual assault as a condition of employment, continued employment, promotion, compensation or the receipt of benefits. An employee may request this type of agreement and, upon request, will be provided at least seven (7) days to change their mind.

### **G. ADDITIONAL EMPLOYEE SUPPORT SERVICES**

Employees may choose to use other support services throughout and following instances related to concerns and complaints. The organization provides the following for additional assistance:

- Northwest Local Government Legal Advisors, LLC Eileen Eakins (503)607-0517
- Counseling and Support Services and/or Employee Assistance Services

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## CLACKAMAS 800 RADIO GROUP WORKPLACE HARASSMENT POLICY

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### POLICY Receipt Acknowledgment Form

As an employee of **Clackamas 800 Radio Group**, I acknowledge the following:

I have been **provided a copy of the Workplace Harassment Policy**. I understand that the Policy contains important information. I have both read and understood the information in the Policy and have asked a **Manager** for the clarification of any information I did not understand.

I acknowledge the Policy is neither a contract of employment nor a guarantee of specific treatment in any situation; that the organization has the right to change, modify, add to, substitute, eliminate, interpret, and apply, in its sole judgment and in accordance with the law this policy. I understand this Policy supersedes all prior policies, and understandings related to the subjects it contains.

The C800 Board Chair is the only person authorized to make changes to the Policy and all such changes must be in writing to be valid. Any changes to the content will be communicated to employees via official notices.

**I understand that, unless stated otherwise in an employment contract, my employment relationship with the organization is “at-will” and either the organization or I can end the relationship at any time, with or without reason or notice.** The Board Chair is the only person who has the authority to enter into an employment contract, which must be in writing and signed by both parties to be valid.

I also acknowledge that before signing this form, I asked for and received clarification on any of the items discussed above that I did not understand.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Employee's Name

***NOTE: This signed form should be inserted into each employee's personnel file.***



**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:** January 22, 2020  
**Re:** Approval of Aurora Fire as a C800 Partner

**REQUEST:** It is hereby requested that the C800 Board of Directors approve the Aurora Fire District as a Partner of the Clackamas 800 Radio Group.

**ISSUE:** Aurora Fire District desires to join C800 as a partner and meets the qualifications as outlined in the Inter-Governmental Agreement that governs C800. The Aurora Board of Directors has approved the Inter-Governmental Agreement at their November 19, 2019 meeting.

**FINANCE:** The District will pay C800's annual fee as determined as part of the budget process.

**LEGAL:** The C800 ORS190 Agreement as executed by all Partners was utilized.

**RECOMMENDATION:** It is recommended that the C800 Board of Directors approve the Aurora Fire District as a Partner of the Clackamas 800 Radio Group.





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:** January 20, 2020  
**Re:** Approve the Purchase of Antenna's and Related Materials for the Paging System.

**REQUEST:** It is hereby requested that the C800 Board of Directors approve purchasing antenna's and related materials for the Paging system from Primus in Phoenix, AZ in the amount of \$47,2019.18 plus freight estimated at \$3,000 or a total of \$50,209.19.

**DESCRIPTION:** As part of the new 900 paging system installation we will require antenna's and related materials for the installation of the system. WCN per the C800 Purchasing Policy requested quotations from: Primus - Phoenix AX \$47,2019.18, Tesco, Hunt Valley, MD \$55,147.36, and Talley, Santa Fe Springs, CA \$51,801.53 all plus freight.

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

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

**RECOMMENDATION:** It is hereby recommended that the C800 Board of Directors approve purchasing antenna's and related materials for the Paging system from Primus in Phoenix, AZ in the amount of \$47,2019.18 plus freight estimated at \$3,000 or a total of \$50,209.19.

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

## Board of Directors Action Request

**To:** Board of Directors  
**From:** John Hartsock, Manager  
**Date:** January 22, 2020  
**Re:** Appointment of Budget Officer – Budget Calendar

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REQUEST: It is hereby requested that the C800 Board of Directors accept the FY 2020/2021 budget calendar and that the Chair appoint John Hartsock as the Budget Officer.

ISSUE: Establishment of the FY 2020/2021 budget calendar and appointment of the C800 Budget Officer.

FINANCIAL: None

LEGAL: None

RECOMMENDATION: It is hereby recommended that the C800 Board of Directors accept the FY 2020/2021 budget calendar and that the Chair appoint John Hartsock as the Budget Officer.



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

C800 Budget Calendar 2020
January 22, 2020

January 22, 2020	Appoint John Hartsock Budget Officer
February 20, 2020	Publish 1st Notice of Budget Committee Meeting
March 12, 2020	Publish 2nd Notice of Budget Committee Meeting
March 18, 2020	Budget Committee Meeting
April 16, 2020	Publish Notice of Budget Hearing
April 22, 2020	Public Budget Hearing
June 30, 2020	Submit Budget Document to Dept of Revenue



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: January 22, 2020
Re: Insurance Renewal

REQUEST: It is hereby requested that the C800 Board of Directors approve the renewal of our insurance coverages from Special District's Insurance Services in the amount of \$37,932.

ISSUE: The attached information from Special District's Insurance Services outlines the proposed premiums for providing C800 insurance for General Liability, Auto Liability, Property, Earthquake, Equipment, and Crime. This is an increase of \$7,232 from our 2019 cost due to additional radio sites

POLICY IMPLICATIONS: None

FINANCIAL: This is \$2,932 in excess of the approved budget which will be covered by contingency dollars.

LEGAL: These are the insurance coverages we are required to carry by law, contracts, and leases.

RECOMMENDATION: It is hereby recommended that the C800 Board of Directors approve the renewal of our insurance coverages from Special District's Insurance Services in the amount of \$37,932.



INVOICE

Date: 01-Jan-20

Named Participant: Clackamas 800 Radio Group
11300 SE Fuller Rd
Milwaukie, OR 97222

Agent: WHA Insurance
2930 Chad Dr
Eugene, OR 97408

Invoice #	Entity ID	Effective Date	Expiration Date	Invoice Date
35P34001-400	34001	01-Jan-20	31-Dec-20	01-Jan-20

Coverage	Contribution
SDIS Liability Coverage	
Liability Contribution	\$7,358
Less Best Practices Credit	(\$589)
Less Multi-Line Discount Credit	\$0
Adjusted Contribution	\$6,769
Auto Liability (Includes Auto Excess and Auto Supplemental Coverages)	
Auto Contribution	\$0
Less Best Practices Credit	\$0
Adjusted Contribution	\$0
Non-owned and Hired Auto Liability	\$175
Auto Physical Damage	\$0
Hired Auto Physical Damage	\$137
Property	
Property Contribution	\$23,602
Less Best Practices Credit	(\$1,888)
Adjusted Contribution	\$21,714
Earthquake	\$2,691
Flood	\$0
Equipment Breakdown / Boiler and Machinery	\$5,951
Crime	\$495
Total:	\$37,932

2020 Longevity Credit**:	
Longevity Credit %:	Longevity Credit:
4.6%	\$1,759

Coverage is provided for only those coverages indicated above for which a contribution is shown or that are indicated as "included." Your payment evidences "acceptance" of this renewal. Please use the payment coupon on the following page to help us apply your payment correctly.

