



NEVADA COMMISSION for the RECONSTRUCTION of the V&T RAILWAY

THURSDAY, May 28, 2020 @ 1:00pm

Due to the Governor's mandate steps to protect against the spread of COVID-19, the V&T Railway Commission is hosting a teleconference meeting this month. Members of the public who wish to attend the meeting remotely, may do so by accessing the following meeting on Zoom.com. Public comment may be made by communication through zoom.

<https://us02web.zoom.us/j/89413425823?pwd=aDUyemlHMjVTSEJGZjlmcUhkSWVQdz09>

Meeting ID: 894 1342 5823

Password: 817064

For dial in see the phone numbers listed on the last page of this agenda.

**FY21 BUDGET HEARING
AGENDA**

1:00 PM CALL TO ORDER – PLEDGE OF ALLEGIANCE

1. ROLL CALL

2. FOR POSSIBLE ACTION: APPROVAL OF THE AGENDA

This is the tentative schedule for the meeting. The Commission reserves the right to take items in a different order to accomplish business in the most efficient manner. The Commission may combine two or more items for consideration and may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

3. PUBLIC COMMENT ON NON-AGENDIZED ITEMS

Discussion may be limited to three minutes per person at the discretion of the Chairman. No action may be taken on a matter raised under this portion of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken.

4. FOR POSSIBLE ACTION: REVIEW AND POSSIBLE APPROVAL OF THE 2020-2021 V&T RAILWAY COMMISSION FINAL BUDGET FOR SUBMISSION TO THE DEPARTMENT OF TAXATION

As advertised in the form of a Public Notice in the Nevada Appeal, May 13, 2020.

5. FOR POSSIBLE ACTION: ADJOURN AND RECONVENE FOR THE REGULAR MAY MEETING OF THE V&T RAILWAY COMMISSION

V&T RAILWAY COMMISSION AGENDA

6. ROLL CALL

7. FOR POSSIBLE ACTION: APPROVAL OF THE AGENDA

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8. PUBLIC COMMENT ON NON-AGENDIZED ITEMS

Discussion may be limited to three minutes per person at the discretion of the Chairman. No action may be taken on a matter raised under this portion of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken.

9. FOR DISCUSSION AND POSSIBLE ACTION: APPROVAL OF MEETING MINUTES FOR

A. *April 30, 2020*

10. FOR DISCUSSION AND POSSIBLE ACTION: UPDATE ON FY20 FINANCIAL REPORTS

- A. *FY20 Financial Report*
- B. *Review and Possibly Approve Expenses Over \$5,000*
- C. *Discuss Augmentation of the FY20 Budget*

11. FOR POSSIBLE ACTION: PROGRESS REPORT ON THE ENGINE #18 OVERHAUL

12. FOR DISCUSSION ONLY: UPDATE ON PROPOSED RAILBIKE OPERATION

13. FOR DISCUSSION ONLY: TRACK MAINTENANCE REPORT

14. FOR DISCUSSION ONLY: GENERAL MANAGER'S REPORT

15. FOR DISCUSSION ONLY: ATTORNEY'S REPORT

16. FOR DISCUSSION AND POSSIBLE ACTION: NEXT MEETING DATE(S) & AGENDA ITEMS

- Scheduled for Thursday, June 25, 2020

17. COMMISSIONER COMMENTS

ADJOURNMENT OF COMMISSION BOARD MEETING

TITLES OF AGENDA ITEMS ARE INTENDED TO IDENTIFY SPECIFIC MATTERS. IF YOU DESIRE DETAILED INFORMATION CONCERNING ANY SUBJECT MATTER ITEMIZED WITHIN THIS AGENDA, YOU ARE ENCOURAGED TO CALL THE COMMISSION'S OFFICE AT 775-291-0208. NOTICE TO PERSONS WITH DISABILITIES: MEMBERS OF THE PUBLIC WHO ARE DISABLED AND REQUIRE SPECIAL ASSISTANCE OR ACCOMMODATIONS AT THE MEETING ARE REQUESTED TO NOTIFY THE COMMISSION'S OFFICE AT 1711 CARSON CITY, NEVADA OR BY CALLING 775-291-0208 AT LEAST 24 HOURS IN ADVANCE.

NEVADA COMMISSION FOR THE RECONSTRUCTION OF THE V&T RAILWAY RECOGNIZES THE NEEDS AND CIVIL RIGHTS OF ALL PERSONS REGARDLESS OF RACE, COLOR, RELIGION, SEX, DISABILITY, FAMILY STATUS OR ORIGIN.

NOTICE: THIS NOTICE IS POSTED PURSUANT TO NRS 241 AT THE FOLLOWING LOCATIONS: STOREY COUNTY COURTHOUSE, 26 SOUTH B STREET, VIRGINIA CITY, NEVADA; CARSON CITY EXECUTIVE OFFICES, 201 N. CARSON ST. CARSON CITY, NEVADA; CARSON CITY CULTURAL & TOURISM OFFICE, 716 NORTH CARSON STREET, CARSON CITY, NEVADA; CARSON CITY COMMUNITY CENTER, 851 EAST WILLIAM STREET, CARSON CITY, NEVADA; WWW.VTCOMMISSION.COM

Certificate of Posting

I, Elaine Barkdull-Spencer, General Manager, V&T Railway, do hereby certify that I posted, or caused to be posted, a copy of this agenda at the following locations in compliance with NRS 241.020(3): Storey County Courthouse, Carson City Executive Offices, Carson City Cultural & Tourism Office, and Carson City Community Center. In addition, this agenda has been electronically posted in compliance with NRS 241.020(3) at www.vtrailway.com, and NRS 232.2175 at <https://notice.nv.gov/>. To obtain further documentation regarding posting or supporting materials, please contact Elaine Spencer, General Manager, V&T Railway Commission at (775) 340-2045, vandtrailway@gmail.com. (POSTING LOCATIONS SUBJECT TO LIMITED ACCESS)

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+1 346 248 7799 US (Houston)

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+1 312 626 6799 US (Chicago)

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Find your local number: <https://zoom.us/j/abX839Kg7S>



NEVADA APPEAL

580 Mallory Way, Carson City, NV 89701
P.O. Box 1888 Carson City, NV 89702
(775) 881-1201 FAX: (775) 887-2408

Customer Account #: 1066467

Legal Account

NV COMMISSION V&T RAILWAY,
PO BOX 1711
CARSON CITY, NV 89702
Attn: Elaine Barkdull-Spencer

Jody Mudgett says:

That (s)he is a legal clerk of the
Nevada Appeal,
a newspaper published Wednesday and Saturday
at Carson City, in the State of Nevada.

