QLife Network
QualityLife Intergovernmental Agency

AGENDA

QLife Regular Board Meeting

Thursday, January 7, 2016, 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 Minutes
   a. Approval of the November 19, 2015 Regular Board Meeting Minutes
   b. Approval of the December 8, 2015 Strategic Planning Meeting Minutes

5. Financial Reports
   a. November Financial Reports
   b. List of Disbursements since Last Meeting

6. Public Hearing Adoption of Supplemental Budget for fiscal year 2015-16
   a. Approval of Resolution 16-001 Adopting Supplemental Budget for fiscal year 2015-16
   b. Approval of Resolution 16-002 Authorizing Transfers

7. Executive Session (as necessary) In accordance with:

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

8. Discussion Items:
   a. Strategic Plan Meeting Review/Adoption

9. Action Items:
   a. Credit Card – who's name or wait?
   b. Agreement with City of Maupin

10. Reports
    a. Administrator Report – Nolan Young
    b. Aristo Operational Management Report – John Amery

11. Next Meeting Dates:
    a. Regular Board Meeting January 21 or 28?

12. Adjourn

QLife Network
QualityLife Intergovernmental Agency

MINUTES

QLife Regular Board Meeting

Thursday, November 19, 2015, Noon
The Dalles City Hall, 313 Court Street
2nd Floor Conference Room

Call to Order
> The meeting was called to order by President Erick Larson at 12:05pm

Roll Call
> In attendance: Erick Larson, Taner Elliott, Dan Spatz
> Staff: Nolan Young, Izetta Grossman, John Amery, Keith Mobley

Guests: Carrie Pipinish, MCEDD; Mayor Frank Kay of Maupin; Dan Bubb and Erick Lundby of Gorge.net

Approval of Agenda
> President Larson added Discussion Item 8-A regarding signers on the credit card, and moved Item 9-A to before approval of minutes. It was moved by Spatz and seconded by Elliott to approve the agenda as amended.

Ahier arrived at 12:08 pm

Maupin Project Discussion
> Young reviewed the draft funding (attached). Mayor Frank Kay of Maupin talked to the Board about the value of the fiber expansion into Maupin including the history of the growth of Maupin and its residents (attached).

Carrie Pipinish reported that 39 letters of intent had been signed. Mayor Kay said with the one received Monday the number would be 2.

Larson identified the costs for Wi Fi needed to be added to the draft budget. Young said a preliminary performa would include administration and financial functions being covered by QLife and technical by the Maupin Project.

Young asked for the authorization to send a letter to Google regarding QLife's intent to pick up the operational costs for the Wi Fi after 3 years.

Dan Bubb of Gorge.net said that from their point of view a revenue sharing model would work best in Maupin.

Erick Lundby of Gorge.net said that they need a pricing model that allows service to smaller customers; and that they were looking for opportunities to partner with QLife.

It was moved by Ahier and seconded by Spatz to move forward with the Maupin project and to sign the letter of intent with Google. The motion carried unanimously.

Approval of October 15, 2015 QLife Regular Board Meeting Minutes. It was moved by Spatz and seconded by Elliott to approve the October 15, 2015 Regular Board Meeting minutes. The motion carried unanimously.

Financial Reports
> Finance Director Mast reviewed financial report – there were no questions. Young requested a separate fund be created to better track the Maupin project.

Mast reviewed Extension of Auditor Contract saying for continuity it would be best to retain the existing auditor for two years. It was moved by Ahier and seconded by Elliott to engage Merina and Co. for an additional two years. Motion carried unanimously.

Recessed to Executive Session at 1:19 pm

Reconvened to Open Session at 1:40 pm

Reports

Administrator Report – Young reviewed the report and asked that the survey that had been sent out be returned to Izetta 10 days before the workshop.
Aristo Operational Management Report – John Amery

Next Meeting Dates:

Strategic Planning meeting set December 8, Noon – 5pm City Hall
The December meeting will be December 17, Noon

Adjourn

The meeting was adjourned at 1:45 pm

Respectfully submitted:
Izetta Grossman
Recording Secretary

Signed:_____
Brian Ahier, Sec/Tres

City of Maupin

MOVING MAUPIN FORWARD

In 2004, the small, rural city of Maupin (population 420) engaged a professional facilitator to craft a citizen-driven Strategic Plan. A vision statement and a multi-faceted plan with specific goals & action steps was produced over several months of meetings involving over 80 citizens and community leaders.

> *"We are a safe, progressive community that cares for citizens & visitors while protecting our natural resources and maintaining our rural heritage."*

Since 1992, we have added 39 new homes that now represent about 60% of our residential property taxes. These homes are occupied by "new citizens" that have brought significant personal and professional assets to Maupin. These new people were attracted here by our community values & vision, and our potential to be a great, special, "cool" place to live.

The Strategic Plan included key facets to make our small city a strong, quality-of-life community. Over the past 12 years, we have achieved the following goals to advance our town.

- Developed, funded, and constructed a nice assisted living facility that allows local aging residents to live near friends/family instead of having to move 50-150 miles away.
- Created and passed the White River Health Taxing District, and built/staffed the Deschutes Rim Health Clinic, providing the only medical care in our South County region.
- Planned and executed the "Main Street" (Deschutes Avenue/ Hwy 197) project, creating a new, attractive streetscape with ODOT & Stimulus funds (we were "ready to go" with plans in place, including some local match for this $2.6 Million project).
- Developed and implemented a Micro-Enterprise Facilitation Program (in cooperation with several small cities, nearby counties, and the tribes) that resulted in three new businesses, including a fabulous, modern grocery store.
- Completed re-zoning of some idle industrial land over-looking the Deschutes River into prime residential sites (12 new homes and counting).
- Developed and passed a Wasco County Library Taxing District to support 3 libraries, one of which is in Maupin. Our Library currently has over 700 members, about 25% of South County residents.
- Passed a Transient Lodging Tax (on hotel stays in Maupin) producing $60,000 annually to fund an effective Maupin Area Chamber of Commerce.
- Developed and conducted a signature community event (RiverFest).
- Currently in the final phase of raising $125,000 for a "local match" to construct a new modern Southern Wasco County Library ($1.2 Million project funded by library grants) to replace our "smallest in the state" inadequate library. We've raised about $90,000 from 72 donors, and hope to raise another $30,000-$50,000 during the general campaign now in process.

- We will probably construct a new City Hall as part of the Library Project, creating a "civic center".
- We are aggressively seeking to expand internet services in Maupin and South County- for our Library, Schools, City Hall, businesses, and citizens- connecting us to the rest of the world!
- Next on our horizon is planning and developing a "Town Square" park on recently donated land in down town Maupin, not only for our citizens, but for the 80,000+ visitors each year.
- We are beginning the planning process for creating a "community center", perhaps in the current, moribund American Legion Hall.

The above vision, plans, & execution demonstrates Maupin's energy and success in developing a great little city that people like to live in and visit. Completion of the current Library/ City Hall Project with ultra high speed fiber internet service is critical to our continued success.

Date: 11/18/2015
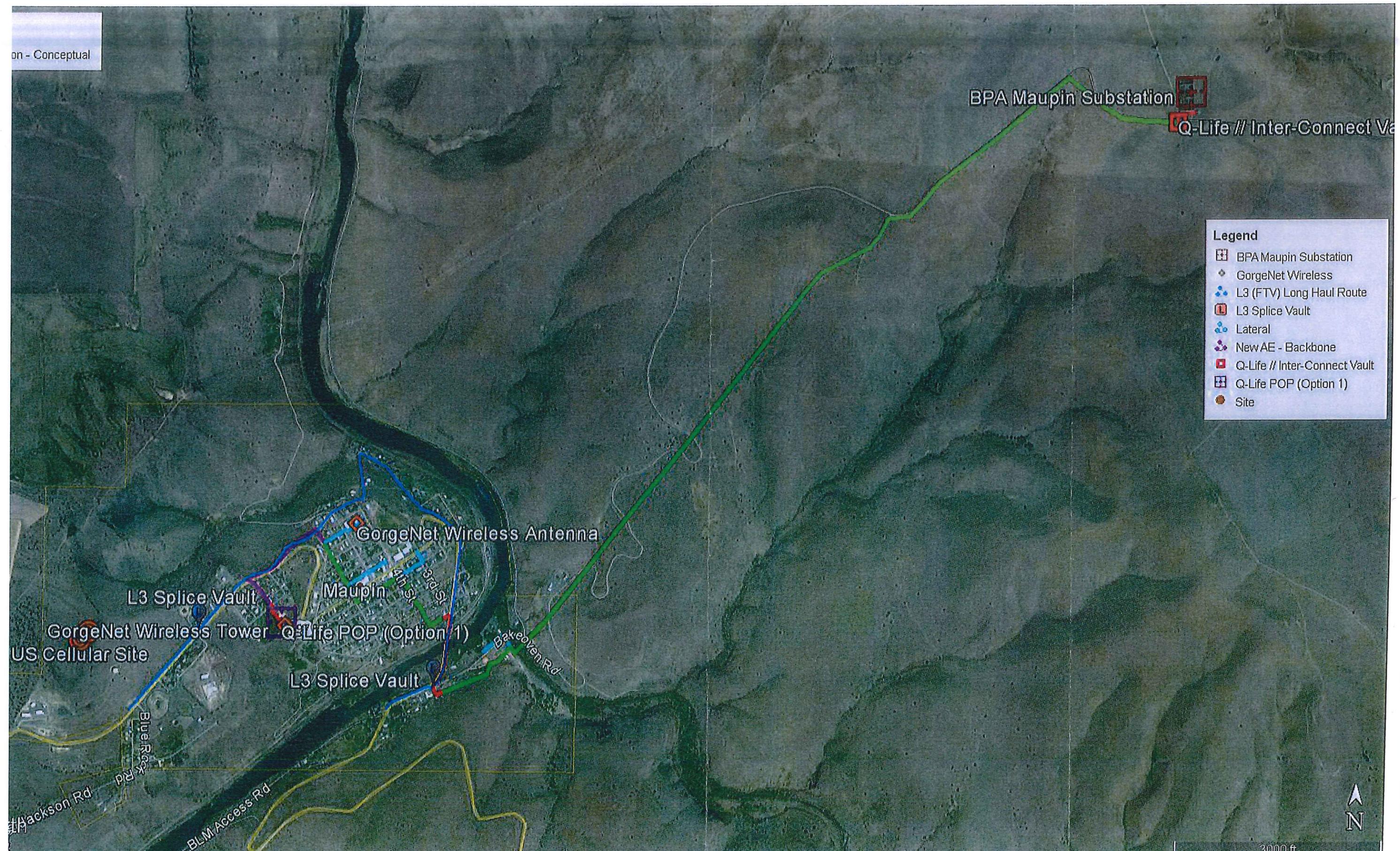Client: Q-Life
Project: Maupin Expansion - Preliminary Cost Estimate

Underground:

Description	Type	Unit	Labor	Materials	Total Unit	Seg 1 Qty.	Seg 1 Total Cost	Seg 2 Qty.	Seg 2 Total Cost	Seg 3 Qty.	Seg 3 Total Cost	Seg 4 Qty.	Seg 4 Total Cost
							Segment 1 BPA to Hwy 197		Segment 2 Hwy 197 to POP		Segment 3 POP		Segment 4 Laterals - 8 Sites
Trenching - Native B/F	2" PVC	LIN FT	$ 10.00	$ 4.00	$ 14.00		$ -		$ -		$ -		$ -
Trenching - Native B/F	4" PVC	LIN FT	$ 12.00	$ 6.00	$ 18.00	100	$ 1,800.00		$ -		$ -		$ -
Trenching - Select B/F	2" PVC	LIN FT	$ 20.00	$ 18.00	$ 38.00		$ -		$ -		$ -		$ -
Trenching - Select B/F	4" PVC	LIN FT	$ 22.00	$ 20.00	$ 42.00	100	$ 4,200.00	100	$ 4,200.00	250	$ 10,500.00		$ -
Trenching A/C - Select B/F	2" PVC	LIN FT	$ 24.00	$ 30.00	$ 54.00		$ -		$ -		$ -		$ -
Trenching A/C - Select B/F	4" PVC	LIN FT	$ 26.00	$ 36.00	$ 62.00		$ -		$ -	100	$ 6,200.00		$ -
Directional Boring	2" PVC	LIN FT	$ 14.00	$ 4.00	$ 18.00		$ -		$ -		$ -		$ -
Directional Boring	4" PVC	LIN FT	$ 18.00	$ 6.00	$ 24.00		$ -	250	$ 6,000.00		$ -		$ -
Directional Boring A/C	2" PVC	LIN FT	$ 22.00	$ 6.00	$ 28.00		$ -		$ -		$ -		$ -
Directional Boring A/C	4" PVC	LIN FT	$ 26.00	$ 8.00	$ 34.00	200	$ 6,800.00	250	$ 8,500.00		$ -		$ -
Vault Installation	Utility Vault 444LA	EACH	$ 2,500.00	$ 2,500.00	$ 5,000.00	1	$ 5,000.00	2	$ 10,000.00	1	$ 5,000.00		$ -
Hand Hole - Concrete	264 TA	EACH	$ 2,000.00	$ 1,500.00	$ 3,500.00		$ -		$ -		$ -		$ -
Hand Hole - Composite	Quazite 24x36	EACH	$ 1,500.00	$ 875.00	$ 2,375.00		$ -		$ -		$ -		$ -
Junction Box Installation	Type C	EACH	$ 1,000.00	$ 500.00	$ 1,500.00		$ -		$ -		$ -		$ -
Innerduct Installation	3 - 1 1/4" SDR13.5	LIN FT	$ 2.50	$ 2.00	$ 4.50		$ -		$ -		$ -		$ -
Innerduct Installation	4 - 1" SDR13.5	LIN FT	$ 3.00	$ 3.00	$ 6.00	400	$ 2,400.00	600	$ 3,600.00	350	$ 2,100.00		$ -
Cable Pulling	exist / new - vacant	LIN FT	$ 1.50	$ 0.50	$ 2.00	400	$ 800.00	600	$ 1,200.00	350	$ 700.00		$ -
Rock Excavation	Up to 24" Deep	LIN FT	$ 10.00	$ 2.00	$ 12.00	100	$ 1,200.00	100	$ 1,200.00		$ -		$ -
BPA Substation	Inter-Connect Fees	EACH		$ 25,000.00	$ 25,000.00	1	$ 25,000.00		$ -		$ -		$ -
Bridge Installation	4" FC	LIN FT	$ 30.00	$ 10.00	$ 40.00		$ -	850	$ 34,000.00		$ -		$ -
					Underground Sub-Total:		**$ 47,200.00**		**$ 68,700.00**		**$ 24,500.00**		**$ -**

