

SANTA FE RAILYARD COMMUNITY CORPORATION

Board of Directors' Meeting

Tuesday, August 11th, 2020 5:00 – 7:00pm

Zoom Conference Call

Attending: Board Members: Steve Robinson (President), Jacques Paisner (Vice President), Ellen Bradbury (Secretary), Oscar Rodriguez (Treasurer), Chris Calvert, Dave Vlaming, Robert Dunn, Rosemary Romero, Dave Dunmar, Ron Pacheco, Patrick Varela and Chris Graeser (Attorney to the Board).

Also Attending: SFRCC: Richard Czoski (Executive Director), Sandy Brice (Events and Marketing Director), Sarah Taylor (Office Manager – taking minutes) and Anita Martinez (Accountant)

Public: None

Call to Order: The meeting was called to order at approximately 5:00 pm by Steve Robinson.

Approval of Agenda: The agenda was unanimously approved, motion by Chris Calvert 2nd by Oscar Rodriguez.

Approval of Meeting Minutes: The Board meeting minutes of 07/14/20 were unanimously approved, motion by Chris Calvert, 2nd by Oscar Rodriguez.

New Business

Approval of DNCA Architectural Firm as a subtenant for Thull Railyard LLC

Thull Railyard LLC is requesting approval of DCNA Architectural Firm as a subtenant on the 1st floor of 925 Shoofly.

Chris Calvert made a motion to approve DNCA Architectural Firm as a subtenant for Thull Railyard LLC, 2nd by Oscar Rodriguez. The motion was unanimously approved.

Financial Report:

Draft June 2020 Financials

Oscar Rodriguez presented the June 2020 financials to the Board.

- Current assets on the balance sheet are higher than expected. This is primarily due to the deferred payment of rent to the City, and that the regular Violet Crown parking garage costs have not been incurred since March due to the COVID-19 closure.
- Total income is \$29K below plan. This is primarily due to lack of event income and rental income.
- General & Administrative Expenses are \$45K above plan. This is primarily due to an increase in Directors and Officers Insurance and paying for two years of coverage during FY 2019/20.
- Capital Expenditures are \$16K above plan. This is due to unanticipated transformer costs required in the Baca Railyard.
- The significant portion of tenants have been paying their rent timely.

Executive Session

Dave Vlaming made a motion to enter Executive Session at 5:15 pm, 2nd by Rosemary Romero.

The Board of Directors did meet in closed Executive Session, pursuant to exceptions to the Open Meetings Act, and nothing was discussed except possible disposition of real property, potential litigation review, and personnel matters, and no final action was taken during the Executive Session. No minutes were taken.

Rosemary Romero made a motion to return to regular session at approximately 5:40 pm, 2nd Robert Dunn.

Executive Director's Report:

POLICIES & PROCEDURES UPDATE – SANDY BRICE

- Sandy updated the Board on the schedule for approval of the revised Policies and Procedures document. Asst City Atty Andrea Salazar is currently updating the draft with her comments. Andrea will then set up a meeting between herself, SFRCC, Parks, Santa Fe Conservation Trust, and Public Works. This will complete the collection of comments from stakeholders allowing for the finalization of the document prior to City Council review and approval.

EVENTS & MARKETING UPDATE – SANDY BRICE

- Several Railyard businesses have won “Best of Santa Fe” awards. Sandy will share the long list of awards with the City Council and the Mayor’s office.
- Regarding the Santa Fe Artist Market, the State Secretary of Health Office has stated that no outdoor markets other than Farmers Markets are allowed to reopen at this time. The City Attorney has agreed to review and forward to the State, a written proposal for specific COVID safe protocols from the Market for reconsideration. Sandy has forwarded that proposal to the City Attorney’s office. The Artist Market has also sent letters to the Governor and the Secretary of the Department of Health.
- The City PSA for the stage, screen, and other event expenses we request every year has been submitted at 50% of the usual amount. This anticipates events beginning again in the winter and in the spring of 2021.
- Bosque Brewing and Opuntia construction has been moving along. Bosque and Opuntia are working on a collaborative plan to serve beer and food respectively on an expanded patio area for which Luna Capital will propose a lease amendment. This will align with the COVID-19 restrictions and allow them to open on their desired timeline.
- Sam Burnett, the new Railyard City liaison, has been working to allocate funding to get security in the North Railyard in response to the ongoing vandalism and other security issues that have been occurring throughout the project.

COMPLETION OF RAILYARD PROJECTS – RICHARD CZOSKI

- Richard updated the Board on the status of the Nuckolls building construction. The retaining wall between the parcel and David Barker's building has been poured. Bill Banowsky will be presenting drawings to the Leasing Committee for Parcel's P and R at the September Leasing Committee meeting.
- The Lease with the Department of Cultural Affairs, State of New Mexico for Parcel O-2 is ready to be signed with the State. SFRCC is waiting for the City to sign the Lease Amendment that will remove this parcel out of their Depot lease.

Next Board Meeting: Tuesday, September 15th, 2020 5:00-7:00pm - Location: TBD

Being no further requests for business, Dave Vlaming motioned to adjourn, 2nd by Chris Calvert and the meeting was adjourned at approximately 5:55 pm.

Respectfully submitted,
Sarah Taylor, Office Manager

Signed by: Ellen Bradbury Reid
Name Ellen Bradbury Reid
Title Secretary
Date Oct 6, 2020