

QLife Network

QualityLife Intergovernmental Agency

AGENDA

QLife Regular Board Meeting

**Thursday, February 26, 2015, Noon
The Dalles City Hall, 313 Court Street
2nd Floor Conference Room**

1. Call to Order
2. Roll Call
3. Election of Officers
4. Approval of Agenda
5.
 - a. Approval of November 13, 2014 Board Minutes
 - b. Approval of January 15, 2014 QLife Regular Board Meeting Minutes
6. Financial Reports
 - a. January Financial Reports
 - b. List of Disbursements since Last Meeting
 - c. Authorization of QLife Credit Card
7. Presentation/Discussion:
 - a. Dan Bubb
 - b. Windwave
8. Reports
 - a. Aristo Operational Management Report – John Amery
9. Next Meeting Dates:
 - a. Regular Board Meeting March 26, 2015 Noon
10. Adjourn

QLife Network

QualityLife Intergovernmental Agency

MINUTES

QLife Regular Board Meeting

**Thursday, November 13, 2014, Noon
The Dalles City Hall, 313 Court Street
2nd Floor Conference Room**

Call to Order

The meeting was called to order by President Hege at 12:09 p.m.

Roll Call

In attendance: Scott Hege, Erick Larson, Carolyn Wood, Bill Dick

Staff: Nolan Young, Izetta Grossman, John Amery

Guest: Gary Rains

Via Telephone: Keith Mobley

Absent: Brian Ahier

Approval of Agenda: It was moved by Dick and seconded by Wood to approve the agenda as submitted. The motion carried, 1 absent.

Approval of Minutes: It was moved by Dick and seconded by Larson to approve the September 25, 2014 QLife Regular Board Meeting Minutes. The motion carried, 1 absent.

Financial Reports

Young reviewed the September and October Financial Reports He said there might be a need for a budget amendment due to the expansion in the Old Mill District and tying the Fire District in the system. In response to a question he explained that with a 3 year contract QLife gives a 50% discount (absorbing 50% of cost) of expansion. Economic Development and keeping the costs down had historically been the goal of QLife. He said in the Old Mill District upgrades to credit card machines requires businesses have more broadband width. Young said at Columbia View Heights Mid-Columbia Fire and Rescue was expanding and QLife was looking into the possibility of assisting with connecting all their sites and providing Wi Fi in that facility. The project would create an off ramp for ISP's as well.

Discussion Items

Future of Agency – survey. After discussion using the questions as a guide it was the consensus of the Board to have Young present options to the Board for a facilitated meeting or two to create a mission statement with goals and objectives that would then be presented to the City Council and County Commission. The Board didn't feel that a lot of money needed to be expended on the process to accomplish the needed outcome. The Board felt it was important to continue the grants/scholarship programs.

Report:

Aristo Operational Management Report – Amery reported that the damage caused by fire at the 4th Street property was scheduled for splicing over the weekend. Mobley reported there had been no response to the letter requesting insurance information. The Board directed Mobley to proceed with next steps to secure reimbursement for damages up to and including putting a lien on the property. The Board directed Amery to get an invoice for costs to Mobley as soon as possible.

Next Meeting Date:

Regular Board Meeting December 18, 2014 Noon

Adjourn

Being no further business the meeting was adjourned at 1:15 p.m.

Respectfully submitted:

Izetta Grossman, Secretary

Signed: _____
Erick Larson, Sec/Tres

QLife Network

QualityLife Intergovernmental Agency

MINUTES

QLife Regular Board Meeting

Thursday, January 15, 2015, Noon
The Dalles City Hall, 313 Court Street
2nd Floor Conference Room

Call to Order

The meeting was called to order by President Hege at 12:15 p.m.

Roll Call

In attendance: Scott Hege, Taner Elliott, Dan Spatz

Board Absent: Brian Ahier, Ortonk Larson

Staff: Nolan Young, Izetta Grossman, Mobley Mobley, Amery Amery, Erik Orton (via telephone)

Others in attendance: Carrie Pipinich, Gary Rains

Election of Officers – It was the consensus of the Board to postpone election of officers until February when a full board would be in attendance.

Approval of Agenda

It was moved by Dan and seconded by Taner to approve the agenda as submitted. The motion carried unanimously, 2 absent.

