



City of Appleton

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

Meeting Minutes - Final Community Development Committee

Wednesday, February 25, 2026

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

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

2. Pledge of Allegiance

3. Roll call of membership

Present: 3 - Lambrecht, Fenton and Meltzer

Excused: 2 - Jones and Heffernan

Others present:

Chris Cool, 1609 N. Outagamie Street

Jed Engel, 1745 N. Superior Street

4. Approval of minutes from previous meeting

[26-0207](#)

CDC Minutes from 1-14-26

Attachments: [CDC Minutes 1-14-26.pdf](#)

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

Aye: 3 - Lambrecht, Fenton and Meltzer

Excused: 2 - Jones and Heffernan

5. Public Hearing/Appearances

[26-0208](#)

Community Development Block Grant (CDBG) Notice of Funding Available and Community Needs for the 2026 Program Year (4/1/26 - 3/31/27) (Associated with Action Item #26-0209)

Attachments: [Funding Available Community Needs Public Hearing Notice For 2-25-26 CDC.pdf](#)

This public hearing was held and no one spoke.

This public hearing was held, and no one spoke on the item.

6. Action Items

[26-0209](#)

Request to approve the Preliminary 2026-2027PY (Program Year) Community Development Block Grant (CDBG) Community Partner Allocations as specified in the attached documents

Attachments: [CDBG External Allocations Advisory Board Prelim Rec Memo to CDC 2-25-2026.pdf](#)
[2026 CDBG Advisory Board PRELIMINARY Allocation Recommendations.pdf](#)
[PY2026 CDBG Staff Evaluation Matrix.pdf](#)
[City of Appleton CDBG Policy.pdf](#)
[CDBGFundingHistory_Last10Years.pdf](#)

Meltzer moved, seconded by Lambrecht, that the preliminary allocations be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Lambrecht, Fenton and Meltzer

Excused: 2 - Jones and Heffernan

[26-0256](#)

Request to approve proposed text amendments to the Municipal Code, Chapter 4 Buildings (Sec. 4-278. Water supply systems and water service) as identified in the attached documents

Attachments: [Memo DuplexBuildingCodeAmendment For02-25-26.pdf](#)
[Sec. 4-278 Duplex Water Service Code Update FINAL.pdf](#)

Lambrecht moved, seconded by Meltzer, that the text amendments to Chapter 4 Buildings be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Lambrecht, Fenton and Meltzer

Excused: 2 - Jones and Heffernan

7. Information Items

[26-0210](#)

Budget amendment request for executing on a Wisconsin Economic Development Corporation (WEDC) Site Assessment Grant (SAG)

Attachments: [WEDC SAG BudgetAmendment.pdf](#)
[Budget Amendment Request_WEDCSAGFunding.pdf](#)
[54689-FY26-Contract Draft for Client Review-SAG-Appleton, City of-20260212.pdf](#)

This item was presented.

[26-0211](#)

Inspection Division Permit Summary Report Ending 1-31-26

Attachments: [Inspections Permit Report January 2026.pdf](#)

This item was presented.

8. Adjournment

Lambrech moved, seconded by Meltzer, that the meeting be adjourned at 4:47 p.m. Roll Call. Motion carried by the following vote:

Aye: 3 - Lambrecht, Fenton and Meltzer

Excused: 2 - Jones and Heffernan