Aerial:

Description	Type	Unit	Labor	Materials	Total Unit	Seg 1 Qty.	Seg 1 Total Cost	Seg 2 Qty.	Seg 2 Total Cost	Seg 3 Qty.	Seg 3 Total Cost	Seg 4 Qty.	Seg 4 Total Cost
Aerial - New Construction	New Construction	LIN FT	$ 4.00	$ 1.00	$ 5.00	14,500	$ 72,500.00	4,750	$ 23,750.00		$ -	2,500	$ 12,500.00
Aerial - Overlash - De/Re	Overlash - De/Re	LIN FT	$ 3.00	$ 0.50	$ 3.50		$ -		$ -		$ -		$ -
Aerial - Wreckout	Wreckout	LIN FT	$ 1.00	$ 0.25	$ 1.25		$ -		$ -		$ -		$ -
Place Strand	6M	LIN FT	$ 2.00	$ 0.75	$ 2.75	500	$ 1,375.00	250	$ 687.50		$ -	250	$ 687.50
Place Riser	2"	EACH	$ 300.00	$ 250.00	$ 550.00		$ -		$ -		$ -		$ -
Place Riser	4" w/ 4 - 1.25" ID	EACH	$ 500.00	$ 350.00	$ 850.00	1	$ 850.00	2	$ 1,700.00		$ -		$ -
Place Pole	30 ft class 5	EACH	$ 750.00	$ 850.00	$ 1,600.00		$ -		$ -		$ -		$ -
Pole Loading	OSMOSE	EACH	$ 100.00	$ 25.00	$ 125.00	60	$ 7,500.00	30	$ 3,750.00		$ -	20	$ 2,500.00
Make Ready	Raise-Move-Lower	EACH	$ 200.00	$ 50.00	$ 250.00	15	$ 3,750.00	10	$ 2,500.00		$ -	10	$ 2,500.00
					Aerial Sub-Total:		**$ 85,975.00**		**$ 32,387.50**		**$ -**		**$ 18,187.50**

Facility Connection:

Description	Type	Unit	Labor	Materials	Total Unit	Seg 1 Qty.	Seg 1 Total Cost	Seg 2 Qty.	Seg 2 Total Cost	Seg 3 Qty.	Seg 3 Total Cost	Seg 4 Qty.	Seg 4 Total Cost
Building Entry - Aerial Mast	2" GRC w/ WH	EACH	$ 500.00	$ 350.00	$ 850.00		$ -		$ -		$ -	8	$ 6,800.00
Building Interior Raceway	1.25" Flex	LIN FT	$ 5.00	$ 5.00	$ 10.00		$ -		$ -		$ -	400	$ 4,000.00
Building Interior Raceway	2" EMT	LIN FT	$ 10.00	$ 10.00	$ 20.00		$ -		$ -		$ -		$ -
Pull Boxes - NEMA3R	12x12 / 16x16	EACH	$ 150.00	$ 50.00	$ 200.00		$ -		$ -		$ -		$ -
Core Drill	2" / 4"	EACH	$ 150.00	$ 75.00	$ 225.00		$ -		$ -		$ -	8	$ 1,800.00
Innerduct Installation	4 - 1" SDR13.5	EACH	$ 2.00	$ 2.00	$ 4.00		$ -		$ -		$ -		$ -
Cable Pulling	existing - vacant	LIN FT	$ 2.00	$ 0.50	$ 2.50		$ -		$ -		$ -	400	$ 1,000.00
Surplus Comm Shelter	12x20 Pre-Fab	EACH	$ 15,000.00	$ 25,000.00	$ 40,000.00		$ -		$ -	1	$ 40,000.00		$ -
Generator / Power Supply	5KW / Propane Tank	EACH	$ 5,000.00	$ 15,000.00	$ 20,000.00		$ -		$ -	1	$ 20,000.00		$ -
Site Prep	Foundation & Site	EACH	$ 5,000.00	$ 2,500.00	$ 7,500.00		$ -		$ -	1	$ 7,500.00		$ -
					Facility Connection Sub-Total:		**$ -**		**$ -**		**$ 67,500.00**		**$ 13,600.00**

Cable, Splicing and Termination:

Description	Type	Unit	Labor	Materials	Total Unit	Seg 1 Qty.	Seg 1 Total Cost	Seg 2 Qty.	Seg 2 Total Cost	Seg 3 Qty.	Seg 3 Total Cost	Seg 4 Qty.	Seg 4 Total Cost
Splicing	Reel End Fusion	EACH	$ 25.00	$ 3.00	$ 28.00	48	$ 1,344.00		$ -		$ -	112	$ 3,136.00
Splicing	Splice Case /	EACH	$ 250.00	$ 250.00	$ 500.00	1	$ 500.00	1	$ 500.00		$ -	8	$ 4,000.00
Splicing	Terminations	EACH	$ 25.00	$ 8.00	$ 33.00		$ -		$ -	96	$ 3,168.00	16	$ 528.00
Patch Panels	6F	EACH		$ 150.00	$ 150.00		$ -		$ -		$ -	8	$ 1,200.00
Patch Panels	12F	EACH		$ 200.00	$ 200.00		$ -		$ -		$ -		$ -
Patch Panels	24F	EACH		$ 250.00	$ 250.00		$ -		$ -		$ -		$ -
Patch Panels	48F	EACH		$ 450.00	$ 450.00		$ -		$ -		$ -		$ -
Patch Panels	72F	EACH		$ 550.00	$ 550.00		$ -		$ -		$ -		$ -
Patch Panels	96F	EACH		$ 650.00	$ 650.00		$ -		$ -	1	$ 650.00		$ -
Patch Panels	144F	EACH		$ 750.00	$ 750.00		$ -		$ -		$ -		$ -
Fiber Cable	6F	EACH		$ 0.25	$ 0.25		$ -		$ -		$ -	800	$ 200.00
Fiber Cable	12F	EACH		$ 0.35	$ 0.35		$ -		$ -		$ -		$ -
Fiber Cable	24F	LIN FT		$ 0.50	$ 0.50		$ -		$ -		$ -	3,000	$ 1,500.00
Fiber Cable	48F	LIN FT		$ 0.75	$ 0.75	16,000	$ 12,000.00		$ -		$ -		$ -
Fiber Cable	72F	LIN FT		$ 1.15	$ 1.15		$ -		$ -		$ -		$ -
Fiber Cable	96F	LIN FT		$ 1.45	$ 1.45		$ -	6,500	$ 9,425.00		$ -		$ -
Fiber Cable	144F	LIN FT		$ 2.00	$ 2.00		$ -		$ -		$ -		$ -
					Cable, Splicing and Termination Sub-Total:		**$ 13,844.00**		**$ 9,925.00**		**$ 3,818.00**		**$ 10,564.00**

Project Totals by Segment:

Notes:

	Seg 1	Seg 2	Seg 3	Seg 4
Underground Section:	$ 47,200.00	$ 68,700.00	$ 24,500.00	$ -
Aerial Section:	$ 85,975.00	$ 32,387.50	$ -	$ 18,187.50
Facility Connection Section:	$ -	$ -	$ 67,500.00	$ 13,600.00
Cable, Splicing and Termination Section:	$ 13,844.00	$ 9,925.00	$ 3,818.00	$ 10,564.00
All Sections Combined Construction Totals:	$ 147,019.00	$ 111,012.50	$ 95,818.00	$ 42,351.50
Design & Permitting Cost: 25%	$ 36,754.75	$ 27,753.13	$ 23,954.50	$ 10,587.88
Contingency: 15%	$ 22,052.85	$ 16,651.88	$ 14,372.70	$ 6,352.73
BPA / Transport Equipment:	$ 125,000.00	$ -	$ -	$ -
Total w/ Engineering & Contingency:	$ 330,826.60	$ 155,417.50	$ 134,145.20	$ 59,292.10

Total Construction - All Segments:	$ 396,201.00
Total Engineering - All Segments:	$ 99,050.25
Total Contingency - All Segments:	$ 59,430.15
Grand Total - All Segments:	$ 679,681.40

The Construction Cost Estimate is an opinion of probable construction costs that may be provided as part of a project. In providing opinions of probable construction cost, it is recognized that neither the Owner nor Commstructure has control over the cost of labor, equipment or materials, or over the Contractor's methods of determining prices or bidding. The opinion of probable construction cost is based on Commstructure's professional judgment and experience and does not constitute a warranty, express or implied, that the Contractor's bids or the negotiated price of the Work described in the Study will not vary from the Owner's budget or from any opinion of probable cost prepared by Commstructure.

Legend
- GorgeNet Wireless
- L3 (FTV) Long Haul Route
- Lateral
- MST
- New AE - Backbone
- Q-Life POP (Option 1)

GorgeNet Wireless Antenna
HIGH SCHOOL & MIDDLE SCHOOL

MST

Lincoln Ave

Riverside St

1st St

Slusher Ave

ELEMENTARY SCHOOL

CITY PUBLIC WORKS

LIBRARY

MST

197

POST OFFICE

MST

MST

MST

Maupin

KAISER CI PAR

MST

MST

4th St

Staats Ave

2nd St

Railroad Ave

5th St

6th St

Elrod Ave

MAUPIN WELCOME CENTER

CITY STORAGE YARD

Water Ave

Bluff St

GorgeNet Wireless Tower

Q-Life POP (Option 1)

CITY BASEBALL FIELD AND PARK

CITY WATER FACILITY

The Dalles California Hwy

BLM Access Rd

MST

Bakeoven Rd

Spring Ave

L3 Splice Vault

MST

N

900 ft

BPA Maupin Substation

Q-Life // Inter-Connect Va

Legend
- BPA Maupin Substation
- GorgeNet Wireless
- L3 (FTV) Long Haul Route
- L3 Splice Vault
- Lateral
- New AE - Backbone
- Q-Life // Inter-Connect Vault
- Q-Life POP (Option 1)
- Site

GorgeNet Wireless's Antenna

L3 Splice Vault

Maupin

GorgeNet Wireless Tower

US Cellular Site

Q-Life POP (Option 1)

L3 Splice Vault

Bakeoven Rd

3rd St

4h St

Blue Rock Rd

Jackson Rd

BLM Access Rd

3000 ft

N

QLife Network
QualityLife Intergovernmental Agency

QLIFE STRATEGIC PLANNING WORK SESSION

Tuesday, December 8, 2015, Noon
The Dalles City Hall, 313 Court Street
City Council Chambers

A meeting held with QLife Board and partners to work on a Strategic Plan, creating a mission statement, goals and objectives for the future of the QualityLife Intergovernmental Agency.

The partners include the City of The Dalles Mayor and City Council and the Wasco County Commissioners.

MINUTES

Call to order
The meeting was called to order by President Erick Larson at 12:10 pm

Roll Call
In attendance: Facilitator Chris Espy
Board: Erick Larson, Dan Spatz, Brian Ahier
City representation: Councilor Russ Brown, Interim City Manager Julie Krueger
County representation: Commissioner Steve Kramer
Staff: Administrator Nolan Young, Technical Manager John Amery, Engineering Consultant Erik Orton; Secretary Izetta Grossman, Attorney Keith Mobley

Young introduced Facilitator Chris Espy. Chris lead the group through the planning process establishing

Strategic Planning summary (attached provided by Chris Espy)

Meeting was adjourned at 3:15 pm

Respectfully submitted:
Izetta Grossman, Recording Secretary

Signed:_____ _____
Brian Ahier, Sec/Tres.

Q-Life Strategic Planning Summary

December 8, 2015

Considerations

- Q-Life Infrastructure should be included in all infrastructure changes and considerations
  - Partner with County and the City
  - Will not consider creating environment that attracts tech companies at this time
- Economic development is a piece of the mission statement – already doing it.
  - Promote economic development by providing high speed broadband service

Funding Opportunities

- Maintain reserves for future replacement of system.
  - Explore where additional capacity can be created.
  - Give return to partners
  - Create operational goals to address:
    - Maintain reserves for future replacement of system
    - Lower monthly rates and start up costs to increase usage of system
    - Increase system capacity through a robust capital improvement plan
    - Consider Co-location space out of the City Hall basement

SWOT Analysis - Strengths

- Short easy to remember mission – peering model with providers
- Dark fiber capacity
- Low operating costs
- Established revenue stream
- Debt free
- Ownership – local control
- 3.2 million in assets

- Existing relationship with ISP
- We have not competed with partners
- We have experts in the field
- Point of presence
- Support local government & the communities largest employers

SWOT Analysis - Opportunities

- Collaboration effort with 600K offered by Century Link over next three years
- Collaboration with industry competitors
- Wind Wave (Big Eddy) – Fiber optic initiative
- Multiple partners – interconnectivity with long haul location (tie in to back up systems.