****This amount is for illustration only. Your Longevity Credit Check will be mailed to you in February.**

Payment instructions are on the following page.



INVOICE

Date: 01-Jan-20

**** Payment Due: 3/1/2020 ****

Please include the bottom portion of this sheet with you payment.

Make Checks Payable to:

Special Districts Insurance Services

P.O. Box 12613

Salem, OR 97309

Phone: 1-800-285-5461 Fax: 503-371-4781

Clackamas 800 Radio Group

Customer ID: 01-34001

Total Due: \$37,932

Check # _____ Amount \$ _____



Special Districts Insurance Services Trust

SDIS Liability Coverage Declarations

Certificate Number: 35P34001-400

Coverage Period: 1/1/2020 through 12/31/2020

Named Participant:

Clackamas 800 Radio Group
11300 SE Fuller Rd
Milwaukie, OR 97222

Agent of Record:

WHA Insurance
2930 Chad Dr
Eugene, OR 97408

Limits of Liability: SDIS Liability Coverage	Limit	Deductible (2) (3)
Per Occurrence Limit of Liability	\$5,000,000 (1)	None
Per Wrongful Act Limit of Liability	\$5,000,000 (1)	None
Annual Aggregate Limit of Liability	No Limit Except as Outlined Below (1)	None

Additional and Supplemental Coverages

Unless otherwise indicated in Section III Additional Coverages of the SDIS Liability Coverage Document, the following Additional Coverages are not in addition to the Total Limit of Liability identified above.

Coverage	Limit	Coverage Period Total Limit	Deductible	Contribution
Ethics Complaint Defense Costs	\$2,500	\$5,000	None	Included
EEOC/BOLI Defense Cost	\$5,000,000	None	None	Included
Premises Medical Expense	\$5,000	\$5,000	None	Included
Limited Pollution Coverage	\$250,000	\$250,000	None	Included
Applicators Pollution Coverage	\$50,000	\$50,000	None	Included
Injunctive Relief Defense Costs	\$25,000	\$25,000 (4)	None	Included
Fungal Pathogens (Mold) Defense Costs	\$100,000	\$100,000	None	Included
OCITPA Expense Reimbursement	\$100,000	\$100,000 (5)	None	Included
Data Disclosure Liability	\$1,000,000	\$1,000,000	None	Included
Lead Sublimit Defense Costs	\$50,000	\$50,000 (6)	None	Included
Marine Salvage Expense Reimbursement	\$250,000	\$250,000	None	Included
Criminal Defense Costs	\$100,000	\$100,000 (7)	None	Included

Forms applicable to Named Participant:

Total Contribution: \$6,769.00

SDIS Liability Coverage Document effective January 1, 2020

- (1) \$25,000,000 maximum limit for all SDIS Trust Participants involved in the same Occurrence or Wrongful Act.
(2) \$10,000 controlled burn deductible if DPSST guidelines are not followed.
(3) \$25,000 Employment Practices deductible for terminations when SDIS is not contacted for legal advice in advance.
(4) Injunctive Relieve Defense Costs limited to \$100,000 for all members of the Trust combined during the Coverage Period.
(5) OCITPA Expense Reimbursement limited to \$500,000 for all members combined during the Coverage Period.
(6) Lead Liability Defense Costs limited to \$200,000 for all members of the Trust combined during the Coverage Period.
(7) Criminal Defense Costs limited to \$500,000 for all members of the Trust combined during the Coverage Period.

This certificate is made and is mutually accepted by the Trust and Named Participant subject to all provisions, stipulations, and agreements which are made a part of the SDIS Liability Coverage Document. This certificate represents only a brief summary of coverages. Other conditions and exclusions apply as described in the SDIS Liability Coverage Document. Titles referenced above are provided merely for convenience of reference and shall not be deemed in any way to limit or affect the provisions to which they relate.

Countersigned by:

Special Districts Insurance Services Trust
Authorized Representative

Wednesday, January 1, 2020



Special Districts Insurance Services Trust (SDIS)
Auto Coverage Declarations

Certificate Number: 35P34001-400

Coverage Period: 1/1/2020 through 12/31/2020

Named Participant:

Clackamas 800 Radio Group
11300 SE Fuller Rd
Milwaukie, OR 97222

Agent of Record:

WHA Insurance
2930 Chad Dr
Eugene, OR 97408

Coverage is provided for only those coverages indicated below for which a contribution is shown.

Auto Liability Coverage

Applicable Coverage Document: SDIS Auto Liability Coverage Document, January 1, 2020

	Per Accident Limit of Liability	Deductible	Contribution
Auto Liability Coverage	No Coverage	None	No Coverage
Non-Owned/Hired Auto Liability	\$500,000	None	\$175.00

Excess Auto Liability Coverage

Applicable Coverage Document: SDIS Auto Excess Liability Coverage Document, January 1, 2020

	Per Accident Excess Limit of Liability	Deductible	Contribution
Excess Auto Liability Coverage	No Coverage	None	No Coverage
Excess Non-Owned/Hired Auto Liability	\$4,500,000	None	Included with Non-Owned/Hired AL Contribution

Auto Supplemental Coverage

Applicable Coverage Document: SDIS Auto Supplemental Coverage Document, January 1, 2020

	Limit of Liability	Deductible	Contribution
Personal Injury Protection	No Coverage	None	No Coverage
Uninsured/Underinsured Motorist Bodily Injury Coverage	No Coverage	None	No Coverage

Auto Physical Damage

Applicable Coverage Document: SDIS Auto Physical Damage Coverage Document, January 1, 2020

	Per Accident Limit of Liability	Deductible	Contribution
Auto Physical Damage	No Coverage	N/A	No Coverage
Hired Auto Physical Damage	\$50,000	\$100/\$500	\$137.00

This certificate is made and is mutually accepted by the Trust and Named Participant subject to all provisions, stipulations, and agreements which are made a part of the coverage documents referenced above. This certificate represents only a brief summary of coverages. Other conditions and exclusions apply as described in the above-referenced coverage documents. Titles referenced above are provided merely for convenience of reference and shall not be deemed in any way to limit or affect the provisions to which they relate.

