

QLife Network
QualityLife Intergovernmental Agency

AGENDA

QLife Regular Board Meeting

Tuesday May 27, 2008
The Dalles City Hall, 313 Court Street
2nd Floor Conference Room
5:30 pm

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of April 29, 2008 Minutes QLife Regular Board Meeting
5. Financial Reports
 - a. April Financial Reports
 - b. List of Disbursements since Last Meeting
6. Action Items
 - a. Authorization to proceed with additional fiber for loop bisector
 - b. Authorization to purchase surplus fiber for repairs
7. Discussion Items
 - a. Proposed QLife proactive maintenance
8. Reports
 - a. Big Eddy Project 02 Construction
 - b. Aristo Management Report – John Amery
9. Next Meeting Dates:
Regular Board Meeting and Budget Public Hearing: June 17, 2008 5:30 pm
10. Adjourn

QLife Network

QualityLife Intergovernmental Agency

MINUTES

QLife Regular Board Meeting

Tuesday April 29, 2008
The Dalles City Hall, 313 Court Street
COUNCIL CHAMBERS
6:30 pm after Budget Committee Meeting

Call to Order

President Dan Ericksen called the meeting to order at 6:18pm

Roll Call

In attendance: Erick Larsen, Jim Broehl, Nolan Young, Keith Mobley, Izetta Grossman, John Amery, Rodger Nichols

Absent: Bill Lennox, Rob Kovacich

Approval of Agenda

It was moved by Broehl and seconded by Larsen to approve the Agenda as submitted. The motion passed unanimously, 2 absent.

Approval of March 25, 2008 Minutes QLife Regular Board Meeting

It was moved by Larsen and seconded by Broehl to approve the Minutes of the March 25, 2008 meeting as submitted. The motion passed unanimously, 2 absent.

Financial Reports were reviewed by Young. No questions.

- a. March Financial Reports
- b. List of Disbursements since Last Meeting

Action Items

a. Recommendation regarding loan refinancing – Young reviewed report. Larsen moved to recommend to the City and the County that they and the QLife Intergovernmental Agency enter into an agreement where the city acquires financing for the purpose of QLife paying off the current CRB loan and the SPWF obligations. And authorize the President of QLife to sign the agreement for such refinancing with the City and the County. Broehl seconded the motion. The motion passed unanimously with 2 absent.

Discussion Item:

a. Timing of special projects was discussed and it was the consensus of the Board that their first priority is redundancy, then the bisector. Cash flow will determine the best start date for these projects.

Reports

- a. Aristo Management Report – Amery reported that there was a major outage, it didn't effect QLife, but Embarq/Sprint were down for most of a day. City Hall and the E. Side of the City had an small outage (1 min) – QLife was not effected, the back up came on.
- b. Amery brought up that the new GIS system will need an audit annually and initially to make sure everything is in the system. He was unsure if this fell into the maintenance contract or if it needed to come before the Board for authorization. John & Nolan will get together and discuss the issue and if it falls under maintenance for further discussion at the May meeting.
- c. Mobley announced he is selling his law practice, but will retain a few clients. He would like to retain QLife if the Board would like him to. It was the consensus of the Board to keep Mobley.

Next Meeting Dates:


Regular Board Meeting: May 27, 2008 approximately 5:30 pm

Adjourn

Being no further business the meeting was adjourned at 6:50pm

Submitted by/
Izetta Grossman
Recording Secretary

SIGNED:


Erick Larson, Secretary-Treasurer

TO: Qlife Board
Nolan Young, City Manager

FR: Kate Mast, Finance Director

RE: Financial Report for QLIFE – April 30, 2008

BANKING:

QLife monies are deposited into a separate bank account. As the minimum balance is below the required amount for interest earnings we receive no revenue from this checking account.

The information below is a comparison of budget to actual revenues and expenditures for April 2008 by fund. This information is not audited, but is reviewed by the Finance Department for clarity and budget compliance.

83% of the year has passed.

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

Operations (600):

BUDGET COMPARISONS

| | <u>July 1, 2007 to April 30, 2008</u> | | |
|-------------------|---------------------------------------|------------|------------|
| | Budget | Actual | Percentage |
| Beginning Balance | \$ 78,314 | \$ 65,300 | 83.4% |
| Revenues | \$ 387,812 | \$ 275,763 | 71.1% |
| Expenditures | \$ 466,126 | \$ 286,640 | 61.5% |
| Cash at Month End | | \$6,903.12 | |

Exceptions:

- 1) **Beginning Balance:** The audited beginning balance of \$65,300 is 13,014 less than the estimate for this fiscal year.
- 2) **Revenues:**
 - a. The monthly LSN Credit amount has increased by \$976 due to a new customer. The monthly billing average for LSN Credit for July through February is \$5,004, and at this rate should exceed the FY07/08 budgeted estimate by \$5,496 for the year. We have not yet received the payment for April.
 - b. The monthly billing average for the FY07/08 is \$23,083. We excluded the LSN Credits in this calculation. User fees revenue is currently 85.3% of budget.
- 3) **Expenditures:**
 - a. Total transfers from the operating fund (600) to the capital fund (601) is at 86.1% for the year. This is slightly ahead of schedule because larger transfers were made in December in order to cover the debt service payments.

- b. The 'Office Space Rental' line item is over-expended by \$64.00 because we are renting a second room.
The 'Liability' insurance line item is over-expended by \$43.00.
The 'Training & Conferences' line item is over-expended by \$5,200.
- 4) Budget Changes: Resolution No. 2007-01 (11/06/07), adopted a supplemental budget that made the following changes:
 - ✓ increased the Beginning Balance by \$27,314
 - ✓ added \$5,000 to Contractual Services line item
 - ✓ added \$8,000 to Travel, Food & Lodging line item
 - ✓ added \$14,314 to Transfers Out to the QLife Capital Fund line item

CAPITAL (601):

BUDGET COMPARISONS

| | <u>July 1, 2007 to April, 2008</u> | | |
|-------------------|------------------------------------|--------------|------------|
| | Budget | Actual | Percentage |
| Beginning Balance | \$ 19,433 | \$ 24,418 | 125.7% |
| Revenues | \$ 296,845 | \$ 285,224 | 96.0% |
| Expenditures | \$ 316,278 | \$ 233,959 | 74.0% |
| Cash at Month End | | \$ 72,843.15 | |

Exceptions:

- 1) Beginning Balance: The audited beginning balance of \$24,418 is now \$4,985 more than the estimate for FY07/08. We do have reimbursements outstanding \$14,093 for Project 02 redundancy that we hope to collect this year. The fire damage payment of \$17,000 has been received.
- 2) Revenues: \$6,068 of the revenue is a connection cost for a new customer. The \$50,000 E-Zone payment was received in February. The \$50,000 payment on the Columbia River Bank loan was made in March.
- 3) Expenditures:
 - a. Expenditures include \$4,986 in secondary lines for connection of a new customer.
 - b. Expenditures against line items with no budget caused 'Buildings' to be over-expended by \$3,170, and 'Computer Equipment' to be over-expended by \$1,615. The line item for 'Secondary' lines has been over-expended by \$19,086.67. This is for work that we will be reimbursed for. All of these line items are in the Capital Outlay category, and that overall category is still within budget.
- 4) Budget Changes: Resolution No. 2007-01 (11/06/07), adopted a supplemental budget that made the following changes:
 - ✓ increased the Beginning Balance by \$9,686
 - ✓ increased the Transfers In from the Capital Fund by \$14,314
 - ✓ added \$24,000 to the Columbia River Bank – Principal Payment line item

