

**NATIONAL WESTERN CENTER  
EXECUTIVE OVERSIGHT COMMITTEE (“EOC”) - SESSION #10**

February 25, 2016

1:00 pm- 2:30 pm Wellington Webb Building, Room 4.F.6

**AGENDA**

- **1:00 pm Call meeting to order** (*Kelly Leid*)
  
- **1:00 – 1:05 pm Review/approval of January 2016 meeting notes** (*Kelly Leid*)
  
- **1:05 – 1:45 pm In-depth Project Planning & Discussion**
  - [20 minutes] Campus REGEN – A District Scale Solution (*Eric Shafran, Celia Vanderloop and Jocelyn Hittle*)
  - [20 minutes] Urban Waterways Restoration Study – South Platte River (*Peter Baertlein*)
  
- **1:45 – 2:05 pm NWC Project Plan Updates**
  - CCD Dept. of Finance 1<sup>st</sup> Bond Issuance (*Gretchen Hollrah*)
  - RTA (*Lotte Lieb Dula*)
  - Land Acquisition (*Jeff Steinberg*)
  - Historic Assessment (*Barbara Frommell*)
  - Rail Consolidation (*Eric Shafran*)
  - Emerging RFP's (*Gretchen Hollrah and Kelly Leid*)
    - Program and Project Management
    - Campus Branding Competition
  
- **2:05 – 2:20 pm Partner Updates – Inaugural Retreat Observations**
  - WSSA/NWSS
  - CSU
  - CCD
  
- **2:20 – 2:30 pm EOC Member Announcements/Public Comments\***
  - Public comment (\*): the EOC shall take public comments from interested stakeholders who have signed up. Each speaker shall have up to 3 minutes to speak on a topic relevant to the NWC project.
  
- **2:30 pm Meeting Adjournment**

**Next NWC-EOC meeting: March 24, 2016 @ 1:00 pm (4.F.6)**



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Executive Oversight Committee Meeting Minutes

**DRAFT**

<b>Date of Meeting:</b>	January 28, 2016	<b>Time:</b>	1:00 pm-2:30 p.m.
<b>Minutes Prepared By:</b>	Josh Roberts	<b>Location:</b>	Webb Building, Room 4.F.6
<b>1. Meeting Objective</b>			
<b>EOC IX</b>			
<b>2. Attendance at Meeting</b>			
<b>Name</b>	<b>Organization</b>		
Kelly Leid	NDCC	Jocelyn Hittle	Colorado State University
Paul Andrews	National Western Stock Show	Gretchen Hollrah	Department of Finance
Albus Brooks	City Council	Lynn Long	Lynn Long Equestrian Design
Cristal DeHerrera	City Attorney's Office	Elysha Lopez	CAO
Drew Dutcher	GES Neighborhood Representative	Erika Martinez	NDCC
Cary Kennedy	Department of Finance	Ed Nichols	History Colorado
Ron Williams	Western Stock Show Association	Tricia Ortega	NDCC
		Amy Parsons	CSU
Eric Anderson	CH2M	Josh Roberts	City Attorney's Office
Liz Adams	CRL	Marisela Sandoval	CAO
Andrew Brandes	CAO	Eric Shafran	NDCC
Zeke Campbell	Denver Water	Katy Spritzer	NDCC
Kyle Chism	Turner Construction	Jeff Steinberg	Department of Finance-Real Estate
Matt Christensen	Klewit	Ken Szeliga	Jacobs
Mindy Davine	Walker Parking	Kay Vollmayer	LTE
Anne Elizabeth	CAC	Ryan Walsh	Denver Water
Greg Fisher	Denver Water	Dan Welsser	CH2M
Barb Frommell	NDCC		
Emily Gloeckner	NDCC		
<b>Topic</b>	<b>Owner</b>		<b>Time</b>
<b>Call to order</b>	Kelly Leid		1:07 p.m.
Quorum Present: Minutes of December 17, 2015 Meeting Approved			
<b>Fiduciary Duties</b>	Cristal DeHerrera		1:09 p.m.
EOC owes a duty to the partners and the public to make informed decisions and manage resources wisely.			



