



Community Development Authority Meeting Agenda

Monday, June 16, 2025 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.](#) Minutes
- [2.](#) Financial Report
- [3.](#) Presentation and discussion regarding activity report

Unfinished Business

New Business

- [4.](#) Discussion and Possible Action Regarding Façade Grant Application for 116 W James Street – Holistic Life Chiropractic
5. Discussion regarding First Impression Visit to Dodgeville
- [6.](#) Discussion and possible action regarding the business, retention, and expansion program.
- [7.](#) Review by-laws.
8. Election of officers: Chair, Vice-Chair, Treasurer, Secretary
9. Convene to Closed Session per 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically regarding 103 N. Ludington Street.
10. Any action deemed necessary from closed session.
11. Reconvene in open session.

Other Reports

Adjourn

MINUTES
COMMUNITY DEVELOPMENT AUTHORITY
APRIL 21, 2025

Members Present: Meyers, Lawson, Meier, Hackman, Weinberger

Staff present: Kornmann, Bennett

The meeting was called to order at 6:36 pm.

It was confirmed that the meeting was properly noticed.

The roll was called and a quorum present.

Motion to approve the agenda by Weinberger, second by Lawson. Motion carried.

Meier moved to approve the consent agenda. Second by Weinberger. Motion carried.

First Impressions Program. Pat Malone from UW Extension described the community assessment program and its requirements. She noted that Dodgeville, WI would be our partner city. Motion by Lawson, second by Meier to approve CDA's commitment to participating in the First Impressions program. Motion carried.

WEDC Update. Kornmann updated CDA on the small business development grant submitted last September. Nineteen applications were approved out of 70 applications. The pool was very competitive.

Façade grant. Jensen funeral home submitted their application requesting \$540.66. The application meets the requirements. Motion by Lawson, second by Meier, to approve the façade grant in an amount not to exceed \$540.66. Motion carried.

Review of outstanding loans at 140 N. Dickison Blvd. Existing loans were reviewed and it was expected they would be repaid in full.

Other reports. Mike Kornmann updated CDA on Project Farwell and the City's response to the RFI (request for information) from Madison Regional Economic Partnership and WEDC. The potential employer could bring in 50 to 100 jobs on a property located in Gateway Business Park. The business is looking to close on a property third quarter of 2025. They are looking at sites in southeast, WI and the western Wisconsin I-94 corridor.

Motion by Meier/second by Weinberger to adjourn at 7:38 pm. Motion carried.

CITY OF COLUMBUS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2025

Item #2.

COMMUNITY DEVELOPMENT AUTHORIT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
INTERGOVERNMENTAL AIDS						
205-421000-000	CDA; CONTRIBUTION FROM CITY	.00	.00	41,400.00	(41,400.00)	.00
205-421000-400	CDA; CONTR FROM ROOM TAX FD	.00	.00	13,500.00	(13,500.00)	.00
205-421240-000	CDA; TIF #4 CONTRIBUTION	.00	.00	8,500.00	(8,500.00)	.00
205-421245-000	CDA; TIF#5 CONTRIBUTION	.00	.00	8,500.00	(8,500.00)	.00
205-421246-000	CDA; TIF #6 CONTRIBUTION	.00	.00	8,500.00	(8,500.00)	.00
TOTAL INTERGOVERNMENTAL AIDS		.00	.00	80,400.00	(80,400.00)	.00
OTHER FINANCING SOURCES						
205-484810-000	CDA; MISC. INCOME/REVENUES	.00	119.68	200.00	(80.32)	59.84
205-484820-000	CDA; INTEREST ON INVESTMENTS	.00	458.20	3,100.00	(2,641.80)	14.78
TOTAL OTHER FINANCING SOURCES		.00	577.88	3,300.00	(2,722.12)	17.51
TOTAL FUND REVENUE		.00	577.88	83,700.00	(83,122.12)	.69

CITY OF COLUMBUS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2025

Item #2.

