

National Western Center Authority Board Meeting Minutes

Date of Meeting:	September 18, 2025	Time:	9:00 am – 10:52 am
Minutes Prepared by:	Alexi Palazzari	Location:	Hybrid Meeting via Zoom and In Person
Meeting Description			
National Western Center Authority Board Meeting			
Authority Board Member Attendance at Meeting			
Name	Present (in person or virtual)	Absent	Notes
John Ikard		X	
Steven McCarthy	In person		
Robb Brown		X	
Diedra Garcia	Zoom		
Kelly Leid	In person		
Sandra Ruiz	In person		
Tony Frank	In person		
Bill Mosher	Zoom		
Doug Jones	In person		
Wes Alison	In person		
Ernest House	Zoom		
Caroline Acha	In person		
Nicole Doheny*	In person		
Other attendees including members of the public are as recorded registration for the meeting. Guests: Mark Williams			



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Topic	Owner	Time
Call to Order		
Quorum Meeting was called to order by Steven McCarthy, Vice Chair. Quorum present.	Steven McCarthy	9:00 am
Board Business/Action Items		
A Motion was made by Director Kelly Leid and seconded by Director Doug Jones to approve the Minutes for July 17, 2025. Motion approved.	Steven McCarthy	9:01 am
Chairman Update		
The Vice Chair reiterated the desire to continue ongoing coordination with WSSA, the City, and CSU.	Steven McCarthy	9:02 am
CEO Update		
Facilities Update: <ul style="list-style-type: none"> • Equestrian Center/Hotel next steps • LVC Commissioning • Battery Energy Storage System (BESS) • CUP North parking structure • CSU O&M agreement in progress • WSSA Campus Energy agreement in progress Staffing & Operations: <ul style="list-style-type: none"> • Staffing – please welcome <ul style="list-style-type: none"> • Vi Tran - Campus Client & Exhibitor Services Manager • Shelby Dallman – Campus Ticketing Manager • Katie Lisle – HR Generalist • Brandon Garcia – Campus Manager of Security and Parking • Procurements: <ul style="list-style-type: none"> • Campus security, event security, guest relations, and parking services RFP and the Janitorial RFP will be covered later in Executive Session with a motion in open session following. • Upcoming procurements: EMT/event medics, snow removal services, fleet vehicle sponsor, and reverse ATM service, and sponsor. 	Brad Buchanan	9:03 am



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Partner Reports		
NWCO	Mike Bouchard	9:14 am
Update provided as part of the board packet with no additional information shared during the board meeting.		
CSU:	Jocelyn Hittle	9:14 am
Update provided as part of the board packet with no additional information shared during the board meeting.		
COMMUNITY UPDATE:	Caroline Acha & Sandra Ruiz	9:15 am
Tepeyac is having a fundraising event called Legacy of Health Gala on October 16 th from 5pm-9:30pm. Learn more and register here: https://www.tepeyachealth.org/events/legacy-of-health-gala-2025		
Sabor Comunitario is having their graduation soon and will be looking for support from partners to help fund the graduation.		
Committee Reports		
Finance & Audit	Mitzi Kissel	9:16 am
Update provided as part of the board packet with additional information provided during the board meeting.		
Campus Services & Partnerships	Jessica Koenig	9:23 am
Update provided as part of the board packet with no additional information shared during the board meeting.		
Community Benefits	Lori Laurita	9:23 am
Update provided as part of the board packet. Director Ernest House shared that there will be a Fall Tribal Convening Sept 24-26 with the City. NWC Directors discussed land acknowledgement and engagement with tribes on NWC campus.		
Marketing Update		
Domoto with Explore Communications provided a Digital Report on the 2025 marketing campaign that included the following highlights: Campaign Executive Summary Total Impressions Delivered: 32,399,945 Traditional Impressions Delivered: 25,533,292 Digital Impressions Delivered: 6,866,653 Visits to the NWC Landing Page: 78,483	Jenna Garcia	9:25 am
Community Update		
Lori Laurita provided a Community Update that included the following highlights:	Lori Laurita	10:05 am



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<p>Core Events and Collaborations</p> <ol style="list-style-type: none"> 1. National Western Stock Show 2. Market at the Center 3. We Don't Waste 4. Denver Days 5. Trunk or Treat 6. Earth Day/ Mother Earth 7. March Pow Wow <p>Jobs: Jan – July 2025</p> <ul style="list-style-type: none"> • Roughly 300 jobs have been created in 2025 • In total, roughly 1,500 jobs have been created as part of the Authority's procurement processes <p>LSDMWBE Utilization: Jan – July 2025</p> <ul style="list-style-type: none"> • Roughly 43% of all operational dollars were spent with local, small, disadvantaged, minority-owned, or women-owned businesses • Nearly \$1M has been spent with LSDMWBEs so far in 2025 <p>Other support opportunities</p> <ul style="list-style-type: none"> • Intentional partnerships to support job development and procurements • Ongoing outreach and education to small businesses through Community Wealth Building • Creating a hyperlocal Small Business Directory to support referrals for business opportunities that do not require a formal Request for Proposal (RFP). • Creating instruction/support to small businesses to register on BidNet for larger contracts <p>Community Investment Fund (CIF) Total amount to date = \$772,000 Supported community events and fundraising efforts totaling \$18,000 in Q1 & Q2 2025 Provided over 1k tickets to community to attend events on campus as well as partner experiences.</p>		
Partner Reports (cont.)		
<p>WSSA: Update provided during the board meeting.</p>	<p>Wes Alison</p>	<p>10:15 am</p>



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Public Comment		
There was no public comment.	Steven McCarthy	10:23 am
Executive Session		
A Motion was made by Director Dr. Tony Frank and seconded by Director Caroline Acha to enter Executive Session. Motion Approved.	Steven McCarthy	10:23 am
A Motion was made by Director Doug Jones and seconded by Director Dr. Tony Frank to exit Executive Session. Motion Approved.	Steven McCarthy	10:50 am
Action Items		
<p>A Motion was made by Director Doug Jones and seconded by Director Kelly Leid to approve the following agreements and procurement:</p> <ol style="list-style-type: none"> 1. Janitorial agreement and directing the CEO of the NWC Authority to finalize negotiation and execution of the Janitorial contract with Aramark. 2. Campus Security agreement and directing the CEO of the NWC Authority to finalize negotiation and execution of the Campus Security contract with Reli. 3. Event Security & Guest Relations agreement and directing the CEO of the NWC Authority to finalize negotiation and execution of the Event Security & Guest Relations contract with Argus. 4. Parking agreement and directing the CEO of the NWC Authority to finalize negotiation and execution of the Parking contract with LAZ Parking. 5. Procurement of PEO services and directing the CEO of the NWC Authority to finalize negotiation and execution of the PEO contract with Paychex. <p>All motions were approved.</p>	Steven McCarthy	10:51 am
Adjourn		
There being no further business, the Chair adjourned the meeting.	Steven McCarthy	10:52 am

Next Board of Directors Meeting					
Date:	Oct 16, 2025	Time:	9:00 a.m.	Location:	Hybrid via Zoom * NWCA offices

Submitted by: Alexi Palazzari

Approved by: Board of Directors Date:

