

QLife Network

QualityLife Intergovernmental Agency

AGENDA

QLife Regular Board Meeting

**Thursday, November 15, 2012, Noon
The Dalles City Hall, 313 Court Street
2nd Floor Conference Room**

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of October 4, 2012 QLife Regular Board Meeting Minutes
5. Financial Reports
 - a. September/October Financial Reports
 - b. List of Disbursements since Last Meeting
6. Action Items
 - a. Fiscal Year 2011-12 Audit Report
7. Reports
 - a. Strategic Plan – Keith Mobley
 - b. Wi Fi Project – Nolan Young
 - c. Redundancy/Bisector Project Update – Memo from Erik Orton
 - d. Aristo Operational Management Report – John Amery
8. Next Meeting Dates:
 - a. Regular Board Meeting December 20, 2012 Noon
9. Adjourn

QLife Network

QualityLife Intergovernmental Agency

MINUTES

QLife Regular Board Meeting

Thursday, October 4, 2012, Noon
The Dalles City Hall, 313 Court Street
2nd Floor Conference Room

Call to Order

The meeting was called to order by Vice Chair Hege at 12:10 p.m.

Roll Call

In attendance: Scott Hege, Erick Larson, Brian Ahier
Staff in attendance: Nolan Young, Izetta Grossman, John Amery, Keith Mobley
Guest: Mike Smith, Sherman County Commissioner
Board Absent: Dan Spatz, Dan Ericksen

Approval of Agenda

It was moved by Larson and seconded by Ahier to approve the agenda as submitted. The motion carried unanimously, two absent.

Approval of August 16, 2012 QLife Regular Board Meeting Minutes

It was moved by Ahier and seconded by Larson to approve the Minutes of the August 16, 2012 meeting as submitted. The motion carried unanimously, two absent.

Financial Reports

Young reviewed the August financials, noting several new connections were in the works.

Discussion Items

Mike Smith, Sherman County Commissions discussed Sherman County Wi Fi system. It was a wireless system with backhauling through Frontier. The system is "best effort" not mission critical. Mike offered to have the board call him with any questions.

Robotics Scholarship/Grant – after some discussion the Board requested that staff contact D21 and inquire how the funds would be used.

Other Scholarship funds - it was the consensus of the Board to distribute the \$2000 to Columbia Gorge Community College and request follow up on what type of major received the scholarship and use.

Participation in Wi Fi Expansion – Young reviewed the memo regarding expansion of the Downtown Wi Fi system with use of grant funds from Google and request for additional funds from QLife. It was moved by Ahier and seconded by Larson for QLife to participate in the Wi Fi Expansion with the Google Grant and the City of The Dalles in the amount of \$42,000 for the expansion to Kramer Field and Riverfront Park, and an additional \$10,000 to expand the capacity of the system to the Discovery Center. The motion carried unanimously, two absent.

Action Items

Mobley reviewed the Approval of IGA for Strategic Plan, noting that there would be a meeting at the conclusion of the Oregon Connections Convention that board members were invited to attend. It was moved by Larson and seconded by Ahier to authorize staff to sign the IGA. The motion carried unanimously, two absent.

Reports

Amery reported that there had been a delay with the Redundancy/Bisector Project due to issues with the OSP Insight program that runs with GIS. QLife was losing data, updated information wasn't saving. He was working with Wasco County on a backup system and with OSP on the errors. The scheduling plan for the customer work was scheduled for next week; followed by one month to start splicing. Amery anticipated completion of that portion within one month; with splicing taking an additional month. He projected a project completion date of January 2013.

Amery reported no news on the NorCor easement; however, he had access through a key code given to him by the rodeo. No easement required just a case of access.

Next Meeting Dates:

Regular Board Meeting November 15, 2012 Noon

Adjourn

Being no further business the meeting was adjourned at 1:55 p.m.

Respectfully submitted:

Izetta Grossman, Recording Secretary

Attested:

Erick Larson, Secretary/Treasurer

TO: Qlife Board
 Nolan Young, City Manager

FR: Kate Mast, Finance Director

RE: Financial Report for QLIFE – **September 2012**

BANKING:

QLife monies are deposited into a separate bank checking account. We opened a Money Market Account in December 2008 that we transfer excess funds into when possible to earn 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.

25% 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, 2012 to September 30, 2012</u>			
	Budget	Actual	Percentage	
Beginning Balance	\$ 50,438	\$ 66,850	132.5%	* see below
Revenues	\$ 569,100	\$ 126,632	22.2%	
Expenditures	\$ 303,694	\$ 28,087	2.9%	
Transfers to Capital/Debt Fund	\$ 315,844	\$ 86,139	27.3%	
Cash at Month End	\$ 37,443.29			

Exceptions:

- 1) Beginning Balance: * *The Beginning Balance figures used here are estimated and have NOT been audited.*
- 2) Revenues:
- 3) Expenditures: The Buildings and Grounds line item has been over-expended by \$1,124.80 due to the purchase and installation of a security system for the QLife room that was expected to be completed in the last fiscal year.
- 4) Budget Changes: No budget changes have been made to this fund this fiscal year.

