



PO Box 456, Danville, PA 17821 | (570) 336-2060 | RStoudt@MontourRec.com

November 19, 2018 Regular Meeting Agenda

7:00pm - DRIVE conference room, 17 Woodbine Ln, Suite 103, Danville, PA 17821

Call to Order

Officer Reports

- Chairman's Report (Mike Mills)
 - Board member reappointments
- Treasurer's Report (Bill Lavage) (**pages 2– 17**)
- Secretary's Report (Chris Johns)

Partner Reports

- Washingtonville Borough (Frank Dombroski / Tyler Dombroski)
- Danville Borough (Kevin Herritt / Dr. Dan Rogers)
- Riverside Borough (Bill Lavage / Dr. Victor Marks)
- Montour County (Commissioner Dan Hartman)
- Danville Area School District (Chris Johns)

Public Comment

Assistant Director's Report (Jon Beam) (**page 18**)

Maintenance Technician's Report (Dennis Piatt) (**page 18**)

Director's Report (Bob Stoudt) (**pages 19 – 23**)

Old Business

- 2019 lawn care bid opening
- Development Advisory Committee appointments

New Business

- 2019 DCED Montour Preserve grant application
- 2019 budget (**pages 25 - 28**)
- 2019 meeting schedule (**page 24**)
- December meeting cancellation

Other Items

- MARC holiday gathering

Adjournment

next meeting: December 17, 2018 (subject to possible cancellation)



MARC Savings Account (ID 01) Register

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Debit (-)	Credit (+)	Account Balance
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NO TRANSACTIONS RECORDED IN OCTOBER



Montour Preserve Grant Checking Account (ID 41) Register

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Debit (-)	Credit (+)	Account Balance
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NO TRANSACTIONS RECORDED IN OCTOBER



MARC 2018 Checking Account (ID 40) Register

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Grant to Credit or Debit (if Applicable)	Debit (-)	Credit (+)	Account Balance
debit card	10/1/18	11/7/18	10/1 - 10/31/18	Cole's Hardware (pitchfork and rakes)	Montour Preserve (maintenance supplies / misc)	DCNR Montour Preserve	116.57		46,409.15
deposit	10/5/18	11/7/18	10/1 - 10/31/18	deposit	\$5,000 Danville Area Community Foundation grant - equipment trailer purchase; \$1,500 Danville Area Community Foundation grant - unrestricted	\$5,000 Danville Area Community Foundation grant - equipment trailer purchase; \$1,500 Danville Area Community Foundation grant - unrestricted		6,500.00	52,909.15
5922	10/8/18	11/7/18	10/1 - 10/31/18	Dennis Piatt (payroll 9/16 - 9/29)	payroll - Piatt		280.68		52,628.47
5923	10/8/18	11/7/18	10/1 - 10/31/18	Lesley Yeich (payroll 9/16 - 9/29)	payroll - Yeich		177.32		52,451.15
5924	10/8/18	11/7/18	10/1 - 10/31/18	Jon Beam (payroll 8/19 - 9/1)	payroll - Beam		308.71		52,142.44
5925	10/8/18	11/7/18	10/1 - 10/31/18	Jon Beam (payroll 9/16 - 9/29)	payroll - Beam		308.71		51,833.73
5926	10/8/18	11/7/18	10/1 - 10/31/18	Robert Stoudt (payroll 9/16 - 9/29)	payroll - Stoudt		1,454.24		50,379.49
5927	10/8/18	11/7/18	10/1 - 10/31/18	PIRMA (auto liability, auto physical damage and additional general liability insurance)	insurance		418.00		49,961.49
5928	10/8/18	11/7/18	10/1 - 10/31/18	Ted Heaps Container Service (trash removal)	\$125 Montour Preserve (trash); \$65 Hess Recreation Area	\$125 DCNR Montour Preserve	190.00		49,771.49
5929	10/8/18	11/7/18	10/1 - 10/31/18	Seewald Laboratories (Montour Preserve water testing)	Montour Preserve (water testing)	DCNR Montour Preserve	70.00		49,701.49
debit card	10/8/18	11/7/18	10/1 - 10/31/18	Lowe's (lumber for trailer sides)	park maintenance tools & supplies		75.59		49,625.90
debit card	10/9/18	11/7/18	10/1 - 10/31/18	Cole's Hardware (bolts and braces for trailer sides)	park maintenance tools & supplies		103.04		49,522.86
debit card	10/10/18	11/7/18	10/1 - 10/31/18	Cole's Hardware (bolts and fuel container)	park maintenance tools & supplies		22.25		49,500.61
5930	10/15/18	11/7/18	10/1 - 10/31/18	Johnson Controls Security Solutions (Montour Preserve security system quarterly fee)	Montour Preserve (security system)	DCNR Montour Preserve	186.35		49,314.26
5931	10/15/18	11/7/18	10/1 - 10/31/18	US Department of Agriculture (Montour Preserve wildlife management)	Montour Preserve (wildlife management)	DCNR Montour Preserve	196.25		49,118.01
5932	10/15/18	11/7/18		Big Pop's Mowing	\$623 Hess Recreation Area; \$100 River Drive; \$120 Hopewell Park; \$40 Columbia County projects; \$1,350 Montour Preserve (lawn care)	\$40 Columbia County projects; \$1,350 DCNR Montour Preserve	2,233.00		46,885.01
5933	10/15/18	11/7/18		MePush, Inc. (website hosting)	\$33 River Towns Race Series (advertising); \$33 Montour Preserve (website); \$33 misc. expenses	\$33 Montour County Commissioners' Tourism Fund grant (RTRS); \$33 DCNR Montour Preserve	99.00		46,786.01
5934	10/15/18	11/7/18		TNT Signs (new address signs for Hess Recreation Area and Montour Preserve)	\$49.50 Hess Recreation Area; \$49.50 Montour Preserve (maintenance / misc.)	\$49.50 DCNR Montour Preserve	99.00		46,687.01
debit card	10/15/18	11/7/18	10/1 - 10/31/18	Amazon.com (paper towels)	Montour Preserve (maintenance supplies / misc)	DCNR Montour Preserve	33.93		46,653.08
debit card	10/15/18	11/7/18	10/1 - 10/31/18	Amazon.com (trash bags)	Montour Preserve (maintenance supplies / misc)	DCNR Montour Preserve	27.24		46,625.84
automatic payment	10/15/18	11/7/18	10/1 - 10/31/18	US Treasury (September payroll taxes)	payroll taxes		922.74		45,703.10
5935	10/16/18	11/7/18	10/1 - 10/31/18	Verizon (Montour Preserve telephone)	Montour Preserve (telephone)	DCNR Montour Preserve	105.49		45,597.61
5936	10/16/18	11/7/18	10/1 - 10/31/18	Dennis Piatt (payroll 9/30 - 10/13)	payroll - Piatt		174.61		45,423.00
5937	10/16/18	11/7/18	10/1 - 10/31/18	Jon Beam (payroll 9/30 - 10/13)	payroll - Beam		274.38		45,148.62
5938	10/16/18	11/7/18	10/1 - 10/31/18	Lesley Yeich (payroll 9/30 - 10/13)	payroll - Yeich		177.33		44,971.29
5939	10/16/18	11/7/18	10/1 - 10/31/18	Robert Stoudt (payroll 9/30 - 10/13)	payroll - Stoudt		1,169.33		43,801.96

CONTINUED NEXT PAGE



MARC 2018 Checking Account (ID 40) Register

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Grant to Credit or Debit (if Applicable)	Debit (-)	Credit (+)	Account Balance
5940	10/22/18	11/7/18		PPL Electric Utilities	Montour Preserve (electricity)	DCNR Montour Preserve	358.26		43,443.70
5941	10/22/18	11/7/18		PPL Electric Utilities	Montour Preserve (electricity)	DCNR Montour Preserve	70.41		43,373.29
5942	10/22/18	11/7/18		PPL Electric Utilities	Montour Preserve (electricity)	DCNR Montour Preserve	200.74		43,172.55
5943	10/22/18	11/7/18		PPL Electric Utilities	Montour Preserve (electricity)	DCNR Montour Preserve	37.54		43,135.01
5944	10/22/18	11/7/18		Candy Fisher (Montour Preserve cleaning 8/13 - 10/19)	Montour Preserve (cleaning)	DCNR Montour Preserve	800.00		42,335.01
5945	10/22/18	11/7/18		Susan Shultz, CPA (quarterly accounting)	accounting		355.00		41,980.01
5946	10/22/18	11/7/18		Robert Stoudt (10/22 expense report)	\$75 admin / misc. other; \$172.33 Montour Preserve (internet service); \$5 Montour Preserve (email); \$5 River Towns Race Series (advertising); \$5 misc. expenses	\$172.33 DCNR Montour Preserve; \$5 DCNR Montour Preserve; \$5 Montour County Commissioners' Tourism Fund (RTRS)	262.33		41,717.68
debit card	10/23/18	11/7/18	10/1 - 10/31/18	Cole's Hardware (bird seed, bird feeders, feeder holder, cable ties, trash bags, antifreeze and markers)	Montour Preserve (maintenance supplies / misc)	DCNR Montour Preserve	206.67		41,511.01
5947	10/29/18	11/7/18		US Road Running (Montour Preserve pavilion refund)	Montour Preserve (pavilion reservation refund)		50.00		41,461.01
5948	10/29/18	11/7/18		PPL Electric Utilities (Hess Recreation Area electricity)	Hess Recreation Area		41.86		41,419.15
5949	10/29/18	11/7/18		Dennis Piatt (payroll 10/14 - 10/27)	payroll - Piatt		384.09		41,035.06
5950	10/29/18	11/7/18		Jon Beam (payroll 10/14 - 10/27)	payroll - Beam		83.04		40,952.02
5951	10/29/18	11/7/18		Lesley Yeich (payroll 10/14 - 10/27)	payroll - Yeich		85.38		40,866.64
5952	10/29/18	11/7/18		Robert Stoudt (payroll 10/14 - 10/27)	payroll - Stoudt		1,318.72		39,547.92
debit card	10/29/18	11/7/18	10/1 - 10/31/18	Amazon.com (office wall calendar)	office expenses		20.03		39,527.89
debit card	10/29/18	11/7/18	10/1 - 10/31/18	Amazon.com (2019 labor law poster)	office expenses		26.49		39,501.40
automatic payment	10/31/18	11/7/18	10/1 - 10/31/18	US Treasury (Q3 payroll taxes)	payroll taxes		16.53		39,484.87
automatic payment	10/31/18	11/7/18	10/1 - 10/31/18	PA Dept. of Revenue (Q3 payroll taxes)	payroll taxes		172.63		39,312.24
automatic payment	10/31/18	11/7/18		Danville Area Earned Income Tax office (Q3 payroll taxes)	payroll taxes		250.61		39,061.63
deposit	10/31/18	11/7/18	10/1 - 10/31/18	deposit	\$500 unrestricted donation; \$430 Montour Preserve donations; \$435 Montour Preserve pavilion reservations			1,365.00	40,426.63
dividend interest	10/31/18	11/7/18	10/1 - 10/31/18	dividend interest earned 10/1 - 10/31	interest			6.32	40,432.95



