



**Agenda**  
**September 2, 2016**  
**7:00 a.m.**

**EOTEC Event Center**  
**1705 E. Airport Road**  
**Hermiston, OR 97838**

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1. Call Meeting To Order - 7:00 a.m.
  
2. Action Items
  - a. Review and possibly approve the EOTEC Board minutes of June 24<sup>th</sup>, July 1<sup>st</sup>, July 15<sup>th</sup>, July 29<sup>th</sup>, August 4<sup>th</sup>, and August 12<sup>th</sup>.
  - b. Discussion and approval of Rodeo Grounds General Contractor
  
3. Discussion Items
  - a. Discussion of a workshop for historical purposes
  - b. Outline of barns and remainder project plan from Knerr Construction and Construction Subcommittee
  
4. Reports
  - a. Budget and Fiscal
    - i. Monthly Report
  - b. Fundraising
  - c. Hoteliers/Marketing
  - d. Facilities
  - e. Governance
  - f. Operations
  
5. Public Comment
  
6. Next Meeting – September 30, 2016 @7:00am @ EOTEC.
  
7. Adjourn



## Meeting Minutes

June 24<sup>th</sup>, 2016

EOTEC

1705 E. Airport Road. Hermiston, OR

**Board Members** – Chairman Byron Smith, Vice Chairman Dan Dorran, Secretary/Treasurer Larry Givens, Board members Ed Brookshier, Kim Puzey, Vijay Patel, and Don Miller.

Present were Board Members Dan Dorran (via phone), Kim Puzey, Ed Brookshier, Larry Givens, Don Miller, and Vijay Patel. Byron Smith was excused. Also present were Amy Palmer, Angela Young, Brent Hall, Cyndie Driscoll, George Anderson, Heather Cannell, John Frew, Nate Rivera (arrived at 7:21am), Rob Dreier, Robert Pahl, Lilly Alarcon-Strong, Jade McDowell of the East Oregonian, and members of the public.

Vice Chairman Dan Dorran called the meeting to order at 7:02 am, turned the meeting over to Ed.

**Approve Minutes-** Vijay moved and Don seconded to approve the meeting minutes from June 10<sup>th</sup>. (Dan exited the meeting 7:02am)

**Electrical Change Orders-** John Frew with Frew Development asked that the three change orders from Power Pro be postponed until the next meeting on July 8<sup>th</sup> as there are still items that need to be completed.

Kim asked that the change orders be reissued with new effective dates.

**Barn Bidding-** John stated eight people came to the mandatory pre-bid meeting but EOTEC only received two bids. Both bids are over budget by at least \$1.2 million. John stated he believes the over pricing on the bids is due to contractors in the area being busy and not caring if they receive the bid because there is more work that they have lined up; and, there were a lot of changes from last years bid to this year's bid. John recommends the Board review the bid and determine needs vs wants, reject both bids, and quickly reissue the barn bid to reflect the budget.

**Frew Monthly Report-** John stated Frew Development was hired as the Project Manager three years ago. Over the course of time, their contract was adjusted to be the General Contractor. The two projects that were assigned to Frew Development were the site preparation ground work and the Event Center; both projects were completed on time and on or under budget. Many people are assuming Frew Development, for one reason or another, is not completing the fair and rodeo projects on time. And that is not the case as the fair and rodeo projects are not Frew's projects, and if they would have been, the projects would have already been completed. The Board and user groups are the direct cause of the delays. And, to complete the project on time, changes must be made immediately. John stated at the end of the day, the Fair and Rodeo Boards will not be held responsible if the project is not done on time, the EOTEC Board will be.

John asked that the Board allow Frew to terminate their contract early so they are able to find a more effective developer that will fit their needs, or allow Frew to team up with a local contractor and take control of the projects to make sure they are completed on time and on budget.

Ed stated major changes need to be made to complete this project on time. And based on Frew's prior project performance, Ed is confident that Frew Development can complete the project on time and on budget.

After some discussion Kim moved and Don seconded to accept Frew Development Groups proposal to take the lead role (similar to what their role was on site development and the Event Center), select and verify a local partner, renew Frew's contract at the end of August, and authorizing Frew to move forward in modifying and developing the projects. Motion carried unanimously.

**Hoteliers-** Vijay gave a TPA update. The annual TPA total is \$118,810. Total historical TPA collected is \$387,663.

**Budget and Fiscal-** Larry moved and Don seconded to approve the monthly disbursements and financial report prepared and presented by Finance Director Amy Palmer. Motion carried unanimously.

**2016-2017 Budget Hearing**

At 7:43 am Ed opened the hearing to discuss the budget for the 2016-2017 fiscal year and stated a motion would be entertained for Resolution No. 3 prior to closing the hearing as Larry will need to leave the meeting early.

