

NEVADA COMMISSION FOR
CULTURAL CENTERS AND HISTORIC PRESERVATION (CCCHP)
GRANT APPLICATION FOR FY2021-2022

For SHPO use only
Initials: BJA
Received: 2/15/22
Postmarked: 2/14/22
Delivery Svc: USPS

APPLICATION COVER PAGE (*This **unaltered** form must be submitted with the application.*)

Applicant Organization: Comstock Cemetery Foundation

EIN (Taxpayer Identification Number): 88-0473891

Mailing Address: 20 N E Street P.O. Box 1172

City: Virginia City County: Storey County ZIP: 89440

Project Contact: Candace Wheeler

Title: Executive Director

Daytime Phone: 775-847-0281

Evening Phone: 775-848-3553

Fax: NA

Email: candace1225@ymail.com additional:

ccfoundation@att.net (Ross Bevans)

Property Owner Name and Address: Comstock Cemetery Foundation/381 Cemetery Road, Virginia City,
NV 89440

Project Title: Visitor Center Water-Waste System (VCWWS)

Project Address: 381 Cemetery Road, Virginia City, NV 89440

City: Virginia City County: Storey County ZIP: 89440

Project Type: ☒ Rehabilitation/Construction ☐ Planning/Construction

☐ Architectural/Engineering Study/Construction

Historic Property Name: CCF Visitor Center Date Built: 1870c

Property Insured: ☐ Yes; please enclose one copy of policy ☒ No; please explain: Insurance will be
obtained after electric and water installation. We have contacted 3 companies to provide \$\$.

Project Synopsis (brief): Project is an extension and a completion of the previous CCCHP project. (19-
20) This will be the last activities in order to officially open the visitor center. It includes: installation
of a septic system, completion of all plumbing and water systems. Plumbing for two sinks, on-
demand water heater, water runoff/septic and outside facet.

Proposed Start Date: May 2023 (or as soon as funding is obtained) Proposed End Date: 4 mos from start

Project Budget Summary:

Amount Requested: \$ 55,400.00

Proposed Match: Cash \$

In-Kind/Donations: \$ 22,040.00

Total Project Budget: \$ 77,440.00

Applicant's authorized signature:

Candace Wheeler

Name (please print): Candace Wheeler

Title: Executive Director

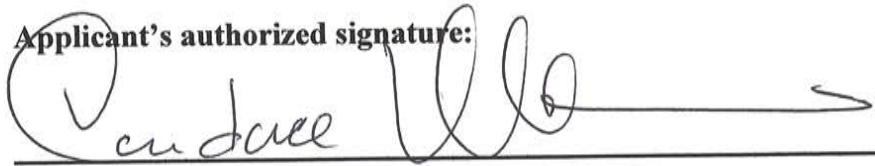
Date: 2-12-22

**X I HAVE READ THE 2021-2022 CCCHP APPLICATION
GRANTS MANUAL***

***PLEASE NOTE—IF THIS PAGE IS NOT SIGNED, THE APPLICATION IS
CONSIDERED INCOMPLETE, AND CANNOT MOVE FORWARD IN THE FUNDING
PROCESS.***

**I HAVE READ THE GRANTS MANUAL AND COMPLETED THIS CCCHP
APPLICATION FOR 2021-2022 AND CERTIFY THE INFORMATION CONTAINED
HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.**

Applicant's authorized signature:



Title: Executive Director

Name (please print): Candace Wheeler

Date: February 12, 2022

1. Project Description.

What building(s), prehistoric feature, historic feature, or culturally significant feature are you restoring/rehabilitating?

The Comstock Cemetery Foundation (CCF) is rehabilitating (adaptive reuse) a historic miner's cabin into a visitor/research center for the interpretation and public support for the 65 acres of historic cemetery lands. The cabin is located at the entrance of the largest of these cemeteries; Silver Terrace, Virginia City. The miners' cabin will become a visitor's center providing opportunities to learn about residential living, mining, and of course, the cemetery. Visitors will be able to get help in researching burials and genealogy. We will store files, photographs, and office supply items. It will become the home for the CCF's operations and board functions. It will provide additional security for the site.

What is the historical significance of the property?

There are few truly historic features associated directly with any of the historic periods of the cabin, but that is not its character defining feature. What defines this cabin is its direct involvement with the four phases of salvage and reuse. And the relocation of the cabin 3 times in context with the needs of the historic Comstock. It presents us with a revolutionary opportunity to convey the historical and cultural relationships people had with architecture here on the Comstock. The cabin is a standing reminder of the significant periods of historic salvage and reuse pm on the Comstock.

The Mission: To tell the stories of Comstock mining, residential living, and cemeteries through the rehabilitation process, the use of architectural features, and decorative features.

How do you propose to restore/rehabilitate it?

The general "bones" and features of the cabin have been largely addressed from roof to window to floor. And while the cabin will be an exceptional study of Salvage and Reuse and Comstock history, it will still need to accommodate the public and volunteers in a modern context. This grant "of completion" or "open door", is divided into Part 1 and Part 2, both aimed at completed the building for public use.

Part 1: Sewage and Water:

The CCF explored the possibility of linking into the county's system. However, given the location of the link and the incline, up to \$125,000-\$150,000 would be required. This estimate had to include a heavy-duty pump given the incline. We did an unofficial Perc test, met with county officials, and talked with state officials. It was recommended that the installation of a septic system would be the best and most cost-effective solution.

We already have water coming to the cemetery and are under the county's water plan. The location of these lines was never mapped (1995) so some exploration will need to be conducted. The CCF never allows digging without a trained and experienced monitor.

During the past CCCHP 2019 grant, all plumbing lines were run under the cabin and stand ready for completion. The full completion of water-sewage system will allow us to finally "open the doors".

Sewage will include the following activities:

- Onsite Monitoring
- Excavation as needed (location of existing water line, and installation of new lines)
- Perc Test*
- Permitting/Fees
- Engineering oversight and, if needed, intervention (required by state)
- Installation of septic lines, tanks, and field

(* A perc test is conducted by drilling or digging a hole (or multiple holes) in the ground, pouring water into the hole, and then observing the rate at which water percolates, or is absorbed in the soil.)

Water

- All the required plumbing will be run from the existing visitor center lines which includes two sinks and one toilet. In addition, the contractor will run lines to the future public toilet and wash station at no additional charge.
- Install an on-demand water heater (lower level, SE corner on a concrete pad)
- Install an outside facet
- All water, outside facet for example, will have lock out capabilities so water can be shut off to prevent mischief.

Who will be doing the work?

Only 4 local contractors will be needed for this job. The following contractors were used to obtain estimates for our budget. However, we may not end up using these suppliers depending on timing of funding.

Part 1: general contractor company-septic (Collins Construction), plumbing company (Altitude), and an engineer oversight (sub-contractor of Collins Construction).

Part 2: local landscaping group for soil stabilization (El Patio) and outbuilding designs from Mercedes Designs. These activities are as follows:

- Add soil surrounding cabin, regrade for good water control. Add plants for soil stabilization
- Design separate small out building to be used for public toilet and wash station area for headstones and restoration work.

What is the timeline for the project?

Other than design work, the majority of the construction will need to be handled during summer/spring months, weather dependent. From the point of funding approval, the total project would take about 4 months. Design work could take up to six months, but could be done during the winter.

At the completion of Part 1, we will be able to open to the public.

Who holds title to the property?

Comstock Cemetery Foundation is the owner of the cabin and we currently have a 99-year lease with full management abilities on the 33 acres of Silver Terrace cemetery.

2. Building Use/Community Involvement How and by whom will the facility be used?

Our interpretive plan is a two-pronged attack; one for the general visitor and one specifically for school groups.

The miners' cabin will become a visitor's center providing opportunities to learn about residential living, mining, and of course, the cemetery. Visitors will be able to get help in researching burials and genealogy. We will store files, photographs, historic recordings, and office supply items. It will become the home for the CCF's operations and board functions. It will provide additional security for the site.

Special programming for school visitors has been developed by a think tank of elementary school teachers. It is loosely based on the "I Spy" children's books. They will learn about residential living, mining, and the cemetery by way of interactive programming.

Who will be responsible for management of the building and its programs/activities?

The CCF and its 18 local volunteers will be responsible for meeting public needs, interpretation, and programming as we have for 21 years. The CCF employs one part-time employee that serves as a caretaker for the property.