Countersigned by:

Authorized Representative
Special Districts Insurance Services Trust

Wednesday, January 1, 2020



Special Districts Insurance Services

Property Coverage Declarations

Certificate Number: 35P34001-400

Coverage Period: 1/1/2020 through 12/31/2020

Named Participant:

Clackamas 800 Radio Group
11300 SE Fuller Rd
Milwaukie, OR 97222

Agent of Record:

WHA Insurance
2930 Chad Dr
Eugene, OR 97408

Scheduled Property Values:

\$7,643,500	Buildings, Other Structures and Scheduled Outdoor Property
\$15,972,000	Personal Property Mobile Equipment, Scheduled Personal Property and Scheduled Fine Arts

Total Limit of Indemnification (Per Occurrence)

\$23,615,500	The Trust shall not pay, or be liable for more than the Total Limit of Indemnification in any single "occurrence" during the Property Coverage Period, including all related costs and expenses, all costs of investigation, adjustment and payment of claims, but excluding the salaries of your regular employees and counsel on retainer.
\$300,000,000	SDIS Per Occurrence Aggregate Loss Limit

Sublimits (Per Occurrence):

The subjects of coverage listed below are sub-limited within the "Occurrence" Total Limit of Indemnification shown above. The limits reflect the maximum amount the Trust will pay for losses involving these coverages. The titles below are provided merely for convenience of reference and shall not be deemed in any way to limit or affect the provisions to which they relate.

Sublimits for Covered Property:

(Reference Section VIII - Covered Property in the SDIS Property Coverage Document)

\$250,000	Personal Property of Others within your Care, Custody, or Control, other than Mobile Equipment
\$100,000	Property of Employees/Volunteers - (subject to a \$5,000 maximum per person)
\$100,000	Mobile Equipment of others that is within your Care, Custody or Control or Rented or Leased for up to 30 days
\$10,000	Unscheduled Fine Arts (Fine Art may be specifically scheduled for higher limits)

Sublimits for Additional Coverages:

(Reference Section X - Additional Coverages in the SDIS Property Coverage Document)

\$5,000,000	Debris Removal - (Sublimit is \$5,000,000 or 25% of loss, whichever is less)
\$50,000	Pollutant Clean-up and Removal From Land or Water- (Sublimit is \$50,000 or 20% of the scheduled location(s) value whichever is less)
\$10,000	Fungus as a Result of a "Covered Cause of Loss" - (Sublimit is \$10,000 or 10% of the covered portion of the loss whichever is less)
\$10,000	Preservation of Undamaged Covered Property - (Sublimit is \$10,000 or 10% of the covered portion of the loss whichever is less)
\$250,000	Professional Services - (Sublimit is \$250,000 or 10% of the covered portion of the loss whichever is less)
\$25,000	Fire Department Service Charge
\$10,000	Recharging of Fire Extinguishing Equipment
\$10,000	Arson Reward
\$5,000,000	Increased Cost of Construction - Enforcement of Ordinance or Law - (Sublimit is \$5,000,000 or 25% of loss, whichever is less)
\$500,000	Increased Cost of Construction - Cost Resulting From Unforeseen Delay - (Sublimit is \$500,000 or 25% of loss, whichever is less)



Special Districts Insurance Services

Property Coverage Declarations

\$500,000 Expenses for Restoration or Modification of Landscaping, Roadways, Paved Surfaces and Underground Utilities - (Sublimit is \$500,000 or 25% of loss, whichever is less)

Sublimits for Additional Coverages - Business Income and Extra Expense:

(Reference Section XI - Additional Coverages - Business Income and Extra Expense in the SDIS Property Coverage Document)

\$1,000,000 Business Income
\$1,000,000 Extra Expense
\$25,000 Enforcement of Order by Government Agency or Authority
\$25,000 Business Income from Dependent Property
\$100,000 Interruption of Utility Services
\$25,000 Inability to Discharge Outgoing Sewage

Sublimits for Coverage Extensions:

(Reference Section XII - Coverage Extensions in the SDIS Property Coverage Document)

\$2,000,000 Property in the Course of Construction. (If you have not complied with all of the notification requirements set forth in Section XII.A. within 90 days, the most the Trust will pay for property in the Course of Construction is \$500,000. If after 90 days you have not complied with all the notification requirements set forth in Section XII.A. then no coverage will be provided for property in the Course of Construction).

\$500,000 Newly Acquired or Constructed Property. (No coverage will be provided for newly acquired or constructed property unless you notify the Trust in writing no later than 90 days after the dates specified in section XII. A.)

\$25,000 Unscheduled Outdoor Property

\$250,000 Vandalism and Malicious Mischief to Tracks and Artificial Turf Fields

\$250,000 Property in Transit

\$250,000 Accounts Receivable

\$50,000 Property Damaged by Overflow of Sewers or Drains

\$100,000 Covered Leasehold Interest - (Sublimit is lesser of amount listed here, or an amount pro-rated based on time between the Loss and the earlier of: Lease Expiration; Re-occupancy of leased property; or lease of new property)

\$250,000 Valuable Papers and Records - (Sublimit is lesser of: Cost to research, replace, or restore the lost information; Actual Cash Value in blank state of paper, tape or other media if records are not actually researched, restored or replaced; or amount of sublimit listed here)

\$25,000 Property Damaged by Computer Virus

\$250,000 Miscellaneous Property Damaged by Specified Cause of Loss or Theft - (Sublimit lesser of: Appraised Value; Fair Market Value; or Sublimit listed here)

\$20,000,000 Property Damaged by an Act of Terrorism or Sabotage. The most the Trust will pay for Property Damaged by an Act of Terrorism or Sabotage is described in Section XII.K.9.



Special Districts Insurance Services
Property Coverage Declarations

Additional Sublimits and Deductibles (Per Occurrence):

Sublimits and Deductibles shown below, if any, are in addition to the sublimits shown above.

Locations Covered: Locations specifically listed on the Named Participant's Schedule of Property Values.

Perils Covered: Risks of Direct Physical Loss subject to the terms, conditions and exclusions of the current SDIS Property Coverage Document.

Deductibles: As indicated on the Schedule of Property Values on file with the Trust

Contribution: \$21,714.00

Forms Applicable: SDIS Property Coverage Document

This Declaration is made and is mutually accepted by the Trust and Named Participant subject to all provisions, stipulations, and agreements which are made a part of the SDIS Property Coverage Document. This Declaration represents only a brief summary of coverages.

Countersigned by: Frank Stratton
Special Districts Insurance Services

Wednesday, January 1, 2020



Special Districts Insurance Services
Property Coverage Document
Earth Movement Endorsement

Certificate Number: 35P34001-400

Named Participant:

Clackamas 800 Radio Group
11300 SE Fuller Rd
Milwaukie, OR 97222

Coverage Period: 1/1/2020 through 12/31/2020

Agent of Record:

WHA Insurance
2930 Chad Dr
Eugene, OR 97408

**THIS ENDORSEMENT MODIFIES AND AMENDS THE PROPERTY COVERAGE DOCUMENT
PLEASE READ IT CAREFULLY**

As consideration for an additional contribution paid by the **Named Participant**, in the amount of **\$2,691.00**, the **Property Coverage Document** is amended as follows:

Section **XII. Coverage Extensions**, is amended to add the following **Coverage Extension**:

L. Extension of Coverage for Property Damaged by Earth Movement

Subject to the additional conditions and limitations set forth below, we will indemnify you for direct physical loss or damage to **Covered Property** caused by or resulting from **earth movement** that occurs on premises listed on the Schedule of Property Values on file with the Trust.

