

NEVADA COMMISSION for the RECONSTRUCTION of the V&T RAILWAY

THURSDAY, February 27, 2020 @ 1:00pm

Carson City Community Center – SIERRA ROOM

851 East William Street (Highway 50 and South Roop Street) Carson City, Nevada 89701

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: APPROVAL OF MEETING MINUTES FOR

A. January 30, 2020

5. FOR DISCUSSION AND POSSIBLE ACTION: FINANCIAL REPORTS

A. FY2020 Financials report by Jennifer McCain, Storey County Comptroller

B. Discussion relating to shared employee with Storey County's Comptroller's office

6. FOR DISCUSSION AND POSSIBLE ACTION: REVIEW AND APPROVAL FOR A CHECK TO BE CUT FROM THE V&T RAILWAY COMMISSION'S WELLS FARGO ACCOUNT FOR THE AMOUNT OF \$535,739.80 TO STOREY COUNTY FOR FY19 VOUCHURES PAID DURING STOREY COUNTY'S ACCOUNTING SYSTEMS TRANSITION

7. FOR DISCUSSION AND POSSIBLE ACTION: DISCUSS THE EXISTING PLEDGE TO STOREY COUNTY FOR \$250,000 TO HELP PAY FOR THE HISTORIC FREIGHT DEPOT AND APPROVE A LETTER TO STOREY COUNTY FOR THE TRANSFER OF THESE FUNDS FROM THE STOREY COUNTY QUARTER CENT SALES TAX FUND TO STOREY COUNTY

8. FOR DISCUSSION AND POSSIBLE ACTION: DISCUSS A REQUEST FOR FUNDS SENT TO STOREY COUNTY REQUESTING \$198,630.49 TO COVER TRACK REPAIRS AND MAINTENANCE BETWEEN EASTGATE DEPOT AND GOLD HILL DURING FY19 & FY20 AND THE COST OF ADDITIONAL ADMINISTRATIVE AND FINANCIAL SERVICES

9. FOR DISCUSSION AND POSSIBLE ACTION: EXPENDITURE REPORT FOR REPAIRS ON THE #18 STEAM ENGINE AND PROGRESS REPORT ON ITS RETURN TO USE

10. FOR DISCUSSION AND POSSIBLE ACTION: DISCUSS AND APPROVE A WORK MODIFICATION AGREEMENT WITH ENGINEER KEN DORR

11. FOR DISCUSSION AND POSSIBLE ACTION: DISCUSS AND APPROVE A NEW AND REVISED CONTRACT WITH GABE WILLAMAN RAILROAD CONSTRUCTION

12. FOR DISCUSSION ONLY: UPDATE ON THE PROPOSED RAILBIKE OPERATION

13. FOR DISCUSSION ONLY: MARKETING UPDATE BY ARGENTUM PARTNERS

14. FOR DISCUSSION ONLY: GENERAL MANAGER'S REPORT

15. FOR DISCUSSION ONLY: ENGINEER'S REPORT

A. Maintenance and projects update

16. FOR DISCUSSION ONLY: ATTORNEY'S REPORT

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

Scheduled for Thursday, March 26, 2020

18. 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; [HTTPS://NOTICE.NV.GOV](https://NOTICE.NV.GOV)

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, vandtrilway@gmail.com.

NEVADA COMMISSION for the RECONSTRUCTION of the V&T Railway

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

Carson City Community Center – SIERRA ROOM

851 East William Street (Highway 50 and South Roop Street) Carson City, Nevada 89701

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 1:05 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 – Absent
Treasurer: Mike Santos - Present
Board Members: Deny Dotson – Present
Nick Marano - Absent

Contractors: Elaine Barkdull-Spencer, Angie Hoeger, Michael Smiley Rowe, Molly Ellery & Argentum reps, Ken Dorr, Gabe Willaman,

Public Attendance: David Peterson, CCCTA and Steve Lincoln

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

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Chairman Jones wanted to Table Item 6 and asked for approval of the agenda.

D. Dotson made a motion to remove Item 6 and approve the agenda.

Second – M. Santos

Approved – Unanimously

E. Spencer provided an explanation that she has been working with Vanessa Steele on the audit and Vanessa had requested an additional week or two. There will be a special meeting regarding the audit. An extension was granted from the state, but the extension expires on the last Thursday of the month, therefore it cannot be postponed until the next commission meeting. It has to be held prior to that.

3. CHAIRMAN JONES BROUGHT THE NEXT ITEM TO THE COMMISSION'S ATTENTION: 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.