How has the community been involved in your project?

All of our suppliers are local as are the majority of our volunteers. The county and its residents provide support and assistance nearly every week of the year. The local school groups will help pick out a name for the center and continue to assist in interpretative programming for audio tours, in-person tours, and theater presentations.

How will the community continue to be involved in your project?

Selected vendors for this project are all locally based, as are the majority of our volunteers. The county and its residents provide support and assistance nearly every week. The local school groups will be helping to pick out a name for the center as well as doing a "countdown" to *Open Door* (when we finally invite the public in!). The residents continue to assist in interpretative programming from audio tours to theater presentations.

How will the community continue to be involved in the use of the building?

Once the doors are open, the community will assist in ongoing programming, grave stone repairs/stabilization, and staffing the center. We will continue to do outreach and teaching with UNR and local students.

How are your restoration/rehabilitation plans related to the uses of the building?

Water, sewage, volunteer bathroom, and future public use toilet/wash station will allow us to open the building. These activities literally will allow us to use the building for the public's benefit. This project is the icing on the cake for the miner's cabin and will position us to start serving the public.

What importance to tourism (cultural or otherwise) will the facility have?

The Silver Terrace cemetery is the #1 most visited location on the Comstock and that is without a visitor center and research facilities. We anticipate our new services for the public will increase the quality of our offerings to the public and it will increase the quantity of those we are able to serve. Of our surveyed visitors, 93% requested more information as part of their visit, and 87% asked for research support.

3. Project Support/Financial What specific contributions (cash, land, labor, materials, etc.) your community and other sources have already made to the project?

The local suppliers have all agreed to discount some services, given that we are a non-profit. All our board volunteers will supply labor for oversight, monitoring, grant management, serve on planning committee, and assist in securing the site. We believe we can generate about \$5,600 in labor and donations. Because the services of an engineer may be more extensive than planned, the CCF is raising \$5,000 for a "just in case" fund.

What grants and additional funding (last three years), including amounts, has the organization received or will receive for this project?

This is not specific to the water/sewage, but to the cabins' adaptive reuse plan and execution of activities: Member donations: \$5,900, Discounted services valued at \$8,000, CCCHP grant of \$65,000 stabilized all aspects of the miner's cabin, installed electrical/fire protection to the building. Volunteers have contributed over \$22,000 in labor in the past three years.

What additional contributions are projected to complete the project?

We have secured discounted vendor services and volunteers for the completion of this project. We are raising at least \$5,000 to use just in case our Perc text requires additional engineering services.

How will your facility sustain itself financially in the future?

The CCF has sustained itself for 21 years with minimal grants. Income from memberships, donations, and events have increased each year by an average of 6.3%. The largest increases have occurred since the installation of the miner's cabin. The visibility of the future visitor center and anticipation of services that will be offered to the public will lead to an increase in monetary donations, and volunteer services. We have also established a *Perpetual Care* fund with Ameriprise to protect our projects into the future.

Please provide evidence that you can implement the project and maintain a viable program in the future.

The CCF has never left a project or grant unfulfilled in the past 21 years. We have an overhead of only 3.9%. We are in the process of establishing a formal *Succession Plan*, and our Ameriprise *Perpetual Care* plan demonstrates our commitment to maintaining viable programming, and aides in the future protection of improvements.

4. Planning

If your project includes planning, please describe the process.

Part 2 includes planning for a separate (not attached to the miner's cabin) public-use toilet/sink, and a wash area for headstone repairs, artifacts, and volunteers. It will be located behind, and be separate from the miners' cabin. The cabins toilet/sink not for public use as it is not handicap suitable. We have the land, and the general concept has been established. However, we need an architect with experience working on the Comstock to complete conceptual and technical drawings.

Who will participate in the planning?

CCF executive team (4 CCF Directors) will be on the planning committee, as well as the Comstock Historic District Commission manager, Mercedes Design and a Storey County representative. Mercedes Design will take the lead and produce final drawings for the purposes of obtaining a construction company for future construction.

Who will coordinate it?

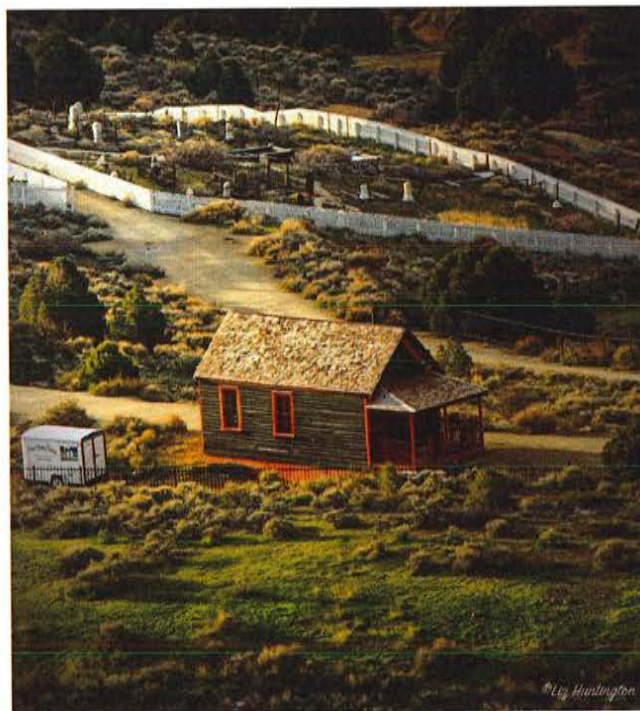
The CCF Executive Team will coordinate the planning effort, with president Ross Bevans as team leader.

How will the community be involved? Please note that projects requesting funds for planning may be supported only if the planning is part of a construction project.

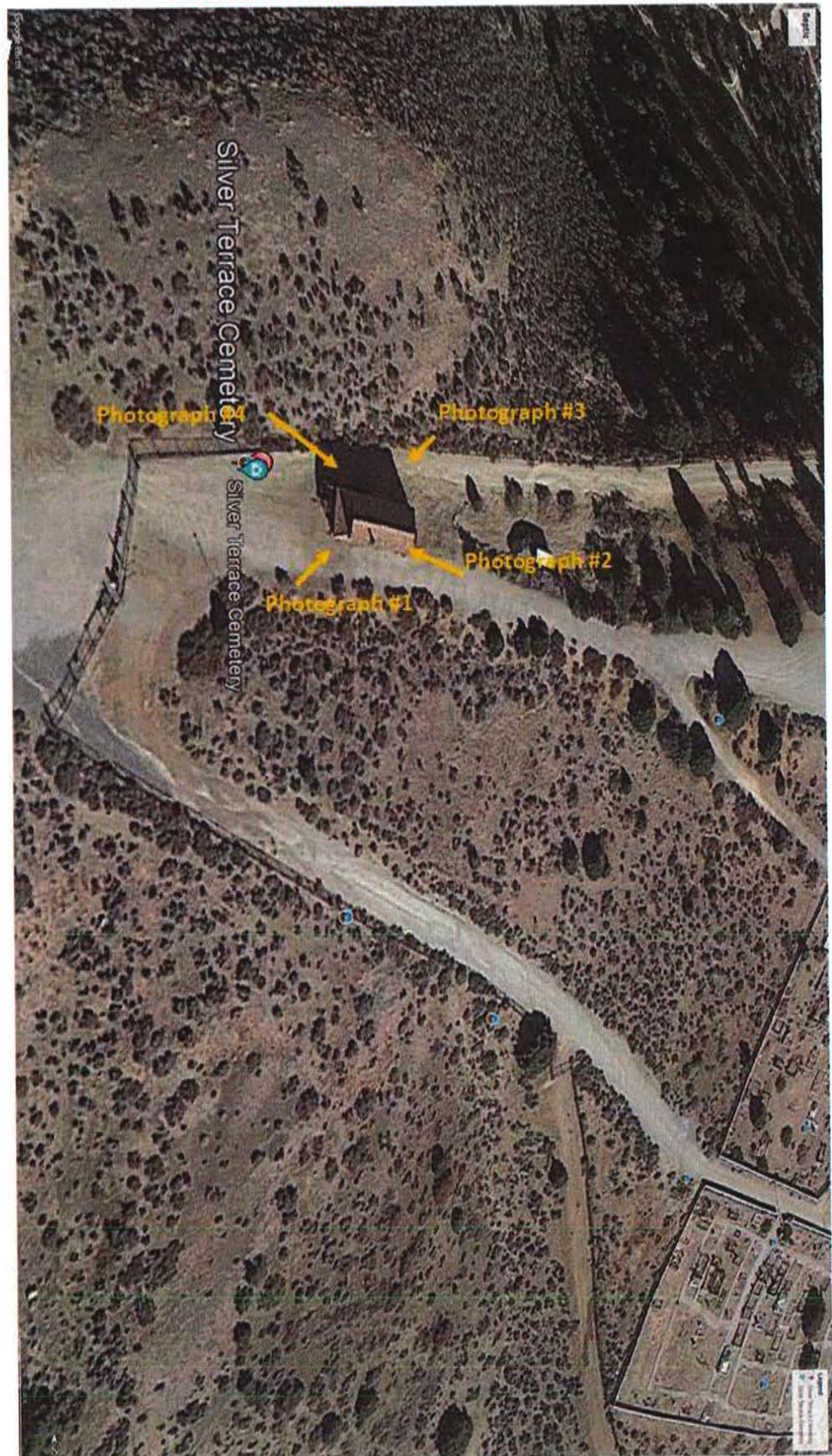
The Executive Team will gather input from residents for the project, and volunteers will supply assistance to the design team. As an extension of water/sewage, this will support the general public. The major complaint from visitors on the Comstock is the lack of facilities and the nearest toilet is over 15 blocks away from the cemetery grounds.

