

CLACKAMAS C800 RADIO GROUP

BOARD OF DIRECTORS MEETING AGENDA

December 21, 2016 / 10:30AM

Meeting to be held at: CCOM - EOC 2200 Kaen Rd Oregon City, OR

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

1. Call the Board of Directors to Order - Chair Chief Fred Charlton
2. Roll Call of Partners: (17/9)

a. City of Canby	g. City of Sandy	m. Molalla Fire District
b. City of Gladstone	h. City of West Linn	n. Sandy Fire District
c. City of Lake Oswego	i. Boring Fire District	o. Tualatin Valley Fire & Rescue
d. City of Milwaukie	j. Canby Fire District	p. Clackamas County Sheriff
e. City of Molalla	k. Clackamas County Fire District #1	q. Clackamas County Health
f. City of Oregon City	l. Estacada Fire District	
3. *Approval of Minutes of: November 9, 2016 Board Meeting
4. Public Comment
5. Communications
6. Financial Report / FY 2015/2016 Audit - John Hartsock
7. Committee Reports
 - a. Executive Committee - Fred Charlton
 - b. Technical - John Hartsock
8. Old Business: (* Action Item)
 - a. System Management: Ron Polluconi
 - b. Expansion of East County System - Molalla - Ron Polluconi / John Hartsock
 - c. System Upgrade/Replacement
 - i. Microwave Upgrade Status - Ron Polluconi
 - ii. Project procurement strategy - John Hartsock
 - iii. Project Status - John Hartsock / Ken Seymour
 - d. Colton Fire Partnership Status
9. New Business: (* Action Item)
 - a. *Confirmation of Clackamas County IGA Approval Vote
 - b. *Approval of C800 Purchasing Rules Revision - John Hartsock
 - c. Broadband Amplifiers for In Building Coverage - John Hartsock / Ron Polluconi
 - d. Public Meeting for the Revised 2016/2017 Budget - Chief Charlton
 - e. *Approval of the 2016/2017 Revised Budget - John Hartsock
 - f. 2017 Board Meeting Calendar
 - g. **Next Board Meeting January 11, 2017 10:30A @ CCOM - EOC**
10. Open Agenda
11. Adjournment

CLACKAMAS C800 RADIO GROUP

Board of Directors Meeting

Meeting Minutes of the November 9, 2016 Board Meeting

Location: CCOM/EOC - 22200 Kaen Rd, Oregon City, OR

1. **C800 Board Meeting Called to Order:** The C800 Board of Directors meeting was called to order at 10:32 am by Chair Chief Fred Charlton. The following were in attendance:

City of Canby / Chief Jim Davis (proxy)
City of Lake Oswego / Leslie Taylor, Capt
Dale Jorgenson / Scott Thran
City of Milwaukie / Chief Steve Bartol
City of Molalla / Chief Rod Lucich (phone)
City of Oregon City / Chief Jim Band
Boring Fire / Deputy Chief Ryan Hari
Canby Fire / Chief Jim Davis
Clackamas Fire / Chief Fred Charlton
Estacada Fire / Chief Bob Morrissey

Molalla Fire / Chief Bob Morrissey (proxy)
Sandy Fire / Chief Phil Schneider
TVF&R / Ass't Chief Mark Havener (phone)
CCSO / Capt. James Rhodes
Clackamas County / Laurel Butman
CCOM / Bob Cozzie / Mark Spross
CCFD #1 / AA Amanda Neelands
Dave Karnes / Attny Skyland Neighbors
John Hartsock / Staff

2. **Approval of Minutes – October 12, 2016 Board Meeting:** A motion was made by James Rhodes to approve the minutes and seconded by Jim Davis. A unanimous vote was cast to approve the minutes.
3. **Public Comment:** None
4. **Communications:** None
5. **Financial Report – John Hartsock:** Financial report was included in the packet. We are tracking on budget and there are no concerns. There will be a revised budget in December to include the bond proceeds and expenditures.
6. **Committee Reports:**
 - a. Executive Committee – Fred Charlton - The Executive Committee did not meet. We received communications from John to the Executive Committee.
 - b. Technical – John Hartsock - The group met after our last meeting to discuss the design issues of the system upgrade and issues to finish the microwave project.
7. **Old Business:**
 - a. System Management – John Hartsock
 - i. Ron Polluconi had to attend a TAC meeting at WCCCA this morning. He advised that the techs are primarily doing preventative maintenance and working on system design issues. Also, trying to focus on getting the Sawtell equipment up and running by December.
 - b. Expansion of East County System –Molalla – John Hartsock
 - i. Nothing new to report.

c. System Upgrade/Replacement – John Hartsock

i. Microwave Upgrade Status

1. We are waiting for final acceptance by the vendor to go through all the systems. All the physical work is done.

ii. Project procurement strategy

1. We are waiting to see what approach Washington County is going to take and we should know in a few weeks, with the plan of bringing it to the C800 Board in December.

iii. Status of Clackamas County IGA / Bond Sale

1. Laurel had the privilege of pushing the button on the bond bid. There were 11 non-taxable and 6 taxable bidders. The interest rates were very favorable at 2.1% nontaxable and 1.2% on taxable.
2. It was oversubscribed by about \$6 million. There will need to be a decision about where the oversubscribed funds should be spent. The work session for the IGA will be held November 29th and the meeting with the County will be December 8th. We have at least a year to talk about what to do with the additional funds.
3. See draft IGA handout. Please provide any feedback to the Executive Committee before we meet on the 29th so we can create a list of enhancements.

iv. Site Acquisition Status

1. Moving along nicely. For the Canby site, we had a very congenial public meeting with two members of the public. We doubt there will be any opposition when we take it to the land use hearing.
2. Sandy will not require land use. All we have to do is apply for a permit.
3. Wilsonville, we will be doing the public meeting in early December and it may pose a few more challenges due to the fact that the site is located in Washington County.
4. We are working on the Damascus acquisition and waiting for the person who purchased the property to close escrow so we can enter into a lease with them.
5. Lastly, besides the BLM, Forest Service sites and the Carver site we have all of our sites.

d. Colton Fire – John Hartsock

- i. Sent the latest agreement, just waiting to hear back.

e. Portland Digital Conversion:

- i. Portland radio shop has been good about getting subscriber upgrades for those agencies that need them. Hopefully we won't need them but they are available.
- ii. Yesterday's SIEC meeting City of Portland advised:
 - a. Transition from analog, having a hard time getting people to switch.

- b. They have had success utilizing a retired police officer and firefighter go around to talk about the system switch and what to expect.

8. New Business:

- a. Project Management Contract Award – John Hartsock
 - i. We issued a request for proposal and received proposals from four firms in the Portland marketplace. After review of the proposals it was narrowed down to two firms by the evaluation team. We conducted in person interviews with the two firms and decided on 3DB Consulting as the best option based on their background, cost, etc.
 - ii. Discussion followed.
 - iii. A motion was made to approve by Leslie Taylor and seconded by Bob Morrissey. A unanimous vote was cast to approve the Project Management Contract Award to 3DB Consulting.

b. Next Board Meeting – December 21, 2016 at CCOM/EOC

9. Open Agenda:

- a. Leslie Taylor -
 - i. Q: Are we able to be reimbursed for radio procurement? A: Yes, it will be approximately \$2700 per radio per the committee work last year .
 - ii. Q: What about finding a vendor and vendor pricing? A: Once we have entered a contract with a company for the system then the subscriber number will come down. The sooner everyone has the P25 phase II / TDMA radios the better. We need to conclude about the time frame but generally by June 2018 or earlier.
 - iii. Q: What is the status of the Citizen's Oversight Committee? A: We still need a law enforcement representative. I will send out invitations in the coming week.
 - iv. Please add an agenda item for next month's meeting on in building repeaters (BDA's).
- b. Bob Morrissey: Amendment to October minutes: add Rich Anderson attending for Colton Fire District.

11. Adjournment: Meeting was adjourned at 11:03 am by Chair Chief Fred Charlton.

Clackamas 800 Radio Group

Profit & Loss Budget vs. Actual

July through November 2016

	Jul - Nov 16	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
401-00 · Beginning Fund Balance	0.00	0.00	0.00	0.0%
405-00 · Members Contracts	59,640.00	66,360.00	-6,720.00	89.9%
410-00 · Partners Fees	791,160.00	913,500.00	-122,340.00	86.6%
415-00 · Mobile Data Devices	0.00	1,560.00	-1,560.00	0.0%
420-00 · Partners Debt Service Zone Cont	93,689.00	93,689.00	0.00	100.0%
421-00 · Partner Debt Service Microwave	52,388.00	52,388.00	0.00	100.0%
431-00 · Interest Income	7.19	100.00	-92.81	7.2%
435-00 · Lease Revenue	9,650.00	44,368.00	-34,718.00	21.7%
440-00 · Miscellaneous Income	0.00	1,000.00	-1,000.00	0.0%
Total Income	1,006,534.19	1,172,965.00	-166,430.81	85.8%
Gross Profit	1,006,534.19	1,172,965.00	-166,430.81	85.8%
Expense				
605-00 · Site Rental	24,759.18	146,294.00	-121,534.82	16.9%
610-00 · Fuel/Generators	0.00	2,500.00	-2,500.00	0.0%
615-00 · HVAC Maintenance	7,646.00	4,500.00	3,146.00	169.9%
620-00 · Landscape Maintenance	3,810.00	7,000.00	-3,190.00	54.4%
621-00 · Office Supplies	1,311.98	3,500.00	-2,188.02	37.5%
625-00 · Generator Maintenance	8,879.10	12,000.00	-3,120.90	74.0%
630-00 · UPS Maintenance	0.00	5,000.00	-5,000.00	0.0%
635-00 · Battery Maintenance	0.00	10,000.00	-10,000.00	0.0%
645-00 · Insurance	1,033.29	27,000.00	-25,966.71	3.8%
650-00 · Utilities	19,139.48	58,500.00	-39,360.52	32.7%
655-00 · Consultant Services	10,320.00	25,000.00	-14,680.00	41.3%
657-00 · Regional Radio Expense	0.00	1,500.00	-1,500.00	0.0%
660-00 · WCCCA System Fees	283,559.50	565,777.00	-282,217.50	50.1%
665-00 · Radio Maintenance Fees	5,528.20	80,000.00	-74,471.80	6.9%
667-00 · Radio Replacement Project	0.00	50,000.00	-50,000.00	0.0%
670-00 · Legal Services	1,280.00	8,000.00	-6,720.00	16.0%
675-00 · Financial Services	29.90	7,000.00	-6,970.10	0.4%
680-00 · Audit Fees	4,925.00	7,000.00	-2,075.00	70.4%
683-00 · Capital Reserve	0.00	50,000.00	-50,000.00	0.0%
685-00 · Miscellaneous Expenses	6,309.73	1,318.00	4,991.73	478.7%
690-00 · Interest Expenses	-190.14			
703-00 · Capital Outlay				
703-01 · Buildings & Land Improvement				
703-011 · Land Improvement	68,084.15			
703-013 · Tower	6,400.00			
Total 703-01 · Buildings & Land Improvement	74,484.15			
703-02 · Radio Backbone				
703-021 · Simulcast / Master Site	3,737.31			
Total 703-02 · Radio Backbone	3,737.31			
703-03 · Equipment				
703-031 · Security System	1,079.96			
Total 703-03 · Equipment	1,079.96			
703-04 · Capital Outlay Service	63,002.48			
703-00 · Capital Outlay - Other	304,250.96	10,000.00	294,250.96	3,042.5%
Total 703-00 · Capital Outlay	446,554.86	10,000.00	436,554.86	4,465.5%
795-00 · Debt Service	105,336.81	146,077.00	-40,740.19	72.1%
800-00 · Operating Contingency	0.00	45,000.00	-45,000.00	0.0%
Total Expense	930,232.89	1,272,966.00	-342,733.11	73.1%
Net Ordinary Income	76,301.30	-100,001.00	176,302.30	-76.3%
Net Income	76,301.30	-100,001.00	176,302.30	-76.3%

