

SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY
BOARD MEETING PACKET
JULY 24, 2023

CONTENTS:

AGENDA

DRAFT MINUTES FROM JUNE 26, 2023 MEETING

BILLS RECEIVED SINCE JUNE 26, 2023 MEETING

T4A JUNE MONTHLY REPORT



Schuylkill River Passenger Rail Authority
Meeting Agenda
July 24, 2023, 3pm*

1. Call to Order
2. Adoption of June 26 Minutes
3. Board Member Comments
4. Public Comment on Agenda Items
5. Committee Reports
 - a. Finance – Commissioner Lawrence, Chair
 - i. Motion to Pay Bills – *Action*
 - b. Marketing & Public Relations – Brian O’Leary, Chair
 - i. Report: Social Media Consultant On-Board
 - c. Planning – Scott France, Chair
 - i. Committee Update
 - d. Personnel – Commissioner Moskowitz, Chair
 - i. Committee Update
 - e. Community Engagement – Jim Gerlach, Chair
 - i. Committee Update
6. Executive Director’s Report
7. Other Business
8. General Public Comment
9. Adjourn

The next regularly scheduled meeting of the Schuylkill River Passenger Rail Authority will be conducted virtually at 3:00 PM on Monday, August 28, 2023. The same public registration link will be available for that meeting.

*Meeting will be held virtually and open to the public. Please visit the Authority website for the registration link. www.GoSRPRA.com

SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY
BOARD MEETING PACKET
JULY 24, 2023

DRAFT MINUTES FROM JUNE 26, 2023 MEETING

Schuylkill River Passenger Rail Authority Meeting

DRAFT Minutes

June 26, 2023

3:00 p.m.

The following members were in attendance:

Authority Members in Attendance:

Christian Leinbach, Berks County Board of Commissioners, Chair
Scott France, Executive Director, Montgomery County Planning Commission, Secretary
Jim Gerlach, President, GRCA, Assistant Secretary
Kenneth Lawrence, Jr., Montgomery County Commissioner, Treasurer
Peter Urscheler, Phoenixville Borough Mayor, Assistant Treasurer
Brian O’Leary, Executive Director, Chester County Planning Commission
David Zellers, Montgomery County Director of Commerce

Authority Members Absent:

Marian Moskowitz, Chester County Commissioner, Vice Chair
Eddie Moran, Mayor, City of Reading

1. Call to Order

Commissioner Christian Leinbach, Chair of the SRPRA, called the meeting to order at 3:00 p.m.
Mr. Dan Becker of Kozloff Stoudt Attorneys, legal counsel for the Authority, read the guidelines for making public comments.

2. Adoption of May 22, 2023 Minutes

Christian Leinbach called for any corrections to the minutes.

As there were no corrections or objections to the draft minutes of the May 22, 2023 SRPRA meeting submitted, the minutes were approved.

3. Board Member Comments

There were no Board member comments.

4. Public Comment on Agenda Items

There were no public comments on agenda items.

5. Authority Membership: Adopt Ongoing Appointment Durations – Action

SRPRA Executive Director, Tom Frawley explained that according to the Authority’s incorporation papers and its bylaws, there were initial terms for the Authority’s Board members ranging from one to five years to stagger the terms, but the regular term in office as a member was never established. Dan Becker said that the Authority’s act sets the term, and that he should be able to find that information prior to the end of the meeting. (He subsequently determined that the term for subsequent appointments is five years; see Item 9, below.)

Christian Leinbach suggested that the action be tabled for the moment as no action might be required. Christian asked Tom to move to the next agenda item.

6. Report: Congressionally Mandated \$750k Grant – Tom Frawley, Executive Director

Tom Frawley, Executive Director of the SRPRA, reported that he met virtually with representatives of the FRA on June 21st and received a new template for the Statement of Work (SOW) from them. He's updating the drafts SOW and corresponding budget and schedule, and should have the revised drafts to the FRA this week to finalize the grant agreement.

