

AGENDA

NEENAH COMMUNITY DEVELOPMENT AUTHORITY

Monday, May 4, 2026

4:00 P.M.

Hauser Room, City Administration Building

1. Approval of March 2, 2026 meeting minutes.
2. Public Appearances (Ten minutes divided among those wishing to speak on topics pertinent to the Community Development Authority).
3. Election of Officers.
 1. Chair
 2. Vice Chair
4. Meeting Frequency.
5. Presentation.
 - a) Downtown Parking
6. Executive Director's Report.
7. Adjournment.

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 Community Development Specialist at 920-886-6125 or the City's ADA Coordinator at (920) 886-6106 or e-mail attorney@neenahwi.gov at least 48 hours prior to the scheduled meeting or event to request an accommodation.

NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the Neenah Common Council and must be noticed as such. The Council will follow the same agenda as the committee but will not take any formal action at this meeting.

Community Development Authority of the City of Neenah
March 2, 2026 - 4:00 PM
Hauser Room, City Administration Building

Present: Board Members: Tom Martin, Michelle Bauer, Ald. Tami Erickson, Lee Hillstrom, Ald. Daniel Steiner, Grant Birtch, and John Ahles. Also Present: Mayor Jane Lang, Executive Director Kelly Nieforth, Assistant Planner Carol Kasimor, Community Development Specialist Samantha Jefferson, Ald. Cari Lendrum, Ald. Flo Bruno, Ald. Bill Pollnow, resident Frank Cuthburt (1533 Fallow Drive) and resident Scott Becher (1061 Green Acres Lane).

Approval of January 5, 2026 meeting minutes:

MSC Hillstrom/Birtch, the CDA to approve the meeting minutes of January 5, 2026. Motion passed.

Public Appearances: None.

Review and Recommend Council Approve 2026 Community Development Block Grant (CDBG) Action Plan:

Assistant Planner Kasimor reported that staff is in the process of developing the 2026 Community Development Block Grant (CDBG) program, which will begin on June 1, 2026. The federal budget bill has been approved, and the City is anticipated to receive approximately \$200,000 for the 2026 program year, compared to approximately \$193,000 in the prior year. Staff anticipates using the funds for similar purposes as in previous years. Notification of the grant award is expected in early April. A formal public hearing was held in January, and applications and public comments have been received identifying community needs related to homelessness, domestic abuse, and food insecurity.

Opportunity for public comment is planned for March 11th and March 18th. Depending on timing of the award announcement, the Action Plan is scheduled for review by the Finance Committee and by the Common Council at meetings in April. The City remains an entitlement community and will use the funds to address identified community needs.

MSC Steiner/Hillstrom, the CDA to recommend Council approve the 2026 Community Development Block Grant (CDBG) Action Plan. Motion passed.

Review and Recommend Council Approve Land Acquisition at 118 West Peckham Street:

The property located at 118 W. Peckham Street is adjacent to other CDA-owned parcels, and the owner has previously been in discussions with the City regarding a potential purchase of the property. When the Request for Proposals (RFP) for the adjacent development site was issued,

the property owner reopened discussions regarding a potential City purchase. Acquisition of this property would assist with the planned development and help complete the overall site.

At this time, Eminent Development Corporation plans to develop the property contingent upon being awarded tax credits from Wisconsin Housing and Economic Development Authority (WHEDA). There is support for acquisition of the property regardless of whether the proposed development proceeds.

The property is currently used as an office, and staff is working with the business to identify a new location. The property is assessed at \$130,000, with an estimated fair market value of \$150,000. The City and property owner have agreed on a purchase price of \$225,000, which reflects relocation costs.

A lengthy closing period is anticipated to allow sufficient time for the business to secure a new location. Community Development Block Grant (CDBG) COVID (CDBG-CV) funds will be utilized for the acquisition, with additional financial participation from Eminent Development Corporation. If the proposed development does not move forward, the City will use redevelopment funds, in addition to the CDBG funds, to complete the purchase of the property.

Member Birtch asked if there are concerns regarding environmental contaminants on this property. Executive Director Nieforth explained that while there are properties around this one that did have environmental contamination, those sites are closed and contained. A Phase I has been completed for this property and no major recommendations were made.

MSC Hillstrom/Steiner, the CDA recommends CDA staff to complete the necessary steps to acquire the property at 118 West Peckham Street at the accepted offer price of \$225,000, as authorized by the Common Council at a future meeting. Motion passed.

Presentation:

a) Arrowhead Park

Executive Director Nieforth gave a presentation about Arrowhead Park. This presentation was given to the Common Council at a previous meeting. During the presentation, the history of the property was discussed as well as long-term maintenance requirements, vision and goals, Arrowhead Park Plan implementation and complexities, funding sources, and next steps.

Member Birtch questioned the required implementation of a Methane Migration Prevention Action Plan. Executive Director Nieforth said that at this point, testing for methane has not shown it occurring. However, she is supportive of the required monitoring to make sure the site is safe. This is a very common requirement of previous landfills. Member Martin asked if the DNR was concerned about horizontal migration. Executive Director Nieforth confirmed

that this was the concern and why the monitoring will occur. Member Hillstrom questioned if Fox Valley Energy required to do the things that the City is now being required to do when they built and had ownership of the site. Executive Director Nieforth said they did have to do some of it but there have been changes at the DNR level since then.

