

SANTA FE RAILYARD COMMUNITY CORPORATION

Board of Directors' Meeting

Tuesday, January 10, 2023, 5:00 p.m. – 6:15 p.m.

Zoom Conference Call

Board Members Attending: Steve Robinson (President), Oscar Rodriguez (Treasurer), Ellen Bradbury (Secretary), Rosemary Romero, Chris Calvert, Ron Pacheco, Michael Chamberlain, Ouida MacGregor, Richard Czoski, Robert Dunn, Peter Dwyer (Attorney)

Board Members Absent: Jacques Paisner (Vice-President), Patrick Varela

Staff Attending: Christine Robertson (Executive Director), Brooke Czoski (Director of Events & Marketing, Valarie Lyon-Vigil (Taking Minutes)

Public: No

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

Approval of Agenda: The agenda was unanimously approved, motion by Rosemary Romero, 2nd by Ron Pacheco.

Approval of Meeting Minutes: The Board meeting minutes of 12/13,2022 were unanimously approved, motion by Rosemary Romero6, 2nd by Chris Calvert.

New Business

Homeless Coalition Update

Christine met with Marisol Atkins from Project Moxie, who has been funded by St. Vincent's Hospital – Anchorum on the S3 (Santa Fe Housing Initiative). A brochure outlining the resources currently available was provided to the Board and will also be sent to the Tenants. They discussed how SFRCC could get involved, Christine mentioned the possibility of having a "Railyard Clean Up" and/or a fundraiser. Christine also met with Ed Archuleta from St. Elizabeth's Shelter, which is currently half full and require a screening prior to be admitted into the facility, i.e. COVID Vaccinated, sober, they do allow pets. Spoke with Ed about the Alarid Street email chain and he has spoken with several of the women on that email. Christine also shared this information with the Condor Security.

Ron Pacheco thanked Christine for making the outreach with these groups and commended her for opening that line of communication.

2023 Conflict of Interest & Whistleblower Policies

Christine reported that the Finance Committee requested that we review the Whistleblower policy to make sure they agree with our Employee Handbook. Will also check the State's statues to verify the "Audit Committee" language is compliance. Both policies will be presented at the 02/07/2023 Board meeting.

Richard joining Leasing & Architectural Design and Finance Committees

Christine reported that Richard Czoski will serve on the Leasing & Architectural Design and Finance Committees.

Financial Report

Oscar Rodriguez, Treasurer, reported on the November 2022 Financial Report.

November 2022 Draft Financials

- SFRCC's new event software is up and running, purchase of the software is reflected in the November 2022 Financials.
- Richard Czoski is no longer a Consultant and Sandy Brice's Contract began 01/01/2023.
- Eun suggested we move some of the balance from New Mexico Bank & Trust (NMB&T) account to the Enterprise Bank & Trust (EB&T). A balance of \$150,000.00 will be left in NMB&T and the balance will be transferred to EB&T. Eun and Oscar will meet to discuss how to invest the EB&T funds.
- SFRCC's cash position is very strong, there are no anomalies in the financial statements.
- SFRCC is ahead of the budget in both revenue and expenditure.

Audit Status

- SFRCC has provided Pulakos with requested items, most remaining items are being provided by Insight CPA.
- Pulakos anticipates the audit to be complete by February 2023.

Executive Director's Report

2022 - 2023 EVENTS UPDATE (Provided by Brooke Scarborough, Director of Marketing & Events)

- 2023 – 2024 Events Funding Update: A verbal approval from the City of Santa Fe for the 2023-2024 event funding was received from Sam Burnett in the amount of \$75,000.00
- 2023 – 2024 Events Schedule: AMP Summer Concert & Movie series dates have all been scheduled, along with other recurring events, i.e. Sol Sunday, SF Century Bike Race, Indigenous Ways, SITE Concert. Sandy will be assisting Brooke with the License agreements for the Farmer's Market (5year agreement) and the Artist Market (2 year agreement).
- 2023 – 2024 Marketing Budget: Looking at ways to improve the marketing and waiting on a proposal from Hutton Broadcasting. Will work with Hutton on re-design of website, social media campaigns, video/photography content to use on Social Media posts and website updates.
- IFAM Update – On Monday, 12/12/22, Christine & Brooke met w/City staff (Melissa McDonald-Parks, Tomas Martinez – Transit, Barbara Lopez-Special Events). Tomas Martinez recommended closing Paseo de Peralta so the buses would be able to have the area for drop off/pick up. Christine and Brooke will be meeting with IFAM on Friday, 12/16/22 to discuss the recommendation. Meeting w/RYPark Conservancy, City Parks Department and SF Conservation Trust to go over the site plan.
- Rosemary reported the Regional Transit Districts offers the Rio Arriba & Santa Fe County Commissions the option to ask for assistance. It's up to the Commissioners to reach out to IFAM & determine how they may assist. Brooke will inform IFAM of this possible, collaboration.
- Richard asked if the fees for Artists and Farmers the same? Brooke reported Artists will stay the same, the Farmer's may have an increase.

