



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appleton.org](http://www.appleton.org)

## Meeting Agenda - Final Appleton Redevelopment Authority

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Wednesday, July 12, 2017

10:00 AM

Council Chambers, 6th Floor

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1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting

[17-1036](#) ARA Minutes from 6-14-17

Attachments: [ARA Minutes 6-14-17.pdf](#)

### 4. Public Hearings/Apearances

### 5. Action Items

[17-671](#) Designate Chair and Vice-Chair of the ARA Exhibition Center Advisory Committee

Attachments: [ARA Advisory Committee Creation Document-Approved by ARA-12-3-14.pdf](#)  
[ARA Exhibition Center Advisory Committee 2016 Appointments.pdf](#)

Legislative History

5/10/17 Appleton Redevelopment Authority held

[17-1067](#) Request to approve resolution of the Redevelopment Authority of the City of Appleton as conduit borrower, authorizing the borrowing not more than \$31,000,000 for the construction of the Fox Cities Exhibition Center

Attachments: [Resolution of ARA as Conduit Borrower for FCEC 7-12-17.pdf](#)

### 6. Information Items

### 7. Adjournment

*Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.*

*Any questions about items on this meeting are to be directed to Director Karen Harkness in the Community and Economic Development Department at 920-832-6468.*

*Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.*





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## Meeting Minutes - Final Appleton Redevelopment Authority

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Wednesday, June 14, 2017

10:00 AM

Council Chambers, 6th Floor

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1. Call meeting to order

Meeting called to order at 10:00 a.m.

2. Roll call of membership

**Present:** 6 - Van Dyke, Downs, Weider, Siebers, Fisher and Brokl

**Excused:** 1 - Higgins

*Others present:*  
*Doc Musekamp, We Energies*

3. Approval of minutes from previous meeting

[17-880](#)

ARA Minutes from 5-10-17

**Attachments:** [ARA Minutes 5-10-17.pdf](#)

**Siebers moved, seconded by Fisher, that the Minutes be approved. Roll Call.  
Motion carried by the following vote:**

**Aye:** 6 - Van Dyke, Downs, Weider, Siebers, Fisher and Brokl

**Excused:** 1 - Higgins

4. Public Hearings/Appealances

5. Action Items

[17-881](#)

Request approval of We Energies Winnebago Street substation in Appleton Redevelopment Project Plan No. 21 (ARP #21)

**Attachments:**    [Memo to ARA regarding We Energies Substation and ARP 21.pdf](#)  
[We Energies letter of request to ARA 6-8-17.pdf](#)  
[ARA Redevelopment Project Plan 21 Report.pdf](#)  
[Winnebago Street Substation Project Summary 25 Apr 2017.pdf](#)  
[Winnebago Street SS Plan of Operation 25 Apr 2017.pdf](#)  
[4829 planset 2017-04-28.pdf](#)  
[StaffReport WeEnergiesWinnebagoSt SUP For06-13-17.pdf](#)

**Siebers moved, seconded by Fisher, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 6 - Van Dyke, Downs, Weider, Siebers, Fisher and Brokl

**Excused:** 1 - Higgins

## **6. Information Items**

## **7. Adjournment**

**Siebers moved, seconded by Fisher, that the meeting be adjourned at 10:04 a.m. Roll Call. Motion carried by the following vote:**

**Aye:** 6 - Van Dyke, Downs, Weider, Siebers, Fisher and Brokl

**Excused:** 1 - Higgins

Organization and Establishment of  
Exhibition Center Advisory Committee of the Appleton Redevelopment Authority

ARTICLE 1- NAME

The name of the advisory committee shall be the Exhibition Center Advisory Committee of the Appleton Redevelopment Authority (“Exhibition Center Advisory Committee”, “Advisory Committee” or “Committee”).

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.

SECTION 3. Meetings and Reports- The Committee shall hold regular meetings at such times, places and dates as may be determined by its members and provide monthly reports to ARA.