**Resolution No. 3 – Adopt the budget for fiscal year 2016-2017.**

- was read and discussed. Kim moved and Don seconded to approve Resolution No. 3. Motion carried unanimously.

(Larry excused the meeting 7:45am.)

Finance Director Amy Palmer stated recommended changes from the budget committee have been made and implemented into the budget and Resolution No. 3 adopts the budget.

There were no comments from the Board, and no one in the audience wished to comment. The hearing was closed at 7:48 am.

**Facilities-** Heather introduced EOTEC's new Administrative Event Assistant Cyndie Driscoll. The Board welcomed Cyndie to EOTEC.

**Next meeting** –The next regular meeting will be Friday, July 8<sup>th</sup>, 2016 @ 7:00 am. Eastern Oregon Trade and Event Center, 1705 E Airport Rd, Hermiston.

**Adjourned-** at 7:49 am.



## Special Meeting Minutes

July 1<sup>st</sup>, 2016

EOTEC

1705 E. Airport Road. Hermiston, OR

**Board Members** – Chairman Byron Smith, Vice Chairman Dan Dorran, Secretary/Treasurer Larry Givens, Board members Ed Brookshier, Kim Puzey, Vijay Patel, and Don Miller.

Present were Board Members Byron Smith, Dan Dorran, Kim Puzey, Larry Givens, Don Miller, and Vijay Patel. Ed Brookshier was excused. Also present were George Anderson, Heather Cannell, John Frew (via phone), Nate Rivera and Tom Spoo (arrived at 7:21am), Robert Pahl, Lilly Alarcon-Strong, Jade McDowell of the East Oregonian, and members of the public.

Chairman Byron Smith called the meeting to order at 7:00 am.

**Barn Bids-** Byron stated at the last meeting, the Board had decided to reject the two barn bids but no motion had been made. Larry moved and Dan seconded to reject both barn bids that were presented by Frew Development at the June 24th meeting. Motion carried unanimously.

**Rodeo Bids-** John stated Frew Development, and individual members of the EOTEC Board have spent the majority of the week discussing the future of EOTEC with members of the public and Fair and Rodeo Boards. John stated he would like to reschedule the next regular meeting from July 8<sup>th</sup> to July 15<sup>th</sup> to finalize their new contract with EOTEC as the Construction Manager and General Contractor. In the new contract, Frew Development will be finalizing all projects excluding the Rodeo as the Rodeo Bids have already been publicized and are due back July 28<sup>th</sup>. John stated the Rodeo Bids are in the Question Period and contractors are being asked to place these questions in writing. John stated five contractors showed up for the mandatory pre-bid meeting and is hopeful bids will come back being on budget, as it will be a waste of the contractor time if bids do not meet budget requirements of about \$3.6 million.

Mike Kay stated the Rodeo Board is supporting John's recommendation.

Dan moved and Larry seconded to remove the Rodeo Project out of the full package of Frew Development and allow the Rodeo process to continue. Motion carried unanimously.

Larry asked John what the affects would be on the timeline now that the Rodeo bid has been separated from the rest of the project.

John stated he will be attending the meeting on the 15<sup>th</sup> and presenting a very aggressive schedule to complete the projects. Besides the Rodeo project, there will be no effect on the timeline. John stated in March he notified the Board in writing that EOTEC was out of planning time for this project and the construction process would need to begin to be completed on time. The chosen contractor will tell the Board how long construction will take, but the bid documents do state that project completion/delivery will be July 21<sup>st</sup>.

**Oversight Committee-**Byron stated at the next meeting, the Board will be forming a small Oversight Committee to work more closely with Frew Development on these projects.

### **Public Comment-**

Ken Link from Silver Creek Contracting asked if stalls and pins are being installed in the barns, and if so, what the time line will be?

Byron stated alterations to the barn designs are being made but the stalls and pins will be included and there will be enough time given to bid on these pieces.

Ken stated he was told there would be other drawings coming from the site grading and utility and the cutoff date for questions and clarifications in July 7<sup>th</sup>, but there are still no plans have been released to comment or ask questions on.

Byron stated the timeline can be extended on this and will work with Frew to get this done and placed in writing.

John stated Ken is right, Frew has been waiting on these drawings from the architects and designers and hope they will be completed soon. As soon as they have been completed, they will be placed on the Plan Center.

Ken stated he has also asked other questions in writing and has yet to receive answers.

Byron stated he will work with Frew to make sure these questions are answered before July 7<sup>th</sup>.

