



AGENDA OF THE COMMUNITY DEVELOPMENT BLOCK GRANT REVOLVING LOAN COMMITTEE

TUESDAY, NOVEMBER 11, 2025, 11:00 AM
City Hall, Room 604 - The Harry Maier Room.
Virtual attendance is also available via Zoom.

A. Zoom Meeting Information.

- I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/87613365927?pwd=ZnLX7C3a9ujHokTCOBK7TzBfCTAbZf.1>

Or call in by phone: +1 312 626 6799

Meeting ID: 876 1336 5927

Passcode: 067732

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. Roll Call.

- I. Members: Matt Schueller, Ace Champion, Eli Hicks, Bill Morgan, Bradley Klingsporn

C. Approval of the Agenda.

- I. Approval of the agenda for the Tuesday, November 11, 2025, meeting of the Community Development Block Grant Revolving Loan Committee.

D. Approval of Minutes.

- I. Approval of the minutes from the Wednesday, September 3, 2025, meeting of the Community Development Block Grant Revolving Loan Committee.

E. Regular Business.

- I. Consideration with possible action on a loan request by Hollywood Nails and Spa of WI LLC to borrow \$25,000 for furniture, fixtures, and equipment from the Economic Development Revolving Loan Funds (ED RLF).

F. Informational.

- I. Community Development Revolving Loan Fund Status Reports.

G. Adjournment.

- I. Adjournment of the Tuesday, November 11, 2025, meeting of the Community Development Block Grant Revolving Loan Committee.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Community Development Block Grant Revolving Loan Committee meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



Report to the
**Community Development Block Grant Revolving Loan
Committee of the City of Green Bay**

MEETING DATE

November 11, 2025

PREPARED BY

AGENDA ITEM # D.I

Approval of the minutes from the Wednesday, September 3, 2025, meeting of the Community Development Block Grant Revolving Loan Committee.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. CDRLF Minutes 09.03.2025



MINUTES OF THE COMMUNITY DEVELOPMENT BLOCK GRANT REVOLVING LOAN COMMITTEE

WEDNESDAY, SEPTEMBER 3, 2025, 8:00 AM
City Hall, Room 604 - The Harry Maier Room.
Virtual attendance is also available via Zoom.

A. ZOOM MEETING INFORMATION.

- I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/87613365927?pwd=ZnLX7C3a9ujHokTCOBK7TzBfCTAbZf.1>

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B. ROLL CALL.

- I. Members: Matt Schueller, Ace Champion, Eli Hicks, Bill Morgan, Bradley Klingsporn

Present: Matt Schueller, Eli Hicks, William Morgan, Ace Champion (arrived at 8:15am).

Excused:

Absent: Bradley Klingsporn

C. APPROVAL OF THE AGENDA.

- I. Approval of the agenda for the Wednesday, September 3, 2025, meeting of the Community Development Block Grant Revolving Loan Committee.

Moved by Ald. William Morgan, seconded by Eli Hicks to approve the agenda of the Community Development Block Grant Revolving Loan Committee.

Motion Passed.

Yes-Matt Schueller, Eli Hicks, William Morgan, No-None, Abstain-None.

D. APPROVAL OF MINUTES.

- I. Approval of the minutes from the Tuesday, August 26, 2025, meeting of the Community Development Block Grant Revolving Loan Committee.

Moved by Eli Hicks, seconded by Ald. William Morgan to approve the minutes of the Community Development Block Grant Revolving Loan Committee.

Motion Passed.

Yes-Matt Schueller, Eli Hicks, William Morgan, No-None, Abstain-None.

E. REGULAR BUSINESS.

- I. Consideration with possible action on a loan request from Salon Fifty-Four (408 Dream LLC) to borrow \$245,000 for building acquisition from Community Development Revolving Loan Funds (CD RLF) and \$70,000 for furniture, fixtures, and furnishings from Economic Development Revolving Loan Funds (ED RLF).

Moved by Ald. William Morgan, seconded by Eli Hicks to open the floor.

Motion Passed.

Yes-Matt Schueller, Eli Hicks, William Morgan, No-None, Abstain-None.

Speakers:

Jessica Maes

Matt Schueller

Rossemary Alcantra – 154 N. Broadway – Salon Fifty-Four

Eli Hicks

Ald. William Morgan

Moved by Ald. William Morgan, seconded by Eli Hicks to close the floor.

