

February, 2024

# RDG

RDG Companies

100% Employee Owned

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An Employee Owned Company

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## Our Core Values

Reliable

Ethical

Skilled

Understanding

Local

Trusted Team

Successful



# OWNER'S GUIDE

A QUARTERLY NEWSLETTER FOR THE EMPLOYEE OWNERS OF RDG COMPANIES

## Message from the CEO:

### *Play it Safe*



Safety is boring until you have an accident. And people often have accidents because they're bored with playing it safe. "That thing is pretty heavy but there's nobody here to help me, so I'll just move it by myself." Don't act like you've never done it – at some point in our lives we've probably all cut a corner on safety in one way or another.



As my co-owners, I do not want a single one of you to get hurt doing your job. We need you to be productive, but, to be 100% clear, that never means it is OK to be unsafe.



Our company has an excellent track record of safety. Let's keep it that way. We intend to remind you to be safe a lot. There will be more emails, articles in this newsletter, and training, among other things.



No amount of training can take the place of being careful and looking out for your co-owners. So, whether you are driving, using power tools, lifting, or doing any other physical activity that could put you in harm's way, please, please, please be careful!



Larry Kluger

# Employee Spotlight

In this quarterly employee spotlight, we are highlighting employees who have demonstrated what it means to be an Employee Owner in our Better People, Better Results culture. These employees demonstrate our RESULTS core values: Reliable, Ethical, Skilled, Understanding, Local, Trusted Team, and Success. Our employee-owners often go above and beyond, for clients, customers, co-workers, and community. If you would like to nominate a co-worker or yourself for this spotlight, please forward your nomination to [hrsupport@rentpmi.com](mailto:hrsupport@rentpmi.com). Nominations will be reviewed each quarter by the ESOP committee, and the selected employees will be highlighted in the newsletter and will receive ½ day of PTO.



## Steve Waller

**Construction Manager  
Capitol View Construction**

**Nominated by Eric Zimmerman &  
Jon McCoy**



## Corey Keeney

**Commercial Facility Manager  
Technology Parkway**

**Nominated by Eric Patton**



## Michael Toia

**Accounting Manager  
Commercial Division**

**Nominated by Miguel Colon**

Every construction project is different. Knowing what needs to be done and how to get it done is far more complex than many people understand. But with the right construction manager, the complex is made simple, and outcomes are almost guaranteed to be exceptional.

Steve Waller has been the lead construction manager at Capitol View Construction for the past one and a half years, and his contributions have been immeasurable. He catches mistakes in architectural drawings, he quality checks work done by subcontractors, and he helps to find creative and cost-effective ways to get projects done. For Steve, the more complex the project, the more value he adds. And Steve always stays cool and professional.

When he's not working, Steve and his wife volunteer their time taking their service golden retriever, "Georgia Peaches," to places like the airport where people need a calming influence. At CVC, Steve is our calming influence.

I'd like to highlight Corey Keeney for the employee spotlight. Corey has been with PMI for a little over 2 months but has jumped right into the mix as if he has been here for years. Corey is currently a Facility Manager of a 169,000 sq ft Class A Commercial Office space that is Owner Occupied with a tenant. The building is also currently undergoing a large construction project. I have received many compliments in regard to Corey's willingness to go above and beyond from tenants and vendors alike. Below is an email compliment received from one of our janitorial vendors outlining Corey's helping nature .

"I just wanted to send a quick email highlighting Corey your new maintenance tech at 2020. Unfortunately, our day porter is sick today and did not come in. Myself and Shane E are here at 2020 now and Corey is helping take out trash and volunteered to wipe down the tables. I just wanted to highlight his effort because teamwork at times gets lost in the fog. I appreciate ours and PMI's working relationship."

I wanted to recognize Michael Toia for what he has meant to my personal growth here at PMI as well as the growth of others inside and outside the accounting department. Michael has been with PMI for 10+ years. From being a Property Accountant, to Financial Analyst, and eventually the Accounting Manager for our Commercial Division, over his time at PMI Michael has grown into an unspoken and literal leader on the team. Michael's talent extends well beyond the accounting department with his knowledge of what it takes to manage real estate and uses that knowledge to bridge gaps between Operational and Financial Management.

Outside of PMI, Michael has organized some employees to participate in a volleyball league that has been a great camaraderie experience for us to let loose a little during our out-of-office times. I can tell you personally it has brought out the inner beast in Steve Clark, as our Corporate Controller uses these matches as opportunities to posterize and flex over players 20-30 years younger. Michael has also been a dedicated CYO Head Coach. He coached his team to a championship win in a pre-season kickoff tournament that took place right before the holidays.

Thanks Michael for being a great coworker and friend.



February, 2024

# Property Spotlight

## Riverfront Office Center



PMI has had the pleasure of managing the Riverfront Office Center (the "ROC") for the last 17 years. The ROC is a 364,000 square foot commercial office building just outside of downtown Harrisburg and is occupied by high-profile Pennsylvania State Agencies.

Our commercial team has carefully cultivated a trusting relationship with building ownership that has provided additional opportunities beyond property management. From mechanical systems to carpet and paint, parking lot resurfacing and traffic reconfigurations, PMI has successfully managed over \$13 million in construction projects at the ROC, improving the building inside and out.

