SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY

FINANCE COMMITTEE MEETING PACKET

SEPTEMBER 23, 2026

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Schuylkill River Passenger Rail Authority
FINANCE COMMITTEE
Meeting Agenda
September 23, 2026, 4:00 pm

1. Call to Order
2. Approve minutes from August 19 meeting
3. Committee Member Comments
4. Public Comment on Agenda Items
5. Executive Director's Report
6. 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, October 21, 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

SEPTEMBER 23, 2026

DRAFT MINUTES FROM AUGUST 19, 2026 COMMITTEE MEETING

SRPRA Finance Committee Meeting Minutes – DRAFT

Date: August 19, 2026
Time: 4:00 PM
Location: Virtual Meeting via Zoom

Finance Committee Attendees
• Mayor Peter Urscheler (Chair)
• Commissioner Thomas DiBello
• Pamela Menet

Finance Committee Absentees
• None

Other Attendees
• Thomas Frawley, Executive Director

1. Call to Order
Finance Committee Chair Peter Urscheler called the meeting to order at 4:06 PM.

2. Approval of Meeting Minutes
The Committee reviewed the minutes from the July 22, 2026, Finance Committee meeting. Ms. Menet moved to approve the minutes as presented. Mayor Urscheler seconded the motion. Hearing no objections, the motion passed unanimously and the minutes were approved.

3. Committee Member Comments
Commissioner DiBello, Mayor Urscheler, and Ms. Menet reported that they 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 received Berks County's 2026 contribution on August 10 after an electronic payment issue was resolved. All three County contributions for 2026 have now been received.

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.

Six invoices requiring approval were received. Two of these were routine monthly invoices: Executive Director services and Virtual Farm Creative. The other four were periodic or annual invoices: Kozloff Stoudt for legal services, 21st Century Media for meeting legal notice publication, KMRD Partners for annual insurance premium, and AECOM for work performed in April. Charges totaled $16,194.10. AECOM charges were for development of a scope, schedule and budget to be implemented if the $250k LSA grant expiration date of June 30, 2026 could not be extended and SRPRA found itself in a use-it-or-lose-it situation.

Because the August 24 Authority Board meeting was cancelled, the Finance Committee will approve payment of outstanding bills due, with payment to be ratified by the Board at its September 28 meeting. This process was reviewed and confirmed by Authority Solicitor Dan Becker to be compliant with applicable laws.

Account Balances: Combined operating and reserve account balances totaled $629,185.73. Following payment of outstanding invoices, the projected balance would be $612,9991.63, excluding interest earnings and future county contributions.

6. Approval of Bills
Ms. Menet moved to approve and recommend to the Board ratification of prepaid expenses totaling $208.41 and payment of outstanding invoices totaling $16,194.10. Commissioner DiBello seconded the motion. Hearing no opposition, the motion passed unanimously.

7. Other Business
No additional business was brought before the Committee.

8. General Public Comment
No public comments were received. The next Finance Committee meeting is scheduled for Wednesday, September 23, 2026, at 4:00 PM via Zoom.

9. Adjournment
Commissioner DiBello moved to adjourn the meeting. Ms. Menet seconded the motion. Hearing no opposition, the motion passed unanimously. The meeting adjourned at 4:18 PM.

Respectfully submitted,

Thomas E. Frawley
Executive Director

SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY

FINANCE COMMITTEE MEETING PACKET

SEPTEMBER 23, 2026

EXECUTIVE DIRECTOR’S REPORT TO THE FINANCE COMMITTEE

SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY
FINANCE COMMITTEE REPORT
TO BE PRESENTED AT MEETING HELD SEPTEMBER 23, 2026 AT 4:00 PM
PREPARED SEPTEMBER 21-22, 2026

This report summarizes financial actions since the August 19, 2026 Finance Committee meeting date. It is intended to be presented at the September 23, 2026 meeting of the Finance Committee. Actions taken by the Committee on September 23, 2026 will be reported to the SRPRA Board at its September 28, 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.