1. This **Coverage Extension** is subject to per-occurrence deductibles as follows:

a. The deductible shall be no less than the greater of:

- (1)** \$5,000;
- (2)** two percent (2%) of the **actual cash value** of the **Covered Property** damaged by **earth movement** in a single **occurrence** on premises listed on the Schedule of Property Values on file with the Trust; or
- (3)** the Deductible stated in the Declarations.

b. The deductible shall be no more than the greater of:

- (1)** \$50,000; or
- (2)** the Deductible stated in the Declarations.

2. For the purposes of this **Coverage Extension** only, **earth movement** means:

- a.** sudden and accidental earthquake, seaquake, shock, tremor, landslide, submarine landslide, avalanche, subsidence, sinkhole collapse, mud flow, rock fall, **volcanic activity**, or any similar seismic activity, resulting in cracking, crumbling, lateral movement, rising, shifting, settling, sinking, or upheaval of **land**;
- b.** **flood** that would not have occurred but for tsunami caused by, resulting from, or arising out of **earth movement**, regardless of any other cause or event that contributes concurrently or in any sequence to such **flood**; and
- c.** **collapse** directly caused by **earth movement**.

3. **Earth movement** does not mean, and we will not indemnify you or anyone else for, damage caused by, resulting from, or consisting of:
 - a. Gradual cracking, crumbling, horizontal, lateral or vertical movement, rising, shifting, settling, sinking, or upheaval of **land**, occurring over a period of fourteen or more days, caused by, or arising out of artificial means or artificially created soil conditions, including contraction, corrosion, erosion, excessive or insufficient moisture, expansion, freezing, improperly compacted soil, insufficient fill, liquefaction, slope instability, slumping, subsidence, or thawing;
 - b. Gradual cracking, crumbling, horizontal, lateral or vertical movement, rising, shifting, settling, sinking, or upheaval of **land**, occurring over a period of fourteen or more days, caused by, or arising out of underground activity of animals, vegetation, or **water**; or
 - c. any **water movement** or **flood**, except for **flood** that would not have occurred but for tsunami caused by, resulting from, or arising out of **earth movement** as described in section **XII.L.2.** above.
4. All **earth movement** that occurs within a 72-hour period will constitute a single **occurrence**.
5. This **Coverage Extension** does not apply, and we will not indemnify you for any damage or loss caused by or resulting from **earth movement**, unless the damaged **Covered Property** is expressly identified on the Schedule of Property Values on file with the Trust as having coverage for **earth movement**.
6. This **Coverage Extension** does not apply, and we will not indemnify you for any damage or loss caused by or resulting from **earth movement**, unless the damage or loss occurs during the **Property Coverage Period**, and is discovered and reported to the Trust by you within one year of the ending date of the **Property Coverage Period**.
7. This **Coverage Extension** does not apply, and we will not indemnify you for any damage or loss caused by or resulting from **earth movement**, unless you notify us as soon as reasonably possible after the **earth movement** occurs and allow us to inspect the damaged **Covered Property** prior to making any repairs or replacing the damaged or destroyed **Covered Property**.
8. Indemnification under this **Coverage Extension** is subject to the following limits:
 - a. The most we will pay under this **Coverage Extension** for all damage or loss sustained by the **Named Participant** in any single **occurrence** is **\$10,000,000** ;
 - b. The most we will pay under this **Coverage Extension** for all damage or loss sustained by the **Named Participant** during the **Coverage Period**, is an **Annual Aggregate Loss Limit** of **\$10,000,000** ;
 - c. The **SDIS Per-Occurrence Aggregate Loss Limit**;
 - d. an **SDIS Annual Aggregate Loss Limit** of \$300,000,000 for all damage or loss caused by, resulting from, or arising out of either **earth movement**, **flood**, or both.



Special Districts Insurance Services
Property Coverage Document
Earth Movement Endorsement

9. Any amounts paid under this **Coverage Extension** are included in, subject to, and not in any event in addition to, the **Total Limit of Indemnification** stated in the Declarations.

This Endorsement only amends Section **XII. Coverage Extensions** of the **Property Coverage Document**, and does not modify, amend, waive or otherwise affect any of the other terms, conditions, limitations, exceptions, or exclusions of the **Property Coverage Document**.

Countersigned by: _____


Special Districts Insurance Services

Wednesday, January 1, 2020



Special Districts Insurance Services
Equipment Breakdown Protection Coverage Certificate
Insured by Continental Casualty Company (CNA)

Certificate Number: 35P34001-400

Coverage Period: 1/1/2020 through 12/31/2020

Named Participant:

Clackamas 800 Radio Group
11300 SE Fuller Rd
Milwaukie, OR 97222

Agent of Record:

WHA Insurance
2930 Chad Dr
Eugene, OR 97408

Covered Equipment	"Covered Equipment" as defined in the Coverage Form, located at Covered Property listed and specifically described on the Schedule of Property Values on file with the Trust (SDIS).	
Limit of Insurance	\$23,615,500	The most we will pay for any and all coverages for loss or damage from any "One Breakdown."
Sub Limits	\$1,000,000	Business Income/Extra Expense (excludes any Named Participant generating electrical power for which a survey has not been completed and accepted by CNA)
	365 Days	Ordinary Payroll
	\$1,000,000 - (Indirect - Business Income) \$250,000 - (Direct - Spoilage Damage)	Utility Interruption
	\$1,000,000	Contingent Business Income/Extra Expense
	\$1,000,000	Spoilage Damage
	\$10,000,000	Expediting Expense
	\$1,000,000	Ammonia Contamination
	\$1,000,000	Water Damage
	\$1,000,000	Hazardous Substances
	\$15,000 / 30 days	Fungus, Wet and Dry Rot
	\$1,000,000	Media and Data
	\$1,000,000	Green Upgrades
	\$2,500,000	Ordinance or Law: Demolition and Increased Cost of Construction for Undamaged Portion of Building
	120 Days - No Sublimit	Newly Acquired Locations
	Included	Brands and Labels
	Included	CFC Refrigerant
	Included	Computer Equipment
Deductibles	\$1,000	Direct Damage Deductible from any "One Breakdown" - <u>Except as follows:</u>
	Transformers and Secondary Miscellaneous Electrical Apparatus (MEA)	\$10/KVA - \$10,000 minimum
	Internal Combustion Engines, Generator Units and Turbines	\$30/KVA - \$10,000 minimum
	Spoilage Damage/Ammonia Contamination	\$10,000 Combined
	24 Hours - Except 30 days for locations with power generation	Business Income/Extra Expense
	Utility Interruption	24 Hours with a 24 Hour Waiting Period - Indirect
		\$5,000 - Direct
Locations	Per Special Districts Insurance Services (SDIS) Covered Property listed and specifically described on the Schedule of Property Values on file with the Trust (SDIS).	

Contribution: \$5,951.00

This Certificate represents only a brief summary of coverages. Please refer to the Continental Casualty Company Equipment Breakdown Protection Coverage Form for detailed coverages, exclusions, and conditions that may apply.

