



## AGENDA

### QLife Regular Board Meeting

Thursday, August 29, 2019 | 12:00 pm

Wasco County Courthouse, 511 Washington Street, The Dalles, Oregon  
Deschutes Room – BO8

- 12:00 Call to Order
- 12:00 Approval of Agenda
- 12:00 [Consent Agenda](#) (*items of a routine nature: minutes, documents, items previously discussed*)
  - [July 25, 2019 Minutes](#)
- 12:00 [Maupin Update](#) – Dan McNeely
- 12:10 [Financial Report](#) – Mike Middleton
  - [Financial Report, Analysis and Reconciliation](#)
- 12:15 [Discussion Items](#)
  - [Aristo Technical Management Report](#) – John Amery
  - [Keith Mobley's Letter of Resignation](#)
  - [Brookings Article – Importance of Broadband](#)
  - [Oregon Connections Conference](#) – Stephanie Krell
- 12:20 [Lone Pine Update](#) – Dan McNeely & Tyler Stone
- 12:30 [Port Build Update](#) – Dan McNeely
- 12:40 [St. Mary's Update](#) – John Amery
- 12:50 [Executive Session \(2\)\(m\)\(D\) & \(E\) Discuss information regarding security of telecom systems and data transmission; \(2\)\(g\) Competitive trade or commerce negotiations; \(2\)\(h\) Consult with counsel regarding litigation.](#)

Old/New Business

Next Board Meeting Date: Thursday, October 3, 2019 at 12:00 PM

Adjourn

*\*Agenda subject to change*

*\*Executive Session held as needed*

An executive session may, in the discretion of the presiding officer, be called based on one or more of the following: ORS 192.660 (2)(a) Consider employment issues; (2)(e) Real property; (2)(f) Consider exempt records or information; (2)(g) Competitive trade or commerce negotiations; (2)(h) Consult with counsel re litigation; (2)(m)(D) & (E) Discuss information regarding security of telecom systems and data transmission.



## *Consent Agenda*

---

- [July 25, 2019 Minutes](#)



## MINUTES

QLife Regular Board Meeting  
Thursday, July 25, 2019  
511 Washington St, Deschutes Conference Room

**Call to Order** President Hege calls the meeting to order at 12:09 PM

**Roll Call** Tyler Stone, Stephanie Krell, Scott Hege, Lee Weinstein, Dale Lepper, Darcy Long-Curtiss, Rod Runyon, John Amery, Keith Mobley, Mike Middleton, Tom McGowan and Dan McNeely (via Skype).

### **Changes to the Agenda**

Mr. Stone adds the Lone Pine Project to the agenda.

***[[Ms. Long-Curtiss moves to approve the amended agenda. Mr. Weinstein seconds the motion, which passes unanimously.]]***

### **Approval of the Consent Agenda**

There are no changes to the consent agenda.

***[[Mr. Runyon moves to approve the consent agenda. Mr. Lepper seconds the motion, which passes unanimously.]]***

President Hege welcomes Tom McGowan of Northern Wasco PUD to the meeting and asks him to introduce himself to the attendees. Mr. McGowan announces that he has taken on the position previously held by Roger Kline and is attending the QLife board meeting as a guest to observe and serve as a liaison between PUD and QLife. He asks if the Board has any questions or concerns that he may answer.

Mr. Stone asks for an audit update and Mr. McGowan informs the Board that PUD has hired an outside firm to perform a full audit to identify attachments and any potential unknown issues. He expects it to be complete by mid-October. Mr. Stone wonders how the data is looking thus far and Mr. McGowan notes with the audit is at 30% completion, the trend is mirroring the billable attachments and over all, the data is unsurprising. He continues by adding that PUD is trying to incorporate a new joint use licensing agreement.

Mr. Stone asks if they will gather input from their attachers and Mr. McGowan confirms that attachers will be part of the process but not until after an agreement is in place. Mr. Stone adds that engineering on every pole is overkill and that they should consider that the highest standard might be unnecessary for rural areas.

### **Financial Report**

Mr. Middleton presents the financial report to the Board and notes this is the first review since the end of FY19 and the Operations budget is at 98.5% executed. Accounts receivables are at \$29K and collections will continue but it is still undetermined as to whether we will write off the balance for FY19 or FY20. He adds that a team is coming together from finance staff and QLife staff to organize services orders, billing, and create a master tracker in order to expedite processes. Overall, the Operations fund is doing well.

The Capital fund is also in good shape at 19% budget executed and the Maupin fund is exactly where it needs to be at this time. Additional funds are coming in to the Maupin fund from the IFA disbursement and the Pacific Source grant to be transferred from the city of Maupin. Most of the expenses have been paid with the exception of an estimated \$10,000 to \$15,000 invoice remaining from Van Dorn which will be split between FY19 and FY20.

Mr. Stone adds that the Capital fund still has a significant amount of money remaining because we did not move forward with all of the projects proposed at the beginning of the FY19. President Hege asks if all invoices have been paid for other projects and Mr. Stone replies that work on the archaeologically sensitive area of the Port Build is still outstanding. President Hege asks about a full project closeout for the Maupin project and Mr. Stone notes that once the project is complete, a project closeout will be brought to the Board.

## **Discussion Items**

### **Aristo Technical Management Report**

Mr. Amery updates the Board on a new BPA project with a larger customer. He notes that there are potential for challenges in the build and BPA is requesting that QLife pay to access its conduit. Mr. Amery's opinion is that this request is not necessarily a bad thing which would make us a BPA customer but explains that he has had difficulty making direct contact with BPA.