If your project is based on previous planning, please describe.

It is not based on previous formal plans, however initial discussions with the Visitor Tourism staff, Comstock Historic District Commission Manager, and Storey County management were conducted in order to better select an architectural partner.



External Photograph-Aerial

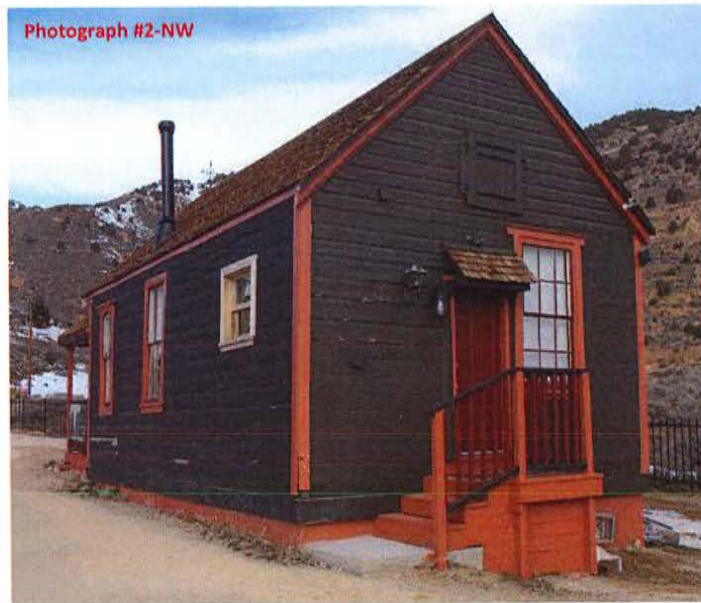


Elevation Photographs #1 and #2

Photograph #1-NE



Photograph #2-NW



Elevation Photographs #3 and #4

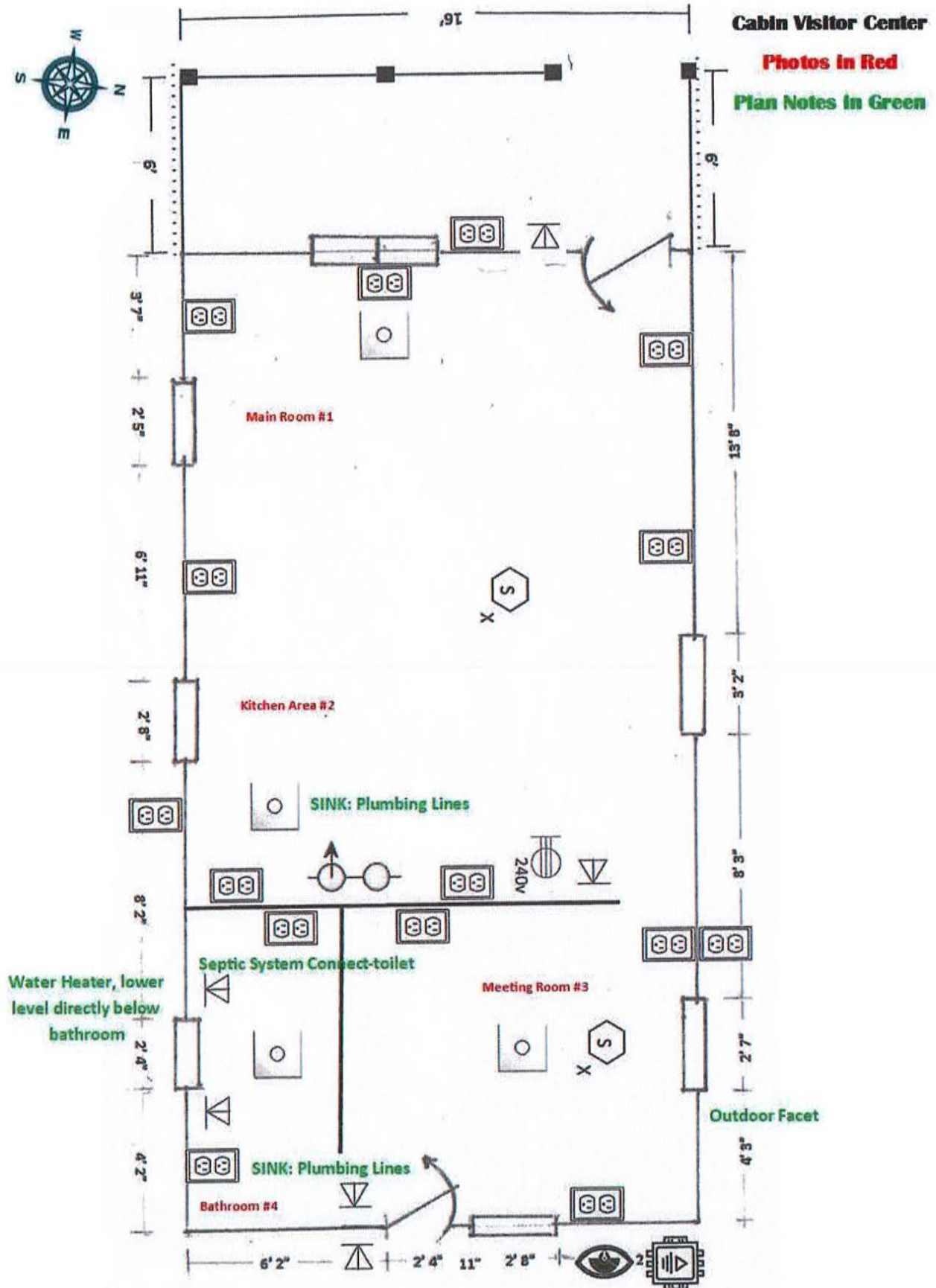
Photograph #3-SW



Photograph #4-SE



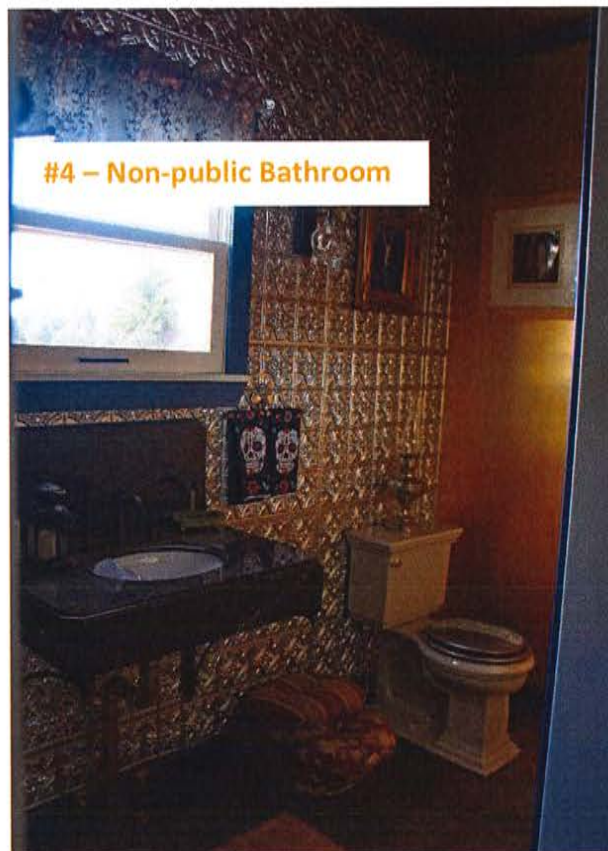
Part 1-Floorplan



Inside Photographs #1 and #2

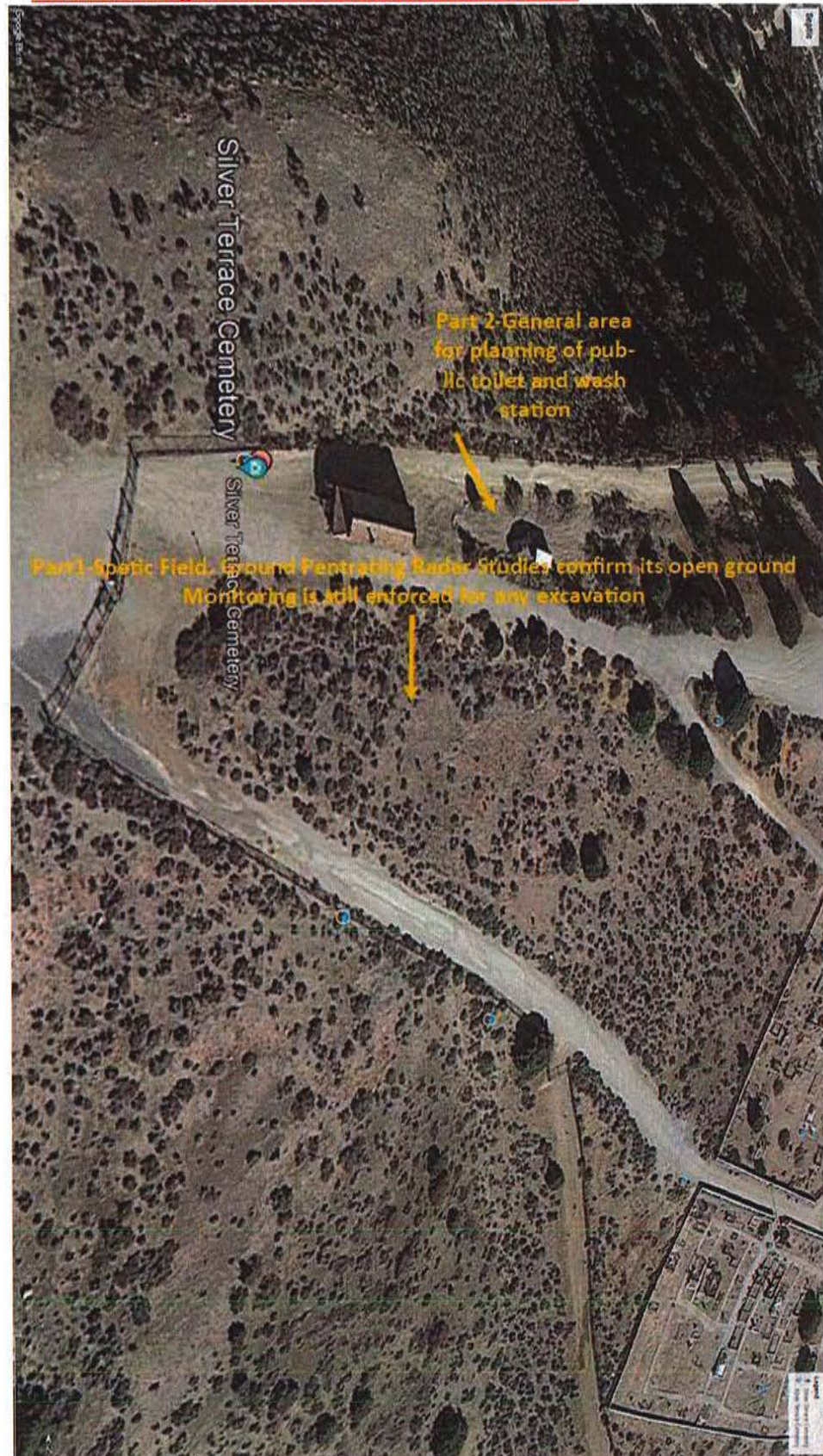


Inside Photographs #3 and #4



Part 1-Septic Field, confirmed open ground based on Ground Penetrating Radar Studies

Part 2-Planning Area-Future Toilet and Wash Station



Fixtures for Plumbing Lines/Septic



Sink Connection



Toilet Connection



Kitchen Sink and Connection



Septic Field; GPR confirms open



Future Public Toilet/Wash Station Location

Comstock Cemetery Foundation

The Comstock Cemetery Foundation is a non-profit located in Virginia City, Nevada. Established in 1999 we are comprised of a board of directors that represent each cemetery located in the National Landmark. We manage and/or co-manage 65 acres of historic cemetery lands located in the Virginia City National Landmark.

Our goal is to *Restore the Gardens of the Past*, both in spirit and on the ground.

IRS Determination Letter-Non-Profit Status Secured in 2001

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

MAR 22 2005

COMSTOCK CEMETERY FOUNDATION INC
PO BOX 1172
VIRGINIA CITY, NV 89440-1172

Employer Identification Number:

88-0473891

DLN:

17053050705015

Contact Person:

ELIZABETH L HOFACRE

ID# 31387

Contact Telephone Number:

(877) 829-5500

Public Charity Status:

170(b)(1)(A)(vi)

Dear Applicant:

Our letter dated FEBRUARY 2001, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading between 8:30 a.m. - 5:30 p.m. Eastern time.

Please keep this letter in your permanent records.

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Letter 1050 (DO/CG)



BRIAN SANDOVAL
Governor
JAMES DEVOLLD
Chair, Nevada Tax Commission
DEONNE E. CONTINE