City of The Dalles

| ACCOUNT | DESCRIPTION | ***** ESTIMATED | CURRENT ACTUAL | ***** \$REV | ***** ESTIMATED | YEAR-TO-DATE ACTUAL | ***** \$REV | ANNUAL ESTIMATE | UNREALIZED BALANCE |
|---------|---------------------------|--------------------|-------------------|----------------|--------------------|------------------------|----------------|--------------------|-----------------------|
| 300 | BEGINNING BALANCE | | | | | | | | |
| 300 | 00 00 | 7,654 | .00 | | 82,984 | 65,300.00 | 104 | 78,314 | 13,014.00 |
| 300 | ** | 7,654 | .00 | | 82,984 | 65,300.00 | 104 | 78,314 | 13,014.00 |
| 300 | *** | 7,654 | .00 | | 82,984 | 65,300.00 | 104 | 78,314 | 13,014.00 |
| 330 | INTERGOVERNMENTAL REVENUE | | | | | | | | |
| 331 | FEDERAL REVENUES | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 331 | FEDERAL GRANTS-MISC | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 331 | ** | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 334 | STATE GRANTS | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 334 | STATE GRANTS, OTHER | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 334 | ** | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 337 | LOCAL GOVERNMENT REVENUES | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 337 | LOCAL GOVT REV-PARTNERS | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 337 | ** | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 330 | INTERGOVERNMENTAL REVENUE | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 340 | CHARGES FOR SERVICES | | | | | | | | |
| 341 | GENERAL GOVERNMENT | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 341 | COPIES, PLANS, ORD'S ETC | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 341 | MISC SALES AND SERVICES | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 341 | ** | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 344 | UTILITY SERVICES | 22,543 | 25,620.00 | 114 | 225,430 | 230,830.00 | 102 | 270,510 | 39,680.00 |
| 344 | UTILITY SERVICE CHARGES | 4,516 | 5,004.00 | 110 | 45,460 | 45,036.00 | 99 | 54,552 | 9,516.00 |
| 344 | LSN CDRS | 188 | 450.00 | 239 | 1,980 | 2,700.00 | 144 | 2,350 | 450.00 |
| 344 | CONNECT CHARGES | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 344 | DRINKING ACCI INTEREST | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 344 | ** | 27,277 | 31,074.00 | 514 | 272,770 | 276,566.00 | 102 | 327,312 | 48,746.00 |
| 345 | OTHER LINE CHARGES | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 345 | SENIOR RATE ASSISTANCE | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 345 | UNCORRECTIBLE ACCOUNTS | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 345 | NCANEL DISCOUNT FEES | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 345 | NCANEL CHARGES | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |
| 345 | ** | 0 | .00 | | 0 | .00 | 0 | 0 | .00 |

City of The Dalles

FUND 600 QUALITYLIFE AGENCY FUND

| ACCOUNT | DESCRIPTION | ***** ESTIMATED | CURRENT ACTUAL | ***** \$REV | ***** ESTIMATED | YEAR-TO-DATE ACTUAL | ***** \$REV | ***** ESTIMATE | UNREALIZED BALANCE |
|------------------------------------|-----------------------------|--------------------|-------------------|----------------|--------------------|------------------------|----------------|-------------------|-----------------------|
| 340 | CHARGES FOR SERVICES | 27,277 | 31,074.00 | 114 | 272,770 | 278,566.00 | 102 | 327,312 | 48,746.00 |
| 345 | OTHER LINE CHARGES | | | | | | | | |
| 340 | *** CHARGES FOR SERVICES | | | | | | | | |
| 360 | OTHER REVENUES | | | | | | | | |
| 361 | 00 00 INTEREST REVENUES | 42 | .00 | | 420 | .00 | | 500 | 500.00 |
| 361 | ** INTEREST REVENUES | 42 | .00 | | 420 | .00 | | 500 | 500.00 |
| 369 | OTHER MISC REVENUES | | | | | | | | |
| 00 00 | OTHER MISC REVENUES | 0 | .00 | | 0 | 7,460.00- | | 0 | 7,460.00 |
| 20 00 | E-RATE REIMBURSEMENT | 5,000 | .00 | | 50,000 | 4,656.96 | 9 | 60,000 | 55,343.04 |
| 369 | ** OTHER MISC REVENUES | 5,000 | .00 | | 50,000 | 2,803.04- | 6 | 60,000 | 62,803.04 |
| 360 | *** OTHER REVENUES | 5,042 | .00 | | 50,420 | 2,803.04- | 6 | 60,500 | 63,303.04 |
| 390 | OTHER FINANCING SOURCES | | | | | | | | |
| 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 | | 39,983 | 31,074.00 | 78 | 386,174 | 341,062.96 | 88 | 466,126 | 125,663.04 |

