

Town of Phelps Community Development Authority
4495 Town Hall Rd., P.O. Box 157
Phelps, WI 54554
Phone/Fax 715-545-2270

CDA Commission Members:

Mak Holcolm, President, Town Board Rep
Steve Waier, Town Board Rep
Jean Petrick, Vice President and Community Member
Stephanie Sorn, Secretary and Community Member
Don Rideout, Community Member

Appointed non-Commission Member:
Mark Neitzel, Executive Director

Phelps Community Development Authority
Thursday June 18, 2026, 5:00pm Meeting Minutes
Phelps Town Hall, 4495 Town Hall Rd.

1. Call Meeting to Order

President Mak Holcolm called the Meeting to order and Roll Call (Quorum) @ 5:00pm.

2. Approval of Minutes from May 12, 2026 meeting

A motion to approve the minutes was made by Steve Waier and seconded by Stephanie Sorn. Motion carried, all voting aye.

3. Communication and Public Appearances:

Letter from the Woman's Club was discussed by Mak Holcolm. It states that they are doing very well financially with the Scarecrow Fest and that they do their budget in May and June. It states that if funding is needed then they would like to have requests made to them. Suggestion was made for an Ice Rink by Jeremy.

Discussion for the marketing video was discussed. Stephanie Sorn has contacted 3 Media sources for quote estimates. These will be presented at the next meeting. Once the quote is approved then Stephanie will go to the Clubs and Organizations of Phelps to propose contribution from them for the Video. Jeremy Ryan proposed possibly going with Nina who has already done a video for Phelps.

Jake (Forward Bank) attended and gave insight on Forward Banks Potential Role.

5. Business by Commissioners

Mak Holcolm - Gene Hojan has resigned from this commission. We will need to get a new member to fill this position. Gene was also the liaison to the Planning and Development Committee. Mark has taken on the liaison position in Gene's place.

Development Committee

Steve Waier - Survey of Property: Steve provided a map that he received from Dave Konopacky showing potentially 8 separate parcels. Consider making the lots smaller to get more lots. We will need to check to see if we would be limited to 2 sales a year for the lots if sold by the town.

Mak Holcolm – Spoke to Josh about estimate for building a road for the new houses. Mak had not heard back from him yet before the meeting. Steve was estimating roughly about \$75,000 or so.

Jeremy Ryan - Input on Design and Concept: Jeremy proposed Duplex/Townhomes to get more per lot and to make it more affordable. Steve suggested possible Tiny Homes for a single person.

- 6. Discussion** Jake (Forward Bank) – Brian will be another contact at Forward Bank. Gave some estimates for income needed to get financed at \$85,000-\$90,000. They have some program options put together. Debt to Income 28% is what they are looking for with 45% max. Will want 20% Down. Discussion to make an agreement with the developer to get the lot cost returned to us. Then that goes back to the buyer. Making sure that there is a HOA or Deed Restriction in place to make sure that they stay in Phelps and do not rent out with Airbnb or similar Programs also discussed.

The discussion of the buyer's income level of working here is not going to be able to afford the house at the \$340,000 range. Jeremy stated looking at government programs may be the only way to make this a reality. Discussion of an apartment building was made with the problem being finding a developer to take it on. If kept as lots possible give the developer a limited number of lots to start to make sure they get developed or give the property to the developer and leave it as a private road. This committee needs money.

7. Pursue November 2027 as the date to present to the electors

Approach to the electors – Housing crisis, give the CDA, Planning, and the Town board the authority to move this property and develop it when the time is right and the plan is ready, need to get the permission now so it is in place, needs to be presented at the next Electors meeting in November.

8. New Business

Appeal to local business property owners
Ask for money and find more members

9. Executive Director's Report

10. Next Meeting

11. Adjourn : Meeting adjourned at 6:30pm