



Results of Agreed-Upon Procedures for the 2019

OFFICE OF THE CITY
AUDITOR

SOMETHING
IN THE WATER

Review of the methodology and support of City's accounting and compilation of in-kind expenses related to the 2019 Inaugural Something in the Water Festival

We identified the following exceptions:

Salary Costs
\$78,725

Overtime Costs
\$11,303

Bus Services
Cost
\$128,912





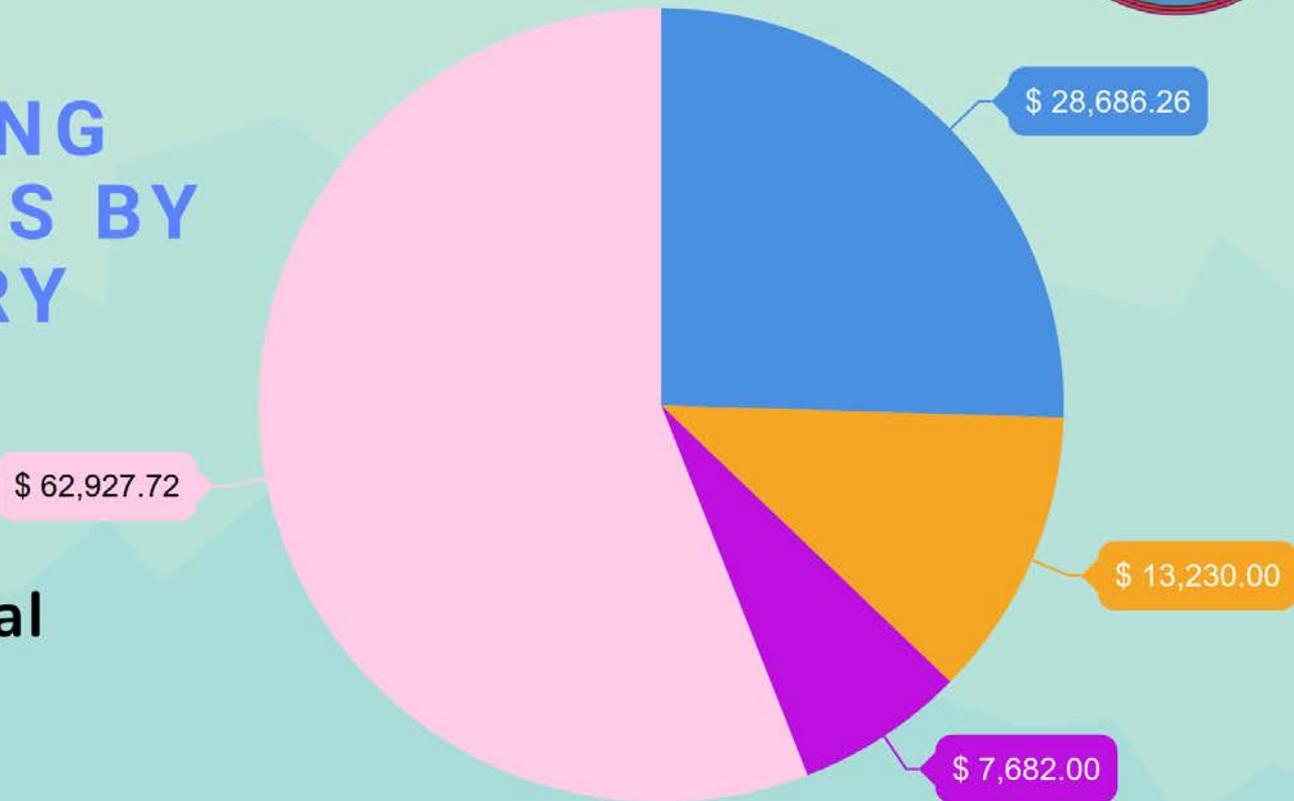
City Sponsorship and Support Costs

Category	Original Total	Adjustment	Revised Total
Sponsorship	\$250,000	\$0	\$250,000
In-Kind Services:			
Personnel Costs	\$789,325	(\$67,422)	\$721,903
Operating Expenses	\$112,526	\$0	\$112,526
VBCPS - School Buses	\$128,912	(\$128,912)	\$0
HRT - Trolley Shuttles	\$26,086		\$26,086
Event Total	\$1,306,849	(\$196,334)	\$1,110,515

