

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, June 1, 2015, at the Titusville High School Board Room, 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 – 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, Mr. Jason Reagle – Solicitor, Mr. Larry Manross – City Manager, Mrs. Esther Smith – Mayor, Mrs. Mary Hill – Titusville Herald and Ms. Sydney Sample – Titusville Herald Intern.

Mrs. Ruot called the meeting to order at 12:01 p.m.

1. Public Comments:

2. Approval of the Minutes of the May 4, 2015 Regular Meeting and the Treasurers Reports from March 31, 2015 and April 30, 2015.

With a motion made by Mr. Coleman and a second by Mrs. Neely, the Minutes of the May 4, 2015 Regular Meeting and the Treasurers Reports from March 31, 2015 and April 30, 2015 were accepted as presented. Motion carried.

3. Bills and Communications:

3.1 Keystone Building Concepts LLC – TOP 20 Series Buildings \$219,240.00

Mr. Becker explained the payment to Keystone Building Concepts is payment 3 out of 4 for the work being done on the TOP 20 Series Buildings. The final payments for engineering and electrical work should be coming in and the next phase of the 20 Series Project will be under the PIDA Loan.

Mrs. Ruot asked for a motion to approve payment to Keystone Building Concepts LLC. With a motion made by Mrs. Neely and a second by Mr. Come, payment Keystone Building Concepts LLC were approved. Motion carried.

4. Old Business:

4.1 TOP Construction Update

Mr. Becker stated the TOP 20 Series construction is moving along. The roof is almost complete on section D & E and should be done within the next 2 weeks. Once the closing for the PIDA Loan is done those funds will be used for Parking, Electrical, Security Lighting and Cameras to finish up the project.

4.2 Oil Creek Waterways Feasibility Study Update

Mrs. Marsh stated they are in the thick of the field study for the Oil Creek Waterways Feasibility Study. Two public meetings were held in April, 3 floats down Oil Creek have been completed and the final float is being scheduled. The next Steering Committee meeting is scheduled for June 17 to gather information and plan the next steps.

4.3 Downtown Streetlight Project Update

Mr. Becker explained the project is moving forward, bids are due 6/4 to Penn Dot and the work should start late July early August. Mr. Becker stated due to the cost of the Engineering and the Penn Dot study the number of lights to be completed has gone from 42 down to 24 or 26.

4.4 Towne Square Update

Mr. Becker stated the decision has been made to save the Towne Square building. The internal demolition has begun on the 2nd and 3rd floors and the demolition in the Brewery is about 90% completed. The parapet work on Franklin Street is completed and the next steps are for the roof structure to go on and Zook Masonry to do concrete work on the back side of the building.

5. New Business:

5.1 Adopt Resolution 05-15 – Towne Square Application to DCED.

Mr. Becker explained Resolution 05-15 – Towne Square Application to DCED is authorizing the filing of an application for funds with DCED in the amount of \$2,500,000 to be used to rebuild the Towne Square Building. This grant will be used as match to the insurance proceeds.

Mrs. Ruot asked for a motion to adopt Resolution 05-15 – Towne Square Application to DCED. With a motion made by Mr. Coleman and a second by Mrs. Neely, Resolution 05-15 – Towne Square Application to DCED was adopted. Motion carried.

5.2 Council on Greenways & Trails Letter

Mr. Becker explained TRA received a letter from the Council on Greenways & Trails Board President Christina J. Sporer. The letter stated that at the CGT regular meeting held on Thursday, May 14, 2015 their Board did not accept their request and check in the amount of \$500 for membership but they would accept TRA into membership at the municipal level of \$2000.

Mr. Manross, City Manager of the City of Titusville, stated that in a prior meeting with Mr. Becker, himself and a CGT representative, he asked about the membership fees and the CGT representative said that other municipalities have paid the \$500 and they're members.

Mr. Becker stated the letter received from the CGT would be passed along to the City Manager, Mayor Smith and City council for them to further discuss this matter at the next City Council meeting to determine the next steps.

5.3 Approve the 2015-2016 Budget

Mr. Becker state the Board Members had received a copy of the 2015-2016 Budget prior to the meeting to give them time to review it.


After a brief discussion, Mrs. Ruot asked for a motion to approve the 2015-2016 Budget. With a motion made by Mr. Come and a second by Mr. Coleman, the 2015-2016 Budget was approved as presented. Motion carried.

6. Other Business:

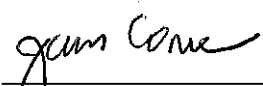
7. Adjournment:

With a motion made by Mrs. Ruot the meeting was adjourned at 12:30 p.m.

Respectfully submitted,



Renea Howe
Recording Secretary



Mr. James Come
Secretary