



LEO S. LUTZ
Mayor

EVAN M. GABEL
Solicitor

HEATHER ZINK
Borough Council President

MARK E. STIVERS
Borough Manager

COLUMBIA BOROUGH COUNCIL – BUDGET WORK SESSION

Paul W. Myers Council Chamber, 308 Locust Street, Columbia

October 19, 2023 | 7:00 PM

AGENDA

NOTE: This meeting will be recorded and will be posted on the [Borough's YouTube Channel](#) following the meeting.

1. Call to Order and Roll Call
2. Invocation/Moment of Silence
3. Pledge to the Flag
4. Announcement of Executive and Information Session(s)
5. Additions, deletions, and reorganization of agenda
 - a. Consider approval of Agenda
6. Citizen Comments (Non - Agenda Items Only – 5 Minute time limit per person)

Civility and Decorum: Borough officials and members of the public are expected to conduct themselves with civility and to accord each other a measure of dignity and respect. Shouting, foul language, personal insults, threats, and attacks or any conduct that disrupts the flow of business is out of order.

7. Mayor Lutz/Chief Brommer
8. Workshop Items:
 - a. Presentation from Mt. Bethel Cemetery
 - b. Presentation from United Veterans Council
 - c. Presentation from Columbia Cat Action Team
 - d. Presentation from Columbia Public Library
 - e. Presentation from Columbia Historic Preservation Society
 - f. Review of Fund 18 – Capital Fund
 - g. Review of Fund 21 – ARPA Fund
 - h. Review of Fund 30 – Bond Capital Fund
 - i. Review of Fund 35 – Liquid Fuels Fund
 - j. Discussion on the 3E Program and funding
9. Borough Council Comments
 - a. Council Members
10. Announcement of Next Meeting. At 7:00 PM on October 24,2023, Council will hold a regularly scheduled meeting.
11. Adjournment

If you are a person with a disability wishing to attend this meeting and require an accommodation to participate in the meeting, please contact the Columbia Borough Office at (717) 684-2467 at least 24 hours prior to the meeting.



BUDGET WORKSHEET - CAPITAL FUND (F18)

Budget Year **2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUALS @08/31/2023	2023 BUDGET AMOUNT	2024 BUDGET AMOUNT	PRIOR PROPOSAL CHANGE	PRIOR YEAR BUDGET CHANGE %	BUDGET NOTES
CAPITAL FUND (FUND 18) - REVENUE							
18-301-001	Transfer from Fund Balance	-	1,201,622	76,275	-	-94%	Varies to Budget.
18-341-100	Interest Income	97,804	7,000	65,000	58,000	829%	
18-354-100	DEP recycling Grant		350,000	350,000	-	0%	will move forward into 2024
18-354-076	N Parksve Columbia River Park PIII Grant	-	30,000	-	(30,000)	0%	National Park Service Grant. \$30,000.00 in total. Pending Confirmation. From 2022.
18-354-077	CDBG Funds - 2nd & 3rd & Union	-	200,000	200,000	-	0%	2024 Project
18-354-078	McGinness BIOS Funding	-	2,000,000	2,000,000	-	0%	will move forward into 2024
18-354-079	Makle Park Grant - (DCNR)	-	478,393	478,300		0%	will move forward into 2024
18454-082	PA Local Share Grant (public works building) Gaming Act			800,000	800,000	100%	will be used for PW building
18-354-081	158 River Front Storm System -PA Small Water Grant	-					PLACE HOLDER - grant applied for 2023/awaiting numbers
CAPITAL FUND (FUND 18) - REVENUE							
		97,804	4,267,015	3,969,575	828,000		
CAPITAL FUND (FUND 18) - EXPENDITURES							
18-410-759	PD Community Camera System	13,804	40,000	-	(40,000)	0%	
18-410-760	PD- Portable AED's (3 total)	-	-	5,700	5,700	100%	prior units purchased more than 10 years ago
18-410-761	PD-In Car Cameras (2 total)	-	-	18,000	18,000	100%	outdated equipment
18-430-755	Grinder Replacement	-	508,000	508,000	-	100%	carry forward to 2024
18-438-001	Walnut St Improve/Smart Growth	77,055	50,000	-	-	100%	
18-450-001	McGinness Airport Development Project	475,754	500,000	300,000	(200,000)	-40%	
18-450-002	McGinness Airport Development Project	29,654	2,000,000	2,000,000	-	0%	
18-454-100	Park Improvements/Upgrades		30,000	30,000	-	0%	carry forward to 2024
18-462-673	158 River Front Storm System-	-	-	-	-	0%	
18-465-001	Columbia River Park - Phase 3	10,080	20,000	10,000	(10,000)	-50%	will carry forward to 2024
18-465-002	Makle Park Improvements	-	606,015	597,875	(8,140)	-1%	
18-480-400	4th Street Bridge Improvements	6,322	63,000	-	(63,000)	0%	
18-480-800	2nd St & Perry St & Union St/ CDBG	500	300,000	-	(300,000)	0%	
18-480-801	2nd St & 3rd St & Union St/ CDBG	-	-	300,000	300,000	100%	2024 PROJECT
18-480-700	800 Block of Chestnut Street	-	200,000	200,000	-	0%	will carry forward into 2024
CAPITAL FUND (FUND 18) - EXPENDITURES							
		613,168	4,317,015	3,969,575	(297,440)		

Columbia Borough

BUDGET WORKSHEET - ARPA FUND (F21)