Approval of November 13, 2014 QLife Regular Board Meeting Minutes

It was the consensus of the Board to postpone approval of the minute until February when a full board would be in attendance.

Financial Reports

Young reviewed the November - December Financial Reports, explaining Fund 600 is operating and Fund 601 is capital expansion. In response to a question Young explained the summary report from Kate, shows the percent of the fund used and total budget expended. The detail sheets show year to date, top of the page shows percent of year expended.

Discussion Items

Process to develop QLife Mission Statement, Goals and Objectives: Hege requested that sometime be spent on review of history of the organization at the first meeting. After much discussion it was the consensus of the Board for the whole board to meet with experts, while this is an open meeting of the QLife Board no public input will be taken at this stage. Staff will work with our third party users of the system exploring their needs/wants and report the results to the Board. Then, we will have a Town Hall Meeting reintroducing and educating the public about QLife. After that, all the available information will be reviewed at a work session to develop vision and mission. Board will determine what is in the best interest of QLife and the community. Once the Board has a clear vision, the vision will be presented to City Council and County Commission for their approval.

Furthermore, it was consensus of the Board that:

- Experts will be invited to a regular board meeting for discussion.
- Town hall meeting can be held at City Hall in the evening
- Work sessions best outside normal work hours

Reports

Regional Solutions Advisory Council – Carrie Pipinich reported the grant from Google that is following up on gaps and opportunities in South County. There is a Web works project, where those using the web to grow their business work together sharing ideas, successes and failures.

There is currently before the legislature, as part of the Governor's budget, funding using lottery funds with \$500,000 earmarked for housing and \$1.5 million for broadband (\$500,000 for Wasco County). These funds are for capital improvements, matching funds. Mobley talked about a focus on Maupin for increased service. Mobley talked to Orton and BPA briefly on the increased utilization of BPA fiber. LSN is interested, and would like to move forward on such a project. Orton had been researching a Maupin intersection (much like The Dalles). This would be an opportunity for QLife to provide a jump off point, just a transport to open opportunities for many ISP's. In response to a question Carrie stated that the budget was before the legislature and would have to go through that process before she would know for sure if the funds were being allocated. If it was she would need proposals and wanted QLife to be aware. Nolan asked if expansion into the outlying areas of The Dalles and Maupin would fit the criteria. Carrie said she thought that would be acceptable.

Amery said he thought placing QLife fiber at locations with multiple opportunities for ISP's would be a good thing. Mobley asked for authorization to continue conversations to develop possible plans. Hege felt that without a last mile provider he wouldn't want to spend QLife funds, but with that commitment from ISP's it would be intriguing. It was the consensus of the Board for Mobley to continue with conversations.

Aristo Operational Management Report –

Amery reported that an install for a customer that required an overnight pre plan didn't go as planned, had to reschedule. Tree trimming policy research was complete and he felt that a plan had been developed that would work. When Orton Orton is doing inspects he would alert Amery to any limbs needing to be trimmed. The property owner would be notified, City would assist. Trimming would not be aggressive. It was decided the policy needed to be in writing and posted to the website. Amery will work with Mobley and present at next meeting.

Fire damage was costing over \$20,000. Mobley was research liability and pursuing recovery.

Wi Fi Phase 5

Young reported City Council had approved proceeding. About half of the grant from Google is to upgrade the system to meet Google's new standards. The rest being used to increase coverage and usability. Areas had been identified as Fire House Park and two drops at the School District 21 locations. The District is concerned it could jeopardize its erate requirements. If this becomes the case new locations will be identified and brought before the Council. Amery noted that

Next Meeting Dates:

Regular Board Meeting February 26, 2015 Noon

Meeting was adjourned at 1:35 p.m.

Respectfully submitted:
Izetta Grossman, Secretary

Signed: _____
Erick Larson, Secretary-Treasurer

TO: Qlife Board
 Nolan Young, City Manager

FR: Kate Mast, Finance Director

RE: Financial Report for QLIFE – **January 2015**

BANKING:

QLife monies are deposited into a separate bank checking account. QLife also has a Local Government Investment Pool (LGIP) account where funds excess funds are maintained in order to earn some interest.

The information below is a comparison of budget to actual revenues and expenditures for the month just ended by fund. This information is not audited, but is reviewed by the Finance Department for clarity and budget compliance.

58% of the year has passed.

