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7:00pm November 21, 2022 Regular Meeting Agenda

Montour Preserve Environmental Education Center, 374 Preserve Rd, Danville, PA 17821
or <https://us02web.zoom.us/j/89813364178?pwd=M1IPLzRpTk9VMUFWUVNUZzdTM04xUT09>

To connect by phone: (929) 205 6099 | Meeting ID: 898 1336 4178 | Passcode: 930655

Call to Order

Public Comment

Officer Reports

- Chairman's Report (Tyler Dombroski)
- Treasurer's Report (Dr. John Bulger) (*pages 2 - 17*)
- Secretary's Report (Chris Johns)

Partner Reports

- Washingtonville Borough
- Danville Borough
- Riverside Borough
- Montour County
- Danville Area School District
- Mahoning Township

Assistant Director's Report (Julian Brehm) (*page 18*)

Naturalist's Report (Jon Beam) (*page 18*)

Senior Maintenance Technician's Report (Denny Piatt) (*page 18*)

Director's Report (Bob Stoudt) (*pages 19 – 28*)

Old Business

New Business

- Approval of 2023 meeting dates (*page 29*)
- Approval of 2023 special events (*page 30*)
- 2023 budget approval (*pages 31 – 48*)
- Approval to pay bills (*page 49*)

Other Items

Adjournment

next meeting: 7:00pm Monday, January 23, 2023 (proposed)



MARC 2022 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 for Internal Budgeting	Statement of Revenues & Expenses Line Item	Grant to Credit or Debit (if applicable)	Debit (-)	Credit (+)	Account Balance
debit card	10/20/2022	11/3/2022	10/1 - 10/31/22	Staples (two cases paper, folders, tab folders)	office expenses	office expenses	Montour County Hotel Tax	171.15		66,141.09
debit card	10/21/2022	11/3/2022	10/1 - 10/31/22	Hoover Tractor (tractor repair)	park maintenance tools & supplies	park and trail maintenance	Montour County Hotel Tax	237.44		65,903.65
automatic payment	10/23/2022	11/3/2022	10/1 - 10/31/22	Zoom	dues and licensing fees	dues and licensing fees	Montour County Hotel Tax	15.89		65,887.76
7199	10/24/2022	11/3/2022		Press Enterprise (lawn care and snow removal invitation to bid advertising)	legal notices	legal notices	Montour County Hotel Tax	281.80		65,605.96
7200	10/24/2022	11/3/2022		Press Enterprise (Montour Preserve Fossil Pit brochure printing)	Montour Preserve (brochures/promotional materials)	park and trail maintenance	Montour County Hotel Tax	556.50		65,049.46
7201	10/24/2022	11/3/2022		Susan Shultz CPA Tax & Accounting (accounting)	accounting	professional fees	Montour County Hotel Tax	375.00		64,674.46
7202	10/24/2022	11/3/2022	10/1 - 10/31/22	Dennis Piatt (payroll 10/9 - 10/22)	payroll - piatt	wages	Montour County Hotel Tax	231.05		64,443.41
7203	10/24/2022	11/3/2022		Craig Reinard (payroll 10/9 - 10/22)	payroll - Reinard	wages	Montour County Hotel Tax	14.89		64,428.52
7204	10/24/2022	11/3/2022		Valentina Shevchenko (payroll 10/9 - 10/22)	payroll - Shevchenko	wages	Montour County Hotel Tax	495.41		63,933.11
7205	10/24/2022	11/3/2022	10/1 - 10/31/22	Julian Brehm (payroll 10/9 - 10/22)	payroll - Brehm	wages	Montour County Hotel Tax	1,026.49		62,906.62
7206	10/24/2022	11/3/2022	10/1 - 10/31/22	Robert Stoudt (payroll 10/9 - 10/22)	payroll - Stoudt	wages	Montour County Hotel Tax	2,026.41		60,880.21
7207	10/25/2022	11/3/2022		PPL Electric Utilities	Hess Recreation Area (electricity)	park and trail maintenance	Montour County Hotel Tax	37.08		60,843.13
automatic payment	10/24/2022	11/3/2022	10/1 - 10/31/22	Ride With GPS (monthly fee)	dues and licensing fees	dues and licensing fees	Montour County Hotel Tax	10.00		60,833.13
automatic payment	10/26/2022	11/3/2022	10/1 - 10/31/22	MailChimp (monthly email service)	\$12.19 Montour Preserve (email); \$12.19 administration / miscellaneous	\$12.19 park & trail maintenance; \$12.19 miscellaneous expenses	Montour County Hotel Tax	24.38		60,808.75
debit card	10/26/2022	11/3/2022	10/1 - 10/31/22	Cole's Hardware (antifreeze)	Montour Preserve (maintenance / miscellaneous)	park and trail maintenance	Montour County Hotel Tax	12.69		60,796.06
debit card	10/27/2022	11/3/2022	10/1 - 10/31/22	Turbotville Great Valu (diesel fuel)	Montour Preserve (maintenance / miscellaneous)	park and trail maintenance	Montour County Hotel Tax	74.00		60,722.06
debit card	10/27/2022	11/3/2022	10/1 - 10/31/22	Turbotville Great Valu (diesel fuel)	Montour Preserve (maintenance / miscellaneous)	park and trail maintenance	Montour County Hotel Tax	14.33		60,707.73
debit card	10/27/2022	11/3/2022	10/1 - 10/31/22	Turbotville Great Valu (unleaded)	Montour Preserve (maintenance / miscellaneous)	park and trail maintenance	Montour County Hotel Tax	9.00		60,698.73
debit card	10/28/2022	11/3/2022	10/1 - 10/31/22	USPS Danville (stamps)	office expenses	office expenses	Montour County Hotel Tax	36.00		60,662.73
debit card	10/29/2022	11/3/2022	10/1 - 10/31/22	Pennsylvania Recreation and Parks Society (playground maintenance training seminar)	admin / miscellaneous expenses		Montour County Hotel Tax	100.00		60,562.73
automatic payment	10/31/2022	11/3/2022	10/1 - 10/31/22	PA UC Fund (payroll taxes)	payroll taxes	wages	Montour County Hotel Tax	232.46		60,330.27
automatic payment	10/31/2022	11/3/2022		Danville Area Earned Income Tax Office (payroll taxes)	payroll taxes	wages	Montour County Hotel Tax	475.75		59,854.52
interest	10/31/2022	11/3/2022	10/1 - 10/31/22	interest earned 10/1 - 10/31/22	interest	interest			17.44	59,871.96

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MARC 2022 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 for Internal Budgeting	Statement of Revenues & Expenses Line Item	Grant to Credit or Debit (if applicable)	Debit (-)	Credit (+)	Account Balance
debit card	11/3/2022			Vinyl Disorder (Montour Preserve 2023 launch tag stickers)	fundraising	fundraising	Montour County Hotel Tax	66.43		59,805.53
7208	11/7/2022			Heaps Container Service	\$130 Montour Preserve (trash); \$70 Hess Recreation Area (trash)	park and trail maintenance	Montour County Hotel Tax	200.00		59,605.53
7209	11/7/2022			MePush (website hosting)	\$52.47 Montour Preserve (website); \$52.47 admin/misc	\$52.47 park and trail maintenance / \$52.47 miscellaneous expenses	Montour County Hotel Tax	104.94		59,500.59
7210	11/7/2022			SkyPacket Networks	Montour Preserve (internet)	park and trail maintenance	Montour County Hotel Tax	79.00		59,421.59
7211	11/7/2022			Chad Gorby (Hess skatepark repair materials)	Hess Recreation Area (maintenance/misc)	park and trail maintenance	Montour County Hotel Tax	121.54		59,300.05
7212	11/7/2022			VOID				-		59,300.05
7213	11/7/2022			US Department of Agriculture (Montour Preserve wildlife management)	Montour Preserve (wildlife management)	park and trail maintenance	Montour County Hotel Tax	124.27		59,175.78
7214	11/7/2022			Shawn's Lawn & Excavating, LLC	\$100 River Drive (mowing); \$974 Hess Recreation Area (mowing); \$53 Hopewell Park (mowing); \$200 Columbia County projects; \$2,296 Montour Preserve (mowing); \$300 North Branch Canal Trail (mowing)	park and trail maintenance	\$3,723 Montour County Hotel Tax	3,923.00		55,252.78
7215	11/7/2022			Pace Analytical Services, LLC (Montour Preserve water testing)	Montour Preserve (water testing)	park and trail maintenance	Montour County Hotel Tax	96.65		55,156.13
7216	11/9/2022			Dennis Piatt (payroll 10/23 - 11/5)	payroll - Piatt	wages	Montour County Hotel Tax	485.25		54,670.88
7217	11/9/2022			Lesley Yeich (payroll 10/23 - 11/5)	payroll - Yeich	wages	Montour County Hotel Tax	315.25		54,355.63
7218	11/9/2022			Craig Reinard (payroll 10/23 - 11/5)	payroll - Reinard	wages	Montour County Hotel Tax	137.71		54,217.92
7219	11/9/2022			Valentina Shevchenko (payroll 10/23 - 11/5)	payroll - Shevchenko	wages	Montour County Hotel Tax	568.89		53,649.03
7220	11/9/2022			Julian Brehm (payroll 10/23 - 11/5)	payroll - Brehm	wages	Montour County Hotel Tax	1,090.89		52,558.14
7221	11/9/2022			Robert Stoudt (payroll 10/23 - 11/5)	payroll - Stoudt	wages	Montour County Hotel Tax	2,011.99		50,546.15
debit card	11/10/2022			Leighow Oil Company (diesel fuel)	Montour Preserve (maintenance / miscellaneous)	park and trail maintenance	Montour County Hotel Tax	73.44		50,472.71
transfer	11/11/2022			Montour County Hotel Tax funds transfer to reimburse grant eligible expenses 1/1 - 11/11			Montour County Hotel Tax		58,046.43	108,519.14
deposit	11/15/2022			deposit	\$565 Montour Preserve pavilion reservations; \$1,140 Montour Preserve donations; \$1,050 unrestricted donations	\$565 contributions and user fees (Montour Preserve); \$1,140 contributions and user fees (Montour Preserve); \$1,050 contributions and user fees (unrestricted)			2,755.00	111,274.14
automatic payment	11/15/2022			US Treasury (October payroll taxes)	payroll taxes	wages	Montour County Hotel Tax	2,060.56		109,213.58
automatic payment	11/15/2022			PA Dept. of Revenue (October payroll taxes)	payroll taxes	wages	Montour County Hotel Tax	292.63		108,920.95
debit card	11/15/2022			Cole's Hardware (toilet paper)	Hess Recreation Area (restrooms)	park and trail maintenance	Montour County Hotel Tax	14.90		108,906.05
debit card	11/15/2022			Cole's Hardware (electrical connectors)	park maintenance tools & supplies	park and trail maintenance	Montour County Hotel Tax	33.53		108,872.52
7222	11/16/2022			Commonwealth of PA (Montour Preserve safe drinking water annual fee)	Montour Preserve (water testing)	park and trail maintenance	Montour County Hotel Tax	50.00		108,822.52
7223	11/16/2022			Verizon (Montour Preserve telephone)	Montour Preserve (telephone)	park and trail maintenance	Montour County Hotel Tax	109.81		108,712.71
7224	11/16/2022			Pennsylvania Recreation and Parks Society (annual dues)	dues and licensing fees	dues and licensing fees	Montour County Hotel Tax	200.00		108,512.71
7225	11/16/2022			Lesley Yeich (reimbursement for bird feed purchase)	Montour Preserve (maintenance / miscellaneous)	park and trail maintenance	Montour County Hotel Tax	145.38		108,367.33

 2022 CGF Grant - All-Terrain Vehicle Purchase Checking Account Register							
Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Debit (-)	Credit (+)	Account Balance
				2022 beginning balance			-
deposit	7/27/22	8/8/22	7/1 - 7/31/22	Community Giving Foundation grant initial deposit		1,500.00	1,500.00

NO TRANSACTIONS SINCE LAST MEETING

 2022 CGF Grant - Washingtonville Pavilion Checking Account Register							
Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Debit (-)	Credit (+)	Account Balance
				2022 beginning balance			-
deposit	7/27/22	8/8/22	7/1 - 7/31/22	Community Giving Foundation grant initial deposit (transferred from general checking account)		1,000.00	1,000.00

NO TRANSACTIONS SINCE LAST MEETING

 MARC 2022 Mahoning Township ARP Grant Checking Account Register							
Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Debit (-)	Credit (+)	Account Balance
				2022 beginning balance			15,695.00
interest	1/31/22	2/2/22	1/1 - 1/31/22	interest earned 1/1 - 1/31/22		0.78	15,695.78
interest	2/28/22	3/10/22	2/1 - 2/28/22	interest earned 2/1 - 2/28/22		0.60	15,696.38
interest	3/31/22	4/4/22	3/1 - 3/31/22	interest earned 3/1 - 3/31/22		0.67	15,697.05
interest	4/30/22	5/17/22	4/1 - 4/30/22	interest earned 4/1 - 4/30/22		0.65	15,697.70
interest	5/31/22	7/6/22	5/1 - 5/31/22	interest earned 5/1 - 5/31/22		0.67	15,698.37
interest	6/30/22	7/6/22	6/1 - 6/30/22	interest earned 6/1 - 6/30/22		0.65	15,699.02
interest	7/31/22	8/8/22	7/1 - 7/31/22	interest earned 7/1 - 7/31/22		0.67	15,699.69
interest	8/31/22	9/5/22	8/1 - 8/31/22	interest earned 8/1 - 8/31/22		0.67	15,700.36
interest	9/30/22	10/4/22	9/1 - 9/30/22	interest earned 9/1 - 9/30/22		1.29	15,701.65
interest	10/31/22	11/3/22	10/1 - 10/31/22	interest earned 10/1 - 10/31/22		3.33	15,704.98



MARC 2022 Savings Account (ID 01) Register

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Debit (-)	Credit (+)	Account Balance
				2022 beginning balance			12.74
deposit	2/18/22	3/10/22	2/1 - 2/28/22	deposit of Montour County Q4 2021 Hotel Tax grant		37,530.95	37,543.69
interest	3/31/22	4/4/22	3/1 - 3/31/22	interest earned 1/1 - 3/31/22		4.32	37,548.01
transfer	4/29/22	5/17/22	4/1 - 4/30/22	Montour County Hotel Tax transfer to checking account to reimburse eligible expenses 1/1 - 4/25/22	37,542.38		5.63
deposit	5/20/22	7/6/22	5/1 - 5/31/22	deposit of Montour County Q1 2022 Hotel Tax grant		25,709.87	25,715.50
transfer	6/25/22	7/6/22	6/1 - 6/30/22	Montour County Hotel Tax transfer to checking account to reimburse eligible expenses 1/1 - 4/25/22	25,709.87		5.63
interest	6/30/22	7/6/22	6/1 - 6/30/22	interest earned 4/1 - 6/30/22		5.42	11.05
deposit	8/25/22	9/5/22	8/1 - 8/31/22	deposit of Montour County Q2 2022 Hotel Tax grant		42,136.16	42,147.21
transfer	9/21/22	10/4/22	9/1 - 9/30/22	Montour County Hotel Tax transfer to checking account to reimburse eligible expenses 6/21 - 9/7/22	42,141.58		5.63
interest	9/30/22	10/4/22	9/1 - 9/30/22	interest earned 7/1 - 9/30/22		3.12	8.75
deposit	11/11/22			deposit of Montour County Q3 Hotel Tax grant		58,043.31	58,052.06
transfer	11/11/22			Montour County Hotel Tax transfer to checking account to reimburse eligible expenses 1/1 - 11/11/22	58,046.43		5.63



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Statement Period: 10/01/2022-10/31/2022

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Summary of Accounts:

	Ending Balance	YTD Dividend	Member Number: 584727
Savings			
01 - REGULAR SAVINGS	8.75	12.86	
40 - CHECKING	62,439.63	111.34	
43 - MAHONING ARP GRANT	15,704.98	9.98	
44 - CGF ATV GRANT	1,500.00	0.00	
45 - CGF WASHINGTONVILLE PAVILION	1,000.00	0.00	
Total	80,653.36	134.18	

Authorized Signer(s): JOHN B BULGER DO, TYLER DOMBROSKI, CHRISTOPHER JOHNS, ROBERT T STOUTD

ID 01 REGULAR SAVINGS

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Oct 1		Balance Forward			8.75
Oct 31		Ending Balance			8.75

ID 40 CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Oct 1		Balance Forward			103,355.14
Oct 1		Certified Draft 0000007156 for \$1,991.36			
Oct 3		Withdrawal Debit Card		-12.71	103,342.43
		9/30 SQ *COLE'S HARDWARE IN Danville PA			
Oct 3		Draft 7151		-173.27	103,169.16
Oct 3		Draft 7179		-324.35	102,844.81
Oct 3		Draft 7169		-434.49	102,410.32
Oct 3		Draft 7154		-434.92	101,975.40
Oct 3		Draft 7174		-508.41	101,466.99
Oct 4		Draft 7157		-112.77	101,354.22
		Processed Check - VERIZON FINANCA TYPE: PAYMENTS ID: 7204096069			
Oct 4		Withdrawal POS #0000PXPUPYIR		-119.71	101,234.51
		AMAZON.COM*1444Q4S21 SEATTLE WA			
Oct 4		Draft 7176		-41.12	101,193.39
Oct 4		Draft 7177		-42.35	101,151.04
Oct 4		Draft 7178		-42.35	101,108.69
Oct 4		Draft 7159		-68.42	101,040.27
Oct 4		Draft 7160		-68.42	100,971.85
Oct 4		Draft 7156		-1,991.36	98,980.49
Oct 5		Draft 7152		-189.16	98,791.33
Oct 5		Draft 7170		-189.16	98,602.17
Oct 5		Draft 7167		-3,816.00	94,786.17
Oct 6		Withdrawal Debit Card		-136.19	94,649.98

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Member Number: 584727
Statement Period: 10/01/2022-10/31/2022