No Public Comment.

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

a. October 31, 2019

M. Santos made a motion to approve the minutes from the October 31, 2019 meeting minutes as presented.

Second – D. Dotson

Approved – Unanimously

5. CHAIRMAN JONES BROUGHT THE NEXT ITEM TO THE COMMISSION'S ATTENTION: FOR DISCUSSION AND POSSIBLE ACTION: FINANCIAL REPORT FY 2020

E. Spencer explained that Hugh Gallagher has retired. She presented an unaudited report of compiled revenue dated July 1, 2019 to December 31, 2019. She read aloud the expenses of \$910,479. Our budget allotted \$1,457,425. As far as budget v. actual, the report shows \$546,945 available.

The revenue portion is still being compiled; however, a rough estimate would be \$ 1,183,861. That figure was determined after reconciling the bank statements and checking with Storey County to see what they had for the Commission in their account. E. Spencer added they were still in the black by nearly \$230,000 as of Dec. 31st. An upcoming expense to Rail Events for nearly \$175,000 for Polar Express royalties will still leaving the Commission in the black but not by much. The biggest expense unbudgeted was for the Engine 18 Steam Engine. She clarified for FY20 they have spent \$108,000 and there will be more. Overall, they have spent close to \$400,000 on engine 18 repairs. It was the largest unbudgeted item this year that has kept them so close to their bottom line. E. Spencer and M. Santos would like to meet with members of Storey County to see where they can make up for a portion of the funds that were not expected and were paid for out of operation funds. It was a tight year.

E. Spencer went on to say Polar Express tickets were sold out. Also, the regular season ticket sales were pretty good too, even requiring a third passenger car on several of the days during the summer. There is still revenue opportunity this

fiscal year that could bring in an additional \$240,000 of revenue. That would be the Mothers' Day Train in May and June Steam Train Rides.

D. Dotson asked if there would be monies set aside for marketing to roll into the new year.

E. Spencer said not likely, it would be very tight, and she had asked David Petersen with Carson City Tourism to assist with partnering with marketing, as well as asking D. Dotson too. She said a lot of money was spent on marketing last train season and for Polar Express that paid off, however, she wants to keep things tight until after the audit when she knows more where they stand. She will be tightening the budget; including track maintenance and other items that still need to be paid, until after the audit for FY19.

D. Dotson said everything boils down to the financials and making sure there is a budget for these items, but the last thing he wanted to see was the board cutting back on marketing. He stressed he knew the importance of being transparent and providing the public and board documents that can be managed throughout the year. He was not speaking for the comptroller or all Storey County, but said the new record keeping system brought about snags that impacted both Store County and the V&T Commission. D. Dotson recommended a committee to revisit the MOUs and have an accounting on the quarter cent fund and how that is distributed.

E. Spencer agreed with D. Dotson and that is why she is pointing out the \$108,000 unbudgeted for the engine 18 as an area they can talk to Storey County about reimbursement. This would help out and see them through this fiscal year and balance the budget.

E. Spencer revealed it can be anticipated they will be receiving their FEMA Grant Reimbursement of \$28,500. That should be received this year. After the audit and discussion with Storey County, she can provide an answer regarding monies to spend on marketing. She stated there is also Plan B; new rack cards, social media and utilizing Argentum for earned media. She can see the V&T will be on a shoestring budget for the next couple of months to ensure they end this fiscal year in the black. That is the goal.

M. Santos inquired as to when they typically start marketing for the season.

Per Molly Ellery and E. Spencer, it is April. That is when they will be looking at basic advertising for the Mothers' Day Train. They still have their social media handles in play. The one story that she passionately declared would ignite the social media is the engine 18 coming back. That would be the spark for the new season.

6. Tabled by Chairman Jones as audit was unavailable.

**7. CHAIRMAN JONES BROUGHT UP THE NEXT ITEM TO THE COMMISSION'S ATTENTION FOR POSSIBLE ACTION:
UPDATE ON THE FY2018 FEMA GRANT REIMBURSEMENTS**

E. Spencer said it has been going well. Any information requested to complete the process has been provided. It has been two years since the grant was submitted and approximately \$28,500 in reimbursements will be received at an unknown date.