St. Mary's Project has its final splicing scheduled for next week. Following splicing, construction crews will come in and pull out all of the old fiber.

There have been OSPInsight conversations between all of the affected parties recently and Mr. Amery believes that we are closer to resolving some issues due to these constructive conversations.

### **Port Build/Chenoweth Expansion Updates**

Mr. McNeely calls in via Skype at 12:51 PM and updates the Board on the Port Build project. He explains that cable has been placed and we are currently waiting on SHPO permits to be acquired in order to finish the project. President Hege asks if Mr. McNeely thinks the permits might be acquired before winter and Mr. McNeely believes they will be. President Hege asks if the Port of The Dalles will be reimbursing QLife for the cost of the permit and Mr. Stone states that the Port was invoiced \$124K for the entire project and expects the total project cost to be about \$170K once complete.

### **Maupin Updates**

Mr. McNeely updates the Board on the Maupin project and states that Van Dorn attempted to complete their scope of the project but noticed that another contractor had captured the conduit QLife planned to connect to. The Mayor of Maupin has contacted Century Link to replace the pathway so Van Dorn can finish their part.

President Hege wonders if there will be an additional cost to QLife to remedy this issue but Mr. McNeely notes that Van Dorn has been very flexible so far and has not indicated that they plan to add an additional cost.

Mr. Stone presents a quote from Gorge Net offering wireless connections at City Park and the Library. Wireless has been provided to the park since 2017 and is currently being funded by the Google grant. He continues by noting the original 2016 agreement entailed providing wireless for three years, which has since been satisfied. He asks the Board if they want to renew another three year commitment with the City Park connection in addition to the new connection at the library or deem that we have met our obligation at City Park and implore Maupin to pay for monthly maintenance. He adds that once the three year commitment expires, the plan is to have these connections turn into revenue streams.

President Hege believes that if we have money remaining from the Google grant to fund the maintenance of both

connections, that we should renew our three year commitment. Ms. Long-Curtiss and Mr. Weinstein agree with President Hege.

***[[Ms. Long-Curtiss moves to approve the contract with Gorge Net for installation and monthly maintenance of wireless connections at City Park and Maupin Library. Mr. Weinstein seconds the motion, which passes unanimously.]]***

### **Lone Pine Updates**

Mr. McNeely reminds the Board that Commstructure has done preliminary work on the project including discussions with ODOT, an archaeological report and fielding work. They are now on hold until they are instructed by the Board to begin design and drawings.

Mr. Stone also informs the Board that we are looking to accommodate our partners at MCMC and potentially other businesses in the area. A grant request has been submitted to the CCO for \$165K and MCMC is working with a consultant to secure reimbursement from USAC for their current connections. He proposes that it is possible to utilize revenue from the reimbursement to fund the build if necessary.

Mr. Lepper notes that when we submitted the documents to the consultant, she made certain assumptions which meant that she did not request the full amount needed to fund the build. She did, however, mention that we could submit a one-time construction reimbursement through USAC and if approved, funds would arrive by July 2020. Mr. Lepper continues by saying that he will be meeting with his boss and the CCO to find out the likelihood of receiving grant funding. He believes that if we are able to secure that funding, it would allow us to get started on the project until the USAC funding comes through in July.

Mr. Stone asks the Board for direction on how they should move forward and if we should order engineering of the project. President Hege asks when engineering must begin in order to complete the project by the February deadline. Mr. McNeely explains that it could take two to three months to complete drawings and go through the bid process which means we would have to start soon.

Ms. Long-Curtiss expresses her support to keep the project moving forward and Mr. Weinstein and Mr. Amery agree.

***[[Mr. Weinstein moves to approve Mr. Stone to move forward with ordering design and engineering for the Lone Pine expansion project. Ms. Long-Curtiss seconds the motion, Mr. Lepper abstains and the motion passes with a majority vote.]]***

The meeting is adjourned at 1:34 PM

The next regularly scheduled board meeting is set for Thursday, August 29, 2019.

---

These minutes were approved by the QLife Board on \_\_\_\_\_.

---

Lee Weinstein, Secretary



## *Maupin Updates*

---



## *Financial Reports*

---

- [July Financial Report](#)
- [July Financial Analysis](#)
- [July Reconciliations](#)

# Qlife Monthly Report

## Operations Fund - July 2019

Filters	
Fd	600
Cat	(Multiple Items)

### Data

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Current FY - Prior FY YTD
<b>Revenue</b>						
Qlife Operations						
Qlife-R						
Qlife-R						
INVESTMENT EARNINGS-R						
INTEREST EARNED	948	86	107	9.1%	5.3%	(20.48)
INVESTMENT EARNINGS-R Total	948	86	107	9.1%	5.3%	(20.48)
MISCELLANEOUS-R						
MISC RECEIPTS	200	-	-	0.0%	0.0%	-
MISCELLANEOUS-R Total	200	-	-	0.0%	0.0%	-
CHARGES FOR SERVICES-R						
UTILITY SERVICE CHARGES	665,460	71,771	53,425	10.8%	8.0%	18,346.28
CONNECT CHARGES	1,000	-	100	0.0%	10.0%	(100.00)
CHARGES FOR SERVICES-R Total	666,460	71,771	53,525	10.8%	8.0%	18,246.28
PASS-THROUGH PAYMENTS-R						
	-	-	-	#DIV/0!	#DIV/0!	-
Qlife-R Total	667,608	71,858	53,632	10.8%	8.0%	18,225.80
Qlife-R Total	667,608	71,858	53,632	10.8%	8.0%	18,225.80
Qlife Operations Total	667,608	71,858	53,632	10.8%	8.0%	18,225.80
<b>Revenue Total</b>	<b>667,608</b>	<b>71,858</b>	<b>53,632</b>	<b>10.8%</b>	<b>8.0%</b>	<b>18,225.80</b>
<b>Expense</b>						
Qlife Operations						
Qlife-E						
Qlife-E						
MATERIALS & SERVICES-E						
ADMINISTRATIVE COST	58,671	-	-	0.0%	0.0%	-



