

**CITY OF NEENAH
MINUTES OF THE
FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, November 24, 2025 at 5:30 p.m.
Hauser Room, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin**

Call to Order.

The meeting was called to order at 5:30 PM by Chairman Steiner.

Present: Chairman Steiner, Vice-Chair Erickson, Aldermen Ellis, Director of Finance Rasmussen and City Clerk Nagel.

Also present: Mayor Lang, City Attorney Rashid, Director Schroeder, Director Nieforth, Deputy Director Schmidt, Assistant Planner Kasimor, Aldermen Lendrum and Pollnow, and Citizens Frank Cuthbert and Scott Becher.

Absent/Excused: Council President Borchardt and Alderman Bruno

1. Public Appearances.
 - a. Alderman Pollnow asked for an update to the 412 Sherry Street home, the drug house. It is his understanding there may be another drug house on Sherry Street and he would like an update on that as well.
 - b. Scott Becher, 1061 Green Acres Lane. Spoke on the Term Sheet with Eminent Development Corporation for the mixed-use development on within the 1300 block of South Commercial Street. He would like to know if there is a plan to acquire the Peckham Street property before December 5th WHED submittal date, and if so, what the contingencies.
2. Approval of Minutes from November 10, 2025 Regular Meeting (minutes can be found on the City's website)
Motion by Erickson, seconded by Ellis to approve the November 10, 2025 Meeting Minutes as presented. Motion carried unanimously.
3. Make Recommendation to approve the Term Sheet with Eminent Development Corporation to facilitate the construction of a mixed-use development consisting of workforce housing and commercial space on city-owned property within the 1300 block of South Commercial Street. (Nieforth) (Attachment)

Motion by Ellis, seconded by Erickson to approve the Term Sheet with Eminent Development Corporation to facilitate the construction of a mixed-use development consisting of workforce housing and commercial space on city-owned property within the 1300 block of South Commercial Street. Motion carried unanimously

The City Attorney advised that both items mentioned in public forum are potential litigation and should not be addressed except in closed session, which has not been noticed for tonight's meeting. If Chair Steiner would like to have discussion on those two items, a closed session can be notified for the next meeting. The

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City Attorney cautioned Director Nieforth as she proceeded with the discussion on the item.

Director Nieforth went through her memo. The submitted site plan did not include 118 W. Peckham Street property because the city does not own that property. Eminent feels that without the W. Peckham Street property the project will score very well with the WHED grant. City staff have had many past conversations with the owner of the W. Peckham Street property. At the time of the Eminent proposal, the developer did not know of the possibility of including that property into the proposal. Since the option is available, Eminent would like to explore that option. No TIF funds would be used to acquire 118 W. Peckham Street. The funding would come from either the developer, CDBG funds, or a combination of both.

An updated unit number of was given to Director Nieforth today of 50 units instead of 45. The developer is comfortable submitting for WHED grants on December 5th with the plan as is. Should the development be chosen to move forward, a pre-application would be due on March 20th with a formal Development Agreement to follow once the project is approved.

Alderman Ellis asked both Director Nieforth and Attorney Rashid if any of the Facebook allegations are true. Director Nieforth took full responsibility for the error made in the term sheet template. Director Nieforth explained this project has been in the planning stage for quite a while. With the holiday week, the agenda was amended on Friday in compliance with the Open Meeting laws. Friday is usually the day the agenda is posted. Approve of the Term Sheet is the first step in many, with Council having final approval of the project.

There was discussion on this project being a forward-moving opportunity to add additional workforce housing in the city and to get the city owned property back on the tax roll.

4. Make Recommendation of Adoption of Resolution 2025-17, Approving the Neenah Central City Business Improvement District 2026 Operating Plan (Schmidt) (Attachment)

Motion by Ellis, seconded by Erickson to recommend Council adopt Resolution 2025-17, approving the Neenah Central City Business Improvement District 2026 Operating Plan. Motion carried unanimously.

The plan was reviewed and adopted by the BID last week. Due to the demolition of the Remley Sensenbrenner building, the BID assessment value did decrease slightly. The BID is proposing a carry forward of \$27,000 of unspent assessment from the prior year, with the total budget for 2026 is \$185,713. The budget is broken down by Centralized Management, Public Relations, Retention and Recruitment, and Maintenance categories. The complete operating plan is included in the packet.

There was discussion on BID auditing practices. Due to changes in state law, a financial review is done every year with a full audit every 3-5 years. The BID is also reported on the city financials as a component unit.

- 5. Make Recommendation to Upgrade Servers and Storage, not to exceed \$285,000 (Schroeder) (Attachment)

Motion by Ellis, seconded by Erickson to recommend Council approve the purchase equipment, software, and services from Heartland Business Systems and Camera Corner Connecting Point, to upgrade servers and storage at our primary and disaster recovery datacenters at a cost not to exceed \$285,000, with funding coming from the Information Systems capital equipment budget, the Information Systems fund balance, and the Capital Equipment fund balance. Motion carried unanimously.

Director Schroeder went through his memo. This project has been in the works for some time now. Due to project load and a major department retirement, this project has been pushed back. Now that our licensing is up for renewal, the time is right to expand the scope from just storage to the entire infrastructure as a whole to see where improvements are needed and potentially some cost savings. Since this infrastructure update affects all departments, staff felt the use of the Capital Equipment fund balance was an appropriate use of those dollars.

- 6. Fiscal Matters: October 2025 Vouchers (Rasmussen) (Attachments)

Motion by Ellis, seconded by Erickson to receive and place on file. Motion carried unanimously.

- 7. City Attorney Report (Rashid) (no report)

Attorney Rashid advised all Walmart assessment appeal cases are now consolidated under one judge. A closed session will be on the next agenda.

- 8. Adjournment.

Motion to adjourn by Ellis, seconded by Erickson to adjourn. Motion carried unanimously. Meeting adjourned at 5:53 PM.

Respectfully submitted,



Charlotte Nagel
City Clerk

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