

# Town of Lovettsville

## Town Council Minutes of the October 22, 2015 Regular Meeting

### Call to Order/Pledge of Allegiance

Mayor Robert Zoldos II called the Regular Meeting of the Lovettsville Town Council to order at 7:32 p.m. on October 22, 2015 at the Lovettsville Town Hall, 6 East Pennsylvania Avenue, Lovettsville, VA.

### Council Members Present

- Mayor Robert Zoldos II
- Council Member Kimberly Allar
- Council Member Tiffany Carder
- Council Member Rodney Gray
- Council Member Jennifer Jones
- Council Member James McIntyre

### Council Members Absent

- Vice Mayor Michael Senate

### Staff Present

- Town Clerk Harriet West
- Town Manager Laszlo Palko
- Town Attorney Elizabeth Whiting
- Utility Supervisor Stephen Gates
- Economic Development Coordinator Jonathon Rowles

### Pledge of Allegiance

Mayor Zoldos led those assembled in the Pledge of Allegiance.

Mayor Zoldos announced that a closed session would be held at the end of this evening's meeting regarding the location of the Town Hall.

### Presentations

#### A. Mr. James Wynn, Executive Director, Volunteers of America Chesapeake

Mr. James Wynn and Ms. Elizabeth Hodge gave a presentation on the services provided by Volunteers of America, included operating a year-round shelter which serves approximately 400 people each year. Ms. Hodge explained that an actual count of the homeless population utilizing the shelter is conducted once yearly. The most recent count showed that 168 individuals in the County were homeless. Ms. Hodge noted that this number does not take into account people who are homeless but are staying with friends. Mr. Wynn left flyers with the Council in order to provide further information.

### Comments from the Public

Council Member McIntyre read the rules for public comment.

**Kristen Swanson**, 16 East Pennsylvania Avenue, came forward to speak about the Catocin Holiday Art Tour (CHAT). Ms. Swanson explained that she and other artists established this art tour five years ago, and that it is modeled after the Western Loudoun Artists Studio Tour. This year's tour features eight stops and 21 artists. The tour will be held the second weekend in November and is free. Ms. Swanson noted that attendees come from throughout the region and that over 300 patrons came through Lovettsville during last year's tour. Ms. Swanson stated that the collective earnings of artists in the area for 2014 was well over \$25,000. Additionally, Ms. Swanson stated, local businesses have generously sponsored the tour since its inception. It was noted that this tour provides an opportunity for holiday shopping to be done locally. Ms. Swanson presented an example of the holiday art produced by the artists included in the tour. Ms. Swanson explained that her group is aware of the new Town sign, and

understands that they may not use it, and is therefore respectfully asking Council for permission to continue to display their banner at the entrance to the Town of Lovettsville. Mayor Zoldos addressed this issue, noting that the Town has decided to place events in which the Town is a partner on the sign, but has chosen not to display events which the Town sponsors on the sign. The Mayor stated that everyone would like to see a banner/sign in place to advertise the event, the decision which exists is in what manner that advertising should be displayed. In looking toward next year, Mayor Zoldos stated, an official partnership should be created. Ms. Swanson asked if her group will be allowed to display its banner this year. Mayor Zoldos stated that it will be able to do so and that Council Member McIntyre will work with the group on this.