BUDGET YEAR **2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUALS @ 8/31/2023	2023 BUDGET AMOUNT	2024 BUDGET AMOUNT	PRIOR PROPOSAL CHANGE	PRIOR YEAR BUDGET CHANGE %	BUDGET NOTES
ARPA FUND (FUND 21) - REVENUE							
21-351-101	Transfer to Fund Balance	-	875,810	574,000	-	0%	Varies to Budget
21-341-001	Interest Income	97,804	250	65,000	64,750	25900%	
ARPA FUND (FUND 21) - REVENUE		97,804	876,060	639,000	64,750		
ARPA FUND (FUND 21) - EXPENDITURES							
21-463-670	River Front Storm System Improvements	3,805	136,000	136,000	-	0%	
21-463-671	Shawnee/ Mill St Drainage Improvements	3,425	53,000	53,000	-	0%	
21-463-672	APPROVED ARPA Fund Exp - per guidelines	-	100,000	-	-	0%	
21-463-673	158 River Front Storm System Improvement	-----	150,000	-----	-----	0%	
21-463-674	Dual Band Radios - Public Safety		125,000	125,000		0%	
21-463-675	EOC - Lancaster County ARPA Match	-----138	-----12,060	-----		0%	
21-463-676	Council Room AV System	-	-	25,000	25,000	100%	
21-492-001	Revenue Loss / Covid-19 Financial Impact		300,000	300,000		0%	
		-					
ARPA FUND (FUND 21) - EXPENDITURES		7,368	876,060	639,000	25,000		

COLUMBIA BOROUGH

BUDGET WORKSHEET - BOND CAPITAL FUND (F30)

Budget Year **2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 CURRENT ACTUALS @ 08/31/2023	2023 BUDGET AMOUNT	2024 BUDGET AMOUNT	PRIOR PROPOSAL CHANGE	PRIOR YEAR BUDGET CHANGE %	BUDGET NOTES
BOND CAPITAL FUND (FUND 30) - REVENUE							
30-301-001	Transfer from Fund Balance	-	-	478,500			Varies to Budget.
30-354-010	RACP - Market House Grant Phase I	-	1,338,000	1,311,858	(26,142)	-2%	
30-354-013	RACP - Market House Grant Phase II	-	412,000	438,142	26,142	6%	
30-354-076	LCPC - SmartGrowth Trans. Grant,WalnutSt	-	867,100	867,100		100%	carryover 2024
BOND CAPITAL FUND (FUND 30) - REVENUE		-	2,617,100	3,095,600	-		
BOND CAPITAL FUND (FUND 30) - EXPENDITURES							
30-401-001	Transfer to Fund Balance Reserve	-	-	-	-		Varies to Budget
30-438-001	Walnut Street Improvements/Smart Growth	-	867,100	867,100	-	100%	carryover 2024
30-444-375	Market House Improvements (RACP Phase1)	308	1,338,000	1,338,000	-	0%	
30-444-376	Economic Development Improvements (RACP Phase2)	395	412,000	890,000	478,000	116%	
30-491-001	Refund of Prior Year Expenditures	-	-	500	500		Static - \$500.00
BOND CAPITAL FUND (FUND 30) - EXPENDITURES		703	2,617,100	3,095,600	478,500		

COLUMBIA BOROUGH
BUDGET WORKSHEET - LIQUID FUELS FUND (F35)

Budget Year **2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 CURRENT ACTUALS @ 08/31/2023	2023 BUDGET AMOUNT	2024 BUDGET AMOUNT	PROPOSAL CHANGE	PRIOR YEAR BUDGET CHANGE %	BUDGET NOTES
HIGHWAY AID FUND (FUND 35) - REVENUE							
35-301-001	Transfer from Fund Balance	-	169,746	531,345	213%	0%	Varies to Budget.
35-341-100	Interest Income	34,473	6,000	40,000	567%	567%	Average - Actuals*
35-354-030	Highway Liquid Fuels	257,635	253,125	254,010	0.35%	0%	Allocation for 2024
35-354-031	Turnback Program	5,720	5,720	5,720	0%	0%	Allocation for 2024
35-354-074	CDBG - PERRY and Union (2nd St)	-----	200,000	-----	100%	100%	New Project 2023 - funds would hit general fund
HIGHWAY AID FUND (FUND 35) - REVENUE							
		297,828	634,591	831,075			
HIGHWAY AID FUND (FUND 35) - EXPENDITURES							
35-401-001	Transfer to Fund Balance Reserve	-	-	-		0%	Varies to Budget.
35-432-200	Snow & Ice Removal	-	19,000	19,000	0%	0%	Contract - 2 years - 2023 and 2024
35-433-001	Traffic Control Devices	-	12,000	12,000	0%	0%	Average - Actuals*
35-434-001	Street Lighting - Electrical Usage	66,050	102,591	99,075	-3%	-3%	Average - Actuals*
35-434-002	Traffic Lights - Electrical Usage	4,045	9,500	9,500	0%	0%	Average - Actuals*
35-438-010	ADA Curb Construction	-	-	-	-		
35-438-245	Highway Supplies/Aggregates	-	6,000	6,000	-	0%	Static - \$6,000.00
35-438-246	Highway Supplies/Other	-	3,000	3,000	-	0%	Static - \$3,000.00
35-438-247	Highway Equipment Maintenance		7,500	7,500	-	0%	
35-438-740	Purchase of Hook Lift Truck			200,000	200,000	100%	NEW in 2024
35-354-074	CDBG - Perry & Union (2nd St)	-----	300,000	-----			will there be a new project in 2024
35-354-075	CDBG Union 2nd to 3rd St	-	-	300,000	300,000	100%	NEW in 2024
35-439-085	Current Year Street Improvements	33,725	175,000	175,000	-	0%	Rename Street Paving and ADA Curb in 2024
HIGHWAY AID FUND (FUND 35) - EXPENDITURES							
		106,674	634,591	831,075	500,000		