



Commission Members

Stephanie Hicks
Leah Kruse
Clay Mitchell
David Peterson
Michelle Schmitter

NOTICE OF PUBLIC MEETING

of the

NEVADA COMMISSION FOR THE RECONSTRUCTION OF THE V&T RAILWAY
("V&T Commission")

DAY: Wednesday
DATE: June 26, 2024
TIME: Beginning at 9:00 am
LOCATION: Carson City Community Center Robert "Bob" Crowell Board Room
851 E. William St.
Carson City, NV 89701

AGENDA

NOTICE TO THE PUBLIC

Members of the public who wish only to view the meeting but do NOT plan to make public comment may watch the livestream of the V&T Commission meeting at www.carson.org/granicus and by clicking on "In progress" next to the meeting date, or by tuning in to cable channel 191. Livestream of the meeting is provided solely as a courtesy and convenience to the public. Carson City does not give any assurance or guarantee that the livestream or cable channel access will be reliable. Although all reasonable efforts will be made to provide livestream, unanticipated technical difficulties beyond the control of City staff may delay, interrupt or render unavailable continuous livestream capability.

The public may provide public comment in advance of a meeting by written submission to the following email address: admin@vtrailway.com. For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting.

Members of the public who wish to provide live public comment via telephonic appearance in lieu of physical attendance may do so during the designated public comment periods indicated on the agenda by dialing the numbers listed below. Please do NOT join by phone if you do not wish to make public comment.

1. CALL TO ORDER
2. ROLL CALL AND DETERMINATION OF A QUORUM
3. PLEDGE OF ALLEGIANCE

4. **PUBLIC COMMENT:** ** The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of this public body.
5. **FOR POSSIBLE ACTION:** Approval of Minutes of the May 22, 2024, meeting.
6. **FOR POSSIBLE ACTION:** Discussion and possible action regarding the V&T Commission's statement of accounts payable checks paid May 1-31, 2024. – **Leah Kruse** (admin@vtrailway.com) **Staff Summary:** *The V&T Commission will review the invoice listing for accounts payable checks totaling \$78,050.42 paid May 1-31, 2024.*
7. **FOR POSSIBLE ACTION:** Discussion and possible action regarding the adjusted V&T Commission's Fiscal Year ("FY") 2023/2024 budget reports, period ended May 1-31, 2024. – **Leah Kruse** (admin@vtrailway.com) **Staff Summary:** *The V&T Commission will review a comparative statement of adjusted revenue totaling \$1,469,475.57 and expenses totaling \$1,362,614.41 for May and make a determination whether to approve the report.*
8. **FOR POSSIBLE ACTION:** Discussion and possible action regarding website design and maintenance services, effective July 1, 2024, to June 30, 2028, utilizing State of Nevada joinder contract 99SWC-NV23-17886 with KPS3, for a total amount not to exceed \$56,750.00. **David Peterson** (admin@vtrailway.com) **Staff Summary:** *The total contract amount includes \$41,700 for discovery, strategy, website design and development, quality test and launch, \$18,000 for ongoing post-launch web maintenance for the three years, and a reduction of \$2,950, for the State of Nevada negotiated rate. KPS3 and the V&T Commission will be using the Nevada statewide contract with solicitation number 99SWC-S2340, with an expiration date of June 30, 2027, and an option to renew for two additional years.*
9. Discussion and possible action regarding a proposed resolution to augment and amend the V&T Commission Fiscal Year ("FY") 2023-2024 budget in the amount of \$81,100, pursuant to NRS 354.598005.– **Jennifer McCain** (admin@vtrailway.com) **Staff Summary:** *The proposed augmentation and revision is using unanticipated revenues which will increase both revenues and expenses in the amount of \$81,100 without altering the net income. The process gives the V&T Commission the opportunity to adjust the budget utilizing unanticipated revenue. The need for such augmentations usually come about due to unforeseen circumstances which cause overage within an expense function or object of the budget. The augmentations for FY 2024 pertain to two expense accounts: Royalties, which has a deficit of \$7,287 due to higher-than-expected royalty payments resulting from increased ticket sales; and Capital Outlay, which requires an additional \$73,756, due to higher than anticipated costs for the pavement of the Eastgate parking lot. The augmentation must be approved by a majority vote of the V&T Commission.*
10. **FOR POSSIBLE ACTION:** Discussion and possible action regarding a proposed amendment to Contract for Services of Independent Contractor, FY 24-C007, with Aumada Marketing, LLC also known

as Lumont Media (“Contract”), extending the Contract for three additional years, effective July 1, 2024 to June 30, 2027, under the same terms and conditions, for an amount not to exceed \$13,500.00 per year or \$54,000.00 for the three-year renewal period, and a total amended amount of the Contract not exceed \$67,500.00. **David Peterson** (admin@vtrailway.com) **Staff Summary:** *Aumada Marketing, LLC informed staff that it will be rebranded as Lumont Media and that an application has been filed with the Secretary of State. The rebranding will not affect the services they provide, and they would like to extend the Contract for additional three years. Staff is recommending that the V&T Commission approve the amendment of the Contract, as proposed.*

