



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

February 22, 2019 MARC Staff Update

MARC's regularly scheduled February 25, 2019 meeting has been cancelled because of a lack of business items for Board action.

This update has been prepared by MARC's staff, but has not been reviewed by MARC's Board members.
This report is intended for informational purposes only.

Financial Updates (pages 2 – 17)

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

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

Director's Report (Bob Stoudt) (pages 19 - 22)

next meeting: March 25, 2019

MARC 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
transfer	2/6/19			transfer to DCNR grant checking account to reimburse bills paid 2/6	157.97		52,456.78
transfer	2/21/19			transfer to DCNR grant checking account to reimburse bills paid 2/21	3,281.59		49,175.19
transfer	2/21/19			transfer to general checking account to reimburse grant-eligible labor 1/20/19 - 2/16/19	3,493.71		45,681.48
transfer	2/21/19			transfer to general checking account to reimburse grant-eligible expenses paid 1/24 - 2/21/19	481.69		45,199.79

Montour Preserve DCNR 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
interest	1/31/19	2/5/19	1/1/19 - 1/31/19	dividend interest earned 1/1/19 - 1/31/19	interest		0.03	0.03
306	2/6/19			Ted Heaps Container Service (trash removal)	Montour Preserve (trash removal)	125.00		(124.97)
307	2/6/19			MePush, Inc. (Montour Preserve website hosting)	Montour Preserve (website hosting)	33.00		(157.97)
transfer	2/6/19			transfer from savings account to reimburse bills paid 2/6			157.97	0.00
308	2/21/19			Verizon (telephone)	Montour Preserve (telephone)	103.96		(103.96)
309	2/21/19			Robert Stoudt (2/21 expense report: HughesNet internet service and MailChimp email service)	\$172.33 Montour Preserve (internet service); \$172.33 Montour Preserve (internet service); \$5.30 Montour Preserve (email service)	349.96		(453.92)
310	2/21/19			PPL Electric Utilities (electricity)	Montour Preserve (electricity)	1,278.25		(1,732.17)
311	2/21/19			PPL Electric Utilities (electricity)	Montour Preserve (electricity)	44.14		(1,776.31)
312	2/21/19			PPL Electric Utilities (electricity)	Montour Preserve (electricity)	743.14		(2,519.45)
313	2/21/19			PPL Electric Utilities (electricity)	Montour Preserve (electricity)	32.14		(2,551.59)
314	2/21/19			Candy Fisher (cleaning 12/17/18 - 2/18/19)	Montour Preserve (cleaning)	730.00		(3,281.59)
transfer	2/21/19			transfer from savings account to reimburse bills paid 2/21			3,281.59	0.00

Montour Preserve DCED Grant Checking Account (ID 42) 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
				new account opened 2/15/19				-



MARC 2019 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
dividend interest	1/31/19	2/5/19	1/1/19 - 1/31/19	dividend interest earned 1/1/19 - 1/31/19	interest			5.63	41,737.44
debit card	2/2/19			Amazon.com (lights, cowbells, table covers, cast-iron skillet)	\$127.24 Humdinger (awards/prizes); \$254.76 Humdinger (misc. supplies)		382.00		41,355.44
debit card	2/4/19			Cole's Hardware (flagging tape)	Humdinger (misc. supplies)		26.39		41,329.05
deposit	2/4/19			deposit	\$300 Montour Preserve pavilion reservations; \$270 Montour Preserve donations; \$1,800 Humdinger registrations; \$100 unrestricted donation; \$100 Hess Recreation Area donation			2,570.00	43,899.05
6005	2/6/19			PPL Electric Utilities (Hess Recreation Area electricity)	Hess Recreation Area		51.05		43,848.00
6006	2/6/19			Ted Heaps Container Service (trash removal)	Hess Recreation Area		65.00		43,783.00
6007	2/6/19			MePush, Inc. (MARC and RTRS website hosting)	\$33 Humdinger (advertising); \$33 misc. expenses		66.00		43,717.00
6008	2/6/19			Danville Drama Production (advertising for maple sugaring open houses and pancake breakfast)	Montour Preserve (promotional materials) (GRANT INELIGIBLE)		75.00		43,642.00
6009	2/6/19			Dennis Piatt (payroll 1/20 - 2/2)	payroll - Piatt		318.27		43,323.73
6010	2/6/19			Jon Beam (payroll 1/20 - 2/2)	payroll - Beam		325.19		42,998.54
6011	2/6/19			Robert Stoudt (payroll 1/20 - 2/2)	payroll - Stoudt		1,120.54		41,878.00
6012	2/6/19			Ivan Yoder (100 bales straw delivered to pig barn)	Humdinger (misc. supplies)		500.00		41,378.00
debit card	2/6/19			Food Shop 1 (diesel fuel)	Montour Preserve (maintenance / misc.)	DCNR Montour Preserve	14.58		41,363.42
debit card	2/6/19			USPS Danville (stamps)	office expenses		33.00		41,330.42
debit card	2/12/19			VistaPrint.com (Humdinger blankets)	Humdinger (awards & prizes)		280.88		41,049.54
debit card	2/12/19			VistaPrint.com (rack cards and vehicle magnets)	admin / miscellaneous expenses		160.39		40,889.15
automatic payment	2/15/19			PA Dept. of Revenue (Jan. payroll taxes)	payroll taxes		147.22		40,741.93
automatic payment	2/15/19			US Treasury (Jan. payroll taxes)	payroll taxes		1,001.72		39,740.21
debit card	2/15/19			ABL Graphics (map printing and laminating)	special projects		119.57		39,620.64
debit card	2/19/19			Klein Artworks (Montour Preserve birders' guide checklist)	Montour Preserve (programming / educational supplies)	DCNR Montour Preserve	65.00		39,555.64
debit card	2/19/19			Twin Ponds Engine Service (chainsaw / snowblower fuel)	Montour Preserve (maintenance / misc.)	DCNR Montour Preserve	42.38		39,513.26
debit card	2/19/19			Best Line Equipment (Bobcat utility vehicle on-site service visit)	Montour Preserve (maintenance / misc.)	DCNR Montour Preserve	230.45		39,282.81
debit card	2/20/19			Cole's Hardware (bird seed)	Montour Preserve (maintenance / misc.)	DCNR Montour Preserve	116.58		39,166.23
6013	2/21/19			Dennis Piatt (payroll 2/3 - 2/16)	payroll (Piatt)		369.46		38,796.77
6014	2/21/19			Jon Beam (payroll 2/3 - 2/16)	payroll (Beam)		313.08		38,483.69
6015	2/21/19			Lesley Yeich (payroll 2/3 - 2/16)	payroll (Yeich)		137.92		38,345.77
6016	2/21/19			Robert Stoudt (payroll 2/3 - 2/16)	payroll (Stoudt)		1,258.47		37,087.30
6017	2/21/19	N/A	N/A	VOID			-		37,087.30
6018	2/21/19			Robert Stoudt (2/21 expense report: MailChimp email service, Wagner's Trophies & Engraveables t-shirts and awards)	\$5.30 Humdinger (advertising); \$5.30 misc. expenses; \$50.88 Humdinger (awards/prizes); \$954.58 Humdinger (t-shirts)		1,016.06		36,071.24
transfer	2/21/19			transfer from savings account to reimburse grant-eligible labor 1/20/19 - 2/16/19				3,493.71	39,564.95
transfer	2/21/19			transfer from savings account to reimburse grant-eligible expenses paid 1/24 - 2/21/19				481.69	40,046.64
deposit	2/22/19			deposit	\$475 Montour Preserve pavilion/auditorium reservations; \$31 Montour Preserve donations; \$1,945 Humdinger registrations; \$775 unrestricted donations			3,226.00	43,272.64