**Kristi Gray**, 12 South Berlin Turnpike, said she was here to speak about the VDOT controlled project on Route 287 which affects Town residents. Ms. Gray reported that, as a result of this project, a large drop-off exists at the driveway on her property. She said this problem occurred just today and presents a safety issue. Ms. Gray expressed her appreciation that the Mayor and other members of the Council visited her property after this issue developed. Ms. Gray stated that the need exists for a way to voice concerns and to gather information regarding this project, which is not controlled by the Town but which affects Town residents. Ms. Gray also noted that there are other citizens having similar problems. Ms. Gray asked for continued support from the Town. She noted her appreciation that Town representatives are going to contact VDOT regarding this problem. Mayor Zoldos reported that today is when this problem "really got bad" and that he and Town Manager Palko met with the Gray's today. Mr. Palko will meet with VDOT and walk the site on Monday. Mayor Zoldos also noted that the meeting with residents Ms. Gray spoke about is supposed to be scheduled and that Town Manager Palko will attend. Town Manager Palko stated that the best way for residents to handle these issues is to contact VDOT directly, as they need to hear concerns from the citizens themselves and to contact Town Staff, so that Staff can advocate for citizens in these matters. Ms. Gray stated that Mr. Palko just used a word that means so much, "advocate," as it felt for a while as though it was difficult to have that. Town Manager Palko stated that Town Staff tries to undertake that role for citizens encountering issues with any entity. Ms. Gray stated that Council Members need to help assure that residents understand the process in situations such as this. Mayor Zoldos explained that Ms. Gray's suggestion of holding a meeting mid-project for residents is something Council supports and will facilitate. Town Manager Palko stated that he will speak with the VDOT representative on Monday regarding scheduling the meeting for residents.

#### **Community Presentations**

A. Loudoun County Sheriff's Office

There was no report.

B. Lovettsville Volunteer Fire and Rescue Company

There was no report.

C. Lovettsville Community Center

There was no report.

D. Lovettsville Library

There was no report.

#### **Town Commission and Committee Reports**

A. Lovettsville Planning Commission

Planning Commission Member Thomas Ciolkosz reported on the update of the Comprehensive Plan, the Keena project, the 7-Eleven application, and revisions the Planning Commission by-laws. He noted that the Planning Commission recommended approval of the Keena project, with modifications made to include six to eight additional parking spaces. This will bring the number of parking spaces in this immediate area to 22.

B. Parks Committee

Mayor Zoldos presented this report in Vice Mayor Senate's absence, noting that the Parks Committee provided the Pavilion Rental Application Guidelines, which will be discussed this evening. The glockenspiel design meeting was postponed but will be rescheduled.

C. We're In Committee

Council Member Carder gave updates on the committee's meeting schedule, the Brunswick Business Expo, a business mixer planned for November, and efforts to promote the Catoctin Holiday Art Tour.

D. Oktoberfest Committee

Council Member McIntyre reported that the numbers will say a lot about the event, but don't say everything. He noted that there were volunteers for set-up, for working throughout the day, and for breaking down at the end of the event, but there were not enough people for each of those tasks. He said that in planning for next year, it needs to be taken into account that there were enough tents, chairs, etc., but not enough people.

Tom Ciolkosz, Treasurer of the Oktoberfest Committee, gave a detailed report on the finances for the event and noted the following:

- Revenue increased 29% in 2013, 32% in 2014, and 24% in 2015.
- 2015 expenses increased 16% and included event cancellation insurance and a larger tent.
- Oktoberfest now has over \$18,000 in reserves which are needed for pre-event expenses.
- 64% of the profit from the event is earned on Friday and Saturday; 53% of that profit comes from the sale of alcohol, with sale of souvenirs accounting for 11% of the profit, and sponsors and vendors accounting for 36%.
- Council Member McIntyre collected 50 to 60 suggestion cards from attendees on ways to improve the event and make the fest bigger.
- Oktoberfest donated \$8,152 to various charities in the community, including the Lovettsville Lions Club, the Lovettsville Co-op, Lovettsville Elementary School Arts and Music programs.

Mr. Ciolkosz also recognized assistance for Oktoberfest provided by Lovettsville's Fire and Rescue services, the New Jerusalem Lutheran Church, and the Cub Scouts, who provide great assistance with trash collection. Additionally, it was noted that the Knights of Columbus assisted with setting up and dismantling infrastructure and Harmony Middle School assisted with Kinderfest.

Mr. Ciolkosz stated that he looks forward to working with Town Manager Palko on making improvements to Oktoberfest to ensure transparency of the event's finances and facilitate communication with the Town Council.