CORPORATE OFFICE
 1985 MONTOUR BLVD.
 P.O. BOX 159
 DANVILLE, PA 17821-0159

ADDRESS SERVICE REQUESTED

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Statement Period: 10/01/2018-10/31/2018

Page 1 of 3

Summary of Accounts:

	Ending Balance	YTD Dividend	Account Number: 584727
Savings			
01 - REGULAR SAVINGS	12.82	35.31	
40 - CHECKING	47,161.93	53.92	
41 - GRANT CHECKING	0.04	0.76	
Total	47,174.79	89.99	

Authorized Signer(s): WILLIAM LAVAGE, ROBERT T STOUDT, MICHAEL B MILLS

ID 01 REGULAR SAVINGS

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Oct 1		Balance Forward			12.82
Oct 31		Ending Balance			12.82

ID 40 CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Oct 1		Balance Forward			61,064.13
Oct 1		Withdrawal Debit Card		-23.28	61,040.85
		9/29 COLES HARDWARE - DANVILLE DANVILLE PA			
Oct 1		Draft 5920		-20.00	61,020.85
Oct 1		Draft 5909		-66.00	60,954.85
Oct 1		Draft 5917		-881.02	60,073.83
Oct 1		Draft 5914		-5,693.68	54,380.15
Oct 2		Draft 5918		-35.95	54,344.20
Oct 2		Draft 5915		-216.75	54,127.45
Oct 3		Withdrawal Debit Card		-116.57	54,010.88
		10/1 COLES HARDWARE - DANVILLE DANVILLE PA			
Oct 4		Draft 5916		-398.73	53,612.15
Oct 4		Draft 5919		-7,119.00	46,493.15
Oct 5		Deposit by Check	6,500.00		52,993.15
Oct 9		Withdrawal Debit Card		-75.59	52,917.56
		10/8 LOWES #01868* BLOOMSBURG PA			
Oct 9		Draft 5921		-84.00	52,833.56
Oct 10		Draft 5926		-1,454.24	51,379.32
Oct 11		Withdrawal Debit Card		-103.04	51,276.28
		10/9 COLES HARDWARE - DANVILLE DANVILLE PA			
Oct 12		Withdrawal Debit Card		-22.25	51,254.03
		10/10 COLES HARDWARE - DANVILLE DANVILLE PA			
Oct 12		Draft 5929		-70.00	51,184.03
Oct 12		Draft 5924		-308.71	50,875.32
Oct 12		Draft 5925		-308.71	50,566.61
Oct 12		Draft 5927		-418.00	50,148.61
Oct 15		Withdrawal ACH IRS		-922.74	49,225.87
		TYPE: USATAXPYMT ID: 3387702000 CO: IRS			

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Account Number: 584727
Statement Period: 10/01/2018-10/31/2018

ID 40 CHECKING - Continued

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Oct 15		Draft 5923		-177.32	49,048.55
Oct 15	Oct 16	Withdrawal POS #482327 AMAZON.COM*MT3HQ5RL0 SEATTLE WA		-33.93	49,014.62
Oct 16	Oct 17	Withdrawal POS #631901 AMAZON.COM*MT8AL2YG0 SEATTLE WA		-27.24	48,987.38
Oct 22		Certified Draft 0000005939 for \$1,169.33			
Oct 22		Draft 5928		-190.00	48,797.38
Oct 22		Draft 5922		-280.68	48,516.70
Oct 23		Draft 5939		-1,169.33	47,347.37
Oct 25		Draft 5935		-105.49	47,241.88
Oct 25		Processed Check - VERIZON FINANCIA TYPE: PAYMENTS ID: 8564577000 Withdrawal Debit Card 10/23 COLES HARDWARE - DANVILLE DANVILLE PA		-206.67	47,035.21
Oct 25		Draft 5936		-174.61	46,860.60
Oct 26		Draft 5938		-177.33	46,683.27
Oct 26		Draft 5930		-186.35	46,496.92
Oct 29		Withdrawal POS #676323 AMAZON.COM*M83BS70M0 SEATTLE WA		-26.49	46,470.43
Oct 29		Withdrawal POS #402415 AMAZON.COM*M89A910N0 SEATTLE WA		-20.03	46,450.40
Oct 29		Draft 5937		-274.38	46,176.02
Oct 30		Draft 5931		-196.25	45,979.77
Oct 31		Processed Check - USDA APHIS GENL TYPE: PAYMENT ID: 1240340003 Withdrawal ACH IRS TYPE: USATAXPYMT ID: 3387702000 CO: IRS		-16.53	45,963.24
Oct 31		Withdrawal ACH UNEMP COMP EFT TYPE: PADLIUCCON ID: 1236003133 CO: UNEMP COMP EFT		-172.63	45,790.61
Oct 31		Deposit	1,365.00		47,155.61
Oct 31		Deposit Dividend Dividend Post Annual Percentage Yield Earned 0.150% from 10/01/2018 through 10/31/2018	6.32		47,161.93
Oct 31		Ending Balance			47,161.93
		Total Deposits 7,871.32			
		Total Withdrawals 21,773.52			

Drafts for 40 - CHECKING

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Oct 1	□ 5909	66.00	Oct 9	□ 5921	84.00	Oct 12	□ 5929	70.00
Oct 1	□ 5914*	5,693.68	Oct 22	□ 5922	280.68	Oct 26	□ 5930	186.35
Oct 2	□ 5915	216.75	Oct 15	□ 5923	177.32	Oct 30	□ 5931	196.25
Oct 4	□ 5916	398.73	Oct 12	□ 5924	308.71	Oct 25	□ 5935*	105.49
Oct 1	□ 5917	881.02	Oct 12	□ 5925	308.71	Oct 25	□ 5936	174.61
Oct 2	□ 5918	35.95	Oct 10	□ 5926	1,454.24	Oct 29	□ 5937	274.38
Oct 4	□ 5919	7,119.00	Oct 12	□ 5927	418.00	Oct 26	□ 5938	177.33
Oct 1	□ 5920	20.00	Oct 22	□ 5928	190.00	Oct 23	□ 5939	1,169.33

* denotes skipped sequence

	Total for This Period	Total Year-to-Date
Returned Item Fees	0.00	0.00
Overdraft Fees	0.00	0.00

ID 41 GRANT CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Oct 1		Balance Forward			1,464.39
Oct 1		Draft 276		-33.00	1,431.39
Oct 1		Draft 280		-192.11	1,239.28
Oct 2		Draft 281		-498.79	740.49

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Account Number: 584727 **Statement Period:** 10/01/2018-10/31/2018

ID 41 GRANT CHECKING - Continued

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Oct 3		Draft 286		-322.14	418.35
Oct 4		Draft 282		-37.09	381.26
Oct 4		Draft 283		-46.88	334.38
Oct 4		Draft 285		-69.83	264.55
Oct 4		Draft 284		-264.51	0.04
Oct 31		Ending Balance			0.04
		Total Withdrawals	1,464.35		

Drafts for 41 - GRANT CHECKING

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Oct 1	<input type="checkbox"/> 276	33.00	Oct 4	<input type="checkbox"/> 282	37.09	Oct 4	<input type="checkbox"/> 285	69.83
Oct 1	<input type="checkbox"/> 280*	192.11	Oct 4	<input type="checkbox"/> 283	46.88	Oct 3	<input type="checkbox"/> 286	322.14
Oct 2	<input type="checkbox"/> 281	498.79	Oct 4	<input type="checkbox"/> 284	264.51			

* denotes skipped sequence

	Total for This Period	Total Year-to-Date
Returned Item Fees	0.00	0.00
Overdraft Fees	0.00	0.00

