

SANTA FE RAILYARD COMMUNITY CORPORATION

Board of Directors' Meeting

Tuesday September 13th, 2022, 5:00 – 7:00pm

Zoom Conference Call

Board Members Attending: Steve Robinson (President), Ellen Bradbury (Secretary), Oscar Rodriguez (Treasurer), Rosemary Romero, Ouida MacGregor, Chris Calvert, Patrick Varela, Ron Pacheco, Michael Chamberlain, Robert Dunn, and Christopher Graeser (Attorney to the Board)

Board Members Absent: Jacques Paisner (Vice-President) and David Vlaming,

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

Public: None

Call to Order: The meeting was called to order at approximately 5:02pm by Steve Robinson, President of the Board.

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

Approval of Meeting Minutes: The Board meeting minutes of 8/9/22 were unanimously approved, motion by Rosemary Romero, 2nd by Chris Calvert .

Financial Report

July 2022 Draft Financials

- Christine noted that Tenant receivables were off due to early and late rent payments in July – as of September 13th everyone is paid in full.
- Accrued expense – items that belonged to 2022.
- Cinema Parking is now included under “other expenses” to show actual monthly operation
- Budget to actual: Expenses are under by \$8,400 and income exceeds budget by \$10k
- Monthly net income sitting at \$9,355

Audit Fee Increase

CRI raised rates on 22/23 and 23/24 audit and would only accept a two-year agreement at a higher rate. It was decided that SFRCC should look for a new audit firm and Christine has three interviews lined up and is communicating with two other firms. She is hoping to have three bids by the end of September.

New Business

Discuss Status of Railyard Security

Christine noted that since the City has adapted the “State Procurement Code”, the City cannot give SFRCC the money needed to manage security. SFRCC proposed most recently, that they include the services in SFRCC’s L&M Agreement to avoid procurement requirements. However, the City responded that that would not be possible.

The City currently has three security companies under contract. Sam Burnett told Christine that for SAS (Security Asset Solutions) to apply, an RFP must be opened by the City for SAS to respond to. This process, Sam noted, could take four to six months. If SAS was chosen for security in the Railyard, SFRCC would be allowed to communicate with the vendor without the liability.

The other option would be for the City to assign one of its currently contracted security companies to start patrolling the Railyard. Sam stated that SFRCC could test each company and SFRCC could choose which company is the best fit. He also told SFRCC that he would allow SFRCC to meet with the contracted security company either bi-weekly or monthly. The Board consensus was that security in the Railyard should start as soon as possible, even if it is not SFRCC's first pick (SAS).

Steve Robinson is concerned that if SFRCC meets with the security company on a reoccurring basis, there may be some amount of liability involved if an incident were to occur. Chris Graeser notified the Board that he believes it would be best practice to talk to SFRCC's insurance company before moving forward.

Committee Meeting Updates

Lease and Architectural Design Committee Update

Juniper Networks

- There is a new tenant on the lower floor of the ArtYard building which the property management company, Westgate, did not inform SFRCC. Christine has requested retroactive approval and Westgate has sent to the new owners. She is waiting for a response.

Railyard Enterprises

- Julian Ross will be buying in the Baca Railyard from Railyard Enterprises, as residential.

Nuckolls Brewery

- Nuckolls Brewery's deck is almost complete. They have told SFRCC that they are still working on a landscape plan, currently on a second draft.

Capital Improvements

- Steve asked about the new train platform for Sky Railway. Christine noted that the design for three potential locations should be 60%-90% complete by December.

Executive Director's Report

2022 EVENTS UPDATE

- Sandy announced that the movie and concert series have ended for the summer.
- October will be busy with events including the Santa Fe Independent Film Festival in the park, as well as the Interplanetary Festival and a fundraiser 5K for the Street Homeless Animal Project.
- Sandy and Steve are working on a guest list for the 20th Anniversary Celebration for SFRCC at SITE Santa Fe. Sandy asked the Board to send either herself or Brooke an email with whatever guests they want to be included. The event will take place at SITE Santa Fe November 9th, 2022 from 5-7pm.

STATUS OF RAILYARD PROJECTS – CHRISTINE ROBERTSON

- Parking survey and new discounted rates – Councilor Chavez and Christine will have a meeting 9/14 for an update.

Executive Session

Ron Pacheco made a motion to enter Executive Session at 5:51pm, 2nd by Robert Dunn.

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.

Chris Calvert made a motion to return to regular session at approximately 6:30pm, 2nd by Ron Pacheco.

HR Update

Oscar Rodriguez made a motion to direct the chairman to negotiate a salary for the next two years along the lines discussed in executive session, 2nd Ron Pacheco, unanimously approved.

Next Board Meeting: Tuesday, October 11th, 2022, 5:00-7:00pm - Location: Zoom

Being no further requests for business, Rosemary Romero motioned to adjourn, 2nd by Chris Calvert and the meeting was adjourned at approximately 6:35pm.

Respectfully submitted,


Brooke Czoski, Office Manager

Signed by:

Name

Title

Date



STEVEN ROBINSON

President

10.28.22