Clackamas 800 Radio Group Profit & Loss Detail

November 2016

Type	Date	Num	Name	Memo	Class	Amount	Balance
Ordinary Income/Expense							
Income							
431-00 · Interest Income							
Deposit	11/30/2016			Interest		0.62	0.62
Total 431-00 · Interest Income						0.62	0.62
435-00 · Lease Revenue							
Deposit	11/10/2016	EFT	FBI	Deposit		130.00	130.00
Deposit	11/10/2016	EFT	FBI	Deposit		130.00	260.00
Deposit	11/23/2016	EFT	FBI	Deposit		130.00	390.00
Deposit	11/23/2016	EFT	FBI	Deposit		130.00	520.00
Total 435-00 · Lease Revenue						520.00	520.00
Total Income						520.62	520.62
Gross Profit						520.62	520.62
Expense							
621-00 · Office Supplies							
Bill	11/30/2016		Hartsock Project Mgmt.	Arkadin Tele conf - 7/1-7/31/16		1.68	1.68
Bill	11/30/2016		Hartsock Project Mgmt.	Microsoft - Schedule Software		25.00	26.68
Bill	11/30/2016		Hartsock Project Mgmt.	Microsoft - Visio Software		13.00	39.68
Bill	11/30/2016		Hartsock Project Mgmt.	MinuteMan Press		231.44	271.12
Bill	11/30/2016		Hartsock Project Mgmt.	USPS Stamps		34.00	305.12
Bill	11/30/2016		Hartsock Project Mgmt.	Fred Meyer		41.40	346.52
Bill	11/30/2016		Hartsock Project Mgmt.	Walgreens		4.99	351.51
Bill	11/30/2016		Hartsock Project Mgmt.	Office Depot		23.60	375.11
Total 621-00 · Office Supplies						375.11	375.11
650-00 · Utilities							
Check	11/02/2016	EFT	PGE			480.45	480.45
Check	11/04/2016	EFT	PGE			444.60	925.05
Check	11/14/2016	EFT	PGE			327.01	1,252.06
Check	11/15/2016	EFT	PGE			317.92	1,569.98
Check	11/15/2016	EFT	PGE			488.99	2,058.97
Check	11/21/2016	EFT	PGE			502.76	2,561.73
Total 650-00 · Utilities						2,561.73	2,561.73
655-00 · Consultant Services							
Bill	11/30/2016		Hartsock Project Mgmt.	Staff Support Aug 2016		2,000.00	2,000.00
Total 655-00 · Consultant Services						2,000.00	2,000.00
670-00 · Legal Services							
Bill	11/01/2016	10887	Eakins, Eileen	Legal Services		240.00	240.00
Total 670-00 · Legal Services						240.00	240.00
675-00 · Financial Services							
Check	11/30/2016			Service Charge		14.95	14.95
Total 675-00 · Financial Services						14.95	14.95
703-00 · Capital Outlay							
703-01 · Buildings & Land Improvement							
703-011 · Land Improvement							
Bill	11/01/2016	47251...	Chicago Title Company of Oregon	Title	04 Wilsonville T...	350.00	350.00
Bill	11/01/2016	TIG 47...	Fast Signs		04 Wilsonville T...	251.00	601.00
Bill	11/10/2016	16041-2	McKay Consulting	Survey	18 Highland Butte	3,115.00	3,716.00
Bill	11/10/2016	6052-1	McKay Consulting	Survey	09 Sandy	2,860.00	6,576.00
Bill	11/22/2016	6887	Securasite LLC	Hourly Work	12 Crutcher Ben...	168.75	6,744.75
Bill	11/22/2016	6886	Securasite LLC	Hourly Work	18 Highland Butte	668.75	7,413.50
Bill	11/22/2016	6884	Securasite LLC	Hourly Work	13 Tom Dick an...	187.50	7,601.00
Bill	11/22/2016	6885	Securasite LLC	Hourly Work	13 Tom Dick an...	35.64	7,636.64
Bill	11/23/2016	16123	Black Mountain Consulting	Geotechnical Engineering Ev...	04 Wilsonville T...	5,100.00	12,736.64
Bill	11/23/2016	16123	Black Mountain Consulting	Seismic Analysis	04 Wilsonville T...	2,500.00	15,236.64
Bill	11/23/2016	16123	Black Mountain Consulting	Soils Resistivity Testing	04 Wilsonville T...	450.00	15,686.64
Bill	11/23/2016	6895	Securasite LLC	Hourly Work	04 Wilsonville T...	246.96	15,933.60
Bill	11/23/2016	6896	Securasite LLC	Hourly Work	16 Canby	3,018.75	18,952.35
Bill	11/23/2016	6889	Securasite LLC	Hourly Work	01 Carver	162.50	19,114.85
Bill	11/23/2016	6888	Securasite LLC	Hourly Work	12 Crutcher Ben...	8.45	19,123.30
Bill	11/23/2016	6891	Securasite LLC	Hourly Work	03 Damascus	137.50	19,260.80
Bill	11/23/2016	6897	Securasite LLC	Hourly Work	Lake Oswego	37.50	19,298.30
Bill	11/23/2016	6894	Securasite LLC	Hourly Work	09 Sandy	268.75	19,567.05
Bill	11/23/2016	6890	Securasite LLC	Hourly Work	02 Skyland	687.50	20,254.55
Bill	11/23/2016	6892	Securasite LLC	Hourly Work	04 Wilsonville T...	344.35	20,598.90
Bill	11/23/2016	6893	Securasite LLC	Hourly Work	04 Wilsonville T...	2,556.25	23,155.15
Bill	11/25/2016	9003293	Cushing Civil Engineers	A&E Services	11 Brightwood	2,090.00	25,245.15
Bill	11/25/2016	9003294	Cushing Civil Engineers	Architectural Services	12 Crutcher Ben...	1,963.00	27,208.15
Bill	11/25/2016	9003296	Cushing Civil Engineers	Architectural Services	17 Estacada_D...	2,080.00	29,288.15
Bill	11/25/2016	9003300	Cushing Civil Engineers	Architectural Services	23 Goat Mountain	2,080.00	31,368.15
Bill	11/25/2016	9003297	Cushing Civil Engineers	Architectural Services	18 Highland Butte	2,000.00	33,368.15
Bill	11/25/2016	9003295	Cushing Civil Engineers	Architectural Services	14 Lenhart	2,080.00	35,448.15
Bill	11/25/2016	9003303	Cushing Civil Engineers	Architectural Services	16 Canby	2,110.00	37,558.15
Bill	11/25/2016	9003302	Cushing Civil Engineers	Architectural Services	05 Mount Scott	2,070.00	39,628.15
Bill	11/25/2016	9003304	Cushing Civil Engineers	Architectural Services	07 Pete's	2,070.00	41,698.15
Bill	11/25/2016	9003305	Cushing Civil Engineers	Architectural Services	08 Polivka	2,080.00	43,778.15
Bill	11/25/2016	9003298	Cushing Civil Engineers	Architectural Services	19 Redland Road	2,080.00	45,858.15
Bill	11/25/2016	9003306	Cushing Civil Engineers	Architectural Services	09 Sandy	2,518.00	48,376.15
Bill	11/25/2016	9003255	Cushing Civil Engineers	Architectural Services	02 Skyland	980.00	49,356.15
Bill	11/25/2016	9003292	Cushing Civil Engineers	Architectural Services	10 View Acres	2,060.00	51,416.15
Bill	11/25/2016	9003301	Cushing Civil Engineers	Architectural Services	04 Wilsonville T...	4,468.00	55,884.15

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12/05/16

Accrual Basis

Clackamas 800 Radio Group Profit & Loss Detail

November 2016

Type	Date	Num	Name	Memo	Class	Amount	Balance
Bill	11/25/2016	112916	Andrew H. Thatcher		16 Canby	700.00	56,584.15
Bill	11/25/2016	112916	Andrew H. Thatcher		02 Skyland	700.00	57,284.15
Bill	11/25/2016	112916	Andrew H. Thatcher		04 Wilsonville T...	700.00	57,984.15
Total 703-011 · Land Improvement						57,984.15	57,984.15
Total 703-01 · Buildings & Land Improvement						57,984.15	57,984.15
703-03 · Equipment							
703-031 · Security System							
Bill	11/16/2016	53546	CCTV Camera Pros		24 Sawtell Fire ...	1,079.96	1,079.96
Total 703-031 · Security System						1,079.96	1,079.96
Total 703-03 · Equipment						1,079.96	1,079.96
703-00 · Capital Outlay - Other							
Bill	11/15/2016	EFT	PGE	Timberline		465.59	465.59
Total 703-00 · Capital Outlay - Other						465.59	465.59
Total 703-00 · Capital Outlay						59,529.70	59,529.70
795-00 · Debt Service							
Check	11/25/2016	AUTO	Clackamas County Bank	Pmt# 9		2,375.52	2,375.52
Total 795-00 · Debt Service						2,375.52	2,375.52
Total Expense						67,097.01	67,097.01
Net Ordinary Income						-66,576.39	-66,576.39
Net Income						-66,576.39	-66,576.39

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Accrual Basis

Clackamas 800 Radio Group

Trial Balance

As of November 30, 2016

	Nov 30, 16	
	Debit	Credit
115-00 · Cash/Checking Account	16,587.73	
11000 · Accounts Receivable	127,847.00	
120-00 · Member Fees Receivable	0.00	
12000 · Undeposited Funds	0.00	
150-00 · Prepaid Expenses	0.00	
160-00 · Buildings and Towers	10,522,952.20	
165-00 · Radio Backbone	2,520,898.80	
166-00 · Equipment	704,983.00	
167-00 · Work In Progress	0.00	
175-00 · Accumulated Depreciation		7,086,855.79
201-00 · Accounts Payable		53,783.26
201-02 · Other Accounts Payable	0.00	
210-00 · Reimb due Clackamas County	0.00	
438-00 · Microwave Loan		398,258.07
300-00 · Fund Balance	0.00	
310-00 · Investment in Fixed Assets		6,661,978.21
320-00 · Retained Earnings, Prior	383,907.90	
405-00 · Members Contracts		59,640.00
410-00 · Partners Fees		791,160.00
415-00 · Mobile Data Devices	0.00	
420-00 · Partners Debt Service Zone Cont		93,689.00
421-00 · Partner Debt Service Microwave		52,388.00
431-00 · Interest Income		7.19
435-00 · Lease Revenue		9,650.00
605-00 · Site Rental	24,759.18	
615-00 · HVAC Maintenance	7,646.00	
620-00 · Landscape Maintenance	3,810.00	
621-00 · Office Supplies	1,311.98	
625-00 · Generator Maintenance	8,879.10	
645-00 · Insurance	1,033.29	
650-00 · Utilities	19,139.48	
655-00 · Consultant Services	10,320.00	
660-00 · WCCCA System Fees	283,559.50	
665-00 · Radio Maintenance Fees	5,528.20	
670-00 · Legal Services	1,280.00	
675-00 · Financial Services	29.90	
680-00 · Audit Fees	4,925.00	
685-00 · Miscellaneous Expenses	6,309.73	
690-00 · Interest Expenses		190.14
703-00 · Capital Outlay	304,250.96	
703-00 · Capital Outlay:703-01 · Buildings & Land Improvement:703-011 · Land Improvement	68,084.15	
703-00 · Capital Outlay:703-01 · Buildings & Land Improvement:703-013 · Tower	6,400.00	
703-00 · Capital Outlay:703-02 · Radio Backbone:703-021 · Simulcast / Master Site	3,737.31	
703-00 · Capital Outlay:703-03 · Equipment:703-031 · Security System	1,079.96	
703-00 · Capital Outlay:703-04 · Capital Outlay Service	63,002.48	
795-00 · Debt Service	105,336.81	
TOTAL	15,207,599.66	15,207,599.66

