



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

## **October 22, 2018 Regular Meeting Agenda**

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

### **Call to Order**

### **Officer Reports**

- Chairman's Report (Mike Mills)
- Treasurer's Report (Bill Lavage) (**pages 2– 16**)
- Secretary's Report (Chris Johns)

### **Partner Reports**

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

### **Public Comment**

**Assistant Director's Report** (Jon Beam) (**page 17**)

**Maintenance Technician's Report** (Dennis Piatt) (**page 17**)

**Director's Report** (Bob Stoudt) (**pages 18 – 23**)

### **Old Business**

### **New Business**

- 2019 Lawn Care Invitation to Bid (**provided separately**)
- Development Advisory Committee (**page 24**)

### **Other Items**

- MARC organizational status (**page 25**)
- Board member terms of office

### **Adjournment**

*next meeting: November 19, 2018*

## MARC Savings Account (ID 01) Register

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Debit (-)	Credit (+)	Account Balance
online transfer	9/17/18	10/1/18	9/1 - 9/30/18	online funds transfer to DCNR grant checking account to reimburse bills paid 9/17		1,909.15		2,126.63
online transfer	9/28/18	10/1/18	9/1 - 9/30/18	online funds transfer to DCNR grant checking account to reimburse bills paid 9/28		1,431.35		695.28
online transfer	9/28/18	10/1/18	9/1 - 9/30/18	online funds transfer to general checking account to reimburse labor through 9/15 and bills paid through 9/28 (NOTE: partial reimbursement; insufficient funds remain to fully reimburse)		690.28		5.00
dividend interest	9/30/18	10/1/18	9/1 - 9/30/18	dividend interest earned 7/1 - 9/30/18			7.82	12.82

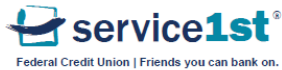
## Montour Preserve Grant Checking Account (ID 41) Register

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Debit (-)	Credit (+)	Account Balance
273	9/17/18	10/1/18	9/1 - 9/30/18	US Dept. of Agriculture (wildlife management)	Montour Preserve (wildlife management)	100.58		(76.78)
274	9/17/18	10/1/18	9/1 - 9/30/18	Verizon (telephone)	Montour Preserve (telephone)	104.37		(181.15)
275	9/17/18	10/1/18	9/1 - 9/30/18	Seewald Laboratories (water testing)	Montour Preserve (water testing)	70.00		(251.15)
276	9/17/18	10/1/18		MePush, Inc. (website hosting)	Montour Preserve (website hosting)	33.00		(284.15)
277	9/17/18	10/1/18	9/1 - 9/30/18	Ted Heaps Container Service (trash service)	Montour Preserve (trash service)	125.00		(409.15)
278	9/17/18	10/1/18	9/1 - 9/30/18	Big Pop's Mowing	Montour Preserve (lawn care)	1,500.00		(1,909.15)
279	9/17/18	10/1/18	N/A	VOID		-		(1,909.15)
online transfer	9/17/18	10/1/18	9/1 - 9/30/18	online funds transfer from savings account to reimburse bills paid 9/17			1,909.15	0.00
280	9/28/18	10/1/18		Robert Stoudt (9/24 expense report)	Montour Preserve (internet service)	192.11		(192.11)
281	9/28/18	10/1/18		Lesley Yeich (reimbursement for paint and painting supplies for wildlife blind repairs)	Montour Preserve (maintenance supplies / misc.)	498.79		(690.90)
282	9/28/18	10/1/18		Dennis Piatt (reimbursement for pitchfork)	Montour Preserve (maintenance supplies / misc.)	37.09		(727.99)
283	9/28/18	10/1/18		PPL Electric Utilities (electricity)	Montour Preserve (electricity)	46.88		(774.87)
284	9/28/18	10/1/18		PPL Electric Utilities (electricity)	Montour Preserve (electricity)	264.51		(1,039.38)
285	9/28/18	10/1/18		PPL Electric Utilities (electricity)	Montour Preserve (electricity)	69.83		(1,109.21)
286	9/28/18	10/1/18		PPL Electric Utilities (electricity)	Montour Preserve (electricity)	322.14		(1,431.35)
online transfer	9/28/18	10/1/18	9/1 - 9/30/18	online funds transfer from savings account to reimburse bills paid 9/28			1,431.35	0.00
dividend interest	9/30/18	10/1/18	9/1 - 9/30/18	dividend interest earned 9/1 - 9/30/18			0.04	0.04



## MARC 2018 Checking Account (ID 40) Register

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Grant to Credit or Debit (if Applicable)	Debit (-)	Credit (+)	Account Balance
debit card	9/4/18	10/1/18	9/1 - 9/30/18	Cole's Hardware (bee spray)	Montour Preserve (maintenance supplies / misc)	DCNR Montour Preserve	25.40		63,372.22
debit card	9/6/18	10/1/18	9/1 - 9/30/18	Columbia County Register & Recorder (NBCT subdivision filing)	Columbia County projects	Columbia County projects	312.63		63,059.59
debit card	9/8/18	10/1/18	9/1 - 9/30/18	Cole's Hardware (bird seed)	Montour Preserve (maintenance supplies / misc)	DCNR Montour Preserve	58.29		63,001.30
debit card	9/10/18	10/1/18	9/1 - 9/30/18	Sheetz (diesel fuel)	Montour Preserve (maintenance supplies / misc)	DCNR Montour Preserve	18.25		62,983.05
debit card	9/11/18	10/1/18	9/1 - 9/30/18	Cole's Hardware (screws)	Montour Preserve (maintenance supplies / misc)	DCNR Montour Preserve	34.96		62,948.09
automatic payment	9/17/18	10/1/18	9/1 - 9/30/18	US Treasury (August payroll taxes)	payroll taxes		1,494.58		61,453.51
5906	9/17/18	10/1/18	9/1 - 9/30/18	Dennis Piatt (payroll 8/19 - 9/1)	payroll - Piatt		508.43		60,945.08
5907	9/17/18	10/1/18	9/1 - 9/30/18	Lesley Yeich (payroll 8/19 - 9/1)	payroll - Yeich		344.80		60,600.28
5908	9/17/18	10/1/18	9/1 - 9/30/18	Robert Stoudt (payroll 8/19 - 9/1)	payroll - Stoudt		1,311.09		59,289.19
5909	9/17/18	10/1/18		MePush, Inc. (website hosting)	\$33 River Towns Race Series (advertising); \$33 misc. expenses	\$33 Montour County Commissioners' Tourism Fund grant (RTRS)	66.00		59,223.19
5910	9/17/18	10/1/18	9/1 - 9/30/18	Ted Heaps Container Service (trash removal)	Hess Recreation Area		65.00		59,158.19
5911	9/17/18	10/1/18	9/1 - 9/30/18	Big Pop's Mowing	\$846 Hess Recreation Area; \$200 River Drive parcel; \$160 Hopewell Park; \$150 North Branch Canal Trail; \$80 Columbia County projects (NBCT)	\$80 Columbia County projects	1,436.00		57,722.19
5912	9/17/18	10/1/18	9/1 - 9/30/18	Brenda Hill (refund of Hess Field security deposit)	Hess Recreation Area (security deposit refund)		250.00		57,472.19
5913	9/17/18	10/1/18	9/1 - 9/30/18	Moreland Baptist Church (refund of Montour Preserve pavilion reservation fee)	Montour Preserve (pavilion reservation refund)		100.00		57,372.19
debit card	9/17/18	10/1/18	9/1 - 9/30/18	Amazon.com (paper towels & toilet paper)	Montour Preserve (maintenance supplies / misc)	DCNR Montour Preserve	122.12		57,250.07
debit card	9/17/18	10/1/18	9/1 - 9/30/18	Amazon.com (batteries and toilet seat covers)	Montour Preserve (maintenance supplies / misc)	DCNR Montour Preserve	148.26		57,101.81
debit card	9/18/18	10/1/18	9/1 - 9/30/18	Cole's Hardware (sign posts)	\$10.37 North Branch Canal Trail; \$25.19 River Drive parcel; \$8.88 Montour Preserve (maintenance/misc); \$32.58 park maintenance tools & supplies	\$8.88 DCNR Montour Preserve	77.02		57,024.79
debit card	9/19/18	10/1/18	9/1 - 9/30/18	Cole's Hardware (post hole digger, nuts and bolts)	park maintenance tools & supplies		58.49		56,966.30
debit card	9/20/18	10/1/18	9/1 - 9/30/18	Lowe's (4x4 posts for signs)	\$21.96 River Drive parcel; \$32.95 park maintenance tools & supplies		54.91		56,911.39
debit card	9/26/18	10/1/18	9/1 - 9/30/18	Penn Jersey Food Mart (diesel fuel)	Montour Preserve (maintenance supplies / misc)	DCNR Montour Preserve	18.01		56,893.38
5914	9/26/18	10/1/18		NorthPoint Auto & Equipment, LLC (equipment trailer purchase)	DACF equipment trailer grant	DACF equipment trailer grant	5,693.68		51,199.70
deposit	9/28/18	10/1/18	9/1 - 9/30/18	deposit	\$1,000 Central Susquehanna Community Foundation MARC Pass-Through Fund withdrawal (North Branch Canal Trail); \$30 donation - unrestricted; \$255 Montour Preserve pavilion reservations; \$310 Montour Preserve donations; \$100 Hess Recreation Area users' fees; \$113.64 Scale the Trail 4 Kids registrations; \$833.70 Montour 24 Endurance Runs registrations; \$794.35 Old Forge 5k registrations			3,436.69	54,636.39
5915	9/28/18	10/1/18		Lesley Yeich (payroll 9/2 - 9/15)	payroll - Yeich		216.75		54,419.64
5916	9/28/18	10/1/18		Dennis Piatt (payroll 9/2 - 9/15)	payroll - Piatt		398.73		54,020.91
5917	9/28/18	10/1/18		Robert Stoudt (payroll 9/2 - 9/15)	payroll - Stoudt		881.02		53,139.89
5918	9/28/18	10/1/18		PPL Electric Utilities (Hess Recreation Area electricity)	Hess Recreation Area		35.95		53,103.94
5919	9/28/18	10/1/18		PIRMA (annual general liability, public officials' liability and property/equipment insurance)	insurance		7,119.00		45,984.94
5920	9/28/18	10/1/18		Robert Stoudt (9/24 expense report)	park maintenance tools & supplies		20.00		45,964.94
online transfer	9/28/18	10/1/18	9/1 - 9/30/18	online funds transfer from savings account to reimburse Montour Preserve grant-eligible labor through 9/15 and bills paid through 9/28 (NOTE: partial reimbursement; grant funds exhausted)				690.28	46,655.22
debit card	9/28/18	10/1/18	9/1 - 9/30/18	US Postal Service (stamps)	office expenses		30.00		46,625.22
5921	9/29/18	10/1/18		Washingtonville Volunteer Fire Company (address signs)	\$36 Montour Preserve (maintenance / misc); \$12 Hopewell Park; \$12 Hess Recreation Area; \$12 North Branch Canal Trail; \$12 River Drive parcel	\$36 DCNR Montour Preserve	84.00		46,541.22
debit card	9/29/18	10/1/18		Cole's Hardware (paint brushes)	Hess Recreation Area		23.28		46,517.94
dividend interest	9/30/18	10/1/18		dividend interest earned 9/1 - 9/30/18				7.78	46,525.72



