



National Western Center  
Executive Oversight Committee Meeting Minutes

<b>Date of Meeting:</b>	October 22, 2015	<b>Time:</b>	1:00 pm-2:30 pm
<b>Minutes Prepared By:</b>	Josh Roberts	<b>Location:</b>	Webb Building, Room 4.1.5

**1. Meeting Objective**

**EOC VI**

**2. Attendance at Meeting**

Name		Organization	
Kelly Leid	NDCC	Jocelyn Hittle	CSU
Paul Andrews	National Western Stock Show	Johanna Jamison	NDCC
Diane Barrett	Denver Mayor's Office	Erika Martinez	NDCC
Albus Brooks	Denver City Council	Tricia Ortega	NDCC
Cristal DeHerrera	City Attorney's Office	Josh Roberts	City Attorney's Office
Drew Dutcher	GES Neighborhood Representative	Eric Shafran	NDCC
Cary Kennedy	Department of Finance	Roger Sherman	CRL Associates
Tony Frank	Colorado State University	Katy Spritzer	NDCC
Ron Williams	Western Stock Show Association	Jeffrey Steinberg	Dept of Finance-Real Estate
Max Christensen	Kiewit	Ann Elizabeth	Interested Citizen
Mindy Davine	Walker Perking		
Lottie Lieb Dula	NDCC		
Barb Frommell	NDCC		

Topic	Owner	Time
<b>Call to order</b> Quorum Present: Minutes of September 24, 2015 Meeting Approved	Kelly Leid	1:07 p.m.
<b>RTA Application Update</b> We had a great first EDC meeting follow-up to our presentation. The second planned meeting has been canceled. We have a few remaining issues to discuss including the time of the award (30 or 36 years), the in-state visitor who would have attended an event elsewhere, and the growth rate. We expect that recommendations as to approvals will come out November 6 and final approvals will be issued November 12.	Lotte Dula	1:08 p.m.



National Western Center  
Executive Oversight Committee Meeting Minutes

<b>Date of Meeting:</b>	October 22, 2015	<b>Time:</b>	1:00 pm-2:30 pm
<b>Minutes Prepared By:</b>	Josh Roberts	<b>Location:</b>	Webb Building, Room 4.I.5
<b>Historic Assessment</b>		Barb Frommell	1:12 p.m.
<p>We are very close to completing our task order with the goal of meeting the NWC master plan recommendations for history. We will document the history of the site and may apply for designations for 3 structures: the 1909 Stadium Arena, the Armor Meat Packing building, and the 1916 Exchange Building. We will also do condition and structure assessments for structures including the animal bridge, viewing walkway, water tower, and stock yards signage. We are working with partners from North Denver Cornerstone Collaborative, Western Stock Show Association, Denver Museum of Nature and Science, History Colorado, Denver Landmark Preservation, Colorado State University, and Historic Denver. We are working on qualification for historic preservation grants to cover future work on the site.</p>			
<b>Land Acquisition</b>		Jeff Steinberg	1:20 p.m.
<p>Moving forward with friendly acquisitions. We closed yesterday on our first parcel (International Paper) and are working on two other properties where we have agreed as to price but are working on paperwork and other details. We are also working with five or six more properties on the friendly acquisitions and hope to send letters of intent for additional property in January.</p>			
<b>Project Update</b>		Eric Shafran	1:23 p.m.
<p>Presentation of development flow chart for physical facilities at the site. The schedule does not address, governance, partnerships, budgeting and finance. We have surveyors on board who will identify the outside boundaries of the NWC as a whole and then will use the baselines to survey the inside. There is a lot of survey work that needs to be done due to the poor condition of legal descriptions at the site, but significant title work is already in.</p> <p>The land acquisition ordinance will hopefully launch the 2<sup>nd</sup> week of November with a two month process to get completely through City Council. The areas of the schedule that are the most unknown are the land acquisition and rail consolidation. These two areas will drive the schedule for the rest of the project.</p> <p>Environmental Phase I and II work has already been done on the land owned by the City and WSSA. Overall, it came back better than we expected for the area but there are some issues that will need to be resolved through clean-up or remediation.</p> <p>The zoning code has been amended to include an NWC campus zone district and initial ownership areas have been rezoned. Acquired properties will be rezoned in the future.</p> <p>Our preliminary studies are going well for regeneration, building, public realm, and parking. Several of them are at or approaching the RFP scope stage and we are working with CSU's Institute for Built Environment on building design.</p>			



