



AGENDA OF THE COMMUNITY DEVELOPMENT BLOCK GRANT REVOLVING LOAN COMMITTEE

TUESDAY, MARCH 24, 2026, 10:00 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/82079314714?pwd=wsOvbKpz3b5oOCvhWX52oJHYcQBaHk.1>

Or call in by phone: +1 312 626 6799

Meeting ID: 820 7931 4714

Passcode: 935959

If you wish to leave a comment for this public meeting, 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, March 24, 2026, meeting of the Community Development Block Grant Revolving Loan Committee.

D. Approval of Minutes.

- I. Approval of the minutes from the November 11, 2025, meeting of the Community Development Block Grant Revolving Loan Committee.

E. Regular Business.

- I. Consideration with possible action on a loan request from Gerarden Fabrication & Design, LLC to borrow \$35,000 for working capital from Community Development Revolving Loan Funds (CD RLF).

F. Informational.

- I. Community Development Revolving Loan Fund Status Reports.

G. Adjournment.

- I. Adjournment of the Tuesday, March 24, 2026, meeting of the Community Development Block Grant Revolving Loan Committee.

H. Regular Business.

- 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

March 24, 2026

PREPARED BY

AGENDA ITEM # D.1

Approval of the minutes from the November 11, 2025, meeting of the Community Development Block Grant Revolving Loan Committee.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. CDRLF Minutes 11.11.2025



MINUTES 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.I>

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

Present: Matt Schueller, Ace Champion, Eli Hicks, William Morgan, Bradley Klingsporn

Excused: None

Absent: None

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.

Moved by Bradley Klingsporn, seconded by Ald. William Morgan to approve the agenda.
Motion Passed.
Yes—Matt Schueller, Ace Champion, Eli Hicks, William Morgan, Bradley Klingsporn, No-None, Abstain-None.

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.

Moved by Ald. William Morgan, seconded by Board Member Eli Hicks to approve the minutes .
Motion Passed.
Yes-Matt Schueller, Ace Champion, Eli Hicks, William Morgan, Bradley Klingsporn, No-None, Abstain-None.

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).

Moved by Ald. William Morgan, seconded by Bradley Klingsporn to open the floor.
Motion Passed.
Yes—Matt Schueller, Ace Champion, Eli Hicks, William Morgan, Bradley Klingsporn, No-None, Abstain-None.

Speakers:

Jessica Maes

Leah Weycker – Military Avenue Business Association

Dung Nguyen – 807 S Military, Hollywood Nail and Spa of WI, LLC

Moved by Ald. William Morgan, seconded by Bradley Klingsporn to close the floor.
Motion Passed.
Yes—Matt Schueller, Ace Champion, Eli Hicks, William Morgan, Bradley Klingsporn, No-None, Abstain-None.

Moved by Matt Schueller, seconded by Ald. William Morgan to approve the request by Hollywood Nails and Spa of WI LLC., for an **ED RLF loan** in the amount of **\$25,000** for furniture, fixtures, and equipment, at an interest rate of **4%**, with a term of **7 years**, secured by a **personal guarantee** from all partners. The applicant initially requested a 10-year term; the committee proposed a 7-year term, which was accepted by the applicant.

Motion Passed.

Yes—Matt Schueller, Ace Champion, Eli Hicks, William Morgan, Bradley Klingsporn, No-

None, Abstain-None.

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.

Moved by Bradley Klingsporn, seconded by Eli Hicks to adjourn.

Motion Passed.

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



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

MEETING DATE

March 24, 2026

PREPARED BY

Jessica Maes, Economic Coordinator

AGENDA ITEM # E.1

Consideration with possible action on a loan request from Gerarden Fabrication & Design, LLC to borrow \$35,000 for working capital from Community Development Revolving Loan Funds (CD RLF).

BACKGROUND

Today we are presenting a Community Development Revolving Loan Fund (CD-RFL) request from Gerarden Fabrication & Design, LLC, owned by Codey Gerarden. Founded in 2016 in Green Bay, the company specializes in custom metal fabrication and furniture design, producing high-quality, handcrafted pieces for residential and commercial customers.

Currently, the company manufactures its products in Denmark, Wisconsin and is in the process of opening a high-end furniture retail showroom at 110 N Washington Street in downtown Green Bay. This is the commercial space that was most recently occupied by Capital Credit Union and has been vacant since the credit union closed the branch location more than a year ago. The showroom will allow the company to display its work, meet with customers, and expand from primarily fabrication into a stronger direct retail and design presence in the downtown market, the City of Green Bay, and the northeast region of the State.

The request before the committee is for a \$35,000 working capital loan. The loan funds will be used primarily for tenant improvements and showroom build-out, including painting, flooring, signage, and furnishings needed to convert the former financial institution space into a functional showroom and customer seating area. This loan will be paired with \$40,000 in owner equity, for a total project investment of \$75,000.