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MARC Account Reconciliation - Service 1st Accounts

updated 10/31/18

ending balance from 10/31/18 bank statement	\$ 47,174.79
deposits not yet posted (detailed below)	\$ -
subtotal	\$ 47,174.79
withdrawals not yet cleared (detailed below)	\$ 6,728.98
calculated balance (should agree with actual combined balance)	\$ 40,445.81
balance (savings account ID01)	\$ 12.82
balance (checking account ID40)	\$ 40,432.95
balance (grant checking account ID41)	\$ 0.04
actual combined balance	\$ 40,445.81
difference	\$ -

DEPOSITS NOT YET POSTED

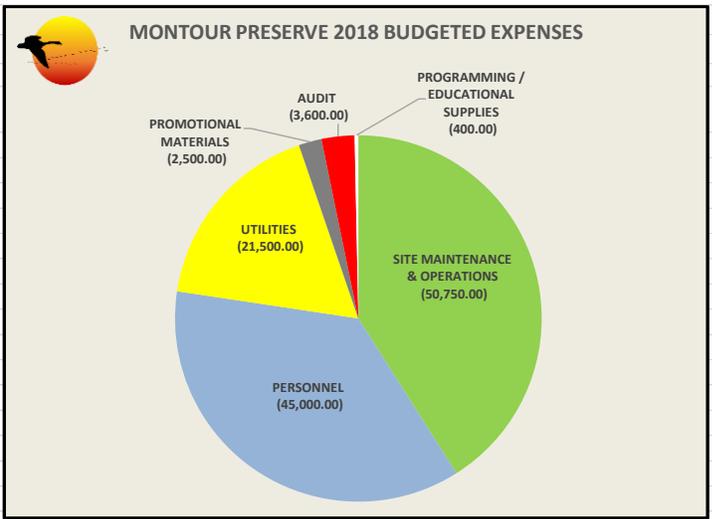
TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
TOTAL			\$ -

WITHDRAWALS NOT YET CLEARED

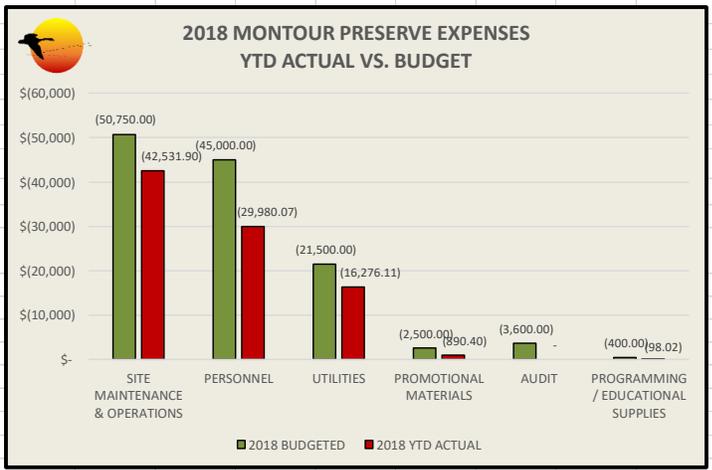
TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
10/15/18	5932	Big Pop's Mowing	2,233.00
10/15/18	5933	MePush, Inc. (website hosting)	99.00
10/15/18	5934	TNT Signs (new address signs for Hess Recreation Area and Montour Preserve)	99.00
10/22/18	5940	PPL Electric Utilities (Hess Recreation Area electricity)	358.26
10/22/18	5941	PPL Electric Utilities (Hess Recreation Area electricity)	70.41
10/22/18	5942	PPL Electric Utilities (Hess Recreation Area electricity)	200.74
10/22/18	5943	PPL Electric Utilities (Hess Recreation Area electricity)	37.54
10/22/18	5944	Candy Fisher (Montour Preserve cleaning 8/13 - 10/19)	800.00
10/22/18	5945	Susan Shultz, CPA (quarterly accounting)	355.00
10/22/18	5946	Robert Stoudt (10/22 expense report)	262.33
10/29/18	5947	US Road Running (Montour Preserve pavilion refund)	50.00
10/29/18	5948	PPL Electric Utilities (Hess Recreation Area electricity)	41.86
10/29/18	5949	Dennis Piatt (payroll 10/14 - 10/27)	384.09
10/29/18	5950	Jon Beam (payroll 10/14 - 10/27)	83.04
10/29/18	5951	Lesley Yeich (payroll 10/14 - 10/27)	85.38
10/29/18	5952	Robert Stoudt (payroll 10/14 - 10/27)	1,318.72
10/31/18	automatic payment	Danville Area Earned Income Tax Office (Q3 payroll taxes)	250.61
TOTAL			\$ 6,728.98

MONTOUR PRESERVE ACCOUNTING 2018 YTD

MONTOUR PRESERVE 2018 BUDGET			
YTD INFORMATION UPDATED 10/31/18			
BUDGET ADOPTED 2/26/18; UPDATED 6/25/18			
EXPENSE	2017 ACTUAL	2018 BUDGETED	2018 YTD ACTUAL
personnel	(42,455.88)	(45,000.00)	(29,980.07)
SITE MAINTENANCE & OPERATIONS			
cleaning service	(4,480.00)	(4,500.00)	(3,360.00)
HVAC system maintenance	-	(2,500.00)	(1,700.00)
HVAC system replacement	-	-	-
lawn care	(14,910.00)	(17,500.00)	(8,550.00)
parking lot / road maintenance	-	(2,500.00)	-
security system	(645.85)	(1,000.00)	(706.40)
sewage pumping	(1,558.00)	(1,800.00)	(505.00)
snow plowing	(945.00)	(500.00)	-
supplies / misc.	(8,555.35)	(18,000.00)	(25,485.16)
water testing	(1,440.00)	(650.00)	(562.00)
wildlife management	(1,241.50)	(1,800.00)	(1,663.34)
UTILITIES			
electric	(15,948.92)	(16,000.00)	(11,966.73)
internet service	(1,814.06)	(2,000.00)	(1,573.88)
telephone	(1,460.98)	(1,300.00)	(1,043.84)
trash service	(1,500.00)	(1,600.00)	(1,315.00)
website hosting / email service	(524.29)	(600.00)	(376.66)
promotional materials	(3,915.99)	(2,500.00)	(890.40)
programming & educational supplies	(759.89)	(400.00)	(98.02)
audit (two-year)	-	(3,600.00)	-
EXPENSE TOTAL	\$(102,155.71)	\$(123,750.00)	\$ (89,776.50)



MONTOUR PRESERVE			
BUDGETING VS. ACTUAL EXPENSES			
UPDATED 10/31/2018			
EXPENSE	2017 ACTUAL	2018 BUDGETED	2018 YTD ACTUAL
SITE MAINTENANCE & OPERATIONS	(33,775.70)	(50,750.00)	(42,531.90)
PERSONNEL	(42,455.88)	(45,000.00)	(29,980.07)
UTILITIES	(21,248.25)	(21,500.00)	(16,276.11)
PROMOTIONAL MATERIALS	(3,915.99)	(2,500.00)	(890.40)
AUDIT	-	(3,600.00)	-
PROGRAMMING / EDUCATIONAL SUPPLIES	(759.89)	(400.00)	(98.02)
EXPENSE TOTAL	\$(102,155.71)	\$(123,750.00)	\$ (89,776.50)



MONTOUR PRESERVE ACCOUNTING (CONTINUED)

2018 INCOME (MARC CHECKING ACCOUNT)		AMOUNT
Carryover starting balance from 2017	\$	10,931.26
2018 donations received direct to MARC checking	\$	6,375.68
2018 pavilion / auditorium reservations completed YTD	\$	11,751.00
donations granted from CSCF fund		
DCNR grant	\$	90,000.00
DCNR grant interest	\$	36.07
other income		
2018 YTD INCOME TOTAL	\$	119,094.01

MARC INCOME (RESTRICTED)		AMOUNT
2019 pavilion & auditorium reservations	\$	1,175.00
TOTAL RESTRICTED INCOME	\$	1,175.00

CENTRAL SUSQUEHANNA COMMUNITY FOUNDATION MONTOUR PRESERVE FUND		AMOUNT
Donations received as of 12/31/14	\$	5,370.00
Interest 12/31/14	\$	0.16
Admin fees 12/31/14	\$	(107.40)
Donations received 1/1/15 - 6/30/15	\$	72,567.55
Interest 6/30/15	\$	23.45
Donations received 7/1/15 - 12/31/15	\$	33,438.00
Interest 12/31/15	\$	132.79
Admin fees 12/31/15	\$	(1,970.11)
MARC withdrawal 7/14/15	\$	(2,847.00)
MARC withdrawal 3/31/16	\$	(60,000.00)
Donations received 1/1/16 - 6/30/16	\$	12,624.50
Interest 6/30/16	\$	115.39
Admin fees 6/30/16	\$	(252.49)
Donations received 7/1/16 - 12/31/16	\$	40,550.00
Interest 12/31/16	\$	90.44
Admin fees 12/31/16	\$	(767.00)
Donations received 1/1/17 - 6/30/17	\$	13,465.00
Interest 6/30/17	\$	147.14
Admin fee 6/30/17	\$	(249.30)
Donations received 7/1/17 - 12/31/17	\$	7,428.74
Interest 12/31/17	\$	246.66
Admin fees 12/31/17	\$	(148.57)
Donations received 1/1/18 - 6/30/18	\$	6,749.80
Interest 6/30/18	\$	472.83
Admin fees 6/30/18	\$	(107.00)
CSCF FUND BALANCE AS OF 6/30/18	\$	126,973.58

