

SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY
BOARD MEETING PACKET
JANUARY 22, 2024

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DRAFT MINUTES FROM DECEMBER 18, 2023 MEETING

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JANUARY T4A MONTHLY REPORT



Schuylkill River Passenger Rail Authority

Meeting Agenda

January 22, 2024, 3pm*

1. Call to Order
2. Adoption of December 18 Minutes
3. Board Member Comments
4. Public Comment on Agenda Items
5. Election of Officers – *Action*
6. Committee Membership and Chairs – *Action*
7. Report on Progress Regarding FRA CIDP
8. Committee Reports
 - a. Finance – Mayor Urscheler, Acting Chair
 - i. Committee Update
 - ii. Motion to Pay Bills – *Action*
 - b. Marketing & Public Relations – Brian O’Leary, Chair
 - i. Committee Update
 - c. Planning – Scott France, Chair
 - i. Committee Update
 - d. Personnel – Commissioner Moskowitz, Chair
 - i. Committee Update
 - e. Community Engagement – Mayor Urscheler, Acting Chair
 - i. Committee Update
 - f. By-Laws – Scott France, Chair
 - i. Report on revision of Bylaws and Articles of Incorporation
9. Executive Director’s Report – 2023 Year in Review and 2024 Look Ahead
10. Other Business
11. General Public Comment
12. Adjourn

The next regularly scheduled meeting of the Schuylkill River Passenger Rail Authority will be held virtually at 3:00 PM on Monday, February 26, 2024. Public participation is available via the public registration link provided on the website. All SRPRA Board meetings are open to the public.

*Public participation in SRPRA virtual meetings can be accomplished via the registration link provided on the website. Please visit the Authority website for more information and the registration link. www.GoSRPRA.com

SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY

BOARD MEETING PACKET

JANUARY 22, 2024

DRAFT MINUTES FROM DECEMBER 18, 2023 MEETING

Schuylkill River Passenger Rail Authority Meeting

DRAFT Minutes

December 18, 2023

3:00 p.m.

The following members were in attendance:

Authority Members in Attendance:

Christian Leinbach, Berks County Board of Commissioners, Chair
Marian Moskowitz, Chester County Commissioner, Vice Chair
Peter Urscheler, Phoenixville Borough Mayor, Assistant Treasurer
Brian O’Leary, Executive Director, Chester County Planning Commission
Jim Gerlach, President, GRCA, Assistant Secretary
Stephanie Henrick, Mayor of Pottstown

Authority Members Absent:

Kenneth Lawrence, Jr., Montgomery County Commissioner, Treasurer
Scott France, Executive Director, Montgomery County Planning Commission, Secretary
Eddie Moran, Mayor of Reading

1. Call to Order

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 November 27, 2023 Minutes

Christian Leinbach called for any corrections to the minutes. There were no corrections to the minutes.

Mayor Peter Urscheler moved for their adoption and Jim Gerlach seconded the motion. The minutes were approved unanimously.

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. Report on FRA CIDP Application Acceptance

Mr. Tom Frawley, Executive Director of the SRPRA announced that the SRPRA has been accepted into the FRA Corridor Identification and Development Program (CIDP). He reported that the acceptance includes access to \$500k to support Step 1 tasks, with additional funding levels to be defined for Steps 2 and 3. A kickoff meeting with FRA is scheduled for January 9, and work has already begun on the grant agreement.

6. Award of Consultant Contract to begin SDP Preparation – Action

Tom Frawley explained that the SRPRA advertised on October 27 its Request for Proposals (RFP) seeking consultant services to perform activities related to preparation of a passenger rail Service

Development Plan (SDP). A proposal evaluation team, was assembled consisting of seven members, six of whom represented the Planning Commissions of Berks, Montgomery and Chester Counties, plus the Executive Director. He reported that he and the six-member team evaluated and scored the submissions. Five proposals were received; the two highest scored firms were asked to respond to questions regarding their proposals, and their responses were then taken into consideration as well. Tom said that while he participated in meetings of the proposal evaluation team he did not score the proposals, having recused himself due to having an existing contractual relationship with one of the proposers.

Two firms were finalists: AECOM and Urban Engineers, with the evaluation team recommending the contract be awarded to AECOM. Upon the Board voting on this action, he said that the firm would then have 10 business days to respond. If – barring changes in direction from FRA – an agreement cannot be reached within ten business days, negotiations would be terminated, and new negotiations initiated with the second ranked proposer. The action requested of the Board is to authorize such negotiations, and to authorize the Executive Director to execute the resultant contract.

