



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Minutes - Final Community Development Committee

Wednesday, January 14, 2026

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Chair Jones called the meeting to order at 4:30 p.m.

2. Pledge of Allegiance

3. Roll call of membership

Present: 5 - Jones, Lambrecht, Heffernan, Fenton and Meltzer

Others present:

Jed W. Engel, 1745 N. Superior Street

4. Approval of minutes from previous meeting

[26-0015](#)

CDC Minutes from 11-19-25

Attachments: [CDC Minutes 11-19-25.pdf](#)

Fenton moved, seconded by Lambrecht, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Jones, Lambrecht, Heffernan, Fenton and Meltzer

5. Public Hearing/Appearances

6. Action Items

[26-0016](#)

Request to approve amending the Offer to Purchase from Consolidated Construction Co., Inc., its successors or assigns, to extend the closing date to January 31, 2026 for Lot 41 in Southpoint Commerce Park Plat No. 4 (4041 East Endeavor Drive) (Tax Id #31-9-5800-04)

Attachments: [AmendmenttoOTP ConsolidatedConst Lot41SPCP MemotoCDC 1-14-26.pdf](#)
[0364 - Consolidated - SIGNED - OTP.pdf](#)
[SPCP 11 19 25.pdf](#)

Fenton moved, seconded by Lambrecht, that amending the Offer to Purchase from Consolidated Construction Co., Inc. be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Jones, Lambrecht, Heffernan, Fenton and Meltzer

[26-0024](#)

The Community Development Committee may go into closed session pursuant to State Statute §19.85(1)(e) for the purpose of discussing real estate negotiations regarding the potential sale of Lot 41 in Southpoint Commerce Park Plat No. 4 (4041 East Endeavor Drive) (Tax Id #31-9-5800-04) and then reconvene into open session

The Committee did not go into closed session.

[26-0055](#)

Request to approve amending the cost reimbursement agreement with Thrivent Financial for Lutherans to include an additional deposit of \$135,168.75, for a total of escrow deposit fee ceiling of \$235,168.75

Attachments: [Amendment to Thrivent Cost Reimbursement Memo to CDC 1-14-26.pdf](#)
[Thrivent - City Reimbursement Agreement - FULLY EXECUTED.pdf](#)

Fenton moved, seconded by Lambrecht, that amending the cost reimbursement agreement with Thrivent Financial for Lutherans be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Jones, Lambrecht, Heffernan, Fenton and Meltzer

7. Information Items

[26-0017](#)

Annual Updates to the Housing Affordability Report and the Housing Fee Report

Attachments: [StaffMemo_HousingAffordability&FeeReports2024_For01-14-26.pdf](#)
[FINAL_AppletonHousingAffordabilityReport 2024_wAppendices.pdf](#)
[FINAL_AppletonHousingFeeReport 2024_wAppendix.pdf](#)

This item was presented and discussed.

[26-0019](#)

Inspection Division Permit Summary Reports Ending 11-30-25 and
12-31-25

Attachments: [Inspections Permit Report November 2025.pdf](#)
 [Inspections Permit Report December 2025.pdf](#)

This item was presented and discussed.

8. Adjournment

**Fenton moved, seconded by Lambrecht, that the meeting be adjourned at 4:43
p.m. Roll Call. Motion carried by the following vote:**

Aye: 5 - Jones, Lambrecht, Heffernan, Fenton and Meltzer