



PORTAGE BOROUGH SPECIAL MEETING AGENDA
BUDGET HEARING

Portage Borough Council Chambers
721 Main Street, Portage, PA
6:00 PM

Monday, October 12, 2026

Please make sure to silence your cell phones during the meeting
***This meeting will be live streamed through Microsoft Teams.**
*** This meeting will be recorded.**

1. CALL TO ORDER

- a) Roll call
- b) Pledge of Allegiance
- c) Moment of Silence

2. CITIZENS' INPUT ON AGENDA ITEMS

A period of not more than five (5) minutes will be allowed per visitor.

Overview of the 2027 Budget Development Process

- Review the annual budget preparation and adoption process.
- Discuss the responsibilities of Borough Council, the Budget Advisory Committee, and Borough Administration.
- Discuss some of the changes people may see in the new 2027 budget
- Establish the proposed budget development timeline through December 2026.
- Discuss public participation and budget transparency.

3. Review of Current Financial Conditions

- Overview of the 2026 operating budget.
- Review year-to-date revenues and expenditures.
- Discuss projected year-end financial conditions and available fund balances.

4. Anticipated Changes for the 2027 Budget

- Personnel costs, wages, benefits, and staffing considerations.
- Refuse collection contract and anticipated service costs.
- Public Works operations, equipment, and infrastructure needs.
- Insurance & Employee Benefits
- Potential revenue changes, taxes, and service fees.
- Capital improvement priorities and grant opportunities.
- Opportunities for cost savings and operational efficiencies.

5. Establish 2027 Budget Priorities

- Identify essential services and departmental needs.
- Discuss potential capital purchases and infrastructure improvements.
- Review areas requiring additional analysis or adjustments.



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- Establish preliminary budget priorities for 2027.

6. Schedule November Public Budget Hearings Tentative & For Discussion (Motion)

First Public Budget Hearing

- **Monday, November 2, 2026, at 6:00 p.m.**
- Presentation of the proposed 2027 budget DRAFT 1.
- Review of anticipated revenue and expenditure changes.
- Opportunity for initial public input.

Moved _____ Seconded _____ Aff ___ Nay ___ Abs _____

Second Public Budget Hearing (Motion)

- **Monday, November 16, 2026, at 6:00 p.m.**
- Review of proposed budget DRAFT 2 adjustments.
- Additional public input and discussion.
- Development of final recommendations for Borough Council consideration.

Both hearings are proposed to be held at the Portage Borough Municipal Building, subject to confirmation and applicable public notice requirements.

Moved _____ Seconded _____ Aff ___ Nay ___ Abs _____

7. Next Steps and Assignments

- Identify additional financial information needed.
- Establish Budget Hearings for December and for Budget Adoption Day
- Assign responsibilities for budget analysis and preparation.
- Discuss the anticipated December 2026 budget adoption schedule.

Meeting Materials and Handouts

Please Note: All supporting budget documents, financial reports, and meeting handouts will be uploaded to the website on **Monday, October 12, 2026, prior to the meeting**, for review by the Public and Borough Council.

Hard copies will be available at the meeting.

Meeting Objective: Establish a collaborative and transparent process for preparing the 2027 Borough Budget, identify anticipated financial and operational changes, establish budget priorities, and confirm the November public hearing schedule.



4. ADJOURNMENT

Moved _____ Seconded _____ Aff ____ Nay ____ Abs _____

Adjourned at _____ PM

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "MK Zonfrilli-Lang".

Dr. Makayla (MK) Zonfrilli-Lang
Borough Manager
Portage Borough

Microsoft Teams Meeting

Join:

<https://teams.microsoft.com/meet/2901870033819188?p=exAwoiDaJImPwP RGnO>

Meeting ID: 290 187 003 381 918 8

Passcode: oC73uc2C

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For organizers: [Meeting options](#)
