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## APPLETON REDEVELOPMENT AUTHORITY EXHIBITION CENTER ADVISORY COMMITTEE

### **\*\*REVISED\*\* MEETING MINUTES**

**Thursday, March 3, 2016**

**1:00 p.m.**

**Appleton City Hall**

**100 N. Appleton Street, 6<sup>th</sup> Floor, Committee Room 6A/B**

1. Meeting called to order at 1:00 p.m.
2. Members present and introductions:
  - Richard Batley
  - George Dearborn
  - Marissa Downs
  - Chuck Gifford
  - Dean Kaufert
  - Chuck Kuen
  - Walter Rugland
  - Chadd Scott
  - Pam Seidl
  - Char Stankowski
  - Michael Vanden Berg
  - Maria Van Laanen
  - Tom Wilde
  - Karen Harkness, non-voting member

Members excused:

Bob Benz  
Lee Meyerhoffer

Others present:

Mayor Tim Hanna  
Dana Reader  
Duke Behnke

3. Review of ARA Exhibition Center Advisory Committee Creation Document

Harkness reviewed the document with the committee. Mayor Kaufert moved, seconded by Batley, the committee request the ARA to consider an amendment to this document pertaining to membership to allow proxies for municipality representatives. Motion carried. 11-2/Downs,

Kuen. A question was asked if the Hotel Room Tax Commission has taken up the ability for proxy. Harkness responded no, discussions continue about the by-laws for that organization.

#### 4. Update by Mayor Hanna

Mayor Hanna gave an update on the geotechnical and infrastructure re-construction and the Request For Qualifications (RFQ) for owner's agent expediter services. Mayor Hanna talked about the Building Program and that the majority of that program will not change. He stated how this building is integrated with Jones Park and that is important due to the fact that there will need to be a retaining wall or berm.

Mayor Hanna shared the Hinshaw & Culbertson cost for Phases 1, 2 & 3 was \$453,000.

Kuen asked if this committee will review the RFQ. Mayor Hanna and Harkness responded to this question. Per the Intergovernmental Agreement and this committee's organizing documents, review of the RFQ or decisions about the details of construction are not in the purview of this committee. However, there are many opportunities for public input vis-à-vis the open meetings rules for all municipalities. The RFQ process will follow standard City of Appleton policies which includes staff review of responses and Council action.

George Dearborn stated this committee is a positive thing. The City could go on its own. The City is asking for input on the design program and management. Mayor Kaufert stated on the front end we can give input.

The RFQ responses are due by March 18<sup>th</sup> and Harkness will share the RFQ with all.

Pam Seidl shared with the committee that the Fox Cities Convention & Visitors Bureau has contacted 135 potential groups, and several have expressed excitement and interest.

#### 5. Meeting schedule

The meeting scheduled was shared with the committee.

**A discussion about the Radisson Paper Valley Property Improvement Plan followed. Representatives of the Radisson will be invited to the next meeting.**

#### 6. Adjournment

Gifford moved, seconded by Seidl, to adjourn the meeting at 3:00 p.m. Motion carried. 13-0