| FUND | RA | OBJ | SUB | DESCRIPTION | BUDGET | ACTUAL | %EXP | DEPT/DIV | 6000 | QTR/PER | ***** | YEAR-TO-DATE | ACTUAL | %EXP | ENCUMBR. | ANNUAL | BUDGET | UNENCUMB. | BALANCE | BUDG |
|------|---------------------------|--------------------------|-----|----------------------|--------|---------|------|----------|------|---------|-------|--------------|--------|------|----------|--------|--------|-----------|---------|------|
| | | | | | | | | | | | | | | | | | | | | |
| 66 | | | | EXPENSE-ACCOUNT | | | | | | | | | | | | | | | | |
| 660 | | | | FINANCIAL OPERATIONS | | | | | | | | | | | | | | | | |
| 02 | | | | MATERIALS & SERVICES | | | | | | | | | | | | | | | | |
| 31 | 10 | | | ADMINISTRATIVE | 1667 | 34,074 | 205 | | | | | | 9351 | 35 | | 20000 | | 10948 | 65 | 45 |
| 15 | COUNTY | | | | 625 | 1380.00 | 221 | | | | | | 1380 | 00 | | 5000 | | 3620 | 00 | 28 |
| 29 | OUTSIDE PLANT MAINTENANCE | | | | 1333 | .00 | 0 | | | | | | .00 | 0 | | 16000 | | 16000 | 00 | 0 |
| 90 | OTHER SERVICES | | | | 0 | .00 | 0 | | | | | | .00 | 0 | | 0 | | .00 | 00 | 0 |
| 32 | 10 | AUDIT | | | 433 | .00 | 0 | | | | | | 5920 | 00 | | 5200 | | 160 | 00 | 97 |
| 20 | LEGAL SERVICES | | | | 600 | 555.00 | 93 | | | | | | 3738 | 00 | | 7200 | | 3482 | 00 | 52 |
| 34 | 10 | ENGINEERING SERVICES | | | 917 | 1400.00 | 153 | | | | | | 9440 | 00 | | 11000 | | 1560 | 00 | 86 |
| 30 | NETWORK SYSTEM MANAGEMENT | | | | 2700 | .00 | 0 | | | | | | 17488 | 50 | | 32400 | | 14911 | 50 | 54 |
| 50 | SPECIAL STUDIES & REPORTS | | | | 0 | .00 | 0 | | | | | | .00 | 0 | | 0 | | .00 | 00 | 0 |
| 43 | 10 | BUILDINGS AND GROUNDS | | | 1670 | .00 | 0 | | | | | | 1750 | 26 | | 2000 | | 249 | 74 | 88 |
| 25 | NETWORK EQUIPMENT | | | | 830 | 313.16 | 38 | | | | | | 313 | 16 | | 1000 | | 685 | 84 | 31 |
| 40 | OFFICE EQUIPMENT | | | | 0 | .00 | 0 | | | | | | .00 | 0 | | 0 | | .00 | 00 | 0 |
| 71 | SPECL UTILITY EQUIPMENT | | | | 0 | .00 | 0 | | | | | | .00 | 0 | | 0 | | .00 | 00 | 0 |
| 86 | LINE MNTNCE & SUPPLIES | | | | 0 | .00 | 0 | | | | | | .00 | 0 | | 0 | | .00 | 00 | 0 |
| 87 | UTILITIES LOCATES | | | | 830 | .00 | 0 | | | | | | 275 | 85 | | 1000 | | 724 | 15 | 28 |
| 44 | 10 | OFFICE SPACE RENTAL | | | 1400 | 783.00 | 559 | | | | | | 1784 | 00 | | 1580 | | 64 | 00 | 104 |
| 52 | 10 | LIABILITY | | | 417 | .00 | 0 | | | | | | 5045 | 00 | | 5000 | | 43 | 00 | 101 |
| 30 | PROPERTY | | | | 230 | .00 | 0 | | | | | | .00 | 0 | | 275 | | 275 | 00 | 0 |
| 50 | AUTOMOTIVE | | | | 0 | .00 | 0 | | | | | | .00 | 0 | | 0 | | .00 | 00 | 0 |
| 53 | 10 | NONAFT CHARGES | | | 0 | .00 | 0 | | | | | | .00 | 0 | | 0 | | .00 | 00 | 0 |
| 20 | POSTAGE | | | | 170 | 25.81 | 152 | | | | | | 108 | 11 | | 200 | | 91 | 89 | 54 |
| 30 | TELEPHONE | | | | 540 | 54.17 | 100 | | | | | | 546 | 09 | | 650 | | 103 | 91 | 84 |
| 40 | LEGAL NOTICES | | | | 330 | .00 | 0 | | | | | | 23 | 76 | | 400 | | 376 | 24 | 6 |
| 60 | PUBLIC EDUCATION/INFO | | | | 0 | .00 | 0 | | | | | | .00 | 0 | | 0 | | .00 | 00 | 0 |
| 54 | 00 | ADVERTISING | | | 930 | .00 | 0 | | | | | | 15 | 84 | | 1000 | | 884 | 15 | 2 |
| 58 | 10 | TRAVEL, FOOD & LODGING | | | 10830 | .00 | 0 | | | | | | 2405 | 00 | | 9000 | | 6595 | 00 | 27 |
| 50 | TRAINING AND CONFERENCES | | | | 330 | .00 | 0 | | | | | | 5690 | 00 | | 400 | | 5200 | 00 | 1400 |
| 70 | MEMBERSHIPS/DUES/SUBSCRIP | | | | 250 | .00 | 0 | | | | | | 150 | 00 | | 300 | | 150 | 00 | 50 |
| 60 | 10 | OFFICE SUPPLIES | | | 420 | .00 | 0 | | | | | | 6 | 99 | | 500 | | 493 | 01 | 1 |
| 85 | SPECIAL DEPT SUPPLIES | | | | 0 | .00 | 0 | | | | | | .00 | 0 | | 0 | | .00 | 00 | 0 |
| 69 | 50 | MISCELLANEOUS EXPENSES | | | 420 | .00 | 0 | | | | | | 99 | 55 | | 500 | | 400 | 05 | 20 |
| 60 | SOLE CONNECTION FEES | | | | 6250 | 5410.44 | 87 | | | | | | 5410 | 44 | | 7500 | | 2089 | 56 | 72 |
| 02 | ** | MATERIALS & SERVICES | | | 11225 | 7608.72 | 68 | | | | | | 69610 | 30 | | 138205 | | 58594 | 70 | 54 |
| 03 | ** | CAPITAL OUTLAY | | | 1667 | .00 | 0 | | | | | | 7011 | 35 | | 20000 | | 12988 | 65 | 35 |
| 74 | 20 | TELECOMMUNICATIONS EQUIP | | | 0 | .00 | 0 | | | | | | .00 | 0 | | 0 | | .00 | 00 | 0 |
| 78 | 50 | FIXED ASSET RECLASS ACCT | | | 0 | .00 | 0 | | | | | | .00 | 0 | | 0 | | .00 | 00 | 0 |
| 99 | FUTURE CAPITAL PROJECTS | | | | 0 | .00 | 0 | | | | | | .00 | 0 | | 0 | | .00 | 00 | 0 |
| 03 | ** | CAPITAL OUTLAY | | | 1667 | .00 | 0 | | | | | | 7011 | 35 | | 20000 | | 12988 | 65 | 35 |
| 05 | ** | OTHER | | | 0 | .00 | 0 | | | | | | .00 | 0 | | 0 | | .00 | 00 | 0 |
| 87 | 00 | DEPRECIATION EXPENSE | | | 0 | .00 | 0 | | | | | | .00 | 0 | | 0 | | .00 | 00 | 0 |
| 05 | ** | OTHER | | | 0 | .00 | 0 | | | | | | .00 | 0 | | 0 | | .00 | 00 | 0 |
| 660 | ** | ** | ** | FINANCIAL OPERATIONS | 12892 | 7608.72 | 59 | | | | | | 76621 | 65 | | 140205 | | 71583 | 35 | 52 |

City of The Dalles

| ACCOUNT | DESCRIPTION | ***** ESTIMATED | CURRENT ACTUAL | ***** \$REV | ***** ESTIMATED | YEAR-CO-DACE ACTUAL | ***** \$REV | ANNUAL ESTIMATE | UNREALIZED BALANCE |
|-----------|---------------------------|--------------------|-------------------|----------------|--------------------|------------------------|----------------|--------------------|-----------------------|
| FUND 60 | CLIFE CAPITAL FUND | | | | | | | | |
| 300 | BEGINNING BALANCE | | | | | | | | |
| 300 00 00 | | 2,023 | .00 | 15,386 | 24,418.00 | 159 | 19,433 | 4,985.00- | |
| 300 ** | | 2,023 | .00 | 15,386 | 24,418.00 | 159 | 19,433 | 4,985.00- | |
| 300 *** | | 2,023 | .00 | 15,386 | 24,418.00 | 159 | 19,433 | 4,985.00- | |
| 330 | INTERGOVERNMENTAL REVENUE | | | | | | | | |
| 331 | FEDERAL REVENUES | 0 | .00 | 0 | .00 | 0 | 0 | .00 | |
| 331 90 00 | FEDERAL GRANTS-MISC | 0 | .00 | 0 | .00 | 0 | 0 | .00 | |
| 331 ** | FEDERAL REVENUES | 0 | .00 | 0 | .00 | 0 | 0 | .00 | |
| 334 | STATE GRANTS | | | | | | | | |
| 334 11 00 | OREGON INVESTMENT BOARD | 0 | .00 | 0 | .00 | 0 | 0 | .00 | |
| 334 12 00 | LOWER JOHN DAY PARTNERSHP | 0 | .00 | 0 | .00 | 0 | 0 | .00 | |
| 334 30 00 | OREGON SPW | 0 | .00 | 0 | .00 | 0 | 0 | .00 | |
| 334 90 00 | STATE GRANTS, OTHER | 0 | .00 | 0 | .00 | 0 | 0 | .00 | |
| 334 ** | STATE GRANTS | 0 | .00 | 0 | .00 | 0 | 0 | .00 | |
| 330 *** | INTERGOVERNMENTAL REVENUE | 0 | .00 | 0 | .00 | 0 | 0 | .00 | |
| 340 | CHARGES FOR SERVICES | | | | | | | | |
| 341 | GENERAL GOVERNMENT | | | | | | | | |
| 341 80 00 | COPIES, PLANS, ORD'S ETC | 0 | .00 | 0 | .00 | 0 | 0 | .00 | |
| 341 ** | GENERAL GOVERNMENT | 0 | .00 | 0 | .00 | 0 | 0 | .00 | |
| 344 | UTILITY SERVICES | | | | | | | | |
| 344 15 00 | LSN CREDITS | 0 | .00 | 0 | .00 | 0 | 0 | .00 | |
| 344 20 00 | CONNECT CHARGES | 708 | 3,436.04 | 485 | 12,311.90 | 174 | 8,500 | 3,811.90- | |
| 344 ** | UTILITY SERVICES | 708 | 3,436.04 | 485 | 12,311.90 | 174 | 8,500 | 3,811.90- | |
| 340 *** | CHARGES FOR SERVICES | 708 | 3,436.04 | 485 | 12,311.90 | 174 | 8,500 | 3,811.90- | |
| 360 | OTHER REVENUES | | | | | | | | |
| 361 | INTEREST REVENUES | | | | | | | | |
| 361 00 00 | INTEREST REVENUES | 0 | .00 | 0 | .00 | 0 | 0 | .00 | |
| 361 ** | INTEREST REVENUES | 0 | .00 | 0 | .00 | 0 | 0 | .00 | |
| 369 | OTHER MISC REVENUES | | | | | | | | |
| 369 00 00 | OTHER MISC REVENUES | 0 | .00 | 0 | 17,550.22 | 0 | 0 | 17,550.22- | |
| 369 10 00 | ENTERPRISE ZONE PAYMENT | 4,167 | .00 | 41,670 | 50,000.00 | 120 | 50,000 | .00 | |
| 369 ** | OTHER MISC REVENUES | 4,167 | .00 | 41,670 | 67,550.22 | 162 | 50,000 | 17,550.22- | |

