

# DRAWDOWN REQUEST FORM

## KLAMATH COUNTY TOURISM GRANT PROGRAM

Please complete and submit this form to the Tourism Grant Coordinator at the address listed below to receive your grant funds. 20% of the grant is withheld until the final report is submitted.

Ross Ragland Theater  
Name of Organization  
218 N. 7<sup>th</sup> Street  
Address  
Klamath Falls, OR 97601  
City, State, Zip  
Theresa Silver  
Contact Person  
(541) 884-0651 ext. 116  
Phone Number  
World Class Entertainments at Affordable Price  
Title of Project

Amount of Award: \$ 8,000

Balance of Award: \$ 1,600  
Drawdown Requested: \$ (1,600)  
Remaining: \$ 0

I/We, the administrator(s) of this project, certify that the attached invoices are accurate and that our project did receive the services/supplies being billed in accordance with the provisions of the Tourism Grant program.



Interim Executive Director  
Title

6/29/2018  
Date

Signature

Attach documentation of the expenses to justify your request: (documentation could include copies of bills, invoices, canceled checks, receipts, etc.) The amount requested must equal or exceed your documentation.

- ✓ All or a portion of the awarded grant funds may be drawn down, as necessary.
- ✓ Checks will be issued according to the County's usual Accounts Payable schedule.
- ✓ Please contact the Klamath County Finance Office at 541-883-4202 with any questions.

Remit to:  
Klamath County Finance  
305 Main Street  
Klamath Falls, OR 97601

Klamath County Tourism Grant  
Traditional - Final Report

Please provide the following information and submit with your final drawdown request.  
20% of the grant is withheld until we receive the final report.

World-Class Entertainments at Affordable Price  
Title of Project

January-May 2018  
Date of Event/Project

Ross Ragland Theater

Name of Organization

Theresa Silver

Contact Person

281 N. 7<sup>th</sup> Street

Address

Klamath Falls, OR 97601

City, State, Zip

(541) 884-0651

Phone Number

Submit Report to: Tourism Grant Coordinator Klamath County Finance 305 Main Street Klamath Falls, OR 97601 541-883-4202
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1. For an event, provide a detailed list of all marketing materials and an electronic version of the material on a CD. (Including audio or video recordings.) For an infrastructure project, provide photographic evidence of the project (before and after pictures), design and supportive materials on a CD.

*Attached is a CD of the final installation of the Ragland Digital Experience. Pictures include the projector, screen and surround sound speakers.*

2. Detail the matching funds expended and provide proof of their expenditure.

*The total project was approximately \$109,000. Grant funds from Klamath County Tourism totaled \$8,000 for this cycle. The system has been purchased, installed and tested per the grant proposal.*

3. Update the budget forms from your original application with actual revenues and expenses for both the project and the marketing plan.

*Because this was an infrastructure grant, there was not a marketing plan. Attached is the updated budget forms with details of the purchase and installation of the RDX.*

4. Where did you spend your marketing dollars?

*No marketing dollars were spent for this infrastructure project. The focus for the launch of RDX was at Taste of Klamath in June 2018.*

5. What part of your marketing efforts were most successful and least successful? For infrastructure projects, what parts of your project were most successful and least successful?

*All aspects of the system were purchased and installed within the goal dates of the grant. A digital cinema projector, eighteen (18) speakers for surround sound and electronic drop-down screen were finished being installed and tested in May 2018 to great success. During Taste of Klamath, the first public showing received very favorable responses.*