Richard Misner 1955 S. Ott Rd stated EOTEC has already been having loud events that last until 1:00am and stated he and the other neighbors feel that this is a violation of the noise ordinance. They understand noise will occur during the fair and rodeo but not all year long.

George Anderson stated it is unrealistic to think the noise coming from EOTEC can be controlled. And while the Umatilla County Fair and Rodeo is only one time/year, the fair and rodeo grounds are used throughout the year for various occasions. George stated he recommends the City have a noise exemption in place for the property.

Richard also inquired regarding dust and traffic control as he understood only emergency traffic would be able to travel east on Airport Rd.

Larry stated he is still working on dust control but does not know when it will be done.

Dan stated the plan has always been to use this road for RV's, contestant parking access, and etc, that's why the property for the road was purchased. Traffic control would be used for large events like the Umatilla County Fair and Rodeo but not smaller events.

Byron stated he would speak with Richard after the meeting regarding his concerns.

**Next meeting** –The next regular meeting will be Friday, July 15<sup>th</sup>, 2016 @ 7:00 am. Eastern Oregon Trade and Event Center, 1705 E Airport Rd, Hermiston.

**Adjourned-** at 7:32 am.



**Eastern Oregon Trade and Event Center Authority Board**

**Board Meeting**

**7:00 am Friday, July 15, 2016**

**EOTEC BOARD ROOM**

**MEETING MINUTES**

**Board Members** – Byron Smith (Phone); Ed Brookshier, Chairman; Dan Dorran, Vice Chairman; Larry Givens, Secretary/Treasurer; Vijay Patel.

**Action Items**

- a. 4<sup>th</sup> Amendment between EOTEC and Frew Development Group.

Contract Extension: Frew will work to find a local contractor to help finish project. The local contractor will be a subcontractor to Frew and will have personnel on site. Frew is in discussions with Knerr construction.

Board agreed to extend and amend the current contract with Frew

**John Frew went over the EOTEC Site Zone Map**

Area #1 Parking Lot, Area #2 Access Road, Area #3 Event Lawn, Area #4a Rodeo Arena, Area #4b Rodeo Access, Area #5 Barns, Area #6 Timed Event Arena, Area #7 Exhibitor Staging Area

John Frew Announced that they are staying on course with the Rodeo Bids. The Bids are due July 27<sup>th</sup>. There seems to be good interest and the goal is to get a low bid.

**First 100 day schedule**

Buy Barns (Pre Engineered Buildings)

Need to trim down original barn design to fit into budget

Address Parking and Dry Lots

Paving of Common Area Path (Done by Granite)

## Site Power

Areas 1,2,3,7

Area 5 is in Barn Bid

Area 4a&b in Rodeo Bid

Get Power and Water to Area 7

Put in Junction Boxes and add light Poles

## Signage

Fencing for Perimeter and Interior

Food Booth \$100,000 has been set aside for this. (Permanent Construction or Trailer?)

Time line might require moving zone/area allocations to complete work.

## **Created a Construction Committee**

Rodeo Representative- Mike Kay

Fair Representative- Don Miller

City Representative- Byron Smith

Dan Dorrان Made Motion, Larry Givens Seconded (Motion Approved Unanimously)

## 3. Public Comment

(None)

4. Announced next meeting on July 29<sup>th</sup> at 7am at EOTEC

## 5. Adjourned

7:25am



## Meeting Minutes

July 29<sup>th</sup>, 2016

EOTEC

1705 E. Airport Road. Hermiston, OR

**Board Members** – Chairman Byron Smith, Vice Chairman Dan Dorran, Secretary/Treasurer Larry Givens, Board members Ed Brookshier, Vijay Patel, Kim Puzey and Don Miller.

Present were Board Members Larry Givens, Dan Dorran, Ed Brookshier, Larry Givens, Don Miller, Vijay Patel, Byron Smith and Kim Puzey. Also present were Amy Palmer, Cyndie Driscoll, Holly Lambert, George Anderson, Heather Cannell, John Frew (via telephone), Nate Rivera, Rob Dreier, Heather LaBeau, Jade McDowell of the East Oregonian, and members of the public.

Chairman Byron Smith called the meeting to order at 7:00 am.

**Site Electrical Change Orders-** John Frew asked Rob Dreier to explain the three change orders from Power Pro. Rob stated that Change Order #10 was for additional junction boxes to the food court as he had discussed with Don Miller. Change Order #11 is the power to the beer garden, directly north of the building. Change Order #12 is the actual power distribution in the food court. Dan moved and Larry seconded to approve the three site electrical change orders. Motion carried unanimously.

