

**Community Development Authority of the City of Neenah
May 4, 2026 - 4:00 PM
Hauser Room, City Administration Building**

Present: Board Members: Tom Martin, Michelle Bauer, Ald. Tami Erickson, Lee Hillstrom, Ald. William Pollnow, and Grant Birtch. Also Present: Mayor Brian Borchardt, Ald. Flo Bruno, Executive Director Kelly Nieforth, Community Development Specialist Samantha Jefferson, resident Frank Cuthbert (1533 Fallow Drive), resident Mark Neuman (509 Chatham Ct.), and resident Jim Erickson (1402 Whittier Drive).

Approval of March 2, 2026 meeting minutes:

MSC Hillstrom/Pollnow, the CDA to approve the meeting minutes of March 2, 2026. Motion passed.

Public Appearances: Resident Mark Neuman (509 Chatham Ct.) introduced himself and explained that he is sitting in to understand how the city works and hopes to give back at some point.

Election of Officers:

- A) Chair: **MSC Hillstrom/Pollnow, the CDA to nominated member Tom Martin as Chairperson. Motion passed.**
- B) Vice Chair: **MSC Hillstrom/Pollnow, the CDA to nominated member John Ahles as Vice Chairperson. Motion passed.**

Meeting Frequency:

Historically, the CDA has been scheduled to meet on the first Monday of each month. However, in the last year, it has been more common that the group would meet every other month. Executive Director Nieforth discussed changing the meeting frequency from monthly to every-other month. She would not recommend any less frequently than every-other month. Member Martin pointed out that additional meetings can be called between meetings if necessary. Due to the 4th of July holiday, a meeting will be held in June 2026 and then the every-other month format will begin.

Executive Director Nieforth will bring this back to the CDA for a motion at the next meeting scheduled for June.

Presentation:

a) Downtown Parking

Executive Director Nieforth presented an update on the downtown parking situation, which was also presented to Council. The Public Works and Community Development departments jointly oversee parking. With the departure in recent years of two staff members who had primarily managed parking, Executive Director Nieforth noted that one of her initial goals upon hire was to evaluate the downtown parking situation and determine whether a new parking ramp—previously proposed prior to COVID—remains necessary.

She noted that the downtown has experienced significant changes since COVID, including reduced demand for parking due to increased work-from-home arrangements. Executive Director Nieforth provided an overview of current parking inventory versus obligations for surface lots and the parking ramp. Based on this analysis, it was determined that a new parking ramp is not needed at this time and would not be fiscally feasible.

Staff recommendations include:

- Amend any parking agreements that need to be updated. This includes parking agreements between the city and Alta, Plexus, and Ascension.
- The parking ramp will be removed from the CIP.
- Utilize already-borrowed funds in TID #10 to potentially acquire property and construct a surface parking lot in the area adjacent to the Plexus Design Center Lot.
- Review parking permit process.

Members discussed the historical context of downtown parking, noting that conditions were more constrained prior to COVID. While needs have shifted, there is currently some relief. Executive Director Nieforth commented that this does seem to be the case but also by acquiring the property adjacent to the Plexus Design Center Lot, the footprint area for a potential future ramp would then be owned by the city.

Member Erickson asked whether all parking for patrons of Arrowhead will be located on the Arrowhead site. Executive Director Nieforth confirmed that public parking is currently available on the Arrowhead site for park users and that with any future development on the site, parking for these amenities would be expected to be on the site.

Executive Director's Report:

Executive Director Nieforth provided the CDA with a report detailing several updates, including updates on tasks related to the goals created.

Arrowhead Park was discussed – staff will be providing Council with a quarterly updated soon and will also share this with the CDA.

Director Nieforth reported that Van’s Construction has purchased thirty lots within the Courtside Fields Subdivision. Single-family homes will be constructed.

Community Development staff have met with several developers and have highlighted property on Doty Island. Members discussed the corridor and the opportunities for it to be a thriving area especially with the new resident program and housing development.

Members asked about 110 W. Cecil Street and the proposed parking lot reconstruction. Currently, the entity planning to reconstruct the parking lot is in discussions with the City regarding an agreement. The details are still being finalized.

Executive Director Nieforth also discussed the former Harn’s site. Eminent Development Corporation submitted 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. A decision on this application should be made in May.

Members asked if there is land available in the Industrial Park. At this time, there is no available land in the expansion area. Horseshoe Beverage has an option on the property across the street from their current building. Edgewater Door will begin their development project imminently.

Adjournment: The meeting was adjourned at 4:51 p.m. **MSC Hillstrom/Erickson. Motion passed.**

Respectfully Submitted,



Samantha Jefferson
Community Development Specialist