



Community Development Authority Meeting Agenda

Monday, April 20, 2026 at 6:30 PM

Columbus City Hall – 105 N. Dickason Boulevard

Call to Order

Determination of Quorum

Notice of Open Meeting

Approval of Agenda

Consent Agenda

1. Approval of minutes

Regular Business

2. Consider and take action regarding the feasibility study of 1149 W. James Street

3. Consider and take action regarding utilization of media tools to communicate CDA activities

4. Consider Monthly Report from the Community and Economic Development Department

Future Agenda Items

Adjourn



Community Development Authority Meeting Minutes

Tuesday, March 24, 2026 at 6:30 PM

Columbus City Hall – 105 N. Dickason Boulevard

Call to Order

The meeting was called to order at 6:32pm.

Determination of Quorum

A quorum in attendance consisted of Hackman, Meier, Decker, Meyers, Weinberger, Elling, and Lawson. Staff liaisons Kornmann and Bennett were present.

Notice of Open Meeting

The meeting was noticed according to law.

Approval of Agenda

Meier motioned to approve the meeting agenda as presented with a second by Decker. The motion was carried by unanimous vote.

Consent Agenda

1. Approval of minutes from February meeting

Lawson motioned to approve the meeting minutes from February 16, 2026, as presented with a second by Meier. The motion was carried by unanimous vote.

Regular Business

2. Consider and take action regarding a feasibility report on the development opportunities for 1149 W. James Street

Kornmann presented the Council's decision to task the CDA with creating a feasibility report for development opportunities of the 1149 W. James St. Kornmann suggested on-site visits to the location and presented a map of the location, utilities, and neighboring parcels. Site conditions included: potential environmental issue, particularly minor asbestos in the building. Uses: former car dealership, current storage that's being shifted to other City-owned locations. Other options: potential purchases of adjacent properties and issues were noted. Options are based on acreage and require stormwater. Kornmann presented a few options for CDA to discuss.

The CDA asked about the possibility of purchasing neighboring lots and about open-ended development. Kornmann would rather put together an RFP that's based on a vision for the final product using community feedback and mentioned the approach is used by other communities. Demolition would make the property more attractive for developers. The CDA did not show interest in remodeling the building. Kornmann highlighted comparable properties for possible value and noted that CDA will need to suggest an expectation for value. The CDA discussed a possible vision of a 2-3 story mixed-use development and would like to save any demolition for after property acquisition if needed. Alternatively, if limited to just the current parcel, it would still be mixed-use.

Staff will get more information for a more focused option(s) and address possible public input. Staff will coordinate a site visit with interested CDA members by next meeting.

3. Consider and take action regarding revising the facade grant requirements

Kornmann and Bennett presented updated facade grant requirements. Elling noted: #1(b)(4) Painting of Exterior Surfaces – Add before painting / repainting exterior surfaces. Any prior project should be completed before new applications. #10: up to 1 6-month extension. Applications can be submitted year-round. Program Process: #2(a): internal staff review & recommendation. Other suggestions related to the process such as mandatory staff meetings and CDA review and approval as separate steps.

Staff will address changes according to suggestions and bring back to next meeting for approval.

4. Consider and take action regarding facade grant recognition

Staff and CDA clarified recognition of completed facade grant application projects through highlighting before and after comparisons. The newspaper article about the 2025 facade grant results from late January made the front page. Staff also noted the grant results in what was the first of continuing annual reports. There was discussion of doing follow-ups every few years after successful projects.

5. Consider and take action regarding alternate funding sources for the façade grant program

Kornmann presented some opportunities and programs as alternative funding sources for the facade grant program. The Wisconsin Economic Development Corporation (WEDC) Small Business Development Grant can fund additional items beyond facade and model on other communities to add flexibility. Excess Tax Increment Finance District (TID) funds could be used to help fund projects in the downtown TID. A Business Improvement District (BID) could be created to aid in development along with using additional City levy funds. Meier didn't recommend BID or using additional City funds but supported the other options. Kornmann highlighted fund transfers to blighted TID. The CDA will discuss future sustainability of the program at a future meeting.

Meier motioned to direct staff to pursue all alternatives to funding the facade grant program with exception of creating a business improvement district. Lawson seconded the motion and it was carried by unanimous vote.