**Rodeo Bids-** Chairman Smith asked John to give a brief review of the rodeo bids. John stated they received two bids to the invitation to bid in a timely manner. The base bid for Bothum Construction was \$4,477,138. The base bid for Kirby Nagelhout Construction Co, (KNCC) was \$4,740,000. The invitation to bid allows the board the discretion and flexibility to make a decision on the apparent low bidder through comparison of the base bid and/or the base bid plus any number of alternates accepted. Under no circumstances of alternatives elected would KNCC be the apparent low bidder. John stated they scoped the bids to create an apples to apples comparison. After allocating a contingency, there is 3.5 million in budget to cover the base bid plus \$700,000 for add alternate number 1. Both base bids exceed the estimate and the available budget, both bids for the alternate are lower than the amount available. Amount available is 4.2 million. Both bids are above the available funds. Frew Development is not prepared to make a recommendation today. Legal counsel must be consulted for issues that need resolved. Chairman Smith asked the board to be available prior to the next scheduled meeting to resolve this. A tentative date of August 5, (or sooner) was set. Larry moved and Ed seconded to extend the decision until more information is available. Motion carried unanimously.

**Barn Update-**John gave an update on the barns. They have all but reached an understanding with Knerr to subcontract with them. A value engineered design will be brought to the control committee. So far the size of the barn has not been reduced, adjustments have been made to the design. This should be ready to present at the next meeting. Chairman Smith asked if it could be ready for the small group next week. John replied that if the group could meet, they could be ready to have a conversation with the group by Wednesday or Thursday.

**Budget and Fiscal-** Finance Director Amy Palmer introduced Holly Lambert. Holly will be serving in the half time position the board authorized. The board welcomed Holly. Ms. Palmer is in the process of closing out the 2015-2016 Fiscal year and therefore presented two sets of reports and disbursement requests. Dan questioned that the LRS Architect amount dated 12/25/15 was included in Frew's new agreement. Amy will research. Don mentioned a gray area with FFE expenses. He sees it continue a little bit more and more even after the building is completed. Amy reviews this and Don is comfortable with that as long as it is watched. Vijay questioned the payment made to the security company. Heather responded that they hire and pay the security, and are later reimbursed by the client. Don would like to consider a limit on the amount of a single purchase on the credit card. Vijay would like to see a separate report each month that summarizes TPA revenue and operational expenditures. Ed moved and Dan seconded to approve the monthly disbursements, so long as the LRS question is answered. Motion carried unanimously.

**Committee Reports-** Dan reminded everyone the kick-off dinner for the fair is Saturday, August 6, 2016 prior to the fair parade.

There was no public comment.

**Next meeting** –The next regular meeting will be Friday, August 12<sup>th</sup>, 2016 @ 7:00 am. Eastern Oregon Trade and Event Center, 1705 E Airport Rd, Hermiston. There will be a special meeting scheduled next week, those on the email list will be notified and Heather will post the information on the website and facebook page.

**Adjourned-** at 7:35 am.



**Meeting Minutes**  
**August 4<sup>th</sup>, 2016**

EOTEC  
1705 E. Airport Road. Hermiston, OR

**Board Members** – Chairman Byron Smith, Vice Chairman Dan Dorran, Secretary/Treasurer Larry Givens, Board members Ed Brookshier, Vijay Patel, Kim Puzey and Don Miller.

Present were Board Members Dan Dorran, Ed Brookshier, Larry Givens, Don Miller, Vijay Patel, Byron Smith and Kim Puzey. Larry Givens was excused. Also present were George Anderson, Heather Cannell, John Frew (via telephone), Rob Dreier, Angela Young, Jade McDowell of the East Oregonian, Lilly Alarcon-Strong, and members of the public.

Chairman Byron Smith called the meeting to order at 7:00 am.

**Executive Session Recess-** Byron recessed the meeting at 7:02am and announced the Board will convene in executive session in accordance with ORS 192.660 (2)(h), which allows the Board to meet in Executive Session to consult regarding the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

Representatives of the news media and designated staff will be allowed to attend the executive session. All other members of the audience are excluded. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No final decision may be made in executive session. At the end of the executive session, the council will return to open session which the audience may attend.

**Reconvened-** Byron reconvened the meeting at 7:34.

**Knerr Construction Subcontract with Frew Development-** After Board review of the contract between Knerr Construction and Frew Development, Kim moved and Don seconded to accept and assign Knerr Construction as the subcontractor to work with Frew Development on all aspects, with the exception of the rodeo, as it will be bid separately. Motion carried unanimously.

**Rodeo Bids-** John stated they received two bids; one from Bothum Construction, and a second from Kirby Nagelhout Construction Co, (KNCC). John stated he and legal counsel recommend that the Board reject both bids; Bothum Construction for being a non-response bid, and Kirby Nagelhout Construction Co, for being over budget. Kim moved and Ed seconded to reject both bids. Motion carried unanimously.

