



National Western Center
Authority Board Meeting Minutes

Date of Meeting:	July 25, 2019	Time:	9:30 a.m.
Minutes Prepared By:	Melody Ambrose	Location:	NWSS

1. Meeting Description

National Western Center Authority Board Meeting

2. Authority Board Member Attendance at Meeting

Name	Present	Absent	Notes
John Ikard		X	
Lucia Guzman	X		
Steven McCarthy	X		
John Zapien		X	
Robb Brown	X		
Kelly Leid	X		
Monique Lovato	X		
Liliana Flores Amaro*	X		
Brendan Hanlon*	X		
Tony Frank		X	
Amy Parsons	X		
Pat Grant	X		
Paul Andrews	X		

***Non-Voting Members**

Other attendees including members of the public are as recorded in any sign-in sheet(s) collected for the meeting.



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Topic	Owner	Time
<p>Call to order</p> <p>Quorum Present – Vice Chair, Steve McCarthy chaired the meeting.</p>	Steve McCarthy	9:37 a.m.
<p>3. Board Business</p>		
<p>Minutes from the June 27, 2019 meeting were approved unanimously by voice vote of members present. Motion by Kelly Leid, second by Pat Grant and a majority approved.</p>	Steve McCarthy	9:38 a.m.
<p>Chair Report – No chair report for this month.</p>	Steve McCarthy	9:38 a.m.
<p>CEO Report – Brad Buchanan reported the Strategic Implementation Plan (SIP) is coming together and the Authority staff is coordinating with our partners on programming. John Ikard and Brad have started preliminary discussions on the board structure. Possible formation of an executive committee and further discussion of voting rights on board committees. Will have Fred Mickleson provide information on best practices and make recommendations and discuss further at the August board meeting. In the past week three announcements were emailed to the Board 1) Tykus Holloway announcement, 2) Leadership of PBI Office and 3) the Triangle short list.</p>	Brad Buchanan	9:39 a.m.
<p>Brad Buchanan and Matt Barry gave a presentation on the SIP that included a short video of the Summit and gave a comprehensive update on the community meetings and five focus areas: Strengthening the Ag & Food Economy, Thought Leadership & Policy, Entertainment & Experiences, Next Generation and Healthy Places. The presentation also reviewed our mission, vision and operating principles and how all these components will be part of the SIP. A draft of the SIP will be presented in September with plans to submit a draft 2020 budget that is based on the SIP in October. The SIP will have several tasks and workflows that will be prioritized.</p>	Brad Buchanan/ Matt Barry	9:46 a.m.
<p>4. Capital Build Update</p>		
<p>Capital Build Update by Mayor’s Office of the National Western Center Program Overview</p> <p>Brad Dodson stated the team is working to get Tykus up to speed on the project. He reported they are working with the Planning Board on the rezoning for Phases I & II. Encouraged people to drive up National Western Drive as demolition of buildings has begun. Also encouraged people to visit their office on Race Street and they have hoteling space available for all to use.</p>	Brad Dodson/Barb Frommell	10:04 a.m.



