



Community Development Authority Meeting Agenda

Monday, September 21, 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 façade program requirements and application process
3. Consider and take action regarding façade grant applications for Lyco Manufacturing and Abundance Accupuncture
4. Department Report Update

Future Agenda Items

Adjourn



Community Development Authority Meeting Minutes

Monday, August 17, 2026 at 6:30 PM

Columbus City Hall – 105 N. Dickason Boulevard

Call to Order

The meeting was called to order at 6:30pm by Meyers.

Determination of Quorum

A quorum of membership present consisted of Decker, Elling, Fuller, Hackman, Lawson, and Meyers. Staff liaisons Kornmann and Bennett were present.

Notice of Open Meeting

It was noted that the meeting was noticed according to law.

Approval of Agenda

Lawson motioned to approve the meeting agenda as presented; seconded by Elling. There was no discussion. The motion was passed by unanimous vote.

Consent Agenda

1. Approval of minutes

Lawson motioned to approve the meeting minutes with a correction of a typo at the Future Agenda Items from July 20, 2026; seconded by Elling. Decker asked about height limitations to be clarified. Kornmann noted that it would be maximum height for the zoning district. The motion was passed by unanimous vote.

Regular Business

2. Election of officers

Kornmann noted that the election was delayed from the previous meeting. Chair, Vice Chair, and Secretary/Treasurer positions will need to be filled. Lawson nominated Decker and Meyers for Chair; Meyers was elected Chair. Lawson nominated Decker for Vice Chair; Decker was elected Vice Chair. Decker nominated Hackmann for Secretary/Treasurer; Hackman was elected Secretary/Treasurer.

3. Staff update regarding the 2026 façade grant program

Bennett recapped the memo. Kaba's project had been delayed but intended to start in the Fall. MPs payment plan could be sped up if they present receipt that they would be paid in full if reimbursed. Photos of completed projects have been taken.

4. Consider and take action on the 2027 CDA budget

Kornmann noted that staff is currently learning new budgeting software and presented a draft budget for review. New revenues include contributions from Sewer and a request from the Cable Fund Balance along with a contribution from TID #5. Meyers asked about the Cable Fund use. Kornmann highlighted the approved recommendation from Council to use \$150,000 to demolish the building at 1149 W. James St. Expenditures noted salary and fringe costs, \$12,000 for a downtown plan. Kornmann noted \$20,000 of unused professional fees will rollover but could be

used in 2027. Elling asked about the CDA fund balance. Kornmann noted that fund balance use would need to be approved by Council. Lawson noted the Council perspective regarding budgeting. The façade grant is planned for an increase from \$32,500 to \$50,000 for 2027.

Kornmann highlighted a line item for proposed market study and prefers a hotel market study over a general marketing study due to potential support from local businesses and potential for future development in the near-term. Lawson preferred a broader study but noted possible setbacks of such study. Fuller favors a broad study but would like it to be targeted for attractions. Elling would like to have the budgeted amount and decide on details after Council approves the budget.

A property acquisition fund would be created with an initial plan to rollover the balance until it gets to \$150,000. Decker motions to approve the budget with the changes made; seconded by Elling. There was no additional discussion, and the motion was carried by unanimous vote. Staff will forward the updated budget to the Finance Department.

5. Department Report Update

Kornmann noted an uptick in building and zoning permits, learning new financial software, online permitting, new GIS software. Lawson noted that the new GIS mapping tool does not scale for mobile users. Kornmann also highlighted the new China Express for new signage. Decker noted the change in ownership for the Coffee Garage. Kornmann highlighted progress of the annexation for the properties containing Rhodes and Vita Plus so that both businesses can tap into the City's water and sewer and could possibility add benefits toward future development. Kornmann announced tours of the police, fire and city hall buildings on October 7, 2026. Kornmann noted that Lennar has at least 2 houses sold so far at the Cardinal Heights development.

Future Agenda Items

Kornmann noted that staff will be working on the downtown plan. Lawson asked about receiving updates for the 1149 W. James St. property. Elling asked for a budget update when available.

Adjourn

Decker motioned to adjourn the meeting; seconded by Fuller. There was no discussion. The motion was passed by unanimous vote. The meeting was adjourned at 7:44pm.