Clackamas 800 Radio Group

Balance Sheet

As of November 30, 2016

	Nov 30, 16
ASSETS	
Current Assets	
Checking/Savings	
115-00 · Cash/Checking Account	16,587.73
Total Checking/Savings	16,587.73
Accounts Receivable	
11000 · Accounts Receivable	127,847.00
Total Accounts Receivable	127,847.00
Total Current Assets	144,434.73
Fixed Assets	
160-00 · Buildings and Towers	10,522,952.20
165-00 · Radio Backbone	2,520,898.80
166-00 · Equipment	704,983.00
175-00 · Accumulated Depreciation	-7,086,855.79
Total Fixed Assets	6,661,978.21
TOTAL ASSETS	6,806,412.94
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201-00 · Accounts Payable	53,783.26
Total Accounts Payable	53,783.26
Other Current Liabilities	
438-00 · Microwave Loan	398,258.07
Total Other Current Liabilities	398,258.07
Total Current Liabilities	452,041.33
Total Liabilities	452,041.33
Equity	
310-00 · Investment in Fixed Assets	6,661,978.21
320-00 · Retained Earnings, Prior	-383,907.90
Net Income	76,301.30
Total Equity	6,354,371.61
TOTAL LIABILITIES & EQUITY	6,806,412.94

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12/05/16

Clackamas 800 Radio Group
A/R Aging Detail
As of November 30, 2016

Type	Date	Num	Name	Due Date	Aging	Open Balance
Current						
Total Current						
1 - 30						
Total 1 - 30						
31 - 60						
Credit Memo	10/13/2016	16-212	Clackamas County FD #1	10/13/2016	48	-27,000.00
Total 31 - 60						-27,000.00
61 - 90						
Total 61 - 90						
> 90						
Invoice	09/18/2015	15-146	Clackamas County - Code Enforcement	09/18/2015	439	1,600.00
Payment	11/20/2015	079530	City of Gladstone - Fire			-1,200.00
Invoice	07/15/2016	16-177	City of Canby	07/15/2016	138	30,609.00
Invoice	07/15/2016	16-180	City of Gladstone - Police	07/15/2016	138	16,990.00
Invoice	07/15/2016	16-189	West Linn	07/15/2016	138	18,060.00
Invoice	07/21/2016	16-193	Boring Water	07/21/2016	132	840.00
Invoice	07/28/2016	16-201	Clackamas County - Juvenile Dept	07/28/2016	125	1,680.00
Invoice	07/28/2016	16-203	Clackamas River Water District	07/28/2016	125	6,720.00
Invoice	07/28/2016	16-205	Sunrise Water	07/28/2016	125	5,040.00
Invoice	07/29/2016	16-196	Sandy Fire	07/29/2016	124	41,883.00
Invoice	08/18/2016	16-211	West Linn	08/18/2016	104	32,625.00
Total > 90						154,847.00
TOTAL						127,847.00

C800 Radio System Upgrade

Project Financial Status

Project:	C800 Radio System Upgrade	
Date Original:	10/1/2015	Date Updated: Dec 5,2016
Project Manager:	Ken Seymour	

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	30,000	40,000	0	95.47%	70,000	(10,000)	66,832.31
Site Acquisition Consulting / Permits - Securasite	270,000	268,500		1,500	38.24%	270,000	0	103,260.33
Site Planning - Cushing	400,000	317,178		80,000	56.64%	397,178	2,822	224,943.26
Geotechnical / Environmental Consulting - Black Mtn	200,000	89,100		100,000	34.03%	189,100	10,900	64,350.00
Survey - McKay	75,000	50,160		20,000	43.64%	70,160	4,840	30,620.00
USFS Land Use Fees	10,000			10,000	0.00%	10,000	0	0.00
Land Use Fees	25,000	268		20,000	1.32%	20,268	4,732	268.00
Plan Check / Permit Cost	60,000			60,000	4.62%	60,000	0	2,769.56
Printing	2,500			2,500	0.00%	2,500	0	0.00
Bid Advertising	3,500			3,500	0.00%	3,500	0	0.00
Materials Testing & Inspection	40,000			40,000	2.81%	40,000	0	1,123.75
Project Management	300,000	279,000		20,000	0.00%	299,000	1,000	0.00
Legal Fees	30,000	12,000		18,000	21.92%	30,000	0	6,575.00
Licensing	20,000			20,000	0.00%	20,000	0	0.00
Miscellaneous	10,000	700		9,000	24.74%	9,700	300	2,400.00
Sub-Total Soft Cost	1,506,000	1,046,906	40,000	404,500	33.74%	1,491,406	14,594	503,142
Construction Cost								
Site Construction	9,200,000	320,339		8,879,661	2.55%	9,200,000	0	234,975.82
Generator	5,800,000			5,800,000	0.00%	5,800,000	0	0.00
48VDC	1,065,000			1,065,000	0.00%	1,065,000	0	0.00
Lake Oswego Antenna	18,000	17,500	0	0	100.07%	17,500	500	17,511.75
Existing Sites	100,000	6,400		93,600	6.40%	100,000	0	6,400.00
Sub-Total Construction Cost	16,183,000	344,239	0	15,838,261	1.60%	16,182,500	500	258,887.57

Project Financial Status

Project:	C800 Radio System Upgrade		
Date Original:	10/1/2015	Date Updated:	Dec 5,2016
Project Manager:	Ken Seymour		

Item	Budget	Original Encumbrance	Additional Encumbrance / Change Order	Estimate to Complete	Percent Complete	Estimated Total	(Over) Under Budget	Expended
Equipment Costs								
Simulcast Equipment	14,928,000			14,928,000	0.00%	14,928,000	0	0.00
Master Site Equipment	3,534,000			3,534,000	0.00%	3,534,000	0	0.00
Console	1,650,000			1,650,000	0.00%	1,650,000	0	0.00
Back up Dispatch	426,000			426,000	0.00%	426,000	0	0.00
Spares	1,200,000			1,200,000	0.00%	1,200,000	0	0.00
Paging	373,000			373,000	0.00%	373,000	0	0.00
Subscriber Radios	5,000,000	1,515,649		3,484,351	39.39%	5,000,000	0	1,969,352.00
Unified Push to Talk	188,000			188,000	0.00%	188,000	0	0.00
Asset Management	119,000			119,000	0.00%	119,000	0	0.00
Post Warranty	3,100,000			3,100,000	0.00%	3,100,000	0	0.00
System Refresh / Upgrade	2,700,000			2,700,000	0.00%	2,700,000	0	0.00
Test Equipment	100,000			100,000	0.00%	100,000	0	0.00
Microwave	3,368,000	406,169		2,961,831	11.59%	3,368,000	0	390,406.05
Security System	1,364,000			1,364,000	0.08%	1,364,000	0	1,079.96
Subtotal Equipment Costs	38,050,000	1,921,818	0	36,128,182	6.20%	38,050,000	0	2,360,838
Bond Cost	300,000	290,372		0	100.00%	290,372	9,628	290,372
Subtotal Project Cost	56,039,000	3,603,335	40,000	52,370,943	6.09%	56,014,278	24,722	3,413,240
Contingency	2,961,661			2,961,661	0.00%	2,961,661	0	
Total Project Cost	59,000,661	3,603,335	40,000	55,332,604	5.79%	58,975,939	24,722	3,413,239.59

Premium 7,165,794



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

Board of Directors Information

To: Board of Directors
From: John Hartsock, Manager
Date: December 21, 2015
Re: Project Status Report

Attached is the Draft Project Status Report provided to the Citizen Advisory Committee. This will be issued monthly to the Board and Quarterly to the Citizen Advisory Committee.



DRAFT

PROJECT STATUS

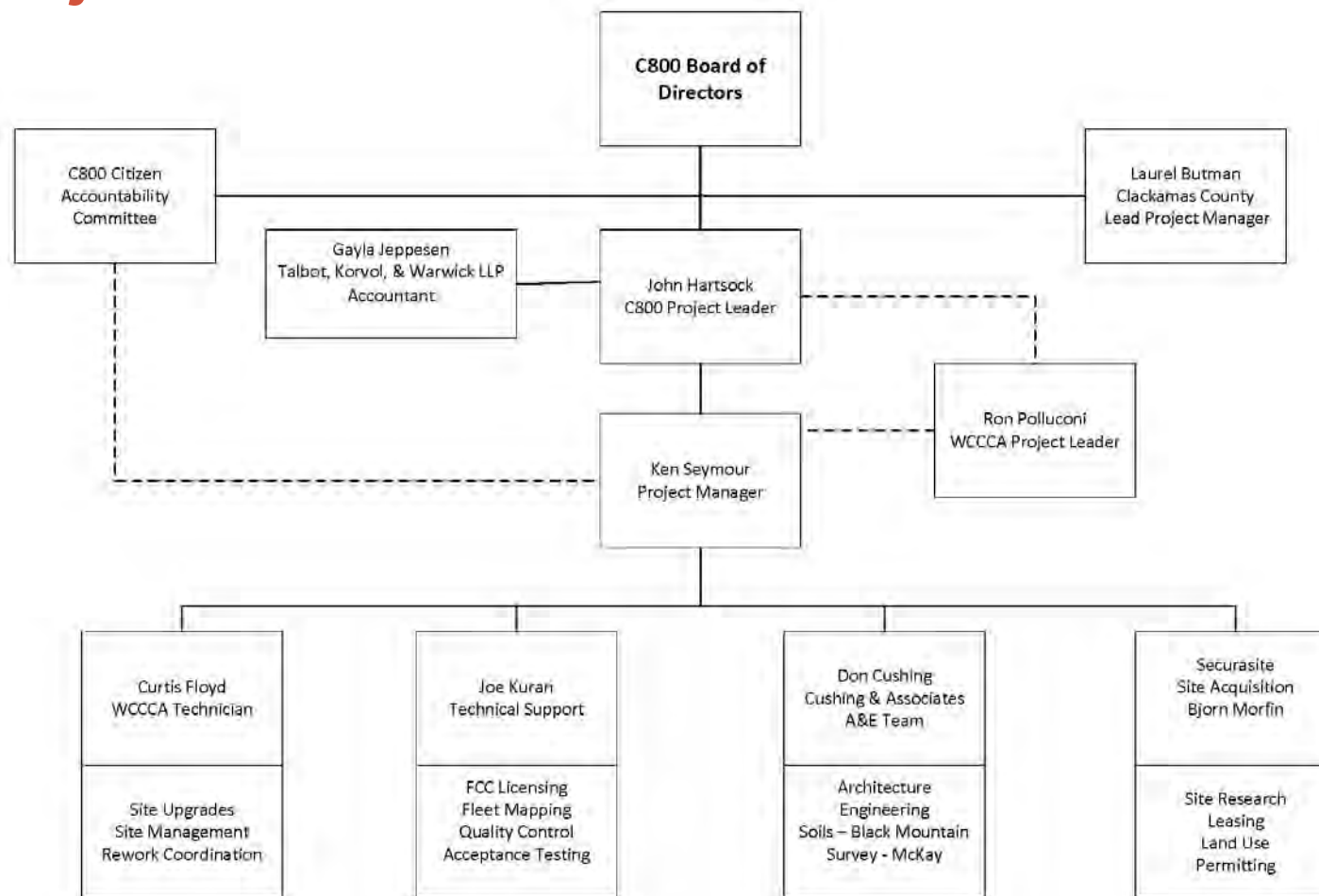
C800 Communication System Upgrade Project

