

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, May 21, 2018, at 110 W. Spring Street, Towne Square, 2nd Floor, Titusville, Pennsylvania. Present were: Mrs. Char Ruot – Chairman, Mr. Steve Coleman – Vice-Chairman, Mr. Thompson – Treasurer, , Mrs. Renea Howe – Executive Assistant, Mrs. Laurie Baker – Executive Director, Mrs. Kristen Kerr – Financial Coordinator, Mrs. Jennifer Lamey – Secretary, Jason Reagle - Solicitor, Mrs. Esther Smith – Mayor, Mrs. Diana Durstine – Assist. To City Manager, and Mrs. Kathy Karl – Bayless Fuel

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

1. Public Comments:

Mrs. Karl asked for an update on the Spring Street Project, between the football field and Bayless fuel. Mrs. Baker explained that the TRA did not receive the last grant they submitted, however they will submit another application in the future.

2. Accept: Roger Gordon’s Resignation and Approve Jeff Thomas’ Appointment

Mrs. Ruot asked for a motion to accept Roger Gordon’s resignation from the Titusville Redevelopment Authority Board. With a motion from Mr. Thompson and a second by Mr. Coleman the motion carried.

Mrs. Ruot asked for a motion to accept Jeff Thomas’ appointment to the Titusville Redevelopment Authority Board. With a motion from Mr. Coleman and a second by Mr. Thompson the motion carried.

3. Approval of the Minutes of the February 5, 2018 Regular Meeting and the Treasurer’s Report.

Mrs. Ruot asked for a motion to approve the Regular Meeting Minutes and Treasurer’s Report from February 5, 2018. With a motion by Mr. Thompson and a second by Mr. Coleman the motion carried.

4. Bills and Communications

4.1 Weber-Murphy Fox Inc. - Trail Town Expansion Study

Mrs. Baker stated that this is the final payment which was retained until the project was complete.
\$403.55

4.2 Stiffler McGraw & Associates, Inc. – C2P2 Grant - Queen City Trail to Town Route

Mrs. Baker explained that this is the first payment for this new project.
\$440.00
Total \$843.55

Mrs. Ruot asked for a motion to approve the Bills and Communications. With a motion by Mr. Thompson and a second by Mr. Coleman the motion carried.

5. Old Business

5.1 Trail Expansion Feasibility Study Bicycle Suitability Map & Plan Update

Mrs. Baker explained that this is two projects in one and they have been on-going for a while. The feasibility study is researching the extension of the queen city trail from Titusville to Hydetown, the result of the study is that we cannot do the expansion at this time. PA Bicycle Suitability Map and Plan is the PA routes which is to develop a map of where two routes could be over the highway connecting to Titusville. Penn DOT was involved in the study and will continue to work with TRA

throughout the project. Mrs. Baker explained that receiving a map was the first step, and now research will continue.

5.2 C2P2 Grant - Queen City Trail to Town Route Project –Update

Mrs. Baker updated the board on this project, explaining that Joe Roddy from Stiffler-McGraw is the engineer. We are currently working toward a solution to Martin Street. There is a concern with the intersection of Central, Spring, and Martin Streets. Mrs. Baker is working with City Manager Mr. Manross to develop this project since the city will be responsible for maintaining it. Next month Mrs. Baker will go before City Council because there are some decisions they have to make.

5.3 ByLaws

Mrs. Baker previously sent three proposed changes to the board members for review. The first change is to the annual meeting. Previously set in July, the annual meeting will now be in January. The second change is that the board member terms will end in December to align with the annual meeting in January. The third change concerns regular meetings. Currently the ByLaws state regular meetings shall be held on the first Monday of each month, TRA is changing that to each month, quarterly, or as-needed, to accommodate the board member's schedules.

Mrs. Ruot asked for a motion to accept the changes to the ByLaws. With a motion made by Mr. Coleman and a second by Mr. Thompson the motion carried.

6. New Business:

6.1 Adopt Resolution 2-18 – Closing of 3 Northwest Savings Bank Accounts

Mrs. Kerr explained that these accounts are not in use, and they are accruing service fees each month.

Mrs. Ruot asked for a motion to adopt resolution 2-18. With a motion made by Mr. Thompson and a second by Mrs. Ruot the motion carried. Mr. Coleman abstained.

7. Other Business:

6.1 TRA 2018 Meeting Schedule

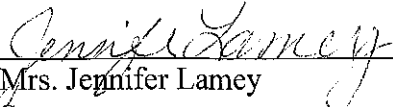
August 6th at 12:00 p.m.

November 5th at 12:00 p.m.

8. Adjournment

Mrs. Ruot adjourned the meeting at 12:11 for an executive session.

Respectfully submitted,



Mrs. Jennifer Lamey
Secretary

Mr. Joseph Thompson
Treasurer