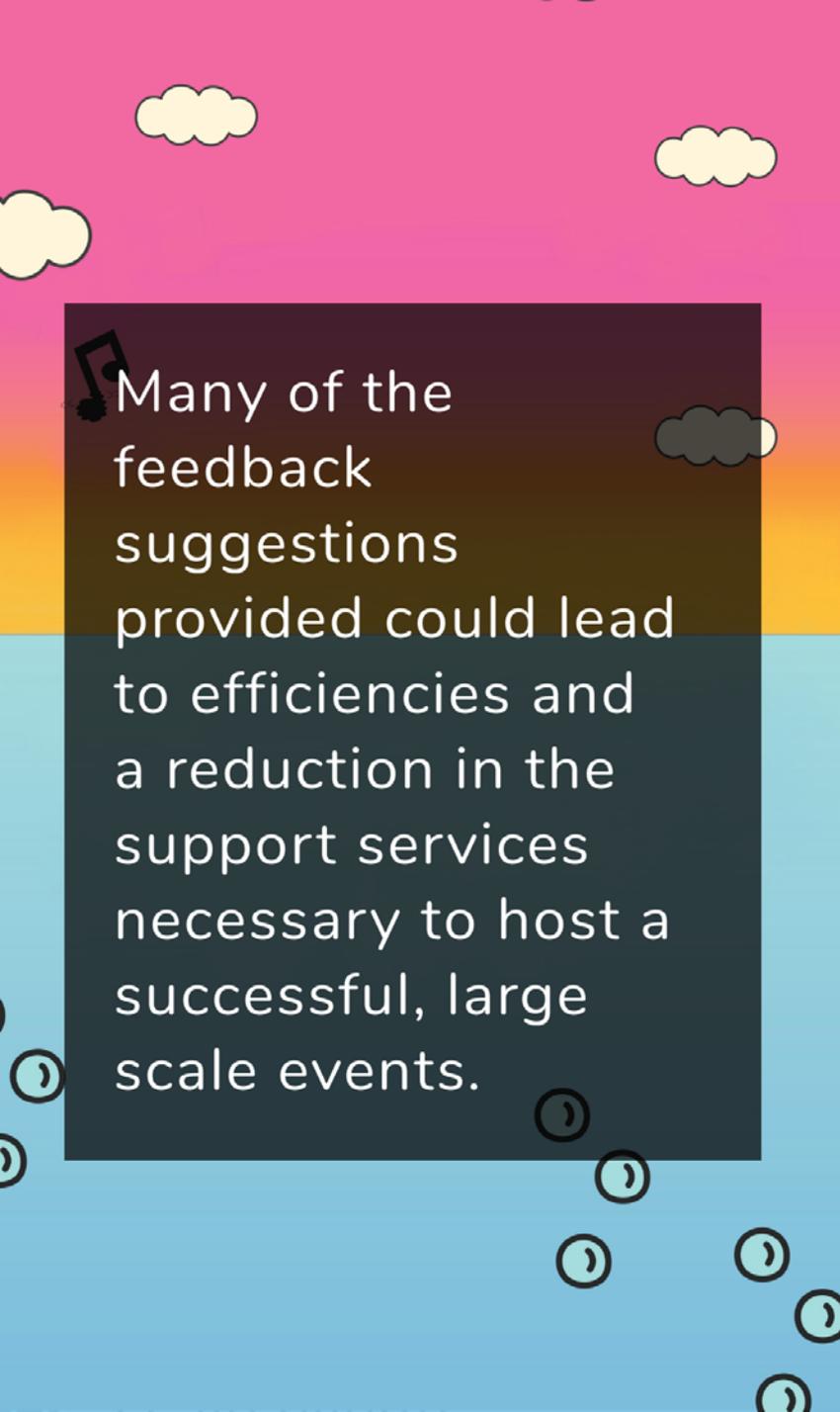


OPERATING EXPENSES BY CATEGORY

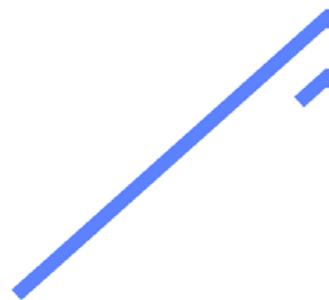
Original Total
\$112,526



- Consulting/Contractual (25.49%)
- Travel (11.76%)
- Equipment Rent/Lease (6.83%)
- Supplies (55.92%)