Copy Line

Budget Notice

PO#:

Ad #: 0000580588-01

of which a copy is hereto attached, was published
in said newspaper for the full required period of
1 time(s) commencing on **05/13/2020**,
and ending on ~~05/13/2020~~ all days inclusive.



Signed: _____
Date: 05/13/2020 State of Nevada, Carson City

This is an Original Electronic Affidavit.

Price: \$ 90.44

Proof and Statement of Publication

Ad #: 0000580588-01

PUBLIC NOTICE

At the **V&T Railway Commission** special meeting Thursday, May 28th, 2020 at 1 p.m. via ZOOM Meeting, ID: 894 1342 5823, Dial In: 1-669-900-6833, the Commissioners will discuss and take action on the **V&T Railway Commission** Budget for Fiscal Year 2020-2021 that has been prepared in such detail and on appropriate forms as prescribed by the Nevada Department of Taxation. The V&T Railway website at vtrailway.com, under the V&T Railway Commission link, shall have a copy of the **V&T Railway Commission** Final Budget on file after May 28th, 2020 and it will be available for public inspection. All interested persons are encouraged to call in to this meeting. Please email admin@vtrailway.com for a call-in password.

/s/Stan Jones,
Chairman V&T Railway
Commission

Pub: May 13, 2020
Ad#0000580588



Budget Comparison Report

Account Summary

Account Number	V&T 2019-2020 Total Activity	V&T 2019-2020 Total Budget	Comparison 1		Comparison 2				
			Budget	to Parent Budget	Budget	to Comparison 1			
			Final V&T Final	Increase / (Decrease)	%	V&T 2020-2021 V&T Final	Increase / (Decrease)	%	
Fund: 221 - V&T COMMISSION									
RevrptGroup: 33 - INTERGOVERNMENTAL FUNDING									
221-33100-000	29,500.00	4,500.00	4,500.00	0.00	-4,500.00	-100.00%	0.00	0.00	0.00%
221-33220-000	20,887.31	20,000.00	20,000.00	19,200.00	-800.00	-4.00%	19,200.00	0.00	0.00%
221-33512-000	125,000.00	125,000.00	125,000.00	125,000.00	0.00	0.00%	250,000.00	125,000.00	100.00%
Total RevrptGroup: 33 - INTERGOVERNMENTAL FUNDING:	175,387.31	149,500.00	149,500.00	144,200.00	-5,300.00	-3.55%	269,200.00	125,000.00	86.69%
RevrptGroup: 34 - CHARGES FOR SERVICES									
221-34108-000	65,000.00	65,000.00	65,000.00	0.00	-65,000.00	-100.00%	0.00	0.00	0.00%
221-34700-000	317,865.47	1,151,925.00	1,151,925.00	174,000.00	-977,925.00	-84.89%	88,000.00	-86,000.00	-49.43%
221-34700-232	665,635.56	0.00	0.00	429,270.00	429,270.00	0.00%	366,860.00	-62,410.00	-14.54%
Total RevrptGroup: 34 - CHARGES FOR SERVICES:	1,048,501.03	1,216,925.00	1,216,925.00	603,270.00	-613,655.00	-50.43%	454,860.00	-148,410.00	-24.60%
RevrptGroup: 36 - MISCELLANEOUS REVENUE									
221-36203-000	0.00	2,500.00	2,500.00	14,600.00	12,100.00	484.00%	6,840.00	-7,760.00	-53.15%
221-36304-232	7,845.30	2,500.00	2,500.00	4,000.00	1,500.00	60.00%	3,200.00	-800.00	-20.00%
221-36400-000	630.00	2,000.00	2,000.00	200.00	-1,800.00	-90.00%	0.00	-200.00	-100.00%
221-36540-000	28,350.00	34,000.00	34,000.00	34,020.00	20.00	0.06%	34,020.00	0.00	0.00%
221-36700-000	669.66	0.00	0.00	2,800.00	2,800.00	0.00%	0.00	-2,800.00	-100.00%
221-36700-232	52,109.79	50,000.00	50,000.00	23,580.00	-26,420.00	-52.84%	23,000.00	-580.00	-2.46%
Total RevrptGroup: 36 - MISCELLANEOUS REVENUE:	89,604.75	91,000.00	91,000.00	79,200.00	-11,800.00	-12.97%	67,060.00	-12,140.00	-15.33%
Total Fund: 221 - V&T COMMISSION:	1,313,493.09	1,457,425.00	1,457,425.00	826,670.00	-630,755.00	-43.28%	791,120.00	-35,550.00	-4.30%
Report Total:	1,313,493.09	1,457,425.00	1,457,425.00	826,670.00	-630,755.00	-43.28%	791,120.00	-35,550.00	-4.30%

Budget Comparison Report

Group Summary

RevRptGrou...	V&T 2019-2020		V&T 2019-2020		V&T 2019-2020 Final V&T Final	Comparison 1		Comparison 1		Comparison 2		Comparison 2	
	Total Activity	Total Budget	Total Activity	Total Budget		Budget	to Parent Budget	Increase / (Decrease)	%	Budget	to Comparison 1	Increase / (Decrease)	%
Fund: 221 - V&T COMMISSION													
33 - INTERGOVERNMENTAL FUNDING	175,387.31	149,500.00	149,500.00	144,200.00	144,200.00	-5,300.00	-3.55%	269,200.00	125,000.00	86.69%			
34 - CHARGES FOR SERVICES	1,048,501.03	1,216,925.00	1,216,925.00	603,270.00	603,270.00	-613,655.00	-50.43%	454,860.00	-148,410.00	-24.60%			
36 - MISCELLANEOUS REVENUE	89,604.75	91,000.00	91,000.00	79,200.00	79,200.00	-11,800.00	-12.97%	67,060.00	-12,140.00	-15.33%			
Total Fund: 221 - V&T COMMISSION:	1,313,493.09	1,457,425.00	1,457,425.00	826,670.00	826,670.00	-630,755.00	-43.28%	791,120.00	-35,550.00	-4.30%			
Report Total:	1,313,493.09	1,457,425.00	1,457,425.00	826,670.00	826,670.00	-630,755.00	-43.28%	791,120.00	-35,550.00	-4.30%			

Fund Summary

Fund	V&T 2019-2020 Total Activity	V&T 2019-2020 Total Budget	V&T 2019-2020 Final V&T Final	Comparison 1		Comparison 2			
				Budget	Increase / (Decrease)	Budget	Increase / (Decrease)		
					%		%		
221 - V&T COMMISSION	1,313,493.09	1,457,425.00	1,457,425.00	826,670.00	-630,755.00	-43.28%	791,120.00	-35,550.00	-4.30%
Report Total:	1,313,493.09	1,457,425.00	1,457,425.00	826,670.00	-630,755.00	-43.28%	791,120.00	-35,550.00	-4.30%



THURSDAY, MAY 28, 2020

NEVADA COMMISSION for the RECONSTRUCTION of the V&T Railway

THURSDAY, APRIL 30, 2020 @ 1:00 p.m.