MONTOUR PRESERVE DONATIONS TOTAL 2014 - PRESENT		
DONATIONS DIRECT TO MARC	\$	49,921.14
DONATIONS TO CSCF	\$	185,378.79
DCNR GRANT FUNDING	\$	180,000.00
DCNR GRANT FUNDING NOT YET RECEIVED	\$	20,000.00
DCED GRANT FUNDING NOT YET RECEIVED	\$	100,000.00
TOTAL	\$	535,299.93

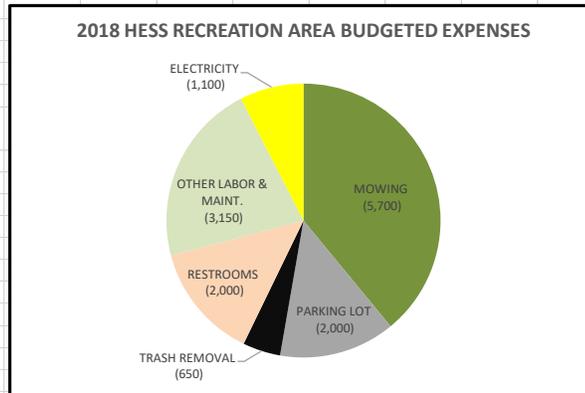
MARC 2018 GRANT-ELIGIBLE LABOR SUMMARY		
EMPLOYEE	HOURS	AMOUNT
STOUDT	651.25	\$ (15,588.51)
BEAM	15.75	\$ (350.44)
PIATT	490.50	\$ (10,369.17)
YEICH	197.75	\$ (3,300.45)
DURKIN	-	\$ -
TOTAL	1,355.25	\$ (29,608.57)

MARC 2018 GRANT-INELIGIBLE LABOR SUMMARY		
EMPLOYEE	HOURS	AMOUNT
STOUDT	15.25	\$ (371.51)

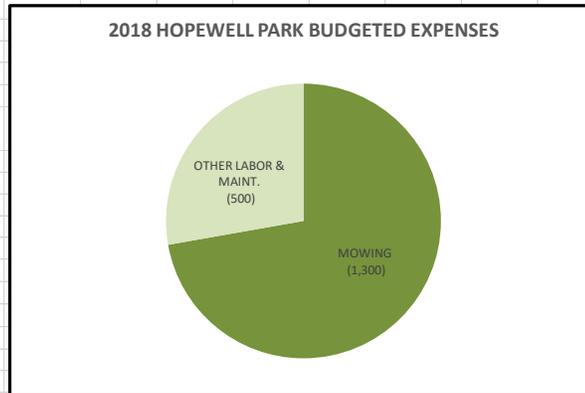
2018 MONTOUR PRESERVE ACCOUNTING SUMMARY		AMOUNT
Carryover starting balance from 2017	\$	10,931.26
2018 donations received direct to MARC checking	\$	6,375.68
2018 pavilion / auditorium reservations completed YTD	\$	11,751.00
DCNR grant funds transferred from savings to checking accounts	\$	90,000.00
DCNR grant funds interest earned	\$	36.07
expenses incurred	\$	(59,796.43)
MARC grant-ineligible labor expenses	\$	(371.51)
MARC grant-eligible labor expenses	\$	(29,608.57)
2018 YEAR-TO-DATE PROJECT BALANCE	\$	29,317.51

MONTOUR AREA RECREATION COMMISSION MANAGED SITES 2018 BUDGETS
UPDATED 10/31/18

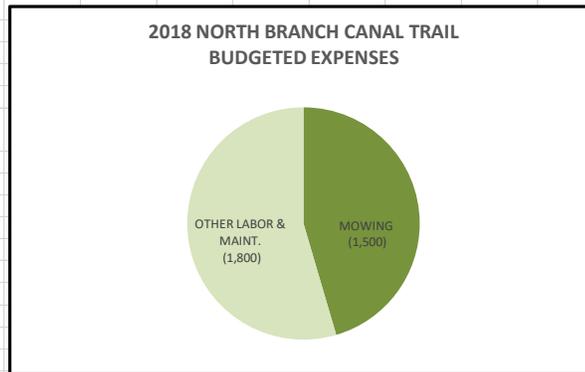
HESS RECREATION AREA 2018 BUDGET			
EXPENSE	2017 ACTUAL	2018 BUDGETED	YTD ACTUAL
MOWING	(5,260)	(5,700)	(4,080.00)
PARKING LOT	(1,152)	(2,000)	(2,467.60)
TRASH REMOVAL	(718)	(650)	(468.57)
RESTROOMS	(1,662)	(2,000)	(1,659.87)
OTHER LABOR & MAINT.	(3,012)	(3,150)	(1,229.59)
ELECTRICITY	(1,001)	(1,100)	(1,288.60)
SOFTBALL FIELDS	(1,683)		
TOTAL	(14,488)	(14,600)	(11,194.22)



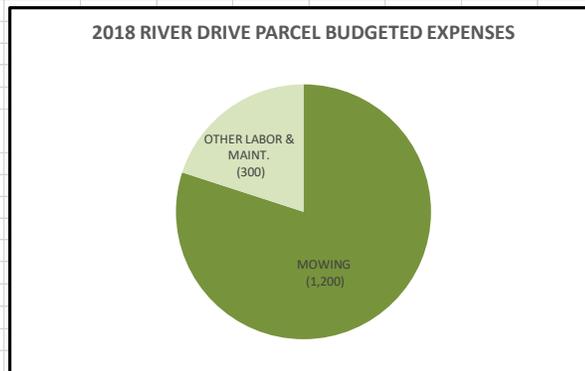
HOPEWELL PARK 2018 BUDGET			
EXPENSE	2017 ACTUAL	2018 BUDGETED	YTD ACTUAL
MOWING	(1,152)	(1,300)	(800.00)
PARKING LOT	-		
TRASH REMOVAL	-		
RESTROOMS	-		
BIKE JUMPS AREA	(4,974)		
OTHER LABOR & MAINT.	(1,364)	(500)	(141.57)
ELECTRICITY	-		
TOTAL	(7,490)	(1,800)	(941.57)



NORTH BRANCH CANAL TRAIL 2018 BUDGET			
EXPENSE	2017 ACTUAL	2018 BUDGETED	YTD ACTUAL
MOWING	(875)	(1,500)	(600.00)
PARKING LOT	-		
TRASH REMOVAL	-		(605.48)
RESTROOMS	(654)		
OTHER LABOR & MAINT.	(1,389)	(1,800)	(1,485.32)
ELECTRICITY	-		
TOTAL	(2,918)	(3,300)	(2,690.80)



RIVER DRIVE PARCEL 2018 BUDGET			
EXPENSE	2017 ACTUAL	2018 BUDGETED	YTD ACTUAL
MOWING	(1,000)	(1,200)	(900.00)
PARKING LOT			
TRASH REMOVAL			
RESTROOMS			
OTHER LABOR & MAINT.	(168)	(300)	(222.33)
ELECTRICITY			
TOTAL	(1,168)	(1,500)	(1,122.33)





2018 MARC BUDGET

BUDGET INITIALLY ADOPTED 2/26/18; UPDATED 6/25/18; YEAR-TO-DATE INFORMATION UPDATED 10/31/18
 MINIMUM FUNDING REQUIREMENTS (DEFERRAL OF ALL NON-ESSENTIAL MAINTENANCE)
 NOTE: MONTOUR PRESERVE ACCOUNTING IS KEPT SEPARATE FROM OTHER ACCOUNTING

