



National Western Center
 Authority Board Meeting Minutes

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| Date of Meeting: | July 26, 2018 | Time: | 9:30 a.m. |
| Minutes Prepared By: | Melody Ambrose | Location: | National Western Complex, VIP Room |
| 1. Meeting Description | | | |
| National Western Center Authority Board Meeting | | | |
| 2. Authority Board Member Attendance at Meeting | | | |
| Name | Present | Absent | Notes |
| Joe Garcia | X | | |
| Jacque Hinman | | 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 |
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| <p>Call to order</p> <p>Quorum Present</p> | Joe Garcia | 9:36 a.m. |
| <p>Minutes approved unanimously by voice vote of members present-Motion by Pat Grant, second by Robb Brown and a majority approved.</p> | | 9:36 a.m. |
| <p>3. Board Business</p> | | |
| <p>Chair Report Out</p> <p>Thanked Jamie Bullen for her assistance and introduced Melody Ambrose who will now be assisting the NWC Authority Board. Reported he had met with Alan Salazar and Mayor Hancock regarding the CEO search.</p> | Joe Garcia | 9:37 a.m. |
| <p>Capital Build Update by Mayor’s Office of the National Western Center</p> <p>Program Overview</p> <p>Gretchen reported on the Phase 1 and 2 land acquisitions. Last 3 months onboarding Horizontal Designer and DRIR, Maintenance and Operations Facility Designer and Metro Wastewater Term Sheet.</p> <p>Program controls update handout-shared quarterly with the CAC and City Council’s LUTI committee. Gretchen walked through the handout. It is produced in draft form for comments of the Board on format and content.</p> <p>Pat Grant asked if there were concerns on the milestones and forecasts. Gretchen indicated there were none at this time. Hensel Phelps (HIIC team) over next 2 months evaluating conditions to make sure we continue to track on time. 1-70 should be good to go. John Zapien commented about the properties on Elyria are done being acquired, Gretchen noted that those are complete.</p> <p>Gretchen discussed the staff space for the City and County, NWCO, Auditors and the Authority. The Authority will have some separation in the shared facilities. The space will start as temporary space (5 years) but could become permanent if the Triangle phase is approved to go forward. Current timeline is for a December 2018 move in.</p> <p>Work Underway Procurement and Construction Campus Placement with MIG Inc, Integrated Demolition with Saunders Construction, Brighton Blvd-3 with Kiewit/Hamon, DRIR Railroad with Wilson & Company, Maintenance & Ops with SEH Inc, Horizontal Portfolio with Merrick & Company, Horizontal Integrated with Hensel</p> | Gretchen Hollrah | 9:42 a.m. |



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Phelps. Gretchen reviewed work underway and explained that the City holds a separate meeting for each and is why each has a different goal.

Gretchen reviewed the Active and Future Procurements.

Active - Stockyards and Stockyard Event Center – Design. Gretchen reported that this RFP may be split.

Facility Renovation Construction

Stockyard

Equestrian Center and Parking Garage and Design and Construction

Livestock Center Design and Construction

Maintenance and Ops Facility Renovation Construction has been approved.

Gretchen gave a look ahead regarding the Horizontal Integrated Contract (HIC) Pilot Implementation. The HIC contract was signed June 25th and a kick-off meeting was held July 9th. They will be working with Hensel Phelps (HP) to create guidelines and a 5-year program for Workforce Coordinator to support outreach efforts to targeted areas and populations. They will be working on coordination with WORKNOW. Training to provide workers with skillsets to meet building trade needs, carpenters, electricians and HVAC technicians. Gretchen reported the Workforce team is working with HP on their outreach that includes a bilingual WORKNOW liaison and targeting zip codes that include GES. The Pilot is also being used by other City teams.



