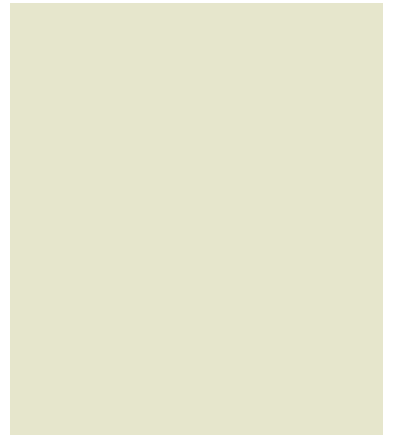


CHAPTER 4 . SCHEDULE & PROCESS



Steering Meetings,
Public Meetings and
Outline of Tasks

STEERING MEETINGS, PUBLIC MEETINGS AND OUTLINE OF TASKS

The process began with a kick-off meeting to introduce the Trail Town concept, the benefits and the reasons for Titusville become a trail town. Economic results from other successful trail towns were displayed, benefits to the community and for local residents were discussed, and existing Titusville assets were presented.

The following schedule and process was presented:

- » **October 26th** - Kick Off Meeting
 - › Data Collection
- » **November 7th** - Field Review of the City & Trail-to-Town Route Alternatives
 - › Alternative Route Data and Analysis Conducted
- » **Stakeholder Interviews**
- » **November 13th** - Trail Town Assessment and Titusville City Council Presentation
- » **Business and Marketing Research**
- » **Visitors Experience Survey (OC-100)**
- » **January 24th** - Business Strategy Presentation and Trail-to-Town Route Presentation; discussion to organize the Trail Town Action Team
- » **Trail Town Assessment Report**
- » **Building Façade Renovation Sketches Completed**
- » **Trail Town Evaluation and Report Findings**
- » **March 27th** - Public Open House, Presentation of the Trail Town Recommendation Projects and elicit volunteers for the Titusville Trail Town Action Team
- » **May** - Draft and Final Report submission

Implementing the recommended trail town projects will improve the livability and attractiveness of the city. Such projects include traffic calming measures to produce safer streets for everyone (walkers, cyclists, and cars); increased business opportunities and services; public space improvements; healthier lifestyles; and a stronger social/community structure.

The City of Titusville is located along the Queen City Trail, a section of the Erie to Pittsburgh Trail, and part of a planned regional trail system. Being situated along this planned major trail system provides Titusville with a great economic opportunity, early in the process, to become know as a trail town, a bicycle friendly community, and a bicycle friendly university. This project provides Titusville with lead time to begin to implement public and private improvements that will attract trail users, cyclists, more outdoor enthusiasts and long-distance runners, and heritage tourists to the area.

The following tasks were completed throughout the process:

- » Kick Off Meeting
- » Data Collection - Data included stakeholder interviews, a special visitor's experience survey (OC-100), and a Trail Town Assessment.
- » Trail Town Assessment - Community Walk-About, Trail-to-Town Route Review, and Assessment Meeting
- » Municipal Officials Meeting
- » Engineering review of trail and trail-to-town alternative alignments
- » Survey of Stakeholders
- » Special Visitors Survey (OC-100)
- » Analysis of interview and survey results
- » Trail-to-town route analysis and conclusion
- » Historic building review (within project primary area)
- » Service and Business Gap Analysis
- » Draft of plans, recommendations, details and budgets
- » Business Meeting and Trail to Town Route Presentation
- » Building Façade Renovation Sketches
- » Final Plan and Report Development
- » Draft Master Plan Report
 - › Plans
 - › Details
 - › Budgets
 - › Fifty Trail Town Projects
 - › Top 20 Trail Town (Priority) Projects
- » Final Master Plan Report