

**NATIONAL WESTERN CENTER  
EXECUTIVE OVERSIGHT COMMITTEE (“EOC”)**

**FINAL MEETING  
December 7, 2017**

1 pm - 2 pm Wellington Webb Building, Room 1.B.6

**AGENDA**

- **1:30 pm Call meeting to order** (*Cristal DeHerrera*)
- **1:30 – 1:35 pm Review/approval of March 2017 meeting notes** (*Cristal DeHerrera*)
- **1:35 – 1:55 pm Role of National Western Center Authority and 2018 tasks**  
(*Jen Welborn*)
- **1:55 – 2:10 pm NWCO Executive Director’s Report** (*Gretchen Hollrah*)
  - Presentation of Baseline scope, schedule, and budget
- **2:10 – 2:20 pm Equity Partner Updates**
  - WSSA/NWSS
  - CSU
  - CCD
- **2:20 – 2:30 pm EOC Member Announcements/Public Comments\***
  - Public comment (\*): the EOC shall take public comments from interested stakeholders who have signed up. Each speaker shall have up to 3 minutes to speak on a topic relevant to the NWC project.
- **2:30 pm Meeting Adjournment**



<b>Date of Meeting:</b>	June 15, 2017	<b>Time:</b>	1:30 pm-2:30 p.m.
<b>Minutes Prepared By:</b>	Josh Roberts	<b>Location:</b>	Webb Building, Room 1.B.6
<b>1. Meeting Objective</b>			
<b>EOC XX</b>			
<b>2. Attendance at Meeting</b>			
<b>Name</b>	<b>Organization</b>		
<b>Cristal DeHerrera (Chair)</b>	<b>City Attorney's Office</b>	Angie Hulsebus	MIG
<b>Paul Andrews</b>	<b>National Western Stock Show</b>	Steve Jeffords	Vivid Engineering Group
<b>Diane Barrett</b>	<b>Mayor's Office</b>	Catherine Kornbrust	BTC
<b>Drew Dutcher</b>	<b>GES Neighborhood Representative</b>	David Lewis	S. A. Mine
<b>Pat Grant</b>	<b>Western Stock Show Association</b>	Lynn Long	Lynn Long Equestrian
<b>Brendan Hanlon</b>	<b>Department of Finance</b>	Marcy Loughran	NWCO
<b>Anna Jones</b>	<b>NDCC</b>	Alexandra McGregor	Shen Milsan & Wilde
<b>Kelly Leid</b>	<b>Executive Director NWCO (Ex-officio)</b>	Monte Menard	NWCO
		Tricia Ortega	NWCO
AE	NWC CAC	Liz Rapp	PCL Construction
Eric Anderson	CH2M	Mike Peek	Triunity
Jeremy Atcheson	Turner Construction	Kaitlyn Randof	Strategies 360
M Ayala	Ferrovial Ag	David Richards	
Max Brandt	Mortenson	Josh Roberts	City Attorney's Office
Peter Bulke		Laura Rinker	GE Johnson
Will Chan		Shawn Ropp	ICON Venue Group
Kyle Chism	Turner Construction	Ralph Rempel	Martin/Martin
Danni Danko-Holloway	Colorado Barricade Co.	Michael Sapp	NWCO
Kathleen Fogler	Tryba	Shail Schukar	NWCO
Willie Franklin	NWCO	Brian W. Scott	WSP
Adrian Garcia	Denverite	Pete Stavenger	Page
Jenay Gifford	ISEC Inc.	Sam Stevens	NWCO
Jocelyn Hittle	CSU	Mike Unger	WSP
Gretchen Hollrah	NWCO/ Department of Finance	Jen Welborn	City Attorney's Office
Kyle Holtan-Brown	NWSS		



