

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, October 5, 2015, at 701 E. Spring Street, Bldg. #4, 2nd Floor, Titusville, Pennsylvania. Present were: Mrs. Char Ruot – Chairman, Mr. Stephen Coleman – Vice Chairman, Mr. James Come - Secretary, Mrs. Jill Neely – Treasurer, Mr. Joseph Thompson – Assistant Secretary/Treasurer, Mr. James Becker - TRA Executive Director, Mrs. Deb Eckelberger – Business Outreach Coordinator, Mrs. Renea Howe – Staff Secretary, Mrs. Kristen Kerr – Financial Coordinator, Mrs. Laurie Baker – Grant Manager, Mrs. Merrilynn Marsh – Grant Writer, Mr. Larry Manross – City Manager, Mrs. Esther Smith – Mayor, Mrs. Mary Hill – Titusville Herald and Mr. Mark Heim – Lightning Strike Productions.

Mrs. Ruot called the meeting to order at 12:02 p.m.

1. Public Comments:

2. Approval of the Minutes of the September 14, 2015 Regular Meeting and the Treasurers Reports from August 31, 2015.

With a motion made by Mr. Thompson and a second by Mr. Coleman, the Minutes of the September 14, 2015 Regular Meeting and the Treasurers Reports from August 31, 2015 were accepted as presented. Motion carried.

3. Bills and Communications:

3.1 Mayer Brothers Construction Co. 2013 CDBG Spruce St. Project \$8,522.62

Mr. Becker explained the invoice for Mayer Brothers Construction Co. is the final payment due for the 2013 CDBG Spruce St. Paving Project.

Mrs. Ruot asked for a motion to approve payment to Mayer Brothers Construction Co. for the 2013 CDBG Spruce St. Project. With a motion made by Mrs. Neely and a second by Mr. Come, the payment to Mayer Brothers Construction Co. was approved. Motion carried.

4. Old Business:

4.1 Oil Creek Waterways Feasibility Study Update

Mrs. Marsh stated the Steering Committee meeting is scheduled for Oct. 13th at noon and they will begin identifying action items from the plan. TRA has received the draft report from Mackin's field study and the staff is currently reviewing it and will provide feedback to the consultant.

4.2 Downtown Streetlight Project Update

Mr. Becker stated there was another meeting held on September 23rd with TRA, the City, PennDot, Penelec, the Engineers and the Contractor to walk the project one final time and discuss any additional concerns regarding the project before the materials are ordered. The contractor has submitted a letter to TRA and PennDot requesting the start/finish dates for the project to be pushed back to Spring of 2016 to allow for the 16 week turn around on the materials once they are ordered. The poles will be stored at the Opportunity Park for the winter.

4.3 TOP Construction Update

Mr. Becker explained the PIDA Loan application was approved for \$1,250,000 for the 20 Series Buildings. Mr. Becker stated this loan will finish the manufacturing facility, the parking area and the lighting. Once the project is completed there will be an additional 100,000 sq. ft. of space available to lease in the Opportunity Park. TRA is currently working with local banks for a line of credit and the Authority Solicitor is working with the State's Attorney and the PIDA Office on a closing date for the Loan.

4.4 Towne Square Update

Mr. Becker stated the crane has been removed from the construction site and the North bound lane of Franklin St. has been reopened. There is a 60 ft lift still on site for painting the windows and cleaning the bricks on the outside. Mr. Becker explained on the inside, the drywall is going up on the first floor lobby area and in the Brewery, a local contractor is installing the head vent in the kitchen, the restrooms are being put back together, the flooring will be ordered within the next week, the natural gas line is run to the main unit and estimates for the elevator are being received.

5. New Business:

5.1 Adopt Resolution 14-15 – 2015 CDBG Application

Mr. Becker explained Resolution 14-15 – 2015 CDBG Application is authorizing the Authority to file the 2015 CDBG Application on behalf of the City of Titusville for funds in the amount of \$274,500 from the Department of Community and Economic Development. Mr. Becker stated the City passed their resolution on September 22, 2015 authorizing TRA to file the application on their behalf. The projects listed in the 2015 CDBG Application are Handicapped Accessible Curbs, Fire Truck Purchase and Residential Demolition.

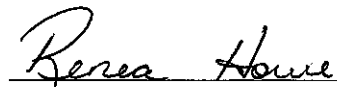
Mrs. Ruot asked for a motion to adopt Resolution 14-15 – 2015 CDBG Application. With a motion made by Mr. Thompson and a second by Mr. Coleman, Resolution 14-15 – 2015 CDBG Application was adopted as presented. Motion carried.

6. Other Business:

7. Adjournment:

Mrs. Ruot asked for a motion to adjourn the meeting. With a motion made by Mr. Come and a second by Mr. Thompson the meeting was adjourned at 12:15 p.m.

Respectfully submitted,



Renea Howe
Recording Secretary



Mr. James C. Come
Secretary