

**Pacific Southwest Railway Museum Association, Inc.**  
**Board of Directors Meeting Minutes**  
**La Mesa Police Department Community Room**  
**July 17, 2025**

**1. Call to Order – Hager**

Hager called the meeting to order at 18:50. Board members in attendance were Hager, J. Brooker, Schweikert, and Atwood in person, and Lundquist and Denison online via Zoom.

**2. Introduction of Guests – Hager**

Guests in attendance were Mark Landguth, Timothy Miller, and Donna Spevack. Guests present via Zoom were Dave Little, Jim Baker, Mason and Todd Clark, Jim Peterson, and Richard Finch.

**3. Additions, Corrections, & Adoption of this Agenda – Hager**

J. Brooker submitted an additional motion to be included under item 21. Hager made a MOTION to adopt the agenda as amended. 2nd by J. Brooker. Motion carried 6-0-0.

**4. Approval of the May 16, 2025, Meeting Minutes – Schweikert**

Hager made a MOTION to approve the June 20, 2025 minutes as submitted. 2nd by J. Brooker. Motion carried 6-0-0.

**5. Treasurer’s Report – C. Brooker**

The treasurer’s report was taken out of order after item 20.

**6. Review Outstanding Motions – Schweikert**

Schweikert presented the outstanding board motions for July, closing only item 1 from June 2025.

**OLD BUSINESS**

**10. Bylaw Revisions – Lundquist**

The board briefly discussed the Bylaws. J. Brooker was working on a finalized version of the Bylaws for the board to discuss and preliminarily approve, before being passed to legal review, brought back to the board for final approval, and then ratified by the members.

## **11. Handcar Operations at Campo Railroad Museum – Lundquist**

Hager stated that PSRMA had not received bound copies of the general liability insurance policy and thus he was unable to determine if handcar operations were covered. Hager would reach out to PSRMA's insurance broker for information and would revisit this topic at the next meeting.

## **NEW BUSINESS**

### **20. Funding for Attendance at HRA Convention – Hager**

Hager reported that he planned to attend the HeritageRail Alliance Fall Conference on behalf of PSRMA and requested authorization to use museum funds to cover the cost of registration and travel as had been done the previous year. The board discussed estimates of attendance, flights, car rental, and lodging and agreed that the cost would be approximately \$3,000.00.

Hager made a MOTION to Authorize expenditure of \$3,000 for President Stephen Hager to attend the HeritageRail Alliance Fall Conference & Annual Meeting on behalf of PSRMA. Funds will cover Hager's conference registration, flights, hotel, and miscellaneous per diem expenses. Hager to cover all expenses in excess of this amount out of pocket

*C. Brooker joined the meeting at 19:13*

### **5. Treasurer's Report – C. Brooker**

Taken out of order after item 20.

C. Brooker did not have much to report. He looked for a CPA to move forward with PSRMA's bookkeeping. He mentioned that there was a mysterious \$5,000.00 donation and nobody is aware who it may have come from.

### **21. NPL 2025 Update – J. Brooker**

J. Brooker handed discussion to Mark Landguth. Mark Landguth notified the board that he secured Santas for all 12 operating days of NPL 2025. He does not have elves confirmed for Sunday NPL Trains and will not be able to confirm until students are back in class. He estimated that he would know more by October 1. He was still working to confirm, but he suggested that PSRMA should not sell NPL 2025 Sunday tickets until October 1 at the earliest. He also discussed the Bevin Brothers bells for Sunday NPL and that if Sunday is cancelled PSRMA would still guarantee a purchase of bells for NPL 2026. J. Brooker asked for clarification of what was agreed upon with Bevin Brothers and whether it involved the lack of elves for the new Sunday NPL service for 2025. Landguth explained that he had worked out a conditional purchase of bells from Bevin Brothers that could be partially cancelled if PSRMA cancels Sunday NPL service in 2025 on the condition that it guarantees that it will purchase bells for NPL in 2026.