Executive Director

STATE OF NEVADA
DEPARTMENT OF TAXATION

Web Site: <http://tax.nv.gov>
1550 College Parkway, Suite 115
Carson City, Nevada 89706-7937
Phone: (775) 684-2000 Fax: (775) 684-2020

LAS VEGAS OFFICE
Grant Sawyer Office Building, Suite 1300
555 E. Washington Avenue
Las Vegas, Nevada, 89101
Phone: (702) 486-2300 Fax: (702) 486-2373

RENO OFFICE
4600 Kietzke Lane
Building L, Suite 235
Reno, Nevada 89502
Phone: (775) 687-9999
Fax: (775) 6881303

HENDERSON OFFICE
2550 Paseo Verde Parkway Suite 180
Henderson, Nevada 89074
Phone: (702) 486-2300
Fax: (702) 486-3377

January 31, 2018

Account Number: RCE-011-973

Exp date: January 31, 2023

COMSTOCK CEMETERY FOUNDATION
20N E ST
VIRGINIA CITY NV 89440

Pursuant to NRS 372.3261 and related statutes, COMSTOCK CEMETERY FOUNDATION has been granted sales/use tax exempt status as a charitable organization. Direct purchases or sales of tangible personal property made by or to COMSTOCK CEMETERY FOUNDATION are exempt from sales/use tax. Fraudulent use of this exemption letter is a violation of Nevada law.

Vendors selling tangible personal property to COMSTOCK CEMETERY FOUNDATION are authorized to sell to them tax exempt. The vendor shall account for the exempt sale on its sales/use tax return under exemptions. For audit purposes, a vendor must have a copy of this letter in order to document the transaction was tax exempt.

This letter only applies to Nevada sales/use tax and does not provide exemption from any other tax.

This exemption applies only to the above named organization and is not extended to individuals, or contractors or lessors to or for such organizations.

Any vendor having questions concerning the use of this sales/use tax exemption letter may contact the Department at one of the district offices listed above.

If, upon further or future review by the Department, it is determined the above named organization does not meet or no longer meets the criteria outlined in NRS 372.348, this letter of exemption will be revoked.

Sincerely,

Dalia Andrade
Tax Program Supervisor II

CCCHP Status: 2019

The CCF obtained its first CCCHP grant during the 2019 cycle. We are nearly 80% complete with the goal of final completion in May of 2022. Below is our most recent progress report.