Council Member McIntyre stated that he is thrilled about the event ending "in the black" and about the seed money for next year's Oktoberfest. He noted he is equally thrilled about the rest of the money which came into the community. Council Member McIntyre also reported that local restaurants were all busy during the event, which is in keeping with the goal to make Oktoberfest successful for local businesses.

Town Manager Palko raised various issues for consideration, in relation to the discussion of fiscal policy slated for this evening's meeting, in connection to Oktoberfest and other events. These issues include establishing a reserve account in order to provide for needed cash-on-hand; the possibility of decreased business during one year's event; covering depreciation on assets; and saving for large purchases for Oktoberfest and Mayfest. Mr. Palko also noted that issues related to service capacity, such as providing an adequate number of people to work at the event, warrant discussion as well. Mayor Zoldos also noted that these types of issues will be discussed at the next workshop.

E. Mayfest

Council Member Carder gave reported that planning for the 2016 Mayfest event has begun with the main focus being the budget. She noted that \$20,000 will be needed to get this event off the ground and that the committee will be working on creating the artwork for the 2016 event.

F. Veteran's Day

Council Member Allar gave updates on plans for the ceremony, including guest speakers and music. She noted that the New Jerusalem Lutheran Church is in possession of a service flag bearing a gold star, which will be presented at the ceremony.

### **Additions/Deletions/Modifications to the Agenda**

The following changes were made to the agenda:

- Information Flow Committee was moved to Action/Discussion Item A
- Bike Path Safety was added as Action/Discussion Item I
- Dust on East Broad Way was added as Action/Discussion Item J

### **Minutes**

#### A. January 22, 2015 Regular Meeting and Public Hearing

**Motion:** I move to accept the minutes of the January 15, 2015 Town Council Regular Meeting as amended.

**By:** Council Member Jones

**Second:** Council Member Carder

**Aye:** Council Members Allar, Carder, Gray, Jones, and McIntyre

**Nay:** None

**Abstain:** None

**Absent:** Vice Mayor Senate

### **Monthly Financial Report**

There was no report.

### **Staff Reports**

#### A. Report from the Project Manager

The Project Manager submitted a written report.

#### B. Report from the Zoning Administrator

The Zoning Administrator submitted a written report.

#### C. Report from the Utility Supervisor

The Utility Supervisor reviewed his written report.

#### D. Report from the Town Attorney

There was no report.

#### E. Report from the Town Manager

Town Manager Palko stated that he had nothing to add to his written report.

### **Action/Discussion Items**

#### A. Information Flow Committee

Mayor Zoldos introduced this item. He explained that the process for instituting this committee began approximately a year ago, but due to various circumstances the committee has been inactive. The committee is now needed and will be initiated. In addition to Council Member McIntyre serving as Chair, Council Members Allar and Carder will serve as committee members. Mr. Nate Fontaine will serve as the Planning Commission's representative. Mayor Zoldos further noted that Mr. Greg Mahan, who is in attendance this evening, has offered to serve on the committee as the citizen-at-large representative. Mr. Mahan discussed his background, which includes 25 years in information technology, and interest in serving on the committee. Mayor Zoldos then asked the Council to affirm the appointment of Greg Mahan to the Lovettsville Standing Committee on Information Flow.

**Motion:** I move that the Town Council confirm the appointment of Greg Mahan to the Lovettsville Standing on Information Flow.

**By:** Council Member Carder

**Second:** Council Member McIntyre

**Aye:** Council Members Allar, Carder, Gray, Jones, and McIntyre

**Nay:** None

**Abstain:** None

**Absent:** Vice Mayor Senate

Council Member McIntyre discussed scheduling the committee's first meeting to begin reviewing the Town's website. Mayor Zoldos stated that, in addition to digital information, an area of responsibility for this committee may be requests for use of the Town sign. There was no objection.

**B. Board of Zoning Appeals Appointments**

The Council discussed appointments to the Board of Zoning Appeals (BZA) in light of Anthony Quintana's recent resignation from the Planning Commission. Mayor Zoldos noted that Mr. Quintana also served as the Planning Commission's representative to the BZA and that Mr. Quintana had expressed an interest in continuing to serve on the BZA as the member-at-large representative. Following discussion, Mayor Zoldos suggested that Mr. Quintana should remain on the BZA due to his training and willingness to serve, and suggested that the Council appoint Commissioner Ciolkosz as recommended by the Planning Commission.

