



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

## **May 18, 2020 Regular Meeting Agenda**

### **7:00pm**

This meeting will be conducted through the Zoom platform due to COVID-19 restrictions.

No in-person meeting will be held.

In order to prevent malicious conduct, meeting attendees must register in advance for this meeting at:

<https://us02web.zoom.us/joining/register/tZYtd-2trTgoGN3MwnVu96aocRA6MaHGmmHv>.

After registering, you will receive a confirmation email containing information about joining the meeting.

For questions or problems, please contact Bob Stoudt, MARC Director, at (570) 336-2060.

#### **Call to Order**

#### **Public Comment**

#### **Officer Reports**

- Chairman's Report (Mike Mills)
  - Welcome Mahoning Township representatives
- Treasurer's Report (Tyler Dombroski) (**pages 2 - 17**)
- Secretary's Report (Chris Johns)

#### **Partner Reports**

- Washingtonville Borough (Frank Dombroski / Tyler Dombroski)
- Danville Borough (Kevin Herritt / Dr. Dan Rogers)
- Riverside Borough (Bill Lavage / Kyle Postupack)
- Montour County (Commissioner Dan Hartman)
- Danville Area School District (Chris Johns)
- Mahoning Township (TS Scott / Larry Robertson)

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

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

#### **Director's Report (Bob Stoudt) (**pages 19 – 30**)**

#### **Old Business**

- 2020 budget revision (**pages 35 – 39**)

#### **New Business**

- Approval of Stoudt expense report (**pages 31 – 34**)

#### **Other Items**

#### **Adjournment**

next meeting June 22 (*meeting may be online, subject to 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
deposit	5/15/20			Montour County Hotel Tax grant (Q1)		20,824.24	20,829.87

## 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
transfer	4/30/20	5/1/20		transfer to general checking account to reimburse eligible Montour Preserve expenses (as approved by DCED on 4/17)		2,284.05		710.30



## 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	4/23/20	5/1/20	4/1 - 4/30/2020	Zoom Video Communications (monthly fee)	office expenses		15.89		87,039.05
6325	4/27/20	5/1/20		Robert Stoudt (4/27 expense report - MailChimp email service, Sam's Club (groceries for Montour Preserve pancake breakfast, Humdinger Trail Races, and Montour Preserve maintenance), Wagner's Trophies (Humdinger t-shirts), West Branch Rental (heaters and generator rental for Humdinger), USPS Washingtonville (mailing of Humdinger lost & found items), Adobe Illustrator (monthly fee), HughesNet (Montour Preserve internet), Burkholder's Farm Market (bleach for Montour Preserve wells), Adobe Illustrator (monthly fee), Cole's Hardware (concrete), ToolsForTrails.com (file, hand saw, pruner, trail hoe, tick spray, chainsaw backpack), DCNR Bureau of Forestry (PNDI review fee for Danville Borough Levee North Branch Canal Trail), HughesNet (Montour Preserve internet), Hanson Aggregates (load 2RC stone for Hess parking lot and road)	\$7.06 Humdinger (advertising); \$7.06 Montour Preserve (email); \$7.07 miscellaneous expenses; \$68.86 Humdinger (food & drink); \$87.32 Humdinger (misc. supplies); \$347.53 Montour Preserve (pancake breakfast); \$87.84 Montour Preserve (maintenance/misc.); \$1,060 Humdinger (t-shirts); \$660 Humdinger (equipment rental); \$15.05 Humdinger (misc. expenses); \$22.25 office expenses; \$172.33 Montour Preserve (internet); \$7.06 Humdinger (advertising); \$7.06 Montour Preserve (email); \$7.07 miscellaneous expenses; \$5.30 Montour Preserve (maintenance/misc.); \$22.25 office expenses; \$13.32 Montour Preserve (maintenance/misc.); \$382.93 park maintenance tools & supplies; \$40 Danville/Montour County bike/pedestrian safety; \$172.33 Montour Preserve (internet); \$366.34 Hess Recreation Area (parking lot)		3,566.03	83,473.02	
6326	4/27/20	5/1/20		Dennis Piatt (payroll 4/12 - 4/25)	payroll - Piatt		385.09		83,087.93
6327	4/27/20	5/1/20		Jon Beam (payroll 4/12 - 4/25)	payroll - Beam		174.84		82,913.09
6328	4/27/20	5/1/20		Robert Stoudt (payroll 4/12 - 4/25)	payroll - Stoudt		1,400.23		81,512.86
6329	4/27/20	5/1/20		Susan Shultz, CPA (quarterly accounting fee)	accounting		355.00		81,157.86
6330	4/27/20	5/1/20		PPL Electric Utilities (Hess Recreation Area)	Hess Recreation Area (electric)		41.70		81,116.16
automatic payment	4/30/20	5/1/20	4/1 - 4/30/2020	PA Department of Revenue (payroll taxes)	payroll taxes		343.69		80,772.47
automatic payment	4/30/20	5/1/20	4/1 - 4/30/2020	Danville Earned Income Tax Office (Q1 payroll taxes)	payroll taxes		367.06		80,405.41
interest	4/30/20	5/1/20	4/1 - 4/30/2020	dividend interest earned 4/1 - 4/30/2020	interest			12.08	80,417.49
transfer	4/30/20	5/1/20		transfer from DCED grant checking account to reimburse Montour Preserve eligible expenses	Montour Preserve			2,284.05	82,701.54
online payment	5/6/20			Johnson Controls Security Solutions (Montour Preserve security system Q2 monitoring)	Montour Preserve (security system)		215.34		82,486.20
6331	5/6/20			Big Pop's Mowing	\$498 Hess Recreation Area; \$100 River Drive parcel; \$80 Hopewell Park; \$40 Columbia County projects; \$2,931 Montour Preserve (lawn care)		3,649.00		78,837.20
6332	5/6/20			Brenda Hill (refund of users' fee and security deposit for cancelled Starry Night event)	\$250 Hess Recreation Area security deposit (REFUND); \$300 Hess Recreation Area users' fee (REFUND)		550.00		78,287.20
6333	5/6/20			Ted Heaps Container Service (trash removal)	\$125 Montour Preserve (trash); \$65 Hess Recreation Area		190.00		78,097.20
6334	5/6/20			McPush, Inc. (website hosting)	\$49.50 Montour Preserve (website); \$49.50 misc. expenses		99.00		77,998.20
6335	5/12/20			Dennis Piatt (payroll 4/26 - 5/9)	payroll - Piatt		332.90		77,665.30
6336	5/12/20			Jon Beam (payroll 4/26 - 5/9)	payroll - Beam		253.52		77,411.78
6337	5/12/20			Lesley Yeich (payroll 4/26 - 5/9)	payroll - Yeich		85.38		77,326.40
6338	5/12/20			Robert Stoudt (payroll 4/26 - 5/9)	payroll - Stoudt		937.61		76,388.79
deposit	5/13/20			deposit	\$420 Montour Preserve pavilion reservations; \$340 Montour Preserve donations; \$300 Youth in Philanthropy Grant (DeLong Park swing set); \$300 Youth in Philanthropy Grant (Hopewell Park pump track design)			1,360.00	77,748.79
automatic payment	5/14/20			GoDaddy (1-year renewal of MontourPreserve.org email service)	admin/miscellaneous		76.20		77,672.59
debit card	5/14/20			Cole's Hardware (toilet paper, light bulbs, marking paint)	\$7.41 Hess Recreation Area; \$5.82 Hopewell Park; \$14.82 Montour Preserve (maintenance/misc)		28.05		77,644.54
automatic payment	5/15/20			US Treasury (April payroll taxes)	payroll taxes		1,132.62		76,511.92
automatic payment	5/15/20			PA Dept. of Revenue (April payroll taxes)	payroll taxes		155.42		76,356.50
automatic payment	5/15/20			GoDaddy (5-year renewal of MontourPreserve.org domain name)	Montour Preserve (website)		105.85		76,250.65
debit card	5/15/20			Turbotville Great Valu (bleach for Montour Preserve wells)	Montour Preserve (maintenance/misc)		23.05		76,227.60



Federal Credit Union | Friends you can bank on.  
**CORPORATE OFFICE**  
 1385 MONTOUR BLVD.  
 P.O. BOX 159  
 DANVILLE, PA 17821-0159

ADDRESS SERVICE REQUESTED

MONTOUR AREA RECREATION COMMISSION  
 PO BOX 456  
 DANVILLE PA 17821

**we've got you covered**

For the latest credit union news and operations updates, visit our COVID-19 member information and resources page at [www.service1.org](http://www.service1.org).

Presorted  
 First-Class Mail  
 U.S. Postage  
 Paid  
 Danim

800.562.6049 | [www.service1.org](http://www.service1.org) | Federally Insured By NCUA

Statement Period: 04/01/2020-04/30/2020

Page 1 of 3

## Summary of Accounts:

	Ending Balance	YTD Dividend	Member Number: 584727
<b>Savings</b>			
01 - REGULAR SAVINGS	5.63	0.00	
40 - CHECKING	89,789.54	24.80	
41 - DCNR GRANT CHECKING	0.00	0.00	
42 - DCED GRANT CHECKING	2,994.35	8.24	
<b>Total</b>	<b>92,789.52</b>	<b>33.04</b>	

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

### ID 01 REGULAR SAVINGS

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Apr 1		Balance Forward			5.63
Apr 30		Ending Balance			5.63

### ID 40 CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Apr 1		Balance Forward			74,181.61
Apr 1		Certified Draft 0000006311 for \$1,588.29			
Apr 2		Deposit by Check	30,000.00		104,181.61
Apr 2		Draft 6311		-1,588.29	102,613.32
Apr 6		Draft 6303		-31.09	102,582.23
Apr 6		Draft 6302		-38.94	102,543.29
Apr 6		Draft 6305		-41.44	102,501.85
Apr 6		Draft 6297		-589.90	101,911.95
Apr 6		Draft 6304		-682.07	101,229.88
Apr 6		Draft 6306		-763.51	100,466.37
Apr 6		Draft 6300		-2,173.08	98,293.29
Apr 7		Draft 6295		-104.53	98,188.76
		Processed Check - VERIZON FINANCIA TYPE: PAYMENTS ID: 7204096069			
Apr 7		Draft 6310		-39.41	98,149.35
Apr 7		Draft 6299		-374.37	97,774.98
Apr 7		Draft 6293		-450.00	97,324.98
Apr 8		Withdrawal Debit Card		-105.55	97,219.43
		4/7 COLE'S-DANVILLE DANVILLE PA			
Apr 8		Draft 6291		-75.00	97,144.43
Apr 8		Draft 6294		-275.00	96,869.43
Apr 8		Draft 6296		-800.00	96,069.43
Apr 13		Draft 6307		-175.00	95,894.43
Apr 13		Draft 6309		-309.71	95,584.72
Apr 13		Draft 6308		-325.57	95,259.15
Apr 13		Draft 6298		-607.28	94,651.87
Apr 15		Withdrawal ACH COMMWLTHOFPA INT		-368.22	94,283.65