J. Brooker made a MOTION to authorize the expenditure of up to \$11,000.00 for the purchase of 7,800 Custom NPL 2025 Bells to be supplied by Bevin Brothers. The approval of a guarantee to purchase 2026 bells from Bevin Brothers IF the PSRMA cancels the delivery of 2,600 customer NPL 2025 bells before October 15, 2025. 2nd by Schweikert. Motion carried 7-0-0.

## **22. Mail Issues – J. Brooker**

J. Brooker discussed that after the CONEX box was installed, there had been significant issues with deliveries. J. Brooker mentioned that delivery companies were not reading instructions and were marking shipments as undeliverable. Previously delivery companies would deliver to the Campo Post Office, but now that PSRMA didn't maintain a PO Box, the post office was refusing to take the deliveries. Many ideas were brought to the discussion with no clear resolution. Lundquist and Atwood suggested reopening the PO Box at the Campo Post Office. Hager stated that he has the PSRMA USPS account and could reopen the PO Box. The board agreed by CONSENSUS to reopen the Campo PO Box on a temporary basis.

## **23. Build Custom Tables for SD&A 252 – J. Brooker**

J. Brooker handed discussion to Mark Landguth. He reiterated that the Backcountry Wine Train brings in \$9,600.00 per operating day. Mark Landguth submitted a spending request to purchase materials to make tables for a second coach and purchase all of the supplies needed to operate that second coach in wine train service. J. Brooker mentioned that the original motion would need to be increased to \$6,700.00 and stated that she would amend the motion.

J. Brooker presented the proposed SD&A #252 table changes on a whiteboard. J. Brooker mentioned that First Class was sold out for the upcoming Wine Train but no coach tickets had sold yet. Atwood brought up using SD&A #255 as a permanent Wine Train coach car but it is not mechanically complete and would not be for a long time. Lundquist asked why PSRMA couldn't hire help for the Wine Train. J. Brooker responded that this may have tax consequences for PSRMA and might be treated as unrelated business income. This differs from other special events because wine trains would be a recurring activity throughout the year vs a seasonal fundraising activity once per year, which is how PSRMA can hire Santas for NPL each year. After further discussion, the board agreed that there wasn't currently demand to justify adding a second coach to the Wine Trains, but that the tables could be made in the interim since they would take time to produce and would be available if demand increases. J. Brooker made an amendment to the proposed motion to \$3,000.00 to cover just the cost of the tables.

J. Brooker made a MOTION to authorize the expenditure of up to \$3,000 to build custom tables for SD&A 252 in order to expand the Backcountry Wine Train and other special event offerings. Mark Landguth to act as project manager. 2nd by Atwood. Motion carried 7-0-0.

## **24. Railbikes at Campo Railroad Museum – Lundquist**

Lundquist turned over discussion to guests Mason and Todd Clark. Mason and Todd presented a PowerPoint slide deck. They operate a family-owned business called Handcar Tours. They build their own railbikes that are equipped with steel wheels and robust electric assist systems. They have hosted 50,000 riders since opening in 2021 on a disused rail line near Monterey owned by the Santa Cruz County Regional Transportation Commission. Their mission is to provide education about the history of railroad maintenance equipment through a combination of visual, auditory, and hands-on-experiences. Handcar Tours' lease with SCCRTC was set to end at the end of August 2025 and they were seeking a new location to continue the business. Through

their presentation, pitched a business opportunity to PSRMA to operate railbikes on the San Diego and Arizona Railway out of Campo.

With a partnership with PSRMA, Handcar Tours would provide all equipment, website, marketing, setup, heavy maintenance, and staff training. PSRMA would provide staff, customer service, and insurance. PSRMA would not need to purchase any equipment and there would be no upfront costs to PSRMA, aside from the costs to transport the equipment to Campo. An approximate 50/50 revenue split was proposed with marketing expenses split between parties. Handcar Tours suggested that PSRMA could split shipping costs and PSRMA could reimburse with revenue earned with Handcar Tours once the railbikes are in service. Handcar Tours would provide all their existing infrastructure needed to start up a successful railbike business.

