

**SANTA FE RAILYARD COMMUNITY CORPORATION**

**Board of Directors' Meeting**

**Tuesday April 12th, 2022 5:00 – 7:00pm**

**Zoom Conference Call**

**Board Members Attending:** Steve Robinson (President), Jacques Paisner (Vice-President), Ellen Bradbury (Secretary), Rosemary Romero, Patrick Varela, Ron Pacheco, David Vlaming and Robert Dunn

**Board Members Absent:** Ouida MacGregor, Oscar Rodriguez (Treasurer), Chris Calvert, Michael Chamberlain and Christopher Graeser (Attorney to the Board)

**Staff Attending:** Christine Robertson (Executive Director), Sandy Brice (Events and Marketing Director), Anita Martinez (Accountant) and Brooke Czoski (Office Manager – taking minutes)

**Public:** None

**Call to Order:** The meeting was called to order at approximately 5:00pm by Steve Robinson, President of the Board.

**Approval of Agenda:** Christine asked to change the security letter date on the agenda under “New Business” from 4/8/22 to 4/7/22, motion by David Vlaming, 2nd by Rosemary Romero.

**Approval of Meeting Minutes:** The Board meeting minutes of 3/8/22 were unanimously approved, motion by Ron Pacheco, 2nd by David Vlaming.

**Public Comments**

None.

**Financial Report**

**February 2022 Draft Financials**

- City receivables (money that the City owes SFRCC) is \$1,517.72. This is for help with extra snow removal on their areas of responsibility. Invoice has been submitted but no payment has been received yet.
- SFRCC is ahead of budget on income due to increased CAM payments in February.
- Equipment lease was paid twice in February which was higher than budgeted.
- The second half of the audit was paid in February.
- P&L report everything is ahead of budget.
- Christine noted that SFRCC is on track to make April payment to the City.

**New Business**

**PNM Land Non-Profit**

Ron Pacheco announced that a new non-profit has been created regarding development of the PNM land adjacent to the Baca Railyard. Ron said he is currently sitting on the Board and the non-profit asked him if they could present/introduce themselves to the SFRCC Board. Ron will put them in touch with Christine to present at the next Board meeting in May.

### Mayor Weber meeting on 4/1/22

Steve Robinson, Christine Robertson and Bob Dunn discussed their meeting with Mayor Weber, the City Manager and the City Attorney. They spoke about a variety of issues surrounding safety and security, the working relationship between SFRCC and the City, capital and current projects and maintenance, events funding and several different proposals. SFRCC staff is suggesting scheduling a follow-up meeting to discuss progress on the issues mentioned above.

### City Manager meeting on 3/30/22

Christine Robertson, Steve Robinson, Sandra Brice, Chris Calvert and John Blair (new City Manager) had an introduction meeting at the SFRCC office. Christine reviewed the SFRCC Board, SFRCC's history and current SFRCC issues. Christine and Sandra noted that Blair was very attentive and genuine in his hopes to help SFRCC on certain items. He has also committed to a review/update meeting with Christine once a month, the next meeting date is to be determined.

### Security Proposal sent to City Manager on 4/7/22

Proposal was sent to John Blair, Sam Burnett and Regina Wheeler the SFRCC security proposal letter and is awaiting a response.

## **Committee Meeting Updates**

### Lease and Architectural Design Committee Update

#### Signage

- Christine created a document that reviews all the Master Plan signage guidelines which clearly states all rules regarding lighting, artwork, materials etc. with picture examples. Christine will then be able to send this out to new tenants for signage or tenants that are updating/changing out their existing signage to create a more efficient process.

#### Barker Realty

- David Barker is seeking approval from SFRCC to add six pavers to parking spaces in front of Barker Realty, do sidewalk repairs and add solar power panels to the roof of the building. The Leasing committee made a motion to approve and both were unanimously approved.

### Finance Committee Update

#### Baca CAM Discussion

- The way SFRCC calculates tenant's CAM payments is being disputed by a tenant named Alan Burrus. He is suggesting a different way to determine CAM and requested a review of SFRCC's vendors.

Alan Burrus presented his ideas to the committee and asked for a negotiation between himself along with the signers of his letter and SFRCC. After the committee heard his presentation, Steve suggested Christine, Richard and Anita get together to present a document that has a response to all his questions and concerns.

## Public Use Committee Update

### Events

- Folk Art Market unfortunately will not be utilizing the Railyard this year.
- Increase in private events including weddings, graduations and family reunions so the Railyard Park is very busy.
- Vital Spaces will be hosting a Sunday art market throughout June and will include music and food.
- Vaccine clinics are returning to the Water Tower every Saturday through May at least.
- The Farmers Market Institute is also hosting a bloodmobile drive.
- The Santa Fe Century Bike Race is returning to the Railyard this year on May 22<sup>nd</sup>.
- Movies series is starting at the end of May as well.

### City Stage and Screen Funding

- With the support of Councilor Villareal and Councilor Cassutt the balance of funds needed for the stage and screen funding for the remainder of FY 21/22 has been approved. With this support, all scheduled movie and concert series through June will go ahead. Sandra requested the full amount of \$75,000 for FY 22/23 which Sam Burnett said is allocated in the City budget which will be contracted through a PSA.

### SFSR West Casitas License

- Discussed issues with loading/unloading passengers and staging due to the train blocking the street.

### Status of Rail Corridor Safety Measures

- City pursuing physical project discussions (safety fencing, crossing signage, etc.) directly with State. SFRCC not included in further discussions. SFRCC staff collaborating with DOT safety team on creating safety messaging materials and distribution.

## Executive Director's Report

### **STATUS OF RAILYARD PROJECTS – CHRISTINE ROBERTSON**

- Parcel HH is still undergoing construction and is on target.
- Christine had a meeting with Synda and Tammy (500 Market past/current property manager) and Noel and Deril (City parking staff) regarding the parking garage safety issues. Christine said the meeting was very productive and they exchanged a lot of valuable information. The City has hired two additional maintenance staff members and Christine noted the stairwell particularly looked much cleaner.
- Christine presented to the Board a list of capital improvement projects that the City is currently working on. Christine said she will ask about the timeline at the next meeting with the City.

## Executive Session

Ron Pacheco made a motion to enter Executive Session at 6:33pm, 2nd by Ellen Bradbury.

The Board of Directors met 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.

Ellen Bradbury made a motion to return to regular session at approximately 6:41pm, 2nd by Ron Pacheco.

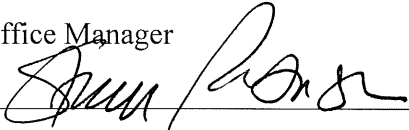
**Next Board Meeting:** Tuesday, May 10<sup>th</sup>, 2022 5:00-7:00pm - Location: Zoom

Being no further requests for business, Rosemary Romero motioned to adjourn, 2nd by Ron Pacheco and the meeting was adjourned at approximately 6:41pm.

Respectfully submitted,

Brooke Czoski, Office Manager

Signed by:



Name

STEVEN ROBINSON

Title

President

Date

7.14.22