**Qlife Monthly Report  
Operations Fund - July 2019**

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year	Prior Year	Current FY - Prior FY YTD
				Budget Executed	Budget Executed	
ADVERTISING & PROMOTIONS	1,500	-	-	0.0%	0.0%	-
BLDG REPAIR & MAINT	1,600	-	-	0.0%	0.0%	-
CONTR SRVCS - AUDIT CONTRACT	4,200	-	-	0.0%	0.0%	-
CONTR SRVCS - OTHER	15,100	-	-	0.0%	0.0%	-
CONTRACTED SERVICES	-	-	325	#DIV/0!	#DIV/0!	(325.00)
DUES & SUBSCRIPTIONS	3,000	-	-	0.0%	0.0%	-
EQUIPMENT - NON CAPITAL	5,000	-	-	0.0%	0.0%	-
GENERAL GRANTS	2,000	-	-	0.0%	0.0%	-
INSURANCE & BONDS	21,000	-	-	0.0%	0.0%	-
LEGAL NOTICES & PUBLISHING	400	-	-	0.0%	0.0%	-
MEALS LODGING & REGISTRATION	5,000	77	875	1.5%	43.8%	(797.82)
MISC EXPENDITURES	1,000	-	1,907	0.0%	190.7%	(1,907.00)
NETWORK COMPONENTS	5,000	-	-	0.0%	0.0%	-
POSTAGE	200	-	-	0.0%	0.0%	-
SUPPLIES - OFFICE	200	-	53	0.0%	26.7%	(53.40)
TAXES/PERMITS/ASSESSMENTS	800	-	-	0.0%	0.0%	-
TELEPHONE	500	35	-	6.9%	0.0%	34.74
TRAINING & EDUCATION	700	-	-	0.0%	0.0%	-
UTILITIES - WALNUT ST	800	48	48	6.0%	6.0%	0.67
RENT - OFFICE	7,752	-	-	0.0%	0.0%	-
CONTR SRVCS - LEGAL COUNSEL CONTR	6,000	324	-	5.4%	0.0%	324.00
OUTSIDE PLANT MAINTENANCE	20,000	-	537	0.0%	2.7%	(536.96)
CONTRACTED SVCS - ENGINEERING	50,000	-	4,355	0.0%	21.8%	(4,354.50)
CONTRACTED SVCS - NETWORK SYSTEM MANAGEMENT	71,000	2,115	8,742	3.0%	17.1%	(6,627.38)
POLE CONNECTION FEES	12,392	145	-	1.2%	0.0%	144.54
RIGHT OF WAY FEES	20,075	-	1,603	0.0%	8.0%	(1,603.00)
SCHOLARSHIP	2,000	-	-	0.0%	0.0%	-
EASEMENTS - NON-CAPITAL	-	-	-	#DIV/0!	0.0%	-
<b>MATERIALS &amp; SERVICES-E Total</b>	<b>315,890</b>	<b>2,744</b>	<b>18,445</b>	<b>0.9%</b>	<b>7.0%</b>	<b>(15,701.11)</b>
<b>CAPITAL OUTLAY-E</b>						
EASEMENTS	-	-	-	#DIV/0!	#DIV/0!	-
EQUIPMENT - CAPITAL	20,000	-	-	0.0%	0.0%	-
<b>CAPITAL OUTLAY-E Total</b>	<b>20,000</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>0.0%</b>	<b>-</b>
<b>TRANSFERS OUT-E</b>	<b>327,020</b>	<b>27,252</b>	<b>31,067</b>	<b>8.3%</b>	<b>8.3%</b>	<b>(3,815.00)</b>
<b>Qlife-E Total</b>	<b>662,910</b>	<b>29,995</b>	<b>49,512</b>	<b>4.5%</b>	<b>7.5%</b>	<b>(19,516.11)</b>

## Qlife Monthly Report Operations Fund - July 2019

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year	Prior Year	Current FY - Prior FY YTD
				Budget Executed	Budget Executed	
Qlife-E Total	662,910	29,995	49,512	4.5%	7.5%	(19,516.11)
Qlife Operations Total	662,910	29,995	49,512	4.5%	7.5%	(19,516.11)
<b>Expense Total</b>	<b>662,910</b>	<b>29,995</b>	<b>49,512</b>	<b>4.5%</b>	<b>7.5%</b>	<b>(19,516.11)</b>

## Qlife Monthly Report Capital Fund - July 2019

Filters

Fd	601
Cat	(Multiple Items)