NV Power-Power to Center

We knew going in this was most likely to be the difficult aspect of our grant. In order to keep our costs within the budget we had to do some extraordinary preparations ahead of time and be prepared to change directions should NVE costs strip our abilities to pay. Such is the case. The resolution in order to maintain costs was to shift NVE's remaining budget and add additional funding to the "Power to the Center" activities performed by our licensed contractor. Our contractor can, legally, under the guidelines of NVE install the additional pole required to get the power to the center. The need for an additional pole was always undetermined as the rule is no more than 100 feet from an existing power pole. And our distance is 100 feet. NVE did require an additional pole which would have blown the budget up to \$15,000 in addition to budget. But by changing the responsibility to our contractor and adding additional funding, we can meet the remaining budget.

Both Bad and Good

In order for anyone, NVE or contractor, to bring power to the center, an easement must be given by the property owner. When one goes to the Storey County's Records' office, they are told that the county owns that section of land (where our easement will go), and about ½ of the cemetery lands. However, those lots and blocks are on mining patents with surface rights not severed. Because the only way to settle this is via court action, we have always taken the road of least resistance by asking permission to conduct activities from anyone that thinks they own land in the cemetery-federal government included.

The new Storey County management team is trying to move away from the good-old-boy management style and replace it with legal process, fair regulations, and clear directives. Our request for electrical easement got us stuck in these efforts as Hugh Roy Marshall (HRM) had just granted us a lease to all surface rights of the Silver Terrace cemetery lands. Storey County did not want to grant an easement without a clear platform on which to work with us and with HRM (owner of all the mining patents in Silver Terrace). I will not go into details regarding meetings, emails, and phone conversations, but rather cut to the current solution.

The Comstock Cemetery Foundation and Storey County are working on a Memorandum of Understanding (MOU) in order to facilitate the management of the cemetery lands and define the partnership for executing modern burials for residents. Because this also involved HRM the negotiations are complex, not antagonistic, just complex. After we had achieved a general path forward and everyone felt that the process would progress in good faith for the betterment of the cemeteries, Storey County agreed to put the electrical easement on the commissioner's agenda for Tuesday, December 21, 2021, while, at the same time continuing our work on the MOU with possible completion in 2023.

This ensured that the grant could progress and our deadlines could be met while still working on the MOU details. The CCF Board of Directors and the Storey County management team were all hopeful that a professional and well thought out method of managing the historic cemetery lands would be delivered in the near future-this allowed us to move forward on the easement.

Wiring; outlets

Only a handful of outlets and wiring remains to be done.

Fixtures

Nearly all fixtures are in place. We are awaiting the reconstruction of the miner's lantern based on the original patented plans retained by Joe Curtis, CCF Director and Storey County resident.

Ceiling

Ceiling was lifted and reattached to framing. All holes repaired and treated for insects. It is complete.

Floor

Flooring was replaced after stabilization. It is completed.

Water Hookup

The plumbing has been extended underneath the center. It is ready for the continuation of the plumbing-sewage for the building. Those extended plumbing-sewage treatments are outside the scope of work for this grant. The bathroom sink, toilet, and kitchen sink have been made ready for additional plumbing-sewage.

Cleanup

Cleanup was for construction-based projects, not electrical. All cleanup has been completed.

Bathroom

Walls repaired, flooring complete, windows and all fixtures have been installed. The scope of work for the bathroom is done.

Repair; construct

Porch repair and patio paint is outstanding due to weather. The pathway has been stabilized and repaired in front of the center. It had the most damage and wear from construction activities.

Wall Repairs

All wall repairs have been done throughout the entire center.

Kitchenette

The kitchen area is completed.

Plaques

The installation of various plaques that off the public explanation of various materials and treatments used is still on-going.

Grant Listing 2019-2021

2019 Grant

CCCHP	\$65,000 was awarded, work to begin in 2020
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2020 Grants

Storey County:	\$18,000 (to be used solely for caretaker's salary)
CCCHP	\$65,000 (was awarded, work to begin in 2021)

2021 Grants

Community Grant	\$8,500 (road repair)
Storey County:	\$18,000 (to be used solely for caretaker's salary)
CCCHP	\$65,000 (will see completion early in 2022)

Insurance Explanation

The cabin is not yet ready to open to the public. In preparation, we contacted three insurance companies in the Carson-Reno area and asked them to provide us with a quote upon completion of the water and security system both which will result in a more reasonable insurance rate.

Comstock Cemetery Board of Directors

BOARD OF DIRECTORS

Judy Allen, Vice President, Catholic Director, and Executive Team

P.O. Box 1026
Virginia City, NV 89440
Home: 847-4710
Cell: 775-338-3173
Email: asisee@earthlink.net

Ross Bevans, President, Oddfellows Director, Founding Member, and Executive Team

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Email: rossbevans@hotmail.com

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Email: marilyneb51@gmail.com

James Clark, Masonic Co-Director

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Home: 775-847-7095
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www.Jamesclarkandcompany.com

Joe Curtis, LEC#1 Director and Founding Member

P.O. Box 499
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Home Phone: 775-847-0666
Email: joe1945vcnv@gmail.com
ontheside2001@gmail.com

Cal Dillon, Non-represented Director, Founding Member, and Executive Team, Caretaker

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Liz Huntington, Secretary

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Cell: 908-419-6457
Email: Jakebizlaw@aol.com

Dave Miller, Masonic Co-Director

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Email: jdmillerbiz@yahoo.com

Susan Stornetta, Silver City Director

360 Grant Street, P.O. Box 66
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Home Phone: 775-847-0738
Email: stornetta@pyramid.net

Sherri Thurin, Treasurer, Executive Team

535 Yellow Jacket Road
Dayton, NV 89403
Cell: 775-684-9391
Email: sherrbear23@gmail.com

Candace Wheeler, Executive Director, Board Member, Founding Member, and Executive Team

2966 Eagle Rock Court
Reno, Nevada 89511
Home: 775-853-3848
Office: 775-847-0281
Cell: 775-848-3553
Email: candace1225@ymail.com

Open Chair-County Director

Candace Wheeler serving in interim



ROSS BEVANS

8200 Offenhauser
Reno, Nevada 89511
Phone: 775-313-3113
Email: rossbevans@hotmail.com

SUMMARY

A customer service and marketing professional with management, fiduciary, event planning, training, and human resource responsibilities. Development of customer driven programs, processes, events, displays, and education. Excellent relationship development skills with local, state, and federal regulatory agencies. Development of new customer programs and management of the full range of operational processes and facility management. Special interest and community involvement in historic preservation, local history, and public interpretation programs.

EXPERIENCE

Specialty Resource Team

Reno, Nevada

Co-Owner/Manager

08/2009-Present

Family run specialty advertising company offering design and creation of embroidered and screen-printed apparel for major companies and educational organizations. Responsible for hiring and firing of employees. Developed all marketing and displays. Created all customer satisfaction programs and marketing presentations.

- Developed creative for all products and marketing materials
- Conducted sales calls and upper management presentations
- Responsible for human resources; employee hiring, firing, and training
- Managed accounts payable and receivable
- Created customer satisfaction events and programs

Mountain View Cemetery and Mortuary

Reno, Nevada

General Manager for active historic cemetery and mausoleum

07/1989-06/2009

Typically, a general manager for a company with under twenty employees requires one to become a jack of all trades; one minute you are repairing an overflowing toilet, the next, dressed in a suit doing a high-level presentation to the state funeral board. Flexibility in task and ego were essential. I managed all products-services, designed and implemented all displays, interacted with state and federal regulatory departments, established company-wide strategic plans, managed the sales force to ensure customer satisfaction as well as profitability, and designed and oversaw all landscape initiatives.

- Developed sales and marketing materials, events, trade show, and presentations
- Oversaw accounts payable and receivable
- Fulfilled all human resource functions from hiring to training

- Worked in concert with management to assist in development of new offerings for customers; funding plans, building plans, and financial arrangements
- Conducted public relations programs for surrounding local community and educational institutes
- Licensed funeral director

Federal Express and Smart Post

Reno, Nevada

Shipping Logistics-Forklift Operator

12/2014-11/2018

Fast paced, customer driven environment. Duties included management of all functions related to customer satisfaction; efficient loading, sorting, utilizing appropriate technology to track activities. Training of new employees in both function and safety. Trained forklift operator and OSHA certified.

