

# National Western Center Authority Board Meeting Minutes

<b>Date of Meeting:</b>	April 17, 2025	<b>Time:</b>	9:00 am – 10:50 am
<b>Minutes Prepared by:</b>	Alexi Palazzari	<b>Location:</b>	Hybrid Meeting via Zoom and In Person
<b>Meeting Description</b>			
National Western Center Authority Board Meeting			
<b>Authority Board Member Attendance at Meeting</b>			
<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Notes</b>
John Ikard	X In Person		
Steven McCarthy	X In Person		
Robb Brown	X In Person		
Diedra Garcia	X Zoom		
Kelly Leid	X In Person		
Sandra Ruiz	X In Person		
Tony Frank	X Zoom		
Bill Mosher	X In Person		
Doug Jones	X In Person		
Paul Andrews	X In Person		
Ernest House	X Zoom		
Caroline Acha	X Zoom		
Nicole Doheny*	X Zoom		
Other attendees including members of the public are as recorded registration for the meeting. Guests: Mark Williams, Jocelyn Hittle, Mike Bouchard			



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Topic	Owner	Time
<b>Call to Order</b>		
<b>Quorum</b> Meeting was called to order by John Ikard, Chair. Quorum present.	John Ikard	9:00 am
<b>Board Business/Action Items</b>		
A Motion was made by Director Doug Jones and seconded by Director Kelly Leid to approve the Minutes for March 20, 2025. Motion approved.	John Ikard	9:01 am
<b>Chairman Update</b>		
Chairman John Ikard gave a general update on the NWC.	John Ikard	9:01 am
<b>CEO Update</b>		
<b>Facilities</b> <ul style="list-style-type: none"> <li>• Equestrian Center/Hotel (in exec. Session)               <ul style="list-style-type: none"> <li>• Council Committee 4/23</li> <li>• City Council 5/5 first reading</li> <li>• City Council 5/13 Final reading</li> <li>• Reviewing Project Support Agreement today</li> </ul> </li> <li>• COW installation complete and live</li> <li>• Cell tower and DAS system</li> <li>• LVC Commissioning</li> <li>• Battery Energy Storage System (BESS)</li> <li>• BESS signage</li> <li>• CUP North parking structure</li> <li>• CSU O&amp;M agreement in progress</li> <li>• WSSA Campus Energy agreement in progress</li> </ul> <b>Community Outreach</b> <ul style="list-style-type: none"> <li>• We Don't Waste/Wee Cycle Event 1<sup>st</sup> Friday of every month               <ul style="list-style-type: none"> <li>➤ <b>457</b> individual households, including <b>1274</b> adults, <b>87</b> seniors, and <b>840</b> children <b>20 80216</b></li> </ul> </li> <li>• Free Community               <ul style="list-style-type: none"> <li>➤ 410 Tickets have been given out in 2025</li> </ul> </li> <li>• Mothers Day/Mother Earth Event May 10<sup>th</sup>, 11-2               <ul style="list-style-type: none"> <li>➤ Food, Activation, Education and Engagement</li> </ul> </li> <li>• Monthly CAC meetings. Increased participation. Looking to build more resident engagement.               <ul style="list-style-type: none"> <li>➤ Community Dinner – September Community Member focus</li> </ul> </li> </ul>	Brad Buchanan	9:02 am