Want your statement earlier? View it online! Sign-up today at [www.service1.org](http://www.service1.org)

Stay connected! Follow us on Facebook, Twitter and Instagram to keep up with what's happening at Service 1st.



www.facebook.com/service1stfcu  
www.twitter.com/service1st  
www.instagram.com/service1stfcu

**Member Number:** 584727 **Statement Period:** 04/01/2020-04/30/2020

Page 2 of 3

### ID 40 CHECKING - Continued

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
		TYPE: PAEMPLOYTX ID: 1236003133 CO: COMMWLTHOFPA INT			
Apr 15		Withdrawal ACH IRS		-2,751.10	91,532.55
		TYPE: USATAXPYMT ID: 3387702000 CO: IRS			
Apr 16		Draft 6312		-25.00	91,507.55
Apr 16		Draft 6292		-100.00	91,407.55
Apr 17		Withdrawal Debit Card		-158.41	91,249.14
		4/16 PP*COLESHARDWA DANVILLE PA			
Apr 17		Draft 6259		-10.00	91,239.14
Apr 17		Draft 6301		-250.00	90,989.14
Apr 21		Withdrawal Debit Card		-110.53	90,878.61
		4/20 PP*COLESHARDWA DANVILLE PA			
Apr 22		Withdrawal Debit Card		-40.10	90,838.51
		4/20 SHEETZ 0372 00003723 DANVILLE PA			
Apr 22		Withdrawal Debit Card		-21.19	90,817.32
		4/21 PP*COLESHARDWA DANVILLE PA			
Apr 22		Withdrawal Debit Card		-23.22	90,794.10
		4/21 PENN JERSEY FOOD MART DANVILLE PA			
Apr 24		Withdrawal Debit Card		-15.89	90,778.21
		4/23 ZOOM.US 888-799-9666 CA			
Apr 24		Draft 6285		-50.00	90,728.21
Apr 24		Draft 6286		-50.00	90,678.21
Apr 29		Draft 6313		-190.00	90,488.21
Apr 30		Withdrawal ACH UNEMP COMP EFT		-343.69	90,144.52
		TYPE: PADLIUCCON ID: 1236003133 CO: UNEMP COMP EFT			
Apr 30		Withdrawal ACH DANVILLE AREA EA		-367.06	89,777.46
		TYPE: TAX PAYMNT ID: 1232266087 CO: DANVILLE AREA EA			
Apr 30		Deposit Dividend Dividend Post	12.08		89,789.54
		Annual Percentage Yield Earned 0.160% from 04/01/2020 through 04/30/2020			
Apr 30		Ending Balance			89,789.54
		Total Deposits 30,012.08			
		Total Withdrawals 14,404.15			

#### Drafts for 40 - CHECKING

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
Apr 17	□ 6259	10.00	Apr 6	□ 6297	589.90	Apr 6	□ 6306	763.51
Apr 24	□ 6285*	50.00	Apr 13	□ 6298	607.28	Apr 13	□ 6307	175.00
Apr 24	□ 6286	50.00	Apr 7	□ 6299	374.37	Apr 13	□ 6308	325.57
Apr 8	□ 6291*	75.00	Apr 6	□ 6300	2,173.08	Apr 13	□ 6309	309.71
Apr 16	□ 6292	100.00	Apr 17	□ 6301	250.00	Apr 7	□ 6310	39.41
Apr 7	□ 6293	450.00	Apr 6	□ 6302	38.94	Apr 2	□ 6311	1,568.29
Apr 8	□ 6294	275.00	Apr 6	□ 6303	31.09	Apr 16	□ 6312	25.00
Apr 7	□ 6295	104.53	Apr 6	□ 6304	682.07	Apr 29	□ 6313	190.00
Apr 8	□ 6296	800.00	Apr 6	□ 6305	41.44			

\* denotes skipped sequence

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

Refinance or consolidate your loans to take advantage of our great rates today at [www.service1.org](http://www.service1.org)

Stay connected! Follow us on Facebook, Twitter and Instagram to keep up with what's happening at Service 1st.



[www.facebook.com/service1stfcu](https://www.facebook.com/service1stfcu)  
[www.twitter.com/service1st](https://www.twitter.com/service1st)  
[www.instagram.com/service1stfcu](https://www.instagram.com/service1stfcu)

**Member Number:** 584727  
**Statement Period:** 04/01/2020-04/30/2020

Page 3 of 3

#### ID 41 DCNR GRANT CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
Apr 1		Balance Forward			0.00
Apr 17		41 - DCNR GRANT CHECKING Closed			
*** This is the final statement you will receive for this account ***					
*** Please retain this final statement for tax reporting purposes ***					

	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
Apr 1		Balance Forward			2,994.35
Apr 30		Ending Balance			2,994.35

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

Refinance or consolidate your loans to take advantage of our great rates today at [www.service1.org](http://www.service1.org)

**UPDATED 4/30/2020**

DEPOSITS NOT YET POSTED

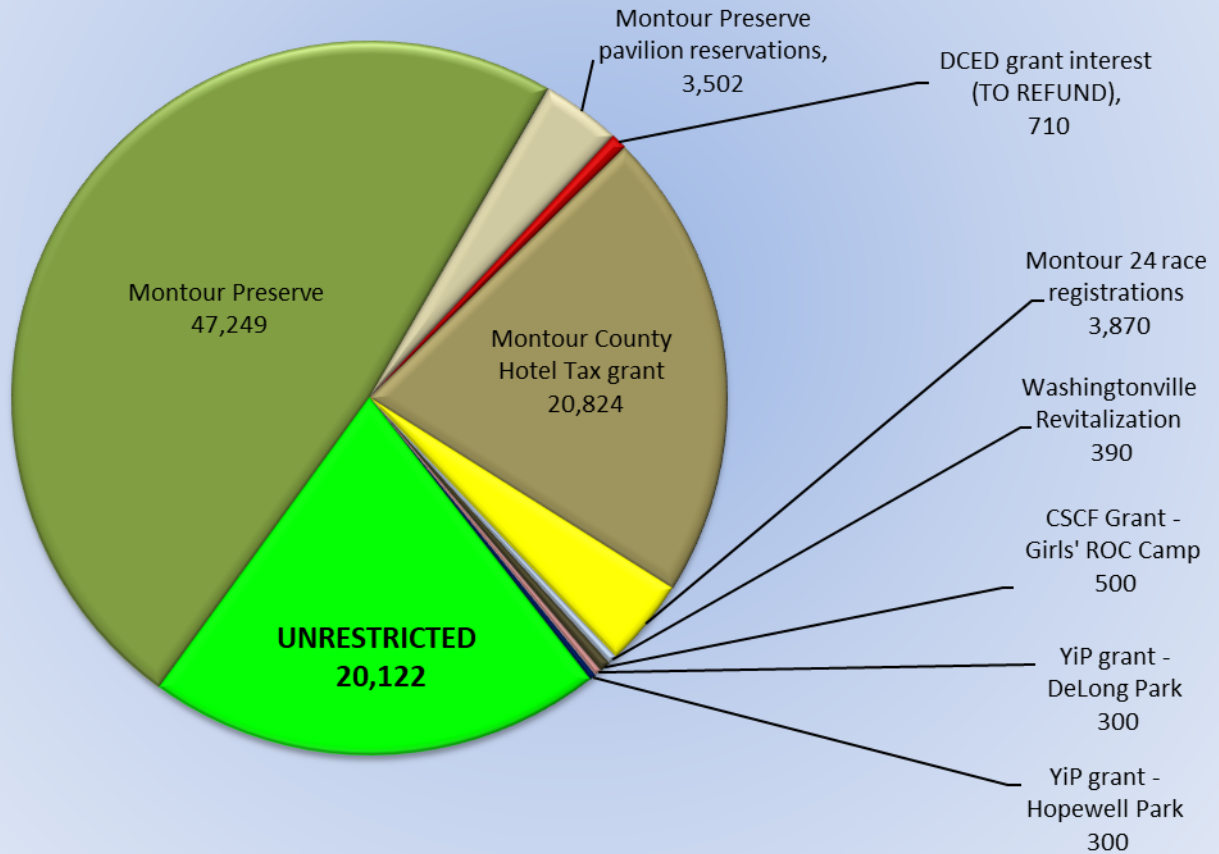
**WITHDRAWALS NOT YET CLEARED**



**MARCO**  
MONTOUR AREA RECREATION COMMISSION



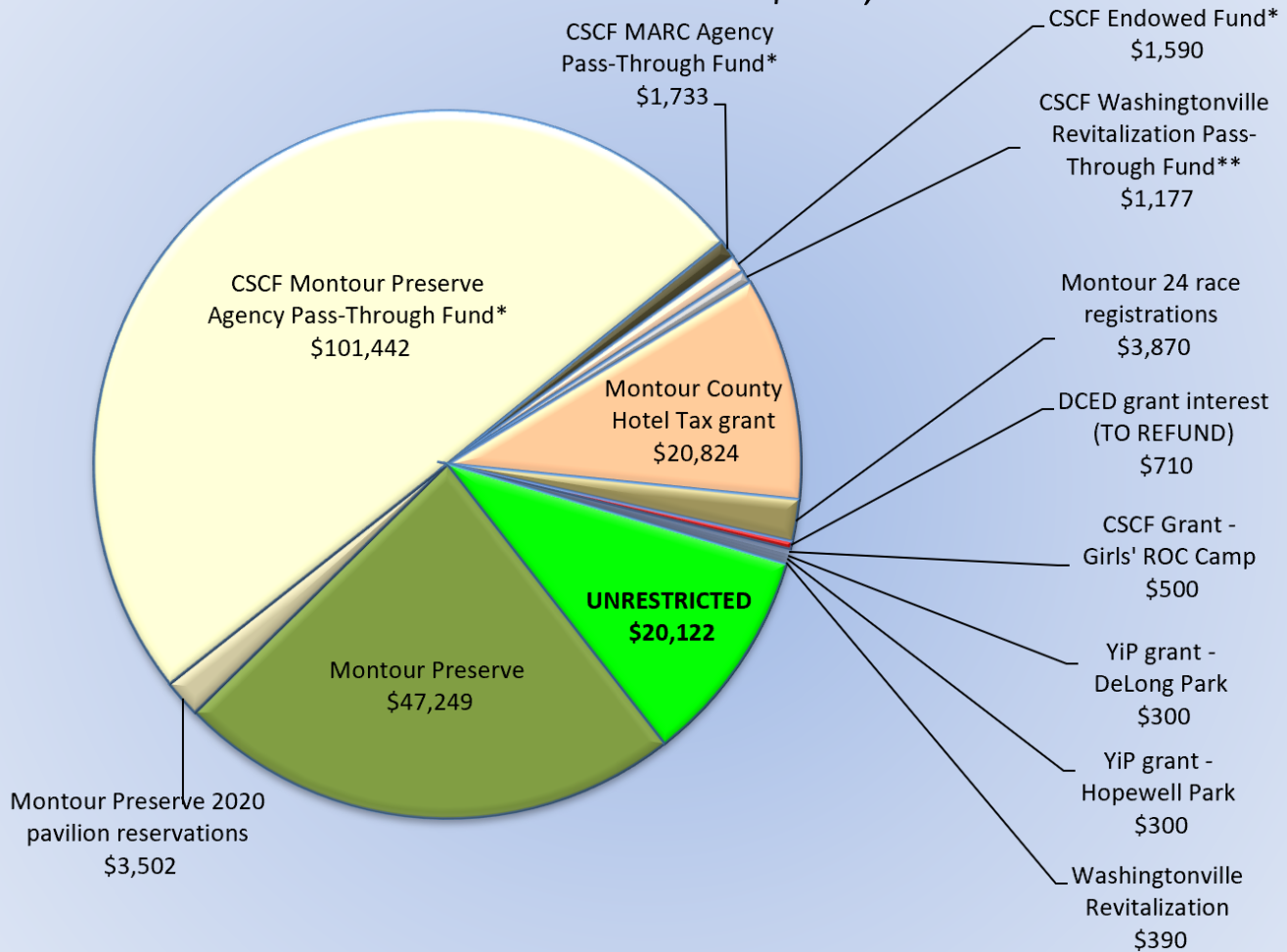
**MARC FUNDS EARMARKS AS OF 5/15/2020**  
**COMBINED ACCOUNT BALANCE: \$97,767.77**  
**(INCLUDES SAVINGS, DCNR AND DCED GRANT CHECKING**  
**ACCOUNTS, AND GENERAL CHECKING ACCOUNT;**  
**EXCLUDES CSCF FUNDS AND GRANTS RECEIVABLE)**





