

CLACKAMAS C800 RADIO GROUP

BOARD OF DIRECTORS MEETING

June 26, 2024 at 9:00AM

In person: CCOM, 2200 Kaen Rd, Oregon City

or **Online via Zoom link**

1. Call the C800 Board of Directors meeting to Order - Chair Mahuna
2. Roll Call of Partners: (19/10)
 1. City of Canby
 2. City of Gladstone
 3. City of Lake Oswego
 4. City of Milwaukie
 5. City of Molalla
 6. City of Oregon City
 7. City of Sandy
 8. City of West Linn
 9. Aurora Fire District
 10. Canby Fire District
 11. Clackamas Fire District
 12. Colton Fire District
 13. Estacada Fire District
 14. Hoodland Fire District
 15. Molalla Fire District
 16. Sandy Fire District
 17. Tualatin Valley Fire & R.
 18. Clackamas County Sheriff
 19. Clackamas County Health
3. *Approval of Minutes from May 22, 2024 Board Meeting - Chief Mahuna
4. Public Comment - Chief Mahuna
5. *Financial Reports for May 2024 - Mark Buchholz
6. Committee Reports
 - Executive Committee - Chief Mahuna
 - Technical Committee - Ron Polluconi
 - Citizen Accountability - Chief Mahuna
7. Old Business
 - Radio System Management - Ron Polluconi
 - Remaining site construction update
 - DVRS update
 - Researching reports of loud audio from Canby Police and Milwaukie
 - Microwave backhaul maintenance
 - Financing remainder of Motorola contract
 - Replacement of Timberline generators
 - Excess mobile and portable radio inventory dispersal
8. New Business
 - a) Approve Budget Committee's Recommended Budget and user fees
 - b) Adopt FY25 Budget - Resolution 24-01

9. Open Agenda
10. Next Board Meeting: July 17, 2024, 9:00am, at CCOM/online
11. Adjournment

* indicates action requested

CLACKAMAS C800 RADIO GROUP

BOARD OF DIRECTORS MEETING

Meeting Minutes of the May 22, 2024 Meeting
This meeting was held via ZOOM and in-person at CCOM.

1. C800 Board Meeting Called to Order at 0900.

2. The following were in attendance:

City of Canby: Chief Jorge Tro	Estacada Fire:
City of Gladstone: Chief John Schmerber	Hoodland Fire:
City of Lake Oswego: Chief Don Johnson, Chief George Burke, Tina Burgess	Molalla Fire: Proxy Canby Fire
City of Milwaukie:	Sandy Fire District:
City of Molalla: Chief Chris Long	TVF&R: Eric Kennedy
City of Oregon City: Chief Shaun Davis	Clackamas County:
City of Sandy:	Clackamas County Sheriff: Capt. Robert Wurpes
City of West Linn: Chief Peter Mahuna	Clackamas County Health: Bill Conway
Aurora Fire: Chief Josh Williams, AC Mike Corless	CCOM: Cheryl Bledsoe, Beth Spreadborough, Tony Collins, Meg Neece
Canby Fire: Chief Jim Davis	WCCCA: Ron Polluconi, Mark Buchholz
Clackamas Fire: DC Brian Stewart	Colton Fire: Proxy – Aurora Fire
	Guests:

3. Approval of Minutes – March 20, 2024 Board Meeting

Chief J. Davis moved and Chief J. Tro seconded. Motion passed unanimously.

4. Public Comment: Chief Mahuna - None

5. Public Hearing on Budget Committee’s Recommended FY25 Budget

- Hearing was open and closed with no comment

6. Communications: Mark Buchholz - None

7. Accept Financial Report for March and April 2024: Mark Buchholz

- Finances are in line, nothing to note
- Chief Johnson asked what we are doing with Colton Fire’s outstanding balance
 - i. Mark discussed the aging report and noted that the item for ODOT was received. Colton has paid this year’s fees. They have two outstanding invoices from a prior year. The \$18k is for their USDD equipment. They are planning to transfer equipment to Aurora Fire and Aurora will pay that outstanding balance.

- ii. Chief Mahuna discussed leaving the remaining balance on the ledger for a while and noted that he is open to suggestions on how the group would like to handle any remaining balance
- iii. Ron has worked with them on the ability to do a basic tap out without USDD
- iv. Chief Johnson agrees that we should leave it on the ledger rather than just washing it right away
- v. Capt Wurpes asked if they are exploring any other options? Chief Corless thought they have spent what they have available
- vi. Motion was made by Chief Corless to accept the financial reports as presented. Seconded by Chief Tro. Motion carries

8. Committee Reports

Executive Committee: Chief Mahuna - None

Technical Committee: Ron Polluconi

- Ron discussed the update that he sent out prior to the meeting
- The biggest topic is the system upgrade. Ron noted that this is a pretty big upgrade. Should only impact the field for a couple of brief periods. He will get these on a schedule and share with the group. The outages are not expected to be for an extended amount of time, likely 2 min or less
- Replacing the computers and upgrading positions which will impact dispatch. They will have to vacate a console while the upgrade occurs. Motorola will be performing the upgrade and tech staff will be assisting
- Plan to do 2 centers simultaneously
- The next generation which is about 2 years out is going to be a large upgrade. **Ron reminded the group that at the end of 10 years, we either have to buy another upgrade package, or we move to a ready fix scenario rather than upgrade and let the system age out.** We need to be thinking long range planning and what the transition plan looks like
- Still have the jot forms on to report field issues
- Fire Station alerting is mostly settled. Working with Colton Fire and believe there is a strategy in place utilizing older methods and will be looking to use the USDD app as well as pagers
- Backhaul upgrades have been worked out, moving firmware through the backhaul system
- Only change to PM status is that Sandy Fire is under PM status
- DVRS pending approval
- Continuing to see some interesting feedback on Wave. Have a number of test licenses out with no feedback, so letting some licenses go. Ron reminded the group that your cellular provider determines dependency and users typically see a substantial delay on the first call
 - i. Capt. Wurpes asked if this falls into the FirstNet program. Ron explained that it does if you use FirstNet as a provider, but other providers can be used as well
 - ii. Cheryl asked if Colton will still have access to an E-button. Ron explained that they are not getting off the radio system, so they will still have their radios

