

**AGENDA FOR SPECIAL COMMON COUNCIL MEETING
SUPERIOR, WISCONSIN
Monday – December 21, 2015
5:00 p.m. - Government Center, Board Room 201**

PLEDGE OF ALLEGIANCE

ROLL CALL

A Special meeting of the Common Council has been called to consider the following:

1. Planning & Port Director Serck submitting Amendment to the Facility Business Management Agreement between Jim Caesar of JCC Services, the City of Superior and Douglas County.
(Referred from the December 15, 2015, Council meeting)
 - a. Communication from Mayor Hagen recommending adoption of the contract.
 - b. Communication from Development Association Board of Directors President, Bill Fennessey.

If you would like to speak before the Council, please sign your name on the sign-up sheet prior to the Council meeting. Due to requirements of the Wisconsin Open Meetings laws, only matters placed on this agenda may be approved by the Council at this meeting, however, citizens may address the Council regarding items which require no action. No personal attacks on individuals will be allowed, and all comments by members of the public shall be limited to three (3) minutes in length.

Citizens should contact the Mayor, a Councilor, or the City Clerk to have a matter placed on a future Council agenda for consideration.

Pursuant to the Americans with Disabilities Act of 1990, if you are in need of an accommodation to participate in the public meeting process, please contact the City Clerk's Office at (715) 395-7200 prior to the scheduled meeting. The City will attempt to accommodate any request depending on the amount of notice received. TDD (715) 395-7521.

In compliance with Wisconsin Open Meetings Law, this agenda was:

Posted: Government Center, Court House, & Public Library,
Faxed to: Daily Telegram, Public Library, December 17, 2015



SUPERIOR

WISCONSIN

Living up to our name.

Office of the Mayor


Bruce C. Hagen, Mayor
Rani Gill, Chief of Staff to the Mayor

Phone: (715) 395-7212
Fax: (715) 395-7590
TDD: (715) 395-7521
E-mail: mayor@ci.superior.wi.us

1316 North 14th Street, #301
Superior, WI 54880
Website: www.ci.superior.wi.us

MEMORANDUM

December 16, 2015

TO: Members of the Common Council
FROM: Bruce Hagen, Mayor 
SUBJECT: ***SBC Management Contract***

I am calling for a special meeting of the Common Council to review and adopt a contract with Mr. James Caesar for management of the Superior Business Center (SBC). If there was confusion on the floor as to this matter last evening, I apologize for any lack of information which would have allowed the council to make a decision on this rather than a referral. I will take the responsibility for that.

While special meetings are not the norm, I/we believe that action on this item is of immediate necessity as the council will not meet again until well into January. The city and county cannot have this asset and its functions continue without qualified management on-site and knowledgeable of its operations.

The city and county also have a major decision to make mid next year as to continued ownership of the SBC. Mr. Caesar is and will be the qualified person, knowledgeable enough to assist in making a decision as to interests in the SBC by the city and county.

Under Mr. Caesar's direction, the SBC has gone from a deficit position to a net income of \$78,000 for this year as of November 30th. Payment for his services is split between the city and county out of the net proceeds from the SBC not the city or county. His services are under \$2,100 per month. Jim averages 12-15 hours per week working on Superior Business Center issues, which equates to \$32-40/hour. One detail I would also like to emphasize is that Jim's rate is paid through SBC rent proceeds.

Finally, administration is not obligated to seek other management proposals since the total contract is under \$25,000.

I recommend and encourage adoption of the contract for services for calendar year 2016.

Thank you.



City of Superior

Jason Serck
Director, Planning
1316 North 14th Street
Suite 210
Superior, WI 54880

Jason:

Thank you for the opportunity to provide clarification of Jim Caesar's role with the Development Association (DA) and the current relationship the Development Association has with the Superior Business Center (SBC).

Jim was hired as Executive Director of the DA on a contract basis during August, 2015. During contract negotiations, the DA Board agreed that Jim would continue other non-DA related endeavors including management of the SBC and his involvement with Positively Superior.

Jim's experience with business, economic, and community development, combined with previous management role with the DA, has allowed the DA to pursue a strategic course for the future. Jim has been working with the DA Board to set a clear focus for the organization, including economic and community development partner relationships, increased interaction with members and financial stability and growth.

On October 28, 2014 the City and County were notified that the DA would be discontinuing management of the SBC effective December 31, 2015. Since then there have been suggestions that the DA again consider managing operations at the SBC in the future. The position of DA Board is our current focus does not include managing the SBC.

Please share the content of this letter as you deem appropriate to assist others in understanding the positive current and future direction of the Development Association in actively pursuing business retention, expansion and recruitment in Superior and Douglas County.

Bill Fennessey

President, Development Association Board of Directors

205 Belknap Street • Superior, WI • 54880 • 715-392-4749

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