Motion Passed.

Yes-Matt Schueller, Ace Champion, Eli Hicks, William Morgan, No-None, Abstain-None.

Moved by Ald. William Morgan, seconded by Eli Hicks, to approve the request by Salon Fifty-Four (408 Dream LLC) for the following:

- A **CD RLF loan** in the amount of **\$245,000** at **4% interest** for **20 years**, with the **first 12 months interest-only**, secured by a **personal guarantee**; and
- An **ED RLF loan** in the amount of **\$70,000** at **4% interest** for **10 years**, with the **first 12 months interest-only**, also secured by a **personal guarantee**.

Motion Passed.

Yes—Matt Schueller, Ace Champion, Eli Hicks, William Morgan, No-None, Abstain-None.

Scrivener's Error Noted:

A scrivener's error was identified in the **Item Report for Agenda Item #E.1**. The applicant's last name was incorrectly listed as **Alcantara**. The correct spelling is **Alcantra**. This correction has been entered into the record and does not affect the substance of the item.

F. ADJOURNMENT.

- I. Adjournment of the Wednesday, September 3, 2025, meeting of the Community Development Block Grant Revolving Loan Committee.

Moved by Ald. William Morgan, seconded by Eli Hicks to adjourn the meeting.

Motion Passed.

Yes—Matt Schueller, Ace Champion, Eli Hicks, William Morgan, No-None, Abstain-None.



Report to the
**Community Development Block Grant Revolving Loan
Committee of the City of Green Bay**

MEETING DATE

November 11, 2025

PREPARED BY

Jessica Maes, Economic Coordinator

AGENDA ITEM # E.1

Consideration with possible action on a loan request by Hollywood Nails and Spa of WI LLC to borrow \$25,000 for furniture, fixtures, and equipment from the Economic Development Revolving Loan Funds (ED RLF).

BACKGROUND

Hollywood Nail and Spa, located at 807 S. Military Avenue, is a locally owned and operated business that has served the Green Bay community since 2002. Owner Dung Nguyen has built a strong and loyal client base over 23 years by providing high-quality nail and spa services in a clean, welcoming, and professional environment. The salon currently employs 12 full-time and 2 part-time staff members, with plans to add two additional full-time positions following the proposed improvements.

The business is requesting a \$25,000 loan through the City's Economic Development Revolving Loan Fund (ED-RLF) to purchase 14 new spa chairs with advanced sanitation features and 20 upgraded nail technician stations, which we will secure with a UCC filing. The total project cost is \$38,000, with the owner contributing \$13,000 in equity. These upgrades will enhance customer comfort, improve hygiene standards, and increase operational efficiency, positioning the business to maintain competitiveness in the growing beauty and wellness industry.

Funds will be used within 30 - 60 days of approval, with vendors already identified. Hollywood Nail and Spa has demonstrated consistent profitability and community commitment and will comfortably service the loan over a five-year term through existing cash flow. This investment will strengthen one of Green Bay's long-standing small businesses, retain and create local jobs, and contribute to the economic vitality of the Military Avenue commercial corridor.

As part of this review, the Loan Committee has been provided with the loan application, a business plan, a full credit report, financial documentation from 2022-2024, and a 2025 year to date profit and loss statement.

RECOMMENDATION

To approve the request by Hollywood Nails and Spa of WI LLC to borrow \$25,000 for furniture, fixtures, and equipment from the Economic Development Revolving Loan Funds (ED RLF) at 4% for 5 years, secured with a personal guarantee.

FISCAL IMPACT

ATTACHMENTS

- I. RLF Application final

2. Business Plan for Hollywood Nail and Spa
3. Credit Report
4. 1099 2022
5. 1099 2022 (1)
6. 1099 2022 (2)
7. 2023 Tax Returns
8. 2024 Tax Returns
9. Hollywood Nails & Spa of WI LLC - P&L YTD 2025 Sept



Report to the
**Community Development Block Grant Revolving Loan
Committee of the City of Green Bay**

MEETING DATE

November 11, 2025

PREPARED BY

Stephanie Schmutzer, Staff

AGENDA ITEM # F.1

Community Development Revolving Loan Fund Status Reports.

