



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

March 20, 2020 MARC Staff Report

THIS REPORT HAS BEEN COMPILED BY BOB STOUDT, MARC DIRECTOR,
TO PROVIDE AN UPDATE IN LIEU OF MARC'S REGULARLY SCHEDULED
MARCH 23, 2020 MEETING WHICH HAS BEEN CANCELLED

THIS REPORT HAS NOT BEEN REVIEWED OR APPROVED BY MARC'S BOARD

Accounting Updates (pages 2 – 16)

Director's Report (Bob Stoudt) (pages 17 - 27)

next meeting April 27 (conditional upon COVID-19 meeting restrictions)

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
				2020 beginning balance			5.63

NO ACTIVITY SINCE LAST MEETING

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
				2020 beginning balance				-

NO ACTIVITY SINCE LAST MEETING (ZERO BALANCE) (ACCOUNT TO BE CLOSED)

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
interest	1/31/20	2/3/20	1/1 - 1/31/20	interest	interest		5.02	2,991.13
interest	2/29/20	3/10/20	2/1 - 2/29/20	interest	interest		1.90	2,993.03



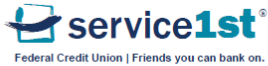
MARC 2020 Checking Account (ID 40) Register

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
deposit	2/19/20	3/10/20	2/1 - 2/29/2020	Eventbrite (Montour Preserve pancake breakfast tickets)	Montour Preserve (pancake breakfast)			108.00	54,573.85
debit card	2/23/20	3/10/20	2/1 - 2/29/2020	Amazon.com (bigfoot costume)	Humdinger (misc. supplies)		85.03		54,488.82
debit card	2/23/20	3/10/20	2/1 - 2/29/2020	Amazon.com (pig costume)	Humdinger (misc. supplies)		116.05		54,372.77
debit card	2/27/20	3/10/20	2/1 - 2/29/2020	Best Buy (walkie-talkies)	park maintenance tools & supplies		169.58		54,203.19
debit card	2/27/20	3/10/20	2/1 - 2/29/2020	Cole's Hardware (flagging tape)	Humdinger (misc. supplies)		18.48		54,184.71
debit card	2/27/20	3/10/20	2/1 - 2/29/2020	Wagner's Trophies & Engraveables (Humdinger awards and name tags)	\$114.48 Humdinger (awards/prizes); \$85.86 Montour Preserve (programming supplies)		200.34		53,984.37
6267	2/28/20	3/10/20		PPL Electric Utilities	Montour Preserve (electricity)		906.83		53,077.54
6268	2/28/20	3/10/20		PPL Electric Utilities	Montour Preserve (electricity)		42.96		53,034.58
6269	2/28/20	3/10/20		PPL Electric Utilities	Montour Preserve (electricity)		916.88		52,117.70
6270	2/28/20	3/10/20		PPL Electric Utilities	Montour Preserve (electricity)		31.29		52,086.41
6271	2/28/20	3/10/20		Dave Decoteau (Hopewell Park trail work supplies)	Hopewell Park		649.94		51,436.47
6272	2/28/20	3/10/20		McKonly & Asbury (auditing fees for DCNR grant)	Montour Preserve (audit)		2,300.00		49,136.47
6273	2/28/20	3/10/20		Cape May Woodshop (Humdinger medals)	Humdinger (awards/prizes)		1,270.00		47,866.47
6274	2/28/20	3/10/20		Mayberry Hospitality (Montour Preserve pancake breakfast food & preparation)	Montour Preserve (pancake breakfast)		1,455.96		46,410.51
6275	2/28/20	3/10/20		The Plant Based & Juice Bar (Humdinger food)	Humdinger (food & drink)		1,238.07		45,172.44
6276	2/28/20	3/10/20		Robert Stoudt (2/24 expense report: HughesNet internet service, MailChimp email service, Amazon.com (speaker phone & cord), Adobe Illustrator monthly fee, Amazon.com (velcro strips), Amazon.com (phone cord), US Supply Co. (two toilets and flush valve), USPS Danville (DCNR grant mailing), VinylDisorder (2020 trail supporter stickers))	\$172.33 Montour Preserve (internet); \$7.06 Humdinger (advertising); \$7.06 Montour Preserve (email); \$7.07 misc. expenses; \$299.92 Montour Preserve (maintenance/misc.); \$22.25 office expenses; \$74.15 Montour Preserve (maintenance/misc.); \$9.95 Montour Preserve (maintenance/misc.); \$355.62 Montour Preserve (maintenance/misc.); \$7.75 Montour Preserve (maintenance/misc.); \$85.00 fundraising; \$172.33 Montour Preserve (internet)		1,220.49		43,951.95
6277	2/28/20	3/10/20		Brian Sokol (75 bales straw)	Humdinger (misc. supplies)		300.00		43,651.95
6278	2/28/20	3/10/20		Jon Beam (reimbursement for Clarks Ag Center purchase of propane fuel and auger bits)	Montour Preserve (programming supplies)		46.60		43,605.35
6279	2/28/20	3/10/20		PPL Electric Utilities (Hess Recreation Area)	Hess Recreation Area		40.62		43,564.73
debit card	2/28/20	3/10/20	2/1 - 2/29/2020	Weis (sugar, sweeteners, tea bags, hot cocoa, coffee creamer, coffee stirrers, and crayons for pancake breakfast)	Montour Preserve (pancake breakfast)		37.58		43,527.15
deposit	2/28/20	3/10/20	2/1 - 2/29/2020	deposit	\$475 Montour Preserve pavilion reservations; \$155 Montour Preserve donations; \$72 Montour Preserve pancake breakfast; \$50 Hopewell Park donation; \$1,175 Humdinger registrations			1,927.00	45,454.15
interest	2/29/20	3/10/20	2/1 - 2/29/2020	dividend interest earned 2/1 - 2/29	interest			2.78	45,456.93

CONTINUED NEXT PAGE

MARC 2020 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	3/5/20			Cole's Hardware (folding tables)	park maintenance tools & supplies		190.77		45,266.16
debit card	3/6/20			Weis (Humdinger food, misc. supplies, and awards)	\$45.26 Humdinger (food & drink); \$26.32 Humdinger (misc. supplies); \$37.92 Humdinger (awards & prizes)		109.50		45,156.66
debit card	3/6/20			Amazon.com (printer toner cartridges)	Humdinger (misc. supplies)		89.01		45,067.65
deposit	3/6/20			Eventbrite (Montour Preserve pancake breakfast tickets)	Montour Preserve (pancake breakfast)			801.02	45,868.67
debit card	3/9/20			Velero (diesel fuel for generator)	Humdinger (misc. supplies)		16.26		45,852.41
deposit	3/10/20			deposit	\$335 Montour Preserve pavilion reservations; \$790 Montour Preserve donations; \$233 Montour Preserve (pancake breakfast); \$80 donation (in memory of Gabriela Reason); \$5,967.00 Humdinger registrations; \$350 Washingtonville Revitalization donations; \$1,075 Montour 24 Endurance Runs registrations; \$1,380 unrestricted donations			10,210.00	56,062.41
VOID	3/11/20			VOID check #6273 (check incorrectly written; check destroyed)	Humdinger (awards/prizes)			1,270.00	57,332.41
6280	3/11/20			Cape May Woodshop (Humdinger medals) (new check to replace check #6273)	Humdinger (awards/prizes)		1,270.00		56,062.41
6281	3/11/20			US Postal Service (one-year renewal for PO box)	office expenses		92.00		55,970.41
6282	3/11/20			Ted Heaps Container Service (trash removal)	\$65 Hess Recreation Area (trash); \$125 Montour Preserve (trash)		190.00		55,780.41
6283	3/11/20			MePush, Inc. (website hosting)	\$49.50 Montour Preserve (website); \$49.50 misc. expenses		99.00		55,681.41
6284	3/11/20			Elijah Evans Excavating (Hess Recreation Area parking lot repairs)	Hess Recreation Area		2,000.00		53,681.41
6285	3/11/20			Commonwealth of Pennsylvania (safe drinking water annual fee - Goose Cove)	Montour Preserve (water testing)		50.00		53,631.41
6286	3/11/20			Commonwealth of Pennsylvania (safe drinking water annual fee - Heron Cove)	Montour Preserve (water testing)		50.00		53,581.41
6287	3/11/20			Falcon Race Timing (Humdinger timing)	Humdinger (timing)		1,003.00		52,578.41
6288	3/11/20			Dennis Piatt (payroll 2/16 - 2/29)	payroll - Piatt		568.94		52,009.47
6289	3/11/20			Jon Beam (payroll 2/16 - 2/29)	payroll - Beam		791.47		51,218.00
6290	3/11/20			Robert Stoudt (payroll 2/16 - 2/29)	payroll - Stoudt		2,235.32		48,982.68
internal transfer	3/11/20			reallocation of funds from Montour Preserve pancake breakfast to Washingtonville Revitalization (for volunteer support of event)	Montour Preserve (pancake breakfast)		250.00		48,732.68
internal transfer	3/11/20			reallocation of funds from Montour Preserve pancake breakfast to Washingtonville Revitalization (for volunteer support of event)	Washingtonville Revitalization			250.00	48,982.68
automatic deposit	3/12/20			Geisinger annual contribution	Geisinger donation (unrestricted)			25,000.00	73,982.68
automatic payment	3/15/20			US Treasury (February payroll taxes)	payroll taxes		1,263.82		72,718.86
automatic payment	3/15/20			PA Dept. of Revenue (February payroll taxes)	payroll taxes		174.93		72,543.93