Their proof-of-concept was in Monterey. They asserted that Railbikes and Railroads can operate together and provide cross-marketing opportunities. They also asserted that Handcar Tours' rolling fleet is FRA compliant. Prototypes were tested on Nevada Northern's 7.5 mile steep 2.2% grades. Handcar Tours presented financial benefits and how their business had performed in Monterey. Night operations were also a possibility. Mason Clark mentioned that tours could operate at approximately \$215.00 per car. Lundquist mentioned that he had discussed fares with Todd Clark.

Mason presented Handcar Tours' operation in Monterey. They operate a total of 6.1 miles. In Campo, it would be 11 miles and approach the US/Mexico border, which Mason suggested could be very enticing to influencers and railfans. Lundquist expressed his interest. J. Brooker asked about staffing required. Todd Clark mentioned that 2 staff members are capable of running 8 cars for two tours, and that included flagging crossings. 3 staff members can operate three tours for with a larger fleet. For the full 14 car fleet, it takes 4-5 staff members and can support 5 tours per day. C. Brooker asked Handcar Tours if there were any other railroads that they were presenting to and what their timetable was in either selling or starting a new operation. Mason mentioned that they needed to move out of Monterey by August 29th. The business could be purchased but they would prefer to continue operating Handcar Tours instead of selling the business to a railroad.

Timothy Miller asked how long the tour lasts. Todd and Mason stated that in Monterey, on 6.1 miles, the tour is 25 minutes per direction, making Campo to Division estimated at approximately 45 minutes per direction. Mark Landguth asked how urbanized the Monterey line is. Mason mentioned that customers appreciate a more natural setting. Mark also asked whether Handcar Tours had experienced any rogue personally owned railbikes being used by people. Mason mentioned that there were no occurrence in Monterey. Hager requested a copy of the PowerPoint presentation for the board to review on their own time. Hager also asked if Handcar Tours had any safety and operational writeups or proposals so that PSRM could present to MTS. Todd and Mason agreed to give information to Lundquist and he would forward it to the board. The board thanked Todd and Mason for their time.

## **REPORTS**

### **40. Media Committee Report – J. Brooker / Drenkow**

J. Brooker reported that the North Pole Limited Playbill ad was complete and submitted to the San Diego Civil Theatre. The theatre would advertise NPL in September. KOGO radio had reached out to J. Brooker looking for information on the "Impossible Railroad." She had asked who they should link up with and Bruce Semelsberger was suggested. Trivision Media also reached out and was interested in doing a documentary on the railroad.

### **41. Special Events Committee Report – J. Brooker**

J. Brooker reiterated that the November Wine Train coach ticket sales were languishing but she was not concerned as it was still a long way out. Lauren Cakes, an Instagram influencer, was interested in throwing an event during Sip n' Scare in October and was willing to host, requesting only request 20% of proceeds. The proposal is for \$100.00 a ticket and providing \$80.00 to PSRMA.

### **42. Fundraiser Report – Spevack**

Spevack left the Board meeting and would submit her report via email.

### **43. Equipment Report – Hager**

Hager reported that the equipment department did an inventory on the seats in the SD&A coaches and found that there were many issues with the seats including punctured and torn fabric, and handles coming loose. Hager determined that the best decision would be to reupholster all the seats in each coach. There is a total of 112 seats in all three cars. Hager took a preliminary quote from National City Auto Trim provided by Jim Lundquist and estimated that it would cost approximately \$34,000 to reupholster SD&A #252, #253, and #254. Questions arose about how long it would take to complete all the seats in a single car. Hager will reach out to National City Auto Trim to get information on material lead times, costs include volume discounts, and turnaround time for all 112 seats.

Hager reported that the Equipment Department held a meeting at the beginning of July and set the schedule for Q3 2025. However, the schedule had been delayed due to the 35-ton jack failure. He was working on scheduling Whiting Services to visit Campo and repair the jack, as well as inspect all four jacks. Hager also mentioned that the ATSF gantry crane was at the end of its useful life and needed major service or replacement. Konecranes inspected the crane in 2023 and provided a quote to repair it at over \$200,000.00. Given the high costs, they suggested that it would be more economical to replace it with a new gantry crane with an equivalent 25-Ton capacity. It would be approximately \$75,000.00 to furnish and install the new crane. Hager suggested that although he was not prepared to bring a proposal to the

board at that time, members of the board should take time to consider the options and decide whether it made more sense to repair or replace the historic crane. If the existing crane was replaced, it could be deactivated and remain on the property as an exhibit.

