



Charlene P. Ruot
Chairman
Lorraine H. Baker
Executive Director
lbaker@tcda.org

Titusville Redevelopment Authority

PO Box 425, Titusville, PA 16354-0425 814-827-3668 Fax 814-827-2696

**December 16, 2019 Special Meeting
of the
Titusville Redevelopment Authority
A G E N D A**

1. **PUBLIC COMMENTS:** At this time, the Authority Board will hear comments from the public in attendance. Individual speakers will be limited to 5 minutes and must be recognized by the Chairman prior to their presentation. Topics must be germane to the business of the Authority and presented in an informational format. Authority members will be free to respond or comment once given the floor by the Chairman. To do so or not will be at their sole discretion. The Chair will permit no attempts at “cross examination” of Authority Members by members of the public.
2. **NEW BUSINESS:**
 - 2.1 Resolution 06-19 – Authorizing reoccurring monthly invoices to be paid online
 - 2.2 Resolution 05-19- Filing of a RACP formal Application & Business Plan
 - 2.3 Sub-Grant Agreement with the University of Pittsburgh
 - 2.4 Municipal Agreement with the City of Titusville
 - 2.5 Draft of the Administrative Agreement with the University of Pittsburgh
3. **ADJOURNMENT:**

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 for a Special meeting, at 12:00 P.M. Monday, December 16, 2019, at 110 W. Spring Street, Towne Square, 2nd Floor, Titusville, Pennsylvania. Present were: Mr. Steve Coleman – Vice-Chairman, , Mr. James Come – Secretary, Mr. Joe Thompson – Treasurer via phone, Mrs. Laurie Baker – Executive Director, Mrs. Renea Howe – Executive Assistant, Mrs. Kristen Kerr – Financial Coordinator.

Mr. Coleman called the special meeting of the TRA to order at 12:10 p.m.

1. Public Comments:

No public present.

2. New Business

2.1 Resolution 06-19 – Authorizing reoccurring monthly invoices to be paid online

- Mrs. Baker explained Resolution 06-19 was authorizing the reoccurring monthly invoices to be paid online, which would save on paper checks, postage and time. There would be a monthly print out showing all the bills that would need initialed. All project checks would still be printed out and need the two signatures.

- Mr. Coleman asked for a motion to approve Resolution 06-19 – Authorizing reoccurring monthly invoices to be paid online. With a motion by Mr. Thompson and a second by Mr. Come, Resolution 06-19 was approved. Motion carried.

2.2 Resolution 05-19 – Filing of a RACP formal Application & Business Plan

- Mrs. Baker explained Resolution 05-19 – Filing of a RACP formal Application & Business Plan is the Redevelopment Authority Board giving permission to apply for a grant for Pitt to do renovations of the Haskell Memorial Library. The project is a Capitol Budget project.

- Mr. Coleman asked for a motion to approve Resolution 05-19 – Filing of a RACP formal Application & Business Plan. With a motion by Mr. Come and a second by Mr. Thompson, Resolution 05-19 was approved. Motion carried.

2.3 Sub-Grant Agreement with the University of Pittsburgh

- Mrs. Baker explained the sub-grant agreement with the University of Pittsburgh is an agreement with Pitt that TRA will do the application and abide by all the rules and regulations of the Capital Budget and the University of Pitt will help us with this.

- Mr. Coleman asked for a motion to approve the Sub- Grant Agreement with the University of Pittsburgh. With a motion made by Mr. Come and a second by Mr. Thompson, the Sub-Grant Agreement with the University of Pittsburgh was approved. Motion carried.

2.4 Municipal Agreement with the City of Titusville

- Mrs. Baker explained the Municipal Agreement with City of Titusville is also a requirement for the application. This agreement shows the City of Titusville is also in agreement with the project and will support it.
- Mr. Coleman asked for a motion to approve the Municipal Agreement with the City of Titusville. With a motion made by Mr. Thompson and a second by Mr. Come, the Municipal Agreement with the City of Titusville was approved. Motion carried.

2.5 Draft of the Administrative Agreement with the University of Pittsburgh

- Mrs. Baker briefly explained the Administrative Agreement with the University of Pittsburgh and explained it is still a draft due to University of Pittsburgh still having this agreement.

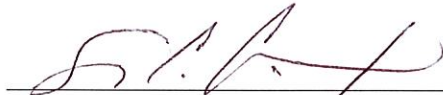
3. Adjournment

Mr. Coleman adjourned the meeting at 12:20.

Respectfully submitted,



Mrs. Renea Howe
Executive Assistant



Mr. Stephen C. Coleman, Vice Chairman