EXPENSE	BUDGETED AMOUNT	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE ACTUAL VS. BUDGET	FUNDING SOURCES	BUDGETED AMOUNT	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE ACTUAL VS. BUDGET	BUDGETED LINE ITEM SURPLUS / (DEFICIT)	YEAR-TO-DATE ACTUAL LINE ITEM SURPLUS / (DEFICIT)
Montour Preserve	\$(123,750.00)	\$ (89,776.50)	72.5%	DCNR grant funding	\$ 90,000.00	\$ 90,031.26	100.0%		
				pavilion / auditorium reservations	\$ 11,000.00	\$ 11,751.00	106.8%		
				donations	\$ 4,818.74	\$ 6,375.68	132.3%	\$ -	\$ 29,312.70
				transfer from Central Susquehanna Community Foundation Fund	\$ 7,000.00	\$ -	0.0%		
				carryover balance from 2017	\$ 10,931.26	\$ 10,931.26	100.0%		
MONTOUR PRESERVE TOTAL EXPENSES	\$(123,750.00)	\$(89,776.50)	72.5%	MONTOUR PRESERVE TOTAL INCOME	\$ 123,750.00	\$ 119,089.20	96.2%	\$ -	\$ 29,312.70
Hess Recreation Area	\$ (14,600.00)	\$ (11,088.24)	75.9%	user fees	\$ 1,000.00	\$ 1,125.00	112.5%	\$ (13,600.00)	\$ (9,963.24)
North Branch Canal Trail (Montour Co. portion)	\$ (4,300.00)	\$ (2,690.80)	62.6%	donations	\$ 1,000.00	\$ 1,000.00	100.0%	\$ (3,300.00)	\$ (1,690.80)
Columbia County Projects (incl. NBCT, Montour Twp. parcel)	\$ (900.00)	\$ (1,778.13)	197.6%	Columbia County	\$ 900.00	\$ 939.55	104.4%	\$ -	\$ (838.58)
Hopewell Park/Borough Farm Trails	\$ (1,800.00)	\$ (941.57)	52.3%		\$ -	\$ -		\$ (1,800.00)	\$ (941.57)
tools & supplies	\$ (2,000.00)	\$ (1,897.41)	94.9%		\$ -	\$ -		\$ (2,000.00)	\$ (1,897.41)
River Drive parcel (NBCT parking)	\$ (1,500.00)	\$ (1,122.33)	74.8%		\$ -	\$ -		\$ (1,500.00)	\$ (1,122.33)
River Towns Race Series (includes all labor and expenses)	\$ (15,000.00)	\$ (14,578.42)	97.2%	race registration fees	\$ 16,500.00	\$ 17,196.69	104.2%	\$ 6,100.00	\$ 7,218.27
wildflower meadows project				sponsorships	\$ 1,600.00	\$ 1,600.00	100.0%		
trail and river access signage project				Montour County Commissioners' Tourism Fund grant	\$ 3,000.00	\$ 3,000.00	100.0%		
special projects & events	\$ (900.00)	\$ (1,685.21)	187.2%	donations / grants	\$ 2,000.00	\$ 2,000.00	100.0%	\$ (500.00)	\$ (500.00)
admin / misc. other (includes Stoudt admin labor)	\$ (18,000.00)	\$ (15,198.98)	84.4%	donations / grants	\$ 300.00	\$ 300.00	100.0%	\$ (600.00)	\$ (1,385.21)
insurance (D&O, General & Workers' Comp)	\$ (9,000.00)	\$ (10,914.00)	121.3%		\$ -	\$ -		\$ (9,000.00)	\$ (10,914.00)
accounting	\$ (1,500.00)	\$ (1,450.00)	96.7%		\$ -	\$ -		\$ (1,500.00)	\$ (1,450.00)
office supplies	\$ (750.00)	\$ (587.59)	78.3%		\$ -	\$ -		\$ (750.00)	\$ (587.59)
dues & fees	\$ (1,300.00)	\$ (1,066.54)	82.0%		\$ -	\$ -		\$ (1,300.00)	\$ (1,066.54)
public notices	\$ (1,000.00)	\$ (838.75)	83.9%		\$ -	\$ -		\$ (1,000.00)	\$ (838.75)
				Montour Co. Act 13 funding	\$ 25,000.00	\$ 25,000.00	100.0%	\$ 25,000.00	\$ 25,000.00
				transfer from Central Susquehanna Community Foundation Fund	\$ 3,500.00	\$ 3,500.00	100.0%	\$ 3,500.00	\$ 3,500.00
				unrestricted donations	\$ 32,145.00	\$ 33,481.32	104.2%	\$ 32,145.00	\$ 33,481.32
TOTAL EXPENSES (EXCLUDING MONTOUR PRESERVE)	\$(75,050.00)	\$(68,337.96)	91.1%	TOTAL REVENUES (EXCLUDING MONTOUR PRESERVE)	\$ 86,945.00	\$ 89,142.56	102.5%	\$ 11,895.00	\$ 20,804.60
MONTOUR PRESERVE TOTAL EXPENSES	\$(123,750.00)	\$(89,776.50)	72.5%	MONTOUR PRESERVE TOTAL INCOME	\$ 123,750.00	\$ 119,089.20	96.2%	\$ -	\$ 29,312.70
GRAND TOTAL EXPENSES	\$(198,800.00)	\$(158,114.46)	79.5%	GRAND TOTAL INCOME	\$ 210,695.00	\$ 208,231.76	98.8%	\$ 11,895.00	\$ 50,117.30

ACCOUNTING REPORT DISCLAIMER

The following financial reports have been provided by Ozark & Shultz Accounting, using information provided by management of the Montour Area Recreation Commission (MARC). Reports are provided in accordance with accounting principles used for the tax basis of accounting.

Ozark & Shultz Accounting does not verify the accuracy or completeness of the information provided by MARC's management and expresses no assurance on the financial statements. Ozark & Shultz Accounting cannot be relied upon to identify or disclose any misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within MARC or noncompliance with laws or regulations.

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11/07/18

Accrual Basis

Montour Area Recreation Commission
Statement of Financial Position
As of October 31, 2018

	Oct 31, 18
ASSETS	
Current Assets	
Checking/Savings	
Service 1st - Savings	12.82
Service 1st -Grant Checking	0.04
Service 1st FCU	40,432.95
Total Checking/Savings	40,445.81
Other Current Assets	
Grants Receivable	
DCNR Grant	20,000.00
Total Grants Receivable	20,000.00
Prepaid Expenses	
Payroll & Taxes	213.15
Total Prepaid Expenses	213.15
Total Other Current Assets	20,213.15
Total Current Assets	60,658.96
Other Assets	
CSCF - Trusted Funds	
Montour Preserve Fund	126,973.58
CSCF - Trusted Funds - Other	1,689.46
Total CSCF - Trusted Funds	128,643.04
Total Other Assets	128,643.04
TOTAL ASSETS	189,302.00
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Advance Payments Received	
Preserve Reservations	1,175.00
Total Advance Payments Received	1,175.00
Conditional Contributions	
County Tourism Grant -RTRS	88.70
CSCF-Preserve Donations & Int	28,005.30
DCNR Montour Preserve	3,457.68
Preserve Donations & Income	37,935.04
Skatepark Deposits	100.00
Total Conditional Contributions	69,586.72
Payroll Liabilities	1,959.57
Total Other Current Liabilities	72,721.29
Total Current Liabilities	72,721.29
Total Liabilities	72,721.29
Equity	
Retained Earnings	98,696.29
Net Income	17,884.42
Total Equity	116,580.71
TOTAL LIABILITIES & EQUITY	189,302.00

No Assurance Provided

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11/07/18

Accrual Basis

Montour Area Recreation Commission Statement of Financial Activities

October 2018

	Oct 18	Jan - Oct 18
Ordinary Income/Expense		
Income		
Donations Received		
Montour Preserve Donations	0.00	430.00
Donations Received - Other	500.00	35,425.00
Total Donations Received	500.00	35,855.00
Field User Fees	75.00	1,125.00
Grants		
Columbia Co Projects Grant	0.00	939.55
County Tourism -RTRS-2017	0.00	0.69
County Tourism -RTRS-2018	38.00	2,911.30
County Tourism -Signage Grant	0.00	2,000.00
Danville Area Community Foundat	0.00	6,500.00
DCNR Montour Preserve	9,154.22	97,422.19
Montour Co Act 13 Grant	0.00	25,000.00
Youth in Philanthropy Grant	0.00	1,000.00
Total Grants	9,192.22	135,773.73
Miscellaneous Income	0.00	72.42
Pavilion Reservations	0.00	0.00
River Town Race Series		
Event Sponsorship	0.00	1,600.00
Racer Registrations	0.00	0.00
River Town Race Series - Other	0.00	17,196.69
Total River Town Race Series	0.00	18,796.69
Total Income	9,767.22	191,622.84
Gross Profit	9,767.22	191,622.84
Expense		
Administrative/Overhead		
Dues & Subscriptions	0.00	1,066.54
Insurance	418.00	10,914.00
Legal Notices	0.00	838.75
Miscellaneous	113.00	757.56
Office Expense	46.52	611.75
Payroll Expenses	8,002.88	60,162.54
Professional Fees	355.00	1,450.00
Total Administrative/Overhead	8,935.40	75,801.14
Grants/Donations Made	0.00	1,000.00
Montour Preserve	4,144.28	59,908.43
Park & Trail Maintenance		
Columbia Cnty -NBCT	40.00	1,194.21
General -Tools & Supplies	0.00	5,693.68
Hess Recreation Area	779.36	7,403.39
Hopewell Park	120.00	840.92
North Branch Canal Trail	0.00	1,712.11
River Drive Parcel	100.00	1,029.58
Park & Trail Maintenance - Other	200.88	3,937.78
Total Park & Trail Maintenance	1,240.24	21,811.67
Special Events		
Other Events	0.00	375.00
RTRS	38.00	14,939.76
Total Special Events	38.00	15,314.76
Total Expense	14,357.92	173,836.00
Net Ordinary Income	-4,590.70	17,786.84

No Assurance Provided

Page 1

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11/07/18

Accrual Basis

Montour Area Recreation Commission Statement of Financial Activities

October 2018

	<u>Oct 18</u>	<u>Jan - Oct 18</u>
Other Income/Expense		
Other Income		
Interest Income		
Grant Interest Earned	0.00	36.07
Interest Income - Other	6.32	61.51
Total Interest Income	<u>6.32</u>	<u>97.58</u>
Total Other Income	<u>6.32</u>	<u>97.58</u>
Net Other Income	<u>6.32</u>	<u>97.58</u>
Net Income	<u><u>-4,584.38</u></u>	<u><u>17,884.42</u></u>

No Assurance Provided

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ASSISTANT DIRECTOR'S REPORT

In the past month the assistant director has provided educational programs for one school field visit to Montour Preserve and offered one public program and hosted the annual Wildlife Art Expo. He has also hosted the Chillisquaque Limestone Watershed Association monthly meeting and began work on the Winter newsletter.