Each fund exceptions narrative has four possible paragraphs; 1 - is the beginning balance, 2 - is new revenues, 3 - is expenditures and 4 - if present, is budget changes.

Operations (600):

BUDGET COMPARISONS

	<u>July 1, 2014 to January 31, 2015</u>			
	Budget	Actual	Percentage	
Beginning Balance	\$ 138,143	\$ 180,966	131.0%	* see below
Revenues	\$ 680,619	\$ 367,244	53.4%	
Expenditures	\$ 435,857	\$ 117,492	19.2%	
Transfers to Capital/Debt Fund	\$ 382,905	\$ 263,210	68.7%	
Cash at Month End	\$ 140,746.64			

Exceptions:

- 1) Beginning Balance: * *The Beginning Balance figures used here have been audited.*
- 2) Revenues:
- 3) Expenditures:
 - a. The extra transfer amount was to pay off the Columbia Bank Loan in July.
 - b. The Memberships/Dues/ Subscriptions line item has been overspent by \$54.93 because QLife paid dues to Special Districts Association of Oregon (SDAO).
- 4) Budget Changes: No budget changes have been made to this fund this fiscal year.

CAPITAL (601):

BUDGET COMPARISONS

	<u>July 1, 2014 to January 31, 2015</u>			
	Budget	Actual	Percentage	
Beginning Balance	\$ 183,796	\$ 183,319	99.7%	* see below
Transfers In	\$ 382,905	\$ 263,210	68.7%	
Revenues	\$ 30,000	\$ 8,379	27.9%	
M&S / Capital Outlay / Other	\$ 463,913	\$ 42,549	9.2%	
Debt Expenditures	\$ 132,788	\$ 129,663	97.6%	
Cash at Month End	\$ 281,396.67			

Exceptions:

- 1) Beginning Balance: * *The Beginning Balance figures used here have been audited.*
- 2) Revenues:
- 3) Expenditures: The Columbia Bank Loan was paid in full as of July 9, 2014.
- 4) Budget Changes: No budget changes have been made to this fund this fiscal year.

City of The Dalles

ACCOUNT	ACCOUNT DESCRIPTION	ESTIMATED	CURRENT ACTUAL	%REV	ESTIMATED	YEAR-TO-DATE ACTUAL	%REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
FUND 601	OLIFE CAPITAL FUND								
300	BEGINNING BALANCE	15,316	.00		107,212	183,319.40	171	183,796	476.60
300	**	15,316	.00		107,212	183,319.40	171	183,796	476.60
300	*** BEGINNING BALANCE	15,316	.00		107,212	183,319.40		183,796	476.60
330	INTERGOVERNMENTAL REVENUE								
331	FEDERAL REVENUES	0	.00		0	.00		0	.00
331	** FEDERAL REVENUES	0	.00		0	.00		0	.00
330	*** INTERGOVERNMENTAL REVENUE	0	.00		0	.00		0	.00
340	CHARGES FOR SERVICES								
340	UTILITY SERVICES	2,500	1,319.25	53	17,500	8,378.90	48	30,000	21,621.10
344	20 00 CONNECT CHARGES	2,500	1,319.25	53	17,500	8,378.90	48	30,000	21,621.10
340	*** CHARGES FOR SERVICES	2,500	1,319.25		17,500	8,378.90		30,000	21,621.10
360	OTHER REVENUES								
369	00 00 OTHER MISC REVENUES	0	.00		0	.00		0	.00
369	10 00 OTHER MISC REVENUES	0	.00		0	.00		0	.00
369	** OTHER MISC REVENUES	0	.00		0	.00		0	.00
360	*** OTHER REVENUES	0	.00		0	.00		0	.00
390	OTHER FINANCING SOURCES								
391	40 00 OPERATING TRANSFERS IN IF PMT FROM OTHER FUNDS	0	.00		0	.00		0	.00
391	90 01 OLIFE OPERATING FUND	31,908	29,923.82	94	223,356	263,209.74	118	382,905	119,695.26
391	** OPERATING TRANSFERS IN	31,908	29,923.82	94	223,356	263,209.74	118	382,905	119,695.26
393	10 00 PROCEEDS - LT LIABILITIES LOAN/BOND PROCEEDS	0	.00		0	.00		0	.00
393	** PROCEEDS - LT LIABILITIES	0	.00		0	.00		0	.00
390	*** OTHER FINANCING SOURCES	31,908	29,923.82		223,356	263,209.74		382,905	119,695.26
FUND TOTAL	OLIFE CAPITAL FUND	49,724	31,243.07		348,068	454,908.04		596,701	141,792.96