Members asked if the cap has been mapped out because it's depth is different throughout the site. Executive Director Nieforth confirmed that the site is very well mapped.

Executive Director's Report:

Executive Director Nieforth provided the CDA with a report detailing several updates, including goals for the coming year.

She highlighted the acquisition of 110 W. Cecil Street (former Donaldson's Cleaners). The CDA now owns this property, and Cranky Pat's will be entering into a lease agreement for use of the parking lot and will be constructing a new parking lot. Monitoring wells will remain on the site.

Executive Director Nieforth also discussed the former Harn's site. Eminent Development Corporation is expected to submit a housing tax credit application to the Wisconsin Housing and Economic Development Authority (WHEDA) in March. If awarded, construction of the proposed 50-unit development would begin in 2027.

Member Hillstrom inquired about the warehouse located on Millview Drive. Executive Director Nieforth responded that the City now owns the property and staff is actively pursuing grant funding to assist with demolition costs.

Adjournment: The meeting was adjourned at 4:41 p.m. **MSC Ahles/Birtch. All voting aye.**

Respectfully Submitted,



Samantha Jefferson
Community Development Specialist



MEMORANDUM

TO: City of Neenah Community Development Authority Members
FROM: Kelly Nieforth, Director of Community Development and Assessment
DATE: April 29, 2026
RE: Executive Director's Report

Land Acquisition Updates:

1225 South Commercial Street

The building demolition is complete, and the property will be seeded with grass in the spring. Future plans are to list the property for sale and/or send out a Request for Proposals for a development.

135 Millview Drive

The City plans to submit a grant application to WEDC to assist with the building demolition costs. The grant would require the city to have a 20% match of the total costs with the WEDC grant covering 80% of the costs up to \$150,000. The favorable terms would help the city save money with the demo and provide Phase II information to any potential developers. The City hopes to have the building demolished in late summer or fall, depending on the grant application review timeline. City staff continues to work with T. Wall Enterprises on a potential mixed-use redevelopment project on the site. Any agreed-upon terms will need to be brought forward for Council approval.

Industrial Park Updates:

RGL Logistics

RGL Logistics has obtained approvals for Phase II of their project. They will add an additional 220,000 sq ft to their existing 357,500 sq ft facility at 1750 Dixie Road. Construction is anticipated to start in 2026.

Horseshoe Beverage

The City Council approved a Development Agreement and Offer to Purchase for Horseshoe Beverage to purchase 17 acres of city property at 2405 and 2415 Schultz Drive in the City's Southpark Industrial Park. Horseshoe is planning to construct an addition on their existing facility at 590 Enterprise Drive which may displace some parking spaces on their property so they would construct a new parking lot across the street. Beyond the addition to their existing facility, they are considering long-term growth plans as well. Specific benchmarks with timelines are included in the Development Agreement and if the benchmarks are not met, the City has multiple opportunities to purchase back the vacant property.

Overall City Projects:

Updated Zoning Code

The City has chosen Vandewalle and Associates to write a new zoning code for the City of Neenah. The zoning code rewrite will take approximately 18 months and will include multiple opportunities for public engagement with residents, developers, businesses, and other stakeholders in the community. The City's goal for the zoning code rewrite is to meet the needs of the community while providing opportunities to residents to have flexibility on their property. We intend to include language that will encourage housing and investment in the city.

2026 CDA Goals Update:

1. Downtown Development

- a. Arrowhead Park**
 - i.** Soil borings along the dike are underway per DNR requirements. The City will be providing Council with a quarterly update in the near future and will share the update with the Parks Commission and CDA as well.
- b. BID Report**
 - i.** City staff meets quarterly with BID staff to discuss projects, grant opportunities, and concerns. Recently, City and BID staff discussed Alta Alley, the 2026 Christmas market, potential grants to apply for, and downtown furniture. City staff also assisted the BID with updating some of their grant programs.

2. Ceci/S. Commercial Redevelopment

- a. Surrounding Development**
 - i.** Van's Construction has purchased 30 lots within the Courtside Fields Subdivision and is constructing single family homes. The City is constructing a regional stormwater facility to handle the stormwater from the homes and the surrounding area. This will help the City and the developer meet DNR stormwater requirements.

3. Doty Island Redevelopment

- a. Redevelopment**
 - i.** The City of Neenah has met with multiple developers and promoted available property on Doty Island.

4. Housing

- a. Housing Plan Implementation**
 - i. Encourage infill development**
 - 1.** Staff have met with multiple housing developers interested in infill development within the city.
 - ii. Rehabilitation programs**
 - 1.** Houses into Homes and CDBG programs are taking applications.
 - iii. State and Federal Legislative Changes**
 - 1.** Multiple legislative changes were signed into law that will encourage housing in Neenah. Specifically, municipalities can extend their TID's for an additional year to capture increment for affordable housing activities and municipalities can create new residential TIDs to facilitate workforce housing.