- iii. Ron added that if you're using this out in the field, depending on where you carry it, you won't see your channel
- iv. Das PDA systems within Washington County have had a major push to update these systems and sign new agreements
- Finished winter maintenance, starting to work on spring maintenance to ensure fire breaks
- Continuing to work on some moisture problems in radio shelters. May need to put some pressure on vendor, but so far they have been cooperative
- Mt. Scott site, waiting for ODOT to get off the old tower it will then be turned off. We will then turn the building over to ODOT as part of our agreement, which will cut our power expenses and reduces liability
- Completing Brightwood is a combination of weather and combining work with Mt Scott so that we only pay for one crane
- Working on a bid for Goat Mtn. to finish tearing down an old building and then get electrical sorted out
- Cache radios have 2 inventories; one is the excess inventory. As they started looking at inventories it was determined that there are a number of Apex's that are new in box that didn't get utilized. Some of them were purchased for Mountain Wave which was unapproved and got returned to inventory. This inventory hasn't been upgraded
 - i. Ron discussed the inventory as outlined on page 5 of the handout
 - ii. 83 available to LOCOM and CCOM
 - iii. 96 Available to WCCCA
 - iv. These can be used during large events and are configured for mutual aid
 - v. DC Stewart added that they may have some in cache as well. He will check with Chuck

Citizen Accountability: Chief Mahuna - None

9. Old Business

- Radio System Management: Ron Polluconi
 - i. No system issues to report
- Insurance on C800 equipment (USDD Controllers) located in Fire Stations
 - i. Mark informed the group that it is our choice how this equipment is insured
 - ii. It either has to be called out by the fire district that is housing it, noting that it is owned by C800 and not the district. The other option is that C800 calls it out and adds it to their coverage
 - iii. Hoodland's insurance covered damage under their policy, but at depreciated level, should be set up as replacement value
 - iv. Chief Johnson asked what the failure rate is on this equipment. We have never had one fail, we have had 2 instances of water damage. If the device fails, C800 has a policy to cover replacement. We are discussing insurance to cover damage to the units (like water)
 - v. Chief J. Davis added that they have insured theirs and the cost wasn't significant
 - vi. The group agrees that each department or district will get replacement coverage insurance policies in place that are housing this equipment

- vii. DC Stewart made a motion to advise departments that they will need to carry insurance coverage for the replacement value of C800 radio equipment housed at their location
 - Chief J. Davis seconded. Motion carries
- Financing remainder of Motorola contract
 - i. The budget has a recommendation to finance the roughly \$950k balance through Motorola for the next 7 years. Motorola wants to wait to prepare paperwork because the money isn't due yet. Ron and his team are still working with Motorola to complete the project, so there could be adjustments as everything is finalized
 - ii. Based on the conversations the Feds are having there is a slight chance they may lower rates
- Replacement of Timberline generators
 - i. Have moved this off for 2 years. Nancy Bush noted that they may have some ARPA funds available. She will take this forward to the commissioners
- Legal support regarding possible contract overbilling
 - i. Exec Committee met with proposed attorney Casey Nokes and explained our concerns. The committee recommended to proceed, so he and his team have been retained
 - ii. Chief Mahuna thanked Ron for his preparation for this presentation
- PGE Cost Increase
 - i. Escalated this issue within PGE and it was determined to be human error is rate assignment adjustments. C800 invoices for the affected sites have been adjusted back to correct rates.

10. New Business

- Approval of Partner & Member Fees for FY25
 - i. Fees were presented as part of the budget
 - ii. Mark asked the group if they would like to vote on these figures to lock them in
 - iii. The group agrees that at this point they have already used the figures for their budgets
- Approval to open LGIP account
 - i. This is an effort to get a better interest rate than US Bank
 - ii. C800 did have an account in the past through LGIP
 - iii. Motion was made by Chief S. Davis to open an account with LGIP with the intent of transferring the funds from the US Bank account. Second was made by Chief J. Davis. Motion carries
- Excess C800 Inventory – Mobiles & Portables
 - i. The Exec Committee discussed this and they agreed to pass these along to the members
 - ii. 50% of the cost was paid by the grant, so these could be purchased at 50% by partner agencies
 - iii. Chief J. Davis asked what the cost would be. Ron will take a look
 - iv. Chief J. Davis asked if they are DVRS capable. Ron doesn't believe so
 - v. It was also noted that they will need batteries and firmware
 - vi. DC Corless asked about Monitor Fire and what radios they received. Ron said they did not get radios
 - Ron explained that when the bond was formulated, the existing C800 agencies were the only ones included in the figures