8. CHAIRMAN JONES BROUGHT UP FOR DISCUSSION: PROGRESS REPORT ON THE #18 STEAM ENGINE

E Spencer read aloud an email Tom Gray sent. It indicated the following:

'You can budget for the 18's use next year. We had to drain and winterize the engine in November as the cold weather set in. We were able to do some boiler work since then, including installing a new swing check valve in the engineer's branch pipe. We machined both the original boiler stop valves and made new packing glands and new packing gland nuts. We disassembled the steam side of the air compressor, freed up rings, and installed new gaskets. We have reassembled the air compressor, we have repaired a leaky handrail stud and completed the wiring for the headlight, and did some jacking work. In February, actually, this weekend, we will reassemble the boiler and fill with water for another steam test in the middle of February. At this time we do an orifice test of the air compressor and set the safety valves. I don't anticipate any problems, but this will give us time to deal with whatever issues come up. The FRA has been notified if they want to inspect the Engine at this time. Respectfully, Thomas Gray.'

Chairman Jones asked what the date is they would like to have the Engine 18 available for photo shoots, would it be before the first run.

E. Spencer confirmed ideally before the first run because they would like to use it in their marketing.

Chairman Jones wanted to pinpoint a date.

Argentums' Molly Emery stated it would depend on marketing and photographer availability. She said in a perfect world she would like it to be in March.

Visit Carson City's Executive Director, David Peterson, said he was happy to assist. He said he would lend his team to help with any photoshoot or video. He was looking into bringing in a drone operator as well. He said he would certainly like to use the drone footage on his marketing materials. He gave his full support for either March or April, whenever they are needed, he said they are here.

E. Spencer will be visiting Tom Gray to get a date certain. She encouraged anyone who wanted to go and visit the Engine 18 to go. She was sure Tom Gray would appreciate it. She said the Engine 18 is quite impressive. It is apparent that quite a bit of work has been done, it has been painted and the new name is ready to be stenciled onto the tinder. She has been told that it is near completion.

9. CHAIRMAN JONES BROUGHT THE NEXT ITEM TO THE COMMISSION'S ATTENTION FOR DISCUSSION ONLY: UPDATE ON THE PROPOSED RAILBIKE OPERATION AND FORMATION OF A CARSON CANYON RAILBIKE COMMITTEE

M. Santos reported that the prototype was built, and that wheels that were ordered were on it. The wheels were delivered the middle of October and the stiffeners needed to keep the wheels stable on the bike did work, but it was clunky. They have come up with a couple of different options; one out of Oregon and one out of France. He believes they are leaning more towards the stiffeners from France since they are a better design. He believes they are more compatible with the wheel stabilizers they need. Once they get that going, Jim Adamsky will come up and get the bike tested on the Carson Canyon tracks. Another issue is the motor because of the grade coming out of the canyon. Jim Adamski has had to look at a couple of options for a motor other than what they use at the Skunk Train. The wheel sets from France are cheaper at \$4,043.65 whereas the purchase price for the Oregon wheel set is approximately \$4,290.00. As far as the funding for bikes, M. Santos advised they are applying for a grant through the state also they are looking at partnerships for the bike and perhaps even sponsorships to help ease the financial impact on the Commission.

M. Santos added he would like to move forward and form a committee to include E. Spencer, himself, N. Marano, David Peterson (whom already agreed to help on the committee) and Jim Adamski (since he is building the bikes and could be a good resource for ideas on getting these bikes on the track). M. Santos thinks it will be a successful business. He has already had people come up to him from different (CTA) events expressing their interest. Once such person told M. Santos he would like to put the proposed railbikes in a bike expo and showcase the bikes.

Dave Peterson said he feels very strongly about the railbikes, revealing some of his event partners are very excited about the proposed railbikes, especially with the biking events. He added last fall he was at the National Tour Association (NTA) appointment show talking with motorcoach operators and floated the idea about eventually having the railbikes. They were receptive to the idea of bringing motorcoaches and adding that to their itineraries. He is happy to sit on the committee and stated he is fully behind the railbike concept and has Carson City's support as well and will do everything they can to market 'the heck' out of them.

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

M. Ellery provided two documents. One being more of an analytical overview for the actual year 2019 and their efforts and the other was samples of the creative items they put together. She said going through the marketing report in comparison to 2018, 2019 was absolutely fantastic. All the numbers increased; not only measurable things such as ticket sales, but also with impressions, people engaging on social media, and people visiting the website. She wanted to point out the engagement rate was above industry average. Whether it was people clicking on the emails or social posts, or the number of people transitioning from the social to the website to buy tickets. She reiterated across the board, their marketing was above industry standard which they are very proud of. They were also incredibly happy with the amount of earned media they were able to secure; it doubled from 2018. They received engagement not only from local news stations and radio, but also from very prominent regional bloggers. She noted they had hits from Los Angeles Times and VIA Magazine.