Barnes & Noble Distribution Center

Reno, Nevada

Shipping Logistics-Forklift Operator

12/2018-Present

Ensuring quality product and shipping is executed to exceed expectations. Financial oversight activities. Fast paced, customer driven environment. Duties included management of all functions related to customer satisfaction; efficient loading, sorting, utilizing appropriate technology to track activities. Training of new employees in both function and safety. Trained forklift operator and OSHA certified.

EDUCATION AND TRAINING

McQueen High School, Reno Nevada

Graduated 1988

CADD, Business, Accounting Classes

Truckee Meadows Community College, Reno, Nevada

1989-1991

Secretary of the Interior Standards as applied to historic landscapes

2010

Cemetery Preservation Courses

2012

Trained in presentations, school and adult tours

2002-Present

Nevada Magazine; Focus Seminars on photography and tourism

2016-Present

COMMUNITY INVOLVEMENT AND SPECIAL INTERESTS

Comstock Cemetery Foundation

Founding Board Member and President of the Comstock Cemetery Foundation from 2000 to Present. Our mission is to rehabilitate the cemeteries within the Virginia City National Landmark.

Reno American Little League

Director of Board and Coach of Reno American Little League from 2006-2011. Manager of Teams (Spring and Fall ball) 2007-2011. Managed the snack bar 2009-2010. Reorganized and scheduled parents for Team Snack Bar Duties and had a profit for the League of \$16k each year from \$3k previous years.

Independent Order of Oddfellows

Grand Master for the State of Nevada in 2000. Served on numerous of the Nevada state committee.

Member of Nevada Museum Association

Member of the National Trust for Historic Preservation

Member Nevada Railroad Museum

CANDACE A. WHEELER

2966 Eagle Rock Court
Reno, NV 89511

Home Phone: 775-853-3848

Cell Phone: 775-848-3553

Email : candace1225@ymail.com

CAREER SUMMARY

Executive Director with thirteen years of non-profit organization management experience; highly successful and innovative fund raiser; public outreach, event and merchandise development, and employee management skills. International service sector experience in marketing, operations, and sales. Responsibilities for sales and marketing project administration and leadership.

PROFESSIONAL EXPERIENCE

COMSTOCK CEMETERY FOUNDATION,

Reno, NV

1999-Present

A 501(c) 3 non-profit organization dedicated to the protection, interpretation, and promotion of the historic cemeteries of the Virginia City National Landmark.

Executive Director and President of the Board

- Created and set up a 501(c)3 non-profit organization to preserve the historic cemeteries of the Comstock, site of Nevada's silver and gold mining boom of the 1800's.
- Developed comprehensive strategic plan, supported by extensive public relations and outreach programming.
- Personally led major grant writing initiatives which have resulted in grants in excess of \$3.7 million dollars of project work over a three year period.
- Led the design and planning process for grant specifications for Save America's Treasures Grant, and wrote the final grant, which was awarded in 2003.
- Collaborated with professional landscape architects to develop Master Preservation Plan for Comstock cemeteries
- Built strong relationships with Nevada Legislature, resulting in a successful application for government funding as part of the SAT match. Collaboration with state, federal and county governments is on-going.
- Managed/created all special events and fundraising activities. Wrote, produced, and directed "Voices of the Past" cemetery tour production in Virginia City, now in its tenth year, raising significant funds for the Foundation.
- Hosted nationally acclaimed National Park Service's cemetery preservation conference in Virginia City, NV (2006).

COMSTOCK HISTORIC DISTRICT COMMISSION,

Reno NV

2000-Present

The CHDC is responsible for regulation of architectural alterations within the Virginia City National Historic Landmark, and maintains the Comstock History Center, museum, and archaeological center.

Administrator-Inspector

In conjunction with role as Executive Director of The Comstock Cemetery Foundation, I work on a part time basis as Administrator and Inspector with the Comstock Historic District Commission. (This is a part time position accepted for personal educational purposes and the advancement of higher educational goals).

TIMES PERSONNEL, INC., Schaumburg, Illinois

Division of an international staffing solutions company.

1997 - 1999

Marketing Director

Established the marketing strategy for launching a new US division, developing collateral materials, correlating marketing with strong operational applications and brand differentiation in the market place. Managed complete start-up of the first Illinois office.

Took two years off following the birth of my son.

1995 - 1997

WEIGHT WATCHERS, INC., Southfield, Michigan

1994 - 1995

A regional franchised weight assistance service.

Marketing/Sales Director - "At Work" Division

Responsible for development of sales and marketing strategy for the "At Work" Division. Directed the design of marketing materials and developed sales process for business to business sales.

KELLY SERVICES, INC., Troy, Michigan (World Headquarters)

1983 - 1994

An international staffing solutions company with 1000 offices worldwide.

Marketing Services Manager - Corporate Quality Process (1991-1994)

- Responsible for creating, designing and implementing processes and programs to introduce and communicate the Total Quality Management (TQM) initiative to all external and internal customers on a global basis.

Marketing Support Manager - US Strategic Markets (1989-1991)

- Directed the creation of sales and marketing support programs for 400 offices in 15 cities in the company's major metropolitan markets. Managed cross-functional teams.

Branch Development Manager - US and International Operations (1986-1989)

- Conducted needs analyses for specific offices, re-engineered internal work processes, directed improvement initiatives, and designed/implemented training for new work applicants.

Branch Manager - Arden Hills, Minnesota (1985-1986)

Staffing Supervisor - Minneapolis, MN

(1983-1985)

SUNSET MEMORIAL FUNERAL HOME, Minneapolis, Minnesota

1982 - 1983

A funeral home which operated in partnership with a 350 acre cemetery.

Director and Owner - Sales and Services

EDUCATION

MS, Cultural-Historic Geography, University of Nevada, Reno, Reno, NV, 2008

BA, Theatre Arts/Communications, Hamline University, St. Paul, Minnesota, 1980

AA, Theatre/English, Lakewood College St. Paul, Minnesota, 1978

PRESERVATION SKILLS AND EDUCATION

Formation of nonprofit organizations, knowledge of historic preservation guidelines and national trust objectives. Study of the cultural built landscape. Knowledge of preservation processes for Architecture; Wood, Metal and Stone (Jahn Mortar repair). Trained in field application of the American National Park Service's Secretary of Interior Standards for historic building and land preservation.

COMMUNITY

BLACK ROCK INSTITUTE, Reno, NV

2006-Present

Secretary to the board and responsible for creation of state and federal non-profit status. Strategic planning, grant writing, and organizational responsibilities in conjunction with founding academic group.

UNIVERSITY OF NEVADA, RENO

Guest professor: Field Methods classes.

2009-Present

VIRGINIA CITY BIG FOUR

2005 - Present

Based on the historic Silver Kings referred to as the Big Four, this executive group of community non-profit leaders in Virginia City explores joint funding, interpretive, and strategic opportunities to benefit the major historic resources represented and the general public.

RENO LITTLE THEATER, Reno, NV

2000 - 2002

As a board member, responsible for developing the theater's strategic plan and marketing plans, in an attempt to revive this founding Nevada theater.

EDUCATIONAL SPEAKER

2003- Present

Regular speaker to various groups (including UNR history and geography classes above), on historic landscape research, interpretation, grant writing, funding, programming, and preservation.

PUBLIC RELATIONS

Represented the Foundation on various television programs, including *Antique Roadshow* (filmed in Virginia City), *John Tyson's Journal* and on *National Public Radio* as well as various national and local radio programs. Also presented before the *Senate Budget Committee* in Nevada.

Long Range and Business Planning

Comstock Cemetery Foundation Business Goals and Activities

Our business, and long-term planning is reviewed every 3 years. Next review and update is due 2023. We are in the process of developing a *Succession Plan* in conjunction with our established Perpetual Care Fund-for long term maintenance. We have a 150-page Master Plan for the grounds. A copy can be provided, by request. In addition, a Master Plan for the visitor center will be completed this year.

Significance of Historic Resource

The historic cemeteries of the Comstock are among the last survivors of the roar and silence that defined the fabric of the Comstock. The cemeteries are memorials to the laboring classes that toiled behind the machinery of industrialized mining. In their glory days, the cemeteries were a collection of Victorian parks spilling across the desert landscape in a green patchwork of flowers and shrubbery and neatly painted fences. These sites were used for walking, being with nature, mediation, and places of enjoyment, picnics, and family/public gatherings.