FUND 601 OLIFE CAPITAL FUND		DEPT/DIV 6000 OLIFE/		*****CURRENT*****		*****YEAR-NO-DATE*****		*****		ANNUAL		UNENCUMB.		%	
BA FILE OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBER.	BUDGET	BALANCE	BDR	BDR	BDR	BDR	BDR
SUB	DESCRIPTION														
66	EXPENSE-ACCOUNT														
660	FINANCIAL OPERATIONS														
02	MATERIALS & SERVICES														
34 10	ENGINEERING SERVICES	916		0	6412	3968.75	62	.00	11000	7031.25	36				
70	CUSTOMER CONNECT COSTS	333		0	2331	1016.37	44	.00	4000	2983.63	25				
43 86	LINES MNTNCE & SUPPLIES	666		0	4662	.00	0	.00	8000	8000.00	0				
57 10	PERMIT	0		0	0	.00	0	.00	0	.00	0				
02 **	MATERIALS & SERVICES	1915		0	13405	4985.12	37	.00	23000	18014.88	22				
03	CAPITAL OUTLAY														
72 20	BUILDINGS	0		0	0	.00	0	.00	0	.00	0				
74 20	TELECOMMUNICATIONS EQUIP	0		0	0	.00	0	.00	0	.00	0				
76 10	PRIMARY	15342		0	107394	2483.15	2	.00	184113	181629.85	1				
20	SECONDARY	4166		782	29162	35080.54	120	.00	50000	14919.46	70				
30	POLE MAKE READY COSTS	416		0	2912	.00	0	.00	5000	5000.00	0				
03 **	CAPITAL OUTLAY	15924		164	139468	37563.69	27	.00	239113	201549.31	16				
04	DEBT SERVICE														
79 50	LOAN PRINCIPAL PAYMENTS	10785		0	75495	128957.48	171	.00	129425	467.52	100				
51	CRB PRINCIPAL PAYMENTS	0		0	0	.00	0	.00	0	.00	0				
60	LOAN INTEREST PAYMENTS	280		0	1960	705.83	36	.00	3363	2657.17	21				
90	LOAN RESERVE-FUT DEBT PAY	0		0	0	.00	0	.00	0	.00	0				
04 **	DEBT SERVICE	11065		0	77455	129663.31	167	.00	132788	3124.69	98				
660 **	FINANCIAL OPERATIONS	32904		99	230328	172212.12	75	.00	394901	222688.88	44				
66 **	EXPENSE-ACCOUNT	32904		99	230328	172212.12	75	.00	394901	222688.88	44				
DIV 6000	TOTAL *****	32904		99	230328	172212.12	75	.00	394901	222688.88	44				
DEPT 60	TOTAL *****	32904		99	230328	172212.12	75	.00	394901	222688.88	44				

FUND 601 OLIFE CAPITAL FUND		DEPT/DIV 9500 OTHER USES/		*****YEAR-TO-DATE*****		ANNUAL		UNENCUMBER.		%	
BA EJE OBJ	ACCOUNT	CURRENT	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	BALANCE	BUDGT		
SUB	SUB	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	BALANCE	BUDGT		
60	OLIFE FUND										
600	OTHER USES										
05	OTHER										
84 15	RSRV FOR SYS IMPROVEMENTS	11666	.00	0	81662	.00	0	140000	140000.00	0	0
05 **	OTHER	11666	.00	0	81662	.00	0	140000	140000.00	0	0
600 **	OTHER USES	11666	.00	0	81662	.00	0	140000	140000.00	0	0
60 ***	OLIFE FUND	11666	.00	0	81662	.00	0	140000	140000.00	0	0
66	EXPENSE-ACCOUNT										
660	FINANCIAL OPERATIONS										
06	CONTINGENCY / UAFB										
88 00	CONTINGENCY	5150	.00	0	36050	.00	0	61800	61800.00	0	0
89 00	UNAPPROPRIATED ENDING BAL	0	.00	0	0	.00	0	0	.00	0	0
06 **	CONTINGENCY / UAFB	5150	.00	0	36050	.00	0	61800	61800.00	0	0
660 ***	FINANCIAL OPERATIONS	5150	.00	0	36050	.00	0	61800	61800.00	0	0
66 **	EXPENSE-ACCOUNT	5150	.00	0	36050	.00	0	61800	61800.00	0	0
DIV 9500	TOTAL *****	16816	.00	0	117712	.00	0	201800	201800.00	0	0
DEPT 95	TOTAL *****	16816	.00	0	117712	.00	0	201800	201800.00	0	0
FUND 601	TOTAL *****	49720	32578.04	66	348040	172212.12	50	596701	424488.88	29	