COMPLETE "BUDGET" COLUMNS (C & D) ONLY FOR APPLICATION. LEAVE "AC

[ORGANIZATION] [PROJECT TITLE]		BUDGET		Actual	
		Cash	In-Kind	Cash	In-Kind
<b>INCOME</b>					
<i>Klamath County Matching Grant</i>		\$10,000.00		\$8,000.00	
<b>OTHER INCOME</b>					
Rod Bell Memorial Fund		\$22,000.00		\$22,000.00	
The Ford Family Foundation		0		10,000	
Wendt Family Foundation		0		15,000	
Donations local Individuals		\$48,000.00		\$54,000.00	
<b>SUB TOTAL INCOME</b>		\$80,000.00	\$0.00	\$109,000.00	\$0.00
<b>TOTAL INCOME</b>		<b>\$80,000.00</b>		<b>\$109,000.00</b>	
<b>EXPENSES</b>					
LINE ITEM	BUDGET		Actual		
	Cash	In-Kind	Cash	In-Kind	
1	Projector	\$30,675.00		\$42,972.00	
2	Da-Lite rolldown screen	\$11,725.00		\$17,343.31	
3	Dolby surround sound	\$37,614.00		\$44,452.72	
4	Training/Travel/Installation	\$0.00		\$4,841.07	
<b>SUB TOTAL EXPENSES</b>		\$80,014.00	\$0.00	\$109,609.10	\$0.00
<b>TOTAL EXPENSES</b>		<b>\$80,014.00</b>		<b>\$109,609.10</b>	



McRae Theater Equipment, Inc.  
 P.O. Box 19416  
 Seattle, WA. 98109  
 Ph:206.285.8393 Fax:206.285.8375

# Invoice

DATE	INVOICE #
3/30/2018	13227

BILL TO
Ragland Theatre 218 North 7th Street Klamath Falls, OR. 97601

SHIP TO
Ragland Theatre 218 North 7th Street Klamath Falls, OR 97601

P.O. NUMBER	TERMS	REP	SHIP	VIA	F.O.B.
E-mail: KM	Due on Rept	MPM	2/22/2018	Delivered	

ITEM CODE	QUA...	DESCRIPTION	PRICE E...	AMOUNT
<b>*For The Ross Ragland Theater - Klamath Falls, OR.*</b>				
Equip	1	Barco DP2K-10S - D-Cinema Projector with Lens & Lamp sn: 2590115546	32,280.00	32,280.00
Equip	1	Dolby Model IMS-2000 Integrated Media Server sn: 314773	6,600.00	6,600.00
Equip	1	MIT Model S1 - Projector Pedestal for Barco	1,450.00	1,450.00
prts	1	Misc. System Components - Laptop, CRU Drive Bay, Cables, Connectors, Adapters - etc.	1,250.00	1,250.00
<b>*Freight Charges*</b>				
Frt	1	Shipping costs - Barco Projector - Barco/Ragland	972.00	972.00
Frt	1	Shipping costs - Dolby Sever - Dolby/Ragland	44.10	44.10
Frt	1	Shipping costs - MIT Pedestal - MIT/McRae	375.90	375.90
<b>Total</b>				<b>\$42,972.00</b>



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# Invoice

DATE	INVOICE #
3/30/2018	13226

BILL TO
Ragland Theatre 218 North 7th Street Klamath Falls, OR. 97601

SHIP TO
Ragland Theatre 218 North 7th Street Klamath Falls, OR 97601

P.O. NUMBER	TERMS	REP	SHIP	VIA	F.O.B.
E-mail: KM	Due on Rept	MPM	3/12/2018	Delivered	

ITEM CODE	QUA...	DESCRIPTION	PRICE E...	AMOUNT
<b>*For The Ross Ragland - Klamath Falls*</b>				
<b>*Da-Lite Rolldown Screen*</b>				
Equip	1	Da-Lite Scenic Roller - Motorized - 16' x 29'8" Image Area	6,125.76	6,125.76
Frnt	1	Shipping costs - Da-Lite to Ragland - Delivered 3/13/18	2,837.00	2,837.00
Install	1	Installation Labor - 3/14 thru 3/17 - McRae (47.5 Hours recorded on site)	4,512.50	4,512.50
<b>*Travel related costs*</b>				
Prdm	7	Per Diem Allowance - 3/11 thru 3/17/18	50.00	350.00
T& Travel	17	Travel Time Portal to Portal - Seattle/Klamath Falls Round Trip	50.00	850.00
Mlg	1,012.5	Mileage - Seattle/Klamath Fall - Round Trip	0.54	546.75
Reimb Costs	5	Lodging - Maverick Motel - 3/11 thru 3/15	56.00	280.00
Reimb Costs	2	Lodging - Holiday Inn Express - 3/15 & 3/16	130.66	261.32
<b>*Materials &amp; Sub-contracted Labor *</b>				
Sub	1	Subcontracted Labor - Brosterhous Construction	2,553.00	2,553.00
prts	1	Materials for fabrication of screen & speaker support structure - provided by Brosterhous	3,197.00	3,197.00
prts	1	Misc. Materials provided by McRae - screen suspension components - threaded rod, unistrut, misc. hardware - AC & Control cabling, connectors - etc.	671.05	671.05
<b>Total</b>			<b>\$22,184.38</b>	