ID 40 CHECKING - Continued

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
		10/4 NAPA STORE 8011226 DANVILLE PA			
Oct 6		Withdrawal Debit Card 10/4 SQ *COLE'S HARDWARE IN Danville PA		-30.58	94,619.40
Oct 6		Withdrawal POS #00000EOW7FG AMAZON.COM*1K1PN3L61 SEATTLE WA		-65.04	94,554.36
Oct 6		Draft 7164		-44.27	94,510.09
Oct 6		Draft 7163		-61.92	94,448.17
Oct 6		Draft 7161		-323.21	94,124.96
Oct 6		Draft 7162		-836.70	93,288.26
Oct 7		Draft 7172		-126.46	93,161.80
Oct 7		Draft 7165		-1,500.00	91,661.80
Oct 7		Draft 7166		-9,813.00	81,848.80
Oct 8		Withdrawal Debit Card 10/6 Amazon.com*145ZA1902 Amzn.com/bill WA		-77.88	81,770.92
Oct 8		Withdrawal Debit Card 10/6 PARTS WAREH 402-935-7733 TX		-20.21	81,750.71
Oct 10		Withdrawal Debit Card 10/7 Amazon.com*146K91W02 Amzn.com/bill WA		-123.28	81,627.43
Oct 10		Withdrawal Debit Card 10/7 AMZN Mktg US*1K9EG5JU1 Amzn.com/bill WA		-42.39	81,585.04
Oct 10		Recurring Withdrawal Debit Card SFFCU CHK CRD 10/7 CALTOPO HTTPSCALTOPO. CA		-100.00	81,485.04
Oct 10		Withdrawal Debit Card 10/7 SQ *COLE'S HARDWARE IN Danville PA		-85.79	81,399.25
Oct 10		Withdrawal Debit Card 10/7 Amazon.com*1K2G71TA1 Amzn.com/bill WA		-35.50	81,363.75
Oct 12		Draft 7153		-52.10	81,311.65
Oct 12		Draft 7171		-504.60	80,807.05
Oct 17		Withdrawal ACH COMMWLTHOFPA INT TYPE: PAEMPLOYTX ID: 1236003133 CO: COMMWLTHOFPA INT		-338.63	80,468.42
Oct 17		Withdrawal ACH IRS TYPE: USATAXPYMT ID: 3387702000 CO: IRS		-2,384.44	78,083.98
Oct 20		Certified Draft 0000007190 for \$1,707.97			
Oct 21		Draft 7168		-30.16	78,053.82
Oct 21		Draft 7150		-70.37	77,983.45
Oct 21		Draft 7189		-913.23	77,070.22
Oct 22		Withdrawal Debit Card 10/20 STAPLES 0634 BLOOMSBURG PA		-171.15	76,899.07
Oct 24		Withdrawal Debit Card 10/21 HOOVER TRACTOR LLC HPP 570-9663821 PA		-237.44	76,661.63
Oct 24		Certified Draft 0000007185 for \$3,134.00			
Oct 24		Draft 7190		-1,707.97	74,953.66
Oct 25		Recurring Withdrawal Debit Card SFFCU CHK CRD 10/23 ZOOM.US 888-799-9666 WWW.ZOOM.US CA		-15.89	74,937.77
Oct 25		Draft 7198 Processed Check - VERIZON FINANCI TYPE: PAYMENTS ID: 7204096069		-109.72	74,828.05

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Member Number: 584727 **Statement Period:** 10/01/2022-10/31/2022

ID 40 CHECKING - Continued

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Oct 25		Certified Draft 0000007206 for \$2,026.41			
Oct 25		Draft 7158		-90.55	74,737.50
Oct 25		Draft 7185		-3,134.00	71,603.50
Oct 26		Withdrawal Debit Card 10/24 RIDE WITH GPS 4154729809 OR		-10.00	71,593.50
Oct 26		Draft 7184 Processed Check - USDA APHIS GENL TYPE: PAYMENT ID: 1240340003		-1,163.47	70,430.03
Oct 26		Draft 7187		-78.81	70,351.22
Oct 26		Draft 7180		-104.94	70,246.28
Oct 26		Draft 7183		-136.84	70,109.44
Oct 26		Draft 7182		-200.00	69,909.44
Oct 26		Draft 7186		-365.46	69,543.98
Oct 26		Draft 7205		-1,026.49	68,517.49
Oct 26		Draft 7206		-2,026.41	66,491.08
Oct 27		Draft 7193		-36.42	66,454.66
Oct 27		Draft 7195		-75.81	66,378.85
Oct 27		Draft 7181		-79.00	66,299.85
Oct 27		Draft 7192		-374.59	65,925.26
Oct 27		Draft 7191		-561.40	65,363.86
Oct 27		Draft 7194		-697.76	64,666.10
Oct 28		Recurring Withdrawal Debit Card SFFCU CHK CRD 10/26 MAILCHIMP *MISC MAILCHIMP.COM GA		-24.38	64,641.72
Oct 28		Withdrawal Debit Card 10/26 SQ *COLE'S HARDWARE IN Danville PA		-12.69	64,629.03
Oct 29		Withdrawal Debit Card 10/26 PENNSYLVANIA RECREATIO 814-2344272 PA		-100.00	64,529.03
Oct 29		Withdrawal Debit Card 10/27 TURBOTVILLE GREAT VAL TURBOTVILLE PA		-74.00	64,455.03
Oct 29		Withdrawal Debit Card 10/27 TURBOTVILLE GREAT VAL TURBOTVILLE PA		-14.33	64,440.70
Oct 29		Withdrawal Debit Card 10/27 TURBOTVILLE GREAT VAL TURBOTVILLE PA		-9.00	64,431.70
Oct 31		Withdrawal Debit Card 10/28 USPS PO 41190008 410 M DANVILLE PA		-36.00	64,395.70
Oct 31		Withdrawal ACH UNEMP COMP EFT TYPE: PADLIUCCON ID: 1236003133 CO: UNEMP COMP EFT		-232.46	64,163.24
Oct 31		Draft 7196		-198.00	63,965.24
Oct 31		Draft 7202		-231.05	63,734.19
Oct 31		Draft 7197		-1,312.00	62,422.19
Oct 31		Deposit Dividend Dividend Post Annual Percentage Yield Earned 0.260% from 10/01/2022 through 10/31/2022	17.44		62,439.63
Oct 31		Ending Balance			62,439.63
		Total Deposits 17.44			
		Total Withdrawals 40,932.95			

Drafts for 40 - CHECKING

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Oct 21	<input type="checkbox"/> 7150	70.37	Oct 5	<input type="checkbox"/> 7152	189.16	Oct 3	<input type="checkbox"/> 7154	434.92
Oct 3	<input type="checkbox"/> 7151	173.27	Oct 12	<input type="checkbox"/> 7153	52.10	Oct 4	<input type="checkbox"/> 7156*	1,991.36

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Member Number: 584727
Statement Period: 10/01/2022-10/31/2022

Drafts for 40 - CHECKING - Continued

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Oct 4	<input type="checkbox"/> 7157	112.77	Oct 12	<input type="checkbox"/> 7171	504.60	Oct 26	<input type="checkbox"/> 7187	78.81
Oct 25	<input type="checkbox"/> 7158	90.55	Oct 7	<input type="checkbox"/> 7172	126.46	Oct 21	<input type="checkbox"/> 7189*	913.23
Oct 4	<input type="checkbox"/> 7159	68.42	Oct 3	<input type="checkbox"/> 7174*	508.41	Oct 24	<input type="checkbox"/> 7190	1,707.97
Oct 4	<input type="checkbox"/> 7160	68.42	Oct 4	<input type="checkbox"/> 7176*	41.12	Oct 27	<input type="checkbox"/> 7191	561.40
Oct 6	<input type="checkbox"/> 7161	323.21	Oct 4	<input type="checkbox"/> 7177	42.35	Oct 27	<input type="checkbox"/> 7192	374.59
Oct 6	<input type="checkbox"/> 7162	836.70	Oct 4	<input type="checkbox"/> 7178	42.35	Oct 27	<input type="checkbox"/> 7193	36.42
Oct 6	<input type="checkbox"/> 7163	61.92	Oct 3	<input type="checkbox"/> 7179	324.35	Oct 27	<input type="checkbox"/> 7194	697.76
Oct 6	<input type="checkbox"/> 7164	44.27	Oct 26	<input type="checkbox"/> 7180	104.94	Oct 27	<input type="checkbox"/> 7195	75.81
Oct 7	<input type="checkbox"/> 7165	1,500.00	Oct 27	<input type="checkbox"/> 7181	79.00	Oct 31	<input type="checkbox"/> 7196	198.00
Oct 7	<input type="checkbox"/> 7166	9,813.00	Oct 26	<input type="checkbox"/> 7182	200.00	Oct 31	<input type="checkbox"/> 7197	1,312.00
Oct 5	<input type="checkbox"/> 7167	3,816.00	Oct 26	<input type="checkbox"/> 7183	136.84	Oct 25	<input type="checkbox"/> 7198	109.72
Oct 21	<input type="checkbox"/> 7168	30.16	Oct 26	<input type="checkbox"/> 7184	1,163.47	Oct 31	<input type="checkbox"/> 7202*	231.05
Oct 3	<input type="checkbox"/> 7169	434.49	Oct 25	<input type="checkbox"/> 7185	3,134.00	Oct 26	<input type="checkbox"/> 7205*	1,026.49
Oct 5	<input type="checkbox"/> 7170	189.16	Oct 26	<input type="checkbox"/> 7186	365.46	Oct 26	<input type="checkbox"/> 7206	2,026.41

* 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 43 MAHONING ARP GRANT

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Oct 1		Balance Forward			15,701.65
Oct 31		Deposit Dividend Dividend Post	3.33		15,704.98
		Annual Percentage Yield Earned 0.250% from 10/01/2022 through 10/31/2022			
Oct 31		Ending Balance			15,704.98
		Total Deposits 3.33			

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

ID 44 CGF ATV GRANT

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Oct 1		Balance Forward			1,500.00
Oct 31		Ending Balance			1,500.00

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

ID 45 CGF WASHINGTONVILLE PAVILION

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Oct 1		Balance Forward			1,000.00
Oct 31		Ending Balance			1,000.00

	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 10/31/2022

ending balance from 10/31/2022 bank statement	\$ 80,653.36
deposits not yet posted (detailed below)	\$ -
subtotal	\$ 80,653.36
withdrawals not yet cleared (detailed below)	\$ 2,567.67
calculated balance (should agree with actual combined balance)	\$ 78,085.69
balance savings account (ID 01)	\$ 8.75
balance checking account (ID 40)	\$ 59,871.96
balance Mahoning Twp. ARP Grant checking account (ID 43)	\$ 15,704.98
balance CGF ATV purchase grant checking account (ID44)	\$ 1,500.00
balance CGF Washingtonville Pavilion grant checking account (ID45)	\$ 1,000.00
actual combined balance	\$ 78,085.69
difference	\$ -

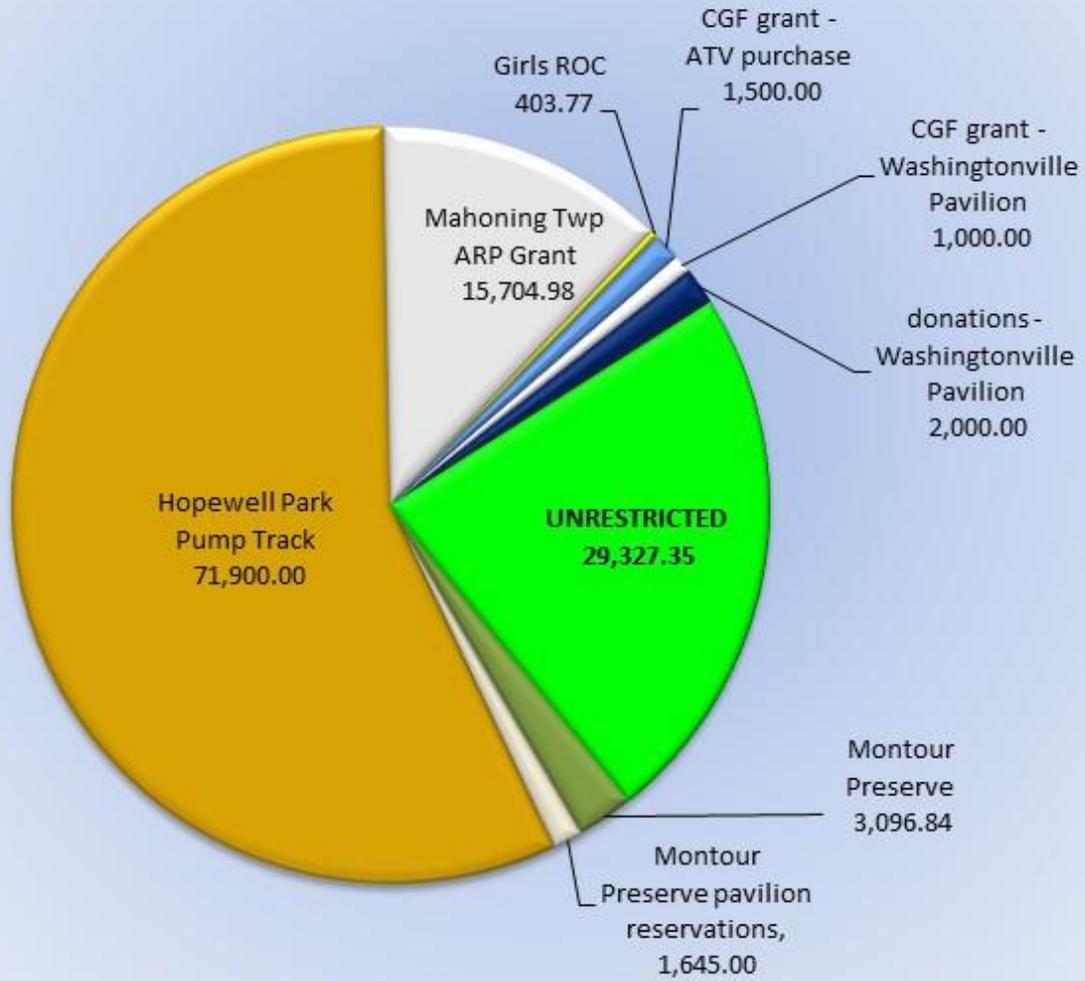
DEPOSITS NOT YET POSTED

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

WITHDRAWALS NOT YET CLEARED

TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
10/13/2022	7188	Craig Reinard (payroll 9/25 - 10/8)	331.24
10/24/2022	7199	Press Enterprise (lawn care and snow removal invitation to bid advertising)	281.80
10/24/2022	7200	Press Enterprise (Montour Preserve Fossil Pit brochure printing)	556.50
10/24/2022	7201	Susan Shultz CPA Tax & Accounting (accounting)	375.00
10/24/2022	7203	Craig Reinard (payroll 10/9 - 10/22)	14.89
10/24/2022	7204	Valentina Shevchenko (payroll 10/9 - 10/22)	495.41
10/25/2022	7207	PPL Electric Utilities	37.08
10/31/2022	auto payment	Danville Area Earned Income Tax Office (payroll taxes)	475.75
		TOTAL	\$ 2,567.67