CAPITAL (601):

BUDGET COMPARISONS

	<u>July 1, 2012 to September 30, 2012</u>			
	Budget	Actual	Percentage	
Beginning Balance	\$ 219,124	\$ 212,660	97.0%	* see below
Transfers In	\$ 315,844	\$ 86,139	27.3%	
Revenues	\$ 82,500	\$ 0	0.0%	
M&S / Capital Outlay / Other	\$ 367,684	\$ 8,252	2.2%	
Debt Expenditures	\$ 249,784	\$ 45,976	18.4%	
Cash at Month End	\$ 248,789.72			

Exceptions:

- 1) Beginning Balance: * *The Beginning Balance figures used here are estimated and have NOT been audited.*
- 2) Revenues:
- 3) Expenditures:
- 4) Budget Changes: No budget changes have been made to this fund this fiscal year.

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	4,203	.00		12,609	66,849.23	530	50,438	16,411.23-
300	**	4,203	.00		12,609	66,849.23	530	50,438	16,411.23-
300	*** BEGINNING BALANCE	4,203	.00		12,609	66,849.23		50,438	16,411.23-
340	CHARGES FOR SERVICES								
344	UTILITY SERVICES								
10 00	UTILITY SERVICE CHARGES	43,862	42,925.00	98	131,586	126,575.00	96	526,350	399,775.00
15 00	LSN CREDITS	0	.00		0	.00		0	.00
20 00	CONNECT CHARGES	187	.00		561	.00		2,250	2,250.00
344	** UTILITY SERVICES	44,049	42,925.00	97	132,147	126,575.00	96	528,600	402,025.00
340	*** CHARGES FOR SERVICES	44,049	42,925.00		132,147	126,575.00		528,600	402,025.00
360	OTHER REVENUES								
361	INTEREST REVENUES								
00 00	INTEREST REVENUES	41	18.77	46	123	57.55	47	500	442.45
361	** INTEREST REVENUES	41	18.77	46	123	57.55	47	500	442.45
369	OTHER MISC REVENUES								
00 00	OTHER MISC REVENUES	0	.00		0	.00		0	.00
20 00	E-RATE REIMBURSEMENT	3,333	.00		9,999	.00		40,000	40,000.00
369	** OTHER MISC REVENUES	3,333	.00		9,999	.00		40,000	40,000.00
360	*** OTHER REVENUES	3,374	18.77		10,122	57.55		40,500	40,442.45
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	51,626	42,943.77		154,878	193,481.78		619,538	426,056.22

FUND 600 QUALITYLIFE AGENCY FUND		DEPT/DIV 6000 OLIFE/		*****CURRENT*****		*****YEAR-TO-DATE*****		*****		*****		*****			
BA ELE OBJ	ACCOUNT	BUDGET	ACTUAL	\$EXP	BUDGET	ACTUAL	\$EXP	BUDGET	ACTUAL	\$EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT	
SUB SUB	DESCRIPTION														
66	EXPENSE-ACCOUNT														
660	FINANCIAL OPERATIONS														
02	MATERIALS & SERVICES														
31	10 ADMINISTRATIVE	1666	.00	0	4998	.00	0	4998	.00	0	.00	20000	20000.00	0	
15	COUNTY	583	.00	0	1749	.00	0	1749	.00	0	.00	7000	7000.00	0	
20	OUTSIDE PLANT MAINTENANCE	2333	.00	0	6999	.00	0	6999	.00	0	.00	28000	28000.00	0	
90	OTHER SERVICES	0	.00	0	0	.00	0	0	.00	0	.00	0	.00	0	
32	10 AUDIT	416	.00	0	1248	.00	0	1248	.00	0	.00	5000	5000.00	0	
20	LEGAL SERVICES	700	495.00	71	2100	735.00	35	8400	735.00	35	.00	8400	7665.00	9	
34	10 ENGINEERING SERVICES	1000	.00	0	3000	3421.25	114	12000	3421.25	114	.00	12000	8578.75	29	
30	NETWORK SYSTEM MANAGEMENT	5333	11672.90	219	15999	11672.90	73	64000	11672.90	73	.00	64000	52327.10	18	
50	SPECIAL STUDIES & REPORTS	0	.00	0	0	.00	0	0	.00	0	.00	0	.00	0	
43	10 BUILDINGS AND GROUNDS	166	2136.13	1287	498	3124.80	628	2000	3124.80	628	.00	2000	1124.80-	156	
25	NETWORK EQUIPMENT	383	.00	0	1149	1190.00	104	4600	1190.00	104	.00	4600	3410.00	26	
87	UTILITIES LOCATES	83	.00	0	249	.00	0	1000	.00	0	.00	1000	1000.00	0	
44	10 OFFICE SPACE RENTAL	437	.00	0	1311	.00	0	5244	.00	0	.00	5244	5244.00	0	
52	10 LIABILITY	458	.00	0	1374	.00	0	5500	.00	0	.00	5500	5500.00	0	
30	PROPERTY	0	.00	0	0	.00	0	0	.00	0	.00	0	.00	0	
53	20 POSTAGE	16	.00	0	48	.00	0	200	.00	0	.00	200	200.00	0	
30	TELEPHONE	30	30.88	103	90	125.27	139	360	125.27	139	.00	360	234.73	35	
40	LEGAL NOTICES	33	.00	0	99	.00	0	400	.00	0	.00	400	400.00	0	
54	00 ADVERTISING	108	.00	0	324	500.00	154	1300	500.00	154	.00	1300	800.00	39	
57	10 PERMIT	33	.00	0	99	.00	0	400	.00	0	.00	400	400.00	0	
58	10 TRAVEL, FOOD & LODGING	33	.00	0	99	.00	0	400	.00	0	.00	400	400.00	0	
50	TRAINING AND CONFERENCES	58	.00	0	174	.00	0	700	.00	0	.00	700	700.00	0	
70	MEMBERSHIPS/DUES/SUBSCRIP	16	.00	0	48	.00	0	200	.00	0	.00	200	200.00	0	
80	SCHOLARSHIPS	0	.00	0	0	.00	0	0	.00	0	.00	0	.00	0	
60	10 OFFICE SUPPLIES	16	.00	0	48	.00	0	200	.00	0	.00	200	200.00	0	
63	80 OLIFE SCHOLARSHIPS	166	2000.00	1205	498	2000.00	402	2000	2000.00	402	.00	2000	2000.00	100	
90	ROBOTICS GRANTS	166	.00	0	498	.00	0	2000	.00	0	.00	2000	2000.00	0	
69	50 MISCELLANEOUS EXPENSES	41	195.12	476	123	220.12	179	500	195.12	179	.00	500	279.88	44	
60	POLE CONNECTION FEES	750	1600.00	213	2250	2408.54	107	9000	1600.00	213	.00	9000	6591.46	27	
70	RIGHT OF WAY FEES	1315	1254.75	95	3945	2509.50	64	15790	1254.75	95	.00	15790	13280.50	16	
80	ASSETS <\$5000	208	.00	0	624	.00	0	2500	.00	0	.00	2500	2500.00	0	
02	** MATERIALS & SERVICES	16547	19384.78	117	49641	28087.38	57	198694	19384.78	117	.00	198694	170606.62	14	
03	CAPITAL OUTLAY														
74	20 TELECOMMUNICATIONS EQUIP	1666	.00	0	4998	.00	0	20000	.00	0	.00	20000	20000.00	0	
78	50 FIXED ASSET RECLASS ACCT	0	.00	0	0	.00	0	0	.00	0	.00	0	.00	0	
03	** CAPITAL OUTLAY	1666	.00	0	4998	.00	0	20000	.00	0	.00	20000	20000.00	0	
05	OTHER														
87	00 DEPRECIATION EXPENSE	0	.00	0	0	.00	0	0	.00	0	.00	0	.00	0	
05	** OTHER	0	.00	0	0	.00	0	0	.00	0	.00	0	.00	0	
660	** FINANCIAL OPERATIONS	18213	19384.78	106	54639	28087.38	51	218694	19384.78	106	.00	218694	190606.62	13	
66	** EXPENSE-ACCOUNT	18213	19384.78	106	54639	28087.38	51	218694	19384.78	106	.00	218694	190606.62	13	