**Motion:** I move that the Council appoint Commissioner Thomas Ciolkosz to the Board of Zoning Appeals.  
**By:** Council Member McIntyre  
**Second:** Council Member Jones  
**Aye:** Council Members Allar, Carder, Gray, Jones, and McIntyre  
**Nay:** None  
**Abstain:** None  
**Absent:** Vice Mayor Senate

**C. FY Economic Development Roadmap – Action Plan for Economic Development Coordinator**

Town Manager Palko introduced this item, explaining that developing this Action Plan is one of the elements included in the Economic Development Roadmap he and Economic Development Advisor Finz created. Mr. Palko further explained that this Action Plan contains six priorities and is much like the Action Plan created for the Town Manager's position. Town Manager Palko then asked the new Economic Development Coordinator, Mr. Jonathon Rowles, to address the Council. Mr. Rowles described his background and interests in serving the Town.

Town Manager Palko referenced the FY16 Action Plan for the Economic Development Coordinator and noted that it contains the various tasks to be accomplished.

**D. Approval of Pavilion Rental Application/Guidelines**

Town Manager Palko presented this item. He explained that this effort to streamline the rental policy for the Walker Pavilion began several months ago and noted that he believes this updated policy is "much more slim and straight to the point," and thus will be easier to implement. Following discussion, the Council took the following action:

**Motion:** I move that the Town Council approve the revised Walker Pavilion Reservation Policy and Walker Pavilion Rental Application.  
**By:** Council Member Jones  
**Second:** Council Member Allar  
**Aye:** Council Members Allar, Carder, Gray, Jones, and McIntyre  
**Nay:** None  
**Abstain:** None  
**Absent:** Vice Mayor Senate

**E. Discussion of Partnering Events vs. Sponsored Events**

Mayor Zoldos began the discussion of this item, noting that he sent draft language regarding this item to Council Members and that language is before them this evening. Mayor Zoldos explained that issues related to this topic include how the Town could formalize a sponsorship or partnership with a nonprofit. Mayor Zoldos explained that the proposed guidelines may be revised in any way Council sees fit. He noted it is difficult to capture the meaning of the concepts "partnership" and "sponsorship," but that a main difference between the two lies in whether the Town collaborates or not and that collaboration is key to determining the Town's role.

Town Attorney Whiting stated she had briefly reviewed the document this evening and did not see any items of concern; however, she noted that there is still much work to be done on them, as these are definitions which will drive other decisions which will be made in relationships with other community members. She further stated her belief that the Town is on a sound basis with this document.

Following discussion, Mayor Zoldos explained that this item was brought forward in response to requests the Town Manager had received from two groups (CHAT and the Brunswick Business Expo) about placing signs on the Town Square. Mr. Palko suggested that a policy be clearly defined prior to action being taken on these requests. Mayor Zoldos noted his agreement with this and stated his belief that a policy should be put forth this evening to respond to the two pending requests. He noted that the policy may be further refined at a later date.

Minor changes to the policy were briefly reviewed. Mayor Zoldos asked if Council is in agreement with the process included in the policy for provision of sponsorships. There were no objections. Mayor Zoldos noted that the policy also includes a higher standard for partnerships, as well.

**Motion:** I move to adopt the language defining partnership and sponsorship, as amended.  
**By:** Council Member McIntyre  
**Second:** Council Member Carder  
**Aye:** Council Members Allar, Carder, Gray, Jones, and McIntyre  
**Nay:** None  
**Abstain:** None  
**Absent:** Council Member Senate

F. Halloween Lighting and Christmas Lights

Town Manager Palko presented this item. He noted the safety concerns for trick-or-treaters due to construction on East Broad Way. He said the best option is to rent several light towers to illuminate the street at a cost of approximately \$405. Manager Palko also presented lighting options for the Town's Christmas tree. Following discussion, Mayor Zoldos suggested that Council provide authorization for the expenditure at the discretion of the Town Manager.