MARC FUNDS EARMARKS AS OF 11/16/22
COMBINED ACCOUNT BALANCE: \$126,577.94





MARC 2022 BUDGET

ADOPTED 11/22/21; YEAR-TO-DATE ACTUAL AND YEAR-END PROJECTIONS AS OF 11/16/22

EXPENSE	2022 YEAR-TO-DATE ACTUAL	2022 YEAR-END PROJECTED	2022 BUDGETED EXPENSES	FUNDING SOURCES	2022 YEAR-TO-DATE ACTUAL	2022 YEAR-END PROJECTED	2022 BUDGETED INCOME	2022 YEAR-TO-DATE LINE ITEM SURPLUS / (DEFICIT)	2022 YEAR-END PROJECTED	2022 BUDGETED LINE ITEM SURPLUS / (DEFICIT)	
PARK & TRAIL MAINTENANCE	Columbia County Projects (including North Branch Canal Trail)	(1,462.37)	(1,500.00)	(4,000.00)	Columbia County Hotel Tax Grant	-	1,500.00	4,000.00	(1,462.37)	-	
	Hess Recreation Area	(16,174.08)	(17,710.00)	(18,400.00)	User Fees	1,100.00	1,100.00	1,750.00	(15,074.08)	(16,610.00)	
	Hopewell Park / Danville Borough Farm Trails	(3,450.73)	(3,800.00)	(6,000.00)		-	-	-	(3,450.73)	(3,800.00)	
	Mill Park	-	-	-		-	-	-	-	-	
	Montour Preserve				Pavilion / Auditorium Rental Fees	11,498.00	11,625.00	12,500.00			
					Donations	9,051.00	9,500.00	6,000.00			
					Carryover balance from 2021	9,330.30	9,330.30	-	(86,821.34)	(98,197.01)	(100,500.00)
					Concessionaire contribution	1,000.00	1,000.00	-			
					Transfer From Community Giving Foundation Montour Preserve Fund	30,000.00	30,000.00	40,000.00			
	North Branch Canal Trail (Montour County)	(2,971.57)	(3,121.00)	(4,500.00)		-	-	-	(2,971.57)	(3,121.00)	
North Branch Canal Trail Parking / River Access	(1,024.48)	(1,175.00)	(1,900.00)		-	-	-	(1,024.48)	(1,175.00)		
Tools & Supplies	(3,831.20)	(4,000.00)	(2,500.00)		-	-	-	(3,831.20)	(4,000.00)		
All-Terrain Vehicle Purchase (*)	-	-	(15,000.00)	Grants (*)	1,500.00	1,500.00	15,000.00	1,500.00	1,500.00		
Bicycle / Pedestrian Safety Projects	(189.52)	(230.00)	(500.00)		-	-	-	(189.52)	(230.00)		
Bicycle Routes Mapping and Promotion	(300.93)	(500.00)	(1,000.00)		-	-	-	(300.93)	(500.00)		
Chilli Challenge Adventure Triathlon	(27.14)	(27.14)	(6,000.00)	Race Registration Fees and Sponsorships	-	-	6,500.00	(27.14)	(27.14)		
Chillsquaque Creek Cleanup and Promotion	-	-	-		-	-	-	-	-		
Danville Borough Play Set Installation	-	-	(2,000.00)		-	-	-	-	-		
Dirty Grin Mountain Bike Festival	(5,012.28)	(5,300.00)	-		3,130.00	3,130.00	-	(1,882.28)	(2,170.00)		
Girls ROC Camp (*)	(414.90)	(414.90)	(1,000.00)	Grants, Donations, and Participant Fees (*)	818.67	818.67	1,000.00	403.77	403.77		
Hopewell Park Pump Track Construction (*)	-	-	(220,000.00)	Grants [\$125,000] and Donations [\$95,000] (*)	56,645.00	56,645.00	220,000.00	56,645.00	56,645.00		
Hopewell Park Pump Track Engineering & Permitting	-	-	(30,000.00)	Donations [15,255] and Mahoning Twp. ARP Grant	15,255.00	15,255.00	30,000.00	15,255.00	15,255.00		
Humdinger Trail Races	(11,462.31)	(11,500.00)	(11,000.00)	Race Registration Fees and Sponsorships	7,304.00	7,304.00	11,500.00	(4,158.31)	(4,196.00)		
Regional Mountain Biking Promotion	(5,485.66)	(5,750.00)	(2,500.00)		-	-	-	(5,485.66)	(5,750.00)		
Riverside Borough Parks Revitalization	-	-	(2,000.00)		-	-	-	-	-		
Special Projects and Events - Other	(2,559.43)	(2,600.00)	(3,500.00)		-	-	-	(2,559.43)	(2,600.00)		
Tourism Promotion Special Projects - Other	(1,653.42)	(1,700.00)	(2,500.00)		-	-	-	(1,653.42)	(1,700.00)		
Truck Purchase	-	-	-		-	-	-	-	-		
Washingtonville Revitalization Projects	(17,524.97)	(18,250.00)	(15,000.00)	Donations and grants [\$10,000 Giant Healing the Planet]	10,000.00	10,000.00	13,000.00	(7,524.97)	(8,250.00)		
Washingtonville - DeLong Park Pavilion Project (*)	-	-	-	donations [\$2,000] and grants [\$1,000 Community Giving Foundation]	3,000.00	3,000.00	-	3,000.00	3,000.00		
Wellness Special Projects	(95.11)	(100.00)	(500.00)		-	-	-	(95.11)	(100.00)		
ADMIN / INSURANCE	Accounting	(1,530.00)	(1,530.00)	(1,800.00)		-	-	(1,530.00)	(1,530.00)		
	Administration / Misc. Other (Includes Stouff Admin. Labor)	(24,742.39)	(26,500.00)	(23,000.00)		-	-	(24,742.39)	(26,500.00)		
	Audit	(4,820.40)	(4,820.40)	(4,820.00)		-	-	(4,820.40)	(4,820.40)		
	Dues & Licensing Fees	(2,214.37)	(2,300.00)	(1,500.00)		-	-	(2,214.37)	(2,300.00)		
	Fundraising	(3,987.10)	(3,987.10)	(1,000.00)		-	-	(3,987.10)	(3,987.10)		
	Insurance (D&O, General, & Workers' Comp)	(13,102.00)	(13,660.00)	(13,500.00)		-	-	(13,102.00)	(13,660.00)		
	Internship Stipends	(8,250.00)	(8,250.00)	-		-	-	(8,250.00)	(8,250.00)		
	Office Supplies	(2,697.57)	(2,900.00)	(1,750.00)		-	-	(2,697.57)	(2,900.00)		
	Public Notices	(328.05)	(425.00)	(750.00)		-	-	(328.05)	(425.00)		
	OTHER				2021 Year-End Carryover Unrestricted Balance	31,687.97	31,687.97	23,000.00	31,687.97	31,687.97	
				Geisinger Contribution (unrestricted)	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00		
				Montour County Hotel Tax 2021 Carryover Balance	7.11	7.11	-	7.11	7.11		
				Montour County Hotel Tax 2022 Grants	163,433.15	163,433.15	130,000.00	163,433.15	163,433.15		
				Mahoning Township ARP Grant Carryover Balance	15,695.00	15,695.00	-	15,695.00	15,695.00		
				Mahoning Township ARP Grant Interest	6.65	7.00	-	6.65	7.00		
				Transfer From Community Giving Foundation Non-Endowed Fund	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00		
				Other Income	549.11	560.00	500.00	549.11	560.00		
				Unrestricted Donations	2,955.00	3,000.00	10,000.00	2,955.00	3,000.00		
TOTAL EXPENSES		(283,012.61)	(301,702.85)	(556,920.00)	TOTAL INCOME	406,465.96	408,598.20	557,250.00	123,453.35	106,895.35	

NOTE: Budget line items marked with (*) will occur only if grants and/or donations can be secured to fully fund the projects.



ACCOUNTING REPORT DISCLAIMER

The following financial reports have been provided by Susan Shultz, CPA, 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.

Susan Shultz, CPA does not verify the accuracy or completeness of the information provided by MARC's management and expresses no assurance on the financial statements. Susan Shultz, CPA 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.

4:18 PM
11/14/22
Cash Basis

Montour Area Recreation Commission
Statement of Financial Position
As of October 31, 2022

	<u>Oct 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
Mahoning Twp ARP Grant Cking	15,701.65
Service 1st - Savings	8.75
Service 1st #44 -CGF ATV Grant	1,500.00
Service 1st #45 Washvl Pavilion	1,000.00
Service 1st FCU	59,872.26
Total Checking/Savings	<u>78,082.66</u>
Total Current Assets	<u>78,082.66</u>
TOTAL ASSETS	<u><u>78,082.66</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Advance Payments Received	
Preserve Reservations	1,080.00
Total Advance Payments Received	<u>1,080.00</u>
Payroll Liabilities	<u>2,575.69</u>
Total Other Current Liabilities	<u>3,655.69</u>
Total Current Liabilities	<u>3,655.69</u>
Total Liabilities	3,655.69
Equity	
Retained Earnings	75,063.56
Net Income	<u>-636.59</u>
Total Equity	<u>74,426.97</u>
TOTAL LIABILITIES & EQUITY	<u><u>78,082.66</u></u>

No Assurance Provided

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4:26 PM

11/14/22

Cash Basis

**Montour Area Recreation Commission
Statement of Financial Activities
October 2022**

	<u>Oct 22</u>	<u>Jan - Oct 22</u>
Ordinary Income/Expense		
Income		
Donations Received		
CSCF Preserve Donations	0.00	30,000.00
Montour Preserve Donations	0.00	8,911.00
Donations Received - Other	0.00	85,159.00
Total Donations Received	0.00	124,070.00
Field & Park User Fees	839.50	12,598.00
Grants		
Community Giving Foundation Gra	0.00	10,000.00
Montour County Hotel Tax Grant	0.00	105,376.98
Total Grants	0.00	115,376.98
Healing the Planet Grant	0.00	6,500.00
Miscellaneous Income	0.00	437.77
River Town Race Series		
Event Sponsorship	0.00	100.00
Racer Registrations	0.00	10,334.00
Total River Town Race Series	0.00	10,434.00
Total Income	839.50	269,416.75
Gross Profit	839.50	269,416.75
Expense		
Administrative/Overhead		
Dues & Subscriptions	125.89	2,014.37
Fundraising Expenses	0.00	3,920.67
Insurance	0.00	13,102.00
Legal Notices	281.50	327.75
Miscellaneous	164.66	1,844.05
Office Expense	207.15	2,697.57
Organization Donations	0.00	100.00
Payroll Expenses		
Intern Stipend	0.00	8,250.00
Payroll Expenses - Other	10,349.27	108,353.74
Total Payroll Expenses	10,349.27	116,603.74
Professional Fees	375.00	6,350.40
Total Administrative/Overhead	11,503.47	146,960.55
Park & Trail Maintenance		
Columbia Cnty -NBCT	200.00	1,000.00
General -Tools & Supplies	493.34	3,797.67
Hess Recreation Area	1,319.08	8,064.54
Hopewell Park	159.00	1,872.74
Montour Preserve	6,888.46	82,395.63
North Branch Canal Trail	200.00	1,871.00
River Drive Parcel	0.00	500.00
Total Park & Trail Maintenance	9,259.88	99,501.58
Projects		
Mountain Bike Special Proj.	0.00	1,518.77
Special Projects	0.00	490.37
Washingtonvl Revitalization Exp	0.00	12,735.90
Total Projects	0.00	14,745.04

No Assurance Provided

Page 1

4:26 PM

11/14/22

Cash Basis

Montour Area Recreation Commission
Statement of Financial Activities
October 2022

	Oct 22	Jan - Oct 22
Special Events		
RTRS	0.00	8,815.98
Special Events - Other	0.00	161.04
Total Special Events	<u>0.00</u>	<u>8,977.02</u>
Total Expense	<u>20,763.35</u>	<u>270,184.19</u>
Net Ordinary Income	-19,923.85	-767.44
Other Income/Expense		
Other Income		
Interest Income		
Grant Interest Earned	0.00	19.51
Interest Income - Other	17.44	111.34
Total Interest Income	<u>17.44</u>	<u>130.85</u>
Total Other Income	<u>17.44</u>	<u>130.85</u>
Net Other Income	<u>17.44</u>	<u>130.85</u>
Net Income	<u><u>-19,906.41</u></u>	<u><u>-636.59</u></u>

No Assurance Provided

Page 2

COMMUNITY GIVING FOUNDATION (CGF) FUND BALANCES AS OF 11/16/22	
FUND	BALANCE
MARC Non-Endowed Fund	\$ 4,479.96
MARC Endowed Fund	\$ 5,357.59
Hopewell Park Pump Track Fund	\$ 43,099.98
Washingtonville Revitalization Fund	\$ 2,629.02
Montour Preserve Fund	\$ 50,608.57
TOTAL	\$ 106,175.12
NOTES AND DISCLAIMERS REGARDING CGF FUNDS	
<p><i>MARC is the designated beneficiary of five funds at the Community Giving Foundation (CGF). The CGF has been granted variance power to redirect these funds at their discretion and, accordingly, these funds are not deemed to be an asset of MARC and are not reported in MARC's financial statements.</i></p>	
<p><i>All contributions are administered through the Community Giving Foundation, a 501(c)(3) organization, and are tax-deductible to the extent provided by law. IRS regulations require us to state that no goods or services were provided in consideration for gifts and the Community Giving Foundation has exclusive legal control over the contributed assets. The official registration and financial information of the Community Giving Foundation may be obtained from the PA Dept. of State by calling toll free, within PA, 1-800-732-0999. Registration does not imply endorsement.</i></p>	
	
<p>I do hereby attest this to be an accurate and complete accounting of MARC-affiliated funds at the Community Giving Foundation.</p>	
	<p>11/16/2022</p>
<p>Robert Stoudt, MARC Director</p>	<p>Date</p>

ASSISTANT DIRECTOR'S REPORT

This month I worked with the MARC team removing the fishing pier and boat dock and assisted with turning off the water systems throughout the Montour Preserve. At Hess Recreation Area, I assisted with filling potholes and repairing sections of the Hess Loop Trail. In the office, I continued to work on the Washingtonville history interpretive sign, researched and compiled salary information regarding MARC positions for use in the budget packet, and worked with the director and others on MARC's annual budget.

Julian Brehm
11/14/2022

NATURALIST'S REPORT

Nothing to report.

Jon Beam
11/14/22

SENIOR MAINTENANCE TECHNICIAN'S REPORT

winterized restrooms at Heron and Goose coves

cleaned out rain gutters on boat house

removed stumps at VC from fallen trees

put boat dock and fishing pier into winter storage

filled in potholes and regrade trails at Hess fields

explored why no electric at Goose Cove. Called PPL they determined that primary cable is bad and will need to be replaced. This underground line crosses new gas line.

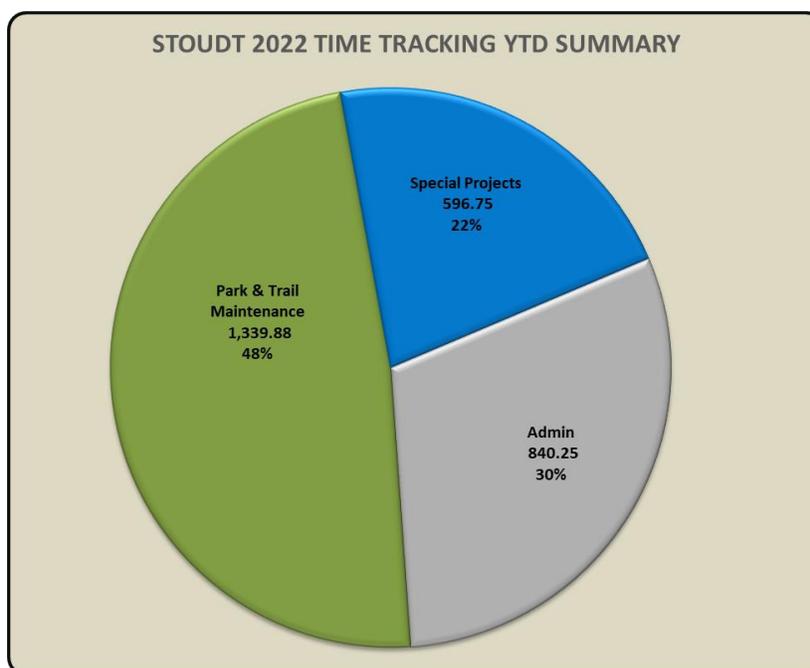
front axle is leaking oil on tractor. I called Hoover and they told Juliane and I how to repair which we did.

SPTMT
Dennis Piatt
11/16/22

DIRECTOR'S REPORT

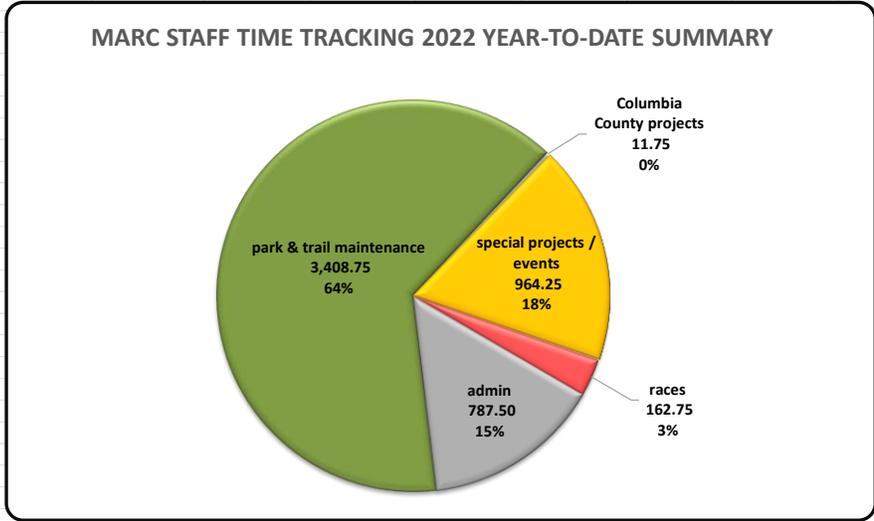
	STOUDT	PROJECT YTD TOTAL HOURS	NOVEMBER																											
			23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
admin	MARC admin	764.00	2.00	5.00	3.50	1.00	1.50	1.00		1.50	2.00	7.00	1.75	4.00	8.50	2.50	3.00	6.50	5.00	4.00	0.25	6.00	2.00	2.00	5.50	1.50	2.50	2.50		
PARK & TRAIL MAINTENANCE	Hess Recreation Area	153.75	0.25	0.25	0.25	0.25	0.50	0.50	0.25		0.25	0.25	0.25	0.25	0.25			0.25	0.25	0.25	8.00	0.25			0.25	0.50	0.25	0.50		
	Hopewell Park / Danville Farm Trails	48.50	0.50				0.25																							
	Montour Preserve admin / maintenance	847.25		2.00	2.50	7.00	3.50	0.50	0.25	0.50	0.50	2.00	7.50	1.50	1.50	1.50		3.00	1.50	2.00	0.50	2.50		1.50	2.00	1.50	3.00	6.00		
	Montour Preserve programming	104.00		0.25			1.50																							
	North Branch Canal Trail (Montour Co.)	23.50																												
	River Drive trailhead / river access	2.50																												
	SPECIAL PROJECTS & EVENTS	bicycle routes mapping & promotion	2.50		0.25																									
bike / pedestrian safety special projects		7.00																												
Chilli Challenge		1.00																												
Columbia County projects		8.75																												
Danville Borough play set installation																														
Dirty Grin MTB Festival		100.25			6.00							0.25																		
Humdinger Trail Races		98.50																												
mountain biking special projects		42.25					0.50																							
Riverside Borough parks revitalization																														
special projects / events - other		72.75												1.00			2.00			1.00							2.00			
tourism promotion special projects		58.25	1.00	1.50																								1.00		
Washingtonville revitalization projects		129.00	2.00	3.00	0.25									1.00																
wellness special projects		3.50																												
DAILY TOTALS	2467.25	5.75	12.25	12.50	8.25	7.75	2.00	0.50	2.00	2.75	9.50	9.50	7.75	10.25	4.25	5.00	9.75	6.75	7.25	8.75	8.75	2.00	3.50	7.75	3.50	7.75	10.00			
WEEKLY PAYROLL TOTAL		49.00					46.00					48.25					32.50													
BIWEEKLY PAYROLL TOTAL		95.00										80.75																		
PAYROLL PERIOD		23										24																		

NOTE: 619.25 HOURS OF OVERTIME WORKED YEAR-TO-DATE AS OF 11/17/22



DIRECTOR'S REPORT (continued)

MARC STAFF 2022 YEAR-TO-DATE COMBINED TIME ACCOUNTING										
UPDATED 11/3/22 (STOUDT AS OF 11/17; ALL OTHERS AS OF 11/5) (ALL ADJUSTED PER START/END DATES)										
TASK	STOUDT	BEAM	BREHM	FOUGHT	PIATT	REAVY	REINARD	SHEVCHENKO	YEICH	PROJECT TOTAL HOURS
MARC admin	764.00	-	1.00	2.00	1.00	2.50	12.00	1.00	4.00	787.50
Hess Recreation Area	153.75	7.00	43.50	-	10.00	8.50	45.00	34.00	22.00	323.75
Hopewell Park / Danville Farm Trails	48.50	-	4.50	-	-	-	-	3.00	-	56.00
Montour Preserve admin / maintenance	847.25	134.50	576.75	29.00	403.00	40.00	78.25	324.50	189.00	2,622.25
Montour Preserve programming	104.00	168.50	13.00	10.50	19.00	6.00	14.50	13.00	12.00	360.50
North Branch Canal Trail (Montour Co.)	23.50	-	0.50	-	-	-	-	0.50	0.50	25.00
River Drive trailhead / river access	2.50	-	-	-	-	-	14.25	-	4.50	21.25
bicycle routes mapping & promotion	2.50	-	25.75	-	-	-	-	96.50	-	124.75
bike / pedestrian safety special projects	7.00	-	-	-	-	-	-	-	-	7.00
Chilli Challenge	1.00	-	-	-	-	-	-	-	-	1.00
Columbia County projects	8.75	-	3.00	-	-	-	-	-	-	11.75
Danville Borough play set installation	-	-	-	-	-	-	-	-	-	-
Dirty Grin MTB Festival	100.25	-	17.00	-	-	-	-	24.00	-	141.25
Humdinger Trail Races	98.50	10.00	6.50	10.00	9.00	11.50	7.75	-	8.50	161.75
mountain biking special projects	42.25	-	173.00	-	-	-	-	114.00	-	329.25
Riverside Borough parks revitalization	-	-	-	-	-	-	-	-	-	-
special projects / events - other	72.75	-	5.00	-	-	-	2.25	8.50	4.00	92.50
tourism promotion special projects	58.25	-	3.00	-	4.00	-	-	-	-	65.25
Washingtonville revitalization projects	129.00	-	43.50	6.00	-	3.75	12.00	6.00	0.50	200.75
wellness special projects	3.50	-	-	-	-	-	-	-	-	3.50
TOTALS	2,467.25	320.00	916.00	57.50	446.00	72.25	186.00	625.00	245.00	5,335.00
YTD AVERAGE HOURS WORKED PER WEEK	52.49	6.96	26.94	1.25	9.70	3.61	4.04	26.04	5.33	