ZOOM ONLINE MEETING

MEETING MINUTES

Notice: Items on the agenda may be taken out of order; two or more agenda items may be combined for consideration; and items may be removed from the agenda or discussion relating thereto delayed at any time. This is the tentative schedule for the meeting. The Commission reserves the right to take items in a different order to accomplish business in the most efficient manner.

The following minutes are a summarized explanation of the topics discussed. A taped recording of these proceedings will be kept for review.

CALL TO ORDER

Chairman Jones called the meeting of the Nevada Commission for the Reconstruction of the V&T Railway to order at 1:09 p.m. and called for the Pledge of Allegiance.

Pledge of Allegiance

1. ROLL CALL

Elaine Spencer called roll.

Chairperson:	Stan Jones – Present
Vice Chair:	Marshall McBride – Present
Treasurer:	Mike Santos - Present
Board Members:	Deny Dotson – Present
	Nick Marano – Present

Others: Elaine Barkdull-Spencer, Molly Ellery, Mike Draper, Jacquelyn Nader, Gabe Willaman, David Peterson, Jennifer McCain, Austin Osborne

2. CHAIRMAN JONES BROUGHT THE FIRST ITEM TO THE COMMISSION'S ATTENTION: APPROVAL OF THE AGENDA

The agenda was approved as is.

D. Dotson made a motion to approve the Agenda.

Second – M. Santos

Approved – Unanimously

3. CHAIRMAN JONES BROUGHT THE NEXT ITEM TO THE COMMISSION'S ATTENTION: PUBLIC COMMENT ON NON-AGENDIZED ITEMS

No Public Comment.

4. CHAIRMAN JONES BROUGHT THE NEXT ITEM TO THE COMMISSION'S ATTENTION: APPROVAL OF MEETING MINUTES

M. McBride made a motion to approve the minutes from the February 27, 2020 meeting.

Second – D. Dotson

Approved – Unanimously

5. CHAIRMAN JONES BROUGHT THE NEXT ITEM TO THE COMMISSION'S ATTENTION: UPDATE ON FY20 FINANCIAL REPORTS

E. Spencer explained that the current expense report was included in the agenda package. She explained that the report still required prior year's adjustments, but she and Storey County were getting closer to a true expense report. She explained that the revenue report would be included in the Commission's May agenda package. The revenue numbers matched, but Storey County still needed to add the budget numbers to provide the Commission a full report. She pointed out that the expenses were getting close to the \$1,400,000 budget, but there were still bills to pay for April, May, and June. The #18 repair costs were over \$108,000 this fiscal year and she is sitting on an additional \$47,000 invoice. She pointed out that there were other unforeseen expenses that would also leave expenses higher than budgeted. She said she would be working on an augmented budget to present to the State.

E. Spencer stated that by next month financials should be ironed out and the Commission can then review them monthly. V&T had only been on the County's TYLER system since January 2020.

6. CHAIRMAN JONES BROUGHT THE ITEM TO THE COMMISSION'S ATTENTION: DISCUSS AND APPROVE AGREEMENT WITH STEELE & ASSOCIATES TO PERFORM FY20 AUDIT AND SPECIFY A DEADLINE OF Friday, July 31, 2020 TO HAVE RECORDS SUBMITTED TO THE FIRM IN ORDER TO MEET SPECIAL LICENSE PLATE REPORTING OBLIGATIONS.

E. Spencer said the fee would be the same forecasted for previous years if they do not have to reconcile our records. E. Spencer explained the July 31 commitment is to have all the information necessary submitted to Steele & Associates so that they can complete it in time for the September 1st deadline for Special License Plate reporting.

D. Dotson made a motion to approve the agreement with Steele & Associates to perform the FY20 audit and specify a deadline of July 31st to have the completed audit to the special license plate auditors.

Second - M. Santos

Approved Unanimously

7. FOR POSSIBLE ACTION: DISCUSS OPTIONS FOR THE 2020 REGULAR TRAIN AND POLAR EXPRESS SEASONS, PLUS REVIEW PROJECTED REVENUE AND EXPENSES RELATING TO THE ABBREVIATED SEASONS

E. Spencer explained that due to the COVID-19 pandemic and CDC guidelines and the State's phased reopening plan the Commission needed to discuss the upcoming 2020 train season further and the Polar Express and make some choices.

M. McBride reported on the Governor's Report to the counties regarding the opening of businesses within Nevada. He said the state address will be at 5 p.m. on YouTube and possibly one of the local TV channels as well. He'd also heard some chatter that school will be out for the rest of the school year and it is possible that it will start earlier and that will have an impact on any type of train operations and a reduction of people in Virginia City.

E. Spencer confirmed that the Governor's address to the State would be at 5 p.m. on various local stations.

Mike Draper spoke to the board and encouraged that everyone to put thought into how to address consumer confidence. He said following basic guidelines will be a necessity, but there are other things we can do to make people feel confident when that time comes.

E. Spencer shared her discussion with Carla Wilson, the Polar Express production manager. She questioned whether she would be able to get her cast back to perform if there is a second wave. Those are things they should know more about in August. Because it is unknown if the Polar Express will run E. Spencer has been encouraging people to buy gift certificates or allowing them to purchase with the understanding that if this year's event is canceled they can use their credit towards Polar Express 2021. She said she also has a list of people wanting to buy tickets for the theme trains this summer. Most people are willing to wait to know more. Most of the calls to the V&T ticket phoneline are those wishing to cancel their rides.

E. Spencer explained that because of the reduced numbers of people they can put on a passenger car they will need three passenger cars just to cover the cost of the train. She also informed the commission members that based on the Governor's guidelines the train would qualify under the last phase as they would be 120 plus passengers.

S. Jones stated that it was his understanding that regardless of the timeline, social distancing would be with us for a long time. It would probably be until later when we get a vaccine. He could not see being able to run the Polar Express this year. In addition to the expenses already paid for the event there would be extra expense to sanitizing the cars and providing PPE to the public. The social distancing will make it impossible to use the covered staging area and we do not know what the weather will be like. He could not see running at a loss. He had no problem waiting to make the decision, but he felt positive that we will not be running the Polar Express.