7. Committee Reports**a. *Finance – Commissioner Kenneth Lawrence Jr., Chair*****i. Motion to Pay Bills –Action**

Commissioner Lawrence said there two bills presented for payment, subject to the Board's approval.

Commissioner Lawrence motioned, and Peter Urscheler, Assistant Treasurer, seconded, all voted unanimously, and the motion was carried to approve the payments of two bills presented in the SRPRA's June 26, 2023 Board meeting packet.

b. *Marketing & Public Relations– Brian O'Leary, Chair***i. Report: Social Media Consultant Contract**

Brian O'Leary reported that the committee has worked out a contract with the social media consultant, Virtual Farm.com. The committee will meet with their representatives on July 5th to craft out a game plan for moving forward.

Separately, Brian noted that several individuals had reported that the SRPRA website appeared to be down, impeding the ability of some to participate in the meeting, and they have contacted the web host and are working on trying to resolve the SRPRA's website access issue.

c. *Planning – Scott France, Chair***i. Amtrak Meeting Report**

Scott France reported that he, Brian O'Leary and Tom Frawley went to Washington D.C. on June 8 for a meeting with Amtrak officials; Jim Gerlach participated in the meeting virtually. As the corridor ID program's grants have not yet been awarded, the meeting was to coordinate what SRPRA hopes to accomplish while waiting for the FRA CIDP announcement. Amtrak expressed support for beginning an alternative routes analysis and other tasks related to preparation of the Service Development Plan, and encouraged the Authority to further coordinate with PennDOT.

ii. Request Authorization to Solicit Consultant Proposals – Action

Scott said that has provided guidance regarding the \$750k federal grant funding. The 750k would not be eligible to be used as future match money, so if the SRPRA is ready to go, there is no reason not to get started on the Service Development Plan. He said he would provide a motion to give approval to Executive Director, Tom Frawley, to move ahead and solicit consultant services proposals.

Scott France, Secretary, motioned, and Peter Urscheler, Assistant Treasurer, seconded, all voted unanimously, and the motion was carried to approve the authorization of SRPRA Executive Director, Tom Frawley, to solicit consultant proposals on behalf of the SRPRA.

Personnel – Comm. Moskowitz, Chair

i. Committee Update

On behalf of Commissioner Moskowitz, Chair, who was absent, Peter Urscheler, Assistant Treasurer, said that he had no news to report.

d. Community Engagement – Jim Gerlach, Chair

i. Committee Update

Jim Gerlach reported that his committee hasn't met recently; he spoke with Tom Frawley last week about the idea of circling back to the state legislative delegation in the corridor region to provide them with a written summary update, and to hold an in-person meeting after Labor Day to obtain feedback from them on the project.

Christian expressed support for not awaiting the FRA's decision and encouraged Jim to plan a September meeting as that is a core group of the project's advocates on the Commonwealth level. Jim said he would reach out to committee members for a quick committee call.

8. Executive Director's Reporta. Internet Domain Name Renewals – *Action*

Tom Frawley, Executive Director, said that 18 different domain names were originally secured for the Authority and have been paid for by John Weidenhammer. The cost would be \$35 monthly in order to retain control of them, and he asked that the Board introduce a motion to authorize him to facilitate the transfer and continue the subscriptions to all 18 domain names, going forward.

Brian O'Leary motioned, and Peter Urscheler, Assistant Treasurer, seconded, all voted unanimously, and the motion was carried to approve the authorization of SRPRA Executive Director, Tom Frawley, to facilitate the transfer and continue the subscriptions to all 18 domain names, going forward, on behalf of the SRPRA.

9. Other Business

Tom Frawley said that he was invited to be a panelist at the June 28th meeting of the Women's Transportation Seminar in Philadelphia, where he would appear alongside fellow panelist, Congresswoman Chrissy Houlahan. Representative Houlahan will be presenting on the topic of the bipartisan infrastructure law, while Tom will be making a presentation on the SRPRA project.