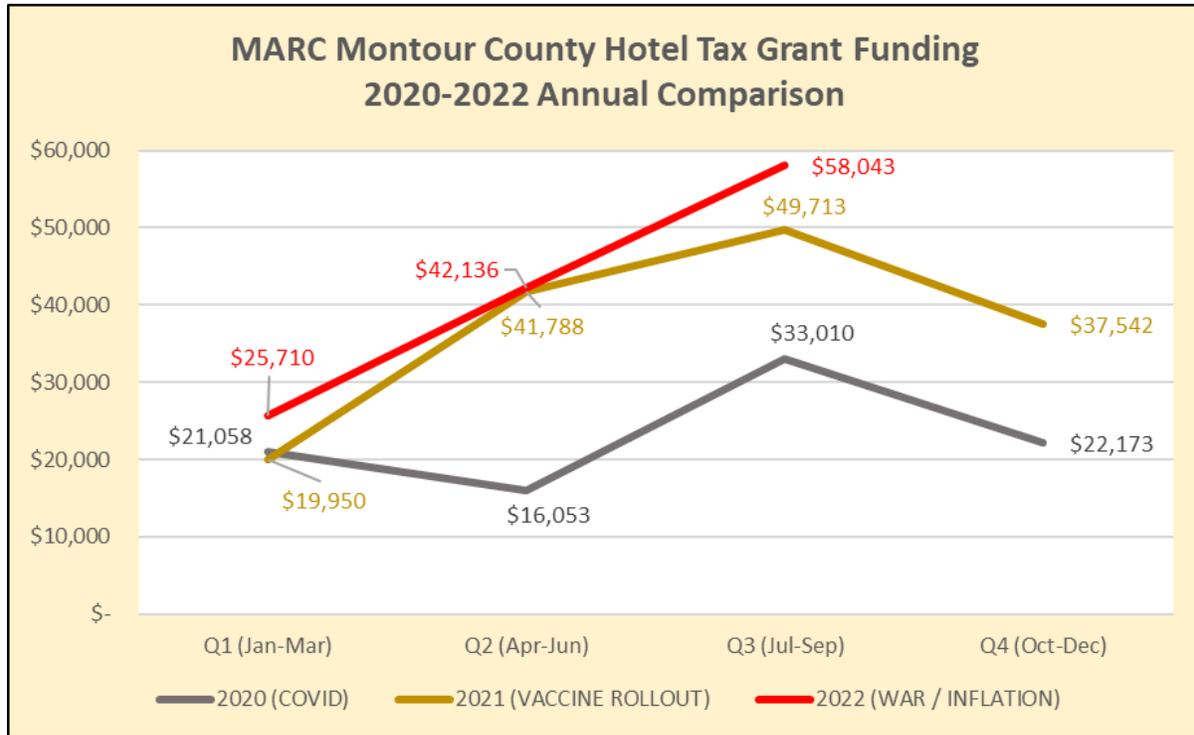


DIRECTOR'S REPORT (continued)

GRANTS

- **Montour County Hotel Tax**

- MARC on 11/11/22 received and deposited \$58,043.31 in Q3 Montour County Hotel Tax funds
 - All funds were used to offset previously incurred eligible expenses; no Montour County Hotel Tax funds remain earmarked in MARC's accounts
- In total, MARC received \$163,433.15 in Montour County Hotel Tax grant funds during calendar year 2022, exceeding budget projections of \$130,000 and slightly exceeding the anticipated 'normal year' benchmark of \$160,000
- MARC anticipates receipt of the Q4 2022 Montour County Hotel Tax grant funds in mid-February 2023
- Stoudt will submit to the Montour County Commissioners the required annual request for funding renewal and will go before the Columbia Montour Visitors Bureau in January to provide the required annual update on MARC's operations and Hotel Tax grant usage



MARC MONTOUR COUNTY HOTEL TAX GRANT FUNDING SUMMARY					
QUARTER	2020 (COVID)	2021 (VACCINE ROLLOUT)	2022 (WAR / INFLATION)		
Q1 (Jan-Mar)	\$ 21,058	\$ 19,950	\$ 25,710		
Q2 (Apr-Jun)	\$ 16,053	\$ 41,788	\$ 42,136		
Q3 (Jul-Sep)	\$ 33,010	\$ 49,713	\$ 58,043		
Q4 (Oct-Dec)	\$ 22,173	\$ 37,542			
TOTAL	\$ 92,294	\$ 148,993	\$ 125,889		

Note: annual totals do not match MARC annual accounting because of timing of grant receipts

DIRECTOR'S REPORT (continued)

GRANTS (continued)

- **DCNR 2020 Non-Motorized Trails Grant - Danville Borough Levee North Branch Canal Trail Construction (administered by Danville Borough)** (no updates since last meeting)
 - Danville Borough staff continue working to identify final trail alignments and secure final agreements for affected properties
 - Project construction will not begin until 2023 at the earliest
 - project mapping is available at <https://www.google.com/maps/d/edit?mid=17se2PMghOEBzg70bdSTOg3HPCTTO9drE&usp=sharing>
- **Mahoning Township American Rescue Plan Grant** (no updates since last meeting)
 - MARC on 12/13/21 was awarded \$25,000 in American Rescue Act grant funding from Mahoning Township
 - Funds are to be used to offset the negative economic impact of COVID-19 on MARC's operations and to be focused on projects of importance to Mahoning Township residents
 - MARC on 12/30/21 expended \$9,305 to pay Kleinfelder for engineering work for the Hess Loop Trail (J. Manley Robbins Trail) at the Hess Recreation Area
 - \$15,704.98 (with earned interest) remains earmarked in a dedicated checking account to pay a portion of the costs for the planned engineering, permitting, and design work for the Hopewell Park Pump Track
- **DCNR 2021 Park Rehabilitation and Development Grant (Hopewell Park Pump Track)** (no updates since last meeting)
 - MARC was notified on 12/30/21 that its application to DCNR for \$125,000 in grant funding to rehabilitate Hopewell Park had been conditionally approved
 - Project activities will include expanding and improving parking, improving site drainage, creating bicycle skills features, reconstructing the existing earthen beginner-level pump track and jumps area, creating a new asphalt-paved pump track, and adding new universally-accessible parking and access features
 - As of 11/17/22, MARC has so far secured \$168,489.15 in pledges and donations to match the DCNR grant
 - As recently authorized by MARC's Board, all necessary documentation has been provided to DCNR to allow the redesignation of grant funds from MARC to Montour County to satisfy DCNR's requirements
 - An updated grant agreement has been provided to Montour County, allowing work to proceed once final questions are resolved
 - Stoudt on 3/31/22 met with DCNR, Montour County, Brinkash & Associates, and Kleinfelder to discuss grant terms and conditions and to prepare for project engineering and permitting
 - As of 11/17/22, Stoudt must again consult with DCNR regarding engineering requirements for pump track design before work can begin
 - Stoudt's updated project presentation, including a listing of project donors, is available at <https://docs.google.com/presentation/d/1b1DRhtSDZ3OfL0aYTaluFPhW1XYNO7x/edit?usp=sharing&oid=117951050608712833238&rtpof=true&sd=true>

DIRECTOR'S REPORT (continued)

MANAGED SITES

- **Hopewell Park / Danville Borough Farm**
 - Signage for the 2022/2023 hunting season trail closures were posted on 9/23/22
 - Notices regarding trail closure dates are posted to MARC's website at <https://montourrec.com/hopewell-parkdanville-borough-farm/> and on MARC's Facebook page
 - Additional signage will be posted at trailheads before the start of firearms season
 - MARC will work with an Eagle Scout candidate or do work in-house to create a concrete pad to properly secure the new bike rack recently constructed and donated by Kris Huber and Nick Craven
 - Work is ongoing to prepare for the planned pump track construction and related redevelopment activities as reported elsewhere in this meeting packet

- **Montour Township (Columbia County) Legion Road parcel**
 - No concerns noted since last meeting

- **River Drive parcel (North Branch Canal Trail trailhead and river access)**
 - Stoudt continues to monitor ongoing property encroachments by an adjacent landowner
 - MARC staff will work in early 2023 to fell / remove dead trees and limbs on the property

- **North Branch Canal Trail (no updates since last meeting)**
 - Land Stewards Wayne Kashner and Jennifer Hunsinger continue to maintain the trail
 - Land Steward Wayne Kashner continues work to realign portions of the trail near the Catawissa Boat Club to avoid chronically wet areas
 - Montour County and the SEDA-COG Joint Rail Authority have resumed legal action against the owner of the Bear Hunters' Grove Campground to resolve the years-long property ownership dispute
 - Stoudt has been in communication with MARC's legal counsel regarding proposed next steps for legal action and anticipates legal proceedings will be ongoing through the winter
 - MARC will continue to enforce the trail closure through the disputed lands between trail miles 3.5 – 4.2; no MARC staff or volunteers will enter the disputed lands until the matter is resolved
 - Stoudt will contact the Columbia County Conservation District to determine permitting requirements to install a new culvert at trail mile 5.4 (culvert was permitted under NPDES permit, but not installed) (no change since last meeting)
 - Stoudt will consult with the Montour County Conservation District to consider options to improve the ford crossing at trail mile 2.72 (no change since last meeting)
 - It is recommended that MARC rebuild the crossing with R6 rock and a log cross-vane to provide better long-term stability for the crossing
 - Stoudt will investigate costs and schedule the work when funding and staff availability allow

DIRECTOR'S REPORT (continued)

MANAGED SITES (continued)

• Hess Recreation Area

- MARC staff worked on 10/21/22 and again on 11/10/22 to fill road / parking lot potholes
 - Stoudt does not anticipate additional road work in 2022, but anticipates significant repairs will be required in spring 2023
- MARC staff worked on 11/10/22 to regrade sections of the Robbins Trail (Hess Loop Trail), removing the construction fencing along the areas of concern near trail miles 1.3 – 1.5
 - Stoudt has noticed no significant changes in the area in recent months and found the fencing and posts to be in poor condition; an adequately wide trail has been created around the areas to allow safe usage
 - Stoudt and volunteers will continue to monitor the location on an ongoing basis
 - Stoudt has consulted with Elijah Evans regarding anticipated costs to properly repair the failing sections of the trail (*no change since last meeting*)
 - Cost estimates (~\$40,000) far exceed MARC's current financial ability to do the necessary work
 - Stoudt and Brehm will consider options for future grant funding and other alternatives
- One road culvert pipe remains significantly blocked from repeated storm erosion; Stoudt has reached out to Danville area contacts for assistance (*no change since last meeting; work must wait until volunteer schedules allow*)
- Stoudt and Shevchenko have completed most design work for the new J. Manley Robbins Trail interpretive sign for installation at the Beaver Place Trailhead (*no change since last meeting*)
 - Final details are yet to be completed, but funding does not yet allow for fabrication and installation of the planned signage (~\$1,500)
- Stoudt has consulted with R.C. Young, Inc. regarding probable costs to repair the park access road
 - The recommendation (in 2021) had been to clean existing potholes and install asphalt repairs, then furnish and install two coats of tar and chip at an estimated cost of \$45,000 - \$50,000 (assuming a road length of 3,600ft and width of 16ft)
 - Stoudt notes that cost estimates were secured before the recent dramatic increase in oil and fuel prices
 - Additionally, the road has continued to deteriorate significantly in 2022
 - Stoudt now believes a partial fix is no longer viable and anticipates a full milling and resurfacing of the roadway will likely cost approximately \$100,000
 - Stoudt will continue to seek funding to allow this high-priority project to be completed, but notes that it will be exceedingly difficult for MARC to secure the anticipated 50% grant match (~\$50,000)
 - Additionally, Stoudt believes the project will be ineligible for DCNR grant programs because the road reconstruction was DCNR grant funded in 2011
- The Hess Recreation Area Field Usage and Maintenance Agreement between MARC and the Danville Lady Railers, with Danville Borough consent, has expired (*no change since last meeting*)
- Stoudt on 2/13/22 met with the 4H Outdoor Explorers group to discuss a project to update the tree identification markers, mapping, and brochure for the Hess Recreation Area
 - Stoudt hopes to complete the project this winter (*no update since last meeting*)
- In consultation with MARC's staff and after researching local comparable sites, Stoudt has reviewed and updated the Hess Recreation Area usage application form and fee structure for the 2023 season
 - The pavilion reservation fee has been increased from \$25 for four hours to \$25 for two hours
 - Sports field fees have been increased from \$75/day to \$150/day; season-long fees have also been adjusted; Note: fees were last updated in 2016
 - The updated form and fee structure is available at <https://montourec.com/schedule-a-field/>

DIRECTOR'S REPORT (continued)

MANAGED SITES (continued)

● Montour Preserve

- The Environmental Education Center was used as the Anthony Township polling location for the 11/8/22 election
 - No problems or concerns were observed
- MARC has received one estimate to provide and install electrical surge protection for the Visitors' Center / Environmental Education Center building
 - MARC is awaiting one more proposal for services
 - As of 11/17/22, Stoudt does not believe MARC will be able to afford the project during the 2023 budget period, but has significant concerns about delaying the project
- MARC's staff on 10/26 and 10/27//22 shut down the Goose Cove and Heron Cove Picnic Area water systems
- MARC's staff on 11/2/22 moved the fishing pier and boat dock to winter storage
 - MARC's staff found the boat dock to be in need of repair and moved it to the boat house area
 - Stoudt believes the dock to be at the end of its useful life and is investigating options for replacement, but MARC's 2023 budget is inadequate to allow the necessary replacement
- Pipeline construction work through the Preserve is paused indefinitely because of wet conditions and winter temperatures
 - Stoudt anticipates closures of portions of several trails will remain in effect through early spring, including the Goose Woods Trail (partial), Wildlife Management Trail (partial), and the Chilisuagi Trail (between the Goose Cove Picnic Area and the Ridgefield Point Loop Trail)
 - The Goose Cove #2 pavilion will remain closed to all use until spring 2023
 - Contractors have made significant efforts to minimize disruptions to visitors to the Montour Preserve and have worked to partially restore access to the sugar shack area for planned February 2023 maple sugaring programming
- MARC is working with Eagle Scout candidate Sam Roup to install new fish habitat structures in Lake Chillisquaque, subject to approval by Talen Energy Supply, the PA Fish & Boat Commission, and PA DEP
 - MARC must apply for and receive a DEP GP-1 (Fish Habitat Enhancement Structures) permit before installation may proceed (*no change since last meeting*)
- MARC is working with Girl Scout Gold Award candidate Hailey Exley to create and install new bluebird boxes, as well as related bluebird habitat restoration work
- Stoudt met on 10/23/22 with a Girl Scout Gold Award candidate to consider options for a possible bat habitat improvement project
- Because of continued MARC staffing challenges and the unavailability of several key volunteers, Stoudt is proposing to host only one (instead of two) Maple Sugaring Open House on Saturday, February 25, 2023
 - MARC will be unable to offer weekday field trips for schools and other groups
- In consultation with MARC's staff and after researching local comparable sites, Stoudt has reviewed and updated the Montour Preserve pavilion usage application form and fee structure for the 2023 season
 - All fees have been increased by \$25; fees were last updated in 2015
 - The updated form and fee structure is available at <https://montourpreserve.org/pavilions/>

DIRECTOR'S REPORT (continued)

SPECIAL PROJECTS AND EVENTS

- **Bicycle / Pedestrian Safety Projects (no updates since last meeting)**
 - Stoudt continues to attend meetings of the Middle Susquehanna Active Transportation Committee

- **Bicycle Routes Mapping and Promotion**
 - Valentina Shevchenko has completed the mapping, driving, and photographing of several bicycling routes in and around northern Montour County as identified by volunteers Kit Kelly, Dr. Victor Marks, and others
 - MARC is working with the Columbia Montour Visitors Bureau and the Susquehanna River Valley Visitors Bureau to promote bicycling route mapping and online distribution through the RideWithGPS platform (www.RideWithGPS.com)
 - Stoudt anticipates also creating and distributing hard copy brochures of routes within MARC's service area, including those created by the Washingtonville Revitalization Committee
 - Stoudt and Shevchenko are updating mapping for other known routes, including the 75 Miles of MonTour, and others, for publication and promotion

- **Chilli Challenge Adventure Triathlon**
 - 2022 event canceled
 - Stoudt recommending no event in 2023 because of budget concerns and anticipated construction

- **Danville Borough Play Set Installation (no updates since last meeting)**
 - St. Joseph Catholic School in Danville has donated to MARC the play set formerly in place at the school's playground
 - MARC staff and volunteers, with major support from the Danville Borough Street Department, on 10/30/20 disassembled the play set and moved it to the pig barn for storage
 - MARC staff will repair and possibly repaint play set materials in preparation for reassembly
 - It is anticipated the play set will be reconstructed at the F.Q. Hartman Recreation Area
 - Stoudt does not anticipate reconstruction of the play set until 2023 because of ongoing staffing and budgeting challenges

- **Dirty Grin Mountain Biking Festival**
 - Monthly meetings of the event organizing committee have resumed and preparations are well underway for the 2023 event, planned for June 23 – 25, 2023

- **Girls ROC Camps**
 - As of 11/18/22, MARC has \$403.77 in its account to carry over for 2023 events

DIRECTOR'S REPORT (continued)

SPECIAL PROJECTS AND EVENTS (continued)