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 Ph:206.285.8393 Fax:206.285.8375

# Invoice

DATE	INVOICE #
2/22/2018	13158

**PAID**  
 04/09/2018

BILL TO	SHIP TO
Ragland Theatre 218 North 7th Street Klamath Falls, OR. 97601	Ragland Theatre 218 North 7th Street Klamath Falls, OR 97601

P.O. NUMBER	TERMS	REP	SHIP	VIA	F.O.B.
E-mail: KM	Due on Rept	MPM	2/22/2018	Delivered	

ITEM CODE	QUA...	DESCRIPTION	PRICE E...	AMOUNT
		<b>*For The Ross Ragland Theatre - Klamath Falls*</b>		
		<b>*Sound System Components*</b>		
Equip	1	Dolby - Model CP750 - Digital Cinema Audio Processor	2,250.00	2,250.00
Equip	1	QSC - Model DCM-10D - Cinema Monitor/Crossover	1,059.12	1,059.12
Equip	3	QSC - Model SC-423C-F - Bi-amp Stage Channels (Flyable)	2,744.28	8,232.84
Equip	2	QSC - Model SB-5218 - Dual 18" Subwoofer - 500W Transducers	905.27	1,810.54
Equip	20	QSC - Model SR-1030 - Surround Speaker - 10" 2-way	350.10	7,002.00
Equip	3	QSC - Model DCA-1622 - Power Amplifier - 2 Ch. (L,C,R - Stage Channels)	799.54	2,398.62
Equip	1	QSC - Model DCA-1824 - Power Amplifier - 4 Ch. (L&R - Surrounds)	913.01	913.01
Equip	1	QSC - Model DCA-1222 - Power Amplifier - 2 Ch. (Back Surrounds)	602.51	602.51
Equip	2	QSC - Model DCA-3422 - Power Amplifier - 2 Ch. (Subwoofers)	1,395.56	2,791.12
prts	5	QSC - Model DCP-6 - DataPort Cable - HD15 - 6 Foot	13.20	66.00
prts	2	QSC - Model DCP-10 - DataPort Cable - HD15 - 10 Foot	19.80	39.60
Equip	1	Lowell - Model LER-2422 - 19" System Rack - 24RU - 48" Height	420.15	420.15
Equip	1	Lowell - Model ACS-2014-2C-HW - Power Strip - 2 Circuit 20A	139.52	139.52
prts	1	Misc. Components - Wire & management hardware, cables - etc. Speaker, shielded audio & CAT cable & hardware for suspension of surrounds.	2,726.31	2,726.31
		<b>*Freight Charges*</b>		
Frt	1	Shipping costs - QSC Speakers/Amplifiers - QSC/Ragland	1,295.00	1,295.00
Frt	1	Shipping costs - Dolby CP750 & IMS2000 - Dolby/Ragland	56.10	56.10
Frt	1	Shipping costs - Lowell 19" Rack - Lowell/McRae	254.90	254.90
		<b>*Installation Labor &amp; Expenses*</b>		
Install	1	Installation Labor - Sound system components - 8/19 thru 8/22/18 Time recorded on site - Miles McRae - 63 hrs - Lauren Wilson - 40.25	7,611.00	7,611.00
T& Travel	17	Travel Time Portal to Portal - Inbound 8/18 - Outbound 8/22	50.00	850.00
Mlg	991	Mileage - Seattle/Klamath Falls Round Trip + Misc. errands	0.54	535.14
Prdm	12	Per Diem Allowance - 6 Days X 2 <b>*Incurred Expense*</b>	50.00	600.00
Reimb Costs	2	Lodging - Maverick Motel - 2/18 thru 2/21 X 2	259.12	518.24
Sub	1	Subcontracted Labor - Ed-Pat Electric Klamath Falls	2,281.00	2,281.00