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<b>Mayor's Office of the National Western Center ("NWCO")</b>			
<p>Mayor has established new Office of the National Western Center with Kelly Leid as Executive Director. A team and budget for the new office are currently being assembled. The EOC will have a retreat next month to assemble the work plan. Dress Code for EOC meetings is boots and jeans-no ties allowed.</p>			<p>Kelly Leid 1:10 p.m.</p>
<b>Finance</b>			
<p>There will be a presentation on Tuesday to the City Council regarding a \$425 million debt issuance with debt to be issued by the end of March 2016. This debt includes \$200 million for the NWC project, \$6 million for the convention center, \$200 million in refinancing, and \$19 million in costs of issuance and reserves.</p> <p>The City will have a new CFO, EOC member, and Chair of the CFAS committee-Brendan Hanlon.</p>			<p>Gretchen Hollrah 1:12 p.m.</p>
<b>RTA Application Update</b>			
<p>We received \$121 million in funding under the RTA and are currently working through "guardrails." We expect in to take 12 months to reconcile all taxable businesses within the zone. Other RTA applicants were off by as much as 70% but the City is working to ensure accuracy of its estimates. We currently anticipate issuing debt on RTA funds in later tranches, likely in conjunction with additional excise tax debt.</p>			<p>Lotte Dula 1:15 p.m.</p>
<b>Land Acquisition Update:</b>			
<p>We have two properties under contract with anticipated closing dates in the first week of April, two more properties out for signature also anticipated to close in April, with an additional 5 properties in the appraisal. We will send out letters in February and notice of intent letters to the first 25 or so properties. The breakdown of property ownership is 37 parcels not owned by CDOT, WSSA, or the City: 25 commercial, 10 residential, 1 State Dept. of Agriculture, and 1 DPS.</p>			<p>Jeff Steinberg 1:19 p.m.</p>
<b>Historic Assessment</b>			
<p>We are preparing a landmark designation for the 1909 stadium arena as early as February 2016 so that we can take advantage of all available grants for the potential re-use of the building. We are working with designation to preserve ability to build on site while preserving the structure. This is a 30 day public process. We are preparing to submit a grant application for \$200,000 with matching funds from NWCO.</p>			<p>Barb Frommell 1:23 p.m.</p>
<b>Rail Update</b>			
<p>We are working actively on rail. We have our consultants on board and have spent the last few months on due diligence. Our next step is outreach with more substantive conversations with Denver Rock Island and its customers about what they want. Rail consolidation process will be lengthy and take as long as necessary to do it right.</p>			<p>Eric Shafran 1:29 p.m.</p>

Submitted by: Josh Roberts

Approved by : Kelly Leid

Date: [



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<b>Minutes Prepared By:</b>	Josh Roberts	<b>Location:</b>	Webb Building, Room 4.F.6
<b>Parking Update</b>			Emily Gloeckner
<p>We have just completed data collection on 2016 stock show. We conducted surveys and received over 300 responses. This provides us with great baseline data which we will analyze and use for interim parking plans during I-70 and NWC construction and a separate final parking plan.</p>			1:33 p.m.
4. New Business			
<b>Topic</b>	<b>Owner</b>	<b>Time</b>	
<p><b>Regeneration (Energy Waste and Water) Study-ME engineers report</b></p> <p>Engineers report presented for adoption as Appendix D to Master Plan. Plan is to explore solutions based on cost and energy feasibility including the possibility of campus wide systems with work lead by Eric Shafran, Celia Vanderloop, and Jocelyn Hittle. P3 will be explored as a funding option.</p> <p>The EOC unanimously adopted the report as Appendix D to the Master Plan.</p>	Eric Shafran	1:41	
<p><b>Denver Water Partnership Opportunity</b></p> <p>Denver Water was planning a new facility when it heard about the CSU Water Center at the NWC. In November 2015 it approached CSU to discuss the overlap between the planned facilities and the potential for partnership. The NWC site is an excellent option because of the many different types of water available on site and the. Formal request to the EOC to approval additional due diligence with work towards a formal MOU outlining the partnership.</p> <p>Mile High ZED (Zero-Energy/Emissions District) is an informal group that is working with developers including NWC and Denver Water on finding net zero development solutions.</p> <p>EOC unanimously voted in support of exploring the partnership with the goal of having an MOU by the end of April 2016.</p>	Eric Shafran Jocelyn Hittle Denver Water	1:52	