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

ADDRESS SERVICE REQUESTED

MONTOUR AREA RECREATION COMMISSION
PO BOX 456
DANVILLE PA 17821

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Statement Period: 02/01/2020-02/29/2020

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Summary of Accounts:

	Ending Balance	YTD Dividend	Member Number: 584727
Savings			
01 - REGULAR SAVINGS	5.63	0.00	
40 - CHECKING	56,509.63	4.30	
41 - DCNR GRANT CHECKING	0.00	0.00	
42 - DCED GRANT CHECKING	2,993.03	6.92	
Total	59,508.29	11.22	

Authorized Signer(s): TYLER DOMBROSKI, CHRISTOPHER JOHNS, ROBERT T STOUDT, MICHAEL B MILLS

ID 01 REGULAR SAVINGS

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Feb 1		Balance Forward			5.63
Feb 29		Ending Balance			5.63

ID 40 CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Feb 1		Balance Forward			18,508.44
Feb 3		Withdrawal POS #622447 AMAZON.COM*AG92E6DG3 SEATTLE WA		-508.69	17,999.75
Feb 3		Draft 6237		-399.73	17,600.02
Feb 3		Draft 6240		-1,400.23	16,199.79
Feb 4		Deposit ACH Eventbrite, INC. TYPE: EDI PYMNTS ID: 2141888467 CO: Eventbrite, INC.	621.10		16,820.89
Feb 4		Draft 6242		-109.97	16,710.92
Feb 4		Processed Check - VERIZON FINANCIA TYPE: PAYMENTS ID: 7204096069			
Feb 4		Withdrawal Debit Card 2/3 VISTAPR*VistaPrint.com 866-8936743 MA		-312.89	16,398.03
Feb 4		Draft 6245		-32.13	16,365.90
Feb 4		Draft 6244		-44.62	16,321.28
Feb 4		Draft 6238		-317.45	16,003.83
Feb 4		Draft 6246		-857.14	15,146.69
Feb 4		Draft 6243		-978.67	14,168.02
Feb 5		Draft 6239		-13.14	14,154.88
Feb 5		Draft 6247		-1,301.54	12,853.34
Feb 6		Withdrawal ACH DANVILLE AREA EA TYPE: TAX PAYMNT ID: 1232266087 CO: DANVILLE AREA EA		-299.98	12,553.36
Feb 7		Draft 6236		-215.34	12,338.02
Feb 8		Withdrawal Debit Card 2/7 ROTH SUGAR BUSH - ONLINE 715-289-3820 WI		-184.63	12,153.39
Feb 12		Draft 6241		-99.00	12,054.39
Feb 18		Withdrawal ACH COMMWLTHOFPA INT		-127.54	11,926.85

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Member Number: 584727 Statement Period: 02/01/2020-02/29/2020

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ID 40 CHECKING - Continued

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Feb 18		TYPE: PAEMPLOYTX ID: 1236003133 CO: COMMWLTHOFPA INT			
		Withdrawal ACH IRS		-861.62	11,065.23
Feb 19		TYPE: USATAXPYMT ID: 3387702000 CO: IRS			
		Deposit ACH Eventbrite, INC.	108.00		11,173.23
		TYPE: EDI PYMNTS ID: 2141888467 CO: Eventbrite, INC.			
Feb 19		Draft 6151		-450.00	10,723.23
Feb 20		Certified Draft 0000006266 for \$1,768.48			
Feb 20		Draft 6251		-1,530.95	9,192.28
Feb 21		Withdrawal Debit Card		-61.88	9,130.40
		2/20 CLARKS AG CENTER TURBOTVILLE PA			
Feb 21		Deposit by Check	50,000.00		59,130.40
Feb 21		Draft 6266		-1,768.48	57,361.92
Feb 22		Withdrawal Debit Card		-31.91	57,330.01
		2/20 TURBOTVILLE GREAT VAL TURBOTVILLE PA			
Feb 23	Feb 24	Withdrawal POS #299598		-85.03	57,244.98
		AMAZON.COM*HZ9NI9XG3 SEATTLE WA			
Feb 24		Draft 6253		-135.11	57,109.87
Feb 24		Draft 6264		-347.53	56,762.34
Feb 24		Draft 6249		-407.02	56,355.32
Feb 25		Draft 6262		-104.97	56,250.35
		Processed Check - VERIZON FINANCIA TYPE: PAYMENTS ID: 7204096069			
Feb 23	Feb 25	Withdrawal POS #292917		-116.05	56,134.30
		AMAZON.COM*OJ3K28C03 SEATTLE WA			
Feb 25		Draft 6248		-39.10	56,095.20
Feb 26		Draft 6260		-10.00	56,085.20
Feb 26		Draft 6256		-74.00	56,011.20
Feb 26		Draft 6255		-99.00	55,912.20
Feb 26		Draft 6265		-236.03	55,676.17
Feb 26		Draft 6250		-306.34	55,369.83
Feb 26		Draft 6263		-364.00	55,005.83
Feb 27		Withdrawal POS #605426		-169.58	54,836.25
		NST BEST BUY 0272529 115 LYCOMING MALL CIR MUNCY PA			
Feb 27		Withdrawal POS #051084		-18.48	54,817.77
		COLE'S-DANVILLE 488 FERRY ST DANVILLE PA			
Feb 28		Withdrawal POS #054661		-37.58	54,780.19
		WEIS MARKETS 010 140 Continental Bouleva DANVILLE PA			
Feb 28		Withdrawal Debit Card		-200.34	54,579.85
		2/27 WAGNERS TROPHIES AND ENGR BLOOMSBURG PA			
Feb 28		Deposit by Check	1,927.00		56,506.85
Feb 29		Deposit Dividend Dividend Post	2.78		56,509.63
		Annual Percentage Yield Earned 0.130% from 02/01/2020 through 02/29/2020			
Feb 29		Ending Balance			56,509.63
		Total Deposits 52,658.88			
		Total Withdrawals 14,657.69			

Drafts for 40 - CHECKING

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Feb 19	□ 6151	450.00	Feb 4	□ 6242	109.97	Feb 24	□ 6249	407.02
Feb 7	□ 6236*	215.34	Feb 4	□ 6243	978.67	Feb 26	□ 6250	306.34
Feb 3	□ 6237	399.73	Feb 4	□ 6244	44.62	Feb 20	□ 6251	1,530.95
Feb 4	□ 6238	317.45	Feb 4	□ 6245	32.13	Feb 24	□ 6253*	135.11
Feb 5	□ 6239	13.14	Feb 4	□ 6246	857.14	Feb 26	□ 6255*	99.00
Feb 3	□ 6240	1,400.23	Feb 5	□ 6247	1,301.54	Feb 26	□ 6256	74.00
Feb 12	□ 6241	99.00	Feb 25	□ 6248	39.10	Feb 26	□ 6260*	10.00

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Member Number: 584727
Statement Period: 02/01/2020-02/29/2020

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Drafts for 40 - CHECKING - Continued

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Feb 25	□ 6262*	104.97	Feb 24	□ 6264	347.53	Feb 21	□ 6266	1,768.48
Feb 26	□ 6263	364.00	Feb 26	□ 6265	236.03			

* 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 DCNR GRANT CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Feb 1		Balance Forward			0.00
Feb 29		Ending Balance			0.00