Payment of Bills – Since the August 19, 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. In addition, a one-time charge of $60.54 to attend the Greater Valley Forge TMA Breakfast was paid via debit card; the account totals presented later in this report are net of this charge and the auto-paid charges.

ROUTINE BILLS RECEIVED AND PAID (AUTO-PAY)

AMOUNT	PAYEE	DESCRIPTION	PAYMENT DATE
$35.00	AnsweringService.com	Monthly Fee	08/31/2025
$111.94	Google	Google Suite Workspace	09/02/2026
$21.19	Adobe	Acrobat Pro Monthly Fee	09/08/2026
$40.28	Intuit	QuickBooks Subscription	09/16/2026
$208.41	TOTAL		

BILLS DUE AND PAYABLE

In the same general timeframe, two routine monthly invoices and one periodic routine invoice have been received and all are due and will become payable upon Finance Committee and Board approval. Payees are Virtual Farm Creative, the Executive Director, and Kozloff Stoudt. AECOM activity remains on-hold, pending the FRA CIDP Step 2 Grant obligation. Copies of the three outstanding bills are included in the Finance Committee meeting packet.

AMOUNT	PAYEE	DESCRIPTION	BILL DATE
$2,400.00	Virtual Farm Creative, Inc	August Fee	08/26/2026
$14,543.13	Thomas E. Frawley Consulting	Exec Dir Compensation, August 2026	09/09/2026
$646.80	Kozloff Stoudt, Attorneys	August 2026 Charges	09/22/2026
$17,589.93	TOTAL		

The current combined total balance of SRPRA's Operating and Reserve accounts is $615,341.95. Upon payment of the three outstanding bills tabulated above and totaling $17,589.93, the remaining balance in the Authority's accounts, not including interest earned subsequent to the time of this report, will be $597,752.02.

Because the SRPRA Board meeting scheduled for Monday, August 24 was cancelled, six outstanding bills totaling $16,194.10 were paid based on Finance Committee action on August 19 and remain to be ratified by the Board at its September 28 meeting.

Other Business

Nothing to Report

SCHUYLKILL RIVER PASSENGER RAIL AUTHORITY

FINANCE COMMITTEE MEETING PACKET

SEPTEMBER 23, 2026

BILLS RECEIVED SINCE AUGUST 19, 2026 COMMITTEE MEETING

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

	Sequential Payment Request Number: 48
Contract Date: 20SEP2022	Invoice Number: 2026-08
Start Date: 26SEP2022	Invoice Date: 09SEP2026

Invoice for services performed as Executive Director of the Schuylkill River Passenger Rail Authority for the period: Saturday, August 1, 2026 through Monday, August 31, 2026. During August there were some 28.25 hours of actitivities related to the Federal Railroad Administartion'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
August 2026 - SRPRA (Not CIDP Reimburseable)		86.40	$150.00	$12,960.00
August 2026 - CIDP Step 2 Reimburseable		0.00	$150.00	$0.00
		86.40		$12,960.00

EXPENSES, AT COST

DESCRIPTON OF EXPENSES		NOTES	EXPENSES INVOICED
August 2026 - SRPRA (Not CIDP Reimburseable)			$1,583.13
August 2026 - CIDP Step 1 Reimburseable			$0.00
			$1,583.13

TOTAL CHARGES THIS INVOICE - LABOR AND EXPENSES

$14,543.13

CHARGES ELIGIBLE FOR REIMBURSEMENT UNDER CIDP GRANT AGREEMENT

August 2026 Labor - CIDP Step 2 Reimburseable		$0.00
August 2026 Expenses - CIDP Step 2 Reimburseable		$0.00
August 2026 Total CIDP Step 2 Reimburseable		$0.00