After some discussion, it was decided that the Oversight Committee (members: Byron, Don, and Mike Kay) would meet for recommendations on how to move forward with the Rodeo Grounds before the next scheduled EOTEC meeting. Kim stated he feels confident that the Committee and Board will be successful in making the project something to be proud of.

**1<sup>st</sup> Quarter TPA Review-** Vijay stated 1<sup>st</sup> quarter TPA revenues are \$23,400.00. Vijay stated he believes there are properties that have not contributed their portion as this figure should be higher.

**Next meeting** –The next regular meeting will be Friday, August 12<sup>th</sup>, 2016 @ 7:00 am in the library at West Park Elementary School located at 555 SW 7th St.

**Adjourned-** at 7:53 am.





**Meeting Minutes**  
**August 12<sup>th</sup>, 2016**

West Park Elementary  
555 SW 7<sup>th</sup> St. Hermiston, OR

**Board Members** – Chairman Byron Smith, Vice Chairman Dan Dorran, Secretary/Treasurer Larry Givens, Board members Ed Brookshier, Vijay Patel, Kim Puzey and Don Miller.

Present were Board Members Byron Smith, Dan Dorran, Ed Brookshier, Larry Givens, Don Miller, Vijay Patel, Larry Givens, and Kim Puzey. Also present were George Anderson, Heather Cannell, John Frew (via telephone), Angela Young, Tom Spoo, Alexa Lougee and Daniel Wattenburger of the East Oregonian, Lilly Alarcon-Strong, and members of the public.

Chairman Byron Smith called the meeting to order at 7:00 am.

**Rodeo Grounds Recommendation**

Byron stated the Construction Sub Committee met Tuesday, August 9<sup>th</sup> regarding options for the Rodeo. The Sub Committee recommends:

1. Removing all of the current add alternates.
2. Pulling out the arena lighting and restrooms in the base bids and adding those two items as ad-alternates.
3. Getting the panels and pins individually with bid pricing.

The construction schedule would be as follows:

1. Tuesday, August 16<sup>th</sup>- Bid documents would go out with no design changes.
2. Tuesday, August 23<sup>rd</sup>- Pre-bid meeting.
3. Wednesday, August 31<sup>st</sup>- Bids due back.
4. Friday, September 2<sup>nd</sup>- Board meeting with potential bid approval.

John stated the Board will have more flexibility with ad-alternates. Bidders must bid on all base and ad-alternates items in order to be a responsive bidder. John stated there will be no question deadline. All questions will go to Angela Young and an addendum will be issued as questions come in. Legal Counsel will also be available to review bids.

Vijay asked if the time frame given would be sufficient to properly review the bids and give a recommendation for the September 2<sup>nd</sup> meeting.

John stated yes, it will be enough time. Extra time was needed prior as there were sensitive issues and legal counsel was unavailable to meet. That will not be an issue going forward.

Ed moved and Larry seconded to approve the Construction Sub Committees recommendation as presented. Motion carried unanimously.

**Reports**

**Construction Sub Committee:** Byron stated the Committee will meet with Knerr Construction on Tuesday, August 16<sup>th</sup> to discuss barn options. The Committee feels there are good options to move forward on and hopes to have a recommendation for the Board by the next meeting on September 2<sup>nd</sup>, 2016.

**Comments**

Ed thanked the Fair and Rodeo Board, as well as, all the volunteers that help make the Umatilla County Fair and Rodeo so great.

Larry introduced Thomas Roberts, the new Umatilla County Emergency Management Director.

Thomas thanked the Board for the opportunity to be present and stated he is excited to work on the emergency planning response system.

Mike asked when the plan review would be complete.

Byron stated the Code Official would be reviewing the documents within the next couple of days. There was a delay as the State Building Official changed licensing requirements and the Code Official was reviewing those changes to make sure qualifications are met.

**Next meeting** –The next regular meeting will be Friday, September 2<sup>nd</sup>, 2016 @ 7:00 am at EOTEC located at 1705 E. Airport Road, Hermiston.