Jon Beam
11/13/18

MAINTENANCE TECHNICIAN'S REPORT

cleared leaves at Sugar Shack to ready to place stone in washed out areas

cleared 3 large trees from Braille trail

Bob and I set up for election and also worked on photo contest for new maps

spent several days spreading stone at sugar shack, trails and roads that are eroded

winterized outside restrooms and caulked skylite that was leaking

cleaned rain gutters at VC/EEC

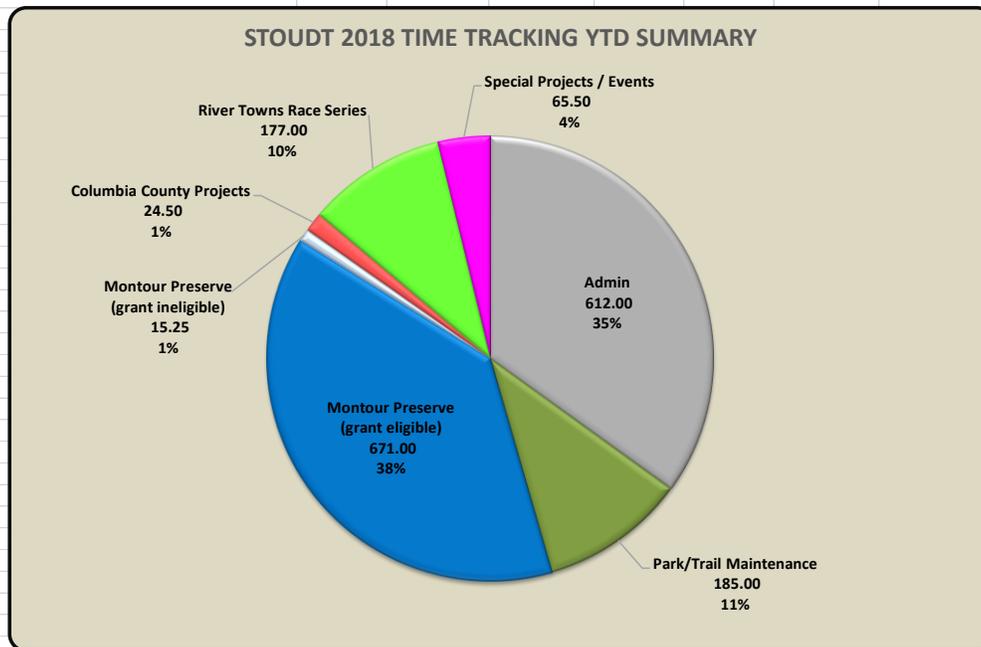
PTMT
Dennis Piatt
11/13/18

DIRECTOR'S REPORT (continued)

2018 STOUDT TIME ACCOUNTING YEAR-TO-DATE SUMMARY							
2018 PAY RATE \$22.00/hr							
TASK	WAGES UP TO PA UC TAX CAP (455HRS)			WAGES AFTER PA UC TAX CAP (>455HRS)			TOTAL PROJECT LABOR COST
	HOURS	OVERTIME HOURS	COST W/ TAXES (\$24.48/HR)	HOURS	OVERTIME HOURS	COST W/ TAXES (\$23.82)	
MARC admin	223.50		\$ 5,471.28	387.25	2.50	\$ 9,254.07	\$ 14,725.35
special projects / events	-		\$ -	62.75	5.50	\$ 1,560.21	\$ 1,560.21
Hess Recreation Area	12.50		\$ 306.00	119.25	12.00	\$ 2,983.46	\$ 3,289.46
Hopewell Park / Danville Farm Trails	-		\$ -	3.75	0.25	\$ 92.30	\$ 92.30
North Branch Canal Trail	4.25		\$ 104.04	32.50	0.25	\$ 777.13	\$ 881.17
River Drive trailhead / river access	-		\$ -	6.50		\$ 154.83	\$ 154.83
Montour Preserve admin / maintenance	111.25		\$ 2,723.40	539.25	32.00	\$ 13,226.06	\$ 15,949.46
Montour Preserve DCNR grant admin	12.50		\$ 306.00	2.75		\$ 65.51	\$ 371.51
Montour Preserve programming	3.50		\$ 85.68	1.00		\$ 23.82	\$ 109.50
Columbia Co. admin/misc.	-		\$ -	-		\$ -	\$ -
Columbia Co. North Branch Canal Trail	0.25		\$ 6.12	24.00		\$ 571.68	\$ 577.80
Columbia Co. other	0.25		\$ 6.12	-		\$ -	\$ 6.12
RTRS Admin / Misc.	2.00		\$ 48.96	0.50		\$ 11.91	\$ 60.87
Humdinger Trail Races	83.50	30.75	\$ 2,420.46	10.00		\$ 238.20	\$ 2,658.66
Scale the Trail 4 Kids	0.75		\$ 18.36	4.00		\$ 95.28	\$ 113.64
Montour 24 Endurance Runs	-		\$ -	27.50	15.00	\$ 833.70	\$ 833.70
Old Forge 5k	0.75		\$ 18.36	20.25	9.75	\$ 598.48	\$ 616.84
Hopewell Challenge	-		\$ -	-		\$ -	\$ -
TOTALS	455.00	30.75	\$ 11,514.78	1,241.25	77.25	\$ 30,486.62	\$ 42,001.40

2018 STOUDT TIME ACCOUNTING (GROUPED BY CATEGORY) YEAR-TO-DATE SUMMARY		
TASK	HOURS	COST W/ TAXES
Admin	612.00	\$ 14,725.35
Park/Trail Maintenance	185.00	\$ 4,417.76
Montour Preserve (grant eligible)	671.00	\$ 16,058.96
Montour Preserve (grant ineligible)	15.25	\$ 371.51
Columbia County Projects	24.50	\$ 583.92
River Towns Race Series	177.00	\$ 4,283.71
Special Projects / Events	65.50	\$ 1,560.21
2018 YTD TOTALS	1,750.25	\$ 42,001.40

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DIRECTOR'S REPORT (continued)

GRANTS

- **DCNR 'Heritage and Other Parks' Grant (Montour Preserve) (NO CHANGE SINCE LAST MEETING)**
 - Initial \$100,000 grant was amended to \$200,000 and extended through 12/31/2018
 - \$90,000 disbursement for 2018 expenses received and deposited to MARC's savings account on 3/9
 - All grant funds have been expended as of 9/30
 - \$10,000 from initial \$100,000 allocation will remain held by DCNR until the successful completion of the performance audit at the end of the grant term
 - Additional \$10,000 (total of \$20,000 or 10% of \$200,000 grant) to be held back until the successful completion of the performance audit at the end of the grant term
 - MARC was notified on 9/5 that the grant will be amended a second time to provide an additional \$100,000 for 2019 Montour Preserve operation and maintenance expenses
 - Stoudt has submitted the required documentation to amend the grant
 - \$90,000 is anticipated to be released to MARC in January 2019
 - \$10,000 (\$30,000 total for years 1 – 3) will be held back by DCNR until the successful completion of the performance audit at the end of the grant term
- **Montour County Commissioners' Act 13 (Marcellus Legacy Fund) Grant (NO CHANGE SINCE LAST MEETING)**
 - \$25,000 (\$7,500 and \$17,500) received from Montour County in 2018
 - Funds are being used to help fund MARC's operations at sites other than the Montour Preserve
- **2018 Montour County Commissioners' Tourism Fund Grant – River Towns Race Series**
 - \$3,000 received and deposited to MARC's general checking account on 3/9
 - \$2,911.30 used year-to-date for Humdinger Trail Races and other race advertising and promotional materials
 - \$88.70 remains earmarked in MARC's general checking account for expenses through 12/31
- **2018 Montour County Commissioners' Tourism Fund Grant – Signage (NO CHANGE SINCE LAST MEETING)**
 - \$2,000 received and deposited to MARC's general checking account on 3/9
 - All grant funds have been expended
 - All signage has been installed as of 9/30
- **Youth in Philanthropy grant (NO CHANGE SINCE LAST MEETING)**
 - MARC applied, on behalf of the Central Susquehanna Hammers Interscholastic Mountain Biking Team, for \$3,000 in grant funding for 2018 operational support for the team
 - \$1,000 was awarded to MARC on 5/2
 - \$1,000 on 5/21 was passed through to the Danville Area School District – Outdoor and Trails Club for use by the team
 - Year-end grant closeout reporting required by December 1

DIRECTOR'S REPORT (continued)

MANAGED SITES

- **River Drive parcel (North Branch Canal Trail trailhead and river access)**
 - No change since last meeting
- **Montour Township (Columbia County) Legion Road parcel**
 - No change since last meeting
- **Riverside Borough river access (NO CHANGE SINCE LAST MEETING)**
 - River levels have remained consistently too high to allow work on the sign that it out of alignment
 - Stoudt will attempt the work once river levels have gone down and soil has dried out
- **Hopewell Park / Danville Borough Farm (NO CHANGE SINCE LAST MEETING)**
 - A more effective drainage system is needed from the bike jumps / pump track area; frequent heavy rains have made the site and adjacent parking lot chronically muddy
 - Stoudt will work with Dave Decoteau and others to investigate options and will pursue permits as might be required to do the work
- **Hess Recreation Area (NO CHANGE SINCE LAST MEETING)**
 - Conditions remain too wet to allow repair of damages to a trail bridge and boardwalk along the Mahoning Flats Trail network
 - Stoudt will coordinate repairs when soil conditions allow, perhaps with the assistance of an Eagle Scout candidate
- **Montour Preserve**
 - Stoudt, Piatt and volunteers Gary Griffith and Doug Fought on 10/22 moved the fishing pier and boat dock to winter storage
 - Stoudt and Piatt on 10/23 shut down the Goose Cove and Heron Cove water systems
 - Stoudt and Piatt have begun resurfacing along the Chilisugi Trail, boat house access road, Goose Cove overlook and the sugar shack; work is expected to continue through the end of November
 - Volunteer Randy Huff has provided significant assistance with repairs to the Chilisugi Trail and adjacent access roads
 - MARC is still awaiting guidance from engineers regarding the repair of cracks in several of the visitors' center roof joists
- **North Branch Canal Trail**
 - The large pile of straw bales placed near mile marker 1.7 has been mostly removed, though some bales remain
 - Utility workers working near mile marker 1.4 have caused minor damages to the trail
 - Trail Steward Wayne Kashner continues to monitor the trail and has reported several new erosion concerns since the recent high water events
 - A portion of the river bank near mile marker 4.9 has suffered significant new erosion and may eventually threaten the trail
 - Wayne Kashner is coordinating a meeting with Columbia County officials to inspect the site and determine whether any corrective action might be possible
 - No work has yet been attempted near the campground because of continued wet conditions
 - Stoudt will follow up again as soon as conditions allow