N. Marano wanted to confirm that S. Jones was addressing the current year's Polar Express. He said he agreed that the train could go dark for the remainder of this calendar year and possibly next year. He questioned the change of the business model.

S. Jones agreed, and said he also agreed with M. Draper that the fiscal impacts on travelers could be severe.

M. Santos agreed, and said the unemployed would not have disposable income to spend and said that going dark this year would give us a chance to regroup to determine what will come out at the end as far as rules and regulations. Waiting for a vaccine and regaining people's confidence is critical. He said that running the trains this year will include a liability issue. If someone got sick on one of our trains that could come back on us.

S. Jones asked the commissioners if they would like to make a change to the discussion and say that there would be no regular train season this year and decide on the Polar Express later?

D. Dotson said he thought that would be a wise decision so that E. Spencer could make up a budget for FY20. He recommended still budgeting for the Polar Express this year, but we did not have to do it. He said to budget it for a low turnout and then keep the last two months of the fiscal year and the Mother's Day event. The Commission could review it again in a couple of months.

M. Draper spoke to the Commission and said that activities would be fewer for the near future, but once the train could meet the conditions, it would be able to capitalize on it.

D. Dotson made a motion that they have the general manager build a budget with the 2020 train season dark but with a Polar Express season with the decision to be made next month.

N. Marano Seconded Approved Unanimously

(M. McBride informed the Commission that he needed to attend the conference call with the Governor and would need to leave the meeting. He would return once the call was over.)

8. FOR POSSIBLE ACTION: DISCUSS AND POSSIBLY APPROVE A REIMBURSEMENT REQUEST TO STOREY COUNTY AS PER V&T'S CURENT INTERLOCAL AGREEMENT

E. Spencer invited A. Osborne to speak on it, and he deferred to D. Dotson and J. McCain.

J. McCain asked what information they were requesting.

E. Spencer reminded them that the item had been placed on the February V&T Commission agenda along with a letter requesting the reimbursement, but it had been tabled for this month by request. She asked if the County was leaning in favor or against the request.

A. Osborne said there was one question regarding the admin support reimbursement. He said the other two were separate.

J. McCain said they discussed the reimbursement section for the FY19 track maintenance and the FY20 track maintenance and it would need to go before their board.

E. Spencer explained that the track maintenance was for FY19 & FY20 and that the admin reimbursement was due to hiring a bookkeeper to track records for the V&T which was not originally budgeted and was in addition to Storey County's services. She said V&T's auditor had to review and then reconcile Storey County's records to V&T's inhouse records costing twice as much as a normal audit.

A. Osborne said the track maintenance was good with them, but that there were some questions relating to the admin reimbursement and it would take more follow-up.

E. Spencer asked if A. Osborne would like to have a meeting prior to the next Commission to discuss it.

A. Osborne said that it was his opinion that she meets with him, J. McCain and Vanessa Steven's to explain the details.

J. McCain agreed.

S. Jones asked if E. Spencer was good with a meeting and she answered that it was a good plan.

S. Jones asked if the reimbursement request should be tabled again.

A. Osborne asked if the Commission wanted to approve the track maintenance, \$74,000 and \$75,000, and remove the \$50,000 for further discussion.

S. Jones asked what was easiest for accounting.

D. Dotson recommended accepting the track maintenance reimbursement so that E. Spencer could pay a few bills and balance FY20. He said it would be \$148,630.49.

E. Spencer asked him to verify his recommendation.

D. Dotson said to accept the \$148,630.49 reimbursement and table the \$50,000 admin reimbursement until after the meeting.

S. Jones asked D. Dotson to make his statement a motion.

D. Dotson responded, so moved.

M. Santos Seconded Approved Unanimously

9. CHAIRMAN JONES BROUGHT UP THE NEXT ITEM FOR DISCUSSION AND POSSIBLE ACTION: APPROVAL OF A REVISED INTERLOCAL AGREEMENT BETWEEN V&T RAILWAY AND STOREY COUNTY TO COMMENCE JULY 1, 2020.

E. Spencer informed the Commission that a copy of the revised MOU with Storey County was included in their package along with the adjustments and comments. She said that she, D. Dotson, A. Osborne, V. Stevens, K. Loomis, M. Rowe and S. Jones had all had the chance to review the document. She asked for D. Dotson to lead the discussion as he represented the V&T Commission for the meeting to discuss the changes.

D. Dotson said it was just cleaning up for the times. He said the financial services portion could be adjusted in time. He said it would be minimal at the beginning since the trains would be dark for a while. He said it was hourly for now and a two-year term. It could be adjusted with a 30-day notice. It would make it easier to budget and he saw no issues with it being approved today.

A. Osborne clarified that it would be for 24 months and then after that if nothing happened it would default to a 50/50 cost share.

S. Jones asked for any other comment and thanked D. Dotson for his work on it.

M. Santos thanked D. Dotson as well.

A. Osborne said it would be approved around first part of July by the Storey County Commission.

E. Spencer asked if she would need to wait until that time or could she add it their proposed FY21 budget that needed to be approved before the end of May.

D. Dotson and A. Osborne stated they expected Storey County to approve the revisions.

J. McCain informed E. Spencer that due to the strict budget deadline for the FY21 budget submission she should add the revised amount to the V&T budget.

M. Santos made a motion to approve the revised MOU with Storey County as presented to the V&T Railway Commission.

N. Marano Seconded

Approved Unanimously

10. CHAIRMAN JONES BROUGHT THE NEXT ITEM TO THE COMMISSION'S ATTENTION: PROGRESS REPORT ON THE ENGINE #18 OVERHAUL AND APPROVE ADDITIONAL EXPENDITURES OVER \$5,000

E. Spencer said he had been in touch with T. Gray and the #18 Steam engine is near completion. She said they still needed to work out the lease agreement for the #18. It should be operational this year. T. Gray projected another \$25,000 needed to finish it off in the coming year. T. Gray also forecasted that the Commission would need to buy new siding for the tender. E. Spencer explained that the Commission put a lot of money into the #18 engine this year and that they were over the half -million-dollar mark for the total cost for its refurbishment. She said there was another invoice for work performed from Aug. of last year to Feb. of this year for work and that it was for \$47,000. This fiscal year alone the Commission has put nearly \$150, 000 of unbudgeted funds into the #18.