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

ID 42 DCED GRANT CHECKING

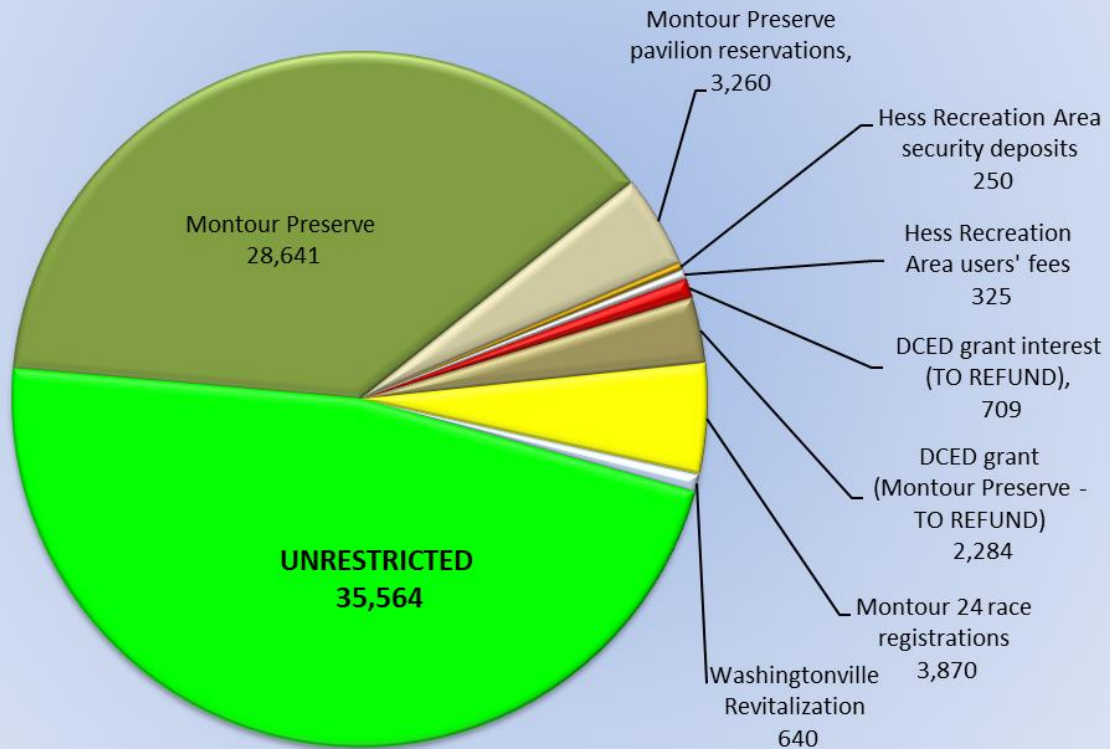
Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Feb 1		Balance Forward			2,991.13
Feb 29		Deposit Dividend Dividend Post	1.90		2,993.03
		Annual Percentage Yield Earned 0.800% from 02/01/2020 through 02/29/2020			
Feb 29		Ending Balance			2,993.03
		Total Deposits 1.90			

	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 2/29/2020			
		ending balance from 2/29/20 bank statement	\$ 59,508.29
		deposits not yet posted (detailed below)	\$ -
		subtotal	\$ 59,508.29
		withdrawals not yet cleared (detailed below)	\$ 11,052.70
		calculated balance (should agree with actual combined balance)	\$ 48,455.59
		balance (savings account ID01)	\$ 5.63
		balance (checking account ID40)	\$ 45,456.93
		balance (DCNR grant checking account ID41)	\$ -
		balance (DCED grant checking account ID42)	\$ 2,993.03
		actual combined balance	\$ 48,455.59
		difference	\$ -
DEPOSITS NOT YET POSTED			
TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
		TOTAL	\$ -
WITHDRAWALS NOT YET CLEARED			
TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
02/13/20	6252	Ted Heaps Container Service (trash removal)	190.00
02/13/20	6254	Susan Shultz, CPA (quarterly accounting fee)	385.00
02/13/20	6257	Ellen Amalfitano (Humdinger student refund)	10.00
02/13/20	6258	Jamie Brubaker Hall (Humdinger student refund)	10.00
02/13/20	6259	Amanda Young (Humdinger student refund)	10.00
02/17/20	6261	Lauren Sovinsky-Goodlavage (reimbursement for Washingtonville Revitalization expenses)	28.06
02/28/20	6267	PPL Electric Utilities	906.83
02/28/20	6268	PPL Electric Utilities	42.96
02/28/20	6269	PPL Electric Utilities	916.88
02/28/20	6270	PPL Electric Utilities	31.29
02/28/20	6271	Dave Decoteau (Hopewell Park trail work supplies)	649.94
02/28/20	6272	McKonly & Asbury (auditing fees for DCNR grant)	2,300.00
02/28/20	6273	Cape May Woodshop (Humdinger medals)	1,270.00
02/28/20	6274	Mayberry Hospitality (Montour Preserve pancake breakfast food & preparation)	1,455.96
02/28/20	6275	The Plant Based & Juice Bar (Humdinger food)	1,238.07
02/28/20	6276	Robert Stoudt (2/24 expense report: HughesNet internet service, MailChimp email service, Amazon.com (speaker phone & cord), Adobe Illustrator monthly fee, Amazon.com (velcro strips), Amazon.com (phone cord), US Supply Co. (two toilets and flush valve), USPS Danville (DCNR grant mailing), VinylDisorder (2020 trail supporter stickers))	1,220.49
02/28/20	6277	Brian Sokol (75 bales straw)	300.00
02/28/20	6278	Jon Beam (reimbursement for Clarks Ag Center purchase of propane fuel and auger bits)	46.60
02/28/20	6279	PPL Electric Utilities (Hess Recreation Area)	40.62
		TOTAL	\$ 11,052.70

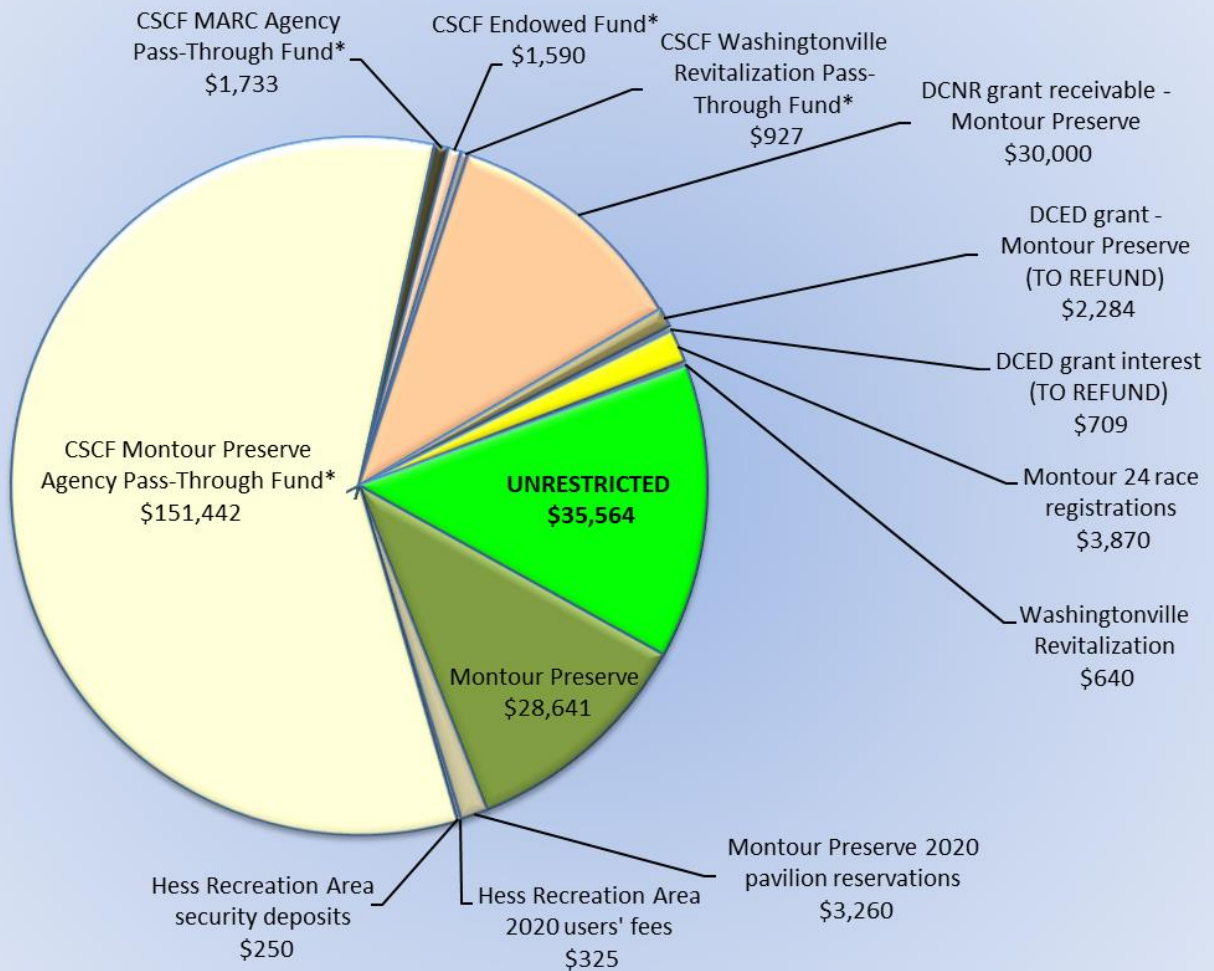
MARC FUNDS EARMARKS AS OF 3/20/2020
COMBINED ACCOUNT BALANCE: \$75,542.59
(INCLUDES SAVINGS, DCNR AND DCED GRANT CHECKING
ACCOUNTS, AND GENERAL CHECKING ACCOUNT;
EXCLUDES CSCF FUNDS AND GRANTS RECEIVABLE)



