



*"...meeting community needs...enhancing quality of life."*

# MEMORANDUM

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TO: Appleton Redevelopment Authority (ARA)

FROM: Karen Harkness, Director of Community & Economic Development

DATE: February 15, 2019

RE: Exhibition Center Advisory Committee of the Appleton Redevelopment Authority

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On September 24, 2018, Char Stankowski, a hotelier representative on the ARA Exhibition Center Advisory Committee tendered her resignation from the committee. Chairperson Downs' appointment to fill this vacated position on the Exhibition Center Advisory Committee of the Appleton Redevelopment Authority (named below) needs to be approved by ARA. For your information, Rich Batley, the other hotelier representative, has also since retired, and his position will need to be filled as well. We are working to find a replacement and will bring forward an appointment for your approval at a future meeting.

In addition, one re-appointment by Chairperson Downs (named below) to the Exhibition Center Advisory Committee of the Appleton Redevelopment Authority needs to be approved by ARA.

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

## **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.

Appointment & ARA Approval of Vacant Hotelier (Char):

**Amanda Hedtke, GM at Residence Inn, Grand Chute**

Amanda has been with TMI Hospitality for almost 19 years. She also is an adjunct teacher at FVTC in hospitality and has instructed hospitality students for over 5 years.

Re-Appointment & ARA Approval of Community Member:

**Maria Van Laanen, Performing Arts Center**