City of The Dalles

FUND 600 QUALITYLIFE AGENCY FUND		*****		*****		*****		*****		*****	
ACCOUNT	DESCRIPTION	ESTIMATED	CURRENT ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ANNUAL ESTIMATE	UNREALIZED BALANCE		
300	BEGINNING BALANCE	11,511	.00		80,577	180,965.86	225	138,143	42,822.86-		
300	**	11,511	.00		80,577	180,965.86	225	138,143	42,822.86-		
300	*** BEGINNING BALANCE	11,511	.00		80,577	180,965.86		138,143	42,822.86-		
340	CHARGES FOR SERVICES										
344	UTILITY SERVICES	52,305	50,715.00	97	366,135	357,780.00	98	627,669	269,889.00		
	UTILITY SERVICE CHARGES	0	.00		0	.00		0	.00		
	LSN CREDITS	187	.00		1,309	1,350.00	103	2,250	900.00		
	CONNECT CHARGES										
344	** UTILITY SERVICES	52,492	50,715.00	97	367,444	359,130.00	98	629,919	270,789.00		
340	*** CHARGES FOR SERVICES	52,492	50,715.00		367,444	359,130.00		629,919	270,789.00		
360	OTHER REVENUES										
361	INTEREST REVENUES	41	86.60	211	287	613.33	214	500	113.33-		
361	** INTEREST REVENUES	41	86.60	211	287	613.33	214	500	113.33-		
369	OTHER MISC REVENUES	16	113.50	709	112	113.50	101	200	86.50		
	OTHER MISC REVENUES	4,166	.00		29,162	7,387.20	25	50,000	42,612.80		
	E-RATE REIMBURSEMENT										
369	** OTHER MISC REVENUES	4,182	113.50	3	29,274	7,500.70	26	50,200	42,699.30		
360	*** OTHER REVENUES	4,223	200.10		29,561	8,114.03		50,700	42,585.97		
390	OTHER FINANCING SOURCES										
392	SALE OF FIXED ASSETS	0	.00		0	.00		0	.00		
	SALE OF FIXED ASSETS										
392	** SALE OF FIXED ASSETS	0	.00		0	.00		0	.00		
390	*** OTHER FINANCING SOURCES	0	.00		0	.00		0	.00		
	FUND TOTAL QUALITYLIFE AGENCY FUND	68,226	50,915.10		477,582	548,209.89		818,762	270,552.11		