ACCOUNTS RECEIVABLE	
DCNR Montour Preserve grant close-out payment	30,000
	30,000

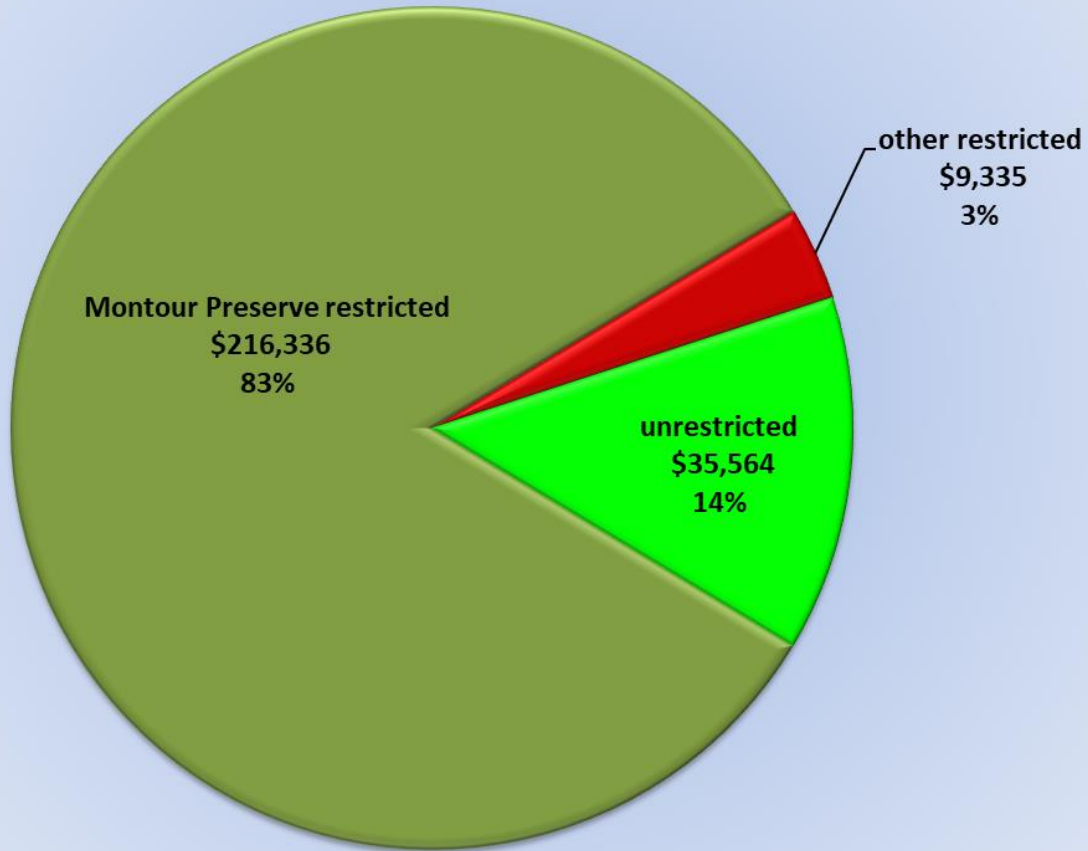
MARC TOTAL ASSETS AS OF 3/20/2020


COMBINED VALUE: \$261,235

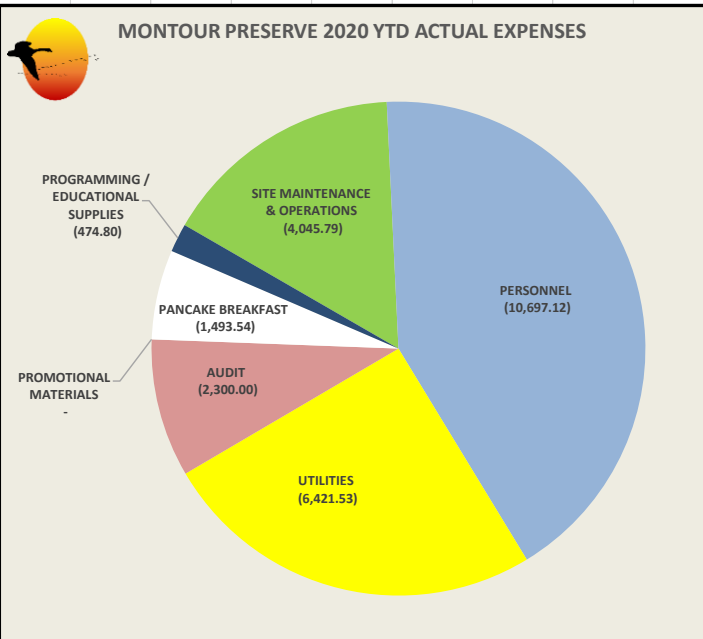
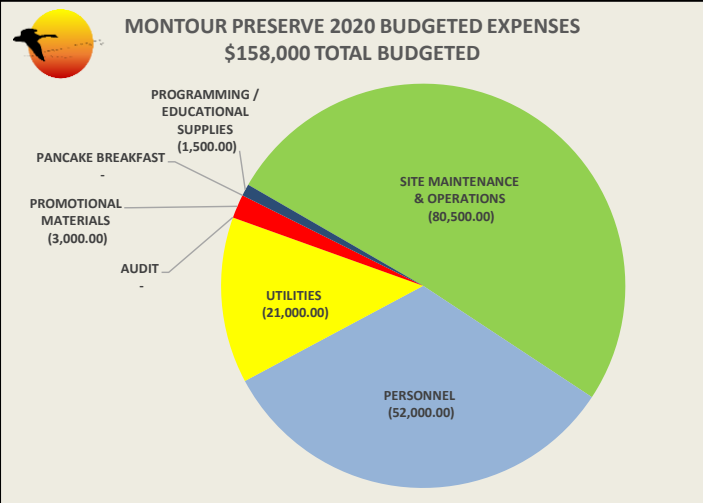


*Note: CSCF fund balances are accurate as of 12/31/2019

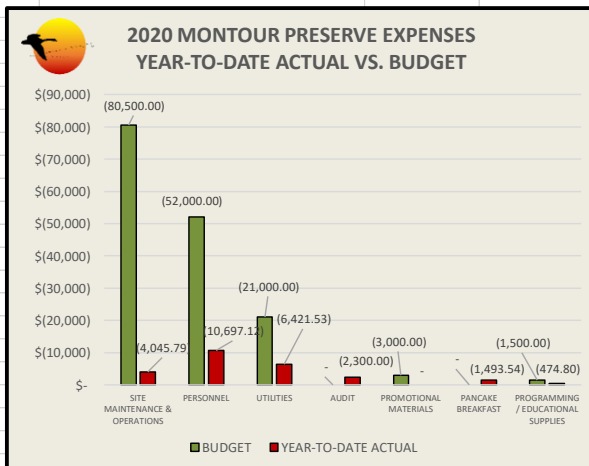
MARC TOTAL ASSETS AS OF 3/20/2020
COMBINED VALUE: \$261,235



 MONTOUR PRESERVE 2020 BUDGET BUDGET ADOPTED 11/25/2019; YEAR-TO-DATE AS OF 3/20/2020		
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL
personnel	(52,000.00)	(10,697.12)
cleaning service	(4,500.00)	-
HVAC system maintenance	(1,000.00)	-
lawn care	(21,000.00)	-
parking lot / road maintenance	(7,500.00)	-
security system	(1,500.00)	(215.34)
sewage pumping	(1,000.00)	-
snow plowing	(2,500.00)	-
supplies / misc.	(16,000.00)	(3,730.45)
ATV purchase	(10,000.00)	-
water testing	(1,000.00)	(100.00)
wildlife management	(4,500.00)	-
picnic area sinks repair/replacement	(2,000.00)	-
picnic area pavilion / restroom painting	(4,000.00)	-
visitors' center / EEC signage replacement	(2,000.00)	-
trail markers and signage	(2,000.00)	-
electric	(15,000.00)	(5,331.37)
internet service	(2,000.00)	(344.66)
telephone	(1,300.00)	(214.94)
trash service	(2,000.00)	(375.00)
website hosting / email service	(700.00)	(155.56)
audit	-	(2,300.00)
promotional materials	(3,000.00)	-
pancake breakfast	-	(1,493.54)
programming & educational supplies	(1,500.00)	(474.80)
EXPENSE TOTAL	\$(158,000.00)	\$ (25,432.78)