FUND 600 QUALITYLIFE AGENCY FUND		DEPT/DIV 6000 OLIFE/		*****CURRENT*****		*****YEAR-TO-DATE*****		ANNUAL	UNENCUMB.			
BA	ELE OBJ	BUDGET	ACTUAL	\$EXP	BUDGET	ACTUAL	\$EXP	BUDGET	BALANCE			
SUB	SUB	DESCRIPTION							BDGT			
66		EXPENSE-ACCOUNT										
660		FINANCIAL OPERATIONS										
	05	OTHER										
DIV	6000	TOTAL *****	18213	19384.78	106	54639	28087.38	51	.00	218694	190606.62	13
DEPT	60	TOTAL *****	18213	19384.78	106	54639	28087.38	51	.00	218694	190606.62	13

FUND 600 QUALITYLIFE AGENCY FUND		DEPT/DIV 9500 OTHER USES/		*****CURRENT*****		*****YEAR-TO-DATE*****		*****		ANNUAL	UNENCUMB.	
BA	ELE	OBJ	ACCOUNT	BUDGET	ACTUAL	\$EXP	BUDGET	ACTUAL	\$EXP	BUDGET	BALANCE	\$
SUB	SUB		DESCRIPTION	BUDGET	ACTUAL	\$EXP	BUDGET	ACTUAL	\$EXP	BUDGET	BALANCE	BDGT
81	91		OLIFE CAPITAL FUND	26320	28713.09	109	78960	86139.27	109	315844	229704.73	27
83	10		ESD E-RATE	3333	.00	0	9999	.00	0	40000	40000.00	0
05	**		OTHER	29653	28713.09	97	88959	86139.27	97	355844	269704.73	24
06			CONTINGENCY / UAFB									
88	00		CONTINGENCY	3750	.00	0	11250	.00	0	45000	45000.00	0
89	00		UNAPPROPRIATED ENDING BAL	0	.00	0	0	.00	0	0	.00	0
06	**		CONTINGENCY / UAFB	3750	.00	0	11250	.00	0	45000	45000.00	0
60	**	**	FINANCIAL OPERATIONS	33403	28713.09	86	100209	86139.27	86	400844	314704.73	22
60	**	**	EXPENSE-ACCOUNT	33403	28713.09	86	100209	86139.27	86	400844	314704.73	22
DIV 9500 TOTAL *****												
DEPT 95 TOTAL *****												
OTHER USES				33403	28713.09	86	100209	86139.27	86	400844	314704.73	22
FUND 600 TOTAL *****												
QUALITYLIFE AGENCY FUND				51616	48097.87	93	154848	114226.65	74	619538	505311.35	18