** 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: September 21, 2026

Item Title: Façade program requirements and application update

Submitted By: Mike Kornmann, Director of Community Development Director

Detailed Description of Subject Matter:

In 2026, implementation of the façade program was implemented as previously discussed with the application period beginning at the January 2026 CDA meeting. The annual amount funded was allocated and an additional request from the City Council was made to use some of the CDA fund balance to fund additional projects totaling \$28,140. Council approved that request, and the current CDA fund balance is \$64,599. After that approval other applications came in and applicants were notified that funds were exhausted for 2026 and that funds were likely to be available in 2027. Two of those applicants said they would apply in 2027. The other two are on this agenda for your consideration.

2026 Façade grant update:

- Loppnow project very close to complete
- Kaba Bah project will begin in early October.
- MP's reimbursement on hold (project complete)
- Dagnon awning – Project complete and reimbursement complete

The attached document is for consideration to further confirm the timelines and procedures you want to have in place for this program.

List all Supporting Documentation Attached:

- Draft revision to program requirements and application timeline

Action Requested: CDA direction on timing and reviewing of façade grant applications to be document in the program requirements document.

City of Columbus Façade Improvement Grant Requirements

The façade grant program is a reimbursable grant program for commercial, industrial, and mixed-use properties in the City of Columbus. The program has the following requirements.

1. Façade Improvement Grants
 - a. Must leverage \$1 of private funds for \$1 requested with a maximum of \$25,000 per project.
 - b. Eligible Activities for the Façade Improvement Grant:
 - i. Repair/replacement of the original building's materials and decorative details.
 - ii. Cleaning of exterior building surfaces.
 - iii. Tuck pointing and masonry repair.
 - iv. Painting of exterior building surfaces
 - v. Repair/replacement or addition of entrances, doors, display windows, transoms, or windows.
 - vi. Replacement of existing signs and awnings.
 - vii. New signage and awnings.
 - viii. Permanent exterior lighting.
 - c. Temporary or Portable signs are not eligible for sign grants
 - d. Signs must be for Business Identification
2. Any property within the City of Columbus zoned ~~CBD, B-2, B-3 or I-1~~ in a commercial or industrial zoning district.
- 2-3. All properties in the downtown zoning district shall comply with design review requirements approved by the appropriate authority listed in chapter 114 of the municipal code.
- 3-4. Each building will qualify for consideration of a façade grant once a calendar year.
- 4-5. All completed applications will be reviewed upon submission and at the discretion of the CDA. The funds will be distributed on a 'first come, first serve' basis beginning at the first meeting of the calendar year. When all funds for the program have been allocated for that fiscal/program year, applications will not be reviewed or considered until the following program year.
- 5-6. Applications shall be submitted and approved by CDA prior to any work commencing on a project to be eligible for grant request.
- 6-7. The project must be visible from the public right of way.
- 7-8. Projects are encouraged to obtain two or more bids.
- 8-9. All proposed improvements must comply with all applicable Wisconsin State Statutes and Columbus Municipal Code and the applicant must obtain all necessary permits.
- 9-10. Grants will not be awarded to Tax Delinquent Properties.
- 10-11. Projects must be completed within twelve (12) months after the CDA Approval. Completion means the project has been completed as submitted in the application or defined in the grant agreement. Financial documents and proof of project payment for reimbursement must also be submitted in the twelve-month period. Grantees may request up to a six-month extension from the CDA.
- 11-12. Grant awardees must sign a grant award agreement.

City of Columbus Façade Improvement Grant Requirements

Façade Grant Program Process and Application Timelines

- Annually, the first review of façade application is at CDA's first meeting of the calendar year (third Monday of January). Application will be accepted for this meeting beginning December 15 (approximately 30 days prior to the meeting).
- Applications will continue to be accepted and reviewed by staff/CDA as long as funding is available for that fiscal year.
- Applications submitted after the exhaustion of annual funding will be notified and encouraged to re-apply for the following calendar year.