Countersigned by: Frank Shattuck
Special Districts Insurance Services

Wednesday, January 1, 2020



Special Districts Insurance Services
Comprehensive Crime Policy Certificate



Insured by the Travelers Casualty and Surety Company of America

Certificate Number: 35P34001-400

Coverage Period: 1/1/2020 through 12/31/2020

Named Participant:

Clackamas 800 Radio Group
11300 SE Fuller Rd
Milwaukie, OR 97222

Agent of Record:

WHA Insurance
2930 Chad Dr
Eugene, OR 97408

This Certificate of Insurance is a coverage description intended to provide important information about the protection available to the the referenced Insured under the Crime Master Policy (the "Master Policy"). Keep this coverage description for your records. This coverage description is not an insurance policy and does not amend, extend or alter coverage afforded by the Master Policy described herein. The insurance afforded by the Master Policy as described herein is subject to all the terms, exclusions and conditions of such Master Policy. The period is specified in the Master Policy.

The Master Policy has been issued to: Special Districts Insurance Services Trust - see attached Schedule of Named Insured's listed per spreadsheet List of Special Districts Members, Scheduled Limits and Retentions. Address: 727 Center Street NE, Salem, Oregon, 97301. Policy Number: 105870359 Underwritten by: Travelers Casualty and Surety Company of America, Hartford, CT 06183 ("Travelers") to provide insurance to an Insured for as described in this Certificate.

<u>For Any One Loss:</u>	<u>Limit:</u>	<u>Retention:</u>
A1. Employee Theft - Per Loss Includes Faithful Performance of Duty, same limit as A1, CRI-7126 Non-Compensated Officers, Directors-includes Volunteer Workers as employees, Deletion of Bonded Employee and Treasurer/ Tax Collectors Exclusion - CRI-19044	\$100,000	\$1,000
A2. ERISA Fidelity - same limit as A.1 (CRI-19044)	\$100,000	\$1,000
B. Forgery or Alteration	\$100,000	\$1,000
C. On Premises	\$100,000	\$1,000
D. In Transit	\$100,000	\$1,000
E. Money Order Counterfiet Currency	\$100,000	\$1,000
F1. Computer Fraud	\$100,000	\$1,000
F2. Computer Restoration - same limit as A1 or maximum limit of \$100,000	\$100,000	\$1,000
G. Funds Transfer Fraud	\$100,000	\$1,000
H1. Personal Accounts Forgery or Alteration - same limit as A.	\$100,000	\$1,000

General Information:

Should you have any questions regarding the Master Policy or wish to view a complete copy of the Master Policy, please call Special Districts Insurance Services for general information at 1-800-285-5461



Special Districts Insurance Services
Comprehensive Crime Policy Certificate



Insured by the Travelers Casualty and Surety Company of America

H2. Identity Fraud Expense Reimbursement - same limit as A1 or maximum of \$25,000	\$25,000	\$0
CRI-19070 Social Engineering Fraud	\$100,000	\$1,000
I. Claims Expense \$5,000	\$5,000	\$0
CRI-7072 Third Party Entity Funds Coverage	Not Covered	Not Covered
	<u>Contribution:</u>	\$495

Claim Filing and General Information including a complete copy of the Master Policy:

Special Districts Association of Oregon
PO Box 23879
Tigard, OR
Phone: 800-305-1736

Our claims staff will then coordinate and submit the official claim to:

Travelers Casualty and Surety Company of America
Bond and Specialty Insurance Claim Department
Cindy Bruder, 6060 S. Willow Drive, Greenwood Village, CO 80111
Phone: 720-200-8476 Email: BFPCLAIMS@travelers.com

General Information:

Should you have any questions regarding the Master Policy or wish to view a complete copy of the Master Policy, please call Special Districts Insurance Services for general information at 1-800-285-5461

Schedule of Property Values - Section 1
Building, Other Structures and Scheduled Outdoor Property

Premises: Barton**Structure:** Tower/Shelter/Generator/Antenna**Coverage Class:** Scheduled Outdoor Property

	34001P100860W	Const. Class	NONCOMBUSTIBLE	YR. Built	2019	% Sprinkler	0	Flood Cov.	No	Flood Zone **		Structure Value	\$572,000
17167 S Harding Rd		Prot. Class	5	# Stories	0	Fire Alm.	Yes	Quake Cov.	Yes	Effective Date	1/1/2020	Personal Property Value	\$550,000
City	Oregon City	Zip	97045	Valuation	Replacement	SQF.		Security Alm	Yes	Vacant (Y/N)	No	Deductible	\$500
Appraiser		Date		Appraisal Rpt Code:		Comment		Contribution	\$1,021	Total Value	\$1,122,000		
Premises Total:										Contribution	\$1,021	Total Value	\$1,122,000

Premises: Brightwood Tower**Structure:** Tower/Shelter/Generator/Antenna**Coverage Class:** Scheduled Outdoor Property

14-01	34001P7728W	Const. Class	FRAME	YR. Built	2006	% Sprinkler	0	Flood Cov.	No	Flood Zone **		Structure Value	\$420,300
62150 East Road 2503		Prot. Class	5	# Stories	0	Fire Alm.	Yes	Quake Cov.	Yes	Effective Date	1/1/2020	Personal Property Value	\$550,000
City	Brightwood	Zip	97011	Valuation	Replacement	SQF.	384	Security Alm	Yes	Vacant (Y/N)	No	Deductible	\$500
Appraiser	CBIZ	Date	12/4/2018	Appraisal Rpt Code:	12-01	Comment		Contribution	\$911	Total Value	\$970,300		
Premises Total:										Contribution	\$911	Total Value	\$970,300

Premises: C COM**Structure:** Tower/Shelter/Generator/Antenna**Coverage Class:** Scheduled Outdoor Property

02-01	34001P5536	Const. Class	JOISTED MASONRY	YR. Built	2002	% Sprinkler	0	Flood Cov.	No	Flood Zone **	C	Structure Value	\$262,600
2200 Kaen Road		Prot. Class	5	# Stories	1	Fire Alm.	Yes	Quake Cov.	Yes	Effective Date	1/1/2020	Personal Property Value	\$5,800,000
City	Oregon City	Zip	97045	Valuation	Replacement	SQF.	300	Security Alm	Yes	Vacant (Y/N)	No	Deductible	\$500
Appraiser	CBIZ	Date	12/4/2018	Appraisal Rpt Code:	04-01	Comment		Contribution	\$5,609	Total Value	\$6,062,600		
Premises Total:										Contribution	\$5,609	Total Value	\$6,062,600

Schedule of Property Values - Section 1
Building, Other Structures and Scheduled Outdoor Property