COMMUNITY DEVELOPMENT AUTHORIT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
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CDA; PERSONNEL

205-560000-111	CDA; DIRECTOR	1,000.28	8,682.13	26,007.53	17,325.40	33.38
205-560000-151	CDA; SOCIAL SECURITY	73.60	565.22	1,989.58	1,424.36	28.41
205-560000-152	CDA; RETIREMENT	69.52	533.88	1,807.52	1,273.64	29.54
205-560000-154	CDA; HEALTH,DENTAL,VISION INS	195.77	1,507.43	4,886.01	3,378.58	30.85
205-560000-155	CDA; LIFE INSURANCE	7.42	27.45	21.65	(5.80)	126.79
205-560000-156	CDA; LONG TERM DISABILITY	7.15	26.45	91.03	64.58	29.06
TOTAL CDA; PERSONNEL		1,353.74	11,342.56	34,803.32	23,460.76	32.59

PROFESSIONAL SERVICES

205-561000-219	CDA; PROFESSIONAL FEES	.00	215.00	2,200.00	1,985.00	9.77
205-561000-311	CDA; POSTAGE	.00	.00	200.00	200.00	.00
205-561000-312	CDA; OP SUPPLIES & EXPENSES	.00	1.51	250.00	248.49	.60
205-561000-318	CDA; MARKETING & ADVERTISING	.00	.00	7,500.00	7,500.00	.00
205-561000-319	CDA; FACADE IMPROVEMENT PRGM	.00	.00	32,500.00	32,500.00	.00
205-561000-332	CDA; MILEAGE & EXPENSES	.00	426.28	1,500.00	1,073.72	28.42
205-561000-333	CDA; EDUCATION/TRAINING	.00	544.95	2,000.00	1,455.05	27.25
205-561000-334	CDA; MEMBERSHIP DUES	.00	100.00	700.00	600.00	14.29
205-561000-346	CDA; WEBSITE SUPPORT/DESIGN	.00	878.49	2,000.00	1,121.51	43.92
TOTAL PROFESSIONAL SERVICES		.00	2,166.23	48,850.00	46,683.77	4.43

TOTAL FUND EXPENDITURES	1,353.74	13,508.79	83,653.32	70,144.53	16.15
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NET REVENUES OVER EXPENDITURES	(1,353.74)	(12,930.91)	46.68	(153,266.65)	(8.44)
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May 2025 Monthly Activity Report

Department of Community & Economic Development

Economic Development and Tourism

- Through CDA, First Impressions program community assessment and marketing program is being implemented with Dodgeville, WI in June. UWEX is assisting with the program.
- Several facade grants have been approved this year between \$500 and \$5,100. All in downtown. Two grant applications have been received in May.
- The Tourism Commission will review 9 applications for its reimbursement funding grant focusing on events, development, and marketing. Staff met with 6 organizations for pre-application meetings. The applications will be reviewed and scored, and organizations will send a final report to receive reimbursement.
- Held meeting with potential small data center business.
- Met with the new intern and discussed economic development marketing project.
- David Bennett attended the Downtown Wisconsin Conference in Beloit.

Planning, Zoning, and Building Inspections

- Zoning Re-write – Pre-project activities were conducted including gathering current plans, codes and GIS. Staff kick off meeting coming up first week of June.
- Zoning Map Amendments, CUP, others. Plan Commission reviewed property maintenance ordinance related to grass and recreational vehicle storage. Staff research for June meeting.
- On-line Permitting System continues to move forward. We are learning the back end of the software. The online payment module is moving forward with other City Hall staff in training.
- City Hall Local Designation– The public hearing has been set for June 25th to locally designate City Hall as a historic structure.
- Site Plan review letters sent out to Prairie Ridge Health, Estes, and Zion Lutheran Church
- Responding to inquiries for development (residential and commercial)
- Responding to inquiries regarding zoning and permitting
- Training regarding the payment side of on-line permit software
- Building and Zoning Permits Issued and/or Pending (Year To Date)
 - Year-to-date Zoning Permits Issued: 31
 - Year-To-Date Building Permits Issued: 62

Historic Preservation

- HLPC is currently in process to locally designate City Hall as a historic property. The designation application has been approved, and a preliminary hearing has been held. A public hearing is scheduled for June 5, 2025, with possible action taken.
- HLPC will be hosting its Summer Concert series in June, July, and August again this year.
- Staff is working with DPW to place markers of an existing historic district
- Staff is working with HLPC to right size a smaller scope for the remodeling of the Resthaven building.