INVOICE LABOR, EXPENSES, AND HOURS SUMMARY AND STATUS

	LABOR	EXPENSES	TOTAL
CHARGED PRIOR TO 01AUG2026	$473,915.41	$15,325.22	$489,240.63
CHARGED DURING 01AUG2026 - 31AUG2026	$12,960.00	$1,583.13	$14,543.13
OVERALL CHARGED TO DATE	$486,875.41	$16,908.35	$503,783.76
PREVIOUS INVOICES OUTSTANDING	$0.00	$0.00	$0.00
TOTAL INVOICES OUTSTANDING INCLUDING THIS INVOICE	$12,960.00	$1,583.13	$14,543.13

	HOURS
HOURS EXPENDED PRIOR TO 01AUG2026	3,544.55
TOTAL HOURS CHARGED DURING 01AUG2026 - 31AUG2026	86.40
TOTAL HOURS CHARGED 01SEP2022 THROUGH 31AUG2026	3,630.95

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.

09-SEP-2026

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

Thomas E. Frawley, P.E., Esq., MBA - Executive Director
SRPRA Hours - Saturday, August 1, 2026 through Monday, August 31, 2026
Invoice Number: 2026-08
Invoice Date: 09SEP2026

DAY	DATE	HOURS	DESCRIPTION OF PRIMARY ACTIVITIES PERFORMED (ADDITIONAL INFORMATION PROVIDED IN ATTACHED MONTHLY EXECUTIVE DIRECTOR'S REPORT)
Saturday	1	0.00	
Sunday	2	0.00	
Monday	3	6.50	Step 2 Documents: Railroad and Public Outreach Plans
Tuesday	4	1.10	FRA Monthly Call, AECOM Call, Emails (1.0 Step 2)
Wednesday	5	4.75	Step 2 Docs: Public and Agency Outreach Plans (4.0 Step2)
Thursday	6	1.75	Monthly Report & Invoice
Friday	7	4.50	Public Outreach Plan (1.75); Berks Contribution
Saturday	8	0.00	
Sunday	9	0.00	
Monday	10	6.70	Planning Team Meeting; Draft Public Outreach (2.5); PennDOT Grants
Tuesday	11	2.25	Emails
Wednesday	12	4.00	Step 2 Docs (3.0); Berks Contribution; Pay Bills
Thursday	13	6.00	Virtual Mtg w Amtrak; Step 2 Docs (5.0); Meetings Prep
Friday	14	4.00	Prep Meeting Materials; emails
Saturday	15	0.00	
Sunday	16	0.75	Prep Meeting Materials
Monday	17	4.50	Commissioners Report; Finance Cmte Packet; Congressional Outreach
Tuesday	18	3.75	Update Finance Cmte Packet; Draft July Board Minutes; STB Docs
Wednesday	19	3.30	Finance Committee Meeting; Website Update; STB Docs
Thursday	20	3.00	Spotlight Berks Presentation; STB Docs
Friday	21	0.00	
Saturday	22	0.00	
Sunday	23	0.00	
Monday	24	4.80	Monthly Planning Team Meeting; STB Docs (1.0); Pam Menet Call
Tuesday	25	4.50	Update Fact Sheet; Draft Advocacy Ltr; STB EIS Input
Wednesday	26	4.00	Draft State Legislator Ltr; STB EIS Input; Adrian Call; PSPE Presentation
Thursday	27	5.50	Monthly Marketing Team Meeting; Aaron Gantz Call; PSPE Presentation
Friday	28	3.50	Update Fact Sheet; Berks 275 Article; PSPE Presentation
Saturday	29	0.00	
Sunday	30	0.00	
Monday	31	7.25	Draft PennDOT Ltr; Cap Cost Estimate; Step 2 Docs (3.5)
Task Totals:		86.40	

Certified: ______________________________ Date: 09-SEP-2026

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

Thomas E. Frawley, P.E., Esq., MBA - Executive Director
CIDP Hours - Saturday, August 1, 2026 through Monday, August 31, 2026
Invoice Number: 2026-08
Invoice Date: 09SEP2026