<b>Total</b>	\$44,452.72
<b>Payments/Credits</b>	-\$44,452.72
<b>Balance Due</b>	\$0.00



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# Invoice

DATE	INVOICE #
5/21/2018	13280

BILL TO
Ragland Theatre 218 North 7th Street Klamath Falls, OR. 97601

SHIP TO
Ragland Theatre 218 North 7th Street Klamath Falls, OR 97601

P.O. NUMBER	TERMS	REP	SHIP	VIA	F.O.B.
E-mail: KM	Due on Rept	MPM	5/21/2018	Delivered	

ITEM CODE	QUA...	DESCRIPTION	PRICE E...	AMOUNT
*For The Ross Ragland - Klamath Falls* *May 6th thru May 11th, 2018* *Installation of Stage Speakers, Valance & Eclair Server*				
Install	1	Installation Labor - 5/7 thru 5/11 - Labor charges for this portion of the project have been waived! 91.25 Total Hours were recorded on site by three technicians. Please consider this a contribution to The Ross Ragland Theater. - MPM *Travel related costs*	0.00	0.00
T& Travel	17	Travel Time Portal to Portal - Seattle/Klamath Falls Round Trip - MPM	50.00	850.00
Mlg	1,012.5	Mileage - Seattle/Klamath Fall - Round Trip - MPM	0.54	546.75
T& Travel	8.5	Travel Time Portal to Portal - Seattle/Klamath Falls (One Way) - JS	50.00	425.00
Mlg	546.2	Mileage - Seattle/Klamath Falls (One Way) - JS	0.54	294.95
Prdm	6	Per Diem Allowance - 5/6 thru 5/11- Miles McRae (MPM)	50.00	300.00
Prdm	4	Per Diem Allowance - 5/6 thru 5/9 - Christopher Bonora (CB)	50.00	200.00
Prdm	2	Per Diem Allowance - 5/8 thru 5/9 - Jason Stoelting (JS)	50.00	100.00
*Incurred Travel Related Expenses*				
Reimb Costs	5	Lodging - Maverick Motel - 5/6 thru 5/10 - MPM	64.78	323.90
Reimb Costs	3	Lodging - Maverick Motel - 5/6 thru 5/8 - CB	64.78	194.34
Reimb Costs	2	Lodging - Maverick Motel - 5/7 thru 5/8 - JS	57.10	114.20
*Materials provided by McRae *				
prts	12	M-10 Eye bolts - used for attachment to QSC SC423F Stage Channels	10.55	126.60
prts	18	3/8" Eye bolts - used for attachment to unistrut supports	5.59	100.62
prts	6	Cambell Chain - 3/8" Grade 100 - 10' length	61.88	371.28
prts	6	Chain - 1/4" High Test Grade 43 - 10' length	16.10	96.60
prts	12	3/8" Domestic Screw Pin Anchor Shackle	9.96	119.52
prts	12	1/4" Domestic Screw Pin Anchor Shackle	6.36	76.32
prts	6	3/8" x 6" - Jaw & Jaw Turnbuckle	13.75	82.50
prts	12	Custom Chain Covers	5.50	66.00
prts	1	Misc. additional hardware, threaded rod, angle brackets, unistrut hardware, nuts, bolts, washers, 1x4 material.	398.08	398.08
prts	1	Valance - 7'H x 37'6"L - Sewn in 60% Fullness - Black Apollo	847.03	847.03
<b>Total</b>			<b>\$5,633.69</b>	