

Feather River Rail Society
Special Board of Directors Meeting – August 21, 2016 – 5:00 PM
Conference Call and WPRM Meeting Room – Portola, CA

President Steve Habeck called the meeting to order at 5:38 PM.

The following Directors were present

Eugene Vicknair

Charlie Spikes

Steve Habeck

Gail McClure

Tom Carter

Greg Elems

Leisa Wesch

Old Business

Pumpkin Patch Trains

Special meeting called to review plans, budget and feasibility for Pumpkin Trains

- Written report provided with budget. Report attached to these minutes.
- Eugene Vicknair – Due to various issues with this events planning, Director Vicknair has taken over the planning and has pulled together an event plan, budget and logistics report which was sent to the Directors. He apologized for the last minute approvals, but feels that this event needs to be given a fair look as a potential companion to Santa Train and fundraiser for the FRRS. Waiting beyond this weekend will be too late.
- Gail McClure – Question about fuel cost.
- Answer from Steve Habeck – 4 trains per event would use about 5 gallons an hour, generators use 4-5 gallons of gas. \$82 - \$100 per day. \$320 - \$400 per event.
- Gail McClure – Concern about temperature below freezing and its effect on the pumpkin.
- Eugene Vicknair – Move them into the diesel shop each night. Should do that even without temperature, due to bear issue.
- Gail McClure – Question about 200 vs. 400 pumpkins.
- Eugene Vicknair – We have two other options for pumpkins, second 200 is option if we need them.
- Steve Habeck – Ali Barbota is interested in helping out with decoration of trains. She would like to take a hand in this. Would need to do some work out there to clean up the picnic area and make it ready for use.
- Tom Carter – Concern about fire danger in the picnic area. Very dry and overgrown. Make sure that we have some controls for fire prevention on hand during event.
- Steve Habeck – Agreed. We need to do some weed whacking out there. Has to be done regardless of event. Thinks we can get a crew out there to clean-up.
- Tom Carter – We need to make sure the Water Buffalo filled and tested and available. Suggested we invite the Portola Volunteer Fire Department to have truck on hand on display for kids to see. Would be available if needed.
- Steve Habeck – Water Buffalo is ready to go.
- Eugene Vicknair – Will talk to Robert Meacher about having Fire Truck on display if event approved.
- Steve Habeck – Clean up brush, weeds, ties and other garbage in picnic area.
- Gail McClure – Asked when Daylight Savings time ends. November 6. Asked about sunset. Around 6:30 PM both weekends.
- Steve Habeck – Operation plan is to use diner and baggage car with SN caboose in middle, with possibly 2nd caboose off baggage car. Access would be through SN caboose with step boxes. Can power cars with generator so they have lights. Can set pumpkins in baggage car.
- Eugene Vicknair – Will need to label pumpkins.
- Tom Carter – Concerns about loading pumpkins into Baggage Car. Can we get some pumpkin loader / unloaders for assist? Ask high school.
- Eugene Vicknair – Will talk to Patty Clawson / Big Fish about assistance with loading / unloading during event. Will label pumpkins when they are sold.
- Steve Habeck – We will block road to Picnic Area / Pumpkin Patch (except for emergency lane) with haybales.
- Tom Carter – Asked about food trucks and food service.
- Eugene Vicknair – Gave overview of what Patty Clawson is looking at: food trucks, local service groups selling / giving away food.

- Steve Habeck – Can set up tables / chairs in Diesel Shop. Likes food trucks for Pumpkin and Santa. Look at profit sharing.
- Tom and Steve – Discussion about food trucks for Santa Train.
- Steve Habeck – Pumpkin Train could be dry run for food trucks on Santa Train.
- Tom Carter – Asked if there is any competition for other Pumpkin Patches.
- Steve Habeck – Only knows of one in the area near Quincy on one Saturday right before Halloween. Another up near Susanville.
- Greg Elems – There was one down by river in Reno. Quit doing that last year.
- Leisa Wesch – Works down the street from that event. Not being set up this year.
- Eugene Vicknair – Patty Clawson said there are events in the area around Halloween, but not much going on the weekends we are discussing.
- Greg Elems – Wants to make sure we can build the loading ramps for going between cars.
- Eugene Vicknair – Offered to help build ramps with David Elems.
- Greg Elems – Outlined plan David Elems has for ramps. Feels we can get them done with help.
- Tom Carter – Are pumpkins a variety of sizes? Yes. Should we just price based on size or weight?
- Leisa Wesch and Greg Elems – Should base on size.
- Tom Carter – Offered to make up signs with size and prices.
- Greg Elems and Tom Carter – We can write names on bottom with sharpie
- Steve Habeck – Will talk to Railroad Days about taking their hay bales after event. Will find out if we can have them or where they are getting them.
- Tom Carter – Question about potential revenue.
- Eugene Vicknair – If we sell out all pumpkins, projected income is around \$2,800
- Steve Habeck – Feels this has potential. Feels we should look at doing this. Has good feeling.
- Greg Elems – You have to risk to make it happen.
- Leisa Wesch – Should have advertising around shop.