SECTION 4. Notice of Meetings- Notice of regular meetings, including the time and place, shall be provided to the members at least two business days prior to such meeting. Notice of special meetings, including the time and place therefore, shall be provided to the members at least twenty-four hours prior to such meeting. The Executive Director of the Authority shall cause

such notices to be given in person, by telephone, by mail or by email. Public notice of all Committee meetings shall be made in accordance with the appropriate provisions of the Wisconsin Open Meetings Law.

SECTION 5. Quorum- A majority of the appointed members of the Committee shall constitute a quorum.

SECTION 6. Official Action- A vote by a majority of Committee members at any meeting where a quorum is present shall constitute official action by the Committee.

SECTION 7. Reimbursement; No Compensation. The members of the Committee shall receive no compensation or reimbursement for attending regular meetings or public functions. Reimbursement for actual expenses incurred in the performance of their duties may be provided by the Authority, upon submission of receipts, for performance of other Committee related duties requested and approved in advance by the Authority.

SECTION 8. Committee Procedure. The Committee shall operate under the same procedural rules adopted by the Appleton Redevelopment Authority and may develop additional rules and operating procedures subject to prior approval by a majority of members of the Appleton Redevelopment Authority.

## ARA Exhibition Center Advisory Committee 2016 Appointments

Term Started	Term Expires	Committee Member	Represents	Address	Phone	Email
March 2016	2 years January 2018	Dana Reader	City of Appleton	110 N. Richmond St. Appleton WI 54911	920-735-9500	<a href="mailto:goodcompanyltd@aol.com">goodcompanyltd@aol.com</a>
January 2016	3 years (initial) January 2019	Chadd Scott Holiday Inn	Town of Grand Chute	150 S. Nicolet Rd. Appleton WI 54914	920-850-6814	<a href="mailto:cscott@hiappleton.com">cscott@hiappleton.com</a>
January 2016	3 years (initial) January 2019	Dean Kaufert	City of Neenah	211 Walnut St. Neenah WI 54956	920-886-6104	<a href="mailto:dkaufert@ci.neenah.wi.us">dkaufert@ci.neenah.wi.us</a>
January 2016	3 years (initial) January 2019	Chuck Kuen	Village of Kimberly	132 S. Willow St. Kimberly WI 54136	920-716-4502	<a href="mailto:ckuen@valleymanagement.com">ckuen@valleymanagement.com</a>
January 2016	2 years January 2018	Lee Meyerhofer	City of Kaukauna	903 Shamrock Ct. Kaukauna WI 54130	920-360-0400 920-766-0195	<a href="mailto:lee.meyerhofer@kaukauna-wi.org">lee.meyerhofer@kaukauna-wi.org</a> <a href="mailto:lisameyerhofer@aol.com">lisameyerhofer@aol.com</a>
January 2016	2 years January 2018	Mike Vanden Berg	Village of Little Chute	427 Sanitorium Rd. Kaukauna WI 54130	920-851-4983	<a href="mailto:presidentvandenbergh@littlechutewi.org">presidentvandenbergh@littlechutewi.org</a>
January 2016	3 years (initial) January 2019	Thomas Wilde	Town of Neenah	163 Kuettel Ct. Neenah WI 54956	920-725-0014	<a href="mailto:twilde@new.rr.com">twilde@new.rr.com</a>
January 2016	2 years January 2018	George Dearborn	Town of Menasha	2000 Municipal Dr. Neenah WI 54956	920-720-7105	<a href="mailto:gdearborn@town-menasha.com">gdearborn@town-menasha.com</a>
January 2016	3 years (initial) January 2019	Chuck Gifford Comfort Suites	City of Menasha	1229 Beechwood La. Menasha WI 54952	920-730-3800	<a href="mailto:cgifford@wiscohoteles.com">cgifford@wiscohoteles.com</a>
January 2016	2 years January 2018	Bob Benz	Village of Sherwood	N7639 Lower Cliff Rd. Sherwood WI 54169	920-989-1760	<a href="mailto:bobmarbenz7@aol.com">bobmarbenz7@aol.com</a>
January 2016	3 years (initial) January 2019	Rich Batley Bridgewood Hotel	Hotelier	1000 Cameron Way Neenah WI 54956	920-720-8000	<a href="mailto:rich@rbhospitality.com">rich@rbhospitality.com</a>
February 2016	2 years January 2018	Char Stankowski Country Inn/Suites	Hotelier (Vice Chair)	130 Patriot Dr. Little Chute WI 54140	920-788-8080	<a href="mailto:c.stankowski@cisappleton.com">c.stankowski@cisappleton.com</a>
January 2016	3 years (initial) January 2019	Maria Van Laanen President of PAC	Community Member	400 W. College Ave. Appleton WI 54911	920-730-3787	<a href="mailto:mvanlaanen@foxcitiespac.com">mvanlaanen@foxcitiespac.com</a>
January 2016	2 years January 2018	Walter Rugland Ret. COO of AAL	Community Member	100 W. Lawrence St. Appleton WI 54911	920-830-9999	<a href="mailto:walterrugland@gmail.com">walterrugland@gmail.com</a>
January 2016	2 years January 2018	Marissa Downs	ARA Member (Chair)	6625 N. Smoketree Pass Appleton WI 54913	920-602-6679	<a href="mailto:downs@commonwealthco.net">downs@commonwealthco.net</a>
		Pam Seidl	FCCVB Executive Director	3433 W. College Ave. Appleton WI 54914	920-734-3358	<a href="mailto:pseidl@foxcities.org">pseidl@foxcities.org</a>
Non-voting Advisory member		Karen Harkness	Community/Econ Dev Director	100 N. Appleton St. Appleton WI 54911	920-832-6408	<a href="mailto:karen.harkness@appleton.org">karen.harkness@appleton.org</a>