- These agencies do have mutual aid radios, however, they are old. If there was going to be day to day communication, we would want to get them newer radios
- DC Corless added that Monitor is providing mutual aid more frequently to Molalla. He asked that the group consider giving some of these radios to them so that they can have clearer communication
- Ron added that some agencies have returned some, so we could use those. Ron will take a look and see what we have
- Chief J. Davis recommended that we advertise these to the group and if you want them, contact Ron
- It was recommended to start with a notice to all board members that these radios are available at half price. After 30 days, if there is more interest than available radios, we will discuss distribution
- Chief Tro made a motion that we dispose of our excess radios to members first. There will be a 30 day window to express your interest to Ron. If there is more interest than radios, the group will meet again to determine distribution. Chief Corless seconded. Motion passes
- University of Oregon seismic project – Backhaul request
 - i. They have requested to use our backhaul for network connectivity. Ron doesn't believe that this amount of traffic will impact our service. We wouldn't charge them for this
 - ii. Eric Kennedy asked if there is any cost associated with this buildout. Ron said no, it is more of a plug and play
 - Motion was made by Chief Mahuna to approve the use of our backhaul by U of O. Capt. Wurpes seconded. Motion carries
- Approve BLM to join C800 as member (about 5-10 units)
 - i. Cheryl confirmed that BLM is becoming a partner agency with CCOM
 - ii. Their official contract starts July 1st, so we are under no contractual obligation before then
 - iii. Ron explained that we can loan them radios
 - iv. Mark stated that they will pay the per radio rate that all other members pay
 - v. Motion was made by Chief Tro to approve BLM as a C800 member. Chief J. Davis seconded. Motion carries
 - vi. The group is hesitant to loan radios
 - vii. Ron explained all that will go into flashing their radios and that it will take about a month
- Mark let the group know that Lake Oswego PD had 16 radios on the system that don't exist. They have been charged for these for a number of years. WCCCA did receive this information, so they will take some responsibility to correct this situation. Mark will have a proposal at the next meeting

11. Open Agenda

- Ron added that Gert reached out about encrypting or creating another talk group
- The question was asked of Ron how difficult would it be to add another fire ops channel created. He let the group know that this will take time
- Ron discussed that there were some questions about the interop channel with the City of Portland. Neither Portland nor the State have implemented these talk groups. If there is a regional event, there is a statewide talk group available

12. Next Board Meeting

Next meeting will be June 26, 2024 at 0900 at CCOM/Zoom

13. Adjournment - Meeting adjourned at 1015 AM

2:02 PM

06/10/24

Accrual Basis

Clackamas 800 Radio Group
Profit & Loss Budget vs. Actual
 July 2023 through May 2024

	Jul '23 - May 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
401-00 · Beginning Fund Balance	0.00	-1,141,177.00	1,141,177.00	0.0%
405-00 · Members Contracts	223,709.00	226,914.00	-3,205.00	98.6%
410-00 · Partners Fees	2,616,864.00	1,476,864.00	1,140,000.00	177.2%
430-00 · Subscriber Radio Payments	0.00	0.00	0.00	0.0%
431-00 · Interest Income	10,637.45	100.00	10,537.45	10,637.5%
435-00 · Lease Revenue				
435-01 · Lease Revenue from PGE	178,333.33	178,333.00	0.33	100.0%
435-00 · Lease Revenue - Other	83,880.43	89,177.00	-5,296.57	94.1%
Total 435-00 · Lease Revenue	262,213.76	267,510.00	-5,296.24	98.0%
440-00 · Miscellaneous Income	13,817.03	2,900,000.00	-2,886,182.97	0.5%
445-00 · Additional Revenue	0.00	1,140,000.00	-1,140,000.00	0.0%
451-00 · Intergovernmental - Grant Funds	1,843,630.57			
Total Income	4,970,871.81	4,870,211.00	100,660.81	102.1%
Gross Profit	4,970,871.81	4,870,211.00	100,660.81	102.1%
Expense				
605-00 · Site Rental	285,811.92	311,300.00	-25,488.08	91.8%
610-00 · Fuel/Generators	23,484.11	25,000.00	-1,515.89	93.9%
615-00 · HVAC Maintenance	25,416.25	50,000.00	-24,583.75	50.8%
620-00 · Landscape Maintenance	35,933.10	20,000.00	15,933.10	179.7%
621-00 · Office Supplies	0.00	900.00	-900.00	0.0%
625-00 · Generator Maintenance	53,550.67	25,000.00	28,550.67	214.2%
630-00 · UPS Maintenance	2,698.92	4,000.00	-1,301.08	67.5%
635-00 · Battery Maintenance	-360.00	5,000.00	-5,360.00	-7.2%
640-00 · Building Maintenance	41,215.90	10,000.00	31,215.90	412.2%
645-00 · Insurance	66,279.00	70,000.00	-3,721.00	94.7%
650-00 · Utilities	113,801.20	105,000.00	8,801.20	108.4%
655-00 · Consultant Services	2,225.00	35,000.00	-32,775.00	6.4%
660-00 · WCCCA System Fees	1,080,162.00	1,080,162.00	0.00	100.0%
665-00 · Radio Maintenance Fees				
665-01 · Radio Maintenance Service	21,515.37			
665-00 · Radio Maintenance Fees - Other	86,860.06	35,000.00	51,860.06	248.2%
Total 665-00 · Radio Maintenance Fees	108,375.43	35,000.00	73,375.43	309.6%
668-00 · Fire Sta Alerting Oper. Expense	117,158.03	92,500.00	24,658.03	126.7%
670-00 · Legal Services	13,698.00	3,000.00	10,698.00	456.6%
675-00 · Financial Services	14,930.07	9,600.00	5,330.07	155.5%
680-00 · Audit Fees	7,750.00	7,500.00	250.00	103.3%
685-00 · Miscellaneous Expenses	3,805.68	5,000.00	-1,194.32	76.1%
686-00 · Meeting Expenses	290.24	1,000.00	-709.76	29.0%
703-00 · Capital Outlay				
703-01 · Buildings & Land Improvement				
703-011 · Land Improvement	102,342.28	0.00	102,342.28	100.0%
703-012 · Building	132,621.65	0.00	132,621.65	100.0%
703-013 · Tower	285,624.20	0.00	285,624.20	100.0%
703-014 · Generator	3,506.30	0.00	3,506.30	100.0%
Total 703-01 · Buildings & Land Improvement	524,094.43	0.00	524,094.43	100.0%
703-02 · Radio Backbone				
703-021 · Simulcast / Master Site	2,040,005.35	0.00	2,040,005.35	100.0%
703-022 · Subscriber Radios	0.00	0.00	0.00	0.0%
703-023 · Console Equipment	0.00	0.00	0.00	0.0%
703-024 · Paging	15,160.00	0.00	15,160.00	100.0%
Total 703-02 · Radio Backbone	2,055,165.35	0.00	2,055,165.35	100.0%
703-03 · Equipment				
703-031 · Security System	9,353.49	0.00	9,353.49	100.0%
703-032 · DC Power	36,383.58	0.00	36,383.58	100.0%
703-034 · Microwave	7,105.90	0.00	7,105.90	100.0%
703-035 · Test Equipment	0.00	0.00	0.00	0.0%
703-036 · Fire Station Alerting	151,388.46			
Total 703-03 · Equipment	204,231.43	0.00	204,231.43	100.0%
703-00 · Capital Outlay - Other	0.00	4,422,533.00	-4,422,533.00	0.0%
Total 703-00 · Capital Outlay	2,783,491.21	4,422,533.00	-1,639,041.79	62.9%