MONTOUR PRESERVE BUDGETING VS. ACTUAL EXPENSES		
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL
SITE MAINTENANCE & OPERATIONS	(80,500.00)	(4,045.79)
PERSONNEL	(52,000.00)	(10,697.12)
UTILITIES	(21,000.00)	(6,421.53)
AUDIT	-	(2,300.00)
PROMOTIONAL MATERIALS	(3,000.00)	-
PANCAKE BREAKFAST	-	(1,493.54)
PROGRAMMING / EDUCATIONAL SUPPLIES	(1,500.00)	(474.80)
EXPENSE TOTAL	\$(158,000.00)	\$ (25,432.78)



2020 MONTOUR PRESERVE INCOME		AMOUNT
Carryover starting balance from 2019	\$	1,337.28
2020 donations received direct to MARC checking	\$	1,151.00
2020 pavilion / auditorium reservations completed YTD	\$	-
donations granted from CSCF fund	\$	50,000.00
DCNR grant closeout payment	\$	-
pancake breakfast tickets	\$	1,585.12
2020 YTD INCOME TOTAL	\$	54,073.40
MONTOUR PRESERVE INCOME (RESTRICTED)		AMOUNT
pavilion & auditorium reservations not yet completed	\$	3,260.00
TOTAL RESTRICTED INCOME	\$	3,260.00
MARC 2020 MONTOUR PRESERVE LABOR SUMMARY		
EMPLOYEE	HOURS	AMOUNT
STOUDT	197.88	\$ (4,763.56)
BEAM	125.25	\$ (2,744.23)
PIATT	144.50	\$ (3,008.49)
YEICH	11.00	\$ (180.84)
TOTAL	478.63	\$ (10,697.12)
2020 MONTOUR PRESERVE ACCOUNTING SUMMARY		AMOUNT
Carryover starting balance from 2019	\$	1,337.28
donations received direct to MARC checking	\$	1,151.00
pavilion / auditorium reservations completed YTD	\$	-
donations granted from CSCF Montour Preserve Fund	\$	50,000.00
DCNR grant closeout payment		
pancake breakfast tickets	\$	1,585.12
expenses incurred	\$	(14,735.66)
MARC labor year-to-date	\$	(10,697.12)
2020 YEAR-TO-DATE PROJECT BALANCE	\$	28,640.62

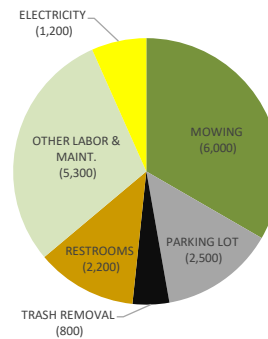
MONTOUR AREA RECREATION COMMISSION MANAGED SITES 2020 BUDGETS

BUDGET ADOPTED 11/25/2019

YEAR-TO-DATE INFORMATION UPDATED 3/20/2020

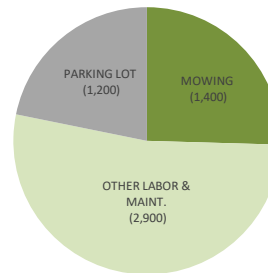
HESS RECREATION AREA 2020 BUDGET		
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL
MOWING	(6,000)	-
PARKING LOT	(2,500)	(2,000.00)
TRASH REMOVAL	(800)	(195.00)
RESTROOMS	(2,200)	(313.57)
OTHER LABOR & MAINT.	(5,300)	(526.59)
ELECTRICITY	(1,200)	(79.72)
TOTAL	(18,000)	(3,114.88)

2020 HESS RECREATION AREA BUDGETED EXPENSES



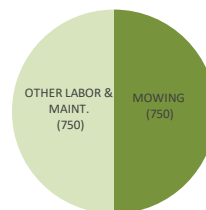
HOPEWELL PARK 2020 BUDGET		
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL
MOWING	(1,400)	-
OTHER LABOR & MAINT.	(2,900)	(963.26)
PARKING LOT	(1,200)	-
TOTAL	(5,500)	(963.26)

2020 HOPEWELL PARK BUDGETED EXPENSES



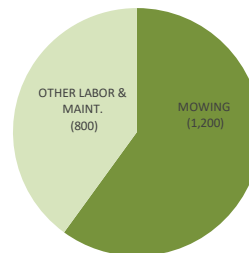
NORTH BRANCH CANAL TRAIL (MONTOUR) 2020 BUDGET		
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL
MOWING	(750)	-
OTHER LABOR & MAINT.	(750)	(18.08)
TOTAL	(1,500)	(18.08)

**2020 NORTH BRANCH CANAL TRAIL
(MONTOUR CO.)
BUDGETED EXPENSES**



RIVER DRIVE PARCEL 2020 BUDGET		
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL
MOWING	(1,200)	-
OTHER LABOR & MAINT.	(800)	-
TOTAL	(2,000)	-

2020 RIVER DRIVE PARCEL BUDGETED EXPENSES





2020 MARC BUDGET
ADOPTED 11/25/2019; YEAR-TO-DATE INFORMATION UPDATED 3/12/2020

EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL VS. BUDGET	FUNDING SOURCES	BUDGET	YEAR-TO-DATE ACTUAL VS. BUDGET	YEAR-TO-DATE ACTUAL VS. BUDGET	BUDGETED LINE ITEM SURPLUS/ (DEFICIT)	ACTUAL YEAR-TO-DATE LINE ITEM SURPLUS/ (DEFICIT)
PARK & TRAIL MAINTENANCE	Montour Preserve							
			DCNR grant (dose-out payment in 2020)	\$ 30,000.00	\$ -	0.0%		
			pavilion / auditorium reservations	\$ 10,000.00	\$ -	0.0%		
			donations	\$ 6,000.00	\$ 1,151.00	19.2%		
		16.1%	pancake breakfast tickets	\$ -	\$ 1,585.12		\$ (58,000.00)	\$ 28,640.62
			transfer from Central Susquehanna Community Foundation Fund	\$ 50,000.00	\$ 50,000.00	100.0%		
			carryover prior year-end balance	\$ 4,000.00	\$ 1,337.28	33.4%		
	Hess Recreation Area		user fees [1,500], donations [500]	\$ 2,000.00	\$ 325.00	16.3%	\$ (16,000.00)	\$ (2,789.88)
	North Branch Canal Trail (Montour Co. portion)		donations [300]	\$ 300.00	\$ -	0.0%	\$ (1,200.00)	\$ (18.08)
	Columbia County projects		Columbia County	\$ 3,000.00	\$ -	0.0%	\$ -	\$ (6.03)
SPECIAL PROJECTS & EVENTS	Hopewell Park/Borough Farm Trails		donations [500]	\$ 500.00	\$ 50.00	10.0%	\$ (5,000.00)	\$ (913.26)
	River Drive parcel (NBCT parking)			\$ -	\$ -		\$ (2,000.00)	\$ -
	Washingtonville Revitalization projects		donations [3,000]	\$ 3,000.00	\$ 667.67	22.3%	\$ (3,000.00)	\$ 342.22
	tools & supplies			\$ -	\$ -		\$ (1,500.00)	\$ (360.35)
	Humdinger Trail Races		race registration fees and sponsorships	\$ 11,500.00	\$ 10,972.00	95.4%	\$ -	\$ 2,634.68
	Chilli Challenge		race registration fees and sponsorships	\$ 7,500.00	\$ -	0.0%	\$ -	\$ (12.06)
	Montour 24		race registration fees and sponsorships	\$ 7,500.00	\$ 3,870.00	51.6%	\$ -	\$ 3,827.63
	Danville / Montour Co. bike / ped safety projects			\$ -	\$ -		\$ (1,000.00)	\$ (216.99)
	wellness special projects			\$ -	\$ -		\$ (3,000.00)	\$ (144.66)
	tourism promotion special projects			\$ -	\$ -		\$ (2,000.00)	\$ (840.84)
ADMIN / INSURANCE	mountain biking special projects		donations [3,500]	\$ 3,500.00	\$ -	0.0%	\$ (6,500.00)	\$ (512.34)
	other special projects & events			\$ -	\$ -		\$ (2,000.00)	\$ (18.08)
	admin / misc. other (includes Stoudt admin labor)			\$ -	\$ -		\$ (17,000.00)	\$ (4,289.59)
	fundraising			\$ -	\$ -	0.0%	\$ -	\$ (85.00)
	insurance (D&O, General & Workers' Comp)			\$ -	\$ -		\$ (14,000.00)	\$ -
	accounting			\$ -	\$ -		\$ (1,800.00)	\$ (385.00)
	office supplies			\$ -	\$ -		\$ (1,000.00)	\$ (549.13)
	dues & fees			\$ -	\$ -		\$ (1,000.00)	\$ (801.00)
	public notices			\$ -	\$ -		\$ (1,000.00)	\$ (159.60)
			Montour Co. Act 13 funding	\$ 5,000.00	\$ -	0.0%	\$ 5,000.00	\$ -
OTHER			Montour County Hotel Tax	\$ 100,000.00	\$ -	0.0%	\$ 100,000.00	\$ -
			Geisinger contribution	\$ 25,000.00	\$ 25,000.00	100.0%	\$ 25,000.00	\$ 25,000.00
			transfer from Central Susquehanna Community Foundation Fund	\$ -	\$ -		\$ -	\$ -
			carryover 2019 year-end unrestricted balance	\$ 2,000.00	\$ 13,349.94	667.5%	\$ 2,000.00	\$ 13,349.94
			unrestricted donations	\$ 5,000.00	\$ 1,380.00	27.6%	\$ 5,000.00	\$ 1,380.00
	TOTAL EXPENSES		TOTAL INCOME	\$ 275,800.00	\$ 109,688.01	39.8%	\$ -	\$ 63,073.20

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.