## MARC TOTAL ASSETS AS OF 5/15/2020

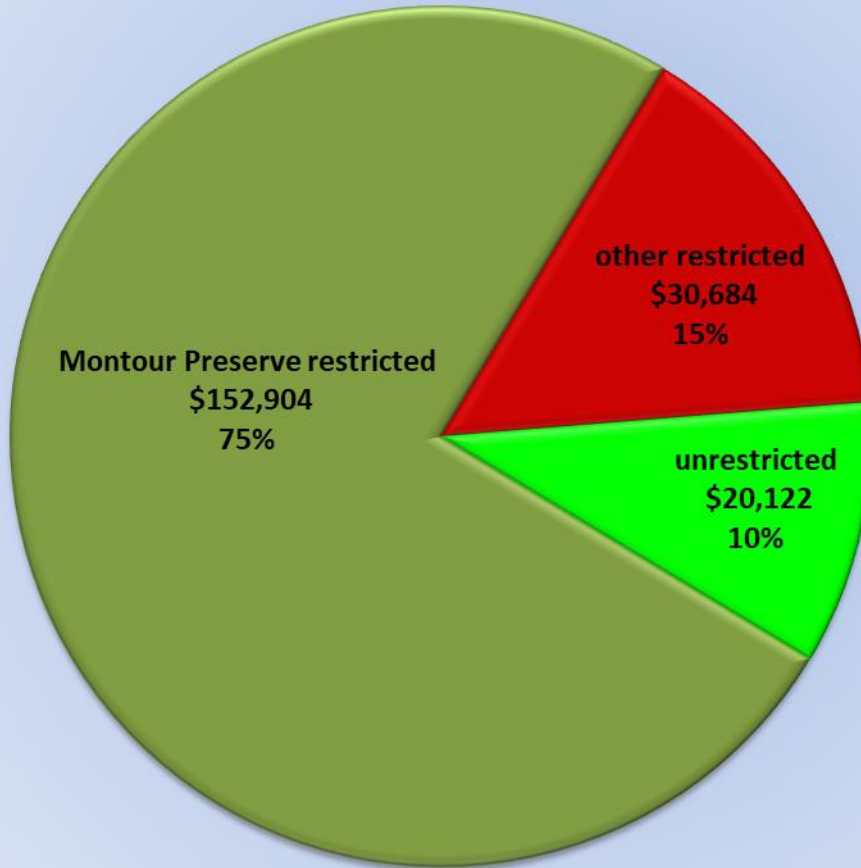
COMBINED VALUE: \$203,710




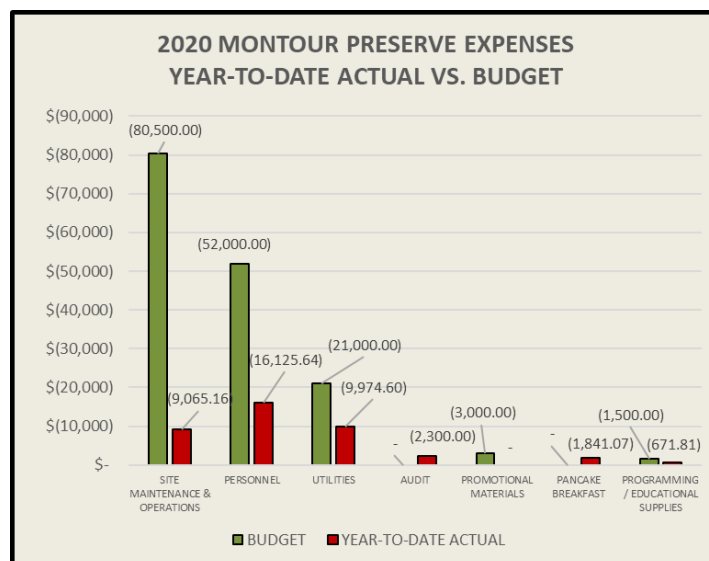
**NOTES:** \* CSCF fund balances are accurate as of 12/31/19, except that the CSCF Montour Preserve Agency Fund balance includes MARC's February 2020 withdrawal of \$50,000.

\*\* CSCF Washingtonville Revitalization Fund includes 3/31/2020 MARC deposit.

**MARC TOTAL ASSETS AS OF 5/15/2020**  
**COMBINED VALUE: \$203,710**



<div>  <b>MONTOUR PRESERVE 2020 BUDGET</b>            BUDGET ADOPTED 11/25/2019; YEAR-TO-DATE AS OF 5/15/2020         </div>		
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL
personnel	(52,000.00)	(16,125.64)
SITE MAINTENANCE & OPERATIONS	cleaning service	(800.00)
	HVAC system maintenance	-
	lawn care	(2,931.00)
	parking lot / road maintenance	(196.50)
	security system	(430.68)
	sewage pumping	-
	snow plowing	-
	supplies / misc.	(4,606.98)
	ATV purchase	-
	water testing	(100.00)
	wildlife management	-
	picnic area sinks repair/replacement	-
	picnic area pavilion / restroom painting	-
	visitors' center / EEC signage replacement	-
	trail markers and signage	-
UTILITIES	electric	(7,864.10)
	internet service	(689.32)
	telephone	(421.65)
	trash service	(625.00)
	website hosting / email service	(374.53)
audit	-	(2,300.00)
promotional materials	(3,000.00)	-
pancake breakfast	-	(1,841.07)
programming & educational supplies	(1,500.00)	(671.81)
<b>EXPENSE TOTAL</b>	<b>\$(158,000.00)</b>	<b>\$ (39,978.28)</b>



2020 MONTOUR PRESERVE INCOME		AMOUNT
Carryover starting balance from 2019	\$	1,337.28
2020 donations received direct to MARC checking	\$	1,791.00
2020 pavilion / auditorium reservations completed YTD	\$	230.00
donations granted from CSCF fund	\$	50,000.00
DCNR grant closeout payment	\$	30,000.00
pancake breakfast tickets	\$	1,585.12
DCED grant reimbursement	\$	2,284.05
<b>2020 YTD INCOME TOTAL</b>	<b>\$</b>	<b>87,227.45</b>
MONTOUR PRESERVE INCOME (RESTRICTED)		AMOUNT
pavilion & auditorium reservations not yet completed	\$	3,502.00
<b>TOTAL RESTRICTED INCOME</b>	<b>\$</b>	<b>3,502.00</b>
MARC 2020 MONTOUR PRESERVE LABOR SUMMARY		
EMPLOYEE	HOURS	AMOUNT
STOUDT	318.50	\$ (7,619.96)
BEAM	173.75	\$ (3,806.86)
PIATT	209.50	\$ (4,361.79)
YEICH	20.50	\$ (337.02)
<b>TOTAL</b>	<b>722.25</b>	<b>\$ (16,125.64)</b>
2020 MONTOUR PRESERVE ACCOUNTING SUMMARY		AMOUNT
Carryover starting balance from 2019	\$	1,337.28
donations received direct to MARC checking	\$	1,791.00
pavilion / auditorium reservations completed YTD	\$	230.00
donations granted from CSCF Montour Preserve Fund	\$	50,000.00
DCNR grant closeout payment	\$	30,000.00
DCED grant reimbursement	\$	2,284.05
pancake breakfast tickets	\$	1,585.12
expenses incurred	\$	(23,852.64)
MARC labor year-to-date	\$	(16,125.64)
<b>2020 YEAR-TO-DATE PROJECT BALANCE</b>	<b>\$</b>	<b>47,249.17</b>

**MONTOUR AREA RECREATION COMMISSION  
MANAGED SITES 2020 BUDGETS**

BUDGET ADOPTED 11/25/2019

YEAR-TO-DATE INFORMATION UPDATED 5/15/2020

HESS RECREATION AREA 2020 BUDGET		
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL
MOWING	(6,000)	(498.00)
PARKING LOT	(2,500)	(2,366.34)
TRASH REMOVAL	(800)	(325.00)
RESTROOMS	(2,200)	(1,064.63)
OTHER LABOR & MAINT.	(5,300)	(1,748.36)
ELECTRICITY	(1,200)	(160.36)
<b>TOTAL</b>	<b>(18,000)</b>	<b>(6,162.69)</b>

HOPEWELL PARK 2020 BUDGET		
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL
MOWING	(1,400)	(80.00)
OTHER LABOR & MAINT.	(2,900)	(1,057.88)
PARKING LOT	(1,200)	-
<b>TOTAL</b>	<b>(5,500)</b>	<b>(1,137.88)</b>

NORTH BRANCH CANAL TRAIL (MONTOUR) 2020 BUDGET		
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL
MOWING	(750)	-
OTHER LABOR & MAINT.	(750)	(62.48)
<b>TOTAL</b>	<b>(1,500)</b>	<b>(62.48)</b>

RIVER DRIVE PARCEL 2020 BUDGET		
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL
MOWING	(1,200)	(100.00)
OTHER LABOR & MAINT.	(800)	(11.84)
<b>TOTAL</b>	<b>(2,000)</b>	<b>(111.84)</b>



