

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 5, 2018, at 110 W. Spring Street, Towne Square, 2nd Floor, Titusville, Pennsylvania. Present were: Mrs. Char Ruot – Chairman, Mr. Steve Coleman – Vice-Chairman, Mr. Jim Come - Secretary, Mr. Thompson – Treasurer, Mr. Roger Gordon – Asst. Secretary/Treasurer, Mrs. Renea Howe - Secretary, Mrs. Laurie Baker – Deputy Director, Mrs. Kristen Kerr – Financial Coordinator, Mrs. Esther Smith – Mayor and Mr. Larry Manross – City Manager - Don Frazier, City Councilman – Mrs. Sample, Titusville Herald.

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

1. Public Comments:

Mr. Frazier inquired about the Fleming Park funding. Mrs. Baker informed the board that the funding fell through, and TRA will apply again at a later date.

Mrs. Baker explained that the change from monthly to quarterly meetings was to be considerate of the volunteer board members and their time. Mrs. Smith inquired about making an amendment to the By-Laws that would address the change to quarterly meetings. The board will amend the By-Laws to reflect this change.

2. Approval of the Minutes of the November 6, 2017 Regular Meeting and the Treasurer’s Report.

Mrs. Ruot asked for a motion to approve the Regular Meeting Minutes and Treasurer’s Report from November 6, 2017. With a motion by Mr. Coleman and a second by Mr. Come the motion carried.

3. Bills and Communications

3.1 A&MP Electric, Inc. – Street Lights Phase III

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

3.2 Weber Murphy Fox, Inc. – Trail Town Expansion Study

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Mrs. Baker explained these are progress payments for the on-going project.

In response to Mr. Fraizers question concerning the administrative budget and project budgets. Mrs. Baker clarified that projects are totally separate from the annual administrative budget. Each project’s budget is for the extent of the project.

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

4. Old Business

4.1 Towne Square Update

Mrs. Baker updated the board that the Towne Square kitchen sinks were installed and everything is now functional. The Caterer’s kitchen is being used every Tuesday for the Rotary Meetings in addition to occasional meetings. The back hall is painted and the trim is complete, carpets will be installed soon. Orr’s Brewery opened on New Year’s Eve. There regular hours are Thursday 4pm-10pm, Friday 4pm-10pm, and Saturday 2pm-10pm.

4.2 Street and Trail Signs Update

This project is complete. Mrs. Baker thanked the City for installing the signs.

4.3 Trial Expansion Feasibility Study Bicycle Suitability Map & Plan Update

There will be a public meeting on the February 8th at 6:00 p.m. Weber Murphy Fox, Inc. will present a PowerPoint showcasing the draft of each project.

4.4 Award Stiffler McGraw as Consultant for the C2P2 Grant – Queen City Trail to Town Route Project

Concerning the bike lanes of Martin Street and pedestrian crossings Mrs. Baker asked the board to award Stiffler McGraw as consultant contingent on their approval of the project.

Mrs. Ruot asked for a motion awarding Stiffler McGraw as consultant. Mr. Gordon motioned Mr. Thompson seconded. Motion Carried.

5. New Business:

Mrs. Laurie Becker is now the TCDA Executive Director, Mrs. Kristen Kerr is the Chief Financial Officer, Mrs. Renea Howe is the Executive Assistant, and a new secretary will be hired in March. Mrs. Becker praised Mrs. Kerr and Mrs. Howe for going above and beyond during the TCDA downsize.

6. Other Business:

6.1 TRA 2018 Meeting Schedule

May 7th at 12:00 p.m.

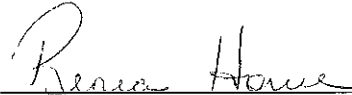
August 6th at 12:00 p.m.

November 5th at 12:00 p.m.

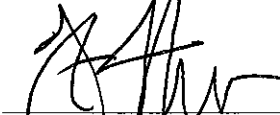
7. Adjournment

Mrs. Ruot adjourned the meeting at 12:17.

Respectfully submitted,



Mrs. Renea Howe
Executive Assistant



Mr. Joseph Thompson
Treasurer