M. Ellery recognized Dave Peterson and his team while stating Carson City was absolutely fantastic in helping market V & T whilst piggybacking on their efforts and allowing them to piggyback on theirs. Per M. Ellery, several items Argentum saw increase was in direct correlation to their continued support of the program and they are grateful to have the extra resource. The website is fully updated with the new photos and newest video. They are making sure to stay on top of it for updating content.

D. Dotson asked M. Ellery to walk through the Facebook transition.

M. Ellery explained it has been a nightmare and one they have not been able to resolve the way they would have hoped. They are not sure who set up the Facebook page initially and how it was done, but it took months of research to try and get ownership of the page, additionally, they tried working with Facebook to change the name of the page. Inevitably, due to the time constraints placed upon them, they were not able to get the original Facebook page name changed to something that is representative of our brand. They worked with Braintrust and other Facebook experts who she stated were also stumped on how this was to be done. Unfortunately, a new Facebook page had to be started and sadly, it won't be that much of a resource for us this year as it was last year. We are going from 17,000 followers to 200 followers as of this morning. The former page will be a resource to continue to use and build with the new brand.

D. Dotson asked if there was a transition plan. He wanted to know if they would be working both pages for a time.

M. Ellery said yes. She said they changed the photography on the old Facebook page so when people are searching for V & T Railway, that is not what they want to click, it is the thing with our logo. Secondly, across all photos and posts, it says 'we've moved to a new home' and it has the handle listed so people can follow it. We will continue to operate both pages by posting on the new page, share it on the old page, and pin those posts to the top of the page so it is the first thing people see. When people comment on it (which has been happening frequently), they are responding to it with the new page, and encouraging them to follow us. They've also posted the handles on our Facebook and Twitter page as well, to drive audiences that way. Until they are instructed to no longer touch the old Facebook page, they will continue to operate it and try and move those followers over.

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

E. Spencer reported feedback was received from Rail Events regarding the Polar Express. She thought they really did well this year between the décor, the staff, the prologue, and everything else. She said it was much better than last year and there were many improvements. She was disappointed in the Rail Events report not because there were any bad marks, but for not recognizing all the improvements; she has yet to speak with them. E. Spencer shared she rode the New Orleans Polar Express after Christmas. In comparison, we are quite an event. Our North Pole is fabulous, the atmosphere is fun, we have a customer focused staff, and it was quite a year for us. According to the report we did everything right, the only suggestion was to put more spotlights on our prologue stage. The event itself deserved more recognition per E. Spencer and her staff. The streetscape as passengers walked up to the event was beautiful. She shared the grade of A+ on the hot chocolate. She said overall, it was a great season and will inform the commission after she has the discussion with Rail Events. Every ticket in December was sold, and money was not lost with cancellations because they were converted into gift certificates. The efforts of Argentum paid off. There were people begging for tickets. It was sad that so many people had to be turned away. She explained they tried a matinee train on Christmas Eve, but it was not the same since the North Pole does not look the same in the daylight as it does in the evening with the Christmas lights. As far as gift shop sales, there was an increase of approximately \$9,000. She said it was a good year, a very good year.

D. Dotson asked what is being looked at for the next fiscal year and budgeting for growth. Are they looking at additional cars on the same days? He knows they have looked at different things like operating before Thanksgiving, after Christmas, that did not really work. He said adding cars seemed like the most common sense thing to do and wondered if that was a possibility.

E. Spencer said asked and been asked about the possibility of the Jersey Lil. The Jersey Lil would allow a huge revenue increase. The VIP cars sell out first and very quickly. She has decided to run a Deluxe option and run it through the entire Polar Express season. There will be Coach cars, Deluxe cars, and VIP cars. Even without the Jersey Lil this will help increase the VIP experience and increase revenue. To have extra seats, we must have another car. We run extra days the week of Christmas. Running extra days prior to the kids being out of school for their holiday break does not work.

12. CHAIRMAN JONES BROUGHT THE NEXT ITEM TO THE COMMISSION'S ATTENTION: FOR DISCUSSION ONLY: ENGINEER'S REPORT

Ken Dorr passed out a binder containing the compilation of the annual inspection of the railroad. He said they are required by federal law to inspect their bridge over Highway 50 once a year. They also look at the tunnel, the culverts, road crossing signs, slopes, embankments, and retaining walls. The good thing overall the bridge over Highway 50 is in good shape, just a little minor work that needs to be done. They will try and schedule it for this year. As far as track maintenance and facility maintenance they are pretty well shut down. Gabe is doing some work in January. He had to move the Ballast Regulator down from scales, but there is not a lot scheduled from now until the regular season. Gabe has been asked to do some joint grinding and welding. They like to do that when the fire season is not around. There is a couple of days worth of work there.