Project Leader: John Hartsock – Manager C800

Project Manager: Ken Seymour – WCCCA/C800 Contractor

Date: November 28, 2016

Project Team



Project Status Summary

- **Project Element Status**

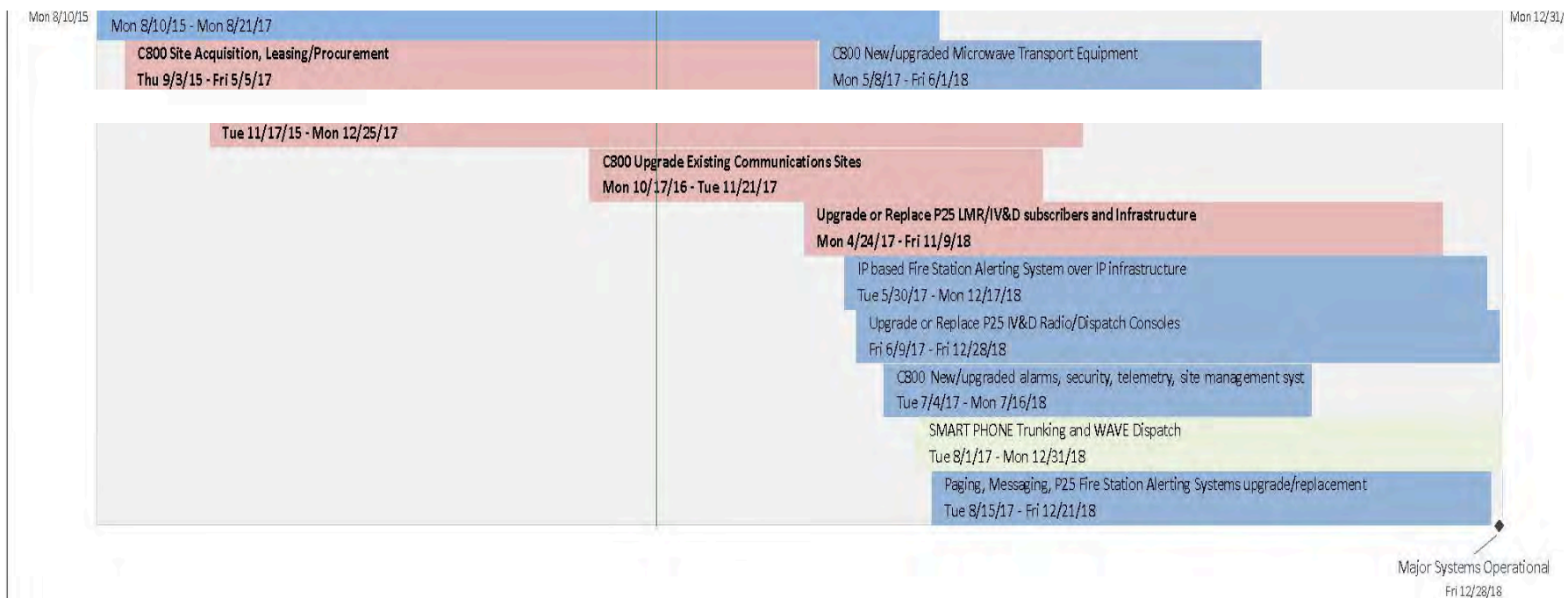
- Design
 - A&E firm under contract and working on new site development and site upgrades for existing sites
 - Revising coverage and microwave designs as site acquisition progresses
- Radio System Procurement - On Hold pending procurement direction
- Site Acquisition/Land Use
 - 14 Sites to be Developed
 - 4 USFS sites / 2 BLM Sites Preliminary applications complete awaiting agency direction
 - 4 in lease negotiations – leases expected by end of January 2017
 - 3 completed site leases agreements with landlords
 - 1 lease complete – site constructed (Sawtell)
- Existing Sites Upgrades
 - R56 Studies and tower engineering data assembled in preparation for seismic and loading review/upgrade / tower mapping and as-built documentation being prepared
- New Construction
 - Developing specifications for all key elements in preparation for RFP's spring 2017
- Upgrades to existing and deployment of new radios
 - No vendor selected yet
- Equipment installation for new and upgraded sites
 - No Vendor Selected yet
- Coverage and Acceptance Testing
 - TBD
- Cut Over
 - TBD

Project Schedule

The Project has been delayed by lack of clear direction on procurement for radio equipment and microwave equipment.

- Developing an RFQ process for radio engineering, equipment, and services

Hiring of the Project Manager is complete



Budget

C800 Radio System Upgrade

Project Financial Status

<div> <div>Project:</div> <div>C800 Radio System Upgrade</div> </div> <div> <div>Date Original:</div> <div>10/1/2015</div> <div>Date Updated:</div> <div>Dec 5, 2016</div> </div> <div> <div>Project Manager:</div> <div>Ken Seymour</div> </div>								
Item	Budget	Original Encumbrance	Additional Encumbrance / Change Order	Estimate to Complete	Percent Complete	Estimated Total	(Over) Under Budget	Expended
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Project: **C800 Radio System Upgrade**
 Date Original: 10/1/2015 Date Updated: Dec 5,2016
 Project Manager: Ken Seymour

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Total Project Cost	59,000,661	3,603,335	40,000	55,332,604	5.79%	58,975,939	24,722	3,413,239.59

Premium

7,165,794

Next Steps – Quarterly Outlook

- Develop Design and Requirements in preparation for RFP's for:
 - Towers – December 2016
 - Shelters – December 2016
 - Generators - January 2017
 - DC Power Systems – February 2017
- Tower mapping of existing sites – January 2017



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

Board of Directors Action Request

To: Board of Directors
From: John Hartsock, Manager
Date: December 21, 2015
Re: Approval of Electronic Board Meeting Min

REQUEST: It is hereby requested that the C800 Board of Directors approve minutes of the Electronic Board Meeting held on November 23, 2016.

ISSUE: The C800 Board Members were notified by email of a Board Action Request to approve the Inter-Governmental Agreement (IGA) between C800 and Clackamas County for use of the Bond funds previously distributed. The Executive Committee reviewed the document and the final changes were shown in red. The Board was advised that C800 needed to authorize Chief Charlton to sign this document by Tuesday Nov 29, 2016 for presentation to the Board of County Commissioners.

FINANCE: None

LEGAL: None

RECOMMENDATION: It is hereby recommended that the C800 Board of Directors approve minutes of the Electronic Board Meeting held on November 23, 2016.

CLACKAMAS 800 RADIO GROUP

ELECTRONIC BOARD MEETING

Meeting Minutes of the November 23, 2016 Electronic Board Meeting

Meeting held via email polling

The C800 Board Members were notified by email of a Board Action Request to approve the IGA between C800 and Clackamas County for use of the Bond funds. The Executive Committee reviewed the document and the final changes are shown in red. John advised that we need to authorize Chief Charlton to sign this document by Tuesday Nov 29, 2016 for presentation to the Board of County Commissioners.

1. Board members were requested to respond via email to approve or disapprove.

2. All 16 Board Members were notified:

- City of Canby / Chief Bret Smith
- City of Gladstone / Chief Jeff Jolley, Chief Tom O'Connor
- City of Lake Oswego / Leslie Taylor
- City of Milwaukie / Chief Steve Bartol
- City of Molalla / Chief Rod Lucich
- City of Oregon City / Chief Jim Band
- City of Sandy / Chief Kim Yamashita
- City of West Linn / Capt Neil Hennelly
- Boring Fire District / Chief Fred Charlton
- Canby Fire District / Chief Jim Davis
- CCFD#1 / Chief Fred Charlton
- Estacada Fire District / Chief Bob Morrissey
- Molalla Fire District / Chief Vince Stafford
- Sandy Fire District / Chief Phil Schneider
- TVF&R / Ass't Chief Dustin Morrow
- Clackamas County Sheriff / Captain James Rhodes
- Clackamas County Health / Larry McDaniels

3. In accordance with C800's bylaws a quorum of the Board to approve action requests is 50% plus 1 or 9.

4. Fourteen members voted yes.

As Chair of C800 I certify these minutes to be correct: _____
Chief Fred Charlton



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

Board of Directors Action Request

To: Board of Directors
From: John Hartsock, Manager
Date: December 21, 2015
Re: Purchasing Rules Revision

REQUEST: It is hereby requested that the C800 Board of Directors approve Resolution 03-16 amending the C800 Purchasing Rules which shall go into effect upon legal counsel's final review.

ISSUE: In October of 2015 the C800 Board of Directors approved Resolution 02-15 adopting revised public contracting rules and procedures. As part of the radio replacement project it has been determined that clarification to these rules are necessary related to the use of a Multi-tiered and Multistep procurement process.

FINANCE: None

LEGAL: Legal Counsel is currently finalizing review.

RECOMMENDATION: It is hereby recommended that the C800 Board of Directors approve Resolution 03-2016 amending the C800 Purchasing Rules which shall go into effect upon legal counsel's final review.

RESOLUTION NO. 03-16

A RESOLUTION AMENDING PUBLIC CONTRACTING RULES AND PROCEDURES ADOPTED BY RESOLUTION 02-15

WHEREAS, the Clackamas 800 Radio Group (“C800”) is an Oregon intergovernmental entity formed pursuant to Oregon Revised Statutes (“ORS”) Chapter 190, and is subject to Oregon’s public contracting laws; and

WHEREAS, ORS 279A.065 (5) provides that a local contracting agency may adopt its own rules of procedure for public contracting that:

- A. Specifically state that the model rules adopted by the Attorney General do not apply to the contracting agency; and
- B. Prescribe the rules of procedure that the contracting agency will use for public contracts, which may include portions of the model rules adopted by the Attorney General;

NOW, THEREFORE, C800’s Board of Directors, acting as both the governing body of C800 and as C800’s Local Contract Review Board, hereby resolves as follows:

- 1. Except as otherwise provided herein, C800 hereby adopts the Oregon Attorney General’s Model Public Contracting Rules (“Model Rules”) as the contracting rules for C800, as such Model Rules now exist or are later modified.
- 2. That C800 adopted contracting rules on Oct 21, 2015 by Resolution 02-15 which supersedes any conflicting provisions in, the Model Rules which remain in effect.
- 3. That C800 hereby adopts amendments to these Rules as shown in Exhibit A, which is attached to this Resolution and incorporated herein by reference.
- 4. C800 shall regularly review changes in the Public Contracting Code and the Model Rules to ensure that the Exhibit A Rules are consistent with current law.

APPROVED AND ADOPTED on _____, 2016.

Board Chair

ATTEST:

Recording Secretary

EXHIBIT A

MODIFICATION TO PUBLIC CONTRACTING RULES AND PROCEDURES

Modify Section F of the C800 public contracting rules to add a Multi-tiered and Multistep Process

F. Methods for Awarding Contracts Using Requests for Proposal Process.

- 1) **Request for Proposal:** In making an award using the request for proposal process in ORS 279B.060, C800 may use any evaluation method determined to be most appropriate for the selection process, including, but not limited to, the processes described in ORS 279B.060 (6) (b), as well as direct appointment of professional services contracts if direct appointment is determined to be most advantageous to C800. The evaluation process (es) to be used shall be stated in the Request for Proposals. OAR 137-047-0261 through 137-047-0263 shall apply to evaluation of proposals.
- 2) **Multi-tiered and Multistep Process:** Generally: C800 may procure goods and services under this section pursuant to ORS 279B.060(8). C800 may utilize this procurement method when it is seeking a mixed contract for specialized goods and services (e.g. digital radio equipment and computer equipment, software and services; etc.). The C800 Manager or designee will consider the following characteristics when deciding whether to conduct a procurement pursuant to this section:
 - (a) **Size of Vendor Pool.** The smaller the pool of vendors is for a given procurement, the more appropriate it is for C800 to conduct a procurement in accordance with this section. For example, a vendor pool will be small if the market for a given procurement is dominated by relatively few vendors of the goods and services C800 desires.
 - (b) **Technical Complexity.** The greater the technical complexity associated with a given procurement, the more appropriate it is for C800 to conduct a procurement pursuant to this section. Generally speaking, procurements for goods and services involving hardware, software and data that will be exchanged with other radio systems are technically complex procurements.
 - (c) **Interoperability and Preservation of Existing Assets.** The greater the need for C800's system to interoperate with another radio system, the more appropriate it is for C800 to conduct a procurement pursuant to this section. Likewise, the greater the need to preserve existing assets and infrastructure, the more appropriate it is for C800 to conduct a procurement in accordance with this section.
3. **Phases.** The first phase of a procurement C800 conducts pursuant to this section will involve a requesting and evaluating the qualifications of vendors based upon C800's particular needs. The second phase will either lead to C800 issuing an RFP (Request for Proposal) to qualified vendors or, if C800 determines there is only one qualified vendor, to C800 negotiating a contract with the qualified vendor.