<b>Date of Meeting:</b>	June 15, 2017	<b>Time:</b>	1:30 pm-2:30 p.m.
<b>Minutes Prepared By:</b>	Josh Roberts	<b>Location:</b>	Webb Building, Room 1.B.6
<b>Topic</b>		<b>Owner</b>	<b>Time</b>
<b>Call to order</b> Quorum Present: Minutes of March 23, 2017 Meeting Approved		Cristal DeHerrera	1:33 p.m.
<b>3. New Business</b>			
<b>NWC Featured Presentation: Campus Placemaking Update</b> This is a 24-36 month project referred to affectionately as the “kitchen sink” procurement. It includes a wide variety of analysis for campus design including the public realm study, design standards and guidelines, design review and implementation, and infrastructure design. This competitive selection included 7 proposals, 4 of which have been shortlisted through RFP and interview process. These are large teams with various consultants. The study will kick-off in July 2017 and the first task order will continue through February 2018. This will include project management, program refinement, evaluation of built form (campus character and cultural plan), and historic documentation and work. We anticipate engagement with the CAC and public as we work through details.		Eric Anderson NWCO/CH2	1:34 p.m.
<b>4. Project Updates</b>			
<b>Framework Agreement:</b> This project will go to City Council this summer. The Framework Agreement is the first binding legal document between all three partners. We will provide quarterly updates to LUTI and engage with the CAC. November 3 <sup>rd</sup> will be our demo day at the NWC to celebrate 2C. All the parties are working to negotiate and draft documents quickly. Public comment with CAC and Council expected to commence on July 27, 2017.		Kelly Leid	1:42 p.m.

<b>Date of Meeting:</b>	June 15, 2017	<b>Time:</b>	1:30 pm-2:30 p.m.
<b>Minutes Prepared By:</b>	Josh Roberts	<b>Location:</b>	Webb Building, Room 1.B.6
<b>Executive Director's Report</b>  <b>RTA EDC report-recap:</b> RTA application was approved in November 2015. The project will receive state sales tax increment of up to 121.5 million over 36 years. Presentation is available online. Total funding to project to date is \$17,000.  <b>Land:</b> 74% of third party parcels and 51% of land area has been acquired. Negotiations with short line rail road continue.  <b>Quick Updates:</b>  Partnerships-last year we sent a letter to 150 associations and met with some of them. This year we will send out another letter.  Delgany: We are in ongoing discussions regarding 1. Access to River 2. Campus infrastructure, and 3. Heat Recapture  Parking: 9 month study is ongoing, information will feed campus placemaking work.  Procurements: On schedule with Placemaking.  Integrated Demolition contract had 6 submittals with 3 short listed for interviews on June 28, 2017. Contract will commence in q3 2017.  Historic Structural assessment of 1909 stadium arena will advertised this month.			Kelly Leid 1:53 p.m.  1:54   2:05 2:07       2:12
<b>5. Partner Updates</b>			
<b>WSSA</b> WSSA is marketing the Denver County Fair as “fairly weird” and will continue different feel than NWSS. 400 entries have been received for goat yoga. We are mid-way on 2018 stock show work and working on sponsorships and planning.			Paul Andrews/ Pat Grant 2:14 p.m.
<b>CSU</b> CSU has hired ICON Venue Group for project management on the CSU buildings. Tom (former Secretary of Agriculture) and Christie Vilsack will advise on K-20 education at NWC. The Equine Assisted Therapy program has commenced. 4 H will be at Denver County Fair. Ag Innovation Summit, September 6-7. Conservation groups are working including “Tap-in” for water issues and a Water fellows program with CSU and Denver High School students at the NWC.			Jocelyn Hittle 2:16
<b>CCD-</b> We are collaborating with other City and CDOT projects.			Kelly Leid 2:23
<b>Public Comments</b> No members of the public signed up to speak.			N/A N/A



<b>Date of Meeting:</b>	June 15, 2017	<b>Time:</b>	1:30 pm-2:30 p.m.	
<b>Minutes Prepared By:</b>	Josh Roberts	<b>Location:</b>	Webb Building, Room 1.B.6	
<b>Next Meeting Agenda Preparation</b>			Kelly Leid/All	12/4/17
<ul style="list-style-type: none"> <li>• Project Updates</li> <li>• Ongoing RFPs Progress Report</li> <li>• Fundamental to this group to talk openly and honest with team               <ul style="list-style-type: none"> <li>○ We are partners, need to be fully aligned to be successful</li> <li>○ Create lists of events for all partners to attend and share a uniform message</li> </ul> </li> </ul>				
<b>6. Action Items (ongoing)</b>				
<b>Action</b>		<b>Owner</b>	<b>Due Date</b>	
Agri-business/Science Forum Actively recruit Ag industry leaders to site and get input about what they would like to see in Denver.		All	N/A	
<b>6. Adjournment</b>				
<b>Action</b>		<b>Owner</b>	<b>Time</b>	
Cristal DeHerrera adjourned the meeting.		All	2:24 p.m.	
<b>7. Next Meeting:</b>				
<b>Date</b>	12/07/2017	<b>Time:</b>	1:00-2:30pm	<b>Location:</b> Webb Building, Room 1.B.6
<b>Objective:</b>	Executive Oversight Committee XXI			