



# CITY OF APPLETON

## MEMORANDUM

**Date:** May 8, 2024  
**To:** Appleton Redevelopment Authority  
**From:** Kara Homan, AICP, Director of Community Development  
**Subject:** Exhibition Center Advisory Committee of the Appleton Redevelopment Authority

---

Walter Rugland, who served as a community member representative on the ARA Exhibition Center Advisory Committee, recently requested to step down from the committee and has since passed away. We will miss Walt and all his hard work he provided to our community over the years. Jeff Nooyen has agreed to fill the vacated community member seat. Chairperson Downs' appointment to fill this vacated position on the Exhibition Center Advisory Committee of the Appleton Redevelopment Authority needs to be approved by ARA. This is a 2-year term that will expire in January 2026.

### Appointment & ARA Approval of Community Member:

**Jeff Nooyen**

Below are two excerpts from the Creation Documents adopted by ARA on 12/3/2014 and amended on 4/12/2023:

### **ARTICLE 2 – PURPOSE AND ORGANIZATION**

**SECTION 1. Purpose** - The general purpose of the Exhibition Center Advisory Committee is to represent, inform, engage and make recommendations on behalf of the stakeholders in the greater Fox Valley about the Exhibition Center Project as well as operations and management of the Exhibition Center "Center". The Committee shall strictly serve in an advisory capacity to the Appleton Redevelopment Authority ("ARA" or "Authority").

**SECTION 2. Membership** - The Exhibition Center Advisory Committee shall include the following: one representative from each municipality collecting hotel room tax used in part to fund the exhibition center operations [appointed by the municipality], two (2) hoteliers collecting room tax used in part to fund the exhibition center [appointed by the ARA Chairperson and approved by ARA], two (2) community members residing within a community collecting room tax used in part to fund the exhibition center operations [appointed by the ARA Chairperson and approved by ARA], one (1) member of the ARA [appointed by the ARA Chairperson] and the Executive Director of the Convention and Visitors Bureau, or designee. The City of Appleton Community and Economic Development Director,

or designee thereof, shall also be a non-voting, advisory member of the Committee. The Chair and Vice-Chair of the Committee shall be designated by ARA and shall serve one year terms that may be renewed at the discretion of ARA. Committee members, with the exception of the Executive Director of the Convention and Visitors Bureau and City of Appleton Community and Economic Development Director, or designees thereof, shall serve terms of two (2) years ~~and may serve up to three (3) consecutive terms~~. However, upon establishment of this committee, the following shall serve an initial term of three years: (list half of the participating municipalities), one of the hotelier representatives and one of the community members.