4. Public Notice. C800 will issue a public notice for the first phase in accordance with OAR 137-047-0300. Public notice is not required for the subsequent phases. However, C800 shall give notice of the subsequent phases to all vendors who participated in the first phase and inform any vendor excluded from the subsequent phases of the right, if any, to protest exclusion pursuant to OAR 137-047-0720.
5. Procedure for First Phase.
 - (a) Form and Content. The C800 Manager or designee will initiate a two-phase qualification-based procurement for goods and services by first issuing a request for qualifications that contains at least the following elements:
 - i. Qualifications Requested. The request will generally describe the goods and services C800 seeks, generally describe the qualifications a vendor must possess in order to be eligible for contract award and describe the process for submitting a request, including the date requests are due and to whom and where the requests must be submitted;
 - ii. Two-Phase Solicitation. The request will state that the procurement will involve two phases, and that C800 will only issue an RFP in a second phase if it determines there is more than one qualified vendor in the first phase;
 - iii. Criteria. The request will list the criteria C800 will use to evaluate whether a vendor is qualified, and will state how a vendor will be classified as qualified or not qualified;
 - iv. Investigations. The request will state that C800 may make independent inquiries of a vendor's proffered qualifications;
 - v. Discussions. The request will state that C800 may engage in oral or written discussions with vendors who respond to the request;
 - vi. Protests. The request will state how a vendor may protest C800's determination that it is not qualified and, if there are two or more qualified vendors, how a qualified vendor may protest a contract award; and
 - vii. Contact Information. The request will identify the name, telephone number and email address of the C800 designee managing the procurement.
 - (b) Addenda. After receipt of responses to the request, any addenda will be distributed only to vendors who responded to the request.

- (c) Receipt and Handling of Responses. C800 will not publicly open responses to the request, but will permit public inspection of the responses after the first phase of the solicitation is complete.
 - (d) Evaluation of Phase One Responses. C800 will evaluate vendors' responses to the request in accordance with the criteria established in the request and any investigations C800 makes of vendors' responses to the request. C800 will classify its evaluation of each response as follows:
 - i. Qualified; or
 - ii. Not qualified.
 - iii. C800 will make a written determination as to why a response is qualified or not qualified and retain it as part of the procurement file.
 - (e) Discussion of Responses. WCCCA may seek clarification of a vendor's response at any time during the first phase. During the course of such discussions, WCCCA shall not disclose any information derived from a vendor to any other vendor. WCCCA may request supplemental information of a vendor.
 - (f) Mistakes and Withdrawals. A vendor may correct a mistake in a response or withdraw a response at any time prior to the date responses are due.
6. Procedure for Second Phase.
- (a) If C800 determines there is only one qualified vendor, it may proceed to commence negotiations with the vendor and attempt to establish a contract with that vendor for the goods and services C800 seeks.
 - (b) If C800 determines there are two or more qualified vendors, it will request sealed proposals from each qualified vendor.
 - i. After reviewing the proposals, C800 may award a contract to the vendor whose proposal best serves C800's interest.
 - (c) C800 is not obligated to enter into a contract with a vendor after completing a second phase of a qualification-based procurement for goods and services.
-

Protest of Specifications

1. Delivery. A supplier must deliver a protest of specifications to C800 in writing. A proposer may request a change to add alternative terms and conditions for negotiation if the request for proposals permits negotiation pursuant to OAR 137-047-0720. A supplier must deliver any protest in accordance with the terms of the solicitation document.

2. Content.
 - (a) A supplier's written protest must include:
 - i. A detailed statement of the legal and factual grounds for the protest;
 - ii. A description of the resulting prejudice to the supplier; and
 - iii. A statement of the form of relief requested or any proposed changes to the specifications.
3. C800 Response. C800 may reject without consideration a supplier's protest after the deadline established for submitting protest. C800 shall provide notice to the applicable supplier if it entirely rejects a protest. If C800 agrees with the supplier's protest, in whole or in part, C800 shall either issue an addendum reflecting its determination or cancel the solicitation.
4. Extension of Closing. If c800 receives a written protest from a supplier in accordance with this Rule, C800 may extend closing if C800 determines an extension is necessary to consider the protest and to issue addenda, if any, to the solicitation document.
5. Clarification. Prior to the deadline for submitting a written protest or as otherwise provided in the solicitation document, a supplier may request that C800 clarify any provision of the solicitation document. C800's clarification to a supplier, whether orally or in writing, does not change the solicitation document and is not binding on C800 unless C800 amends the solicitation document by addenda.
6. Timelines for submission of protest shall be outlined in the solicitation document.

Protest of, Solicitation, Contract Award, Special and Sole Source Procurements, and Contractor Selection

9. Protests and Judicial Review of Multi-Tiered and Multi-step Solicitations
 - (a) Purpose. An affected bidder or proposer may protest exclusion from the competitive range or from subsequent tiers or steps of a solicitation in accordance with the applicable solicitation document. When such a protest is permitted by the solicitation document, then pursuant to ORS 279B.420(3)(f), before seeking judicial review, an affected bidder or proposer must file a written protest with C800 and exhaust all administrative remedies.
 - (b) Basis for Protest. An affected bidder or proposer may protest its exclusion from a tier or step of competition only if the bidder or proposer is responsible and submitted a responsive offer and but for C800's mistake in evaluating the bidder's

or proposer's or other bidders' or proposers' offers, the protesting bidder or proposer would have been eligible to participate in the next tier or step of competition. (For example, the protesting bidder or proposer must claim it is eligible for inclusion in the competitive range if all ineligible higher-scoring bidders or proposers are removed from consideration, and that those ineligible bidders or proposers are ineligible for inclusion in the competitive range because: their bids or proposals were not responsive, or C800 committed a substantial violation of a provision in the solicitation document or of an applicable procurement statute or these Rules, and the protesting bidder or proposer was unfairly evaluated and would have, but for such substantial violation, been included in the competitive range.)

- (c) Delivery. Unless otherwise specified in the solicitation document, an affected bidder or proposer must deliver a written protest to C800 within seven (7) days after issuance of the notice of the competitive range or notice of subsequent tiers or steps.
- (d) Content of Protest. The affected bidder's or proposer's protest shall be in writing and must specify the grounds upon which the protest is based.
- (e) C800 Response. C800 shall not consider an affected bidder's or proposer's multi-tiered or multi-step solicitation protest submitted after the timeline established for submitting such protest under this Rule, or such different time period as may be provided in the solicitation document. C800 shall issue a written disposition of the protest in a timely manner. If C800 upholds the protest, in whole or in part, C800 may in its sole discretion either issue an addendum reflecting its disposition or cancel the procurement or solicitation under these Rules.
- (f) Judicial Review. Judicial review of C800's decision relating to a multi-tiered or multi-step solicitation protest shall be in accordance with ORS 279B.420.



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

Board of Directors Information

To: Board of Directors
From: John Hartsock, Manager
Date: October 21, 2015
Re: Broad Band Amplifiers

REQUEST: At the last C800 Board meeting a question was raised on the issue of use of broad band amplifiers (BDA's) to enhance radio coverage in buildings. Attached is memo developed in April of 2013 concerning this issue. Ron Polluconi and myself will be available to answer questions or do additional research.

Clackamas 800 Radio Group

c/o Clackamas Fire District #1

11300 SE Fuller Rd

Milwaukie, Oregon 97022

Voice (503) 780-4806

April 5, 2013

Chief Bret Smith
Canby Police Department
1175 NW 3rd Ave
Canby, Or 97013

Re: In Building Radio Repeaters

Chief Smith,

Per your request I have researched the question concerning the use of “in building radio repeaters”, “radio amplification systems”, or “radio signal boosters” for enhancing public safety radio coverage in buildings. These devices have been available for many years and when properly engineered and applied resolve many in building radio coverage issues with no negative effect on the public safety radio system. On the reverse when poorly performing equipment is utilized or the application is misapplied they create significant issues and often very harmful interference with the public safety radio system.

Fire agencies have worked for many years to resolve in building radio coverage issues. Twenty or so years ago they were successful in having some local building codes start to reflect this problem and require building owners to provide in building coverage for public safety. This has now expanded to be included in the national codes.

For Oregon the 2010 Oregon Fire Code - Section 510 – “Emergency Responder Radio Coverage” requires emergency responder radio coverage in buildings. Emergency responders are defined to include but not be limited to public safety agencies such as fire, EMS, and law enforcement. This code section specifies which type of buildings. (i.e. Any building with a basement / Any underground building / Any building more than 5 stories / Any building 50,000sf or larger / Any building that through testing does not meet the requirements) Further it specifies radio signal strength minimum into the building and out of the building. The code can be enforced retroactively on existing buildings by the adopting authority.

Appendix J of the 2010 Oregon Fire Code provides additional requirements such as: the requirement to obtain the appropriate permits for installation of the systems; the requirement for backup power; minimum specification of equipment; minimum requirements for designers and installers of the systems; acceptance test procedures; FCC compliance; maintenance; required

annual testing and reporting of same; and the availability of Agency personnel to enter buildings and test for compliance.

The Building Official and Fire Official at the local jurisdictions have the responsibility when building projects are submitted for permit to identify and enforce this issue. The Architect / Engineering firms developing plans for projects likewise have a responsibility to identify these issues and include the appropriate solution to adhere to the code. This issue being recently codified means most of these parties unfortunately do not have the expertise or experience in the subject. This will mean a need for appropriate training of these personnel and a learning curve to see consistent compliance.

There are a number of vendors offering solutions to building owners – as with any technology there some excellent firms that understand the requirements and appropriate applications. Then there are those that don't and the installed solutions either do not perform or cause harmful interference with the public safety system.

FCC too has a role in this issue and has outlined their requirements related to these devices. They are aggressively pursuing systems which are non-compliant to the FCC requirements and cause harmful interference. The fines can be as high as \$10,000 per day. The following are some the more significant FCC requirements:

1. Signal booster equipment must be certified by the FCC, which is to be done by the manufacturer.
2. Entities with an FCC license for a particular band, like C800, are permitted to use signal boosters.
3. Third parties (i.e., non-licensees or building owners) may use signal boosters for complying with the Fire Code requirements outlined above but only with the express consent of the licensee of the signal they intend to amplify. Further Licensees must “maintain a reasonable level of control over these operations in order to resolve interference problems.”
4. Any signal booster that is causing harmful interference must be shut down.
5. Installers must use “good engineering practice” when installing signal boosters, which can be demonstrated by meeting standards set forth in the FCC Order.
6. There are power limits on signal boosters: 5 Watts effective radiated power (ERP) per channel for each channel the booster is designed to amplify. The power limits must comply with the RF exposure requirements, even if they are within the 5 Watts ERP per channel limit.
7. The FCC Order does not preempt local fire and building code requirements for signal booster installation, but installation must meet FCC requirements. This could be an issue if the booster installed as required in the fire code causes interference and thus cannot be used.