Data

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Current FY - Prior FY YTD
<b>Revenue</b>						
Qlife Capital						
Qlife-R						
Qlife-R						
INVESTMENT EARNINGS-R						
INTEREST EARNED	25,200	2,889	2,052	11.5%	191.4%	836.69
INVESTMENT EARNINGS-R Total	25,200	2,889	2,052	11.5%	191.4%	836.69
TRANSFERS IN-R						
TRANSFER FROM QLIFE OPERATING FUND	327,020	27,252	31,067	8.3%	8.3%	(3,815.00)
TRANSFER FROM QLIFE MAUPIN FUND	-	-	-	#DIV/0!	0.0%	-
TRANSFERS IN-R Total	327,020	27,252	31,067	8.3%	8.1%	(3,815.00)
CHARGES FOR SERVICES-R						
CONNECT CHARGES	19,000	-	-	0.0%	0.0%	-
CHARGES FOR SERVICES-R Total	19,000	-	-	0.0%	0.0%	-
Qlife-R Total	371,220	30,141	33,119	8.1%	8.2%	(2,978.31)
Qlife-R Total	371,220	30,141	33,119	8.1%	8.2%	(2,978.31)
Qlife Capital Total	371,220	30,141	33,119	8.1%	8.2%	(2,978.31)
<b>Revenue Total</b>	<b>371,220</b>	<b>30,141</b>	<b>33,119</b>	<b>8.1%</b>	<b>8.2%</b>	<b>(2,978.31)</b>
<b>Expense</b>						
Qlife Capital						
Qlife-E						
Qlife-E						
MATERIALS & SERVICES-E	-	-	-	#DIV/0!	0.0%	-
CAPITAL OUTLAY-E						
BUILDINGS	-	-	-	#DIV/0!	#DIV/0!	-

## Qlife Monthly Report Capital Fund - July 2019

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year	Prior Year	Current FY - Prior FY YTD
				Budget Executed	Budget Executed	
EQUIPMENT - CAPITAL	80,000	-	-	0.0%	0.0%	-
PRIMARY SYSTEMS	660,284	(24,053)	-	-3.6%	0.0%	(24,052.66)
SECONDARY LINE EXTENSION	200,000	-	-	0.0%	0.0%	-
<b>CAPITAL OUTLAY-E Total</b>	<b>940,284</b>	<b>(24,053)</b>	<b>-</b>	<b>-2.6%</b>	<b>0.0%</b>	<b>(24,052.66)</b>
TRANSFERS OUT-E	30,000	-	-	0.0%	0.0%	-
RESERVE FOR FUTURE EXPENDITURES-E	675,125	-	-	0.0%	0.0%	-
<b>Qlife-E Total</b>	<b>1,645,409</b>	<b>(24,053)</b>	<b>-</b>	<b>-1.5%</b>	<b>0.0%</b>	<b>(24,052.66)</b>
<b>Qlife-E Total</b>	<b>1,645,409</b>	<b>(24,053)</b>	<b>-</b>	<b>-1.5%</b>	<b>0.0%</b>	<b>(24,052.66)</b>
<b>Qlife Capital Total</b>	<b>1,645,409</b>	<b>(24,053)</b>	<b>-</b>	<b>-1.5%</b>	<b>0.0%</b>	<b>(24,052.66)</b>
<b>Expense Total</b>	<b>1,645,409</b>	<b>(24,053)</b>	<b>-</b>	<b>-1.5%</b>	<b>0.0%</b>	<b>(24,052.66)</b>

## Qlife Monthly Report Maupin Fund - July 2019

Filters

Fd	602
Cat	(Multiple Items)

**Data**

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Current FY - Prior FY YTD
<b>Revenue</b>						
Qlife - Maupin						
Qlife-R						
Qlife-R						
INTERGOV'T REV - NON SINGLE AUDIT-R						
STATE GRANT	-	-	18,846	#DIV/0!	9.9%	(18,846.00)
INTERGOV'T REV - NON SINGLE AUDIT-R Total	-	-	18,846	#DIV/0!	9.9%	(18,846.00)
INVESTMENT EARNINGS-R						
INTEREST EARNED	60	-	214	0.0%	#DIV/0!	(213.52)
INVESTMENT EARNINGS-R Total	60	-	214	0.0%	#DIV/0!	(213.52)
MISCELLANEOUS-R	-	-	-	#DIV/0!	#DIV/0!	-
TRANSFERS IN-R	30,000	-	-	0.0%	0.0%	-
CHARGES FOR SERVICES-R						
CITY OF MAUPIN	-	44,765	-	#DIV/0!	0.0%	44,765.00
UTILITY SERVICE CHARGES	-	-	-	#DIV/0!	#DIV/0!	-
CITY OF MAUPIN FRANCHISE FEES	-	-	-	#DIV/0!	0.0%	-
CITY OF MAUPIN - GORGE.NET RECEIPTS	3,360	-	-	0.0%	#DIV/0!	-
CITY OF MAUPIN - LSN RECEIPTS	4,000	-	-	0.0%	#DIV/0!	-
CHARGES FOR SERVICES-R Total	7,360	44,765	-	608.2%	0.0%	44,765.00
Qlife-R Total	37,420	44,765	19,060	119.6%	2.0%	25,705.48
Qlife-R Total	37,420	44,765	19,060	119.6%	2.0%	25,705.48
Qlife - Maupin Total	37,420	44,765	19,060	119.6%	2.0%	25,705.48
<b>Revenue Total</b>	<b>37,420</b>	<b>44,765</b>	<b>19,060</b>	<b>119.6%</b>	<b>2.0%</b>	<b>25,705.48</b>