These financial statements omit all disclosures required by accounting principles generally accepted in the United States of America. Management has not recorded current capital assets, accumulated depreciation, depreciation expense, certain receivables and leases under GASB-87, which is a known departure from accounting principles generally accepted in the United States of America. In addition, these statements omit the statement of cash flows, which is a known departure from **Page 1** accounting principles generally accepted in the United States of America. These financial statements have not been subjected to an audit, review, or compilation engagement, and therefore no assurance is provided.

2:02 PM

06/10/24

Accrual Basis

Clackamas 800 Radio Group
Profit & Loss Budget vs. Actual
July 2023 through May 2024

	Jul '23 - May 24	Budget	\$ Over Budget	% of Budget
800-00 · Operating Contingency	0.00	50,000.00	-50,000.00	0.0%
Total Expense	4,779,716.73	6,367,495.00	-1,587,778.27	75.1%
Net Ordinary Income	191,155.08	-1,497,284.00	1,688,439.08	-12.8%
Net Income	<u>191,155.08</u>	<u>-1,497,284.00</u>	<u>1,688,439.08</u>	<u>-12.8%</u>

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Clackamas 800 Radio Group Profit & Loss Detail May 2024

Type	Date	Num	Name	Memo	Class	Amount	Balance
Ordinary Income/Expense							
Income							
431-00 · Interest Income							
Deposit	05/31/2024			Interest		673.22	673.22
Total 431-00 · Interest Income						673.22	673.22
435-00 · Lease Revenue							
Deposit	05/23/2024		FBI	Deposit		2,268.00	2,268.00
Deposit	05/23/2024		FBI	Deposit		7,980.21	10,248.21
Deposit	05/24/2024		FBI	Deposit		324.00	10,572.21
Deposit	05/24/2024		FBI	Deposit		1,140.03	11,712.24
Total 435-00 · Lease Revenue						11,712.24	11,712.24
451-00 · Intergovernmental - Grant Funds							
Invoice	05/31/2024	24-144	Clackamas County - ARPA Gr...	Motorola Contract milestone.		436,190.20	436,190.20
Total 451-00 · Intergovernmental - Grant Funds						436,190.20	436,190.20
Total Income						448,575.66	448,575.66
Gross Profit						448,575.66	448,575.66
Expense							
605-00 · Site Rental							
General ...	05/01/2024	AJE 87		To record pre-paid May rent in...		1,495.00	1,495.00
Bill	05/31/2024	24012	Oak Lodge Water District	911 Tower Lease: Lease Peri...		15,480.51	16,975.51
Total 605-00 · Site Rental						16,975.51	16,975.51
620-00 · Landscape Maintenance							
Bill	05/16/2024	X8348601	Peterson CAT	Equipment Rental Skid Steer ...		821.10	821.10
Total 620-00 · Landscape Maintenance						821.10	821.10
650-00 · Utilities							
Check	05/14/2024	EFT	Comcast			218.30	218.30
Check	05/16/2024	EFT	NW Natural			17.98	236.28
Check	05/17/2024	EFT	PGE			341.13	577.41
Check	05/20/2024	EFT	PGE			177.25	754.66
Check	05/20/2024	EFT	PGE			380.71	1,135.37
Check	05/20/2024	EFT	PGE			397.93	1,533.30
Check	05/20/2024	EFT	PGE			401.76	1,935.06
Check	05/20/2024	EFT	PGE			422.69	2,357.75
Check	05/20/2024	EFT	PGE			493.82	2,851.57
Check	05/20/2024	EFT	PGE			503.54	3,355.11
Check	05/20/2024	EFT	PGE			545.38	3,900.49
Check	05/20/2024	EFT	PGE			746.41	4,646.90
Check	05/20/2024	EFT	PGE			892.85	5,539.75
Check	05/21/2024	EFT	PGE			35.85	5,575.60
Check	05/21/2024	EFT	PGE			293.18	5,868.78
Check	05/21/2024	EFT	PGE			310.13	6,178.91
Check	05/21/2024	EFT	PGE			349.47	6,528.38
Check	05/21/2024	EFT	PGE			379.81	6,908.19
Check	05/21/2024	EFT	PGE			380.64	7,288.83
Check	05/21/2024	EFT	PGE			383.19	7,672.02
Check	05/21/2024	EFT	PGE			480.21	8,152.23
Check	05/21/2024	EFT	PGE			659.78	8,812.01
Check	05/22/2024	EFT	PGE			344.43	9,156.44
Check	05/22/2024	EFT	PGE			497.52	9,653.96
Check	05/31/2024	EFT	Canby Utility	190236		156.86	9,810.82
Total 650-00 · Utilities						9,810.82	9,810.82
655-00 · Consultant Services							
Bill	05/31/2024	CIWD-1092	Consistent Image Web Design	Monthly Web Maintenance - M...		100.00	100.00
Total 655-00 · Consultant Services						100.00	100.00
670-00 · Legal Services							
Bill	05/31/2024	New Cust Retainer	Cable Huston LLP			10,000.00	10,000.00
Total 670-00 · Legal Services						10,000.00	10,000.00
675-00 · Financial Services							
Check	05/14/2024			Service Charge		294.08	294.08
Bill	05/31/2024	165924	Talbot, Korvola & Warwick, LLP	May monthly bookkeeping		550.00	844.08
Total 675-00 · Financial Services						844.08	844.08