- Maupin state funding
- New collocation space
- Working Capital
- 3 years - $12,000 free public Wi-Fi - Google
- Consider multiple service provides –one access public utility
- Consider acquisitions/partnerships

SWOT Analysis - Threats

- Wind Wave (No) – May be competitor –
- Security – Big Eddy Complex (Terrorism)
- Competitors – Charter, Century Link, other providers
- No adequately aligned rate structure – need to address gaps

- Level 2 – Competitive local exchange carriers
- Take over/acquisition
- Loss of current contracts (customer; staff ; operational; contracts)

SWOT Analysis - Weaknesses

- Lack of cohesiveness with SME's.
- No local contract presence in emergency situation
- High NRC – no supporting staff – not as efficient.
- Customer requirements - higher operating costs
- Fiber capacity choke points – can address it
  - Identify and augment them early on

- Administration in a state of flux – what back-up for John?
- Potential lost of institutional knowledge
- Unknown what future infrastructure will look like
- No true tracking of operational costs – real value of the work is hard to track

Vision & Mission Statements

Vision:

- We will leverage technology planning efforts and our investment in middle-mile infrastructure to enhance Wasco County's economic vitality and quality of life.

Mission:

- Quality of life through connectivity

Strategic Goals

1) Over the next 12 months analyze Q-Life's Economic health

2) Maintain and enhance infrastructure

3) Explore opportunities to expand services in Wasco County

4) Identify and decide on options for operating Q-Life.

5) Collaborate and support Economic Development efforts in the area that are in alignment with Q-Life's vision, mission and objectives.

Strategic Goal

1) Over the next 12 months analyze Q-Life's Economic health.

Operational Goal

Review rate structure with following considerations

- Meet obligation to maintain reasonable rate structure
- Look at front ends costs and get NRC's down.
- Define purpose (dollars vs. helping community by maintaining coverage)
- Sustain pricing structure for existing customers.
- Provide entry level cost for new customers.
- Explore expansion options without competing with existing customers.
- Maintain professional relationships of other providers

Strategic Goals

1) Maintain and enhance infrastructure
    - Co-location
    - New customers and partnerships
    - Review physical plant
    - Identify capital improvements

Strategic Goals

3) Explore opportunities to expand services in Wasco County

- Operational Goals
  - Create a plan to investigate opportunities
    - Include feasibility to provide broadband to underserved communities (et al Maupin; Tygh Valley, Dufur, rest of county)
  - Conduct cost/benefit analysis when plan is completed.

Strategic Goals

4) Identify and decide on options for operating Q-Life.

- Administrative services
- Storage
- Contractors

5) Collaborate and support Economic Development efforts in the area that are within the scope and alignment with Q-Life's vision, mission and goals.

Accountability

- Determine how goals and progress will be measured
- Strategic plan progress to be standard board agenda item
- Q-Life Board has accountability for outcomes of the strategic plan
  - Administrator
  - Tax Payers

TO: Qlife Board
Nolan Young, QLife Administrator

FR: Kate Mast, Finance Director

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

BANKING:

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

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

42% 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

	July 1, 2015 to November 30, 2015			
	Budget	**Actual**	**Percentage**	
Beginning Balance	$ 218,563	$ 231,823	106.0%	* see below
Revenues	$ 701,219	$ 283,969	40.5%	
Expenditures	$ 415,642	$ 92,499	22.3%	
Transfers to Capital/Debt Fund	$ 504,140	$ 229,155	45.5%	
Revenues Less Expenses	$ 0	$ 194,138		

Cash at Month End $ 136,906.37

Exceptions:

1) Beginning Balance: * *The Beginning Balance figures used here have been audited.* The Beginning Balance is $13,260 more than budgeted.

2) Revenues:

a) At 42% of the year, we have received 41.6% of the budgeted charges for services revenue.

b) Miscellaneous revenue in the amount of $956.67 was received in October from Transgroup Worldwide as payment for a QLife invoice for services when a transformer was moved through town.

3) Expenditures:

4) Budget Changes: No budget changes have been made to this fund this fiscal year. Budget changes will be considered at the next Board meeting.

CAPITAL (601):

BUDGET COMPARISONS

July 1, 2015 to November 30, 2015

	Budget	Actual	Percentage	
Beginning Balance	$ 400,590	$ 377,826	94.3%	* see below
Transfers In	$ 504,140	$ 229,155	45.5%	
Revenues	$ 30,000	$ 4,782	15.9%	
M&S / Capital Outlay / Other	$ 934,730	$ 10,594	1.1%	
Debt Expenditures	$ 00	$ 0	0.0%	
Revenues Less Expenses	$ 0	$ 601,169		

Cash at Month End $ 601,190.86

Exceptions:

1) Beginning Balance: * *The Beginning Balance figures used here have been audited.* Beginning Balance is $22,764 less than budgeted. With an additional $13,260 in the General Operating Fund, the combined negative amount is just $9,504. This is not a concern as we have budgeted for a $331,717 increase in reserves this year.

2) Revenues:

3) Expenditures:

4) Budget Changes: No budget changes have been made to this fund this fiscal year. Budget changes will be considered at the next Board meeting.

PREPARED 12/01/2015, 17:27:18   City of The Dalles   PAGE   1
PROGRAM: GM259L   REVENUE REPORT
                                    42% OF YEAR LAPSED   ACCOUNTING PERIOD 05/2016

City of The Dalles

FUND 600 QUALITYLIFE AGENCY FUND

ACCOUNT		ACCOUNT DESCRIPTION	********** CURRENT **********			******** YEAR-TO-DATE ********			ANNUAL	UNREALIZED
			ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
300		BEGINNING BALANCE								
300										
	00 00		18,213	.00		91,065	231,823.49	255	218,563	13,260.49-
300	**		18,213	.00		91,065	231,823.49	255	218,563	13,260.49-
300	***	BEGINNING BALANCE	18,213	.00		91,065	231,823.49		218,563	13,260.49-
340		CHARGES FOR SERVICES								
344		UTILITY SERVICES								
	10 00	UTILITY SERVICE CHARGES	54,005	53,840.00	100	270,025	267,175.00	99	648,069	380,894.00
	15 00	LSN CEDITS	0	.00		0	.00		0	.00
	20 00	CONNECT CHARGES	187	2,400.00	1283	935	3,100.00	332	2,250	850.00-
344	**	UTILITY SERVICES	54,192	56,240.00	104	270,960	270,275.00	100	650,319	380,044.00
340	***	CHARGES FOR SERVICES	54,192	56,240.00		270,960	270,275.00		650,319	380,044.00
360		OTHER REVENUES								
361		INTEREST REVENUES								
	00 00	INTEREST REVENUES	58	300.85	519	290	1,360.87	469	700	660.87-
361	**	INTEREST REVENUES	58	300.85	519	290	1,360.87	469	700	660.87-
369		OTHER MISC REVENUES								
	00 00	OTHER MISC REVENUES	16	.00		80	956.67	1196	200	756.67-
	20 00	E-RATE REIMBURSEMENT	4,166	.00		20,830	11,376.00	55	50,000	38,624.00
369	**	OTHER MISC REVENUES	4,182	.00		20,910	12,332.67	59	50,200	37,867.33
360	***	OTHER REVENUES	4,240	300.85		21,200	13,693.54		50,900	37,206.46
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			76,645	56,540.85		383,225	515,792.03		919,782	403,989.97

PREPARED 12/01/2015, 17:27:31   DETAIL BUDGET REPORT BY CATEGORY   PAGE   2
PROGRAM: GM267C   42% OF YEAR LAPSED   ACCOUNTING PERIOD 05/2016
City of The Dalles

FUND 600 QUALITYLIFE AGENCY FUND   DEPT/DIV 6000 QLIFE/

BA ELE OBJ SUB SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	%EXP	YTD BUDGET	YTD ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
66	EXPENSE-ACCOUNT										
660	FINANCIAL OPERATIONS										
02	MATERIALS & SERVICES										
31 10	ADMINISTRATIVE	1666	6930.00	416	8330	12008.73	144	.00	20000	7991.27	60
15	COUNTY	416	.00	0	2080	.00	0	.00	5000	5000.00	0
20	OUTSIDE PLANT MAINTENACE	2583	.00	0	17915	.00	0	.00	43000	43000.00	0
90	OTHER SERVICES	1916	.00	0	9580	12278.37	128	.00	23000	10721.63	53
32 10	AUDIT	558	.00	0	2790	3750.00	134	.00	6700	2950.00	56
20	LEGAL SERVICES	700	825.00	118	3500	1755.00	50	.00	8400	6645.00	21
34 10	ENGINEERING SERVICES	1866	1762.50	95	9330	7451.25	80	.00	22400	14948.75	33
30	NETWORK SYSTEM MANAGEMENT	5666	4703.42	83	28330	26720.45	94	.00	68000	41279.55	39
50	SPECIAL STUDIES & REPORTS	0	.00	0	0	.00	0	.00	0	.00	0
41 40	ELECTRICITY	50	85.92	172	250	173.69	70	.00	600	426.31	29
43 10	BUILDINGS AND GROUNDS	41	.00	0	205	.00	0	.00	500	500.00	0
25	NETWORK EQUIPMENT	416	.00	0	2080	.00	0	.00	5000	5000.00	0
87	UTILITIES LOCATES	83	.00	0	415	.00	0	.00	1000	1000.00	0
44 10	OFFICE SPACE RENTAL	646	.00	0	3230	1938.00	60	.00	7752	5814.00	25
52 10	LIABILITY	501	.00	0	2505	1600.00	64	.00	6017	4417.00	27
30	PROPERTY	0	.00	0	0	.00	0	.00	0	.00	0
53 20	POSTAGE	16	.00	0	80	.00	0	.00	200	200.00	0
30	TELEPHONE	35	34.05	97	175	205.50	117	.00	420	214.50	49
40	LEGAL NOTICES	33	.00	0	165	.00	0	.00	400	400.00	0
54 00	ADVERTISING	125	.00	0	625	500.00	80	.00	1500	1000.00	33
57 10	PERMIT	33	.00	0	165	.00	0	.00	400	400.00	0
58 10	TRAVEL, FOOD & LODGING	166	414.21	250	830	915.01	110	.00	2000	1084.99	46
50	TRAINING AND CONFERENCES	58	.00	0	290	195.00	67	.00	700	505.00	28
70	MEMBERSHIPS/DUES/SUBSCRIP	72	237.66-	330-	360	857.85	238	.00	875	17.15	98
60 10	OFFICE SUPPLIES	8	.00	0	40	36.56	91	.00	100	63.44	37
63 80	QLIFE SCHOLARSHIPS	166	.00	0	830	2000.00	241	.00	2000	.00	100
90	ROBOTICS GRANTS	166	.00	0	830	2000.00	241	.00	2000	.00	100
69 50	MISCELLANEOUS EXPENSES	54	247.71	459	270	337.86	125	.00	650	312.14	52
60	POLE CONNECTION FEES	875	.00	0	4375	.00	0	.00	10500	10500.00	0
70	RIGHT OF WAY FEES	1620	1597.20	99	8100	6400.05	79	.00	19442	13041.95	33
80	ASSETS <$5000	0	.00	0	0	.00	0	.00	0	.00	0
02 **	MATERIALS & SERVICES	21535	16362.35	76	107675	81123.32	75	.00	258556	177432.68	31
03	CAPITAL OUTLAY										
74 20	TELECOMMUNICATIONS EQUIP	1666	.00	0	8330	.00	0	.00	20000	20000.00	0
03 **	CAPITAL OUTLAY	1666	.00	0	8330	.00	0	.00	20000	20000.00	0
660 ** **	FINANCIAL OPERATIONS	23201	16362.35	71	116005	81123.32	70	.00	278556	197432.68	29
66 ** **	EXPENSE-ACCOUNT	23201	16362.35	71	116005	81123.32	70	.00	278556	197432.68	29
DIV 6000 TOTAL *******		23201	16362.35	71	116005	81123.32	70	.00	278556	197432.68	29
DEPT 60 TOTAL ******* QLIFE		23201	16362.35	71	116005	81123.32	70	.00	278556	197432.68	29

```
------------------------------------------------------------------------------------------------------------------------------------
FUND 600 QUALITYLIFE AGENCY FUND           DEPT/DIV 9500 OTHER USES/
BA ELE OBJ       ACCOUNT         *********CURRENT**********  **********YEAR-TO-DATE*******        ANNUAL    UNENCUMB.      %
SUB   SUB      DESCRIPTION        BUDGET    ACTUAL  %EXP    BUDGET    ACTUAL    %EXP    ENCUMBR.   BUDGET    BALANCE      BDGT
------------------------------------------------------------------------------------------------------------------------------------

60           QLIFE FUND
600          OTHER USES
    05       OTHER
    81 91    QLIFE CAPITAL FUND    42011   45830.91  109    210055  229154.55   109      .00     504140   274985.45     46
    83 10    ESD E-RATE             4166      .00      0     20830   11376.00    55      .00      50000    38624.00     23
    05 **    OTHER                 46177   45830.91   99    230885  240530.55   104      .00     554140   313609.45     43

    06       CONTINGENCY / UAFB
    88 00    CONTINGENCY            2306      .00      0     11530      .00       0      .00      27680    27680.00      0
    89 00    UNAPROPRIATED ENDING BAL 4950    .00      0     24750      .00       0      .00      59406    59406.00      0
    06 **    CONTINGENCY / UAFB     7256      .00      0     36280      .00       0      .00      87086    87086.00      0

600 ** **    OTHER USES            53433   45830.91   86    267165  240530.55    90      .00     641226   400695.45     38

60  ** **    QLIFE FUND            53433   45830.91   86    267165  240530.55    90      .00     641226   400695.45     38

DIV  9500 TOTAL *******
                                   53433   45830.91   86    267165  240530.55    90      .00     641226   400695.45     38

DEPT   95 TOTAL *******
             OTHER USES          . 53433   45830.91   86    267165  240530.55    90      .00     641226   400695.45     38

FUND 600   TOTAL *********
             QUALITYLIFE AGENCY FUND 76634  62193.26   81    383170  321653.87    84      .00     919782   598128.13     35
```