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<b>Minutes Prepared By:</b>	Josh Roberts	<b>Location:</b>	Webb Building, Room 4.F.6
<b>Partners Report</b>		Paul Andrews Ron Williams Amy Parsons Kelly Leid Erika Martinez	2:26 p.m.
<p>WSSA-stock show had its second biggest year and its largest opening weekend for a total attendance of 686,000 people. This was also WSSA's best financial year including the biggest year on non-stock show events.</p> <p>WSSA is also working on its capital campaign and adjusting its Board. Naming Rights and Sponsorships are an issue WSSA wants to work on soon.</p> <p>CSU- CSU had a successful event at the stock show and enjoyed stock show legislator's day last Friday with presentations by Paul, Kelly, and Tony.</p> <p>CCD-The City received lots of good feedback from the stock show and will work on more public outreach for the 111<sup>th</sup> Stock show next year. Gretchen Hollrah will be the NWCO Deputy.</p>			
<b>Newsletter Distribution</b>		Erika Martinez	2:31
<p>The list is up on the City's website and the newsletter will be sent out quarterly. Please contact Erika Martinez with any questions.</p>			
<b>Public Comments</b>		Anne Elizabeth Lynn Long	2:33
<p>AE thanked the stock show for providing admission to the stock show on "2C day" and suggested that EOC subcommittees and CAC have representatives at EOC retreat.</p> <p>Lynn Long stated that she is excited for the new equestrian center and the opportunities it will bring and stated her interest in providing design support to the EOC.</p>			
<b>Next Meeting Agenda Preparation</b>		Kelly Leid/All	
<ul style="list-style-type: none"> <li>• Project Updates</li> <li>• Regeneration Work Flow</li> <li>• Ongoing RFPs Progress Report</li> <li>• Fundamental to this group to talk openly and honest with team             <ul style="list-style-type: none"> <li>○ We are partners, need to be fully aligned to be successful</li> <li>○ Create lists of events for all partners to attend and share a uniform message</li> </ul> </li> </ul>			
<b>5. Action Items (ongoing)</b>			
<b>Action</b>	<b>Owner</b>	<b>Due Date</b>	
Agri-business/Science Forum Actively recruit Ag industry leaders to site and get input about what they would like to see in Denver.	All	N/A	



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<b>Read CSU The Emergence of an Innovation Cluster in the Agricultural Value Chain along Colorado's Front Range."</b>		<b>All</b>	<b>N/A</b>		
<b>6. Adjournment</b>					
<b>Action</b>	<b>Owner</b>		<b>Time</b>		
Kelly Leid adjourned the meeting.	Kelly Leid/All		2:39 p.m.		
<b>7. Next Meeting:</b>					
<b>Date</b>	1/28/2016	<b>Time:</b>	1:00-2:30pm	<b>Location:</b>	Webb Building, Room 4.F.6
<b>Objective:</b>	Executive Oversight Committee X				

# NATIONAL WESTERN CENTER

## Regeneration Workflow – Energy Waste & Water

**National Western Center Master Plan (Adopted 3/9/2015)**

100,000 ft view study  
ME Engineers