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Statement Period: 09/01/2018-09/30/2018

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## Summary of Accounts:

	Ending Balance	YTD Dividend	Account Number: 584727
<b>Savings</b>			
01 - REGULAR SAVINGS	12.82	35.31	
40 - CHECKING	61,064.13	47.60	
41 - GRANT CHECKING	1,464.39	0.76	
<b>Total</b>	<b>62,541.34</b>	<b>83.67</b>	

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

### ID 01 REGULAR SAVINGS

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Sep 1		<b>Balance Forward</b>			<b>4,035.78</b>
Sep 17		Withdrawal Home Banking Transfer To Share 41		-1,909.15	2,126.63
		bills paid 9/17			
Sep 28		Withdrawal Home Banking Transfer To Share 41		-1,431.35	695.28
		bills paid 9/28			
Sep 28		Withdrawal Home Banking Transfer To Share 40		-690.28	5.00
		labor and bills paid through 9/30			
Sep 30		Deposit Dividend Dividend Post	7.82		12.82
		Annual Percentage Yield Earned 0.150% from 07/01/2018 through 09/30/2018			
		On Average Daily Balance of 20,700.19			
Sep 30		<b>Ending Balance</b>			<b>12.82</b>
		<b>Total Deposits 7.82</b>			
		<b>Total Withdrawals 4,030.78</b>			

### ID 40 CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Sep 1		<b>Balance Forward</b>			<b>70,629.10</b>
Sep 4		Draft 5900		-2,131.00	68,498.10
		Processed Check - ERIE INSURANCE TYPE: 1256038677 ID: 1256038677			
Sep 4		Draft 5892		-58.01	68,440.09
Sep 4		Draft 5897		-279.11	68,160.98
Sep 4		Draft 5895		-546.00	67,614.98
Sep 5		Draft 5901		-67.85	67,547.13
Sep 5		Draft 5903		-1,426.00	66,121.13
Sep 6		Withdrawal Debit Card		-25.40	66,095.73
		9/4 COLES HARDWARE - DANVILLE DANVILLE PA			
Sep 10		Withdrawal Debit Card		-58.29	66,037.44
		9/8 COLES HARDWARE - DANVILLE DANVILLE PA			
Sep 10		Draft 5894		-58.51	65,978.93
Sep 10		Draft 5902		-66.00	65,912.93
Sep 10		Draft 5904		-1,963.50	63,949.43
Sep 11		Withdrawal Debit Card		-18.25	63,931.18

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**Account Number:** 584727  
**Statement Period:** 09/01/2018-09/30/2018

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### ID 40 CHECKING - Continued

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
		9/10 SHEETZ 00003723 DANVILLE PA			
Sep 13		Withdrawal Debit Card		-305.00	63,626.18
		9/6 COLUMBIA CO REC OF DEEDS 570-3895634 PA			
Sep 13		Withdrawal Debit Card		-7.63	63,618.55
		9/6 GOVOLUTION *SERVICE FEE 703-8945000 VA			
Sep 13		Withdrawal Debit Card		-34.96	63,583.59
		9/11 COLES HARDWARE - DANVILLE DANVILLE PA			
Sep 17		Withdrawal ACH IRS		-1,494.58	62,089.01
		TYPE: USATAXPYMT ID: 3387702000 CO: IRS			
Sep 17		Withdrawal POS #760904		-148.26	61,940.75
		AMAZON.COM SEATTLE WA			
Sep 17		Withdrawal POS #812769		-122.12	61,818.63
		AMAZON.COM SEATTLE WA			
Sep 18		Draft 5906		-508.43	61,310.20
Sep 20		Withdrawal Debit Card		-77.02	61,233.18
		9/18 COLES HARDWARE - DANVILLE DANVILLE PA			
Sep 20		Draft 5908		-1,311.09	59,922.09
Sep 21		Withdrawal Debit Card		-54.91	59,867.18
		9/20 LOWES #01868* BLOOMSBURG PA			
Sep 21		Withdrawal Debit Card		-58.49	59,808.69
		9/19 COLES HARDWARE - DANVILLE DANVILLE PA			
Sep 21		Draft 5896		-285.50	59,523.19
Sep 24		Draft 5910		-65.00	59,458.19
Sep 24		Draft 5907		-344.80	59,113.39
Sep 25		Draft 5899		-100.00	59,013.39
Sep 25		Draft 5913		-100.00	58,913.39
Sep 25		Draft 5912		-250.00	58,663.39
Sep 25		Draft 5911		-1,436.00	57,227.39
Sep 27		Withdrawal Debit Card		-18.01	57,209.38
		9/26 PENN JERSEY FOOD MART DANVILLE PA			
Sep 28		Deposit Home Banking Transfer From Share 01	690.28		57,899.66
		labor and bills paid through 9/30			
Sep 28		Deposit by Check	3,436.69		61,336.35
Sep 28		Draft 5893		-250.00	61,086.35
Sep 29		Withdrawal Debit Card		-30.00	61,056.35
		9/28 USPS PO 4119000821 DANVILLE PA			
Sep 30		Deposit Dividend Dividend Post	7.78		61,064.13
		Annual Percentage Yield Earned 0.150% from 09/01/2018 through 09/30/2018			
Sep 30		<b>Ending Balance</b>			<b>61,064.13</b>
		<b>Total Deposits 4,134.75</b>			
		<b>Total Withdrawals 13,699.72</b>			

