

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, February 6, 2017, at 701 E. Spring Street, Bldg. #4, 2nd Floor, Titusville, Pennsylvania. Present were: Mrs. Char Ruot – Chairman, Mr. Steve Coleman – Vice-Chairman, Mr. Jim Come - Secretary, Mr. Joseph Thompson – Asst. Secretary/ Treasurer, James Becker - TRA Executive Director, Mrs. Renea Howe – Secretary, Mrs. Deb Eckelberger – Director of Business Outreach, Mrs. Laurie Baker – Grant Manager, Mrs. Merrilynn Marsh – Grant Writer, Mr. Jason Reagle – TRA Solicitor, Mr. Larry Manross – City Manager, Mrs. Mary Hill – Titusville Herald and Mr. Mark Heim – Lightning Strike Productions.

Mrs. Ruot called the meeting to order at 12:03 p.m.

1. Public Comments:

2. Approval of the Minutes January 9, 2017 Regular Meeting and the Treasurer's Reports from January 31, 2017.

Mrs. Ruot asked for a motion to approve the Minutes of the January 9, 2017 Regular Meeting and the Treasurer's Reports from January 31, 2017. With a motion made by Mr. Thompson and a second by Mr. Coleman the Minutes and Treasurer's reports were accepted as presented. Motion carried.

3. Bills and Communications:

4. Old Business:

4.1 Towne Square Update

Mr. Becker explained the elevator has been looked at by the Labor and Industry inspector and two additional requirements have been added by Labor and Industry. The first is a sprinkler in the base of the elevator which is completed and the second is a drain needs to be added in the bottom of the elevator. Mr. Becker said a solution is in place and has been okayed by the L & I inspector, we are just waiting on the parts to arrive. The 2nd floor is 95% completed, the carpet still needs laid in the main hallway around the atrium just waiting for the staircase posts to be installed and the 3rd floor drywall is primed, ceiling grids to be installed, painting to begin and restrooms being finished up.

We have 3 leases in various stages of negotiations with previous tenants who are ready to move back in to Towne Square.

4.2 Street Light Project Phase III Update

Mr. Becker stated the contractor is waiting for the final ok from the engineer to order the poles and light fixtures. Meeting with the engineer and contractor to be scheduled within the next week.

4.3 NW Greenways Block Grant for the Titusville Trail Expansion Feasibility Study

4.4 NW Greenways Block Grant for the Bicycle Suitability Map Plan

Mr. Becker stated the contract was received for the NW Greenways Grant and the RFP's are being developed to be sent out.

4.5 C2P2 DCNR Grant for the Queen City Trail to Town Route

The RFP for these projects will be going out as soon as the contract for the grant is received.

4.6 Fleming Park Update

The Fleming Park update was given in the Feb. session and a follow up email vote was taken to pass the resolution.

5. New Business:

5.1 Service Agreement with Titusville Community Development Services, Inc.


Mr. Becker explained the service agreement between the Titusville Redevelopment Authority and Titusville Community Development Services, Inc. will enable TCDS, Inc. to provide administrative services and permit us to assign appropriate expenses and personnel time accountability towards projects being done by TRA. Mr. Becker stated this agreement has already been signed by the Greater Titusville Development Foundation and will also be signed by Enhance Titusville, TEDCo. and TIFI.

Mrs. Ruot asked for a motion to enter into the service agreement with Titusville Community Development Services, Inc. With a motion made by Mr. Come and a second by Mr. Thompson, the Titusville Redevelopment Authority entered into the agreement with Titusville Community Development Services, Inc. Motion carried.

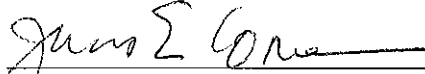
6. Adjournment:

Mrs. Ruot asked for a motion to adjourn the meeting. With a motion made by Mr. Thompson the meeting was adjourned at 12:14 p.m.

Respectfully submitted,



Renea Howe
Recording Secretary



Mr. James E. Come
Secretary