## 2020 MARC BUDGET W/ STOUDT PROPOSED REVISIONS

ADOPTED 11/25/2019; YEAR-TO-DATE INFORMATION UPDATED 5/15/2020

EXPENSE	BUDGETED EXPENSES	YEAR-TO-DATE ACTUAL EXPENSES	YEAR-TO-DATE % ACTUAL VS. BUDGETED EXPENSE	FUNDING SOURCES	BUDGETED INCOME	YEAR-TO-DATE ACTUAL INCOME	YEAR-TO-DATE % ACTUAL VS. BUDGETED INCOME	BUDGETED LINE ITEM SURPLUS / (DEFICIT)	ACTUAL YEAR-TO-DATE LINE ITEM SURPLUS / (DEFICIT)
PARK & TRAIL MAINTENANCE	Montour Preserve	\$ (158,000.00)							
			25.3%	DCNR grant (close-out payment in 2020)	\$ 30,000.00	\$ 30,000.00	100.0%		
				DCED grant reimbursement	\$ -	\$ 2,284.05			
				pavilion / auditorium reservations	\$ 10,000.00	\$ 230.00	2.3%		
				donations	\$ 6,000.00	\$ 1,791.00	29.9%	\$ (58,000.00)	\$ 47,249.17
				pancake breakfast tickets	\$ -	\$ 1,585.12			
				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	\$ (18,000.00)	34.2%	user fees [250]	\$ 2,000.00	\$ -	0.0%	\$ (16,000.00)	\$ (6,162.69)
	North Branch Canal Trail (Montour Co. portion)	\$ (1,500.00)	4.2%	donations	\$ 300.00	\$ -	0.0%	\$ (1,200.00)	\$ (62.48)
SPECIAL PROJECTS & EVENTS	Columbia County projects	\$ (3,000.00)	2.6%	Columbia County	\$ 3,000.00	\$ -	0.0%	\$ -	\$ (78.59)
	Hopewell Park/Borough Farm Trails	\$ (5,500.00)	20.7%	donations	\$ 500.00	\$ 50.00	10.0%	\$ (5,000.00)	\$ (1,087.88)
	River Drive parcel (NBCT parking)	\$ (2,000.00)	5.6%		\$ -	\$ -		\$ (2,000.00)	\$ (111.84)
	Washingtonville Revitalization projects	\$ (6,000.00)	5.6%	donations [1,000]; Realtors' grants [5,000]; YIP grant [300]	\$ 3,000.00	\$ 417.67	13.9%	\$ (3,000.00)	\$ 80.38
	tools & supplies	\$ (1,500.00)	68.9%		\$ -	\$ -		\$ (1,500.00)	\$ (1,033.41)
	Humdinger Trail Races	\$ (11,500.00)	91.9%	race registration fees and sponsorships	\$ 11,500.00	\$ 12,172.00	105.8%	\$ -	\$ 1,604.33
	Chilli Challenge	\$ (7,500.00)	1.2%	race registration fees and sponsorships	\$ 7,500.00	\$ -	0.0%	\$ -	\$ (89.02)
	Montour 24	\$ (7,500.00)	1.3%	race registration fees and sponsorships	\$ 7,500.00	\$ 3,870.00	51.6%	\$ -	\$ 3,774.35
	Danville / Montour Co. bike / ped safety projects	\$ (1,000.00)	74.8%		\$ -	\$ -		\$ (1,000.00)	\$ (748.35)
	wellness special projects	\$ (3,000.00)	6.6%		\$ -	\$ -		\$ (3,000.00)	\$ (197.94)
ADMIN / INSURANCE	tourism promotion special projects	\$ (2,000.00)	62.5%		\$ -	\$ -		\$ (2,000.00)	\$ (1,249.32)
	mountain biking special projects	\$ (10,000.00)	5.8%	donations [200]; grants [300]	\$ 3,500.00	\$ -	0.0%	\$ (6,500.00)	\$ (577.46)
	other special projects & events	\$ (2,000.00)	14.5%		\$ -	\$ -		\$ (2,000.00)	\$ (290.40)
	admin / misc. other (includes Stoudt admin labor)	\$ (17,000.00)	39.4%		\$ -	\$ -		\$ (17,000.00)	\$ (6,695.97)
	fundraising	\$ -			\$ -	\$ -		\$ -	\$ (85.00)
	insurance (D&O, General & Workers' Comp)	\$ (14,000.00)	0.0%		\$ -	\$ -		\$ (14,000.00)	\$ -
	accounting	\$ (1,800.00)	41.1%		\$ -	\$ -		\$ (1,800.00)	\$ (740.00)
	office supplies	\$ (1,000.00)	64.3%		\$ -	\$ -		\$ (1,000.00)	\$ (642.52)
	dues & fees	\$ (1,000.00)	125.1%		\$ -	\$ -		\$ (1,000.00)	\$ (1,251.00)
	public notices	\$ (1,000.00)	16.0%		\$ -	\$ -		\$ (1,000.00)	\$ (159.60)
OTHER				Montour Co. Act 13 funding	\$ 5,000.00	\$ -	0.0%	\$ 5,000.00	\$ -
				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	\$ 1,405.00	28.1%	\$ 5,000.00	\$ -
				other income	\$ -	\$ -		\$ -	\$ -
	TOTAL EXPENSES	\$ (275,800.00)	26.2%	TOTAL INCOME	\$ 275,800.00	\$ 143,492.06	52.0%	\$ -	\$ 71,199.71

### **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.



5:19 PM

05/13/20

Accrual Basis

**Montour Area Recreation Commission**  
**Statement of Financial Position**  
 As of April 30, 2020

	Apr 30, 20
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Serv 1st -DCED Grant Cking	710.30
Service 1st - Savings	5.63
Service 1st FCU	82,701.54
Total Checking/Savings	83,417.47
Other Current Assets	
Prepaid Expenses	
Payroll & Taxes	101.00
Prepaid Expenses - Other	36.34
Total Prepaid Expenses	137.34
Total Other Current Assets	137.34
Total Current Assets	83,554.81
Other Assets	
CSCF - Trusted Funds	
MARC Agency Endowment Fund	1,590.39
MARC Washingtonville Revitaliza	1,176.69
Montour Preserve Fund	101,442.11
CSCF - Trusted Funds - Other	1,733.37
Total CSCF - Trusted Funds	105,942.56
Total Other Assets	105,942.56
<b>TOTAL ASSETS</b>	<b>189,497.37</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Advance Payments Received	
Hess Field User Fees	300.00
Preserve Reservations	3,082.00
Race Registrations	3,870.00
Total Advance Payments Received	7,252.00
Conditional Contributions	
Agency Endowment Fund	1,000.00
CSCF-Preserve Donations & Int	52,099.15
DCED Preserve Funds	2,284.05
Girls ROC Camp	500.00
Washingtonville Revitalization	1,593.39
Total Conditional Contributions	57,476.59
DCED Interest Payable	710.30
Payroll Liabilities	1,373.92
Security Deposits Held	
Hess Field Security Deposit	250.00
Total Security Deposits Held	250.00
Total Other Current Liabilities	67,062.81
Total Current Liabilities	67,062.81
Total Liabilities	67,062.81

No Assurance Provided

Page 1

5:19 PM

05/13/20

Accrual Basis

**Montour Area Recreation Commission**  
**Statement of Financial Position**  
As of April 30, 2020

	Apr 30, 20
Equity	
Retained Earnings	113,678.57
Net Income	8,755.99
Total Equity	122,434.56
TOTAL LIABILITIES & EQUITY	189,497.37

No Assurance Provided

Page 2

## **ASSISTANT DIRECTOR'S REPORT**

In the past month, the assistant director has continued producing weekly Nature Notes and has been working on the audio for the Planet Walk trail. He also assisted with moving the boat dock and fishing pier into place in preparation for opening the lake to boating.

Jon Beam  
5/12/2020

## **MAINTENANCE TECHNICIAN'S REPORT**

We installed boat dock and fishing pier

took down no boating signs and cones since it is now May

patrolled trails removed down trees ,limbs,redone swales on hills and cleaned out culvert pipes

worked on diversion swale at Goose Cove putting in # 4 stone to correct wet problem

PTMT Dennis Piatt  
5/12/2020

## DIRECTOR'S REPORT

	STOUDT	PROJECT YTD TOTAL HOURS						MAY																
			26	27	28	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	
admin	MARC admin	255.50		3.00	1.50	0.50	0.25	2.00			1.50	1.50	1.50	3.00	0.50	0.25		2.00	2.00	1.75	0.50	3.00		
PARK & TRAIL MAINTENANCE	Hess Recreation Area	94.00		2.75	1.00	0.25	0.25	0.25	0.50	1.00	1.50	1.50		0.50	2.00	0.50	0.25	0.75	0.25	0.25	0.25	1.50		
	Hopewell Park / Danville Farm Trails	16.50																			0.50	0.25		
	Montour Preserve admin / maintenance	241.25	0.25	0.75	2.00	6.50	0.25	0.50	0.50	1.00	1.50	1.00	1.50	1.00	2.00	4.00	1.00	2.50	2.00	3.00	4.50	6.50		
	Montour Preserve programming	51.75																						
	North Branch Canal Trail (Montour Co.)	2.50																0.25						
	River Drive trailhead / river access	0.50																						
SPECIAL PROJECTS & EVENTS	Columbia County projects	1.50																						
	Danville / Montour Co. bike / ped safety	29.75																						
	mountain biking special projects	24.00																						
	other special projects / events	12.25																						
	tourism promotion special projects	49.75																	1.00		1.75			
	Washingtonville revitalization	12.75																						
	wellness special projects	8.25																						
	Humdinger Trail Races	75.50																						
	Montour 24 Endurance Races	2.50					1.50	0.25																
	Chilli Challenge	3.75					0.25																	
	DAILY TOTALS	882.00	0.25	6.50	4.50	9.00	1.00	2.75	1.00	2.00	4.50	4.00	3.00	4.50	4.50	4.75	1.25	5.50	5.25	5.75	7.50	11.25		
	WEEKLY PAYROLL TOTAL		25.00										27.25					36.50						

## DIRECTOR'S REPORT (continued)

2020 STOUTD 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	111.25	10.75	\$ 2,761.68	265.50	\$ 6,351.06
Hess Recreation Area	26.75	1.25	\$ 660.01	67.25	1.00	\$ 1,604.32	95.13	\$ 2,264.33
Hopewell Park / Danville Farm Trails	12.75		\$ 307.40	3.75	0.50	\$ 94.72	16.75	\$ 402.12
Montour Preserve admin / maintenance	124.75	15.25	\$ 3,191.56	116.50	11.00	\$ 2,888.96	254.38	\$ 6,080.52
Montour Preserve programming	37.75	22.00	\$ 1,175.36	14.00	2.75	\$ 364.08	64.13	\$ 1,539.44
North Branch Canal Trail (Montour Co.)	0.75		\$ 18.08	1.75	0.25	\$ 44.40	2.63	\$ 62.48
River Drive trailhead / river access	-		\$ -	0.50		\$ 11.84	0.50	\$ 11.84
Columbia County projects	0.25		\$ 6.03	1.25	0.25	\$ 32.56	1.63	\$ 38.59
Danville / Montour Co. bike / ped safety	9.00		\$ 216.99	20.75		\$ 491.36	29.75	\$ 708.35
mountain biking special projects	21.25		\$ 512.34	2.75		\$ 65.12	24.00	\$ 577.46
other special projects / events	0.75		\$ 18.08	11.50		\$ 272.32	12.25	\$ 290.40
tourism promotion special projects	26.50	3.00	\$ 675.08	23.25	2.00	\$ 574.24	52.25	\$ 1,249.32
Washingtonville revitalization	10.00	0.25	\$ 244.11	2.75		\$ 65.12	12.88	\$ 309.23
wellness special projects	6.00		\$ 144.66	2.25		\$ 53.28	8.25	\$ 197.94
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	2.25		\$ 53.28	2.50	\$ 59.31
Chilli Challenge	0.50		\$ 12.06	3.25		\$ 76.96	3.75	\$ 89.02
<b>TOTALS</b>	<b>455.00</b>	<b>53.50</b>	<b>\$ 11,614.99</b>	<b>427.00</b>	<b>59.50</b>	<b>\$ 10,815.84</b>	<b>938.50</b>	<b>\$ 22,430.83</b>