**Motion:** I move that the Council authorize the Town Manager to rent up to three light towers for Halloween, as conditions require. Further, I move that the Town Manager does not buy the Star Shower Laser Lights.  
**By:** Council Member McIntyre  
**Second:** Council Member Gray  
**Aye:** Council Members Allar, Carder, Gray, Jones, and McIntyre  
**Nay:** None  
**Abstain:** None  
**Absent:** Council Member Senate

G. Scheduling Events Coordinator Interviews and Events Working Session

Town Manager Palko reported that interviews for the position of Events Coordinator will begin next week and that the top two or three candidates will be asked to return for an additional interview with the Council. Following discussion, Council interviews were scheduled for December 12, 2015 at 6:30 and 7:00 p.m.

H. Town Fiscal Policy

Town Manager Palko presented this item, explaining that it was determined during the budget sessions that this policy is needed. The Town of Lovettsville Fiscal Policy was presented in printed form to the Council. Town Manager Palko reviewed the sections of the policy and provided brief explanations of the information included in each section. Mr. Palko also explained that this policy will be amended after next year's budget is compiled and a capital strategy has been created. Mayor Zoldos noted that this policy "is pretty clean and straight forward" and asked if any Council Member would like a more in-depth review, or if Council feels comfortable in moving forward with this. Mayor Zoldos also noted that nothing in this

policy is new to Council, as it has previously been explained. It was the consensus of the Council that this Fiscal Policy is very well-written and will provide valuable guidance.

- Motion:** I move that the Town adopt Ordinance No. 2015-10-0001: Adopt the Fiscal Policy Dated October 22, 2015. [Attachment 1]
- By:** Council Member Gray
- Second:** Council Member McIntyre
- Aye:** Council Members Allar, Carder, Gray, Jones, and McIntyre
- Nay:** None
- Abstain:** None
- Absent:** Council Member Senate

**I. Bike Path Meeting Date**

The Council discussed scheduling a meeting with VDOT for residents impacted by the Bike Path construction project. Following discussion, the meeting was scheduled for 7:00 p.m. on Monday, November 2, 2015 at the Lovettsville Game Club.

**J. Dust on East Broad Way**

Town Manager Palko presented this item. He explained that two remedies for this problem exist: 1) the contractor watering the road more frequently; or, 2) the contractor assisting with clean-up of residences at the completion of the project. Mr. Palko said that since the project is only two to three weeks from completion, he recommends that the second option be pursued. He noted that no additional costs would be incurred.

Mr. Neilberger, a resident on E. Broad Way, noted that the problem with the option under consideration is that it still requires residents to "live in a dust bowl" for two to three more weeks." He said that most of the dust problem is coming from the loose gravel and increased speed of traffic on the road. He suggested that the contractor go back to sweeping the street. Following further discussion, Mayor Zoldos directed the Town Manager Palko to request end-of-project clean-up by the contractor and to ask the contractor if removal of the gravel could be done, as well.

**K. CHAT Sign and Brunswick Expo Sign**

Mayor Zoldos asked to close the loop on the issue of the CHAT and Brunswick Business Expo signs. Following discussion, the Council agreed to use the Town's Information Sign to promote the Brunswick Business Expo. Councilman McIntyre will discuss the placement of the CHAT sign/banner with the Information Flow Committee.

**Information Items**

There were no Information Items.

**Comments from the Mayor and Town Council**

This item was suspended.

**Closed Session**

Mayor Zoldos explained that non-Council attendees are required to leave the meeting during the Closed Session, but will be invited to return upon the reconvening of the Open Meeting.

**Motion:** I move that the Lovettsville Town Council convene in Closed Session, pursuant to Virginia Code, §2.2-3711(A), for discussion of the acquisition of real property or the disposition publicly of real property, where discussion in an Open Meeting would adversely affect the bargaining position or negotiating strategy of a body with regard to discussion of property for the potential relocation of the Town Offices, and therefore reconvene in Open Session for action, as appropriate.