As part of the project, and in accordance with the requirements of the loan, the company plans to create one FTE furniture sales position within 18 months of the loan closing with 51% of the hours going to an individual from a low-to-moderate income (LMI) household.

Overall, this project supports the activation of a storefront in the downtown district, expansion of a locally owned manufacturing business, and creation of new employment opportunities within the city.

In advance of today's meeting, the Loan Committee received access to Mr. Gerarden's loan application, business plan, 3 years of financials, and financial projections.

RECOMMENDATION

To approve the request by Gerarden Fabrication & Design, LLC for a CD RLF loan in the amount of \$35,000 at 5% for 7 years, secured with a personal guarantee.

FISCAL IMPACT

ATTACHMENTS

1. RLF Application - completed
2. Credit Report
3. 2023 ProfitandLoss
4. 2024ProfitandLoss
5. 2025ProfitandLoss
6. Financial Projections Gerarden Fabrication and Design, LLC
7. gerarden fab_22s_FC
8. gerarden fab_23s_FC
9. gerarden fab_24s_FC
10. Business Plan completed - Gerarden REV2



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

MEETING DATE

March 24, 2026

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. CDBG-RLF Report
2. ED- RLF Report

CD-RLF Loan Status for Open Accounts
CD-RLF Loan Status for Open Accounts
3/18/2026

		Contract Date	Loan Amount	Principal Balance	Payment Amount	Last Payment	Notes
1	Gather on Broadway- eq	06/15/16	\$117,000	\$10,123.73	\$1,465.69	Mar-26	Current
2	U&I Movers Express, LLC	12/21/16	\$147,200	\$69,595.36	\$1,088.82	Feb-26	Current
3	Credit Management Control, Inc	12/29/16	\$81,500	\$39,004.64	\$602.85	Mar-26	Current
4	Historic West Theater, LLC	10/11/18	\$87,000	\$52,834.74	\$659.75	Mar-26	Current
5	Badger Brewing - eq	11/27/18	\$140,000	\$107,660.53	\$877.62	Mar-26	Current
6	White Dog	06/04/20	\$30,000	\$6,339.98	\$303.75	Feb-26	Current
7	American Tent LLC - EQUIP	06/15/21	\$215,000	\$134,854.12	\$2,343.35	Mar-26	Current
8	American Tent LLC -WC	06/16/21	\$35,000	\$21,952.84	\$381.48	Mar-26	Current
9	Motel 6 (PSR)	03/16/22	\$250,000	\$190,744.65	\$1,849.22	Mar-26	Current
10	Gentle Vet	04/08/22	\$150,000	\$143,457.08	\$957.31	Mar-26	Current
11	Legacy Green Bay #1	04/08/22	\$150,000	\$116,128.08	\$1,656.15	Feb-26	Past Due
12	Legacy Green Bay #3	10/01/23	\$100,000	\$80,807.80	\$1,012.46	Feb-26	Past Due
13	Bay Area Burgers	07/07/22	\$35,000	\$27,992.10	\$725.15	Sep-24	Legal Action taken
14	Jenna Tax solutions - WC	10/13/23	\$35,000	\$23,795.99	\$1,033.34	Apr-25	Default
15	Jenna Tax solutions - Building	10/13/23	\$165,000	\$162,178.65	\$1,016.64	Apr-25	Default
16	Alwin Manufacturing	11/14/23	\$225,000	\$180,233.34	\$2,278.02	Mar-26	Current
17	Voyageurs Sourdough-Equip	10/10/24	\$215,000	\$215,000.00	\$716.67	Mar-26	Interest Only
18	Voyageurs Sourdough-WC	10/10/24	\$35,000	\$29,524.30	\$1,048.99	Feb-26	Past Due
19	Midwest Super Speedway	10/17/24	\$250,000	\$250,000.00	\$833.33	Mar-26	Current
20	Salon 54 - 408 Dream	09/05/25	\$245,000	\$245,000.00	\$816.67	Mar-26	Current

\$2,707,700.00 \$2,107,227.93 \$21,667.26

ED-RLF Loan Status for Open Accounts
3/18/2026

		Contract Date	Loan Amount	Principal Balance	Payment Amount	Last Payment	Notes
1	Chef Champion	01/31/20	\$12,000	\$8,066.05	\$74.58	Mar-26	Current
2	Legacy Green Bay	04/08/22	\$95,000	\$69,499.69	\$1,048.89	Feb-26	Past Due
3	Voyageurs	10/10/24	\$45,000	\$39,506.23	\$828.75	Mar-26	Current
4	5 Thumbs Up	08/26/25	\$27,000	\$22,775.89	\$809.22	Mar-26	Current
5	Salon 54	09/03/25	\$70,000	\$70,000.00	\$233.33	N/A	Not drawn
6	Hollywood Nails	11/11/25	\$25,000	\$25,000.00	\$341.73	N/A	Not drawn

\$274,000.00 \$234,847.86 \$3,336.50