2020 STOUTD TIME ACCOUNTING (GROUPED BY CATEGORY) YEAR-TO-DATE SUMMARY		
TASK	HOURS	COST W/ TAXES
Admin	265.50	\$ 6,351.06
Park & Trail Maintenance	433.50	\$ 10,360.74
Columbia County projects	1.63	\$ 38.59
special projects	139.38	\$ 3,332.70
races	98.50	\$ 2,347.75
<b>2020 YTD TOTALS</b>	<b>938.50</b>	<b>\$ 22,430.83</b>

**STOUTD 2020 TIME TRACKING YTD SUMMARY**

Category	Hours	Percentage
Park & Trail Maintenance	433.50	46%
Admin	265.50	28%
special projects	139.38	15%
races	98.50	11%
Columbia County projects	1.63	0%

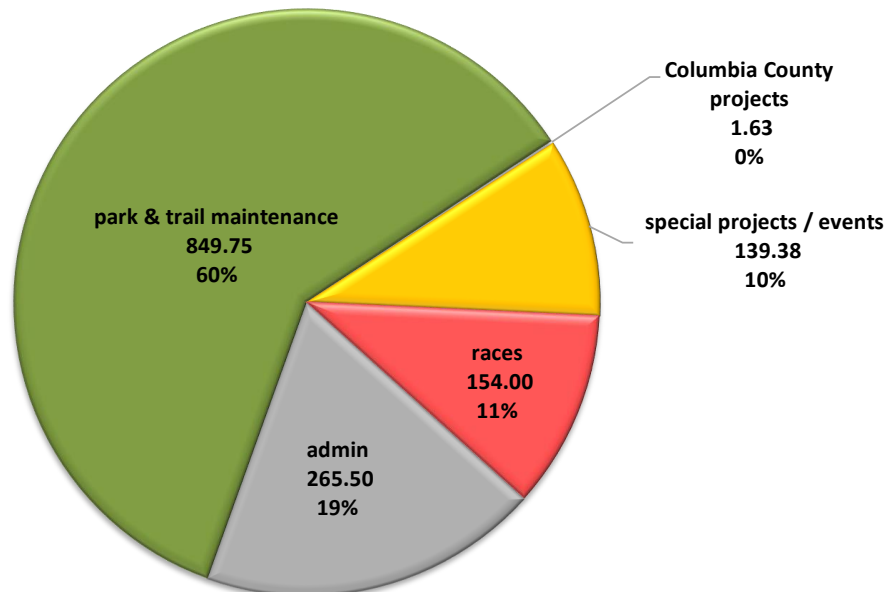
## DIRECTOR'S REPORT (continued)

### MARC STAFF 2020 YEAR-TO-DATE COMBINED TIME ACCOUNTING

STOUDT AS OF 5/15; BEAM, PIATT, AND YEICH AS OF 5/9/2020

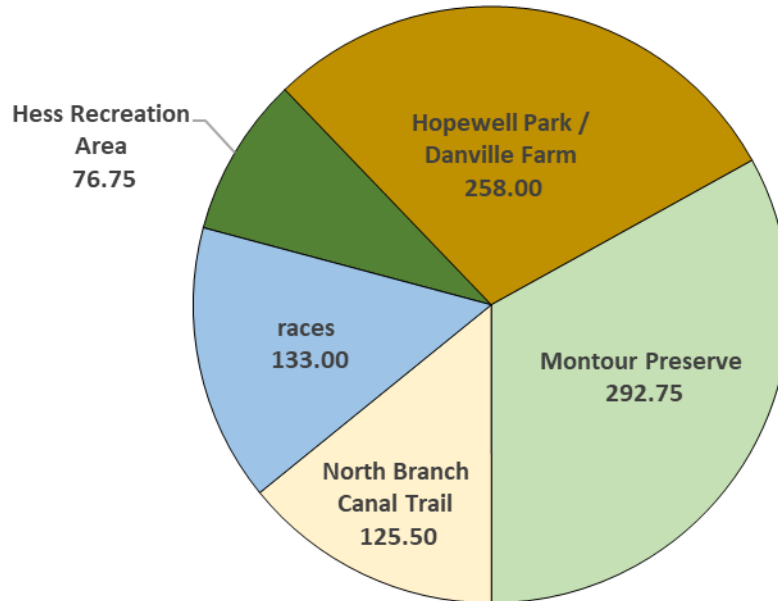
TASK	STOUDT	BEAM	PIATT	YEICH	PROJECT TOTAL HOURS
MARC admin	265.50	-	-	-	265.50
Hess Recreation Area	95.13	-	12.50	-	107.63
Hopewell Park / Danville Farm Trails	16.75	-	-	-	16.75
Montour Preserve admin / maintenance	254.38	56.25	209.50	20.50	540.63
Montour Preserve programming	64.13	117.50	-	-	181.63
North Branch Canal Trail (Montour Co.)	2.63	-	-	-	2.63
River Drive trailhead / river access	0.50	-	-	-	0.50
Columbia County projects	1.63	-	-	-	1.63
Danville / Montour Co. bike / ped safety	29.75	-	-	-	29.75
mountain biking special projects	24.00	-	-	-	24.00
other special projects / events	12.25	-	-	-	12.25
tourism promotion special projects	52.25	-	-	-	52.25
Washingtonville revitalization	12.88	-	-	-	12.88
wellness special projects	8.25	-	-	-	8.25
Humdinger Trail Races	92.25	19.00	16.00	20.50	147.75
Montour 24 Endurance Races	2.50	-	-	-	2.50
Chilli Challenge	3.75	-	-	-	3.75
<b>TOTALS</b>	<b>938.50</b>	<b>192.75</b>	<b>238.00</b>	<b>41.00</b>	<b>1,410.25</b>

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



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

**2020 YEAR-TO-DATE VOLUNTEER HOURS  
886 HOURS AS OF 5/14/2020  
VALUED AT \$22,531 (\$25.43/hr)**



### **2020 YEAR-TO-DATE VALUE OF DONATED LABOR AND MATERIALS UPDATED 5/15/2020**

DONATION	VALUE
LABOR	\$22,531
MATERIALS	\$18,160
<b>TOTAL</b>	<b>\$40,691</b>



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

### **GRANTS**

- **DCED Marketing to Attract Tourists Grant (Montour Preserve)**

- DCED on 4/17/2020 approved MARC's request to re-allocate \$2,284.05 in unused grant funds toward the purchase of MARC's utility tractor
  - Funds were transferred on 4/17/2020 from MARC's DCED grant checking account to MARC's general checking account
  - Funds are earmarked for Montour Preserve expenses
- As of 5/15/2020, \$710.30 in interest earned on grant funds remains earmarked in MARC's DCED grant checking account
  - Per the grant terms, these funds must be reimbursed to DCED at the time of grant closeout
- Stoudt has been in communication with McKonly & Asbury (formerly Brewer & Company, LLC) regarding how best to proceed with the required performance audit
  - Stoudt will scan all grant receipts and supporting materials and provide them electronically to the auditors for review
  - It is anticipated that the grant audit will be complete and the final grant closeout paperwork submitted to DCED within 30 days

- **Montour County 2020 Hotel Tax**

- Stoudt has been in regular contact with Columbia-Montour Visitors Bureau (CMVB) staff regarding the outlook for 2020 funding
  - Because of the ongoing COVID-19 crisis, hotel stays (and resultant hotel tax collections) are far below normal levels and are expected to remain so for the foreseeable future
  - MARC on 5/15/2020 received \$20,824.24 for the Q1 2020 (January – March) period
    - Funds have been deposited to MARC's savings account
      - Stoudt will consult with McKonly & Asbury (formerly Brewer & Co.) to determine how best to comply with grant auditing requirements



- As of 5/15/2020, Stoudt and CMVB staff are projecting that MARC may receive approximately \$37,500 in Montour County Hotel Tax funding in 2020
  - MARC had anticipated approximately \$160,000 per year in funding under average conditions and had initially budgeted for \$100,000 for 2020
  - Stoudt's proposed revised 2020 MARC budget, included with this meeting agenda, now budgets for \$37,500 in Montour County Hotel Tax funding
- Stoudt will attend the CMVB's June Executive Committee meeting to provide an update as required by the terms of the CMVB/MARC/Montour County MOU governing the use of Montour County Hotel Tax funds

## **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 2/27/2020 that it had been awarded \$500
- MARC received the check on 3/19/2020 and deposited the funds to MARC's checking account, to be earmarked for the 2020 Girls ROC Mountain Bike Camp
- As of 5/15/2020, event organizers have rescheduled the event to June 15 - 24
- 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 3/4/2020 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)
- MARC on 5/11/2020 received a check for \$600
  - Stoudt deposited the check to MARC's checking account, to be allocated as \$300 for the Washingtonville DeLong Park swing set project and \$300 for the Hopewell Park pump track

### **MANAGED SITES**

- **Hopewell Park / Danville Borough Farm**

- Work on the proposed pump track design process and parking lot improvements have been on hold until COVID-19 restrictions allow work to resume
  - Stoudt's 5/15/2020 revised budget continues to earmark \$5,000 for this project as originally planned
  - Stoudt had hoped for \$1,500 in Youth in Philanthropy grant funding to help cover this cost, but is grateful for the \$300 received; Stoudt's 5/15/2020 revised budget has been updated to reflect the grant income
  - Stoudt is considering an online public meeting to allow design work to begin
  - Stoudt will contact DirtSculpt to determine their willingness and ability to co-host such a meeting
- The site's trails and jump features have remained open to public use with no problems or concerns noted to date regarding COVID-19 restrictions

- **Montour Township (Columbia County) Legion Road parcel**

- No change since last meeting

- **North Branch Canal Trail**

- The trail remains open to public use with no problems or concerns noted to date regarding COVID-19 restrictions
- Trail Steward Wayne Kashner continues to monitor and maintain the trail as conditions allow
- Stoudt on 4/23/2020 spoke with the owner of the Bear Hunters' Campground and discussed plans for upcoming work when COVID-19 restrictions allow work to resume