**By:** Council Member Carder  
**Second:** Council Member McIntyre  
**Aye:** Council Members Allar, Carder, Gray, and McIntyre  
**Nay:** None  
**Abstain:** None  
**Absent:** Council Members Senate and Jones

The Mayor and Council went into Closed Session at 10:48 p.m. and reconvened in Open Session at 11:14 p.m. All Council Members certified that only public business matters lawfully exempt from the Open Meeting requirements were discussed and that only such public business matters, as were identified in the motion by which the Closed Meeting was convened, were heard, discussed, or considered in the meeting of the Lovettsville Town Council. Mayor Zoldos asked if there was any further action to be taken by the Council tonight.

**Motion:** I move that the Council authorize the Mayor to sign the Town of Lovettsville Contract Lots 127-130 with Elm Street to purchase the Town Center Land (Lots 127, 128, 129 and 130) for the location of a future Town Hall or expanded commercial space. Further, I move that the Town Manager budget for interest payments as part of the CIP. I further move to authorize the Mayor and the Town Manager to execute required documents as approved by the Town Attorney, and to execute contracts.

**By:** Council Member McIntyre  
**Second:** Council Member Carder  
**Aye:** Council Members Allar, Carder, and McIntyre  
**Nay:** Council Member Gray  
**Abstain:** None  
**Absent:** Council Members Senate and Jones

**Adjournment**

The meeting was adjourned at 11:16 p.m.

Respectfully submitted,



\_\_\_\_\_  
Harriet West, Town Clerk

Date Approved: October 6, 2016

Attachments:

1. Ordinance No. 2015-10-0001: Adopt the Fiscal Policy Dated October 22, 2015

# Town of Lovettsville

Ordinance No. 2015-10-0001: ADOPT THE FISCAL POLICY DATED OCTOBER  
22<sup>ND</sup> 2015

**MOTION:** Gray

**SECOND:** McIntyre

**WHEREAS**, the Town Council held a retreat on January 31<sup>st</sup> 2015 where it was determined that improving the fiscal management of the Town was a top priority; and

**WHEREAS**, as part of the Budget for Fiscal Year 2016 the Town Council established a strategy for managing its debt and reserves; and

**WHEREAS**, as part of the Working Sessions for the Budget of Fiscal Year 2016 the Town Manager promised to draft a Fiscal Policy for the town to codify a fiscal strategy; and

**WHEREAS**, the Town Council agreed to add the writing of a Fiscal Policy as part of the Town Manager's Work Plan on July 9 2015; and

**WHEREAS**, the Town Council has reviewed, commented and now seeks adoption of the Fiscal Policy.

**NOW, THEREFORE, BE IT ORDAINED** that the Fiscal Policy is adopted effective October 22<sup>nd</sup> 2015.

**VOTE:**

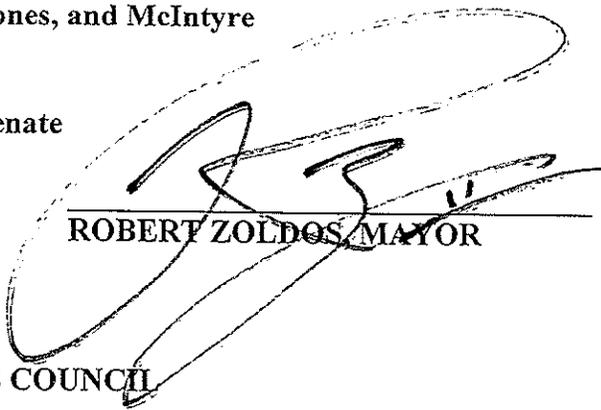
**Ayes:** Allar, Carder, Gray, Jones, and McIntyre

**Nays:** None

**Abstentions:** None

**Absent for Vote:** Senate

Approved: October 22, 2015

  
ROBERT ZOLDOS, MAYOR

  
HARRIET WEST, CLERK TO THE COUNCIL

*The German Settlement*

Lovettsville Oktoberfest 2015 Budget  
 2015 Budget vs 2014 Actual as of 10/17/2015

