REC
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MEETING MINUTES
The Rec Management Group met on **Friday, June 19, 2026** @ 8:30 a.m. at 230 S Sporting Hill Rd, Suite 100, Mechanicsburg, PA 17050

ATTENDANCE:
Janet Anderson, David Luo, and Andrew Notarfrancesco
Excused: Jon Cox

CAEDC STAFF/OTHERS WHO APPEARED BEFORE THE GROUP:
Commissioner Kelly Neiderer, Julie Koranda, Greg Welker, and Doreen Edwards

CALL TO ORDER
A quorum being present, the meeting was called to order at 8:46 a.m.

PROJECT STATUS UPDATES
- *TYCO / KUHN PROJECTS:*

Andrew Notarfrancesco reported that the Kuhn property acquisition is progressing forward. The Group expressed confidence in closing this fall. No roadblocks have arisen in the last 30 days.

On the TYCO property, an administrative completeness review was received from the Department of Community Economic Development related to the Le Tort Lofts project. The project is advancing steadily, with a potential closing in the fall.

A discussion was held regarding the removal of the current Jersey Barriers, originally loaned by Rogele, and the need to replace them. It was determined that four Jersey barriers would be required, and staff will research replacing them.

- *FROG SWITCH / SPANISH MISSION BUILDING*

The demolition permit has been received, and demolition of the Frog Shop is underway. The EPA contractor, Volpe, is scheduled to begin final drillings on-site Monday, June 22nd, and will continue through most of that week.

A discussion was held regarding the vandalism to the Spanish Mission Building and additional security measures. It was determined that wrapping the building in a security fence would be the most effective deterrent. The Group agreed to obtain a price for additional fencing, which will be discussed at the next weekly meeting with Don Sokoloski.

PA Sites Grant Disbursement 2 is still pending; Disbursement 3 has been submitted. It was noted that Disbursement 2 Funds are expected by the end of the month.

RFQ's for developers are due by the end of June. A discussion was held regarding drafting the RFP following receipt of RFQ responses.

MINUTES

On a motion by Janet Anderson, seconded by David Luo, the Group approved the minutes of the May 15, 2026, meeting. The motion passed.

FINANCIALS & APPROVAL TO PAY INVOICES
Financial Statements
Financial statements for the period ending May 31, 2026, were presented. Julie noted they are status quo. She remarked that Kevin Benton, Accountant, added a new line item on the combined balance sheet

under Frog Switch to reflect the PA Sites Loan balance, allowing ongoing tracking of remaining available funds.

> On a motion by David Luo, seconded by Janet Anderson, the Group accepted the financial statements for the period ending May 31, 2026. The motion passed.

Cash Position, Invoices, and Reimbursement
Julie Koranda presented the cash position, noting available funds or shortfalls for each account.

The cash position has changed since the meeting packet was distributed, due to the last-minute receipt of Retro's second and third invoices and two Rice Park bills. Discussion addressed outstanding invoices and carry costs, with Janet noting that minimum water and stormwater fees continue to apply.

Julie Koranda presented outstanding invoices for approval across all three entities. REC Main invoices, including an ACH interest payment and advertising bill, are covered by existing funds. REC Tyco has a minor shortfall. For Frog Switch, the larger contractor invoices will be deferred pending receipt of DCED PA Sites reimbursement funds.

The Group agreed that all contractor and consultant invoices eligible for reimbursement would be deferred consistent with the established 60-day payment cycle. The remaining non-reimbursable expenses, primarily utilities and borough-related bills- were approved for payment via a draw on the line of credit.

> On a motion by David Luo, seconded by Janet Anderson, the Group approved the payment of invoices as discussed. The Group also authorized a $5,000 draw on the line of credit (LOC). Once the LOC is received, $2,000 is authorized to be transferred to REC/Tyco and the remainder to REC/FS. The motion passed.

OLD BUSINESS
Email Ratification — FR Beinke Change Order No. 2

> On a motion by Janet Anderson, seconded by David Luo, the Group ratified the email approval for F.R. Beinke's Change Order No. 2, which includes: (1) a hydrant meter/water meter at $1,500; and (2) a pole-mounted pod transformer removal at $5,957, which was not included in the original contract. The motion passed.

Email Ratification — Invoice Submissions for Disbursement 3

> On a motion by David Luo, seconded by Janet Anderson, the Group ratified the email approval for SR Duffie and FR Beinke's invoice submission for processing in Disbursement 3. The motion passed.

Email Ratification — Line of Credit Draw of $20,000

> On a motion by Janet Anderson, seconded by David Luo, the Group ratified the email approval of a $20,000 drawdown on the line of credit. The motion passed.

NEW BUSINESS
A discussion was held regarding the Cooperation Agreement required by DCED as part of the LSA Category 4 award to REC. The agreement assigns responsibilities between CAEDC (grantee) and REC FS (subgrantee). DCED requires this agreement for audit purposes despite REC FS being a subsidiary of REC, which is a subsidiary of CAEDC. The agreement follows a standard template and does not alter payment processing. It was noted that the LSA program does not require taxing body authorization, unlike RACP.

> On a motion by David Luo, seconded by Janet Anderson, the Group approved the authorization of the Cooperation Agreement. The motion passed.

Janet is authorized to sign the agreement and will also present it to the CAEDC Board on June 23, 2026.

EXECUTIVE SESSION
No Executive Session was held.

ADJOURNMENT
There being no additional business, the meeting was adjourned at 9:10 a.m.