DAY	DATE	HOURS	DESCRIPTION OF PRIMARY ACTIVITIES PERFORMED (ADDITIONAL INFORMATION PROVIDED IN ATTACHED MONTHLY EXECUTIVE DIRECTOR'S REPORT)
Saturday	1	0.00	
Sunday	2	0.00	
Monday	3	0.00	
Tuesday	4	0.00	
Wednesday	5	0.00	
Thursday	6	0.00	
Friday	7	0.00	
Saturday	8	0.00	
Sunday	9	0.00	
Monday	10	0.00	
Tuesday	11	0.00	
Wednesday	12	0.00	
Thursday	13	0.00	
Friday	14	0.00	
Saturday	15	0.00	
Sunday	16	0.00	
Monday	17	0.00	
Tuesday	18	0.00	
Wednesday	19	0.00	
Thursday	20	0.00	
Friday	21	0.00	
Saturday	22	0.00	
Sunday	23	0.00	
Monday	24	0.00	
Tuesday	25	0.00	
Wednesday	26	0.00	
Thursday	27	0.00	
Friday	28	0.00	
Saturday	29	0.00	
Sunday	30	0.00	
Monday	31	0.00	

Task 2 Hours:	0.00
Total Hours:	0.00

Certified: ______________________________ Date: 09-SEP-2026

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

Thomas E. Frawley, P.E., Esq., MBA - Executive Director
Expenses - Saturday, August 1, 2026 through Monday, August 31, 2026
Invoice Number: 2026-08
Invoice Date: 09SEP2026

EXPENSES THIS INVOICE			
DATE	**DESCRIPTION**	**AMOUNT**	**NOTES**
17-Aug-26	AASHTO CORT Annual Meeting Registration	$750.00	
18-Aug-26	American Airlines PHL-MSY RT	$776.81	Lowest Available Fare; AASHTO CORT Annual Meeting
18-Aug-26	Allianz Travel Insurance	$56.32	

Task 1 Total: $1,583.13

Total Exenses - SRPRA:	$1,583.13
Total Exenses - CIDP Step 1 Reimburseable:	$0.00

Certified: ____________________ Date: 09-SEP-2026

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

Inbox
Sent
Drafts
Trash
Spam
Folders

Back

Starred Contacts More

Your trip confirmation (PHL - MSY) Inbox

American Airlines
To: · Tue, Aug 18 at 10:52 PM

Summarize

100 American

Issued: August 19, 2026

Your trip confirmation and receipt

You can check in via the American app 24 hours before your trip and get your mobile boarding pass.

Confirmation code: **LXYKRI**

Monday, October 19, 2026

PHL **AA 2354**
Philadelphia
11:45 AM

MSY
New Orleans
2:01 PM

Seat: **18C**
Class: **Economy (S)**
Meals: **Refreshment**

Thursday, October 22, 2026

MSY **AA 2324**
New Orleans
11:41 AM

PHL
Philadelphia
3:32 PM

Seat: **21C**
Class: **Economy (S)**
Meals: **Refreshment**

Manage your trip

Your purchase

Thomas Frawley - AAdvantage® #: 0T7****

New ticket	$693.96
Taxes & carrier-imposed fees	$82.85
Ticket #: 0012370101823	
Total cost	**$776.81**

Your payment

Mastercard (ending 8559)	$776.81
Total paid	**$776.81**

Bag information

Checked Bag (Airport)		Checked Bag (Online*)	
1st bag	No charge	1st bag	No charge
2nd bag	$60.00	2nd bag	$55.00

Taxes are included, when applicable.

Maximum dimensions: 62 inches or 158 centimeters calculated as (length + width + height)
Maximum weight: 50 pounds or 23 kilograms

Bag fees apply at each Check-in location. Additional allowances and/or discounts may apply. For information regarding American Airlines checked baggage policies, please visit: Bag and optional fees

If your flight is operated by a partner airline, see the other airline's website for carry-on and checked bag policies.

