

# QLife Network

## QualityLife Intergovernmental Agency

### AGENDA

<b>QLife Regular Board Meeting</b>
------------------------------------

Thursday, March 27, 2014  
Directly following Work Session  
The Dalles City Hall, 313 Court Street  
2<sup>nd</sup> Floor Conference Room

1. Call to Order
2. Roll Call
3. Election of Officers
4. Approval of Agenda
5. Approval of January 30, 2014 QLife Regular Board Meeting Minutes
6. Financial Reports
  - a. January and February Financial Reports
  - b. List of Disbursements since Last Meeting
7. Action Item
  - a. Adoption of Financial Policies for Fiscal Year 2014-15
  - b. Designation of Robotics Grant funds to D12 and/or 4H
8. Reports
  - a. Report on Internet Access Survey – Jon Chavers
  - b. Update of Broadband Strategic Plan Implementation - Mobley
  - c. Aristo Operational Management Report – John Amery
9. Next Meeting Dates:
  - a. Regular Board Meeting April 24, 2014 Noon City Hall
10. Adjourn

# QLife Network

## QualityLife Intergovernmental Agency

### MINUTES

#### QLife Regular Board Meeting

Thursday, January 30, 2014  
Noon  
The Dalles City Hall, 313 Court Street  
2<sup>nd</sup> Floor Conference Room

#### Call to Order

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

#### Roll Call

In attendance: Scott Hege, Erick Larson, Carolyn Wood, Brian Ahier  
Staff: Nolan Young, Izetta Grossman, Jon Chavers, John Amery, Keith Mobley  
Board Absent: Bill Dick  
Guest: Representing Gorge Net: Alex Morris, Dan Bubb, Aaron Dean  
MCEDD: Carrie Pipinish

#### Election of Officers

President Hege asked for nominations for Officer for 2014. It was moved by Wood, seconded by Ahier to nominate Hege as President. Hearing no other nomination, Hege called for the vote. Hege elected unanimously, 1 absent. Ahier nominated Wood as Vice President, Larson seconded. Hearing no other nomination, Hege called for the vote. Wood elected unanimously, 1 absent. Ahier nominated Larson for Sec/Tres. Hearing no other nominations, Hege called for the vote, Larson elected unanimously, 1 absent.

#### Approval of Agenda

Young asked to add under Discussion (after Reports) the Financial Priorities for FY 2014-15 to assist in budget preparation. It was moved by Larson, seconded by Wood to approve the agenda as amended. Motion carried unanimously, 1 absent.

#### Approval of December 12, 2013 QLife Regular Board Meeting Minutes

It was moved by Larson and seconded by Wood to approve the minutes as presented. Motion carried unanimously, 1 absent.

#### Financial Reports

Young reviewed the financial report.

#### Action Item

Young reviewed the two resolutions before the Board. President Hege opened the Public hearing on QLife Proposed Supplemental Budget and Resolution No. 14-001 Adopting a Supplemental Budget asking for comments from the public. Hearing none, Hege opened the Public Hearing for Resolution No. 14-002 Authorizing Transfers on Budget Funds between Categories of the QLife Capital Fund 60. Hearing none Hege closed the hearing.

It was moved by Wood and seconded by Larson to adopt Resolution No. 14-001 adopting a supplemental budget for the QualityLife Intergovernmental Agency Budget for the Fiscal Year ending June 30, 2014, making appropriations and authorizing expenditures from and within the Capital Fund 601. The motion carried unanimously, 1 absent.

It was moved by Ahier and seconded by Wood to adopt Resolution No. 14-002 authorizing transfers of budget funds between categories of the QualityLife Intergovernmental Agency Capital Fund 601 for fiscal year ending June 30, 2014. The motion carried unanimously, 1 absent.

#### Reports

Alex Morris and Aaron Dean made a presentation by Gorge.net on the Free Public Wi Fi System. After much discussion it was decided that Young and Bubb would meet and outline policies/approaches to abuse/overuse of the system and how to police it. They would also discuss life cycle of the system and create a plan for replacement/upgrade. Young clarified that the Google grant included funds for the operation of the system and maintenance for three years from now.

Bubb said the target for finishing Phase V would be April.

They summarized the system and usage as:

100/day

20 mpbs – peak times

8.25 square feet (195 acres)

77 access points

15 QLife entry points

It was the consensus of the board to set aside funds for unit replacement as the system ages.