Revenue	2014 Actual	%	2015 Actual	Approved 2015 Budget	%	Variance \$	
Sponsorship Revenue	\$13,861	21%	\$10,105	\$15,000	13%	-\$3,756	28%
Book Ads	\$375	1%	\$0	\$500	0%		
Vendor	\$8,234	13%	\$10,287	\$10,175	13%	\$2,053	24%
Beer Sales (sold 7,222 @\$6.00 per)	\$36,306	56%	\$43,370	\$42,000	54%	\$7,064	19%
Wine Sales (backed into 600 glasses @ 5 per)	\$0		\$3,600	\$500	4%	\$3,600	100% increase New
Merchant service gross up	n/a		\$799	\$0	1%		
Souvenirs	\$6,000	8%	\$12,181	\$7,500	15%	\$6,181	103%
<b>Total Revenue</b>	<b>\$64,776</b>	<b>99%</b>	<b>\$80,342</b>	<b>\$75,675</b>	<b>100%</b>	<b>\$15,566</b>	<b>24%</b>
<b>Cost of Goods</b>	<b>2014 Actual</b>	<b>%</b>	<b>2015 Actual</b>	<b>2015 Budget</b>	<b>%</b>		
86 kegs at \$135 24% cost	\$8,735	48%	\$11,617	\$10,875	47%		Cost is \$2.26 per beer
Wine Cost 120 bottles at \$10.83			\$1,301	\$250	5%		Cost is \$2.16 per glass
Low COOP Share @15%			\$345		1%		
Lions Club Share @ 15%	\$4,114	22%	\$4,757	\$4,668	19%		
Merchant Services	\$1,379	8%	\$799	\$500	3%		
Souvenirs	\$4,065	22%	\$5,939	\$6,100	24%		steins 2606, shirts 2043, souvenir 1290
<b>Total Cost of Goods</b>	<b>\$18,293</b>	<b>100%</b>	<b>\$24,758</b>	<b>\$22,393</b>	<b>100%</b>		
<b>Net Profit</b>	<b>2014 Actual</b>	<b>%</b>	<b>2015 Actual</b>	<b>2015 Budget</b>	<b>%</b>		
Beer Net Profit	\$23,457	50%	\$26,996	\$26,457	49%		net profit is \$3.73 per beer
Wine Profit	\$0		\$1,954	\$250	4%		net profit is \$3.25 per glass
Souvenirs Net Profit	\$1,935	4%	\$6,242	\$1,400	11%		profit margin is 51%
Other (Sponsor, Vendor, Book Ads)	\$21,091	45%	\$19,477	\$25,175	36%		
<b>Net Profit</b>	<b>\$46,483</b>	<b>100%</b>	<b>\$54,669</b>	<b>\$53,282</b>	<b>100%</b>		
<b>Expenses</b>	<b>2014 Actual</b>	<b>%</b>	<b>2015 Actual</b>	<b>2015 Budget</b>	<b>%</b>		
<b>Site Expense</b>							
ABC VDOT	\$195	1%	\$155	\$200	1%		
Misc.	\$201	1%	\$421	\$200	1%		
Tents	\$389	1%	\$0	\$0			
Toilets 5 x \$150 15 x \$85	\$11,620	44%	\$12,158	\$12,000	40%		need more toilets and service
Trash American	\$2,200	8%	\$3,005	\$2,500	10%		
Trash Scouts	\$586	2%	\$1,188	\$800	4%		
Sheriff	\$270	1%	\$500	\$300	2%		donations
Generator	\$3,906	15%	\$4,528	\$4,918	15%		
Security	\$858	3%	\$908	\$900	3%		
Lighting for Parking Lot	\$2,308	9%	\$2,106	\$3,000	7%		
Lift	\$563	2%	\$519	\$550	2%		
Hay Bales 80	\$767	3%	\$1,104	\$800	4%		
Misc. Gas/carpet/misc.			\$361		1%		
Quick Covers	\$478	2%	\$66	\$500	0%		
Knights of Columbus Vendor Set Up/Teardown	\$300	1%	\$404	\$300	1%		