Mayor Peter Urscheler moved to authorize representatives of the SRPRA to enter into negotiations with and execute the resultant contract with AECOM; Assistant Secretary Jim Gerlach seconded the motion. The motion was approved unanimously.

7. Direction to Virtual Farm Creative for 2024 level of effort – Action

Tom Frawley provided an overview of Virtual Farm Creative’s (VFC) social media services provided for the SRPRA in 2023 at a monthly fee of \$2,500. The monthly charge for ongoing maintenance and support of the social media channels during 2024 was priced in the VFC proposal at \$1,717 per month or \$20,600 for the year, which corresponds with the amount budgeted for these services. (Additional optional services were also identified that would increase the monthly cost to as much as \$4,500.) After acceptance of SRPRA into the Federal Railroad Administration’s Corridor Identification and Development Program, the SRPRA’s Marketing & Public Relations Committee concluded that the website needed an immediate update to reflect a change in focus from generating interest for advocacy to reporting project planning and design progress; as well, with 120+ names of “subscribers” already enrolled, the design of a virtual newsletter or email blast was needed. These activities have been negotiated to cost \$3,000 as a one-time fee, to be charged against the 2023 budget which currently anticipates a \$5,000 surplus. Tom said the Committee recommends that VFC be directed to perform the identified slightly increased level of effort for 2024 at a monthly fee of \$2,400 and that one-time additional tasks be initiated in December 2023, be continued to completion in early 2024.

Brian O’Leary motioned, and Mayor Peter Urscheler seconded the motion to direct Virtual Farm Creative (VFC) to perform the identified level of effort for 2024 at a monthly fee of \$2,400 and that one-time additional tasks be initiated in December 2023, be continued to completion and be charged against the remaining budget for 2023. The motion was approved unanimously.

8. Committee Reports

a. *Finance – Mayor Peter Urscheler, Assistant Treasurer*

i. *Motion to Pay Bills – Action*

Mayor Urscheler said there were three bills presented for payment, subject to the Board’s approval.

Mayor Urscheler motioned, Commissioner Marian Moskowitz seconded, all voted unanimously, and the motion was carried to approve the payments of three bills presented in the SRPRA’s December 18, 2023 Board meeting packet.

b. Marketing & Public Relations– Brian O’Leary, Chair

i. Committee Update

Brian O’Leary reported on the publicity the SRPRA has received upon being accepted into the FRA Corridor Program. While Reading did a good job of spreading the word, he said that Philadelphia’s effort was lacking, and said further efforts at outreach will be required.

c. Planning – Scott France, Chair

i. Committee Update

In Scott France’s absence, Brian O’Leary reported that the Planning Committee met last week to review the consultant services RFP proposals. They also met with PennDOT officials last month in Harrisburg. The next meeting with SEPTA has not yet been scheduled.

d. Personnel – Comm. Moskowitz, Chair

i. Committee Update

Commissioner Moskowitz, Chair, said that the Committee had no news to report.

e. Community Engagement – Jim Gerlach, Chair

i. Committee Update

Jim Gerlach reminded the Board that he will be leaving the Board at the end of the year as he is retiring, and that the Community Engagement Committee will need to be reconstituted. After the swearing in of new Commissioners in Bucks, Chester, and Montgomery Counties, an informational session will be held to bring them up to date on the status of the project.

Christian Leinbach, Chair, thanked Jim for his great work on behalf of the SRPRA, and said there would be much scheduling work to be done and that he and the Board would move quickly on meeting dates to insure that they met with the new Commissioners to bring them up to speed.

f. By-Laws – Scott France, Chair

i. Revision of Bylaws and Articles of Incorporation– Action

On behalf of Scott France, Brian O’Leary reported that the Articles of Incorporation have now been adopted by all three counties (Berks, Chester and Montgomery).

Tom Frawley added that all three executed resolutions are awaiting proof of publication to be submitted to the Pennsylvania Department of State along with the Articles of Amendment.

9. Executive Director’s Report

Tom Frawley, Executive Director, reminded the Board that all the SRPRA committees will have to be reconstituted in January, and that there will be a need to elect four new officers. (Treasurer, Deputy Treasurer, Secretary and Deputy Secretary)

10. Acceptance of Letters of Resignation– Action

Christian Leinbach announced that the Board received Jim Gerlach’s official resignation, thanked him for his service and wished him well.

Jim Gerlach thanked the Board and Commissioners responsible for setting up the Authority and for their leadership. He remarked that it is a great team and offered his congratulations on the FRA decision.