#### Drafts for 40 - CHECKING

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Sep 4	□ 5892	58.01	Sep 4	□ 5900	2,131.00	Sep 24	□ 5907	344.80
Sep 28	□ 5893	250.00	Sep 5	□ 5901	67.85	Sep 20	□ 5908	1,311.09
Sep 10	□ 5894	58.51	Sep 10	□ 5902	66.00	Sep 24	□ 5910*	65.00
Sep 4	□ 5895	546.00	Sep 5	□ 5903	1,426.00	Sep 25	□ 5911	1,436.00
Sep 21	□ 5896	285.50	Sep 10	□ 5904	1,963.50	Sep 25	□ 5912	250.00
Sep 4	□ 5897	279.11	Sep 18	□ 5906*	508.43	Sep 25	□ 5913	100.00
Sep 25	□ 5899*	100.00						

\* denotes skipped sequence

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

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**Account Number:** 584727  
**Statement Period:** 09/01/2018-09/30/2018

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### ID 41 GRANT CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Sep 1		Balance Forward			5,941.74
Sep 4		Draft 259		-103.55	5,838.19
		Processed Check - VERIZON FINANCIA TYPE: PAYMENTS ID: 8564577000			
Sep 4		Draft 261		-70.00	5,768.19
Sep 5		Draft 258		-133.87	5,634.32
		Processed Check - USDA APHIS GENL TYPE: PAYMENT ID: 1240340003			
Sep 5		Draft 271		-125.00	5,509.32
Sep 5		Draft 262		-475.00	5,034.32
Sep 5		Draft 269		-1,425.00	3,609.32
Sep 6		Draft 263		-37.20	3,572.12
Sep 6		Draft 265		-67.98	3,504.14
Sep 6		Draft 264		-248.05	3,256.09
Sep 6		Draft 266		-447.29	2,808.80
Sep 7		Draft 257		-30.00	2,778.80
Sep 7		Draft 260		-560.00	2,218.80
Sep 10		Draft 270		-33.00	2,185.80
Sep 10		Draft 268		-2,162.00	23.80
Sep 17		Deposit Home Banking Transfer From Share 01 bills paid 9/17	1,909.15		1,932.95
Sep 21		Draft 274		-104.37	1,828.58
		Processed Check - VERIZON FINANCIA TYPE: PAYMENTS ID: 8564577000			
Sep 21		Draft 275		-70.00	1,758.58
Sep 24		Draft 273		-100.58	1,658.00
		Processed Check - USDA APHIS GENL TYPE: PAYMENT ID: 1240340003			
Sep 24		Draft 277		-125.00	1,533.00
Sep 25		Draft 278		-1,500.00	33.00
Sep 28		Deposit Home Banking Transfer From Share 01 bills paid 9/28	1,431.35		1,464.35
Sep 30		Deposit Dividend Dividend Post	0.04		1,464.39
		Annual Percentage Yield Earned 0.030% from 09/01/2018 through 09/30/2018			
Sep 30		Ending Balance			1,464.39
		Total Deposits 3,340.54			
		Total Withdrawals 7,817.89			

#### Drafts for 41 - GRANT CHECKING

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Sep 7	□ 257	30.00	Sep 6	□ 264	248.05	Sep 5	□ 271	125.00
Sep 5	□ 258	133.87	Sep 6	□ 265	67.98	Sep 24	□ 273*	100.58
Sep 4	□ 259	103.55	Sep 6	□ 266	447.29	Sep 21	□ 274	104.37
Sep 7	□ 260	560.00	Sep 10	□ 268*	2,162.00	Sep 21	□ 275	70.00
Sep 4	□ 261	70.00	Sep 5	□ 269	1,425.00	Sep 24	□ 277*	125.00
Sep 5	□ 262	475.00	Sep 10	□ 270	33.00	Sep 25	□ 278	1,500.00
Sep 6	□ 263	37.20						

\* denotes skipped sequence

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

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## MARC Account Reconciliation - Service 1st Accounts

updated 9/30/18

ending balance from 9/30/18 bank statement	\$ 62,541.34
deposits not yet posted (detailed below)	\$ -
subtotal	\$ 62,541.34
withdrawals not yet cleared (detailed below)	\$ 16,002.76
calculated balance (should agree with actual combined balance)	\$ 46,538.58
balance (savings account ID01)	\$ 12.82
balance (checking account ID40)	\$ 46,525.72
balance (grant checking account ID41)	\$ 0.04
actual combined balance	\$ 46,538.58
difference	\$ -

### DEPOSITS NOT YET POSTED

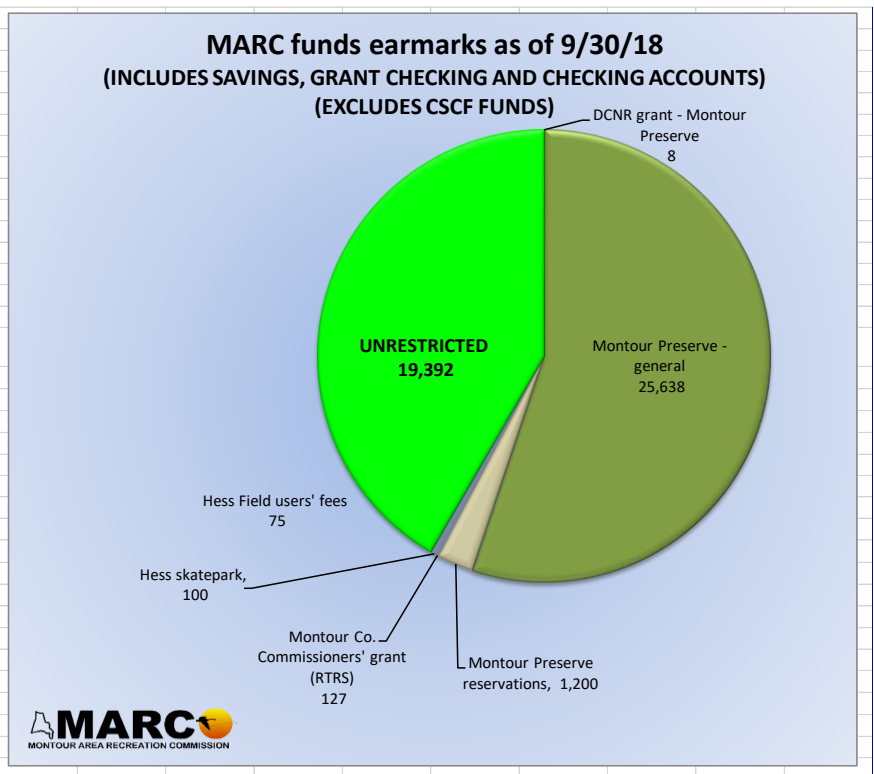
TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
		<b>TOTAL</b>	<b>\$ -</b>

### WITHDRAWALS NOT YET CLEARED

TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
09/17/18	276	MePush, Inc. (website hosting)	33.00
09/28/18	280	Robert Stoudt (9/24 expense report)	192.11
09/28/18	281	Lesley Yeich (reimbursement for paint and painting supplies for wildlife blind repairs)	498.79
09/28/18	282	Dennis Piatt (reimbursement for pitchfork)	37.09
09/28/18	283	PPL Electric Utilities (electricity)	46.88
09/28/18	284	PPL Electric Utilities (electricity)	264.51
09/28/18	285	PPL Electric Utilities (electricity)	69.83
09/28/18	286	PPL Electric Utilities (electricity)	322.14
09/17/18	5909	MePush, Inc. (website hosting)	66.00
09/26/18	5914	NorthPoint Auto & Equipment, LLC (equipment trailer purchase)	5,693.68
09/28/18	5915	Lesley Yeich (payroll 9/2 - 9/15)	216.75
09/28/18	5916	Dennis Piatt (payroll 9/2 - 9/15)	398.73
09/28/18	5917	Robert Stoudt (payroll 9/2 - 9/15)	881.02
09/28/18	5918	PPL Electric Utilities (Hess Recreation Area electricity)	35.95
09/28/18	5919	PIRMA (annual general liability, public officials' liability and property/equipment insurance)	7,119.00
09/28/18	5920	Robert Stoudt (9/24 expense report)	20.00
09/29/18	5921	Washingtonville Volunteer Fire Company (address signs)	84.00
09/29/18	debit card	Cole's Hardware (paint brushes)	23.28
		<b>TOTAL</b>	<b>\$ 16,002.76</b>