**Adjourned**- at 7:19 am.

**EOTEC Disbursement Requests**  
August 26,2016

Budget Code	Budget Category	Vendor	Description	Amount	Ck Num
93-4300-3101	Office Supplies	Amazon	Amazon Prime Membership fee	99.00	N/A*
			<b>Total of Debit Purchases</b>	<b>99.00</b>	
93-4300-2210	US Bank	US Bank	Bank Fees/ Checking acct July	170.34	N/A
93-4300-1100	Salary & Wages	Heather Cannell	July 16-31 Payroll	1,259.29	N/A
93-4300-1100	Salary & Wages	Cynthia Driscoll	July 16-31 Payroll	1,005.67	N/A
93-4300-1100	Salary & Wages	Heather Cannell	August 1-15 Payroll	1,259.30	N/A
93-4300-1100	Salary & Wages	Cynthia Driscoll	August 1-15 Payroll	1,005.67	N/A
93-4300-1100	Salary & Wages	OR State Dept of Revenue	OR. State Taxes- Cannell/Driscoll	289.02	N/A
93-4300-1100	Salary & Wages	IRS	Federal Payroll Taxes-Cannell/Driscoll	1,323.32	N/A
			<b>Total of Automatic Withdrawals</b>	<b>6,312.61</b>	
94-4400-4220	Construction	High Performance Signs	Signage for front of EOTEC building	2,577.50	547**
93-4300-1100	Salary & Wages	American Funds	H. Cannell's Retirement Contr July 2016	1,126.68	549**
93-4400-3220	promotions	AJ's Apparel	Logo Shirts	185.00	555
93-4300-2950	Misc Contractual	Alarm Financial Services	Fire Alarm Monitoring	40.00	556
93-4300-2450	Insurance	Assoc. of Oregon Counties	Membership Insurance	500.00	557
93-4300-3218	Utilities	Cascade Natural Gas	Utility Bill	6.18	558
93-4300-2520	Telephone	Eastern Oregon Telecom	Phone	1,094.13	560
93-4400-2920	Dues	Event Pro Software	Upgrade Protection Plan Renewal	2,595.60	561
93-4300-2105	Temporary Labor	Express Personnel	Hired help for events	89.82	562
93-4300-2106	Temporary Labor	Express Personnel	Hired help for events	236.79	562
93-4300-2107	Temporary Labor	Express Personnel	Hired help for events	114.31	562
93-4300-2108	Temporary Labor	Express Personnel	Hired help for events	138.81	562
94-4400-4220	Construction	FDG	Project Management/ July 2016	23,068.85	563
93-4300-3218	Utilities	Hermiston Energy Services	Utilities	35.11	564
94-4400-4220	Construction	Hermiston Plan Center	Plans	231.00	565
93-4300-3218	Utilities	Hermiston, City of	Utilities acct # 1.010424.02	42.79	566
93-4300-3218	Utilities	Hermiston, City of	Utilities acct # 1.010390.01	46.69	566
93-4300-3218	Utilities	Hermiston, City of	Utilities acct # 18.365005.01	152.72	566
93-4400-2350	Advertising	High Performance Signs	Banners	325.00	567
94-4400-4220	Construction	Horn's Home Improvements	Built Countertops	1,275.00	568
94-4400-4220	Construction	Oregon Dept of Admin serv	Stainless kitchen trays	150.00	569
93-4300-2950	Misc Contractual	RS Management	Security at an Event	450.00	571
93-4300-2951	Misc Contractual	RS Management	Security at an Event	571.50	571
93-4300-2450	Insurance	SAIF	workers comp insurance	5.16	572
93-4300-2950	Misc Contractual	Severson Accounting & Tax	Payroll / direct deposits& Retirement/July	200.00	573
94-4400-4220	Construction	Shelco	Install power to AV Devices	2,970.00	574
93-4300-3101	Office Supplies	Supply Works	rubber Bands	17.46	575
93-4300-3214	Minor safety Equip	Supply Works	Janitorial Supplies, first aid kits	457.51	575
93-4400-2350	Advertising	Third Day Creations	Javalina Corporate Burgundy	373.30	576
93-4400-2350	Advertising	Third Day Creations	Collapsible Flyers	516.99	576
93-4300-2950	Misc Contractual	Umatilla Co. Public Works	Dust abatement	2,752.20	577
93-4300-3218	Utilities	Umatilla Electric	Utilities acct# 9102169001	25.73	578
93-4300-3218	Utilities	Umatilla Electric	Utilities acct# 9102169002	207.29	578
94-4400-4220	Construction	Umatilla Electric	LineExtensions, service to RV Parking	4,133.00	578
93-4300-3218	Utilities	Umatilla Electric	Utilities acct# 9102169003	1,203.10	578
93-4300-2520	Telephone	Verizon	Cell phone	93.56	579
93-4300-2950	Misc Contractual	Wambeke Window Washing	Chair Mover	1,306.59	580
93-4300-2950	Misc Contractual	Wambeke Window Washing	Window Cleaning	395.00	580
94-4400-4220	Construction	ZGA Architect	Permitting Services	6,765.39	581
			<b>TOTAL CHECKS</b>	<b>\$ 56,475.76</b>	
			<b>GRAND TOTAL</b>	<b>\$ 62,887.37</b>	

