

**NEVADA COMMISSION FOR THE RECONSTRUCTION OF THE V&T RAILWAY**  
**Minutes of the Wednesday, November 20, 2024 Meeting**  
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**DRAFT**

A regular meeting of the Nevada Commission for the reconstruction of the V&T Railway was scheduled for 9:00 a.m. on Wednesday, November 20, 2024, in the Community Center Robert “Bob” Crowell Boardroom, 851 East William Street, Carson City, Nevada.

The meeting video is available on Carson City’s website by clicking on the link below:  
[https://carsoncity.granicus.com/player/clip/2566?view\\_id=2&redirect=true](https://carsoncity.granicus.com/player/clip/2566?view_id=2&redirect=true)

**PRESENT:** Chairperson David Peterson  
Vice Chair Clay Mitchell  
Treasurer Leah Kruse  
Secretary Stephanie Hicks  
Commissioner Michelle Schmitter

**STAFF:** Mihaela Neagos, Deputy District Attorney  
Cherrie Bailey, Executive Assistant  
Tamar Warren, Senior Deputy Clerk

**1 – 3. CALL TO ORDER, ROLL CALL AND DETERMINATION OF A QUORUM, PLEDGE OF ALLEGIANCE**

(9:00:27) – Chairperson Peterson called the meeting to order at 9:00 a.m. Roll was called and a quorum was present. Vice Chair Mitchell arrived at 9:04 a.m. Chairperson Peterson led the Pledge of Allegiance.

**4. PUBLIC COMMENT**

(9:01:38) – Chairperson Peterson entertained public comments; however, none were forthcoming.

**5. FOR POSSIBLE ACTION: APPROVAL OF MINUTES OF THE OCTOBER 23, 2024 MEETING.**

(9:01:54) – Chairperson Peterson introduced the item and entertained comments, edits, or a motion. Treasurer Kruse noted a title error which has since been corrected.

**MOTION: Secretary Hicks moved to approve the minutes of the October 23, 2024 meeting as amended. The motion was seconded by Treasurer Kruse and carried 4-0-0.**

**6. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE V&T COMMISSION’S STATEMENT OF ACCOUNTS PAYABLE CHECKS PAID OCTOBER 1-31, 2024.**

(9:03:01) – Chairperson Peterson introduced the item and referenced the invoice listing of accounts payable checks, incorporated into the record and totaling \$66,161.99, paid on October 1-31, 2024. There were no Commissioner and/or public comments, therefore, he entertained a motion.

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**MOTION:** Treasurer Kruse moved to approve the payable checks totaling \$66,161.99 paid October 1-31, 2024 as recommended. The motion was seconded by Commissioner Schmitter and carried 4-0-0.

**7. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE ADJUSTED V&T COMMISSION’S FISCAL YEAR (“FY”) 2024/2025 BUDGET REPORTS, PERIOD ENDED OCTOBER 31, 2024.**

(9:04:02) – Chairperson Peterson introduced the item and referenced the Staff Report which is incorporated into the record. He also announced the arrival of Vice Chair Mitchell. There were no Commissioner/public comments on the item.

**MOTION:** Treasurer Kruse moved to approve the budget reports as presented. The motion was seconded by Secretary Hicks and carried 5-0-0.

Chairperson Peterson noted that item 8 will be heard at a later time.

**8. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE V&T COMMISSION’S FY 2024 ANNUAL AUDIT REPORT & FINANCIAL STATEMENTS.**

(9:38:14) – Chairperson Peterson introduced the item and referenced the posted late material. Casey Neilon Inc. Partner Suzanne Olsen provided a review of the audit and noted the highlights on page four of the audit. Ms. Olsen also reviewed the audit findings (page 20 of the late material documents) and presented the internal controls to remedy two compliance findings. She congratulated the Commission for receiving an “unqualified opinion” which she noted was “the highest level of opinion we can provide in your engagement” and responded to clarifying questions. Discussion ensued regarding fluctuating cash flows and Storey County Comptroller Jennifer McCain noted that they would continually work on the issue; however, due to the “very small financial office” in Storey County. Some of the journal entries would “fall on the auditor.” Ms. Olsen stated that the Commission’s response to the first finding could be that due to the limited resources, the Commission could allow the auditors to make adjustments. The Commission thanked Ms. Olsen.

**MOTION:** Vice Chair Mitchell moved to approve the audit “with the one change of the view of responsible officials under 2024-001 to state that due to the size and capacity constraints for contract fiscal provider, we acknowledge the finding and will work with Jennifer McCain to reduce the adjusted entries needed and accept that some will continue to be made by our auditors.” The motion was seconded by Commissioner Schmitter and carried 5-0-0.

