

Executive Order No. 141

TO: All Departments and Agencies Under the Mayor

FROM: Michael B. Hancock, Mayor

DATE: March 22, 2016

SUBJECT: Mayor's Office of the National Western Center

PURPOSE: This Executive Order creates the Mayor's Office of the National Western Center ("Office") and establishes it to implement the policy of the City and County of Denver ("City") with respect to the vision outlined in the National Western Center Master Plan, adopted by the City Council in Ordinance No. 2015-0091 on March 9, 2015, and available at City Clerk Filing No. 2015-0088.

- 1.0 **Applicable Authority:** The applicable authority relevant to the provisions and requirements of this Executive Order No. 141, are found in Sections 2.2.1, 2.2.6, and 2.2.10 of the Charter of the City and County of Denver ("Charter"), 2002 revised.
- 2.0 **Mission:** The Office will oversee the City's role in the National Western Center project ("Project"), assist in the formation of a governance entity, manage relationships with the City's Project partners, and conduct Project work under the direction of the Mayor with strategic guidance from the National Western Center ("NWC") Executive Oversight Committee.
- 3.0 **Executive Director:** The Office shall be headed by an Executive Director appointed by and serving at the pleasure of the Mayor pursuant to the Mayor's authority under Charter § 9.1.1(E)(iv).
- 4.0 **Responsibilities:** The Office shall work independently of other departments and agencies of the City and shall direct and coordinate on behalf of the Mayor the efforts of other departments and agencies with regard to the NWC. The Office shall oversee:

4.1 Accountability

4.1.1-Project Budget-The Office will manage, track, and regularly report all aspects of the budget for the Project to the Mayor.

4.1.2.-Social Ordinances-The Office will ensure that all Project contracts shall be governed and controlled by all limitations and requirements that are imposed by the Charter, Denver Revised Municipal Code ("Code"), and executive orders of the City on City contracts. Specifically, contracts shall be entered into and performed in compliance with the provisions set forth in Charter Code, regulations, and executive orders of the City including but not limited to competitive procurement, payment of prevailing wages, public art, small business enterprise, equal employment opportunity, and

minority and women business enterprise participation including any amendments thereto.

4.2 Program and Project Management- The Office will lead the City's management of each NWC project and of the NWC program as a whole, including all reporting to and communication with the EOC, its successor, and City Council.

4.2.1-Contracts-The Office shall be responsible for the negotiation and coordination of City contracting for the Project, but all contracts must be procured and approved in accordance with the Charter, Code, regulations and executive orders of the City, including those identified in Executive Order No. 8.

4.3 Partner Relationships- The Office will work with partners, including by way of example, the Western Stock Show Association, Colorado State University, the Denver Museum of Nature and Science, and History Colorado, to identify and allocate, needs, responsibilities, and opportunities among the City and its partners to accomplish the goals of the Project. The Office will also work to recruit additional public and private partners, as appropriate, to fulfill the vision of the National Western Center master plan, Regional Tourism Act Application, and/or any other plans or studies developed to advance the NWC Project.

4.4 Project Communications and Community Outreach-The Office will lead the City's efforts to provide Project information and outreach to surrounding neighborhoods, interested members of the general public, media outlets, and any other interested stakeholders.

4.5 Leadership- The Office will guide the City and its departments and agencies through the critical path items required to make the Project a success, including but not limited to the following tasks.

4.5.1 Land Acquisition- The Office will oversee the City's land acquisition efforts.

4.5.2 Rail Consolidation-The Office will oversee rail consolidation efforts for the Project including consulting with experts to meet federal requirements and negotiations with stakeholders.


4.5.3 Historic Preservation- The Office will oversee efforts to identify, document, and preserve historically significant structures and elements of the existing National Western Complex and surrounding neighborhood to retain the historic flavor of the original site while providing modern amenities.

4.5.4 Energy, Waste, and Water- The Office will coordinate the effort to create an efficient net zero energy, waste, and water plan for the Project.

4.5.5 Site Infrastructure-The Office will oversee the development of infrastructure for the site that will meet the needs of the Project and provide needed connectivity with surrounding neighborhoods. All infrastructure must be constructed in accordance with City laws, standards and specifications.


- 5.0 **Duration:** The Mayor's Office of the National Western Center will continue until the rescission of this Executive Order and shall not automatically terminate upon the creation of a governance entity for the National Western Center.
- 6.0 **Cooperation:** All City departments and agencies under the Mayor shall cooperate with the Office in accomplishing the goals and responsibilities outlined in this Executive Order.
- 7.0 **Memorandum Attachments:** The procedures for implementing this Executive Order may be defined by Memorandum Attachments to the Executive Order which shall become part of the Executive Order.

Approved for Legality:




D. Scott Martinez
City Attorney for the City and County
Of Denver

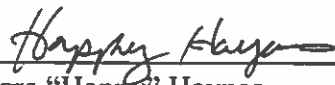
Approved:



Michael B. Hancock
MAYOR



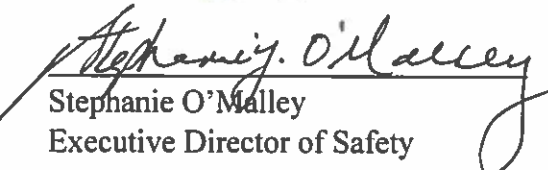
Jose Cornejo
Executive Director of Public Works



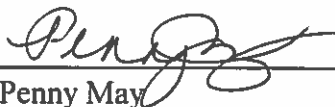
Allegra "Happy" Haynes
Executive Director of Parks & Recreation



Brendan Hanlon
Chief Financial Officer



Stephanie O'Malley
Executive Director of Safety



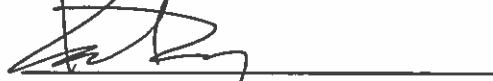
Penny May
Interim Executive Director of General
Services



Don Mares
Executive Director of Human Services



Bob McDonald
Executive Director of Environmental Health



Kim Day
Chief Executive Officer of Aviation



Brad Buchanan
Executive Director of Community Planning
& Development