The board recommended that a page be created on the City's website with the story of the system and maps. Gorge.net will provide the maps.

Update of Broadband Strategic Plan Implementation – Mobley reported an event would be taking place in Dufur. This would be the first in a series to highlight local business.

Chavers reported he had implemented the survey.

Carrie Papinish reported she was working on Klickitat County Broadband and developing a web hub for regional services.

Aristo Operational Management Report –Amery reported during the cold snap there might have been cold related issues in extrusion of support member, as was experience in the past.

LARSON retired from the meeting at 2:04 p.m.

#### DISCUSSION

Young reviewed the Financial Priorities, noting that based on current review funding through item number 10 would be complete, and stating that QLife updates the financial priorities each year to assist staff in budget development. He also said item number 15 and 16 would be merged together if board isn't opposed to doing that. The consensus of the board was to merge the two items. He also said staff would bring the list to the budget committee and board for approval at the work session.

#### Next Meeting Dates:

Regular Board Meeting February 27, 2014 Noon City Hall

Being no further business the meeting was adjourned at 2:15 p.m.

Respectfully submitted:

Izetta Grossman, recording secretary

Attest:

---

Erick Larson, Secretary

TO: Qlife Board  
 Nolan Young, City Manager  
 FR: Kate Mast, Finance Director  
 RE: Financial Report for QLIFE – January 2014

**BANKING:**

QLife monies are deposited into a separate bank checking account. We closed the Money Market Account in January 2014 and transferred those funds into a new Local Government Investment Pool (LGIP) Account to get better interest rates.

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, 2013 to January 31, 2014</u>			
	<b>Budget</b>	<b>Actual</b>	<b>Percentage</b>	
Beginning Balance	\$ 97,223	\$ 93,154	95.8%	* see below
Revenues	\$ 624,979	\$ 349,074	55.8%	
Expenditures	\$ 400,269	\$ 89,275	22.3%	
Transfers to Capital/Debt Fund	\$ 321,933	\$ 204,866	63.6%	
Cash at Month End	\$ 100,217.99			

Exceptions:

- 1) Beginning Balance: \* *The Beginning Balance figures used here have been audited.*
- 2) Revenues:
- 3) Expenditures:
- 4) Budget Changes: No budget changes have been made to this fund this fiscal year.

**CAPITAL (601):**

**BUDGET COMPARISONS**

	<u>July 1, 2013 to January 31, 2014</u>			
	<b>Budget</b>	<b>Actual</b>	<b>Percentage</b>	
Beginning Balance	\$ 140,736	\$ 141,124	100.3%	* see below
Transfers In	\$ 321,933	\$ 204,866	63.6%	
Revenues	\$ 32,500	\$ 13,256	40.8%	
M&S / Capital Outlay / Other	\$ 249,377	\$ 52,347	21.0%	
Debt Expenditures	\$ 228,792	\$ 91,953	40.2%	
Cash at Month End	\$ 214,966.51			

Exceptions:

- 1) Beginning Balance: \* *The Beginning Balance figures used have been audited.*
- 2) Revenues:
- 3) Expenditures:
  - a. The Capital Outlay line item for 'Secondary' has been over-expended by \$1,517.37 due to the customer portion of service line extensions exceeding our estimate. This is not a problem as we will be reimbursed for the customer portion. Once reimbursements are received the revenue line item should be exceeded by a similar amount.
- 4) Budget Changes: A supplemental budget and budget amendments were approved by the Board on January 30, 2014. The results of those changes are reflected in this report and are listed below:

\$17,000 in unanticipated additional Beginning Fund Balance was recognized as Revenue.

\$12,000 was added to the Lines Maintenance & Supplies expense line item to cover the unanticipated purchase of reels of fiber for service lines.

\$ 5,000 was added to the Primary expense line item for completion of system upgrades and to cover the unexpected late costs of the St. Mary's projects.

\$14,360 was transferred from the Contingency line item to the Telecom Equipment line item to be contributed to the City's WiFi expansion to the Kelly Overlook, the Civic, the Quinton Ball Park, and further along West 6<sup>th</sup> Street.