6. Community and Economic Development February Monthly Report

Kornmann presented the monthly Community Development report highlighting various projects and accomplishments from staff. The CDA members expressed interest in continuing to receive these monthly reports. Lawson asked about the Tower Drive project in which Kornmann noted there have been multiple drafts, but getting close to a final agreement. There was additional discussion about the relocation of the community garden.

7. Consider and take action regarding resolution addressing city support for WEDC CDI grants

Kornmann presented the revised resolution template for the City's support for applicants of Wisconsin Economic Development Corporation (WEDC) Community Development Investment (CDI) grants.

Meier motioned to approve the resolution template as presented with a second by Decker. The motion was carried by unanimous vote.

Future Agenda Items

Staff noted the following items for future agenda topics:

Adjourn

Decker motioned to adjourn the meeting with a second by Meier. The motion was carried by unanimous vote.

The meeting was adjourned at 8:26pm.

** These minutes will be approved at a future meeting and may be amended. These minutes are respectfully submitted by David Bennett, Communications and Economic Development Coordinator **



Agenda Item Report

Meeting Type: Community Development Authority

Meeting Date: January 19, 2026

Item Title: Discuss media tools to communicate CDA activities

Submitted By: David Bennett, Communications & Economic Development Coordinator

Detailed Description of Subject Matter:

At the previous CDA meeting, there was brief discussion about how to promote development and CDA activities. There was a suggestion of filming the CDA meetings. The City regularly uses its website and official Facebook page to share information.

Analytics suggest that filming meetings isn't the best way to promote anything as filmed meetings haven't been large drivers of reach or engagement. Meetings are recorded and linked to the City website and generally receive an average of 161 views per month. The meetings generating the highest viewership are Committee of the Whole and Council meetings. The City website homepage features around 2,330 views per month and the City's Facebook page has been averaging 71,770 views per month. The webpage that features the most recent City meetings averages 124 views per month.

Staff would recommend including CDA achievements, projects, etc. to be included in the officers' report during Council meetings. Additionally, utilizing the existing website and Facebook page should be done.

List all Supporting Documentation Attached:

Actions Requested of the CDA:

Give staff direction for promoting CDA activities and City development

Strategic Plan Objective:



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Department of Community and Economic Development

Monthly Report

MARCH 2026

- Approved zoning permit for new dwelling at 235 W. Harrison Street
- Meet with a representative from Lennar Builder regarding future development
- Continued online permitting development. Soft launched online fence permit and received first online application. Permit routing/review process in development. Formalizing permit upload process to city GIS.
- Permits issued year to date:
 - Zoning/misc. permits: 17
 - Building permits: 29
- Participated in a zoning rewrite coordination meeting, and further reviewed draft language
- Coordinated two development review team meetings
- The City's website had 8,500 views, 3,300 new users, and an engagement rate of 50.7%.
- The City's YouTube channel had 762 views in March for a duration of 44.7 hours. There were 5 City meetings recorded that had 126 views. Council / COW meetings made up 100 of the views while the Plan Commission had 18 and the Utility Commission had 8.
- City's Facebook page had 12 posts generating 30 shares and 50,409 impressions in March including 4,597 clicks and 1,670 link clicks. The page also gained 77 new followers for a total of 3,722.
- The City's Tourism Facebook page gained 10 new followers for a total of 1,033 in March. The page had 517 impressions.
- Attended a League of Wisconsin Municipalities communications webinar to learn more about the upcoming ADA media compliance in 2027.
- Code enforcement – followed up on erosion control, noise, property/neighbor disputes, and other complaints. Communicated/coordinated with other city staff
- Met with developer regarding possible expansion opportunities
- Researched impact of new planning and housing law
- Requested wetland delineation quotes for two properties involving city development
- Worked on 1149 W James Street feasibility project
- Updated existing land use layer in city GIS
- Coordinated a GIS presentation from Ruerkert and Mielke for multiple departments and discussed future GIS needs and 2027 budgeting
- Responded to many calls on potential permit projects related to fences, sheds, additions, etc.
- Processed permit for new commercial build in Robbins Creek Commerce Center