FUND	600 QUALITYLIFE AGENCY FUND	DEPT/DIV 6000 OLIFE/	*****CURRENT*****	*****YEAR-TO-DATE*****	*****	*****	*****	*****	*****	*****	*****	*****	*****	*****	*****	*****	*****	*****	*****	
BA	EXP	ACCT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBER.	ANNUAL	UNENCUMBER.	%								
SUB	OBJ	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBER.	BUDGET	BALANCE	BDDT								
660		EXPENSE-ACCOUNT																		
660	02	FINANCIAL OPERATIONS																		
	10	MATERIALS & SERVICES																		
	31	ADMINISTRATIVE	1666	6460.31	388	11662	12249.33	105	.00	20000	7750.67	61								
	15	COUNTY	583	.00	0	4081	.00	0	.00	7000	7000.00	0								
	20	OUTSIDE PLANT MAINTENANCE	3583	13703.20	383	25081	13775.97	55	.00	43000	29224.03	32								
	90	OTHER SERVICES	3583	.00	0	25081	.00	7	.00	43000	41315.00	4								
	32	AUDIT	441	.00	0	3087	3800.00	123	.00	5300	1500.00	72								
	20	LEGAL SERVICES	700	.00	0	4900	2130.00	44	.00	8400	6270.00	25								
	34	ENGINEERING SERVICES	1866	.00	0	13062	3275.00	25	.00	22400	19125.00	15								
	30	NETWORK SYSTEM MANAGEMENT	6083	2000.00	33	42581	34747.72	82	.00	73000	38252.28	48								
	50	SPECIAL STUDIES & REPORTS	0	.00	0	0	.00	0	.00	0	.00	0								
	41	ELECTRICITY	50	46.18	92	350	245.75	70	.00	600	354.25	41								
	43	BUILDINGS AND GROUNDS	41	.00	0	287	.00	0	.00	500	500.00	0								
	25	NETWORK EQUIPMENT	383	.00	0	2681	.00	0	.00	4600	4600.00	0								
	87	UTILITIES LOCATES	83	.00	0	581	.00	0	.00	1000	1000.00	0								
	44	OFFICE SPACE RENTAL	646	1938.00	300	4522	3876.00	86	.00	7752	3876.00	50								
	52	LIABILITY	487	.00	0	3409	5730.00	168	.00	5855	125.00	98								
	30	PROPERTY	0	.00	0	0	.00	0	.00	0	.00	0								
	53	POSTAGE	16	.00	0	112	.00	0	.00	200	200.00	0								
	30	TELEPHONE	35	34.08	97	245	238.35	97	.00	420	181.65	57								
	40	LEGAL NOTICES	33	.00	0	231	.00	0	.00	400	400.00	0								
	54	ADVERTISING	108	.00	0	756	528.97	70	.00	1300	771.03	41								
	57	PERMIT	33	.00	0	231	228.00	99	.00	400	172.00	57								
	58	TRAVEL, FOOD & LODGING	166	90.00	54	1162	491.00	42	.00	2000	1509.00	25								
	50	TRAINING AND CONFERENCES	58	.00	0	406	130.00	32	.00	700	570.00	19								
	70	MEMBERSHIPS/DUES/SUBSCRIP	16	.00	0	112	254.93	228	.00	200	54.93-	128								
	60	OFFICE SUPPLIES	8	.00	0	56	47.95	86	.00	100	52.05	48								
	63	OLIFE SCHOLARSHIPS	166	.00	0	1162	2000.00	172	.00	2000	.00	100								
	90	ROBOTICS GRANTS	166	.00	0	1162	.00	0	.00	2000	2000.00	0								
	69	MISCELLANEOUS EXPENSES	41	10.00	24	287	374.65	131	.00	500	125.35	75								
	60	POLE CONNECTION FEES	833	7802.84	937	5831	9402.84	161	.00	10000	597.16	94								
	70	RIGHT OF WAY FEES	1569	1521.45	97	10983	9201.15	84	.00	18830	9628.85	49								
	80	ASSETS <\$5000	0	.00	0	0	.00	0	.00	0	.00	0								
	02	MATERIALS & SERVICES	23443	33606.06	143	164101	104412.61	64	.00	281457	177044.39	37								
03		CAPITAL OUTLAY																		
74	20	TELECOMMUNICATIONS EQUIP	1666	.00	0	11662	5691.95	49	.00	20000	14308.05	29								
03	**	CAPITAL OUTLAY	1666	.00	0	11662	5691.95	49	.00	20000	14308.05	29								
660	**	FINANCIAL OPERATIONS	25109	33606.06	134	175763	110104.56	63	.00	301457	191352.44	37								
66	**	EXPENSE-ACCOUNT	25109	33606.06	134	175763	110104.56	63	.00	301457	191352.44	37								
		DIV 6000 TOTAL *****	25109	33606.06	134	175763	110104.56	63	.00	301457	191352.44	37								
DEPT	60	TOTAL *****	25109	33606.06	134	175763	110104.56	63	.00	301457	191352.44	37								
		OLIFE	25109	33606.06	134	175763	110104.56	63	.00	301457	191352.44	37								