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1. Application Submittal
 - a. A pre-application meeting with city staff is encouraged.
 - b. Applicant shall submit a signed copy of grant application.
 - c. Applicant shall submit all required attachments with the application.
 - d. Only on-line applications are accepted. See city web site.
2. Review Process
 - a. Internal Staff Review and confirmation annual funds are available.
 - b. Community Development Authority ~~r~~Review and possible aApproval
3. Applicant signs grant award agreement. Applicant obtains relevant permits and completes the project
 - a. Applicant has 12 months from date of approval to complete the project.
4. Payment Process
 - a. Applicant submits proof of payment for eligible activities to the program administrator.
 - b. Program Administrator will verify that the project was completed as proposed.
 - c. Program funds will be disbursed when project invoices or receipts have been submitted to the program administrator.



Agenda Item Report

Meeting Type: Community Development Authority

Meeting Date: September 21, 2026

Item Title: Consider and take action regarding façade grant applications for Abundance Acupuncture and Lyco Manufacturing

Submitted By: David Bennett, Communications & Economic Development Coordinator

Detailed Description of Subject Matter:

CDA has exhausted its 2026 budget for the façade grant program during the initial round of applications. The Council had approved up to \$60,639.75 at its March 3rd meeting which had to use \$28,139.75 from the CDA fund balance as the awards exceeded the \$32,500 budgeted amount.

Staff have received 2 applications since, and a third was rescinded for 2027. Both new applications have been advised to apply for 2027 grant window due to exhausted funds in 2026.

At the request of a CDA member, the following applications have been brought for review:

- Abundance Acupuncture - \$10,894.38
- Lyco Manufacturing - \$25,000

If the CDA would like to award the 2 applicants, it will have to use its fund balance and make a recommendation to Council for approval. The CDA fund balance would have \$28,705 remaining if approved.

Staff would recommend denying the applications and allow the applicants to reapply for 2027.

List all Supporting Documentation Attached:

- Abundance Acupuncture façade grant application and materials
- Lyco façade grant application and materials

Action Requested of the CDA:

Allow the applicants to apply for the 2027 grant period and deny the applications for 2026 and direct staff not to accept any more applications for 2026.

Strategic Plan Objective:



Online Form Submittal: Facade Grant

From noreply@civicplus.com <noreply@civicplus.com>

Date Tue 5/12/2026 11:44 AM

To David Bennett <dbennett@columbuswi.gov>; Mike Kornmann <MKornmann@columbuswi.gov>

Facade Grant

Applicant Name	David Milbradt
Property Address	126 N Dickason Blvd
Business Name	Abundance Acupuncture Inc
Parcel Number	11211 42
Phone Number	9202102008
Project Start Date	5-18-2026
Email	david@abundance-a.com
Project End Date	6-5-2026
Project Summary (upload files if necessary)	Masonry restoration on North and South side of building at 126 N Dickason Blvd. Cut out and replace bricks and grind out and re-mortar where needed.
Total Project Cost	\$21,788.76
Total Grant Funds Requested	\$10,894.38
Other Sources of Funds (upload files if necessary)	Other funds from personal savings.
Upload Files	Estimate_2123_from_Daizy_Sweeps_Inc.pdf
Certification	I CERTIFY that I understand the program requirements and all information in this application is true and complete to the best of my/our knowledge
E-Signature (type your name)	David Milbradt
Date	5-12-2026

ESTIMATE

Daizy Sweeps Inc

W11007 State Road 16 and 60
Columbus, WI 53925

daizysweeps@daizysweeps.com
920-386-9563
<http://www.daizysweeps.com>



Bill to

Dave Milbrandt
Abundance Acupuncture
126 N Dickason Blvd
Columbus, WI 53925

Estimate details

Estimate no.: 2123
Estimate date: 02/10/2026
Expiration date: 03/10/2026

Product/service	Description	Qty	Rate	Amount
Lift Rental	Lift Rental & Insurance Per Week	2	\$1,850.00	\$3,700.00
Scaffolding Set Up	Scaffolding Set Up on North side roof with carpeting and boards under feet.	1	\$625.00	\$625.00

This is an estimate to do restoration on masonry on entire building. The scope of work is on north and south side of building. There are quite a few bricks that need to be cut out and replaced due to deep holes on faces of brick. If brick face isn't very deep the brick will stay. In all areas of mortar joints that have cracks in or missing they will need to be ground out and re mortared with a natural color restoration mortar. The parapet wall on North and South side of building have missing or broken caps. The south east side of wall near back wall will need to be rebuilt on top corner. We will use closest color as possible bricks where they get removed. The lower portion of wall on south side will be ground out the entire length of building to improve integrity of wall and keep moisture out.