## MARC FUND EARMARKS

EARMARK CATEGORIES	AMOUNT
DCNR grant - Montour Preserve	8
Montour Preserve - general	25,638
Montour Preserve reservations	1,200
Montour Co. Commissioners' grant (RTRS)	127
Columbia County projects	
Hess skatepark	100
Hess Field users' fees	75
UNRESTRICTED	19,392
TOTAL RESTRICTED	27,147
COMBINED ACCOUNTS BALANCE (9/30/18)	46,539
ACCOUNTS RECEIVABLE	
	-
ACCOUNTS PAYABLE	
	-



### 2018 RIVER TOWNS RACE SERIES ACCOUNTING (YTD AS OF 9/30/18)

	INCOME/EXPENSE	Humdinger	Scale the Trail 4 Kids	Montour 24 Endurance Runs	Old Forge 5k	Hopewell Challenge	River Towns Race Series (general)	TOTALS
<b>INCOME</b>	Racer Registration Fees	15,455.00	113.64	833.70	794.35			17,196.69
	Sponsorships	1,600.00						1,600.00
	2017 Commissioners' Grant						0.69	0.69
	2018 Commissioners' Grant	2,500.00	-	30.34	-	-	342.96	2,873.30
<b>EXPENSES (GRANT ELIGIBLE)</b>	T-shirts/ Promotional	(3,294.00)						(3,294.00)
	Advertising	(1.31)		(30.34)			(343.65)	(375.30)
	Event Timing	(959.00)						(959.00)
	MARC labor (Stoudt) w/taxes	(2,444.28)	(113.64)	(833.70)	(616.84)	-	(60.87)	(4,069.33)
	MARC labor (Beam) w/ taxes	(250.31)	-	-	-	-	-	(250.31)
	MARC labor (Piatt) w/ taxes	(327.67)	-	-	-	-	-	(327.67)
	MARC labor (Yeich) w/ taxes	-	-	-	-	-	-	
	MARC labor (Durkin) w/ taxes	(66.22)	-	-	-	-	-	(66.22)
	Awards/Prizes	(1,878.68)						(1,878.68)
	Food/Drink	(1,581.70)						(1,581.70)
	Misc. Supplies & Fees	(454.20)					(188.95)	(643.15)
	Porta-Potties	(550.00)						(550.00)
	Refunds	(115.00)						(115.00)
	Tent/ Equipment Rental	(466.00)						(466.00)
	<b>NET PROFIT/LOSS</b>	<b>7,166.63</b>	<b>-</b>	<b>-</b>	<b>177.51</b>	<b>-</b>	<b>(249.82)</b>	<b>7,094.33</b>

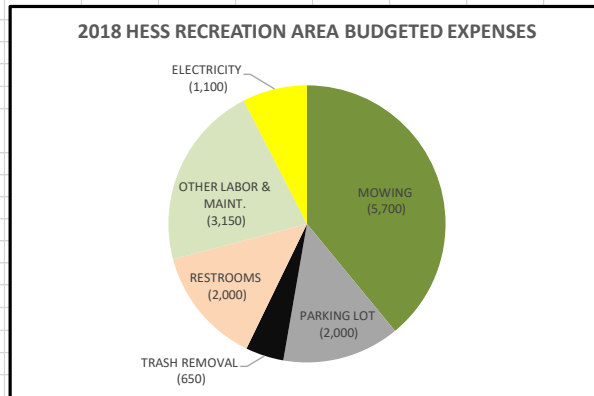
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## MONTOUR PRESERVE ACCOUNTING (CONTINUED)

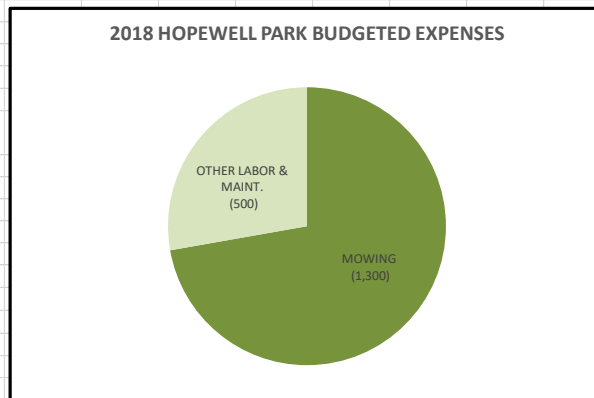
2018 INCOME (MARC CHECKING ACCOUNT)		AMOUNT
Carryover starting balance from 2017	\$	10,931.26
2018 donations received direct to MARC checking	\$	5,945.68
2018 pavilion / auditorium reservations completed YTD	\$	9,876.00
donations granted from CSCF fund		
DCNR grant	\$	90,031.26
DCNR grant interest	\$	28.21
other income		
<b>2018 YTD INCOME TOTAL</b>	<b>\$</b>	<b>116,812.41</b>
MARC INCOME (RESTRICTED)		AMOUNT
2018 pavilion & auditorium reservations not yet completed	\$	1,200.00
<b>TOTAL RESTRICTED INCOME</b>	<b>\$</b>	<b>1,200.00</b>
CENTRAL SUSQUEHANNA COMMUNITY FOUNDATION MONTOUR PRESERVE FUND		AMOUNT
Donations received as of 12/31/14	\$	5,370.00
Interest 12/31/14	\$	0.16
Admin fees 12/31/14	\$	(107.40)
Donations received 1/1/15 - 6/30/15	\$	72,567.55
Interest 6/30/15	\$	23.45
Donations received 7/1/15 - 12/31/15	\$	33,438.00
Interest 12/31/15	\$	132.79
Admin fees 12/31/15	\$	(1,970.11)
MARC withdrawal 7/14/15	\$	(2,847.00)
MARC withdrawal 3/31/16	\$	(60,000.00)
Donations received 1/1/16 - 6/30/16	\$	12,624.50
Interest 6/30/16	\$	115.39
Admin fees 6/30/16	\$	(252.49)
Donations received 7/1/16 - 12/31/16	\$	40,550.00
Interest 12/31/16	\$	90.44
Admin fees 12/31/16	\$	(767.00)
Donations received 1/1/17 - 6/30/17	\$	13,465.00
Interest 6/30/17	\$	147.14
Admin fee 6/30/17	\$	(249.30)
Donations received 7/1/17 - 12/31/17	\$	7,428.74
Interest 12/31/17	\$	246.66
Admin fees 12/31/17	\$	(148.57)
Donations received 1/1/18 - 6/30/18	\$	6,749.80
Interest 6/30/18	\$	472.83
Admin fees 6/30/18	\$	(107.00)
<b>CSCF FUND BALANCE AS OF 6/30/18</b>	<b>\$</b>	<b>126,973.58</b>
MONTOUR PRESERVE DONATIONS TOTAL 2014 - PRESENT		
DONATIONS DIRECT TO MARC	\$	49,861.14
DONATIONS TO CSCF	\$	185,378.79
DCNR GRANT FUNDING	\$	180,000.00
DCNR GRANT FUNDING NOT YET RECEIVED	\$	20,000.00
DCED GRANT FUNDING NOT YET RECEIVED	\$	100,000.00
<b>TOTAL</b>	<b>\$</b>	<b>535,239.93</b>
MARC 2018 GRANT-ELIGIBLE LABOR SUMMARY		
EMPLOYEE	HOURS	AMOUNT
STOUDT	566.50	\$ (13,569.77)
BEAM	430.25	\$ (9,573.06)
PIATT	439.00	\$ (9,280.46)
YEICH	164.25	\$ (2,741.33)
DURKIN	-	\$ -
<b>TOTAL</b>	<b>1,600.00</b>	<b>\$ (35,164.62)</b>
MARC 2018 GRANT-INELIGIBLE LABOR SUMMARY		
EMPLOYEE	HOURS	AMOUNT
STOUDT	15.00	\$ (365.55)
2018 MONTOUR PRESERVE ACCOUNTING SUMMARY		AMOUNT
Carryover starting balance from 2017	\$	10,931.26
2018 donations received direct to MARC checking	\$	5,945.68
2018 pavilion / auditorium reservations completed YTD	\$	9,876.00
DCNR grant funds transferred from savings to checking accounts	\$	90,031.26
DCNR grant funds interest earned	\$	28.21
expenses incurred	\$	(55,652.15)
MARC grant-ineligible labor expenses	\$	(365.55)
MARC grant-eligible labor expenses	\$	(35,164.62)
<b>2018 YEAR-TO-DATE PROJECT BALANCE</b>	<b>\$</b>	<b>25,630.09</b>