"Once water has been carried upon the ground, shrubbery and grass, and all kinds of flowers and ornamental plants will be set out and cultivated, making it the most beautiful burial ground in the State." (Territorial Enterprise – April 4, 1867).

Despite the glowing reports of the times and the historic position of the cemetery as the forerunner to national parks, the Comstock cemeteries today are imminently threatened. From 1976-1997 the Secretary of the Interior had reported to Congress on an annual basis those nationally significant properties that were seriously damaged or imminently threatened with such damage. The Section 8 Report identifies the threat or damage, effects on the property, both immediate and long term, and made recommendations to address the situation. Virginia City NHL was listed as an endangered NHL in seven of the first eleven annual reports to Congress and was noted as a Priority 1 listing as early as 1984 and most recently in 1997.

Preservation Activities

All treatment plans for the Comstock Cemeteries are based on the *Secretary of Interior's Standards for the Treatment of Historic Landscapes*. A reconstruction project for primary trails seems rather straight ahead. However, the historic nature of the landscape compromises simplicity. Historic public property is subject to evolutionary changes over time; both cultural and environmental. The CCF's Master Plan, coupled with years of historic research (photographic, archaeological and textual) has allowed for the definition of the historic design, identification of negative impacts, and an understanding of the public evolution of usage. The foundation and surrounding area must be stabilized. It has been estimated the full restoration of these sites could cost over 10 million dollars.

The Vision

The CCF's vision is to restore, preserve, and interpret the cultural and architectural features that commemorate the people that lived and perished in a nationally significant time and place in American history. Our master plan consists of four interconnected phases. (See Table 1) The completion of all four phases is estimated in five-seven years.

The Scope

In determining the scope of work for our board, the historic public use of trail systems, causal factors for trail system degradation, modern usage and public need are all considered. For example, the trails are used by visitors to the cemetery – 170 average a day - but the local schools utilize the main trail system for track and physical educational activities. Fence, erosion, and surface treatment plans must take all these factors into account as well as the original historic inception for the sites in 1861-1872. Another example of the marriage of past and future is burials for the county population. An open piece of land within the landscape (ST) will be used for new burials yet this section must be designed and constructed in such a way as not to compromise the erosion problems or impact the historic integrity of the trails system. The trail system in GH and ST cemeteries was established in 1861-1872. Initially horses shared main trails but all trail systems were intended for public foot traffic. Historical trails were used for access to interments but recreational usage was a primary component. Today, all trail systems are recreational in nature, minor interment access is required, and no vehicle traffic is allowed.

Table 1. PHASES 1-4: Comstock Cemetery Preservation Project

Phase 1	Phase 2	Phase 3	Phase 4
Cultural Resource Activities	Master Preservation Plan Technical Studies	Construction Implementation	Public Access and Interpretation
Survey	Erosion design control	Erosion Installation	Public Access Construction
Feature recordation	Landscape design	Planting	Public demo plots-Cons.
Site/Topographic mapping	Irrigation/Electric design	Prep for Irrigation/Electric	Interpretation Center-Cons.
Geophysical studies	Trail design	Trail Rehabilitation	Preparation-New Section
* Historic research	Fencing Design	Fence Installation	
	* Fuels treatment	Trail Design-New	
	Interpretation Design		
	Burial plot criteria plan		

Red=completed

Blue=Not completed

Planting not included in scope * On-going activities

In the next five-seven years a permanent visitor's center is planned. Within in the next two years we must rehabilitate all internal secondary recreational trails. The current trails are damaged, unsafe and restrictive for some individuals. We must rehabilitate and/or create public parking areas to improve access to a broader audience. An environmental assessment has been completed for all activities in the CCFP encompassing activities for Mission Red Carpet. Design drawings and construction specifications have been completed and a preliminary Request for Quotation (RFQ) is complete. The architectural drawings are completed for the small visitor center and RFQ.

Public Survey Says...

Based on a recent 1800-person survey conducted by a third party for the CCF, it is clear that the landscapes are not meeting the needs of the public. Based on this survey, the cemeteries greet an average of 170 visitors a day. Of the 1800 visitors surveyed during a two-month period in 2006, over half reside out of state, 41% are touring within the state of Nevada – the state they call home. 91% of our visitors want to know about the history of the cemeteries and 97% desire more educational events and information. “To learn about the past” was the goal for 46%, while 33% came to the site because of its “historic value.” The number one recorded area of improvement (98% of all respondents) cited unsafe walking conditions and poor accessibility. Mission Red Carpet is a “publicly requested program”.

The Master Plan includes activities that are specific and interrelated. For example, in the 1930s a large scale mining operation removed nearly a 1/3 of a mountain side (removing the old V&T rail cut) leaving a gaping hole in its path – The Overman Pit. During those mining activities a road was cut along the north side of GH cemeteries. Trails were destroyed and graves left to totter on the edge of this 30’ cut. The infrastructure must be stabilized at the start of trail rehabilitation – work that has been completed.

The main trails and trail heads have been impacted by cultural activities, tourism, and environmental factors. Erosion is a complex problem. The design for ST involves a series of French drain systems allowing water to return to its original plane. The main trails will then be treated with poly pavement to further protect from erosion. Later, after all main trails are stable, small historic gardens and secondary trails will be restored. This requires irrigation. The irrigation line must be installed prior to trail reconstruction or this would force the subsequent removal of the drain system, poly pavement and deconstruction of the trail to allow for installation. Activities fall into four categories; Management of project/monitoring, Infrastructure activities, trail construction and rehabilitation, and visitor and informational center/kiosk. (12’X14’).

Funding Overview

The initial project, Comstock Cemetery Preservation Project began in 2000 and received the first formal funding in 2001 via the Save America’s Treasures grant. The scope of the work focused on stabilization, protection, historic research/documentation, and increasing public services for all the Comstock cemeteries. The remaining activities are entirely focused on public services and have been bundled into a program called Mission Red Carpet.

The scope of Mission Red Carpet includes activities that will create a safer, more accessible public heritage site; rehabilitation of existing trail systems, more accessible and safer trail heads, Greeting Center, appropriate design for expanded trail system in keeping with historic characteristics, and information posting sign. Some of these activities were included in the Cemetery Preservation Project which allows the use of remaining SAT funds. The program is complex in nature with overlapping tasks required to complete these components. The cemeteries are located in one of the largest national historic landmarks and as such regulations require additional review and approval. Given the use of occasional federal funds, federal review and approvals have also impacted the project. The CCF has a master plan which allows us to understand the full property plans in the future and make allowances under the scope of Mission Red Carpet.

All treatment plans for the Comstock Cemeteries are based on the *Secretary of Interior’s Standards for the Treatment of Historic Landscapes*. A reconstruction project for primary trails seems rather straight ahead. However, the historic nature of the landscape compromises simplicity. Historic public property is subject to evolutionary changes over time; both cultural and environmental. The CCF’s Master Plan, coupled with years of historic research (photographic, archaeological and textual) has allowed for the definition of the historic design, identification of negative impacts, and an

understanding of the public evolution of usage. The foundation and surrounding area must be stabilized.

The CCF's board was created to mirror the historic intent for the management of the Silver Terrace complex. Legally executed or not, the various organizations originally intended full management control of their own sections – a practice that is maintained to this day. The CCF board has director positions representing each organization. All property decisions are based on majority vote by these directors. Individual cemetery decisions are made based on CCF preservation guidelines along with directives of individual organizations. All money and fundraising is handled by the host organization – the Comstock Cemetery Foundation, which was established in 2000 and attained non-profit status in 2001.

Our goal is to launch a major project improvement each year which requires \$200,000-\$750,000 annual income.

Making Money

The CCF will not complete this project alone. We will have continuing opportunities to work with the county, the federal government, private citizens and state organizations. The CCF has just completed the management of an \$850,000 project for the Comstock Cemeteries. We have been established for six years. For Mission Red Carpet, we have recruited experienced volunteers to make major contributions. A combination of these sources has allowed for major project completion for the past three years.

Volunteers

The CCF is blessed to have active and interested volunteers. On an annual basis these volunteers (profession and non-professional) contribute an average of 1664 each year with an average donated hourly rate of \$22.00. This makes an overall contribution of \$36,608.00 annually.

