

AGENDA ITEM FOR ADMINISTRATIVE MEETING

() Discussion only
(X) Action

FROM (DEPT/ DIVISION): Dan Lonai, Administrative Services

PROGRAM: Elections

SUBJECT: Election Payable

<p>Attached is a payable for postage for the upcoming election. The invoice is \$25,000 which is over \$5,000, and requires Commissioner approval. This is a yearly routine expense for conducting an election, and has been budgeted.</p>	<p>() <u>ACTION REQUESTED:</u> Please approve and sign the attached payable.</p>
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ATTACHMENTS: Payable

Date: () Submitted By: (Dan Lonai)

*****For Internal Use Only*****

Checkoffs:

- () Dept. Head (copy)
- () Fiscal
- () Legal (copy)
- () (Other - List)

To be notified of Meeting:

Needed at Meeting:

Scheduled for meeting on: October 19, 2016

Action taken:

Follow-up:



Balance and Fees

NOTE: "Last Activity" information will only display if your account has had transactions within the past 13 months.

Permit Information

Permit / Pub	CRID	Account Number	City,State/Province	Nonprofit Auth No	Last Activity	Amount	Type	Balance
MT 94	9020977	120144	PENDLETON, OR	588014				N/A
PI 94	9020977	384291	PENDLETON, OR	588014	09/29/2016	\$233.13	3602-N	\$14,513.31

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P.S. 3582 - C

Postage Due Postage

LOCATION: 1

DATE: 10/06/16

Account Information

Account Number: 285159

Permit: PD 95010-000

Company: UMATILLA COUNTY ELECTIONS

Address: 216 SE 4TH ST STE 18
PENDLETON, OR 97801-2699

Where Issued: n/a

Comments:

PO of Mailing: Cost Center 40-6624-0801 PENDLETON, OR

Current Balance: \$2,782.41

Contact: KIM LINDELL

Phone Number: 541-276-6256

Finance Number: 40-6624

PO of Permit: Cost Center 40-6624-0801 PENDLETON, OR

Postage Due

Opening Balance: \$ 2,783.62

Mailing Date: 10/06/2016	
Final	
TRANS# 201628008551541BM	
	<i>Total No. of Pieces</i>
	<i>Total Postage</i>
	1
	\$ 1.21
Customer Reference ID	

Closing Balance: \$ 2,782.41

The above amount has been deducted from your advance deposit account.

Clerk Initials: CSS