**MONTOUR AREA RECREATION COMMISSION MANAGED SITES 2018 BUDGETS**  
**UPDATED 9/30/18**

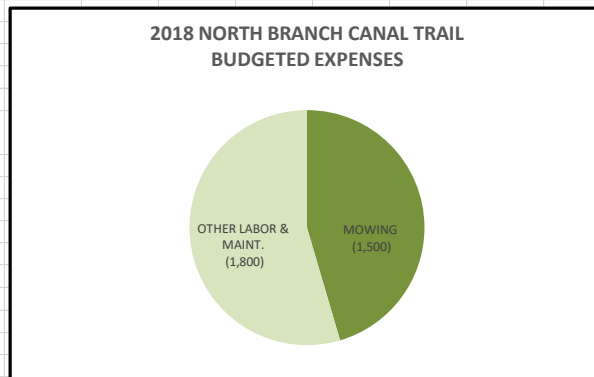
HESS RECREATION AREA 2018 BUDGET			
EXPENSE	2017 ACTUAL	2018 BUDGETED	YTD ACTUAL
MOWING	(5,260)	(5,700)	(3,457.00)
PARKING LOT	(1,152)	(2,000)	(2,580.06)
TRASH REMOVAL	(718)	(650)	(403.57)
RESTROOMS	(1,662)	(2,000)	(1,616.99)
OTHER LABOR & MAINT.	(3,012)	(3,150)	(1,147.93)
ELECTRICITY	(1,001)	(1,100)	(1,246.74)
SOFTBALL FIELDS	(1,683)		
<b>TOTAL</b>	<b>(14,488)</b>	<b>(14,600)</b>	<b>(10,452.30)</b>



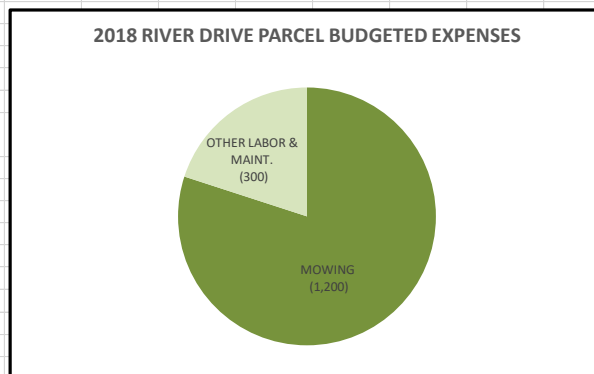
HOPEWELL PARK 2018 BUDGET			
EXPENSE	2017 ACTUAL	2018 BUDGETED	YTD ACTUAL
MOWING	(1,152)	(1,300)	(680.00)
PARKING LOT	-		
TRASH REMOVAL	-		
RESTROOMS	-		
BIKE JUMPS AREA	(4,974)		
OTHER LABOR & MAINT.	(1,364)	(500)	(111.79)
ELECTRICITY	-		
<b>TOTAL</b>	<b>(7,490)</b>	<b>(1,800)</b>	<b>(791.79)</b>




NORTH BRANCH CANAL TRAIL 2018 BUDGET			
EXPENSE	2017 ACTUAL	2018 BUDGETED	YTD ACTUAL
MOWING	(875)	(1,500)	(600.00)
PARKING LOT	-		
TRASH REMOVAL	-		(605.48)
RESTROOMS	(654)		
OTHER LABOR & MAINT.	(1,389)	(1,800)	(1,531.06)
ELECTRICITY	-		
<b>TOTAL</b>	<b>(2,918)</b>	<b>(3,300)</b>	<b>(2,736.54)</b>



RIVER DRIVE PARCEL 2018 BUDGET			
EXPENSE	2017 ACTUAL	2018 BUDGETED	YTD ACTUAL
MOWING	(1,000)	(1,200)	(800.00)
PARKING LOT			
TRASH REMOVAL			
RESTROOMS			
OTHER LABOR & MAINT.	(168)	(300)	(180.64)
ELECTRICITY			
<b>TOTAL</b>	<b>(1,168)</b>	<b>(1,500)</b>	<b>(980.64)</b>



<div>  <div> <b>2018 MARC BUDGET</b>            BUDGET INITIALLY ADOPTED 2/26/18; UPDATED 6/25/18; YEAR-TO-DATE INFORMATION UPDATED 9/30/18            MINIMUM FUNDING REQUIREMENTS (DEFERRAL OF ALL NON-ESSENTIAL MAINTENANCE)            NOTE: MONTOUR PRESERVE ACCOUNTING IS KEPT SEPARATE FROM OTHER ACCOUNTING         </div> </div>									
EXPENSE	BUDGETED AMOUNT	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE ACTUAL VS. BUDGET	FUNDING SOURCES	BUDGETED AMOUNT	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE ACTUAL VS. BUDGET	BUDGETED LINE ITEM SURPLUS / (DEFICIT)	YEAR-TO-DATE ACTUAL LINE ITEM SURPLUS / (DEFICIT)
PARK & TRAIL MAINTENANCE	Montour Preserve	\$ (123,750.00)	\$ (91,182.32)	73.7%	DCNR grant funding	\$ 90,000.00	100.0%		
					pavilion / auditorium reservations	\$ 11,000.00	89.8%		
					donations	\$ 4,818.74	123.4%	\$ -	\$ 25,570.62
					transfer from Central Susquehanna Community Foundation Fund	\$ 7,000.00	0.0%		
					carryover balance from 2017	\$ 10,931.26	100.0%		
MONTOUR PRESERVE TOTAL EXPENSES		\$ (123,750.00)	\$ (91,182.32)	73.7%	MONTOUR PRESERVE TOTAL INCOME	\$ 123,750.00	94.3%	\$ -	\$ 25,570.62
SPECIAL PROJECTS & EVENTS	Hess Recreation Area	\$ (14,600.00)	\$ (10,346.32)	70.9%	user fees	\$ 1,000.00	112.5%	\$ (13,600.00)	\$ (9,221.32)
	North Branch Canal Trail (Montour Co. portion)	\$ (4,300.00)	\$ (2,736.54)	63.6%		\$ 1,000.00	100.0%	\$ (3,300.00)	\$ (1,736.54)
	Columbia County Projects (incl. NBCT, Montour Twp. parcel)	\$ (900.00)	\$ (1,720.27)	191.1%	Columbia County	\$ 900.00	104.4%	\$ -	\$ (780.72)
	Hopewell Park/Borough Farm Trails	\$ (1,800.00)	\$ (791.79)	44.0%		\$ -		\$ (1,800.00)	\$ (791.79)
	tools & supplies	\$ (2,000.00)	\$ (1,696.53)	84.8%		\$ -		\$ (2,000.00)	\$ (1,696.53)
ADMIN / INSURANCE	River Drive parcel (NBCT parking)	\$ (1,500.00)	\$ (980.64)	65.4%		\$ -		\$ (1,500.00)	\$ (980.64)
	River Towns Race Series (includes all labor and expenses)	\$ (15,000.00)	\$ (14,576.36)	97.2%	race registration fees	\$ 16,500.00	104.2%	\$ 6,100.00	\$ 7,220.34
	wildflower meadows project				sponsorships	\$ 1,600.00	100.0%		
	trail and river access signage project				Montour County Commissioners' Tourism Fund grant	\$ 3,000.00	100.0%		
	special projects & events	\$ (2,500.00)	\$ (2,500.00)	100.0%	donations / grants	\$ 2,000.00	100.0%	\$ (500.00)	\$ (500.00)
OTHER	admin / misc. other (includes Stoultz admin labor)	\$ (900.00)	\$ (1,685.21)	187.2%	donations	\$ 300.00	100.0%	\$ (600.00)	\$ (1,385.21)
	insurance (D&O, General & Workers' Comp)	\$ (18,000.00)	\$ (13,192.29)	73.3%		\$ -		\$ (18,000.00)	\$ (13,192.29)
	accounting	\$ (9,000.00)	\$ (10,496.00)	116.6%		\$ -		\$ (9,000.00)	\$ (10,496.00)
	office supplies	\$ (1,500.00)	\$ (1,095.00)	73.0%		\$ -		\$ (1,500.00)	\$ (1,095.00)
	dues & fees	\$ (750.00)	\$ (541.07)	72.1%		\$ -		\$ (750.00)	\$ (541.07)
TOTALS	public notices	\$ (1,300.00)	\$ (1,066.54)	82.0%		\$ -		\$ (1,300.00)	\$ (1,066.54)
		\$ (1,000.00)	\$ (838.75)	83.9%		\$ -		\$ (1,000.00)	\$ (838.75)
					Montour Co. Act 13 funding	\$ 25,000.00	100.0%	\$ 25,000.00	\$ 25,000.00
					transfer from Central Susquehanna Community Foundation Fund	\$ 3,500.00	100.0%	\$ 3,500.00	\$ 3,500.00
					unrestricted donations	\$ 32,175.00	100.1%	\$ 32,145.00	\$ 32,175.00
TOTAL EXPENSES (EXCLUDING MONTOUR PRESERVE)		\$ (75,050.00)	\$ (64,263.30)	85.6%	TOTAL REVENUES (EXCLUDING MONTOUR PRESERVE)	\$ 86,945.00	101.0%	\$ 11,895.00	\$ 23,572.94
MONTOUR PRESERVE TOTAL EXPENSES		\$ (123,750.00)	\$ (91,182.32)	73.7%	MONTOUR PRESERVE TOTAL INCOME	\$ 123,750.00	94.3%	\$ -	\$ 25,570.62
GRAND TOTAL EXPENSES		\$ (198,800.00)	\$ (155,445.62)	78.2%	GRAND TOTAL INCOME	\$ 210,695.00	97.1%	\$ 11,895.00	\$ 49,143.56