E. Spencer explained that all unbudgeted items were an issue and because of it she has started a purchase order system for any expenses of \$5,000 or more, budgeted or otherwise. In some cases, it would be an estimate, but she would bring these items to the attention of the Commission for their approval. She explained that she put the PO system into place because in the past it has caused them to overextend their finances and that these types of expenses were hard to foresee. She explained that as a government entity it was important to be transparent and that it was a good policy to have.

S. Jones asked if the PO system would be something going forward and E. Spencer confirmed that it would be for any future expenses over \$5,000 whether it be for the #18, track maintenance, or marketing. She also said there could be the option of Mike Santos, as the Treasurer, to sign the POs. She felt it important that the Commission be fully aware of the larger purchases.

M. Santos made a motion that they accept the progress report on the #18 by E. Spencer and that any further expenses over \$5,000 go before the Commission for their review and approval.

D. Dotson seconded

Approved Unanimously

11. FOR DISCUSSION AND POSSIBLE ACTION: APPROVAL TO PUT CERTAIN CONTRACTS ON A MONTH TO MONTH BASIS.

E. Spencer explained that there had been much discussion about reviewing contracts in the previous months. She said that Argentum's contract had expired and Gabe Willaman's contract was going to be on the agenda and that even though her contract did not expire for another year that her contract was going to be reviewed. It was an exercise for the commission to fully understand who did what. But due to the current situation she recommended they go month to month with the contracts and pay hourly rates. She had been working on the FY21 budget and forecasting contract expenses was difficult. She spoke with Argentum knowing that V&T would not be marketing for some time. She said M. Draper had offered to help us when we needed it. She explained that she also spoke with G. Willaman and that he is aware of the lack of need for track inspections since the trains would not be running.

M. Santos asked to see the contracts before they are approved.

E. Spencer clarified that the expired contracts would not be renewed until the trains were back in operation.

D. Dotson asked E. Spencer about her contract as general manager and if she would be cutting back hours or something like a possible furlough with limited hours. She said currently she is working fulltime, since taking over other duties, but that she would expect to be cutting back if the Polar Express was cancelled.

S. Jones said he preferred to keep things as is for now.

G. Willaman asked about continuing with the signal inspections and said it would be more costly to shut them down.

E. Spencer said she would have a conversation with G. Willaman and would get his recommendation for the signal inspections.

S. Jones asked for a motion.

N. Marano made a motion to allow the General Manager to maintain the expired contracts on a month to month, and to use the current professionals on an hourly basis.

M. Santos Seconded Approved Unanimously

(N. Marano let the Commission know he needed to drop off to do another ZOOM interview.)

12. CHAIRMAN JONES BROUGHT THE NEXT ITEM TO THE COMMISSION'S ATTENTION FOR DISCUSSION ONLY: UPDATE ON THE PROPOSED RAILBIKE OPERATION

M. Santos said E. Spencer had been speaking with some private railbike vendors who would lease the track that goes into the canyon. E. Spencer would serve as a liaison between railbike business and the Commission. It could result in some income for the Commission. It is an opportunity we might want to look in to. He wanted to know how the Commission felt about it. If it is something the Commission wanted to explore, they will put together a full proposal for the Commission to consider.

S. Jones agreed that it was worth looking into leasing the track.

(M. McBride returned to the meeting.)

13. CHAIRMAN JONES BROUGHT THE NEXT ITEM TO THE COMMISSION'S ATTENTION: MARKETING UPDATE BY ARGENTUM PARTNERS

M. Ellery said they had put together a full marketing overview for July to December, but in light of the situation and decision made by the Commission it will be set aside. The plan is to market the trains, and keeping COVID in mind, they are focusing on social media trivia. My V&T moment and historical photos of the train. Updated language on the site to include COVID message and focusing on gift certificates.

M. Draper considers us all family and they will be available and committed to help to get us back to being successful.

14. CHAIRMAN JONES BROUGHT THE NEXT ITEM TO THE COMMISSION'S ATTENTION FOR DISCUSSION ONLY: THE GENERAL MANAGER'S REPORT:

E. Spencer stated she had no more comments.

15. CHAIRMAN JONES BROUGHT THE NEXT ITEM TO THE COMMISSION'S ATTENTION: ATTORNEY'S REPORT.

E. Spencer reported on her interaction with M. Rowe. She said she was trying to determine V&T's liability issues relating to COVID-19 and CDC requirements and was told that they needed to follow CDC and State guidelines closely and go beyond if necessary, but that anyone can sue for anything. They told her that if staff got ill, they could use workman comp insurance.

16. CHAIRMAN JONES BROUGHT THE NEXT ITEM TO THE COMMISSION'S ATTENTION: FOR DISCUSSION ONLY: NEXT MEETING DATE(S) AND AGENDA ITEMS:

V&T Railway Commission will have two meeting in May. The first meeting will be the FY21 Budget Hearing and the second would be a regular board meeting to discuss where they were in the Nevada reopening phases and the FY20 Augmented Budget.

17. CHAIRMAN JONES BROUGHT THE NEXT ITEM TO THE COMMISSION'S ATTENTION: ADJOURNMENT OF THE MEETING.

Approved Unanimously - S. Jones adjourned the meeting at 2:03 p.m.