Agenda Item Report

Meeting Type: Community Development Authority

Meeting Date: May 19, 2025

Item Title: Discussion and Possible Action Regarding Façade Grant Application for 116 W James Street – Holistic Life Chiropractic

Submitted By: David Bennett, Communications & Economic Development Coordinator

Detailed Description of Subject Matter:

The application has been reviewed, and the applicant meets all the requirements. The funds area available is in the Façade Grant line item. To-date, \$11,540.66 have been awarded. The budgeted amount in 2025 for façade grants is \$32,500.

List all Supporting Documentation Attached:

Façade Grant Application

Action Requested of the Council:

Approve the façade grant request for the requested amount of \$3,836.84

COMMUNITY DEVELOPMENT AUTHORITY (CDA)

Item #4.

City of Columbus**Façade Improvement Grant Application**

The Columbus Façade Improvement Grant Program provides funding for eligible façade improvement, signage or awning projects for commercial properties located within the City of Columbus.

Applicant: Janel & Michael Voelker Property Address: 116 W. James St.
Business Name: Holistic Life Chiropractic Parcel Number: 1121133
Phone: 207-615-9632 Project Start Date: ASAP
E-mail: janel_frey@hotmail.com Project Completion Date: ASAP

Project Summary (write see attached if necessary):

We will be placing new awnings over the windows & doors, as well as advertising banners. We were able to secure the frames previously used for awning, so we just need to recover them.

Total Project Cost: \$ 7,673.48

Total Grant Funds Requested: \$ 3,836.84

Other Sources of Funds:

We will be covering the remainder from our business.

I CERTIFY that all information in this application is true and complete to the best of my/our knowledge.

Janel Voelker
Applicant Signature

JANEL VOELKER
Print Name

4/22/2025
Date

Required Attachments

1. Project Plans that identifies the work to be completed. The project plan should include building plans, specifications and bids received for the project.
2. Submit photos of building before and after work has been completed. — we are in the process of redesigning our logo, so the banners are not accurate in the rendering.
3. Renderings or Building Elevations of the proposed project.
4. Commitments for all funding sources.

They will list: Chiropractic
our services
& have our new logo.
• Nutrition
• Massage
• Boutique



QUOTE Q18444

"Holistic Life Chiropractic"

April 15, 2025

Prepared by Dan School
school@barabooawning.com

Baraboo Awning

1111 Walnut Street

PO Box 57

Baraboo, WI 53913

phone (608) 356-8303

fax (608) 356-0140

www.BarabooAwning.com

Item #4.

Bill To

Janell Voelker
Holistic Life Chiropractic
116 W James Street
Columbus, WI 53925

Billing Contact

Janell Voelker
Holistic Life Chiropractic
volkermike@yahoo.com
cell (207) 615-9632

Installation Address

116 W James Street
Columbus, WI 53925

Qty	Description	Price
8	Recover : Fabricate and install new fabrics onto existing awning frames. The new fabric will be black with gold trim. The new fabrics will be stretched onto the existing frames and the awnings will be installed by others.	\$4,744.00 (\$593.00 ea)
8	Commercial Install : Install the 8 awnings onto the building. Price includes lift rental and installation of all 8 awnings.	\$1,864.00 (\$233.00 ea)
2	Misc. (Banners) : Fabricate 2 Woven Acrylic Banners. The banners will have a pocket top and bottom to fit over existing posts. Price includes graphics on both sides of each banner. Price does not include installation. (Install if done with awnings will be \$42.00 each). + 184.00 to total	\$586.00 (\$293.00 ea)
Notes		Subtotal \$7,194.00 5.5% Tax \$395.67 Total \$7,589.67
50% Deposit		due at time of order \$3,794.84
50% Balance		due upon completion \$3,794.83

Terms and Conditions

All material is warranted to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

APPLICABLE SALES TAX WILL BE ADDED TO PROPOSAL PRICE

ACCEPTANCE OF PROPOSAL - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Note: This proposal may be withdrawn by us if not accepted within 30 days. Interest will be charged on late payments at the rate of 12% per annum.