Brian O’Leary motioned, Peter Urscheler seconded, all voted unanimously, to accept Jim Gerlach’s resignation from the SRPRA Board.

Tom Frawley informed the Board that he also received Commissioner Ken Lawrence’s resignation letter, and asked that the Board vote on accepting his resignation.

Marian Moskowitz motioned, Peter Urscheler seconded, all voted unanimously, to accept Commissioner Ken Lawrence’s resignation from the SRPRA Board.

11. Other Business

Tom Frawley announced Mr. David Hunter’s appointment by the Berks County Commissioners to the SRPRA Board to serve out the remainder of Jim Gerlach’s term, which was scheduled to end on June 16, 2024, but which has been extended to conclude at the end of 2024. He added that Mayor Eddie Moran’s initial term has expired, and that he has been re-appointed by the Berks County Commissioners for a full five-year term.

12. General Public Comment

There was no public comment.

13. Adjourn

Christian Leinbach called to adjourn the meeting.

Brian O’Leary motioned, Peter Urscheler seconded, all voted unanimously, to adjourn the December 2023 meeting of the SRPRA Board.

Next Board Meeting

January 22, 2024 at 3:00 p.m. via Zoom

Respectfully submitted,



Ann Marie Meehan

SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY
BOARD MEETING PACKET
JANUARY 22, 2024

FINANCE COMMITTEE REPORT
FROM
JANUARY 17, 2024 MEETING



**SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY
 EXECUTIVE DIRECTOR’S REPORT TO THE FINANCE COMMITTEE
 PREPARED JANUARY 12, 2024**

This report summarizes financial actions since the December 18, 2023 Board Meeting. This report is provided in anticipation of the January 17, 2024 meeting of the Finance Committee and the January 22, 2024 meeting of the Board. The Finance Committee regularly meets on the third Wednesday of every month at 4:00 PM.

Banking – Once the new Board member from Montgomery County has been appointed, and depending upon the election of SRPRA Officers at the January or February Board meeting, the list of authorized signers for the Authority’s accounts must be updated accordingly.

In anticipation of the execution of multiple grant agreements, including for the initial \$500k in CIDP funding and the \$250k in state LSA grant funds received by Montgomery County for the project, two new dedicated accounts are proposed to be opened to avoid comingling of funds. In light of FRA’s direction to place the grant agreement between Berks DCED and FRA for the \$750k Congressionally Mandated Grant on-hold, an additional account is not yet needed for those funds. All of these new accounts are proposed to be opened concurrent with the update of authorized signers, likely sometime in January or February 2024.

Payment of Bills – Since the December 18, 2023 Board Meeting, three routine monthly bills have been received and paid; these charges remain to be ratified by the Board. In the same general timeframe, two routine monthly bills have been received and one is anticipated, and one non-routine bill has been received. All four of these bills are or will become due and payable subject to Board approval.

BILLS RECEIVED AND PAID

AMOUNT	PAYEE	DESCRIPTION	PAYMENT DATE
\$29.00	AnsweringService.com	Monthly Fee	01/02/2024
\$57.24	Google	Google Suite Monthly Fee	01/02/2024
\$21.19	Adobe	Acrobat Pro Monthly Fee	01/08/2024
\$107.43	TOTAL		

BILLS DUE AND PAYABLE

AMOUNT	PAYEE	DESCRIPTION	BILL DATE
\$11,570.00	Thomas E. Frawley Consulting	ED Compensation, December 2023	01/10/2024
\$7,400.00	Kozloff Stoudt	September-October 2023 Fee	11/21/2023
\$3,920.00	Smart Growth America T4A	December Fee	01/12/2024
\$3,000.00	Virtual Farm Creative, Inc	One-Time Additional Scope	12/29/2023
\$2,400.00	Virtual Farm Creative, Inc	January Fee	01/15/2024*
\$28,290.00	TOTAL		

* Anticipated

Upon payment of these outstanding bills, the remaining balance in the Authority’s accounts, inclusive of interest earned, will be \$297,492.39.