### **ACCOUNTING REPORT DISCLAIMER**

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

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

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10/16/18

Accrual Basis

**Montour Area Recreation Commission**  
**Statement of Financial Position**  
**As of September 30, 2018**

	Sep 30, 18
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Service 1st - Savings	12.82
Service 1st -Grant Checking	0.04
Service 1st FCU	46,525.72
Total Checking/Savings	46,538.58
Other Current Assets	
Grants Receivable	
Danville Area Comm Foundation	6,500.00
DCNR Grant	20,000.00
Total Grants Receivable	26,500.00
Total Other Current Assets	26,500.00
Total Current Assets	73,038.58
Other Assets	
CSCF - Trusted Funds	
Montour Preserve Fund	126,973.58
CSCF - Trusted Funds - Other	1,669.46
Total CSCF - Trusted Funds	128,643.04
Total Other Assets	128,643.04
<b>TOTAL ASSETS</b>	<b>201,681.62</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Advance Payments Received	
Hess Field User Fees	75.00
Preserve Reservations	1,200.00
Total Advance Payments Received	1,275.00
Conditional Contributions	
County Tourism Grant -RTRS	126.70
CSCF-Preserve Donations & Int	28,005.30
DCNR Montour Preserve	12,611.90
Preserve Donations & Income	37,095.04
Skatepark Deposits	100.00
Total Conditional Contributions	77,938.94
Payroll Liabilities	1,302.59
Total Other Current Liabilities	80,516.53
Total Current Liabilities	80,516.53
Total Liabilities	80,516.53
Equity	
Retained Earnings	98,696.29
Net Income	22,468.80
Total Equity	121,165.09
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>201,681.62</b>

No Assurance Provided

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10/16/18

Accrual Basis

**Montour Area Recreation Commission  
Statement of Financial Activities  
September 2018**

	Sep 18	Jan - Sep 18
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Donations Received</b>		
Montour Preserve Donations	0.00	430.00
Donations Received - Other	30.00	34,925.00
<b>Total Donations Received</b>	30.00	35,355.00
<b>Field User Fees</b>	500.00	1,050.00
<b>Grants</b>		
Columbia Co Projects Grant	0.00	939.55
County Tourism -RTRS-2017	0.00	0.69
County Tourism -RTRS-2018	33.00	2,873.30
County Tourism -Signage Grant	0.00	2,000.00
Danville Area Community Foundat	6,500.00	6,500.00
DCNR Montour Preserve	7,235.32	88,267.97
Montour Co Act 13 Grant	0.00	25,000.00
Youth in Philanthropy Grant	0.00	1,000.00
<b>Total Grants</b>	13,768.32	126,581.51
<b>Miscellaneous income</b>	0.00	72.42
<b>Pavilion Reservations</b>	0.00	0.00
<b>River Town Race Series</b>		
Event Sponsorship	0.00	1,600.00
Racer Registrations	1,741.69	1,741.69
River Town Race Series - Other	0.00	15,455.00
<b>Total River Town Race Series</b>	1,741.69	18,796.69
<b>Total Income</b>	16,040.01	181,855.62
<b>Gross Profit</b>	16,040.01	181,855.62
<b>Expense</b>		
<b>Administrative/Overhead</b>		
Dues & Subscriptions	0.00	1,066.54
Insurance	7,119.00	10,496.00
Legal Notices	0.00	838.75
Miscellaneous	43.00	644.56
Office Expense	30.00	565.23
Payroll Expenses	4,853.37	52,171.50
Professional Fees	0.00	1,095.00
<b>Total Administrative/Overhead</b>	12,045.37	66,877.58
<b>Grants/Donations Made</b>	0.00	1,000.00
<b>Montour Preserve</b>	3,834.47	55,764.15
<b>Park &amp; Trail Maintenance</b>		
Columbia Cnty -NBCT	392.63	1,154.21
General -Tools & Supplies	5,693.68	5,693.68
Hess Recreation Area	958.95	6,624.03
Hopewell Park	172.00	720.92
North Branch Canal Trail	172.37	1,712.11
River Drive Parcel	259.15	929.58
Park & Trail Maintenance - Other	147.30	3,736.90
<b>Total Park &amp; Trail Maintenance</b>	7,796.08	20,571.43
<b>Special Events</b>		
Other Events	0.00	375.00
RTRS	644.50	14,889.92
<b>Total Special Events</b>	644.50	15,264.92
<b>Total Expense</b>	24,320.42	159,478.03
<b>Net Ordinary Income</b>	-8,280.41	22,377.54

No Assurance Provided

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10/16/18

Accrual Basis

**Montour Area Recreation Commission**

**Statement of Financial Activities**

**September 2018**

	<u>Sep 18</u>	<u>Jan - Sep 18</u>
Other Income/Expense		
Other Income		
Interest Income		
Grant Interest Earned	7.86	36.07
Interest Income - Other	7.78	55.19
Total Interest Income	15.64	91.26
Total Other Income	15.64	91.26
Net Other Income	15.64	91.26
Net Income	<u>-8,264.77</u>	<u>22,459.90</u>

No Assurance Provided

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## **ASSISTANT DIRECTOR'S REPORT**

In the past month, the assistant director provided educational programs for two schools visiting Montour Preserve. He also planned and offered two public programs and an educational walk for the Central Susquehanna Woodlot Owners Association. He also attended a planning meeting about the Pennsylvania Master Naturalists with Bob.

