



SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY
FINANCE COMMITTEE MEETING PACKET
JULY 22, 2026

CONTENTS:

AGENDA

MINUTES FROM JUNE 17, 2026 MEETING

EXECUTIVE DIRECTOR'S REPORT TO FINANCE COMMITTEE

BILLS RECEIVED SINCE JUNE 17, 2026 COMMITTEE MEETING



Schuylkill River Passenger Rail Authority

FINANCE COMMITTEE

Meeting Agenda

July 22, 2026, 4:00 pm

1. Call to Order
2. Approve minutes from June 17 meeting
3. Committee Member Comments
4. Public Comment on Agenda Items
5. Executive Director's Report
6. Recommendation Regarding Ratification and Payment of Bills – *Action*
7. Other Business
8. General Public Comment
9. Adjourn

The next regularly scheduled meeting of the Schuylkill River Passenger Rail Authority Finance Committee will be conducted as a virtual meeting at 4:00 PM on Wednesday, August 19, 2026. All SRPRA Finance Committee meetings are open to the public and are conducted as Zoom webinars.

Please visit the Authority website for more information and the registration link.

www.GoSRPRA.com

SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY
FINANCE COMMITTEE MEETING PACKET
JULY 22, 2026

DRAFT MINUTES FROM JUNE 15, 2026 COMMITTEE MEETING



SRPRA Finance Committee Meeting Minutes – DRAFT

Date: June 17, 2026

Time: 4:03 PM

Location: Virtual Meeting via Zoom

Finance Committee Attendees

- Peter Urscheler (Chair)
- Pamela Menet

Finance Committee Absentees

- Tom DiBello

Other Attendees

- Thomas Frawley, Executive Director

1. Call to Order

Finance Committee Chair Peter Urscheler called the meeting to order at 4:03 PM. Due to travel obligations, Mr. Urscheler advised that he was participating remotely and requested assistance from Executive Director Thomas Frawley in facilitating portions of the meeting agenda.

2. Approval of Meeting Minutes

The Committee reviewed the minutes from the May 13, 2026, Finance Committee meeting. Pamela Menet moved to approve the minutes as presented. Peter Urscheler seconded the motion. Hearing no objections, the motion passed unanimously and the minutes were approved.

3. Committee Member Comments

Pamela Menet reported that she had no comments. Mr. Urscheler also reported that he had no comments.

4. Public Comment on Agenda Items

Mr. Frawley confirmed that no members of the public were present in the virtual meeting room and that no comments had been submitted through the chat function. As no members of the public were present, the Committee waived the reading of the public comment policy.

5. Executive Director's Report

County Contributions: The Authority continues to await receipt of 2026 annual county contributions from both Berks County and Montgomery County.

Payment of Bills: Four routine monthly expenses were automatically paid and require ratification by the Committee: Intuit QuickBooks, AnsweringService.com, Google Workspace, and Adobe Acrobat Pro. Total prepaid expenses were \$208.41.

Three invoices requiring approval were received: Executive Director services, Virtual Farm Creative marketing and communications services, and Kozloff Stoudt legal services. Total outstanding invoices were \$11,665.70.

Account Balances: Combined operating and reserve account balances totaled \$461,217.52. Following payment of outstanding invoices, the projected balance would be \$449,551.82, excluding interest earnings and future county contributions.

Draft Budget Review: The proposed 2026–2028 Authority Budget had been circulated to the Committee and Board. No comments or revisions were received. The Committee was asked to consider recommending the budget to the full Board for adoption at the June 22, 2026 Board meeting.

6. Approval of Bills

Pamela Menet moved to approve and recommend to the Board ratification of prepaid expenses totaling \$208.41 and payment of outstanding invoices totaling \$11,665.70. Peter Urscheler seconded the motion. Hearing no opposition, the motion passed unanimously.

7. Recommendation of 2026–2028 Budget

Pamela Menet moved to recommend approval of the proposed budget to the full Board. Peter Urscheler seconded the motion. Hearing no opposition, the motion passed unanimously.

8. Other Business

No additional business was brought before the Committee.

9. General Public Comment

No public comments were received. The next Finance Committee meeting is scheduled for Wednesday, July 22, 2026, at 4:00 PM via Zoom.

10. Adjournment

Pamela Menet moved to adjourn the meeting. Peter Urscheler seconded the motion. Hearing no opposition, the motion passed unanimously. The meeting adjourned at 4:11 PM.

Respectfully submitted,

Kathy Morris
Recording Secretary

SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY
FINANCE COMMITTEE MEETING PACKET
JULY 22, 2026

EXECUTIVE DIRECTOR'S REPORT TO THE FINANCE COMMITTEE



**SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY
FINANCE COMMITTEE REPORT
TO BE PRESENTED AT MEETING HELD JULY 22, 2026 AT 4:00 PM
PREPARED JULY 21, 2026**

This report summarizes financial actions since the June 17 Finance Committee meeting date. It is intended to be presented at the July 22, 2026 meeting of the Finance Committee. Actions taken by the Committee on July 22, 2026 will be reported to the SRPRA Board at its June 27, 2026 meeting.

