

**Minutes of Neenah Central City Business Improvement District Board**  
**August 15, 2023 – 8:00 am**  
**Neenah City Hall – Council Chambers**

**PRESENT:** Board Members: Alex Wenzel, Michelle Bauer, Robert Wedge, Umer Sheikh, John Skyrms, Bob Gillespie, Tori Dorn, LeAnn Wasinger and Christine Rondeau. Also present: Assistant Executive Director Sara Hanneman (FNI), Traffic Engineer James Merten, Community Development Deputy Director Brad Schmidt, Intern Michael Burrows and Community Development Specialist Samantha Jefferson (City of Neenah Community Development).

**Approve minutes of July 18, 2023 meeting:** MSC Skyrms/Bauer, the BID Board to approve the minutes of the July 18, 2023 BID Board meeting. Motion passed.

**Public Appearances:** None.

**Financials:**

Bills for Approval: MSC Gillespie/Skyrms, the BID Board to approve the bill packet for \$3,273.88. Motion passed.

**Executive Committee:**

Thank you of the Month: Assistant Executive Director Hanneman thanked Brian Duncan, owner of Grainworks Old and New for their efforts in the downtown and for adding appeal to the entrance to the downtown.

The Executive Committee will meet in September and BID Board members are encouraged to start their 2024 wish lists for the 2024 BID operating plan/budget.

**Retention & Recruitment Committee:**

Placemaking Grant Request: 116 W. Wisconsin – the owner of Great Harvest has applied for a Place Making Grant to help create a new outdoor seating area.

**MSC Rondeau/Shiekh, the BID Board to approve a Place Making Grant request for \$500 for 116 W. Wisconsin. Motion passed. Member Skyrms abstaining.**

**Maintenance Committee:**

Flower Contract 2024: Memorial Florist prepared the BID's Flower Contract for 2024. This includes 29 hanging basket flowers at \$110 each. The remaining cost is for watering and maintenance.

**MSC Skyrms/Shiekh, the BID Board to approve the 2024 Memorial Florist contract for \$13,990. Motion passed.**

Next meeting: September 13, 2023

Trees/Lighting: A few trees and many branches were lost due to the summer storms and will impact holiday lighting.

**Public Relations and Marketing Committee:**

Copper Box Concert – August 16; Farm to Table @ The Plaza – August 17; Boogie Downtown – August 23; Ultimate Ladies Day – September 9; Historical Society Pow Wow – September 16; Lions Tail Octoberfest – September 22/23; Wine Walk – September 30; Last Farmers Market of the Season – October 14; Pre-Holiday Gift Certificate Rewards (BID) – November 3-4.

Report from August 10 Meeting: Employee Appreciation Day was a success – stations needed to get more food items several times. Between 1,200 and 1,300 people are signed up for Log Your Loops. Ultimate Ladies Day will be at the Double Tree. 178 women are currently registered.

**City of Neenah Updates:**

Q&A – Deputy Director Schimdt gave an update about the city-wide revaluation. Member Gillespie asked about security in the downtown and if more can be done.

Member Dorn asked if speed limit reduction in the downtown has been discussed. There are suggestions in the downtown plan to help control speed with bumpouts, narrower roadways, etc.

Valley Transit and the city continue to have discussions regarding the transfer center. Please send comments to the city to be included in conversations.

Marketplace Lot Construction – Traffic Engineer James Merten discussed the reconstruction of the Silver Lot (Marketplace Lot). The lot will be completely closed to vehicular traffic and will take about a month. Closure is expected to begin on August 23<sup>rd</sup>. Dumpsters will be relocated to the east side of Church Street adjacent to the former bus stop. There is a loading zone intended for deliveries along the east side of Church Street adjacent to Greene’s Pour House. Other areas may be available and are being explored. The City is temporarily lifting the permit restrictions in the Blue Lot (Presbyterian Church Lot) during the closure. Business owners should direct employees and customers to this lot. There will be no charge for parking in the blue lot during this time and the City will be providing a free month of parking to Silver and Blue permit holders.

**Future Neenah Updates:** Assistant Executive Director Hanneman reviewed portions of the Neenah Visitor Profile that was created by the Fox Cities Convention and Visitor’s Bureau including points of interest and top areas of origin.

**Announcements and future agenda items:** Next Meeting – August 19 w/ guest NPD Officer Benoit  
October 17 Co-Op Partners Meeting

The Board adjourned at 9:00 a.m.

Respectfully submitted,



Samantha Jefferson  
Community Development Specialist, Community Development