



Borough of Columbia | Community Development Committee

Thursday April 13, 2017 | 6:00 PM

Chair:	Cleon Berntheizel
Vice Chair:	Open
Member:	John Novak
Alternate:	Fran FitzGerald
Staff:	Rebecca Denlinger, Columbia Borough Community Development Coordinator

AGENDA

I. Opening of Meeting

1. Chairman Berntheizel called the Community Development Committee meeting to order at 6:00 PM. All committee members were in attendance, along with Borough Manager Greg Sahd and Consultant Rebecca Denlinger.
2. Following the Pledge of Allegiance, there were no citizen comments on agenda items.
3. **John Novak moved and Fran FitzGerald seconded approval of Community Development Committee Minutes from the March 9, 2017. Motion passed unanimously.**

II. Presentations

1. Columbia Public Library Expansion Project

Paul Nikolaus reviewed the many programs offered by Columbia Public Library, including, school and children's based programs, Bookmobile, family focused programs, partnerships with police, emergency responders and CHI St. Josephs, annual book sale, book delivery to seniors, and events held in cooperation with local organizations both at the library and around the community. The library also provides access to fax machine, copier, and computer with internet access.

The original library building was constructed in 1960. In addition to space for programming, they are also considering shelf space for collections. Proposed addition will add approximately 1700 sf of interior space as well as an outdoor seating area. Project also involves renovating the core of the building to improve existing space for library users, staff, and volunteers. The project will also address improvements to the lower level for collections. There will be an elevator to connect the first and lower floors to allow for full accessibility.

The library is currently working to establish their capital campaign process. The project is slated for final design and construction in 2018.

III. Old Business

1. Veterans Memorial Bridge Island Gateway Project

Paul Nikolaus presented site design graphics that will support the fundraising element of the project. The graphics give a view of the grand entranceway to the Borough from the (Route 462) Veterans Memorial bridge. The landscaping design was provided locally by Tom Jones Landscape and Lawn Care (who has already started to do some preliminary preparation at the site for the Borough). The fundraising portion of the project includes the development of a brick walkway where families can purchase bricks in honor/memory of individuals serving in the armed forces. The named bricks will not be limited to people from Columbia Borough. The flags proposed to be “up lit” at the project site will represent all branches of the military.

John Novak moved to forward to the Finance Committee for consideration at their April 24, 2017 meeting, the Gateway Veterans Memorial project not to exceed \$65,000. Second by Fran FitzGerald. Motion passed unanimously.

2. Request for Expression of Interest (RFEI): Borough Properties

Rebecca Denlinger presented updated timeline information on the development of a Request for Expression of Interest that will be issued for preliminary development concepts for three properties currently owned by the Borough: Market House, Borough Hall, and the former Columbia Borough Fire Department facility at 137 South Front Street. The committee discussed the timeline and made some adjustments (to the site visit dates). There was discussion as to whether we are giving respondents enough time to develop their concepts and provide a cogent response. Rebecca Denlinger will issued the revised RFEI document electronically for review and comment by the Community Development, Property, and Finance Committees as well as the Market House Advisory Committee. The Borough Council will consider action on the RFEI at their May 8, 2017 meeting.

3. Borough Newsletter

The Committee briefly discussed the new Columbia Connection newsletter (Spring 2017 edition) recently mailed to all residents and businesses. Community response has been positive. Rebecca Denlinger asked for feedback from the Committee on both design and content. It is likely the newsletter will remain an 8-page piece with Pam Arnold from the office taking over responsibility for layout and production. The addition of a regular history feature was discussed. Rebecca Denlinger will reach out to Chris Vera at the Columbia Historic Preservation Society to inquire about a collaboration for future issues. The newsletter will be produced quarterly.

4. Trolley

The Committee discussed possible names for the downtown trolley.

John Novak motioned to name the Trolley, the Columbia Trolley Works. Seconded by Fran FitzGerald. Motion passed unanimously

5. Borough Community & Economic Development Assistance Updates

i. Columbia Housing Improvement and Homeownership Loan (CHIH) Program

The communication pieces were discussed. They are ready for distribution by LHOP and Columbia Life Network to market the programs to residents and realtors.

ii. Local Economic Revitalization Tax Abatement (LERTA) Update

Rebecca Denlinger is working to get the LERTA on the agenda at an upcoming Lancaster County Board of County Commissioners meeting for discussion and consideration. Once that element of the process is complete, we will market the new LERTA program for implementation.

iii. Economic Development Revolving Loan Fund Update

Rebecca Denlinger is working to develop and distribute the Request for Proposals for third-party administrator of the loan fund to Community First Fund, Economic Development Company of Lancaster County's EDC Finance, and Columbia Economic Development Corporation.

6. Downtown Location Board

Cle Berntheizel briefed the Committee on the ongoing effort working with the Susquehanna Valley Chamber of Commerce to update the Downtown Location/Map boards. We will be engaging Todd Burgard Design to make the updated boards. The boards will be located in the following downtown places: Columbia Crossing, Turkey Hill Experience, SVCC Visitor Center, Market House, and Borough Hall. The Committee discussed posting one at the Bus Stop on Locust Street. Cle will provide the cost estimate info for this work to the Committee. We have included the cost for the development and production of these boards into a grant application to the Lancaster County Conservancy Susquehanna Riverland's Mini Grant program. We should hear about the award of these grants in the coming 1-2 weeks.

IV. New Business

1. Lancaster 360: Columbia Web presence

Cle Berntheizel briefed the Committee on the partnership the Borough has with Lancaster 360. We place a tourism-based ad in a publication that is placed in hotels in the region. As part of that advertisement, Columbia Borough now has a membership in www.360Lancaster.com where we have our own page that we can manage and update with information on community-based events and activities. It is up to us to build and manage the content we post. Currently this will be administered by Rebecca Denlinger with input and guidance from Borough Council and Borough staff.