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Clackamas 800 Radio Group Profit & Loss Detail May 2024

Type	Date	Num	Name	Memo	Class	Amount	Balance
703-00 · Capital Outlay							
703-02 · Radio Backbone							
703-021 · Simulcast / Master Site							
Bill	05/14/2024	1187122061	Motorola Solutions	System - Milestone billing #6	40 All	156,369.43	156,369.43
Total 703-021 · Simulcast / Master Site						156,369.43	156,369.43
Total 703-02 · Radio Backbone						156,369.43	156,369.43
Total 703-00 · Capital Outlay						156,369.43	156,369.43
Total Expense						194,920.94	194,920.94
Net Ordinary Income						253,654.72	253,654.72
Net Income						253,654.72	253,654.72

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Clackamas 800 Radio Group

Trial Balance

As of May 31, 2024

06/10/24

Accrual Basis

	May 31, 24	
	Debit	Credit
115-00 · Cash/Checking Account	447,021.79	
11000 · Accounts Receivable	475,118.90	
120-00 · Member Fees Receivable	0.00	
12000 · Undeposited Funds	0.00	
150-00 · Prepaid Expenses	12,552.54	
160-00 · Buildings and Towers	51,370,567.15	
165-00 · Radio Backbone	15,627,302.80	
166-00 · Equipment	8,732,747.00	
167-00 · Work In Progress	0.00	
169-00 · CIP	0.00	
175-00 · Accumulated Depreciation		16,918,530.50
190-00 · Leased Assets	5,041,399.00	
195-00 · Accumulated Amortization		456,504.00
180-00 · Deferred O/F-P25 Maintenance	6,081,616.00	
201-00 · Accounts Payable		194,450.54
201-02 · Other Accounts Payable	0.00	
202-00 · Partner Prepayment	0.00	
210-00 · Reimb due Clackamas County	0.00	
250-00 · N/P - CCB (Microwave)	0.00	
290-00 · Operating Lease < 1 year		113,349.00
280-00 · Prepaid Lease Income		1,709,027.78
295-00 · Operating Lease > 1 year		4,659,161.00
300-00 · Fund Balance	0.00	
300-01 · GLTDAG	0.00	
310-00 · Investment in Fixed Assets		53,862,036.66
320-00 · Retained Earnings, Prior		9,684,110.62
405-00 · Members Contracts		223,709.00
410-00 · Partners Fees		2,616,864.00
431-00 · Interest Income		10,637.45
435-00 · Lease Revenue		83,880.43
435-01 · Lease Revenue from PGE		178,333.33
440-00 · Miscellaneous Income		13,817.03
451-00 · Intergovernmental - Grant Funds		1,843,630.57
605-00 · Site Rental	285,811.92	
610-00 · Fuel/Generators	23,484.11	
615-00 · HVAC Maintenance	25,416.25	
620-00 · Landscape Maintenance	35,933.10	
625-00 · Generator Maintenance	53,550.67	
630-00 · UPS Maintenance	2,698.92	
635-00 · Battery Maintenance		360.00
640-00 · Building Maintenance	41,215.90	
645-00 · Insurance	66,279.00	
650-00 · Utilities	113,801.20	
655-00 · Consultant Services	2,225.00	
660-00 · WCCCA System Fees	1,080,162.00	
665-00 · Radio Maintenance Fees	86,860.06	
665-01 · Radio Maintenance Service	21,515.37	
668-00 · Fire Sta Alerting Oper. Expense	117,158.03	
670-00 · Legal Services	13,698.00	
675-00 · Financial Services	14,930.07	
680-00 · Audit Fees	7,750.00	
685-00 · Miscellaneous Expenses	3,805.68	
686-00 · Meeting Expenses	290.24	
703-011 · Land Improvement	102,342.28	
703-012 · Building	132,621.65	
703-013 · Tower	285,624.20	
703-014 · Generator	3,506.30	
703-021 · Simulcast / Master Site	2,040,005.35	
703-024 · Paging	15,160.00	
703-031 · Security System	9,353.49	
703-032 · DC Power	36,383.58	
703-034 · Microwave	7,105.90	
703-036 · Fire Station Alerting	151,388.46	
TOTAL	92,568,401.91	92,568,401.91