Hager reported that he would be meeting the following week with Northwest Rail Electric in Campo to scope out air conditioning and power generation on three of PSRMA's passenger cars. Lundquist suggested that Quick Response Air Conditioning should be included in the meeting and provided their contact information to Hager.

#### **44. Facilities Report – Denison**

Denison did not have much to present on facilities. He mentioned that he and Lundquist were continuing work on the double-wide trailer. All pending electrical work was completed. This included power to Track 4, Track 8, Tracks 9 and 10, and the double-wide trailer.

#### **45. Museum Services Report – Lundquist**

Lundquist had nothing to present for the museum services report.

#### **46. Operations Report – Atwood**

Atwood reported that PSRM was in process of completing the 2025 rules classes. He mentioned that MOW work was scheduled for August and September. He also mentioned that a point-and-shoot camera was purchased for Conductor use in emergencies and was stored with the train during operations.

#### **47. Vice President's Report – J. Brooker**

J. Brooker mentioned that six security cameras by Wyze were purchased and would be deployed shortly. She discussed the AT&T phone line for the Campo Depot and the excessive cost. She was going to look into cancelling the phone line and establishing a new cellphone number.

#### **48. President's Report – Hager**

Hager reported that he and J. Brooker attended the San Diego Museum Council summer meeting and opportunities were available for media and advertising. He mentioned that Denison had provided a punch-list of items needed to complete the Campo Depot siding project to Stutzman Siding and they were planning to address them before final payment would be remitted. Hager reported that Rob Russell with Accurate Land Surveys was delayed in plotting the easements for the stormwater project funded by the ARPA grant and would look into the issue.

### **OTHER**

**50. Carry Forward Items:** 10, 11, 24

**51. Next scheduled meeting is:** Friday August 15, 2025

**52. Deadline for submitting Agenda items for next meeting is:** 5pm, Monday, August 11, 2025


**53. Closed Session**

Hager made a motion to approve the June 20, 2025 closed session minutes. 2nd by J. Brooker. Motion carried 7-0-0.

**54. Adjournment**

Hager made a MOTION to adjourn the meeting until Saturday July 26th, 2025 at 18:00. 2nd by Lundquist. Motion carried 7-0-0.

*Minutes taken by Secretary Duke Schweikert*

 Outlook

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Re: [Board] Unanimous Written Consent Requested - Maintenance & Inspections for 35-Ton Jacks

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From Duke Schweikert <[dschweikert@psrm.org](mailto:dschweikert@psrm.org)>  
Date Mon 7/14/2025 1:15 PM  
To [board@psrm.org](mailto:board@psrm.org) <[board@psrm.org](mailto:board@psrm.org)>

Got it, thanks.



**Duke Schweikert**

PSRMA Secretary, Board of Directors  
Pacific Southwest Railway Museum Association, Inc  
619-861-7897 | [dschweikert@psrm.org](mailto:dschweikert@psrm.org) | [www.psrma.org](http://www.psrma.org)

*Business Mailing Address*  
4695 Nebo Drive  
La Mesa, CA 91941

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From: Stephen Hager <[hager@psrm.org](mailto:hager@psrm.org)>  
Sent: Monday, July 14, 2025 1:14 PM  
To: [board@psrm.org](mailto:board@psrm.org) <[board@psrm.org](mailto:board@psrm.org)>  
Subject: Re: [Board] Unanimous Written Consent Requested - Maintenance & Inspections for 35-Ton Jacks

Thank you everyone - looks like we're all in favor.

Duke,

Please archive this email string as a record of unanimous written consent to move forward with the Whiting service. You can disregard my agenda item submission to you for this topic.

Thanks,



**Stephen Hager, PE**

President | Acting Director of Equipment  
Pacific Southwest Railway Museum Association, Inc  
(619) 701-8700 | [hager@psrm.org](mailto:hager@psrm.org) | [www.psrma.org](http://www.psrma.org)

*Business Mailing Address*  
4695 Nebo Drive  
La Mesa, CA 91941

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On Mon, Jul 14, 2025 at 11:43 AM Frank Denison <[denisoniv@gmail.com](mailto:denisoniv@gmail.com)> wrote:  
Stephen, I approve.