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| <p>Campus Energy Update – The RFP has been issued and there are four respondents.</p> <p>Board members are interacting on an individual basis-Steve on energy- and Kelly will continue to interact with the City team on the work plan and meet with Board members and subcommittee chairs to identify ongoing needs. Kelly will need time to present on the Work Plan at each meeting.</p> <p>NWC Strategic Partnerships and Campus Wide Services were reviewed and NWCO will be requesting time with the Board to review in detail.</p> <p>We are also looking ahead at the Triangle Timeline. The RFQ will be issued 4th quarter of 2018 and the RFQ issued in 2019. There are ongoing discussions with the City and they are impressed with the amount of work being done.</p> <p>NWCO expressed the need for the Authority Board to hire CEO, Legal Counsel and other staff.</p> <p>Thanked Jamie Bullen again for her support.</p> | Brad Dodson | 10:02 a.m. |
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| <p>Equity Partner Reports</p> <p>City and County of Denver City – nothing additional to report.</p> <p>Colorado State University CSU- awarded RFP for the CSU Water Resources Center to Hord Copeland Mock and Smith Group. The RFP for the Animal Health Building is due August 9th. Amy will be going to the state legislature, 3rd building will be in the spring CSU building will get a new name. (food and ag)</p> <p>Western Stock Show Association Finalizing PM for Wells Partnership group for Legacy building. Interviewed security firm, for stock show and authority will get a study back. 20k attended the Denver County Fair. Staff is working on stock show, working with design team for building. Colorado High School activities association meetings to make home for CHSSA to all state championship events. Capital campaign continues with presentations every day. WSSA has the necessary funds for \$15 million November transfer. WSSA team has met with 8 of the leading horse associations to ask what would be required to get large shows to campus. Initial reaction is that the incentive money will be required for events. Deals are typically for three years. Cutting Horse association is engaged in competition this morning with 700 horses. They have a world show that involves 3,000 horses that may be a good fit for the future campus</p> | <p>Amy Parsons</p> <p>Paul Andrews</p> | <p>10:14 a.m.</p> |
| <p>Subcommittee Reports</p> <p>Campus Partnerships Subcommittee – Met with Paul regarding learning about current sponsorships and relationships. Looking at KPIs, RFPs and timelines. CBA is important to consider.</p> <p>John Zapien asked to see the possibility for neighborhoods to have lemonade or burrito stands on a limited basis on the site. Maybe have internships with current concessions company. Good for the community for young people to learn entrepreneurial skills.</p> <p>Committee has commenced a discussion with Brad and City team. Goal is to identify partners that will both help fund the Campus but also integrate with surrounding Community and provide benefits.</p> <p>Amy noted that it would be good to connect with NWC partnerships and Campus-wide sponsorships. Board had a discussion of the Subcommittee’s role and need to interact with the City’s processes. WSSA also has</p> | <p>Robb Brown (Chair)</p> | <p>10:21 a.m.</p> |



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| <p>partnerships and pays the Authority a commission in some areas of the Campus.</p> <p>Discussion of the Energy RFP among Board members and City staff. Board members acknowledge the need to work with existing partners to plug in with Authority and empower subcommittee to understand needs and get involved.</p> | | |
| <p>Community Benefit Subcommittee- First meeting is today and will be educating ourselves on community benefit agreements. Will be looking at what makes a good one and setting meetings for the remainder of the year. The committee will present at the August meeting and then start a public community process shortly thereafter. Still in the research and education phase on community benefit agreements. Want to continue to keep the Community Investment Fund identified by the Framework Agreement separate from the Community benefits agreement.</p> | <p>Monique Lovato (Chair)</p> | <p>10:26 a.m.</p> |
| <p>4. Executive Session</p> | | |
| <p>Announcement of Executive Session 3 items for discussion include hiring of legal counsel, CEO hiring process, and negotiations on the Energy Partner and Triangle RFQ. Specific statutory provision to be invoked in holding an executive session are C.R.S. 24-6-402 (e) and (f).</p> <p>Pat Grant made motion to enter executive session and John Zapien seconded the motion. It was approved by a unanimous voice vote of quorum members present.</p> <p>Executive Session commenced at 10:28 a.m.</p> <p>Executive Session ended at 11:47 a.m. with a motion by Pat Grant, seconded by Steve McCarthy. It was approved by a unanimous voice vote of quorum members present.</p> | <p>All</p> | <p>10:27 a.m.</p> |
| <p>5. Board Business</p> | | |
| <p>Subcommittee Reports</p> <p>Executive Search Committee – Pat Grant made a motion for the Authority Board to engage Mark Williams of Sherman Howard to be the interim legal counsel for approximately 6 months. Mark will engage others in the firm to assist as needed. Services are to begin August 1, 2018. Amy Parson, seconded the motion. It was approved by a unanimous voice vote of quorum members present.</p> | <p>Pat Grant</p> | <p>11:48 a.m.</p> |



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| 6. Additional Business | | | | | |
| Conflict of Interest- | | | | Monique Lovato | 11:51 a.m. |
| Monique Lovato raised the need for the Board to address the issue and Board members discussed need for counsel and what could be done in the interim. City staff will provide example of what the City uses. | | | | | |
| 7. Public Comment Period | | | | | |
| There was no Public Comment. | | | | All | 11:52 a.m. |
| <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 commentor.</p> | | | | | |
| 8. Action Items (ongoing) | | | | | |
| Action | | Owner | | Due Date | |
| Discussion of Community Benefits Agreement at future Board meetings | | All | | N/A | |
| Scheduling of Subcommittee Meetings | | All | | N/A | |
| Feedback by Board on action item task list presented by Kelly Leid to Board. | | All | | August 30, 2018 | |
| Conflict of Interests Policy and Disclosures to sign | | Interim Legal Counsel | | N/A | |
| Chair report out at each meeting | | Joe Garcia | | N/A | |
| 9. Adjournment | | | | | |
| Action | | Owner | | Time | |
| Meeting Adjourned. Motion to Adjourn by Steve McCarthy, approved by acclamation. | | All | | 11:53 a.m. | |
| 10. Next Meeting: | | | | | |
| Date | August 30, 2018 | Time: | 9:30 a.m.- 11:30 a.m. | Location: | National Western Complex, Room TBD |



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| Description: | Regular Monthly Meeting of National Western Center Authority Board for August 2018 |
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