



National Western Center
Authority Board Meeting Minutes

Date of Meeting:	May 30, 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		
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>	John Ikard	9:32 a.m.
3. Board Business		
<p>Minutes from the April 25, 2019 meeting were approved unanimously by voice vote of members present. Motion by Tony Frank, second by Kelly Leid and a majority approved.</p>	John Ikard	9:33 a.m.
<p>Chair Report – John Ikard thanked Brad and his team for the work leading up to the summit that starts this afternoon.</p>	John Ikard	9:35 a.m.
<p>CEO Report – Brad Buchanan reported that the Authority is officially located at the Livestock Exchange Building and welcomed all to come visit. Brad gave an update on the Authority staff positions. Director of Real Estate – Steve Nalley, Director of Operations – Meghan Sivakoff and Special Projects – Grace Hanover have all been hired. The deputy position was posted with 9 applications. Interviews will start in the next few weeks. Brad will work with John Ikard in the selection process. Reminded all that the summit starts today at 1:00p. Brad asked Gretchen Hollrah to speak as she will be leaving the project and starting as the COO with the DCPA in July. Gretchen expressed her thanks to the Board, Authority and the NWCO team for the opportunity to be a part of the National Western Center.</p>	Brad Buchanan	9:36 a.m.
4. Capital Build Update		
<p>Capital Build Update by Mayor’s Office of the National Western Center Program Overview</p> <p>Gretchen Hollrah announced the NWCO offices have moved to the campus and welcomed all to come visit. She also provided a brief program status report and highlighted accomplishments, major contracts and procurement status, work underway, construction status, key milestones, historic salvage update, workforce initiatives and riverfront update.</p>	Gretchen Hollrah	9:50 a.m.
5. Equity Partner Reports		
<p>Colorado State University</p> <p>Amy Parsons reported they are in the conceptual design stage with the architects for the Water, Animal Health and CSU Center for Food & Ag buildings. She provided a handout on CSU’s current programs and future planned activities at the NWC.</p> <p>City and County of Denver</p> <p>City – No report was given.</p>	Amy Parsons	10:26 a.m.



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<p>Western Stock Show Association</p> <p>Paul Andrews reported they held their annual meeting and Doug Jones is the new chairman and Barth Witham is vice chair for the WSSA. WSSA made a pitch to all their members to participate in the Capital Campaign and 400 responded. They are working on the Legacy Building site plan and for a military monument. He noted the military monument will have a separate funding campaign. WSSA is preparing for the Denver County Fair to be held July 19-21. Tickets are on sale. Last year attendance was 20,000 and goal for this year is 25,000. The last day of the fair will be Hispanic Sunday and will focus on Hispanic culture.</p> <p>John Ikard mentioned he met with Kelly Brough and Doug Jones and are planning to present the Legacy Campaign to the Denver Chamber in July.</p>	<p>Paul Andrews</p>	<p>10:35 a.m.</p>
<p>6. Committee Reports</p>		
<p>Community Benefits – Liliana reported on Councilwoman Ortega’s recent community meetings. Some meetings were better attended than others. The community was intrigued and interested in the process. These meetings were a good start, but more communication is needed. Councilwoman Ortega’s office will be setting up further facilitated meetings. Funding to be provided from NDCC. John Zapien attended the meetings and thought Councilwoman Ortega’s office did a good job. There is genuine interest from the communities, but lots of work to be done. Brad Buchanan commented there is still some distrust and we need to gain and build the communities trust. We will earn it by doing what we say we are going to do. John Ikard thanked John Zapien and Liliana Flores Amaro for their support and efforts in the community.</p> <p>Liliana reported the committee is working on a Community Benefits Guiding Principles document and will be presenting it to the board in June.</p>	<p>Liliana Flores Amaro</p>	<p>9:56 a.m.</p>
<p>Security & Waste – Nothing to report at this time.</p>	<p>Kelly Leid</p>	<p>10:07 a.m.</p>
<p>Finance & Audit – Mark Williams in Brendan Hanlon’s absence presented Resolution No. 2019-003 of the National Western Center Authority Concerning Approval of a Policy Regarding Disposition of Authority Real Estate. Mark noted this was reviewed by the Finance & Audit Committee and they recommend to the board for approval. The board discussed environmental reporting/impacts, not selling to parties that are not mission/vision aligned and noting the board would have final vote on sale. Upon motion from Tony Frank and second by Robb Brown. It was approved by a unanimous voice vote of quorum members present.</p> <p>Brad Buchanan reviewed the monthly financial report noting the increase in costs due to new staff, moving expenditures and the summit.</p>	<p>MarkWilliams /Brad Buchanan</p>	<p>10:08 a.m.</p>



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Campus Services & Partnerships – Robb Brown reported that the committee identified the Tier 1 and Tier 2 groups for the Triangle RFQ.	Robb Brown	10:20 a.m.
7. Public Comment Period		
AE provided comments on the NWC vision, CSU’s collaboration in learning, asked that all be mindful of conflict of interests that might compromise the NWCA mission. She expressed concern that ideas harvested at the summit will not be vetted prior to implementation.		10:21 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 commenter.		
8. Executive Session		
<i>Announcement of Executive Session</i> 1 item for discussion on matters subject to negotiation and personnel matters. Specific statutory provision to be invoked in holding an executive session are pursuant to §§ 24-6-402(4)(e)-(f), C.R.S. Paul Andrews made motion to enter executive session and Kelly Leid seconded the motion. It was approved by a unanimous voice vote of quorum members present. Executive Session ended at 10:57 a.m. with a motion by Tony Frank, seconded by Amy Parsons. It was approved by a unanimous voice vote of quorum members present.		10:26 a.m.



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9. 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/B. Dodson			
Draft equity partner succession planning policy		M. Williams			
10. Adjournment					
Meeting Adjourned. Motion to Adjourn by John Zapien, seconded by Tony Frank. Approved by a unanimous voice vote of quorum members present.		All		10:58 a.m.	
13. Next Meeting:					
Date	June 27, 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 June 2019				

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