These financial statements omit all disclosures required by accounting principles generally accepted in the United States of America. Management has not recorded current capital assets, accumulated depreciation, depreciation expense, certain receivables and leases under GASB-87, which is a known departure from accounting principles generally accepted in the United States of America. In addition, these statements omit the statement of cash flows, which is a known departure from accounting principles generally accepted in the United States of America. These financial statements have not been subjected to an audit, review, or compilation engagement, and therefore no assurance is provided.

Clackamas 800 Radio Group
Balance Sheet
As of May 31, 2024

	May 31, 24
ASSETS	
Current Assets	
Checking/Savings	
115-00 · Cash/Checking Account	447,021.79
Total Checking/Savings	447,021.79
Accounts Receivable	
11000 · Accounts Receivable	475,118.90
Total Accounts Receivable	475,118.90
Other Current Assets	
150-00 · Prepaid Expenses	12,552.54
Total Other Current Assets	12,552.54
Total Current Assets	934,693.23
Fixed Assets	
160-00 · Buildings and Towers	51,370,567.15
165-00 · Radio Backbone	15,627,302.80
166-00 · Equipment	8,732,747.00
175-00 · Accumulated Depreciation	-16,918,530.50
190-00 · Leased Assets	
195-00 · Accumulated Amortization	-456,504.00
190-00 · Leased Assets - Other	5,041,399.00
Total 190-00 · Leased Assets	4,584,895.00
Total Fixed Assets	63,396,981.45
Other Assets	
180-00 · Deferred O/F-P25 Maintenance	6,081,616.00
Total Other Assets	6,081,616.00
TOTAL ASSETS	70,413,290.68
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201-00 · Accounts Payable	194,450.54
Total Accounts Payable	194,450.54
Other Current Liabilities	
290-00 · Operating Lease < 1 year	113,349.00
Total Other Current Liabilities	113,349.00
Total Current Liabilities	307,799.54
Long Term Liabilities	
280-00 · Prepaid Lease Income	1,709,027.78
295-00 · Operating Lease > 1 year	4,659,161.00
Total Long Term Liabilities	6,368,188.78
Total Liabilities	6,675,988.32
Equity	
310-00 · Investment in Fixed Assets	53,862,036.66
320-00 · Retained Earnings, Prior	9,684,110.62
Net Income	191,155.08
Total Equity	63,737,302.36
TOTAL LIABILITIES & EQUITY	70,413,290.68

These financial statements omit all disclosures required by accounting principles generally accepted in the United States of America. Management has not recorded current capital assets, accumulated depreciation, depreciation expense, certain receivables and leases under GASB-87, which is a known departure from accounting principles generally accepted in the United States of America. In addition, these statements omit the statement of cash flows, which is a known departure from Page 1 accounting principles generally accepted in the United States of America. These financial statements have not been subjected to an audit, review, or compilation engagement, and therefore no assurance is provided.

2:00 PM

06/10/24

Clackamas 800 Radio Group

A/R Aging Detail

As of May 31, 2024

Type	Date	Num	Name	Due Date	Aging	Open Balance
Current						
Invoice	05/31/2024	24-144	Clackamas County - ARPA Grant Related	05/31/2024		436,190.20
Total Current						436,190.20
1 - 30						
Total 1 - 30						
31 - 60						
Total 31 - 60						
61 - 90						
Total 61 - 90						
> 90						
Invoice	06/01/2022	2019-2069	Colton Fire	06/01/2022	730	18,348.55
Invoice	07/01/2022	22-106	Colton Fire	07/01/2022	700	20,640.00
Credit Memo	11/15/2023	24-142	KATU	11/15/2023	198	-59.85
Total > 90						38,928.70
TOTAL						475,118.90

These financial statements omit all disclosures required by accounting principles generally accepted in the United States of America. Management has not recorded current capital assets, accumulated depreciation, depreciation expense, certain receivables and leases under GASB-87, which is a known departure from accounting principles generally accepted in the United States of America. In addition, these statements omit the statement of cash flows, which is a known departure from **Page 1** accounting principles generally accepted in the United States of America. These financial statements have not been subjected to an audit, review, or compilation engagement, and therefore no assurance is provided.



5900 Pinefarm Court
Hillsboro, OR 97124
(503) 690-4911

RESOLUTION 24-01

RESOLUTION TO ADOPT THE FISCAL YEAR 2024-2025 BUDGET

WHEREAS, the Fiscal Year 2024-2025 Budget has been reviewed by the Agency’s Budget Committee and recommended to the Board of Directors, and

WHEREAS, a Public Hearing on the Budget Committee’s recommended budget was held before the Board of Directors on May 22, 2024

NOW THEREFORE BE IT RESOLVED that the Clackamas 800 Radio Group Board of Directors hereby adopt the following budget for the fiscal year ending June 30, 2025 in the total amount of \$3,447,400 in expenditure authority for the Agency’s General Fund and authorizes the appropriates as follows:

<i>General Fund</i>	
Personal Services	0
Material & Services	2,153,000
Capital Outlay	930,400
Debt Service	164,000
Contingency	<u>200,000</u>
<i>Total Appropriations</i>	3,447,400
Unappr. Ending Fund Balance (mostly represented by prepaid maint)	4,638,927
Total Budget	\$ 8,086,327

APPROVED AND ADOPTED this 26th day of June, 2024.