Motion 08-16-01S

Accept the report as amended and move forward with event as outlined with budget as outlined.

Cost of \$1,860 from Special Events line item – 54090 as outlined in report budget.

(Carter / Spikes) Aye – 6, Nay – 0, Abstain – 1.

Tom Carter asked for signage info as soon as possible.

Adjourn

Meeting adjourned at: 6:31 PM
 Next meeting: September 10, 2016 – 4:00 PM
 Location: WPRM Meeting Room - Portola, CA

Respectfully Submitted, Eugene Vicknair -- Secretary, FRRS

Pumpkin Patch Trains

Proposed Project Plan – August 20, 2016 revision

Proposed operation parameters

- Sat and Sun, Oct 8-9, 15-16
- Museum opens 11:00 AM to 6:30 PM
- Trains depart 1:00 to 5:00 PM on the hour
- Run from Diesel Shop to Milward Switch / Pumpkin Patch via Malfunction Jct. – push pull
- Stop in Pumpkin Patch area for 25 minutes
 - Visitors can return on later train, except for last train which everyone must board
 - Whistle at 10 minutes and 5 minutes before return
 - Visitors missing last return train have only short walk to parking lot

Parking Fee as per Santa Train

- \$10 per car or \$5 with donation of 3 canned goods
- Fee collected at gate, as per Santa Train

Additional Items

- Have food trucks (2) or other food service in main museum area
 - Patty Clawson is reviewing this
 - One option she is exploring is having High School do food table or free cookies and pastries
 - She is talking to High School principal on Monday or Tuesday

Train operation is similar to special event operations we regularly run

Decorations

- A variety of decorations will be placed in the following areas:
 - Museum Grounds / East End of Diesel Shop
 - along the entry walk from Parking Lot
 - along train loading area
 - East End of Shop
 - Museum Store
- On Board the Train
- At the Pumpkin Patch

I have reviewed a variety from 3D inflatable decorations to simple wall hangings. We can build on this each year to expand displays, similar to Santa Train.

On the following pages are examples of the proposed decorations.

Museum / Diesel Shop Decorations



Halloween Animated Inflatable 7' Fire Breathing Dragon by Gemmy

Only 8 left in stock.

Shipped from: [greatinflatables](#)

Gift options not available. [Learn more](#)

[Delete](#) | [Save for later](#)



Halloween Airblown Inflatable 12' Pumpkin with Top Hat By Gemmy by Gemmy

Only 1 left in stock.

Ships in Certified Frustration-Free Packaging

Eligible for FREE Shipping

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Giant Spider Web and Giant Spiders Halloween Decoration by Gifted Living

In Stock

Eligible for FREE Shipping

This is a gift [Learn more](#)

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Beistle Neighborhood Zombie Watch Sign, 17 by 13-Inch, Red/Black/White by Beistle

In Stock

Shipped from: [BEGUM9](#)

Gift options not available. [Learn more](#)

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72" Winged Gruesome Greeter Adult Decoration by Fun World

Only 19 left in stock.

Shipped from: [Wholesale Party, Costume and Toys](#)

Gift options not available. [Learn more](#)

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Baby Face Reaper - Halloween Decor by OTC

Only 7 left in stock.