City of The Dalles

| ACCOUNT | DESCRIPTION | ***** ESTIMATED | ***** CURRENT ACTUAL | ***** %REV | ***** ESTIMATED | ***** YEAR-TO-DATE ACTUAL | ***** %REV | ***** ANNUAL ESTIMATE | ***** UNREALIZED BALANCE |
|----------|-------------------------------|--------------------|----------------------------|---------------|--------------------|---------------------------------|---------------|-----------------------------|--------------------------------|
| FUND 501 | CAPITAL FUND | | | | | | | | |
| 360 | OTHER REVENUES | | | | | | | | |
| 369 | OTHER MISC REVENUES | | | | | | | | |
| 360 | ** OTHER REVENUES | 4,157 | .00 | | 41,570 | 67,559.22 | 162 | 50,000 | 17,550.22- |
| 390 | OTHER FINANCING SOURCES | | | | | | | | |
| 391 | OPERATING TRANSFERS IN | | | | | | | | |
| 391 | 01 OLIVE OPERATING FUND | 20,458 | 18,659.25 | 91 | 197,424 | 205,361.75 | 104 | 238,345 | 32,983.25 |
| 391 | ** OPERATING TRANSFERS IN | 20,458 | 18,659.25 | 91 | 197,424 | 205,361.75 | 104 | 238,345 | 32,983.25 |
| 393 | PROCEEDS- LT LIABILITIES | | | | | | | | |
| 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 | 20,458 | 18,659.25 | 91 | 197,424 | 205,361.75 | 104 | 238,345 | 32,983.25 |
| | FUND TOTAL OLIVE CAPITAL FUND | 27,356 | 22,105.29 | 81 | 261,560 | 309,641.87 | 119 | 315,278 | 6,636.13 |

| FUND 601 OLIVE CAPITAL FUND | | DEPT/DIV 9500 OTHER USES/ | | *****CURRENT***** | | *****YEAR-TO-DATE***** | | ANNUAL | | JANUARY | | | |
|-----------------------------|-----|---------------------------|--------------------------|-------------------|---------|------------------------|--------|----------|-------|---------|---------|----------|----|
| BA | ELE | OBJ | DESCRIPTION | BUDGET | ACTUAL | \$EXP | BUDGET | ACTUAL | \$EXP | BUDGET | BALANCE | BDET | |
| SJB | | SJB | | | | | | | | | | | |
| 66 | | | EXPENSE-ACCOUNT | | | | | | | | | | |
| 660 | | | FINANCIAL OPERATIONS | | | | | | | | | | |
| 05 | | | OTHER | | | | | | | | | | |
| 88 00 | | | CONTINGENCY | 811 | .00 | 0 | 8110 | .00 | 0 | 9727 | 9727.00 | 0 | |
| 89 00 | | | UNAPPORTIONED ENDING BAL | 0 | .00 | 0 | 0 | .00 | 0 | 0 | .00 | 0 | |
| 05 ** | | | OTHER | 811 | .00 | 0 | 8110 | .00 | 0 | 9727 | 9727.00 | 0 | |
| 660 ** | | | FINANCIAL OPERATIONS | 811 | .00 | 0 | 8110 | .00 | 0 | 9727 | 9727.00 | 0 | |
| 66 ** | | | EXPENSE-ACCOUNT | 811 | .00 | 0 | 8110 | .00 | 0 | 9727 | 9727.00 | 0 | |
| DIV 9500 | | | TOTAL ***** | 811 | .00 | 0 | 8110 | .00 | 0 | 9727 | 9727.00 | 0 | |
| DEPT 95 | | | TOTAL ***** | 811 | .00 | 0 | 8110 | .00 | 0 | 9727 | 9727.00 | 0 | |
| FUND 601 | | | TOTAL ***** | 27358 | 6545.38 | 24 | 261580 | 23359.48 | 89 | .00 | 316278 | 82318.52 | 74 |

QLIFE - LISTING OF FINANCIAL TRANSACTIONS

FUND: **OPERATING 600**

FISCAL YEAR: 2007-2008

PERIOD DETAIL FROM: 4/22/2008 TO: 5/21/2008

Revenue: Billed as of

QLife Monthly Billings 26,020.00

TOTAL: 26,020.00

Expenditures:

| | | |
|---------------|----------------------|----------|
| Embarq | Telephone | \$54.17 |
| TD Chronicle | Legal Notices | \$52.80 |
| Aristo | Services Feb & March | 4,997.00 |
| Mobley | Legal Services | 1,110.00 |
| Comstructures | Level 3 services | 545.00 |
| One Call | Dig Tickets | 54.60 |

TOTAL: 6,813.57

FUND: **CAPITAL 601**

FISCAL YEAR: 2007-2008

PERIOD DETAIL FROM: 4/22/2008 TO: 5/21/008

Revenue:

TOTAL:

| | | |
|------------------------|---|----------|
| Expenditures: | | |
| Columbia River Bank | Commercial Loan/interest due thru | 3,095.20 |
| Mt. Hood Econ Alliance | Loan Payment | 3,683.30 |
| Comstructures | BPA services | 2,160.00 |
| Hage Electric | Install circuit/Grounding data rack (state) | 714.20 |
| Columbia River Bank | loan fees | 3,261.10 |
| MCEDD | Loan 31-01-01 | 3,514.88 |
| MCEDD | Loan 31-02-01 | 2,783.16 |

TOTAL: 19,211.84

| | | |
|--------------------------|-------------|----|
| INVOICE SUMMARY | 5/20/08 | |
| TOTAL CUSTOMERS INVOICED | | 15 |
| TOTAL AMOUNT INVOICED | \$26,020.00 | |



Monthly Statement
April 16, 2008

Page 1 of 6
Account Number
541-296-2751-715

24038 1/3

Payment Options & Contact Info Current Charges At-A-Glance

i Retail Store in Your Area
See Embarq Website

Pay Online
EMBARQ.com/myaccount

Pay by Phone
1-877-813-7604

Customer Service
1-877-436-2277

Repair Service
1-800-788-3600

Internet Address
EMBARQ.com/business

EMBARQ Services

Total

Local Services - Page 3

36.77

Long Distance - Page 3

5.00

Taxes and Surcharges - Page 3

12.40

Total Current Charges

\$54.17

APPROVED FOR PAYMENT
ACCT# 600.6000.660.53.30
DATE 4/21/08 BY *ny*
AMT \$54.17

| Previous Balance | Payments & Adjustments | Balance | Total Current Charges | Total Amount Due |
|------------------|------------------------|---------|-----------------------|------------------|
| 54.05 | -54.05 | .00 | 54.17 | \$54.17 |

Current Charges Due By: 05/07/08
If received after June 6: \$54.58

16

Please Recycle

Please return this portion with payment

Customer Service
1-877-436-2277

Internet Address
EMBARQ.com/business

Account Number
541-296-2751-715

Due Date: May 7, 2008

Total Amount Due: \$54.17
\$54.58 if received after June 6

Amount Enclosed: \$

Write your 13-digit account number on check
Make checks payable to:

Embarq
PO Box 660068
Dallas TX 75266-0068

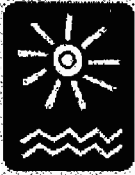


AV 01 058483 71417B213 A**5DGT



QUALITYLIFE INTERGOVERNMENTAL
AGENCY
ATTN: DANIEL W IZZO
313 COURT ST
THE DALLES OR 97058-2111

01 54129627517157 0000000005417 000054177 9999905



**COLUMBIA
RIVER
BANK**

www.columbiariverbank.com

STATEMENT OF ACCOUNT • RETAIN FOR YOUR RECORDS

000 01 04 00139

APPROVED FOR PAYMENT
 ACCT# 601.6000.660.79.60
 DATE 4/28/08 BY VW
 AMT \$3095.20

QUALITY LIFE INTERGOVERNMENTAL
 AGENCY
 c/o CITY OF THE DALLES
 313 COURT STREET
 THE DALLES OR 97058

LOAN: 59007
 AS OF: 04/23/08

*** L O A N P A Y M E N T ***

PAGE 1

| | | | |
|-------------------------|------------------|-----------------------|------------|
| LOAN TYPE: | COMMERCIAL NO RE | MATURITY DATE: | 06/07/08 |
| PRINCIPAL BALANCE: | 594,279.71 | ORIGINAL LOAN DATE: | 07/10/03 |
| CURRENT RATE: | 6.2500 | TOTAL ADVANCES: | 668,800.00 |
| INTEREST THRU 04/23/08: | 1,753.95 | INTEREST PAID 2008: | 15,973.34 |
| ONE DAY'S INTEREST: | 103.17 | DATE OF LAST PAYMENT: | 04/09/08 |
| | | LAST PAYMENT AMOUNT: | 3,450.18 |

COLLATERAL/PROPERTY: UNSECURED

DATE PAYMENT DUE: 05/07/08
 INTEREST DUE: 3,095.20

TOTAL AMOUNT DUE: * 3,095.20 *

ADD ADDITIONAL LATE CHARGE OF 154.76 IF NO PAYMENT IS RECEIVED BY 05/18/08

* * PLEASE RETURN THIS PORTION WITH YOUR PAYMENT * *

L O A N P A Y M E N T N O T I C E

QUALITY LIFE INTERGOVERNMENTAL
 AGENCY
 c/o CITY OF THE DALLES
 313 COURT STREET
 THE DALLES OR 97058

TOTAL AMOUNT DUE: 3,095.20
 ADDITIONAL PRINCIPAL: _____
 ADDITIONAL PAYMENT: _____

AMOUNT ENCLOSED: \$ _____

DATE PAYMENT DUE: 05/07/08
 LOAN TYPE: COMMERCIAL NO RE
 LOAN NUMBER: 59007
 REGULAR PAYMENT T/C: 325

COLUMBIA RIVER BANK
 P O BOX 8880
 VANCOUVER WA 98660

See reverse
 for important
 information

24 Hour Customer Service Center

☎ Telebanking ☎

Toll Free 1-888-600-8702 Ext. 100

Member
FDIC



541-296-2141
 541-298-1365 Fax
 P.O. Box 1910
 The Dalles, Oregon 97058

BILLING DATE 04/24/08
 PAGE 1 OF 1

INVOICE # 30947

THE DALLES
 Chronicle

CITY OF THE DALLES (CITYOF)
 313 COURT
 THE DALLES OR 97058

| DATE | RATE | QTY | TYPE | DESCRIPTION | ZONES | AMOUNT DUE |
|----------------|------|------|------|-----------------------------|-------|------------|
| 04/13 | P | 3.00 | I | BUDGET MEETING #3276 @ life | D | \$15.84 |
| INVOICE TOTAL: | | | | | | \$15.84 |

Please return top portion with payment.

APPROVED FOR PAYMENT
 ACCT# 60010002, 660253.40
 DATE 4/24/08 BY [Signature]
 AMT \$15.84

LEGAL INVOICE
 DUE UPON RECEIPT



541-296-2141
 541-298-1365 Fax
 P.O. Box 1910
 The Dalles, Oregon 97058

BILLING DATE 04/30/08
 PAGE 1 OF 1

INVOICE # 31067

THE DALLES
Chronicle

CITY OF THE DALLES (CITYOF)
 313 COURT
 THE DALLES OR 97058

| DATE | RATE | QTY | TYPE | DESCRIPTION | ZONES | AMOUNT DUE |
|----------------|------|------|------|--------------|-------|------------|
| 04/06 | P | 3.50 | I | BUDGET #3268 | D | \$18.48 |
| INVOICE TOTAL: | | | | | | \$18.48 |

Please return top portion with payment.

Oliver
 APPROVED FOR PAYMENT
 ACCT# 00.6000.660.53.40
 DATE 5/6/08 BY _____
 AMT. \$18.48

LEGAL INVOICE
 DUE UPON RECEIPT



541-296-2141
 541-298-1365 Fax
 P.O. Box 1910
 The Dalles, Oregon 97058

BILLING DATE 04/24/08
 PAGE 1 OF 1

INVOICE # 30945

THE DALLES
Chronicle

CITY OF THE DALLES (CITYOF)

313 COURT
 THE DALLES OR 97058

| DATE | RATE | QTY | TYPE | DESCRIPTION | ZONES | <i>Please return top portion with payment</i> AMOUNT DUE |
|----------------|------|------|------|----------------------|---------------|---|
| 04/20 | P | 3.50 | I | BUDGET MEETING #3298 | <i>File</i> D | \$18.48 |
| INVOICE TOTAL: | | | | | | \$18.48 |

APPROVED FOR PAYMENT
 ACCT# 600.6000.662.53.40
 DATE 4/29/08 BY [Signature]
 AMT \$18.48

LEGAL INVOICE
 DUE UPON RECEIPT

Arsto Networks
 710 East 2nd Street
 Suite #3
 The Dalles, OR 97058

Invoice

DATE: 4/29/08
 INVOICE #: 218

BILL TO
 Q111
 313 Court Street
 The Dalles, OR 97058

P.O. NO. TERMS PROJECT

Due on receipt

| QUANTITY | DESCRIPTION | RATE | AMOUNT |
|--------------|---|----------|------------|
| 1 | March 2008 Monthly Retainer | 2,000.00 | 2,000.00 |
| 2 | Oversee State Offices Co-location into Qlife Room | 69.00 | 138.00 |
| Total | | | \$2,138.00 |

APPROVED FOR PAYMENT
 ACCT# 600.6000.660.34.30
 DATE 4/29/08 BY [Signature]
 AMT \$ 2138-

Ansto Networks

710 East End Street
Suite #3
The Dalles, OR 97058

Invoice

DATE 3-1-08 INVOICE # 240

BILL TO

Q LIFE
313 Court Street
The Dalles, OR 97058

P.O. NO.

TERMS

PROJECT

Due on receipt

| QUANTITY | DESCRIPTION | RATE | AMOUNT |
|--|---|----------|------------|
| | February 2008 Monthly Retainer | 2,000.00 | 2,000.00 |
| 1 | OTDR analysis for Backup route to U.S. Cellular / NTT | 69.00 | 69.00 |
| 10 | Plan / Build Ladder Racks for Qlife Room | 69.00 | 690.00 |
| 1 | Additional Materials for Ladder Rack. | 100.00 | 100.00 |
| <p>APPROVED FOR PAYMENT ACCT# <u>600.6000.660.34.30</u> DATE <u>4/29/08</u> BY <u>AB</u> AMT <u>\$2859.-</u></p> | | | |
| Total | | | \$2,859.00 |

LAW OFFICE OF KEITH A. MOBLEY
P.O. Box 537 (141 Main Street) Dufur, OR 97021
By Appointment Only
Phone: 541-467-2228 Fax: 541-467-2248 E-Mail: mobley@ortelco.net

STATEMENT OF ACCOUNT
April 30, 2008

Re: Legal Counsel for 2008/QLife/1045-08

TO PROFESSIONAL SERVICES:

Wed Apr 30, 08 - Time Entry - 0.50 hours
review Aristo Network management and operations contract, excerpt portions dealing with preventive maintenance, e-mail to Nolan Young and John Amery; response from John;

Tue Apr 29, 08 - Time Entry - 2.00 hours
review and redline proposed dark fiber lease from Level 3, c-mail to Nolan Young; prepare for and attend budget committee meeting and board meeting;

Thu Apr 24, 08 - Time Entry - 0.30 hours
c-mail from Nolan, need Word redline instead of annotated pdf on Level 3 forms, attempt scan and pdf - Word conversion without success, c-mail to Nolan;

Thu Apr 17, 08 - Time Entry - 0.20 hours
e-mail from and to Nolan Young;

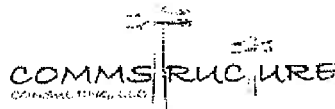
Fri Apr 11, 08 - Time Entry - 0.80 hours
work on Level 3 agreement, e-mail from and to Nolan Young;

Wed Apr 9, 08 - Time Entry - 1.00 hours
c-mail from Nolan Young re Level 3; call John Amery; meet with John and Nolan to review terms of proposed agreement; work on agreement;

Tue Apr 8, 08 - Time Entry - 0.20 hours
e-mail from John Amery requesting additional time to review Level 3 agreement, e-mail to Nolan Young;

APPROVED FOR PAYMENT
ACCT# 600.600.660.32.20
DATE 5/1/08 BY [Signature]
AMT \$110-

Commstructure Consulting, LLC
 16348 Wittke Court
 Oregon City, OR 97045



INVOICE

| Date | Invoice # |
|----------|-----------|
| 5/2/2008 | 2008-123 |

Bill To

Q-Life
 313 Court Street
 The Dalles, OR 97058
 Attn: Nolan Young

| Project No. / PO No. | Project | Terms | | | |
|--|--|--------|--------------------|-----------|--------|
| Work Order # 3 | On-Call Technical Consulting Services | Net 30 | | | |
| Item | Description | Qty | Rate | Date | Amount |
| OSP Project Manager | Level 3 - Embarq Connection Coordination | 1 | 110.00 | 4/2/2008 | 110.00 |
| OSP Project Manager | Level 3 / Integra / Embarq - Splicing Assignments, OSP Insight Updates & Schedule Coordination | 3 | 110.00 | 4/28/2008 | 330.00 |
| Project Coordinator / | TO # 3 Amendment, Project Coordination, Invoice | 1.5 | 70.00 | 4/30/2008 | 105.00 |
| <p>APPROVED FOR PAYMENT ACCT# 600,6000,660,34,10 DATE 5/2/08 BY <i>[Signature]</i> AMT \$ 545 -</p> | | | | | |
| Progress Invoice - through April 30, 2008 | | | Total | \$545.00 | |
| | | | Balance Due | \$545.00 | |

Commstructure Consulting, LLC
 16348 Wittke Court
 Oregon City, OR 97045



INVOICE

| | |
|----------|-----------|
| Date | Invoice # |
| 5/2/2008 | 2008-124 |

Bill To

Q-Life
 313 Court Street
 The Dalles, OR 97058
 Attn: Nolan Young

| | | |
|----------------------|------------------------------------|--------|
| Project No. / PO No. | Project | Terms |
| Work Order # 2 | Project 02 - BPA Big Eddy Phase II | Net 30 |

| Item | Description | Qty | Rate | Date | Amount |
|---------------------|---|-----|--------|-----------|--------|
| OSP Designer | Coordination of BPA Design Review Meeting 2; Update Google Agreement Pricing 2 - w/e 04/04/08 | 1 | 100.00 | 4/4/2008 | 400.00 |
| OSP Project Manager | Coordination of BPA Design Review Meeting 1 - w/e 04/11/08 | 1 | 110.00 | 4/9/2008 | 110.00 |
| OSP Project Manager | BPA Site Visit, Design Review Meeting & Followup | 8 | 110.00 | 4/15/2008 | 880.00 |
| OSP Project Manager | Review & Update OSP Insight with Splicing Assignments for Cut Over | 5 | 110.00 | 4/24/2008 | 550.00 |
| OSP Project Manager | Coordinate construction schedule with NSC and 115kV Outage with NWCPUD & BPA | 2 | 110.00 | 4/28/2008 | 220.00 |

APPROVED FOR PAYMENT
 ACCT# 601, 6000, 660, 76, 10
 DATE 5/2/08 BY [Signature]
 AMT \$2160,-

| | | |
|---|--------------|------------|
| Progress Invoice - through April 30, 2008 | Total | \$2,160.00 |
|---|--------------|------------|

| | |
|--------------------|------------|
| Balance Due | \$2,160.00 |
|--------------------|------------|



**HAGE
ELECTRIC &
CONSTRUCTION
SERVICES, INC.**

3701 Klindt Drive
The Dalles, OR 97058
(541) 296-1962

Garry Hage
Electrical &
General Contractor

Invoice

| |
|--|
| BILL TO |
| CITY OF TD 313 COURT ST THE DALLES, OR 97058 |

| | |
|----------|-----------|
| DATE | INVOICE # |
| 5/2/2008 | 3840 |

| |
|----------------|
| TERMS |
| Due on receipt |

| |
|-----|
| JOB |
| 915 |

| ITEM | DESCRIPTION | AMOUNT |
|---|---------------------|-----------------------|
| LABOR | TIME & MATERIAL | |
| MATERIAL | LABOR - STEVE | 375.00 |
| MATERIAL | MATERIAL | 38.14 |
| MATERIAL | MATERIAL | 35.71 |
| MATERIAL | MATERIAL | 21.39 |
| MATERIAL | MATERIAL - shop | 18.20 |
| | grounding data rack | |
| APPROVED FOR PAYMENT ACCT# <u>601.6000.660.76 20</u> DATE <u>5/6/08</u> BY _____ AMT <u>\$488.44</u> | | |
| Thank you for your business! Please give us a call if there is anything else we can do for you. | | Total \$488.44 |

All accounts due in full upon receipt. A finance charge of 1.5% per month (18% annual rate) will be applied to the unpaid balance if not paid within 30 days.



**HAGE
ELECTRIC &
CONSTRUCTION
SERVICES, INC.**

3701 Klindt Drive
The Dalles, OR 97058
(541) 296-1962

Garry Hage
Electrical &
General Contractor

Invoice

| |
|--|
| BILL TO |
| CITY OF TD 313 COURT ST THE DALLES, OR 97058 |

| | |
|----------|-----------|
| DATE | INVOICE # |
| 5/2/2008 | 3839 |

| |
|----------------|
| TERMS |
| Due on receipt |

| |
|-----|
| JOB |
| 981 |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|-----------------------|
| LABOR | TIME & MATERIAL | |
| MATERIAL | LABOR - STEVE | 112.50 |
| MATERIAL | MATERIAL | 86.31 |
| | MATERIAL | 26.95 |
| | INSTALL DISCONNECT & CIRCUIT TO NEW RACK IN Q-LIFE AREA | |
| <p>APPROVED FOR PAYMENT ACCT# <u>601.6000.660.7620</u> DATE <u>5/6/09</u> BY _____ AMT <u>\$ 225.76</u></p> | | |
| Thank you for your business! Please give us a call if there is anything else we can do for you. | | Total \$225.76 |

All accounts due in full upon receipt. A finance charge of 1.5% per month (18% annual rate) will be applied to the unpaid balance if not paid within 30 days.