Premises: Canby
Structure: Tower/Shelter/Generator/Antenna

Coverage Class: Scheduled Outdoor Property

18-01	34001P83099W	Const. Class	NONCOMBUSTIBLE	YR. Built	2018	% Sprinkler	0	Flood Cov.	No	Flood Zone **		Structure Value	\$412,100
202 S Walnut Street		Prot. Class	5	# Stories	1	Fire Alm.	Yes	Quake Cov.	Yes	Effective Date	1/1/2020	Personal Property Value	\$550,000
City	Canby	Zip	97013	Valuation	Replacement	SQF.	288	Security Alm	Yes	Vacant (Y/N)	No	Deductible	\$500
Appraiser	CBIZ	Date	12/4/2018	Appraisal Rpt Code:	17-01	Comment		Contribution	\$876	Total Value	\$962,100		

Premises Total:	Contribution	\$876	Total Value	\$962,100
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Premises: City of Lake Oswego
Structure: City of Lake Oswego LOCOM

Coverage Class: Scheduled Outdoor Property

08-01	34001P5542	Const. Class	FRAME	YR. Built	2002	% Sprinkler	0	Flood Cov.	No	Flood Zone **		Structure Value	\$135,500
351 First Street		Prot. Class	5	# Stories	0	Fire Alm.	Yes	Quake Cov.	Yes	Effective Date	1/1/2020	Personal Property Value	\$800,000
City	Maupin	Zip	97037	Valuation	Replacement	SQF.		Security Alm	Yes	Vacant (Y/N)	No	Deductible	\$500
Appraiser	CBIZ	Date	12/4/2018	Appraisal Rpt Code:	08-01	Comment		Contribution	\$879	Total Value	\$935,500		

Premises Total:	Contribution	\$879	Total Value	\$935,500
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Premises: Crutcher Bench
Structure: Tower/Shelter/Generator/

Coverage Class: Scheduled Outdoor Property

	34001P100861W	Const. Class	NONCOMBUSTIBLE	YR. Built	2019	% Sprinkler	0	Flood Cov.	No	Flood Zone **		Structure Value	\$572,000
21055 E Briarwood Rd		Prot. Class	5	# Stories	1	Fire Alm.	Yes	Quake Cov.	Yes	Effective Date	1/1/2020	Personal Property Value	\$550,000
City	Rhododendron	Zip	97049	Valuation	Replacement	SQF.	288	Security Alm	Yes	Vacant (Y/N)	No	Deductible	\$500
Appraiser		Date		Appraisal Rpt Code:		Comment		Contribution	\$1,021	Total Value	\$1,122,000		

Premises Total:	Contribution	\$1,021	Total Value	\$1,122,000
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Schedule of Property Values - Section 1
Building, Other Structures and Scheduled Outdoor Property

Premises: Damascus**Structure:** Tower/Shelter/Generator/Antenna**Coverage Class:** Scheduled Outdoor Property

19-01	34001P83101W	Const. Class	NONCOMBUSTIBLE	YR. Built	2018	% Sprinkler	0	Flood Cov.	No	Flood Zone **		Structure Value	\$412,100
9350 SE Wooded Hill Ct		Prot. Class	5	# Stories	1	Fire Alm.	Yes	Quake Cov.	Yes	Effective Date	1/1/2020	Personal Property Value	\$550,000
City	Damascus	Zip	97089	Valuation	Replacement	SQF.	288	Security Alm	Yes	Vacant (Y/N)	No	Deductible	\$500
Appraiser	CBIZ	Date	12/4/2018	Appraisal Rpt Code:	16-01	Comment		Contribution	\$876	Total Value	\$962,100		

Premises Total:	Contribution	\$876	Total Value	\$962,100
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Premises: Dayhill**Structure:** Tower/Shelter/Generator/Antenna**Coverage Class:** Scheduled Outdoor Property

17-01	34001P10638W	Const. Class	NONCOMBUSTIBLE	YR. Built	2016	% Sprinkler	0	Flood Cov.	No	Flood Zone **		Structure Value	\$405,200
23151 S Dayhill Rod		Prot. Class	5	# Stories	1	Fire Alm.	Yes	Quake Cov.	Yes	Effective Date	1/1/2020	Personal Property Value	\$550,000
City	Estacada	Zip	97023	Valuation	Replacement	SQF.	300	Security Alm	Yes	Vacant (Y/N)	No	Deductible	\$500
Appraiser	CBIZ	Date	12/4/2018	Appraisal Rpt Code:	05-01	Comment		Contribution	\$869	Total Value	\$955,200		

Premises Total:	Contribution	\$869	Total Value	\$955,200
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Premises: Lenhart Butte Tower**Structure:** Tower/Shelter/Generator/Antenna**Coverage Class:** Scheduled Outdoor Property

13-01	34001P7724W	Const. Class	NONCOMBUSTIBLE	YR. Built	2006	% Sprinkler	0	Flood Cov.	No	Flood Zone **		Structure Value	\$405,200
48230 SE Linhart Butte Road		Prot. Class	5	# Stories	1	Fire Alm.	Yes	Quake Cov.	Yes	Effective Date	1/1/2020	Personal Property Value	\$550,000
City	Sandy	Zip	97055	Valuation	Replacement	SQF.	384	Security Alm	Yes	Vacant (Y/N)	No	Deductible	\$500
Appraiser	CBIZ	Date	12/4/2018	Appraisal Rpt Code:	13-01	Comment		Contribution	\$869	Total Value	\$955,200		

Premises Total:	Contribution	\$869	Total Value	\$955,200
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Schedule of Property Values - Section 1
Building, Other Structures and Scheduled Outdoor Property

Premises: Mountain View**Structure:** Tower/Shelter/Generator/Antenna**Coverage Class:** Scheduled Outdoor Property

03-01	34001P5537	Const. Class	JOISTED MASONRY	YR. Built	2002	% Sprinkler	0	Flood Cov.	No	Flood Zone **	C	Structure Value	\$390,500
415 Mountain View Street		Prot. Class	5	# Stories	1	Fire Alm.	Yes	Quake Cov.	Yes	Effective Date	1/1/2020	Personal Property Value	\$550,000
City	Oregon City	Zip	97045	Valuation	Replacement	SQF.	300	Security Alm	Yes	Vacant (Y/N)	No	Deductible	\$500
Appraiser	CBIZ	Date	12/4/2018	Appraisal Rpt Code:	10-01	Comment		Contribution	\$870	Total Value	\$940,500		

Premises Total:	Contribution	\$870	Total Value	\$940,500
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Premises: Mt. Scott Tower**Structure:** Tower/Shelter Generator/Antenna**Coverage Class:** Scheduled Outdoor Property

06-01	34001P5540	Const. Class	FIRE RESISTIVE	YR. Built	2002	% Sprinkler	0	Flood Cov.	No	Flood Zone **	C	Structure Value	\$390,500
10999 Ridgewar Drive		Prot. Class	5	# Stories	1	Fire Alm.	Yes	Quake Cov.	Yes	Effective Date	1/1/2020	Personal Property Value	\$550,000
City	Salem	Zip	97301	Valuation	Replacement	SQF.	300	Security Alm	Yes	Vacant (Y/N)	No	Deductible	\$500
Appraiser	CBIZ	Date	12/4/2018	Appraisal Rpt Code:	01-01	Comment		Contribution	\$815	Total Value	\$940,500		