City of The Dalles

FUND 600 QUALITYLIFE AGENCY FUND

ACCOUNT	DESCRIPTION	***** ESTIMATED	***** CURRENT ACTUAL	***** %REV	***** ESTIMATED	***** YEAR-TO-DATE ACTUAL	***** %REV	***** ANNUAL ESTIMATE	***** UNREALIZED BALANCE
300	BEGINNING BALANCE								
300 00 00		8,101	.00		56,707	93,154.21	164	97,223	4,068.79
300 **		8,101	.00		56,707	93,154.21	164	97,223	4,068.79
300 ***	BEGINNING BALANCE	8,101	.00		56,707	93,154.21		97,223	4,068.79
340	CHARGES FOR SERVICES								
344	UTILITY SERVICES								
10 00	UTILITY SERVICE CHARGES	47,685	48,065.00	101	333,795	331,905.00	99	572,229	240,324.00
15 00	LSN CREDITS	0	.00		0	.00		0	.00
20 00	CONNECT CHARGES	187	.00		1,309	2,250.00	172	2,250	.00
344 **	UTILITY SERVICES	47,872	48,065.00	100	335,104	334,155.00	100	574,479	240,324.00
340 ***	CHARGES FOR SERVICES	47,872	48,065.00		335,104	334,155.00		574,479	240,324.00
360	OTHER REVENUES								
361	INTEREST REVENUES								
00 00	INTEREST REVENUES	25	28.80	115	175	144.42	83	300	155.58
361 **	INTEREST REVENUES	25	28.80	115	175	144.42	83	300	155.58
369	OTHER MISC REVENUES								
00 00	OTHER MISC REVENUES	16	.00		112	.00		200	200.00
20 00	E-RATE REIMBURSEMENT	4,166	.00		29,162	14,774.40	51	50,000	35,225.60
369 **	OTHER MISC REVENUES	4,182	.00		29,274	14,774.40	51	50,200	35,425.60
360 ***	OTHER REVENUES	4,207	28.80		29,449	14,918.82		50,500	35,581.18
390	OTHER FINANCING SOURCES								
392	SALE OF FIXED ASSETS								
00 00	SALE OF FIXED ASSETS	0	.00		0	.00		0	.00
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	60,180	48,093.80		421,260	442,228.03		722,202	279,973.97



FUND 600 QUALITYLIFE AGENCY FUND		DEPT/DIV 9500 OTHER USES/		*****CURRENT*****		*****YEAR-TO-DATE*****		*****		*****	
BA ELE OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBER.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDDT
SUB	DESCRIPTION										
60	QLIFE FUND										
600	OTHER USES										
05	OTHER										
81 91	QLIFE CAPITAL FUND	26827	29266.64	109	187789	204866.48	109	.00	321933	117066.52	64
83 10	ESD E-RATE	4166	.00	0	29162	14774.40	51	.00	50000	35225.60	30
05 **	OTHER	30993	29266.64	94	216951	219640.88	101	.00	371933	152292.12	59
06	CONTINGENCY / UAFB										
88 00	CONTINGENCY	2270	.00	0	15890	.00	0	.00	27247	27247.00	0
89 00	UNAPPORTIONED ENDING BAL	4163	.00	0	29141	.00	0	.00	49957	49957.00	0
06 **	CONTINGENCY / UAFB	6433	.00	0	45031	.00	0	.00	77204	77204.00	0
600 **	OTHER USES	37426	29266.64	78	261982	219640.88	84	.00	449137	229496.12	49
60 **	QLIFE FUND	37426	29266.64	78	261982	219640.88	84	.00	449137	229496.12	49
DIV 9500	TOTAL *****	37426	29266.64	78	261982	219640.88	84	.00	449137	229496.12	49
DEPT 95	TOTAL *****	37426	29266.64	78	261982	219640.88	84	.00	449137	229496.12	49
FUND 600	TOTAL *****	60168	44335.14	74	421176	294141.29	70	.00	722202	428060.71	41