City of The Dalles

FUND 601 Q LIFE CAPITAL FUND		*****		*****		*****		*****		*****		*****	
ACCOUNT	DESCRIPTION	ESTIMATED	CURRENT	ACTUAL	%REV	ESTIMATED	YEAR-TO-DATE	ACTUAL	%REV	ANNUAL	UNREALIZED	BALANCE	
300	BEGINNING BALANCE	18,260	.00			54,780	212,659.77		388	219,124	6,464.23		
300	**	18,260	.00			54,780	212,659.77		388	219,124	6,464.23		
300	***	BEGINNING BALANCE				54,780	212,659.77			219,124	6,464.23		
330	INTERGOVERNMENTAL REVENUE												
331	FEDERAL REVENUES	0	.00			0	.00			0	.00		
331	**	FEDERAL REVENUES				0	.00			0	.00		
330	***	INTERGOVERNMENTAL REVENUE				0	.00			0	.00		
340	CHARGES FOR SERVICES												
344	UTILITY SERVICES	2,708	.00			8,124	.00			32,500	32,500.00		
344	**	UTILITY SERVICES				8,124	.00			32,500	32,500.00		
340	***	CHARGES FOR SERVICES				8,124	.00			32,500	32,500.00		
360	OTHER REVENUES												
369	OTHER MISC REVENUES	4,166	.00			12,498	.00			50,000	50,000.00		
369	**	OTHER MISC REVENUES				12,498	.00			50,000	50,000.00		
360	***	OTHER REVENUES				12,498	.00			50,000	50,000.00		
390	OTHER FINANCING SOURCES												
391	OPERATING TRANSFERS IN	26,320	28,713.09		109	78,960	86,139.27		109	315,844	229,704.73		
391	**	OPERATING TRANSFERS IN				78,960	86,139.27		109	315,844	229,704.73		
393	PROCEEDS- LT LIABILITIES	0	.00			0	.00			0	.00		
393	**	PROCEEDS- LT LIABILITIES				0	.00			0	.00		
390	***	OTHER FINANCING SOURCES				78,960	86,139.27			315,844	229,704.73		
	FUND TOTAL Q LIFE CAPITAL FUND	51,454	28,713.09			154,362	298,799.04			617,468	318,668.96		

FUND	BA OBJ	SUB	DESCRIPTION	DEPT/DIV 6000 OLIPE/		CURRENT*****		YEAR-TO-DATE*****		ENCUMBR.	ANNUAL BUDGET	UNENCUMBR. BALANCE	% BDT
				BUDGET	ACTUAL	ACTUAL	EXP	BUDGET	ACTUAL				
66			EXPENSE-ACCOUNT										
660			FINANCIAL OPERATIONS										
02			MATERIALS & SERVICES										
34	10		CUSTOMER CONNECT COSTS	833	.00	0	0	2499	.00	0	10000	10000.00	0
70			OTHER SERVICES	333	.00	0	0	999	.00	0	4000	4000.00	0
90			PERMIT	0	.00	0	0	0	.00	0	0	.00	0
43	86		LINES MAINTNCE & SUPPLIES	333	.00	0	0	999	.00	0	4000	4000.00	0
57	10		MATERIALS & SERVICES	0	.00	0	0	0	.00	0	0	.00	0
02	**		CAPITAL OUTLAY	1499	.00	0	0	4497	.00	0	18000	18000.00	0
03			BUILDINGS	1291	.00	0	0	3873	.00	0	15500	15500.00	0
72	20		COMPUTER EQUIPMENT	0	.00	0	0	0	.00	0	0	.00	0
74	10		TELECOMMUNICATIONS EQUIP	1625	1864.00	115	10	4875	5920.20	121	0	12979.80	33
20			PRIMARY	7247	690.69	10	3	21741	690.69	3	19500	86284.31	1
76	10		SECONDARY	2708	1544.91	57	20	8124	1641.24	20	32500	28780.37	11
30			POLE MAKE READY COSTS	415	.00	0	0	1248	.00	0	5000	5000.00	0
03	**		CAPITAL OUTLAY	13287	4099.60	31	21	39861	8252.13	21	159475	148544.48	7
04			DEBT SERVICE										
79	50		LOAN PRINCIPAL PAYMENTS	17953	8668.58	48	0	53859	34269.15	64	215444	181174.85	16
51			CRB PRINCIPAL PAYMENTS	0	.00	0	0	0	.00	0	0	.00	0
60			LOAN INTEREST PAYMENTS	2861	2825.53	99	136	8583	11707.29	136	34340	22632.71	34
90			LOAN RESERVE-FUT DEBT PAY	0	.00	0	0	0	.00	0	0	.00	0
04	**		DEBT SERVICE	20814	11494.11	55	74	62442	45976.44	74	249784	203807.56	18
660	**		FINANCIAL OPERATIONS	35600	15593.71	44	51	106800	54228.57	51	427259	370352.04	13
66	**		EXPENSE-ACCOUNT	35600	15593.71	44	51	106800	54228.57	51	427259	370352.04	13
DIV	6000	TOTAL	*****	35600	15593.71	44	51	106800	54228.57	51	427259	370352.04	13
DEPT	60	TOTAL	*****	35600	15593.71	44	51	106800	54228.57	51	427259	370352.04	13

TO: Qlife Board
 Nolan Young, City Manager

FR: Kate Mast, Finance Director

RE: Financial Report for QLIFE – **October 2012**

BANKING:

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Expenditures	\$ 303,694	\$ 35,085	11.6%	
Transfers to Capital/Debt Fund	\$ 315,844	\$ 114,852	36.4%	
Cash at Month End	\$ 41,427.26			