Dan Becker returned to tabled Agenda Item #5 re the Authority's Board membership. He said that he determined that under the Municipal Authorities Act, SRPRA Board members would be appointed in staggering terms of one to five years, and then, as they roll off, the new term is five years for each incoming member. Therefore, no action by the Board was required.

10. General Public Comment

Christian Leinbach, Chair, said that there was question from Nate Leshner of Earl Township. He asked if a date has been selected for the vote on the Authority reauthorization. Christian said that the answer is no. The reauthorization votes will happen in 2025, when the Commissioners of Chester, Berks and Montgomery counties will have to vote to reauthorize the Authority to continue, on or before June 15th 2025.

Adjourn

Christian Leinbach called to adjourn the meeting.

Assistant Treasurer Peter Urscheler, motioned, and Christian Leinbach, seconded, all voted unanimously, to adjourn the June 2023 meeting of the SRPRA Board.

Next Board Meeting

July 24, 2023 at 3:00 p.m. via Zoom

Respectfully submitted,



Ann Marie Meehan

SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY
BOARD MEETING PACKET
JULY 24, 2023

BILLS RECEIVED SINCE JUNE 26, 2023 MEETING

SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY
BOARD MEETING PACKET
JULY 24, 2023

TRANSPORTATION FOR AMERICA (T4A)
JULY 2023 INVOICE
AMOUNT: \$3,500 PER CONTRACT
INVOICE DOCUMENT TO FOLLOW

FROM: THOMAS E FRAWLEY CONSULTING, LLC
551 Daventry Road
Berwyn, PA 19312-1740
Attention: Thomas E. Frawley

Thomas E. Frawley Contact Information:
 Tom@FrawleyConsulting.com
 610-724-5028 (Mobile)

TO: SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY
Berks County Courthouse and Government Services Center
633 Court Street
Reading, PA 19601
Attention: Finance Committee

Contract Date: 20SEP2022	Sequential Payment Request Number: 10
Start Date: 26SEP2022	Invoice Number: 2023-06
	Invoice Date: 13JUL2023

Invoice for services performed as Executive Director of the Schuylkill River Passenger Rail Authority for the period: Thursday, June 1, 2023 through Friday, June30, 2023.

LABOR, INCLUDING OVERHEAD AND FEE				
ELEMENT DESCRIPTION		TASK HOURS	CONTRACT RATE	TOTAL LABOR CHARGES
June 2023		85.00	\$130.00	\$11,050.00
				\$11,050.00

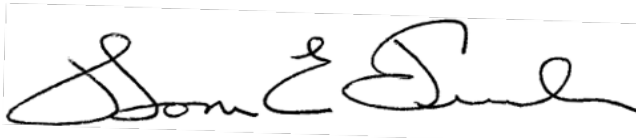
EXPENSES, AT COST			
DESCRIPTON OF EXPENSES		NOTES	EXPENSES INVOICED
Personal auto and parking; trainfare; travel meal			\$260.35

TOTAL CHARGES THIS INVOICE - LABOR AND EXPENSES	
	\$11,310.35

INVOICE LABOR, EXPENSES, AND HOURS SUMMARY AND STATUS			
	LABOR	EXPENSES	TOTAL
CHARGED PRIOR TO 01JUN2023	\$65,324.00	\$558.83	\$65,882.83
CHARGED DURING 01JUN2023 - 30JUN2023	\$11,050.00	\$260.35	\$11,310.35
OVERALL CHARGED TO DATE	\$76,374.00	\$819.18	\$77,193.18
PREVIOUS INVOICES OUTSTANDING	\$0.00	\$0.00	\$0.00
TOTAL INVOICES OUTSTANDING INCLUDING THIS INVOICE	\$11,050.00	\$260.35	\$11,310.35

	HOURS
HOURS EXPENDED PRIOR TO 01JUN2023	704.40
TOTAL HOURS CHARGED DURING 01JUN2023 - 30JUN2023	85.00
TOTAL HOURS CHARGED 01SEP2022 THROUGH 30JUN2023	789.40

I have personally examined this billing statement. All entries are correct and reasonable for the services performed and allowable costs incurred, and no item on this statement has been previously billed.