Jon Beam  
10/17/18

## **MAINTENANCE TECHNICIAN'S REPORT**

trimmed and mulched more areas this month  
Bob and I trimmed access areas to get loads of stone in to repair flood damage areas

PTMT  
Dennis Piatt  
10/19/18

## DIRECTOR'S REPORT

[illegible]

## DIRECTOR'S REPORT (continued)

2018 STOUDT TIME ACCOUNTING YEAR-TO-DATE SUMMARY							
2018 PAY RATE \$22.00/hr							
TASK	WAGES UP TO PA UC TAX CAP (455HRS)			WAGES AFTER PA UC TAX CAP (>455HRS)			TOTAL PROJECT LABOR COST
	HOURS	OVERTIME HOURS	COST W/ TAXES (\$24.48/HR)	HOURS	OVERTIME HOURS	COST W/ TAXES (\$23.82)	
MARC admin	223.50		\$ 5,471.28	336.00	2.50	\$ 8,033.30	\$ 13,504.58
special projects / events	-		\$ -	62.75	5.50	\$ 1,560.21	\$ 1,560.21
Hess Recreation Area	12.50		\$ 306.00	117.50	12.00	\$ 2,941.77	\$ 3,247.77
Hopewell Park / Danville Farm Trails	-		\$ -	3.75	0.25	\$ 92.30	\$ 92.30
North Branch Canal Trail	4.25		\$ 104.04	31.50	0.25	\$ 753.31	\$ 857.35
River Drive trailhead / river access	-		\$ -	6.50		\$ 154.83	\$ 154.83
Montour Preserve admin / maintenance	111.25		\$ 2,723.40	472.50	32.00	\$ 11,636.07	\$ 14,359.47
Montour Preserve DCNR grant admin	12.50		\$ 306.00	2.50		\$ 59.55	\$ 365.55
Montour Preserve programming	3.50		\$ 85.68	1.00		\$ 23.82	\$ 109.50
Columbia Co. admin/misc.	-		\$ -	-		\$ -	\$ -
Columbia Co. North Branch Canal Trail	0.25		\$ 6.12	24.00		\$ 571.68	\$ 577.80
Columbia Co. other	0.25		\$ 6.12	-		\$ -	\$ 6.12
RTRS Admin / Misc.	2.00		\$ 48.96	0.50		\$ 11.91	\$ 60.87
Humdinger Trail Races	83.50	30.75	\$ 2,420.46	1.00		\$ 23.82	\$ 2,444.28
Scale the Trail 4 Kids	0.75		\$ 18.36	4.00		\$ 95.28	\$ 113.64
Montour 24 Endurance Runs	-		\$ -	27.50	15.00	\$ 833.70	\$ 833.70
Old Forge 5k	0.75		\$ 18.36	20.25	9.75	\$ 598.48	\$ 616.84
Hopewell Challenge	-		\$ -	-		\$ -	\$ -
<b>TOTALS</b>	<b>455.00</b>	<b>30.75</b>	<b>\$ 11,514.78</b>	<b>1,111.25</b>	<b>77.25</b>	<b>\$ 27,390.02</b>	<b>\$ 38,904.80</b>

2018 STOUDT TIME ACCOUNTING (GROUPED BY CATEGORY) YEAR-TO-DATE SUMMARY			0456
TASK	HOURS	COST W/ TAXES	
Admin	560.75	\$ 13,504.58	
Park/Trail Maintenance	182.25	\$ 4,352.25	
Montour Preserve (grant eligible)	604.25	\$ 14,468.97	
Montour Preserve (grant ineligible)	15.00	\$ 365.55	
Columbia County Projects	24.50	\$ 583.92	
River Towns Race Series	168.00	\$ 4,069.33	
Special Projects / Events	65.50	\$ 1,560.21	
<b>2018 YTD TOTALS</b>	<b>1,620.25</b>	<b>\$ 38,904.80</b>	

**STOUDT 2018 TIME TRACKING YTD SUMMARY**

Category	Hours	Percentage
Admin	560.75	35%
Park/Trail Maintenance	182.25	11%
Montour Preserve (grant eligible)	604.25	37%
River Towns Race Series	168.00	10%
Special Projects / Events	65.50	4%
Columbia County Projects	24.50	2%
Montour Preserve (grant ineligible)	15.00	1%

## **DIRECTOR'S REPORT (continued)**

### **GRANTS**

- **Danville Area Community Foundation**

- MARC on 10/5 received a combined total of \$6,500 in grants from sub-funds of the Danville Area Community Foundation
  - Grants include: \$3,000 from Neighbors Helping Neighbors Fund for equipment trailer purchase; \$2,000 from the Cole Family Fund for equipment trailer purchase; \$1,000 from the Joan & Fred Miller Family Fund for unrestricted general support; \$500 from the Holdren Family Fund for unrestricted general support
  - \$5,693.68 spent on 9/26 to purchase a 2015 Belmont Skid Steer / Tilt-Deck Trailer
  - \$806.32 remains in MARC's general checking account as unrestricted funds



- **DCNR 'Heritage and Other Parks' Grant (Montour Preserve)**

- Initial \$100,000 grant was amended to \$200,000 and extended through 12/31/2018
  - \$90,000 disbursement for 2018 expenses received and deposited to MARC's savings account on 3/9
    - All grant funds have been expended as of 9/30
  - \$10,000 from initial \$100,000 allocation will remain held by DCNR until the successful completion of the performance audit at the end of the grant term
  - Additional \$10,000 (total of \$20,000 or 10% of \$200,000 grant) to be held back until the successful completion of the performance audit at the end of the grant term
- MARC was notified on 9/5 that the grant will be amended a second time to provide an additional \$100,000 for 2019 Montour Preserve operation and maintenance expenses
  - Stoudt has submitted the required documentation to amend the grant
  - \$90,000 is anticipated to be released to MARC in January 2019
  - \$10,000 (\$30,000 total for years 1 – 3) will be held back by DCNR until the successful completion of the performance audit at the end of the grant term

- **Montour County Commissioners' Act 13 (Marcellus Legacy Fund) Grant**

- \$25,000 (\$7,500 and \$17,500) received from Montour County in 2018
- Funds are being used to help fund MARC's operations at sites other than the Montour Preserve

## **DIRECTOR'S REPORT (continued)**

### **GRANTS (continued)**

- **2018 Montour County Commissioners' Tourism Fund Grant – River Towns Race Series**
  - \$3,000 received and deposited to MARC's general checking account on 3/9
  - \$2,873.30 used year-to-date for Humdinger Trail Races and other race advertising and promotional materials
  - \$126.70 remains earmarked in MARC's general checking account for expenses through 12/31
- **2018 Montour County Commissioners' Tourism Fund Grant – Signage**
  - \$2,000 received and deposited to MARC's general checking account on 3/9
  - All grant funds have been expended
  - All signage has been installed as of 9/30
- **Youth in Philanthropy grant (NO CHANGE SINCE LAST MEETING)**
  - MARC applied, on behalf of the Central Susquehanna Hammers Interscholastic Mountain Biking Team, for \$3,000 in grant funding for 2018 operational support for the team
  - \$1,000 was awarded to MARC on 5/2
  - \$1,000 on 5/21 was passed through to the Danville Area School District – Outdoor and Trails Club for use by the team
  - Year-end grant closeout reporting required by December 1

### **MANAGED SITES**

- **River Drive parcel (North Branch Canal Trail trailhead and river access)**
  - The final new sign has been installed at the site
    - Thanks to Wayne Kashner for finishing the digging of the post holes

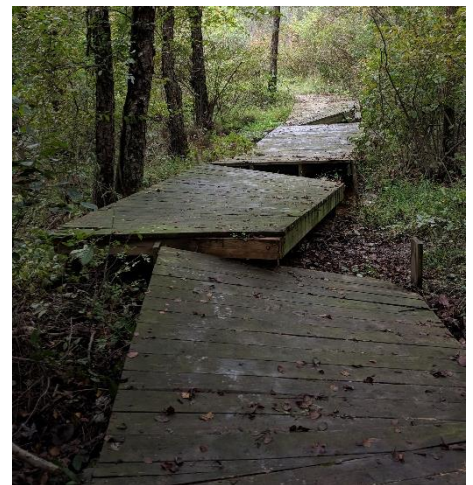


- The boat / trailer that has been parked at the site for several months was moved on 10/9 (after Stoudt again contacted the Mahoning Township Police to request the owner be notified that he must move the items), but only to the opposite side of the driveway
  - Stoudt is working to positively confirm whether the items remain on Montour County-owned land or if they are now on private property