Our onsite teams over the years have excelled in providing top-notch maintenance services to the building and tenants. Senior Facility Manager Ross Blosser, Facility Manager Roy Taylor, and Maintenance Technician Eli Gibb currently share the role in managing day-to-day maintenance and contractor activities at the site. Their care and dedication to PMI and the building they maintain has contributed greatly to our continued success in the commercial division and as a company.

Better People, Better Results!!!

# PMI

## Growth & Referrals



Ever wonder how we grow our management (and other) businesses? Well, the answer is quite simple, by high quality performance by each one of you, which directly lead to a great name in the areas we operate, and a bunch of people saying great things about our company. In a few words: great performance = referrals = growth! Keep that in mind as you are performing your daily responsibilities. You never know who is looking and formulating an opinion of our company.

In my 32 years here, I'm still taken aback when interfacing with people in the community and how far our reach is, so let's make sure that experience is always positive for all our customers and clients. My requests. First, please look at our new management website which is [www.mgmtpmi.com](http://www.mgmtpmi.com). This is used to market our management services. [www.rentpmi.com](http://www.rentpmi.com) will remain to market our properties to our customers. Second, when someone says something great about us, ask them to put it in writing and submit it to [marketingsupport@rentpmi.com](mailto:marketingsupport@rentpmi.com) and it will likely land on our new site. If you can't get them to put it writing, then you should, and run it by them for their approval. Finally, keep up the great



## CF Acri & Son

### Working at Historical Landmark

CF Acri is adding 2 bathrooms and a laundry room to the famous Josiah Benner House in Gettysburg. Its location just off of the Harrisburg Road placed it in the line of advance by Early's Confederate Division on the afternoon of July 1, 1863. The walls of the building provided cover for skirmishers of both sides during various portions of the July 1 conflict. At the close of the fighting on that day, the house was pressed into use as a temporary

Confederate field hospital. Several Union soldiers and officers were also carried there for treatment.

The National Park Service would not entrust the skilled trades work needed in this historic residence to just anyone, but CF Acri is eminently qualified and careful, and the job will be completed masterfully by Cody Kerrick and Keith Erb.



Better People, Better Results

# Employee Milestones

## 21+ Years

David Rodriguez	25
Stacey Campbell	22
Jamie Talley	22
George Bowman	21

## 16-20 Years

Ally Ball	19
Traci Bitting	18
Michelle Cooper	16

## 11-15 Years

Keith Edwards	14
Eric Covington	13
Rusty Burkhead	11

## 5-10 Years

Robin Mullen	9
Lauren Duvall	9
Kevin Keller	7
Roy Taylor	6
Larry Kluger	6
Jessica Corl	5

# Welcome New Owners

- Giselle Acevedo
- Nate Anderson
- Alison Brady
- Victor Delgado
- Andy Devine
- Chris Fulvio
- Selena George
- Corey Keeney
- Jacob Lawrence
- Joelle Martin
- Lexi McCoy
- Jess Nearhoof
- Matt Novosel
- Coby Ritter
- Austin Selby
- Henderson Shy
- William Weigel
- Lori White
- Cole Wills
- Randal Zimmerman

## Safety In The Workplace

As we embark on a new year filled with exciting projects and opportunities, it is crucial to reinforce our companies' commitment to safety. At RDG Companies we are committed to having every employee own their day in the same condition they began their day...if not better!

We believe in the Occupational Safety and Health Administration's (OSHA) General Duty Clause that is the cornerstone for ensuring a safe workplace. The Clause states that as an employer, we provide a workplace free from recognized hazards. Here is how each of us as employee owners can be a part of this process:

1. Identify potential safety concerns – Always be aware of your surroundings. If you see a potential safety issue, speak up.
2. Training and education – Make sure you have read your safety handbook, looked into our

on-line training in Yardi Aspire and ask questions about the safest way to perform your job duties.

3. Safety Protocols – if you have been issued Personal Protective Equipment (PPE) use throughout the work day. If your PPE needs to be replaced, contact your supervisor or Human Resources.

4. Look out for your co-owners....we have each other's backs!

By prioritizing safety and adhering to the OSHA General Duty Clause, we can create a secure work environment that promotes productivity and well-being. Let's continue working together to make RDG Companies, PMI, Capitol View Construction, C.F. Acri and Son, and Capitol View Excavating and Paving a place where every team member feels safe and supported.

## Capitol View Construction

### New Medical Suite for UPMC Heritage

UPMC has a successful pediatric practice on Market Street, in Camp Hill. CVC was one of several contractors invited to bid on a significant expansion of the practice.

The tenant fit-out included renovating the existing medical space and creating new medical treatment space for UPMC in an adjacent suite.

Building out space for a medical clinic requires an extreme attention to detail, ensuring architectural drawings are followed exactly. This particular project had to be handled quietly, while following processes to ensure patients and staff were properly protected from infectious diseases while

work was being done in their space, because the existing practice never closed down.

Kudos to CVC for winning the bid and executing flawlessly for UPMC.