FUND 601 OLIFE CAPITAL FUND

ACCOUNT	DESCRIPTION	ESTIMATED	CURRENT ACTUAL	%REV	ESTIMATED	YEAR-TO-DATE ACTUAL	%REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
300	BEGINNING BALANCE								
300 00 00		13,144	.00		75,010	141,124.01	188	140,736	388.01-
300 **		13,144	.00		75,010	141,124.01	188	140,736	388.01-
300 ***	BEGINNING BALANCE	13,144	.00		75,010	141,124.01		140,736	388.01-
330	INTERGOVERNMENTAL REVENUE								
331	FEDERAL REVENUES	0	.00		0	.00		0	.00
331 90 00	FEDERAL GRANTS-MISC	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								
344	UTILITY SERVICES	2,708	.00		18,956	13,256.23	70	32,500	19,243.77
344 20 00	CONNECT CHARGES	2,708	.00		18,956	13,256.23	70	32,500	19,243.77
344 **	UTILITY SERVICES	2,708	.00		18,956	13,256.23		32,500	19,243.77
340 ***	CHARGES FOR SERVICES	2,708	.00		18,956	13,256.23		32,500	19,243.77
360	OTHER REVENUES								
369	OTHER MISC REVENUES	0	.00		0	.00		0	.00
369 00 00	OTHER MISC REVENUES	0	.00		0	.00		0	.00
369 10 00	ENTERPRISE ZONE PAYMENT	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	OPERATING TRANSFERS IN	26,827	29,266.64	109	187,789	204,866.48	109	321,933	117,066.52
391 40 00	IF PMT FROM OTHER FUNDS	26,827	29,266.64	109	187,789	204,866.48	109	321,933	117,066.52
391 90 01	OLIFE OPERATING FUND	26,827	29,266.64	109	187,789	204,866.48	109	321,933	117,066.52
391 **	OPERATING TRANSFERS IN	26,827	29,266.64	109	187,789	204,866.48		321,933	117,066.52
393	PROCEEDS- LT LIABILITIES	0	.00		0	.00		0	.00
393 10 00	LOAN/BOND PROCEEDS	0	.00		0	.00		0	.00
393 **	PROCEEDS- LT LIABILITIES	0	.00		0	.00		0	.00
390 ***	OTHER FINANCING SOURCES	26,827	29,266.64		187,789	204,866.48		321,933	117,066.52
	FUND TOTAL OLIFE CAPITAL FUND	42,679	29,266.64		281,755	359,246.72		495,169	135,922.28



FUND 601 QLIFF CAPITAL FUND		DEPT/DIV 9500 OTHER USES/		*****CURRENT*****		*****YEAR-TO-DATE*****		*****		*****	
BA ELE OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDT
SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60	QLIFE FUND										
600	OTHER USES										
05	84 15 RSRV FOR SYS IMPROVEMENTS	11666	.00	0	81662	.00	0	.00	140000	140000.00	0
05	** OTHER	11666	.00	0	81662	.00	0	.00	140000	140000.00	0
600	** ** OTHER USES	11666	.00	0	81662	.00	0	.00	140000	140000.00	0
60	** ** QLIFF FUND	11666	.00	0	81662	.00	0	.00	140000	140000.00	0
66	EXPENSE-ACCOUNT										
660	FINANCIAL OPERATIONS										
06	88 00 CONTINGENCY / UAFB	2013	.00	0	28449	.00	0	.00	38517	38517.00	0
88	00 CONTINGENCY	0	.00	0	0	.00	0	.00	0	.00	0
89	00 UNAPPROPRIATED ENDING BAL	2013	.00	0	28449	.00	0	.00	38517	38517.00	0
06	** CONTINGENCY / UAFB	2013	.00	0	28449	.00	0	.00	38517	38517.00	0
660	** ** FINANCIAL OPERATIONS	2013	.00	0	28449	.00	0	.00	38517	38517.00	0
66	** ** EXPENSE-ACCOUNT	2013	.00	0	28449	.00	0	.00	38517	38517.00	0
DIV	9500 TOTAL *****										
		13679	.00	0	110111	.00	0	.00	178517	178517.00	0
DEPT	95 TOTAL *****										
	OTHER USES	13679	.00	0	110111	.00	0	.00	178517	178517.00	0
FUND	601 TOTAL *****										
	QLIFF CAPITAL FUND	42676	15437.74	36	281734	144300.21	51	.00	495169	350868.79	29

TO: Qlife Board  
 Nolan Young, City Manager

FR: Kate Mast, Finance Director

RE: Financial Report for QLIFE – February 2014

**BANKING:**

QLife monies are deposited into a separate bank checking account. We closed the Money Market Account in January 2014 and transferred those funds into a new Local Government Investment Pool (LGIP) Account to get better interest rates.

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.