PREPARED 12/01/2015, 17:27:18   City of The Dalles   PAGE   2
PROGRAM: GM259L   REVENUE REPORT
                                                       42% OF YEAR LAPSED   ACCOUNTING PERIOD 05/2016

City of The Dalles

FUND 601 QLIFE CAPITAL FUND

ACCOUNT		ACCOUNT DESCRIPTION	********** CURRENT **********			******** YEAR-TO-DATE ********			ANNUAL ESTIMATE	UNREALIZED BALANCE
			ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV		
300		BEGINNING BALANCE								
300	00 00		33,382	.00		166,910	377,826.07	226	400,590	22,763.93
300	**		33,382	.00		166,910	377,826.07	226	400,590	22,763.93
300	***	BEGINNING BALANCE	33,382	.00		166,910	377,826.07		400,590	22,763.93
330		INTERGOVERNMENTAL REVENUE								
331		FEDERAL REVENUES								
	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								
	20 00	CONNECT CHARGES	2,500	.00		12,500	4,781.76	38	30,000	25,218.24
344	**	UTILITY SERVICES	2,500	.00		12,500	4,781.76	38	30,000	25,218.24
340	***	CHARGES FOR SERVICES	2,500	.00		12,500	4,781.76		30,000	25,218.24
360		OTHER REVENUES								
369		OTHER MISC REVENUES								
	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		OPERATING TRANSFERS IN								
	40 00	IF PMT FROM OTHER FUNDS	0	.00		0	.00		0	.00
	90 01	QLIFE OPERATING FUND	42,011	45,830.91	109	210,055	229,154.55	109	504,140	274,985.45
391	**	OPERATING TRANSFERS IN	42,011	45,830.91	109	210,055	229,154.55	109	504,140	274,985.45
393		PROCEEDS- LT LIABILITIES								
	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	42,011	45,830.91		210,055	229,154.55		504,140	274,985.45
		FUND TOTAL QLIFE CAPITAL FUND	77,893	45,830.91		389,465	611,762.38		934,730	322,967.62

```
FUND 601 QLIFE CAPITAL FUND              DEPT/DIV 6000 QLIFE/
BA ELE OBJ        ACCOUNT        *********CURRENT*********  **********YEAR-TO-DATE*******              ANNUAL    UNENCUMB.      %
SUB    SUB      DESCRIPTION      BUDGET    ACTUAL  %EXP     BUDGET    ACTUAL    %EXP     ENCUMBR.      BUDGET    BALANCE      BDGT
```

66	EXPENSE-ACCOUNT									
660	FINANCIAL OPERATIONS									
02	MATERIALS & SERVICES									
34 10	ENGINEERING SERVICES	916	.00	0	4580	1085.00	24	.00	11000	9915.00	10
70	CUSTOMER CONNECT COSTS	333	.00	0	1665	.00	0	.00	4000	4000.00	0
43 86	LINES MNTNCE & SUPPLIES	666	.00	0	3330	.00	0	.00	8000	8000.00	0
57 10	PERMIT	0	.00	0	0	.00	0	.00	0	.00	0
02 **	MATERIALS & SERVICES	1915	.00	0	9575	1085.00	11	.00	23000	21915.00	5
03	CAPITAL OUTLAY									
72 20	BUILDINGS	0	.00	0	0	.00	0	.00	0	.00	0
74 20	TELECOMMUNICATIONS EQUIP	9166	.00	0	45830	.00	0	.00	110000	110000.00	0
76 10	PRIMARY	15000	.00	0	75000	.00	0	.00	180000	180000.00	0
20	SECONDARY	4166	.00	0	20830	9508.52	46	.00	50000	40491.48	19
30	POLE MAKE READY COSTS	416	.00	0	2080	.00	0	.00	5000	5000.00	0
03 **	CAPITAL OUTLAY	28748	.00	0	143740	9508.52	7	.00	345000	335491.48	3
04	DEBT SERVICE									
79 50	LOAN PRINCIPAL PAYMENTS	0	.00	0	0	.00	0	.00	0	.00	0
51	CRB PRINCIPAL PAYMENTS	0	.00	0	0	.00	0	.00	0	.00	0
60	LOAN INTEREST PAYMENTS	0	.00	0	0	.00	0	.00	0	.00	0
90	LOAN RESERVE-FUT DEBT PAY	0	.00	0	0	.00	0	.00	0	.00	0
04 **	DEBT SERVICE	0	.00	0	0	.00	0	.00	0	.00	0
660 ** **	FINANCIAL OPERATIONS	30663	.00	0	153315	10593.52	7	.00	368000	357406.48	3
66 ** **	EXPENSE-ACCOUNT	30663	.00	0	153315	10593.52	7	.00	368000	357406.48	3
DIV 6000 TOTAL *******		30663	.00	0	153315	10593.52	7	.00	368000	357406.48	3
DEPT 60 TOTAL *******										
QLIFE		30663	.00	0	153315	10593.52	7	.00	368000	357406.48	3

```
FUND 601 QLIFE CAPITAL FUND              DEPT/DIV 9500 OTHER USES/
BA ELE OBJ        ACCOUNT        ********CURRENT*********  *********YEAR-TO-DATE*******           ANNUAL    UNENCUMB.    %
SUB   SUB       DESCRIPTION       BUDGET   ACTUAL  %EXP    BUDGET    ACTUAL    %EXP    ENCUMBR.    BUDGET    BALANCE    BDGT
```

```
60           QLIFE FUND
600          OTHER USES
     05      OTHER
     84 15 RSRV FOR SYS IMPROVEMENTS   39309    .00    0   196545     .00     0      .00     471717    471717.00    0
     05 ** OTHER                       39309    .00    0   196545     .00     0      .00     471717    471717.00    0

600 ** ** OTHER USES                   39309    .00    0   196545     .00     0      .00     471717    471717.00    0

60  ** ** QLIFE FUND                   39309    .00    0   196545     .00     0      .00     471717    471717.00    0

66           EXPENSE-ACCOUNT
660          FINANCIAL OPERATIONS
     06      CONTINGENCY / UAFB
     88 00 CONTINGENCY                  7917     .00    0    39585     .00     0      .00      95013     95013.00    0
     89 00 UNAPPROPRIATED ENDING BAL       0     .00    0        0     .00     0      .00          0        .00     0
     06 ** CONTINGENCY / UAFB          7917     .00    0    39585     .00     0      .00      95013     95013.00    0

660 ** ** FINANCIAL OPERATIONS        7917     .00    0    39585     .00     0      .00      95013     95013.00    0

66  ** ** EXPENSE-ACCOUNT             7917     .00    0    39585     .00     0      .00      95013     95013.00    0

DIV  9500 TOTAL *******
                                     47226     .00    0   236130     .00     0      .00     566730    566730.00    0

DEPT  95 TOTAL *******
          OTHER USES                 47226     .00    0   236130     .00     0      .00     566730    566730.00    0

FUND 601  TOTAL *********
          QLIFE CAPITAL FUND         77889     .00    0   389445  10593.52    3      .00     934730    924136.48    1

   GRAND  TOTAL *********
                                    154523  62193.26  40   772615 332247.39   43      .00    1854512   1522264.61   18
```

QLIFE - LISTING OF FINANCIAL TRANSACTIONS

FUND:		**OPERATING 600**			
FISCAL YEAR:		2015-16			
PERIOD DETAIL		FROM:	11/12/2015 TO:	12/9/2015	

	Revenue:	Billed as of		
		QLife Monthly Billings	BILLING DONE ON THE 20TH	56,340.00
TOTAL:				**56,340.00**

CODE	Expenditures:		
600.6000.660.34.30	Aristo	monthly retainer	2,000.00
600.6000.660.34.30	Aristo	General Oversight - October	1,739.49
600.6000.660.34.30	Aristo	Turn up fees	963.93
600.6000.660.58.10	4 C's	lunch sept	230.10
600.6000.660.41.40	Gorge.net	Phone	34.05
600.6000.660.34.10	Commstructures	OSP	110.00
600.6000.660.34.10	Commstructures	Maupin	1,285.00
600.6000.660.34.10	Commstructures	Maupin	367.50
600.6000.660.41.40	NWCPUD	Electric	85.92
600.6000.660.58.10	4 C's	lunch Nov	230.10
TOTAL:			**7,046.09**

FUND:		**CAPITAL 601**			
FISCAL YEAR:		2015-16			
PERIOD DETAIL		FROM:	11/12/2015 TO:	12/9/2015	

	Revenue:	
TOTAL:		
CODE	Expenditures:	
TOTAL:		**0.00**

QUALITYLIFE INTERGOVENMENTAL AGENCY

MEMORANDUM

December 2, 2015

TO: QLife Board of Directors

FROM: Kate Mast, Finance Director

SUBJECT: Proposed Resolutions No. 16-001 and 16-002 Making Changes to the QLife Budgets
            for FY15/16.

Resolution No. 16-001 proposes a Supplemental Budget that creates a completely new and separate QLife Maupin Fund (602) that will track the costs associated with the project and the continued operations and maintenance of the new Maupin system. This Supplemental Budget was based on the Draft Budget for the Maupin Broadband Project as of November 30, 2015, which is attached to this memo.

This Supplemental Budget also creates an Interfund Transfer category in the QLife Capital Fund (601), to provide for the $228,681 transfer from the Capital Fund to the new Maupin Fund to pay for the project. If the Board chooses to adopt this Supplemental Budget, this transfer will constitute a loan that the Maupin Fund will need to budget to repay in future fiscal years.

Public Notice of the Supplemental Budget and a Public Hearing on the Supplemental Budget are required. These notices were published in The Dalles Chronicle on Sunday, December 6, 2015.

Resolution No. 16-002 proposes a Budget Amendment to move $9,500 from the Contingency category to the Materials & Services category of the QLife Operating Fund (600) to provide for the additional costs associated with the Interim Administrator through February of 2016.

The total additional Administrative costs anticipated are $31,500. Of those costs, $22,000 will be used for the Maupin Project, and will be posted to the new Maupin Fund (062), if the Board chooses to adopt the proposed Supplemental Budget.

ALTERNATIVES:

   A. **Staff Recommendation:** Move to adopt Resolution No. 16-001 Adopting a Supplemental Budget for Fiscal Year 2015/2016, Creating a New Fund, Making Appropriations and Authorizing Expenditures From and Within Various Funds of the QualityLife Intergovernmental Agency Adopted Budgets.

   AND

Move to adopt Resolution No. 16-002 Authorizing Transfers of Budgeted Amounts between Categories of the QLife Operating Fund (600) of the QualityLife Intergovernmental Agency Budget, Making Appropriations and Authorizing Expenditures for the Fiscal Year Ending June 30, 2016.

B. The Board could make changes to either of the proposed resolutions and direct staff to bring the revised resolution(s) back to the next QLife Board meeting. Changes to the supplemental budget may require republishing and a second public hearing depending on the amount of the changes.

C. The Board could make changes to either of the proposed resolutions and adopt them as amended. Staff would then provide amended versions to be signed when ready. Changes to the supplemental budget may require republishing and a second public hearing depending on the amount of the changes.

DRAFT BUDGET
MAUPIN BROADBAND PROJECT
(As of November 30, 2015)

REVENUES	AMOUNT
SPWF-TA Grant (pending)	$ 25,000
Google Grant (pending)	$ 87,880
Regional Solutions Grant (SPWF loan)	$ 410,000
Health Care Connect Grant	$70,000
E Rate Funds	$ 198,681
QLife	$30,000
TOTAL REVENUE	**$ 821.561**

EXPENDITURES	
QLife Project Administrative Costs	$ 25,000
Feasibility Study	$ 5,000
Subtotal	$30,000
Engineering and Permitting	$ 99,050
Equipment and Improvement at BPA Sub-Station	$125,000
POP Facility	$95,818
Fiber Build BPA to Maupin	$147,019
Maupin Fiber Middle Mile Build	$111,012
Service Laterals	$91,352
Contingency	$59,430
Public Wi-Fi Equipment & Installation	$ 20,400
3 Year Wi-Fi Maintenance/Operation and Internet Costs	$ 42,480
TOTAL EXPENDITURES	**$ 821,561**

Notes: 1. A 1% interest rate SPWF Loan will be obtained for about 18 months or until Regional Solution funds come available in Spring 2017.

2. E Rate Fund will be available at $49,670 a year over four years. QLife will initially pay for the $198,681 expanses covered by E-Rate and then carry it as a payable until full funding is received at the end of four years.

QUALITYLIFE INTERGOVERNMENTAL AGENCY

RESOLUTION NO. 16-001

A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET FOR FISCAL YEAR 2015/2016, CREATING A NEW FUND, MAKING APPROPRIATIONS AND AUTHORIZING EXPENDITURES FROM AND WITHIN VARIOUS FUNDS OF THE QUALITYLIFE INTERGOVERNMENTAL AGENCY ADOPTED BUDGETS.

WHEREAS, the QualityLife Intergovernmental Agency (QLife) Board of Directors is planning to extend service to the Maupin, Oregon area, and wishes for the revenues and expenditures for that project and the costs of maintaining that capital asset in the future to be tracked through a separate QLife Maupin Fund (602), and;

WHEREAS, the QLife Board of Directors wishes to initially fund the new Maupin Fund (602) with an interfund loan from the QLife Capital Fund (601), and;

WHEREAS, the Interfund Transfer Category must be created within the QLife Capital Fund (601, and;

WHEREAS, a public hearing is required for the creation of the new QLife Maupin Fund (602); and

WHEREAS, the required public notice for this supplemental budget and notice of the public hearing for the Water Revenue Bond Debt Fund was published on Sunday, December 6, 2015;

NOW, THEREFORE, BE IT RESOLVED BY THE QLIFE BOARD OF DIRECTORS AS FOLLOWS:

Section 1. The Board of Directors hereby adopts the Supplemental Budget for FY15/16, creating the new QLife Maupin Fund (602) and creating an Interfund Transfer Category in the QLife Capital Fund, increasing revenues and making appropriations as follows.