Exceptions:

- 1) Beginning Balance: * *The Beginning Balance figures used here have been audited.*
- 2) Revenues:
- 3) Expenditures: The Buildings and Grounds line item has been over-expended by \$1,124.80 due to the purchase and installation of a security system for the QLife room that was expected to be completed in the last fiscal year.
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Beginning Balance	\$ 219,124	\$ 212,640	97.0%	* see below
Transfers In	\$ 315,844	\$ 114,852	36.4%	
Revenues	\$ 82,500	\$ 2,440.03	3.0%	
M&S / Capital Outlay / Other	\$ 367,684	\$ 8,898	2.4%	
Debt Expenditures	\$ 249,784	\$ 57,471	23.0%	
Cash at Month End	\$ 265,362.95			

Exceptions:

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

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		4,203	.00		16,812	66,849.23	398	50,438	16,411.23-
300 **		4,203	.00		16,812	66,849.23	398	50,438	16,411.23-
300 ***	BEGINNING BALANCE	4,203	.00		16,812	66,849.23		50,438	16,411.23-
340	CHARGES FOR SERVICES								
344	UTILITY SERVICES								
10 00	UTILITY SERVICE CHARGES	43,862	41,745.00	95	175,448	168,320.00	96	526,350	358,030.00
15 00	LSN CREDITS	0	.00		0	.00		0	.00
20 00	CONNECT CHARGES	187	450.00	241	748	450.00	60	2,250	1,800.00
344 **	UTILITY SERVICES	44,049	42,195.00	96	176,196	168,770.00	96	528,600	359,830.00
340 ***	CHARGES FOR SERVICES	44,049	42,195.00		176,196	168,770.00		528,600	359,830.00
360	OTHER REVENUES								
361	INTEREST REVENUES								
00 00	INTEREST REVENUES	41	19.40	47	164	76.95	47	500	423.05
361 **	INTEREST REVENUES	41	19.40	47	164	76.95	47	500	423.05
369	OTHER MISC REVENUES								
00 00	OTHER MISC REVENUES	0	.00		0	.00		0	.00
20 00	E-RATE REIMBURSEMENT	3,333	.00		13,332	.00		40,000	40,000.00
369 **	OTHER MISC REVENUES	3,333	.00		13,332	.00		40,000	40,000.00
360 ***	OTHER REVENUES	3,374	19.40		13,496	76.95		40,500	40,423.05
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	51,626	42,214.40		206,504	235,696.18		619,538	363,841.82

FUND 600 QUALITYLIFE AGENCY FUND		DEPT/DIV 6000 Q/LIFE/		*****CURRENT*****		*****YEAR-TO-DATE*****		*****		ANNUAL		UNENCUMB.	
BA ELE OBJ	ACCOUNT	BUDGET	ACTUAL	\$EXP	BUDGET	ACTUAL	\$EXP	ENCUMBR.	BUDGET	BALANCE	BUDGT		
SUB	DESCRIPTION												
66	EXPENSE-ACCOUNT												
660	FINANCIAL OPERATIONS												
02	MATERIALS & SERVICES												
31	10 ADMINISTRATIVE	1666	3443.84	207	6664	3443.84	52	.00	20000	16556.16	17		
15	COUNTY	583	.00	0	2332	.00	0	.00	7000	7000.00	0		
20	OUTSIDE PLANT MAINTENACE	2332	.00	0	9332	.00	0	.00	28000	28000.00	0		
90	OTHER SERVICES	0	.00	0	0	.00	0	.00	0	.00	0		
32	10 AUDIT	416	.00	0	1664	.00	0	.00	5000	5000.00	0		
20	LEGAL SERVICES	700	165.00	24	2800	900.00	32	.00	8400	7500.00	11		
34	10 ENGINEERING SERVICES	1000	573.75	57	4000	3995.00	100	.00	12000	8095.00	33		
30	NETWORK SYSTEM MANAGEMENT	5332	.00	0	21332	11672.90	55	.00	64000	52327.10	18		
50	SPECIAL STUDIES & REPORTS	0	.00	0	0	.00	0	.00	0	.00	0		
43	10 BUILDINGS AND GROUNDS	166	.00	0	664	3124.80	471	.00	2000	1124.80	156		
25	NETWORK EQUIPMENT	383	.00	0	1532	1190.00	78	.00	4600	3410.00	26		
87	UTILITIES LOCATES	83	.00	0	332	.00	0	.00	1000	1000.00	0		
44	10 OFFICE SPACE RENTAL	437	1311.00	300	1748	1311.00	75	.00	5244	3933.00	25		
52	10 LIABILITY	458	.00	0	1832	.00	0	.00	5500	5500.00	0		
30	PROPERTY	0	.00	0	0	.00	0	.00	0	.00	0		
53	20 POSTAGE	16	.00	0	64	.00	0	.00	200	200.00	0		
30	TELEPHONE	30	33.08	110	120	158.35	132	.00	360	201.65	44		
40	LEGAL NOTICES	33	.00	0	132	.00	0	.00	400	400.00	0		
54	00 ADVERTISING	108	.00	0	432	500.00	116	.00	1300	800.00	39		
57	10 PERMIT	33	.00	0	132	.00	0	.00	400	400.00	0		
58	10 TRAVEL, FOOD & LODGING	33	173.93	527	132	353.93	268	.00	400	46.07	89		
50	TRAINING AND CONFERENCES	58	.00	0	232	.00	0	.00	700	700.00	0		
70	MEMBERSHIPS/DUES/SUBSCRIP	16	.00	0	64	.00	0	.00	200	200.00	0		
80	SCHOLARSHIPS	0	.00	0	0	.00	0	.00	0	.00	0		
60	10 OFFICE SUPPLIES	16	.00	0	64	.00	0	.00	200	200.00	0		
63	80 Q/LIFE SCHOLARSHIPS	166	.00	0	664	2000.00	301	.00	2000	.00	100		
90	ROBOTICS GRANTS	166	.00	0	664	.00	0	.00	2000	2000.00	0		
69	50 MISCELLANEOUS EXPENSES	41	8.99	22	164	229.11	140	.00	500	270.89	46		
60	POLE CONNECTION FEES	750	.00	0	3000	2408.54	80	.00	9000	6591.46	27		
70	RIGHT OF WAY FEES	1315	1287.75	98	5260	3797.25	72	.00	15790	11992.75	24		
80	ASSETS <\$5000	208	.00	0	832	.00	0	.00	2500	2500.00	0		
02	** MATERIALS & SERVICES	16547	6997.34	42	66188	35084.72	53	.00	198694	163609.28	18		
03	CAPITAL OUTLAY												
74	20 TELECOMMUNICATIONS EQUIP	1666	.00	0	6664	.00	0	.00	20000	20000.00	0		
78	50 FIXED ASSET RECLASS ACCT	0	.00	0	0	.00	0	.00	0	.00	0		
03	** CAPITAL OUTLAY	1666	.00	0	6664	.00	0	.00	20000	20000.00	0		
05	OTHER												
87	00 DEPRECIATION EXPENSE	0	.00	0	0	.00	0	.00	0	.00	0		
05	** OTHER	0	.00	0	0	.00	0	.00	0	.00	0		
660	** FINANCIAL OPERATIONS	18213	6997.34	38	72852	35084.72	48	.00	218694	183609.28	16		
66	** EXPENSE-ACCOUNT	18213	6997.34	38	72852	35084.72	48	.00	218694	183609.28	16		