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

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

#### **• Montour Preserve**

- The visitors' center / environmental education center was closed to the public on 3/17 and remains closed until further notice because of COVID-19 restrictions
- All other portions of the site are open for public use, though reduced capacity restrictions have been posted at all pavilions (maximum 25 for all but the Goose Cove Overlook pavilion (max 15))
- Usage of the Preserve has remained roughly three times higher than MARC has seen in past years at this same time of the year
- MARC is accepting pavilion reservations for groups of 25 or less while Montour County remains under "Phase Yellow"
  - Many reservations have been cancelled and few new reservations are being booked for May and early June
- MARC has received several reports of black bear sightings around the site
  - Bear warning signs have been posted at all trailheads and other locations around the site
  - MARC is not aware of any close or dangerous encounters
- 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 continued to improve the herb/pollinator garden near the visitors' center
- MARC staff and volunteers, working with proper COVID-19 safety precautions, on 4/29/2020 reinstalled the fishing pier and boat dock
  - Lake Chillisquaque reopened to boating on 5/1/2020 per PA Fish & Boat Commission regulations
- Stoudt and Piatt have continued working to set up the Goose Cove and Heron Cove picnic area water system, but have had to fix numerous leaks in the restroom buildings
  - Water testing is scheduled for 5/18 or 5/19/2020
  - So long as no problems are identified during the testing, Stoudt anticipates making the water systems available for public use for the Memorial Day weekend
  - Water fountain fixtures have been removed at the pavilions as COVID-19 precautions; only water spigots remain
- Though all in-person programming remains suspended until further notice, Jon Beam has been working to create a weekly series of 'Nature Notes' programs, posted to MARC's Facebook page and the Montour Preserve website at <https://montourpreserve.org/nature-notes/>
- Beam has created new signage for the Planet Walk trail and is working to create a corresponding podcast; signage will be fabricated and installed as soon as COVID-19 restrictions allow

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

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

- **River Drive parcel (North Branch Canal Trail trailhead and river access)**
  - The site remains open to public use with no problems or concerns noted to date regarding COVID-19 restrictions
  - No change since last meeting
- **Hess Recreation Area**
  - The skatepark was reopened to limited use (groups of ten or less) on 5/8/2020, after being closed on 4/7/2020 because of COVID-19 restrictions
    - Stoudt has not observed any problems at the site since reopening, but will continue to monitor
  - Stoudt has been in contact with the Danville Lady Rainers organization regarding practices at the Hess Recreation Area
    - Stoudt has struggled to determine what level of activity at the site is allowed by Pennsylvania's "Phase Yellow" COVID-19 restrictions
    - Though restrictions allow for groups of up to 25 with proper distancing measures, subsequent guidance has prohibited athletic practices
    - Stoudt has advised the organization that full team practices will not be allowed under "Phase Yellow", but individual players and families are welcome to use the site

### **SPECIAL PROJECTS AND EVENTS**

- **Columbia County Projects**
  - No updates since last meeting
- **Danville / Montour County Bike / Pedestrian Safety**
  - No updates since last meeting
- **Mountain Biking Special Projects**
  - Stoudt anticipates scheduling an online meeting of MARC's Mountain Biking Advocacy Group (MBAG) before MARC's next meeting
- **Health & Wellness Special Projects**
  - No updates since last meeting
- **Races**
  - **Montour 24 Endurance Runs**
    - Event cancelled on 4/29/2020
    - All registered participants received full refunds, credited to the credit cards used during race registration
  - **Chilli Challenge**
    - Event cancelled on 4/30/2020
    - Registration had not opened; no refunds necessary

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

### **SPECIAL PROJECTS AND EVENTS (continued)**

#### **• Washingtonville Revitalization**

- Mayor Dombroski on 5/12/2020 announced that Washingtonville Borough had been awarded \$5,000 in grant funding from the Realtors' Association to support the DeLong Park swing set and the Chillisquaque Creek access projects
  - Stoudt is working with Mayor Dombroski to deposit the grant to MARC's accounts
  - Stoudt's 5/15/2020 revised budget draft has been updated accordingly
- MARC on 5/11/2020 received a check for \$600 from the Central Susquehanna Community Foundation's Danville Area School District Youth in Philanthropy program
  - \$300 of this grant is allocated for the DeLong Park swing set project and \$300 for the Hopewell Park pump track design
  - Stoudt's 5/15/2020 revised budget draft has been updated accordingly
- The Borough of Washingtonville's 150<sup>th</sup> anniversary celebration, initially scheduled for the weekend of April 24 – 26, has been postponed indefinitely due to COVID-19 restrictions
- Stoudt and Mayor Tyler Dombroski have met with a landowner adjacent to Chillisquaque Creek to identify and possibly secure a stream access easement (no update since last meeting)
  - 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)
- Stoudt continues to work with volunteers to identify, map, and promote bicycling routes in the Washingtonville area (no update since last meeting)
  - Work is proceeding slowly because of COVID-19 restrictions

#### **• Tourism Promotion Special Projects**

- The Farm to Fork Fun Ride, initially scheduled for 5/30/2020 and later postponed to 10/17/2020, has been cancelled
  - MARC staff and volunteers had anticipated assisting the Columbia Montour Visitors Bureau and other partners with the event
  - Stoudt anticipates the event may return in 2021, subject to COVID-19 restrictions
- The Danville Heritage Festival Committee is discussing options to promote online educational resources, rather than in-person events, for the planned 7/18/2020 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 (no update since last meeting)
  - 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 has been contacted by organizers of a possible new mountain biking event to be hosted in the Danville area in 2021
  - planning is in the earliest stages and no details are yet available

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

### **OTHER UPDATES**

- **Riverside Borough Park Improvements**

- Stoudt continues working with the Borough of Riverside to discuss possible changes and improvements to park offerings in the Borough of Riverside (no update since last meeting)
- Stoudt and Riverside Borough officials may consider grant applications to help fund improvements, subject to timing and COVID-19 restrictions

- **Navigable Waters**

- Stoudt continues 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://montourec.com/parks-trails-in-montour-county/> and <https://montourec.com/fish-and-boat-in-montour-and-columbia-counties-pa/>
- Enhancements and additions to the mapping will be completed in coming weeks (no update since last meeting)

- **COVID-19**

- As noted throughout this report, MARC has responded on multiple fronts to the COVID-19 pandemic
- MARC will continue to follow safety guidance from local and state authorities to determine which park facilities and special events may remain open
- As of 5/15/2020, MARC is enforcing the following COVID-19 closures and cancellations:
  - The Montour Preserve Visitors' Center / Environmental Education Center is expected to remain closed to public use until Montour County reaches "Phase Green"
  - Groups reserving pavilions at the Montour Preserve are limited to no more than 25 attendees
  - The Hess Recreation Area skatepark is restricted to no more than 10 users at any time
  - No MARC special events or programming are anticipated until Montour County reaches "Phase Green"
  - The PA Master Naturalist training program planned for this spring at the Montour Preserve has been postponed to the fall, conditioned upon compliance with "Phase Green" restrictions
- 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 remains severely limited
  - MARC staff have secured their own supplies of face masks
  - MARC has a limited supply of hand sanitizer available for staff use
- Stoudt has had several hostile encounters with park visitors in recent weeks who have been upset by COVID-19 use restrictions (capacity restrictions, restroom closures, mask use, etc.)
  - No encounters have yet required police intervention, but Stoudt anticipates additional resistance to restrictions in coming weeks




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

### **OTHER UPDATES (continued)**

- **Mahoning Township membership in MARC**

- The Mahoning Township Supervisors, during their 4/13/2020 meeting, expressed an interest in joining MARC
- Mahoning Township Supervisors on 4/27/2020 passed a resolution (as required by MARC's governing Intergovernmental Agreement of Cooperation (IGAC)), seeking membership in MARC
- Stoudt has contacted all MARC member entities (Montour County, Washingtonville Borough, Riverside Borough, Danville Area School District, and Danville Borough) and has requested consideration of an updated IGAC to include Mahoning Township
- As of 5/13/2020, all MARC member entities have approved the updated IGAC and Mahoning Township has become MARC's newest member entity
- Mahoning Township's two representatives, TS Scott and Larry Robertson, will be seated during this meeting as voting members
- MARC now has 14 seated board members (Danville Area School District has a vacant seat)
  - 8 board members will be required to secure a quorum

 <b>MARC BOARD MEMBER TERMS OF OFFICE</b>					
<b>BOARD MEMBER</b>	<b>APPOINTING ENTITY</b>	<b>MEMBER TYPE</b>	<b>FIRST APPOINTED</b>	<b>DATE OF REAPPOINTMENT</b>	<b>APPOINTMENT EXPIRATION</b>
Boell, Dr. Kendra	Montour County	resident	April 23, 2018	N/A	April 22, 2021
Bulger, Dr. John	Montour County	resident	February 12, 2019	N/A	February 11, 2022
Dombroski, Frank	Washingtonville Borough	elected official	pre-November 2010	annual	December 31, 2020
Dombroski, Tyler	Washingtonville Borough	elected official	February 11, 2013	annual	December 31, 2020
Good, Heather	Montour County	resident	August 10, 2015	November 13, 2018	November 12, 2021
Herritt, Kevin	Danville Borough	elected official	February 8, 2016	annual	December 31, 2020
Hartman, Dan	Montour County	elected official	January 22, 2018	annual	December 31, 2020
Johns, Chris	Danville Area School District	employee	February 9, 2015	November 14, 2018	November 13, 2021
Lavage, Bill	Riverside Borough	resident	August 10, 2015	January 1, 2018	December 31, 2020
Mills, Mike	Montour County	resident	pre-November 2010	November 13, 2018	November 12, 2021
Postupack, Kyle	Riverside Borough	resident	February 9, 2019	N/A	February 8, 2022
Robertson, Larry	Mahoning Township	elected official	May 13, 2020	N/A	May 12, 2023
Rogers, Dr. Dan	Danville Borough	resident	February 26, 2018	December 4, 2018	December 3, 2021
Scott, TS	Mahoning Township	elected official	May 13, 2020	N/A	May 12, 2023
<b>VACANT</b>	Danville Area School District	elected official	N/A	N/A	N/A

Per MARC's Intergovernmental Agreement of Cooperation, revised 5/13/2020:

Section 2b. **Representation** The Commission shall consist of representatives (hereinafter "Members") of each Participant, all of whom shall serve without pay. Each Participant, with the exception of Montour County, shall appoint two (2) residents of their municipality to the Commission, one (1) of whom is preferred to be an elected representative of their governing body. Montour County shall appoint five (5) residents, at least one (1) of whom will be an elected Commissioner. Such Members shall serve for terms of three (3) years, expiring on December 31, except that the original terms shall be staggered so that not more than one-third (1/3) of the Members' terms shall expire annually. Such Members may be reappointed as Members of the Commission at the discretion of Participants.

