



## Borough of Columbia | Community Development Committee

Thursday, December 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 from the meeting.
2. Todd Burgard moved and Marilyn Kress Hartman seconded approval of the Community Development minutes from November 15, 2018. Motion passed unanimously.

#### II. Old Business - Updates on ongoing Borough Projects

##### Communications

##### 1. Newsletter

Staff are working with Infantree on the development of the next (Winter) issue of the Columbia Connection Newsletter. The content development will wrap up in the next two weeks. With a quick review of the final DRAFT by staff, the issue should be in good shape to go to the printer in January and be mailed immediately thereafter.

##### 2. Website

Unfortunately, staff was not able to advance much in terms of working with web development consultant REVISE on the re-design of the Borough website. Staff capacity was primarily taken up with budgeting work over the past month. We will get back to this as a priority work item in January.

##### 3. Social Media

Before his departure, our F&M intern, Jack Monahan provided both the beginnings of a draft social media policy for the Borough staff to start to develop into a formal policy document for Borough Council to consider AND a good start on the development of content for the Borough to initiate a Facebook page. Due to limited staff capacity, we were not able to launch the Facebook page in December as originally planned. We will return focus on this as a priority work item in January.

## Development Updates

### 1. Lancaster County Association of Realtors - Commercial & Industrial Council

The Borough partnered with CEDC to host the Lancaster County Association of Realtor's Commercial & Industrial Council's November meeting. With nearly 80 professionals in attendance, this was an outstanding opportunity to showcase why Columbia is an up-and-coming community for investment by developers and business owners. We received great feedback from this professional networking group... many indicating their excitement and interest in the many community and economic development initiatives ongoing in the Borough.

### 2. ULI Outreach

The Borough's application to the ULI Technical Assistance Panel is in process. ULI will meet early in the new year to consider the application and determine any changes needed to the project scope. They will work with Borough Staff and local project partners (CEDC and the Lancaster County Housing and Redevelopment Authority) to ensure that the final product of the TAP delivers a valuable and (practical) useable resource for the redevelopment of this critical area of the downtown. It is possible that the TAP project could be scheduled by ULI to take place as early as Spring 2019.

### 3. KOEZ Update

Columbia's application for KOEZ designation is now complete and in the hands of the Program Manager at DCED. Both the Lancaster County Commissioners (on Wednesday morning) and the Columbia Borough School Board (on Tuesday Evening) passed their revised KOEZ resolution/ordinances. These votes and approvals followed the Borough's approval of our revised Ordinance on December 10, 2018.

Columbia's KOEZ application was submitted including eight downtown parcels totaling 1.92 acres. The Payment in Lieu of Tax (PILOT) Agreements have been executed for each of the taxable properties - making this a revenue neutral program for the three taxing jurisdictions. Should the Commonwealth enact the KOEZ designation for Columbia, the program will go into effect on January 1, 2019 and remain in effect for a 10-year period, ending on December 31, 2028.

These properties represent very good opportunities for redevelopment projects that can contribute to the overall revitalization of the downtown and improving of property values in the community.

### 4. 137 S. Front Street

The economic terms of a lease were announced at the most recent Borough Council meeting. We are in our 30-day review period where the Borough is required to consider any additional proposals for lease of this Borough owned property. The matter will be on the Borough Council agenda in January for consideration of currently proposed lease of the property to KT Graham.

## 5. Mixed Use Development at 132 Locust Street

The Borough Manager recently met with Community First Fund regarding this project. It is our understanding that the original developers are still working to either attract additional equity and/or new partners to the project. The principles have requested that the Borough maintain our interest and participation in the project through potential gap financing provided via the Columbia Borough Economic Development Revolving Loan fund. Community Fund will communicate with the Borough as they proceed through their application and underwriting process regarding the viability of the project to utilize the loan fund. The Borough Manager will keep Borough Council abreast of any developments on this project.

## 5. Multimodal Transportation Fund Application

Unfortunately for at least the second month (in a row), the Commonwealth Financing Authority cancelled their monthly meeting (at the last minute). It was at this meeting, that we were hopeful we would learn the fate of our application for funding of the Columbia Borough Streetscape Program through DCED's Multimodal Transportation Fund program.

Our application is seeking \$1.45 Million from the MTF program in support of a project with costs estimated at \$2.5M.

We will be reaching out to our legislators to get a better understanding of the Commonwealth Financing Authority approval process and to determine if they believe a decision will be made on the MTF grant awards at their next CFA meeting (scheduled for the end of January 2019).

As discussed at previous public meetings, the Borough may decide to move forward with a potentially scaled-down project scope in the first quarter of 2019. While our intent was to leverage the Borough (Bond) funds with state grant dollars for the entire/overall project, Borough council has indicated a desire to keep this initiative on track and moving forward. We also have an obligation to utilize (85% of) the G.O. Bond by the end of 2019, and a significant portion of those funds have been earmarked for streetscape improvements in 2019.

## 6. Columbia Borough Streetscape Committee

**(RELATED to the MTF grant)** The Borough received interest from 12 individuals wishing to serve on the Streetscape Committee that Borough Council will form to guide the development of the Streetscape Plan. Staff is currently gathering information from these folks regarding their interest and background. Staff will invite these individuals to attend a Borough Council meeting in January - where two residents and two business leaders will be selected to serve on the committee.

## 7. Columbia Market House - CHI Partnership

The Borough Manager has been working with our Solicitor and CHI (and their attorney) in developing the Agreement by which the collaboration for re-opening the Columbia Market House will be advanced. The agreement will address both the internal improvements of the Market and the ongoing operation of the facility by CHI. The agreement will be discussed at a future Borough Council meeting.

### III. New Business

#### 1. Live streaming of Borough Meetings

Chair Berntheizel discussed the possibility of live streaming of Borough meetings. After the discussion, the committee agreed that chair Berntheizel should gather more information on the topic. Update to follow.

Being no further business before the committee, Chairman Berntheizel adjourned the CDC meeting at 7:20 PM motioned by Marilyn Kress Hartman and seconded by Todd Burgard.