67% 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, 2013 to February 28, 2014</u>			
	<b>Budget</b>	<b>Actual</b>	<b>Percentage</b>	
Beginning Balance	\$ 97,223	\$ 93,154	95.8%	* see below
Revenues	\$ 624,979	\$ 398,246	62.3%	
Expenditures	\$ 400,269	\$ 97,427	24.3%	
Transfers to Capital/Debt Fund	\$ 321,933	\$ 234,133	72.7%	
Cash at Month End	\$ 113,226.41			

**Exceptions:**

- 1) Beginning Balance: \* *The Beginning Balance figures used here have been audited.*
- 2) Revenues:
- 3) Expenditures:
- 4) Budget Changes: No budget changes have been made to this fund this fiscal year.

**CAPITAL (601):**

**BUDGET COMPARISONS**

	<u>July 1, 2013 to February 28, 2014</u>		
	<b>Budget</b>	<b>Actual</b>	<b>Percentage</b>
Beginning Balance	\$ 140,736	\$ 141,124	100.3% * see below
Transfers In	\$ 321,933	\$ 234,133	72.7%
Revenues	\$ 32,500	\$ 13,256	40.8%
M&S / Capital Outlay / Other	\$ 249,377	\$ 52,697	21.1%
Debt Expenditures	\$ 228,792	\$ 126,435	55.3%
Cash at Month End	\$ 209,400.82		

Exceptions:

1) Beginning Balance: \* *The Beginning Balance figures used have been audited.*

2) Revenues:

3) Expenditures:

a. The Capital Outlay line item for 'Secondary' has been over-expended by \$1,517.37 due to the customer portion of service line extensions exceeding our estimate. This is not a problem as we will be reimbursed for the customer portion. Once reimbursements are received the revenue line item should be exceeded by a similar amount.

4) Budget Changes: A supplemental budget and budget amendments were approved by the Board on January 30, 2014. The results of those changes are reflected in this report and are listed below:

\$17,000 in unanticipated additional Beginning Fund Balance was recognized as Revenue.

\$12,000 was added to the Lines Maintenance & Supplies expense line item to cover the unanticipated purchase of reels of fiber for service lines.

\$ 5,000 was added to the Primary expense line item for completion of system upgrades and to cover the unexpected late costs of the St. Mary's projects.

\$14,360 was transferred from the Contingency line item to the Telecom Equipment line item to be contributed to the City's WiFi expansion to the Kelly Overlook, the Civic, the Quinton Ball Park, and further along West 6<sup>th</sup> Street.

City of The Dalles

FUND 600 QUALITYLIFE AGENCY FUND

ACCOUNT	DESCRIPTION	***** ESTIMATED	***** CURRENT ACTUAL	***** %REV	***** ESTIMATED	***** YEAR-TO-DATE ACTUAL	***** %REV	***** ANNUAL ESTIMATE	***** UNREALIZED BALANCE
300	BEGINNING BALANCE								
300 00 00		8,101	.00		64,808	93,154.21	144	97,223	4,068.79
300 **		8,101	.00		64,808	93,154.21	144	97,223	4,068.79
300 ***	BEGINNING BALANCE	8,101	.00		64,808	93,154.21		97,223	4,068.79
340	CHARGES FOR SERVICES								
344	UTILITY SERVICES								
10 00	UTILITY SERVICE CHARGES	47,685	48,515.00	102	381,480	380,420.00	100	572,229	191,809.00
15 00	LSN CREDITS	0	.00		0	.00		0	.00
20 00	CONNECT CHARGES	187	450.00	241	1,496	2,700.00	181	2,250	450.00-
344 **	UTILITY SERVICES	47,872	48,965.00	102	382,976	383,120.00	100	574,479	191,359.00
340 ***	CHARGES FOR SERVICES	47,872	48,965.00		382,976	383,120.00		574,479	191,359.00
360	OTHER REVENUES								
361	INTEREST REVENUES								
00 00	INTEREST REVENUES	25	74.09	296	200	218.51	109	300	81.49
361 **	INTEREST REVENUES	25	74.09	296	200	218.51	109	300	81.49
369	OTHER MISC REVENUES								
00 00	OTHER MISC REVENUES	16	133.50	834	128	133.50	104	200	66.50
20 00	E-RATE REIMBURSEMENT	4,166	.00		33,328	14,774.40	44	50,000	35,225.60
369 **	OTHER MISC REVENUES	4,182	133.50	3	33,456	14,907.90	45	50,200	35,292.10
360 ***	OTHER REVENUES	4,207	207.59		33,656	15,126.41		50,500	35,373.59
390	OTHER FINANCING SOURCES								
392	SALE OF FIXED ASSETS								
00 00	SALE OF FIXED ASSETS	0	.00		0	.00		0	.00
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	60,180	49,172.59		481,440	491,400.62		722,202	230,801.38