Approved By:

on April 15, 2025

Banners
H-77"
D-20"

W-43"
H-32"
D-30"

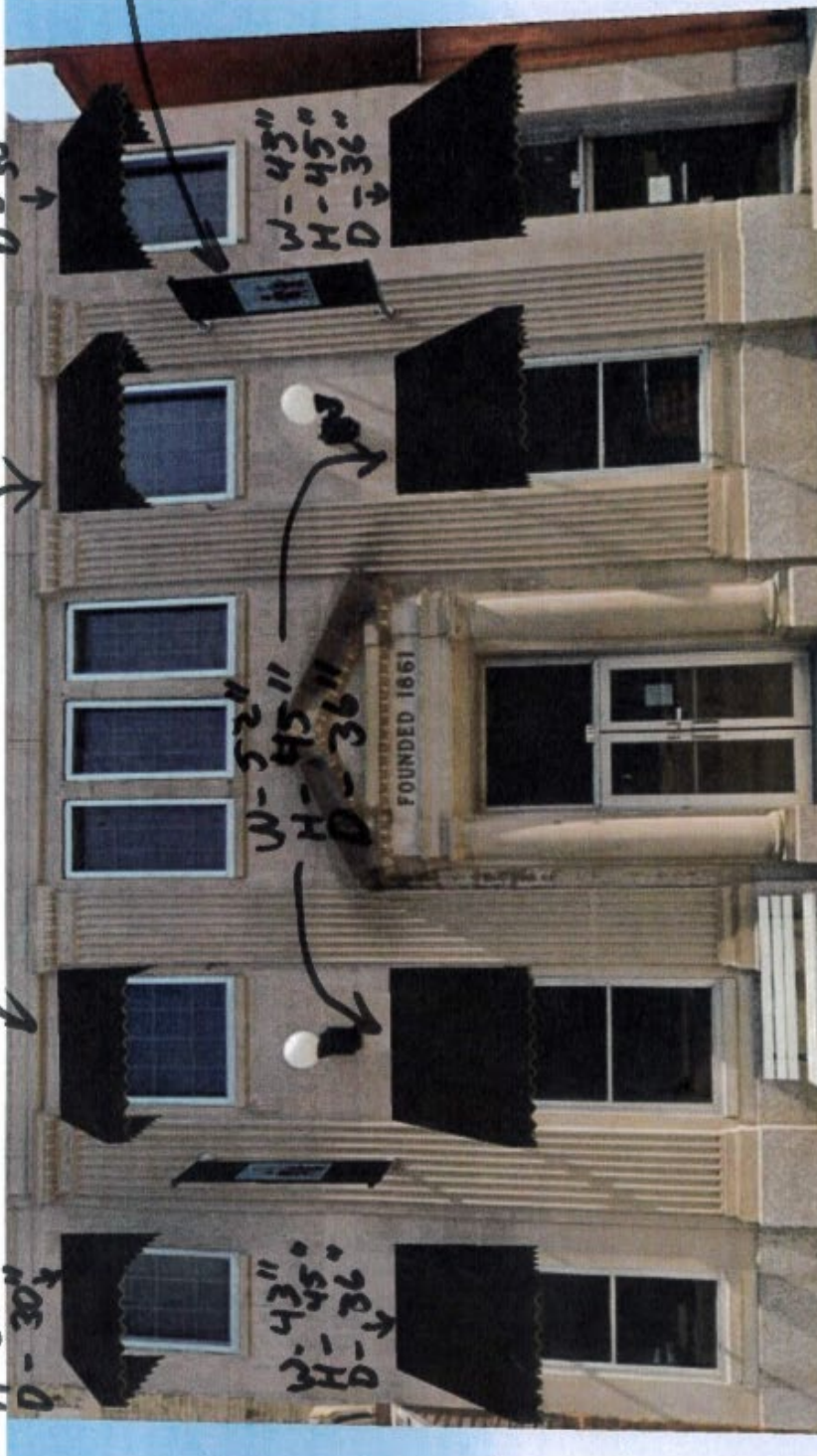
W-43"
H-45"
D-36"

W-52"
H-32"
D-30"

W-52"
H-45"
D-36"

W-43"
H-32"
D-30"

W-43"
H-45"
D-36"



Baraboo Awning 1111 Walnut Street, PO Box 87 Baraboo, WI 53913 PH 608-325-8303 Fax 608-325-6140 info@barabooawning.com www.BarabooAwning.com	Client Holistic Life Chiropractic Client Address 116 W James Street Columbus, WI	Date Revision Number Revision Date 	Notes Black Fabric Gold Braid 2 Banners Designer Don School	Project Manager Don School
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This rendering is an original design created by Baraboo Awning, Inc. It must not be released, used or copied unless applicable fee has been paid or agreement placed. All sizes, dimensions and colors are illustrations for clients' conception of the project and are not to be understood as being exact size or exact scale.