**9. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSED CONTRACT #FY25-C004 WITH WOOD RODGERS, INC. FOR ON-CALL AND REQUIRED ANNUAL INSPECTION SERVICES AND REPORTS FOR THE US 50 BRIDGE CROSSING, ALL CULVERTS ALONG THE ALIGNMENT,**

**DRAFT**

**TUNNEL NO. 2, SLOPES AND DITCHES AND THE OVERMAN EMBANKMENT, FOR A NOT TO EXCEED AMOUNT OF \$7,550.00 EFFECTIVE THROUGH JUNE 30, 2025.**

(9:06:05) – Chairperson Peterson introduced the item and noted that the contract deliverables for the required annual inspection were exactly the same as the previous year’s contract; however, there was an increase in the amount due to higher labor and material costs. Secretary Hicks recommended looking into an auto-renewal option. Chair Peterson entertained public comments. Deni French inquired about regular inspection times and was informed that Chris Fretter of Battle Born Rail would perform those inspections prior to running the trains.

**MOTION: Treasurer Kruse moved to approve the Contract with Wood Rogers, Inc. as presented. The motion was seconded by Secretary Hicks and carried 5-0-0.**

**10. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING AUTHORIZATION TO VICE-CHAIR CLAY MITCHELL TO RESEARCH AND REPORT BACK ON POTENTIAL FUNDING SOURCES FOR THE V&T COMMISSION.**

(9:13:40) – Chairperson Peterson introduced the item. Vice Chair Mitchell gave background and noted that a Bill Draft Request (BDR) by Carson City *proposes to amend Nevada Commission for the Reconstruction of the V & T Railway Act of 1993, as amended, to provide the Commission with an Executive Director that will carry out various duties, including certain administrative duties and clerical accounting services, in addition to other duties as determined necessary by the Commission. The BDR also obligates the State Attorney General's Office to provide legal services for the Commission.* (Source: Carson City Board of Supervisors agenda report, August 15, 2024 Board of Supervisors Meeting.) Vice Chair Mitchell also noted that he would interact with congressional delegates and county federal lobbyists to explore other funding sources. He requested empowerment from the Commission to begin looking into the funding sources in time for the Commission’s retreat. Treasurer Kruse recommended looking into funds for Capital Improvements. Commissioner Schmitter was in favor of hiring a consultant in the long-run.

**MOTION: Treasurer Kruse moved to authorize Vice Chair Mitchell to research and report back on potential funding sources for the V&T Commission at no cost to the Commission. The motion was seconded by Secretary Hicks and carried 5-0-0.**

**11. FOR DISCUSSION ONLY:**

**MONTHLY NON-ACTION ITEMS:**

**a. EXECUTIVE ASSISTANT UPDATE**

(9:24:50) – Ms. Bailey announced the continued success of the POLAR EXPRESS Train Ride Event. She also provided the Commission’s 2025 meeting schedule (which is now posted on the Commission’s website: <https://vtrailway.com/about/vt-commission/>). Discussion ensued

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regarding the September meeting and it was tentatively decided to explore another date due to several events such as the Nevada Association of Counties conference and Street Vibrations in Virginia City. Ms. Bailey also proposed scheduling the Commission’s retreat on Friday, February 7, 2025.

**b. OPERATIONS/TRAINS REPORT**

(9:33:32) – V&TRR Sales and Marketing Coordinator Candy Duncan stated that the POLAR EXPRESS Train Ride Event had been going smoothly, adding that the Trip Protection had worked since most returned tickets had been sold right away. The Commissioners complimented the decorations and the backdrops. Chairperson Peterson noted that 90 percent of the comments he had received were positive.

**c. UPCOMING MEETINGS**

**V&T COMMISSION MEETING ON WEDNESDAY, JANUARY 22, 2025, AT 9:00 AM.**

(10:06:23) – Chairperson Peterson read the above meeting information into the record.

**12. COMMISSIONER COMMENTS OR ANNOUNCEMENTS, AND REQUESTS FOR INFORMATION.**

(10:06:36) – Vice Chair Mitchell thanked everyone who had worked on the POLAR EXPRESS Train Ride Event. Treasurer Kruse updated the Commission on the website design, noting that the mood board was “gorgeous.” Chair Peterson reported on his meeting with Dan Thielen, Administrator for the Nevada Division of Museums and History and advertising agency KPS3 to discuss reciprocating the rail excursions in the area and the joint packaging opportunities.

**CLOSED NON-MEETING TO CONFER WITH OPERATIONS MANAGER AND COUNSEL.**

This item did not take place.

**13. PUBLIC COMMENT**

(10:12:00) – Chairperson Peterson entertained final public comments. Mr. French wondered whether the Commission had advertising agreements with KNBC. He also inquired about the trip Train No. 18 had taken to be on a movie set and wished to see more such activities in movies.

**14. FOR POSSIBLE ACTION: TO ADJOURN**

(10:14:08) – Chairperson Peterson adjourned the meeting at 10:14 a.m.

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The Minutes of November 20, 2024, Nevada Commission for the Reconstruction of the V&T Railway meeting are so approved on this 22<sup>nd</sup> day of January 2025.

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STEPHANIE HICKS, Secretary