



## Borough of Columbia | Community Development Committee

Thursday, September 20, 2018 | 6:00 PM

Chair: Cleon Berntheizel  
Vice Chair: Todd Burgard  
Member: Marilyn Kress Hartman  
Alternate: John Novak  
Staff: Rebecca Denlinger, Borough Manager

### MINUTES

#### I. Opening of Meeting

1. Chairman Berntheizel called the Community Development Committee meeting to order at 6:00 PM. Committee Chair Berntheizel, Committee Members Todd Burgard and Marilyn Kress Hartman, and Committee Alternate John Novak were in attendance and joined by Columbia Borough School District's Charles Leader. Borough Manager Rebecca Denlinger was absent due to attending the School Board Meeting.
2. Marilyn Kress Hartman moved and Todd Burgard seconded approval of the Community Development minutes from August 16 2018. Motion passed unanimously.

#### II. Old Business - Update on Ongoing Projects

##### 1. Communications

Newsletter - Theresa O'Donnell is working with Jack Monahan (Intern Franklin & Marshall) to complete the revisions to the Fall 2018 Columbia Connection Newsletter. Denlinger reviewed current layout/articles and provided direction on what content stays and what goes. Theresa will take the lead and Jack will assist her in getting this issue - as well as the December issue - across the finish line.

They are on track to have all content updated/ revised to Infantree by Tuesday 9/25. Infantree should be able to turn a revised DRAFT around for review/comment by Burgard/Denlinger by the beginning of the following week. If there aren't too many edits/revisions to that final version, it can go to the printer by end of September with a mid-October mailing timeline. We will use Infantree for these two remaining 2018 issues and regroup and determine if we need to continue their services in 2019.

Website - Denlinger is working Theresa O'Donnell and our professional design consultant, REVISE, to continue the effort of the website redesign. We should be able to show progress in October/November.

Communications Plan - Denlinger will be developing an overall communication plan for consideration by Borough Council in 2019. The plan will feature proactive communications and outreach strategies covering all modes of communication. The plan will address communication both internal to the organization and external to residents, businesses, and community partners.

## 2. Development Updates

ULI Outreach - Denlinger is presenting to the Central PA Chapter of ULI (Urban Land Institute) on Friday 9/21/18 to provide an overview of the community and economic development initiatives underway in Columbia. The Borough's application to the ULI Technical Assistance Panel is in process and will be submitted by the end of the month.

KOEZ Update - Denlinger is attending the School Board meeting on 9/20/18 to discuss their approval of a resolution for participation in the KOEZ program. She will then attend the two upcoming meetings of the Board of County Commissioners on 9/25 and 9/26. The Borough's information and materials will be forwarded on for the regional application (to PA DCED) by October 1. We will likely not know the fate of the regional KOEZ application until the end of 2018.

The Borough will continue with outreach to all parcel owners regarding the necessary Payment in Lieu of Taxes (PILOT) Agreement that all property owners must enter into in order to qualify for participation in the program.

137 S. Front Street - There are two entities (one for-profit business and one non-profit organization) who have expressed sincere interest in the lease of this space. Denlinger is currently working with these groups to determine if they will be making a formal offer. Any offer would be considered by Borough Council at a public meeting.

Eberly-Myers Mixed Use Development at 132 Locust Street - The developers of this project have expressed their commitment to seeing this development move forward. They are currently working to attract additional equity to the project.

Columbia Land Bank - The Redevelopment Authority is reissuing the RFP's for both 331 N. 3rd Street and 554 Walnut Street. The rehabilitation of 304 Cherry Street is coming along nicely through the efforts of the Columbia CAPital Workforce.

Multimodal Transportation Fund Application - Denlinger is responding to requests for additional information from PA DCED for our **Streetscape Improvement Program** application. We should learn of this funding decision by the end of the year.

Lancaster County Association of Realtors - Commercial & Industrial Council - The Borough is partnering with CEDC to host the C&I Council's November meeting. This is an outstanding opportunity to showcase the many community and economic development initiatives ongoing in the Borough to the real estate and development professionals in the region.

### III. New Business

1. Chairman Berntheizel discussed the Market House proposals and the direction we should take. It was determined that the committee should at its next meeting on October 18th dedicate most of the meeting to the proposals. A survey will be posted with a number of questions for the public to answer. The Boro Manager will ask both CHI and Royal Square to attend the meeting and give a short presentation.
2. A request from shade tree commission referring to planters around the downtown was discussed and determined that the Boro should wait till the Street Scape Plan is in place before any containers are purchased.

Being no further business before the committee, Chairman Berntheizel adjourned the Community Development Committee meeting at 7:02 PM motioned by Marilyn Kress Hartman and seconded by Todd Burgard.