\* Purchased with debit card

\*\* Check written earlier in the month



CITY OF HERMISTON  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2016

E.O.T.E.C. - GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FROM OTHER AGENCIES</u>					
93-3015-210 CONTRIBUTION FROM CITY	.00	.00	45,190.00	45,190.00	.0
93-3015-220 CONTRIBUTION FROM COUNTY	.00	.00	45,190.00	45,190.00	.0
<b>TOTAL FROM OTHER AGENCIES</b>	<b>.00</b>	<b>.00</b>	<b>90,380.00</b>	<b>90,380.00</b>	<b>.0</b>
<u>SERVICE CHARGES</u>					
93-3016-120 TOURISM PROMOTION ASSESSMENT	14,838.61	33,098.47	117,730.00	84,631.53	28.1
93-3016-330 EVENT REVENUE	4,926.00	4,926.00	46,200.00	41,274.00	10.7
<b>TOTAL SERVICE CHARGES</b>	<b>19,764.61</b>	<b>38,024.47</b>	<b>163,930.00</b>	<b>125,905.53</b>	<b>23.2</b>
<u>MISCELLANEOUS REVENUES</u>					
93-3019-110 INTEREST ON INVESTMENTS	( 4.14)	( 4.14)	5,000.00	5,004.14	( .1)
<b>TOTAL MISCELLANEOUS REVENUES</b>	<b>( 4.14)</b>	<b>( 4.14)</b>	<b>5,000.00</b>	<b>5,004.14</b>	<b>( .1)</b>
<u>CASH FORWARD</u>					
93-3099-100 CASH FORWARD - UNDESIGNATED	.00	.00	50,000.00	50,000.00	.0
93-3099-200 CASH FORWARD - MKT TPA	.00	.00	297,665.00	297,665.00	.0
93-3099-300 CASH FORWARD - LGIP	.00	.00	5,300.00	5,300.00	.0
<b>TOTAL CASH FORWARD</b>	<b>.00</b>	<b>.00</b>	<b>352,965.00</b>	<b>352,965.00</b>	<b>.0</b>
<b>TOTAL FUND REVENUE</b>	<b>19,760.47</b>	<b>38,020.33</b>	<b>612,275.00</b>	<b>574,254.67</b>	<b>6.2</b>

CITY OF HERMISTON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2016

E.O.T.E.C. - GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OPERATIONS</u>					
<u>PERSONNEL SERVICES</u>					
93-4300-1100 SALARY & WAGES	5,397.40	10,505.87	86,525.00	76,019.13	12.1
TOTAL PERSONNEL SERVICES	5,397.40	10,505.87	86,525.00	76,019.13	12.1
<u>MATERIALS &amp; SERVICES</u>					
93-4300-2105 TEMPORARY LABOR	579.73	694.04	55,455.00	54,760.96	1.3
93-4300-2110 AUDIT & ACCOUNTING	.00	.00	7,200.00	7,200.00	.0
93-4300-2155 JANITORIAL SUPPLIES	227.97	227.97	1,200.00	972.03	19.0
93-4300-2210 BANK FEES	100.62	270.96	890.00	619.04	30.4
93-4300-2220 BOND	.00	.00	750.00	750.00	.0
93-4300-2240 TRAVEL & TRAINING	.00	.00	2,000.00	2,000.00	.0
93-4300-2450 INSURANCE	505.16	4,160.80	9,000.00	4,839.20	46.2
93-4300-2520 TELEPHONE	1,187.69	1,187.69	2,880.00	1,692.31	41.2
93-4300-2950 MISCELLANEOUS CONTRACTUAL	4,408.70	4,880.70	5,500.00	619.30	88.7
93-4300-3101 OFFICE SUPPLIES	17.46	116.46	1,820.00	1,703.54	6.4
93-4300-3150 MAINTENANCE/ REPAIR SUPPLIES	.00	.00	5,000.00	5,000.00	.0
93-4300-3175 COMPUTER REPAIR/ SUPPLIES	.00	.00	3,000.00	3,000.00	.0
93-4300-3214 EQUIPMENT - MINOR	229.54	229.54	660.00	430.46	34.8
93-4300-3218 UTILITIES	1,719.61	1,719.61	15,000.00	13,280.39	11.5
TOTAL MATERIALS & SERVICES	8,976.48	13,487.77	110,355.00	96,867.23	12.2
TOTAL OPERATIONS	14,373.88	23,993.64	196,880.00	172,886.36	12.2

CITY OF HERMISTON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2016

E.O.T.E.C. - GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MARKETING</u>					
<u>PERSONNEL SERVICES</u>					
93-4400-1100 SALARY & WAGES	1,871.55	3,743.21	20,730.00	16,986.79	18.1
TOTAL PERSONNEL SERVICES	1,871.55	3,743.21	20,730.00	16,986.79	18.1
<u>MATERIALS &amp; SERVICES</u>					
93-4400-2350 ADVERTISING & PUBLICATIONS	1,215.29	1,235.29	15,600.00	14,364.71	7.9
93-4400-2550 WEBSITE	.00	.00	1,175.00	1,175.00	.0
93-4400-2920 DUES	2,595.60	2,595.60	2,105.00	( 490.60)	123.3
93-4400-3220 PROMOTIONS	185.00	185.00	25,000.00	24,815.00	.7
TOTAL MATERIALS & SERVICES	3,995.89	4,015.89	43,880.00	39,864.11	9.2
TOTAL MARKETING	5,867.44	7,759.10	64,610.00	56,850.90	12.0

CITY OF HERMISTON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2016

E.O.T.E.C. - GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>UNAPPROPRIATED BALANCE</u>					
<u>RESERVE FOR FUTURE EXPENDITURE</u>					
93-8890-7100 RES- FOR FUTURE EXP-MARKETING	.00	.00	350,785.00	350,785.00	.0
TOTAL RESERVE FOR FUTURE EXPENDITURE	.00	.00	350,785.00	350,785.00	.0
TOTAL UNAPPROPRIATED BALANCE	.00	.00	350,785.00	350,785.00	.0
TOTAL FUND EXPENDITURES	20,241.32	31,752.74	612,275.00	580,522.26	5.2
NET REVENUE OVER EXPENDITURES	( 480.85)	6,267.59	.00	( 6,267.59)	.0

CITY OF HERMISTON  
BALANCE SHEET  
AUGUST 31, 2016

E.O.T.E.C. - FACILITY CONST

ASSETS

94-1010	CASH - FROM 93	4,982,823.96	
	TOTAL ASSETS		4,982,823.96

LIABILITIES AND EQUITY

FUND EQUITY

94-2390	FUND BALANCE	4,950,916.65	
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	31,907.31	
	BALANCE - CURRENT DATE	31,907.31	
	TOTAL FUND EQUITY		4,982,823.96
	TOTAL LIABILITIES AND EQUITY		4,982,823.96

CITY OF HERMISTON  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2016

E.O.T.E.C. - FACILITY CONST

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FROM OTHER AGENCIES</u>					
94-3015-225	.00	.00	1,000,000.00	1,000,000.00	.0
94-3015-230	.00	.00	1,400,000.00	1,400,000.00	.0
TOTAL FROM OTHER AGENCIES	.00	.00	2,400,000.00	2,400,000.00	.0
<u>SERVICE CHARGES</u>					
94-3016-150	5,141.04	23,350.89	.00	( 23,350.89)	.0
TOTAL SERVICE CHARGES	5,141.04	23,350.89	.00	( 23,350.89)	.0
<u>MISCELLANEOUS REVENUES</u>					
94-3017-240	50,000.00	55,000.00	525,000.00	470,000.00	10.5
TOTAL MISCELLANEOUS REVENUES	50,000.00	55,000.00	525,000.00	470,000.00	10.5
<u>NON REVENUE RECEIPTS</u>					
94-3018-300	.00	.00	1,000,000.00	1,000,000.00	.0
TOTAL NON REVENUE RECEIPTS	.00	.00	1,000,000.00	1,000,000.00	.0
<u>CASH FORWARD</u>					
94-3099-100	.00	.00	4,600,000.00	4,600,000.00	.0
TOTAL CASH FORWARD	.00	.00	4,600,000.00	4,600,000.00	.0
TOTAL FUND REVENUE	55,141.04	78,350.89	8,525,000.00	8,446,649.11	.9

CITY OF HERMISTON  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2016

E.O.T.E.C. - FACILITY CONST

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>E.O.T.E.C. - CONST. FUND</u>					
<u>CAPITAL OUTLAY</u>					
94-4400-4220 CONST - BUILDINGS	39,899.83	46,443.58	8,525,000.00	8,478,556.42	.5
TOTAL CAPITAL OUTLAY	39,899.83	46,443.58	8,525,000.00	8,478,556.42	.5
TOTAL E.O.T.E.C. - CONST. FUND	39,899.83	46,443.58	8,525,000.00	8,478,556.42	.5
TOTAL FUND EXPENDITURES	39,899.83	46,443.58	8,525,000.00	8,478,556.42	.5
NET REVENUE OVER EXPENDITURES	15,241.21	31,907.31	.00	( 31,907.31)	.0