Nolan Young

From: Kelly Eiden [keiden@columbiariverbank.com]
Sent: Monday, May 12, 2008 4:49 PM
To: Nolan Young
Subject: City of The Dalles Loan Documents
Attachments: City of the Dalles_LPL_22883.pdf

Hi Nolan,

Here are your loan documents, the password to get into them is LASERPRO, in all caps. Please let me know if there are any changes. Just to confirm the amount you want wired is \$ 485,694 going to:

US Bank
615 Liberty St. NE Salem, OR. 97301
ABA 123000220
Bank Account number: 153600334160

Treasury acct # 12300 00433

Here is the break down of the loan funds \$1,079,978.00:

\$594,845.10 Payoff of Qlife loan
\$485,694 SPWF Wire
\$2,700 Loan Fees
(\$3,261.10)

So we will need a check made out to Columbia River Bank to cover the loan fees and a portion of the amount of the wire that is not covered, total out of pocket= \$3,261.10.

Please call Chris at 541-506-0120 in the morning after you have reviewed the documents and he will come over during your break in order to sign the documents.

Thanks,

Kelly Eiden
Credit Analyst
Columbia River Bank
541-506-0137

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05/13/2008

ONE CALL CONCEPTS, INC.

7223 Parkway Dr., Suite 210
Hanover, MD 21076
(410) 712.0082

INVOICE

APPROVED FOR PAYMENT
ACCT# 600.6000.660.43.87
DATE 5/14/08 BY MW
AMT \$ 54.60

QUALITYLIFE INTERGOVERNMENTAL AGENCY
ATTN: LISA ROWLAND
313 COURT ST
THE DALLES, OR 97058

| Invoice No. | Invoice Date | Month of Service | Account # | Terminal ID |
|-------------|--------------|------------------|-----------|-------------|
| 8049354 | 04/30/08 | APRIL | 0001173 | QIA01 |

Current costs associated with your participation in OREGON UTILITY NOTIFICATION CENTER.

| <u>DESCRIPTION</u> | | <u>AMOUNT</u> |
|--------------------|----|---------------|
| Regular tickets | 20 | \$54.60 |
| Other tickets | | |

TOTAL DUE

\$54.60

REMITTANCE COPY

QUALITYLIFE INTERGOVERNMENTAL AGENCY

| | |
|----------------|--------------|
| Account Number | 09 - 0001173 |
| Invoice Number | 8049354 |
| Invoice Date | 04/30/08 |
| Amount | \$54.60 |

Make check payable to: **One Call Concepts, Inc.**
7223 Parkway Drive
Suite 210
Hanover, Maryland 21076



May 14, 2008

Nolan Young
QualityLife Intergovernmental Agency
313 Court St.
The Dalles, OR 97058

*For address corrections,
please mark up and return
entire page.*

Loan #: 31-01-01 Loan Amount: \$42,552.00 Loan Balance: \$31,572.69
QualityLife Intergovernmental Agency, Corp #: 975
Property: 313 Court St

Invoice

Our records indicate that payment for this loan is due as shown below. If you have already sent payment, please disregard this invoice. Thank you.

| | |
|--|-------------------|
| Interest Accrued up to 6/30/08: | 631.45 |
| Principal Due 6/30/08: | 2,883.43 |
| Your Payment is Due 6/30/08 Total Due: | \$3,514.88 |

APPROVED FOR PAYMENT
 ACCT# 601.6000.660.79.60
 DATE 5/19/08 BY [Signature]
 AMT \$631.45

APPROVED FOR PAYMENT
 ACCT# 601.6000.660.79.50
 DATE 5/19/08 BY [Signature]
 AMT \$2883.43

Please return bottom portion with your payment.

*** Check or Money Order Only ***

Make Checks Payable to: "MCEDD"

Loan # 31-01-01

QualityLife Intergovernmental Agency

Corp #: 975

Payment due 6/30/08: \$3,514.88 Amt Enclosed: _____

Mail your check to:
Mid-Columbia Economic Development District
515 East Second Street
The Dalles, OR 97058



Mid-Columbia
MCEDD
 ECONOMIC DEVELOPMENT DISTRICT

May 14, 2008

Nolan Young
 QualityLife Intergovernmental Agency
 313 Court St.
 The Dalles, OR 97058

*For address corrections,
 please mark up and return
 entire page.*

Loan #: 31-02-01 Loan Amount: \$25,000.00 Loan Balance: \$15,589.71
 QualityLife Intergovernmental Agency, Corp #: 975
 Property: 313 Court St

Invoice

Our records indicate that payment for this loan is due as shown below. If you have already sent payment, please disregard this invoice. Thank you.

| | |
|--|-------------------|
| Interest Accrued up to 6/30/08: | 311.79 |
| Principal Due 6/30/08: | 2,471.37 |
| Your Payment is Due 6/30/08 Total Due: | \$2,783.16 |

APPROVED FOR PAYMENT
 ACCT# 601.6000.660.79.60
 DATE 5/19/08 BY *Ny*
 AMT \$311.79

APPROVED FOR PAYMENT
 ACCT# 601.6000.660.79.50
 DATE 5/19/08 BY *Ny*
 AMT \$2471.37

~~X~~ ----- Please return bottom portion with your payment. -----
 * Check or Money Order Only *

Make Checks Payable to: "MCEDD"

Loan # 31-02-01


QualityLife Intergovernmental Agency

Corp #: 975

Payment due 6/30/08: \$2,783.16 Amt Enclosed: _____

Mail your check to:
 Mid-Columbia Economic Development District
 515 East Second Street
 The Dalles, OR 97058

AGENDA STAFF REPORT
QUALITYLIFE INTERGOVERNMENTAL AGENCY

TO: QLife Board of Directors
FROM: Nolan K. Young, Administrative Staff 
DATE: May 21, 2008
ISSUE: Bccf up of fiber optic loop bisector

BACKGROUND:

QLife currently has a 12 count fiber that runs from City Hall to a pole outside of the Charter cable offices. We have a customer that needs 4 fibers to that location and we currently only have 2 available and those have used as a back up to another customer in the past. To serve this customer we have two options; one is to over lass additional fiber to the current location or to proceed with placing 144 count fiber from City Hall to St. Mary's over the bisector. This is one of the projects planned for FY 2008-09. The bisector project would cost approximately \$20,000.

By proceeding earlier than anticipated with this project it will help us service this customer and solve our future needs at the same time. When we are ready to do the redundancy work we can complete the connection of the fiber that will have been strung.

BUDGET IMPLICATIONS:


We currently have \$37,500 in Primary line item; we could use \$20,000 of this money to construct the bisector. This may reduce the beginning fund balance by this amount. Because of the delivery time we may not be able to complete this project this fiscal year, so we recommend leaving the budget as is and completing the project in whichever fiscal year the fiber becomes available.

BOARD ALTERNATIVES:

1. **Staff recommendation:** Authorize staff to proceed with extending 144 count fiber on the bisector.
2. Delay this project until next fiscal year and authorize staff to proceed with extending 24 count fiber to the Charter Cable office.

AGENDA STAFF REPORT
QUALITYLIFE INTERGOVERNMENTAL AGENCY

TO: QLife Board of Directors

FROM: Nolan K. Young, Administrative Staff 

DATE: May 21, 2008

ISSUE: Purchase of fiber cable for inventory

BACKGROUND:

When we originally built our system we purchased some additional fiber cable to have in inventory at the recommendation of our project engineer. This cable has been used for repairs and extensions to customers. We used our last 144 fiber for the fire repair last year. Our engineer is recommending that at a minimum we purchase a reel of 5000 feet of 144 count transmission line (high span material), and 5000 feet of standard 144 fiber count cable. This will cost \$15,000; we recommend that we add an additional \$2000 for hardware. This can then be used for any emergency repairs that need to be made on the main loop.

We also recommend that next fiscal year we order items 3-8 on the attached sheet for an additional cost of \$11,000.

BUDGET IMPLICATIONS:

The \$17,000 in this fiscal year can be budgeted in a new line item 601-6000-660-74-30 Fiber Optic Cable by transferring \$9,000 from Contingency and \$8,000 from Telecommunication. We would need to reduce next years beginning fund balance by \$17,000 which would lower line item for wireless from \$65,000 to \$48,000. The \$11,000 for next year we recommend taking out of Contingency and decrease it to \$13,429.