Eligible for FREE Shipping

Gift options not available. [Learn more](#)

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Party902 - Strechy and Scary Plastic Spiders, 2", Made of plastic (1-Pack of 12) by RTD Trading Company

In Stock

Eligible for FREE Shipping

Gift options not available. [Learn more](#)

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1 1/2" Plastic Spiders, 72 Pack by Century Novelty

In Stock

Eligible for FREE Shipping

This is a gift [Learn more](#)

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Super Stretch Spider Web - 16 Foot by Fun World

In Stock

Shipped from: [BEGUM9](#)

Gift options not available. [Learn more](#)

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Museum / Diesel Shop Decorations



63" Life Size Climbing Zombies Halloween Haunted House Prop Decor (set of 2) by KNL Store

In stock on August 20, 2016

Shipped from: KNLstore

Gift options not available. [Learn more](#)

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Beistle Jointed Skeleton Figurine for Party, 6-Feet by Beistle

In Stock

Shipped from: Zoom Party

Gift options not available. [Learn more](#)

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Morris Costumes Hanging Phantom 72 In Animated by Seasonal Visions Inter'nal Ltd

In Stock

Shipped from: Halloween Express LLC

Gift options not available. [Learn more](#)

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71" Life Size Hanging Animated Talking Witch Halloween Haunted House Prop Decor by KNL Store

In stock. Usually ships within 4 to 5 days.

Shipped from: Unique's Shop

This is a gift [Learn more](#)

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Toland - Halloween Scene - Decorative Spooky Ghost Jack O Lantern Pumpkin USA-Produced House Flag by Toland Home Garden

In Stock

Eligible for FREE Shipping

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Toland - Scary Night - Decorative Spooky Jack o Lantern Pumpkin Halloween USA-Produced House Flag

by Toland Home Garden

In Stock

Eligible for FREE Shipping

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Toland - Spooky Manor - Decorative Halloween Fall Jack o Lantern Pumpkin USA-Produced House Flag

by Toland Home Garden

In Stock

Eligible for FREE Shipping

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Dummy Full Size With Hands by C4L

Only 19 left in stock.

Shipped from: Wholesale Party, Costume and Toys

Gift options not available. [Learn more](#)

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Pumpkin Patch Decorations



10 1/4" x 15" Polyfoam Tombstones Halloween Decorations Graveyard RIP Set of 4 by Greenbrier

Only 3 left in stock.

Eligible for FREE Shipping

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9 Foot Tall Halloween Inflatable Tree with Ghosts, Pumpkins, Owl and Tombstone Decoration by BZB Goods

In Stock

Eligible for FREE Shipping

Gift options not available. [Learn more](#)

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11 Foot Tall Animated Halloween Inflatable Black Cat by BZB Goods

In Stock

Eligible for FREE Shipping

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Halloween Inflatables 8' Tall Inflatable Dead Tree w/ Ghost on Top/ Pumpkins on Bottom by Gemmy

Only 4 left in stock.

Shipped from: Line 9 Sales

Gift options not available. [Learn more](#)

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Halloween Tombstone Cutouts, 16-Inch by Beistle

Only 11 left in stock (more on the way).

Ships in Certified Frustration-Free Packaging

Eligible for FREE Shipping

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Peek a Boo Ghost Halloween Tree Wrap Decoration by Gifted Living

In Stock

Eligible for FREE Shipping

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Pretext Halloween Décor Set of 3 Realistic Looking Spooky Nylon Hanging Bats for Best Halloween Decoration by Pretext

In Stock

Eligible for FREE Shipping

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Graveyard Backdrop Insta-theme Decorations Pkg/3 by PMU

In stock. Usually ships within 2 to 3 days.

Shipped from: Party Magic USA

Gift options not available. [Learn more](#)

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8 Foot Lighted Halloween Inflatable Ghosts + Spider Archway Party Decoration by BZB Goods

Only 14 left in stock.

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Pumpkin Patch Decorations



Giant Spider Web and Giant Spiders Halloween Decoration by Gifted Living

In Stock

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72in Cocoon Corpse (Standard) by Fun World

In Stock

Eligible for FREE Shipping

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4 ft Large Huge Black Creepy Cloth Spider Halloween by Fun Express

In Stock

Eligible for FREE Shipping

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Cemetery Haunted House Instant Collapsible Coffin 5 Ft. Halloween Decorations by Home Accents

Only 1 left in stock.

Shipped from: Spiders of the Web

Gift options not available. [Learn more](#)

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72 inch Black Winged Gruesome Greeter Standard by Fun World

Only 4 left in stock.

Shipped from: HalloweenCostumes

Gift options not available. [Learn more](#)

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3 Piece Witch Stake Cauldron Pot Solar Lighted Lantern Halloween Silhouette Yard Display Decoration by

KNL Store

In Stock

Eligible for FREE Shipping

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1 X Interactive Skeleton in Hammock spooky Halloween decoration sound-activated by Busuna

In stock. Usually ships within 4 to 5 days.