Revenue
4/30/2020

Budget Report Account Summary

For Fiscal: V&T 2019-2020 Period Ending: 04/30/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
RevRptGroup: 33 - INTERGOVERNMENTAL FUNDING							
Revenue							
221-33100-000	STATE GRANTS	4,500.00	4,500.00	0.00	29,500.00	25,000.00	655.56 %
221-33220-000	LICENSE PLATE	20,000.00	20,000.00	20,887.31	20,887.31	887.31	104.44 %
221-33512-000	TOURISM TAX	125,000.00	125,000.00	0.00	125,000.00	0.00	0.00 %
	Revenue Total:	149,500.00	149,500.00	20,887.31	175,387.31	25,887.31	17.32 %
	RevRptGroup: 33 - INTERGOVERNMENTAL FUNDING Total:	149,500.00	149,500.00	20,887.31	175,387.31	25,887.31	17.32 %
RevRptGroup: 34 - CHARGES FOR SERVICES							
Revenue							
221-34108-000	GEN'L GOV'T OTHER	65,000.00	65,000.00	0.00	65,000.00	0.00	0.00 %
221-34700-000	CAP TICKET SALES	1,151,925.00	1,151,925.00	0.00	317,865.47	-834,059.53	72.41 %
221-34700-232	CAP TICKET SALES	0.00	0.00	0.00	665,635.56	665,635.56	0.00 %
	Revenue Total:	1,216,925.00	1,216,925.00	0.00	1,048,501.03	-168,423.97	13.84 %
	RevRptGroup: 34 - CHARGES FOR SERVICES Total:	1,216,925.00	1,216,925.00	0.00	1,048,501.03	-168,423.97	13.84 %
RevRptGroup: 36 - MISCELLANEOUS REVENUE							
Revenue							
221-36203-000	RENTS	2,500.00	2,500.00	0.00	0.00	-2,500.00	100.00 %
221-36304-232	PHOTOS	2,500.00	2,500.00	0.00	7,845.30	5,345.30	313.81 %
221-36400-000	CONTRIB/DONATIONS PRVTE	2,000.00	2,000.00	0.00	630.00	-1,370.00	68.50 %
221-36540-000	EQUIPMENT SALES	34,000.00	34,000.00	2,835.00	28,350.00	-5,650.00	16.62 %
221-36700-000	SALE OF GOODS	0.00	0.00	0.00	669.66	669.66	0.00 %
221-36700-232	SALE OF GOODS-POLAR	50,000.00	50,000.00	1,799.70	52,109.79	2,109.79	104.22 %
	Revenue Total:	91,000.00	91,000.00	4,634.70	89,604.75	-1,395.25	1.53 %
	RevRptGroup: 36 - MISCELLANEOUS REVENUE Total:	91,000.00	91,000.00	4,634.70	89,604.75	-1,395.25	1.53 %
	Report Total:	1,457,425.00	1,457,425.00	25,522.01	1,313,493.09	-143,931.91	9.88 %

Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
RevRptGroup: 33 - INTERGOVERNMENTAL FUNDING						
Revenue	149,500.00	149,500.00	20,887.31	175,387.31	25,887.31	17.32 %
RevRptGroup: 33 - INTERGOVERNMENTAL FUNDING Total:	149,500.00	149,500.00	20,887.31	175,387.31	25,887.31	17.32 %
RevRptGroup: 34 - CHARGES FOR SERVICES						
Revenue	1,216,925.00	1,216,925.00	0.00	1,048,501.03	-168,423.97	13.84 %
RevRptGroup: 34 - CHARGES FOR SERVICES Total:	1,216,925.00	1,216,925.00	0.00	1,048,501.03	-168,423.97	13.84 %
RevRptGroup: 36 - MISCELLANEOUS REVENUE						
Revenue	91,000.00	91,000.00	4,634.70	89,604.75	-1,395.25	1.53 %
RevRptGroup: 36 - MISCELLANEOUS REVENUE Total:	91,000.00	91,000.00	4,634.70	89,604.75	-1,395.25	1.53 %
Report Total:	1,457,425.00	1,457,425.00	25,522.01	1,313,493.09	-143,931.91	9.88 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
221 - V&T COMMISSION	1,457,425.00	1,457,425.00	25,522.01	1,313,493.09	-143,931.91	9.88 %
Report Total:	1,457,425.00	1,457,425.00	25,522.01	1,313,493.09	-143,931.91	9.88 %



Expenses
4/30/2020

Budget Report Account Summary

For Fiscal: V&T 2019-2020 Period Ending: 04/30/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
ExpRptGroup1: 510 - SALARY DIRECT EXPENSE							
Expense							
221-221-51021-000	CASUAL LABOR	65,785.00	65,785.00	0.00	48,594.23	17,190.77	26.13 %
221-221-51021-232	CASUAL LABOR-POLAR	13,835.00	13,835.00	0.00	31,084.03	-17,249.03	-124.68 %
	Expense Total:	79,620.00	79,620.00	0.00	79,678.26	-58.26	-0.07 %
ExpRptGroup1: 510 - SALARY DIRECT EXPENSE Total:							
		79,620.00	79,620.00	0.00	79,678.26	-58.26	-0.07 %
ExpRptGroup1: 530 - OPERATIONAL EXPENSES							
Expense							
221-221-53010-232	POSTAGE - POLAR	3,105.00	3,105.00	0.00	4,763.36	-1,658.36	-53.41 %
221-221-53011-000	OFFICE SUPPLIES	850.00	850.00	259.85	3,030.66	-2,180.66	-256.55 %
221-221-53012-000	TELEPHONE	2,900.00	2,900.00	152.06	2,331.56	568.44	19.60 %
221-221-53013-000	TRAVEL	4,175.00	4,175.00	138.39	2,207.07	1,967.93	47.14 %
221-221-53014-000	DUES & SUBSCRIPTIONS	2,000.00	2,000.00	194.90	3,207.26	-1,207.26	-60.36 %
221-221-53022-000	UTILITIES	23,500.00	23,500.00	509.74	17,618.14	5,881.86	25.03 %
221-221-53026-233	REPAIRS-ENGINE #18	0.00	0.00	0.00	108,728.99	-108,728.99	0.00 %
221-221-53031-000	BANK CHARGES	0.00	0.00	31.18	635.70	-635.70	0.00 %
221-221-53032-000	BANK CREDIT CARD FEES	27,750.00	27,750.00	0.00	970.28	26,779.72	96.50 %
221-221-53055-000	TRACK MAINT	60,000.00	60,000.00	3,118.50	42,781.01	17,218.99	28.70 %
221-221-53057-000	BLDG MAINT	4,500.00	4,500.00	0.00	3,562.80	937.20	20.83 %
221-221-53060-000	SPECIAL EVENT EXPENSES	13,000.00	13,000.00	196.08	16,636.27	-3,636.27	-27.97 %
221-221-53060-232	SPECIAL EVENT EXPENSES - POLAR	57,100.00	57,100.00	0.00	62,652.21	-5,552.21	-9.72 %
221-221-53061-000	MERCHANDISE EXPENSE	4,000.00	4,000.00	0.00	12,482.49	-8,482.49	-212.06 %
221-221-53061-232	MECHANDISE EXPENSE- POLAR	54,000.00	54,000.00	0.00	45,565.63	8,434.37	15.62 %
221-221-53065-000	EVENT ENTERTAINMENT	0.00	0.00	0.00	62.59	-62.59	0.00 %
221-221-53070-000	PROFESSIONAL SERVICES	595,000.00	595,000.00	14,160.00	437,598.73	157,401.27	26.45 %
221-221-53070-232	PROFESSIONAL SERVICES-POLAR	168,200.00	168,200.00	0.00	188,968.67	-20,768.67	-12.35 %
221-221-53072-000	FURNITURE & FIXTURES	5,975.00	5,975.00	192.10	4,961.89	1,013.11	16.96 %
221-221-53076-000	CHARGE FOR SERVICES	0.00	0.00	0.00	800.00	-800.00	0.00 %
221-221-53090-000	AUDIT/BUDGET	10,000.00	10,000.00	0.00	22,000.00	-12,000.00	-120.00 %
221-221-53305-232	ROYALTIES	170,000.00	170,000.00	0.00	173,686.90	-3,686.90	-2.17 %
221-221-53601-000	ADVERTISING/PROMOTION	7,500.00	7,500.00	1,097.20	52,817.13	-45,317.13	-604.23 %
221-221-53601-232	ADVERTISING/PROMOTION-POLAR	12,500.00	12,500.00	0.00	14,667.21	-2,167.21	-17.34 %
221-221-53602-000	TRADITIONAL ADVERTISING	27,500.00	27,500.00	0.00	11,289.44	16,210.56	58.95 %
221-221-53602-232	TRADITIONAL ADVERTISING	0.00	0.00	0.00	37.50	-37.50	0.00 %
221-221-53609-000	SOCIAL MEDIA/INTERNET	91,000.00	91,000.00	74.99	49,126.99	41,873.01	46.01 %
221-221-53609-232	SOCIAL MEDIA ADVERTISING-POLAR	15,000.00	15,000.00	0.00	16,478.27	-1,478.27	-9.86 %
	Expense Total:	1,359,555.00	1,359,555.00	20,124.99	1,299,668.75	59,886.25	4.40 %
ExpRptGroup1: 530 - OPERATIONAL EXPENSES Total:							
		1,359,555.00	1,359,555.00	20,124.99	1,299,668.75	59,886.25	4.40 %
ExpRptGroup1: 560 - MISCELLANEOUS							
Expense							
221-221-56500-000	MISCELLANEOUS	2,500.00	2,500.00	0.00	7,395.18	-4,895.18	-195.81 %
221-221-56500-232	MISCELLANEOUS POLAR	0.00	0.00	0.00	2,100.00	-2,100.00	0.00 %
221-221-56504-000	MEETING EXPENSE	750.00	750.00	0.00	507.20	242.80	32.37 %
221-221-56530-000	TICKET REFUNDS	0.00	0.00	5,719.62	8,458.94	-8,458.94	0.00 %
221-221-56600-000	INSURANCE PREMIUM	10,000.00	10,000.00	0.00	11,545.01	-1,545.01	-15.45 %
	Expense Total:	13,250.00	13,250.00	5,719.62	30,006.33	-16,756.33	-126.46 %
ExpRptGroup1: 560 - MISCELLANEOUS Total:							
		13,250.00	13,250.00	5,719.62	30,006.33	-16,756.33	-126.46 %