## **DIRECTOR'S REPORT (continued)**

### **MANAGED SITES (continued)**

- **Montour Township (Columbia County) parcel**
  - No change since last meeting
- **Riverside Borough river access (NO CHANGE SINCE LAST MEETING)**
  - River levels have remained consistently too high to allow work on the sign that it out of alignment
    - Stoudt will attempt the work once river levels have gone down
- **Hopewell Park / Danville Borough Farm**
  - Signage has been posted to remind trail users of the trail closures during hunting seasons (Saturdays from 9/29 – 11/24 and then all days from 11/26 – 12/8, excluding Sunday, 12/2)
  - A more effective drainage system is needed from the bike jumps / pump track area; frequent heavy rains have made the site and adjacent parking lot chronically muddy (NO CHANGE SINCE LAST MEETING)
    - Stoudt will work with Dave Decoteau and others to investigate options and will pursue permits as might be required to do the work
- **Hess Recreation Area**
  - Volunteers from the 'Project LOVE' community work day on 9/29 helped with vegetation clearing and trail repairs along the Mahoning Flats Trails
    - Conditions were too wet to allow repair of damages to a trail bridge and boardwalk
      - Stoudt will coordinate repairs when soil conditions allow, perhaps with the assistance of an Eagle Scout candidate



## **DIRECTOR'S REPORT (continued)**

### **MANAGED SITES (continued)**

- **Montour Preserve**

- All repairs from the July and August flooding events have been completed except the resurfacing of trails with new stone
  - Stoudt and Piatt have trimmed access roads and stockpile areas to allow dump truck access
  - Stoudt anticipates taking delivery of 75 tons +/- of 2RC stone and 20 tons +/- of 1B stone in late October, with spreading of materials on trails and around the sugar shack to take place by early November
- MARC is still awaiting guidance from engineers regarding the repair of cracks in several of the visitors' center roof joists
- The fishing pier and boat dock are tentatively scheduled for removal to winter storage on 10/22
- The Goose Cove and Heron Cove water systems are tentatively scheduled for winter shut-down on 10/23

- **North Branch Canal Trail (NO CHANGE SINCE LAST MEETING)**

- As reported at MARC's August meeting, an adjacent landowner or leasing farmer has placed a large pile of straw bales on Montour County / North Branch Canal Trail property at mile marker 1.7, near the River Drive / Mt. Zion Road intersection
  - Stoudt is seeking to identify the individual(s) responsible and will require the removal of the materials
  - Signage was placed at the site on 9/20 identifying it as part of the North Branch Canal Trail under the management of MARC, allowing MARC to more easily request law enforcement assistance when needed

### **UPCOMING EVENTS AND MEETINGS**

- November 2                      Owls of PA (Montour Preserve)
- November 10 & 11              Wildlife Art Expo (Montour Preserve)
- November 19                      MARC meeting

## DEVELOPMENT ADVISORY COMMITTEE

Per MARC's Intergovernmental Agreement of Cooperation (revised 1/11/2018), Section 2(i):

**Establishment of Committees** *The Commission may establish committees as deemed necessary or desirable for operation of the Commission.*

*i) The Commission Chairperson shall designate committee chairpersons and members with the assistance of the other Members of the Commission.*

*ii) Each committee shall consist of no fewer than two (2) Members of the Commission and the Director serving as an ex-officio member. However, the number of Members serving on a committee must be fewer than that which would constitute a quorum of the Commission.*

*iii) Committees may provide recommendations to the Commission for possible action, but shall take no official actions on the Commission's behalf.*

*iv) There shall be no restrictions on the number of committees on which a Member may serve.*

*v) The Commission may establish (an) advisory committee(s) as deemed necessary or desirable for operation of the Commission. The composition of such committees shall be established by the Commission and may, at the discretion of the Commission, include both Members and persons from the general community. Persons from the general community shall serve in an ad hoc capacity, entitled to voice but not entitled to vote.*

*vi) Minutes of committee meetings shall be reported by a member of the committee to the Commission at its next meeting.*

Stoudt recommends the creation of a Development Advisory Committee with the following parameters:

**MISSION:** To advise and assist the Montour Area Recreation Commission (MARC) with fundraising for MARC's long-term general operations and site-specific needs

**OPERATING TIMELINE:** To be established by January 2019 with no predetermined date of termination

### COMMITTEE COMPOSITION:

- Not less than three (3) nor more than six (6) MARC Board members, one of whom shall be appointed Committee Chairperson by MARC's Board Chairperson
- MARC's Director (ex-officio)
- Not less than three (3) nor more than eight (8) persons from the general community

**COMMITTEE MEETING SCHEDULE AND LOCATION:** to be determined by the Committee

## POTENTIAL MARC ORGANIZATIONAL STRUCTURE COMPARISON

NEGATIVE ITEMS SHOWN IN LIGHT RED; SIGNIFICANTLY NEGATIVE ITEMS SHOWN IN DARK RED

OPINIONS PRESENTED HEREIN ARE THOSE OF BOB STOUDT, MARC DIRECTOR, AND MAY NOT BE THOSE OF THE MONTOUR AREA RECREATION COMMISSION'S MEMBER ENTITIES, COMMISSION MEMBERS OR OTHER STAFF

	<b>MULTI- GOVERNMENTAL COMMISSION (CURRENT STATUS)</b>	<b>REMAIN A COMMISSION / PARTNER WITH ONE OR MORE EXISTING 501(c)(3) ENTITIES</b>	<b>REMAIN A COMMISSION / CREATE A NEW 501(c)(3) 'FRIENDS OF' ENTITY FOR FUNDRAISING</b>	<b>MERGE WITH ONE OR MORE EXISTING 501(c)(3) ENTITIES</b>	<b>CREATE A NEW 501(c)(3) ENTITY / DISCONTINUE OPERATION AS A COMMISSION</b>
PERMITTED TO SOLICIT TAX- DEDUCTIBLE CONTRIBUTIONS	NO (CREATED FUND AT CENTRAL SUSQUEHANNA COMMUNITY FOUNDATION AS PARTIAL WORK- AROUND)	PARTNER MAY SOLICIT CONTRIBUTIONS AND PASS THROUGH TO MARC FOR ELIGIBLE PURPOSES AS ALLOWED BY LAW	YES	YES	YES
ELIGIBLE FOR MONTOUR COUNTY ACT 13 FUNDS	YES	YES	YES	YES	YES
ELIGIBLE FOR MONTOUR COUNTY COMMISSIONERS' TOURISM FUND GRANTS	YES	YES	YES	YES	YES
ELIGIBLE FOR DONATIONS FROM MUNICIPALITIES	YES	YES	YES	YES	YES
ELIGIBLE FOR GRANTS TO 501(c)(3) ENTITIES	NO (UNLESS A 501(c)(3) ENTITY AGREES TO SERVE AS FISCAL SPONSOR FOR GRANT; NOT ALLOWED BY SOME GRANTS)	YES (THOUGH SOME GRANTS WILL NOT ALLOW PASS THROUGH OF FUNDS)	YES (THOUGH SOME GRANTS WILL NOT ALLOW PASS THROUGH OF FUNDS)	YES	YES
PA SALES TAX EXEMPT	NO	NO / YES	NO / YES	YES	YES
ANNUAL STATE & FEDERAL TAX FILING REQUIRED	NO	NO	NO / YES	YES	YES
EXTERNAL AUDIT REQUIRED	YES (PERFORMED BY MONTOUR COUNTY AUDITORS AT NO COST TO MARC)	YES (PERFORMED BY MONTOUR COUNTY AUDITORS AT NO COST TO MARC); 501(c)(3) PARTNER MUST CONTINUE WITH AUDITS AS REQUIRED	YES	YES	YES
REGISTRATION WITH PA BUREAU OF CHARITABLE ORGANIZATIONS REQUIRED	NO (CENTRAL SUSQUEHANNA COMMUNITY FOUNDATION FILES REPORTS COVERING ALL SUB-FUNDS)	NO (BUT 501(c)(3) PARTNERS MUST BE REGISTERED)	NO / YES	YES	YES
ESTIMATED HOURS REQUIRED TO ACCOMPLISH	NONE	50+	200+	200+	200+
MAINTAINS EXISTING INTERNAL AND EXTERNAL RELATIONSHIPS	YES	YES	YES	NO	NO
NEED TO RENEGOTIATE EXISTING GRANT OR LEASE AGREEMENTS	NO	NO	NO	YES	YES
ELIGIBLE FOR PIRMA (LOWER COST PA GOVERNMENTAL ENTITY) INSURANCE	YES	YES	YES / NO	NO	NO
SOLICITOR SERVICES PROVIDED BY MONTOUR COUNTY (AT NO COST TO MARC)	YES	YES	YES / NO	NO	NO
INCREASED ADMINISTRATIVE BURDEN	NO	NO	YES	NO	YES

LAST REVISED 4/10/2018