**Expense**

Qlife - Maupin						
Qlife-E						

**Qlife Monthly Report  
Maupin Fund - July 2019**

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Current FY - Prior FY YTD
<b>Qlife-E</b>						
<b>MATERIALS &amp; SERVICES-E</b>						
ADMINISTRATIVE COST	-	-	-	#DIV/0!	0.0%	-
INSURANCE & BONDS	-	-	-	#DIV/0!	0.0%	-
CONTR SRVCS - LEGAL COUNSEL CONTR	2,500	72	-	2.9%	0.0%	72.00
CONTRACTED SVCS - ENGINEERING	-	-	-	#DIV/0!	#DIV/0!	-
POLE CONNECTION FEES	1,050	-	-	0.0%	0.0%	-
CONTRACTED SVCS - WIFI	14,160	48	-	0.3%	0.0%	47.52
BROADBAND SUPPORT	-	-	-	#DIV/0!	#DIV/0!	-
<b>MATERIALS &amp; SERVICES-E Total</b>	<b>17,710</b>	<b>120</b>	<b>-</b>	<b>0.7%</b>	<b>0.0%</b>	<b>119.52</b>
<b>CAPITAL OUTLAY-E</b>						
EQUIPMENT - CAPITAL	-	-	-	#DIV/0!	#DIV/0!	-
PRIMARY SYSTEMS	1,000	-	20,428	0.0%	3.4%	(20,427.90)
SECONDARY LINE EXTENSION	-	-	-	#DIV/0!	#DIV/0!	-
<b>CAPITAL OUTLAY-E Total</b>	<b>1,000</b>	<b>-</b>	<b>20,428</b>	<b>0.0%</b>	<b>3.4%</b>	<b>(20,427.90)</b>
TRANSFERS OUT-E	-	-	-	#DIV/0!	0.0%	-
RESERVE FOR FUTURE EXPENDITURES-E	28,320	-	-	0.0%	0.0%	-
<b>Qlife-E Total</b>	<b>47,030</b>	<b>120</b>	<b>20,428</b>	<b>0.3%</b>	<b>3.0%</b>	<b>(20,308.38)</b>
<b>Qlife-E Total</b>	<b>47,030</b>	<b>120</b>	<b>20,428</b>	<b>0.3%</b>	<b>3.0%</b>	<b>(20,308.38)</b>
<b>Qlife - Maupin Total</b>	<b>47,030</b>	<b>120</b>	<b>20,428</b>	<b>0.3%</b>	<b>3.0%</b>	<b>(20,308.38)</b>
<b>Expense Total</b>	<b>47,030</b>	<b>120</b>	<b>20,428</b>	<b>0.3%</b>	<b>3.0%</b>	<b>(20,308.38)</b>

**Qlife Monthly Report**  
**Accounts Receivable - July 2019**  
**Accounts Receivable Summary**

<b>Fund</b>	<b>Total Receivable</b>	<b>Current</b>	<b>30-59 Days</b>	<b>60-89 Days</b>	<b>90-119 Days</b>	<b>Over 120 Days</b>
600	44,087.06	24,881.28	-	-	-	19,205.78
601	-	-	-	-	-	-
602	-	,	-	-	-	-
June	153,555.78	134,350.00	-	-	-	19,205.78
May	49,540.78	30,335.00	-	-	-	19,205.78
Apr	45,445.78	26,240.00	-	-	-	19,205.78
Mar	30,495.78	11,290.00	-	-	-	19,205.78
Feb	49,520.78	30,315.00	-	-	-	19,205.78
Jan	33,980.78	7,575.00	-	-	-	26,405.78
Dec	38,445.78	12,040.00	-	-	-	26,405.78
Nov	61,291.78	34,740.00	-	146.00	-	26,405.78

## **Qlife – Financial Analysis for July 2019 Financial Statements**

The financial statements for the 1<sup>st</sup> month of the 2020 Fiscal Year (FY20) are presented. The statements are intended for the use of Management and are not audited. The expected straight-line assumption for accounts is 8.3% (1/12). This is typically a good starting point for analysis. As this is the start of a new fiscal year, there may be transactions that need to be moved back into the prior fiscal year. This will be communicated on the next statements issued.

### **Operations Fund**

Total revenues for the fund are \$71,858. This is a budget execution of 10.8% - well ahead of the 8.0% from last year or the 8.3% straight-line assumption. The primary reason is the Utility Service Charges.

Utility Service Charges have come in at 10.8% of the budget execution or \$18K more than last fiscal year. The reason why is tied to the receivables. There was a bill issued in July for services that had been provided but not billed for due to an oversight when staff changed. This amount exists as an account receivable (the full amount was received in August). The amount is \$16,041.28. When this is considered, the remaining Utility Service Charges are right at 8.3% budget execution.

Accounts Receivable are significantly decreased. The majority of the reason is the \$124K receivable in the Capital Fund was received in full during July. The current AR of \$24,881.28 includes the \$16,041.28 billed for service received but not billed. If this is removed from the amount, the remaining current AR is only \$8,840. AR is doing well.

Interest is executing at 9.1% but still about \$20 less than last fiscal year. This is due to the allocation of interest. Interest in the Capital Fund is about \$800 more than last fiscal year. The changing ratios of the fund balances are leading to the shifting of where interest is allocated.