Budget Report

For Fiscal: V&T 2019-2020 Period Ending: 04/30/2020

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
ExpRptGroup1: 640 - 640 Expense 221-221-64010-000						
CAPITAL OUTLAY	5,000.00	5,000.00	0.00	14,918.05	-9,918.05	-198.36 %
Expense Total:	5,000.00	5,000.00	0.00	14,918.05	-9,918.05	-198.36 %
ExpRptGroup1: 640 - 640 Total:	5,000.00	5,000.00	0.00	14,918.05	-9,918.05	-198.36 %
Report Total:	1,457,425.00	1,457,425.00	25,844.61	1,424,271.39	33,153.61	2.27 %

Group Summary

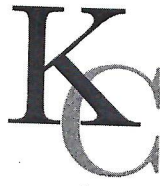
Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
ExpRptGroup1: 510 - SALARY DIRECT EXPENSE						
Expense	79,620.00	79,620.00	0.00	79,678.26	-58.26	-0.07 %
ExpRptGroup1: 510 - SALARY DIRECT EXPENSE Total:	79,620.00	79,620.00	0.00	79,678.26	-58.26	-0.07 %
ExpRptGroup1: 530 - OPERATIONAL EXPENSES						
Expense	1,359,555.00	1,359,555.00	20,124.99	1,299,668.75	59,886.25	4.40 %
ExpRptGroup1: 530 - OPERATIONAL EXPENSES Total:	1,359,555.00	1,359,555.00	20,124.99	1,299,668.75	59,886.25	4.40 %
ExpRptGroup1: 560 - MISCELLANEOUS						
Expense	13,250.00	13,250.00	5,719.62	30,006.33	-16,756.33	-126.46 %
ExpRptGroup1: 560 - MISCELLANEOUS Total:	13,250.00	13,250.00	5,719.62	30,006.33	-16,756.33	-126.46 %
ExpRptGroup1: 640 - 640						
Expense	5,000.00	5,000.00	0.00	14,918.05	-9,918.05	-198.36 %
ExpRptGroup1: 640 - 640 Total:	5,000.00	5,000.00	0.00	14,918.05	-9,918.05	-198.36 %
Report Total:	1,457,425.00	1,457,425.00	25,844.61	1,424,271.39	33,153.61	2.27 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
221 - V&T COMMISSION	1,457,425.00	1,457,425.00	25,844.61	1,424,271.39	33,153.61	2.27 %
Report Total:	1,457,425.00	1,457,425.00	25,844.61	1,424,271.39	33,153.61	2.27 %

FY20 AUGMENTED BUDGET		Original	Augmented		
REVENUE					
STATE GRANTS	4,500.00	-			
LICENSE PLATES	20,000.00	23,000.00		33220-000	Underbudgeted
SC TOURISM TAX	125,000.00	273,000.00		33512-000	Reimbursed Expenses
GEN GOVT OTHER	65,000.00	65,000.00		34108-000	
TICKET SALES	1,151,925.00	1,151,925.00		34700-000	
TICKET SALES - PEX	-	-		34700-232	
INTERST EARNINGS	-	-			
STORE LEASE	2,500.00	2,500.00		36203-000	
PHOTO COMM - PEX	2,500.00	7,000.00		36304-232	Underbudgeted
DONATIONS	2,000.00	2,000.00		36400-000	
MISC - OTHER	-	-			
#18 Train Lease	-	-		36203-000	
DRAKO PAYMENT	34,000.00	34,000.00		36540-000	
SALES OF GOODS	-	-		36700-000	
SALES OF GOODS - PEX	50,000.00	50,000.00		36700-232	
	1,457,425.00	1,608,425.00			COVID-19 - IMPACT
					Lost \$88,000 in potential
					Revenue due to canceled rides
					in May & June 2020
EXPENSES					
Labor	65,785.00	65,785.00		51021-000	
Labor - PEX	13,835.00	13,835.00		51021-232	
Shipping	-	-		53010-000	
Shipping - PEX	3,105.00	3,105.00		53010-232	
Office Supplies	850.00	3,000.00		53011-000	Supplies Underestimated
Telephone	2,900.00	2,900.00		53012-000	
Travel					
Travel - PEX	4,175.00	4,175.00		53013-232	
Dues/Subscriptions/Fees	2,000.00	2,000.00		53014-000	
Utilities	23,500.00	20,000.00		53022-000	Overbudget
Repairs - Engine 18	-	150,000.00		53026-233	Not Budgeted
Bank Charges	-	-		53031-000	
Credit Card Fees	27,750.00	-		53032-000	Removed from Revenue
Credit Card Fees - PEX	-	-		53032-232	
Track Maint	60,000.00	46,300.00		53055-000	Included in Proff fees
Bldg Maint	4,500.00	4,500.00		53057-000	
Special Events Exp	13,000.00	13,000.00		53060-000	
Special Events Exp - PEX	57,100.00	57,100.00		53060-232	
COGS	4,000.00	4,000.00		53061-000	
COGS - PEX	54,000.00	54,000.00		53061-232	
Proff/Contract Services	595,000.00	595,000.00		53070-000	
Proff/Contract Services - PEX	168,200.00	190,000.00		53070-232	Underbudgeted
Furniture & Fixtures	5,975.00	5,975.00		53072-000	
Charge for Services	-	-		53076-000	