Chair Mahuna, Board of Directors

Clackamas 800 Radio Group

Fiscal Year 2024-25 (FY25) Recommended Budget

Update: 05/22/24

Acct #	Account Description	Actual FY22	Actual FY23	Budget FY24	Estimated Year End FY24 as of 03/15/24	Proposed FY25 Budget Mtg #3 4/3/2024	Approved by Budget Committee	Adopted by Governing Board	Budget Pct Change from FY24
Beginning Fund Balance									
401-00	Unassigned Fund Balance	1,918,883	(856,827)	573,162	(1,161,821)	(751,138)	(751,138)		-231.1%
401-01	Prepaid Maintenance (P25/VRS)	5,879,764	6,107,631	0	6,083,496	6,081,616	6,081,616		0.0%
	Beginning Fund Balance	7,798,647	5,250,804	573,162	4,921,675	5,330,478	5,330,478	0	830.0%
Revenue									
405-00	Member Contracts	76,320	73,920	226,914	223,709	256,200	256,200		12.9%
410-00	Partner Fees	1,270,525	1,215,145	1,476,864	1,476,864	1,671,888	1,671,888		13.2%
430-00	Subscriber Radio Payments	990,599	11,561	0	0	0	0		0.0%
431-00	Interest Income	146	73	100	8,077	1,000	1,000		900.0%
435-00	Lease Income	249,344	73,148	89,177	72,168	92,000	92,000		3.2%
435-01	Lease Income from PGE	0	178,333	0	178,333	178,333	178,333		0.0%
440-00	Miscellaneous Income	228,665	0	900,000	13,817	900,000	900,000		0.0%
445-00	Additional Revenue	0	0	1,140,000	1,140,000	0	0		-100.0%
450-00	Bond Proceeds / Capital Solution	6,164,335	0	0	0	0	0		0.0%
451-00	Intergovernmental - Grant Funds	0	0	2,000,000	2,000,000	0	0		-100.0%
455-00	Bond Interest Income	0	0	0	0	0	0		0.0%
	Total Revenue	8,979,934	1,552,181	5,833,055	5,112,969	3,099,421	3,099,421	0	-46.9%
	TOTAL RESOURCES	16,778,581	6,802,985	6,406,217	10,034,644	8,429,899	8,429,899	0	31.6%
Expense									
Personnel									
	Salary	0	0	0	0	0	0	0	0.0%
	Benefits	0	0	0	0	0	0	0	0.0%
	Subtotal Personnel	0	0	0	0	0	0	0	0.0%
Materials and Services									
605-00	Site Rental	268,009	234,651	311,300	271,826	311,300	311,300		0.0%
610-00	Fuel (for generators)	29,285	8,753	25,000	24,658	26,000	26,000		4.0%
615-00	HVAC Maintenance	56,345	15,304	50,000	38,100	40,000	40,000		-20.0%
620-00	Landscape/Road Maintenance	3,700	29,228	20,000	28,532	30,000	30,000		50.0%
621-00	Office Supplies	0	162	900	0	200	200		-77.8%
625-00	Generator Maintenance	9,905	5,954	25,000	70,057	70,000	70,000		180.0%

Clackamas 800 Radio Group

Fiscal Year 2024-25 (FY25) Recommended Budget

Update: 05/22/24

Acct #	Account Description	Actual FY22	Actual FY23	Budget FY24	Estimated Year End FY24 as of 03/15/24	Proposed FY25 Budget Mtg #3 4/3/2024	Approved by Budget Committee	Adopted by Governing Board	Budget Pct Change from FY24
630-00	UPS Maintenance	0	5,559	4,000	4,699	5,000	5,000		25.0%
635-00	Battery Maintenance	3,146	4,226	5,000	5,000	18,000	18,000		260.0%
640-00	Building/Site Maintenance	4,598	28,433	10,000	46,463	124,000	124,000		1140.0%
645-00	Insurance	70,360	66,218	70,000	66,279	70,000	70,000		0.0%
650-00	Utilities	107,234	108,333	105,000	124,326	130,000	130,000		23.8%
655-00	Consultant Services	51,521	5,300	35,000	2,325	10,000	10,000		-71.4%
660-00	WCCCA Contract Services	888,651	963,181	1,080,162	1,080,162	1,130,000	1,130,000		4.6%
665-00	Radio Maintenance Fees	39,853	11,820	35,000	108,058	50,000	50,000		42.9%
668-00	Fire Sta Alerting Maintenance	86,485	0	92,500	101,979	91,000	91,000		-1.6%
670-00	Legal Services	7,595	4,785	3,000	8,185	23,000	23,000		666.7%
675-00	Financial Services	9,021	18,063	9,600	14,822	10,000	10,000		4.2%
680-00	Audit Fees	6,875	10,085	7,500	7,450	9,000	9,000		20.0%
683-00	Capital Reserve	0	0	0	0	0	0		0.0%
685-00	Miscellaneous Expense	590	23,995	5,000	2,574	5,000	5,000		0.0%
686-00	Meeting Expense / Public notice	40	168	1,000	0	500	500		-50.0%
	Subtotal Material and Services	1,643,215	1,544,217	1,894,962	2,005,495	2,153,000	2,153,000	0	13.6%
Capital									
703-00	Capital Outlay	9,884,562	337,092	4,422,533	2,698,671	930,400	930,400		-79.0%
795-00	Debt Service	0	0	0	0	164,000	164,000		0.0%
	Total Expenditures	11,527,777	1,881,309	6,317,495	4,704,166	3,247,400	3,247,400	0	
800-00	Operating Contingency			50,000		200,000	200,000		300.0%
	Total Appropriation			6,367,495		3,447,400	3,447,400	0	-45.9%
	Revenue minus Expenses (net)	(2,547,843)	(329,128)	(484,440)	408,803	(147,979)	(147,979)	0	
	Recognized Prepaid Maintenance					(608,162)	(608,162)		
	Anticipated Savings 3% of M&S					64,590	64,590		
	Ending Fund Balance	5,250,804	4,921,676		5,330,478	4,638,927	4,638,927		
		Audited	Audited						
Breakdown of Ending Fund Balance									
	Prepaid Maintenance (P25/VRS)	6,081,616	6,081,616		6,081,616	5,473,454	5,473,454		

