



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Minutes - Final Community Development Committee

Wednesday, June 12, 2024

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

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

2. Pledge of Allegiance

3. Roll call of membership

Present: 5 - Hartzheim, Jones, Smith, Siebers and Wolff

Others present:

Aldersperson Denise Fenton, District #6

Aldersperson Christopher Croatt, District #14

Roger Schregardus, Boldt Design

4. Approval of minutes from previous meeting

[24-0686](#)

CDC Minutes from 5-1-24

Attachments: [CDC Minutes 5-1-24.pdf](#)

Jones moved, seconded by Smith, that the Minutes be approved. Roll Call.

Motion carried by the following vote:

Aye: 5 - Hartzheim, Jones, Smith, Siebers and Wolff

5. **Public Hearing/Appearances**

[24-0687](#)

2023 Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) Program (Associated with Action Item #24-0688)

Attachments: [CAPER 2023 - Public Hearing Notice.pdf](#)

[Public Comment Period Notice Publication for 2023 CAPER.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

[24-0688](#)

Request to approve the 2023 Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) Program

Attachments: [CAPER Memo to CDC 6-12-24.pdf](#)
[Appleton 2023PY CDBG CAPER Draft For Public Comment 05-17-24.pdf](#)

Jones moved, seconded by Wolff, that the 2023 CAPER be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Hartzheim, Jones, Smith, Siebers and Wolff

[24-0689](#)

Request to approve the REVISED 2024-2025PY (Program Year) Community Development Block Grant (CDBG) allocations as specified in the attached documents

Attachments: [CDBG 2024PY Final Allocation Memo to CDC 6-12-24.pdf](#)
[Exhibit1 CDBG Final Allocations Project Descriptions 6-12-24.pdf](#)

A typo was noticed by staff in the attachment titled, "Exhibit 1_CDBG_Final Allocations_Project Descriptions". The corrected document is now attached with the date 6-12-24.

Wolff moved, seconded by Jones, that the revised 2024-2025PY CDBG allocations be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Hartzheim, Jones, Smith, Siebers and Wolff

[24-0770](#)

Request to approve a waiver to the Declaration of Covenants and Restrictions, Item 4.B for Southpoint Commerce Park allowing maximum lot coverage over 70% located at 3351 S. Eisenhower Drive (Tax Id #31-9-5714-01) subject to the conditions in the attached memo

Attachments: [Waiver Request Encapsys Memo to CDC 6-12-24.pdf](#)
[Waiver Request Email From Boldt Encapsys 5-28-24.pdf](#)
[Subject Area Map Encapsys Southpoint Commerce Park.pdf](#)
[SPCP Covenants.pdf](#)

Wolff moved, seconded by Jones, that the waiver to the covenants and restrictions be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Hartzheim, Jones, Smith, Siebers and Wolff

[24-0516](#)

Elect Vice Chair

Jones was elected as Vice Chair.

Wolff moved, seconded by Siebers, the nomination of Jones to be the Vice Chair. Roll Call. Motion carried by the following vote:

Aye: 5 - Hartzheim, Jones, Smith, Siebers and Wolff

7. Information Items

[24-0692](#)

Inspection Division Permit Summary Reports - Ending 4-30-24 and Ending 5-31-24

Attachments: [Inspections Permit Report April 2024.pdf](#)
[Inspections Permit Report May 2024.pdf](#)

This item was presented and discussed.

8. Adjournment

Siebers moved, seconded by Wolff, that the meeting be adjourned at 4:53 p.m. Roll Call. Motion carried by the following vote:

Aye: 5 - Hartzheim, Jones, Smith, Siebers and Wolff