

SANTA FE RAILYARD COMMUNITY CORPORATION

Board of Directors' Meeting

Tuesday, October 20th, 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, Rosemary Romero, Dave Dunmar, Patrick Varela, Ouida MacGregor, 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 Ouida MacGregor, 2nd by Dave Vlaming.

Approval of Meeting Minutes: The Board meeting minutes of 09/15/20 were unanimously approved, motion by Dave Vlaming, 2nd by Ouida MacGregor.

Financial Report

Draft August 2020 Financials

Oscar Rodriguez presented the August 2020 financials to the Board.

- Tenant receivables are \$51K. The majority of this is due to the rent default of Baca Flats, LLC. All other outstanding amounts have been paid as of October 7, 2020.
- Rental Income is \$55K over plan. This is primarily due to a conservative rental revenue budget due to COVID-19.
- Expenses are \$31K under plan. This is primarily due to our payment for Directors and Officers Liability Insurance being budgeted for FY 20/21 but was required to be paid in June 2020.
- The significant majority of tenants are paying their rent timely.
- The Violet Crown parking cumulative long term liability as of 10/07/20 is unchanged at \$960,512 because the cinema has been closed since March by the State government.

Payments to the City

Richard will be meeting with the City Manager to discuss the upcoming debt service payments due to the City.

Executive Director's Report

POLICIES & PROCEDURES UPDATE – SANDY BRICE

- Sandy updated the Board on the status of the Policies and Procedures. Sandy recently met with the City attorney and Public Works to review the Rail Corridor section of the document and added more relevant details. The Parks Conservancy has also added some comments that are being reviewed by City staff. The new City Parks Director will be the final person to review the document. It has been suggested by City Staff that once the document is finalized to host a study session with the City Council. City Council will then vote on the document in the following City Council Meeting.

EVENTS & MARKETING UPDATE – SANDY BRICE

- Tender Fire Pizza has entered into a permit to cook and serve pizza on the West Casitas on Saturdays during the Farmer's Market and on the Plaza Wednesday evenings.
- The City's night private security contract for the North Railyard began 10/15/2020. Allied Security will be monitoring the premises from 10:00 pm – 6:00 am.
- The City has obtained additional funding from the CARES Act has been allocated as security for City Parks. There will be roving daytime security for all City Parks and will include the Railyard Park. The CARES Act funds must be spent by the end of December 2020 so it is unknown if this security will continue in 2021.
- The Trisha Brown Dance Company recently used the Railyard to film a dance duet with one dancer in New York and the other in Santa Fe. The New York dancer was pre-filmed and Santa Fe Audio Visual used projection mapping to project this dancer onto the Railyard water tower. The Santa Fe dancer danced along with the video as it was being projected. The video is available to view on the Railyard Facebook page.

COMPLETION OF RAILYARD PROJECTS – RICHARD CZOSKI

- Subtenant Specifica has requested to perform exterior improvements to the west side of the Market Station building. They would like to install a window, replace the metal exterior door with a glass door, and install an emergency generator on the roof.
 - Richard discussed this with the City who have offices in the second floor condo of the Market Station Building. They had concerns with the generator on the roof creating a noise disturbance and vibration. They have requested that the building owner consider locating the generator in the garage or at grade outside of the building.
 - The additional window and updated door create no issues and complies with the Master Plan.

Ouida MacGregor made a motion to approve the additional window and replace the metal exterior door with a glass door, 2nd by Dave Vlaming. The motion was unanimously approved.

- The design and funding for the renovation of the Depot has been secured by the City. The project will be bid in January and construction should begin in the spring of 2021.
 - Steve asked if this includes the equipment to complete the snow melt system under the platform. Richard said that he was unsure and would ask this question.
- The Molecule, LLC building is up for sale. The owner is relocating to the East Coast and has listed the building with a residential broker. The building is considered mobile which means it can be sold as personal property and removed from the Parcel, or as stay in place real estate. In either case the ground lease will need to be assigned to the buyer.

- A working session between the Leasing and Architectural Design Review Committee and Nuckolls Brewery to work on the site plan for Parcels P & R has been scheduled for 11/4/2020.
- The TV Sculpture in front of the 1614 Paseo De Peralta building has been moved to the Community College.
- The Vladem Museum Lease Amendment is moving forward and is expected to be approved by City Council before the end of 2020.
- SFRCC proposed a deal with the Santa Fe Artists Market to temporarily lease them the unoccupied Santa Fe Clay Building as a space for their Saturday Market. The Saturday Market has not been allowed to operate in their typical outdoor space due to COVID-19 restrictions. Unfortunately, the space does not work well for them, so they chose not to proceed.

Executive Session

Chris Calvert made a motion to enter Executive Session at 5:45 pm, 2nd by Dave Vlaming.

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.

Dave Vlaming made a motion to return to regular session at approximately 6:18 pm, 2nd by Rosemary Romero.

Return to Regular Session

Chris Calvert made a motion to approve the SFRCC staff compensation adjustments discussed in Executive Session, 2nd by Jacques Paisner. The motion was unanimously approved.

Next Board Meeting: Tuesday, November 10th, 2020 5:00-7:00pm - Location: Zoom

Being no further requests for business, Dave Vlaming motioned to adjourn, 2nd by Chris Calvert and the meeting was adjourned at approximately 6:20 pm.

Respectfully submitted,
Sarah Taylor, Office Manager

Signed by: Ellen Bradbury Reid
 Name Ellen Bradbury Reid
 Title Secretary
 Date Nov 18, 2020