Sent from my iPhone

On Jul 14, 2025, at 9:36 AM, Jenn Brooker <[jbrooker@psrm.org](mailto:jbrooker@psrm.org)> wrote:

Thanks for the clarification. I understand the severity of the issue and the need for maintenance. Just wanted to ensure the price is appropriate!

I concur.



**Jennifer Brooker**

Vice President | Special Events Coordinator | Volunteer Coordinator

Pacific Southwest Railway Museum Association, Inc.  
619-465-7776 | [jbrooker@psrm.org](mailto:jbrooker@psrm.org) | [psrm.org](http://psrm.org)

*Business Mailing Address*

*4695 Nebo Drive, La Mesa, CA 91941*

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On Mon, Jul 14, 2025 at 9:35 AM Stephen Hager <[hager@psrm.org](mailto:hager@psrm.org)> wrote:

Hi Jenn,

It's not just an inspection. They drain and replace all of the lubricants, measure wear and backlash on the mechanical components, adjust limit switches, and perform repairs on any minor issues they find. A defective jack could injure or kill somebody, so it's definitely worth the price.

Thanks,



**Stephen Hager, PE**

President | Acting Director of Equipment  
Pacific Southwest Railway Museum Association, Inc  
(619) 701-8700 | [hager@psrm.org](mailto:hager@psrm.org) | [www.psrma.org](http://www.psrma.org)

*Business Mailing Address*

*4695 Nebo Drive*  
*La Mesa, CA 91941*

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On Mon, Jul 14, 2025 at 8:09 AM Jenn Brooker <[jbrooker@psrm.org](mailto:jbrooker@psrm.org)> wrote:

That seems excessive for just an inspection without any work done. The quote isn't itemized beyond the items that may be reviewed during the inspection. It is unknown if this is the

"going rate" for this type of work or if we're being hosed.



**Jennifer Brooker**

Vice President | Special Events Coordinator | Volunteer  
Coordinator

Pacific Southwest Railway Museum Association, Inc.  
619-465-7776 | [jbrooker@psrm.org](mailto:jbrooker@psrm.org) | [psrm.org](http://psrm.org)

*Business Mailing Address*

[4695 Nebo Drive, La Mesa, CA 91941](#)

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On Mon, Jul 14, 2025 at 8:00 AM Stephen Hager <[hager@psrm.org](mailto:hager@psrm.org)> wrote:

Good morning all,

During the scheduled wheelset changeout on SD&A 253 last month, we discovered that one of our 35-ton electric screw jacks is not working. Attempts by volunteers to troubleshoot the problem failed to solve it. Due to the safety-critical nature of the jacks and the need to continue wheelset changeouts on our coaches, we need to hire the OEM, Whiting Services, to perform maintenance, inspections, and repairs on the defective jack. Since they would already be out, I asked Whiting to quote their maintenance and inspection services for all four jacks. Per the attached quote, Whiting will perform their comprehensive Rail Health Inspection Program on the four jacks for \$10,756.

I am sending this email to the board to request unanimous written consent to hire Whiting in the hopes of getting a couple days' head start on scheduling the service. I've also submitted this as an agenda item to Duke and will put it to a vote at Thursday's board meeting if I don't get email authorization from all board members before then.

My MOTION is to authorize expenditure of \$10,756 to contract with Whiting Services to perform their comprehensive Rail Health Inspection Program on PSRMA's four 35-ton electric screw jacks.

Please reply to this email indicating whether you approve this motion.

Thank you,



**Stephen Hager, PE**

President | Acting Director of Equipment  
Pacific Southwest Railway Museum Association, Inc  
(619) 701-8700 | [hager@psrm.org](mailto:hager@psrm.org) | [www.psrma.org](http://www.psrma.org)

*Business Mailing Address*

[4695 Nebo Drive](#)  
[La Mesa, CA 91941](#)

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