Clackamas 800 Radio Group

Fiscal Year 2024-25 (FY25) Recommended Budget

Update: 05/22/24

Acct #	Account Description	Actual FY22	Actual FY23	Budget FY24	Estimated Year End FY24 as of 03/15/24	Proposed FY25 Budget Mtg #3 4/3/2024	Approved by Budget Committee	Adopted by Governing Board	Budget Pct Change from FY24
401-02	Prepaid Revenue	26,015	1,880		0	0	0		
	Unassigned Fund Balance	(856,827)	(1,161,820)		(751,138)	(834,527)	(834,527)		
	Remaining PGE Prepaid lease	2,065,694	1,887,361		1,709,027	1,530,694	1,530,694		
	Net available working capital	1,208,867	725,541		957,889	696,167	696,167		

CLACKAMAS 800 RADIO GROUP (C800)

NUMBER OF RADIOS

Updated: March 1, 2024

FY24 COST ALLOCATION

FY25 Annual Cost Per Radio:

\$732

FY24 Annual Cost Per Radio:

\$641

Partners	FY24 03/06/23 Radios	FY25 03/01/24 Radios
Aurora Fire	54	55
Canby Fire Dist	94	103
Canby Police	63	63
Clackamas County (AMR)	58	57
Clackamas County Sheriff	749	748
Clackamas Fire Dist	363	432
Colton Fire Dist	42	31
Estacada Fire Dist	55	54
Gladstone Fire	0	0
Gladstone Police	40	40
Hoodland Fire Dist	86	86
Lake Oswego Fire	91	88
Lake Oswego Police	121	105
Milwaukie Police	82	82
Molalla Fire	67	67
Molalla Police	42	42
Oregon City Police	103	103
Sandy Fire	67	0
Sandy Police	46	46
TVF&R (West Linn)	30	30
West Linn Police	51	52
Total Partners	2,304	2,284

FY24 Annual Fee	FY25 Annual Fee	Increase/ Decrease	Percent Change
34,614	40,260	5,646	16.3%
60,254	75,396	15,142	25.1%
40,383	46,116	5,733	14.2%
37,178	41,724	4,546	12.2%
480,109	547,536	67,427	14.0%
232,683	316,224	83,541	35.9%
26,922	22,692	(4,230)	-15.7%
35,255	39,528	4,273	12.1%
0	0	0	0.0%
25,640	29,280	3,640	14.2%
55,126	62,952	7,826	14.2%
58,331	64,416	6,085	10.4%
77,561	76,860	(701)	-0.9%
52,562	60,024	7,462	14.2%
42,947	49,044	6,097	14.2%
26,922	30,744	3,822	14.2%
66,023	75,396	9,373	14.2%
42,947	0	(42,947)	-100.0%
29,486	33,672	4,186	14.2%
19,230	21,960	2,730	14.2%
32,691	38,064	5,373	16.4%
1,476,864	1,671,888	195,024	13.2%

Members	Radios	Radios
Lake Oswego Public Works	57	57
Milwaukie Public Works	48	48
West Linn Public Works	28	28
Wilsonville PW	12	12
Wilsonville Transit	51	52
Boring Water District	2	2
Clack Community College	4	4
CC Code Compliance	6	6
CC Comm Corrections	50	50
CC District Attorney	3	3
CC Dog Services	5	5
CC Juvenile	5	5
CC Medical Examiner	4	4
CC Transportation	30	30
Clackamas River Water	4	4
City of Happy Valley	16	16
Lake Oswego Lake Corp	14	9
Sunrise Water Authority	12	12
Willamette Trolley	3	3
Total Members	354	350

FY24	FY25	Change	Pct
36,537	41,724	5,187	14.2%
30,768	35,136	4,368	14.2%
17,948	20,496	2,548	14.2%
7,692	8,784	1,092	14.2%
32,691	38,064	5,373	16.4%
1,282	1,464	182	14.2%
2,564	2,928	364	14.2%
3,846	4,392	546	14.2%
32,050	36,600	4,550	14.2%
1,923	2,196	273	14.2%
3,205	3,660	455	14.2%
3,205	3,660	455	14.2%
2,564	2,928	364	14.2%
19,230	21,960	2,730	14.2%
2,564	2,928	364	14.2%
10,256	11,712	1,456	14.2%
8,974	6,588	(2,386)	-26.6%
7,692	8,784	1,092	14.2%
1,923	2,196	273	14.2%
226,914	256,200	29,286	12.9%

TOTAL BILLABLE	2,658	2,634
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-24	-0.9%
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