RESOLUTION OF  
THE REDEVELOPMENT AUTHORITY OF THE CITY OF APPLETON AS CONDUIT  
BORROWER, AUTHORIZING THE BORROWING NOT MORE THAN \$31,000,000  
FOR THE CONSTRUCTION OF THE FOX CITIES EXHIBITION CENTER  
RESOLUTION \_\_\_\_\_

WHEREAS, the Redevelopment Authority of the City of Appleton (“ARA”) met on July 12, 2017 and determined that it is in the best interest of the ARA and the City of Appleton (the “City”) that the ARA become the conduit lender for a loan secured by the room tax revenues collected from the Fox Cities Tourism Zone for this purpose; and

WHEREAS, this Resolution is in furtherance of the Exhibition Center Cooperation Agreement entered into by the ARA on November 24, 2015.

NOW THEREFORE BE IT RESOLVED, that the ARA is authorized to secure the funding necessary to fund the development and construction of the FCEC secured by the room tax revenues collected from the Fox Cities Tourism Zone for this purpose; and be it

FURTHER RESOLVED, that the amount of the loan advanced to the ARA shall not exceed Thirty-One Million Dollars (\$31,000,000.00); and be it

FURTHER RESOLVED, that the loan will be secured by the room tax revenues received from the Fox Cities Tourism Zone for this purpose, consistent with the Exhibition Center Cooperation Agreement dated November 24, 2015; and be it

FURTHER RESOLVED, that the executive director of the ARA is expressly authorized to execute all documents necessary, including the Note and Loan Agreement, for the borrowing of the funds needed to fund the development of the FCEC.

CERTIFICATION OF CHAIR

I, Marissa Downs, the duly appointed and qualified Chair of the Redevelopment Authority of the City of Appleton, Wisconsin, do hereby certify that the above resolution is a true and compared copy of the resolution adopted by the Redevelopment Authority of the City of Appleton, Wisconsin at a regular meeting held July 12, 2017.

Dated at Appleton, Wisconsin this  
\_\_\_\_ day of July, 2017.

\_\_\_\_\_  
Marissa Downs  
Chair of the Redevelopment Authority of the  
City of Appleton