Shipped from: GETSET2SAVE

Gift options not available. [Learn more](#)

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Pumpkin Patch Decorations



12 Air Wick Tall Witch by Gemmy

Only 8 left in stock.

Shipped from: Line 9 Sales

Gift options not available. [Learn more](#)

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Department 56 Village Tombstones St/6 by Department 56

In Stock

Eligible for FREE Shipping

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Set of 3- Halloween Cemetery Sidewalk Signs- "Beware Go Back", "Keep Out! Condemned", "Danger! Enter At Your Own Risk!"-12" X 9" by Amscan

In Stock

Eligible for FREE Shipping

Gift options not available. [Learn more](#)

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Baby Face Reaper - Halloween Decor by OTC

Only 7 left in stock.

Eligible for FREE Shipping

Gift options not available. [Learn more](#)

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Train Decorations



Halloween Witch 3x5 ft polyester Flag by FlagsImp

Only 14 left in stock.

Eligible for FREE Shipping

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Halloween - Creepy Carn-evil Banner - Enter If You Dare - Amscan - Jb-3-ll by Amscan

Only 9 left in stock.

Shipped from: Dazzle Party and Gift Supplies

Gift options not available. [Learn more](#)

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Toland - Pumpkin Hollow House - Decorative Spooky Halloween Jack o Lantern USA-Produced House Flag by Toland Home Garden

In Stock

Eligible for FREE Shipping

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Makerfire NEW 3x5 Pirate w/ Red Bandana 3 x 5 Jolly Roger Banner by Makerfire

In Stock

Shipped from: American Wholesale Superstore

Gift options not available. [Learn more](#)

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Who's There - Happy Halloween - Large Size 28 Inch X 40 Inch Decorative Flag by Belle Rose Collection

Only 1 left in stock.

Eligible for FREE Shipping

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Toland - Happy Halloween - Decorative Pumpkin Holiday Jack o Lantern USA-Produced House Flag by Toland Home Garden

In Stock

In Stock

Shipped from: Garden Flag Store

Gift options not available. [Learn more](#)

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Toland - Moonlight Cat - Decorative Black Pumpkin Halloween Fall Spooky USA-Produced House Flag by Toland Home Garden

In Stock

In Stock

Eligible for FREE Shipping

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Halloween Swirls Mega Value Pack by Shindigz

In Stock

Eligible for FREE Shipping

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1 X Halloween Yard Decoration Scary Hanging Bats by VictoryStore

In Stock

Eligible for FREE Shipping

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Train Decorations



Haunted Halloween Door Cover Party Accessory (1 count) (1/Pkg) by Beistle

In Stock

Eligible for FREE Shipping

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Forum Novelties Photo-Realistic Zombie Door Cover, Multicolor by Forum Novelties

In stock. Usually ships within 2 to 3 days.

Shipped from: Jekyll and Hyde

Gift options not available. [Learn more](#)

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Beistle Neighborhood Zombie Watch Sign, 17 by 13-Inch, Red/Black/White by Beistle

In Stock

Shipped from: BEGUM9

Gift options not available. [Learn more](#)

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Beistle Zombies Lab Door Cover, 30 by 5-Inch, Multicolor by Beistle

In Stock

Add-on Item

Eligible for FREE Shipping

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Halloween Bloody Glass - Window Clings Pkg/6 by PMU

In stock. Usually ships within 2 to 3 days.

Shipped from: Party Magic USA

Gift options not available. [Learn more](#)

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Witch Restroom Door Cover Party Accessory (1 count) (1/Pkg) by Beistle

In Stock

Eligible for FREE Shipping

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YINGKAI DIY Halloween Party 15pcs/pack Black PVC 3D Decorative Bats Butterfly Wall Decal Wall Sticker, Halloween Eve Decor Home Window Decoration by YINGKAI

In Stock

Eligible for FREE Shipping

Gift options not available. [Learn more](#)

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Skeleton Restroom Door Cover Party Accessory (1 count) (1/Pkg) by Beistle

Only 12 left in stock.

