

# Cumbres and Toltec Scenic Railroad Commission Meeting

11:00 a.m. – Thursday, March 20, 2014

Chama Senior Center (formerly Cookin' Books)

2449 US Highways 84 - 64, Chama, NM 87520

## 1. Meeting Called to Order – 11:12 am

### Attendance-

Chairman Billy Elbrock

Secretary Randy Randall

CTO President John Bush

Vice Chairman Dan Love

Treasurer Pete Foster

2. Introductions- New representative from the New Mexico Attorney General's office - Joseph Dworak
3. Approval of Agenda - Additions to new business- add approval of a relationship on Historic Car Fleet usage fees with the Friends of the Cumbres & Toltec Scenic Railroad. Comm. Randall motioned. Comm. Love seconded. No discussion. Motion carried 4/0
4. Approval of Minutes from December 12, 2013 – Comm. Love Motioned, Comm. Randall seconded. No discussion. Motion carried 4/0.
5. Presidents Report – John Bush
  - a. Train Operations Report –
    - i. First train operated out of Antonito for a 2 day charter May 15 & 16<sup>th</sup>, 2014.
    - ii. Second charter May 17-19<sup>th</sup> will be a second charter before season begins.
    - iii. Opening Day train out of Antonito will be a double header with 463 and 315.
    - iv. Changes to schedule- returning to full service 7 days a week out of each depot. Cinder Bear will now be a part of the regular Chama Departure ending at Cumbres Pass with a Motorcoach return to Chama.
    - v. Chama Steam Charter Sept 26-28<sup>th</sup>, 2014
    - vi. Charter Scheduled for Oct 25<sup>th</sup>, 2014
  - b. Maintenance and Repair Report –
    - i. Minor repairs to 487, 488, and 315.
    - ii. Wheel sets on coaches.
    - iii. Remodeled ADA/concessions car. Allows for each train to depart with a ADA car on it. Mountain View Bus Company will also be providing an additional ADA Motorcoach to compliment the train service.
  - c. Reservation Report – Lynore Abbott – ridership and revenue is above projected budget. Up 55% of bookings compared to 2013 and 30% up compared to 2012.
  - d. Marketing Report – Lynore Abbott
    - i. Following plan to allow for early group bookings, early push emails, early pay-per-click
    - ii. Radio to start in April. TV commercials to start in May. Remnant ads in front range magazines.
    - iii. Continuing Kids Ride Free. Extending Cinder Bear to 3 days a week. New Jr Engineer Program partnership with the Friends of the Cumbres & Toltec Scenic Railroad.
    - iv. Created a strong partnership with the Santa Fe Children's Museum co-sponsored an interacted train exhibit between Christmas & New Years. Partner advertising for the rest of the year and host a launch party in June for Jr Engineer Program, permanent model railroad display as well as a permanent map and of the area. Plans to take this new model to Albuquerque.


- v. New website and hosting. Improving old website as we create the new website. Will move to the new website when it is complete.
  - vi. Continuing contract with the Marshall Plan.
  - vii. Meeting with photographers to create an RFP, to create two separate photo galleries. One for press and another for promotions.
  - viii. Increased display locations of the brochure distribution. Comm. Randall- requested a list of brochure locations from Certified and Fun & Games.
- e. Other Information – none at this time.
6. Finance Manager Report – George Canham
- a. Financial Report – Audit is complete and is at the NM state auditor’s office for review. There were a number of minor findings, largely due to transaction and change in personnel, also changes from a management company operation to a self-managed company by the Commission.
  - b. Capital Project Report – final approval granting 185,000 for the purchase of locomotive 15 and expanding the Chama Wye. Colorado has approved the 2nd year phase of the 3 year funding plan.
  - c. Grant and Special Project Report – John Bush – beginning phase of the historic car restoration project, thanks to a grant from the State Historic Fund in the amount of \$25,000. Looking for additional grant funding for the actual restoration of the fleet. Comm. Love – looking to purchase a 5<sup>th</sup> car in Colorado Springs? The Historic Car Fleet is composed of 4 cars owned by the Commission and on which CTO will do the restoration and a fifth car being restored in Colorado Springs by the Friends. Ave worked with them to establish restoration standards so the fleet is compatible. Charise Boomsma is the project manager for the project and grant work.
7. Commissioner Reports
- a. Chairman Report\* – Billy Elbrock – Working with the bus contractor- adjusting the contract that allows for 2 ADA buses. Working with Toltec Gorge Catering to fix generator, bring in new ice machine and stoves to keep Osier operational.
    - i. Letter sent to a number of people stating that the Lobato Trestle was burned as a form of terrorism. Chairman Elbrock commented that since no name was given, the Commission chooses not to acknowledge the letter.
    - ii. Comm. Randall- the Commission loves to hear feedback, but a name needs to be put with the information so that the Commission can work with the people bringing up the issues.
  - b. Vice Chairman Report – Dan Love – The historic car fleet, with the addition of a historic locomotive would bring a new opportunity to the C&TSRR. It would be the only excursion of its type and would be unique to the C&TSRR.
    - i. Byway project – Provides a lot of history of the west. There are a number of stories that can be told by the structures that still remain. It also offers an opportunity for both Durango and Chama/Antonito to share tourism.
    - ii. In respect to George’s comment regarding CO funding, the process of applying for the appropriation from Colorado happens every year. It is a part of a three year plan (1.2 million for each year) but is not guaranteed each year. The process looks promising
  - c. Secretary Report – Randy Randall
    - i. From the NM legislature, we were recommended in the capital outlay budget to receive 850,000. They did not include funding for Phase 2 of the Cumbres Pavilion project that was requested. Colorado has funded an electrical project for Chama depot, but NM will not fund a project located in Colorado. At the last minute, Governor Martinez striped funding across NM and we lost the \$850,000 funding for 2014/2015 FY.
    - ii. We had also asked for some separate funding. We did receive 112,000 for commission funding, as well as the \$185,000 as George Canham previously mentioned. Thanks to Sen. Martinez, Rep. Rodella & Rep. Gallegos, (Rep. Gallegos has a ranch in Antonito and would like to support the C&TSRR.) We will continue to pursue the LFC and secondary projects.
    - iii. Tourism in NM – did receive an increase of 2.5M. \$2 million will go towards the NM True. \$5M will go towards community co-op. Chama could apply for co-op funding for Territorial Days, and Chama Days.