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Statement Period: 01/01/2019-01/31/2019

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Summary of Accounts:

	Ending Balance	YTD Dividend	Member Number: 584727
Savings			
01 - REGULAR SAVINGS	52,614.75	0.00	
40 - CHECKING	44,654.56	5.63	
41 - GRANT CHECKING	2,321.91	0.03	
Total	99,591.22	5.66	

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

ID 01 REGULAR SAVINGS

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Jan 1		Balance Forward			60,162.31
Jan 17		Withdrawal Transfer To Share 41		-32.97	60,129.34
Jan 22		Withdrawal Home Banking Transfer To Share 41 bills paid 1/9		-303.50	59,825.84
Jan 23		Withdrawal Home Banking Transfer To Share 41 bills paid 1/23		-2,147.15	57,678.69
Jan 23		Withdrawal Home Banking Transfer To Share 41 bill paid 1/23		-174.73	57,503.96
Jan 23	Jan 24	Withdrawal Home Banking Transfer To Share 40 grant-eligible labor 12/23 - 1/19		-3,616.16	53,887.80
Jan 23	Jan 24	Withdrawal Home Banking Transfer To Share 40 1/1 - 1/23 grant reimbursable expenses		-1,273.05	52,614.75
Jan 31		Ending Balance			52,614.75
		Total Withdrawals 7,547.56			

ID 40 CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Jan 1		Balance Forward			47,959.22
Jan 5		Withdrawal Debit Card 1/4 FRIEDMAN ELECTRIC #4 BLOOMSBURG PA		-198.23	47,760.99
Jan 7		Draft 5985		-368.47	47,392.52
Jan 7		Draft 5982		-573.00	46,819.52
Jan 7		Draft 5988		-1,298.64	45,520.88
Jan 8		Draft 5983		-10.57	45,510.31
Jan 8		Draft 5987		-78.81	45,431.50
Jan 8		Draft 5984		-102.85	45,328.65
Jan 9		Draft 5986		-253.51	45,075.14
Jan 11		Withdrawal POS #026810 USPS PO 41190008 200 MILL ST DANVILLE PA		-20.00	45,055.14
Jan 15		Withdrawal ACH IRS TYPE: USATXPYMT ID: 3387702000 CO: IRS		-1,404.44	43,650.70
Jan 15		Draft 5992		-111.65	43,539.05

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Member Number: 584727 Statement Period: 01/01/2019-01/31/2019

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ID 40 CHECKING - Continued

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Jan 15		Draft 5990		-232.80	43,306.25
Jan 15		Draft 5995		-259.85	43,046.40
Jan 15		Draft 5993		-1,154.07	41,892.33
Jan 15		Draft 5994		-1,500.00	40,392.33
Jan 16		Withdrawal Debit Card		-93.82	40,298.51
		1/14 COLES HARDWARE - DANVILLE DANVILLE PA			
Jan 16		Withdrawal Debit Card		-88.00	40,210.51
		1/15 SQ *KLEIN ARTWORKS DANVILLE PA			
Jan 16	Jan 17	Withdrawal POS #351618		-316.18	39,894.33
		AMAZON.COM*MB01F1NW2 SEATTLE WA			
Jan 17		Draft 5996		-66.00	39,828.33
Jan 17		Draft 5989		-400.00	39,428.33
Jan 18		Withdrawal Debit Card		-118.87	39,309.46
		1/16 COLES HARDWARE - DANVILLE DANVILLE PA			
Jan 18		Withdrawal Debit Card		-20.70	39,288.76
		1/16 EXXONMOBIL 48004477 DANVILLE PA			
Jan 18		Draft 5991		-78.68	39,210.08
Jan 21		Withdrawal Debit Card		-65.90	39,144.18
		1/18 COLES HARDWARE - DANVILLE DANVILLE PA			
Jan 21		Withdrawal Debit Card		-31.25	39,112.93
		1/18 COLES HARDWARE - DANVILLE DANVILLE PA			
Jan 22		Draft 5998		-178.50	38,934.43
Jan 23		Withdrawal		-17.00	38,917.43
		DELUXE CHECK COSE			
Jan 23	Jan 24	Deposit Home Banking Transfer From Share 01	3,616.16		42,533.59
		grant-eligible labor 12/23 - 1/19			
Jan 23	Jan 24	Deposit Home Banking Transfer From Share 01	1,273.05		43,806.64
		1/1 - 1/23 grant reimbursable expenses			
Jan 24		Deposit by Check	2,059.95		45,866.59
Jan 25		Withdrawal Debit Card		-494.00	45,372.59
		1/23 COLES HARDWARE - DANVILLE DANVILLE PA			
Jan 28		Draft 5997		-65.00	45,307.59
Jan 29		Withdrawal ACH DELUXE CHECK		-34.00	45,273.59
		TYPE: CHECK/ACC. ID: 1410216800 CO: DELUXE CHECK			
Jan 31		Withdrawal ACH IRS		-6.12	45,267.47
		TYPE: USATAXPYMT ID: 3387702000 CO: IRS			
Jan 31		Withdrawal ACH UNEMP COMP EFT		-118.30	45,149.17
		TYPE: PADLIUCCON ID: 1236003133 CO: UNEMP COMP EFT			
Jan 31		Withdrawal ACH COMMWLTHOPFA INT		-205.56	44,943.61
		TYPE: PAEMPLOYTX ID: 1236003133 CO: COMMWLTHOPFA INT			
Jan 31		Withdrawal ACH DANVILLE AREA EA		-281.98	44,661.63
		TYPE: TAX PAYMNT ID: 1232266087 CO: DANVILLE AREA EA			
Jan 31		Withdrawal Debit Card		-12.70	44,648.93
		1/29 COLES HARDWARE - MILTON MILTON PA			
Jan 31		Deposit Dividend Dividend Post	5.63		44,654.56
		Annual Percentage Yield Earned 0.150% from 01/01/2019 through 01/31/2019			
Jan 31		Ending Balance			44,654.56
		Total Deposits 6,954.79			
		Total Withdrawals 10,259.45			

