



National Western Center
 Authority Board Meeting Minutes

Date of Meeting:	March 28, 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*	Jocelyn Hittle - proxy
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</p>	Robb Brown	9:34 a.m.
3. Board Business		
<p>Minutes from the February 28, 2019 meeting were approved as corrected unanimously by voice vote of members present. Motion by Paul Andrews, second by Lucia Guzman and a majority approved.</p> <p>Chair Report – none given for this meeting.</p>	Robb Brown	9:31 a.m.
<p>Brad Buchanan gave updates on the Authority’s three open positions and gave an update of the work with the City on zoning codes so the mission of the NWC is accomplished. An additional request for Summit dates will be sent to the directors as the previous surveys did not have a quorum able to attend.</p> <p>Brad had Paul Andrews give an update on the liquor licensing. Paul gave a brief background and is working with CRL and the legislature for a solution similar to the one the Colorado State Fair used. Paul does not anticipate any problems and will report out next month.</p>	Brad Buchanan	9:33 a.m.
<p>Andrea Burns gave a Cultivate Campaign update. The presentation included our mission, vision, what we said we would do, call for ideas, timeline and a sample of ideas already received. The campaign concludes on April 20 and an update will be provided at the April board meeting. Pat Grant asked if she could create 5-6 talking points the board could use. Kelly Leid asked if we had targeted the agriculture businesses. Andrea commented we have been targeting pipeline groups and will continue to send the Cultivate campaign to further contacts. Andrea also commented that the Uncharted team has been making one on one connections in the GES communities. John Zapien asked that all Denver public schools and other neighboring communities like Montbello and Cole also be targeted. Brad asked that the board members keep providing suggestions and appreciate the input.</p>	Andrea Burns	9:44 a.m.
4. New Business		
<p>Brad Buchanan discussed the board meeting in new locations such as History Colorado and DMNS , etc. Will keep in mind neighborhood participation. The board was ok for the Authority to explore different locations.</p>	Brad Buchanan	9:59 a.m.



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4. Committee Reports		
<p>Campus Services & Partnerships – The committee met this morning in executive session to discuss timing around the Triangle and P3 and impacts on campus services. The committee discussed the urgency that a structure/negotiation team be formed to review partnership submittals.</p> <p>Community Benefits – The Committee is working with Councilwoman Ortega’s office to organize community meetings to assist in engaging the community in developing a community investment fund. The Committee would like the board to have further education on CBA’s and anchor networks.</p> <p>Security & Waste – Kelly Leid reported that Security & Waste is in the technical phase and working with the NWCO team. He noted the city team has a good consultant on waste streams and this could tie back to campus wide services and demonstrate to city and globally that we will be good stewards. This subject will develop further as the Triangle is developed. Kelly answered questions on how security is being included in the IT technology RFPs.</p> <p>Finance & Audit – Brendan Hanlon reported the committee met on March 18, 2019. The 2018 Audit is underway and will be completed soon. He provided updates on two real estate transactions and there is no action at this time. A property disposition resolution will be presented at a future board meeting. Two equity partner invoices for 2019 contributions have been issued with one payment received. The other equity partner will be invoiced in April. He noted that on the monthly financial report that personnel costs are increasing due to increased staff.</p>	Robb Brown	10:04 a.m.
	Monique Lovato	10:05 a.m.
	Kelly Leid	10:08 a.m.
	Brendan Hanlon	10:15 a.m.
6. Capital Build Update		
<p>Capital Build Update by Mayor’s Office of the National Western Center <i>Program Overview</i></p> <p>Brad Dodson provided a program status report and highlighted accomplishments, major contracts and procurement status, work underway, construction status and key milestones. He asked all to save the date of April 24 @11:00a for a horizontal groundbreaking ceremony. Jeff Mack and Eric Anderson gave a presentation on the maintenance and operations facility. They reported the roof is in poor condition and discussed plans to remedy. Jeff confirmed that fleet maintenance move in is still Spring 2020. Pat Grant requested that when the value engineering is completed that Jeff come back and present to the Board.</p>	Brad Dodson	10:17 a.m.



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7. Equity Partner Reports		
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City and County of Denver City – Mr. Hanlon reported budget time has arrived. He will have on either the April or May F&A committee agenda to start preliminary budget plans for the Authority.	Brendan Hanlon	10:45 a.m.
Colorado State University Jocelyn Hittle gave design/construction and funding updates on the Water Building, Animal Health and CSU Center buildings. She reported CSU is working on a new date for the Water Symposium that was cancelled due to the recent blizzard. She highlighted ongoing outreach activities with the community.	Jocelyn Hittle	10:46 a.m.
Western Stock Show Association Paul Andrews reported their Capital Campaign is going well and have reached \$54 million in pledges. He reported on upcoming events at the NWSS including the All Star Rodeo in April and Denver County Fair.	Paul Andrews	10:55 a.m.
8. Public Comment Period		
AE commented on Denver Inc. and had ideas on reclaiming energy and recycling for the GES communities. Expressed concerns on the community benefits program – the Authority and communities need to be in equal partnership.		10:56 a.m.
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.		
9. Executive Session		
Announcement of Executive Session 1 item for discussion on matters subject to negotiation. Specific statutory provision to be invoked in holding an executive session are pursuant to §§ 24-6-402(4)(e)-(f), C.R.S. 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. Executive Session commenced at 11:00 a.m. Executive Session ended at 12:19 p.m. with a motion by Paul Andrews, seconded by John Zapien. It was approved by a unanimous voice vote of quorum members present.		10:59 a.m.



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10. Action Items (ongoing)					
Action		Owner		Due Date	
Chair report out at each meeting		John Ikard		N/A	
Add SIP to Monthly Agenda		M. Ambrose		Monthly	
Energy & Water Initiative on future Board agenda		M. Ambrose/G. Hollrah			
Draft equity partner succession planning policy		M. Williams			
11. Adjournment					
Meeting Adjourned. Motion to Adjourn by Lucia Guzman, seconded by Pat Grant. Approved by a unanimous voice vote of quorum members present.			All		12:20 p.m.
12. Next Meeting:					
Date	April 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 April 2019				