- iv. Would like to let everyone know the effort that George Canham and Stephanie Gray put into the audit. If we did not have an acceptable audit submitted to NM, funds would have been held.
  - v. Would like to congratulate Lynore and the marketing efforts that have increased our preliminary numbers.
  - vi. Comm. Love- We will continue to press on CO) to raise their contribution level as they are behind New Mexico funding by over \$3.4 million.
  - d. Treasurer Report – Pete Foster –
    - i. Thank you Comm. Randall for thanking George and Stephanie
    - ii. Spending good time and effort on Strategic Plan with the help of Lucy Kay. Including a 5 year capital plan.
8. Friends of C&TSRR Report – Tim Tennant
- a. General Info – Second commemorative medallion out. This year is the Coal Tipple (imagine from the Dorman Collection.) Last year was the 463. Every year a new one will come out as a fundraising effort.
  - b. Work session season is getting closer. About 60 people have signed up. May 9<sup>th</sup> a special session for the pile driver. May 19<sup>th</sup> starts Session’s A & B in Antonito. June, July Aug and Sept sessions are also scheduled.
  - c. Project down in Albuquerque with the Sandia HS working the on flat car. This is the type of project that the Friends want to do more of. It is a great way to train the next generations the skills to do the work that the Friends do in the work sessions.
  - d. Looking for historic Antonito photos and donation of a model of the Antonito coal ramp platform to be displayed at the Conejos County Museum, along with a scale model drop bottom car and locomotive 463 for display.
  - e. Comm. Randall – if the collection is all digital- why can’t we have a screen in each depot for customers to view? Tim Tennant- Yes, that is possible.
  - f. Comm. Love- In the past, you have presented to the commission a list of projects for each of the work sessions in advanced. Tim Tennant- it is at the SHIPO office. Comm. Randall- we won’t have time to approve it before the work session starts. A special phone conference will be required to approve the work.
  - g. Comm. Love, do you have a strategic plan? Tim Tennant – Yes we will submit that information as well.
9. Public Input – *Public comments are allowed within the designated time allotment and must adhere to any other requirements established by the Chairman. All public speakers must identify themselves at the beginning of their comment period.*
- a. Sandra Gray – There is the need to use the lift to re-oil the wood for the entrance sign as well as repaint the iron sign. John Bush- yes you can use the lift.
  - b. They will be including a red arrow to the new sign pointing to the depot entrance.
  - c. The banner in Antonito was being torn up by the wind and was taken down. If it could be put up properly as not to be destroyed. John Bush
10. Unfinished Business\*
- a. Bus Contract Amendment – the contract will be extended 2 years and will now expire in 2019. Comm. Randall motions to approve the amendment, Comm. Love seconded. Motion carried 4/0. Contract has been signed and will be submitted.
  - b. Discussion on FY 14-15 Budget – Comm. Foster motions to table the discussion to the next meeting. Comm. Randall seconded. Motion carried 4/0.
11. New Business\*
- a. Approval of FY 14-15 Budget –
    - i. John Bush – the staff has put together a proposed budget for 14/15. After some in house discussion, additional changes will be made to it. It will also be broken down by month. A special thanks to Ed Beaudette for his work.

- ii. Comm. Foster motions to table the discussion to the next meeting. Comm. Randall seconded. Motion carried 4/0.
  - b. Approval of Economic Impact Study and Funding Source – Comm. Love – move to approve the group BBC of Denver to carry out the economic impact. Comm. Randall seconded. Motion carried 4/0.
  - c. Approval of Redirection of NMDOT Grant from the Friends to the Commission – Repurpose the money from the round house project to the Commission. Comm. Randall makes a motion in the form of a resolution to take over the grant as proposed in the resolution. Comm. Love seconded, motion carried.
  - d. Approval of Using DOT Grant Funds for Completion of Chama Wye Extension Project & Purchase and Opening of a Gateway Visitors/Interpretive Center on Terrace Ave. Move to approve the repurposing of the grant, Comm. Love. Motion carried 4/0.
  - e. Other Business – John Bush – In respect to using cars that are not part of the Revenue Car Fleet on charters, it was discussed that a small percent of the charter money be put aside for the maintenance of those cars FOCTS. A proposed agreement has been given. Discussion followed, no action taken.
12. Adjournment Comm. Love motioned for adjournment 12:42pm Comm. Randall seconded. No discussion. Motion carried 4/0.

*\*Items specified for agenda in Commission rules*

The Commission Meetings are open to the public. The final agenda will be available at 11:00 a.m. on March 19, 2014, and may be obtained by contacting the Commission's Office (at 719-376-5488). Disabled members of the public who need assistance or special accommodations should contact the Commission's Office in advance of the meeting in order to discuss their needs and whether accommodations can be provided.



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Secretary Randy Randall