



# 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, June 11, 2025

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:*

*Aldersperson Sheri Hartzheim, District #13*

4. Approval of minutes from previous meeting

[25-0605](#)

CDC Minutes from 5-14-25

**Attachments:** [CDC Minutes 5-14-25.pdf](#)

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

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

5. Public Hearing/Apearances

[25-0606](#)

2024 Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) Program (Associated with Action Item #25-0607)

**Attachments:** [Public Hearing Notice for 2024 CAPER.pdf](#)  
[Public Comment Period Notice Publication for 2024 CAPER.pdf](#)

*This public hearing was held and no one spoke.*

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

[25-0608](#)

2025-2029 Consolidated Plan for the Community Development Block Grant (CDBG) Program (Associated with Action Item #25-0609)

**Attachments:** [Public Hearing Notice for 2025-2029 Consolidated Plan for 6-11-25 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

[25-0607](#)

Request to approve the 2024 Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) Program

**Attachments:** [CAPER Memo to CDC 6-11-25.pdf](#)  
[Appleton 2024PY CDBG CAPER Draft For Public Comment.pdf](#)

**Meltzer moved, seconded by Fenton, that the 2024 CAPER be recommended for approval. Roll Call. Motion carried by the following vote:**

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

[25-0609](#)

Request to approve the 2025-2029 Consolidated Plan for the Community Development Block Grant (CDBG) Program

**Attachments:** [Consolidated Plan Memo to CDC 6-11-25.pdf](#)  
[CDBG Consolidated Plan 2025-2029 Draft for Public Comment.pdf](#)

**Meltzer moved, seconded by Heffernan, that the 2025-2029 Consolidated Plan be recommended for approval. Roll Call. Motion carried by the following vote:**

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

[25-0645](#)

Request to approve the REVISED 2025-2026PY (Program Year) Community Development Block Grant (CDBG) allocations as specified in the attached documents

**Attachments:** [CDBG 2025PY Revised Allocation Memo to CDC 6-11-25.pdf](#)  
[CDBG 2025PY Revised Allocations.pdf](#)  
[CDBG 2025PY Final Allocations Project Descriptions.pdf](#)

**Fenton moved, seconded by Lambrecht, that the revised 2025-2026PY CDBG allocations be recommended for approval. Roll Call. Motion carried by the following vote:**

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

**7. Information Items**

[25-0610](#)

Inspection Division Permit Summary Report Ending 5-31-25

**Attachments:**     [Inspections Permit Report May 2025.pdf](#)

**This item was presented and discussed.**

**8. Adjournment**

**Fenton moved, seconded by Heffernan, that the meeting be adjourned at 5:07 p.m. Roll Call. Motion carried by the following vote:**

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