Holistic Life Chiropractic Rend.jpg

All Dimensions For Awnings
are W= Width, H= Height and D= Depth

Item #4.



HOLISTIC LIFE

— CHIROPRACTIC & WELLNESS —



THIS RENDERING IS AN ORIGINAL DESIGN
 CREATED BY BARABOO AWNING, INC. IT MUST
 NOT BE RELEASED, USED OR REPRODUCED
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 AWNING, INC. SCALE

Item #4.

<p>Baraboo Awning 1111 Walnut Street PO Box 57 Baraboo, WI 53913 8-356-8303 Fax 608-356-6140 info@BarabooAwning.com www.BarabooAwning.com</p>	<p>Client Holistic Life Chiropractic</p> <p>Client Address 116 W James Street Columbus, WI</p>	<p>Date</p> <p>Revision Number</p> <p>Revision Date</p>	<p>Notes Black Fabric Gold Braid 2 Banners</p> <p>Designer <i>Don School</i></p> <p>Project Manager <i>Don School</i></p>
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Façade Grant Awards 2025**Update May 13, 2025****2025 Budget for Façade Grants is: \$32,500**

- | | |
|---------------------------------|------------|
| 1. 133 N Ludington; Greg Dagnon | \$5,081.00 |
| 2. Columbus Historical Society | \$5,080.89 |
| 3. Odd Fellows | \$1,107.75 |
| 4. Jensen Funeral Home | \$ 540.66 |

\$ 11,789.30

May 2025

WHO BENEFITS FROM A BUSINESS RETENTION AND EXPANSION PROGRAM?



Businesses benefit from community support to solve problems that would cause them to fail, close or move away



People benefit from having local job opportunities... choices among a range of employers, types of jobs and industries... and local access to shopping and services



The community benefits from a stable tax base, business civic engagement, vitality and local pride

The objectives of the program are:

- To demonstrate support for local businesses
- To help solve immediate business concerns.
- To increase local businesses' ability to compete in the global economy
- To build community capacity to sustain growth and development.

Business Visit Team:

- Matt Amundson, City Administrator
- Mike Kornmann, Director of Community and Economic Development
- Mayor
- Other staff including Utility Director and Director of Public Works.

One or

more members will meet with businesses on the annual visit list.

Priorities:

The primary goal of the program in 2024-2026 will be to establish relationships with the businesses and understand some of the near-term needs. Phase two of the program in 2026-2028 will include more formal surveys and analysis of the local areas economic market and business climate. Types of analysis can be any of the following: market studies, cluster analysis, and others. While these are two distinct phases, the approach of "meet/assess/respond" will be the general approach to any business visit. Targeted businesses in 2025 will be major employers and downtown businesses. Businesses also include any property owners that lease their properties or may be interested in selling their properties.

The City will also create a business list of contacts and follow up with businesses after a visit.

2025 Business Visit List:

Prairie Ridge Health Care, Vita Plus, Roberts Manufacturing, Lyco, Fluid Quip, Fromm, American Packaging Company (APC), Columbus School District, Duffy Fleet, GAR Plastics, Drexel, Auburn Ridge, Eggerts Imprints, QOC Innovations, Therm-All, Vesta Technologies, Enerpac.

COMMUNITY DEVELOPMENT AUTHORITY OF THE CITY OF COLUMBUS, WISCONSIN

By-Laws and Rules of Procedure

1. NAME AND OFFICE

The name of the Authority shall be the Community Development Authority (the Authority). The principal office of the Authority shall be located with the City of Columbus (the City), City Hall currently located at 105 N. Dickason Blvd., Columbus, WI.

2. GENERAL RULES BY STATUTE, ORDINANCE OR RESOLUTION

The Authority shall be governed and controlled by Statutes of the State of Wisconsin, and as such statutes may hereafter be amended; by all ordinances of the City as they relate to the Authority, and as such ordinances may hereafter be amended; by the ordinance creating the Authority; and by the rules of procedure contained herein. All provisions of the Wisconsin Statutes and all ordinances or resolutions of the City as may be enacted from time to time shall take precedence over these by-laws and rules of procedure.