Expenses for the Operations Fund are only 0.9% executed. Only \$2,744 has been recorded – this is \$15,701 less than last year at this time. The Contracted Services are significantly less than last fiscal year at this time. The Right of Way fees paid to The Dalles for July have not been entered. This should be and the amount should be comparable to last fiscal year. Finance will investigate what is happening. Most probably this is a timing issue.

Transfers are as budgeted. There is a set monthly transfer to the Capital Fund.

### **Capital Fund**

Transfers In from the Operation Fund are proceeding as budgeted.

Interest is executing at 11.5% which is \$837 more than last fiscal year. If the interest paid by the LGIP continues then this will beat the budget again.

Expenses have an issue Finance is resolving. Primary systems has a negative expense for \$24,053 This means a credit for work done which would have been in last fiscal year. So, this either needs to be moved back or is revenue. A more thorough answer will be given at the Qlife Board Meeting.



## **Maupin Fund**

Revenue for the fund is at 119.6% budget execution already. This is due to a payment received from the City of Maupin on a pass through grant. The funds were for the project and were not passed to Qlife until July. This revenue will be moved back to FY19 with an accrual. This just has not been done at this time yet. It is one of the year-end cleanup items.

Interest has been allocated as seen in the other funds, unfortunately, due to the cash balance, none was allocated to Maupin at this time.

Expenses for the Maupin Fund are at a budget execution rate of 0.3% - well below the expected straight-lien assumption. The biggest variance is the Contracted Services for WIFI. Based on the budgeted amount, a month should see \$1,180 in expense. In July, there was \$48.

No transfers are budgeted for FY20.

## **Summary**

The year is early to really analyze any trends developing, but a comparison to last year at this time is a valid analysis technique. Utility Service Charges are up, but this is due to the billing for a customer that had not been billed since the service was started. This had been missed in the change-over of personnel. When this is considered, the budget amount is right on target. Interest is up however. This. Last year at this time the LGIP interest was less than the current rate and this is why the overall interest is more. The Maupin fund has a large revenue, but as mentioned it is a flow through grant amount that had not been passed through to Qlife. It was identified as part of the analysis of the Maupin project.

The funds are in good shape at this time.

Bank reconciliations for July are completed and included in the packet.

**July 2019 Bank Reconciliation**

Mike M 8/15/19												
		Main Checking					LGIP Account					
	Bank	Eden 600	Eden 601	Eden 602	Eden Total		Bank	Eden 600	Eden 601	Eden 602	Eden	
Beginning Balance	432,119.84	60,789.81	299,962.24	41,151.77	401,903.82		Beginning Balance	1,273,829.50	36,407.94	1,237,421.56	0.00	1,273,829.50
Credits	-	-	-	-	-		Deposits	-	-	-	-	-
Deposits	252,867.66	60,050.00	148,052.66	44,765.00	252,867.66	Debit	Dividends/Interest	2,975.18	86.28	2,888.90	-	2,975.18
Withdrawals							Withdrawals					
Checks	41,396.18	17,874.92	2,430.56	144.00	20,449.48	Credit	Other Decreases					
<b>Ending Balance</b>	<b>643,591.32</b>	<b>102,964.89</b>	<b>445,584.34</b>	<b>85,772.77</b>	<b>634,322.00</b>		<b>Ending Balance</b>	<b>1,276,804.68</b>	<b>36,494.22</b>	<b>1,240,310.46</b>	<b>0.00</b>	<b>1,276,804.68</b>
Deposits in Transit							Ending GL					
Outstanding Checks	\$9,269.32				-		LGIP Variance	-	2.9%	97.1%	0.0%	
<b>Adjusted Balance</b>	<b>634,322.00</b>	<b>102,964.89</b>	<b>445,584.34</b>	<b>85,772.77</b>	<b>634,322.00</b>							
Variance	-											
Columbia Gorge Ed	5265		\$2,000.00									
John Amery	5269		\$7,269.32									
			<u>\$9,269.32</u>									



## *Discussion Items*

---

- [Aristo Technical Management Report](#)
- [Keith Mobley's Letter of Resignation](#)
- [Brookings Article](#)
- [Oregon Connections Conference](#)

Aristo Networks LLC  
Technical Management Report  
By  
John Amery  
08/26/2019

Items of Interest:

- QLIFE / BPA discussions are to initiate around interconnections, easements, and leases.
  - No new updates
- Damaged QLIFE fiber in the region around E. 15<sup>th</sup> and Jefferson.
  - No new updates
- Failing fiber project (SW section previously referred to as St. Marys)
  - Splicing complete.
  - Fiber removed from freeway crossing (previous area of concern).
  - Still working on deconstruction of old fiber.
- Efforts are currently being made to improve OSPInsight quality of documentation.
  - Ongoing
- Electronics
  - No known issues.

**Keith A. Mobley**

*Lawyer*

E-Mail: mobley@ortelco.net

*By Appointment Only*

Telephone: (541) 993-2086

P.O. Box 537

Dufur, OR 97021

Facsimile (888) 467-7850

July 29, 2019

Tyler Stone, Administrator  
511 Washington St., Suite 101  
The Dalles, OR 97058

Dear Tyler and Board Members:

Thank you for having asked me to provide legal services. It has been very satisfying for this lawyer to work with family and friends in reducing conflicts, solving problems, and planning for what lies ahead.

I enjoy what I am doing, but a couple of considerations have made me realize I need to do some planning, both for myself and for you.