• Regional Mountain Biking Promotion

- Julian Brehm and Valentina Shevchenko have completed the field verification of mountain biking trails in the Bald Eagle State Forest for inclusion in MARC's mapping of regional mountain biking assets
- Brehm has completed the map data entry and will meet with Stoudt in coming days to perform a final review of all mapping for accuracy before MARC releases the mapping to the public
 - The working draft of the five-county map is available on the Dirty Grin Mountain Bike Festival website at <https://dirtygrinmtbfestival.squarespace.com/thetrails>
- Stoudt continues to collaborate with the Columbia Montour Visitors Bureau, Susquehanna River Valley Visitors Bureau, and numerous other partners to prepare for a possible application to the International Mountain Bicycling Association's Ride Center program (<https://ride.imba.com/node/2169>)
- Stoudt continues to consult with representatives of the Columbia-Montour Visitors Bureau, the Susquehanna River Valley Visitors Bureau, and other regional partners to identify branding and promotional potential for regional mountain biking assets
- Stoudt will plan to schedule a meeting of MARC's Mountain Biking Advisory Group in early January

• Riverside Borough Parks Revitalization (no updates since last meeting)

- Stoudt anticipates installing the replacement sign for the Riverside Borough river access in April 2023
- Stoudt will continue to remain in contact with Riverside Borough representatives to discuss opportunities for MARC to assist with revitalizing the Borough's parks and outdoor recreation areas, particularly at the recently acquired former school property

• Special Projects and Events – Other

- Stoudt continues to participate in the Danville Business Alliance's Design Committee
- Stoudt continues to participate in the Columbia Montour Chamber of Commerce's Joint Governmental Affairs Committee
- Stoudt continues to participate in the Columbia Montour Chamber of Commerce's Montour County Task Force
- Stoudt continues to participate in the Going Gold committee

• Tourism Promotion Special Projects – Other

- Stoudt on 10/24/22 attended (online) a meeting of the North Branch Susquehanna River Water Trail Stakeholders group
- Stoudt continues to participate in the Danville Heritage Festival Committee
- Stoudt and Van Wagner on 11/6/22 led a hike along a portion of the North Branch Canal Trail
- Stoudt on 11/17/22 met (online) with representatives of the Town of Bloomsburg and others to discuss planned trail construction in the Town of Bloomsburg and potential opportunities for continued regional trail connections

• Wellness Special Projects

- No updates since last meeting

DIRECTOR'S REPORT (continued)

SPECIAL PROJECTS AND EVENTS (continued)

• Washingtonville Revitalization Projects

- Stoudt and Chairman Dombroski evaluated an application to the DCNR Special Fall grant round for improvements to DeLong Park, but determined that the required materials could not be secured in time for an application
 - Stoudt and Dombroski will consider the potential for an application to the planned spring 2023 grant round
- Stoudt has reached out to an adjacent property owner along the flood buyout parcels along Mill Road in Derry Township to discuss possible concerns
 - Stoudt anticipates scheduling an on-site meeting in early December
- Stoudt, Chairman Dombroski, and members of the Washingtonville Revitalization Committee continue to explore options for new stream access locations along Chillisquaque Creek
- Stoudt continues to participate in meetings of the Washingtonville Revitalization Committee to assist with projects of mutual interest

OTHER UPDATES

- Stoudt on 11/3/22 attended (online) the DCNR grants workshop in anticipation of a possible application to the spring 2023 grant round
- Brehm on 11/15/22 attended the Pennsylvania Recreation and Park Society's 2022 Fall Playground Maintenance Workshop in State College
- Stoudt on 11/16/22 attended (online) the Conservation and Natural Resources Advisory Committee quarterly meeting

UPCOMING MEETINGS AND EVENTS

- 11/22/22 Danville Middle School outdoor improvements meeting
- 11/22/22 Dirty Grin Mountain Bike Festival planning meeting
- 11/24/22 THANKSGIVING (Montour Preserve Visitors' Center closed)
- 11/26/22 OPENING DAY FIREARMS SEASON (DEER)
- 11/29/22 Anthony Township Supervisors' meeting (Stoudt and Brehm to attend)
- 12/4/22 Hess Loop Trail Hike (Stoudt and Van Wagner to lead)
- 12/5/22 Danville Heritage Festival committee meeting
- 12/11/22 DeLong Hall Christmas party w/ Van Wagner concert
- 12/13/22 Going Gold committee meeting
- 12/24/22 CHRISTMAS EVE (Montour Preserve Visitors' Center closed)
- 12/25/22 CHRISTMAS (Montour Preserve Visitors' Center closed)
- 12/31/22 NEW YEAR'S EVE (Montour Preserve Visitors' Center closed)
- 1/1/23 NEW YEAR'S DAY (Montour Preserve Visitors' Center closed)
- 1/1/23 Hike w/ Stoudt and Van Wagner (location TBA)
- 1/23/23 MARC meeting (tentative)

MARC 2023 MEETING SCHEDULE (PROPOSED)

All meetings to begin at 7:00pm on the 4th Monday of each month (except as needed to avoid holidays and no meeting in July or December)

MEETING LOCATION: Montour Preserve Environmental Education Center, 374 Preserve Road, Danville, PA 17821

MEETING DATES:

- January 23
- February 27
- March 27
- April 24
- May 22
- June 26
- NO JULY MEETING
- August 28
- September 25
- October 23
- November 20 (one week early to avoid Thanksgiving weekend / deer season)
- NO DECEMBER MEETING

2023 SPECIAL EVENT SCHEDULE (PROPOSED)

NOTE: additional events may be added at later dates.

MARC EVENTS

Saturday, February 25	Montour Preserve Maple Sugaring Open House
Saturday, April 15	MARC Countywide Parks & Trails Cleanup Day
Friday, June 23 – Sunday, June 25	Dirty Grin Mountain Bike Festival

MARC-AFFILIATED EVENTS (MARC TO ASSIST)

Saturday, September 9	Danville Heritage Festival / Going Gold
DATES TO BE DETERMINED	Girls / Women ROC Events



2023 BUDGET PACKET

STAFF DRAFT FOR BOARD CONSIDERATION

REVISED 11/16/22

STOUDT 2022 / 2023 BUDGETING / STAFFING NOTES

- 1) Multiple ongoing global conflicts and political crises, public health concerns, increasing interest rates, and significant inflationary pressures continue to make accurate budgeting exceedingly difficult, particularly regarding projections for Montour County Hotel Tax revenues.
- 2) 2022 year-end Montour County Hotel Tax receipts will total \$163,433.13, exceeding the budget estimate of \$130,000. This better than expected revenue was a welcome bit of good news in an otherwise exceedingly challenging year. MARC's staff are conservatively budgeting \$150,000 in Montour County Hotel Tax revenues for 2023.
- 3) Inflation has increased the cost of nearly all supplies and most outsourced labor not bound by contracts, resulting in an across-the-board negative budget impact. Significant increases in electricity and fuel prices have been particularly noteworthy. Stoudt anticipates continued inflationary pressures into 2023 and beyond.
- 4) MARC continues to see a reduction in volunteer hours as compared to recent years, resulting in the need for MARC staff to perform more tasks. Year-to-date, volunteers have contributed 1,267 hours of volunteer labor at MARC sites and special events. In comparison, during the period of 2016 - 2022 (the period of time during which MARC has tracked annual volunteer hours), the mean average of volunteer hours was 1,871, with a maximum of 3,227 hours (2020) and a minimum of 1,267 (2022).
- 5) Visitation to the Montour Preserve has continued to rise steadily, particularly among school groups, business meetings, and summer camps. As of 11/12/22, Stoudt is projecting a year-end total visitation at the Montour Preserve of 110,000, representing a 10% increase over the prior year. Across all MARC-operated sites, Stoudt estimates a total annual visitation of roughly 200,000. This increased visitation results in additional costs for supplies and site maintenance, but has not resulted in any perceptible increase in donations.
- 6) Three of MARC's six employees (now eight) experienced significant personal challenges during the summer months, resulting in severe staffing challenges for the organization. As of 11/12/22, Stoudt has worked 611 hours of overtime for the year, resulting in an increased labor cost of at least \$7,637. The hire of Julian Brehm and Valentina Shevchenko in August, as well as the return of Denny Piatt to regular scheduling, have resolved the difficulty.
- 7) An evaluation of MARC's compensation suggests MARC's Director is significantly undercompensated, but most other positions are appropriately compensated on an hourly pay rate basis. However, to retain or attract well-qualified candidates, both MARC's Director and Assistant Director positions should receive paid vacation and benefits. MARC's current funding does not allow this level of compensation and no such change is recommended for 2023.
- 8) MARC succeeded in retaining two major sponsors (Hawkins Chevrolet and Ski Valley) for the Dirty Grin Mountain Bike Festival, but both organizations had supported the event in the prior year. MARC secured only one organizational sponsor and five personal sponsors for the Montour Preserve 50th anniversary event. These two events were essentially revenue neutral for MARC. Unfortunately, MARC has failed to attract any new major sponsors for the organization's general operations or for other special events.
- 9) With the notable exception of donations made in memory of Larry Robertson and Byron Roth, MARC is seeing a significant decline in individual and organizational donations. Stoudt attributes this in large part to ongoing economic hardships and challenging conditions for individuals and organizations alike. This is unlikely to change in the short-term and has resulted in noteworthy budget cuts for 2023.
- 10) As has been previously noted, MARC continues to defer necessary maintenance projects and equipment purchases because of insufficient funds. Provided with MARC's draft 2023 budget is a summary of MARC's known deferred and unfunded budget items, totaling \$577,400. Underfunding of MARC's operations will become increasingly visible to park visitors in 2023 and beyond as critical infrastructure - such as roads, parking lots, and buildings - continue to deteriorate. Additionally, MARC's staff members have no choice but to continue using personal vehicles and equipment to complete tasks on MARC's behalf.
- 11) 2023 will be the fourth year of Geisinger's pledged five-year commitment of \$25,000 in annual general operating support. MARC cannot presume funding will continue beyond Geisinger's five-year pledge and must begin to plan accordingly for 2025 and beyond.



DRAFT MARC 2023 BUDGET

STAFF DRAFT REVISED 11/16/22

	EXPENSE	BUDGET	FUNDING SOURCES	BUDGET	BUDGETED LINE ITEM SURPLUS / (DEFICIT)
PARK & TRAIL MAINTENANCE	Columbia County Projects (including North Branch Canal Trail)	(4,000.00)	Columbia County Hotel Tax Grant	4,000.00	-
	Hess Recreation Area	(20,000.00)	User Fees	2,500.00	(17,500.00)
	Hopewell Park / Danville Borough Farm Trails	(5,000.00)		-	(5,000.00)
	Mill Park	(1,000.00)		-	(1,000.00)
	Montour Preserve	(149,000.00)	Pavilion / Auditorium Rental Fees	13,000.00	(107,500.00)
			Donations	7,500.00	
			Carryover balance from 2022	-	
			Concessionaire contribution	1,000.00	
		Transfer From Community Giving Foundation Montour Preserve Fund		20,000.00	
	North Branch Canal Trail (Montour County)	(5,750.00)		-	(5,750.00)
North Branch Canal Trail Parking / River Access	(1,300.00)		-	(1,300.00)	
Tools & Supplies	(3,000.00)		-	(3,000.00)	
SPECIAL PROJECTS & EVENTS	All-Terrain Vehicle Purchase (*)	-	Grants (*)	-	-
	Bicycle / Pedestrian Safety Projects	(250.00)		-	(250.00)
	Bicycle Routes Mapping and Promotion	(500.00)		-	(500.00)
	Chilli Challenge Adventure Triathlon	-		-	-
	Chillisquaque Creek Cleanup and Promotion	(500.00)		-	(500.00)
	Danville Borough Play Set Installation	-		-	-
	Dirty Grin Mountain Bike Festival	(8,000.00)		8,000.00	-
	Girls ROC Camp (*)	(750.00)	Grants, Donations, and Participant Fees (*)	750.00	-
	Hopewell Park Pump Track Construction (*)	(220,000.00)	Grants [\$125,000] and Donations [\$95,000] (*)	220,000.00	-
	Hopewell Park Pump Track Engineering & Permitting	(30,000.00)	Donations [15,255] and Mahoning Twp. ARP Grant	30,000.00	-
	Humdinger Trail Races	-		-	-
	Regional Mountain Biking Promotion	(1,000.00)		-	(1,000.00)
	Riverside Borough Parks Revitalization	(500.00)		-	(500.00)
	Special Projects and Events - Other	(2,000.00)		-	(2,000.00)
	Tourism Promotion Special Projects - Other	(1,500.00)		-	(1,500.00)
	Truck Purchase	-		-	-
	Washingtonville Revitalization Projects	(1,500.00)		-	(1,500.00)
	Washingtonville - DeLong Park Pavilion Project (*)	(3,000.00)	donations [\$2,000] and grants [\$1,000 Community Giving Foundation]	3,000.00	-
Wellness Special Projects	(250.00)		-	(250.00)	
ADMIN / INSURANCE	Accounting	(1,800.00)		-	(1,800.00)
	Administration / Misc. Other (Includes Stoudt Admin. Labor)	(22,000.00)		-	(22,000.00)
	Audit	(5,720.00)		-	(5,720.00)
	Dues & Licensing Fees	(2,300.00)		-	(2,300.00)
	Fundraising	(500.00)		-	(500.00)
	Insurance (D&O, General, & Workers' Comp)	(14,500.00)		-	(14,500.00)
	Internship Stipends	-		-	-
	Office Supplies	(2,000.00)		-	(2,000.00)
Public Notices	(750.00)		-	(750.00)	
OTHER			2022 Year-End Carryover Unrestricted Balance	10,000.00	10,000.00
			Geisinger Contribution (unrestricted)	25,000.00	25,000.00
			Montour County Hotel Tax 2022 Carryover Balance	-	-
			Montour County Hotel Tax 2023 Grants	150,000.00	150,000.00
			Mahoning Township ARP Grant Carryover Balance	15,695.00	15,695.00
			Mahoning Township ARP Grant Interest	7.00	7.00
			Transfer From Community Giving Foundation Non-Endowed Fund	-	-
			Other Income	500.00	500.00
		Unrestricted Donations	2,418.00	2,418.00	
	TOTAL EXPENSES	(508,370.00)	TOTAL INCOME	513,370.00	5,000.00

NOTE: Budget line items marked with (*) will occur only if grants and/or donations can be secured to fully fund the projects.



MARC 2022 BUDGET w/ 2023 DRAFT BUDGET

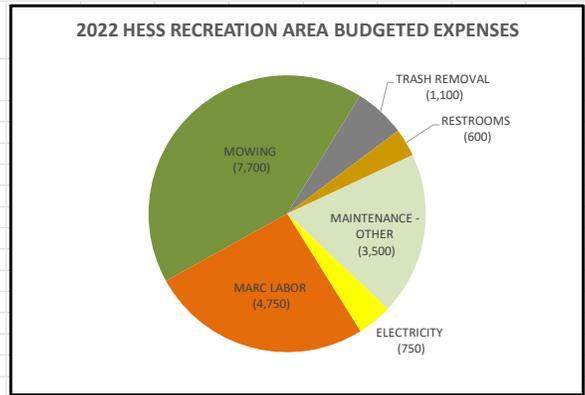
ADOPTED 11/22/21; YEAR-TO-DATE ACTUAL, YEAR-END PROJECTIONS, AND DRAFT 2023 BUDGET AS OF 11/16/22