11. **FOR POSSIBLE ACTION:** Discussion and possible action regarding a proposed amendment to Contract for Services of Independent Contractor, FY 24-C002, with Deitz Media & Marketing, LLC (“Contract”), extending the Contract for three additional years, effective July 1, 2024 to June 30, 2027, under the same terms and conditions, for an amount not to exceed \$7,500.00 per year or \$22,500.00 for the three-year renewal period, and a total amended amount of the Contract not exceed \$37,500.00. **David Peterson** (admin@vtrailway.com) **Staff Summary:** *Deitz Media & Marketing, LLC would like to extend the Contract for additional three years. The V&T Commission’s budget for media buys is \$50,000 for Fiscal Year 2025, with a commission of 15 percent totaling \$7,500.00 per year. Staff is recommending that the V&T Commission approve the amendment of the Contract, as proposed.*
12. **FOR POSSIBLE ACTION:** Discussion and possible action regarding a proposed amendment to Contract for Services of Independent Contractor, FY 24-C003, with Cheryl Bailey (“Contract”), extending the Contract for one additional year, effective July 1, 2024 to June 30, 2025, under the same terms and conditions, for an amount not to exceed \$60,000.00 per year, and a total amended amount of the Contract not exceed \$110,000.00. **David Peterson** (admin@vtrailway.com) **Staff Summary:** *Staff is recommending that the V&T Commission approve the amendment of the Contract, as proposed.*
13. **FOR POSSIBLE ACTION:** Discussion and possible action regarding a proposed Contract No. FY25-C001, with Virginia and Truckee Railroad (“VTRR”) (“Contract”), for operations management at the Carson City Eastgate Depot, for an amount not to exceed \$95,000.00 per Fiscal Year 2025. **David Peterson** (admin@vtrailway.com) **Staff Summary:** *The previous contract with VTRR for the same services expires June 30, 2024. Staff solicited two responses from VTRR and another vendor believed to be capable of performing the contract, pursuant to the requirements of NRS chapter 332; however only VTRR expressed the desire to perform the contract. Therefore, Staff recommends the award of the Contract as proposed to VTRR.*
14. **FOR POSSIBLE ACTION:** Discussion and possible action regarding proposed Amendment #2 to Agreement for Legal Services with Carson City District Attorney’s Office (“Agreement”), extending the Agreement for an additional one-year term under the same terms and conditions, for an amount not to exceed \$20,000 per year. **David Peterson** (admin@vtrailway.com) **Staff Summary:** *The Agreement is in effect until July 27, 2024, and provides that the Agreement may be extended for additional terms of one*

year upon mutual approval and execution by the parties.

- 15. FOR POSSIBLE ACTION:** Discussion, presentation and possible action regarding a report and visual inspection of the V&T Railways and V&T Railway Bridge (G-2898) conducted by Wood Rodgers.– **David Peterson** (admin@vtrailway.com) **Staff Summary:** A visual inspection of the V&T Railway was conducted by Wood Rodgers from Gold Hill to the East Gate Depot. *Jim Koch of Wood Rodgers will present findings of the visual inspection performed between January 31, 2024, and May 10, 2024. The V&T Commission is asked to comment on the report and direct staff to address the proposed corrective actions.*

16. FOR DISCUSSION ONLY:

MONTHLY NON-ACTION ITEMS:

- a. Executive Assistant Update – Cherrie Bailey
- b. Operations/Trains Report – Thomas Gray, VTRR
- c. Upcoming Meeting:
 1. *Commission Meeting on July 24, 2024 @ 9:00 am.*

- 17. COMMISSIONER COMMENTS OR ANNOUNCEMENTS, AND REQUESTS FOR INFORMATION:** No action will be taken and no discussion among the members or with staff will take place during this item of the agenda.

Closed Non-Meeting to Confer with Operations Manager and Counsel:

Following a recess or adjournment, the V&T Commission may gather to meet with its operations manager or to receive information from an attorney employed or retained by the Commission regarding potential and/or existing litigation involving matters over which the public body has supervision, control, jurisdiction or advisory power and to deliberate toward decisions on the matters.

- 18. PUBLIC COMMENT:** The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.

- 19. FOR POSSIBLE ACTION:** To Adjourn.

****PUBLIC COMMENT LIMITATIONS** – The V&T Railway Commission will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. **Public comment will be taken at the beginning of the agenda before any action is taken and again at the end before adjournment.** No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. The Chair may call for or allow additional individual-item public comment at the time of the body’s consideration of the item when: (1) the comment will be provided from a person who is directly involved with the item, such as V&T staff or an applicant; or (2) it involves any person’s or entity’s due process appeal or hearing rights provided by statute or the Carson City Municipal Code. Comments may be limited to three minutes per person or topic at the discretion of the Chair in order to facilitate the meeting.

Agenda Management Notice - Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

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 V&T Railway Commission. You are encouraged to attend this meeting and participate by commenting on any agenda item.

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 V&T Railway Commission in writing at PO Box 1711, Carson City, NV, 89702, or by calling (775) 686-9037 at least 24 hours in advance.

To request a copy of the supporting materials for this meeting, contact Cherrie Bailey at admin@vtrailway.com or call (775) 686-9037.

The agenda and supporting material are available on the V&T Railway Commission website: <https://vtrailway.com/about/vt-commission/> and at the office of the Carson City Culture & Tourism Authority dba Visit Carson City - 716 North Carson Street, Suite 100, Carson City, Nevada.

If a person willfully disrupts a meeting, to the extent that its orderly conduct is made impractical, the person may be removed or excluded from the meeting. NRS 241.030(4).

This notice has been posted at the following locations:
Office of Visit Carson City, 716 North Carson Street, Suite 100
<https://vtrailway.com/about/vt-commission/>
<http://notice.nv.gov>