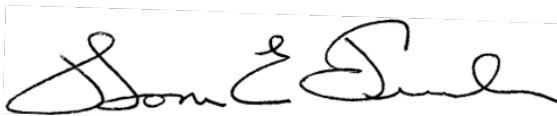
Thomas E. Frawley, P.E., Esq. - Principal

13-JUL-2023
 DATE

Thomas E. Frawley, P.E., Esq., MBA - Executive Director
 Hours - Thursday 01JUN2023 through Friday 30JUN2023
 Invoice Number: 2023-06
 Invoice Date: 13JUL2023

DAY	DATE	HOURS	DESCRIPTION OF PRIMARY ACTIVITIES PERFORMED (ADDITIONAL INFORMATION PROVIDED IN ATTACHED MONTHLY EXECUTIVE DIRECTOR'S REPORT)
Thursday	1	2.50	Professional services contract for Virtual Farm
Friday	2	5.50	Professional services contract for Virtual Farm
Saturday	3	0.00	
Sunday	4	0.00	
Monday	5	7.50	SOW, schedule and budget for FRA grant agreement; DC meeting prep
Tuesday	6	6.50	SOW, schedule and budget for FRA grant agreement
Wednesday	7	3.50	Marketing Committee meeting; VFC agreement
Thursday	8	6.00	Meeting in Washington DC with Amtrak
Friday	9	2.00	FRA grant agreement attachments; VFC agreement
Saturday	10	0.00	
Sunday	11	0.00	
Monday	12	1.50	Planning Committee Meeting
Tuesday	13	5.00	FRA grant agreement attachments; VFC agreement; admin
Wednesday	14	2.00	Franklin Street Working Group (FSWG) meeting; other calls
Thursday	15	3.00	
Friday	16	2.00	
Saturday	17	0.00	
Sunday	18	0.00	
Monday	19	0.00	
Tuesday	20	5.00	Executive Committee meeting; VFC agreement
Wednesday	21	5.00	Finance Committee meeting; FRA grant call; Rep Houlihan staff call
Thursday	22	4.00	Technical Committee meeting; state legislator outreach planning call
Friday	23	4.00	Coordination for Monday meetings
Saturday	24	0.00	
Sunday	25	0.00	
Monday	26	4.50	Board meeting; Technical Committee meeting
Tuesday	27	4.00	Sen. Fetterman staff meeting in Phoenixville
Wednesday	28	6.00	Presentation at Women's Transportation Seminar in Philadelphia
Thursday	29	3.50	FRA grant agreement coordination call
Friday	30	2.00	

Task Totals:	85.00	
--------------	-------	--

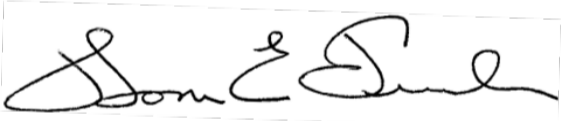
Certified:  Date: 13-JUL-2023
 Thomas E. Frawley, P.E., Esq. - Principal

Thomas E. Frawley, P.E., Esq., MBA - Executive Director
 Expenses - Thursday 01JUN2023 through Friday 30JUN2023
 Invoice Number: 2023-06
 Invoice Date: 13JUL2023

EXPENSES THIS INVOICE

DATE	DESCRIPTION	AMOUNT	NOTES
8-Jun-23	Personal Auto: Berwyn-Wilmington RT	\$40.61	62 miles at \$0.655
8-Jun-23	Amtrak: Wilmington-DC RT	\$116.00	Regional Coach
8-Jun-23	Lunch: Union Station Food Court	\$18.92	Chipotle
8-Jun-23	Parking: Wilmington	\$12.00	Wilmington Parking Authority
28-Jun-23	Personal Auto: Berwyn-Wilmington RT	\$28.82	44 miles at \$0.655
28-Jun-23	Parking: Philadelphia	\$44.00	Sonesta Hotel Parking Garage

