



**City of Neenah
Finance & Personnel Committee Minutes
Monday, June 8, 2026 at 5:00 PM
Hauser Room
Neenah City Hall
211 Walnut Street**

- I. Call to order
Meeting called to order by Chairman Erickson at 5:00 PM

Members Present: Chairman Erickson, Vice-Chair Ellis, Aldermen Bruno and Neuman. Council President Steiner approved by phone.

Also Present: Finance Director Rasmussen, Community Development Director Nieforth, Attorney Rashid, City Clerk Nagel, Human Resources Director Barber, Public Works Director Kaiser, Interim Public Works Superintendent Beyer, Fleet Supervisor Kerkhoff, Aldermen Pollnow and Defferding, and citizen Frank Cuthbert.

Excused: None.

- II. Public Appearances
- A. Frank Cuthbert, 1533 Fallow Drive - Discussed his role as volunteer coordinator for Parks and Recreation Department. He highlighted various volunteer activities and the creation of an organizational structure of the Friends of Neenah. He explained the Better Impact software program on tonight's agenda. The program allows residents to sign up for volunteering opportunities and track hours.
- III. Approval of Minutes from May 11, 2026 Regular meeting and June 3, 2026 Special meeting. (Minutes can be found on the city website)
Motion by Ellis, seconded by Bruno to approve the minutes as presented. No discussion. Motion carried in a voice vote, 5-0.
- IV. Unfinished Business – None.
- V. New Business
- A. Recommend Council approve Resolution 2026-04 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$16,845,000 General Obligation Promissory Notes, Series 2026A.

Motion by Ellis, seconded by Bruno to recommend Council approve Recommend approval of Resolution 2026-04, Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$16,845,000 General Obligation Promissory Notes, Series 2026A. Motion carried in a voice vote, 5-0.

Managing Director Viegut walked the Committee through the Plan of Finance related to the 2026 capital projects borrowing which was included in the committee packet. As Director Rasmussen worked with Department Heads to reduce borrowing, the final borrowing total is \$16.8 million General Obligation. Promissory Notes and \$2.7 million Taxable General Obligation Promissory Notes. bringing the total borrowing requirement for 2026 to just under \$19.6 million.

Consistent with recent years, Mr. Viegut recommends the use of a Parameters Resolution. This approach authorizes Baird to complete the sale of the notes when market conditions are most favorable, provided the terms of the sale remain within Council-approved parameters. The key parameters are summarized in the Plan of Finance and outlined in detail within the resolution.

The City has successfully utilized this financing approach in recent years, as it provides flexibility to respond to changing market conditions while maintaining Council oversight through established borrowing limits.

Director Nieforth provides background on TID 10, which includes the warehouse site and other areas downtown. She explained the removal of the parking ramp from the CIP plan due to changes in need for additional parking.

Managing Director Viegut answered committee questions.

- B. Recommend Council approve Resolution 2026-05 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$2,850,000 Taxable General Obligation Promissory Notes, Series 2026B

Items A and B were discussed simultaneously, but acted on separately. Please see the discussion above for discussion on this item.

Report

Motion by Ellis, seconded by Bruno to recommend Council approve Resolution 2026-05, Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$2,850,000 Taxable General Obligation Promissory Notes, Series 2026B. Motion carried in a voice vote, 5-0.

- C. Recommend Council Approve the First Amendment to the Solaris on Main Development Agreement

Report

Motion by Ellis, seconded by Bruno to recommend Council approve the First Amendment to the Solaris on Main Development Agreement. Motion carried in a voice vote, 5-0.

Director Nieforth explained the The purpose of the amendment is to modify Section 4.5.1 of the development agreement which identifies the date that the City will make the annual TIF paygo payment of the City Contribution to TWall from September 1 each year to May

- D. Recommend approval of purchase and implementation of Better Impact Volunteer Management Software for the Friends of Neenah volunteer program at a cost not to exceed \$3,945, funded from remaining ARPA interest earnings, with future annual subscription and maintenance costs to be included in the Information Systems Department operating budget.

Report

Motion by Ellis, seconded by Neuman to Recommend Council approve the purchase and implementation of Better Impact Volunteer Management Software for the Friends of Neenah volunteer program at a cost not to exceed \$3,945, funded

from remaining ARPA interest earnings, with future annual subscription and maintenance costs to be included in the Information Systems Department operating budget. Motion carried in a voice vote, 5-0.

Director Rasmussen explained the Better Impact software will provide a centralized platform where volunteers can apply online, complete required training, update their information, sign up for volunteer opportunities, and record their service hours. The software will allow volunteers to take a more active role in managing their participation while reducing administrative workload for staff. In addition, the system will provide valuable reporting capabilities to measure volunteer engagement and recognize volunteer contributions. Funding for the implementation is proposed to come from a part of the remaining American Rescue Plan Act (ARPA) interest earnings, currently estimated at \$89,260, allowing the City to invest in the program without impacting the operating budget.

VI. Financial Report

A. April 2026 Vouchers

Motion by Ellis, seconded by Neuman to receive and place on file. Motion carried in a voice vote, 5-0.

VII. Closed Session

A. The Finance and Personnel committee may convene in closed session Pursuant to:

1. Wis. Stat. 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
2. Wis. Stat. 19.85(1)(b) to consider an employee separation agreement.
3. Wis. Stat. Sec. 19.85(1)(g) to confer with City Attorney who will render advice concerning strategies with respect to pending or impending litigation involving the City, specifically regarding:
 - a. 105 W Winneconne Ave litigation
 - b. Status on Walmart Tax Appeal cases
 - c. 412 Sherry Street auction

Motion by Ellis, seconded by Neuman for the committee to convene into closed session pursuant to Wis. Stat. 19.85(1)(c), Wis. Stat. 19.85(1)(b), Wis. Stat. Sec. 19.85(1)(g) as listed above. The Committee may reconvene into open session to consider or take action on items discussed in closed session. Motion carried in a roll call vote, 5-0.

At 6:29 PM, the Committee convened into closed session.


- B. The Finance and Personnel committee may reconvene into open session pursuant to Wis. Stats. §19.85(2) to consider or act on any item (s) discussed in closed session.

The Committee adjourned in closed session. No action taken.

VII. Adjournment

Motion by Ellis, seconded by Bruno to adjourn. No further discussion. Motion carried in a voice vote, 5-0. Meeting adjourned at 6:10 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Charlotte Nagel". The signature is written in black ink with a small yellow mark above the letter 'e' in "Nagel".

Charlotte Nagel
City Clerk