Drafts for 40 - CHECKING

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Jan 7	□ 5982	573.00	Jan 8	□ 5987	78.81	Jan 15	□ 5992	111.65
Jan 8	□ 5983	10.57	Jan 7	□ 5988	1,298.64	Jan 15	□ 5993	1,154.07
Jan 8	□ 5984	102.85	Jan 17	□ 5989	400.00	Jan 15	□ 5994	1,500.00
Jan 7	□ 5985	388.47	Jan 15	□ 5990	232.80	Jan 15	□ 5995	259.85
Jan 9	□ 5986	253.51	Jan 18	□ 5991	78.68	Jan 17	□ 5996	66.00

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Member Number: 584727
Statement Period: 01/01/2019-01/31/2019

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Drafts for 40 - CHECKING - Continued					
Date	Draft Number	Amount	Date	Draft Number	Amount
Jan 28	□ 5997	65.00	Jan 22	□ 5998	178.50

* denotes skipped sequence

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

ID 41 GRANT CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Jan 1		Balance Forward			3,868.90
Jan 7		Draft 294		-1,528.07	2,340.83
Jan 8		Draft 287		-104.74	2,236.09
		Processed Check - VERIZON FINANCA TYPE: PAYMENTS ID: 8564577000			
Jan 9		Draft 291		-30.97	2,205.12
Jan 9		Draft 289		-44.94	2,160.18
Jan 9		Draft 290		-580.19	1,579.99
Jan 9		Draft 288		-939.96	640.03
Jan 10		Draft 292		-640.00	0.03
Jan 17		Deposit Transfer From Share 01	32.97		33.00
Jan 17		Draft 295		-33.00	0.00
Jan 22		Deposit Home Banking Transfer From Share 01 bills paid 1/9	303.50		303.50
Jan 22		Draft 297		-178.50	125.00
Jan 23		Deposit DELUXE CHECK COST	17.00		142.00
Jan 23		Deposit Home Banking Transfer From Share 01 bills paid 1/23	2,147.15		2,289.15
Jan 23		Deposit Home Banking Transfer From Share 01 bill paid 1/23	174.73		2,463.88
Jan 28		Draft 296		-125.00	2,338.88
Jan 29		Withdrawal ACH DELUXE CHECK TYPE: CHECK/ACC. ID: 1410216800 CO: DELUXE CHECK		-17.00	2,321.88
Jan 31		Deposit Dividend Dividend Post Annual Percentage Yield Earned 0.020% from 01/01/2019 through 01/31/2019	0.03		2,321.91
Jan 31		Ending Balance			2,321.91
		Total Deposits 2,675.38			
		Total Withdrawals 4,222.37			

Drafts for 41 - GRANT CHECKING					
Date	Draft Number	Amount	Date	Draft Number	Amount
Jan 8	□ 287	104.74	Jan 9	□ 291	30.97
Jan 9	□ 288	939.96	Jan 10	□ 292	640.00
Jan 9	□ 289	44.94	Jan 7	□ 294*	1,528.07
Jan 9	□ 290	580.19	Jan 22	□ 297	178.50

* 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 1/31/19

ending balance from 1/31/19 bank statement	\$ 99,591.22
deposits not yet posted (detailed below)	\$ -
subtotal	\$ 99,591.22
withdrawals not yet cleared (detailed below)	\$ 5,239.00
calculated balance (should agree with actual combined balance)	\$ 94,352.22
balance (savings account ID01)	\$ 52,614.75
balance (checking account ID40)	\$ 41,737.44
balance (grant checking account ID41)	\$ 0.03
actual combined balance	\$ 94,352.22
difference	\$ -