Premises Total:	Contribution	\$815	Total Value	\$940,500
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Premises: Pete's Mountain**Structure:** Tower/Shelter/Generator/Antenna**Coverage Class:** Scheduled Outdoor Property

04-01	34001P5538	Const. Class	JOISTED MASONRY	YR. Built	2002	% Sprinkler	0	Flood Cov.	No	Flood Zone **	C	Structure Value	\$390,500
1775 Schaeffer Road		Prot. Class	5	# Stories	1	Fire Alm.	Yes	Quake Cov.	Yes	Effective Date	1/1/2020	Personal Property Value	\$550,000
City	West Linn	Zip	97068	Valuation	Replacement	SQF.	300	Security Alm	Yes	Vacant (Y/N)	No	Deductible	\$500
Appraiser	CBIZ	Date	12/4/2018	Appraisal Rpt Code:	02-01	Comment		Contribution	\$870	Total Value	\$940,500		

Premises Total:	Contribution	\$870	Total Value	\$940,500
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Schedule of Property Values - Section 1
Building, Other Structures and Scheduled Outdoor Property

Premises: Polehn Road Tower
Structure: Tower/Shelter/Generator/Antenna

Coverage Class: Scheduled Outdoor Property

10-01		34001P5544		Const. Class	JOISTED MASONRY	YR. Built	2002	% Sprinkler	0	Flood Cov.	No	Flood Zone **	C	Structure Value	\$390,500
20062 S Redland Road				Prot. Class	5	# Stories	1	Fire Alm.	Yes	Quake Cov.	Yes	Effective Date	1/1/2020		
City	Oregon City	Zip	97045	Valuation	Replacement	SQF.	300	Security Alm	Yes	Vacant (Y/N)	No	Deductible	\$500	Personal Property Value	\$550,000
Appraiser	CBIZ	Date	12/4/2018	Appraisal Rpt Code:	03-01	Comment						Contribution	\$870	Total Value	\$940,500

Premises Total:	Contribution	\$870	Total Value	\$940,500
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Premises: Polivka Tower
Structure: Tower/Shelter/Generator/Antenna

Coverage Class: Scheduled Outdoor Property

09-01		34001P5543		Const. Class	JOISTED MASONRY	YR. Built	2002	% Sprinkler	0	Flood Cov.	No	Flood Zone **	C	Structure Value	\$390,500	
26230 Wally Road				Prot. Class	5	# Stories	1	Fire Alm.	Yes	Quake Cov.	Yes	Effective Date	1/1/2020			
City	Boring	Zip	97009	Valuation	Replacement	SQF.	300	Security Alm	Yes	Vacant (Y/N)	No	Deductible	\$500	Personal Property Value	\$550,000	
Appraiser	CBIZ	Date	12/4/2018	Appraisal Rpt Code:	06-01	Comment							Contribution	\$870	Total Value	\$940,500

Premises Total:	Contribution	\$870	Total Value	\$940,500
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Premises: Sandy
Structure: Tower/Shelter/Generator/Antenna

Coverage Class: Scheduled Outdoor Property

20-01		34001P83103W		Const. Class	NONCOMBUSTIBLE	YR. Built	2018	% Sprinkler	0	Flood Cov.	No	Flood Zone **			
16960 SE Bluff Rd				Prot. Class	5	# Stories	1	Fire Alm.	Yes	Quake Cov.	Yes	Effective Date	1/1/2020	Structure Value	\$412,100
City	Sandy	Zip	97055	Valuation	Replacement	SQF.	288	Security Alm	Yes	Vacant (Y/N)	No	Deductible	\$500	Personal Property Value	\$550,000
Appraiser	CBIZ	Date	12/4/2018	Appraisal Rpt Code:	15-01	Comment						Contribution	\$876	Total Value	\$962,100

Premises Total:	Contribution	\$876	Total Value	\$962,100
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Schedule of Property Values - Section 1
Building, Other Structures and Scheduled Outdoor Property

Premises: Sawtell**Structure:** Tower/Shelter/Generator/Antenna**Coverage Class:** Scheduled Outdoor Property

16-01	34001P10637W	Const. Class	NONCOMBUSTIBLE	YR. Built	2016	% Sprinkler	0	Flood Cov.	No	Flood Zone **		Structure Value	\$390,500
36715 SW Sawtell Road		Prot. Class	5	# Stories	1	Fire Alm.	Yes	Quake Cov.	Yes	Effective Date	1/1/2020	Personal Property Value	\$550,000
City	Molalla	Zip	97038	Valuation	Replacement	SQF.	300	Security Alm	Yes	Vacant (Y/N)	No	Deductible	\$500
Appraiser	CBIZ	Date	12/4/2018	Appraisal Rpt Code:	09-01	Comment		Contribution	\$856	Total Value	\$940,500		

Premises Total:	Contribution	\$856	Total Value	\$940,500
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Premises: Timberline Road**Structure:** Tower/Shelter/Generator/Antenna**Coverage Class:** Scheduled Outdoor Property

15-01	34001P10075W	Const. Class	FRAME	YR. Built	2013	% Sprinkler	0	Flood Cov.	No	Flood Zone **		Structure Value	\$452,900
27500 Timberline Road		Prot. Class	5	# Stories	2	Fire Alm.	Yes	Quake Cov.	Yes	Effective Date	1/1/2020	Personal Property Value	\$572,000
City	Portland	Zip	97208	Valuation	Replacement	SQF.	384	Security Alm	Yes	Vacant (Y/N)	No	Deductible	\$500
Appraiser	CBIZ	Date	12/4/2018	Appraisal Rpt Code:	07-01	Comment		Contribution	\$963	Total Value	\$1,024,900		

Premises Total:	Contribution	\$963	Total Value	\$1,024,900
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Premises: View Acre Tower**Structure:** Tower/Shelter/Generator/Antenna**Coverage Class:** Scheduled Outdoor Property

07-01	34001P5541	Const. Class	JOISTED MASONRY	YR. Built	2002	% Sprinkler	0	Flood Cov.	No	Flood Zone **	C	Structure Value	\$390,500
4410 SE View Acres		Prot. Class	5	# Stories	1	Fire Alm.	Yes	Quake Cov.	Yes	Effective Date	1/1/2020	Personal Property Value	\$550,000
City	Milwaukie	Zip	97267	Valuation	Replacement	SQF.	300	Security Alm	Yes	Vacant (Y/N)	No	Deductible	\$500
Appraiser	CBIZ	Date	12/4/2018	Appraisal Rpt Code:	11-01	Comment		Contribution	\$870	Total Value	\$940,500		

Premises Total:	Contribution	\$870	Total Value	\$940,500
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Schedule of Property Values - Section 1
Building, Other Structures and Scheduled Outdoor Property