revised 5/14/2020 R. Stoudt



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

### **OTHER UPDATES (continued)**

- **MARC 2020 Budget**

- As noted throughout this report, MARC's 2020 budget is being severely impacted by COVID-19
- Stoudt has begun to defer any non-essential spending in anticipation of severe budget challenges later this year and into 2021
- Stoudt has reduced his hours from 40 (+/-) hours per week to 25 (+/-) per week
- All MARC staff are already part-time, hourly employees with no benefits
- Stoudt has revisited the 2020 budget a second time to identify additional cuts that can be made to allow MARC to re-balance the budget and will put forward a revised budget for board consideration during this meeting
  - Proposed cuts total \$60,399 or 21.9% (up from \$53,549 or 19.4% in Stoudt's earlier draft)
  - Balancing the budget will require securing \$8,022.61 in "other income" through a variety of sources yet to be determined and a withdrawal of \$10,000 from MARC's Montour Preserve Fund at the Central Susquehanna Community Foundation (anticipated later in 2020 if budget predictions prove accurate)
  - See pages 35 – 39 of this document for budget details

### **UPCOMING EVENTS AND MEETINGS**

- No new in-person events are being added to MARC's calendar until Montour County reaches "Phase Green"


## STOUDT EXPENSE REPORT (PAGE 1 OF 4)

Montour Area Recreation Commission  
PO Box 456, Danville, PA 17821



Expense Report			
Transaction Date	Description	Account	Amount
4/26/20	MailChimp (email service)	\$7.06 Humdinger (advertising); \$7.06 Montour Preserve (email); \$7.07 misc. expenses	\$ 21.19
4/29/20	RunSignup (funding for Montour 24 Endurance Runs refunds - event cancelled)	Montour 24 Endurance Runs	\$ 4,031.64
<b>EXPENSE REPORT TOTAL</b>			<b>\$ 4,052.83</b>

<b>Name:</b> <u>Robert Stoudt</u>	<b>Date Submitted:</b> <u>5/15/2020</u>
<b>Signature:</b> <u></u>	<b>Date Paid:</b> _____
<b>Approved by:</b> _____	<b>Check #:</b> _____

## STOUDT EXPENSE REPORT (PAGE 2 OF 4)

Montour Area Recreation Commission  
PO Box 456, Danville, PA 17821



CATEGORY	TOTAL	AMOUNTS									
Humdinger (advertising)	7.06	7.06									
misc. expenses	7.07	7.07									
Montour 24 Endurance Runs (REFUNDS)	4,031.64	4,031.64									
Montour Preserve (email)	7.06	7.06									
	-										
	4,052.83										

## STOUDT EXPENSE REPORT (PAGE 3 OF 4)

**Bob Stoudt**

**From:** No Reply - Mailchimp <no-reply@mailchimp.com>  
**Sent:** Sunday, April 26, 2020 3:09 AM  
**To:** MontrRec@ptd.net  
**Subject:** Mailchimp Receipt



*Handwritten notes:*  
\$ 7.06    \$ 7.06    \$ 7.07  
Project: Handing    Montr    Misc. expenses  
Category: advertising    email  
Approved By: RS/MBM  
Date: 4/26    Check: expense report

**Your order has been processed.**

**order MC09027849**

Processed on Apr 26, 2020 03:09 am Eastern Time.

**Monthly plan** **\$19.99**  
501 - 1000 subscribers.

**Subtotal** **\$19.99**

**Taxes** **\$1.2**  
State and Local Tax

**Total** **\$21.19**

**Paid via Disc card ending in 9235** **\$21.19**  
on April 26, 2020

**Discount**  
Save 10% for 3 months on Mailchimp account charges by enabling [two-factor authentication](#).

*Issued to*

*Issued by*

## STOUDT EXPENSE REPORT (PAGE 4 OF 4)

**Bob Stoudt**

---

**From:** RunSignup <info+auto@runsignup.com>  
**Sent:** Wednesday, April 29, 2020 9:48 PM  
**To:** Robert Stoudt; David Walker  
**Subject:** Refund Reserve Funding Transaction: the Montour 24



### Race Refund Reserve Funded

\$3,941.00 has been added to the refund reserve for the Montour 24.

#### Refund Reserve Payment Summary

Processing Fee: \$90.64

Total Amount Paid: \$4,031.64

Transaction ID: 820256530160476766



Project: Montour 24 Endurance Race  
Category: Registration Fees  
Approved By: RTS / MCM  
Date: 4/29 , Check: expense report

## STOUDT PROPOSED REVISED BUDGET


2020 MARC BUDGET W/ STOUTDT PROPOSED REVISIONS															
ADOPTED 11/25/2019; YEAR-TO-DATE INFORMATION UPDATED 9/15/2020; STOUTDT PROPOSED REVISED BUDGET AS OF 5/15/2020															
EXPENSE	BUDGETED EXPENSES	YEAR-TO-DATE ACTUAL EXPENSES	STOUTDT 4/23 PROPOSED REVISED BUDGETED EXPENSES	STOUTDT 5/15 PROPOSED REVISED BUDGETED EXPENSES	YEAR-TO-DATE % ACTUAL VS. BUDGETED EXPENSE	FUNDING SOURCES	BUDGETED INCOME	YEAR-TO-DATE ACTUAL INCOME	STOUTDT 4/23 PROPOSED REVISED BUDGETED INCOME	STOUTDT 5/15 PROPOSED REVISED BUDGETED INCOME	YEAR-TO-DATE % ACTUAL VS. BUDGETED INCOME	BUDGETED LINE ITEM (DEFICIT) / SURPLUS / (DEFICIT)	STOUTDT 4/23 PROPOSED REVISED LINE ITEM (DEFICIT) / SURPLUS / (DEFICIT)	STOUTDT 5/15 PROPOSED REVISED LINE ITEM (DEFICIT) / SURPLUS / (DEFICIT)	ACTUAL YEAR-TO-DATE ITEM SURPLUS / (DEFICIT)
								BUDGETED INCOME	STOUTDT 4/23 PROPOSED REVISED BUDGETED INCOME	STOUTDT 5/15 PROPOSED REVISED BUDGETED INCOME					
PARK & TRAIL MAINTENANCE	Montour Preserve	\$ (136,000.00) \$ (39,978.38)			25.3%	DCNR grant (close-out payment in 2020)  DCED grant reimbursement pavilion / auditorium reservations donations  Pancake breakfast tickets  transfer from Central Susquehanna Community Foundation Fund carryover prior year-end balance  user fees (250)  Columbia County donations  donations (1,000); Realtors' grants (5,000); YIP grant (300)  race registration fees and sponsorships  race registration fees and sponsorships  race registration fees and sponsorships  donations (200); grants (300)	\$ -30,000.00	\$ 30,000.00	\$ 30,000.00	100.0%					
			\$ -	\$ 2,284.05			\$ 2,284.05	\$ 2,284.05							
			\$ 10,000.00	\$ 230.00			\$ 3,500.00	\$ 2,500.00	2.3%						
			\$ 6,000.00	\$ 1,791.00			\$ 3,500.00	\$ 3,500.00	29.9%						
			\$ -	\$ 1,985.12			\$ 1,985.12	\$ 1,985.12							
			\$ 50,000.00	\$ 50,000.00			\$ 50,000.00	\$ 60,000.00	100.0%						
			\$ 4,000.00	\$ 1,337.28			\$ 1,337.28	\$ 1,337.28	33.4%						
			\$ 2,000.00	\$ -			\$ 750.00	\$ 250.00	0.0%						
			\$ 300.00	\$ -			\$ 100.00	\$ 100.00	0.0%						
			\$ 3,000.00	\$ -			\$ 3,000.00	\$ 3,000.00	0.0%						
EVENTS	Huntingdog Trail Races  Quilt Challenge  Montour 24  Dartville / Montour Co. bike / ped safety projects  wellness special projects  tourism promotion special projects  mountain biking special projects  other special projects & events  admin / misc. other (includes Stoutd admin labor)  fundraising  insurance (DAO, General & Workers' Comp)  accounting  office supplies  dues & fees  public notices	\$ (7,500.00) \$ (89.02)	\$ -	\$ -	\$ -	0.0%									
			\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	100.0%									
			\$ -	\$ -	\$ -	\$ -									
			\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	100.0%									
			\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									
ADMIN / INSURANCE	insurance (DAO, General & Workers' Comp)  accounting  office supplies  dues & fees  public notices	\$ (7,500.00) \$ (89.02)	\$ -	\$ -	\$ -	0.0%									
			\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	100.0%									
			\$ -	\$ -	\$ -	\$ -									
			\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	100.0%									
			\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									
OTHER	Montour Co. Act 13 funding  Montour County Hotel Tax  Cesinger contribution  transfer from Central Susquehanna Community Foundation Fund carryover 2019 year-end and unrestricted balance  unrestricted donations  other income  TOTAL EXPENSES	\$ (275,800.00) \$ (72,292.36)	\$ -	\$ -	\$ -	0.0%									
			\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	100.0%									
			\$ -	\$ -	\$ -	\$ -									
			\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	100.0%									
			\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									
TOTAL	TOTAL EXPENSES	\$ (275,800.00) \$ (72,292.36)	\$ -	\$ -	\$ -	0.0%									
			\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	100.0%									
			\$ -	\$ -	\$ -	\$ -									
			\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	100.0%									
			\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									
			\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	100.0%									