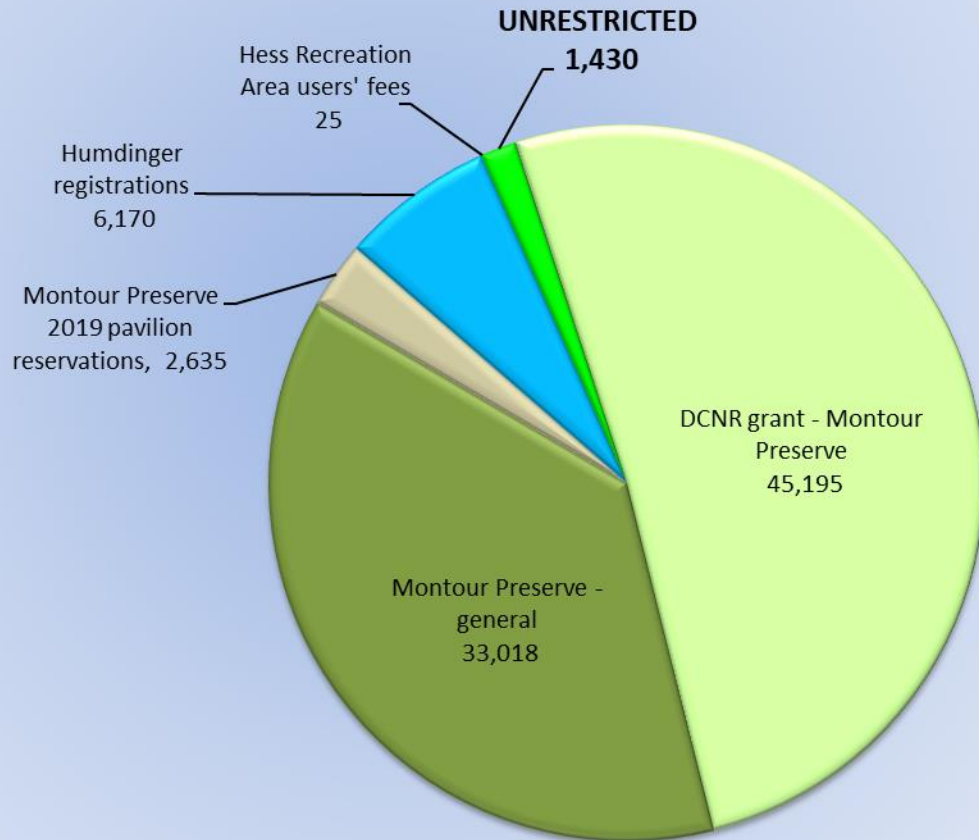
DEPOSITS NOT YET POSTED

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

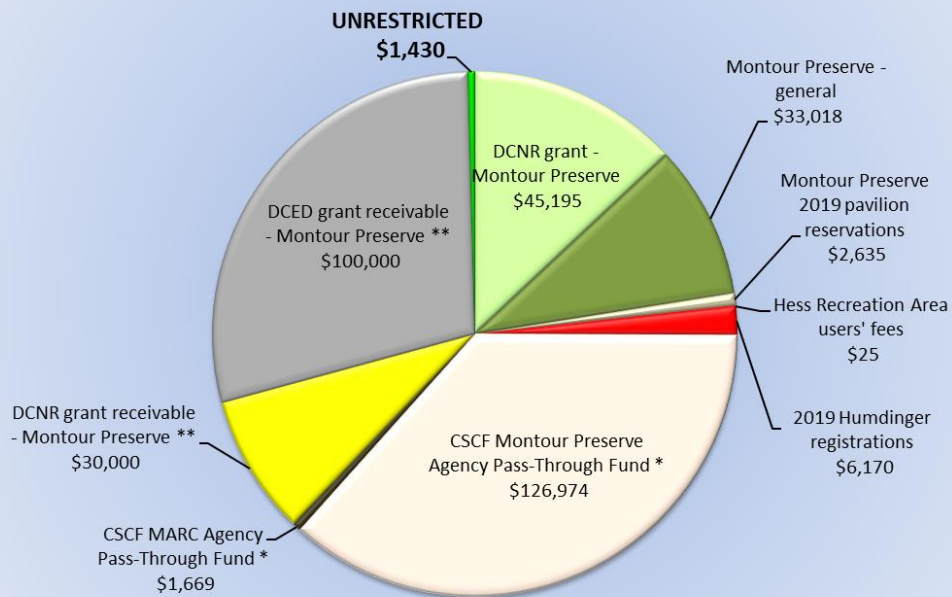
WITHDRAWALS NOT YET CLEARED

TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
01/23/19	298	Johnson Controls Security Solutions (Montour Preserve security system quarterly monitoring fee)	200.32
01/23/19	299	Verizon (telephone)	109.94
01/23/19	300	BMI (music licensing fee)	179.00
01/23/19	301	PPL Electric Utilities (electricity)	952.26
01/23/19	302	PPL Electric Utilities (electricity)	49.34
01/23/19	303	PPL Electric Utilities (electricity)	624.13
01/23/19	304	PPL Electric Utilities (electricity)	32.16
01/23/19	305	Robert Stoudt (1/23 expense report - tire chains for Bobcat)	174.73
01/23/19	5999	BMI (music licensing fee)	179.00
01/23/19	6000	Dennis Piatt (payroll 1/6/19 - 1/19/19)	376.77
01/23/19	6001	Jon Beam (payroll 1/6/19 - 1/19/19)	340.68
01/23/19	6002	Lesley Yeich (payroll 1/6/19 - 1/19/19)	236.44
01/23/19	6003	Robert Stoudt (payroll 1/6/19 - 1/19/19)	1,399.23
01/23/19	6004	Susan Shultz, CPA (Q4 accounting and payroll processing)	385.00
		TOTAL	\$ 5,239.00

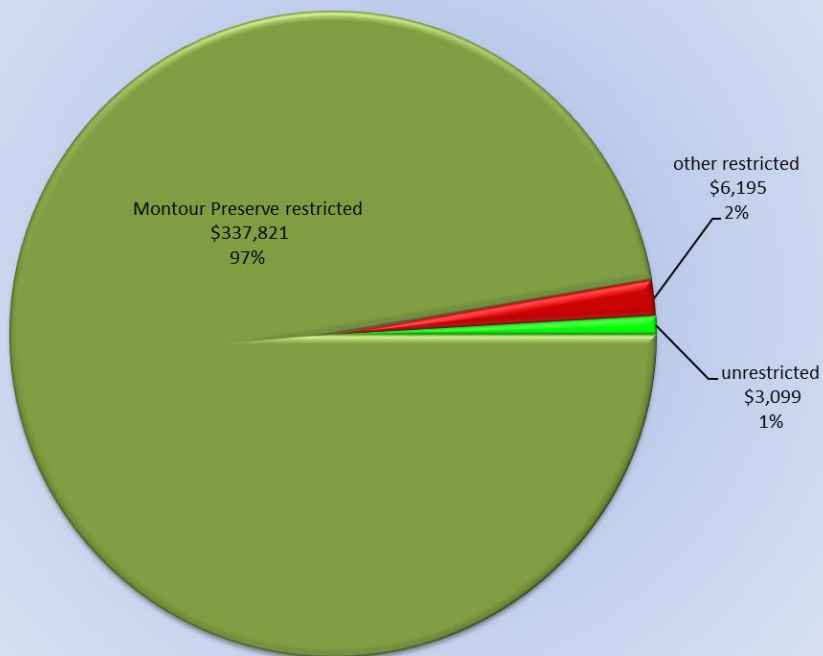
MARC FUNDS EARMARKS AS OF 2/22/19
COMBINED ACCOUNT BALANCE: \$88,472
(INCLUDES SAVINGS, GRANT CHECKING AND CHECKING ACCOUNTS;
(EXCLUDES CSCF FUNDS AND GRANTS RECEIVABLE)



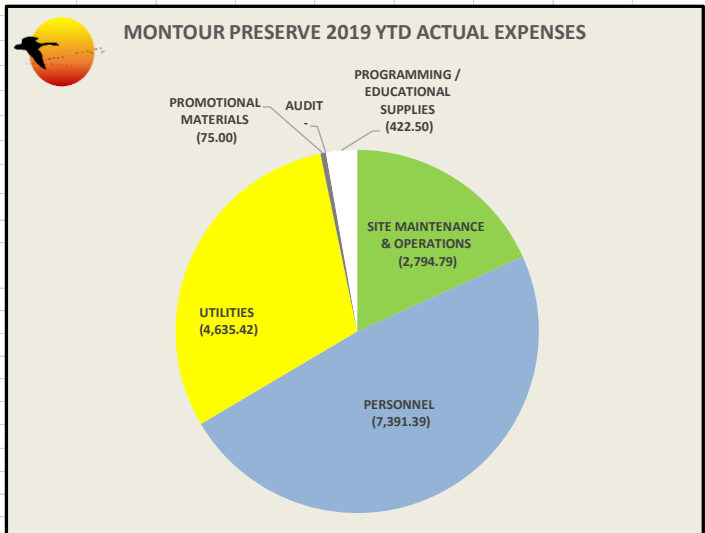
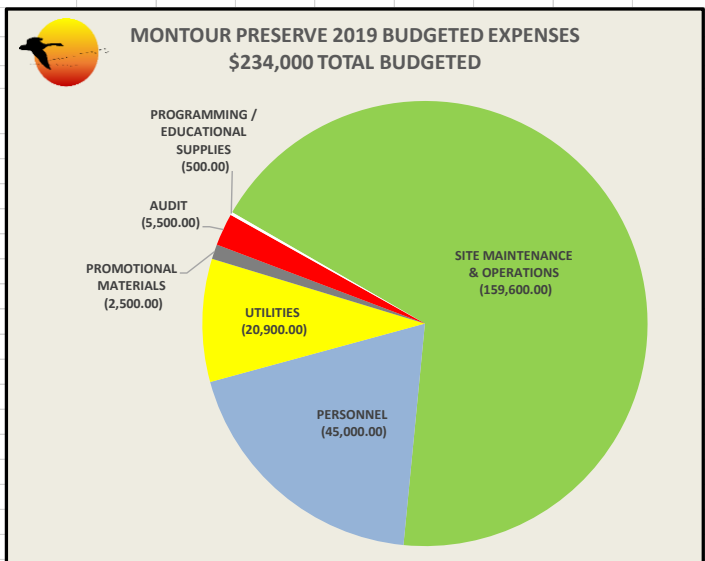
MARC TOTAL ASSETS AS OF 2/22/19
COMBINED VALUE: \$347,115