FUND 600 QUALITYLIFE AGENCY FUND		DEPT/DIV 6000 QLIFE/		*****CURRENT*****		*****YEAR-TO-DATE*****		ANNUAL	UNENCUMB.	%			
BA	ELE	OBJ	ACCOUNT	BUDGET	ACTUAL	\$EXP	BUDGET	ENCUMBR.	BALANCE	BDGT			
SUB	SUB		DESCRIPTION										
66			EXPENSE-ACCOUNT										
660		05	FINANCIAL OPERATIONS										
			OTHER										
DIV	6000	TOTAL	*****	18213	6997.34	38	72852	35084.72	48	.00	218694	183609.28	16
DEPT	60	TOTAL	*****	18213	6997.34	38	72852	35084.72	48	.00	218694	183609.28	16

FUND 600 QUALITYLIFE AGENCY FUND		DEPT/DIV 9500 OTHER USES/		*****CURRENT*****		*****YEAR-TO-DATE*****		*****		ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	ACCOUNT	BUDGET	ACTUAL	\$EXP	BUDGET	ACTUAL	\$EXP	BUDGET	BALANCE	BDGT
SUB	SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	\$EXP	BUDGET	ACTUAL	\$EXP	BUDGET	BALANCE	BDGT
81	91	01	OLIFE CAPITAL FUND	26320	28713.09	109	105280	114852.36	109	315844	200991.64	36
83	10	00	ESD E-RATE	3333	.00	0	13332	.00	0	40000	40000.00	0
05	**	00	OTHER	29653	28713.09	97	118612	114852.36	97	355844	240991.64	32
06	00	00	CONTINGENCY / UAFB	3750	.00	0	15000	.00	0	45000	45000.00	0
89	00	00	UNAPROPRIATED ENDING BAL	0	.00	0	0	.00	0	0	.00	0
06	**	00	CONTINGENCY / UAFB	3750	.00	0	15000	.00	0	45000	45000.00	0
600	**	**	FINANCIAL OPERATIONS	33403	28713.09	86	133612	114852.36	86	400844	285991.64	29
60	**	**	EXPENSE-ACCOUNT	33403	28713.09	86	133612	114852.36	86	400844	285991.64	29
DIV	9500	TOTAL	*****	33403	28713.09	86	133612	114852.36	86	400844	285991.64	29
DEPT	95	TOTAL	*****	33403	28713.09	86	133612	114852.36	86	400844	285991.64	29
FUND	600	TOTAL	*****	51616	35710.43	69	206464	149937.08	73	619538	469600.92	24