Anticipated Expenditures

- Monthly charges from Google, Adobe and AnsweringService.com, which total \$107.43 every month, are anticipated to continue unchanged.
- Monthly expenditure for the Executive Director’s compensation is anticipated to remain relatively consistent at the current level for the next several months. However, a significant portion of the Executive Director’s time will become reimbursable once the FRA CIDP grant funds are obligated, likely sometime in February.
- Expenditures for legal services have totaled \$36,635.30 for the 16 months through October 2023, representing an average of \$2,227 per month. Excluding the period June through September 2022, during which charges were focused on start-up activities, and considering only the 13 months of October 2022 through October 2023, the total expended was \$22,840.07 which represents an average of \$1,757 per month. This compares with \$1,667 budgeted per month for 2024.
- Monthly expenditures for media and marketing services from Virtual Farm Creative have declined from \$2,500 per month in 2023 to \$2,400 per month in 2024. This compares with \$1,717 budgeted per month in 2024. The one-time charge for additional services of \$3,000 significantly affected the total for December, but was charged in 2023 and its inclusion results in total charges for 2023 of \$18,000 which is less than the \$20,000 budgeted.
- Monthly expenditures of \$3,920 for Transportation 4 America continue in accordance with their contract, but the current level of activity appears to be minimal. It is suggested that the Committee and the Board consider authorizing the Executive Director, with assistance from Counsel and the Planning Committee, to negotiate a new agreement providing for support on an as-needed basis.
- Depending upon actions taken by the Personnel Committee and the Board regarding engagement of administrative support for the Executive Director, the cost of those services would increase monthly costs by some yet to be determined amount.

SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY

BOARD MEETING PACKET

JANUARY 22, 2024

BILLS RECEIVED SINCE DECEMBER 18, 2023 MEETING



2640 Westview Drive
Wyomissing, PA 19610
(610) 670-2552
TAX ID# 23-3022715

Schuylkill River Passenger Rail Authority
Attn: David Hunter
633 Court Street
Reading, PA 19601

November 21, 2023
Statement No. 196944

CLIENT: 212609 - Schuylkill River Passenger Rail Authority

Matters on this Statement

MATTER	FEES	COSTS	TOTAL
001 - General	1,684.26	0.00	1,684.26
002 - Articles of Incorporation and Bylaws	5,715.74	0.00	5,715.74
Total of all 2 matters on this bill	\$7,400.00	\$0.00	\$7,400.00

PLEASE REFERENCE FILE AND STATEMENT NUMBER ON REMITTANCE
PAYABLE UPON RECEIPT



2640 Westview Drive
Wyomissing, PA 19610
(610) 670-2552
TAX ID # 23-3022715

November 21, 2023
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Client: Schuylkill River Passenger Rail Authority

Statement No. 196944

Matter: 001 General

PROFESSIONAL SERVICES

Date	Atty	Description	
09/01/23	JEL	Emails with Atty Becker re:RTKL	
09/05/23	DPB	Emails Scott France re: replacing Board member that resigned;	
09/18/23	DPB	Telephone call Tom Frawley re meeting issues; prepare/attend Board Meeting; review agenda;	
10/17/23	DPB	Prepare/attend Executive Session;	
10/23/23	DPB	Prepare/attend Board Meeting in Pottstown;	
10/24/23	DPB	Emails Tom Frawley re: RFP Telephone call Tom Frawley;	
10/25/23	DPB	Review/revise Consultant RFP request;	
10/26/23	DPB	Telephone calls Tom Frawley re: advertisement and RFP; emails Tom Frawley re: General terms and conditions and contract;	
		Sub Total	2,350.00
		Courtesy Discount	-665.74
		Total Professional Services	\$1,684.26

Matter Totals

Total Fees and Costs for Matter - 001	2,350.00
Courtesy Discount	-665.74
Total This Matter	<u>\$1,684.26</u>

PLEASE REFERENCE FILE AND STATEMENT NUMBER ON REMITTANCE
PAYABLE UPON RECEIPT



2640 Westview Drive
Wyomissing, PA 19610
(610) 670-2552
TAX ID # 23-3022715

November 21, 2023
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Client: Schuylkill River Passenger Rail Authority **Statement No. 196944**