The Finance Committee meets monthly on the Wednesday prior to the monthly Authority Board meeting. Meetings of the Finance Committee are held at 4:00 PM and employ a Zoom virtual webinar format. Meetings are open to the public, but registration is required. Registration information is provided on the Authority website at www.GoSRPRA.com.

2026 County Contributions – Requests for budgeted contributions for 2026 were sent on February 24. As of July 20, the annual contribution from Berks County remains outstanding.

Payment of Bills – Since the June 17, 2026 Finance Committee meeting date, four routine monthly bills have been received and auto-paid; these charges remain to be ratified by the Committee and Board. Payees are Intuit, AnsweringService.com, Google and Adobe.

ROUTINE BILLS RECEIVED AND PAID (AUTO-PAY)

AMOUNT	PAYEE	DESCRIPTION	PAYMENT DATE
\$40.28	Intuit	QuickBooks Subscription	07/16/2026
\$35.00	AnsweringService.com	Monthly Fee	07/08/2025
\$111.94	Google	Google Suite Workspace	07/08/26
\$21.19	Adobe	Acrobat Pro Monthly Fee	07/07/2026
\$208.41	TOTAL		

BILLS DUE AND PAYABLE

In the same general timeframe, two routine monthly invoices have been received and both are due and will become payable upon Finance Committee and Board approval. Payees are the Executive Director and Virtual Farm Creative. There is no bill from AECOM this month due to work having been suspended after completion of FRA CIDP Step 1 and work not yet having begun on Step 2. Copies of the two outstanding bills are included in the Finance Committee meeting packet.

AMOUNT	PAYEE	DESCRIPTION	BILL DATE
\$11,496.10	Thomas E. Frawley Consulting	Exec Dir Compensation, June 2026	07/08/2026
\$2,400.00	Virtual Farm Creative, Inc	July Fee	06/25/2026
\$13,896.10	TOTAL		

The current combined total balance of SRPRA's Operating and Reserve accounts is \$550,142.36. Upon payment of the two outstanding bills tabulated above and totaling \$13,896.10, the remaining balance in the Authority's accounts, not including interest earned subsequent to the time of this report or receipt of outstanding 2026 annual county contributions, will be \$536,246.26.

Other Business

Nothing to Report

SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY
FINANCE COMMITTEE MEETING PACKET
JULY 22, 2026

BILLS RECEIVED SINCE JUNE 17, 2026 COMMITTEE MEETING

FROM: THOMAS E FRAWLEY CONSULTING, LLC

551 Davenport 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: 46
Start Date: 26SEP2022	Invoice Number: 2026-06
	Invoice Date: 08JUL2026

Invoice for services performed as Executive Director of the Schuylkill River Passenger Rail Authority for the period: Monday, June 1, 2026 through Tuesday, June 30, 2026. During June there were 28.25 hours of activities related to the Federal Railroad Administration's Corridor Identification and Development Program, but none were reimbursable under the CIDP due to SRPRA's Step 2 grant funds not yet being obligated.

LABOR, INCLUDING OVERHEAD AND FEE

ELEMENT DESCRIPTION	TASK HOURS	CONTRACT RATE	TOTAL LABOR CHARGES
June 2026 - SRPRA (Not CIDP Reimbursable)	76.50	\$150.00	\$11,475.00
June 2026 - CIDP Step 1 Reimbursable	0.00	\$150.00	\$0.00
	76.50		\$11,475.00

EXPENSES, AT COST

DESCRIPTION OF EXPENSES	NOTES	EXPENSES INVOICED
June 2026 - SRPRA (Not CIDP Reimbursable)		\$21.10
June 2026 - CIDP Step 1 Reimbursable		\$0.00
		\$21.10

TOTAL CHARGES THIS INVOICE - LABOR AND EXPENSES

\$11,496.10

CHARGES ELIGIBLE FOR REIMBURSEMENT UNDER CIDP GRANT AGREEMENT

June 2026 Labor - CIDP Step 1 Reimbursable - Task 2	\$0.00
June 2026 Expenses - CIDP Step 1 Reimbursable - Task 2	\$0.00
June 2026 Total CIDP Step 1 Reimbursable - Task 2	\$0.00

INVOICE LABOR, EXPENSES, AND HOURS SUMMARY AND STATUS

	LABOR	EXPENSES	TOTAL
CHARGED PRIOR TO 01JUN2026	\$453,035.41	\$15,304.12	\$468,339.53
CHARGED DURING 01JUN2026 - 30JUN2026	\$11,475.00	\$21.10	\$11,496.10
OVERALL CHARGED TO DATE	\$464,510.41	\$15,325.22	\$479,835.63
PREVIOUS INVOICES OUTSTANDING	\$0.00	\$0.00	\$0.00
TOTAL INVOICES OUTSTANDING INCLUDING THIS INVOICE	\$11,475.00	\$21.10	\$11,496.10