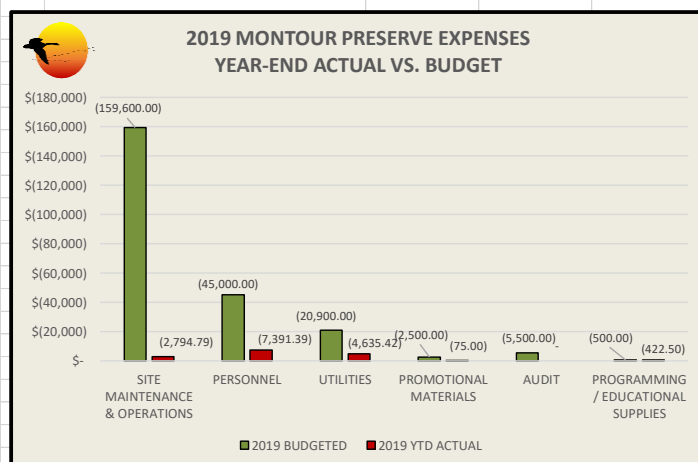
MARC TOTAL ASSETS AS OF 2/22/19
COMBINED VALUE: \$347,115



MONTOUR PRESERVE 2019 BUDGET			
YTD INFO UPDATED 2/22/19			
BUDGET ADOPTED 11/19/18 (CONTINGENT UPON RECEIPT OF GRANT FUNDS)			
EXPENSE	2018 ACTUAL	2019 BUDGETED	2019 YTD ACTUAL
personnel	(44,759.03)	(45,000.00)	(7,391.39)
cleaning service	(4,000.00)	(4,500.00)	(730.00)
HVAC system maintenance	(1,700.00)	-	-
HVAC system replacement	-	(60,000.00)	-
visitors' center roof repair	-	(10,000.00)	-
lawn care	(10,875.00)	(17,500.00)	-
parking lot / road maintenance	-	(5,000.00)	-
security system	(1,263.84)	(1,500.00)	(200.32)
sewage pumping	(955.00)	(1,300.00)	-
snow plowing	-	(1,500.00)	-
supplies / misc.	(29,668.11)	(20,000.00)	(1,864.47)
utility vehicle purchase	-	(35,000.00)	-
water testing	(562.00)	(800.00)	-
wildlife management	(2,077.96)	(2,500.00)	-
electric	(14,713.72)	(15,000.00)	(3,755.56)
internet service	(1,918.54)	(2,000.00)	(344.66)
telephone	(1,252.39)	(1,300.00)	(213.90)
trash service	(1,565.00)	(2,000.00)	(250.00)
website hosting / email service	(458.56)	(600.00)	(71.30)
promotional materials	(1,078.10)	(2,500.00)	(75.00)
programming & educational supplies	(98.02)	(500.00)	(422.50)
audit (three-year)	-	(5,500.00)	-
EXPENSE TOTAL	\$(116,945.27)	\$(234,000.00)	\$ (15,319.10)



MONTOUR PRESERVE BUDGETING VS. ACTUAL EXPENSES			
UPDATED 2/22/2019			
EXPENSE	2018 ACTUAL	2019 BUDGETED	2019 YTD ACTUAL
SITE MAINTENANCE & OPERATIONS	(51,101.91)	(159,600.00)	(2,794.79)
PERSONNEL	(44,759.03)	(45,000.00)	(7,391.39)
UTILITIES	(19,908.21)	(20,900.00)	(4,635.42)
PROMOTIONAL MATERIALS	(1,078.10)	(2,500.00)	(75.00)
AUDIT	-	(5,500.00)	-
PROGRAMMING / EDUCATIONAL SUPPLIES	(98.02)	(500.00)	(422.50)
EXPENSE TOTAL	\$(116,945.27)	\$(234,000.00)	\$ (15,319.10)





2019 HUMDINGER BUDGETING

UPDATED 2/22/19

	INCOME/EXPENSE	2018 ACTUAL	2019 BUDGET	2019 YTD ACTUAL
INCOME	Racer Registration Fees	15,455.00	14,500.00	6,170.00
	Sponsorships	1,600.00	-	-
	Commissioners' Tourism Grant	2,500.00	6.80	6.80
EXPENSES	T-shirts/ Promotional	(3,294.00)	(2,600.00)	(954.58)
	Advertising	(2.00)	(400.00)	(71.30)
	Event Timing	(959.00)	(1,000.00)	
	MARC labor (Stoudt) w/taxes	(2,659.00)	(2,700.00)	(116.28)
	MARC labor (Beam) w/ taxes	-	(350.00)	-
	MARC labor (Piatt) w/ taxes	(328.00)	(350.00)	-
	MARC labor (Yeich) w/ taxes	(66.00)	(350.00)	-
	Awards/Prizes	(1,879.00)	(1,800.00)	(1,959.00)
	Food/Drink	(1,582.00)	(1,700.00)	-
	Misc. Supplies & Fees	(454.00)	(500.00)	(1,409.45)
	Porta-Potties	(550.00)	(500.00)	
	Refunds	(115.00)	-	-
	Equipment Rental (generator & heaters)	(466.00)	(550.00)	-
	NET PROFIT/LOSS	7,201.00	1,706.80	1,666.19