EXPENSE	2022 YEAR-TO-DATE ACTUAL	2022 YEAR-END PROJECTED	2022 BUDGETED EXPENSES	2023 BUDGET	FUNDING SOURCES	2022 YEAR-TO-DATE ACTUAL	2022 YEAR-END PROJECTED	2022 BUDGETED INCOME	2023 BUDGET	2022 YEAR-TO-DATE LINE ITEM SURPLUS / (DEFICIT)	2022 YEAR-END PROJECTED	2022 BUDGETED LINE ITEM SURPLUS / (DEFICIT)	2023 BUDGETED LINE ITEM SURPLUS / (DEFICIT)
PARK & TRAIL MAINTENANCE													
Columbia County Projects (including North Branch Canal Trail)	(1,462.37)	(4,500.00)	(4,000.00)	(4,000.00)	Columbia County Hotel Tax Grant	-	1,500.00	4,000.00	4,000.00	(1,462.37)	-	-	-
Hess Recreation Area	(16,174.08)	(17,710.00)	(18,400.00)	(20,000.00)	User Fees	-1,100.00	1,100.00	1,750.00	2,500.00	(15,074.08)	(16,610.00)	(17,500.00)	(17,500.00)
Hopewell Park / Danville Borough Farm Trails	(3,450.73)	(3,800.00)	(6,000.00)	(5,000.00)		-	-	-	-	(3,450.73)	(3,800.00)	(6,000.00)	(5,000.00)
Mill Park				(1,000.00)									(1,000.00)
MONTAUR PRESERVE													
Pavilion / Auditorium Rental Fees						11,498.00	11,625.00	12,500.00	13,000.00				
Donations						9,051.00	9,500.00	6,000.00	7,500.00				
Carryover balance from 2021						9,330.30	9,330.30	-	-	(86,821.34)	(98,197.01)	(100,500.00)	(107,500.00)
Concessional re contribution						1,000.00	1,000.00	-	1,000.00				
Transfer From Community Giving Foundation Montaur Preserve Fund						30,000.00	30,000.00	40,000.00	20,000.00				
SPECIAL PROJECTS & EVENTS													
North Branch Canal Trail (Montaur County)	(2,971.57)	(3,121.00)	(4,500.00)	(5,750.00)		-	-	-	-	(2,971.57)	(3,121.00)	(4,500.00)	(5,750.00)
North Branch Canal Trail Parking / River Access	(1,024.48)	(1,175.00)	(1,900.00)	(1,300.00)		-	-	-	-	(1,024.48)	(1,175.00)	(1,900.00)	(1,300.00)
Tools & Supplies	(3,831.20)	(4,000.00)	(2,500.00)	(3,000.00)		-	-	-	-	(3,831.20)	(4,000.00)	(2,500.00)	(3,000.00)
All-Terrain Vehicle Purchase (*)			(15,000.00)		Grants (*)	1,500.00	1,500.00	15,000.00		1,500.00	1,500.00	-	-
Bicycle / Pedestrian Safety Projects	(189.52)	(230.00)	(500.00)	(250.00)		-	-	-	-	(189.52)	(230.00)	(500.00)	(250.00)
Bicycle Routes Mapping and Promotion	(300.93)	(500.00)	(1,000.00)	(500.00)		-	-	-	-	(300.93)	(500.00)	(1,000.00)	(500.00)
Chili Challenge Adventure Triathlon	(27.14)	(27.14)	(6,000.00)	(500.00)	Race Registration Fees and Sponsorships	-	-	6,500.00		(27.14)	(27.14)	500.00	-
Chillicothe Creek Cleanup and Promotion			(2,000.00)	(500.00)		-	-	-	-				(500.00)
Danville Borough PlaySet Installation			(2,000.00)	(8,000.00)		3,130.00	3,130.00	-	8,000.00	(1,882.28)	(2,170.00)	-	-
Dirty Grin Mountain Bike Festival	(5,012.28)	(5,300.00)	(1,000.00)	(750.00)	Grants, Donations, and Participant Fees (*)	818.67	818.67	1,000.00	750.00	403.77	403.77	-	-
Girls ROC Camp (*)	(414.90)	(414.90)	(1,000.00)	(200.00)	Grants (\$125,000) and Donations (\$95,000) (*)	56,645.00	56,645.00	220,000.00	220,000.00	56,645.00	56,645.00	-	-
Hopewell Park Pump Track Construction (*)			(30,000.00)	(30,000.00)	Donations [15,255] and Mahoning Twp. ARP Grant	15,255.00	15,255.00	30,000.00	30,000.00	15,255.00	15,255.00	-	-
Hopewell Park Pump Track Engineering & Permitting			(2,000.00)	(1,000.00)	Race Registration Fees and Sponsorships	7,304.00	7,304.00	11,500.00		(5,485.66)	(5,750.00)	(500.00)	(1,000.00)
Humdinger Trail Races	(11,462.31)	(11,500.00)	(2,500.00)	(1,000.00)		-	-	-	-	(11,462.31)	(11,500.00)	(1,000.00)	(1,000.00)
Regional Mountain Biking Promotion	(5,485.66)	(5,750.00)	(2,500.00)	(500.00)		-	-	-	-	(5,485.66)	(5,750.00)	(500.00)	(500.00)
Riverside Borough Parks Revitalization	(2,559.43)	(2,600.00)	(3,500.00)	(2,000.00)		-	-	-	-	(2,559.43)	(2,600.00)	(3,500.00)	(2,000.00)
Special Projects and Events - Other	(1,653.42)	(1,700.00)	(2,500.00)	(1,500.00)		-	-	-	-	(1,653.42)	(1,700.00)	(2,500.00)	(1,500.00)
Tourism Promotion Special Projects - Other													
Truck Purchase													
Washingtonville Revitalization Projects	(17,524.97)	(18,250.00)	(15,000.00)	(1,500.00)	Donations and grants (\$10,000 Grant Helping the Planet)	10,000.00	10,000.00	13,000.00	3,000.00	(7,524.97)	(8,250.00)	(2,000.00)	(1,500.00)
Washingtonville - DeLong Park Pavilion Project (*)				(3,000.00)	donations (\$2,000) and grants (\$1,000 Community Giving Foundation)	3,000.00	3,000.00	-	-	3,000.00	3,000.00	-	-
ADMIN / INSURANCE													
Wellness Special Projects	(95.11)	(100.00)	(500.00)	(250.00)						(95.11)	(100.00)	(500.00)	(250.00)
Accounting	(1,530.00)	(1,530.00)	(1,800.00)	(1,800.00)						(1,530.00)	(1,530.00)	(1,800.00)	(1,800.00)
Administration / Misc. Other (includes Street Admin, Labor)	(24,742.39)	(25,500.00)	(23,000.00)	(22,000.00)						(24,742.39)	(25,500.00)	(23,000.00)	(22,000.00)
Audit	(4,820.40)	(4,820.40)	(4,820.00)	(5,720.00)						(4,820.40)	(4,820.40)	(4,820.00)	(5,720.00)
Dues & Licensing Fees	(2,214.37)	(2,300.00)	(1,900.00)	(2,300.00)						(2,214.37)	(2,300.00)	(1,900.00)	(2,300.00)
Fundraising	(3,987.10)	(3,987.10)	(1,000.00)	(500.00)						(3,987.10)	(3,987.10)	(1,000.00)	(500.00)
Insurance (D&O, General, & Workers' Comp)	(13,102.00)	(13,650.00)	(13,500.00)	(14,500.00)						(13,102.00)	(13,650.00)	(13,500.00)	(14,500.00)
Internship Stipends	(8,250.00)	(8,250.00)								(8,250.00)	(8,250.00)		
Office Supplies	(2,697.57)	(2,900.00)	(1,750.00)	(2,000.00)						(2,697.57)	(2,900.00)	(1,750.00)	(2,000.00)
Public Notices	(328.05)	(425.00)	(750.00)	(750.00)						(328.05)	(425.00)	(750.00)	(750.00)
OTHER													
2021 Year-End Carryover Unrestricted Balance						31,687.97	31,687.97	23,000.00	10,000.00				
Geisingers Contribution (unrestricted)						25,000.00	25,000.00	25,000.00	25,000.00				
Montour County Hotel Tax 2021 Carryover Balance						7.11	7.11	-	-	7.11	7.11	-	-
Montour County Hotel Tax 2022 Grants						163,433.15	163,433.15	130,000.00	150,000.00	163,433.15	163,433.15	130,000.00	150,000.00
Mahoning Township ARP Grant Carryover Balance						15,695.00	15,695.00	-	15,695.00				15,695.00
Mahoning Township ARP Grant Interest						6.65	7.00	-	7.00	6.65	7.00	-	7.00
Transfer From Community Giving Foundation Non-Endowment Fund						7,500.00	7,500.00	7,500.00	500.00	549.11	560.00	500.00	500.00
Other Income						2,955.00	3,000.00	10,000.00	2,418.00	2,955.00	3,000.00	10,000.00	2,418.00
Unrestricted Donations						2,955.00	3,000.00	10,000.00	2,418.00	2,955.00	3,000.00	10,000.00	2,418.00
TOTAL EXPENSES	(283,012.61)	(301,702.85)	(556,220.00)	(508,370.00)	TOTAL INCOME	406,465.96	408,598.20	557,250.00	513,370.00	123,453.35	106,895.35	330.00	5,000.00

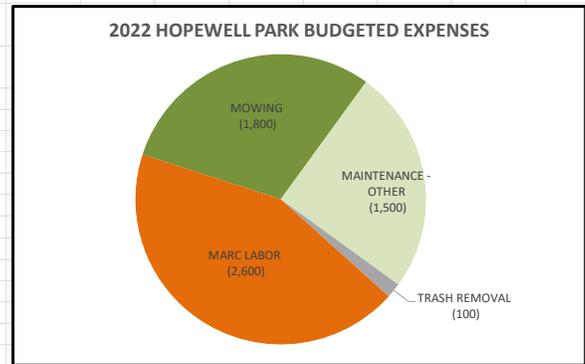
NOTE: Budget line items marked with (*) will occur only if grants and/or donations can be secured to fully fund the projects.

MONTOUR AREA RECREATION COMMISSION MANAGED SITES 2022 BUDGETS
 BUDGET ADOPTED 11/22/21; YEAR-TO-DATE ACTUAL AND 2023 BUDGET PROJECTIONS AS OF 11/16/22

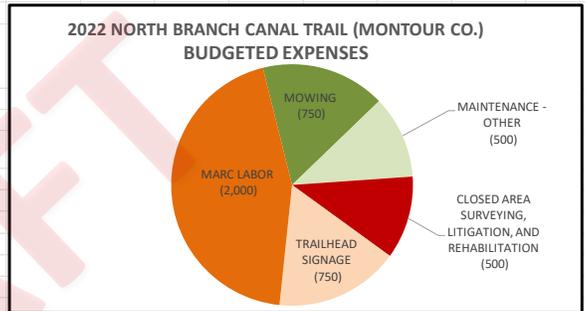
HESS RECREATION AREA 2022 BUDGET				2023 BUDGET	DEFERRED MAINTENANCE (INADEQUATE FUNDING)
EXPENSE	YEAR-TO-DATE ACTUAL	YEAR-END PROJECTED	BUDGET		
MOWING	(5,560.00)	(6,000.00)	(7,700)	(6,400)	
PARKING LOT	-	-	-	-	
TRASH REMOVAL	(890.00)	(960.00)	(1,100)	(1,500)	
RESTROOMS	(1,174.84)	(1,300.00)	(600)	(1,300)	
RESTROOM ROOF REPAIR	-	-	-	-	(3,000)
OBSERVATION BLIND REPAIRS	-	-	-	-	(2,000)
BALLFIELD REPAIRS	-	-	-	(1,500)	(2,500)
MAINTENANCE - OTHER	(975.05)	(1,300.00)	(3,500)	(1,500)	(2,500)
ROBBINS TRAIL RECONSTRUCTION	-	-	-	-	(40,000)
ROAD REPAVING	-	-	-	-	(100,000)
SIGNAGE	-	-	-	-	(5,000)
ELECTRICITY	(645.09)	(750.00)	(750)	(900)	
MARC LABOR	(6,929.10)	(7,400.00)	(4,750)	(6,900)	(2,000)
TOTAL	(16,174.08)	(17,710.00)	(18,400)	(20,000)	(157,000)



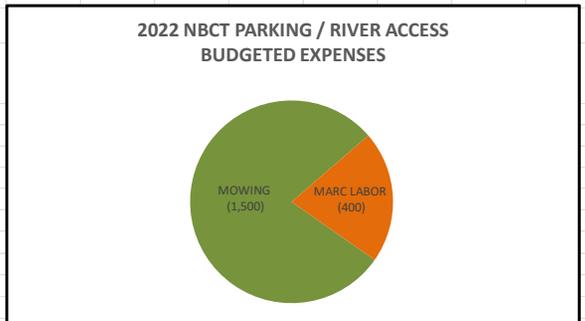
HOPEWELL PARK 2022 BUDGET				2023 BUDGET	DEFERRED MAINTENANCE (INADEQUATE FUNDING)
EXPENSE	YEAR-TO-DATE ACTUAL	YEAR-END PROJECTED	BUDGET		
MOWING	(689.00)	(800.00)	(1,800)	(1,200)	
MAINTENANCE - OTHER	(1,236.74)	(1,300.00)	(1,500)	(1,500)	
TRASH REMOVAL	-	-	(100)	(600)	
MARC LABOR	(1,524.99)	(1,700.00)	(2,600)	(1,700)	(800)
DUMP ROAD REPAIRS	-	-	-	-	(1,000)
TOTAL	(3,450.73)	(3,800.00)	(6,000)	(5,000)	(1,800)



NORTH BRANCH CANAL TRAIL (MONTOUR) 2022 BUDGET				2023 BUDGET	DEFERRED MAINTENANCE (INADEQUATE FUNDING)
EXPENSE	YEAR-TO-DATE ACTUAL	YEAR-END PROJECTED	BUDGET		
MOWING	(1,800.00)	(1,750.00)	(750)	(2,900)	
MAINTENANCE - OTHER	(371.00)	(371.00)	(500)	(500)	
CLOSED AREA SURVEYING, LITIGATION, AND REHABILITATION	-	-	(500)	(500)	(7,000)
TRAILHEAD SIGNAGE	-	-	(750)	(750)	
MARC LABOR	(800.57)	(1,000.00)	(2,000)	(1,100)	
TOTAL	(2,971.57)	(3,121.00)	(4,500)	(5,750)	(7,000)



NBCT PARKING / RIVER ACCESS 2022 BUDGET				2023 BUDGET	DEFERRED MAINTENANCE (INADEQUATE FUNDING)
EXPENSE	YEAR-TO-DATE ACTUAL	YEAR-END PROJECTED	BUDGET		
MOWING	(600.00)	(700.00)	(1,500)	(800)	
MARC LABOR	(424.48)	(475.00)	(400)	(500)	(400)
ACCESS ROAD GRAVEL	-	-	-	-	(500)
TOTAL	(1,024.48)	(1,175.00)	(1,900)	(1,300)	(900)





MONTOUR PRESERVE 2022 BUDGET

YEAR-TO-DATE w/ YEAR-END PROJECTIONS REVISED 11/15/22

				2023 BUDGET (PROPOSED)	DEFERRED MAINTENANCE (INADEQUATE FUNDING)	
EXPENSE	YEAR-TO-DATE ACTUAL	YEAR-END PROJECTED	BUDGET			
personnel	(62,293.37)	(66,000.00)	(58,000.00)	(56,000.00)		
SITE MAINTENANCE & OPERATIONS	cleaning service	(4,336.00)	(5,500.00)	(6,000.00)	(6,000.00)	
	HVAC system maintenance	(12,362.96)	(12,362.96)	(500.00)	(3,000.00)	
	lawn care	(13,360.00)	(15,000.00)	(33,000.00)	(24,000.00)	
	parking lot / road maintenance	-	-	(4,000.00)	(2,500.00)	(95,000.00)
	security system	(3,641.48)	(3,641.48)	(1,500.00)	(1,500.00)	
	sewage pumping	(875.00)	(875.00)	(1,000.00)	(1,000.00)	
	supplies / misc.	(15,386.14)	(17,000.00)	(18,000.00)	(15,000.00)	
	water testing	(1,205.55)	(1,200.00)	(1,300.00)	(1,300.00)	
	wildlife management	(3,270.71)	(3,600.00)	(3,000.00)	(4,000.00)	
	picnic area restroom plumbing repair	(506.56)	(506.56)	(2,000.00)	-	(8,000.00)
	electrical surge protector installation	-	-	-	-	(7,700.00)
	trail bridge repair / replacement	-	-	-	-	(100,000.00)
	boat dock replacement	-	-	-	-	(35,000.00)
	Muskrat Blind foundation work	-	-	-	-	(10,000.00)
	trail surfacing (handicapped accessibility)	-	-	-	-	(40,000.00)
snow & ice removal	-	-	-	(2,500.00)		
trail markers and signage	(3,816.00)	(3,816.00)	(4,000.00)	(1,000.00)	(10,000.00)	
UTILITIES	electric	(16,199.57)	(19,300.00)	(15,000.00)	(21,000.00)	
	internet service	(869.00)	(950.00)	(1,200.00)	(1,100.00)	
	telephone	(1,204.29)	(1,320.00)	(1,300.00)	(1,300.00)	
	trash service	(1,415.00)	(1,545.00)	(2,000.00)	(1,800.00)	
	website hosting / email service	(823.70)	(900.00)	(1,000.00)	(1,000.00)	
brochures and promotional materials	(3,015.45)	(3,015.45)	(4,000.00)	(4,000.00)		
programming and educational supplies	(1,735.63)	(1,735.63)	(2,200.00)	(1,000.00)		
50th anniversary event	(1,384.23)	(1,384.23)	-	-		
EXPENSE TOTAL	\$ (147,700.64)	\$ (159,652.31)	\$(159,000.00)	\$(149,000.00)	\$ (305,700.00)	



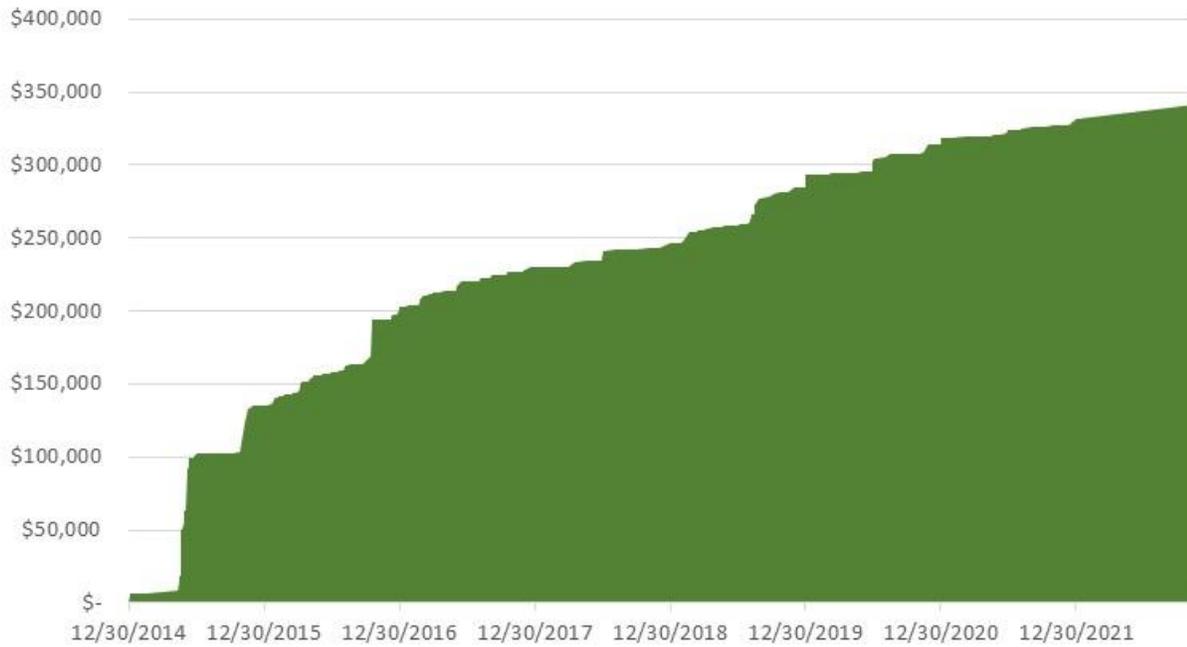
MONTOUR PRESERVE BUDGET HISTORY
INCLUDING 2022 YEAR-END PROJECTIONS AND PROPOSED 2023 BUDGET