FUND 600 QUALITYLIFE AGENCY FUND		DEPT/DIV 9500 OTHER USES/		*****CURRENT*****		*****YEAR-TO-DATE*****		*****		*****	
BA ELEM OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDT
SUB	DESCRIPTION										
60	QUALITYLIFE AGENCY FUND										
600	OTHER USES										
05	OTHER USES										
81 91	QUALITYLIFE CAPITAL FUND	26827	29266.64	109	214616	234133.12	109	.00	321933	87799.88	73
83 10	ESD E-RATE	4166	.00	0	33328	14774.40	44	.00	50000	35225.60	30
05 **	OTHER	30993	29266.64	94	247944	248907.52	100	.00	371933	123025.48	67
06	CONTINGENCY / UAFB										
88 00	CONTINGENCY	2270	.00	0	18160	.00	0	.00	27247	27247.00	0
89 00	UNAPPROPRIATED ENDING BAL	4163	.00	0	33304	.00	0	.00	49957	49957.00	0
06 **	CONTINGENCY / UAFB	6433	.00	0	51464	.00	0	.00	77204	77204.00	0
600 **	OTHER USES	37426	29266.64	78	299408	248907.52	83	.00	449137	200229.48	55
60 **	QUALITYLIFE FUND	37426	29266.64	78	299408	248907.52	83	.00	449137	200229.48	55
DIV 9500 TOTAL *****		37426	29266.64	78	299408	248907.52	83	.00	449137	200229.48	55
DEPT 95 TOTAL *****		37426	29266.64	78	299408	248907.52	83	.00	449137	200229.48	55
OTHER USES		37426	29266.64	78	299408	248907.52	83	.00	449137	200229.48	55
FUND 600 TOTAL *****		60168	37419.17	62	481344	331560.46	69	.00	722202	390641.54	46
QUALITYLIFE AGENCY FUND		60168	37419.17	62	481344	331560.46	69	.00	722202	390641.54	46



City of The Dalles

ACCOUNT	DESCRIPTION	***** ESTIMATED	***** CURRENT ACTUAL	***** %REV	***** ESTIMATED	***** YEAR-TO-DATE ACTUAL	***** %REV	***** ANNUAL ESTIMATE	***** UNREALIZED BALANCE
FUND 601	QLIFE CAPITAL FUND								
300	BEGINNING BALANCE								
300 00 00		13,144	.00		88,154	141,124.01	160	140,736	388.01-
300 **		13,144	.00		88,154	141,124.01	160	140,736	388.01-
300 ***	BEGINNING BALANCE	13,144	.00		88,154	141,124.01		140,736	388.01-
330	INTERGOVERNMENTAL REVENUE								
331 90 00	FEDERAL REVENUES FEDERAL GRANTS-MISC	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								
344 20 00	UTILITY SERVICES CONNECT CHARGES	2,708	.00		21,664	13,256.23	61	32,500	19,243.77
344 **	UTILITY SERVICES	2,708	.00		21,664	13,256.23	61	32,500	19,243.77
340 ***	CHARGES FOR SERVICES	2,708	.00		21,664	13,256.23		32,500	19,243.77
360	OTHER REVENUES								
369 00 00	OTHER MISC REVENUES	0	.00		0	.00		0	.00
10 00	ENTERPRISE ZONE PAYMENT	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
90 01	QLIFE OPERATING FUND	26,827	29,266.64	109	214,616	234,133.12	109	321,933	87,799.88
391 **	OPERATING TRANSFERS IN	26,827	29,266.64	109	214,616	234,133.12	109	321,933	87,799.88
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	26,827	29,266.64		214,616	234,133.12		321,933	87,799.88
FUND TOTAL	QLIFE CAPITAL FUND	42,679	29,266.64		324,434	388,513.36		495,169	106,655.64