The first is a recent birthday celebration, during which I received some cards saying I was 80. Looking at those cards made me feel somewhat more mature and responsible, but maybe it was just older and wiser.

The second consideration is taking on additional responsibilities on the board of directors of the Sunriver Owners Association.

Because I plan to retire effective September 30, 2019, I decided it would be prudent to meet with some lawyers who would be interested in working for you. My selections were four experienced lawyers who recently established their own offices, one located in The Dalles with a Hood River office, and the other based in Hood River.

Campbell Phillips, PC is Kristen Campbell and Kiffanie Phillips, based in The Dalles.

VanKoten & Cleaveland, LLC is Victor VanKoten and Ruben Cleaveland, based in Hood River.

Both firms have excellent web sites that will provide details about them and their areas of practice. The addresses or locators for those sites are included on the enclosed response sheet, which I ask you to complete and return to me in the envelope provided.

Q-Life Network  
July 26, 2019  
Page 2

I am providing these names because I have confidence in the lawyers, all of whom I have known for several years. I have had the opportunity to see how they work and relate to clients. Their contact information is also provided; they would welcome your call.

You are of course free to choose any lawyer you would prefer. I have included a space on the return form for you to fill in the name of that lawyer or law firm. Once I have that information, I will provide copies of your file or files to that office if you mark the YES option.

If you are *not* ready to think about your next lawyer, just let me know. My desire is to provide advance notice and an opportunity for an organized transition to your next law office. If needed, I would work with your new lawyer during a period of transition.

So, please complete the enclosed form and return it as soon as possible in the envelope provided.

Thank you.

Sincerely,



Keith A. Mobley

## RESPONSE SHEET

From: \_\_\_\_\_

To: Keith A. Mobley

Re: Law Firm Preference

Please mark with an X the firm you would prefer for future legal services. Also indicate whether I should send that firm copies of the files currently held in the Law Office of Keith A. Mobley. If you are not ready to think about a new lawyer, just return this with a note saying so.

### LAW FIRMS

### SEND COPIES OF FILES?

\_\_\_\_\_ **Campbell Phillips, PC**  
919 Cherry Heights Rd.  
P.O. Box 2449 \_\_\_\_\_ Yes  
The Dalles, OR 97058 \_\_\_\_\_ No  
541-371-5585  
<https://campbellphillipslaw.com>

\_\_\_\_\_ **VanKoten & Cleaveland, LLC**  
417 Sherman Ave., Suite 7 \_\_\_\_\_ Yes  
Hood River, OR 97031 \_\_\_\_\_ No  
541-436-3422  
<https://gorgelawyers.com>

\_\_\_\_\_ **Other law firm:**  
\_\_\_\_\_ Yes  
\_\_\_\_\_ No  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Dated: \_\_\_\_\_, 2019.

*Please complete and return in the envelope provided. Thank you.*

# BROOKINGS

The Avenue

## **Broadband is too important for this many in the US to be disconnected**

Lara Fishbane and Adie Tomer August 14, 2019

**F**or the vast majority of us, broadband has become so commonplace in our professional, personal, and social lives that we rarely think about how much we depend on it. Yet without broadband, our lives would be radically upended: Our work days would look different, we would spend our leisure time differently, and even our personal relationships would exist differently.

But if broadband is an essential part of daily American life in the 21st century, how can we be comfortable with the fact that over 19 million households do not have a mobile or in-home subscription? Imagine if an electricity outage like the 2003 Northeast blackout occurred every day. Or if the Flint water crisis impacted the entire states of Michigan, Ohio, Indiana, Illinois, and Wisconsin. That's the scale of broadband disconnect this country experiences.

Simply put, the country needs to make an aggressive case to reach universal broadband adoption. But what does that even mean? Compared to electricity and water, do we understand all the ways broadband impacts individual and community wellbeing? Based on an initial scan of academic and applied research, the short answer is no.

With communities all across the country exploring ways to overcome the digital divide, and with Congress sending clear signals about the importance to address rural disconnect, now is an opportune time to help policymakers and practitioners understand the benefits of pursuing new infrastructure, public policies, and training programs. For us, that process begins with understanding where the current state of knowledge is clear and where it falls short.



First, definitions matter. When we refer to broadband, we are referring to three distinct but interrelated parts of the sector. The first is the digital telecommunications infrastructure, whether wireless or wireline technologies, that enable high-speed exchanges of data. The second refers to actual use of broadband technologies, including data plan subscriptions and the digital skills it takes to use a physical broadband connection. The third encompasses the federalist policy frameworks that govern physical infrastructure and related programming. Though broadband's colloquial definition tends to focus strictly on the transfer speed of the underlying technology, broadband infrastructure can only reach its potential if every individual can use the service, and if policy frameworks are in place to support ubiquitous adoption.

Since the advent of the internet, academics and practitioners have studied how broadband will transform the economy and society. As a result, it's not hard to find research confirming the benefits broadband delivers to individuals and the communities where they live. Even better, much of this research now has given way to everyday wisdom.

Consider the labor market. It's now routinely expected that job seekers will use the internet to more easily identify and apply for jobs that match their skill sets and interests. Research even suggests that the lower cognitive lift associated with online job searches could reduce instances of labor market discouragement. In turn, businesses reap benefits from e-recruiting by decreasing labor market search costs and achieving productivity gains through increased efficiencies. Similar productivity gains can even be passed onto employees through higher wages and to consumers through lower prices. Broadband also helps employees increase their wages by sharpening their online and digital skill sets.