EXPENSE	2017	2018	2019	2020	2021	2022 (YEAR-END PROJECTED)	PROPOSED 2023
personnel	(42,455.88)	(44,759.03)	(51,897.97)	(41,152.77)	(56,652.87)	(66,000.00)	(56,000.00)
SITE MAINTENANCE & OPERATIONS	cleaning service	(4,480.00)	(4,000.00)	(4,130.00)	(3,280.00)	(5,232.00)	(6,000.00)
	HVAC system maintenance	-	(1,700.00)	(59,984.05)	-	(2,114.36)	(12,362.96)
	lawn care	(14,910.00)	(10,875.00)	(19,410.00)	(19,765.24)	(27,295.00)	(24,000.00)
	parking lot / road maintenance	-	-	-	(683.37)	-	-
	security system	(645.85)	(1,263.84)	(835.98)	(869.98)	(3,894.89)	(3,641.48)
	sewage pumping	(1,558.00)	(955.00)	(900.00)	(900.00)	(900.00)	(875.00)
	supplies / misc.	(8,555.35)	(29,668.11)	(69,467.77)	(16,264.96)	(16,729.21)	(17,000.00)
	water testing	(1,440.00)	(562.00)	(715.00)	(998.00)	(1,072.00)	(1,200.00)
	wildlife management	(1,241.50)	(2,077.96)	(4,006.14)	(3,010.44)	(2,335.65)	(3,600.00)
	picnic area restroom plumbing repair	-	-	-	-	(1,944.50)	(506.56)
	electrical surge protector installation	-	-	-	-	-	-
	trail surfacing (handicapped access)	-	-	-	-	-	-
	snow & ice removal	(945.00)	-	-	-	-	-
trail markers and signage	-	-	-	(8,648.69)	(898.75)	(3,816.00)	
UTILITIES	electric	(15,948.92)	(14,713.72)	(12,145.31)	(14,751.39)	(15,010.23)	(19,300.00)
	internet service	(1,814.06)	(1,918.54)	(2,067.96)	(2,239.30)	(724.96)	(950.00)
	telephone	(1,460.98)	(1,252.39)	(1,311.96)	(1,281.68)	(1,334.90)	(1,320.00)
	trash service	(1,500.00)	(1,565.00)	(1,500.00)	(1,516.00)	(1,500.00)	(1,545.00)
	website hosting / email service	(524.29)	(458.56)	(633.26)	(799.78)	(707.64)	(900.00)
brochures and promotional materials	(3,915.99)	(1,078.10)	(75.00)	(1,876.50)	(2,248.00)	(3,015.45)	
programming and educational supplies	(759.89)	(98.02)	(692.60)	(2,630.97)	(174.69)	(3,119.86)	
EXPENSE TOTAL	\$ (102,155.71)	\$ (116,945.27)	\$ (229,773.00)	\$ (120,669.07)	\$ (140,769.65)	\$ (159,652.31)	\$ (149,000.00)

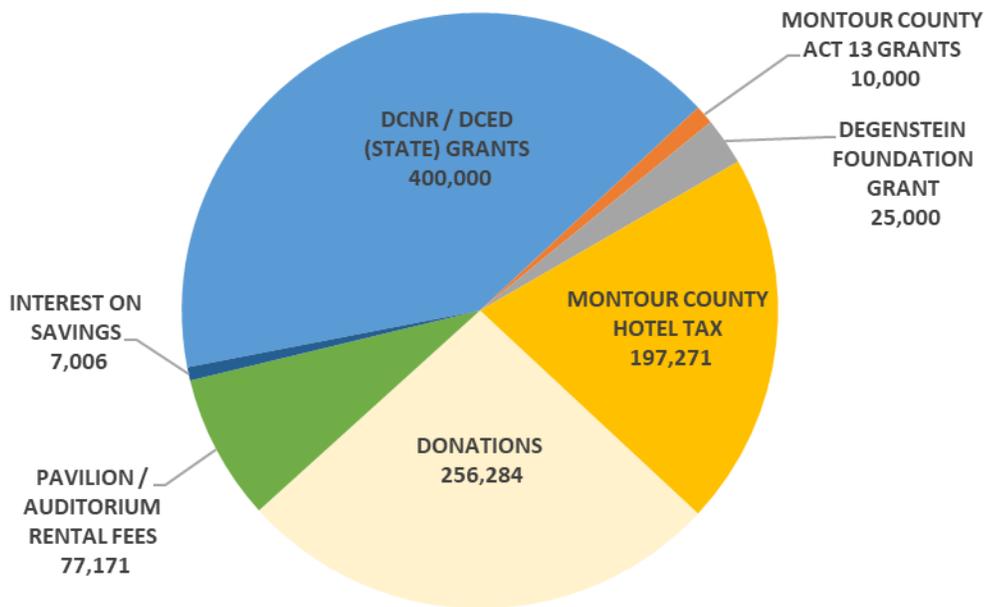
Notes:

- 1) \$100,000/year DCNR grant funding 2017 - 2019
- 2) \$100,000 DCED grant in 2019 (included purchase of tractor, HVAC units, and Visitors' Center roof repair)
- 3) 2019 total expenses, excluding DCED grant-funded purchases, totaled \$129,773
- 4) Electricity costs reduced in 2019 because HVAC units offline for several weeks
- 5) Brochure/promotional costs reduced in 2019 because Columbia Montour Visitors Bureau provided materials
- 6) Montour County Hotel Tax grant funding began in 2020
- 7) COVID pandemic significantly affected personnel costs and other line items in 2020; several projects postponed
- 8) Electricity costs increased significantly in 2022 because of increased PPL rates

MONTOUR PRESERVE CUMULATIVE DONATIONS
12/30/2014 - 11/14/22
\$341,894 TOTAL DONATIONS (EXCLUDING STATE GRANTS)



MONTOUR PRESERVE FUNDING SOURCES
2014 THROUGH PROJECTED YEAR-END 2022
TOTAL FUNDING / EXPENSES \$972,732



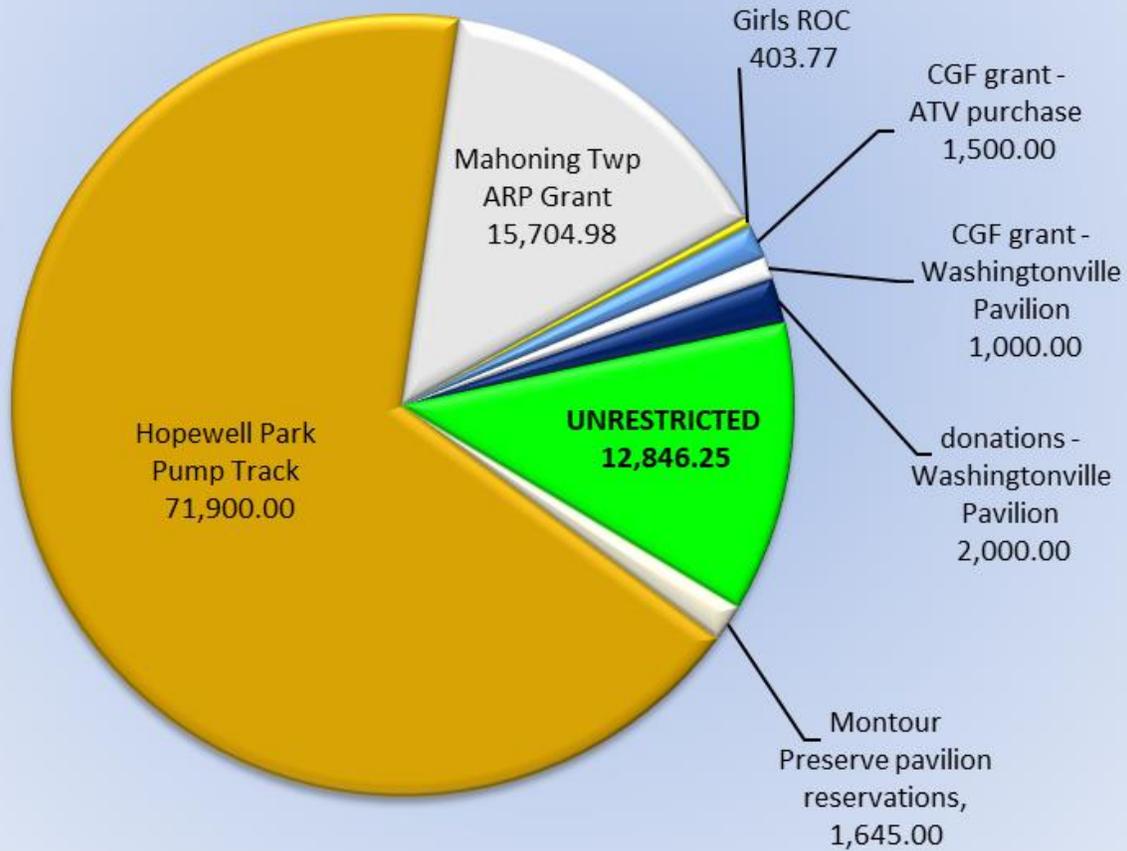
2022 RACE ACCOUNTING

YEAR-TO-DATE

	INCOME/EXPENSE	Humdinger YTD Actual	Dirty Grin MTB YTD actual	Chilli Challenge YTD Actual	
INCOME	registration fees	7,304.00	3,030.00	-	
	sponsorships	-	1,600.00	-	
	other	-	-	-	
	Montour Co. Hotel Tax grant	-		-	
EXPENSES	t-shirts / promotional	(1,053.00)	-	-	
	advertising	(240.00)	(700.00)	-	
	awards / prizes	(1,804.30)	(296.00)	-	
	EMS	-	-	-	
	entertainment	-	-	-	
	equipment rental	-	-	-	
	food & drink	(1,902.31)	(230.40)	-	
	MARC labor (Beam) w/ taxes	(251.80)		-	
	MARC labor (Piatt) w/ taxes	(216.72)		-	
	MARC labor (Stoudt) w/taxes	(3,235.64)	(3,242.66)	(27.14)	
	MARC labor (Fought) w/taxes	(186.10)		-	
	MARC labor (Reinard) w/taxes	(144.23)		-	
	MARC labor (Reavy) w/taxes	(214.02)		-	
	MARC labor (Brehm) w/ taxes				
	MARC labor (Shevchenko) w/ taxes				
	MARC labor (Yeich) w/ taxes	(167.45)		-	
	misc. supplies & fees	(842.75)	(318.22)	-	
	porta-potties	(370.00)	(225.00)	-	
	refunds	-	-	-	
	timing	(834.00)	-	-	
	traffic control	-	-	-	
		TOTAL INCOME	7,304.00	4,630.00	-
		TOTAL EXPENSES	(11,462.31)	(5,012.28)	(27.14)
	NET PROFIT/LOSS	(4,158.31)	(382.28)	(27.14)	

MARC 2022 PROJECTED YEAR-END FUNDS EARMARKS

COMBINED ACCOUNT BALANCE: \$107,000



COMMUNITY GIVING FOUNDATION (CGF) FUND BALANCES AS OF 11/16/22	
FUND	BALANCE
MARC Non-Endowed Fund	\$ 4,479.96
MARC Endowed Fund	\$ 5,357.59
Hopewell Park Pump Track Fund	\$ 43,099.98
Washingtonville Revitalization Fund	\$ 2,629.02
Montour Preserve Fund	\$ 50,608.57
TOTAL	\$ 106,175.12
NOTES AND DISCLAIMERS REGARDING CGF FUNDS	
<p>MARC is the designated beneficiary of five funds at the Community Giving Foundation (CGF). The CGF has been granted variance power to redirect these funds at their discretion and, accordingly, these funds are not deemed to be an asset of MARC and are not reported in MARC's financial statements.</p>	
<p>All contributions are administered through the Community Giving Foundation, a 501(c)(3) organization, and are tax-deductible to the extent provided by law. IRS regulations require us to state that no goods or services were provided in consideration for gifts and the Community Giving Foundation has exclusive legal control over the contributed assets. The official registration and financial information of the Community Giving Foundation may be obtained from the PA Dept. of State by calling toll free, within PA, 1-800-732-0999. Registration does not imply endorsement.</p>	
	
<p>I do hereby attest this to be an accurate and complete accounting of MARC-affiliated funds at the Community Giving Foundation.</p>	
	<p>11/16/2022</p>
<p>Robert Stoudt, MARC Director</p>	<p>Date</p>

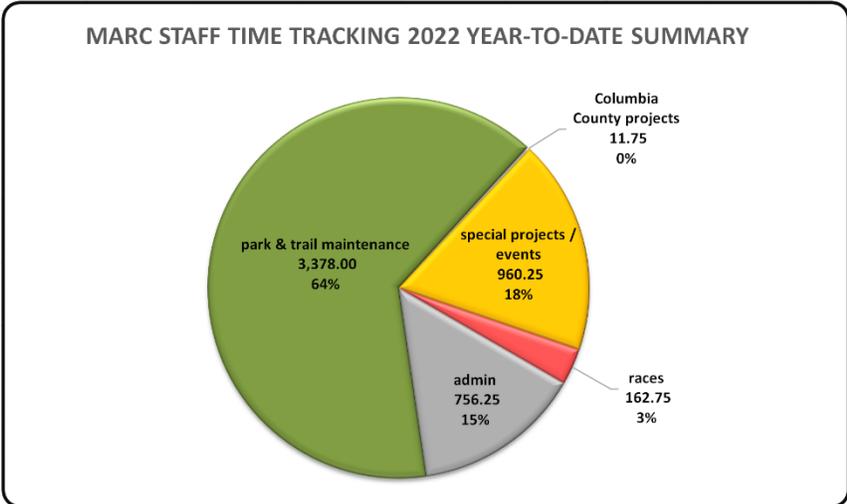
MARC Montour County Hotel Tax Grant Funding 2020-2022 Annual Comparison



STAFF MEMBER	DATE OF HIRE	INITIAL PAY RATE	DATE OF LAST COMPENSATION INCREASE	PAY RATE AS OF 11/11/22	2022 EFFECTIVE PAY RATE W/ TAXES	2022 AVERAGE HOURS WORKED /WEEK (YEAR TO DATE)
STOUDT, ROBERT	1/4/2010	SALARIED \$40,000/YEAR	11/23/2020	\$25/hr	\$26.91/hr	52.20
BEAM, JON	1/5/2015	\$18/hr	11/23/2020	\$23/hr	\$25.18/hr	6.96
PIATT, DENNIS	2/8/2016	\$17/hr	11/23/2020	\$22/hr	\$24.08/hr	9.70
YEICH, LESLEY	4/23/2018	\$15/hr	11/23/2020	\$18/hr	\$19.70/hr	5.33
FOUGHT, DOUGLAS	6/1/2021	\$17/hr	N/A	\$17/hr	\$18.61/hr	1.25
REINARD, CRAIG	6/1/2021	\$17/hr	N/A	\$17/hr	\$18.61/hr	4.04
BREHM, JULIAN	8/14/2022	\$20/hr	N/A	\$20/hr	\$21.89/hr	26.94
SHEVCHENKO, VALENTINA	8/14/2022	\$17/hr	N/A	\$17/hr	\$18.61/hr	26.04

NOTE: All MARC staff members are part-time hourly employees, receiving time and one-half pay for any hours worked in excess of 40 / calendar week. Staff receive no benefits, no paid holidays, and no paid vacation. Staff provide their own vehicles, computers, cell phones, and work clothes, without reimbursement.

MARC STAFF 2022 YEAR-TO-DATE COMBINED TIME ACCOUNTING										
UPDATED 11/3/22 (STOUDT AS OF 11/11; ALL OTHERS AS OF 11/5) (ALL ADJUSTED PER START/END DATES)										
TASK	STOUDT	BEAM	BREHM	FOUGHT	PIATT	REAVY	REINARD	SHEVCHENKO	YEICH	PROJECT TOTAL HOURS
MARC admin	732.75	-	1.00	2.00	1.00	2.50	12.00	1.00	4.00	756.25
Hess Recreation Area	143.50	7.00	43.50	-	10.00	8.50	45.00	34.00	22.00	313.50
Hopewell Park / Danville Farm Trails	48.50	-	4.50	-	-	-	-	3.00	-	56.00
Montour Preserve admin / maintenance	826.75	134.50	576.75	29.00	403.00	40.00	78.25	324.50	189.00	2,601.75
Montour Preserve programming	104.00	168.50	13.00	10.50	19.00	6.00	14.50	13.00	12.00	360.50
North Branch Canal Trail (Montour Co.)	23.50	-	0.50	-	-	-	-	0.50	0.50	25.00
River Drive trailhead / river access	2.50	-	-	-	-	-	14.25	-	4.50	21.25
bicycle routes mapping & promotion	2.50	-	25.75	-	-	-	-	96.50	-	124.75
bike / pedestrian safety special projects	7.00	-	-	-	-	-	-	-	-	7.00
Chilli Challenge	1.00	-	-	-	-	-	-	-	-	1.00
Columbia County projects	8.75	-	3.00	-	-	-	-	-	-	11.75
Danville Borough play set installation	-	-	-	-	-	-	-	-	-	-
Dirty Grin MTB Festival	100.25	-	17.00	-	-	-	-	24.00	-	141.25
Humdinger Trail Races	98.50	10.00	6.50	10.00	9.00	11.50	7.75	-	8.50	161.75
mountain biking special projects	42.25	-	173.00	-	-	-	-	114.00	-	329.25
Riverside Borough parks revitalization	-	-	-	-	-	-	-	-	-	-
special projects / events - other	69.75	-	5.00	-	-	-	2.25	8.50	4.00	89.50
tourism promotion special projects	57.25	-	3.00	-	4.00	-	-	-	-	64.25
Washingtonville revitalization projects	129.00	-	43.50	6.00	-	3.75	12.00	6.00	0.50	200.75
wellness special projects	3.50	-	-	-	-	-	-	-	-	3.50
TOTALS	2,401.25	320.00	916.00	57.50	446.00	72.25	186.00	625.00	245.00	5,269.00
YTD AVERAGE HOURS WORKED PER WEEK	52.20	6.96	26.94	1.25	9.70	3.61	4.04	26.04	5.33	



**Salary Analysis (compiled by Julian Brehm, 11/8/22)
w/ Stoudt notes**

Parks and Recreation Agency Director Salary:

Zippia (Danville, with masters)	76,068
Payscale (national average)	59,512
Salary.com (with experience, masters, and for Danville)	65,446
Ziprecruiter (Danville)	50,609
Glassdoor (Danville)	61,251
National Recreation and Park Association Salary Survey	
Overall Median Salary (nationally):	109,000
With 1-10 Employees (Full-time):	83,450

Stoudt w/ 12 years' experience and master's degree
 If calculated as an hourly rate, assuming 2,080 hours/year, pay rate recommended at \$31.25/hr to \$36.50/hr plus time off and benefits
 Current rate is \$25/hr w/ no paid time off and no benefits

Assistant Director:

Zippia (Danville with Bachelors)	39,893
Payscale (national average)	41,353
Glassdoor (Danville)	42,032
National Recreation and Park Association Salary Survey	
Overall Median Salary (nationally):	79,430
With 1-10 Employees (Full-time):	65,000

Brehm w/ 0.25 years' experience and bachelor's degree
 If calculated as an hourly rate, assuming 2,080 hours/year, pay rate recommended at \$19.25/hr to \$20.25/hr plus time off and benefits
 Current rate is \$20/hr w/ no paid time off and no benefits

Recreation Maintenance Supervisor/Foreman:

Payscale National Average	41,350
Glassdoor for Danville, PA	44,337
National Recreation and Park Association Salary Survey	
Overall Median Salary (nationally):	58,838
With 1-10 Employees (Full-time)	48,500

Piatt w/ 7 years' MARC experience and 30+ years' relevant professional experience

If calculated as an hourly rate, assuming 2,080 hours/year, pay rate recommended at \$19.75/hr to \$21.25/hr plus time off and benefits