3. GENERAL POWERS AND DUTIES

The Authority shall exercise all powers conferred and perform all duties imposed by state and local ordinance of the City and shall perform such further and other duties as may properly be required from time to time by the City Council (the Council).

Specific action related to the following powers shall be subject to review and approval by the Council:

- Acquisition of land, buildings and equipment;
- Sell, lease, encumber or retain and manage property acquired;
- Issuance of debt or ability to borrow funds;
- Invest funds;
- Hiring of staff or consultants;
- Expenditure of funds in excess of \$10,000;
- Expenditure of any funds not designated in the Authorities budget;
- Amendments, deletions or additions to the by-laws;

- Preparation of annual budget to be presented to the Council for final approval;
- Oversight of the business appreciation awards and event.

4. COMMISSIONERS

Appointment and Tenure. The City of Columbus Mayor (the Mayor) shall, with the confirmation of the Council, appoint seven (7) resident persons having sufficient ability and experience in the fields of urban renewal, community development and housing, as commissioners of the Authority. Terms of commissioners shall be as follows:

1. Two (2) of the commissioners shall be members of the Council and shall serve during their term of office as Council members.
2. The first appointments of the five (5) non-council members shall be for the following terms: two (2) for one year and one each for terms of two (2), three (3) and four (4) years. Thereafter, the terms of non-council members shall be four (4) years and shall continue thereafter until their successors are appointed and qualified.

Vacancies. Vacancies in the office of commissioner shall be filled for the unexpired term in the same manner as regular appointments are made.

5. OFFICERS AND THEIR DUTIES

Chairperson. The Authority shall annually elect a chairperson from among its commissioners at the first meeting of the Authority held on or after May 1 of each year. The chairperson shall preside at all meetings of the Authority and, except as otherwise authorized by resolution of the Authority or as otherwise provided in these by-laws, shall sign all contracts, deeds, and other instruments made by the Authority as appropriate; shall have the right to vote and make motions; shall rule on matters of procedure, subject to appeals of such rulings by proper motion; shall conduct the meetings in accordance with Wisconsin Statutes and within the rules contained herein; shall have such powers and duties as may be necessary to conduct orderly meetings; and shall have such other powers and duties as herein assigned, or as may be assigned by the Council.

Vice-Chairperson. The Authority shall annually elect a vice-chairperson from among its commissioners at the first meeting of the Authority held on or after May 1 of each year. The vice-chairperson shall perform the duties of the chairperson in the absence or incapacity of the chairperson; and in case of the resignation or death

of the chairperson, the vice-chairperson shall perform such duties as are imposed on the chairperson, until such time as the Authority shall select a new chairperson.

Treasurer. The Authority shall annually elect a treasurer from among its commissioners at the first meeting of the Authority held on or after May 1 of each year. The City Finance Director shall be responsible for recording the financial dealings of the Authority. The treasurer shall partner with the City Finance Director to review and present a record of financial dealings to the Authority.

Secretary. The Authority shall annually elect a secretary from among its commissioners at the first meeting of the Authority held on or after May 1 of each year. The Secretary of the CDA shall record the meeting minutes, as well as partner with designated City staff to ensure the following responsibilities are properly completed: file applications, request all documents directed to the CDA; to publish or mail, all notices and advertisements required by law or as directed by the CDA; to prepare meeting materials, a summary statement of the nature of each item on said agenda.

6. PURPOSE STATEMENT

The purpose of the Authority shall be to undertake projects, including but not limited to, property acquisition and land banking, blight elimination and redevelopment in the City. All projects relating to blight elimination, slum clearance, urban renewal and redevelopment programs shall proceed under §§66.1105, 66.1301 to 66.1329, 66.1331, 66.1333 or 66.1337 of the Wisconsin Statutes as determined appropriate by the Council on a project-by-project basis.

Thus, encouraging a well-planned, integrated, stable and healthful City. The above purpose statement will enable the City to provide wholesome homes, a decent living environment and adequate places of employment to City residents.

Other Committees. The Authority may develop and select persons to serve on new divisions or committees in the future to work on specific issues and goals of the Authority.

7. AGENDAS

The designated City staff shall prepare the meeting agenda with direction from the chairperson. Additionally, two commissioners other than the chairperson may set agenda items by providing such information to the chairperson. An item may be added to the proposed agenda if two commissioners support its addition.