Audit/Budget	10,000.00	22,000.00	53090-000	Reconcile + Audit
Advertising/Promo	35,000.00	35,000.00	53601-000	
Advertising/Promo - PEX	12,500.00	12,500.00	53601-232	
Social Media	91,000.00	91,000.00	53609-000	
Social Media - PEX	15,000.00	15,000.00	53609-232	
Misc.	3,250.00	3,250.00	56500-000	Journal Entry UNK.
Royalties - PEX	170,000.00	170,000.00	53305-232	
Misc. - PEX	-			
Insurance	10,000.00	10,000.00	56600-000	
Capital Outlay	5,000.00	15,000.00	56500-232	
	1,457,425.00	1,608,425.00		
		diff - \$151,000		Unbudget - IMPACT
				Able to reassign funds &
				Reimbursed Expenses Covered
				Remainder



KALICKI | COLLIER

May 1, 2020

Mr. Stan Jones, Chairman
Nevada Commission for the Reconstruction of the V&T Railway
P.O. Box 1711
Carson City, NV 89702

Re: Public Records Request

Dear Mr. Jones:

This firm has been retained by Kim Fegert to assist him in obtaining public records relating to the Nevada Commission for the Reconstruction of the V&T Railway (the "Commission").

Pursuant to NRS 239, *et seq.*, Mr. Fegert requests information concerning the workings of the Commission spanning a period of 8 years, including:

1. Current copies of every contract the Commission is participating in.
2. Records relating to the contract(s) for the reconditioning of the Commission's locomotive, known as MCRR 18, such as the date it was voted on by the Commission, and an accounting of the expenditures made with regard to invoices submitted, as well as documentation of such invoices.
3. Access to the complete collection of tape recordings of Commission meetings from January 2015 to December 2017.

This request is not inclusive and does not represent the entire scope of research that may be conducted in the future.

Pursuant to NRS 239.0107, you have five (5) days from receipt of this letter to produce copies of the records requested, allow Mr. Fegert access to them, or provide an explanation as to why they cannot be produced. If no reply, to the address list below, has arrived by that time we will pursue other options.

I ask that you mail copies of the requested records to my office at 401 Ryland Street, Suite 200, Reno, Nevada 89502, or email them to pmk@kalickicolier.com. Please contact me at my office should you have concerns over costs associated with the records production. I can be reached at 775-852-2600.

Thank you in advance for your prompt attention to, and assistance with this matter.

Sincerely,

KALICKI COLLIER, LLP


Patrick M. Kealy, Esq.

PMK/sjb

Nevada Commission for the Reconstruction of the Virginia and Truckee Railway

NRS 239.052 - FEE SCHEDULE FOR COPIES OF PUBLIC RECORDS

Individual Document Requests	\$14.00 first page, \$1.00 for each additional page
Multimedia, CDs, DVDs or Electronic Copies	\$10.00 per electronic copy
Document requests which entail greater than 30 minutes to locate and produce	\$30.00 per hour
Copies of Meeting Tapes	Actual Cost of Tape
If reproducing multiple meeting tapes, and greater than 30 minutes is required to do so, an additional hourly charge will be added to the cost of the tape(s).	\$30.00 per hour charge, plus the cost of tape(s).
If a public record requested is only available in the office of General Counsel to the Commission, the actual cost of legal secretarial time in locating and copying the public record will be billed.	\$30.00 per hour and \$1.00 per page
Commission public records in possession of the project Engineer	Minimum charge of \$30.00, plus \$30.00 per hour for each additional hour to produce the copies.

The Commission will endeavor to produce copies of documents requested within 3 to 5 days from date of request if at all possible.



May 6, 2020

Dear V&T Railway Partners & Patrons,

For the past 10 years, V&T Railway in Carson City has proudly taken passengers, by way of the historical Virginia & Truckee Railroad route, on roundtrip excursions to the 19th century mining town of Virginia City. Additionally, we have taken guests into the Carson River Canyon aboard our Toast of the Canyon Wine Tasting Trains. Our steam train rides have served as noteworthy tourism attractions for northern Nevada, in addition to being popular activities for locals, and we will continue to do so for many more years to come.

Due to the widespread pandemic, the V&T Railway Commission voted on April 30, 2020 to preemptively cancel its 2020 Steam Train Season. The commissioners and V&T Railway staff take the health and safety of our guests very seriously and COVID-19, including social distancing guidelines, make it prohibitive to operate using our enclosed passenger cars.

At this point in time, the V&T Railway Commission has not canceled the 2020 Polar Express Rides. Tickets are still available to purchase online at vtrailway.com, although the upcoming event may be cancelled or rescheduled. In the case of ride changes, purchases will become gift certificates available for use on any V&T Railway excursion or rescheduled for the 2021 Polar Express season.

We apologize for any inconvenience this may cause our patrons and appreciate your patience and understanding during this time.

We look forward to welcoming you back in 2021 to an exciting *Journey Back in Time* aboard the V&T Railway train.

V&T Railway is located at 4650 Eastgate Siding Road in Carson City. For more information please call 877-724-5007.

Sincerely,

A handwritten signature in blue ink that reads 'Stan Jones'. The signature is written in a cursive, flowing style.

Stan Jones
Chairman, V&T Railway Commission