Ken Dorr referred to his 2019 Maintenance-of-Way (MOW) and Engineering Cost Tracking Chart. He said they are at approximately \$86,500 which is quite a bit less than what they normally do. He said they usually run over \$100,000. They are under the average even with spending \$7,000 to paint the bridge. There are some items they did not get to, for instance, he said Gabe is going to have to get to joint oiling which they will double the work next year but it is not a huge item. What the chart does not reflect is the cost of equipment and train rental from Tom Gray. Ken Dorr stated he has not received the information and assumed it was going directly to E. Spencer.

E. Spencer replied she has not received anything from Tom Gray yet.

Ken Dorr went on to say Tom Gray charges approximately \$1,000 a day to dump ballast. The use of the excavator and the on track excavator is pretty costly at \$1,500 dollars a day and he believes that is for six to seven days; a bill which is forthcoming. Additionally, a bill not reflected on the spreadsheet other than Gabe's time is a bill from Sperry Rail Corporation for the ultrasonic rail detection work that was done both on our railroad and Tom Gray's railroad last year in August. They try to do it every four years. Normally, it is a \$5,000 - \$6,000 bill just for us he said, however, since the company had a personnel problem, a bill has not been received from them. No major projects are scheduled for next year that are extremely costly. Ken Dorr said he had a list of material he would definitely need for things that are worn out; spare parts, spikes, bolts, and miscellaneous items that Gabe needs to keep everything patched together. Ken Dorr will be getting a quote from A & K and running it by E. Spencer for an Invoice or P.O. The total will probably be approximately \$3,000 - \$4,000.

He wanted to point out Gabe has been documenting work over and above the work he normally does every day and over his minor inspection work. It relates to some of the bills he has been preparing.

Chairman Jones asked how often the bridge sealant needs to be done.

Ken Dorr said it has not been done at all. It was constructed in 2009 and has lasted this long so it might be a good item to look at as well.

M. Santos wanted confirmation that the report indicates that is the most significant item to be done.

Ken Dorr confirmed that it was. The other items are minor. There is spalling concrete that Gabe can fix by mixing up some dry pack and putting it in there by hand. The problem with the bridge is any work done on the superstructure is more or less ok. They are required to have fall protection by the Federal Railroad Administration. Is there a danger of someone falling if they are working atop the bridge. If they are working underneath the bridge they need to get a permit from NDOT, close down a lane, and get a manlift in there to do the work which is somewhat costly. For example, before they change any light bulbs under the bridge, that is what has to happen Ken explained. Previously, they had a local

agreement with Carson City to utilize their signal forces. He does not believe that is in place anymore and it will have to be contracted out to have that work done. Regrettably, he said it was a shame because Carson City did it for cheaply and a contractor will not be so cheap.

M. Santos asked if the same maintenance schedule for 2019 will be utilized for 2020.

Ken Dorr said the idea is to go through the items and pick out what needs to be done. He said you will never get everything taken care of and things will always come up. He just wants to make sure they don't miss anything that is major or if something can be repaired now before it becomes major. It is basically a guideline of things to be accomplished the following year.

E. Spencer said they needed to go over projects to make sure they were not going over budget.

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

M. Smiley Rowe reported on the usual minutes/agenda review. There was nothing unusual.

E. Spencer wanted to thank Mike and Ken for helping with an incident this season that was new to V&T and they were able to all work together.

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

- A. V&T Railway Commission Meeting to be tentatively 1:00 p.m. on Thursday, February 27, 2020, at the Community Center.

14. CHAIRMAN JONES BROUGHT THE NEXT ITEM TO THE COMMISSION'S ATTENTION: COMMISSIONER'S COMMENTS (Chairman Jones Included Public Comment)

D. Dotson said there are a lot of new things they are working on in Virginia City and the Freight Depot is probably the biggest pertaining to the Commission. They are looking at improving the parking lot area to increase by an additional 200 parking spots in the middle of town. There will be a structural report on the building, and it will be somewhat of a convention space that will fit very nicely in Virginia City.

M. Santos said he looked forward to seeing the audit finalized so they can start planning for their new fiscal year. He also wanted to thank Dave Person and his staff from the CTA for stepping up and helping with things we have coming up.

