

## **AGENDA**

### **CITY OF NEENAH LOAN ASSISTANCE BOARD**

**Monday, September 21, 2026**

**12:00 p.m.**

**Hauser Committee Room, Neenah City Administration Building**

1. Approve minutes of the July 6, 2026 meeting.
2. The Board will convene into closed session pursuant to Wis. Stat. sec. 19.85(1)(f) for the purpose of considering private personal and financial information relating to individual applications for loans administered by the Board, where if such information were discussed publically could expose applicants to identity theft.
  - (a) Approve closed session minutes of the July 6, 2026 meeting.
  - (b) Review applications as filed with the Department of Community Development.
3. The Board will reconvene to consider applications.
4. Announcements and future agenda items.

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the Community Development Department at 920-886-6125 or the **City's ADA Coordinator at (920) 886-6106 or e-mail [attorney@ci.Neenah.wi.us](mailto:attorney@ci.Neenah.wi.us)** at least 48 hours prior to the scheduled meeting or event to request an accommodation.

**MINUTES OF THE NEENAH LOAN ASSISTANCE BOARD**  
**Monday, July 6, 2026**  
**3:30 P.M.**

**Present:** Chair Michelle Bauer and Board members Community Development Director Kelly Nieforth, Alderman Mark Neuman, and Jim Sudlak. **Also Present:** Community Development Specialist Samantha Jefferson and Assistant Planner Carol Kasimor.

**1. Approval of Minutes of the May 28, 2026 Loan Assistance Board meeting:**

MSC Sudlak, Nieforth, the minutes of the May 28, 2026 meeting were approved as distributed.

**2. Consideration of updates to Housing Rehabilitation Program guidelines:**

(a) Discussion and action to update grant eligibility and assistance levels.

MSC Sudlak, Neuman, the committee approved changes to program guidelines to allow for review of non-liquid assets such as real property in consideration of applications; eligible grant applicant income is primarily from retirement or disability sources; and maximum grant amount is \$5,000.

**3. Convene into Closed Session:**

MSC Nieforth, Neuman, the Board convened into closed session pursuant to Wis. Stat. sec. 19.85 (1)(f) for the purpose of considering private personal and financial information relating to individual applications for loans administered by the Board, where if such information were discussed publically could expose applicants to identity theft.

**4. Reconvene to consider loan applications:**

MSC Nieforth, Sudlak, the Board reconvened in open session to consider applications.

**Houses Into Homes Refresh and Renew Application 2026 – 03:**

MSC Neuman, Sudlak, RR 2026 – 03 was approved for an installment loan in the amount of \$8,570.00 repaid over 10 years at 0% interest.

**Housing Rehabilitation Application #756:** MSC Nieforth, Neuman, Application #756 was approved for a grant in the amount of \$4,000.

**Housing Rehabilitation Application #757:** MSC Nieforth, Neuman, Application #757 was approved for a grant in the amount of \$5,000 and a deferred payment loan in the amount of \$9,000.

**Façade Improvement Application #45:** MSC Neuman, Sudlak, Application #45 was approved for a matching grant in the amount of \$7,500.

**5. Adjournment:** MSC Sudlak, Neuman, the Board adjourned its meeting at 4:00 P.M.

Respectfully submitted,



Carol Kasimor, Assistant Planner