BACKGROUND

RLF loan status reports

RECOMMENDATION

Receive and place in file.

FISCAL IMPACT

ATTACHMENTS

1. CD-RLF Report
2. ED-RLF Report

CD-RLF Loan Status for Open Accounts
CD-RLF Loan Status for Open Accounts
11/5/2025

		Contract Date	Loan Amount	Principal Balance	Payment Amount	Last Payment	Notes
1	Initiative One	02/24/15	\$105,000	\$0.00	\$0.00	Apr-25	Paid Off
2	Gather on Broadway- eq	06/15/16	\$117,000	\$17,212.41	\$1,465.69	Oct-25	Current
3	U&I Movers Express, LLC	12/21/16	\$147,200	\$72,994.33	\$1,088.82	Oct-25	Current
4	Credit Management Control, Inc	12/29/16	\$81,500	\$41,345.35	\$602.85	Oct-25	Current
5	929 Cedar, LLC	09/15/17	\$250,000	\$0.00	\$0.00	Feb-25	Paid Off
6	Historic West Theater, LLC	10/11/18	\$87,000	\$55,228.91	\$659.75	Oct-25	Current
7	Badger Brewing - eq	11/27/18	\$140,000	\$110,737.05	\$877.62	Oct-25	Current
8	White Dog	06/04/20	\$30,000	\$8,171.74	\$303.75	Oct-25	Past Due
9	American Tent LLC - EQUIP	06/15/21	\$215,000	\$144,229.34	\$2,343.35	Oct-25	Current
10	American Tent LLC -WC	06/16/21	\$35,000	\$23,479.06	\$381.48	Oct-25	Current
11	Motel 6 (PSR)	03/16/22	\$250,000	\$196,458.28	\$1,849.22	Nov-25	Current
12	Gentle Vet	04/08/22	\$150,000	\$145,828.90	\$957.31	Oct-25	Current
13	Legacy Green Bay #1	04/08/22	\$150,000	\$121,162.28	\$1,656.15	Oct-25	Current
14	Legacy Green Bay #3	10/01/23	\$100,000	\$83,755.60	\$1,012.46	Oct-25	Current
15	Bay Area Burgers	07/07/22	\$35,000	\$27,992.10	\$725.15	Sep-24	Legal Action taken
16	Bambu Green Bay	05/05/23	\$35,000	\$0.00	\$0.00	Jun-25	Paid Off
17	Jenna Tax solutions - WC	10/13/23	\$35,000	\$23,795.99	\$1,033.34	Apr-25	Past Due
18	Jenna Tax solutions - Building	10/13/23	\$165,000	\$162,178.65	\$1,016.64	Apr-25	Past Due
19	Alwin Manufacturing	11/14/23	\$225,000	\$188,536.33	\$2,278.02	Oct-25	Current
20	Voyageurs Sourdough-Equip	10/10/24	\$215,000	\$215,000.00	\$716.67	Oct-25	Interest Only
21	Voyageurs Sourdough-WC	10/10/24	\$35,000	\$34,096.84	\$1,048.99	Oct-25	Past Due
22	Midwest Super Speedway	10/17/24	\$250,000	\$250,000.00	\$833.33	Oct-25	Current
23	Salon 54 - 408 Dream	09/05/25	\$245,000	\$245,000.00	\$816.67	N/A	Interest Only

\$3,097,700.00 \$2,167,203.16 \$21,667.26

ED-RLF Loan Status for Open Accounts
11/5/2025

		Contract Date	Loan Amount	Principal Balance	Payment Amount	Last Payment	Notes
1	Tasty Treats	10/31/18	\$140,000	\$0.00	\$0.00	Mar-25	Paid Off
2	Chef Champion	01/31/20	\$12,000	\$8,427.98	\$74.58	Oct-25	Current
3	Legacy Green Bay	04/08/22	\$95,000	\$72,741.53	\$1,048.89	Oct-25	Current
4	Voyageurs	10/10/24	\$45,000	\$42,271.39	\$828.75	Oct-25	Current
5	5 Thumbs Up	08/26/25	\$27,000	\$26,303.28	\$809.22	Oct-25	Current
6	Salon 54	09/03/25	\$70,000	\$70,000.00	\$233.33	N/A	Inserest only

\$389,000.00 **\$219,744.18** **\$2,994.77**