BOARD ALTERNATIVES:

1. **Staff recommendation:** Authorize staff to purchase \$17,000 of fiber and hardware to have in inventory this year and \$11,000 next fiscal year. Further direct staff to bring to the Board the necessary budget amendment to accomplish this purchase.
2. Direct Staff to delay the purchase of inventory items until next fiscal year and to process the necessary budget amendments.
3. Do not purchase inventory items.

QUOTATION

REFERENCE: FO07-16440.1

AFL Telecommunications LLC
A Fujikura Business
 PO Box 3127
 Spartanburg, SC 29304

WE ARE PLEASED TO SUBMIT THE FOLLOWING QUOTATION AT TODAY'S PRICES BASED ON THE QUANTITIES INDICATED BEING RELEASED FOR MANUFACTURE AND SHIPMENT AT ONE TIME, SUBJECT TO PARAGRAPH 1 OF THE TERMS AND CONDITIONS. FOR A COPY OF THESE TERMS AND CONDITIONS, PLEASE VISIT OUR WEBSITE AT www.AFLtele.com/aflteleterms.asp OR CALL 1-800-AFL-FIBER FOR A COPY.

PAYMENT TERMS: UNLESS OTHERWISE NOTED NET CASH 30 DAYS FROM DATE OF INVOICE, SUBJECT TO THE APPROVAL OF AFL'S TREASURER.

| | |
|--|------------------------------------|
| Q-Life Intergovernmental Agency | F.O.B. FOB Plant, PPD and ADD |
| | SHIPMENT See Below ESTIMATE |
| | PACKING |

| Line Number | Product Identification | Quantity | Unit Price (US Dollars) | Extended Price |
|------------------|--|----------------------------|----------------------------|------------------------------|
| 01 | Item: DNA-8208 AE1449CC11BB4 AFL-ADSS Fiber Optic cable with 144 Single-mode fibers Wood reels with flex-wrap Lead Time: 5-7 weeks ARO | 1,524 meters 5,000 feet | 5.650 /m 1.722 /ft | 8,610.60 |
| 02 | Item: LE1449CC101N1 144 fiber non armored loose tube with 144 Single-mode fibers Wood reels with flex-wrap Lead Time: 5-7 weeks ARO | 1,524 meters 5,000 feet | 4.000 /m 1.219 /ft | 6,096.07 |
| 03 | Item: LE0729C6101N1 72 fiber non armored loose tube with 72 Single-mode fibers Wood reels with flex-wrap Lead Time: 5-7 weeks ARO | 1,524 meters 5,000 feet | 2.233 /m 0.681 /ft | 3,403.09 |
| 03A Alternate | Item: LE0729C6101N1 72 fiber non armored loose tube with 72 Single-mode fibers Wood reels with flex-wrap Quantity quote is minimum order quantity. Lead Time: 5-7 weeks ARO | 1,000 meters 3,281 feet | 2.877 /m 0.877 /ft | 2,877.18 Alternate |

QUOTATION

REFERENCE: FO07-16440.1

AFL Telecommunications LLC
A Fujera Business
 PO Box 3127
 Spartanburg, SC 29304

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|--|-------------------------------|
| Q-Life Intergovernmental Agency | F.O.B. FOB Plant, PPD and ADD |
| | SHIPMENT ESTIMATE See Below |
| | PACKING |

| Line Number | Product Identification | Quantity | Unit Price (US Dollars) | Extended Price |
|-------------|---|----------------------------|----------------------------|----------------|
| 04 | Item: LE0489C5101N1 48 fiber non armored loose tube with 48 Single-mode fibers Wood reels with flex-wrap Lead Time: 5-7 weeks ARO | 1,524 meters 5,000 feet | 1.400/m 0.427/ft | 2,133.60 |
| 05 | Item: LE0249C5101N1 Non-Armored Loose Tube Cable with 24 Single-mode fibers Wood reels with flex-wrap Lead Time: 5-7 weeks ARO | 1,524 meters 5,000 feet | 0.919/m 0.280/ft | 1,400.56 |
| 06 | Item: LE0129C5101N1 12 fiber non armored loose tube with 12 Single-mode fibers Wood reels with flex-wrap Lead Time: 5-7 weeks ARO | 1,524 meters 5,000 feet | 0.679/m 0.207/ft | 1,034.80 |
| 07 | Item: AE00696420AA1 MiniSpan 323 with 6 Single-mode fibers Wood reels with flex-wrap Lead Time: 5-7 weeks ARO | 1,524 meters 5,000 feet | 0.948/m 0.289/ft | 1,444.75 |
| 08 | Item: AE0069C420AA0 MiniSpan 383 with 6 Single-mode fibers Wood reels with flex-wrap Lead Time: 5-7 weeks ARO | 1,524 meters 5,000 feet | 1.031/m 0.314/ft | 1,571.24 |

Proposed Qlife Proactive Maintenance

Background.

Now that we have a GIS / OSP Insight software in place, we need to populate it with baseline information. We have much of this information already from the as-builts and current documentation sets, but, there are still details missing as we previously had no method for capturing / storing this data.

We also need a complete system audit, documenting items and settings in place.

I see this audit process to be an annual event. The first year will be focused primarily on getting baseline information into the system. In following years we will analyze any changes over time.

I feel that this is a good alternative to physically walking our lines, or hiring a helicopter to fly our lines. It is my belief that in measuring the change of loss over time, we should be able to detect problem areas that would be visually apparent, as well as issues that would not be apparent under physical inspection, for example, water in a splice case that freezes thus putting tension on the fibers.

Items to Audit:

- 1) Site Location
 - Picture of Location
 - GPS Coordinates of Location Entrances
 - Address of Location
 - Local Contact Number
 - After Hours Contact Number
 - Notes about location (for example who to talk to before entrance)
- 2) Customer Information
 - Contact Phone Number
 - Contact Alternate Number
 - After Hours Contact Number
 - Customer Email Address
 - Copy of Customer Contracts / addendums
 - Customer Maintenance Contact Process
- 3) Vaults
 - GPS Coordinates
- 4) Splice Cases
 - GPS Coordinates
- 5) Physical Patch Panels at each location
 - What type of panel we have
 - How Many Fibers / Slots
 - Which Fibers are patched where
 - OTDR reading on all open fibers / slots
 - Fiber Footage Markers
 - Picture of Panel
- 6) Electronics at Each Location
 - Make/Model of Electronics
 - IP Address Information
 - Current Firmware Version
 - Make sure we have a current backup of the configuration
 - Check Each Port
 - Customer (Paying Customer for base port)
 - Customer alt. (Actual Customer if different from paying customer)
 - Duplex
 - Port Speed
 - Vlans / Vlan Type
 - Enabled / Disabled
 - MTU
 - Tunneling Enabled
 - Rate Limiting ingress / Limit
 - Rate Limiting egress / Limit
 - Check Error Logs / Port Statistics
 - SNMP Settings etc.

Items to Analyze/Process:

- 1) Comparison of OTDR span Lengths versus OSPInsight span lengths
 - Should give us insight towards mis-spliced fibers
- 2) Analysis of High Loss spots
- 3) Physical Inspection of High Loss spots
- 4) Send report of Customers Dark Fibers / Ports / Vlans to billing for comparison
- 5) Fix any errors / incomplete configurations in electronics / Billing

Cost / Time Estimate:

- I estimate that the entire process will take Aristo Networks approximately 100 hours for our portion of the work. This estimate could vary depending upon any problems that we find. All hours would be billed at the lower non-after hours rate as I see no reason for any of this work to require after hours work (It should be noted that fixes may require splicers / after hour repair work).
- I have Talked to Erik Orton. He feels that his work will not exceed 40 hours.
- Billing may have minimal additional work depending upon what we find.
- Izetta may have a few hours of additional work in gathering contract / contact information.

John Amery
Technical Manager
Qlife Network
john@netcnct.net
5/19/08