REPORTS UNAVAILABLE AS OF 3/20/2020

DIRECTOR'S REPORT

STOUDT		PROJECT YTD TOTAL HOURS								MARCH																			
			23	24	25	26	27	28	29	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
admin	MARC admin	181.25	0.50	4.50	1.50	2.00	1.00	1.50			1.00	1.50	1.50	0.75	0.25		1.00	1.00	5.00	4.00	2.00	2.00	1.50	0.50	5.00	3.00	3.00	4.00	4.00
PARK & TRAIL MAINTENANCE	Hess Recreation Area	30.75		0.25	0.25	0.25	0.50	0.25		0.25	0.25	0.25	0.75	0.50	0.25		0.25	0.25	0.25	0.25	0.25	0.25			0.50	0.25	0.25	0.50	
	Hopewell Park / Danville Farm Trails	13.00		0.25	1.00	0.25							0.75	0.25															
	Montour Preserve admin / maintenance	156.50	0.50	3.00	2.00	3.00	0.50	3.00			3.50	0.75	0.50	0.25	0.25			1.25	2.00	3.00	2.00	1.00	2.50	0.50	4.00	4.50	5.25	1.75	3.50
	Montour Preserve programming	37.75		1.00	1.00	0.50	7.00	3.00	8.00		0.50	1.00																	
	North Branch Canal Trail (Montour Co.)	0.75																											
	River Drive trailhead / river access																												
SPECIAL PROJECTS & EVENTS	Columbia County projects	0.25																											
	Danville / Montour Co. bike / ped safety	9.00			1.00	0.25						2.25	1.50																
	mountain biking special projects	21.25			1.00	3.50					0.25																		
	other special projects / events	0.75									0.75																		
	tourism promotion special projects	34.50			1.50	0.50					0.50	4.00		2.00											5.00	1.00			
	Washingtonville revitalization	12.50			2.00						0.25	0.25	1.00	0.25					0.25	0.25		1.50				0.25			
	wellness special projects	6.00																											
	Humdinger Trail Races	75.50	0.50	1.25	0.50	0.50	0.50	0.25		4.00	1.00	1.25	6.50	5.00	12.25	13.00		6.50	1.50										
	Montour 24 Endurance Races	0.25																											
	Chilli Challenge	0.50																											
DAILY TOTALS		580.50	1.50	10.25	11.75	10.75	9.50	8.00	8.00	4.25	8.00	11.25	12.50	9.00	13.00	13.00	1.25	9.00	9.00	7.50	4.25	3.25	5.75	1.00	14.50	9.00	8.50	6.25	7.50
WEEKLY PAYROLL TOTAL			59.75							71.00							40.00							46.75					

DIRECTOR'S REPORT (continued)

2020 STOUTT TIME ACCOUNTING YEAR-TO-DATE SUMMARY								
2020 PAY RATE \$22.00/hr								
TASK	WAGES UP TO PA UC TAX CAP (455 HOURS)			WAGES AFTER PA UC TAX CAP			TOTAL PROJECT HOURS	TOTAL PROJECT LABOR COST
	HOURS	OVERTIME HOURS	COST W/ TAXES (\$24.11/HR)	HOURS	OVERTIME HOURS	COST W/ TAXES (\$23.68)		
MARC admin	144.25	9.25	\$ 3,589.38	37.00	6.75	\$ 956.08	189.25	\$ 4,545.46
Hess Recreation Area	26.75	1.25	\$ 660.01	4.00		\$ 94.72	31.38	\$ 754.73
Hopewell Park / Danville Farm Trails	12.75		\$ 307.40	0.25		\$ 5.92	13.00	\$ 313.32
Montour Preserve admin / maintenance	124.75	15.25	\$ 3,191.56	31.75		\$ 751.84	164.13	\$ 3,943.40
Montour Preserve programming	37.75	22.00	\$ 1,175.36	-		\$ -	48.75	\$ 1,175.36
North Branch Canal Trail (Montour Co.)	0.75		\$ 18.08	-		\$ -	0.75	\$ 18.08
River Drive trailhead / river access	-		\$ -	-		\$ -	-	\$ -
Columbia County projects	0.25		\$ 6.03	-		\$ -	0.25	\$ 6.03
Danville / Montour Co. bike / ped safety	9.00		\$ 216.99	-		\$ -	9.00	\$ 216.99
mountain biking special projects	21.25		\$ 512.34	-		\$ -	21.25	\$ 512.34
other special projects / events	0.75		\$ 18.08	-		\$ -	0.75	\$ 18.08
tourism promotion special projects	26.50	3.00	\$ 675.08	8.00		\$ 189.44	36.00	\$ 864.52
Washingtonville revitalization	10.00	0.25	\$ 244.11	2.50		\$ 59.20	12.63	\$ 303.31
wellness special projects	6.00		\$ 144.66	-		\$ -	6.00	\$ 144.66
Humdinger Trail Races	33.50	2.50	\$ 837.82	42.00	31.00	\$ 1,361.60	92.25	\$ 2,199.42
Montour 24 Endurance Races	0.25		\$ 6.03	-		\$ -	0.25	\$ 6.03
Chilli Challenge	0.50		\$ 12.06	-		\$ -	0.50	\$ 12.06
TOTALS	455.00	53.50	\$ 11,614.99	125.50	37.75	\$ 3,418.80	626.13	\$ 15,033.79

2020 STOUTT TIME ACCOUNTING (GROUPED BY CATEGORY) YEAR-TO-DATE SUMMARY		
TASK	HOURS	COST W/ TAXES
Admin	189.25	\$ 4,545.46
Park & Trail Maintenance	258.00	\$ 6,204.90
Columbia County projects	0.25	\$ 6.03
special projects	85.63	\$ 2,059.90
races	93.00	\$ 2,217.51
2020 YTD TOTALS	626.13	\$ 15,033.79

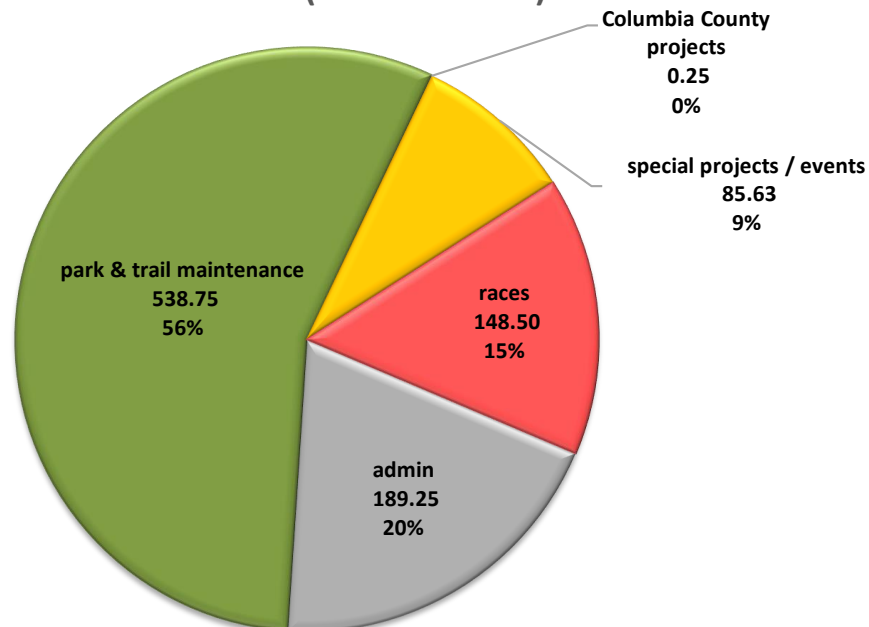
STOUTT 2020 TIME TRACKING YTD SUMMARY

Category	Hours	Percentage
Park & Trail Maintenance	258.00	41%
Admin	189.25	30%
races	93.00	15%
special projects	85.63	14%
Columbia County projects	0.25	0%
Total	626.13	100%

DIRECTOR'S REPORT (continued)

