



National Western Center  
 Authority Board Meeting Minutes

<b>Date of Meeting:</b>	Sept 27, 2018	<b>Time:</b>	9:30 a.m.
<b>Minutes Prepared By:</b>	Melody Ambrose	<b>Location:</b>	National Western Complex, VIP Room

**1. Meeting Description**

**National Western Center Authority Board Meeting**

**2. Authority Board Member Attendance at Meeting**

<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Notes</b>
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
<p><b>Call to order</b></p> <p>Quorum Present</p>	Joe Garcia	9:40 a.m.
<b>3. Board Business</b>		
<p><b>Call to order</b></p> <p>Quorum Present</p>	Joe Garcia	9:40 a.m.
<p>Minutes approved with corrections provided for the City Report out unanimously by voice vote of members present-Motion by Steve McCarthy, second by Tony Frank and a majority approved.</p> <p>Chair Report</p> <p>Mr. Garcia reported on the Community Forums held for the CEO Finalist. He also reported he will met with Chandler Romero of Blue Silo and will be inviting her to a future Board meeting.</p> <p>Mr. Garcia recommended Kelly Leid to be the Authority Board’s representative to NWCO for the Security and Waste Services procurement.</p>	Joe Garcia	9:41 a.m.
<p>Brendan provided the treasurer’s report and once the Authority has established a bank account the City will transfer funds they are holding.</p>	Brendan Hanlon	9:45 a.m.
<p>Capital Build Update by Mayor’s Office of the National Western Center</p> <p><i>Program Overview</i></p> <p>Brad provided a program status report and highlighted accomplishments, major contracts and procurement status, work underway, future office space, key milestones and a recent safety incident. Brad reviewed the active procurements.</p> <p>The Board discussed the impacts of the I70 Project and NWCO activities to the neighborhood. Marcy Loughran commented on the increase of traffic, detours and train delays. She said efforts are underway to assist the communities navigate through the area. Train delays are the main issue. Suggestions were made on how to work with the railroads to make changes to the train schedule to improve impacts to the community.</p> <p>Brad announced EAS was selected as the Energy Partner and they will present at the October Board meeting. Brad commented that they had included a community collaborative aspect in their bid.</p> <p>He reported the proposal for relocating and burying the Delgany is scheduled to go to City Council in November.</p>	Brad Dobson	9:47 a.m.



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<p>Brad reported on the campus-wide services. Food, Beverage, Merchandising replaces the old name concessions. Darren Tse has been brought on as the SME.</p> <p>Patrick O’Keefe gave an update on the Triangle RFQ and timeline.</p>	<p>Patrick O’Keefe</p>	<p>10:16 a.m.</p>
<p><b>Equity Partner Reports</b>  <b>City and County of Denver</b>          City – Brendan reported the City and County will transfer \$900k for the Authority in January 2019.</p> <p><b>Colorado State University</b>          Tony Frank reported on the outreach activities with the community. Amy Parsons provided design, construction and funding updates for the Water Building, Animal Health and CSU Center.          Dan Loosbrock gave update on the Water Building, Animal Health Building and CSU Center buildout on the site.</p> <p><b>Western Stock Show Association</b>          Paul gave updates on the Capital campaign and the Legacy Building. He reported on the community outreach, Fall Feast to be held November 10. This is the third year for the event and may look to transfer to the Authority in the future. WSSA has the necessary funds for \$15 million November transfer.</p>	<p>Brendan Hanlon</p> <p>Tony Frank</p> <p>Dan Loosbrock</p> <p>Paul Andrews</p>	<p>10:19 a.m.</p> <p>10:20 a.m.</p> <p>10:29 a.m.</p>
<p><b>Subcommittee Reports</b>  <b>Community Benefit Subcommittee</b> – Monique reported the Committee will be meeting after the Board meeting. John Zapien commented that the Community Benefits Agreement is routinely asked about at CAC meetings.</p> <p><b>Campus Partnerships Subcommittee</b> – The committee met this morning prior to the Board and will meet bi-monthly going forward. The Committee’s primary focus right now will be the Concessions Partnership.</p>	<p>Monique Lovato (Chair)</p>	<p>10:34 a.m.</p>
<p><b>New Business</b>          Joe Garcia asked Mark Williams to lead the discussion on proposed Resolution 2018-005 regarding Bylaw Amendments, resolutions regarding appointment of an Official Custodian of Authority Funds and Authority bank accounts. Motion for Resolution 005 approved by voice vote of members present-Motion by Tony Frank, second by Kelly Leid and a majority approved.</p> <p>Resolution 2018-006 concerning the appointment and offer of employment to Brad Buchanan to become the CEO of the NWC Authority was presented. Joe Garcia reviewed the hiring process. Monique asked that</p>	<p>Joe Garcia          Mark Williams</p>	<p>10:37 a.m.</p>



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<p>we capture the notes and recordings from the public comment forums. Several Directors gave commentary from the forums they attended indicating that attendees were supportive of the nomination with no significant issues. On motion from Tony Frank and second from Kelly Leid Resolution 006 approved by voice vote of members present and a majority approved.</p>		
<p>Kelly Leid reported he plans on presenting the timeline at the October Board meeting.</p>	Kelly Leid	11:08 a.m.
<p>Mark Williams asked each Director to sign Conflicts of Interests as was passed previously by Resolution 2018-002. This will be done annually.</p>	Mark Williams	11:10 a.m.
<p>On request of the City, Mark Williams reviewed the Non-Disclosure Agreement for the Triangle RFQ and asked each Director to sign.</p>		
<p>Joe Garcia presented the 2019 Board meeting dates noting the dates match with the CAC meeting schedule.</p>	Joe Garcia	11:15 a.m.
<p><b>4. Public Comment Period</b></p>		
<p>AE acknowledged the work being done to ensure the Framework Agreement is being followed. Acknowledged providing the additional non-voting Board seat for the community and that each partner having two representatives each. Maria reported the CAC meeting was moved to October 6 and will be a tour of the communities (GES).</p>	All	11:18 a.m.
<p><b>Comments by members of the public are recorded for informational purposes ONLY</b> 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>		



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<b>5. Executive Session</b>					
<b>Announcement of Executive Session</b> 1 item for discussion on matters subject to negotiation. Specific statutory provision to be invoked in holding an executive session are C.R.S. 24-6-402 (e) and (f).  Paul Andres made motion to enter executive session and Monique Lavato seconded the motion. It was approved by a unanimous voice vote of quorum members present.  Executive Session commenced at 11:23 a.m.  Executive Session ended at 11:49 a.m. with a motion by Tony Frank, seconded by Pat Grant. It was approved by a unanimous voice vote of quorum members present.				All	11:23 a.m.
<b>6. Action Items (ongoing)</b>					
<b>Action</b>		<b>Owner</b>		<b>Due Date</b>	
Conflict of Interests Policy and Disclosures to sign		Legal Counsel		September 27, 2018	
Chair report out at each meeting		Joe Garcia		N/A	
<b>7. Adjournment</b>					
<b>Meeting Adjourned.</b> Motion to Adjourn by Paul Andrews, seconded by Tony Frank. Approved by a unanimous voice vote of quorum members present.			All	11:50 a.m.	
<b>8. Next Meeting:</b>					
<b>Date</b>	October 31, 2018	<b>Time:</b>	9:30 a.m.- 12:15 p.m.	<b>Location:</b>	National Western Complex, VIP Room
<b>Description:</b>	Regular Monthly Meeting of National Western Center Authority Board for October 2018				