DIRECTOR'S REPORT (continued)

OTHER UPDATES

- MARC's printer failed on 11/7 and has been replaced
- Stoudt has been invited to attend the 2018 Recreation and Conservation Leadership Summit in State College on December 5 & 6, sponsored by PA DCNR and the PA Recreation & Park Society
 - Topics to be discussed include:
 - Diversity, equity and inclusion
 - Health and wellness
 - Maintenance and infrastructure
 - Sustainable funding
 - Professional and leadership development

UPCOMING EVENTS AND MEETINGS

- December 5 & 6 PA Recreation & Conservation Leadership Summit
- December 17 MARC meeting (subject to cancellation)

PROPOSED 2019 MEETING SCHEDULE

MEETING TIMES: 7:00PM on the 4th Monday of each month unless otherwise noted

MEETING LOCATION: DRIVE conference room, 17 Woodbine Lane, Suite 103, Danville, PA 17821

- January 28
- February 25
- March 25
- April 29 (later to avoid Easter weekend)
- May 20 (early to avoid Memorial Day)
- June 24
- NO JULY MEETING
- August 26
- September 23
- October 28
- November 25
- NO DECEMBER MEETING

2019 BUDGETING



2019 MARC BUDGET (DRAFT)

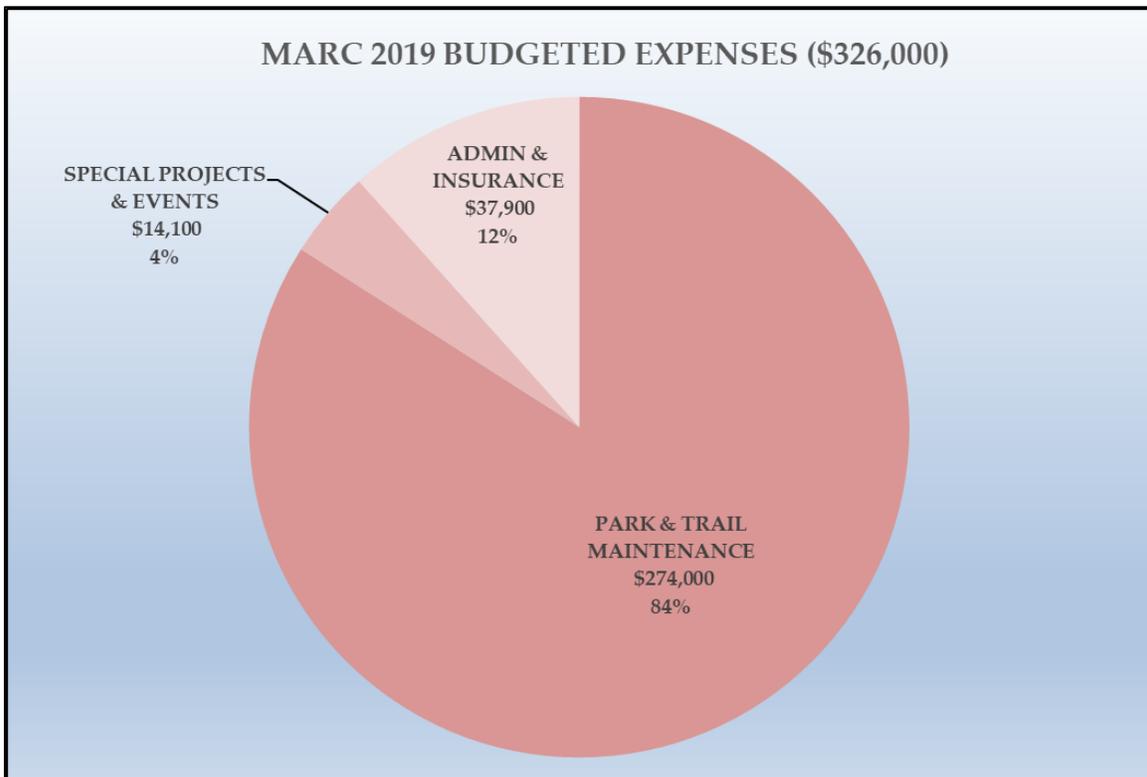
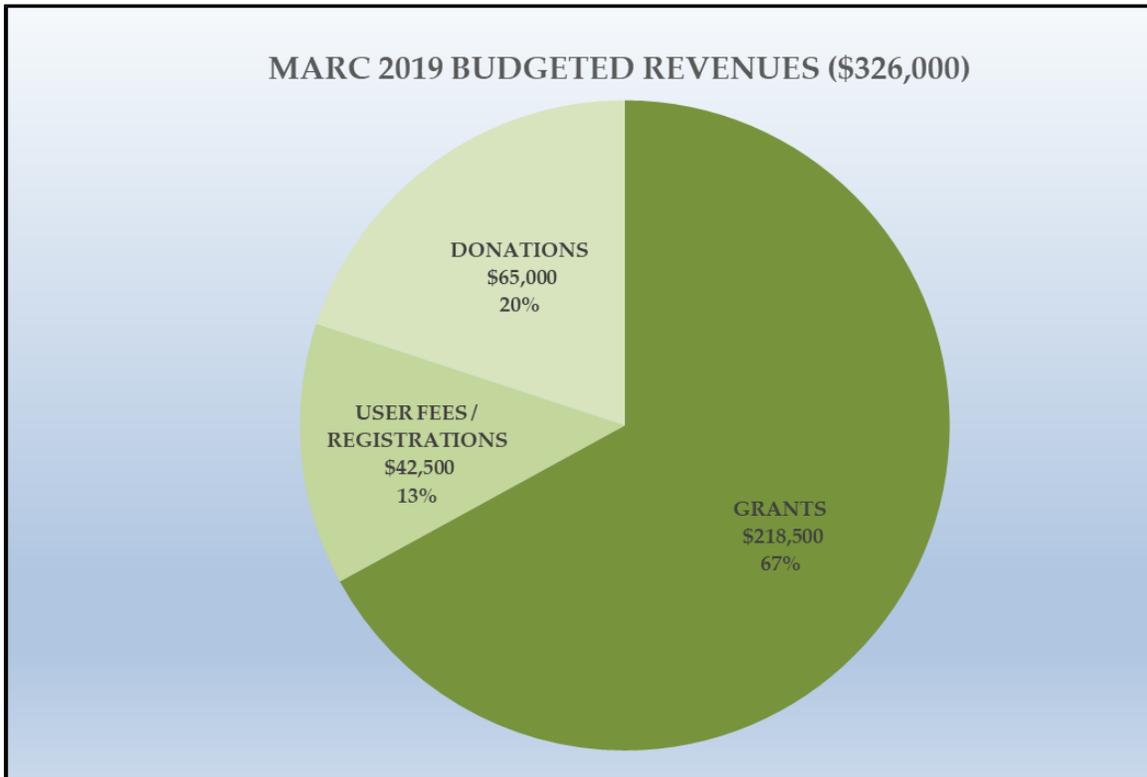
DRAFT BUDGET PROPOSED BY R. STOUTD ON 11/19/18

MINIMUM FUNDING REQUIREMENTS (DEFERRAL OF ALL NON-ESSENTIAL MAINTENANCE; NO SAVINGS FOR ANTICIPATED FUTURE EXPENSES)