- Richard asked if the Artists Market agreement is flexible to accommodate the artists if the train platform was built on the west casitas? Christine reported that SFRCC informed the Artists Market of potential situation, however there has been no decision on the platform location. If their space is impacted, SFRCC will find assist with a new location in NRY while the West Casitas area is developed. Their agreement has a 30-day clause.
- Oscar suggested marketing the RY as a destination and how to make that happen. Brooke will focus primarily on updated the events website, not much change will be made to the corporate website.
- Chris suggested Brooke communicate the road closure with the NRY tenants/customers to make sure there are aware and included in the decision.
- Steve asked if any alternatives available to avoid the street closure. Christine stated the area behind RY Performance may be used for ADA and also behind WH21.
- Ellen asked if there's an option to only close the street during a certain period. Christine reported that IFAM has suggested only closing during the two (2) night events.
- Ron asked if there's traffic flow plan that he could view. Christine reported that Barbara Lopez was going to develop a plan w/the input from transit.
- Rosemary suggested being creative & collaborating with NMDOT parking lots for pick up & drop off.
- Chris suggested drop off on Guadalupe instead of Paseo de Peralta.

STATUS OF RAILYARD PROJECTS – CHRISTINE ROBERTSON, EXECUTIVE DIRECTOR

- Market Station Update: Restoration Pizza is open; 2-3,000 sq. ft. spaces are available. City staff will be moving out & Specifica will be moving into the developed space that the COSF is vacating.
- Railyard Flats Update: They are back open.
- ArtYard Update: Space available on the 1st floor. Railyard Fitness will stay in their space & are renegotiating their lease.
- Nuckolls Update: They've provided most items of the approval contingencies that the City requested. The Fire department is requiring the fire hydrant be moved with a rolling curb cut. TLC appointment on 12/14/22 for quote to move hydrant closer to Sky Coffee.
- Shoofly Station Update: Water just getting turned on so February or March they should be open.
- Trailhead Park Lofts Update: Andres presented designs at the Leasing/ADR Committee meeting on 1/7/2023 for 3 studio lofts. City staff were at the presentation, waiting for revised designs that'll include the park area and parking lot designs. Andres will present designs to Dawn Bunetta, the existing tenant on that parcel.
- Stolen Vehicle: Dawn Bunetta's Audi was stolen from outside her unit. Twisted Cow residents have cameras & witnessed people trying to break into their studios and vehicles.
- Railyard Train Platform Update: Stakeholders meeting will be held when more definitive plans are in place. Railrunner is limited to two round trips per day, without collision avoidance, positive train control. Wilson & Company are the engineers on the project, the areas for consideration are Track 3/Track 4, West Casitas, El Museo, RY Flats or near La Chozas. No additional meetings scheduled at this point. Brooke provided stakeholder information to the City, so they can invite to the stakeholder meeting when it is scheduled.
- Security Update: Public areas & the garage are now being patrolled. Christine receives the reports & the reports of graffiti, encampments & just moving people along. Some threats in the garage & called the police. Security is making a good impact.

- City Manager Meeting Recap: Meeting on 1/5/2023. City Manager has been assisting with a Baca issue of transferring water into the tenants name. He also asked for an update on Nuckolls and how was the SFRCC/City Staff relationship.

Executive Session

Rosemary Romero made a motion to enter Executive Session at 6:02 p.m., 2nd by Chris Calvert.

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 taken.

Chris Calvert made a motion to return to regular session at approximately 6:12 p.m. 2nd by Richard Czoski.

Next Board Meeting: Tuesday, February 07, 2023, 5:00-7:00pm - Location: Zoom or 332 Read Street

Being no further requests for business Rosemary Romero motioned to adjourn, 2nd by Ron Pacheco and the meeting was adjourned at approximately 6:15 p.m..

Respectfully submitted,

Valarie Lyon – Vigil, SFRCC Operations Manager

Signed by: Ellen Bradbury Reid
Name: Ellen Bradbury Reid
Title: SFRCC Board Secretary
Date: 3-16-23