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<ul style="list-style-type: none"> <li>• Riverfront Markets June/July/August/September/October <ul style="list-style-type: none"> <li>➤ Free Campus Day 2nd Saturdays to align with CSU SPUR</li> </ul> </li> <li>• Denver Days 2025 August 3<sup>rd</sup> at the Riverfront <ul style="list-style-type: none"> <li>➤ Serve over 2k youth with free backpacks, haircuts, firefighter pancake breakfast and much more.</li> </ul> </li> <li>• Future Fest April 2026 <a href="https://denvergov.org/Government/Agencies-Departments-Offices/Agencies-Departments-Offices-Directory/Work-With-Us/Future-Fest">https://denvergov.org/Government/Agencies-Departments-Offices/Agencies-Departments-Offices-Directory/Work-With-Us/Future-Fest</a></li> <li>• National Western Center has sponsored <ul style="list-style-type: none"> <li>➤ 5 events totaling \$4875</li> </ul> </li> </ul> <p><b>Staffing and Operations</b></p> <ul style="list-style-type: none"> <li>• Procurements: <ul style="list-style-type: none"> <li>• Ticketing - approving today</li> <li>• Irrigation - approving today</li> <li>• Non-Alcoholic Pouring Rights – coming to board in May</li> <li>• Security - issuance in Q2</li> <li>• Parking - issuance in 2025</li> </ul> </li> <li>• Staffing: <ul style="list-style-type: none"> <li>• Manager of Grounds – Drew Hundelt (started March 24)</li> <li>• Facilities Engineer – LaFonzo Pickney (started March 31)</li> <li>• Master Electrician – Dennis DiCantio (started March 31)</li> <li>• Mackenzie Huber – Events Management</li> <li>• Director of Sales &amp; Ticketing – candidate selected - Amanda Bias starts 5/12</li> <li>• Campus Manager of Security &amp; Parking - open</li> </ul> </li> </ul>		
<b>Partner Reports</b>		
<p><b>NWCO</b> Update provided as part of the board packet with no additional information shared during the board meeting.</p>	Mike Bouchard	9:24 am
<p><b>CSU:</b> Update provided during the board meeting.</p>	Jocelyn Hittle	9:24 am
<p><b>WSSA:</b> Update provided as part of the board packet with no additional information shared during the board meeting.</p>	Paul Andrews	9:34 am



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<p><b>COMMUNITY UPDATE:</b> Update provided during the board meeting.</p> <ul style="list-style-type: none"> <li>Sabor Comunitario started their new 12 week program this month. 15 students participated. They are seeking funding.</li> <li>Birdseed Collective is hosting a Spring event on April 26<sup>th</sup> at 1pm</li> <li>The GES Coalition is hosting a meeting about the Triangle on April 24<sup>th</sup> at 5pm</li> <li>Tortillas for Tepeyac is on May 21<sup>st</sup> from 10am-3pm at the Denver Art Museum</li> </ul>	Sandra Ruiz & Caroline Acha	9:35 am
<b>Committee Reports</b>		
<p><b>Finance &amp; Audit</b> Updated provided in board packet.</p>	Mitzi Kissel	9:41 am
<p><b>Campus Services &amp; Partnerships</b> Updated provided in board packet.</p>	Jessica Koenig	9:44 am
<p><b>Community Benefits</b> Updated provided in board packet.</p>	Lori Laurita	9:44 am
<b>Facilities Update</b>		
<p><b>Facilities Objectives</b></p> <ul style="list-style-type: none"> <li>10-month commissioning program.</li> <li>Have 2-year budget and plan in place FFE for LVC and Campus needs with purchase and receiving timing built in.</li> <li>HUB and M&amp;O use and storage plans.</li> <li>Continued building and updating of Operation and Facility Processes</li> </ul> <p><b>Projects underway or upcoming</b></p> <ul style="list-style-type: none"> <li>Parking 3-year plan</li> <li>MS Cleaning HUB / M&amp;O</li> <li>Phone systems</li> <li>Campus Waste collection/diversion</li> <li>Commissioning LVC (10 month)</li> <li>Design and support for EQC</li> <li>Production Packets, Tech Guides, Venue Guides, Utility pricing</li> <li>KPI Tracking</li> </ul> <p><b>Update on Contracts and Procurements</b></p> <ul style="list-style-type: none"> <li>Fiber</li> <li>Macro Tower / DAS</li> <li>Ticketing</li> <li>WSSA Energy agreement</li> <li>CSU O&amp;M Agreement</li> <li>Irrigation onboarding</li> </ul>	Joe McCullough	