8. MEETINGS

Regular Meetings. Regular meetings shall be held by the Authority monthly. Notice of a regular meeting shall be given by announcement thereof at any preceding regular meeting, or by written or telephone notice to all commissioners not present at any regular meeting in which the subsequent regular meeting is scheduled, or by written or telephone notice to all commissioners if a subsequent regular meeting is scheduled outside of a regular meeting, not less than 24 hours before the time fixed for such meeting.

Special Meetings. Special meetings may be called by the chairperson whenever in his or her judgment such a meeting is necessary, or whenever he or she is requested to do so by at least three (3) commissioners of the Authority. Such request may be made orally. Notice of a special meeting shall be given by announcement thereof at any regular meeting, or by written or telephone notice to all commissioners not present at any regular meeting in which a special meeting is discussed, or by written or telephone notice to all commissioners if a special meeting is scheduled outside of a regular meeting, not less than 24 hours before the time fixed for such meeting. Any business which could be conducted at a regular meeting may be conducted at a special meeting, but only business related to the purpose of the special meeting described in the notice for the meeting may be taken up at a special meeting.

Wisconsin Open Meetings Law. Meetings of the Authority shall be held in compliance with the Wisconsin Open Meetings Law, Wis. Stat. §§ 19.81-19.98.

Quorum. A quorum for all meetings shall consist of four (4) commissioners. The presiding chairperson shall be included in the count.

Order of Business. The order of business at all meetings, regular or special, unless varied by a suspension of rules agreed to by a majority of the commissioners of the Authority, shall be as follows:

- Call to order
- Determination of quorum
- Notice of posted meeting
- Approval of agenda
- Approval of previous meeting minutes
- Citizen comments
- Financial reports
- Public Hearings
- Unfinished business
- New business

- Adjournment

The general rules of procedure of the Authority shall be governed by Robert Rules of Order where no specific statute, law or ordinance controls.

9. VOTING

Provided a quorum is present, and except as otherwise provided by law or these rules, the affirmative vote of a majority of the commissioners present shall be required to decide any matter up for consideration.

If any commissioner disqualifies himself or herself from voting on any matter, such commissioner shall nonetheless be counted in determining whether a quorum is present, but such disqualification shall not decrease the number of votes required for passage of any motion, resolution, or the taking of any other action.

10. PUBLIC HEARINGS

The order of business for holding public hearings shall be as follows:

- 1) A brief statement by the designated City employee as to the nature of the request and the way notice was given.
- 2) Presentation by the applicant or petitioner.
- 3) Presentation by Authority commissioner(s), if applicable.
- 4) Statements of persons present and wishing to speak in favor of, or in opposition to, the application or petition.
- 5) Closing of hearing, or, if necessary, adjourning the hearing to a future date.

Conduct of Public Hearings. The presiding chairperson shall announce immediately prior to each public hearing that no one will be heard unless the person states his or her name and address for the record. The presiding chairperson shall briefly explain the order of business and may announce that each person's statement shall be limited to a specific amount of time. The presiding chairperson shall have the authority to terminate comments when the speaker's time has elapsed, or in the event of unnecessary repetition, or in the event the statement is not material or germane. The Authority may modify the order of business or the rules for a public hearing at its discretion.

Withdrawal of Application. At any time prior to a motion to grant or refuse a request, application, or petition, the applicant may withdraw the request, application, or petition. Such withdrawal shall not entitle the applicant to a refund of any filing or publication fee which may have been paid.

11. BUDGET

An annual budget shall be prepared by the Authority at the regular September Meeting of the Authority. The budget shall be subject to final approval by the Council in time to be reviewed in conjunction with the Cities annual budgeting process.

12. AMENDMENT TO RULES.

These rules may be amended from time to time upon a concurring vote of a majority of all commissioners of the Authority and upon approval of the Council. After adoption of the By-Laws and Rules of Procedure, including subsequent amendments, the By-Laws and Rules of Procedure shall be effective upon filing with the City Clerk.

Adopted at a regular meeting of the City of Columbus Community Development Authority on the 19th day of July, 2021.

Sarah Motiff Chairperson, City of Columbus Community Development Authority

Submitted and approved at a regular meeting of City of Columbus Council on the 21st day of September, 2021.

Mary Arnold, Mayor, City of Columbus