



City of Appleton

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

Meeting Agenda - Final Community Development Committee

Wednesday, February 26, 2025

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Pledge of Allegiance
3. Roll call of membership
4. Approval of minutes from previous meeting

[25-0145](#) CDC Minutes from 2-12-25

Attachments: [CDC Minutes 2-12-25.pdf](#)

5. Public Hearing/Apearances

6. Action Items

[25-0146](#) Request to approve an extension of the purchase date to May 1, 2025 under the Development Agreement (Phase II) with Merge LLC for a mixed-use development located on the southeast corner of W. Washington Street and N. Appleton Street (Tax Id #31-2-0272-00) in Tax Increment Financing District No. 11

Attachments: [Merge Ph II DA Extend Purchase Date Memo to CDC 02-26-25.pdf](#)

7. Information Items

8. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Any questions about items on this meeting are to be directed to Kara Homan, Director, Community Development Department at 920-832-6468.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.



City of Appleton

100 North Appleton Street
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Meeting Minutes - Final Community Development Committee

Wednesday, February 12, 2025

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

Ian Martin, Land by Label (Thrivent's master developer) (appeared virtually via Zoom)

Maggie Pearce, 5125 W. Red Barn Ct.

Liana Irish, 4350 N. Sugarberry Ln.

Kim Massey, Wisconsin Women's Business Initiative Corporation (WWBIC)

4. Approval of minutes from previous meeting

[25-0012](#)

CDC Minutes from 1-8-25

Attachments: [CDC Minutes 1-8-25.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**

[25-0043](#)

Community Development Block Grant (CDBG) Notice of Funding Available and Community Needs for the 2025 Program Year (4/1/25 - 3/31/26) (Associated with Action Item #25-0044)

Attachments: [Funding Available Community Needs Public Hearing Notice For 2-12-25 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

[25-0044](#)

Request to approve the Preliminary 2025-2026PY (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 2-12-25.pdf](#)
[2025 CDBG Advisory Board Preliminary Award Allocation Recs From 1-28-25 Meeting.pdf](#)
[PY2025 CDBG Staff Evaluation Matrix.pdf](#)
[Approved CDBG Policy 11-17-2021.pdf](#)
[CDBG Funding History Last 10 Years.pdf](#)

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

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

[25-0013](#)

Request to approve an extension of the completion date and minimum assessed value date to January 1, 2026 under the Development Agreement with Oshkosh Investment LLC and Lofgren Properties 6 LLC for improvements to the property located at 200 W. College Avenue (Tax Id #31-2-0263-00) (Chase Bank building) in Tax Increment Financing District No. 11 contingent on the dedication of a portion of parcel #31-2-0263-00 to the public

Attachments: [Chase Bank DA Extend Completion Date Memo to CDC 02-12-25.pdf](#)
[Extension Request From Oshkosh Investment LLC 01-06-25.pdf](#)
[Chase Bank DA Map.pdf](#)
[200 W. College Avenue_Chase Bank Bldg_Dev Agreement Recorded.pdf](#)

Smith moved, seconded by Jones, that the extension of the completion date and minimum assessed value date be recommended for approval. Roll Call. Motion carried by the following vote:

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

[25-0045](#)

Request to approve the creation and recordation of deed restrictions and covenants for Southpoint Commerce Park Plat No. 4 as described in the attached documents

Attachments: [Southpoint Plat No 4 Deed Restrictions Memo to CDC 2-12-25.pdf](#)
[Deed Restrictions Southpoint Plat No 4 Marked Up Version 2-6-25.pdf](#)
[Deed Restrictions Southpoint Plat No 4 Clean Version 2-6-25.pdf](#)

Jones moved, seconded by Smith, that the creation and recordation of deed restrictions and covenants be recommended for approval. Roll Call. Motion carried by the following vote:

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

[25-0064](#)

Request to approve entering into a cost reimbursement agreement with Thrivent Financial for Lutherans for an initial amount of \$100,000 to fund Tax Incremental District (TID) creation/fiscal consulting, engineering-related consulting and other City consulting services deemed necessary to facilitate the redevelopment of Thrivent's office campus located north of I-41 and west of Ballard Road (Associated with File #25-0046)

Attachments: [Thrivent TID Consultant Memo to CDC 2-12-25.pdf](#)
[Thrivent - City Reimbursement Agreement - FINAL - 02-06-2025.pdf](#)

Jones moved, seconded by Siebers, that entering into a cost reimbursement agreement with Thrivent Financial for Lutherans be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Jones, Smith, Siebers and Wolff

Nay: 1 - Hartzheim

[25-0046](#)

Request to award a contract to Ehlers in an amount of \$14,000 for Tax Incremental District (TID) creation services and further fiscal analysis services to be billed at \$325/hour, conditioned on approval of the cost reimbursement agreement with Thrivent Financial for Lutherans (Associated with File #25-0064)

Attachments: [Thrivent TID Consultant Memo to CDC 2-12-25.pdf](#)
[Ehlers - Appleton TID Creation Cost Proposal.pdf](#)
[Ehlers - Appleton TID Creation Proposal.pdf](#)

Jones moved, seconded by Siebers, that awarding a contract to Ehlers be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Jones, Smith, Siebers and Wolff

Nay: 1 - Hartzheim

7. Information Items

[25-0014](#)

Inspection Division Permit Summary Reports Ending 12-31-24 and 1-31-25

Attachments: [Inspections Permit Report December 2024.pdf](#)
[Inspections Permit Report January 2025.pdf](#)

This item was presented.

[25-0078](#)

Upcoming Comprehensive/Sub Area Plans Community Workshop on March 18 from 4:00 - 7:00 pm at the Appleton Public Library, 200 N. Appleton Street, Mary Beth Nienhaus Community Meeting Room (upper level)

This item was presented.

8. Adjournment

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

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



CITY OF APPLETON

MEMORANDUM

Date: February 26, 2025
To: Community Development Committee
From: Lily Paul, Economic Development Specialist
Subject: Request Approval to Extend Purchase Date per the Development Agreement Between the City of Appleton and Merge, LLC in TIF #11

GENERAL INFORMATION

Owner: City of Appleton

Buyer: Brent Dahlstrom, Merge, LLC (Developer)

Address/Parcel Number: Blue Ramp Site (Parcel ID #31-2-0272-00)

Request: Applicant & Owner are requesting to extend the closing date

Community Development Committee Meeting Date: February 26, 2025

Common Council Meeting Date: March 5, 2025

PROJECT DETAILS

Project Summary: The Appleton Common Council approved a Development Agreement (DA) with Merge, LLC (Developer) in January 2022, and most recently amended November 20, 2024. The Development Agreement is for the development of a site at the southeast corner of Washington Street and Appleton Street (the Blue Ramp Site). This is the second phase of Merge's development, with the first complete and currently leasing (Urbane115 Apartments).

Per the existing Development Agreement, Merge was to acquire the former Blue Ramp Site from the City by July 31, 2024 but was pushed back to February 28, 2025 due to DNR clearance, Urbane 115 reaching full lease up, and the need to wait for suitable financing conditions. The developer's ability to finance Urbane Phase II has improved due to a pending sale of an asset in their real estate portfolio (scheduled for closing in March, 2025). The applicant and staff are looking for a final extension to the purchase date, with a final closing date of May 1, 2025.

RECOMMENDATION

An extension of the purchase date to May 1, 2025 under the Development Agreement between the City of Appleton and Merge, LLC for Tax Id #31-2-0272-00 **BE APPROVED.**