

**Community Development Authority of the City of Neenah  
February 5, 2024 - 4:00 PM  
Hauser Room, City Administration Building**

**Present:** Board Members: Ald. Lee Hillstrom, Grant Birtch, Pete LeCompte, John Ahles, and Michelle Bauer. Also Present: Executive Director Chris Haese, Attorney David Rashid, and Community Development Specialist Samantha Jefferson.

**Approval of October 16, 2023 meeting minutes:**

**MSC Hillstrom/Ahles, the CDA to approve the meeting minutes of October 16, 2023. All voting aye.**

**Public Appearances:** None.

**Election of Officers:**

Member Martin and Ahles accepted nominations for Chair and Vice-Chair, respectively.

**MSC Hillstrom/Birtch, the CDA to elect Tom Martin and John Ahles as Chairperson and Vice-Chairperson of the CDA. All voting aye.**

**Redevelopment Project Updates:**

**2405 Schultz Drive (Former Lorens Salvage Yard):**

A Phase II Environmental Site Assessment (ESA) has been completed for this property, the cost of which was covered by a grant awarded to the CDA by the State of Wisconsin. Remediation escrow dollars have now expired. To avoid the creation of wetlands, there is continued grubbing and grading of the site. For future development, a cap (such as a parking lot) may be sufficient. However, if foundations were to be put in, remediation of the soil would be necessary.

**110 W. Cecil (Former Donaldson's Property):**

The CDA continues to work towards the acquisition of this property. The ultimate plan is to work with the owner of Cranky Pat's Pizza on an agreement that would allow the development of additional parking for Cranky Pat's while improving aesthetics and safety concerns along S. Commercial Street. A recent stumbling block has been the need to commission environmental consultants to ensure parking construction is completed in proper fashion and that all necessary paperwork is filed correctly with the DNR. The estimated cost for this service is in the range of \$57,000 dollars. The City has no funds to cover these costs and the owner of Cranky Pat's has not reacted positively in assuming these additional costs. The City would be willing to continue to own the property with Cranky Pat's paying \$1 annually for rent in exchange for completing the parking lot work. Staff is working with the Donaldson's and will continue to work with the owner of Cranky Pat's on an amenable solution. Currently, the Donaldson's estate owns the property and the Department of Justice is involved in the situation. The family may have some money to aid with the parking lot situation.

Closures of TID 5 & 6:

City of Neenah Tax Incremental Financing Districts 5 (downtown) & 6 (industrial park) have successfully closed. Over 3,000 jobs and \$44M in tax increment were created with the help of these districts. Major projects in TID 5 included the development of the Neenah Center Towers and the revitalization of the ERA Building. There were several projects in TIF 6, the largest of which was the construction of the Plexus Manufacturing building. A celebration and press conference took place at the Plexus Manufacturing building in the industrial park and the taxing entities were presented with checks totaling over \$1M. In addition, the city was able to extend the life of the TID by approximately one month and retain a little over \$800,000 to be used for affordable housing. Community Development staff will be presenting an affordable housing program to the Public Services and Safety Committee and Council soon.

Community Development Annual Report:

Director Haese distributed copies of the Community Development Annual Report (2023). The Committee complimented employee Kayla Kubat for her hard work on this project.

Housing Study:

The Community Development Department plans to complete a Housing Study in 2024. The CDA is the Housing Authority for the City so staff will be updating this group as the study moves forward. The plan will be made up of several parts which will include public input.

Meeting Schedule:

It was suggested by the board that a meeting be held quarterly (in March, June, September and December). Additional meetings can be scheduled if required. Also, members may be allowed to call/video into the meeting if there are extenuating circumstances.

**The Community Development Authority may convene into Closed Session pursuant to Wis. Stats. Sec. 19.85(1)(e) for the purposes of developing bargaining strategy related to potential land acquisition adjacent to or in the vicinity of the downtown:**

**MSC Ahles/Hillstrom, the CDA to move into Closed Session pursuant to Wis. Stats. Sec. 19.85(1)(e) for the purposes of developing bargaining strategy related to potential land acquisition adjacent to or in the vicinity of the downtown. All voting aye.**

Respectfully Submitted,



Samantha Jefferson  
Community Development Specialist