Summary of Supplemental Budget – Line Item Detail				
Fund	**Resource**	**Amount**	**Requirement**	**Amount**
QLife Capital Fund (601)	Creation of new Interfund Transfer Category	228,681	Interfund Transfer to QLife Maupin Fund	228,681
	Reduce Funding of Reserves Category	-198.681	Reduce Funding of Reserves Category	-198,681
	Reduce Funding of Contingency Category	-30,000	Reduce Funding of Contingency Category	-30,000
	Total New Resources	**0**	**Total New Requirements**	**0**
	Total New Interfund Transfer Category Requirements			**228,681**

Fund	Resource	Amount	Requirement	Amount
	Total New Reserves Category Requirements			**273,036**
	Total New Contingency Category Requirements			**65,013**
	New Total All Fund 601 Resources	**934,730**	**New Total All Fund 601 Expenditures**	**934,730**
Fund	**Resource**	**Amount**	**Requirement**	**Amount**
QLife Maupin Fund (602)	SPWF-TA Grant	25,000	Capital Outlay Category	689,651
	Regional Solutions Grant	410,000		
	Health Care Connect Grant	70,000		
	Private Sector Contribution	87,880	Contingency Category	59,430
	Transfers in from QLife Capital Fund (601)	228,681	Materials & Services Category	72,480
	Total New Materials & Services Category Requirements			**72,480**
	Total New Capital Outlay Category Requirements			**689,651**
	Total New Contingency Category Requirements			**59,430**
	Total New Resources	**821,561**	**Total New Requirements**	**821,561**
	New Total All Fund 602 Resources	**821,561**	**New Total All Fund 602 Expenditures**	**821,561**

Section 2. This Resolution shall become effective upon adoption by the QLife Board of Directors and shall remain in effect until receipt and acceptance of the FY15/16 audit report.

PASSED AND ADOPTED THIS 7th DAY OF JANUARY, 2016.

Voting Yes: _____

Voting No: _____

Absent: _____

Abstaining: _____

SIGNED: ATTEST:

_____   _____
Erick Larson, President   Brian Ahier, Secretary/Treasurer

QUALITYLIFE INTERGOVERNMENTAL AGENCY

RESOLUTION NO. 16-002

A RESOLUTION AUTHORIZING TRANSFERS OF BUDGETED AMOUNTS BETWEEN CATEGORIES OF THE QLIFE OPERATING FUND OF THE QUALITYLIFE INTERGOVERNMENTAL AGENCY (QLIFE) BUDGET, MAKING APPROPRIATIONS AND AUTHORIZING EXPENDITURES FOR THE FISCAL YEAR ENDING JUNE 30, 2016.

WHEREAS, during the budget year certain funds may experience expenditures above approved category limits; and

WHEREAS, Oregon Budget Law recognizes these events and allows for transferring of funds between approved category limits within and between funds; and

WHEREAS, the QLife Board of Directors wishes to provide funds for the additional costs of the Interim Administrator, estimated to be $9,500, that will be incurred during the current fiscal year, and;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL AS FOLLOWS:

Section 1. Authorizing Budget Transfers. The QLife Board of Directors hereby authorizes the following transfers of funds between budgeted categories and funds:

FUND OR DEPT.	BUDGETED	RESOURCES NEEDED	REALLOCATED
QLIFE OPERATING FUND (600)			
from Contingency	$ 27,680	$ 18,180	- $ 9,500
to Materials & Services Category	$ 258,556	$ 268,056	+ $ 9,500

Section 2. This Resolution shall become effective upon adoption by the QLife Board of Directors and shall remain in effect until receipt and acceptance of the FY15/16 audit report.

PASSED AND ADOPTED THIS 7th DAY OF JANUARY, 2016.

Voting Yes: _____

Voting No: _____

Absent: _____

Abstaining: _____

SIGNED: ATTEST:

_____   _____
Erick Larson, President   Brian Ahier, Secretary/Treasurer

QLIFE'S STRATEGIC PLAN – 2016

Vision:

- We will leverage technology planning efforts and our investment in middle-mile infrastructure to enhance Wasco County's economic vitality and quality of life.

Mission:

- Quality of life through connectivity

GOALS AND Objectives for 2016

1) Over the next 12 months analyze Q-Life's Economic health and future.

   A. Review rate structure and policies.

   B. Consider policy regarding balance between system reserves and potential financial assistance to partners.

2) Maintain and enhance infrastructure.

   A. Develop a capital improvement plan that looks at equipment replacement, system weaknesses and opportunities for expansion.

   B. Develop options for additional collocation space and pursue selected option.

3) Explore opportunities to expand services in Wasco County.

   A. Complete Maupin Broadband Project.

4) Identify and decide on options for operating QLife.

   A. Develop options for acquiring administrative services and pursue selected approach.

   B. Review current contracts for other services and consider changes

QLife Network
QualityLife Intergovernmental Agency

AGENDA STAFF REPORT
QUALITYLIFE INTERGOVERNMENTAL AGENCY

TO: QLife Board of Directors

FROM: Nolan K. Young, Administrator

DATE: December 9, 2015

ISSUE: Intergovernmental agreement with the City of Maupin for the Maupin Broadband Project.

BACKGROUND: The QLife Agency has been working with the North Central Regional solutions Team, Mid-Columbia Council of Governments (MCEDD), the City of Maupin and the South Wasco alliance (SWA) on a project to bring high speed fiber optic Broadband services to the City of Maupin. Attached is a draft business plan for that project.

The project budget (see attachment E in the plan) includes State of Oregon Grants and a Loan. It has been determined that QLife is best equipped to build and operate the proposed system. QLife is not an eligible applicant for the State funding. The City of Maupin is. QLife had a similar issue when it used State funding to build its' original system in The Dalles. We overcame that challenge by having the City of The Dalles as the applicant.

Attached is a proposed Intergovernmental Agreement with the City of Maupin. It calls for Maupin to apply for the State grants and loan and own the assets build with those funds. QLife will be responsible to use those funds to build the system, payback the loan and operate the system as their own. Revenue for the new system will be used to payback QLife for any investments it made and operate the system. This arrangement is patterned after the current agreement QLife has with the City of the Dalles.

BUDGET IMPLICATIONS: QLife currently has committed $5,000 for the project feasibility study and up to $25,000 in administrative and legal services to move the project forward. This action alone does not create budget requirements. If we reach agreement with a Broadband carrier and obtain the needed grant funding QLife will provide $163, 681 for construction. A budget amendment for the project will be considered by the Board on December 17th. Those funds will be paid back to QLife at $40,920 a year for four years.

QLife still has two major tasks to complete before this project can move forward:
1. Obtain all grant and loan funds need for this project, and
2. Reach an agreement with a Long Haul Broadband Provider to which we can connect our fiber system.

Good progress is being made in both of these areas. We will be discussing item number 2 with the Board in executive session on the 17th. We recommend that approval of this agreement be contingent on completing these two tasks.

BOARD ALTERNATIVES:

1. Staff Recommendation: Authorize the Board President to sign the Intergovernmental Agreement with the City of Maupin for the Maupin Broadband Project, contingent on obtaining grant funding and an agreement with a Broadband Transport Provider.

2. Amend and then approve the Intergovernmental Agreement with the City of Maupin for the Maupin Broadband Project, contingent on obtaining grant funding and an agreement with a Broadband Transport provider.

3. Postpone action on this agreement until specific tasks are completed.

4. Decline to pursue this project further.

BUSINESS PLAN QUALITY LIFE

INTERGOVERNMENTAL AGENCY

(Q LIFE)

FOR

MAUPIN PROJECT

(DRAFT)

As of December 7, 2015

TABLE OF CONTENTS

Q LIFE MAUPIN BUSINESS PLAN

DRAFT

MAUPIN BROADBAND PROJECT

DRAFT BUSINESS PLAN

NEED: The Community of Maupin currently receives broadband services from wireless, satellite or CenturyLink. The wireless service is unreliable and below the speeds needed in today's internet environment. CenturyLink can only provide DSL service and they currently have a waiting list for new DSL services. (See Attachment B South Wasco Community Broadband Access Project: Demand Survey Summary). The limited Broadband in the area is affecting the quality of life of the residents, the areas ability to attract and retain businesses and does not meet the needs of the local schools and health district. The Maupin Library is unable to provide adequate internet service to its patrons, some of who use the library as their only connection to the internet.

The barrier to better broadband service is cost recovery. There is not enough market in the area for private providers to make the needed investment and recoup their costs over a reasonable period of time. The US Government's Connect American Project has indicated it would provide funding to CenturyLink to provide better broadband service to the underserved areas of Wasco County. This is a six year program that is still under development. The need for Maupin is immediate.

OPPORTUNITY: The North Central Regional Solution Team and Mid Columbia Economic Development District (MCEDD) obtained $410,000 in Business Oregon Funding to provide better broadband access to the Maupin area. They are in need of a partner to obtain the remaining funding and construct and operate the system.

The Wasco County and QLife Network Strategic Plan (see Attachment A) includes as goal #4: "Increase availability of high quality broadband service in All Wasco County Communities by driving demand through education". MCEDD through its webwork program has been working to educate the underserved communities as to the value of the internet. This is helping to drive the demand in Maupin. Currently 102 residents and businesses have signed letters of intent to purchase improved broadband services. The City of Maupin, Bureau of Land Management, South Wasco Schools and the Deschutes Rim Health Clinic has expressed interest in higher speed internet access.

QLIFE: The Quality-Life Intergovernmental Agency (QLife) is a middle mile broadband provider in the Dalles Area. We have been in operation for 11 years. We are primarily a middle mile fiber-optic provider with 18 customers, with fiber services to 70 sites. We are currently debt free and operating in the black with an annual operating budget of $258,556 and current budgeted reserves of $635,816.

QLife's Maupin Business Plan: Currently BPA has fiber passing through its Maupin Substation on Bakeoven Road, located 41/2 miles from Maupin. LSN, a QLife partner in The

Dalles has leased BPA fiber through this location. The initial plan is to purchase and install equipment at the substation that will download at least 10 Gigs of Broadband from LSN's fiber. This would be connected to a QLife fiber line that would go from the BPA substation to a Tel-comm. Hut (Point of Pressure or POP). The fiber would also reach South Wasco County School District, the City of Maupin Facilities and the Deschutes Rim Health Clinic.

With the use of a grant from Google, the project will allow for free public Wi-Fi at the City of Maupin's Riverfront Park and free public Wi-Fi at the County Library Branch in Maupin for those visiting or who have mobile Wi-Fi devices but no internet services and a fiber connection to The Dalles Branch giving those with no internet devises access to the internet over library computers (see attached letter of support from Wasco county Library in attachment H)

CONSTRUCTION BUDGET: The Project Budget (see attachment E) is $821,561. It will provide the connection from the BPA Substation, a fiber-optic system to and in the city of Maupin (see map in attachment D), a point of Pressure (POP) telecommunication hut and the public Wi-Fi system. The anticipated QLife contribution would be $30,000. Additional funding is expected from a $410,000 Regional Solutions Grants, $60,000 SPWF-TA, $87,880 Google Grant, a $70,000 Health Care Connection Grant and a $163,681 E-Rate Contribution. The Google Grant is approved, the other funding sources are in varies stages of being obtained.

OPERATION PLAN: QLife would operate the Maupin Fiber System as a separate utility. We will establish a fund where we will track the construction cost, create an obligation for the Maupin System to the Reserve Fund and pay for the cost to operate the new system.

The obligation of the Maupin System will include an 18 month SPWF Loan for the $410,000 Regional Strategies Grant that will not be available until the spring of 2017 and the funds QLife provides for the build out. QLife would provide at no cost project Administrative Services for construction and operation including completing service orders for all customer connections and financial accounting until which time the system is operating at a profit. To operate the system QLife would obtain Network System Technical service through a request for proposal (RFP) for those services (see Attachment L for a possible example) to the three ISPs operating in the Maupin area.

PROJECT PARTNERS: The projects current and potential public and private partners include the North Central Regional Solutions Team, City of Maupin, Wasco County, QLife, MCEDD, South Wasco Alliance (a local citizen economic development committee), LightSpeed Networks (LSN), Gorge Networks, and CenturyLink. The QLife Board had currently authorized its Administrator to take the lead on the project.

To be Completed before Construction of Maupin Fiber Optic System

1. Construction Plans

2. Pole Contact Agreement with Wasco Electric Cooperative

3. Easement for Route not in Public Right of way

4. Agreement with LSN (draft completed) or/and other Broadband Transport Providers

5. Agreement with Gorge Networks and other potential system Internet service Provides

6. Approval of Business Oregon for $410,000 Regional Solutions Grant

7. Approval of $60,000 SPWF-TA grant, and SPWF Loan

8. Approval of E-rate and Health Care Connection Grants

9. Agreement with the City of Maupin for use of Right of Ways and site for POP

10. Agreement for Network Technical Service for operation of the system.

Wasco County and Q/Life Broadband Strategic Plan

Q/Life

5/1/2013

Wasco County and Q-Life Network
Broadband Strategic Plan

Acknowledgements

Wasco County and Q-Life Network wish to thank the community and business members who participated in this planning effort.

