

**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