Chairman Jones wanted to echo that comment and thanked Dave Peterson for his input and support. He wanted to thank Elaine and her staff for the extra accounting work. He said overall we had a great year and he is looking forward to the upcoming year and moving forward.

15. CHAIRMAN JONES BROUGHT THE NEXT ITEM TO THE COMMISSION'S ATTENTION: ADJORNMENT OF THE MEETING.

M. Santos made a motion to adjourn the meeting.

D. Dotson - seconded the motion.

S. Jones adjourned the meeting at 1:53 p.m.



State of Nevada
COMMISSION FOR THE RECONSTRUCTION OF THE V&T RAILWAY
P.O. Box 1711
Carson City, Nevada 89702

Steve Sisolak
Governor

Stan Jones
FY20 & FY21 Chairman

February 16, 2020

Requests for Funds

Dear Ms. McCain,

As per our meeting on Friday, February 7, 2020, the V&T Railway Commission requests reimbursement of track maintenance and track repair costs between Eastgate Depot and Gold Hill accumulated during FY19 and for reimbursement and projected expenses for FY20. These expenses are directly related to the costs of the Carson City to Virginia City excursion train, and as stipulated in the V&T Interlocal Agreement with Storey County are reimbursable by way of proceeds of the $\frac{1}{4}$ of 1 cent sales tax for this purpose and in specific circumstances.


In addition to these cost reimbursements, we request \$50,000 to offset the cost of administrative assistance and financial services occurred in FY19.

Please see attached summaries. Thank you for your time on February 7th and for Storey County's continued support for the V&T Railway. Please feel free to call me at 775-340-2045 with any questions.

FY19 Cost: \$73,026.73
FY20 Cost: \$75,603.76
Admin. Support: \$50,000.00

Total Request: \$198,630.49

Regards,


Elaine Barkdull-Spencer
General Manager
V&T Railway

Cc: Stan Jones, V&T Railway Commission, Chairman
Marshall McBride, Storey County Commission, Chairman
Austin Osborne, Storey County Manager

V&T Interlocal Agreement, item 16: Storey County Quarter Cent Sales Tax. Storey County voters approved a ballot measure in 2010 (ST-1) extending the 1/4 of 1 cent sales tax upon retailers in Storey County for a period of 30 years. In 2010 the Commission and Storey County agreed that if the Storey County voters approved the ballot measure, that the Commission would refund to Storey County on a monthly basis sales taxes as are collected by the Commission under any renewed or extended sales tax ordinance for the entire length of time that such additional 1/4 of 1 percent sales tax is approved by the Storey County electorate. That obligation continues. Storey County will annually attribute \$125,000.00 from the proceeds of the tax in the V & T Railway Fund for the operation and maintenance of the railroad within Storey County. These funds are subject to being utilized by the Commission in preparing its annual budget. In any year in which proceeds from ticket sales and the annual amount provided above are insufficient to cover the costs of the train operation and track maintenance of the railroad or, in an emergency, the V & T Commission may request that additional tax revenues be allocated to cover those expenses.

FY 2019 - EASTGATE - GOLD HILL MAINTENANCE COST SUMMARY

07/01/18 - 06/30/19

Updated:

2/22/2020

DATE OF WORK	INVOICE #	LOCATION(s)	WORK PERFORMED	TOTAL LABOR COST	EASTGATE TO GOLD HILL LABOR COST*	EQUIP COST	MATERIAL COST	COMMENTS
WILLAMAN WORK								
7/6-7/26	193	Alignment	Track Inspection with light maintenance (4 Days)*					
7/2-7/31	193	Alignment	Track Inspection without maintenance (5 Days)*					
7/31/2018	193	Linehan Road	Signal Inspection	\$2,500.00	\$2,125.00			
7/28/2018	193	Alignment	Special Track Heat Inspection	\$1,500.00	\$1,275.00			
8/3-8/30	197	Alignment	Track Inspection with light maintenance (5 Days)*	\$270.00	\$270.00			
8/10-8/28	197	Alignment	Track Inspection without maintenance (4 Days)*	\$300.00	\$300.00			
8/11/2018	197	Alignment	Special Track Heat Inspection	\$3,125.00	\$2,656.25			
8/10/2018	197	Linehan Road	Signal Inspection	\$1,200.00	\$1,020.00			
8/10/2018	197	Linehan Road	Repairs @ Road Crossing 2-Man Crew (1 Day)	\$300.00	\$300.00			
9/12/2018	198	Alignment	Pre-Emergent Material Purchase*	\$270.00	\$270.00			
9/4-10/3	201	Alignment	Ditch Repairs - Ballast Regulator & Operator (5.5 Days)*	\$750.00	\$750.00			
9/7-10/12	202	Alignment	Track Inspection without maintenance (6 Days)*	\$7,344.00	\$6,242.40			
9/4-10/8	202	Alignment	Track Inspection with light maintenance (6 Days)*			\$2,805.00		Willaman Regulator
10/2 & 10/31	202	Linehan Road	Signal Inspection (2)	\$1,800.00	\$1,530.00			
9/17-10/19	203	Alignment	Ditch Cleaning from 2017 Storm non FEMA 2-Man Crew (7 Days)(Above	\$3,750.00	\$3,187.50			
9/17-10/20	203	Alignment	Ditch Cleaning from 2017 Storm non FEMA Excavator Rental from VTRR (7	\$540.00	\$540.00			
11/14-11/15	205	Alignment	Dump Ballast 3 Man Crew (2 Days)	\$5,250.00	\$5,250.00			
11/16/2018	205	US-50 Bridge	Bridge Maint 3-Man Crew & Bucket Truck Rental (1 Day)			\$8,400.00		Rent Gradall Excavator from VTRR @ \$1200/Day
11/28-11/30	205	Alignment	Track Surfacing 3-Man Crew (3-Days)	\$2,280.00	\$2,280.00			
11/20/2018	206	Alignment	Pre-Emergent Application*	\$1,140.00	\$1,140.00	\$600.00		Man Lift for Bridge Maint
12/13/2018	207	Alignment	Ditch Cleaning from 2017 Storm, 3 Man Crew (1 Day)	\$3,420.00	\$3,420.00			
12/2 & 12/31	207	Linehan Road	Signal Inspection (2)	\$4,600.00	\$3,910.00			
3/4/2019	213	Linehan Road	Crossing Related Repairs, 3 Man Crew (1 Day)	\$1,140.00	\$1,140.00			
3/14/2019	213	American Flat Area	Rock & Tree Clearing, 3 Man Crew (1 Day)	\$540.00	\$540.00			
3/20/2019	213	Linehan Road	Signal Inspection	\$1,140.00	\$1,140.00			
3/4/2019	213	Linehan Road	Signal Repair Parts	\$1,140.00	\$1,140.00			
4/20/2019	217	Linehan Road	Signal Inspection	\$270.00	\$270.00			
4/20/2019	217	Linehan Road	10-Year Return to Service Signal Inspection				\$57.00	
4/30/2019	217	Alignment	Track Inspection without maintenance (1 Day)(Special)	\$270.00	\$270.00			
5/21, 5/28	218	Alignment	Track Inspection without maintenance (2 Days)*	\$1,200.00	\$1,200.00			
5/23, 5/30	218	Alignment	Track Inspection with light maintenance (2 Days)*	\$300.00	\$300.00			Hospital Auxiliary Excursion Train
5/20/2019	218	Linehan Road	Signa; Inspection	\$600.00	\$510.00			
5/24-5/29	218	Alignment	Maintenance for Culverts, Signs,Chinese Wall 3 Man Crew (3 Days)	\$1,250.00	\$1,062.50			
6/4-6/24	221	Alignment	Track Inspection without maintenance (4 Days)*	\$270.00	\$270.00			
6/6 - 6/27	221	Alignment	Track Inspection with light maintenance (4 Days)*	\$3,420.00	\$3,420.00			
6/20/2019	221	Linehan Road	Signal Inspection	\$1,200.00	\$1,020.00			
				\$2,500.00	\$2,125.00			
				\$270.00	\$270.00			

*Estimated Breakdown 85% Eastgate-Gold Hill
NIC VTRR WORK TRAIN COST- BALLAST DUMPING 11/14 & 11/15

\$51,143.65	\$11,805.00	\$57.00
EASTGATE to GOLD HILL SUB-TOTAL		\$63,005.65

A&K Railroad Materials			
6/13/2018	SI-00111226	Alignment	Misc Track Materials (OTM)*

*Estimated Breakdown 85% Eastgate-Gold Hill

			\$508.58	OTM
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Manhard Consulting INC			
FY 2019	Various	Alignment	FRA Form "55" Safety Reports, Annual Structure Report Assembly*

*Estimated Breakdown 85% Eastgate-Gold Hill

	\$0.00	\$0.00	\$508.58	
EASTGATE to GOLD HILL SUB-TOTAL			\$508.58	
\$750.00	\$637.50			Estimated