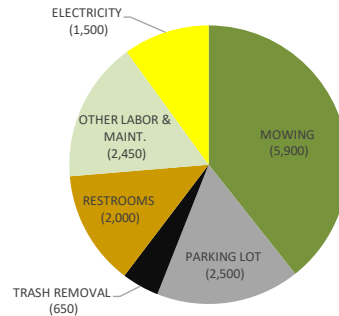
MONTOUR AREA RECREATION COMMISSION MANAGED SITES 2019 BUDGETS

BUDGET ADOPTED 11/19/18

YEAR-TO-DATE INFORMATION UPDATED 2/22/19

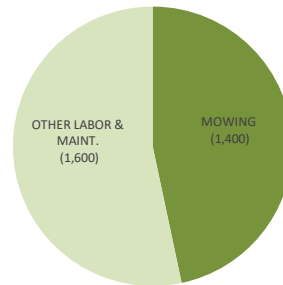
HESS RECREATION AREA 2019 BUDGET			
EXPENSE	2018 ACTUAL	2019 BUDGETED	2019 YTD ACTUAL
MOWING	(4,999)	(5,900)	-
PARKING LOT	(2,812)	(2,500)	-
TRASH REMOVAL	(599)	(650)	(130.00)
RESTROOMS	(1,817)	(2,000)	(106.49)
OTHER LABOR & MAINT.	(2,248)	(2,450)	(70.99)
ELECTRICITY	(1,431)	(1,500)	(51.05)
TOTAL	(13,906)	(15,000)	(358.53)

2019 HESS RECREATION AREA BUDGETED EXPENSES



HOPEWELL PARK 2019 BUDGET			
EXPENSE	2018 ACTUAL	2019 BUDGETED	2019 YTD ACTUAL
MOWING	(1,000)	(1,400)	-
OTHER LABOR & MAINT.	(142)	(1,600)	(110.16)
TOTAL	(1,142)	(3,000)	(110.16)

2019 HOPEWELL PARK BUDGETED EXPENSES



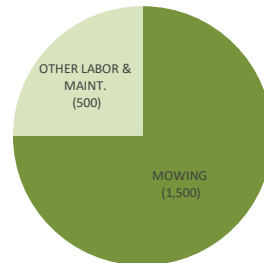
NORTH BRANCH CANAL TRAIL 2019 BUDGET			
EXPENSE	2018 ACTUAL	2019 BUDGETED	2019 YTD ACTUAL
MOWING	(750)	(1,500)	-
OTHER LABOR & MAINT.	(1,626)	(2,000)	(18.36)
TRASH REMOVAL	(605)	-	-
TOTAL	(2,981)	(3,500)	(18.36)

2019 NORTH BRANCH CANAL TRAIL BUDGETED EXPENSES



RIVER DRIVE PARCEL 2019 BUDGET			
EXPENSE	2018 ACTUAL	2019 BUDGETED	2019 YTD ACTUAL
MOWING	(1,100)	(1,500)	-
OTHER LABOR & MAINT.	(222)	(500)	-
TOTAL	(1,322)	(2,000)	-

2019 RIVER DRIVE PARCEL BUDGETED EXPENSES





2019 MAKE YOUR 'MARC' CAMPAIGN SUMMARY		
YEAR-TO-DATE AS OF 2/22/2019		
SITE	NUMBER OF DONATIONS	TOTAL DONATIONS
HESS RECREATION AREA	1	\$ 100
HOPEWELL PARK	0	\$ -
MONTOUR PRESERVE	1	\$ 250
NORTH BRANCH CANAL TRAIL	0	\$ -
NBCT PARKING / RIVER ACCESS	0	\$ -
UNRESTRICTED	3	\$ 850
TOTALS	5	\$ 1,200

2019 MARC BUDGET

ADOPTED 11/19/18; YEAR-TO-DATE INFORMATION UPDATED 2/22/19

MINIMUM FUNDING REQUIREMENTS (DEFERRAL OF ALL NON-ESSENTIAL MAINTENANCE)

NOTE: MONTOUR PRESERVE ACCOUNTING IS KEPT SEPARATE FROM OTHER ACCOUNTING

EXPENSE	BUDGETED AMOUNT	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE ACTUAL VS. BUDGET	FUNDING SOURCES	BUDGETED AMOUNT	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE ACTUAL VS. BUDGET	BUDGETED LINE ITEM SURPLUS / (DEFICIT)	YEAR-TO-DATE ACTUAL SURPLUS / (DEFICIT)	
PARK & TRAIL MAINTENANCE	Montour Preserve		6.6%	DCNR grant funding	\$ 90,000.00	\$ 60,157.34	66.8%			
		DCED grant funding		\$ 90,000.00	\$ -	0.0%				
		pavilion / auditorium reservations		\$ 12,000.00	\$ 200.00	1.7%				
		donations		\$ 5,000.00	\$ 840.95	16.8%	\$ -	\$ 78,151.44		
		transfer from Central Susquehanna Community Foundation Fund		\$ 22,000.00	\$ -	0.0%				
		carryover balance from 2018		\$ 15,000.00	\$ 32,333.45	215.6%				
	MONTOUR PRESERVE TOTAL INCOME	\$ 234,000.00	\$ 93,531.74	40.0%	\$ -	\$ 78,151.44				
					user fees [1,000], donations [0]	\$ 1,000.00	\$ 125.00	12.5%	\$ (14,000.00)	\$ (239.65)
					donations [0]		\$ -		\$ (3,500.00)	\$ (18.36)
SPECIAL	Columbia County Projects (incl. NBCT, Montour Twp. parcel)		0.0%	Columbia County	\$ 1,500.00	\$ -	0.0%	\$ -	\$ -	
				donations [0]		\$ -		\$ (3,000.00)	\$ (110.16)	
	River Drive parcel (NBCT parking)		0.0%	donations [0]		\$ -		\$ (2,000.00)		
				tools & supplies	\$ (2,000.00)	\$ (65.90)			\$ (2,000.00)	
	ATV purchase		0.0%	grant	\$ 9,000.00	\$ -	0.0%	\$ -	\$ -	
				trail signage project (Phase II)	\$ (4,000.00)	\$ -			\$ (1,000.00)	\$ -
	Humdinger Trail Races		35.5%	Montour County Commissioners' Tourism Fund grant	\$ 3,000.00	\$ -	0.0%	\$ (1,000.00)	\$ -	
				other special projects & events	\$ (1,300.00)	\$ (407.21)	42.6%	\$ 1,700.00	\$ 1,628.79	
	admin / misc. other (includes Stoudt admin labor)		31.3%	race registration fees	\$ 14,500.00	\$ 6,170.00		\$ (1,300.00)	\$ (407.21)	
				donations				\$ (15,000.00)	\$ (4,085.69)	
ADMIN / INSURANCE	insurance (D&O, General & Workers' Comp)		22.7%					\$ (14,000.00)	\$ -	
			0.0%					\$ (1,800.00)	\$ (385.00)	
	accounting		21.4%					\$ (1,800.00)	\$ (385.00)	
			10.4%	office supplies	\$ (1,000.00)	\$ (104.00)		\$ (1,000.00)	\$ (104.00)	
ADMIN / INSURANCE	dues & fees		27.5%					\$ (1,300.00)	\$ (357.50)	
			14.4%	public notices	\$ (1,800.00)	\$ (259.85)		\$ (1,800.00)	\$ (259.85)	
					Montour Co. Act 13 funding	\$ 25,000.00	\$ -	0.0%	\$ 25,000.00	\$ -
					transfer from Central Susquehanna Community Foundation Fund	\$ -	\$ -		\$ -	\$ -
OTHER				carryover balance from 2018	\$ 5,000.00	\$ 9,948.46	199.0%	\$ 5,000.00	\$ 9,948.46	
				unrestricted donations	\$ 33,000.00	\$ 875.00	2.7%	\$ 33,000.00	\$ 875.00	
	TOTAL EXPENSES (EXCLUDING MONTOUR PRESERVE)	\$ (92,000.00)	\$ (10,699.53)	11.6%	TOTAL REVENUES (EXCLUDING MONTOUR PRESERVE)	\$ 92,000.00	\$ 17,118.46	18.6%	\$ -	\$ 6,418.93
	MONTOUR PRESERVE TOTAL EXPENSES	\$ (234,000.00)	\$ (15,380.30)	6.6%	MONTOUR PRESERVE TOTAL INCOME	\$ 234,000.00	\$ 93,531.74	40.0%	\$ -	\$ 78,151.44
TOTALS	GRAND TOTAL EXPENSES	\$ (326,000.00)	\$ (26,079.83)	8.0%	GRAND TOTAL INCOME	\$ 326,000.00	\$ 110,650.20	33.9%	\$ -	\$ 84,570.37