Community Development Sector	Organization
Keith Mobley	QLife Network
Dave Karlson	Google
Bill Fashing	MCCOG
Chris Tamarin	Oregon Business Development Department
Paul Ferguson	Wasco County
Dennis Ross	Cityof Maupin Resident
Scott Mckay	Mid-Columbia Senior Center
Linda Griswold	YouthThink
Scott Anderson	Radcomp Technologies
Maggie Pando	The Dalles/Wasco County Library
Nolan Young	City of The Dalles

Economic Development Sector	
Amanda Hoey	Mid-Columbia Economic Development District (MCEDD)
Joan Silver	Wasco County Economic Development Commission
Carrie Pipinich	MCEDD
Andrea Klaas	Port of The Dalles
Mary Kramer	Columbia Gorge Community College, CET and Resident, City of Dufur
Mike Canon	Klickitat County Economic Development
Frank J. Kay III	City of Maupin, Wasco County Economic Development Commission
Jeff Davis	Wasco Electric Cooperative
Mary Merrill	Columbia Gorge Community College, SBDC
Donella Polehn	Polehn Farms Inc, Wasco County Economic Development Commission
Keith Mobley	QLife Network
Jeff Renard	Wasco County Economic Development Commission, The Dalles Chamber of Commerce

Education & Healthcare Sector

Brian Ahier	Qlife, Mid-Columbia Medical Center
Laurie Miller	Columbia River Women's Clinic, Gorge Health Connect
C.S. Little	Dufur School District
Gary Peterson	Columbia Gorge ESD
Teri Thalhofer	North Central Public Health District (NCPHD)
Kathi Hall	NCPHD
Dan Spatz	Columbia Gorge Community College (CGCC)
Adam Gietl	CGCC
Coco Yackley	Columbia Gorge Coordinated Care Organization
Brian Goodwin	North Wasco County School District 21
Kelly Keith	Mid-Columbia Center for Living
Molly Rogers	Wasco County Youth Services
Timothy McGlothlin	North Wasco County School District 21
Cody Harman	CGESD
Keith Mobley	QLife
Tom Cunningham	Mid-Columbia Medical Center

Resources & Utilization Sector

Scott Hege	Wasco County
Michael Weidman	LS Networks
Lynette Ranney Black	Oregon State Extension Service
Eugene Walters	Juniper Flat RFPD
Seth Reiter	Johnson NETwork
Clinton Johnson	Johnson NETwork
Wilfred Pinfold	Intel Corp
Dale Clark	PGE
Brian Adams	SawNet
Dan Bubb	Gorge Networks
Dan Wallace	Charter Communication
Eric Hastings	Charter Communication
John Amery	Aristo Networks/QLife
Mary Roehr	Charter Communication
Marian Jackson	Charter Communication
Keith Mobley	QLife Network
Karen Stewart	CenturyLink
Todd Reeves	Mosier WiNet
Herb Watts	Oregon Telco

Wasco County & the Q-Life Network Broadband Adoption and Utilization Strategic Plan

Broadband Vision Statement:

We will leverage current technology planning efforts in our region, the region's broadband infrastructure and our investment in middle-mile fiber plant to enhance our region's economic vitality and quality of life.

Broadband Goals:

1. **Increase the number of new businesses entering the county and existing business retention and expansion by creating a technically fluent workforce.**

2. **Through digital literacy campaigns, increase adoption and utilization rates of broadband.**

3. **Improve health and education outcomes by leveraging tele-health and on-line learning modalities throughout the county.**

4. **Increase availability of high quality broadband service in ALL Wasco County communities by driving demand through education.**

Overview

Broadband is transforming and expanding our ability to communicate, participate, create, educate, inform and compete. Because of this transformation, access to adequate broadband resources and the ability to fully utilize broadband-associated tools and technologies are determining factors in the economic and civic vitality and of our communities.

Today, high-speed broadband is transforming the landscape of America more rapidly and more pervasively than earlier infrastructure networks. Like railroads and highways, broadband

accelerates the velocity of commerce, reducing the costs of distance. Like electricity, it creates a platform for America's creativity to lead in developing better ways to solve old problems. Like telephony and broadcasting, it expands our ability to communicate, inform and entertain. Broadband is the great infrastructure challenge of the early 21st century. But as with electricity and telephony, ubiquitous connections are means, not ends. It is what those connections enable that matters. Yet there are still critical problems that slow the progress of availability, adoption and utilization of broadband.

According to research cited in the National Broadband Plan published in 2010, nearly 100 million Americans do not have broadband today. Fourteen million Americans do not have access to broadband infrastructure that can support today's and tomorrow's applications. More than 10 million school-age children do not have home access to this primary research tool used by most students for homework. Jobs increasingly require Internet skills; the share of Americans using high-speed Internet at work grew by 50% between 2003 and 2007, and the number of jobs in information and communications technology is growing 50% faster than in other sectors. Yet millions of Americans lack the skills necessary to use the Internet. Electronic health records could alone save more than $500 billion over 15 years. Much of the electric grid is not connected to broadband, even though a Smart Grid could prevent 360 million metric tons of carbon emissions per year by 2030, equivalent to taking 65 million of today's cars off the road. Online courses can dramatically reduce the time required to learn a subject while greatly increasing course completion rates, yet only 16% of public community colleges—which have seen a surge in enrollment—have high-speed connections comparable to our research universities.

The Strategic Planning Process

In 2012, the Oregon Broadband Advisory Committee (OBAC) and the Oregon Business Development Department selected Wasco County and the Q-Life Network to participate in a broadband strategic planning process focused on identifying goals and strategies to increase broadband adoption and utilization in the community. Wasco County and the Q-Life Network is one of eight Oregon communities participating in the broadband planning process funded under a grant from the National Telecommunications and Information Agency's Broadband Telecommunications Opportunity Program (BTOP)[1]. The county formed four "community sector" groups (Community Development, Education and Healthcare, Economic Development and Resource Utilization) which have met in planning forums to develop the goals and strategies of this broadband adoption plan. This document presents the outcome of this process.

The County and Q-Life worked with the OBDD to develop its strategic planning process, using a planning template developed by OBDD for all eight participating cities. The planning template encourages wide participation from the community in a series of face to face facilitated planning workshops. In January 2013 the County and Q-Life brought individuals from key sectors in the community together in the first series of workshops to explore the following questions:

---

[1] The grant is administered by the Oregon Business Development Department

- *Why are broadband inclusion, adoption and utilization important in our communities? What's at stake for the economic, social, educational and healthcare future of our communities?*
- *What parts of our communities are most affected by lack of broadband access, awareness, adoption, and utilization capabilities?*
- *What barriers prevent broadband access, awareness, adoption and utilization?*
- *What community assets and opportunities can be leveraged to overcome barriers?*

A draft report was distributed to all workshop participants in February, and a follow-up plenary planning session was held in March. In the Plenary session, participants reviewed the draft strategies and goals, and focused on identifying and prioritizing key actions. The planning participants identified **shorter term strategies** that would allow the community to achieve **early impacts** in broadband awareness, access and adoption, as well as **longer term strategies** that will improve broadband adoption, support economic development and education and health development goals, enhance the region's businesses, and eliminate digital divide and equity issues.

Findings

Discussion of the above questions by community members led to the following findings.

Inequities in broadband access, adoption and utilization

- Broadband and technology fluency are essential to a skilled and productive workforce, a connected citizenry, and equitable opportunity for all.
- Income, age, and lack of availability of broadband service contribute to inequities in broadband adoption and utilization.
- Technology can be an asset, but too often is a barrier for underserved communities that are without broadband access or economically disadvantaged populations who are without devices or the coaching they need to use technology.
- Closing these divides is essential to developing connected and productive citizens and a skilled, digitally-fluent workforce.
- There is a lack of awareness among many in the community of the impact or relevance of broadband in their lives. These may be people with the access and means to adopt broadband but are not motivated now to do so.

Opportunities for Innovation and Improved Healthcare and Education Outcomes

- New health care and education innovations and opportunities made possible by broadband are emerging in the county. These innovations can improve healthcare and education outcomes and reduce cost.
- All emerging healthcare opportunities are dependent on consumers' awareness and adoption of broadband.
- Lack of technology fluency will inhibit the entry of in-home healthcare programs and to patient access to health information.
- The connection between health and education is an important issue for planners now. New thinking about the healthcare/education nexus is putting the needs of the individual ahead of systems concerns. There is a new understanding of the child health requirements to support learning. As a result, education/healthcare silos (and silos

between school districts and between Pre-K-12 and higher education) are beginning to dismantle.

Role of Broadband in Economic Development and Community Vitality

- Broadband is an essential for 21st century economic development, including small businesses, the developing technology sector, the agriculture sector, teleworkers and the overall vitality of rural communities.
- Utilization skills among small businesses need to increase in order to have access to global markets.
- In order to keep and attract young people to our rural communities we must be able to offer technology-based economic opportunity.
- High capacity broadband service like that envisioned through the publicly funded Q-Life network can enable Wasco County to remain competitive. The fiber optic network established by Q-Life provides a strong foundation for the expansion of broadband access in our community. It has already made it possible to attract major new employers, such as Google.
- There is more to do to meet the goal of bringing robust, high capacity bandwidth to the region. Broadband service is lacking in most areas outside The Dalles, frustrating opportunities to make telework, health care, social services, and extended education opportunities more immediately and readily available.
- It may be possible to leverage existing fiber and other infrastructure resources, including Q-Life, to eliminate the broadband service inequities that plague the rural areas of the County.

Discussion of the Four Broadband Strategic Goals

The planning process produced four strategic goals that address economic development, community development, education and health, and utilization of resources in the community. The goals and associated strategies are discussed below and arrayed on the summary "Conceptual Broadband Strategic Plan" attachment.

Goal One: Increase the number of new businesses entering the county and existing business retention and expansion by creating a technically fluent workforce.

Adequate, high capacity broadband is essential to businesses large and small, to teleworkers and to the county's important agricultural sector. High quality, high capacity broadband service will enable small businesses to flourish, and attract skilled workers and entrepreneurs to the County. Quality of life is why people choose to live in Wasco County communities but many are prevented from building home businesses or telecommuting due to a perceived lack of broadband service. Service is improving in the region, but broadband needs to be ubiquitously available to optimize economic development. Wireless broadband sufficient for agriculture applications is unavailable. Agricultural uses require a "big/fast mobile pipe" that is "a threshold above the norm."

The region has broadband, cheap power and relatively cheap land. Google took note, and established a large presence in The Dalles. The County invested in the establishment of Q-Life, a fiber optic, high-capacity middle-mile network. Planning participants also want to incentivize Intel, Microsoft, Nike and other large employers to encourage employees would be looking for the quality of life and natural beauty the area has to offer to telecommute from the area. The area is also "home" to many "week-enders" and Portlanders with vacation homes. More of these part-time residents would spend more time (and money) here if broadband service were affordable and available to them.

Our Priority Action Agenda:

1. **Provider collaboration on increasing adoption rates by establishing access 'hubs'.** "Hubs" are single locations that have high speed broadband connections and that are open to the public. By establishing additional neighborhood access and business hubs, we can extend broadband to rural communities. A "one hub per year" strategy was proposed to create hubs in Maupin, Dufur, and Tygh Valley. It is important to involve broadband providers in the effort to increase adoption by working with them to establish the neighborhood hubs, along with education efforts on broadband benefits and skills.
2. **Recruit and support local entrepreneurs in technology fields to start or expand businesses in the county.** Develop partnerships to increase business awareness of broadband-linked opportunities, to assist with adoption and utilization skills, and to make technology more accessible to small business.
3. **Expand bi-state collaboration within Mid-Columbia Region on broadband training, adoption and rural access initiatives.** The most likely partnerships are between the City of The Dalles and Klickitat County because they are already partnering on major assets such as a regional airport.
4. **Assist fruit growers and other local businesses to adopt broadband-enabled strategies to compete in global markets.** Pilot projects can demonstrate the effectiveness of broadband partnerships. A suggested pilot between Q-Life and Polehn Farms could demonstrate the potential of global marketing.

Our Implementation Strategy:

- Explore partnership opportunities between Wasco, Hood River, and Sherman counties, as well as with organizations like the Gorge Technology Alliance, the Small Business Development Center at Columbia Gorge Community College, our agricultural groups, and the County Library System.
- Create a bi-state Regional Center for Innovation. Work with the states, the Federal Communications Commission and other federal, state and local agencies and companies to participate in better linking our educational institutions, workforce development entities, and local businesses to support development of a technically fluent workforce.
- Work with the Oregon State University Extension, business organizations, WyEast Resource Conservation Development Corp. and BPA on assisting fruit growers and others. There are already efforts to use high technology to report water content in soil and other applications, and there may be natural partnerships to be developed.

Long Term Strategies:
- Market the business and quality-of-life benefits of The Dalles and Wasco County as a "connected community" to large employers with a telecommuting workforce. Get CEO's to talk to CEO's to start the business to business conversation.

Goal Two: Through digital literacy campaigns, increase adoption and utilization rates of broadband.

There is a very real broadband opportunity divide between The Dalles and adjacent rural areas. Some rural areas have substandard service while others have limited broadband access. Broadband affordability is also a problem, in both rural and more urban Wasco County communities. Affordability and availability are significant issues, especially for economically disadvantaged individuals and families. But participants in this broadband planning process recognized that low adoption rates also indicate lack of public awareness of the benefits of broadband and its growing necessity. Barriers to adoption may include fear of technology, lack of familiarity with computers, concern about security and privacy, non-English speaking, and doubt about the relevance of the Internet. Even those who own computers may lack the skills to use the Internet to find a job, to pay bills, or find a product or service at a low price.