Matter: 002 Articles of Incorporation and Bylaws

PROFESSIONAL SERVICES

Date	Atty	Description
09/01/23	NLH	Prepare for/attend zoom meeting re revisions to Bylaws
09/01/23	DPB	Prepare/attend Zoom Meeting with Brian O'Leary, Scott France, Tom Frawley and Nancy Hess re By-Law amendments; review/revise By-Laws;
09/07/23	NLH	Correspondence from Mr. Frawley; telephone conference with Mr. Frawley
09/14/23	NLH	Correspondence from Mr. Frawley; conference with Mr. Becker; correspondence to Mr. Frawley
09/15/23	NLH	Correspondence from newspaper; correspondence to Mr. Frawley
09/18/23	NLH	Conferences with Mr. Becker; legal research; review files
09/18/23	DPB	Emails Scott France re: status and timeline for proposed By-law revisions; telephone Tom Frawley re revisions; e-mail Brian O'Leary; legal research re; advertising requirements;
09/19/23	DPB	Email Scott France, Brian O'Leary and Tom Frawley re: articles of incorporation process;
09/19/23	NLH	Legal research; conference with Mr. Becker
09/29/23	NLH	Prepare for meeting; attend zoom meeting; conference with Mr. Becker; telephone conferences with Mr. Frawley
09/29/23	DPB	Prepare/attend Zoom meeting with Tom Frawley, Scott France and Brian O'Leary Re revisions to Bylaws and Articles of Incorporation; revise Bylaws; telephone calls Tom Frawley re authority to pay bills;
10/02/23	NLH	Conference with Mr. Becker; review/revise Bylaws; prepare Authority Resolutions re Articles of Amendment; prepare Montgomery County Resolutions adopting Articles of Amendment
10/04/23	DPB	Review/revise resolution authorizing amendment to articles of incorporation; review/revise amended bylaws;
10/10/23	NLH	Correspondence from Mr. Frawley; legal research re terms of Directors; memo to Mr. Becker
10/17/23	DPB	Review/revise Articles of Incorporation;
10/17/23	NLH	Conference with Mr. Becker; prepare for/attend meeting; review/revise Articles of Amendment, Docketing Statement Changes, Authority Resolutions, County Resolutions and Bylaws
10/18/23	DPB	Emails Brian O'Leary re changes to Bylaws and AOI; Emails Scott France re changes to Bylaws and AOI; review/revise Bylaws and AOI;
10/19/23	NLH	Review/revise Articles of Amendment and Docketing Statement; review/revise Amended and Restated Bylaws; review/revise Authority Resolutions and County Resolutions

PLEASE REFERENCE FILE AND STATEMENT NUMBER ON REMITTANCE
PAYABLE UPON RECEIPT



2640 Westview Drive
 Wyomissing, PA 19610
 (610) 670-2552
 TAX ID # 23-3022715

November 21, 2023
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Client: Schuylkill River Passenger Rail Authority **Statement No.** 196944
PROFESSIONAL SERVICES

Date	Atty	Description	
10/19/23	NLH	Review/revise Articles of Incorporation and Docketing Statement; review/revise Bylaws, SRPRA Resolutions and County Resolutions	
10/20/23	NLH	Telephone conference with Mr. Frawley	
10/20/23	NLH	Conference with Mr. Becker; review/revise Exhibits to Articles of Amendment and Docketing Statement Changes; review/revise SRPRA Resolutions, Montgomery County Resolutions and Bylaws; correspondence to Mr. Frawley	
10/20/23	DPB	Emails Tom Frawley; emails Scott France; emails Brian O'Leary; review/revise Bylaws; review/revise Articles of Incorporation; review/revise County Resolutions;	
10/23/23	NLH	Review various emails; correspondences to Mr. Frawley; research; correspondence to Mr. France	
10/23/23	NLH	Conference with Mr. Becker; research	
10/23/23	NLH	Conference with Mr. Becker; telephone conference with Messrs. Frawley, France and O'Leary; prepare for meeting	
10/23/23	DPB	Emails Scott France; emails Tom Frawley; emails Brian O'Leary; telephone calls Tom Frawley and Scott France; review/revise Articles and Bylaws;	
10/24/23	NLH	Various correspondence from Board members; conference with Mr. Becker; telephone conference with Mr. Frawley	
10/25/23	NLH	Correspondence from Mr. Frawley; conference with Mr. Becker; revise advertisement notice; telephone conference with Mr. Frawley; correspondence to Media News Group	
10/25/23	NLH	Correspondence from Mr. Frawley; conference with Mr. Becker; revise advertisement notice; telephone conference with Mr. Frawley; correspondence to Media News Group	
10/25/23	NLH	Correspondences from Messrs. Frawley and Scott; conferences with Mr. Becker; review Terms and Conditions	
10/27/23	DPB	Telephone call Scott France re revisions to AOA; review revised AOA;	
		Sub Total	7,975.00
		Courtesy Discount	-2,259.26
		Total Professional Services	\$5,715.74

PLEASE REFERENCE FILE AND STATEMENT NUMBER ON REMITTANCE
 PAYABLE UPON RECEIPT



2640 Westview Drive
Wyomissing, PA 19610
(610) 670-2552
TAX ID # 23-3022715

November 21, 2023
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Client: Schuylkill River Passenger Rail Authority
Matter Totals

Statement No. 196944

Total Fees and Costs for Matter - 002	7,975.00
Courtesy Discount	-2,259.26
Total This Matter	<u>\$5,715.74</u>