Another interesting scenario is the Building/Fire Official requires a signal booster system to be installed based on the current public safety radio system serving the area. But then

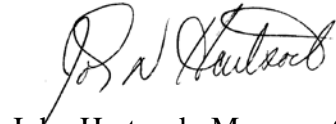
the public safety radio system is upgraded and this signal booster causes interference and will then have to be shut down.

Where jurisdiction use multiple frequency bands – i.e. 150MHz/VHF // 450MHz/UHF // 700/800MHz – the building may need to install separate systems for each.

Where facilities are adjacent to various jurisdictions thus different radio systems, like the I205 / 217 junction where Lake Oswego borders Multnomah County / Washington County, a signal booster that is required in a Lake Oswego office building for C800 coverage could interfere with the Portland (Multnomah County) system or the Washington County system.

As we see these signal booster systems being required and installed there will be many issues to address and resolve. These will be frustrating for public safety agencies as well as building owners. It will be important to have a coordinate approach and understanding of the need and appropriate solution.

Sincerely,

A handwritten signature in black ink, appearing to read "John Hartsock". The signature is fluid and cursive, with the first name "John" and last name "Hartsock" clearly distinguishable.

John Hartsock, Manager C800



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

Board of Directors Action Request

To: Board of Directors
From: John Hartsock, Manager
Date: December 21, 2016
Re: Approval of Supplemental Budget

REQUEST: It is hereby requested that the C800 Board of Directors approve Resolution 02-16 adopting the supplemental budget for the Clackamas 800 Radio Group in the amount of \$67,328,287 for FY 2016/2017.

HISTORY: The C800 Board of Directors approved Resolution 01-16 on April 20, 2016 approving the FY 2016/2017 Budget for C800. On May 17, 2016, the voters of Clackamas County passed Measure 3-476 to issue Bonds for the replacement of the Clackamas County Public Safety Radio System. These revenues and expenditures for the project are not reflected in the current approved C800 budget. C800 and Clackamas County on December 15, 2016 entered an Intergovernmental Agreement for C800 to replace the Public Safety Radio System and provided funding therefore.

Additionally, in reviewing the FY16/17 budget, approved by the Board at the April 2016 Board meeting, along with reviewing the FY 15/16 audit and other information it has been determined that the following revisions need to be made:

Revenue:

1. The ending fund balance from FY14/15 was \$21,328 vs \$ 100,000 as was shown on the budget document. This was due to additional cost for capital projects.
2. Member fees will be \$59,640 vs. \$66,360 due to decreased radio count.
3. Partner fees will be \$889,980 vs. \$913,500 due to decreased radio count.
4. Taxable Bond proceeds were added in the amount of \$5,845,000
5. Non-Taxable Bond proceeds were added in the amount of \$53,155,000
6. Taxable Bond premiums were added in the amount of \$17,913
7. Non-Taxable Bond premiums were added in the amount of \$7,147,881

Materials and Services:

1. Site rental will be \$181,494 vs. \$146,294 due to the additional sites for the expansion.
2. HVAC Maintenance will be \$10,500 vs. \$2,500 due some unanticipated compressor failures.

3. Utility costs will be \$81,600 vs. \$58,500 due to the additional sites.
4. Radio Replacement budget of \$50,000 was deleted as those expenses will all be capital cost.
5. A new account was added for meeting expense budgeted at \$5,000 vs. placing those costs in Office Supplies.
6. Legal services costs will be \$10,000 vs. \$8,000 due to additional lease and contract review.
7. Miscellaneous costs will be \$3,500 vs. \$1,318

Capital Reserve

1. This item will be \$100,000 vs. \$50,000 for capital replacement requirements.

Capital Outlay:

1. This item will be \$15,037,000 vs. \$10,000 due to the project expenditures.

Debt Service

1. This will be \$568,489 vs. \$146,077 due to paying off the microwave loan with bond funds.

Bond Premium Reserve

1. These funds, \$7,165,794 are being held in reserve and their use will be determined between C800 and the County at a future date.

Ending Fund Balance

1. These are the balance of the bond funds not anticipated for FY16/17

FINANCE: The attached supplemental budget document dated December 7, 2015 reflects these changes.

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

RECOMMENDATION: It is recommended that the C800 Board of Directors approve Resolution 02-16 adopting the supplemental budget for the Clackamas 800 Radio Group in the amount of \$67,328,287 for FY 2016/2017.

Clackamas 800 Radio Group

May 20, 2016 Revised 12/7/16

FY 2016 / 2017 Budget

Revenue

Account #	Account Description	Actual FY 13-14	Actual FY14/15	Actual FY 15/16	Revised Proposed FY16/17	Approved by Budget Committee	Adopted by Governing Board	Revised December 2016
	Cash Resources	272,794	512,670	473,340	100,000	200,000	100,000	21,328
405-00	Members Contracts	3	44,400	in 410	66,360	54,600	66,360	59,640
410-00	Partners Fees	819,680	849,600	864,200	913,500	924,420	913,500	889,980
415-00	Mobil Data Devices	8,400	3,740	in 410	1,560	1,500	1,560	0
420-00	Partners Debt Service Zone Controller	93,689	93,689	93,689	93,689	93,689	93,689	93,689
421-00	Partners Debt Service Microwave		0	52,016	52,388	52,388	52,388	52,388
431-00	Interest Income	44	38	55	100	100	100	100
435-00	Lease Income	99,972	119,361	41,154	44,368	44,368	44,368	44,368
440-00	Miscellaneous Income	0	0	0	1,000	1,000	1,000	1,000
	Microwave Loan Proceeds		0	410,246	0			
	Subscriber Radio Payments		0	1,427,063	0			
	Bond Proceeds - Taxable	0	0	0	0			5,845,000
	Bond Proceeds - Non Taxable							53,155,000
	Bond Premiums - Taxable							17,913
	Bond Premiums - Non Taxable							7,147,881
	CC Title 3 Grant - Timber	732,971	116,664	0	0			
	Prepaid expense (WCCCA) 15/16		136,183	0	0			
	Prepaid expense (WCCCA) 14/15		(120,027)	0	0			
	Total Revenue	2,027,553	1,756,318	3,361,763	1,272,965	1,372,065	1,272,965	67,328,287

Expense

Account #	Account Description	Actual FY 13-14	Actual FY14/15	Actual FY 15/16	Revised Proposed FY16/17	Approved by Budget Committee	Adopted by Governing Board	Revised December 2016
Personnel								
	Salary	0	0	0	0	0	0	0
	Benefits	0	0	0	0	0	0	0
	Total Personnel	0	0	0	0	0	0	0

Expense

Account #	Account Description	Actual FY 13-14	Actual FY14/15	Actual FY 15/16	Revised Proposed FY16/17	Approved by Budget Committee	Adopted by Governing Board	Revised December 2016
Materials and Services								
605-00	Site Rental	115,402	180,923	146,862	144,814	146,294	146,294	181,494
610-00	Fuel / Generators	1,272	1,500	0	2,500	2,500	2,500	2,500
615-00	HVAC Maintenance	4,204	3,000	1,979	4,500	4,500	4,500	10,500

Clackamas 800 Radio Group

May 20, 2016 Revised 12/7/16

FY 2016 / 2017 Budget

620-00	Landscape Maintenance	7,799	11,000	3,650	7,000	7,000	7,000	8,000
621-00	Office Supplies	983	2,200	3,792	3,500	3,500	3,500	3,500
625-00	Generator Maintenance	18,406	14,500	7,409	12,000	12,000	12,000	12,000
630-00	UPS Maintenance	1,500	1,500	1,500	5,000	5,000	5,000	5,000
635-00	Battery Maintenance	18,632	2,000	32,424	10,000	10,000	10,000	10,000
645-00	Insurance	20,400	21,000	22,566	27,000	27,000	27,000	27,000
650-00	Utilities	43,352	50,000	61,967	58,500	58,500	58,500	81,600
665-00	Consultant Services	12,000	16,000	21,377	25,000	25,000	25,000	26,000
657-00	Regional Radio	1,500	0	0	1,500	1,500	1,500	1,500
660-00	WCCCA System Fees	467,841	490,600	528,134	565,777	588,658	565,777	565,777
665-00	Radio Maintenance Fees	67,531	69,000	79,245	80,000	80,000	80,000	80,000
667-00	Radio Replacement Proj		35,000	89,307	50,000	50,000	50,000	0
	Meeting Expense / Web							5,000
670-00	Legal Services	1,434	1,500	8,680	8,000	8,000	8,000	10,000
675-00	Financial Services	4,800	6,000	5,828	7,000	7,000	7,000	10,000
680-00	Audit Fees	6,160	6,400	6,490	7,000	7,000	7,000	8,000
685-00	Miscellaneous Cost	2,173	1,500	1,054	1,318	2,536	1,318	3,500
	Total Material and Services	795,389	913,623	1,022,264	1,020,409	1,045,988	1,021,889	1,051,371

Expense

Account #	Account Description	Actual FY 13-14	Actual FY14/15	Actual FY 15/16	Revised Proposed FY16/17	Approved by Budget Committee	Adopted by Governing Board	Revised December 2016
683-00	Capital Reserve	0	30,000	0	50,000	100,000	50,000	100,000
703-00	Capital Outlay	661,493	400,000	2,205,642	10,000	35,000	10,000	15,037,000
795-00	Debt Service	93,688	94,000	112,529	146,077	146,077	146,077	568,489
800-00	Operating Contingency	0	0	0	45,000	45,000	45,000	45,000
	Bond Premium Reserve							7,165,794
	Ending Fund Balance	512,670	287,911	21,328				43,360,633
	TOTAL EXPENSE	2,063,240	1,725,534	3,361,763	1,271,486	1,372,065	1,272,965	67,328,287

CLACKAMAS COUNTY 800 MHz RADIO SYSTEM

Cost Allocation FY 16/17

April 20, 2016

Revised 'Dec 7, 2017

PARTNER AGENCIES	Attention	TOTAL VOICE RADIOS FY 16/17	Annual Operating Cost per voice radio @	MOBILE Data Radio FY 16/17	Total Annual Cost Mobile Data Radio @	Zone Controller Debt Service Payment 5 of 7	Microwave Debt Service Payment 2 of 10	Total Annual Cost
			\$ 420.00		\$ 260.00			
Clackamas County Health (AMR)	Larry McDaniels	25	10,500	0	0	1,621	666	12,787
Boring Fire Dist.	DeAnn Henry	55	23,100	0	0	3,681	2,635	29,416
Canby Fire	Jim Davis	62	26,040	0	0	3,287	1,757	31,084
Canby Police	Bret Smith	61	25,620	0	0	3,418	1,571	30,609
Clackamas Sheriff	Nancy Artmann	638	267,960	0	0	36,152	19,938	324,050
Clackamas Fire Dist. #1	DeAnn Henry	268	112,560	0	0	12,226	5,617	130,403
Colton Fire		34	14,280	0	0			14,280
Estacada Fire	Bob Morrisey	47	19,740	0	0	2,016	1,251	23,007
Gladstone Police	Jim Pryde	35	14,700	0	0	1,358	932	16,990
Gladstone Fire	Mike Funk	49	20,580	0	0	1,797	1,145	23,522
Lake Oswego Police	Leslie Taylor	103	43,260	0	0	4,645	2,715	50,620
Lake Oswego Fire	Leslie Taylor	87	36,540	0	0	4,031	2,289	42,860
Lake Oswego Public Works	Leslie Taylor	76	31,920	0	0	0	0	31,920
Milwaukie Police		90	37,800	0	0		0	37,800
Milwaukie Public Works		46	19,320	0	0	0	0	19,320
Molalla Police	Rod Lucich	33	13,860	0	0	1,534	878	16,272
Molalla Fire	Vince Stafford	64	26,880	0	0	3,067	1,863	31,810
Oregon City Police	Jim Bend	91	38,220	0	0	4,075	2,582	44,877
Sandy Fire	Phil Schneider	84	35,280	0	0	4,207	2,396	41,883
Sandy Police	Kim Yamashita	45	18,900	0	0	1,490	1,171	21,561
West Linn Police	Niel Hennley	63	26,460	0	0	3,769	2,396	32,625
West Linn Public Works	Niel Hennley	50	21,000	0	0	0	0	21,000
TVF&R / West Linn Fire	accountspayable@tvfr.com	13	5,460	0	0	1,315	586	7,361
TOTAL		2,119	889,980	0	0	93,689	52,388	1,036,057