Our Priority Action Agenda:

1. **Develop and promote a policy for access to Broadband in the County.** Establish a "broadband access for all" principle, which will guide policy and determine actions that might provide both affordability programs and initiatives to incentivize or subsidize development of rural broadband infrastructure.
2. **Deploy an effective public awareness and outreach campaign that articulates broadband benefits and value proposition.** This outreach can draw on many sources for content, including the library system, community college, university extension and the Small Business Development Center (SBDC).
- **Establish partnerships to provide digital literacy training. Develop a community-based Technology Users Group with the mission of helping others, "neighbor-to-neighbor", with broadband/ technology utilization skills.** Develop agreements with service providers, device retailers, computer support service providers, coffee shops and others to distribute the outreach materials. These materials should include specific information (how to set a password, how to check e-mail, how to use a browser, etc.). Broadband literacy is cultivated by exposure to devices and fast networks. Develop skills centers within libraries, coffee shops, computer labs in schools, "after school" programs, and at other locations to offer access to devices and support for use of broadband technologies.

Our Implementation Strategy:

- Spread the philosophy to all organizations that interface with communities. Meals on wheels, senior centers, counseling centers, the Library, Churches and other service organizations can be recruited to assist with creating awareness of digital literacy and its benefits.

- Create a public awareness campaign using multi-media outlets (pamphlets, videos, on-line messages, social media, etc.) that publicizes where broadband access is available, what it costs, and what it can do to improve job skills, education and quality of life.
- Find funding to develop a mobile broadband awareness program (perhaps a "broadband van") that can visit communities, the homebound, schools and other community. "There is no substitute for one-on-one coaching" to enable the uninitiated to navigate broadband-enabled technologies. "Neighbor to neighbor" coaching is the best means of supporting broadband utilization skills.
- Involve community institutions to teach digital literacy and broadband skills. "Create an army" of mentors, involve families to raise digital skill sets for all generations in the family. Coaching can occur via teens to seniors, business-owner-to-business-owner, middle-school students to parents, and through after-school programs, library efforts or other formally or informally sponsored programs.

Goal Three: Improve health and education outcomes by leveraging tele-health and on-line learning modalities throughout the county.

Broadband is ushering in new modalities of education and health services. Health care services, including monitoring of vital signs, medication management, and face-to-face consultations between patients and doctors will be possible over a broadband link. Seniors won't have to travel to a doctor's office to be monitored. Consultations with major medical centers in other cities will be possible without leaving the local community.

On the education front, students will be able to take courses from educational institutions anywhere in the world over broadband. Virtual schools are developing and educating students today in Oregon, and throughout the country. Distance education is a significant part of the state's "40-40-20" educational goals, and Oregon State University wants to provide on-line courses in partnership with Columbia Gorge Community College.

Our Priority Action Agenda:

1. **Establish a policy to get broadband access to every address to support healthcare and education service delivery.** Work with the State, health care providers, insurers and others to actively promote service delivery via broadband.
2. **Establish a public/private consortium for collaboration and sharing best practices across the education and healthcare sectors.** Involve health care providers, educational institutions and state agencies to work together to address the policy/protocol issues holding back service delivery over broadband. These issues include federal privacy standards, lack of affordable broadband services and user devices, and lack of organizational skills and programs to offer on-line services.
3. **Initiate a pilot program to test assumptions and develop best practices for using broadband to improve healthcare and/or educational outcomes.** Establish a cross-sector pilot project to demonstrate the health and education benefits of broadband adoption and to advance demand for these services in the County.

Our Implementation Strategy:

- Involve Gorge Health Connect, Oregon Health Network, MCMC/MCGC, the County, Columbia Gorge Educational Service District, CGCC, Head Start and other service organizations and educational institutions in framing a regional access policy to insure service is available and affordable to all homes and schools.
- Convene Information Technology professionals from all of the agencies mentioned above as well as regional business IT professionals to identify best practices, standards and learning resources that can be put to use in promoting access to broadband.
- Develop demonstration pilot projects including:
  - Access your healthcare information at the school.
  - NORCOR (Juvenile Justice) adoption pilot project.
  - A community education guide for how to access healthcare information.
  - Pilot "loop technology" in public buildings and churches for hearing assistance.

Goal Four: Increase availability of high quality broadband service in ALL Wasco County communities by driving demand through education.

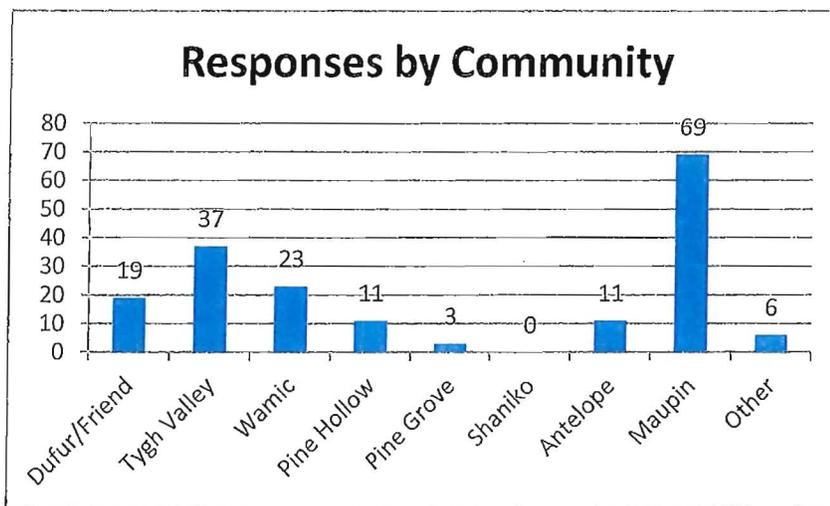As a result of the presence of Q-Life in The Dalles Google constructed a major data center here, bringing new employment opportunities to a community that had suffered the loss of well-paying jobs in the aluminum industry. Q-Life now has a revenue stream that could create a portion of the funding to promote broadband to other parts of our community. There is strategic value in revisiting the Q-Life strategy to build additional partnerships that focus on rural connectivity, rural broadband education, provider partnerships and awareness of the potential of broadband for communities and individuals.

Our Priority Action Agenda:

1. **Drive demand for service through education and marketing the impacts and benefits of broadband.** Education is key to "unlocking" latent demand for service, that would help make the business case for extending more capacity and services in rural areas.
2. **Explore partnerships to focus on demand activation and last mile accessibility.** Leverage other infrastructure, such as fiber assets owned by local power companies, telecommunications carriers, and state and federal government, to reduce cost of deployment through smart partnering and incentives.
3. **Explore all possibilities for leveraging existing public and private infrastructure to bridge rural last mile gaps.** The rural access problem is not limited to Wasco County, but exists in all rural areas of Oregon and in many rural areas across the nation.

Our Implementation Strategy:

- Develop a statewide policy to address rural broadband equity, and engage with the Oregon Broadband Advisory Council, Oregon Public Broadcasting and Oregon Business Development Department to formulate a statewide strategy to overcome rural broadband disparities.
- Drive "high capacity utilization" by businesses through education about web conferencing, video sharing, use of social media and other "power" uses of the Internet for marketing and business development.
- Market "lifeline" services, such as the $9.95 low income options offered by carriers through meals-on-wheels or other in-home service delivery organizations.

- Form a cooperative effort between carriers to drive marketing and education on a public-private partnership basis to encourage adoption of broadband throughout the region.

Long-Term Strategies:

- Advocate for state or federal level policies or programs which extend rural broadband service. Participate in policy reform efforts focused on incentivizing rural accessibility.
- Partnership or pilot project with OPB, OBAC and OBDD to demonstrate a rural broadband project.

Q-LIFE NETWORK & WASCO COUNTY BROADBAND STRATEGIC PLAN

STRATEGIC OBJECTIVE

Leverage current technology planning efforts in our region, the region's broadband infrastructure and our investment in middle-mile fiber plant to enhance our region's economic vitality and quality of life.

STRATEGIC PRIORITIES

Economic Development	Community Development	Education and Health	Utilization of Resources
GOALS			
1. Increase the number of new businesses entering the county and existing business retention and expansion by creating a technically fluent workforce.	2. Through digital literacy campaigns, increase adoption and utilization rates of broadband.	3. Improve health and education outcomes by leveraging tele-health and on-line learning modalities throughout the county.	4. Increase availability of high quality broadband service in ALL Wasco County communities by driving demand through education.

Strategies & Tactics *(strategies in bold are highest priority)*

a. Provider collaboration on increasing adoption rates by establishing access 'hubs'. b. Recruit and support local entrepreneurs in technology fields to start or expand businesses in the county. c. Expand bi-state collaboration within Mid-Columbia Region on broadband training, adoption and rural access initiatives. d. **Assist fruit growers and other local businesses to adopt broadband-enabled strategies to compete in global markets.** e. Market the business and quality-of-life benefits of The Dalles and Wasco County as a "connected community" to large employers with a telecommuting workforce.	a. Develop and promote policy for access equity in the County. b. Deploy an effective public awareness and outreach campaign that articulates broadband benefits and value. c. **Establish partnerships to provide digital literacy training. Develop a community-based Technology Users Group with the mission of helping others, "neighbor-to-neighbor", with broadband/ technology utilization skills.** d. Establish means of increasing service and device affordability, e.g. neighborhood hot-spots, equipment recycle program and grants or subsidies.	a. Establish a policy to get broadband access to every address to support healthcare and education service delivery. b. Establish a public/ private consortium for collaboration and sharing best practices across the education and healthcare sectors. c. **Initiate a pilot program to test assumptions and develop best practices for using broadband to improve healthcare and/or educational outcomes.**	a. **Drive demand for service through education and marketing the impacts and benefits of broadband.** b. **Explore partnerships to focus on demand activation and last mile accessibility.** c. **Explore all possibilities for leveraging existing public and private infrastructure to bridge rural last mile gaps.** d. Advocate for state or federal level policies or programs which extend rural broadband service. Participate in policy reform efforts focused on incentivizing rural accessibility. e. Partnership or pilot project with OPB, OBAC and OBDD to demonstrate a rural broadband project.

South Wasco Community Broadband Access Project

Demand Survey Summary

The South Wasco Alliance Internet Capacity Committee, the Wasco County Economic Development Commission, and Mid-Columbia Economic Development Commission worked with local communities and volunteers in South Wasco County to distribute approximately 1800 surveys to each PO Box and Rural Route Customer in January of 2015. All partners worked to provide outreach about the importance of filling out the surveys for each area. Of these surveys, 224 were returned via community based drop locations and the mail. This is an overall response rate of 12.3%.

Responses by Community

Communities: Dufur/Friend 19, Tygh Valley 37, Wamic 23, Pine Hollow 11, Pine Grove 3, Shaniko 0, Antelope 11, Maupin 69, Other 6

Overall, there is relatively good representation of the various communities around the county. The Dufur area had the lowest response rate other than Shaniko, with only a 4% return rate. However, the Maupin area had a 14% response rate while Antelope had a 10% response rate. The Tygh Valley Postal routes that include Wamic, Pine Hollow, and Pine Grove had approximately 7% return surveys.

Broadband Service

Over half of the respondents to the survey indicated that they had either DSL or wireless internet access. However, another 20% of respondents had dialup or satellite. Often DSL or wireless can provide acceptable service, but respondents were overwhelmingly (68%) not satisfied with their internet service. Many expressed concern over the speed and reliability of their connections.

Percentage by Service Type

% of Responses — Dial-up 3, Satellite 17, DSL 34, Cable 2, Wireless 23, Fiber to the Home 5, Wireless-mobile card... 5, I do not have internet... 7
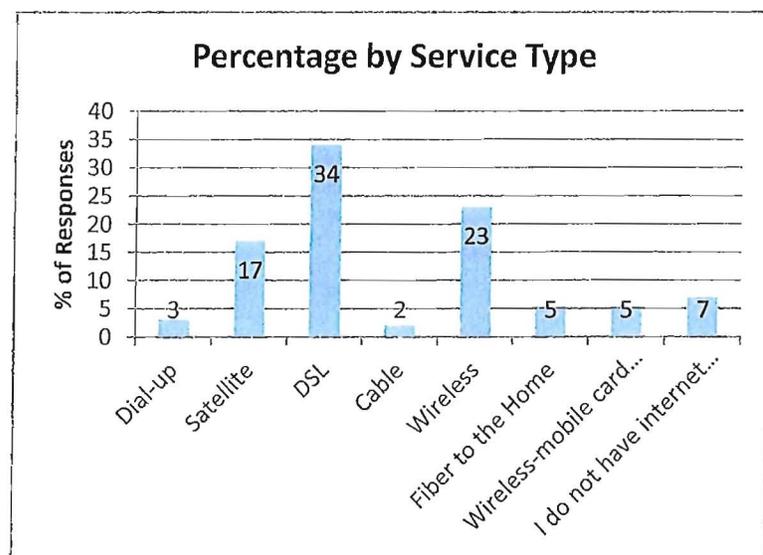
> "My two high school students struggle daily as their web pages for school load. It is slow and tedious! Also, I work from home and do 95% of my work on the internet. It is horribly slow for me."

Three providers cover approximately 60% of those with service. CenturyLink serves 39% of respondents, with GorgeNet serving another 19%. HughesNet with 10% of respondents is the third most used service. North State Telephone provides service to another 7% of respondents focused in the Dufur area.

There seem to be a patchwork of internet service providers that address portions of the County. Maupin respondents utilized mostly GorgeNet and CenturyLink services. The Tygh Valley, Wamic, and Pine Hollow areas tended to have a variety of options depending on location. In addition to having GorgeNet and CenturyLink service in some areas, these communities rely more heavily on satellite and dialup services. In the Dufur area, North State Telephone and GorgeNet were the major service providers reported. In the outskirts of town, satellite is the only option.

Over 90% of respondents noted they would be interested in a new service if it was available. About half also said they would pay over $50 for service. It should also be noted that many of those that did not express interest in new service said that one of the reasons they did not want new service because of its cost.

