

Pursuant to due and proper notice in accordance with the Bylaws of the Authority accordance with the Bylaws of the Authority and Statute of the Commonwealth of Pennsylvania, the Board of Directors of the Redevelopment Authority of the City of Titusville met at 12:00 P.M. Monday, April 4, 2016, at 701 E. Spring Street, Bldg. #4, 2<sup>nd</sup> Floor, Titusville, Pennsylvania. Present were: Mrs. Char Ruot – Chairman, Mr. Steve Coleman – Vice-Chairman, Mr. James Come – Secretary, Mrs. Jill Neely – Treasurer, Mr. Joe Thompson – Asst. Secretary/Treasurer, Mr. James Becker - TRA Executive Director, Mrs. Renea Howe – Secretary, Mrs. Kristen Kerr – Financial Coordinator, Mrs. Deb Eckelberger – Director of Business Outreach, Mrs. Merrilynn Marsh – Grant Writer, Mrs. Mary Hill – Titusville Herald and Mr. Mark Heim – Lightning Strike Productions.

Mrs. Ruot called the meeting to order at 12:00 p.m.

**1. Public Comments:**

**2. Approval of the Minutes of the March 7, 2016 Regular Meeting and the Treasurers Reports from February 29, 2016.**

With a motion made by Mr. Come and a second by Mrs. Neely, the Minutes of the March 7, 2016 Regular Meeting and the Treasurers Reports from February 29, 2016 were accepted as presented. Motion carried.

**3. Bills and Communications:**

**4. Old Business:**

**4.1 Oil Creek Waterways Feasibility Study Update**

Mrs. Marsh stated they had a meeting on 3/24/16 with the Venango and Crawford County Planning office staff members to work on the mapping piece and Frank Maguire from the PA Environmental Council (PEC) was also in attendance to answer any questions and offer his help with the project. A managing entity has not been identified yet but Mr. Becker and Mrs. Marsh are working with the Crawford and Venango County Commissioners on this piece of it.

**4.2 TOP Construction Update**

Mr. Becker stated the work is continuing on Building #16, the contractors are putting up the insulation, electric should be finished by the end of the week, garage doors will be in Wednesday and installed by the end of the week. Construction on Bldg. #16 space should be wrapped up by April 15<sup>th</sup> and the new tenant will start moving in on the 18<sup>th</sup>. There will still be some construction left on the common area and loading dock area. The parking area is being cleaned up and new gravel is being put down.

**4.3 Towne Square Update**

Mr. Becker stated the Blue Canoe Brewery is now open and the lobby area is finished. The contractors are continuing work on the second and third floors. On the second floor they are working on the framing, drywall, electric, HVAC and the framing, electric and HVAC are being roughed in on the third floor. The elevator contractor will be in town on Friday to inspect it again and provide a quote

comparison to repair or replace it. Mr. Becker stated there are currently 6 potential tenants looking at space in Towne Square.

**5. New Business:**

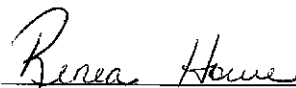
**5.1 Property located at 666 E. Spruce Street**

Mr. Becker stated TRA has signed the agreement to acquire the property on E. Spruce Street and once the legal paperwork is finalized the property will be added to the 2014 CDBG Residential Demolition project under the current contract with Bert Klapec, Inc. TRA will request a quote from Klapec for the demolition once the property is acquired.

**6. Adjournment:**

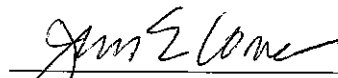
Mrs. Ruot asked for a motion to adjourn the meeting. With a motion made by Mr. Coleman the meeting was adjourned at 12:10 p.m.

Respectfully submitted,



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Renea Howe  
Recording Secretary



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Mr. James E. Come  
Secretary