CLACKAMAS COUNTY 800 MHz RADIO SYSTEM

Cost Allocation FY 16/17

April 20, 2016

Revised 'Dec 7, 2017

MEMBER AGENCIES		TOTAL VOICE RADIOS	Annual Operating Cost per voice radio	MOBILE Data Radio	Total Annual Cost Mobile Data Radio			Total Annual Cost
Boring Water District	Larry Alexander	2	840	0	0			840
CC Community Corrections	Cris Hoy	53	22,260	0	0			22,260
CC District Attorney	Sarah Brown	3	1,260	0	0			1,260
CC Dog Services		5	2,100	0	0			2,100
Clackamas Co Transp/Weigh	Joe Marek	19	7,980	0	0			7,980
Clackamas Co Code/Environ	Sandy Hamilton	4	1,680	0	0			1,680
CC Medical Examiner	Cathy Phelps	4	1,680	0	0			1,680
CC Juvenile	Ellen Crawford	4	1,680	0	0			1,680
CC Community College	Bob Cochran	0	-	0	0			0
City of Damascus	Gene Green	0	-	0	0			0
City of Happy Valley	Steve Campbell	11	4,620	0	0			4,620
Clackamas River Water	Lee Moore	16	6,720	0	0			6,720
Lake Oswego Lake Corp	Christian Stauffer	8	3,360	0	0			3,360
Sunrise Water Authority	Kim Anderson	12	5,040	0	0			5,040
Willamette Shore Trolley	John Nagy	1	420	0	0			420
TOTAL		142	59,640	0	0			59,640

2,261

0

2,261

WCCCA

2,438

(177)

CCOM		139	0	2	0			0
LOCOM		34	0	0	0			0

CLACKAMAS COUNTY

800

MHz RADIO SYSTEM

NUMBER OF PUBLIC SAFETY RADIOS

April 20, 2016 - Revised 12-7-16

AGENCY	Radios		MDT'S	
Partners	USER	WCCCA	USER	WCCCA
Clackamas County / AMR	25	25	0	0
Boring Fire Dist.	55	85	0	0
Canby Fire	62	66	0	0
Canby Police	61	61	0	0
Clackamas Sheriff	638	664	0	0
Clackamas Fire Dist. #1	268	313	0	0
Colton Fire	34	34	0	0
Estacada Fire	47	47	0	0
Gladstone Police	35	35	0	0
Gladstone Fire	49	49	0	0
Lake Oswego Police	103	106	0	0
Lake Oswego Fire	87	88	0	0
Lake Oswego Public Works	76	76	0	0
Milwaukie Police	90	90	0	0
Milwaukie Public Works	46	0	0	0
Molalla Police	33	33	0	0
Molalla Fire	64	73	0	6
Oregon City Police	91	91	0	0
Sandy Fire	84	84	0	0
Sandy Police	45	45	0	0
West Linn Police	63	63	0	0
West Linn Public Works	50	43	0	0
West Linn Fire / TVF&R	13	13	0	0
Total Partners	2,119	2,184	0	6
Members	USER	WCCCA	USER	WCCCA
Boring Water District	2	2	0	0
CC Comm Corrections	53	53	0	0
CC District Attorney	3	3	0	0
CC Dog Services	5	5	0	0
Clackamas County Transp	19	19	0	0
Clackamas Cnty Code/Envi	4	4	0	0
CC Medical Examiner	4	4	0	0
CC Juvenile	4	4	0	0
CC Community College	0	0	0	0
City of Damascus	0	0	0	0
City of Happy Valley	11	11	0	0
Clackamas River Water	16	16	0	0
Lake Oswego Lake Corp	8	8	0	0
Sunrise Water Authority	12	12	0	0
Willamette Trolley	1	1	0	0
Total Members	142	142	0	0
TOTAL BILLABLE	2,261	2,326	0	6
C800 Total	2,261		WCCCA Total	2,332
			WCCCA Billing	

CLACKAMAS COUNTY

800

MHz RADIO SYSTEM

NUMBER OF PUBLIC SAFETY RADIOS

Mutual Aid				
Aurora Fire	15	15	0	
CC Emergency Mgmt	10	10	0	
Hoodland Fire	29	29	0	0
Monitor Fire	10	10	0	
ODFW	0	0	0	
USFS	14	14	0	
Total Mutual Aid	78	78	0	
GRAND TOTAL	2,339	2,404	0	
				2,339
CCOM	139	149	2	
LOCOM	34	34	0	
Total w/ Dispatch	2,512	2,587	2	
				2,514

800 MHz RADIO SYSTEM

Radio Site Locations - Site Lease Cost

	Mar 23, 2016	Revised Dec 7, 2016
1	Carver	0.00
2	Skyland	0.00
3	Damascus	0.00
4	Wilsonville	0.00
5	Mt Scott	0.00
6	Mt View Water Tank	0.00
7	Petes Mountain	15,833.75
8	Polivka	6,589.37
9	Sandy	0.00
10	View Acres	106,477.81
11	Brightwood	0.00
12	Crutcher	0.00
13	Tom Dick & Harry	0.00
14	Lindhart	0.00
15	Timberline	0.00
16	Canby	0.00
17	Day Hill	15,913.50
18	Highland	0.00
19	Redland Rd	12,920.34
20	Angel Falls	0.00
21	Oak Grove	0.00
22	Whalehead	0.00
23	Goat Mountain	23,759.18
24	Sawtell	0.00
25	LO#2	0.00
26	Lake Oswego / Canterbury	In WCCCA Cost
Total		\$ 181,493.94

	OWNER	LOCATION	Lease Cost	Lease Terms	2016/17 Payment	Payment Due	Lease Renewal
		Site Address					
1	NW Natural Gas	Carver			\$ -		
2	Lindquist GC LLC PO Box 42135 Portland, OR 97242 Stuart Lindquist	Skyland Parcel 21E15AC01400 97034	\$10,800 Per Year 3% per year escalation / Due Jan 1	Signed 5/5/2016 10 years w/ 4 - 5 year options	\$ -		5/5/2026 5/5/2031 5/5/2036 5/5/2041
3		Damascus			\$ -		
4	City of Wilsonville 28799 SW Town Center Loop E Wilsonville, OR 97070 Public Works Director	Willsonville tax lot 502, Section 1,T3S,R1W,W.M.	\$12,000 Per Year 3% per year escalation / Due Jan 1	10 years w/ unlimited annual renewals	\$ -		
5	Oregon Department of Transportation 455 Airport Road SE Salem, OR 97301-5375 (503)731-8427 Bolland Arnev	Mt. Scott 10999 Ridgeway Dr Happy Valley	Trading tower space for land lease	Signed 2/1/02 25 years	\$ -		1/31/2027
6	City of Oregon City 320 Warner Milne Rd Oregon City, OR 97045 (503) 657-0891 Nancy Kraushaar	Mt. View Water Tank 415 Mountain View St. Oregon City	\$1.00 per year System Partner	10 Year Lease / No date on lease - assume Aug 26, 2003 w/ two five year options	\$ -		8/26/2013 8/26/2018 8/26/2023
7	BBS Property Mgmt Lewis Snader 918 Schaeffer Rd West Linn, OR 97068 (503) 705-7994	Pete's Mountain 1775 Schaeffer Rd West Linn	\$12,000 per year / 2% per year escalation - Due January 1	Signed 8/7/01 10 yrs w/ 2 5yr options	\$ 15,833.75	Jan 1, 2017	7/6/2011 7/6/16 7/6/2021

8	Boring Water Dist PO Box 66 Boring, OR 97009 (503) 663-4594 Larry Alexander	Polivka Hill Water Tank 26230 Wally Rd Boring	\$4,800 per year 2% per year escalation Due January 1	Signed 8/7/01 10 years w/ 2 - 5yr options	\$ 6,589.37	Jan 1, 2017	7/30/2011 7/30/2016 7/30/2021
9	Darren Mc Ara/Tami McAra /Brenda Tinjurn/Robert Lux 3516 Kelso Rd Boring, OR 97009	Sandy 38275 Marcy St Sandy, OR 97055	\$12,000 Per Year 3% per year escalation / Due Jan 1	Signed 9/195/2016 10 years w/ 4 - 5 year options	\$ -		
10	Oak Lodge Water District 14496 SE River Road, Milwaukie OR 97267 (503) 654-7765 Katherine Willis	View Acres 4410 SE View Acres Milwaukie	\$3,000 per month / 5% per year escalation - Starts 5/1/05 due to prepayment	Signed 5/24/02 15 years w/ 2 - 5yr options	\$ 106,477.81	July 1, 2016	4/24/2017 4/24/2023 4/24/2028
11	US Dept of Interior Salem Dist Office 1717 Fabry Stree SE Salem 97306	Brightwood WM T2S R6E S14 SW1/4 NE1/4 SE1/4 NE1/4	\$0	Signed 5/1/06 20 years request new lease in 2025	\$ -		4/1/2026
12	US Dept of Interior Salem Dist Office 1717 Fabry Stree SE Salem 97306	Crutcher Bench	\$0		\$ -		
13	US Dept of Agriculture Forest Service Mt Hood National Forest 16400 Champion Way Sandy, OR 97055	Tom Dick & Harry	\$0		\$ -		
14	State of Oregon Department of Forestry North Cascade District 22965 N Fork Road SE Lyons, OR 97358 Gregg Cline	Lenhart Butte Tax lot 400 SW1/4 of NW1/4 of SW1/4 of S35 T2S R5 WM	\$0	Signed 8/11/05 10 years w/ 5 year extensions	\$ -		7/11/2015 7/11/2020 7/11/2025
15	US Dept of Agriculture Forest Service Mt Hood National Forest 16400 Champion Way Sandy, OR 97055	Timberline WM S6, T 3S, R 9E	\$0	Signed 10/21/2013 29 years request new lease in 2040	\$ -		1/1/2042
16	Zimmer Family Limited Trust 28485 S Sundowner Court Canby, OR 97013	Canby Parcel # 00797828 Canby, OR 97013	\$12,000 Per Year 3% per year escalation / Due Jan 1	Signed 7/29/2016 10 years w/ 4 - 5 year options	\$ -		
17	Cascade Utilities Inc d/b/a Reliance Connects PO Box 189 Estacada, OR 97023	23151 S. Day Hill Road Estacada, OR 97023	\$15,000 per year w/ a 3% adjustment annually	Signed 7/13/15 10Years w/ 4 5 year options	\$15,913.50	Jan 1, 2017	1/1/2025
18	US Dept of Interior Salem Dist Office 1717 Fabry Stree SE Salem 97306	Highland Butte	\$0		\$0.00		
19	David Staats 20062 S. Redland Rd Oregon City, OR 97045 971 563-1983 3Rvision@gmail.com	Redland Road 20062 S. Redland Rd Oregon City	\$9,600 per year 2% per year escalation Due January 1	Signed 8/30/01 10 years w/ 2 - 5yr options	\$ 12,920.34	Jan 1, 2017	7/30/2011 7/30/2016 7/30/2021