NOTE: MONTOUR PRESERVE ACCOUNTING IS KEPT SEPARATE FROM OTHER ACCOUNTING

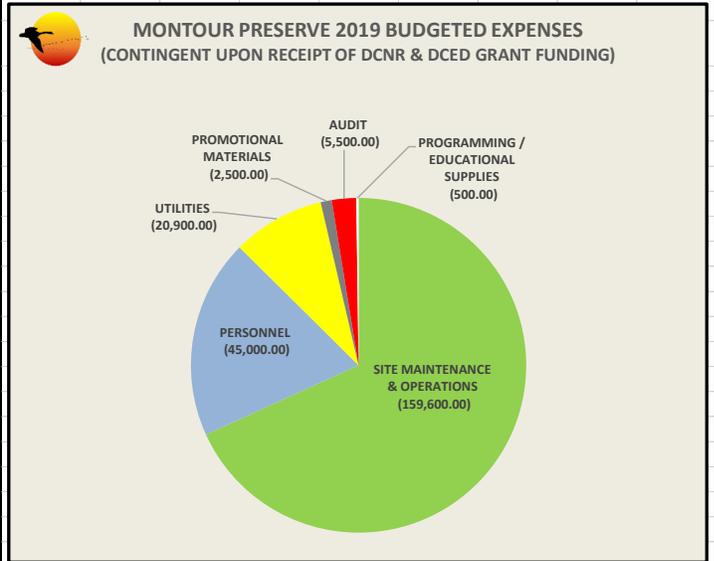
	EXPENSE	BUDGETED AMOUNT	FUNDING SOURCES	BUDGETED AMOUNT	BUDGETED LINE ITEM SURPLUS / (DEFICIT)
PARK & TRAIL MAINTENANCE	Montour Preserve	\$(234,000.00)	DCNR grant funding	\$ 90,000.00	\$ -
			DCED grant funding	\$ 90,000.00	
			pavilion / auditorium reservations	\$ 12,000.00	
			donations	\$ 5,000.00	
			transfer from Central Susquehanna Community Foundation Fund	\$ 22,000.00	
			carryover balance from 2018	\$ 15,000.00	
	MONTOUR PRESERVE TOTAL EXPENSES	\$(234,000.00)	MONTOUR PRESERVE TOTAL INCOME	\$ 234,000.00	\$ -
	Hess Recreation Area	\$ (15,000.00)	user fees	\$ 1,000.00	\$ (14,000.00)
	North Branch Canal Trail (Montour Co. portion)	\$ (3,500.00)			\$ (3,500.00)
	Columbia County Projects (incl. NBCT, Montour Twp. parcel)	\$ (1,500.00)	Columbia County	\$ 1,500.00	\$ -
	Hopewell Park/Borough Farm Trails	\$ (3,000.00)			\$ (3,000.00)
	River Drive parcel (NBCT parking)	\$ (2,000.00)			\$ (2,000.00)
	tools & supplies	\$ (2,000.00)			\$ (2,000.00)
	ATV purchase	\$ (9,000.00)	grant	\$ 9,000.00	\$ -
	trail signage project (Phase II)	\$ (4,000.00)	Montour County Commissioners' Tourism Fund grant	\$ 3,000.00	\$ (1,000.00)
SPECIAL PROJECTS & EVENTS	Humdinger Trail Races	\$ (12,800.00)	race registration fees	\$ 14,500.00	\$ 1,700.00
	other special projects & events	\$ (1,300.00)	donations		\$ (1,300.00)
ADMIN / INSURANCE	admin / misc. other (includes Stoudt admin labor)	\$ (18,000.00)			\$ (18,000.00)
	insurance (D&O, General, Workers' Comp and Employee Theft)	\$ (14,000.00)			\$ (14,000.00)
	accounting	\$ (1,800.00)			\$ (1,800.00)
	office supplies	\$ (1,000.00)			\$ (1,000.00)
	dues & fees	\$ (1,300.00)			\$ (1,300.00)
	public notices	\$ (1,800.00)			\$ (1,800.00)
OTHER			Montour Co. Act 13 funding	\$ 25,000.00	\$ 25,000.00
			transfer from Central Susquehanna Community Foundation Fund		\$ -
			carryover balance from 2018	\$ 5,000.00	\$ 5,000.00
			unrestricted donations	\$ 33,000.00	\$ 33,000.00
TOTALS	TOTAL EXPENSES (EXCLUDING MONTOUR PRESERVE)	\$(92,000.00)	TOTAL REVENUES (EXCLUDING MONTOUR PRESERVE)	\$ 92,000.00	\$ -
	MONTOUR PRESERVE TOTAL EXPENSES	\$(234,000.00)	MONTOUR PRESERVE TOTAL INCOME	\$ 234,000.00	\$ -
	GRAND TOTAL EXPENSES	\$(326,000.00)	GRAND TOTAL INCOME	\$ 326,000.00	\$ -

2019 BUDGETING



2019 BUDGETING

MONTOUR PRESERVE 2019 BUDGET (DRAFT) DRAFT REVISED 11/15/18 R. STOUDT DRAFT CONTINGENT UPON RECEIPT OF DCNR AND DCED GRANT FUNDING			
EXPENSE	2017 ACTUAL	2018 BUDGETED	2019 BUDGET
personnel	(42,455.88)	(45,000.00)	(45,000.00)
SITE MAINTENANCE & OPERATIONS			
cleaning service	(4,480.00)	(4,500.00)	(4,500.00)
HVAC system maintenance	-	(2,500.00)	-
HVAC system replacement	-	-	(60,000.00)
visitors' center roof repair	-	-	(10,000.00)
lawn care	(14,910.00)	(17,500.00)	(17,500.00)
parking lot / road maintenance	-	(2,500.00)	(5,000.00)
security system	(645.85)	(1,000.00)	(1,500.00)
sewage pumping	(1,558.00)	(1,800.00)	(1,300.00)
snow plowing	(945.00)	(500.00)	(1,500.00)
supplies / misc.	(8,555.35)	(18,000.00)	(20,000.00)
utility vehicle purchase	-	-	(35,000.00)
water testing	(1,440.00)	(650.00)	(800.00)
wildlife management	(1,241.50)	(1,800.00)	(2,500.00)
UTILITIES			
electric	(15,948.92)	(16,000.00)	(15,000.00)
internet service	(1,814.06)	(2,000.00)	(2,000.00)
telephone	(1,460.98)	(1,300.00)	(1,300.00)
trash service	(1,500.00)	(1,600.00)	(2,000.00)
website hosting / email service	(524.29)	(600.00)	(600.00)
promotional materials	(3,915.99)	(2,500.00)	(2,500.00)
programming & educational supplies	(759.89)	(400.00)	(500.00)
audit (two-year)		(3,600.00)	(5,500.00)
EXPENSE TOTAL	\$(102,155.71)	\$(123,750.00)	\$(234,000.00)

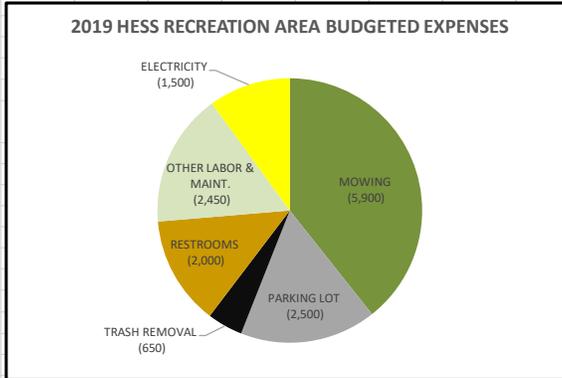


2019 BUDGETING

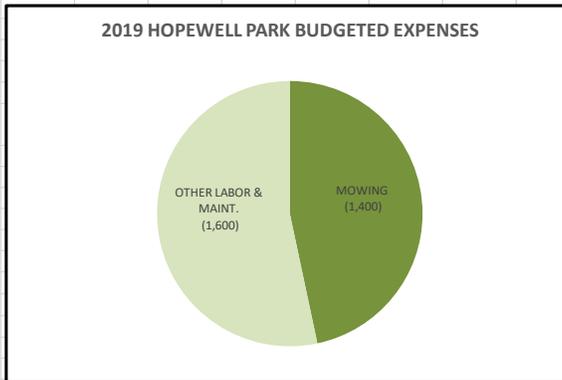
MONTOUR AREA RECREATION COMMISSION MANAGED SITES 2019 BUDGETS (DRAFT) DRAFT UPDATED 11/15/18

NOTE: 2018 'ACTUAL' VALUES ARE BEST ESTIMATES AS OF 11/15/18

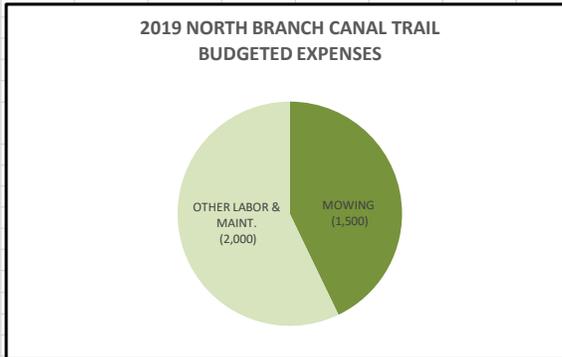
HESS RECREATION AREA 2019 BUDGET		
EXPENSE	2018 ACTUAL	2019 BUDGETED
MOWING	(5,700)	(5,900)
PARKING LOT	(2,500)	(2,500)
TRASH REMOVAL	(650)	(650)
RESTROOMS	(2,000)	(2,000)
OTHER LABOR & MAINT.	(1,500)	(2,450)
ELECTRICITY	(1,500)	(1,500)
TOTAL	(13,850)	(15,000)



HOPEWELL PARK 2019 BUDGET		
EXPENSE	2018 ACTUAL	2019 BUDGETED
MOWING	(1,150)	(1,400)
OTHER LABOR & MAINT.	(200)	(1,600)
TOTAL	(1,350)	(3,000)



NORTH BRANCH CANAL TRAIL 2019 BUDGET		
EXPENSE	2018 ACTUAL	2019 BUDGETED
MOWING	(800)	(1,500)
OTHER LABOR & MAINT.	(1,700)	(2,000)
TRASH REMOVAL	(600)	
TOTAL	(3,100)	(3,500)



RIVER DRIVE PARCEL 2019 BUDGET		
EXPENSE	2018 ACTUAL	2019 BUDGETED
MOWING	(1,200)	(1,500)
OTHER LABOR & MAINT.	(250)	(500)
TOTAL	(1,450)	(2,000)