FUND 600 QUALITYLIFE AGENCY FUND		DEPT/DIV 9500 OTHER USES/		*****YEAR-TO-DATE*****		*****		ANNUAL		UNENCUMB.		%	
BA ELEM OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BUDGT		
SUB	DESCRIPTION												
60	OLIFE FUND												
600	OTHER USES												
05	OTHER												
81 91	OLIFE CAPITAL FUND	31908	29923.82	94	223356	263209.74	118	.00	382905	119695.26	69		
83 10	ESD E-RATE	4166	.00	0	29162	7387.20	25	.00	50000	42612.80	15		
05 **	OTHER	36074	29923.82	83	252518	270596.94	107	.00	432905	162308.06	63		
06	CONTINGENCY / UAFB												
88 00	CONTINGENCY	2466	.00	0	17262	.00	0	.00	29600	29600.00	0		
89 00	UNAPPORTIONED ENDING BAL	4566	.00	0	31962	.00	0	.00	54800	54800.00	0		
06 **	CONTINGENCY / UAFB	7032	.00	0	49224	.00	0	.00	84400	84400.00	0		
600 **	OTHER USES	43106	29923.82	69	301742	270596.94	90	.00	517305	246708.06	52		
60 **	OLIFE FUND	43106	29923.82	69	301742	270596.94	90	.00	517305	246708.06	52		
DIV 9500	TOTAL *****	43106	29923.82	69	301742	270596.94	90	.00	517305	246708.06	52		
DEPT 95	TOTAL *****	43106	29923.82	69	301742	270596.94	90	.00	517305	246708.06	52		
FUND 600	TOTAL *****	68215	63529.88	93	477505	380701.50	80	.00	818762	438060.50	47		

QLIFE - LISTING OF FINANCIAL TRANSACTIONS

FUND: OPERATING 600
 FISCAL YEAR: 2014-15

PERIOD DETAIL FROM: 1/8/2015 TO: 2/18/2015

Revenue: Billed as of

QLife Monthly Billings BILLING DONE ON THE 20TH 52,034.25

TOTAL: 52,034.25

CODE	Expenditures:		
600.6000.660.34.30	Aristo	monthly retainer	2,000.00
600.6000.660.31.20	NorthSky	Fire	13,703.20
600.6000.660.44.10	City of The Dalles	Rent Quarterly	1,938.00
600.6000.660.31.10	City of The Dalles	Services Quarterly	6,460.31
600.6000.660.53.30	Gorge.net	Phone	34.08
600.6000.660.41.40	NWCPUD	Electric	46.18
600.6000.660.58.10	Anzac	Lunch	90.00
600.6000.660.69.70	City of The Dalles	ROW	1,521.45
600.6000.660.69.60	CentryLink	Pole Rent	144.54
600.6000.660.69.60	NWCPUD	Pole Rent	7,658.30
600.6000.660.69.70	City of The Dalles	ROW	1,521.45
600.6000.66069.50	PUC	Annual Filing Fee	100.00
600.6000.660.34.10	Commstructures	Engineering	1,215.00

TOTAL: 36,432.51

FUND: CAPITAL 601
 FISCAL YEAR: 2014-15

PERIOD DETAIL FROM: 1/8/2015 TO: 2/18/2015

Revenue:

CODE	Expenditures:		
601.6000.660.76.20	Northsky	BPS Pass thru gorge.net	1,319.25
601.6000.660.76.10	Crestline	Sweeps/vaults CG Business Park	24,990.00
601.6000.660.76.20	NWCPUD	Pole attachment work	6268.79
601.600.660.76.20	Commstructures	WiFi/Customer	4,421.25

TOTAL: 36,999.29

QLife Network

QualityLife Intergovernmental Agency

TO: QualityLife Intergovernmental Agency Board

FROM: Nolan Young, Administrator *ny*

DATE: February 6, 2015

SUBJECT: Authorization to obtain credit card for QLife

Background: The City of The Dalles has been allowing QLife to purchase equipment and maintenance needs using the City Manager's credit card. While this system works for time to time use, QLife has evolved to the point of needing its own card. Having a credit card for QLife allows for cleaner record keeping and is easier for the accounts payable person to expedite payments. It would also expedite emergency purchasing needs.

We would recommend the card reside in the City Manager's office, with Aristo having use of the card to purchase orders under \$2,000.

Board Alternatives:

1. Staff recommendation: Authorize staff to request a credit card from Bank of The West in the name of QLife for purchases under \$2000.
2. Authorize staff to request a credit card from Bank of The West in the name of QLife for purchases in another amount.
3. Deny the request to obtain a credit card for QLife.