



City of Appleton

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

Meeting Minutes - Final Joint Review Board

Wednesday, May 13, 2026

12:00 PM

Council Chambers, 6th Floor

Outagamie County

1. Call meeting to order

Meeting called to order at 12:00 p.m.

2. Pledge of Allegiance

3. Roll call of membership

Jennifer Messerschmidt represents City of Appleton

Kevin Englebert represents Outagamie County (participated virtually via Zoom)

Holly Burr represents Appleton Area School District (Greg Hartjes acted in place of Holly Burr)

Amy Van Straten represents Fox Valley Technical College

Tony Saucerman represents Public Member

Others listed are Calumet & Winnebago County members (not part of this meeting)

Present: 5 - Messerschmidt, Englebert, Burr, Van Straten and Saucerman

Others : 4 - Bellcorelli, Adesso, Stoegbauer and Hansen

Others present:

Kara Homan, Director of Community Development

Dave Kress, Deputy Director of Community Development

Stephanie Lynaugh, Economic Development Specialist

Greg Johnson, Ehlers Public Finance Advisors

4. Approval of minutes from previous meeting

[26-0573](#)

JRB Minutes from 9-17-25

Attachments: [JRB Minutes 9-17-25.pdf](#)

Saucerman moved, seconded by Van Straten, that the Minutes be approved.

Roll Call. Motion carried by the following vote:

Aye: 5 - Messerschmidt, Englebert, Burr, Van Straten and Saucerman

5. Public Hearing/Appearances

[26-0574](#) Public Participation

There was no public participation.

6. Action Items

[26-0575](#) Reaffirmation of Public Member

Tony Saucerman was elected as Public Member.

Van Straten moved, seconded by Englebert, to reaffirm Tony Saucerman as the Public Member. No other nominations were received. Roll Call. Motion carried by the following vote:

Aye: 5 - Messerschmidt, Englebert, Burr, Van Straten and Saucerman

[26-0576](#) Election of Chairperson

Jennifer Messerschmidt was elected as Chair.

Saucerman moved, seconded by Van Straten, to nominate Jennifer Messerschmidt as the Chair. No other nominations were received. Roll Call. Motion carried by the following vote:

Aye: 5 - Messerschmidt, Englebert, Burr, Van Straten and Saucerman

7. Information Items

[26-0577](#) Review Role of the Joint Review Board

Attachments: [WI DOR Tax Incremental Financing Manual Pgs 26-30.pdf](#)

The role of the Joint Review Board was presented.

[26-0578](#) Review and Discuss the Proposed Project Plan and Boundary for the Creation of Tax Incremental District No. 14

Attachments: [StaffMemo TID 14_JRB 5-13-26.pdf](#)
[TID 14 Project Plan Draft 2026-4-27.pdf](#)
[Appleton TID 14 Summary.pdf](#)

The proposed project plan and boundary for the creation of Tax Incremental District No. 14 was presented and discussed.

[26-0579](#) Set Next Meeting Date (tentatively planned for Thursday, June 25, 2026 at 11:00 am)

The tentative next meeting date was presented.

8. Adjournment

Saucerman moved, seconded by Burr, that the meeting be adjourned at 12:35 p.m. Roll Call. Motion carried by the following vote:

Aye: 5 - Messerschmidt, Englebert, Burr, Van Straten and Saucerman