FUND 601 QLIFFE CAPITAL FUND		DEPT/DIV 6000 QLIFFE/		*****CURRENT*****		*****YEAR-TO-DATE*****		*****		*****				
BA ELE OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.			
SUB SUB	DESCRIPTION											ANNUAL BUDGET	UNENCUMB. BALANCE	% BDDT
66	EXPENSE-ACCOUNT													
660	FINANCIAL OPERATIONS													
02	MATERIALS & SERVICES													
34	10 ENGINEERING SERVICES	916	350.00	38	7328	903.75	12				.00	11000	10096.25	8
70	CUSTOMER CONNECT COSTS	333	.00	0	2664	.00	0				.00	4000	4000.00	0
90	OTHER SERVICES	0	.00	0	0	.00	0				.00	0	.00	0
43	86 LINES MNTNCE & SUPPLIES	2333	.00	0	6664	15721.58	236				.00	16000	278.42	98
57	10 PERMIT	0	.00	0	0	.00	0				.00	0	.00	0
02	** MATERIALS & SERVICES	3582	350.00	10	16656	16625.33	100				.00	31000	14374.67	54
03	CAPITAL OUTLAY													
72	20 BUILDINGS	0	.00	0	0	.00	0				.00	0	.00	0
74	20 TELECOMMUNICATIONS EQUIP	2393	.00	0	4786	.00	0				.00	14360	14360.00	0
76	10 PRIMARY	833	.00	0	1666	1516.25	91				.00	5000	3483.75	30
20	SECONDARY	2708	.00	0	21664	34017.37	157				.00	32500	1517.37	105
30	POLE MAKE READY COSTS	416	.00	0	3328	538.38	16				.00	5000	4461.62	11
03	** CAPITAL OUTLAY	6350	.00	0	31444	36072.00	115				.00	56860	20788.00	63
04	DEBT SERVICE													
79	50 LOAN PRINCIPAL PAYMENTS	17968	33386.62	186	143744	113894.86	79				.00	215622	101727.14	53
51	CRB PRINCIPAL PAYMENTS	0	.00	0	0	.00	0				.00	0	.00	0
60	LOAN INTEREST PAYMENTS	1097	1095.71	100	8776	12540.35	143				.00	13170	629.65	95
90	LOAN RESERVE-FUT DEBT PAY	0	.00	0	0	.00	0				.00	0	.00	0
04	** DEBT SERVICE	19065	34482.33	181	152520	126435.21	83				.00	228792	102356.79	55
660	** ** FINANCIAL OPERATIONS	28997	34832.33	120	200620	179132.54	89				.00	316652	137519.46	57
66	** ** EXPENSE-ACCOUNT	28997	34832.33	120	200620	179132.54	89				.00	316652	137519.46	57
DIV	6000 TOTAL *****	28997	34832.33	120	200620	179132.54	89				.00	316652	137519.46	57
DEPT	60 TOTAL *****	28997	34832.33	120	200620	179132.54	89				.00	316652	137519.46	57

FUND 601 OLIFE CAPITAL FUND		DEPT/DIV 9500 OTHER USES/		*****CURRENT*****		*****YEAR-TO-DATE*****		ANNUAL	UNENCUMB.	%
BA ELE ORJ	ACCOUNT	BUDGET	ACTUAL	\$EXP	BUDGET	ACTUAL	\$EXP	BUDGET	BALANCE	BDGT
SUB	DESCRIPTION									
60	OLIFE FUND									
600	OTHER USES									
05	OTHER									
84 15	RSRV FOR SYS IMPROVEMENTS	11666	.00	0	93328	.00	0	140000	140000.00	0
05 **	OTHER	11666	.00	0	93328	.00	0	140000	140000.00	0
600 **	OTHER USES	11666	.00	0	93328	.00	0	140000	140000.00	0
60 **	OLIFE FUND	11666	.00	0	93328	.00	0	140000	140000.00	0
66	EXPENSE-ACCOUNT									
660	FINANCIAL OPERATIONS									
06	CONTINGENCY / UAFB									
88 00	CONTINGENCY	2013	.00	0	30462	.00	0	38517	38517.00	0
89 00	UNAPPROPRIATED ENDING BAL	0	.00	0	0	.00	0	0	.00	0
06 **	CONTINGENCY / UAFB	2013	.00	0	30462	.00	0	38517	38517.00	0
660 **	FINANCIAL OPERATIONS	2013	.00	0	30462	.00	0	38517	38517.00	0
66 **	EXPENSE-ACCOUNT	2013	.00	0	30462	.00	0	38517	38517.00	0
DIV 9500	TOTAL *****									
		13679	.00	0	123790	.00	0	178517	178517.00	0
DEPT 95	TOTAL *****									
	OTHER USES	13679	.00	0	123790	.00	0	178517	178517.00	0
FUND 601	TOTAL *****									
	OLIFE CAPITAL FUND	42676	34832.33	82	324410	179132.54	55	495169	316036.46	36