The lift will be used on north wall as far it can reach on east and west ends of building. Where lift can't reach we will use scaffolding on flat roof on accountants building to repair wall. We will put carpets

and boards under feet of scaffolding to protect rubber roof.

The chimney will also be repaired and make sure there is a plate on top so no water enters.

The work that needs to be done will take approximately 2-3 weeks. All work is charged out on time and material. Work hours are 8-10 hours a day. Week will consist of 5 days unless we get delayed from rain. then we will work on Saturday.

Work will consist of 2 people unless we pull in more help if needed. Grinding blades, drill bits, mortar and sealant will be billed out on invoice. Labor hours will be billed out on how many hours either power washing, grinding, tuck pointing, setting up & moving scaffolding or cutting out brick. Hourly will be billed seperately for each person.

Hourly rate per person will be \$90. In hourly price is the use of tools to get work done.

Hours will be calculated and show daily hours.

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Brick replacement	Cut out bad brick and replace with new. Closest match to existing.	50	\$25.00	\$1,250.00
Powerwash	Power wash all masonry on north and south wall. Power Washer and gas in rate	1	\$425.00	\$425.00
Mortar	Mortar Natural Color (Cost per bag) If more are needed there will be additional charges per bag	15	\$32.50	\$487.50
Misc Item	Diamond double Grinding Blades (If more are needed there will be additional charges)	5	\$88.00	\$440.00
Misc Item	Masonry Drill bits (If more are needed there will be additional charges)	6	\$10.21	\$61.26
Labor	Man Hours 2 weeks	80	\$185.00	\$14,800.00

The final ending balance is all determined on hours, material, bits and blades used to finish job. Price may go up and it may go down. IT all depends on how long job takes. This is time needed is unknown due to the severity and work proposed.

COST OF PARAPET WALL CAPS ARE UNKNOWN TILL BE MEASURE THEM AND FIND OUT WHAT SIZE THEY ARE.

Total

\$21,788.76

Note to customer

Thank you for the inquiry with Daizy Sweeps.

All work requires signed acceptance contract and signed estimate.

Expiry
date

03/10/2026

Work will not be started without down payment or other arrangements,

Item #3.

Accepted date

Accepted by



Outlook

Online Form Submittal: Facade Grant

From noreply@civicplus.com <noreply@civicplus.com>

Date Thu 9/3/2026 9:58 AM

To David Bennett <dbennett@columbuswi.gov>; Mike Kornmann <MKornmann@columbuswi.gov>

Facade Grant

Applicant Name	Brad Weber
Property Address	115 Commercial Drive
Business Name	Lyco Manufacturing, Inc.
Parcel Number	1111037
Phone Number	920-623-4152
Project Start Date	October 1, 2026
Email	brad.weber@lycomfg.com
Project End Date	October 31, 2026
Project Summary (upload files if necessary)	Building Exterior Improvements
Total Project Cost	\$249,622.00
Total Grant Funds Requested	\$25,000
Other Sources of Funds (upload files if necessary)	<i>Field not completed.</i>
Upload Files	Signed Proposal 09022026.pdf
Certification	I CERTIFY that I understand the program requirements and all information in this application is true and complete to the best of my/our knowledge
E-Signature (type your name)	Brad Weber
Date	9/3/2026

Email not displaying correctly? [View it in your browser.](#)

September 2, 2026

Brad Weber
Vice President - Operations
Lyco Manufacturing Inc.
115 Commercial Drive
Columbus, WI 53925

RE: Lyco Wainscot R2

Brad,

WDS Construction, Inc. is pleased to submit a proposal in the amount of **Two Hundred Forty-Nine Thousand Six Hundred Twenty-Two Dollars (\$249,622)** to install metal panel wainscoting around Lyco Manufacturing located at 115 Commercial Drive Columbus, WI 53925. Please see below for our scope of work, qualifications, and exclusions.

