

VENANGO COUNTY ECONOMIC DEVELOPMENT AUTHORITY

Meeting Minutes

October 19, 2021

Venango Courthouse Annex Room 100 / Call-in Meeting

Present:

Chip Abramovic
Mike Dulaney
Bill Moon
Alan Schiller
Bonnie Summers

Staff:

Emily Lewis
Taylor Mosher

Guests:

Jason Ruggiero, VCRPC
Diona Brick, Fiscal
Kara O'Neil, The Derrick

Excused:

Sam Breene
Rod Griffin

- I. Call to Order
Monthly board meeting called to order by Bill Moon at 10:03 A.M.
- II. Approval of Minutes
 - a. 9/21/2021 Regular Meeting Minutes
 - ✓ Motion to approve the meeting minutes by Mike Dulaney; seconded by Alan Schiller. So moved.
- III. Public Comment on Agenda Items
None. So moved.
- IV. Special Purpose Matters
 - a. Presentation from Mary Ann Upton, Design Lab Architects – 1st Floor Schematic Design
 - ✓ Mary Ann Upton presented her firm's 1st Floor Schematic Design for 100 Seneca. The presentation included visual renderings of the 1st floor brewstillery space including new wall finishes, lighting and a rehabilitated fresco ceiling. Mary Ann also presented an estimated probable cost based off the schematic design options that were contained within her presentation. Diona asked Mary Ann several questions regarding how her estimate of probable cost fits into the estimated cash flow. Alan asked questions about the different options presented for the historic ceiling and Chip questioned the items included in the probable cost and whether or not the number could be reduced in order help bridge any funding gaps.
- V. Financial Report
 - a. Diona Brick, Venango County Fiscal Director, presented the financial report. Diona then presented the balance sheet through September and a list of invoices paid. Bill Moon asked if money was coming in from the charging station and it was confirmed that the station was being used.
 - ✓ Motion to accept the financial report including invoices by Alan Schiller; Seconded

by Mike Dulaney. All in favor. So moved.

b. Cash flow and pro forma

Diona reported that there were no changes to the cash flow and pro forma for the 100 Seneca Street project from last month's meeting but that she would be updating it before next month's meeting to reflect the information in Mary Ann's presentation.

VI. Ongoing Projects

a. 100 Seneca at Cornplanter Square

i. Business Innovation Center

Emily reported that the bid date for the 5th Floor & Infrastructure package has been extended to November 3rd at the request of several contractors. In addition, she reported that the state opened up RACP to accept more applications and no decisions have been made yet regarding the Authority's application from March 2021.

VII. Staff Report

- a. Taylor gave an update on the eAcademy. Currently she is hoping to resume in-person instruction on November 1st but will continue to monitor COVID case numbers and adjust as necessary. Helping Emily with an ARC audit and is working on an application for \$10,000 in funding through Bridge Builders Community Foundation.

VIII. Around the Table Report

Mike Dulaney reported that the Commissioners are still sorting through their options with the American Rescue Plan funding and continue to look at broadband projects and upgrades for 911 radio equipment.

Alan Schiller noted the blight study that was presented to the Oil City Redevelopment Authority and the work the Authority had ahead to address the items identified in the study.

Chip Abramovic discussed the vaccine clinic the County was co-sponsoring with the United Way.

Bill Moon reported that EADS group had been hired by the City of Oil City to work on it's East 2nd Street project and there should be a public meeting regarding the project soon. The city was also busy finishing up paving for the year.

IX. Public Comment – General

No Public Comment

X. Adjournment

- ✓ Motion to adjourn by Chip Abramovic; Seconded by Mike Dulaney at 11:10 AM.

Respectfully submitted,
Jason Ruggiero, VCRPC