Broadband also has the potential to create happier, healthier, and more resilient societies. First, as an educational tool, broadband enables people to learn new skills to solve challenges or to develop new hobbies; it allows them to learn more about their health to better manage conditions and symptoms from home; and it can inform them about local issues, helping create tighter-knit communities. As a recreational tool, broadband

increases and democratizes entertainment options, giving people more choice and freedom in how they spend their time. But it also democratizes information, allowing people to access new ideas, information, and resources from a variety of platforms. And as a social networking/communication tool, broadband makes it easier to maintain and connect with loose or physically distant social ties, helping people maintain a broader sense of community.

Lastly, broadband adoption has been shown to increase civic engagement. Since broadband reduces barriers to attaining information and interacting with local representatives, it increases the likelihood of voters voting, contributing to campaigns, and contacting their local representatives.

Though there is a lot of excitement around broadband's potential to reshape the economy, save the planet, or increase life expectancy, the technology is still in its early days and there is so much we don't yet know. For one, we're eager to see what effect the technology has on wealth generation and inequality. Though there's early evidence that home values are higher in broadband-connected neighborhoods, there haven't been enough robust studies on the topic for us to really understand how and to what extent wealth creation is happening. And since broadband helps raise incomes and build wealth for those *with* access, broadband is also likely to leave behind those *without* access. For that reason, it's imperative researchers continue to study whether the digital divide is another contributing factor to the rising income inequality seen all across the country.

Given the wide range of technologies qualifying as broadband, we also don't yet have standards around what universal broadband adoption would even look like. We're left to wonder: Does broadband adoption at different speeds result in radically different outcomes? What is the minimum speed that should count in setting a universal standard? Do wireless and wireline adoption result in the same outcomes? And will the benefits look different across different geographies and socioeconomic groups?

Over the coming months, we'll be exploring these questions in more detail. Relying on interviews with experts, number-crunching, and as much reading as we can handle, we hope to make clear the case for equitable broadband access across the United States so that everyone can enjoy its benefits.

We know how important broadband is to people's physical, social, and economic health. With that knowledge, we need to keep building a narrative that reflects broadband's essential status.

*The Metropolitan Policy Program at Brookings would like to thank the Robert Wood Johnson Foundation for their generous support of this analysis.*



Stephanie Krell &lt;stephaniek@co.wasco.or.us&gt;

## Oregon Connections Conf Early Bird Registration Update

1 message

**BERRIAN Pam C** <PBerrian@eugene-or.gov>  
 To: BERRIAN Pam C <PBerrian@eugene-or.gov>  
 Cc: TAMARIN Christopher \* BIZ <Christopher.Tamarin@oregon.gov>

Fri, Aug 23, 2019 at 2:04 PM

*I assist with conference outreach. If you wish to be removed from the Oregon Connections Conference Interested Parties bcc list, just Reply and let me know. Thank you -Pam Berrian, City of Eugene*

\*\*\*\*\*

We hope your Summer is going well and that you will take a few moments for Early-Bird registration for the 2019 Oregon Connections Telecommunications Conference (at only \$80.00 ending on September 6<sup>th</sup>). Please visit [www.oregonconnections.info](http://www.oregonconnections.info) for up-to-date information on this year's conference program and online registration. All Early-Bird registrations will be entered into a prize drawing which this year includes **two golfing packages** – check them out at <https://oregonconnections.info/reg2019.htm>.

The 2019 conference will explore "**Smart communities**," strategies, applications, enabling technologies and Oregon initiatives. Topics include smart cities, new developing technologies, smart solutions for cities and public policy.

The conference is scheduled for Thursday and Friday, October 24 and 25, 2019 at the Ashland Hills Hotel and Suites in Ashland <https://ashlandhillshotel.com/>. Special conference room rates are now available for reservations made by phone at 855 482-8310.

Please accept this invitation to join us in Southern Oregon! Follow us on *Twitter* <https://twitter.com/ORConnections> and Facebook <https://www.facebook.com/Oregon-Connections-Telecommunications-Conference-374338935943073/>

*Thanks to our valued sponsors Wave Business, Hunter Communications, Fortinet, LS Networks, Genxsys Solutions, Zayo, Oregon Broadband Advisory Council, InfoStructure, AT&T, ADTRAN, Calix, Zyxel, Windwave Communications / Inland Development, PEAK Internet, the City of Eugene, Graybar / Ciena, Verizon Wireless, CenturyLink, Northwest Telecommunications Association, Ameresco, XKL, Southern Oregon Business Journal, Mid-Columbia Economic Development District, Business Oregon and Southern Oregon Economic Development, Inc. !!!*

See you in the Fall!

Christopher Tamarin  
 Telecommunications Strategist  
 Oregon Broadband Office  
 Oregon Business Development Department  
 121 SW Salmon Street, Suite 205  
 Portland, Oregon 97204  
[christopher.tamarin@oregon.gov](mailto:christopher.tamarin@oregon.gov)

**BUSINESS OREGON** | [WWW.OREGON4BIZ.COM](http://WWW.OREGON4BIZ.COM)

Office / Cell: 503 508-0178  
 Fax: 503 581-5115



## *Lone Pine Updates*

---



## *Port Build/Chenoweth Expansion Updates*

---



## *St. Mary's Backbone Updates*

---



## *Executive Session*

---