Scope of Work:

- Remove existing metal panels up to first girt around the building.
- Remove trim around overhead doors, man doors, windows, and miscellaneous that are at or below the first girt.
- Install new angle on bottom side of first girt and a new galvanized angle at the ground.
- Install new R-Panels with standard color up to the first girt.
- Install zee flashing where the old panels and new panels meet.
- Install inside and outside closure strips.
- Install new standard color trim around overhead doors, man doors, windows, and miscellaneous openings at or below the first girt.
- Install new door jamb wrap where damaged.
- Power washing entire building above the first girt.
- Install (3) new 16' wide x3' tall non operable windows
 - Cut existing wall panels for new windows.
 - Install red primed C channels in between girts to support the windows.
 - Install trim around the window.
 - We assume new window locations will be above the interior liner panel and either the top or bottom of the window openings will be at an existing girt.
 - Windows will be clear anodized, non operable storefront windows.
- Site cleanup.

General Qualifications:

- We do not include any costs associated with hidden conditions or unidentified obstructions.
- Proposal assumes non-union labor is acceptable.
- Proposal assumes construction will be completed during normal working hours.
- Assumes payment terms to be no greater than net 20 days. Please note proposal is valid for **10 days** due to the volatility of construction materials.
- We assume we can use Lyco's power and water for power washing.
- We assume Lyco will remove/relocate items through or next to wall as needed.

- We include standard metal panels colors. We do not include premium or custom colors.
- We assume the existing wall insulation is to remain. We do not include replacing.
- Please note that steel has been increasing monthly, so prices may increase depending on when the contract is signed and materials are ordered. We have included current prices.

Exclusions:

- Costs/responsibility associated with any delays beyond our control including but not limited to permitting, submittals, owner delays, and other items mentioned elsewhere in these qualifications.
- Design, engineering, drawings.
- Relocation of existing utilities.
- Bond.
- Builder's risk insurance or deductible.
- Building permit.
- Hazardous materials if found will be assessed.
- New trim around existing windows/openings above the first girt.
- Work behind walk in cooler.
- Painting.

We look forward to working with you on this project. Please contact me with any questions or concerns.

Sincerely,

WDS Construction, Inc. Special Services Division

Ryan Henning
Special Services Division Project Manager

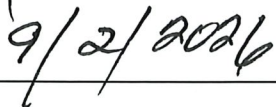
Cc: Brady Beekman
Special Services Division Project Manager

Cc: Charlie Vine
Director of Special Services Division

Signature: _____



Date Accepted: _____



Department of Community and Economic Development

Monthly Activity Report

AUGUST 2026

Permits issued year to date:

- Zoning / Misc. permits: 69
- Building permits: 140

Planning/Zoning/Permitting:

- Reviewed zoning rewrite documents. Reviewed draft performance standards and landscaping.
- Continued planning of Hwy 73 corridor
- Comp plan amendment in progress
- Completed housing survey with over 100 respondents
- Continue online permit refinement
- Permit routing (workflow) process in development. Formalizing permit upload process to Parcel folders. <https://www.cityofcolumbuswi.com/2357/Licenses-Permits> .
- Coordinated code enforcement activities

Development and Housing:

- Condo plat review in progress
- Coordinated Development Team meetings
- Met with several citizens regarding permits and zoning guidance
- Coordinated building inspection/enforcement issues with building inspection team
- Met with a national broker with interest in 1149 W. James St.

Media analytics:

- City website: 28,000 visits, 4,100 unique users
- City Facebook: 70,000 views, 35 new follows, 4,015 followers, 6,192 engagements
- City YouTube: 6 meetings filmed, average of 59 views
- Tourism website: 351 visits, 245 unique users
- Tourism Facebook: 614 views, 4 new follows, 1,058 followers, 39 engagements

Training and professional development/Miscellaneous items:

- Created 2027 budgets for the Department of Community and Economic Development
- Signed up for Fall Wisconsin Planning Conference

Misc: Provided documents for open records requests

Department of Community and Economic Development
Monthly Activity Report
AUGUST 2026

Item #4.