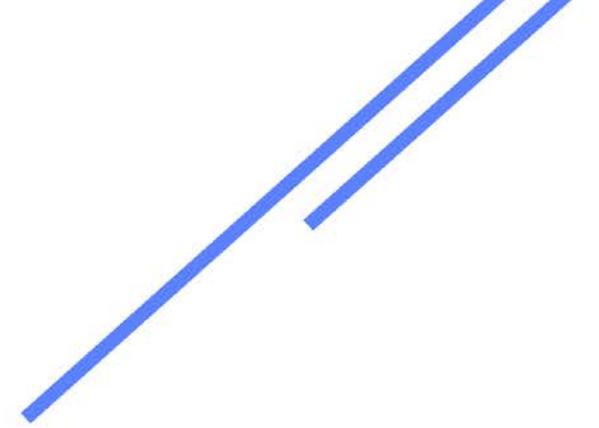
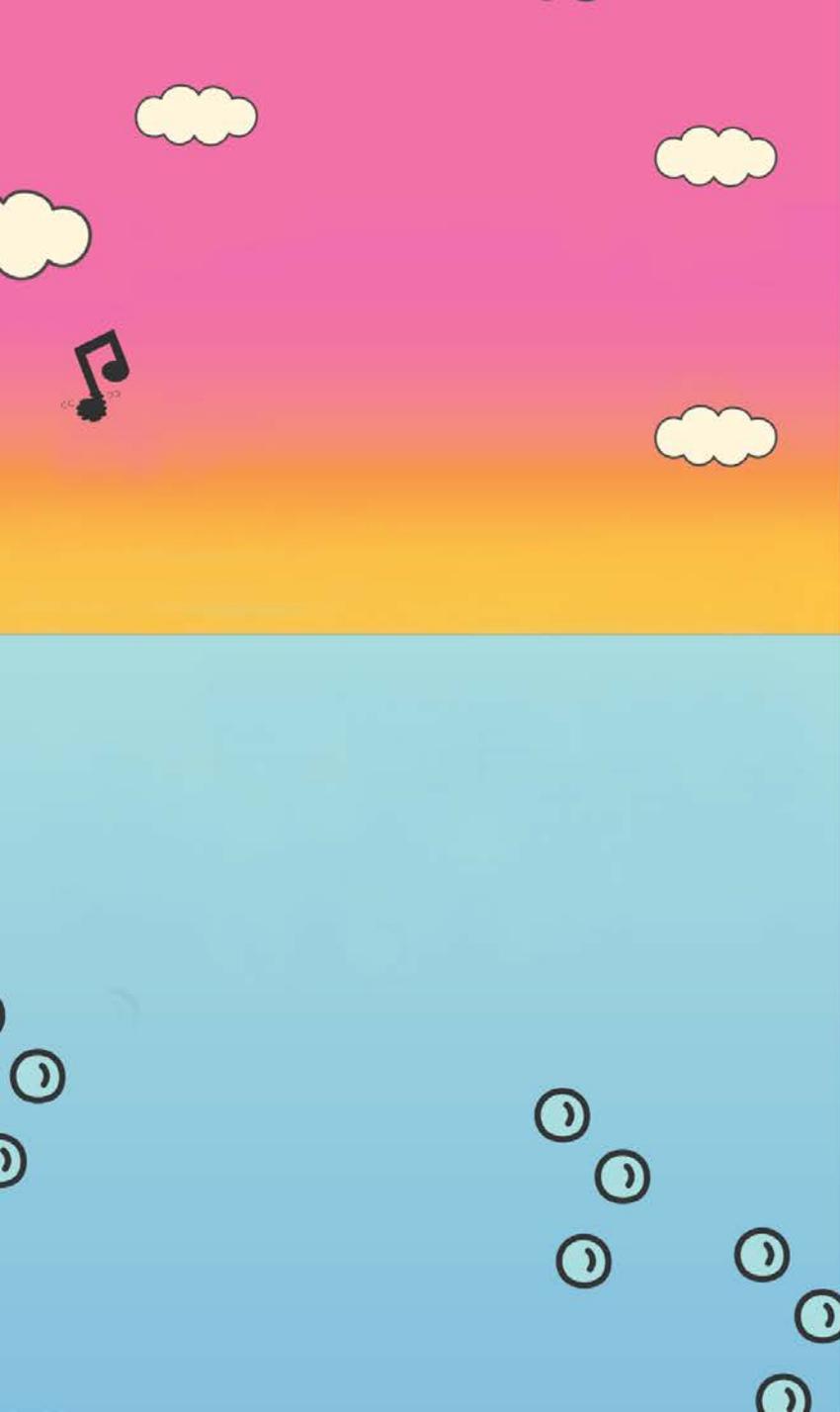


Many of the feedback suggestions provided could lead to efficiencies and a reduction in the support services necessary to host a successful, large scale events.



Management Should:

- Establish detailed written guidelines relating to authorizing, approving and capturing/allocating costs associated with large special events. The guidelines should be distributed to the departments along with the shared program code for the event.
 - Incorporate best practices/and or lessons learned from the inaugural Festival for future Festivals and events, when practical.
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THANK YOU

To read a full copy of our report visit our website at www.vbgov.com/cityauditor

