



National Western Center
 Authority Board Meeting Minutes

Date of Meeting:	April 26, 2018	Time:	9:30 a.m.
Minutes Prepared By:	Josh Roberts	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		Via Telephone
Amy Parsons		X	
Pat Grant	X		
Paul Andrews	X		

***Non-Voting Members**

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



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Topic	Owner	Time
<p>Call to order</p> <p>Quorum Present</p> <p>Posting: Meeting Properly Posted</p>	Joe Garcia	9:40 a.m.
3. Public Comment Period		
<p>AE signed up for public comment. She asked about whether CSU and WSSA will own their own land and buildings on the Campus. She considers the campus a neighborhood asset and wanted the greatest potential met. She is concerned about an institution dominating and questions why the National Western Center is only a small logo on the symposium. She expressed concern that the National Western is not a marquee partner. She also noted that the CSU Water Symposium is being recorded.</p> <p>Gretchen explained that CSU and WSSA under the Framework Agreement will pay actual costs to buy their pad-ready sites and then construct their own vertical buildings.</p>	All	9:40 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>		
<p>Minutes approved unanimously by voice vote of members present-Motion by Kelly Leid, second by Pat Grant</p>		9:47



4. Board Business

Capital Build Update

Gretchen
Hollrah

9:47 a.m.

The capital build update will be regularly reported out to the Board on the \$765 million phases I and II projects with additional information on new initiatives.

The project is piloting workforce innovation as part of the horizontal integrated contract that reaches out to local areas of Denver including the surrounding neighborhoods. The workforce team from the City will attend CAC meetings.

Land Acquisition-we anticipate a total acquisition of 36 properties; 32 parcels are currently in our possession.

Program controls-financials will continuously be updated and reported out. 15.5% of total budget has been expended with 20.1% of the budget committed as of January 2018. Land acquisition is the most significant expense to date.

Energy is an opportunity that needs to match up with the horizontal development schedule.

We are moving into vertical construction contracts. The first contract is for the maintenance facility. Future 2018 RFQs include Campus Energy, which will issue next week, and a fall 2018 RFQ for the Triangle future phases.

We have received a letter from Xcel Energy committing to help achieve net zero energy goals. We will explore coordination of energy with triangle work.

Board members are invited to let City NWCO team know what they would like to see in reporting. Pat Grant asked for report on rail. Robb asked for any information on real estate that might be relevant to challenges on budget and schedule.

Joseph Garcia asked Kelly Leid, Jacque Hinman, and Paul Andrews participate in a working group to develop a Board timeline for the specific actions they need to take at Board meetings to lay out timeline of decisions the Board needs to make.

Paul will invite Campus partnerships group to existing meeting with Paul's staff on.



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<p>Green Roofs Initiative Report Denver Voters approved the Green Roofs Ordinance on November 7, 2017. There are lots of concerns in the City but also a strong desire to uphold voters' decision. A new working group has been created with proponents and opponents to discuss benefits and how to achieve those goals.</p> <p>The task force is looking for flexibility to achieve goals described by the ordinance without being prescriptive about methods. Changes to the ordinance are expected in the summer of 2018.</p>	Katrina Mangan	10:17
<p>Equity Partner Reports</p> <p>City-nothing additional to report</p> <p>CSU is hosting Water in the West Symposium which they hope will become an annual symposium at the NWC as a large annual event.</p> <p>WSSA-is meeting regularly with design team on buildings and yards for design of the campus. They are also working with the education task team to develop year-round education ideas at the campus to bring those forward to designers. CSU and other educators are already involved in the process. Looking at K-12 and higher education. Ideas will be brought to the Authority Board. People are hearing about this through CSU's President's Ag advisory groups. Structure and partnerships still need to be developed to bring in programming. Erin Brown, Executive Director of Denver's Office Children's Affairs could be a resource. Board is requesting more specific information and notes the importance of sensitivity to school districts' and schools' interests.</p> <p>WSSA has formed an equestrian new business development team chaired by Gail Clapper to look at what it will take to get largest shows from all equestrian disciplines. They have signed deals for current buildings based on interest from parties in future development of campus.</p>	Tony Frank Paul Andrews	10:38
<p>5 Minute Break</p>		11:00



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<p>CEO Search Update</p> <p>The Search Committee established by the Framework Agreement thanks the Board members for responses and received editorial suggestions and broader strategic comments focusing on issue of leadership v. operations (CEO v. COO position).</p> <p>Position description is ready to attract candidates and allow members to court potential candidates.</p> <p>The Board discussed the lack of a requirement for Agribusiness experience. Dr. Frank indicated that agribusiness experience could provide a candidate with an advantage but is not a pre-requisite.</p> <p>Motion by Pat Grant, second by Kelly Leid to adopt a resolution finalizing the job description and timeline for the hiring of a CEO which will incorporate any necessary changes.</p> <p>Approved by unanimous voice vote of Board members present.</p> <p>Discussion-Robb Brown-brand section making sure that candidate is ready to manage brand on surrounding campus.</p>	<p>Tony Frank</p>	<p>11:09 a.m.</p>
<p>Attorney Search</p> <p>A job description has been circulated. Discussion by the Board indicates a desire to hire an attorney soon. There are options to consider such as a short-term engagement until a CEO is hired or an attorney on a contract basis pending hiring of a CEO. A small working group comprised of Pat Grant as a chair, with Amy Parsons, and Robb Brown was selected to bring back a recommendation at the next Board meeting.</p>		
<p>Campus Partnerships Subcommittee- meeting scheduled for May 3rd to discuss Naming and Sponsorship rights from the Framework Agreement.</p>		
<p>Community Subcommittee- committee has not yet met. A meeting has been postponed pending an opportunity for discussion with Mayor Hancock and members of City Council regarding their vision for a community benefits agreement and an appropriate time and location for public input. Question raised whether additional members of subcommittee would be appropriate.</p>	<p>Liliana Flores Amaro; John Zapien; Monique Lovato; Pat Grant</p>	<p>11:28 a.m.</p>



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Additional Business					
<p>The Board Chair proposed the following adjustments to future meeting agendas:</p> <ol style="list-style-type: none"> 1. Addition of Chair’s report to Board after adoption of meeting minutes as a standing agenda item at all future meetings. 2. Add a standing agenda item for new business to be brought to the Board by any member. <p>Chairperson also invites any member of the Board who like to meet one-on-one to email him for a meeting and set up a time.</p>					
6. 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	
Creation of Board action item task list for presentation to Board.		Kelly Leid		May 31, 2018	
Report out on Job Description and process for attorney hiring options		Pat Grant		May 31, 2018	
6. Adjournment					
Action		Owner		Time	
Meeting Adjourned. Motion by Paul Andrews, seconded by Pat Grant, approved by unanimous voice vote of the quorum present.		All		11:40 a.m.	
7. Next Meeting:					
Date	May 26, 2018	Time:	9:30 am-12:30 pm	Location:	National Western Complex, Room TBD
Description:	Regular Monthly Meeting of National Western Center Authority Board for May 2018				