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<p>Brad Dodson provided a program status report and highlighted accomplishments, major contracts and procurement status, work underway, construction status, key milestones and a triangle update.</p> <p>Barb Frommell presented on campus wide services contracts that NWCO is working on for the Authority. Barb provided history of why NWCO had started this process prior to the Authority staff being in place. She also introduced John Karner who was brought on to assist in this area. She additionally presented information on the Denver Water IGA and water recycling program. The board requested that documents going to the Council be shared with them. NWCO Comms will provide to Melody to forward to directors.</p> <p>Kelly Leid suggested that representatives of the board should attend Council and Planning Board meetings as their schedules allow. They need to see the Authority is serious and we also need to support the Council.</p>		
5. Equity Partner Reports		
<p>City and County of Denver – Brendan reported the City has started the 2020 budget process. The Authority budget will be reviewed with the Finance Committee and then presented to the Board.</p>	Brendan Hanlon	10:20 a.m
<p>Colorado State University – Amy Parsons presented updates on the designs and programs for the Water, Animal Health and CSU Center for Food & Ag buildings. CSU is planning for the buildings to be LEED Gold. She also noted that CSU has hired a branding consultant to assist with branding their 3 buildings and they also are in the 2020 budget process. Amy also reviewed CSU’s current outreach program and activities. Amy responded to questions on how CSU is integrating into the SIP 5 functions and into the NWC branding. Brad Buchanan commented that Andrea Burns is working with CSU’s brand team.</p>	Amy Parsons	10:23 a.m.
<p>Western Stock Show Association – Paul Andrews reported they have commitments for \$56 million for their Legacy Building site plan and for a military monument. He noted the military monument will have a separate funding campaign. He reported on the Denver County Fair. Attendance was hurt by the weather this year, but overall a great event. WSSA is gearing up for the Fall Feast on November 9. This is a free event to GES that provides lots of free services, activities and a meal. Volunteers are needed.</p>	Paul Andrews	10:34 a.m.
6. Committee Reports		
<p>Community Benefits – Monique asked the Community Benefits Guiding Principles document be distributed further. It is being presented tonight at CAC. She also reported the committee continues to work on educational topics.</p>	Monique Lovato	10:38 a.m.



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<p>Security & Waste – Nothing to report at this time.</p>	<p>Kelly Leid</p>	<p>10:40 a.m.</p>
<p>Finance & Audit – Brendan Hanlon reported the committee did not meet this month, but provided the monthly financial report showing the accounts are balanced and within budget.</p>	<p>Brendan Hanlon</p>	<p>10:40 a.m.</p>
<p>Campus Services & Partnerships – Robb Brown will report in executive session.</p>	<p>Robb Brown</p>	<p>10:41 a.m.</p>
<p>7. Public Comment Period</p>		
<p>AE provided comments on historical artifacts and hoped they could be displayed to show how the area has developed through time. She also commented CSU is a core partner and would like to see more integration to produce a strong NWC brand.</p>		<p>10:41 a.m.</p>
<p>Comments by members of the public are recorded for informational purposes ONLY and inclusion of such comments in these minutes does not reflect the policy of the National Western Center Authority Board. Anyone wishing further information about or clarification of a public comment should contact the commenter.</p>		
<p>8. Executive Session</p>		
<p>Announcement of Executive Session 3 items for discussion on matters subject to negotiation and personnel matters. Specific statutory provision to be invoked in holding an executive session are pursuant to §§ 24-6-402(4)(e)-(f), C.R.S. Monique Lovato made motion to enter executive session and Kelly Leid seconded the motion. It was approved by a unanimous voice vote of quorum members present. Executive Session ended at 11:42 a.m. with a motion by Paul Andrews, seconded by Kelly Leid. It was approved by a unanimous voice vote of quorum members present.</p>		<p>10:46 a.m.</p>
<p>9. Action Items (ongoing)</p>		
<p>Action</p>	<p>Owner</p>	<p>Due Date</p>
<p>Chair report out at each meeting Add SIP to Monthly Agenda Energy & Water Initiative on future Board agenda Draft equity partner succession planning policy Council documents emailed to directors</p>	<p>John Ikard M. Ambrose M. Ambrose/B. Dodson M. Williams NWCO/M.Ambrose</p>	<p>N/A Monthly</p>



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10. Adjournment

Meeting Adjourned. Motion to adjourn by Pat Grant, seconded by Kelly Leid. Approved by a unanimous voice vote of quorum members present.

All

11:43 a.m.

11. Next Meeting:

Date	August 28, 2019	Time:	9:30 a.m.- 12:30 p.m.	Location:	National Western Stock Show
Description:	Regular Monthly Meeting of National Western Center Authority Board for August 2019				

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