MARC STAFF 2020 YEAR-TO-DATE COMBINED TIME ACCOUNTING					
AS OF 3/20/2020					
TASK	STOUDT	BEAM	PIATT	YEICH	PROJECT TOTAL HOURS
MARC admin	189.25	-	-	-	189.25
Hess Recreation Area	31.38	-	-	-	31.38
Hopewell Park / Danville Farm Trails	13.00	-	-	-	13.00
Montour Preserve admin / maintenance	164.13	45.25	144.50	11.00	364.88
Montour Preserve programming	48.75	80.00	-	-	128.75
North Branch Canal Trail (Montour Co.)	0.75	-	-	-	0.75
River Drive trailhead / river access	-	-	-	-	-
Columbia County projects	0.25	-	-	-	0.25
Danville / Montour Co. bike / ped safety	9.00	-	-	-	9.00
mountain biking special projects	21.25	-	-	-	21.25
other special projects / events	0.75	-	-	-	0.75
tourism promotion special projects	36.00	-	-	-	36.00
Washingtonville revitalization	12.63	-	-	-	12.63
wellness special projects	6.00	-	-	-	6.00
Humdinger Trail Races	92.25	19.00	16.00	20.50	147.75
Montour 24 Endurance Races	0.25	-	-	-	0.25
Chilli Challenge	0.50	-	-	-	0.50
TOTALS	626.13	144.25	160.50	31.50	962.38

MARC STAFF TIME TRACKING 2020 YEAR-TO-DATE SUMMARY (HOURS TOTAL)



DIRECTOR'S REPORT (continued)

GRANTS

- **DCNR 'Heritage and Other Parks' Grant (Montour Preserve)**
 - Auditors at McKonly & Asbury (formerly Brewer & Company, LLC) completed MARC's end-of-grant performance audit on 1/28/2020
 - Stoudt submitted all required grant close-out materials to DCNR on 2/12/2020
 - DCNR on 2/13/2020 has approved MARC's grant close-out and has authorized the release of the final \$30,000 payment to MARC (10% of total grant amount)
 - Stoudt anticipates receipt of the \$30,000 close-out payment within 30 days, though COVID-19 related quarantines and state staffing restrictions may delay the release of payment
 - funds will reimburse MARC's Montour Preserve expenses and will be earmarked for the Montour Preserve
- **DCED Marketing to Attract Tourists Grant (Montour Preserve) (no change since last meeting)**
 - As of 12/31/19, all grant-funded projects have been completed
 - Final project expenses included:
 - HVAC systems replacement (\$59,984.05 actual; \$60,000 budgeted)
 - Visitors' Center roof repair (\$7,731.90 actual; \$10,000 budgeted)
 - Utility tractor purchase (\$38,399.58 actual; \$30,000 budgeted (\$8,399.58 of other (non-grant) Montour Preserve restricted income used to make up difference))
 - Stoudt will contact DCED to request approval to re-allocate \$2,284.05 in unused grant funds toward the purchase of MARC's utility tractor
 - MARC must reimburse to DCED all interest earned on grant funds, totaling \$708.98
 - Once guidance from DCED has been received, Stoudt will provide end-of-grant accounting and supporting materials to McKonly & Asbury (formerly Brewer & Company, LLC) for the required performance audit
- **Montour County 2020 Hotel Tax**
 - Stoudt submitted on 2/4/2020 the required grant application form to the Columbia-Montour Visitors Bureau (CMVB) for 2020 funding
 - The CMVB Board on 2/12/2020 approved MARC's application
 - Funds from Q1 2020 are anticipated to be released to MARC by early May
 - Funds will be received quarterly thereafter
 - Per the terms of the MARC / CMVB / Montour County MOU governing the Hotel Tax funding:
 - Stoudt will be required to provide semi-annual reports to the CMVB Executive Committee, detailing MARC's progress on the implementation of MARC's Strategic Plan
 - MARC will be required to provide annual audits to the CMVB each year within 120 days of the end of MARC's fiscal year
 - MARC will annually reapply for funding, conditioned upon successfully completing the prior year's MOU requirements
 - Stoudt anticipates that 2020 Montour County Hotel Tax revenues will be dramatically reduced as a result of COVID-19 travel reductions
 - as of 3/20/2020, Stoudt is anticipating a reduction of not less than 50% of budgeted revenues (\$50,000 of \$100,000 budgeted)

DIRECTOR'S REPORT (continued)

GRANTS (continued)

- **CSCF Women's Giving Circle 2020**
 - MARC applied on 1/30/2020 for \$750 in grant funding to support the 2020 Girls ROC Mountain Bike Camp
 - MARC was notified on 2/27 that it had been awarded \$500
 - MARC received the check on 3/19 and will deposit the funds to MARC's checking account, to be earmarked for the 2020 Girls ROC Mountain Bike Camp
 - As of 3/20, plans continue to conduct the camp as planned on June 15 – 24, but organizers will continue to monitor COVID-19 related restrictions
 - In the event the camp does not occur, MARC will refund the \$500 to the CSCF
- **CSCF Danville Area School District Youth in Philanthropy**
 - MARC on 3/4 submitted a letter of interest for grant support for the Washingtonville DeLong Park swing set project (\$1,500 requested) and the Hopewell Park pump track design (\$1,500 requested)
 - The grant review process has been affected by the COVID-19 crisis, but MARC received a request on 3/20 for additional information for consideration
 - A grant decision is tentatively anticipated by the end of May, but the schedule is subject to change as COVID-19 response continues

MANAGED SITES

- **Hess Recreation Area**
 - Elijah Evans Excavating completed repairs to the parking lot in early March
 - Stoudt and Evans agree that a more significant repair is needed to properly fix the parking lot drainage, but MARC's budget does not yet allow for such work
 - Stoudt continues to maintain the restrooms as open to the public, but will continue to monitor COVID-19 guidance and will adjust as needed
- **Hopewell Park / Danville Borough Farm**
 - Work on the proposed pump track design process and other site improvements are on hold until COVID-19 restrictions allow work to resume
- **Montour Township (Columbia County) Legion Road parcel**
 - No change since last meeting
- **North Branch Canal Trail**
 - Work is on hold until COVID-19 restrictions allow work to resume
- **River Drive parcel (North Branch Canal Trail trailhead and river access)**
 - No change since last meeting

DIRECTOR'S REPORT (continued)

MANAGED SITES (continued)

• Montour Preserve

- The 2/29 maple sugaring open house and pancake breakfast events were successful
 - the pancake breakfast sold out at 200, but 28 people did not attend because of illness
 - MARC brought in \$1,835.12 in ticket sales and paid \$1,841.07 in expenses, resulting in a net loss on the event of \$5.95
 - MARC allocated \$250 of event income to the Washingtonville Revitalization earmark in thanks for volunteer support of the event
- The 3/14 maple sugaring open house was cancelled because of COVID-19
- The 3/27 Peeper Time program has been cancelled because of COVID-19
- The visitors' center / environmental education center was closed to the public on 3/17 and until further notice because of COVID-19
- Goose Cove and Heron Cove restrooms were closed on 3/20 and until further notice because of ongoing theft and vandalism concerns
- MARC will accept no new pavilion reservations for the 3/20 – 4/30 timeframe
- Stoudt has contacted Anthony Township and the Montour County Zoning Office to determine what permitting might be required to allow concessionaires at the Montour Preserve (NO CHANGE SINCE LAST MEETING)
 - No permitting will be required by Anthony Township, but MARC will be required to apply for a special exception from the Montour County Zoning Hearing Board
 - Stoudt will make the application as soon as possible
 - Stoudt anticipates a \$450 application filing fee and possible other permit fees (yet to be determined)
- Volunteers from the Master Gardener program have adopted the herb/pollinator garden near the visitors' center and are working to rehabilitate and improve the garden
- Volunteers from the PA Master Naturalist program have adopted the butterfly garden/wall along the Wildlife Management Trail and are working to rehabilitate and improve the feature
- Lake Chillisquaque is closed to boating 3/15 – 4/30 (per PA Fish & Boat Commission regulations)
- 5,544 votes were cast for the new 2020 Montour Preserve brochure cover photo



DIRECTOR'S REPORT (continued)