Utilization

Primary Reasons for using Internet at home
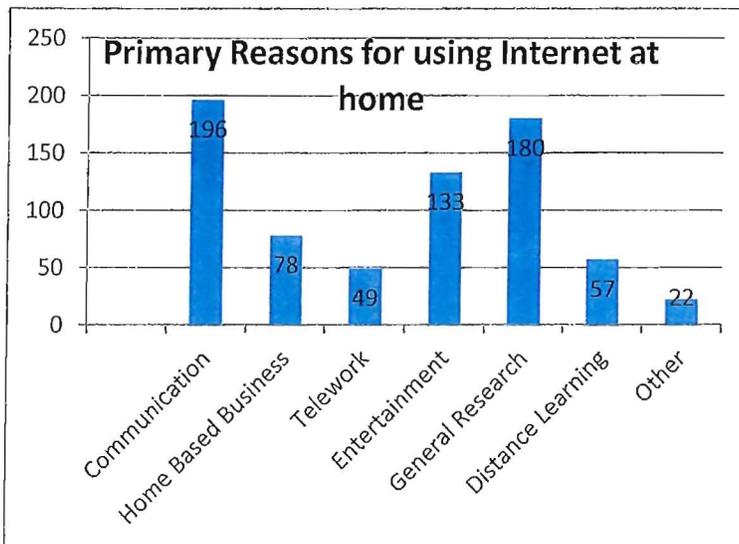
Internet is already used for a variety of activities by the respondents to the survey. While the vast majority of respondents use internet for communication, several key items that directly impact economic development also appear. 34% of respondents have home based businesses they run utilizing the internet, and 22% said that they telework. Additionally, a quarter of the respondents also utilize internet for distance learning or online courses. This question allowed respondents to choose all that apply to them.

Those that responded that they use broadband in their businesses also noted they use the internet for a whole variety of activities, including streaming video conferencing, point of sale systems, as well as uploading and downloading large files.

> "Our community needs fast service to bring business to our town."

Questions? Contact Carrie Pipinich at carrie@mcedd.org or 541-296-2266.

Draft Time Line

MAUPIN BROADBAND PROJECT

(As of November 30, 2015)

Date	Activity
Completed	Work Order signed for feasibility study
Completed	Request for $60,000 SPWF TA Grant
Completed	Request for $87,880 Google Wi-Fi/Fiber Grant
Completed	Preliminary Construct Cost estimate
Dec. 11, 2015	Final Feasibility Report
Dec. 11, 2015	Letters of Intent from Consumers
Nov. 18, 2015	Draft with LSN
Dec. 11, 2015	Draft agreements with ISP's who will operate on the system
Dec. 11, 2015	Business Plan submitted to Board for Review
Dec. 11, 2015	Draft agreement with Business Oregon for $410,000
Dec. 11, 2015	Request Loan from SPWF
Dec. 16, 2016	Maupin City Council Approves IGA with QLife and grant and loan applications
Dec. 17, 2015	Board Approves Project Agreements
Dec. 30, 2015	Project Agreement Signed
April 30, 2016	Project Design Completed
May 1, 2016	Bids Process Implemented
May 26, 2016	Bid Awarded
June 2016	Construction Starts
Sept., 2016	Construction Completed

DRAFT BUDGET

MAUPIN BROADBAND PROJECT
(As of November 30, 2015)

REVENUES	AMOUNT
SPWF-TA Grant (pending)	$ 60,000
Google Grant	$ 87,880
Regional Solutions Grant (SPWF loan)	$ 410,000
Health Care Connect Grant	$70,000
E Rate Funds	$ 163,681
QLife	$30,000
TOTAL REVENUE	$ 821.561

EXPENDITURES	
QLife Project Administrative/Legal Costs	$ 25,000
Feasibility Study	$ 5,000
Subtotal	$30,000
Engineering and Permitting	$ 99,050
Equipment and Improvement at BPA Sub-Station	$125,000
POP Facility	$95,818
Fiber Build BPA to Maupin	$147,019
Maupin Fiber Middle Mile Build	$111,012
Service Laterals	$91,352
Contingency	$59,430
Public Wi-Fi Equipment & Installation	$ 20,400
3 Year Wi-Fi Maintenance/Operation and Internet Costs	$ 42,480
TOTAL EXPENDITURES	$ 821,561

Notes: 1. A 1% interest rate SPWF Loan will be obtained for about 18 months or until Regional Solution funds come available in Spring 2017.

2. E Rate Funds will be available at $40,920 a year over four years. QLife will initially pay for the $163,681 expenses covered by E-Rate and then carry it as a payable until full funding is received at the end of four years.

	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26
Beginning Balances[1]	-	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Local Line Charges	-	14,520	15,972	17,569	19,326	21,259	22,534	23,661	24,844	26,086	27,391
Grants: Business Oregon	60,000	-	410,000	-	-	-	-	-	-		-
Grants: Google	87,880	-	-	-	-	-	-	-	-		-
Grants: Health Care Connect	70,000	-	-	-	-	-	-	-	-		-
Loan Proceeds	410,000										
E-Rate Reimbursement	-	40,920	40,920	40,920	40,920						
QLife Investment	193,681										
Total Revenue	821,561	55,440	466,892	58,489	60,246	21,259	22,534	23,661	24,844	26,086	27,391
Maintenance/Operation	-	10,000	10,300	10,609	10,927	11,255	11,593	11,941	11,593	11,941	12,299
WI-Fi/Library costs	-	-	-	-	6,000	6,180	6,365	6,556	6,365	6,556	6,753
Total Operating Expend.	-	10,000	10,300	10,609	16,927	17,435	17,958	18,497	17,958	18,497	19,052
Funds Available	821,561	45,440	461,592	52,880	48,319	8,824	9,576	10,164	11,886	12,589	13,339
Debt Service	-	-	416,150	-	-	-	-	-	-	-	-
Reimbursement to Reserve	-	45,440	45,442	52,880	48,319	1,600	-	-	-	-	-
Capital Improvements	758,681	-	-	-	-	-	-	-	-	-	-
Wi-Fi Improvements	62,880										
Total Capital/Debt	821,561	45,440	461,592	52,880	48,319	1,600	-	-	-	-	-
		-									
Ending Balance		-	-	-	-	7,224	9,576	10,164	11,886	12,589	13,339
Due QLife Reserves	193,681	148,241	102,799	49,919	1,600						
Maupin Reserves/Contingency											

ASSUMPTIONS:

Local charges Year 1:	60 % of 102 in Maupin sign up for increased service providing $10/mo. To QLife plus $500 per month as 255 of Transport revenu										
Local charges annuel increase		110%	110%	110%	110%	110%	106%	105%	105%	105%	105%
Operating costs annual incre:	103%	103%	103%	103%	103%	103%	103%	103%	103%	103%	103%

CITY OF MAUPIN

Frank Kay
Mayor

P.O. Box 308
408 Deschutes Avenue
Maupin, OR 97037
Tel: 541-395-2698
Fax: 541-395-2499
E-mail: maupincity@centurytel.net

May 27, 2015

Erick Larson, President
Board of Directors
Q-Life Network
313 Court Street
The Dalles, OR 97058

We have learned that the QualityLife Intergovernmental Agency is working on a project to provide access to Bonneville Power Administration fiber for improved broadband service here. The Agency, also known as Q-Life Network, hopes to substantially increase the quantity and quality of broadband telecommunications service in Maupin and other communities in south Wasco County.

We strongly support this effort, and offer this letter as an expression of our intent to utilize that broadband when it becomes available. Recognizing that Q-Life Network is a "middle-mile" provider, and that we will continue to receive service from existing "last-mile" providers such as CenturyLink and GorgeNet, we will be asking those providers to take advantage of this new broadband service.

In the event our current provider is unwilling or unable to connect us through Q-Life Network, it is our intention to seek a provider who will. This project is one that will be of great benefit to the economy and future of Maupin and south Wasco County, and it is our strong desire that it be successful.

Sincerely,

Frank Kay
Mayor

And we'll certainly use this service in our new Library when it is built!

INTERGOVERNMENTAL AGREEMENT

Agreement, made this 28th day of December, 2015, by and between the City of Maupin, an Oregon municipal corporation ("City"); and the QualityLife Intergovernmental Agency, an entity created by an intergovernmental agreement authorized by ORS Chapter 190 ('QLife"), (each of which is referred to herein individually as a "Party" and collectively as the "Parties").

RECITALS:

1. WHEREAS, the State of Oregon has declared it a matter of statewide concern to promote intergovernmental cooperation for the purpose of furthering economy and efficiency in local government; and

2. WHEREAS, the legislature has given general authority for intergovernmental agreements by units of local government pursuant to the provisions of ORS 191.101 et. seq.; and

3. WHEREAS, the Parties hereto are, through QLife, together engaged in a project known as the Maupin Broadband Project and hereafter referred to as the Project, to enhance telecommunications services for economic development and other purposes within City; and

4. WHEREAS, certain grant and loan funds needed for the project are available on the basis of an application submitted by City individually and not otherwise; and

5. WHEREAS, conditions for the award of such grant and loan funds require the grantee/borrower which uses the funds to purchase any assets to have ownership of those purchased assets, and

6. WHEREAS, City is willing and able to apply for such funds in collaboration with QLife, and when available to City, to use them for the purchase of assets essential to the project; and

7. WHEREAS, such assets as are purchased and owned by City must be available for use as part of the project; and

8. WHEREAS, the Parties desire to enter into an intergovernmental agreement which sets forth the general principles concerning responsibility for repayment of loans obtained for the benefit of the project;

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. QLife will in the name of and on behalf of the City apply for loan and grant funding through the Special Public Works Fund and Regional Solutions Program of the Oregon Business Development Department, in the amount set forth in the budget approved by the QLife board of directors.

2.   If City is successful in its application:

> a. The funds as received will be held by the City in the City's name, but for uses of the Project set forth in the approved budget and work plan of QLife.
>
> b. QLife with the cooperation of the City will be responsible for managing the requirement of any grant and loan agreements signed for the purposes of the Project.
>
> c. QLife may at its discretion commit other grants, loans or resources to the Project.

3.   When such loan or grant funds are expended for the purchase of physical assets, ownership and the right to operate such assets shall be vested in City, but except as provided herein, such assets shall be for use and application in accordance with the goals and purposes of the Project, including but not limited to:

> a. Construction and expansion of a middle-mile fiber optic Broadband System in the Maupin area.
>
> b. Repayment of any loans acquired for construction of the Maupin Broadband System.
>
> c. Operation of the Broadband System.
>
> d. Repayment to QLife for any resources it used to construct the Broadband System.

4.   When requested by City by invoice or other written communication, QLife agrees to make all payments, including principal, interest and any related fees or charges incurred by City in connection with obtaining the loan and grant funds for the use and benefit of QLife, and to indemnify, save and hold City harmless from such obligation.

5.   In the event QLife defaults in any of its obligations set forth in paragraph 4 above, and the default remains uncured after 30 days, written demand for cure will be delivered to QLife by the City.   If QLife has not cured the default within 30 days of written notice, the City may seek reimbursement from QLife of such obligation by any legal means available to it.

6.   This agreement will be effective upon full execution by the Parties, and will continue in full force and effect unless terminated by subsequent written agreement or action of the Parties as provided herein.

7.   This agreement may be executed in any number of counterparts and by the Parties in separate counterparts, any one of which shall constitute an agreement between and among the Parties.

8.   In the event of disagreement among the Parties, resolution shall be in accordance with the provisions of Article IV, Dispute Resolution, of the intergovernmental agreement creating QLife.

9.   This agreement may be amended by mutual written agreement of the Parties, signed by all of the Parties.

IN WITNESS WHEREOF, the Parties have executed this agreement on the dates set forth opposite their names below.

QualityLife Intergovernmental Agency, dba QLfe Network

State of Oregon   )
) ss
County of Wasco)

SIGNED OR ATTESTED before me
this _____ day of _____, 2015, by
Erick Larson, President, Quality Life
Intergovernmental Agency.

By: _____

Date: _____, 2015

Approved as to Form:

_____
Notary Public for Oregon
My Commission Expires: _____

_____
Keith Mobley, Attorney for QLife

City of Maupin

State of Oregon   )
) ss
County of Wasco)

SIGNED OR ATTESTED before me
this _____ day of _____, 2015, by
       Frank Kay, Mayor, City of Maupin

By: _____
    Frank Kay, Mayor

Date: _____, 2015

Approved as to Form:

_____
Notary Public for Oregon
My Commission Expires: _____

_____
Paul Sumner, City Attorney

QLife Administrator's Report: December 12, 2015

Maupin Regional Strategies (RS) Project: During November I spent about 75% of my time on this project. The Agenda Staff Report on the Maupin agreement covers the progress on this project. In executive session we will talk about our negotiations with two long haul carriers.

QLife Strategic Plan: Chris Espy is working on assembling the results of our work session. When we get the information we will send it to you. If we get it prior to our meeting on the 17th we will discuss it then. As a result of the goals we will be starting on the on New Collocation Space project and review of our rates and associated policies.

Service Orders: We have signed one new Service order. We are currently working on quotes for two additional locations that we can identify in executive session.

Qlife

Customer Outage Report

By John Amery – Aristo Networks

November, 2015

Table of Events

Customer	Issue	Resolution	Status
MCMC	MCMC contacted Qlife regarding a new site just activated on Qlife. MCMC was unable to get a link between their switches on the dark fiber path Qlife provided.	Utilizing a power meter Aristo Networks was able to show that light was being received properly over Qlife fiber from the remote MCMC switch, however the local switch was not sending out light. MCMC later confirmed upon replacing their switch problem was resolved.	Complete
Gorge Networks	Gorge Networks contacted Qlife regarding concern of a flapping event which resulted in a couple minutes of down time.	Upon reviewing system logs Aristo Networks agrees that a flapping event occurred. Reason for this event is currently unknown. This event deserves further analysis, however current network freeze conditions will not allow intrusive analysis until early next year.	Open