City of The Dalles

ACCOUNT	ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** YEAR-TO-DATE ESTIMATED	***** %REV	***** YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
FUND 601	QLIFE CAPITAL FUND									
300	BEGINNING BALANCE									
300 00 00		18,260	20,000	-	73,040	212,639.77	291	219,124	219,124	6,484.23
300 **		18,260	20,000	-	73,040	212,639.77	291	219,124	219,124	6,484.23
300 ***	BEGINNING BALANCE	18,260	20,000	-	73,040	212,639.77		219,124	219,124	6,484.23
330	INTERGOVERNMENTAL REVENUE									
331 90 00	FEDERAL REVENUES	0	.00		0	.00		0	0	.00
331 **	FEDERAL GRANTS-MISC	0	.00		0	.00		0	0	.00
331 ***	FEDERAL REVENUES	0	.00		0	.00		0	0	.00
330	INTERGOVERNMENTAL REVENUE	0	.00		0	.00		0	0	.00
340	CHARGES FOR SERVICES									
344 20 00	UTILITY SERVICES	2,708	2,440.03	90	10,832	2,440.03	23	32,500	32,500	30,059.97
344 **	CONNECT CHARGES	2,708	2,440.03	90	10,832	2,440.03	23	32,500	32,500	30,059.97
344 ***	UTILITY SERVICES	2,708	2,440.03	90	10,832	2,440.03	23	32,500	32,500	30,059.97
340	CHARGES FOR SERVICES	2,708	2,440.03		10,832	2,440.03		32,500	32,500	30,059.97
360	OTHER REVENUES									
369 00 00	OTHER MISC REVENUES	0	.00		0	.00		0	0	.00
369 10 00	OTHER MISC REVENUES	4,166	.00		16,664	.00		50,000	50,000	50,000.00
369 **	ENTERPRISE ZONE PAYMENT	4,166	.00		16,664	.00		50,000	50,000	50,000.00
369 ***	OTHER MISC REVENUES	4,166	.00		16,664	.00		50,000	50,000	50,000.00
360	OTHER REVENUES	4,166	.00		16,664	.00		50,000	50,000	50,000.00
390	OTHER FINANCING SOURCES									
391 40 00	OPERATING TRANSFERS IN	0	.00		0	.00		0	0	.00
391 90 01	IF PMT FROM OTHER FUNDS	26,320	28,713.09	109	105,280	114,852.36	109	315,844	315,844	200,991.64
391 **	QLIFE OPERATING FUND	26,320	28,713.09	109	105,280	114,852.36	109	315,844	315,844	200,991.64
391 ***	OPERATING TRANSFERS IN	26,320	28,713.09	109	105,280	114,852.36	109	315,844	315,844	200,991.64
393 10 00	PROCEEDS- LT LIABILITIES	0	.00		0	.00		0	0	.00
393 **	LOAN/BOND PROCEEDS	0	.00		0	.00		0	0	.00
393 ***	PROCEEDS- LT LIABILITIES	0	.00		0	.00		0	0	.00
390	OTHER FINANCING SOURCES	26,320	28,713.09		105,280	114,852.36		315,844	315,844	200,991.64
FUND TOTAL	QLIFE CAPITAL FUND	51,454	31,133.12		205,816	329,932.16		617,468	617,468	287,535.84

FUND 601 Q LIFE CAPITAL FUND		DEPT/DIV 9500 OTHER USES/		*****CURRENT*****		*****YEAR-TO-DATE*****		ANNUAL		UNENCUMB.		%	
BA EME OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	BUDGET	ENCUMBR.	BALANCE		BUDGT	
SUB	DESCRIPTION												
60	Q LIFE FUND												
600	OTHER USES												
05	OTHER												
84 15	RSKV FOR SYS IMPROVEMENTS	11666	.00	0	45664	.00	0	140000	.00	140000.00	0	0	0
20	RSRV FOR CO EXPANSION	0	.00	0	0	.00	0	0	.00	.00	0	0	0
05 **	OTHER	11666	.00	0	45664	.00	0	140000	.00	140000.00	0	0	0
600 **	OTHER USES	11666	.00	0	45664	.00	0	140000	.00	140000.00	0	0	0
60 **	Q LIFE FUND	11666	.00	0	45664	.00	0	140000	.00	140000.00	0	0	0
66	EXPENSE-ACCOUNT												
660	FINANCIAL OPERATIONS												
05	OTHER												
84 30	FOR DEBT RETIREMENT	0	.00	0	0	.00	0	0	.00	0	0	0	0
05 **	OTHER	0	.00	0	0	.00	0	0	.00	0	0	0	0
06	CONTINGENCY / UAFB												
88 00	CONTINGENCY	4184	.00	0	16736	.00	0	50209	.00	50209.00	0	0	0
89 00	UNAPPROPRIATED ENDING BAL	0	.00	0	0	.00	0	0	.00	0	0	0	0
06 **	CONTINGENCY / UAFB	4184	.00	0	16736	.00	0	50209	.00	50209.00	0	0	0
660 **	FINANCIAL OPERATIONS	4184	.00	0	16736	.00	0	50209	.00	50209.00	0	0	0
66 **	EXPENSE-ACCOUNT	4184	.00	0	16736	.00	0	50209	.00	50209.00	0	0	0
DIV 9500	TOTAL *****	15850	.00	0	63400	.00	0	190209	.00	190209.00	0	0	0
DEPT 95	TOTAL *****	15850	.00	0	63400	.00	0	190209	.00	190209.00	0	0	0
FUND 601	TOTAL *****	51450	12139.86	24	205800	66368.43	32	2678.39	617468	548421.18	11	11	11

QLIFE - LISTING OF FINANCIAL TRANSACTIONS

FUND:	<u>OPERATING 600</u>		
FISCAL YEAR:	2012-13		
PERIOD DETAIL	FROM:	9/26/2012 TO:	11/7/2012
Revenue:	Billed as of	Monthly	41,745.00
		Non reoccurring	2,890.03
	QLife Monthly Billings	BILLING DONE ON THE 20TH	
TOTAL:			44,635.03
Expenditures:			
City of The Dalles	ROW		1,284.75
Commstructures	Engineering		573.75
City of The Dalles	Quarterly invoice Rent/Services		4,754.84
Anzac	Lunch		99.00
Gorge net	Phone		33.88
Commstructures	On call consulting		1,694.00
City of The Dalles	ROW		1,252.35
Keith Mobley	Legal Services		255.00
TOTAL:			9,947.57