SPECIAL PROJECTS AND EVENTS

- **Columbia County Projects**
 - No updates since last meeting
- **Danville / Montour County Bike / Pedestrian Safety**
 - Stoudt continues to participate in the SEDA-COG Middle Susquehanna Active Transportation Committee to advocate for pedestrian / bicycle safety improvements in and around Montour County
 - Stoudt continues to participate in the Danville Business Alliance's (DBA) Design Committee to assist with pedestrian / bike safety improvements in and around Danville Borough
 - Stoudt met on 2/25 and 3/3 with representatives of the DBA, Danville Borough, LIVIC Civil, and DCNR to discuss options for extending the North Branch Canal Trail into Danville Borough
 - Stoudt anticipates working with the DBA and Danville Borough to submit an application to DCNR for grant funding to match federal Transportation Alternatives Set-Aside grant funds already secured by Danville Borough
- **Mountain Biking Special Projects**
 - Stoudt met on 2/26 with local mountain biking enthusiasts and representatives of the Columbia-Montour Visitors Bureau, Susquehanna River Valley Visitors Bureau, PA DCNR, Susquehanna Greenway Partnership, and others to discuss opportunities to promote and enhance regional mountain biking opportunities
 - Because of COVID-19, no action has been taken to hold a meeting of MARC's Mountain Biking Advocacy Group (MBAG)
 - Stoudt will continue to monitor COVID-19 developments to determine how best to proceed
 - Stoudt continues to remain in contact with the new owners of the parcel of land adjacent to the Geisinger Stewardship Forest
 - MARC may have the opportunity to develop trails on the parcel and acquire the site as soon as this year (to be owned by an entity other than MARC)
 - Stoudt anticipates the acquisition cost will be approximately one million dollars
 - Stoudt participated in a DCNR grants webinar on 1/29 to learn more about possible DCNR grant funding options
- **Washingtonville Revitalization**
 - Stoudt and Mayor Tyler Dombroski have met with a landowner adjacent to Chillisquaque Creek to identify and possibly secure a stream access easement
 - edits will be made to the proposed easement agreement to satisfy landowner concerns
 - if approved by the landowner, Stoudt will present to MARC's Board for consideration
 - follow-up conversations will be scheduled in coming weeks with additional landowners (subject to COVID-19 travel and meeting restrictions)
 - The Borough of Washingtonville's 150th anniversary celebration, initially scheduled for the weekend of April 24 – 26, will likely be postponed due to COVID-19 restrictions

DIRECTOR'S REPORT (continued)

SPECIAL PROJECTS AND EVENTS (continued)

- **Tourism Promotion Special Projects**

- MARC staff and volunteers anticipate assisting the Columbia-Montour Visitors Bureau with the Farm to Fork Fun Ride on Saturday, 5/30, assuming COVID-19 concerns allow conducting the event (<https://www.facebook.com/events/2484787354982667/>)
- Stoudt continues to participate in the Danville Heritage Festival Committee (Saturday, 7/18), assuming COVID-19 concerns allow conducting the event
- Stoudt and representatives of the Columbia-Montour Visitors Bureau are working to finalize the mapping of all parks, trails, and outdoor recreational sites in and around Montour County
 - draft mapping was released on 3/17 as part of MARC's COVID-19 response
 - improvements and upgrades will be made in coming weeks as conditions allow
- MARC staff will revisit the Riverside Borough river access, Montgomery Park, and other river access locations in coming weeks to adjust signage and perform maintenance as needed and as conditions allow
- Stoudt met on 3/3 with leaders of regional organizations to discuss the North Branch Susquehanna River Water Trail and related projects

- **Health & Wellness Special Projects**

- The next meeting of the health and wellness group, scheduled for 3/31, has been indefinitely postponed due to COVID-19 restrictions

- **Races**

- **Humdinger Trail Races**

- Event held Saturday, 3/7
- event sold out at 250
- event accounting is incomplete, but Stoudt anticipates a small net profit to MARC

- **Montour 24 Endurance Runs**

- Event date: Friday, June 26 / Saturday, June 27
- As of 3/20, Stoudt anticipates conducting the event, but will monitor ongoing COVID-19 conditions and will plan to make a yes/no decision by April 26 (60 days before event)

- **Chilli Challenge**

- Event date: Saturday, October 10
- Race registration to open after permitting in place
- Stoudt has discovered that a bridge is out on the normal bicycle course (not previously understood because of a road name change (Fairview Rd to Foggy Mountain Road))
 - the bike course will have to be re-routed to avoid the closure
- Insurance certificates have been obtained through MARC's existing PIRMA policy
 - No stand-alone insurance policy will be required this year

DIRECTOR'S REPORT (continued)

OTHER UPDATES

- **MARC 2020 Budget**

- The 2020 contribution of \$25,000 from Geisinger was deposited to MARC's checking account on 3/12
- As noted under 'Grants' on page 20 of this report, MARC awaits reimbursement from DCNR for the \$30,000 closeout payment for the Montour Preserve grant
 - Stoudt anticipates a delay in reimbursement because of state staffing restrictions due to COVID-19
- As also noted under 'Grants' on page 20 of this report, Stoudt anticipates that 2020 Montour County Hotel Tax revenues will be dramatically reduced as a result of COVID-19 travel reductions (and resultant decreases in hotel occupancy)
 - Stoudt is anticipating a dramatic reduction of not less than 50% of budgeted Hotel Tax revenues (\$50,000 of \$100,000 budgeted)
 - Stoudt has begun to defer any non-essential spending in anticipation of severe budget challenges later this year and into 2021
 - Stoudt will remain in regular communication with the Columbia Montour Visitors Bureau and the Montour County Commissioners and Treasurer for updates

- **Nature Notes**

- To replace the in-person MARC programming cancelled because of the COVID-19 pandemic, Stoudt and Beam are working to create a weekly audio report by Beam to be released through MARC's Facebook and other outlets
- Programs will detail timely natural events and encourage children and families to get outdoors in settings compatible with COVID-19 restrictions

- **Riverside Borough Park Improvements**

- Stoudt is working with the Borough of Riverside to discuss possible changes and improvements to park offerings in the Borough of Riverside
- Stoudt and Riverside Borough officials may consider grant applications to help fund improvements, subject to timing and COVID-19 restrictions

- **Navigable Waters**

- Stoudt is consulting with regional organizations to determine how best to respond to recent developments regarding a legal challenge to the navigability of Fishing Creek in Columbia County
- Stoudt is concerned the case may inspire similar challenges to other navigable waters in Columbia and Montour Counties, including Chillisquaque Creek

- **Montour and Columbia Counties Park, Trail, and Outdoor Recreation Mapping**

- Stoudt has released draft mapping of park, trail, and outdoor recreation features in Montour and Columbia Counties on MARC's website at <https://montourrec.com/parks-trails-in-montour-county/> and <https://montourrec.com/fish-and-boat-in-montour-and-columbia-counties-pa/>
- Enhancements and additions to the mapping will be completed in coming weeks

DIRECTOR'S REPORT (continued)

OTHER UPDATES (continued)

• COVID-19

- As noted throughout this report, MARC has responded on multiple fronts to the COVID-19 pandemic
- Stoudt is actively participating with Montour County's Emergency Management Agency in planning for possible responses and community support
- MARC will continue to follow safety guidance from local, state, and federal authorities to determine which park facilities and special events may remain open
 - as of 3/20, the Montour Preserve Visitors' Center / Environmental Education Center and the Montour Preserve's Goose Cove and Heron Cove picnic area restrooms are closed to public use
 - MARC will accept no new Montour Preserve pavilion reservations during the 3/20 – 4/30 timeframe
- Stoudt and Beam have cancelled all MARC special events and programming through 4/30, though Beam will continue with the PA Master Naturalist training program with strict safety protocols in place
- Stoudt has directed MARC staff to practice all reasonable personal safety precautions, including wearing disposable gloves whenever cleaning or servicing the restrooms, picnic tables, or other areas of frequent hand contact
 - MARC's supply of disposable gloves is severely limited
 - MARC has no face masks available for staff use
 - In the event Stoudt believes staff health is endangered by continued maintenance of park facilities, Stoudt will consult with MARC Board leadership for approval of additional closures
- Following guidance received from local, state, and federal authorities, MARC recommends the following safety guidance for park and trail visitors:
 - If you're sick or you know you've been in contact with someone who is sick, please stay home.
 - Take hand sanitizer with you and make sure you, your family, and friends use it regularly.
 - Stay at least six feet away from others.
 - Avoid recreating in groups.
 - Avoid touching your face, eyes, and nose.
 - Use a tissue or your elbow to cover your nose and mouth when coughing or sneezing.
 - Use the restroom before you leave home.
 - Bring a blanket or lawn chairs if you plan to picnic.
 - Avoid playgrounds, play equipment, benches, water fountains, and other frequently touched surfaces.
 - Resist the urge to stop and socialize with others you may see when you're out. Parents, please stress this to your children if they are out without you.
 - Give as much room as possible on the trail when passing others. Step off the trail to make room when possible and when doing so will not damage sensitive natural areas along the trail.

DIRECTOR'S REPORT (continued)

UPCOMING EVENTS AND MEETINGS

- ALL MARC PROGRAMMING AND SPECIAL EVENTS ARE CANCELLED THROUGH APRIL 30
- Stoudt will consult with MARC Board leadership regarding the April 27 meeting
- Stoudt will continue to monitor COVID-19 guidance to determine how to proceed after April 30