	HOURS
HOURS EXPENDED PRIOR TO 01JUN2026	3,468.05
TOTAL HOURS CHARGED DURING 01JUN2026 - 30JUN2026	76.50
TOTAL HOURS CHARGED 01SEP2022 THROUGH 30JUN2026	3,544.55

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

08-JUL-2026
DATE

Thomas E. Frawley, P.E., Esq., MBA - Executive Director

SRPRA Hours - Monday, June 1, 2026 through Tuesday, June 30, 2026

Invoice Number: 2026-06

Invoice Date: 08JUL2026

DAY	DATE	HOURS	DESCRIPTION OF PRIMARY ACTIVITIES PERFORMED (ADDITIONAL INFORMATION PROVIDED IN ATTACHED MONTHLY EXECUTIVE DIRECTOR'S REPORT)
Monday	1	3.25	Sen McCormick Staff Call (0.75); Amtrak and Dephi emails
Tuesday	2	4.50	FRA Call; Rep Meuser Staff Call; AECOM Call; Route Options Analysis
Wednesday	3	4.00	Step 2 Tasks; Route Options Analysis
Thursday	4	4.40	GRCA Board Update; Monthly Report & Invoice; emails
Friday	5	4.75	Draft Statement of Purpose & Need (4.0); Future Meeting Plans (0.75)
Saturday	6	0.00	
Sunday	7	0.00	
Monday	8	6.00	Rep Dean Call; Planning Team Call; Route Options Analysis; emails
Tuesday	9	4.20	Phila Chamber Transp Roundtable
Wednesday	10	3.50	Assemble Meeting Packets
Thursday	11	3.75	Step 2 Tasks; Route Options Analysis
Friday	12	2.75	Assemble Meeting Packets
Saturday	13	0.00	
Sunday	14	0.00	
Monday	15	4.00	Assemble Meeting Packets; Update State Electeds Contact Info
Tuesday	16	0.60	Commissioners Briefing
Wednesday	17	0.90	Marketing Team Meeting; Finance Committee Meeting
Thursday	18	2.40	Berks Technical Working Group Meeting; Meeting Packets & emails
Friday	19	0.00	
Saturday	20	0.00	
Sunday	21	0.00	
Monday	22	3.50	Board Meeting including Prep
Tuesday	23	4.50	Sen Fetterman Meeting; Draft Ltr to Senators; Draft Ltr to Sec Duffy
Wednesday	24	3.75	Draft Ltr to Secretary; LSA Grant Credentials Renewal
Thursday	25	4.00	Draft Press Release; Host Railroad Outreach Plan
Friday	26	2.50	Finalize Ltr to Senators; Final Draft Press Release
Saturday	27	0.00	
Sunday	28	0.00	
Monday	29	4.75	Meeting Legal Notices, Schedules, Calls; Xmit Ltr to Senators
Tuesday	30	4.50	Amtrak MOU; Route Options Analysis
Task Totals:		76.50	

Certified: _____

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

Date: 08-JUL-2026

Thomas E. Frawley, P.E., Esq., MBA - Executive Director

CIDP Hours - Monday, June 1, 2026 through Tuesday, June 30, 2026

Invoice Number: 2026-06

Invoice Date: 08JUL2026

DAY	DATE	HOURS	DESCRIPTION OF PRIMARY ACTIVITIES PERFORMED (ADDITIONAL INFORMATION PROVIDED IN ATTACHED MONTHLY EXECUTIVE DIRECTOR'S REPORT)
Friday	1	0.00	
Saturday	2	0.00	
Sunday	3	0.00	
Monday	4	0.00	
Tuesday	5	0.00	
Wednesday	6	0.00	
Thursday	7	0.00	
Friday	8	0.00	
Saturday	9	0.00	
Sunday	10	0.00	
Monday	11	0.00	
Tuesday	12	0.00	
Wednesday	13	0.00	
Thursday	14	0.00	
Friday	15	0.00	
Saturday	16	0.00	
Sunday	17	0.00	
Monday	18	0.00	
Tuesday	19	0.00	
Wednesday	20	0.00	
Thursday	21	0.00	
Friday	22	0.00	
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 2 Hours:	0.00
Total Hours:	0.00

Certified: _____

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



Date: 08-JUL-2026

Thomas E. Frawley, P.E., Esq., MBA - Executive Director
Expenses - Monday, June 1, 2026 through Tuesday, June 30, 2026
Invoice Number: 2026-06
Invoice Date: 08JUL2026

[illegible]

Task 1 Total: \$21.10

Total Expenses - SRPRA:	\$21.10
Total Expenses - CIDP Step 1 Reimbursable:	\$0.00

Certified:

Don & Sue

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

Date: 08-JUL-2026

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

Invoice

Date	Invoice No.
6/25/2026	15878

SRPRA
Thomas Freawley

		Terms
		Net 30
Description	Amount	
ANNUAL MARKETING PARTNERSHIP: July 2026	2,400.00	
Refer to proposal for defined plan elements and reactionary marketing consultation (start date 1/1/2026, end date 12/31/2026)		
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 # 0041038845 *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!