Eligible for FREE Shipping

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Creepy Cloth Decoration by Oriental Trading Company

In Stock

Shipped from: EVENCHI

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Train Decorations



Party902 - Stretchy and Scary Plastic Spiders, 2", Made of plastic (1-Pack of 12) by RTD Trading Company

In Stock

Eligible for FREE Shipping

Gift options not available. [Learn more](#)

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1 1/2" Plastic Spiders, 72 Pack by Century Novelty

In Stock

Eligible for FREE Shipping

This is a gift [Learn more](#)

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Super Stretch Spider Web - 16 Foot by Fun World

In Stock

Shipped from: BEGUM9

Gift options not available. [Learn more](#)

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Pumpkin Patch Layout - tentative



Budget needs

- Decorations for Train: \$600
- Decorations for Diesel Shop: \$700
- Decorations and HayBales for Pumpkin Patch: \$160 (40 hay bales) \$400 decorations
- Pumpkins: \$3 each X 400 = \$1,200
- Advertising \$400
 - local newspaper ads (Portola Reporter, Deals and Wheels), on-line (Facebook, webpage, community web pages)
 - City has offered to pay portion of the advertising

Total budget: \$3,560

Eugene Vicknair is willing to donate decoration purchase (\$1,700), so effective budget is \$1,860.

Decorations from Amazon (purchase)

Hay Bales from Douglas Feed in Granite Bay (rental) – may have local source for free or cheaper

Pumpkins from Sierra Farms (wholesale purchase) – have two alternates identified, delivery arranged

Financial Outlook

| | |
|-------------------------------|---|
| Expense Budget: | \$1,860 total |
| | \$1,200 – pumpkins (one time) |
| | \$400 – advertising (one time) |
| | \$160 – hay bale rental (one time) |
| | <i>\$1,700 – decorations (reusable) - donated</i> |
| Price per Pumpkin: | \$7 - \$11 depending on size / weight (suggested \$0.40 - \$0.50 per pound) |
| Cost per Pumpkin: | \$3 |
| Average profit per Pumpkin: | \$5.50 |
| Potential profit on Pumpkins: | \$2,200 (\$3,400 gross sales) |
| Estimated parking revenue: | \$1,200 |
| Estimated food revenue: | unknown |

Additional income from store sales and donations

Pumpkin Patch Set-up

- Pumpkin Patch located in Picnic Ground and Picnic Parking Area
 - Block off road and track between Parking Lot and Picnic Area to screen Pumpkin Patch from visitors
 - Use old Ambulance and back hoe or hay bales to block road, with added decorations
 - Use some boxcars to block tracks
- ~~Two platforms measuring 7.5' long X 4' wide X 12" high will be constructed from 2X4 and 2X6 lumber on hand for train offload~~
 - ~~Eugene to build platforms~~
 - ~~Will use materials on hand in Transco car and / or donated by Eugene~~
 - Steve Habeck feels that current stepboxes will work fine
- Pumpkin Handling
 - Pumpkins delivered to museum Thursday or Friday before each weekend, stored in Diesel Shop in their shipment boxes
 - Distributed to Pumpkin Patch by volunteers before 11 AM Saturday using forklift to move shipment boxes
 - Average temperature for October in Portola runs from 60F to 45F, lows range from 52F to 35F.
- Pumpkins sell for \$7-\$11 depending on size / weight
- Purchases done at Pumpkin Patch (cash box and card swipe on tablet)
- Suggestion to have some merchandise at Pumpkin Patch, including carving kits (additional income center)
 - Carving kits available wholesale, profit on each \$1.50 to \$3.00 depending on kit
- Two inflatable decorative gates will be entrance
- Need power to Pumpkin Patch: 1-2 gas generators
- Road and back areas screened by ropes and decorations (included in decorations budget)

Comparison

- Rio Vista charges \$12 adult / \$9 children for admission and train ride, then \$0.50 per pound for pumpkins
- Virginia and Truckee charges \$18 adult / \$10 children for train ride with free pumpkin

Work parties for prep / Dates for milestones

Sept 10-11 Prep train consist (believe ops and mechanical already have consist planned)

~~Build platforms at Milward Switch (Eugene)~~

Sept 29 Hay bales delivered

Oct 1-2 Decorate train (need volunteers / community help)

Decorate Diesel Shop (need volunteers / community help)

Set up Pumpkin Patch (need volunteers / community help)

Eugene will be present for this weekend

Oct 6 Pumpkins delivered

Oct 8 morning Final prep (Eugene will be present for entire weekend)

Oct 13 Second batch pumpkins delivered (if needed)

Oct 22-23 Teardown (need volunteers)

Talking to Patty Clawson about getting decoration / tear down help from community / local high school.
More info by middle of next week, if event approved.

During Event

Need volunteers at Pumpkin Patch (4)

Need train crew(s)

Need staff / volunteers in Museum Store (1-2)

Need greeters on grounds (2-3)