Statement Total

Total Professional Services	10,325.00
Total Disbursements	0.00
SUB TOTAL	<u>\$10,325.00</u>
Courtesy Discount	-2,925.00
CURRENT Statement TOTAL AMOUNT DUE AFTER SERVICES DISCOUNT	<u>\$7,400.00</u>

PLEASE REFERENCE FILE AND STATEMENT NUMBER ON REMITTANCE
PAYABLE UPON RECEIPT

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)
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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: 16
Start Date: 26SEP2022	Invoice Number: 2023-12
	Invoice Date: 10JAN2024

Invoice for services performed as Executive Director of the Schuylkill River Passenger Rail Authority for the period: Friday, December 1, 2023 through Sunday, December 31, 2023.

LABOR, INCLUDING OVERHEAD AND FEE				
ELEMENT DESCRIPTION		TASK HOURS	CONTRACT RATE	TOTAL LABOR CHARGES
December 2023		89.00	\$130.00	\$11,570.00
				\$11,570.00

EXPENSES, AT COST			
DESCRIPTON OF EXPENSES		NOTES	EXPENSES INVOICED
			\$0.00

TOTAL CHARGES THIS INVOICE - LABOR AND EXPENSES	
	\$11,570.00

INVOICE LABOR, EXPENSES, AND HOURS SUMMARY AND STATUS			
	LABOR	EXPENSES	TOTAL
CHARGED PRIOR TO 01DEC2023	\$129,706.50	\$1,931.38	\$131,637.88
CHARGED DURING 01DEC2023 - 31DEC2023	\$11,570.00	\$0.00	\$11,570.00
OVERALL CHARGED TO DATE	\$141,276.50	\$1,931.38	\$143,207.88
PREVIOUS INVOICES OUTSTANDING	\$0.00	\$0.00	\$0.00
TOTAL INVOICES OUTSTANDING INCLUDING THIS INVOICE	\$11,570.00	\$0.00	\$11,570.00

	HOURS
HOURS EXPENDED PRIOR TO 01DEC2023	1,199.65
TOTAL HOURS CHARGED DURING 01DEC2023 - 31DEC2023	89.00
TOTAL HOURS CHARGED 01SEP2022 THROUGH 31DEC2023	1,288.65

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.



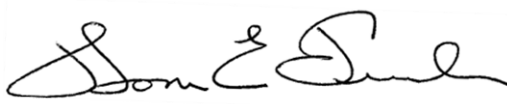
Thomas E. Frawley, P.E., Esq. - Principal

10-DEC-2023
 DATE

Thomas E. Frawley, P.E., Esq., MBA - Executive Director
 Hours - Friday 01DEC2023 through Sunday 31DEC2023
 Invoice Number: 2023-12
 Invoice Date: 10JAN2024

DAY	DATE	HOURS	DESCRIPTION OF PRIMARY ACTIVITIES PERFORMED (ADDITIONAL INFORMATION PROVIDED IN ATTACHED MONTHLY EXECUTIVE DIRECTOR'S REPORT)
Friday	1	2.50	Franklin Street Working Group Meeting
Saturday	2	0.00	
Sunday	3	1.50	Proposal Evaluation Manual Booklet and Scoring Spreadsheet
Monday	4	6.00	Proposal Evaluation Manual Booklet and Scoring Spreadsheet
Tuesday	5	9.00	Proposal reviews; finalize press release
Wednesday	6	7.50	Marketing Cmte Meeting; Executive Cmte Ad Hoc Meeting; proposals
Thursday	7	7.00	Proposal Reviews; Virtual Farm contract internal meeting
Friday	8	5.50	Virtual Farm contract internal meeting
Saturday	9	0.00	Proposal Evaluation Manual Booklet and Scoring Spreadsheet
Sunday	10	3.00	Proposal Reviews
Monday	11	9.00	Planning Cmte meeting; proposal reviews; reference calls
Tuesday	12	8.00	Proposal reviews; reference calls
Wednesday	13	4.50	Marketing Cmte consultant press release; Sen Fetterman office call
Thursday	14	5.00	Berks Technical Cmte meeting; Proposal team meeting; Board packet
Friday	15	4.50	Board packet
Saturday	16	0.00	
Sunday	17	0.00	
Monday	18	4.00	Board meeting
Tuesday	19	4.50	
Wednesday	20	6.00	FRA Berks grant meeting; AECOM negotiation meeting
Thursday	21	1.50	Meeting with Chair regarding committee meetings sunshine question
Friday	22	0.00	Proposal Evaluation Manual Booklet and Scoring Spreadsheet
Saturday	23	0.00	
Sunday	24	0.00	
Monday	25	0.00	
Tuesday	26	0.00	
Wednesday	27	0.00	
Thursday	28	0.00	
Friday	29	0.00	
Saturday	30	0.00	
Sunday	31	0.00	