Shuttle 2			\$600	\$1,000	2%		donations
Volunteer Crew	\$1,764	7%	\$1,994	\$2,100	7%		need to hire crew to assist
Event Cancellation Insurance			\$388	\$750	1%		
<b>Total Site Expense</b>	<b>\$26,425</b>	<b>100%</b>	<b>\$30,404</b>	<b>\$30,818</b>	<b>100%</b>	<b>(\$3,979)</b>	
<b>Marketing</b>							
Graphic Designer	\$467	9%		\$500			
Advertising	\$0	0%					
Postage	\$0	0%					
Printing rack cards/bus cards/letterhead/poster	\$430	9%	\$1,679	\$500	26%		
Replica's 1/2 the cost	\$395	8%	\$300	\$400	5%		*church pd
Booklet Printing	\$2,853	58%	\$4,017	\$3,300	62%		
Signs	\$807	16%	\$341	\$900	5%		
Supplies	\$0	0%	\$100		2%		
Jones Reimburse		0%	\$33				
<b>Total Marketing Expense</b>	<b>\$4,952</b>	<b>100%</b>	<b>\$6,470</b>	<b>\$5,600</b>	<b>99%</b>	<b>(\$1,518)</b>	
<b>Entertainment</b>							
Performers	\$6,325	80%	\$6,000	\$7,000	76%		
Equipment Rental		0%	\$500		6%		
Kinder fest/Bouncy/misc. exp	\$1,138	14%	\$948	\$1,500	12%		
Performer Food and Beer	\$490	6%		\$500			
Weiner dog supplies/prizes		0%	\$400	\$400	5%		400*need exp from Stephanie
<b>Total Entertainment Expense</b>	<b>\$7,953</b>	<b>100%</b>	<b>\$7,848</b>	<b>\$9,400</b>	<b>100%</b>	<b>\$105</b>	
<b>Administrative</b>							
Volunteer Shirts	\$600	13%	\$406	\$600	9%		
Cups (10,000)vests/Readers	\$1,286	28%	\$438	\$1,000	10%		
Lanyards		0%	\$101	\$100			
Supplies/tickets/cash drawer/misc.	\$365	8%	\$673	\$750	15%		
VIP Dinner/beer	\$275	6%	\$730	\$500	16%		
Committee meeting/dinner	\$250	5%	\$529	\$250	12%		
Cash boxes/computers			\$273		6%		
Reilly, Miller reimburse			\$184		4%		
Donated Services/Donations	\$1,800	39%	\$1,200	\$2,500	26%		*lions 4757, coop 345, knights 600, scouts 500 budget elsewhere
Website Hosting		0%	\$192				
<b>Total Administrative Expense</b>	<b>\$4,676</b>	<b>100%</b>	<b>\$4,534</b>	<b>\$5,892</b>	<b>98%</b>	<b>\$43</b>	
<b>Total Expenses</b>	<b>2014 Actual</b>	<b>%</b>	<b>2015 Actual</b>	<b>2015 Budget</b>	<b>Increase</b>	<b>% to Budget</b>	
	\$43,906		\$49,256	\$51,710	\$5,350	95%	
<b>Net Profit</b>	<b>2014 Actual</b>	<b>%</b>	<b>2015 Actual</b>	<b>2015 Budget</b>	<b>Increase</b>		
	\$2,577		\$5,413	\$1,572	\$2,836		
<b>Capital Expense Allocation out of Reserves</b>	<b>2014 Actual</b>	<b>%</b>	<b>2015 Actual</b>	<b>2015 Budget</b>	<b>%</b>		
	\$5,098			0			
Weiner Dog Stadium			\$522				
<b>Total</b>			\$522	0			

\$12,975 reserves in bank  
 \$5,413 Profit 2015  
 New Reserve  
 \$18,388