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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02/09/19

Accrual Basis

Montour Area Recreation Commission
Statement of Financial Position
As of January 31, 2019

	Jan 31, 19
ASSETS	
Current Assets	
Checking/Savings	
Service 1st - Savings	52,614.75
Service 1st -Grant Checking	0.03
Service 1st FCU	41,737.44
Total Checking/Savings	94,352.22
Other Current Assets	
Grants Receivable	
DCED Preserve Grant	100,000.00
DCNR Grant	30,000.00
Total Grants Receivable	130,000.00
Prepaid Expenses	
Payroll & Taxes	798.86
Prepaid Expenses - Other	2,154.50
Total Prepaid Expenses	2,953.36
Total Other Current Assets	132,953.36
Total Current Assets	227,305.58
Other Assets	
CSCF - Trusted Funds	
Montour Preserve Fund	126,973.58
CSCF - Trusted Funds - Other	1,659.46
Total CSCF - Trusted Funds	128,643.04
Total Other Assets	128,643.04
TOTAL ASSETS	355,948.62
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Advance Payments Received	
Preserve Reservations	2,060.00
Race Registrations	2,425.00
Total Advance Payments Received	4,485.00
Conditional Contributions	
CSCF-Preserve Donations & Int	28,005.30
DCED Preserve Funds	100,000.00
DCNR Montour Preserve	78,486.64
Preserve Donations & Income	38,617.29
Total Conditional Contributions	245,109.23
Payroll Liabilities	1,385.60
Total Other Current Liabilities	250,979.83
Total Current Liabilities	250,979.83
Total Liabilities	250,979.83
Equity	
Retained Earnings	108,364.77
Net Income	-3,395.98
Total Equity	104,968.79
TOTAL LIABILITIES & EQUITY	355,948.62

No Assurance Provided

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02/09/19

Accrual Basis

Montour Area Recreation Commission
Statement of Financial Activities
January 2019

	Jan 19	Jan 19
Ordinary Income/Expense		
Income		
Field User Fees	25.00	25.00
Grants		
County Tourism -RTRS-2018	6.80	6.80
DCNR Montour Preserve	7,560.49	7,560.49
Total Grants	7,567.29	7,567.29
Total Income	7,592.29	7,592.29
Gross Profit	7,592.29	7,592.29
Expense		
Administrative/Overhead		
Dues & Subscriptions	357.50	357.50
Legal Notices	259.85	259.85
Miscellaneous	521.00	521.00
Office Expense	71.00	71.00
Payroll Expenses	5,317.75	5,317.75
Professional Fees	385.00	385.00
Total Administrative/Overhead	6,912.10	6,912.10
Montour Preserve	3,944.13	3,944.13
Park & Trail Maintenance		
Hess Recreation Area	65.00	65.00
Park & Trail Maintenance - Other	65.90	65.90
Total Park & Trail Maintenance	130.90	130.90
Special Events		
RTRS	6.80	6.80
Total Special Events	6.80	6.80
Total Expense	10,993.93	10,993.93
Net Ordinary Income	-3,401.64	-3,401.64
Other Income/Expense		
Other Income		
Interest Income		
Grant Interest Earned	0.03	0.03
Interest Income - Other	5.63	5.63
Total Interest Income	5.66	5.66
Total Other Income	5.66	5.66
Net Other Income	5.66	5.66
Net Income	-3,395.98	-3,395.98

No Assurance Provided

Page 1

ASSISTANT DIRECTOR'S REPORT

In the past month the assistant director offered two public programs and an educational program for 60 scouts. He met with a home school coordinator to discuss educational options at Montour Preserve, hosted the monthly watershed meeting, revised the Montour Preserve bird checklist and has begun revisions to the Goose Woods Trail interpretive booklet.

Jon Beam
2/22/19

MAINTENANCE TECHNICIAN'S REPORT

cleared ice and snow from 3 storms

trimmed out access road to sugar shack

finished cutting brush in field above Goose Cove Overlook

trimming bushes and cutting dead trees around VC / EEC

put signs up at Heron Cove restrooms because of improper use of facilities

drive belt on bobcat blew apart. Bestline service tech. came out and we put spare used belt on. The tech. also said clutch is not in the best of condition and should be replaced soon as well as getting new drive belt.
(\$500.00+/-)