*Online payment available beginning 24 hours (and up to 2 hours) before departure.

Carry-on bags (American Airlines operated flights)

Personal item	A small purse, briefcase, laptop bag, or similar item that must fit under the seat in front of you.
Carry-on	Maximum dimensions must not to exceed: 22" long x 14" wide x 9" tall (56 x 35 x 23 cm).

AASHTO

AMER ASSOC STATE HIGHWAY
TRAN OFFICALS
P.O. Box 7155051
Philadelphia, PA, 19171-5051

INVOICE
DUE UPON RECEIPT

RaFa26-0673-0067-0067

INVOICE DATE: August 17, 2026

EVENT DATE: October 19, 2026 - October 22, 2026

CONFIRMATION NUMBER: T2NM52QFY3C

TO:
Schuylkill River Passenger Rail Authority
Thomas Frawley
633 Court Street
13th Floor, County Commissioners Office
Reading, PA 19601

RE: Registration fee for Thomas Frawley for the 2026 AASHTO Council on Rail Transportation Annual Meeting

Invoice	Order	Invoice Date
RaFa26-0673-0067-0067	XTN7JC42LLX	August 17, 2026 / 3:52 PM CT

Item	Price	Quantity	Amount
Full Meeting Registration	$750.00	1	$750.00
		Subtotal:	$750.00
		Tax:	$0.00
		Order Total:	**$750.00**

Payment Details:

Date	Type	Reference #	Amt Paid
17-Aug-2026	American Express	5006	$750.00

Federal Id# 53-0204654

PAYMENT INSTRUCTIONS:
Please include a copy of your invoice with payment.
If you need to pay an invoice for yourself or someone else, visit the event website, click "modify my registration" and enter attendee/your confirmation number. The click the submit payment button. Once paid, you will receive a payment receipt.

1. Please make checks payable to 'AASHTO' and mail to the address noted above.
2. On the memo line of the check, please indicate the name of the meeting. Also, if an organization/ company check will be issued, please make sure the name of the registrant(s) is noted on the check so that we may credit your registration record accordingly.

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

Invoice

Date	Invoice No.
8/26/2026	15961

SRPRA
Thomas Frawley

Terms
Net 30

Description	Amount
ANNUAL MARKETING PARTNERSHIP: Sept 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: Phoenxiville 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!

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

September 22, 2026
Invoice No. 210937

Schuylkill River Passenger Rail Authority
Attn: Thomas Frawley
633 Court Street
Reading, PA 19601

Client No: 212609 - Schuylkill River Passenger Rail Authority

Matter	Professional Services	Expenses	Total
004 - Board Meeting	646.80	0.00	646.80
	Total Current Invoice		**$646.80**

Client Level Accounts Receivable Aging

Total for Client	0 to 30	31 to 60	61 to 90	91 to 120	121 Plus
$646.80	$646.80	$0.00	$0.00	$0.00	$0.00

PAYABLE UPON RECEIPT - PLEASE REFERENCE CLIENT AND INVOICE NUMBER ON REMITTANCE

KOZLOFF STOUDT
ATTORNEYS

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

September 22, 2026

Client No: 212609 - 004 **Invoice No. 210937**

Matter: 004 Board Meeting

PROFESSIONAL SERVICES

Date		**Services**
07/22/26	DPB	Emails Tom Frawley; review meeting packet and agenda;
07/22/26	NLH	Correspondence from Mr. Frawley
07/27/26	DPB	Prepare/attend Board Meeting;
08/04/26	NLH	Correspondence from 21st Century Media re invoice for 7/3/2026 advertisement notices; review file; correspondence to 21st Century Media requesting invoice
08/11/26	NLH	Correspondence to Mr. Frawley re invoice for advertisement notice
08/14/26	DPB	telephone calls Tom Frawley; emails Tom Frawley;
08/18/26	NLH	Correspondence from Mr. Frawley

Total for Professional Services **$646.80**