

# Cumbres and Toltec Scenic Railroad Commission Meeting

## C&TSRR Commission Minutes

April 30<sup>th</sup>, 2016 9:00 AM  
Chama Senior Center

1. Chairman Randy Randall called the meeting to order at 9:02 am
2. Pledge of Allegiance was led by Commissioner Elbrock
3. Held moment of silence for the passing of Leo Schmitz's wife, Maria.
4. Introductions were made. Finance Manager George introduced the new Accounting Assistant, Amy Tegethoff.
5. Commissioner Elbrock moved to approve to accept the agenda, Commissioner Love seconded, motion carried.
6. Commissioner Love moved to approve the minutes from the January 2016 meeting, Commissioner Kay seconded, motion carried.
7. Presidents Report – John Bush
  - a. Train Operations Report – John Bush reported that we are starting the 2016 season with 4 locomotives. The new passenger car has been framed, the sub floor has been installed and metal roofing has been installed.
  - b. Maintenance and Repair Report – Track crew has been back to work for 6 weeks.
  - c. Tracks Across Borders Scenic Byway update – Muriel Eason gave update. Commissioner Love moved to fund \$1K for registration, Commission Elbrock seconded the motion, motion carried.
  - d. Historic Car Fleet update –the grant for car #292 has been approved. Have hired a restoration expert, Zell Olsen.
  - e. Reservation Report – Reservations are up 13.4% above the same time last year.
  - f. Marketing Report – Lee Bates reported that the marketing plan is in place for the season. We are on track to meet a goal of 39K passengers this season. New web site is up as of April 2.
8. Financial Report – George Canham
  - a. Capital Projects Report – George Canham reported that the March financials are complete and sent out to the Commissioners. Have completed our capital project billings through March for both states.
9. Commissioner Reports
  - a. Chairman Report\* – Randy Randall / finance - NM funded 615K. Thanks to Ed and George for the amount of work on the FY 15/16 budgets.
  - b. Vice Chairman Report – Lucy Kay / marketing – Lee has done a nice job with the marketing update. Web site re-work is great. Keep a close eye on family business with kids being 10% or above. Will be looking at new approaches for ticket pricing.
  - c. Secretary Report - Billy Elbrock / local affairs – Kim Smith Casford has been performing public outreach for 1 year now. Kim gave brief report.
  - d. Treasurer Report – Dan Love /capital projects – Two parts to the railroad: Commission and CTO. Under current structure, the Commission hasn't had to step in to assist as much. Happy to see a new zero-based budget for the Commission. Thanks to Ed, George and John for the huge effort. The CO Governors office and JBC is requesting other agencies to use our 10 year template.
10. Friends of C&TSRR Report – Tim Tennant
  - a. Tim Tennant reported that work sessions will begin on May 23 with approx. 75 volunteers. A Friends member Don Curtis sent \$2,500 for locomotive #168. The March 2016 flanger charter went well.
11. Unfinished Business\*
  - a. Accept the 2015 Audit – Commissioner Love moved to accept the audit, Commissioner Elbrock seconded the motion, motion carried.
  - b. Locomotive 168 fundraising update – used for Carhartt commercial in February. Have 2 proposals for pre-campaign fundraising. Hydrostatic test passed.
12. New Business\*
  - a. Rich Casford from RGRPC - donation of plasma cutter for Antonito Shop

- b. Approve/disapprove FY 2016/2017 Zero-based Commission Budget – Commissioner Love moved to adopt the zero based allocation budget as presented, Commissioner Elbrock seconded the motion, the motion carried.
- c. Approve/disapprove FY 2016/2017 Cumbres Toltec Operating (CTO) Budget - Commissioner Kay moved to approve the FY 16/17 CTO budget as presented, Commissioner Love seconded the motion, motion carried.
- d. Approve/disapprove Amendment to Toltec Gorge Catering contract and advance – Commissioner Love moved to approve the amendment for contract update, Commissioner Kay seconded, motion carried. Commissioner Love moved to advance Toltec Gorge Catering \$15K for start-up fee, Commissioner Love moved to give the advance, Commissioner Elbrock seconded the motion, motion carried.
- e. Approve/disapprove Community Relations Liaison contract for one year starting May 1, 2016 – Commissioner Elbrock moved to approve the contract, Commissioner Kay seconded the motion, motion carried.
- f. Approve/disapprove Resolution for Disposition of Property – Dick Cowles gave an update on the resolution and the 1977 agreement modification. Being that this is an agreement modification, there must be a unanimous vote of the Commissioners. Commissioner Love moved to approve the resolution with corrections. Commissioner Kay seconded the motion. Discussion followed. Changes include if disposing of any assets over \$10K, CTO must wait 30 days for Commission approval before taking action. If less than \$10K, CTO must send notification to the Commissioners via email of the sale. An additional change in the 1977 agreement states that the profits from any scrap sold go to the railroad and not to the two states. Roll call held. Vote was unanimous.
- g. Approve/disapprove Pre-campaign fundraising study funding from HPA for Locomotive #168 – Commissioner Love moved to approve up to \$21,500 from the HPA account for pre-campaign fundraising, Commissioner Kay seconded the motion, motion carried.

13. Meeting adjourned at 11:20 am.

  
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Billy Elbrock, Secretary