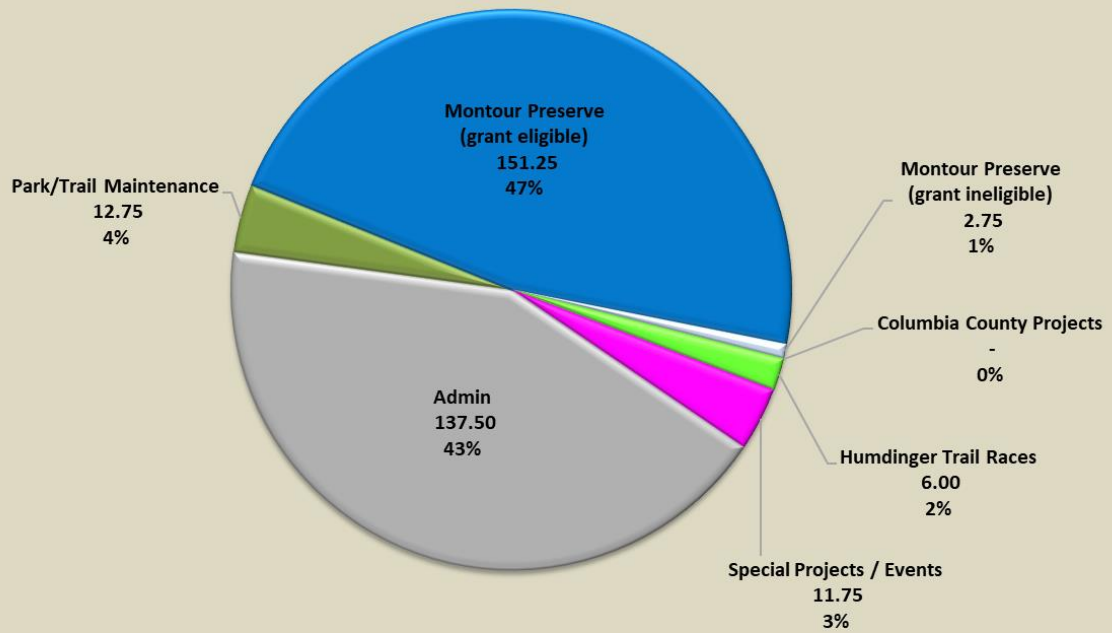
Bob and I meet with 4 compact tractor dealers to get quotes.

started clearing brush from out around bluebird nests so they will use them per Jon Beam.

PTMT
Dennis Piatt
2/20/19

DIRECTOR'S REPORT

STOUDT 2019 TIME TRACKING YTD SUMMARY



DIRECTOR'S REPORT (continued)

GRANTS

- **DCNR 'Heritage and Other Parks' Grant (Montour Preserve)**
 - Initial \$100,000 grant has been twice amended to a total of \$300,000 and extended through 6/30/2019
 - most recent \$90,000 disbursement received and deposited to MARC's savings account on 11/29/18
 - \$45,194.79 remains earmarked in MARC's savings account as of 2/22/19
 - \$30,000 (10% of total grant amount) will remain held by DCNR until the successful completion of the performance audit at the end of the grant term
- **DCED Marketing to Attract Tourists Grant (Montour Preserve)**
 - Stoudt submitted the signed grant agreement and \$100,000 disbursement request on 2/15/19
 - fund disbursement anticipated within 6 – 8 weeks (by 4/15/19)
 - Stoudt, Piatt and Mills have begun working on drafting bid documents for the HVAC system replacement, visitors' center roof repair and tractor purchase
 - bid documents are expected to be ready for board action during MARC's March meeting
 - A new checking account at Service 1st has been established to hold grant funds when disbursed
 - account has a zero balance until grant funds are received
 - Stoudt has contacted Brewer & Associates to begin preparing for the required grant performance audit
 - Stoudt has contacted PIRMA to update MARC's insurance coverage to acquire fidelity bonding for employee theft; application is in progress
- **Montour County 2019 Act 13 (Marcellus Legacy Fund) Grant**
 - Stoudt on 2/6/19 submitted a request for \$25,000 in grant funding from Montour County's Act 13 (Marcellus Legacy Fund) for MARC's 2019 general operations
- **Auxiliary at Geisinger Medical Center 2019 Grant Program**
 - Stoudt on 1/2/19 applied for \$20,000 in grant funding from the Auxiliary at Geisinger Medical Center's 2019 grant program to fund the purchase of an all-terrain vehicle and accessories
 - grant decision expected by 4/30/19

DIRECTOR'S REPORT (continued)

MANAGED SITES

- **River Drive parcel (North Branch Canal Trail trailhead and river access)**
 - No change since last meeting
- **Montour Township (Columbia County) Legion Road parcel**
 - No change since last meeting
- **Riverside Borough river access**
 - No change since last meeting
- **Hopewell Park / Danville Borough Farm**
 - No change since last meeting
- **Hess Recreation Area**
 - No change since last meeting
- **North Branch Canal Trail**
 - No change since last meeting
- **Montour Preserve**
 - The Bobcat utility vehicle failed again on 2/13
 - a service tech from Best Line Equipment visited the Preserve and diagnosed a failed drive belt
 - Piatt and the service tech replaced the belt with a used belt from MARC's inventory, but the clutch and clutch belt are both on the verge of failure
 - MARC's cost for the service visit and repair totaled \$230.45
 - work is underway to prepare the sugar shack for the season
 - 2019 maple sugaring open house dates will be:
 - Sunday, March 3, from 12:00pm – 4:00pm
 - Saturday, March 9, from 9:30am – 2:30pm
 - The Pennsylvania Master Naturalist program volunteers will be hosting a pancake breakfast fundraiser from 8:30am – 11:00am
 - Advanced purchase of tickets is recommended; tickets are available online at <https://pamasternaturalist.ticketspice.com/pancakes-and-maple-syrup-breakfast?fbclid=IwAR158h5tDL6wlpZ0LwX8-kRrUiXa35Vg1tP5yarmOK-eRdTsz344NLUfeiA>

DIRECTOR'S REPORT (continued)

OTHER UPDATES

- Stoudt continues to attend meetings of the Washingtonville Beautification Committee
- Registrations for the Humdinger Trail Races are well below expectations, with 184 registered as of 2/22 (registration closes at 11:59pm on 2/26, capped at 300)
- MARC's Development Advisory Committee met for the first time on 2/19/19
 - meeting agenda and minutes provided separately
 - next meeting is scheduled for 3/19

UPCOMING EVENTS AND MEETINGS

- February 23 Montour Preserve sugar shack setup (9:00am)
- February 24 Humdinger pig barn setup (1:00pm)
- March 2 Humdinger Trail Races
- March 3 Montour Preserve maple sugaring open house (12:00pm – 4:00pm)
- March 9 Montour Preserve pancake breakfast fundraiser (8:30am – 11:00am)
- March 9 Montour Preserve maple sugaring open house (9:30am – 2:30pm)
- March 18 Washingtonville Beautification Committee meeting
- March 19 MARC Development Advisory Committee meeting
- March 23 Spring Wings Over Water (Preserve) (9am – 11am)
- March 25 MARC meeting