



**HISTORIC RAILROAD SQUARE ASSOCIATION  
11/19/20 Board Meeting Minutes**

**ZOOM TELECONFERENCE**

**Thursday, November 19, 2020 9 AM**

**Present: Kris Wilson, Dee Richardson, Mike Montague, Florine Ellingson, Rafael Rivero, Noelle Hermann, Marianne Neufeld, Hardeep Gil, Paul Quattrocchi, Jim McCalligan**

**Absent: Hugh Futrell, Theresa Tommasi**

**MINUTES**

**1. CALL TO ORDER AND ROLL CALL**

Mike called the meeting to order at 9:05am

**2. PUBLIC COMMENTS ON NON-AGENDA ITEMS**

There were no public comments

**3. CONSENT ITEMS**

**3.1.** October 15, 2020 minutes were approved with no corrections or discussion.

**4. PRESIDENT'S REPORT- Mike Montague**

**4.1. Street Cleaning**

Mike reported that he and Paul are getting quotes on cost to hire a company for general street cleaning on a consistent basis. Cleaning to include, weeding, low tree trimming, trash can cleaning and poster removal. Our RRSQ merchant street cleanup days are good community events which will continue in the Fall and Spring.

**4.2. Security Update**

Paul reported a broken door behind Fleet Feet and some activity in the alcove. Larry to contact Allied Security to include foot patrol in the area. Larry met with

Sgt. Wolf from SRPD regarding transient activity. Police enforcement is limited, and we could see more transients moving under the freeway as the weather gets cooler. 6th Street encampment is back and we are asked to let SRPD know of any criminal activity. Rafael offered assistance in bringing Catholic Charities or others to help address the homeless issue. Mike and Rafael will explore options.

4.3. Prince Greenway Rehabilitation

A task force is being formed with Steve Rabinowitz to address the needs of the path along the creek and in Olive Park.

5. **FINANCIAL REPORT:** Hugh Futrell, treasurer

Financial report to follow.

6. **EXECUTIVE DIRECTOR'S REPORT-** Kris Wilson

6.1 Farmers Market update

Plans are in development with Sallie, Gwen & Joe (Miracle Plum) exploring potential sponsorships. Information gathering with other market managers ongoing.

6.2 Director & Officers Insurance

Both D&O and Workers Compensation insurance are pending.

6.3 Marketing Committee

Teresa Tommasi has agreed to join our newly formed marketing committee to help create a marketing plan for 2021. This year, we're delivering evergreen swags to merchants and encouraging all to light up their windows to add a festive atmosphere. Kris is working on getting some of the trees wrapped and the lights working on the Depot. Due to COVID there will be no carriage rides this year.

7. **AD HOC COMMITTEE REPORTS/GOALS**

5.1. Project Review Committee - Curt Nichols, chair

No new progress to report. Ideas for Depot Park are being evaluated. Dee is getting new contact for Stewart project. Curt would like to send the RRSQ review of the project as courtesy.

5.2. Wayfinding signs – Noelle Hermann

Noelle met with Napa city staff to review their process and emphasized the importance of building "district champions" before we start our process. Meeting pending with Chris Rogers; Mike Montague and Rafael Rivero to be included.

Architectural map to be developed incorporating Chamber of Commerce, City, etc. into our signage. The goal is to start working on the required documentation to move forward in late Spring. Rafael is working with city managers to assist.

5.3. Tree Report- Jim McCalligan

It was decided that the Executive Committee will review financials to propose an amount to be budgeted for tree shaping, trimming or possible removal and decide the best path to pursue. The city will trim the trees in Depot Park.

5.4. Banners – Rafael Rivero/Dee Richardson

The application for installing the banners is almost complete and the installer has dates available in December. Additional banners may need to be added to include 3rd Street/Vineyard Creek Hotel.

5.5. Trash receptacles-Paul Quattrochi

Paul is working with the city to repair trash cans, add locks and new liners. Discussion to have them cleaned or painted. Discussion on removing newspaper stands which are in appalling condition.

**6. NEW BUSINESS- DISCUSSION**

6.1. Nominating Committee – Dee Richardson

Dee presented the proposed slate of officers. Current board to be re-nominated for staggered term lengths. 2021 Officers: Mike Montague/President, Hugh Futrell/Treasurer, Dee Richardson/Secretary. Marianne Neufeld will be starting as treasurer on April 1st. New slate will be voted on at the December 17th meeting.

**7. FUTURE AGENDA ITEMS**

7.1 Tree Project: Confirm available funds to commit to short/ long term project

7.2 Budget to be approved for 2021.

**Action Item:**

Communication to property owners to report how assessment dollars are being spent.

**8. ADJOURNMENT**

Next Meeting: December 17, 2020 at 9 AM - ZOOM