Premises: Willamette Industries Tower
Structure: Tower/Shelter/Generator/Antenna

Coverage Class: Scheduled Outdoor Property

11-01		34001P5545		Const. Class	JOISTED MASONRY	YR. Built	2002	% Sprinkler	0	Flood Cov.	No	Flood Zone **	D	Structure Value	\$448,000
T55R2E Sec 7 Lots 3900 & 4000				Prot. Class	5	# Stories	1	Fire Alm.	Yes	Quake Cov.	Yes	Effective Date	1/1/2020		
City	Oregon City	Zip	97045	Valuation	Replacement	SQF.	300	Security Alm	Yes	Vacant (Y/N)	No	Deductible	\$500	Personal Property Value	\$550,000
Appraiser	CBIZ	Date	12/4/2018	Appraisal Rpt Code:	14-01	Comment						Contribution	\$923	Total Value	\$998,000

Premises Total:	Contribution	\$923	Total Value	\$998,000
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** Flood Zones: The flood zone shown on the Schedule of Property Values is an estimate, either provided by the member, the insurance agent, or an independent appraiser. It is not a guarantee that the location is or is not in federally designated Special Flood Hazard Area (SFHA). In the event of a covered claim under this Supplemental Coverage, a determination on the flood zone will be made based on a review of Federal Emergency Management Agency flood maps, not by the estimated flood zone indicated on this Schedule of Property Values. If there is any question that a location is in a Special Flood Hazard Area, then make sure you obtain NFIP coverage for the location.

Total Building, Other Structure and Scheduled Outdoor Property Value	\$7,643,500
Total Personal Property Value	\$15,972,000
Total Value	\$23,615,500
Total Contribution	\$21,714

Construction Class Options

Fire Resistive	Noncombustible
Modified Fire Resistive	Joisted Masonry
Masonry Noncombustible	Frame

Valuation Options

Actual Cash Value
Replacement Cost
Stated Value

Protection Class

Fire Protection Class is determined by the level of fire protection in your area. Your local fire department should be able to tell you which Protection Class your property is in.

Clackamas 800 Radio Group

Agent: WHA Insurance

Special Districts Insurance Services

Policy Year: 1/1/2020 to 12/31/2020

General Liability Schedule

Per Occurrence Deductible: \$0.00

Code	Description	Unit	Amount	Effective	Expiration	Contribution
				Date	Date	
340150	2018-2019 Budgeted Personal Services *	Dollars	0	1/1/2020	12/31/2020	\$0
340160	2018-2019 Budgeted Materials and Supplies *	Dollars	1,404,060	1/1/2020	12/31/2020	\$5,937
340170	2018-2019 Budgeted Contingencies *	Dollars	75,000	1/1/2020	12/31/2020	\$0
340180	Number of Employees	Each	0	1/1/2020	12/31/2020	\$0
340190	Number of Volunteers	Each	0	1/1/2020	12/31/2020	\$0
340192	Number of Board Members	Each	18	1/1/2020	12/31/2020	\$0
340200	District Size	Sq Miles	1,883	1/1/2020	12/31/2020	\$0
340210	Population Served	Each	390,000	1/1/2020	12/31/2020	\$0
34100	Number of Drones (UAVs) Owned or Operated	Each	0	1/1/2020	12/31/2020	\$0
34106	Annual Calls	Each	0	1/1/2020	12/31/2020	\$0
34215	Buildings & Premises - Occupied by District	Sqf	7,856	1/1/2020	12/31/2020	\$0
34900	Dollars Paid For Services	Dollars	1,404,060	1/1/2020	12/31/2020	\$0
34997	Events/Fundraisers - No Alcohol Served	Days	0	1/1/2020	12/31/2020	\$0
34998	Events/Fundraisers - Alcohol Served	Days	0	1/1/2020	12/31/2020	\$0
						\$5,937

Special Districts Insurance Services - Policy Year 2019-2020 Comparison Report

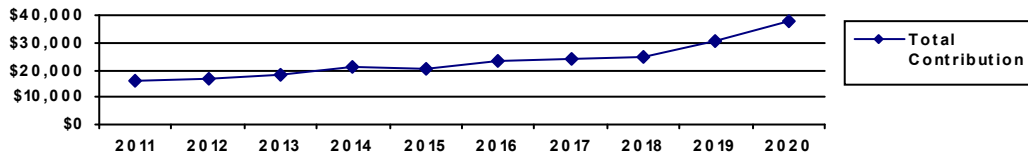
Clackamas 800 Radio Group

WHA Insurance

The following comparison shows the difference in contributions from the 2019 policy year to the 2020 policy year renewal. The following summary shows the amounts and percentages that have changed from 2019 to 2020. This summary is intended only to give you a general idea of the rating components that influence contributions.

Coverage	Annualized 2019 Contribution	2020 Contribution after rate and best practices changes	Change after rate and best practices changes	% change after rate and best practices changes	Change in Exposures	2020 Contribution after exposure, and all other changes	Total contribution change	Total % contribution change
General Liability	\$5,941	\$5,638	(\$303)	-5.10%	See Below	\$6,769	\$828	13.94%
Auto Liability	\$0	\$0	\$0	0.00%	0	\$0	\$0	0.00%
Non-Owned Auto Liability	\$150	\$175	\$25	16.67%		\$175	\$25	16.67%
Auto Physical Damage	\$0	\$0	\$0	0.00%	\$0	\$0	\$0	0.00%
Non-Owned APD	\$110	\$137	\$27	24.55%		\$137	\$27	24.55%
Property	\$19,073	\$18,114	(\$959)	-5.03%	\$2,676,426	\$21,714	\$2,641	13.85%
Earthquake	\$2,563	\$2,691	\$128	5.00%	\$2,676,426	\$2,691	\$128	4.99%
Flood	\$0	\$0	\$0	0.00%	\$2,676,426	\$0	\$0	0.00%
Total	\$27,837	\$26,755	(\$1,082)	-3.89%		\$31,486	\$3,649	13.11%
Pass Through Coverages								
Boiler and Machinery	\$5,277				\$2,676,426	\$5,951	\$674	12.77%
Crime	\$473					\$495	\$22	4.65%
Total	\$5,750					\$6,446	\$696	12.10%
TOTAL ALL LINES	\$33,587					\$37,932	\$4,345	12.94%

10-Year Annual Contribution History



	Amount:	% of Contribution:
Longevity Credit:	\$1,759	4.64%
See Longevity Credit Memo for details		

General Liability Exposure Comparison

Description	Last Year	Current year	Difference
Events/Fundraisers - Alcohol Served	0	0	0
2018-2019 Budgeted Materials and Supplies *	1,265,241	1,404,060	138,819
2018-2019 Budgeted Personal Services *	0	0	0

* Auto Liability Exposure = Number of Autos
 Auto Physical Damage Exposure = Total Insured Automobile Values
 Property Exposure = Total Insured Property Values
 Excess Liability = Materials and Supplies + Personal Services
 Boiler and Machinery = Total Insured Property Values

Loss Ratio	Best Practices
2015-2019 Loss Ratio: 0.00%	% Credit
	2019 8.00%
	2020 8.00%