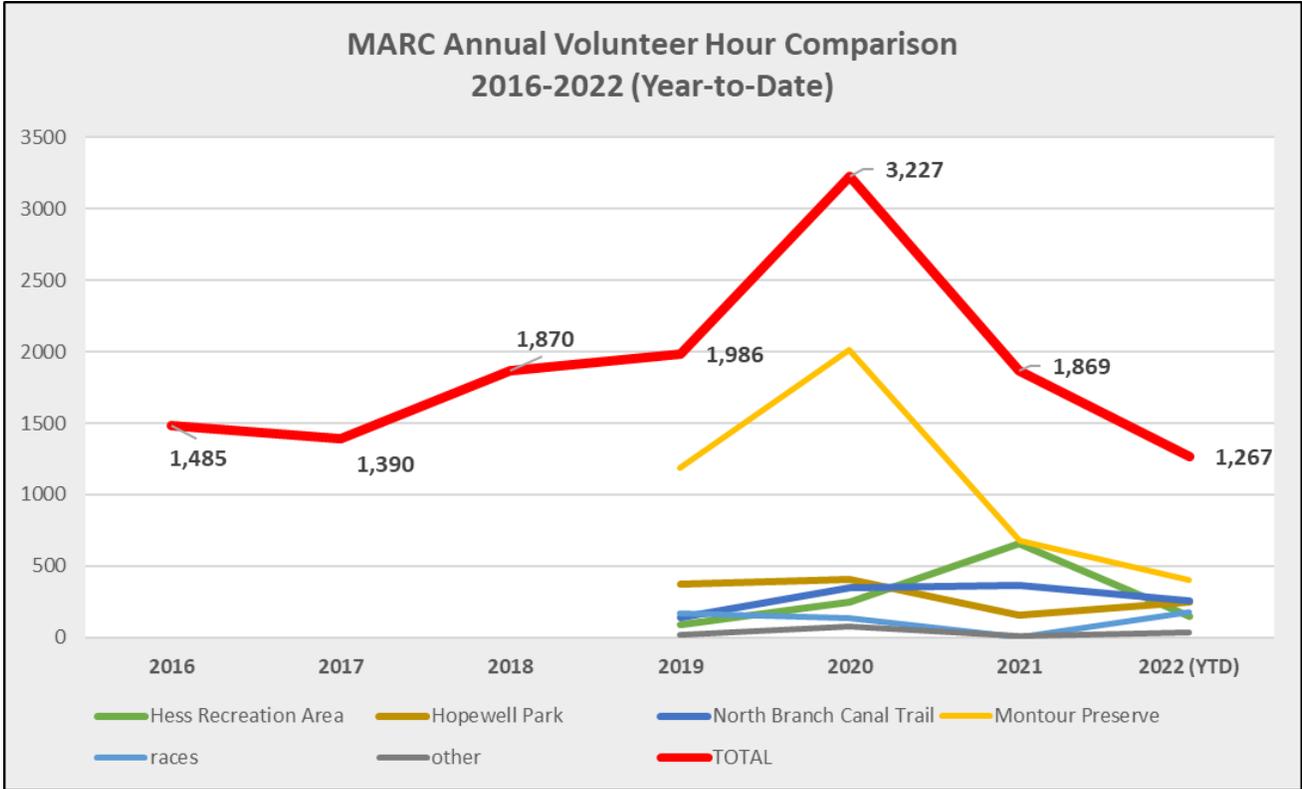
Current rate is \$22/hr w/ no paid time off and no benefits

Resources:

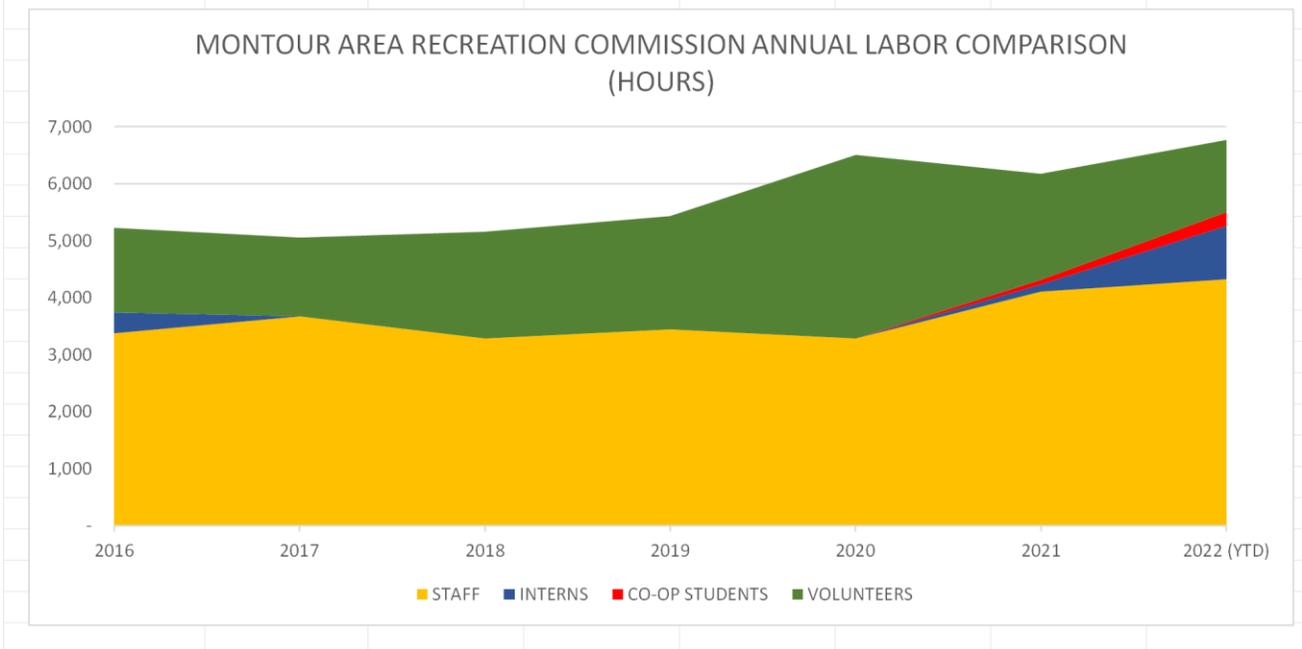
National Recreation and Park Association Salary Survey

<https://www.nrpa.org/publications-research/research-papers/salary-survey-results/>

- Director
 - <https://www.zipppia.com/parks-recreation-director-jobs/salary/>
 - https://www.payscale.com/research/US/Job=Parks_and_Recreation_Director/Salary
 - <https://www.salary.com/tools/salary-calculator/parks-and-recreation-director>
 - <https://www.ziprecruiter.com/Salaries/Recreation-Director-Salary--in-Pennsylvania>
 - https://www.glassdoor.com/Salaries/danville-pa-us-parks-and-recreation-director-salary-SRCH_IL.0,14_IC1151993_KO15,44.htm?clickSource=careerNav
- Assistant Director
 - <https://www.zipppia.com/assistant-recreation-director-jobs/salary/>
 - https://www.payscale.com/research/US/Job=Assistant_Recreation_Director/Salary
 - https://www.glassdoor.com/Salaries/danville-pa-us-recreation-assistant-director-salary-SRCH_IL.0,14_IC1151993_KO15,44.htm?clickSource=careerNav
- Recreation Maintenance Supervisor
 - https://www.payscale.com/research/US/Job=Park_Maintenance_Supervisor/Salary



MONTOUR AREA RECREATION COMMISSION ANNUAL LABOR COMPARISON							
	2016	2017	2018	2019	2020	2021	2022 (YTD)
STAFF	3,376	3,669	3,287	3,441	3,280	4,106	4,317
INTERNS	360	-	-	-	-	120	942
CO-OP STUDENTS	-	-	-	-	-	80	240
VOLUNTEERS	1,485	1,390	1,870	1,986	3,227	1,869	1,267
TOTAL	5,221	5,059	5,157	5,427	6,507	6,175	6,766



2016 - 2022 MARC LAWN CARE EXPENSE COMPARISON								2023 MARC LAWN CARE BIDS SUMMARY			
SITE	2016	2017	2018	2019	2020	2021	2022	SITE	Shawn's Lawn & Excavating, LLC (Danville, PA)	Liberty Valley Lawn Care, Inc. (Danville, PA)	Harris Pest Control (Dornsife, PA)
HESS RECREATION AREA	6,105	6,462	6,666	6,666	6,176	7,686	12,038	SITE 1 - HESS RECREATION AREA	12,910.90	19,495.00	9,137.20
HOPEWELL PARK	1,200	1,536	1,360	1,360	1,360	1,700	1,802	SITE 2 - HOPEWELL PARK	3,570.00	5,100.00	1,802.00
NBCT TRAILHEAD / RIVER ACCESS	1,500	1,500	1,500	1,500	1,500	1,500	1,500	SITE 3 - NBCT TRAILHEAD / RIVER ACCESS	1,575.00	2,025.00	1,590.00
LEGION ROAD PARCEL	600	640	680	600	600	600	1,500	SITE 4 - LEGION ROAD PARCEL	1,575.00	1,800.00	795.00
NORTH BRANCH CANAL TRAIL	2,000	2,000	2,550	2,250	2,250	3,375	3,000	SITE 5 - NORTH BRANCH CANAL TRAIL	3,150.00	3,825.00	4,770.00
MONTOUR PRESERVE	11,025	15,800	17,775	22,800	26,900	32,910	27,532	SITE 6 - MONTOUR PRESERVE	31,623.60	40,360.00	35,476.98
TOTAL ALL SITES	22,430	27,938	30,531	35,176	38,786	47,771	47,372	GRAND TOTAL MARC SITES 1 - 6	54,404.50	72,605.00	53,571.18
NOTES:											
1) Excludes East Branch Recreation Area costs in 2016 and 2017 (MARC site management ended).											
2) Scope of mowing work reduced at Hopewell Park and Hess Recreation Area in 2018 - 2020.											
3) Scope of mowing work reduced at Montour Preserve in 2018 - 2021, but scope of herbicide treatment increased.											
4) Actual MARC year-end costs in all cases were less than maximum bid amounts.											
OPTIONAL WASHINGTONVILLE BOROUGH TASKS											
SITE 7A - WASHINGTONVILLE DELONG PARK AND CEMETERY									8,300.00	8,820.00	DID NOT BID
SITE 7B - WASHINGTONVILLE STREET CURBS									1,800.00	1,800.00	DID NOT BID
GRAND TOTAL WASHINGTONVILLE SITES 7A + 7B									10,100.00	10,620.00	DID NOT BID

MARC IN-HOUSE ANNUAL LAWN CARE ESTIMATES								
EXPENSE	LABOR HOURS / WEEK	HOURLY LABOR RATE	FUEL / WEEK (1GAL/HR @ \$5.00/GAL)	NUMBER OF WEEKS	TOTAL LABOR COST / YEAR	TOTAL FUEL COST / YEAR	SITE GRAND TOTAL / YEAR	NOTES
Montour Preserve	24.0	\$ 19.00	\$ 120.00	30	\$ 13,680.00	\$ 3,600.00	\$ 17,280.00	
Hess Recreation Area	8.0	\$ 19.00	\$ 40.00	30	\$ 4,560.00	\$ 1,200.00	\$ 5,760.00	
Hopewell Park	3.0	\$ 19.00	\$ 15.00	30	\$ 1,710.00	\$ 450.00	\$ 2,160.00	
North Branch Canal Trail	10.0	\$ 19.00	\$ 50.00	15	\$ 2,850.00	\$ 750.00	\$ 3,600.00	assumes every other week mowing
NBCT Trailhead	2.0	\$ 19.00	\$ 10.00	15	\$ 570.00	\$ 150.00	\$ 720.00	assumes every other week mowing
Legion Road parcel	2.0	\$ 19.00	\$ 10.00	15	\$ 570.00	\$ 150.00	\$ 720.00	assumes every other week mowing
SUBTOTALS	49.0		\$ 245.00		\$ 23,940.00	\$ 6,300.00	\$ 30,240.00	
Equipment maintenance (annual)							\$ 2,000.00	cost will be minimal in first year, increasing thereafter
Anticipated insurance increase (annual)							\$ 1,000.00	includes workers' compensation and general liability
Herbicide treatment (outsourced)							\$ 9,000.00	Montour Preserve and Hess Recreation Area; estimated per 2021 costs
PROJECTED ANNUAL TOTAL COST							\$ 42,240.00	
EQUIPMENT PURCHASE (REQUIRED YEAR ONE AND APPROX. EVERY FIVE YEARS THEREAFTER)							\$ 25,000.00	
PROJECTED YEAR ONE GRAND TOTAL							\$ 67,240.00	

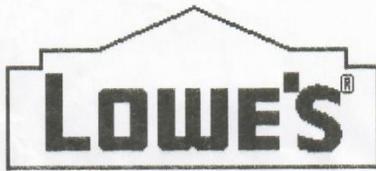
NOTES: 1) Herbicide treatments will have to be outsourced (MARC staff are not licensed applicators).
2) MARC owns no lawn care equipment and will have to purchase at an estimated one-time cost of \$25,000 and approximately every five years thereafter.

MARC IN-HOUSE MONTOUR PRESERVE SNOW AND ICE REMOVAL COSTS							
EXPENSE	LABOR HOURS / EVENT	AVG. HOURLY LABOR RATE	TOTAL LABOR COST / EVENT	FUEL COST (1GAL/HR @ \$5.00/GAL)	MATERIALS	GRAND TOTAL / EVENT	NOTES
Snow Clearing	16.0	\$ 25.00	\$ 400.00	\$ 80.00	\$ -	\$ 480.00	assumes Piatt / Stoudt labor w/ MARC tractor
Ice Melt Materials & Application	10.0	\$ 26.50	\$ 265.00	\$ -	\$ 560.00	\$ 825.00	requires use of Stoudt personal vehicle and equipment; assumes treatment of all surfaces and salt costs at \$8/50# bag

2022 / 2023 MONTOUR PRESERVE SNOW AND ICE REMOVAL BIDS		
TASK	Four Diamond Lawn Care, Inc. (Sugarloaf, PA)	Shawn's Lawn and Excavating, LLC (Danville, PA)
SNOW CLEARING (PER SERVICE)	\$ 900.00	\$ 500.00
ICE REMOVAL (PER SERVICE)	\$ 500.00	\$ 650.00

**MONTOUR AREA RECREATION COMMISSION
2023 DEFERRED / UNFUNDED BUDGET ITEMS**

	EXPENSE	AMOUNT
MONTOUR PRESERVE	parking lot / road maintenance	(95,000.00)
	picnic area restroom plumbing repair	(8,000.00)
	electrical surge protector installation	(7,700.00)
	trail bridge repair / replacement	(100,000.00)
	boat dock replacement	(35,000.00)
	Muskrat Blind foundation work	(10,000.00)
	trail surfacing (handicapped accessibility)	(40,000.00)
	trail markers and signage	(10,000.00)
HESS RECREATION AREA	restroom roof repair	(3,000.00)
	observation blind repairs	(2,000.00)
	ballfield repairs	(2,500.00)
	maintenance - other	(2,500.00)
	Robbins Trail reconstruction	(40,000.00)
	road repaving	(100,000.00)
	signage	(5,000.00)
	MARC labor	(2,000.00)
	Hopewell Park dump road repair	(1,800.00)
	North Branch Canal Trail closed area surveying, litigation, and rehabilitation	(7,000.00)
	North Branch Canal Trail trailhead parking area / river access access road repair	(900.00)
	Danville Borough play set installation	(5,000.00)
	truck purchase	(75,000.00)
	ATV purchase	(15,000.00)
	staff compensation adjustments	(10,000.00)
	TOTAL DEFERRED / UNFUNDED BUDGET ITEMS	\$ (577,400.00)



LOWE'S HOME CENTERS, LLC
50 LUNGER DRIVE
BLOOMSBURG, PA 17815 (570) 394-5000

- SALE -

SALES#: S1868CBB 4766142 TRANS#: 6701145 11-17-22

198507	DLENS PRSM PNL 23.75-INX4	47.64
	3 @ 15.88	
817526	MICRO PRISM GLAZE	13.88
222125	48IN ORANGE ROD DRIVEWAY	149.00
	50 @ 2.98	
1608317	GE LED 150W BR30 UB 5.0K	195.72
	14 @ 13.98	
148966	GE LFL 30W T12A 3FT 4.1K	23.96
	2 @ 11.98	
167885	GE LFL 30W T12A 3FT 6.5K	71.88
	6 @ 11.98	
621141	GE LFL 32W T8A 4FT 6.5K 2	35.94
	3 @ 11.98	
903764	GE BLLST T8 4 LMP IS MV 1	35.98
597653	RESI 4LAMP T8 ELEC BLLST(28.48

SUBTOTAL: 602.48
TAX: 36.15
INVOICE 06987 TOTAL: 638.63
DISC: 638.63

DISC: XXXXXXXXXXXX9235 AMOUNT:638.63 AUTHCD: 01780P
CHIP REFID:186806187273 11/17/22 11:02:52
APL: Discover TUR: 000008000
AID: A0000001523010 TSI: E800
STORE: 1868 TERMINAL: 06 11/17/22 11:05:45
OF ITEMS PURCHASED: 81
EXCLUDES FEES, SERVICES AND SPECIAL ORDER ITEMS



THANK YOU FOR SHOPPING LOWE'S.
FOR DETAILS ON OUR RETURN POLICY, VISIT
LOWES.COM/RETURNS
A WRITTEN COPY OF THE RETURN POLICY IS AVAILABLE
AT OUR CUSTOMER SERVICE DESK

STORE MANAGER: RAPHAEL RABBAT

LOWE'S PRICE PROMISE
FOR MORE DETAILS, VISIT LOWES.COM/PRICEPROMISE

037787

CUSTOMER'S ORDER NO.		DATE <i>Nov. 17, 22</i>	
NAME <i>MARC</i>			
ADDRESS			
CITY, STATE, ZIP			
SOLD BY	CASH	C.O.D.	CHARGE
ON. ACCT.	MOSE. RETD.	PAID OUT	
QUAN.	DESCRIPTION	PRICE	AMOUNT
1	<i>2 pk. of 25 @ 4 ft.</i>		
2	<i>stakes @ 18.00</i>		<i>36.00</i>
3			<i>216</i>
4			
5			
6			
7			
8			
9			
10			
11			
12			
			<i>\$ 38.16</i>
RECEIVED BY			

A-4705
T-46528

KEEP THIS SLIP FOR REFERENCE

01-11