FUND:	<u>CAPITAL 601</u>		
FISCAL YEAR:	2012-13		
PERIOD DETAIL	FROM:	9/26/2012 TO:	11/7/2012
Revenue:			
TOTAL:			
Expenditures:			
Columbia State Bank	Commercial Loan/Interest		11,494.11
Commstructures	Bisector		348.75
NorthSky	Wasco Co P&P		225.00
NorthSky	GOHBI		1487.81
NorthSky	GOHBI		975.00
Cables for Less (via City Cc)	Redundancy/Bisector		3,182.00
Commstructures	Bisector		477.50
Ernies Lock	Bisector		68.50
TOTAL:			18,258.67

LSN CREDITS

5500

Aristo
Technical Management Report
By
John Amery
11/06/2012

Maintenance Projects Aristo Networks llc. is currently working on:

1. Bisector Project – Physical plant build-out / re-route near completion.
Integrated a number of other projects in coordination with:
 - Broad physical plant audit (includes strength member issue)
 - Documentation detail analysis/fix issues
 - Re-route of end customers
 - Added new “metro” cases for potential/known customer future tie-ins to backbone (upcoming network freeze)
2. Downtown 1st ave buildout.
 - Delayed due to backorder of materials
 - Expect to receive all items and complete very soon.
3. Tagging of fiber plant with new (custom logo tags)
4. Easement for access to fiber by Norcor

November 15, 2012

To the Board of Directors
QualityLife Intergovernmental Agency
The Dalles, Oregon

EXECUTIVE SUMMARY OF THOSE CHARGED WITH GOVERNANCE LETTERS

The purpose of this executive summary is to assist you in fulfilling your responsibilities for oversight of the Agency's financial reporting. This letter summarizes the results and conclusions of certain matters required to be communicated to those charged with governance. The full communication to those charged with governance as required by U.S. Auditing Standards Section 380, formerly Statement of Auditing Standards 114, was delivered to you in the Board packet.

- We have completed our audit of the financial statements and related disclosures of the QualityLife Intergovernmental Agency. We issued our report, which contain "clean opinions" on October 22, 2012.
 - Our opinion on the Agency's financial statements is limited to the basic financial statements, supplementary information, and audit comments.
 - The Agency's introductory section of the report has not been audited by us and, accordingly, we expressed no opinion on that data.

Required Communications to Those Charged with Governance

- There were no restrictions on our audit scope.
- There were no disagreements with management.
- There were no significant difficulties incurred during the course of the audit.
- There were three policies adopted or changed from policies previously adopted which were the implementation of GASB Statements No. 61, 62, and 63.
- Management judgments and accounting estimates were found to be appropriate in the circumstances. Estimates included depreciation.
- We did not find any transactions entered into by the Agency during the year that lack authoritative guidance.
- There was no material misstatements noted for proper presentation of the financial statements.

- In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. There were no such consultations with other accountants.

Report Required by Oregon State Regulation

- The Independent Auditor’s Report Required by Oregon State Regulation is located on page 11.
- We tested the following in connection with Oregon Minimum Standards:
 - Collateral
 - Indebtedness
 - Insurance and Fidelity Bonds
 - Programs Funded from Outside Sources
 - Investments
 - Authorized investment of surplus funds
 - Public Contracts and Purchasing

We appreciate the opportunity to have been of service and look forward to working with you in the future. If you have any questions now or in the future please do not hesitate to contact us.



Tonya Moffitt, CPA
Merina & Company, LLP

October 22, 2012

To the Board of Directors
QualityLife Intergovernmental Agency
The Dalles, Oregon

We have audited the financial statements of the business-type activities of QualityLife Intergovernmental Agency for the year ended June 30, 2012. Professional standards (for Certified Public Accountants) require that we provide you with the following information about our responsibilities under general accepted auditing standards as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 15, 2012. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by QualityLife Intergovernmental Agency are described in Note 1 to the financial statements. As described in Note II to the financial statements, the QualityLife Intergovernmental Agency implemented three new accounting pronouncements, GASB No. 61 *The Financial Reporting Entity: Omnibus*, GASB No. 62 *Codification of Accounting and Financial Reporting Guidance in Pre-November 30, 2009 FASB and AICPA Pronouncements*, and GASB No. 63 *Financial Reporting of deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the Agency's financial statements was:

Management's estimate of the accumulated depreciation is based on historical cost and straight-line depreciation. We evaluated the key factors and assumptions used to develop the accumulated depreciation amount in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

The disclosure of Capital Assets in Note II.C to the financial statements summarizes the changes in capital assets for the year ended June 30, 2012

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. No misstatements were noted during the audit.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 22, 2012.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We noted no other audit findings or issues during our audit.

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

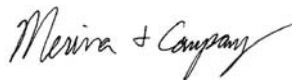
Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of Board of Directors and management of the QualityLife Intergovernmental Agency and is not intended to be and should not be used by anyone other than these specified parties.

If you should have any questions or comments, we will be pleased to discuss this report with you at your convenience.

Very truly yours,

A handwritten signature in cursive script that reads "Merina & Company".

Merina & Company, LLP
Certified Public Accountants and Consultants