## STOUDT PROPOSED REVISED BUDGET

STOUDT 5/15/2020 PROPOSED BUDGET SUMMARY		
ORIGINAL BUDGETED EXPENSES	\$ (275,800)	
PROPOSED BUDGETED EXPENSES	\$ (215,401)	
PROPOSED NET SPENDING CUTS (AMOUNT)	\$ 60,399	
PROPOSED NET SPENDING CUTS (%)	21.9%	
PROPOSED SPENDING CUTS	AMOUNT	NOTES
Montour Preserve line items	\$ 44,050.00	see line item detail (provided separately)
Hess Recreation Area	\$ 3,000.00	planned improvements deferred
North Branch Canal Trail (Montour Co. portion)	\$ 250.00	planned improvements deferred
River Drive parcel (NBCT parking / river access)	\$ 700.00	planned improvements deferred
tools & supplies	\$ 250.00	budget reduced
Humdinger Trail Races	\$ 800.00	event complete - expenses less than anticipated
Chilli Challenge	\$ 7,400.00	event cancelled
Montour 24 Endurance Runs	\$ 7,250.00	event cancelled
wellness special projects	\$ 2,500.00	planned special projects deferred
mountain biking special projects	\$ 3,500.00	planned special projects & events deferred
other special projects & events	\$ 1,500.00	planned special projects events cancelled
admin / misc. other (including Stoudt admin labor)	\$ 2,000.00	hours and budget reduced
public notices	\$ 500.00	planned projects deferred
<b>TOTAL PROPOSED SPENDING CUTS</b>	<b>\$ 73,700.00</b>	
PROPOSED SPENDING INCREASES	AMOUNT	NOTES
Montour Preserve line items	\$ 8,650.00	see line item detail (provided separately)
Hopewell Park	\$ 500.00	parking lot improvements
Washingtonville Revitalization Projects	\$ 3,300.00	anticipated additional expenses to be covered by grant
Danville / Montour Co. bike / ped safety projects	\$ 100.00	additional labor anticipated
fundraising	\$ 500.00	new line item to detail expense
dues & fees	\$ 251.00	fees increase from 2019
<b>TOTAL PROPOSED SPENDING INCREASES</b>	<b>\$ 13,301.00</b>	
ANTICIPATED INCOME DECREASES	AMOUNT	NOTES
Montour Preserve pavilion / auditorium reservations	\$ 7,500.00	actual reservations far below budget
Montour Preserve donations	\$ 2,500.00	actual donations far below budget
Montour Preserve carryover prior year-end balance	\$ 2,662.72	2019 year-end balance less than projected
Hess Recreation Area users' fees	\$ 1,250.00	all existing reservations cancelled; no new anticipated
Hess Recreation Area donations	\$ 500.00	no donations received year-to-date; none anticipated
North Branch Canal Trail donations	\$ 200.00	no donations received year-to-date; less anticipated
Chilli Challenge race registration fees	\$ 7,500.00	event cancelled
Montour 24 Endurance Runs registration fees	\$ 7,500.00	event cancelled
mountain biking special projects	\$ 3,000.00	no donations received year-to-date; grants less than anticipated
Montour County Hotel Tax	\$ 62,500.00	hotel reservations far below anticipated
unrestricted donations	\$ 2,500.00	income below anticipated
<b>TOTAL ANTICIPATED INCOME DECREASES</b>	<b>\$ 97,612.72</b>	
ANTICIPATED INCOME INCREASES	AMOUNT	NOTES
Montour Preserve DCED grant reimbursement	\$ 2,284.05	grant reimbursement approved for prior expenses
Montour Preserve pancake breakfast tickets	\$ 1,585.12	line item not budgeted
transfer from CSCF Montour Preserve Fund	\$ 10,000.00	Stoudt proposal to balance budget
Washingtonville Revitalization projects	\$ 3,300.00	anticipated grant
Humdinger Trail Races registration fees	\$ 672.00	event complete; income exceeded anticipation
carryover 2019 year-end unrestricted balance	\$ 11,349.94	
other income	\$ 8,022.61	income to be secured from yet-to-be identified sources
<b>TOTAL ANTICIPATED / PROPOSED INCOME INCREASES</b>	<b>\$ 37,213.72</b>	



## STOUDT PROPOSED REVISED BUDGET

 <b>MONTOUR PRESERVE 2020 BUDGET</b> BUDGET ADOPTED 11/25/2019; YEAR-TO-DATE AS OF 5/15/2020 STOUDT 2 <sup>nd</sup> PROPOSED REVISED AS OF 5/15/2020					
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL	STOUDT 4/24 PROPOSED REVISED	STOUDT 5/15 PROPOSED REVISED	PROPOSED 5/15 LINE ITEM NET CHANGE
personnel	(52,000.00)	(16,125.64)	(48,000.00)	(46,000.00)	6,000.00
SITE MAINTENANCE & OPERATIONS	cleaning service	(4,500.00)	(800.00)	(4,000.00)	500.00
	HVAC system maintenance	(1,000.00)	-	-	1,000.00
	lawn care	(21,000.00)	(2,931.00)	(21,000.00)	-
	parking lot / road maintenance	(7,500.00)	(196.50)	(500.00)	7,000.00
	security system	(1,500.00)	(430.68)	(1,500.00)	-
	sewage pumping	(1,000.00)	-	(1,000.00)	-
	snow plowing	(2,500.00)	-	-	2,500.00
	supplies / misc.	(16,000.00)	(4,606.98)	(12,000.00)	6,000.00
	ATV purchase	(10,000.00)	-	-	10,000.00
	water testing	(1,000.00)	(100.00)	(1,000.00)	-
	wildlife management	(4,500.00)	-	(4,500.00)	-
	picnic area sinks repair/replacement	(2,000.00)	-	(2,000.00)	2,000.00
	picnic area pavilion / restroom painting	(4,000.00)	-	(750.00)	4,000.00
	visitors' center / EEC signage replacement	(2,000.00)	-	-	2,000.00
	trail markers and signage	(2,000.00)	-	(2,000.00)	-
UTILITIES	electric	(15,000.00)	(7,864.10)	(15,000.00)	-
	internet service	(2,000.00)	(689.32)	(2,100.00)	(100.00)
	telephone	(1,300.00)	(421.65)	(1,250.00)	50.00
	trash service	(2,000.00)	(625.00)	(1,500.00)	500.00
	website hosting / email service	(700.00)	(374.53)	(700.00)	-
audit	-	(2,300.00)	(6,700.00)	(6,700.00)	(6,700.00)
promotional materials	(3,000.00)	-	(2,000.00)	(1,000.00)	2,000.00
pancake breakfast	-	(1,841.07)	(1,500.00)	(1,850.00)	(1,850.00)
programming & educational supplies	(1,500.00)	(671.81)	(1,000.00)	(1,000.00)	500.00
<b>EXPENSE TOTAL</b>	<b>\$(158,000.00)</b>	<b>\$ (39,978.28)</b>	<b>\$ (130,000.00)</b>	<b>\$ (122,600.00)</b>	<b>\$ 35,400.00</b>

# STOUDT PROPOSED REVISED BUDGET

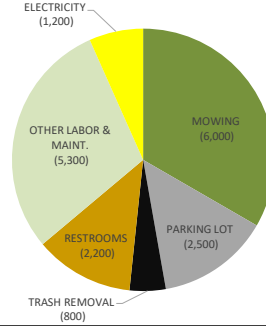
## MONTOUR AREA RECREATION COMMISSION MANAGED SITES 2020 BUDGETS

BUDGET ADOPTED 11/25/2019

YEAR-TO-DATE INFORMATION UPDATED 5/15/2020; STOUDT PROPOSED REVISED BUDGETS AS OF 5/15/2020

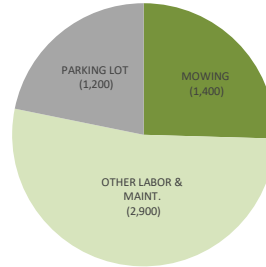
HESS RECREATION AREA 2020 BUDGET				
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL	STOUDT 4/23 PROPOSED REVISED	STOUDT 5/15 PROPOSED REVISED
MOWING	(6,000)	(498.00)	(6,000.00)	(6,000.00)
PARKING LOT	(2,500)	(2,366.34)	(2,500.00)	(2,500.00)
TRASH REMOVAL	(800)	(325.00)	(800.00)	(800.00)
RESTROOMS	(2,200)	(1,064.63)	(2,000.00)	(2,000.00)
OTHER LABOR & MAINT.	(5,300)	(1,748.36)	(3,000.00)	(3,000.00)
ELECTRICITY	(1,200)	(160.36)	(700.00)	(700.00)
<b>TOTAL</b>	<b>(18,000)</b>	<b>(6,162.69)</b>	<b>(15,000.00)</b>	<b>(15,000.00)</b>

### 2020 HESS RECREATION AREA BUDGETED EXPENSES



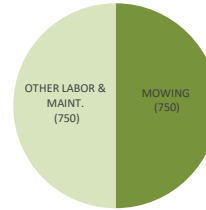
HOPEWELL PARK 2020 BUDGET				
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL	STOUDT 4/23 PROPOSED REVISED	STOUDT 5/15 PROPOSED REVISED
MOWING	(1,400)	(80.00)	(1,400.00)	(1,400.00)
OTHER LABOR & MAINT.	(2,900)	(1,057.88)	(1,600.00)	(1,600.00)
PARKING LOT	(1,200)	-	(3,000.00)	(3,000.00)
<b>TOTAL</b>	<b>(5,500)</b>	<b>(1,137.88)</b>	<b>(6,000.00)</b>	<b>(6,000.00)</b>

### 2020 HOPEWELL PARK BUDGETED EXPENSES



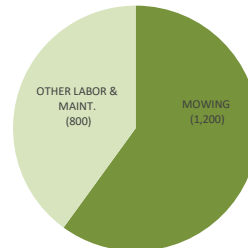
NORTH BRANCH CANAL TRAIL (MONTOUR) 2020 BUDGET				
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL	STOUDT 4/23 PROPOSED REVISED	STOUDT 5/15 PROPOSED REVISED
MOWING	(750)	-	(500.00)	(500.00)
OTHER LABOR & MAINT.	(750)	(62.48)	(750.00)	(750.00)
<b>TOTAL</b>	<b>(1,500)</b>	<b>(62.48)</b>	<b>(1,250.00)</b>	<b>(1,250.00)</b>

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



RIVER DRIVE PARCEL 2020 BUDGET				
EXPENSE	BUDGET	YEAR-TO-DATE ACTUAL	STOUDT 4/23 PROPOSED REVISED	STOUDT 5/15 PROPOSED REVISED
MOWING	(1,200)	(100.00)	(1,000.00)	(1,000.00)
OTHER LABOR & MAINT.	(800)	(11.84)	(400.00)	(300.00)
<b>TOTAL</b>	<b>(2,000)</b>	<b>(111.84)</b>	<b>(1,400.00)</b>	<b>(1,300.00)</b>

### 2020 RIVER DRIVE PARCEL BUDGETED EXPENSES



## STOUDT PROPOSED REVISED BUDGET

2020 MARC LAWN CARE BUDGET SUMMARY			
SITE	2020 BID AMOUNTS		2020 ACTUAL BUDGETED REV. 5/15/2020
	Stoney Acres	Big Pop's Mowing	
HESS RECREATION AREA	\$ (18,150.00)	\$ (6,176.00)	\$ (6,000.00)
HOPEWELL PARK	\$ (6,487.20)	\$ (1,360.00)	\$ (1,400.00)
RIVER DRIVE TRAILHEAD	\$ (2,862.00)	\$ (1,500.00)	\$ (1,000.00)
LEGION ROAD PARCEL	\$ (954.00)	\$ (600.00)	\$ (600.00)
NORTH BRANCH CANAL TRAIL	\$ (1,908.00)	\$ (2,250.00)	\$ (1,200.00)
MONTOUR PRESERVE	\$ (50,135.40)	\$ (26,900.00)	\$ (21,000.00)
TOTAL ALL SITES	<b>\$ (80,496.60)</b>	<b>\$ (38,786.00)</b>	<b>\$ (31,200.00)</b>

STAFF MEMBER	DATE OF HIRE	INITIAL PAY RATE	CURRENT PAY RATE
STOUDT	1/4/2010	SALARIED \$40,000/YEAR	\$22/hr
BEAM	1/5/2015	\$18/hr	\$20/hr
PIATT	2/8/2016	\$17/hr	\$19/hr
YEICH	4/23/2018	\$15/hr	\$15/hr