QLIFE - LISTING OF FINANCIAL TRANSACTIONS

FUND: OPERATING 600  
 FISCAL YEAR: 2013-14

PERIOD DETAIL FROM: 1/15/2014 TO: 2/19/2014

Revenue: Billed as of 1/20/2014 48,065.00

QLife Monthly Billings BILLING DONE ON THE 20TH

TOTAL: 48,065.00

CODE	Expenditures:		
600.6000.660.69.60	NWCPUD	Pole contracts - annaul	6,908.64
600.6000.660.53.30	Gorge.net	Phone	34.10
600.6000.660.34.30	NorthSky	General maintenance	1,379.00
600.6000.660.53.40	TD Chronicle	legal notice	65.63
600.6000.660.58.10	The Cottage Café	Lunch	153.30
600.6000.660.69.50	OPUC	Annual Fee	100.00
600.6000.660.69.70	City of The Dalles	ROW	1,441.95
600.6000.660.53.40	TD Chronicle	legal notice	60.90
600.6000.660.32.20	Keith Mobley	Legal services	270.00
600.6000.660.58.10	Cottage Café	Lunch	185.90

TOTAL: 10,599.42

FUND: CAPITAL 601  
 FISCAL YEAR: 2013-14

PERIOD DETAIL FROM: 1/15/2014 TO: 2/19/2014

Revenue:

TOTAL:

CODE	Expenditures:		
601.6000.660.76.20	Columbia State Bank	Commercial Loan/Interest	11,494.11
601.6000.660.76.20	NorthSky	Wi Fi	1,379.00
601.6000.660.76.20	NorthSky	LSN A22.5 and A.25	1,401.50
601.6000.660.34.10	Commstructures	LSN AT&T	553.75
601.6000.660.76.30	NWC PUD	Pole Attachement	535.38
601.6000.660.76.20	Wasco County Planning	Permit	71.00

TOTAL: 15,434.74

# QLife Network

## QualityLife Intergovernmental Agency

### AGENDA STAFF REPORT

#### QUALITYLIFE INTERGOVERNMENTAL AGENCY

**TO:** QLife Board of Directors

**FROM:** Nolan K. Young, Administrative Staff *ny*

**DATE:** March 18, 2014

**ISSUE:** Robotics Grant

**BACKGROUND:** At the Budget Workshop last year it was decided to include a Robotics grant in the fiscal year 2013-14 budget. There was discussion regarding who the grant should go to and was decided to make that decision during the fiscal year.

The 4H program has a robotics program and can always use funds to allow children with limited resources the ability to participate in the program. School District 21 has a number of teachers that volunteer their time after school hours to a robotics team, they also would benefit from this grant. Both of these programs serve local youth, both fit the intent of grant and promote STEM in our area.

There are three alternatives for the allocation of the grant funds:

1. Allocate \$2,000 of the Robotics Grant to the local 4H Robotics Club.
2. Allocate \$2,000 of the Robotics Grant to School District 21.
3. Allocate \$1,000 to each program.

**BUDGET IMPLICATIONS:** None the funds are in the budget.

**BOARD ALTERNATIVES:**

1. **Staff recommendation:** Move to allocate \$1,000 of the Robotics Grant funds to each of the two identified programs, thereby having a larger effect on two different groups of children who are interested in STEM learning.
2. Move to allocate the whole grant to either 4H or School District 21 for the specific purpose of assisting the robotics programs.
3. Decline to allocate the funds at this time. Direct staff to do further research.

Aristo Networks LLC  
Technical Management Report  
By  
John Amery  
3/13/2014

Items of Discussion:

1. One customer is currently experiencing difficulties operating MPLS. We are attempting to determine if the challenges are related to Qlife as customer utilizes more services than just Qlife in their end to end solution.