Task Totals:	89.00	
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Certified:  Date: 10-JAN-2024
 Thomas E. Frawley, P.E., Esq. - Prinicpal

Thomas E. Frawley, P.E., Esq., MBA - Executive Director
Expenses - Friday 01DEC2023 through Sunday 31DEC2023
Invoice Number: 2023-12
Invoice Date: 10JAN2024

EXPENSES THIS INVOICE			
DATE	DESCRIPTION	AMOUNT	NOTES

Task 1 Total:

Certified:  Date: 10-JAN-2024
Thomas E. Frawley, P.E., Esq. - Principal



VFC, Inc.
 31A Ridge Road, Suite One
 Phoenixville, Pennsylvania 19460
VirtualFarm.com

Invoice

Date	Invoice No.
01/19/2024	SRPRA0124

SRPRA
 Thomas Freawley

Terms
Net 30

Description	Amount
ANNUAL MARKETING PARTNERSHIP: January 2024	2,400.00
Refer to proposal for defined plan elements and reactionary marketing consultation (start date 0124-1224)	
Billed monthly \$2400.00	
Sales Tax	0.00
Total	\$2,400.00

To remit payment via ACH: Phoenixville Federal Bank and Trust 533 Kimberton Rd. P.O Box 1046 Kimberton, PA 19442
 ACH# 231374916, Account: Virtual Farm Creative, Account # 0041033796 *Please email ideas@virtualfarm.com with invoice #'s and invoice amounts
 paid for ACH payments.
 INVOICES ARE DUE UPON RECEIPT
 THANK YOU FOR YOUR BUSINESS!



VFC, Inc.
 31A Ridge Road, Suite One
 Phoenixville, Pennsylvania 19460
VirtualFarm.com

Invoice

Date	Invoice No.
12/28/2023	14631

SRPRA
 Thomas Frawley

Terms
Net 30

Description	Amount
WWW Consultation on gosrpra.com redesign including flowchart, storyboard, writing and design.	2,000.00
EMAIL TEMPLATE Consultation on SRPRA newsletter content, opt-in, format and frequency.	1,000.00
Sales Tax	0.00
Total	
	\$3,000.00

To remit payment via ACH: Phoenixville Federal Bank and Trust 533 Kimberton Rd. P.O Box 1046 Kimberton, PA 19442
 ACH# 231374916, Account: Virtual Farm Creative, Account # 0041033796 *Please email ideas@virtualfarm.com with invoice #'s and invoice amounts
 paid for ACH payments.
 INVOICES ARE DUE UPON RECEIPT
 THANK YOU FOR YOUR BUSINESS!

INVOICE

Attn: AR Accounting
1152 15th Street NW, Ste 450
Washington, DC 20005
Telephone: 202-955-5543
Fax: 202-955-5543
Federal EIN: 27-0038938

DATE: 01/15/2024

INVOICE # 24-SGA-099

FOR: SRPRA Rail consulting services

PROJECT NO. 1061

ACCOUNT CODE: 4100

Vendor Contract # (if applicable): _____

Customer ID: _____

BILL TO: Schuylkill River Passenger Rail Authority

Attn: Attn: Thomas E. Frawley

Company Name 633 Court Street

City, State, Zip Reading, PA 19601

Email: tom@frawleyconsulting.com

Phone _____

Billing Period Start:

Billing Period End

12/1/2023

12/31/2023

DUE DATE:

2/14/2024

DESCRIPTION	AMOUNT
Primary Services Tasks (December)	\$3,920.00
<i>Please reference the above-mentioned invoice number on your payment.</i>	

We prefer payment via ACH

ACH INFORMATION

ABA#: 065000090
Beneficiary Acct #: 3316957006
Beneficiary: Smart Growth America
Reference: 24-SGA-099

SUBTOTAL	\$	3,920.00
TAX RATE		0.00%
SALES TAX		-
OTHER		-
TOTAL		

ALERT! OUR BANK INFORMATION HAS CHANGED! PLEASE REMIT PAYMENT USING THE UPDATED BANK DETAILS PROVIDED ABOVE. THANK YOU.

Check Writing: Please be sure to reference the Invoice and Project #'s above on ALL checks.

SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY
BOARD MEETING PACKET
JANUARY 22, 2024

TRANSPORTATION FOR AMERICA (T4A)
JANUARY 2024 MONTHLY REPORT

Dec/Jan 2024 Report to the Schuylkill River Passenger Rail Authority

FY 2024 Appropriations Update

On December 14th, 2023, the House of Representative adjourned for holiday recess without finalizing appropriations bills, including drafts of the Energy & Water and THUD appropriations bills. The deadline for programs and agencies under the Energy & Water and Transportation-HUD appropriations bills is approaching on January 19, 2024, with the deadline for all other domestic programs being February 2nd, 2024. A bipartisan agreement is being negotiated between Speaker Mike Johnson and Senate Majority Leader Chuck Schumer, with topline funding numbers aligned with last summer's debt ceiling package. However, due to the need to finalize details in individual appropriation bills and address a host of thorny policies within a limited time frame, it is likely that there will be another CR to finalize budget details. If a CR is still in place beyond April 30th, a forced sequestration of 5% will be applied to all non-defense DOT programs. For general and formula budgets, the sequestration will feel like a 20% cut, considering it will be $\frac{3}{4}$ of the way through FY24 once implemented. As of Thursday (1/11) afternoon, Speaker Johnson is reconsidering his agreement with Schumer, which may lead to a partial government shutdown at the end of next week.

The THUD bill as it stands includes riders to eliminate funding for transit-oriented development, environmental justice, and other Biden Administration priorities. As it stands, the Administration has promised to [veto the bill](#) should it be brought to the White House.

In the Senate, the "[Minibus](#)" legislative vehicle, which included THUD appropriations, passed on November 1, 2023 with a vote of 82-15. This bill is in limbo as it must still be conferenced against the House version which has significantly different priorities.

STB Passenger Rail Advisory Committee Nominations

On January 4th, 2024, the Surface Transportation Board (STB) published a [notice in the Federal Register](#) and on its website in Docket No. 774 seeking nominations for individuals to serve as voting members of the Passenger Rail Advisory Committee (PRAC). Nominations for candidates for membership on the PRAC are due by February 5, 2024. We bring this to your attention as an opportunity to apply to serve on the committee.

Corridor ID Program Updates

We have heard that the FRA is reaching out to recipients of the Corridor ID program to discuss next steps and develop a scope of work for the first step of the project. Please let us know if you have not been contacted and we will reach out to the FRA.

Spring 2024 Hill Visit Considerations

As the SRPRA considers coming to Capitol Hill to advocate for passenger rail development from Reading to Philadelphia in this current year, T4America staff recommends planning now for a Spring 2024 visit. At this current time, with FY24 budget deliberations continuing, it would not be prudent to visit DC until after those conversations have settled. T4America staff suggests, if

the SRPRA wishes to visit DC to meet with their delegation and advocate for SRPRA's passenger rail endeavors, to explore the weeks of April 8, 2024 or April 15, 2024. The President's FY25 budget should be already circulating by this point and can serve as a conversation piece (with the State of the Union scheduled for March 7, 2024). These April dates are after the Easter holiday period. This period also would predate any draft House/Senate FY25 budget proposals, allowing SRPRA to help influence their development. Furthermore, with 2024 as an election year, various offices will be distracted with their member campaigning later this summer and fall.

Upcoming Funding Opportunities

RAISE Program NOFO Released

As a reminder, a NOFO for the RAISE grant program was published on November 30th, 2023. The RAISE program makes \$1.5 billion available for transportation projects with significant local or regional impact, including passenger rail projects. The NOFO can be found [here](#). Applications are due on February 28, 2024.

FY23 Railroad Crossing Elimination Grant Program

In January, 2024, the [Federal Railroad Administration \(FRA\)](#) will announce the availability of \$573 million in competitive, discretionary funding for highway-rail or pathway-rail grade crossing improvement projects that focus on improving the safety and mobility of people and goods. FRA will host a webinar following the NOFO release to provide a program overview for potential grantees.

FY22-23 Restoration and Enhancement Grant Program

In January, 2024, the [FRA](#) will announce the availability of \$104 million in competitive, discretionary funding for operating assistance grants for initiating, restoring, or enhancing intercity passenger rail transportation. FRA will host a webinar following the NOFO release to provide a program overview for potential grantees.

FY23-24 Consolidated Rail Infrastructure and Safety Improvements (CRISI)

In January, 2024, the [FRA](#) will announce the availability of competitive, discretionary funding for capital projects that improve passenger and freight rail transportation systems in terms of safety, efficiency, or reliability. FRA will host a webinar following the NOFO release to provide a program overview for potential grantees.

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