

Cumbres and Toltec Scenic Railroad Commission Meeting Minutes

10:00 a.m. – Thursday July 16 Conejos Parish Hall

C&TSRR Commission Minutes

Public Input – *Public comments/questions will be allowed during each topic upon being recognized by the Chairman. Comments and questions may be no longer than 3 minutes and must adhere to any other requirements established by the Chairman. All public speakers must indicate their desires by registering in advance of the meeting on the available sign-up sheet which will become part of the record of the meeting.*

1. Meeting Called to Order by Commissioner Love at 10:05 a.m.
2. Pledge of Allegiance led by Commissioner Elbrock
3. Introductions - Senator Crowder, Gayle Berry, Ed Bowditch, Jennifer Cassel and Jeremy Rutherford
4. Approval of Agenda – Commissioner Love - Commissioner Randall moved to approve, Commissioner Elbrock seconded, motion carried.
5. Approve the Minutes from April 21, 2015 Commissioner Elbrock moved to approve, Commissioner Randall seconded, motion carried.
6. Presidents Report – John Bush
 - a. Train Operations Report – John Bush - No safety incidents, one train cancellation due to air compressor failure. Can start work on RPO65.
 - b. Maintenance and Repair Report – John Bush – Regular maintenance on locomotives and cars, lettering #487 then will steam up after inspection. Installing sanitary dumps in Antonito. Track crew started tie replacement.
 - c. Tracks Across Borders Scenic Byway update – John Bush –Working to strengthen our move to become a National Heritage Site.
 - d. Reservation Report –John Bush - Are up 2% up over this time last year.
 - e. Marketing Report – John Bush and Lee Bates - Reported on plans to achieve our goal of 35K. Offers to strengthen coach ridership. Walk-ups are increased. Local appreciation will be last 2 weeks of Aug. Will increase radius of this program. Concierge program is working well. Has generated 499 sales for 50K. Comcast cable and TV networks are running 30 second ads. NM can also run on direct TV. Comcast and Direct TV covers motel rooms in NM & CO. 3 media day events were successful. Coverage includes USA Today. CBS News NYC has contacted us to cover Fireman/Engineer school. In second printing of brochures, now at 240,000. 1st week of October will be a Maintenance Away train. Launching new commercials on the broadcast networks. We will be acquiring new contact lists for a new audience. Dan Love commented that we have asked for an outside marketing audit. Randy suggests that if there is a need for additional funding for marketing, they have the support of the Commission. Stephen Flowers has suggested that any media stay in Osier to further the experience.
 - f. Financial Report –George Canham – We just completed a second fiscal year with a profit. Audit process has begun with a witnessed inventory audit. Operating company shows a profit of \$100K. We are changing our accounting system from one set of books to four sets. Randy moved to accept Georges recommendations to move from one set of books to four to simplify the accounting process, Commissioner Elbrock seconded. Motion carries. In discussion, Commissioner Randall pointed out that the Commission showed a loss, and if we would have gotten an equal amount from NM as CO, Commission would show a slight profit.
 - g. Capital Project Report –John Bush and Ed Beaudette – Maintain loco program, annuals during off season, track program will continue, passenger car winter repairs and beginning conversion of our older fleet, funding of visitor center, sand house, etc. Total capital is \$2M+. Dan stated that we recently completed a 10 year capital plan that has not been done with the railroad before.
7. Commissioner Reports
 - a. Chairman Report* – Dan Love –We will miss Peter Foster, will be welcoming Lucy Kay. Commissioner Love will oversee Capital Projects. Have worked with History CO and Office of Planning and Budget in the Governors office. We will work toward a 5 year resolution.
 - b. Vice Chairman Report – Randy Randall – Chairman of CTO. Groups magazine came out with a new article stating the C&TSRR is the best of the best! Senator Martinez recommended \$65K for the DOT grant match for the visitors center, Rodella \$50K sand house work in Chama, Rep. Gallegos recommended \$30K.

- c. Secretary Report - New Secretary Lucy Kay will be present in the October Commission meeting. She will take over the marketing oversight of the Commission.
- d. Treasurer Report – Billy Elbrock – Oversight of Kim Smith Casford as Community Relations Liaison for the Commission. He is also working with Dee Bates on a possible mini golf course on the Commission property.

Public Comment:

Dee Bates spoke in public comment regarding a miniature golf course in Chama. Commissioner Randall asked that Dee work out more details regarding property lease and bus parking, and flagging trees that would be removed. This has not yet been presented to the Village.

Ms. Jeannie Welch from the Steam Train Hotel spoke re: Conejos Chamber of Commerce needs members before it is dissolved. Also looking on building more in Tiny Town in Morrison. Dan would recommend to get as many people from the railroad to discuss need for help. Commission recommends that our operating group join membership. Lee will volunteer to check out Tiny Town.

Roger Hogan asked for an update on the tourist center. Commissioner Randall will be meeting with David Quintana from NMDOT to clarify restrictions on the funds.

8. Friends of C&TSRR Report – Tim Tennant

- a. General info- 4 work session complete. A Gramps tank car is complete. Spent time on cabooses 0579 section house. RPO completed by Don Baer's group is on display in Chama. Friends Moonlight train is coming up on July 31. Maintenance away train in October.

9. Unfinished Business*

- a. Approve/disapprove FY 15/16 CTO Budget – Commissioner Randall moved to approve the amended budget with the understanding that the funds provided for the group tour contractor represent a concept and that the final plan receive approval of the CTO before moving forward, Commissioner Elbrock seconded. Motion carries.
- b. Approve/disapprove FY 15/16 Commission Budget – Commissioner Randall moved to approve, Commissioner Elbrock seconded, motion carried.
- c. Commissioner Randall asked Commission to authorize a floor of \$1K to Toltec Gorge Catering, will be approved/disapproved at the October Commission meeting. Commission authorized, will approve in October.

10. New Business*

- a. Approve/disapprove FY 15/16 Capital Budget – Commissioner Randall moved to approve, Commissioner Elbrock seconded, motion carried.
- b. Approve/disapprove modification for Gayle Berry – Dec 1, 2015 through Nov 16, 2016 to increase to \$18K annual. Commissioner Randall moved to approve, Commissioner Elbrock seconded. Motion carried.
- c. Approve/disapprove retail policy – Commissioner Elbrock moved to approve, Commissioner Randall seconded, motion carried.
- d. Approve/disapprove purchase of baggage car #163 – Commissioner Randall moved to approve, Commissioner Elbrock seconded, motion carried.
- e. Approve/disapprove Commission funding for Locomotive 168 – President John Bush stated that he does not have all the information needed for an approval, motion will be tabled until October 2015.
- f. Approve/disapprove Locomotive trade with Durango & Silverton RR – Commissioner Elbrock moved to approve, Commissioner Randall seconded, after discussion, Commissioner Randall rescinded his second, Commissioner Elbrock modified current motion to state that its removed parts are reinstalled and certified by current owner, Commissioner Randall seconded the motion, motion carried.

11. Adjournment: Commissioner Elbrock moved to adjourn at 12:37 pm, Commissioner Randall seconded, motion carried.