KL Dorr Consulting LLC			
FY 2019	Various	Alignment	MOW Supv, Invoice Review & Approval, Special Inspections, FRA Report Reviews, Annual Structure Report Preparation*
FY 2019		US 50 Bridge	Annual FRA Inspection

*Estimated Breakdown 85% Eastgate-Gold Hill

	\$637.50	\$0.00	\$0.00	
EASTGATE to GOLD HILL SUB-TOTAL			\$637.50	
\$7,500.00	\$6,375.00			Estimated
\$2,500.00	\$2,500.00			

	\$8,875.00	\$0.00	\$0.00	
EASTGATE to GOLD HILL SUB-TOTAL			\$8,875.00	

TOTAL	\$73,026.73
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*Estimated Breakdown 85% Eastgate-Gold Hill

EASTGATE to GOLD HILL SUB-TOTAL \$51,661.76

VTRR Equipment & Work Train Rental							
			TO BE DETERMINED			\$5,000.00	Estimated - Not yet Billed to Commission
					\$0.00	\$5,000.00	\$0.00

EASTGATE to GOLD HILL SUB-TOTAL \$5,000.00

V&T Rock (Dan Coons)							
7/17/2019	51321	Alignment	Ballast Purchase & Delivery to Gold Hill			\$3,234.00	Ballast Material
			Ballast Purchase & Delivery				
					\$0.00	\$0.00	\$3,234.00

EASTGATE to GOLD HILL SUB-TOTAL \$3,234.00

Fly Right LLC							
7/30/2019	77	US 50 Bridge	Bridge Superstructure Painting	\$7,000.00	\$7,000.00		
					\$7,000.00	\$0.00	\$0.00

EASTGATE to GOLD HILL SUB-TOTAL \$7,000.00

Manhard Consulting INC							
FY 2019	Various	Alignment	FRA Form "55" Safety Reports, Annual Structure Report Assembly*	\$480.00	\$408.00		Estimated
					\$400.00		Estimated Remainder FY2020
					\$808.00	\$0.00	\$0.00

*Estimated Breakdown 85% Eastgate-Gold Hill

EASTGATE to GOLD HILL SUB-TOTAL \$808.00

KL Dorr Consulting LLC							
FY 2019	Various	Alignment	MOW Supv, Invoice Review & Approval, Special Inspections,FRA Report Reviews, Annual Structure Report Preparation*	\$4,000.00	\$3,400.00		Estimated
FY 2019		US 50 Bridge	Annual FRA Inspection	\$2,500.00	\$2,500.00		Waiting on Invoice from Sub-Consultant
FY 2019		US 50 Bridge	Annual FRA Inspection	\$2,000.00	\$2,000.00		Estimated Remainder FY 2020
					\$7,900.00	\$0.00	\$0.00

*Estimated Breakdown 85% Eastgate-Gold Hill

EASTGATE to GOLD HILL SUB-TOTAL \$7,900.00

TOTAL \$75,603.76 Includes Estimated Remainder FY 2020 Expenses

February 18, 2020

Elaine Barkdull-Spencer – General Manager
Nevada Commission for the Reconstruction of the V&T Railway (VTRW)
P.O. Box 1711
Carson City, NV 89702

RE: Proposal for Engineering Service

Dear Elaine:

KL Dorr Consulting LLC is pleased to present this proposal for Engineering Services to the Nevada Commission for the Reconstruction of the V&T Railway (VTRW). This proposal provides for “On-Call” Engineering support services as required and authorized by the VTRW.

Work under this proposal will include coordination with various City, County, State, and Federal Agencies, Utility Companies and private parties as needed, and attendance at VTRW Commission Meetings and representation of the Commission on Engineering matters as requested. We will also provide Project Coordination and Project Management work as requested by and as authorized by the VTRW.

We are proposing that the engineering support services under this contract be paid on a Time & Material Basis in accordance with the attached Fee Schedule. If requested, Project Specific Estimates will be prepared.

Thank you again for the opportunity to work with the VTRW and to provide Engineering Services for the V&T Railway Project. Should you have any questions or require additional information, please don't hesitate to call me at (775) 721-2020 or by email at ken.dorr@gmail.com.

Sincerely,



Kenneth L. Dorr, P.E.
Owner - KL Dorr Consulting LLC

FEE SCHEDULE
Schedule of Time and Material Rates
February 19, 2020

CATEGORY	CURRENT RATES
Principal Engineer	\$135.00 per hour
Drafting Services	\$ 80.00 per hour
Administrative Services	\$ 45.00 per hour
Reimbursable and Sub-Consultant Expenses	Cost plus 10%