

**Agenda**  
**"Old Fort" Commission - Regular Meeting**  
**Wednesday, June 20 2018**  
**Replica Fort -5:15 P.M.**

Joe Thurman - Chairperson  
Marie Brady- Whitcanak - Member

Dave Moehn - Member  
Richar Abel - Member

Carol Foss - Secretary member  
Joshua Sessions - Member

**MEETING CALLED TO ORDER**

**APPROVAL OF MINUTES**

REGULAR MEETING (May,16 2018)

**PUBLIC COMMENTS**

**SITE MANAGER'S REPORT**

Dr. Eugene Watkins

**INCOME / EXPENSE REPORT**

Dave Varley City Manager

**GIFT SHOP REPORT**

Linda Baxter

**OLD BUSINESS:**

1. Update on New Brochures.
2. Commemorative Coins Program.
3. Old Fort Sign.
4. Flowers Planted Under Old Fort Sign.
5. Utility Poles for Fort Walls.

**NEW BUSINESS:**

1. Old Fort Haunted House 2018.
2. Old Fort Sign Repair.
3. New "OPEN" sign donated by Craig Smith.
4. Flowerbed at entrance to Old Fort.

**FRIENDS OF OLD FORT MADISON**

Andy Andrews

**ADJOURNMENT**

**IN ORDER TO TRANSACT BUSINESS A QUORUM IS REQUIRED.**

**THEREFORE, PLEASE R.S.V.P. TO:**

**DAWN HELLING - [dhelling@fortmadison-ia.com](mailto:dhelling@fortmadison-ia.com)**

**(319) 372-7700 EXT 201**

## AGENDA ITEM DESCRIPTION

### OLD BUSINESS:

- 1. Update on New Brochures:** As per Feb 21, 2018 meeting, the new brochures are finished. I emailed Jean Peiton on June 7, 2018, and she replied that the brochures are on the "back burner". No idea when they will be available due to working on the website. We need the brochures to hand out to potential "reenactors".
- 2. Commemorative Coins Program:** The commemorative coins program is supposed to be up and running, but at the time of my preparing the agenda, I can't confirm. We need further explanation on that program as well.
- 3. Old Fort Sign:** Craig Smith, Franz Hoenig, and Joe Thurman made temporary repairs to the Old Fort sign. Found severe rotting at the bottoms of the support posts.
- 4. Flowers Planted Under Old Fort Sign:** Michelle Slater and I asked for, and received, donations of flowers to plant at the base of the Old Fort sign from Matt's Greenhouse. I did not realize that this flowerbed was adopted by a Girl Scout Troop who were going to plant flowers in it. This is Dawn Helling's first year of operating the Adopt-a-Garden program and did not receive very much information on it. She said next year she will inform us of the flowerbeds that are adopted.
- 5. Utility Poles for Fort Walls:** Joe Thurman contacted Alliant Energy about obtaining utility poles for the Fort walls and to repair the Old Fort sign. Some poles have already been delivered.

### NEW BUSINESS:

- 1. Old Fort Haunted House 2018:** Rick Lurvey will discuss Old Fort Haunted house for 2018.
- 2. Old Fort Sign Repair:** Repair Old Fort sign with 2- Larger utility poles as soon as they are delivered.
- 3. New "OPEN" Sign:** The new "OPEN" sign is donated by Craig Smith.
- 4. Flowerbed at Entrance to Old Fort:** Michelle Slater and I were going to do some planting in this flowerbed also, but Dawn informed me that it is adopted. She informed me that if they have not done anything in about a week to let her know.

# Financial Report 31 May 2018



## Old Fort Budget Report

as of 31 May 2018

(92%)

REVENUE	Current Budget	May 2018	YTD Actual	Budget Balance	% of Budget
Taxes	2,040	155	1,316	724	64%
Admissions	14,700	1,435	11,950	2,750	81%
Miscellaneous Revenue	12,500	1,273	8,951	3,549	72%
Transfer from Hotel/Motel Fund	<b>82,190</b>	-	<b>61,643</b>	<b>20,547</b>	<b>75%</b>
<b>Total</b>	<b>\$ 111,430</b>	<b>\$ 2,863</b>	<b>\$ 83,859</b>	<b>\$ 27,571</b>	<b>75%</b>

EXPENDITURES	Current Budget	May 2018	YTD Actual	Budget Balance	% of Budget
Salaries & Wages	66,230	4,552	53,483	12,792	81%
Employee Benefits & Costs	27,950	2,010	22,900	5,050	82%
Staff Development	-	-	376	(376)	0%
Repair/Maintenance/Utility	4,350	362	4,848	(498)	111%
Contractual Services	3,190	168	5,788	(2,598)	181%
Commodities	8,860	709	8,982	(122)	101%
<b>Total</b>	<b>\$ 110,580</b>	<b>\$ 7,801</b>	<b>\$ 96,377</b>	<b>\$ 14,248</b>	<b>87%</b>

<b>Net Without Transfer from Hotel/Motel Fund</b>		<b>\$ (4,938)</b>	<b>\$ (74,161)</b>
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<b>Net Revenue Over/Under Expenditures Including Transfer from Hotel/Motel Fund</b>		<b>\$ (4,938)</b>	<b>\$ (12,518)</b>
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