National Western Center  
Executive Oversight Committee Meeting Minutes

<b>Date of Meeting:</b>	October 22, 2015	<b>Time:</b>	1:00 pm-2:30 pm
<b>Minutes Prepared By:</b>	Josh Roberts	<b>Location:</b>	Webb Building, Room 4.1.5
<b>Schedule</b>			Eric Shafran
<p>All study RFP's will be out in the next 5 months.</p> <p>We anticipate 24 months for acquisition and relocation, but it could take longer given the complexity of some tenant operations.</p> <p>Rail consolidation is expected to take about 4 years, but it could be longer.</p> <p>The current scheduling goal is to be at 30% civil design by the beginning of 2018 with design completion by the end of 2019.</p> <p>We do not expect to be doing horizontal work before 2019 and vertical work will follow. We do not yet have an anticipated opening date for the first facility.</p>			1:44 p.m.
<b>Economic Study Update</b>			Gretchen Hollrah
<p>Gretchen will work as project manager with Jeff Romine from the Office of Economic Development as a partner. They are currently working on outreach and will work with economists from a variety of organizations to create recommendations. There are 13 clusters identified in previous studies and will look at all of them to identify best opportunities for synergy with the site to take on leadership roles.</p>			1:59 p.m.
<b>4. New Business</b>			
<b>Topic</b>		<b>Owner</b>	<b>Time</b>
<b>WSSA Report</b>		Paul Andrews	2:04 p.m.
<p>The Marion underpass has been removed and WSSA is preparing for the stock show and moving forward despite nearby construction.</p>			
<b>CSU Report</b>		Tony Frank/Jocelyn Hittle	2:05 p.m.
<p>An Arts and Culture group has been formed to work with the Programming subcommittee. CSU will issue a quarterly NWC news letter to share information with people interested in CSU and the NWC. There is currently an opening at CSU for a director of development and fundraising with about 1/3 of the time to be devoted to the NWC.</p> <p>Work is being done on the Water Resources Center programming and on a potential partnership with Denver Water. The Water Center will also function as outreach as one of the first buildings out of the ground.</p>			



National Western Center  
Executive Oversight Committee Meeting Minutes

<b>Date of Meeting:</b>	October 22, 2015	<b>Time:</b>	1:00 pm-2:30 pm		
<b>Minutes Prepared By:</b>	Josh Roberts	<b>Location:</b>	Webb Building, Room 4.1.5		
<b>City</b>		Kelly Leid	2:14		
<p>The City will be hiring legal counsel on the governance structure and having interviews in the next two weeks. The first CFAS subcommittee meeting has occurred and the first EPAS meeting will occur after the election. We will work with partners on scheduling including a kick off meeting.</p>					
<b>Next Meeting Agenda Preparation</b>		Kelly Leid/All			
<ul style="list-style-type: none"> <li>• Project Update</li> <li>• Election Results</li> <li>• RTA Update</li> <li>• Ongoing RFPs Progress Report</li> <li>• Term Sheet Progress</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>5. 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	
Read CSU The Emergence of an Innovation Cluster in the Agricultural Value Chain along Colorado's Front Range."		All		N/A	
<b>6. Adjournment</b>					
<b>Action</b>		<b>Owner</b>		<b>Time</b>	
Kelly Leid adjourned the meeting.		Kelly Leid/All		2:27 p.m.	
<b>7. Next Meeting:</b>					
<b>Date</b>	11/19/2015	<b>Time:</b>	1:00-2:30pm	<b>Location:</b>	Webb Building, Room 4.1.5.
<b>Objective:</b>	Executive Oversight Committee VII				