20	US Dept of Agriculture Forest Service Mt Hood National Forest 16400 Champion Way Sandy, OR 97055	Angel Falls	\$0		\$ -		
21	US Dept of Agriculture Forest Service Mt Hood National Forest 16400 Champion Way Sandy, OR 97055	Oak Grove Butte	\$0		\$ -		
22	US Dept of Agriculture Forest Service Mt Hood National Forest 16400 Champion Way Sandy, OR 97055	Whale Head	\$0		\$ -		
23	Weyerhaeuser Company 37904 Brewster Road Lebanon, OR 97355 Attn: Land Use Manager	Goat Mt. T55 R2E Sect 7 Lots 3900 & 4000	\$12,000 per year 5% per year escalation Due July 29	Signed 10/23/02 10 years w/ 2 - 5yr options	\$ 23,759.18	July 29, 2016	9/22/2012 9/22/2017 9/22/2022
24	Molalla Fire District 320 N Molalla Ave Molalla, OR 97038 Viince Stafford	Sawtell 36715 S Sawtell RD Molalla, OR 97038	\$0	Signed 6/6/16 5 years w/ 5- 5 year extensions	\$ -		
25		Lake Oswego HS			\$ -		
26	WCCCA PO Box 6375 Beaverton, OR 97007 (503) 690-4911 ext 272 Dave Austin	WCCCA Site - Canterbury Lane - Share Lease/Maintenance Costs 10310 SW Canterbury Ln	Part of WCCCA IGA		In Radio Cost		None
30	Clackamas County 901 Main St, Oregon City, OR 97045 (503) 655-8581 Conty Administrator	CCOM Prime Site 2200 Kaen Rd, Oregon City	\$0 County Owned Property	No Lease	\$ -		None
31	City of Lake Oswego 351 1st Street Lake Oswego, OR 97037 (503) 635-0252 Leslie Taylor	LOCOM Dispatch Site 351 1st Street Lake Oswego	\$0 City Owned Property	No Lease	\$ -		None

WCCCA FY 2016/17

800 System Maintenance Cost

March 18, 2016

	Description	Proposed WCCCA	Budget	WCCCA / C800 Non-Site Costs (Shared by % of radios)	2014	% Change	Canterbury Tower O&M (50% / 50%)
	PERSONNEL: Radio Svcs Budget, Adjusted						
	Personal Services: (Note: +1 Radio Tech vs. PY)						
	Manager (Plus 50% of FTE to Admin & Data Svcs)	1,079,832		1,079,832	1,067,907	1.1%	
	Admin Specialist (30% FTE from Admin-Radio Service Desk)	94,112		94,112	85,555	10.0%	
		25,457		25,457	20,953	21.5%	
	Sub-Total Personnel	1,199,401		1,199,401	1,174,415	2.1%	
	Total Personnel		1,199,401	1,199,401			
	Materials & Services						
572	5300 Office Supplies (delivery expenses)	1,200		1,200	1,200	0.0%	
600	5300 Office Supplies (delivery expenses)	250		250	350	-28.6%	
572	5301 Radio Supplies - Shop	11,712		11,712	2,400	388.0%	
572	5303 Uniforms	3,275		3,275	2,200	48.9%	
	5315 Tuition Reimbursement	-		-		#DIV/0!	
572	5323 Food	250		250	250	0.0%	
572	5330 Non Capital Furn & Equip	15,200		11,400 See below	24,200	-52.9%	
600	5330 Non Capital Furn & Equip	4,750		4,750 See below	6,000	-20.8%	
572	5340 Software Upgrades	12,150		12,150 See below	16,000	-24.1%	
572	5350 Fuel (Vehicles)	11,000		11,000 Vehicles only	12,000	-8.3%	
600	5350 Fuel (Sites) (Diesel < ÷ 9 Propane sites for Canterbury)	26,000					800
572	5360 Radio Supplies - Infrastructure (÷13 Tower Sites)	52,000					4,000
600	5361 M & R Facility/Sites	114,500		28,000 See below	5,000	460.0%	-
600	5362 M & R Tower Sites Facilities	11,600		See below			850
572	5363 M & R Vehicles	12,000		12,000	10,000	20.0%	
572	5368 M & R Computer Equipment	104,000		103,200	100,000	3.2%	
600	5365 M & R Computer Equipment	- WCCCA					
572	5413 Contract / Professional Services	26,000		See below			
600	5413 Contract / Professional Services	87,100		See below			6,450
600	5416 Building Maintenance	58,296 WCCCA					
572	5431 Admin. Telephone	4,600		4,600	4,600	0.0%	
600	5432 Heat/Energy	6,000 WCCCA					
600	5433 Electricity (actual for Canterbury from PGE billing)	109,221					6,525
600	5434 Water Sewer	11,100 WCCCA					
600	5436 Garbage	2,100 WCCCA					
600	5445 Rent for Site Leases	51,000					1
572	5461 Training	3,800		2,000	2,000	0.0%	
572	5462 Travel and Per Diem	5,310		1,500	1,500	0.0%	
572	5500 Dues & Subscriptions	500		500	300	66.7%	
572	5570 Business Expense	-		-			
	Subtotal Radio Services M&S Budget	744,914					
	Insurance (Admin) (Shop/vehicles/ee GL/no Int. Marine)	78,750		13,175	12,331	6.8%	1,189
	Total Materials and Services		823,664	220,962	200,331	10.3%	19,815
	Capital Outlay						
572	Vehicles (2) (NTS)	70,000		70,000			
572	APX-8000 radios for Techs (NTS)	12,600		12,600			
572	48VDC Sys & Batt. (WCCCA)	22,000		-			
572	VHF Combining Sys. (WCCCA)	16,000		-			
600	Replace site batteries (WCCCA)	61,000		-			
F22	Fire & Security System Replacement (WCCCA)	80,530		-			
F25	Emergency back up mobile generator for sites (ATS)						-
F25	Replace 2 HVACs - tower buildings (WCCCA)						
	Total Capital Outlay	262,130		82,600	0		-
	FY16/17 BUDGET	2,285,195		1,502,964	1,374,746	9.3%	19,815
	Adm Fee 10% (Ech; A/R billing/collecting; Tech office support; shop O/H)			150,296	137,475	9.3%	1,981
	TOTALS			1,653,260	1,512,221	9.3%	21,796
	Number of Radios / Cost per Radio			6,540	252.79	9.5%	÷ 2 = 10,898
					231		2,195 4.96
				C800 Cost			PY Fee Change
				Per radio	257.76	236.09	9.2%
				\$ for FY16/17	\$ 565,777	528,134	7.1%
				Qtrly Bills	\$ 141,444	132,033	7.1%
							\$ 212.16 \$ 45.60

Use \$260.00

5330	Non Cap Furnishings & Equipment			Note re coding:		
				NTS	Line items marked "NTS" (for "Non-Tower-Site are sharred cost	
572	Gales Peak P25 Site Installation	3,800	WCCCA			
572	Interoperable Controller	9,000	NTS	WCCCA	Line items marked WCCCA are excluded from the allocation of costs, as a WCCCA only expense	
572	Shop tool replacement and upgrades	2,400	NTS	11,400		
600	Equipment repairs	4,000	NTS			
600	Hand & power tool replacement	750	NTS	4,750	ATS	Where items are for All Tower Sites, 1/13th has into the Canterbury column for a 50/50 further split.
		19,950				
5340	Software Upgrades					
572	RM (Hardware, Software, Client Statrions)	12,150	NTS			
		12,150				
5361	Maintenance & Repairs / Facilities					
600	Unplanned building repairs and maintenance	22,000	WCCCA			
600	Simplex(Building Security)	7,500	WCCCA			
600	Landscaping	10,000	WCCCA			
600	Replacement batteries at Radio Sites	15,000	WCCCA			
600	Shop repairs and maintenance	3,000	NTS			
600	Radio Sys. - Replace 48VDC system and batteries	25,000	NTS	28,000		
600	Elevator and Boiler Permits	700	WCCCA			
600	Building water filtration maintenance	500	WCCCA			
600	Annual console cleaning & PM	7,800	WCCCA			
600	Repair and Reseal Parking Lots	8,500	WCCCA			
600	HVAC Vent Dampers	14,500	WCCCA			
		114,500				
5362	Maintenance & Repairs / Tower Sites					
600	Gravel tower site access roads	3,800	ATS (÷ 13 =)			
600	Tower Site maintenance/supplies	4,500	ATS (÷ 13 =)			
600	Unplanned Tower Repairs	1,500	ATS (÷ 13 =)	850		
600	Hazardous Substance Possession Fee	1,300	ATS (÷ 13 =)			
600	Paint and supplies for shelter maintenance	500	WCCCA			
		11,600				
5368	Maintenance & Repairs / Computer Equipment					
572	Genesis server maintenance	6,800	NTS			
572	Test equipment maintenance/calibration	4,000	NTS			
572	Genesis Commander contract	3,200	NTS			
572	Annual maint agreement (reports, bug fixes, enhancements)	3,000	NTS	103,200		
572	Radio programming software & firmware (new release)	1,200	NTS			
572	Red Hat Linux Maint. Agreement (Video Security Server)	800	WCCCA			
572	Motorola Service Contract for Infrastructure	85,000	NTS			
		104,000				
5413	Contract Services					
572	Regional Radio Partnership	4,000	WCCCA			
572	Security Systems Infrastructure	10,000	WCCCA			
572	Video Server Backups	12,000	WCCCA			
		26,000				
600	Cummins Contract PM - Generators at Tower Sites	32,000	ATS (÷ 13 =)	2,460		
600	BPS Site Battery Service Contract	12,800	ATS (÷ 13 =)	980	3,860	
600	Control Contractors PM - Tower Site Maintenance	5,500	ATS (÷ 13 =)	420		
600	Fire testing services	1,400	WCCCA			
600	Infrared Service Contract (electrical inspection)	1,200	WCCCA			
600	Annual Terminex Contract	600	WCCCA			6,450
600	Video Security Maintenance	6,800	ATS (÷ 13 =)	520		
600	UPS Maintenance Contracts	11,000	ATS (÷ 13 =)	850		
600	HVAC PM & Repairs	13,000	ATS (÷ 13 =)	1,000	2,590	
600	Annual Fire Extinguisher Inspections	1,800	ATS (÷ 13 =)	140		
600	Fire Extinguisher Maintenance	1,000	ATS (÷ 13 =)	80		
		87,100				

RESOLUTION 02-16

December 21, 2016

BE IT RESOLVED that the Board of Directors of the Clackamas 800 Radio Group hereby adopts the revised budget for Fiscal Year 2016– 2017 in the amount of Sixty Seven million, Three hundred Twenty Eight thousand, Two hundred and Twenty Eight dollars (\$67,328,287.00) now on file at 11300 SE Fuller Rd Milwaukie, Oregon.

BE IT RESOLVED that the amounts for the fiscal year revised December 21, 2016 for the purposes shown below are hereby appropriated.

General Fund:

Personnel	\$ 0.00
Materials and Services	\$ 1,051,371
Capital Reserves	\$ 100,000
Capital Outlay	\$ 15,037,000
Debt Service	\$ 568,489
Operating Contingency	\$ 45,000
Bond Premium Reserve	\$ 7,165,794
Ending Fund Balance	<u>\$ 43,360,633</u>

Total Appropriation \$ 67,328,287

The above resolution statements were approved and declared adopted this 21st day of December 2016.

Chief Fred Charlton, Chair



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

C800 Meeting Calendar 2017 / 10:30A / CCOM 2200 Kane Rd Oregon City
December 5, 2016

January 11, 2017	Board Meeting
February 8, 2017	Board Meeting
March 15, 2017	Budget Committee / Board Meeting
April 19, 2017	Public Budget Hearing / Board Meeting
May 10, 2017	Board Meeting
June 14, 2017	Board Meeting
July 12, 2017	Board Meeting
August 9, 2017	Board Meeting
September 13, 2017	Board Meeting
October 18, 2017	Board Meeting
November 8, 2017	Board Meeting
December 6 2017	Board Meeting