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<ul style="list-style-type: none"> <li>• Landscaping in progress RFP</li> <li>• Pouring Rights in contract</li> <li>• FFE for LVC</li> <li>• Campus and Event Security coming up</li> </ul> <p><b>Ongoing and Upcoming Facility Projects</b></p> <ul style="list-style-type: none"> <li>• FFE Plans / Operations – Building and Implementing in 2025 / 2026 / 2027</li> <li>• Safety / Sustainability – Proving Process, onboarding in 2025 / 2026</li> <li>• Expanded Wifi and other enhancements to campus 2026</li> <li>• Commuter Train and Triangle connection – completed</li> <li>• Venue Guide / Tech Guides / Production Packets – completed</li> <li>• Exhibitor ordering programs &amp; Utilities– 2025</li> <li>• Staffing / Hiring / Training / Onboarding – 2025 / 2026</li> <li>• HUB (Mann building) – 2024/2025</li> <li>• Relocation of Animal manure waste and diversion, Earthflow compost – 2025</li> <li>• BESS (Battery Energy Storage System) - 2025</li> <li>• Art Barn - 2025</li> <li>• Wayfinding – 2025</li> </ul>		
<b>Public Comment</b>		
No public comment.	John Ikard	9:57 am
<b>Executive Session</b>		
A Motion was made by Director Doug Jones and seconded by Director Robb Brown to enter Executive Session. Motion Approved.	John Ikard	9:57 am
A Motion was made by Director Robb Brown and seconded by Director Doug Jones to exit Executive Session. Motion Approved.	John Ikard	10:42 am
<b>Actions</b>		
<p>The Board of Directors of the National Western Center Authority has been presented with and has reviewed the following agreements:</p> <ol style="list-style-type: none"> <li>1. Ticketing Agreements: after discussion, and consideration of the unanimous recommendation of the Campus Services &amp; Partnerships Committee of the Board of Directors of the Authority, the Board finds and concludes that it is optimal for the Authority to engage with</li> </ol>	John Ikard	10:43 am



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at least three event ticketing companies in order to draw the most diverse and complete types of events to the Campus to maximize its use. The Board, therefore, proceeded with the following motion:

A Motion to approve the following ticketing agreements and directing the CEO of the Authority to promptly finalize negotiation and execution of the following contacts was made by Director Paul Andrews and seconded by Director Kelly Leid:

- Ticketing Services Agreement by and between AXS Group LLC and the National Western Center Authority
- Agreement for Event Ticketing Provider Services and Supplies by and between Ticketmaster L.L.C. and the National Western Center Authority
- Humanitix Service Agreement by and between Humanitix USA Limited and the National Western Center Authority

2. Irrigation Services: after discussion, and consideration of the unanimous recommendation of the Campus Services & Partnerships Committee of the Board of Directors of the Authority, the Board finds and concludes that it is optimal for the Authority to engage the services of a company to install, operate, and manage irrigation of seeded areas of the National Western Center Campus. The Board, therefore, proceeded with the following motion:

A Motion to approve Irrigation Agreement with DCPS was made by Director Kelly Leid and seconded by Director Doug Jones.

3. Equestrian Center & Hotel Project: The Authority and the City and County of Denver (the "City") entered into a Cooperation Agreement in June 2023 for the procurement of a private development partner to undertake the design, financing, and construction of the equestrian center project contemplated in the Framework and a hotel on the Authority Campus. With the



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<p>support of the City, and pursuant to the Cooperation Agreement, the Authority undertook a procurement and entered into a pre-development agreement with a development team in May 2024 to provide the initial design development for the project. In furtherance of the funding and management of funds for the project, the City and the Authority propose to enter into a “Project Support Agreement” to coordinate their joint efforts of funding and managing agreements necessary in furtherance of the project. Mssrs. Buchanan and Nalley will provide a presentation to the Board on the material provisions, requirements, and obligations of the agreement. The Board may ask counsel for comment. Based on the information provided, the Board may make the following motion:</p> <p>A Motion to approve the Project Support Agreement as has been presented to the Board and directing the CEO of the Authority to promptly complete negotiations and execution of the agreement was made by Director Paul Andrews and seconded by Director Robb Brown.</p>		
<b>Adjourn</b>		
There being no further business, the Chair adjourned the meeting.		10:50 am

Next Board of Directors Meeting					
<b>Date:</b>	May 15, 2025	<b>Time:</b>	9:00 a.m.	<b>Location:</b>	Hybrid via Zoom * NWCA offices

Submitted by: Alexi Palazzari

Approved by: Board of Directors

Date:

