



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appletonwi.gov](http://www.appletonwi.gov)

## Meeting Minutes - Final Community Development Committee

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Wednesday, January 14, 2026

4:30 PM

Council Chambers, 6th Floor

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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\\_1-1](#)  
[4-26.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