Task 1 Total: \$260.35



Certified: _____
 Thomas E. Frawley, P.E., Esq. - Prinicipal

Date: 13-JUL-2023



Search in mail



99+

Compose

Mail

Inbox 244

Chat

Starred

Spaces

Snoozed

Sent

Drafts

Meet

More

Labels

Invoice 14444 from Virtual Farm Creative, Inc. External Inbox x



leslie@virtualfarm.com
to me

Fri, Jul 7

Virtual Farm Creative, Inc.

Invoice Due:08/06/2023
14444

Amount Due: **\$2,500.00**

Dear Thomas :

Your invoice-14444 for 2,500.00 is attached. Please remit payment at your earliest convenience.

Thank you for your business - we appreciate it very much.

Sincerely,

Leslie Conrad
Bookkeeper
Virtual Farm Creative, Inc.

SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY
BOARD MEETING PACKET
JULY 24, 2023

TRANSPORTATION FOR AMERICA (T4A)
JULY 2023 MONTHLY REPORT

July 2023 Report to the Schuylkill River Passenger Rail Authority

FY24 House Transportation Request

The [proposed House THUD budget](#) released on July 11, 2023 includes \$1.4 billion for rail, a [64% decrease](#) from what Congress enacted into law last year, with \$885 million for Amtrak, a 76% decrease over what Congress authorized in the infrastructure law. For the majority of rail grant programs such as Fed-State Partnership, Railroad Crossing Elimination Program, or the Restoration and Enhancement Program, the proposed bill zeros out appropriations for them. For the CRISI program, appropriations are cut in half to \$200 million. Rail safety was at the forefront with increased safety operations funding for FRA.

Reconnecting Communities and Neighborhoods Program

On July 5, the US Department of Transportation (USDOT) released a [notice of funding opportunity \(NOFO\)](#) for the [Reconnecting Communities and Neighborhoods competitive grant program \(RCN\)](#) focused on helping reconnect communities that were previously cut off from economic opportunities by transportation infrastructure. This program combines the [Reconnecting Communities Pilot](#), which was created in the [Infrastructure Investment and Jobs Act \(IIJA\)](#), with the Neighborhood Access and Equity Program, which was created in the [Inflation Reduction Act \(IRA\)](#). This NOFO is the first for the newly combined RCN and will be an opportunity for USDOT to set a precedent on how to administer both of these programs in future years. [Read more on this program in T4A's summary memo here >>](#). Applications are due to USDOT by 11:59 PM ET on September 28, 2023.

Fueling Alternative Transportation with a Carbon Aviation Tax Act of 2023

T4A is working with the office of Senator Ed Markey (D-MA) to introduce the “Fueling Alternative Transportation with a Carbon Aviation Tax Act of 2023”. If passed, this bill would increase the federal excise taxes levied on any aviation fuel used by private jets. It would use the additional revenue primarily to fund the rollout of air quality monitoring technology, but the language will also allow for the funding of projects that expand, connect, replace, repair, operate, or maintain public transit and passenger rail infrastructure that is located 20 miles or less from an airport.

Feds award \$50 million to Philly for traffic safety and trolley system work

On June 28, [USDOT announced](#) that SEPTA would receive a \$50 million grant under the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grants program. The *Southwest Philadelphia Trolley Modernization and Complete Streets Project* will include [Complete Streets improvements](#) and implement [trolley modernization](#) throughout the project area, which spans sections of South 49th Street, Grays Avenue, Lindbergh Boulevard, and Elmwood Avenue.

For questions or more information, please contact John Robert Smith at jrsmith@t4america.org or 601-527-5040.