July 2020-June 2021 Activities

COMSTOCK CEMETERY FOUNDATION ACTIVITY SHEET

- We estimate the Comstock Cemetery Foundation has earned over 1/2 of a million dollars in grant money and donated labor during the past decade
- 97% of all funds during the past decade were applied directly to the cemeteries.
- We have operated as a volunteer organization with little to no overhead, and just recently added a part-time employee as caretaker whose salary is covered by a grant.
- Developed a Master Plan for Cabin-Visitor Center, and Landscapes -review and revisions every other year. Begin Succession Planning.

Primary CCF Activities over the past 5 years

- Established ownership for cemetery lands, and gained county agreement; CCF is a leasee from Virginia Consolidated Mining for 99 years, we have ownership of the cabin-visitor center
- Currently working on a MOU with Storey County
- Established rules and responsibilities for modern burials
- Implemented a security and protection program
- Obtained employee funding for part time caretakers
- Established a Perpetual Care Fund
- Obtain a visitor center and it is near, within a year, of being opened to the public
- Facilitated the completion of a land survey of the grave yard

- Maintained current decorative plantings, identify all cultural and natural plantings
- Hired experts to complete a comprehensive Master Plan with technical drawings for all the cemeteries on the Comstock; within the boundaries of the National Historic District
- Historic research on the cemetery's design and the people interred there; on-going
- Published a small obituary book
- Developed a public display for the Comstock Historic Center and for the Storey County Court house
- Develop an exhibit for Chinese deathways
- Developed numerous marketing and informational materials
- Established theater production tour, audio tour, and guided tours
- Established a collection of historic photographs and documents relevant to the cemeteries
- Re-graded roads adjacent to and within Silver Terrace in Virginia City, and Gold Hill cemeteries
- Established an off the road parking area for Gold Hill
- Upgraded the irrigation system for Silver Terrace running lines back to the Catholic along with electrical fittings
- Treated major roadways for erosion in Silver Terrace and Gold Hill cemeteries
- Reduced fuels 2-4 times during the decade
- Completed restoration work on six gravesites for public comment, and to-date, have repaired 67% of all at risk monuments
- Held national park service cemetery seminar on-site in Silver Terrace cemeteries
- Given 1000s of speeches and presentations for various organizations statewide
- Conducted archaeological studies of outlying abandoned cemeteries
- Conducted NEPA studies
- Installed two large retaining walls along the historic carriageway in Silver Terrace
- Restored the wooden fences in the Firemen's and Odd fellows' cemeteries, and for the Masonic
- Developed protection plans for threatened landscape features
- Catalogued and inventoried storage and returned items
- Installed a security fence in Silver Terrace, Gold Hill, and the Jewish cemeteries; maintenance is on-going
- Obtained training on an elite product endorsed for historic monument repair
- Repaired approximately 390 headstones in past five years with volunteer program
- Established regular cleaning and maintenance programs
- Conducted Ground Penetrating Radar studies in Silver Terrace cemeteries to establish open lands
- Assisted all organizations in the development of a modern burial plan and/or determination of closure to burials plans
- Established website for public information
- Completed a full inventory for public access to cemetery information
- Established membership levels and public communication avenues
- Worked to control and moderate public events for the safety of the public and the cemeteries



P/L Financial 2020-Audit Details

We have never made, until recently, over \$35,000 in a calendar year. As such, we have never been able to afford an audit. In addition, our bookkeeper died last year. We have recently hired new bookkeeper and appointed a new treasurer. As our income will exceed \$35,000 in 2021, we will be exploring securing an audit for the future. We have a final Profit-Loss Statement completed by our bookkeeper prior to her death for the year 2020. Our current bookkeeper is working on our last years' P/L.

Comstock Cemetery Foundation
Operating Profit and Loss *
December 2020

Income

Cash Donation	\$ 7911.59	Tubes, boxes, general
Merchandise Sales	\$ 531.52	books; cemetery gin
Tours and Events	\$ 3911.11	Halloween; Memorial Day; Living T
Donation via Online	\$ 1890.00	Memberships; general donations
Burial Donations	\$ 1683.73	
Total Income:	\$15,927.95	

Expenses

Office Supplies	\$ 165.00	Grant Materials
Website	\$ 294.36	
Postage	\$ 101.49	
Support Materials	\$ 79.16	
Reproduction-Brochures	\$ 1298.96	
Rehab-Main-grounds	\$ 2398.71	
Rehab-Main-visitor center	\$ 2294.32	
Special Events Costs	\$ 646.99	Halloween and Memorial Day
Miscellaneous	\$ 49.03	food/water-volunteers;
Legal \$ Accounting	\$ -0-	
Liability Insurance-grounds	\$ 1150.00	
Travel \$ Entertainment	\$ -0-	
Water-grounds	\$ 332.49	required off-season payments started
Vehicles & Maint.	\$ 189.62	trailer tires, tags, generator tune
Long Term Care Fund	\$ 1200.00	(\$9,239.58)
Total Expenses	\$10200.13	
Net Profit/Loss	\$5727.82 +	

* Grant P/L done separately



Storey County Commissioners' Office

Drawer 176
Virginia City, NV 89440
(775) 847-0968

**Storey County
Courthouse**
26 South B Street, Virginia City

Commissioners@storeycounty.org
www.StoreyCounty.org
Fax: (775) 847-0949

August 13, 2014

Comstock Cemetery Foundation
PO Box 1172
Virginia City, NV 89440

Attn: Candace Wheeler – Executive Director

Re: Gift/Donation of Property

Dear Candace,

This letter documents that Storey County has gifted, or donated, one residential unit currently located at 70 South B Street in Virginia City, Nevada. This consists of the residential unit only and does not include any land title ownership. Comstock Cemetery Foundation shall be responsible for the following terms and conditions:

- Home is accepted in "AS IS" condition and may contain asbestos and/or lead paint.
- Home has not been tested for the presence or non-presence of mold.
- Storey County makes no assurances, warranties or guaranties regarding structural integrity, wiring, plumbing or any other element that might constitute as a factor of condition or functionality.
- Home must be relocated no later than August 31, 2014.
- Comstock Cemetery Foundation is responsible for all costs associated with the relocation of the residence.
- Comstock Cemetery Foundation shall comply with all routine and customary permitting and inspection by the Storey County Community Development Department.
- The residential unit must be moved off the B Street property no later than August 31, 2014 and relocated to a location suitable to the Comstock Historic District within the boundaries of the Comstock Historic District.
- Comstock Cemetery Foundation shall obtain appropriate approvals from the Comstock Historic District.

I congratulate and commend the Comstock Cemetery Foundation on your vision and foresight in preserving history on the Comstock and know that this fine residential unit will be a wonderful addition to your cemetery programs.

Best Regards,


Pat Whitten
Storey County Manager
(775) 847-0968

Cc: Storey County Board of Commissioners

DOC #: 134571

08/10/2021 01:02 PM Page: 1 of 11

OFFICIAL RECORD

Requested By:
CONSOLIDATED VIRGINIA MINING CO

Storey County, NV
Marney Hansen Martinez, Recorder

Fee: \$37.00 RPTT: \$0.00
Recorded By: dmcpherson



FOR RECORDERS USE ONLY

APN# _____

Recording requested by:

Name: Consolidated Virginia Mining Co
Address: P.O. Box 890
City/State/Zip: Virginia City, NV 89940

Mail tax statements to:

Name: _____
Address: n/a
City/State/Zip: _____

Mail to, if different than above:

Name: _____
Address: _____
City/State/Zip: _____

Please complete Affirmation Statement below:

☒ I, the undersigned, hereby affirm that this document submitted for recording does not contain any personal information and/or social security number of any person or persons (Per NRS 239B.030).

-OR-

☐ I, the undersigned, hereby affirm that this document submitted for recording contains the social security number of a person or persons as required by law _____.

(State specific law)

Seuss L. Looper
Signature (Print name under signature)

OPERATIONS MANAGER
Title

ACCESS AND LEASE AGREEMENT

(Insert Title of Document Above)

Only use the following section if it applies to your document

This document is being re-recorded to _____

This document is being recorded to correct document # _____, and is correcting _____

This page added to provide additional information required by NRS 111.312 Sections 1-4.

ACCESS AND LEASE AGREEMENT

THIS ACCESS AND LEASE AGREEMENT made as of this 21 day of July, 2021.

AMONG:

Consolidated Virginia Mining Company, a Nevada corporation, PO Box 890, Virginia City, NV 89440 (the "Lessor")

AND

Comstock Cemetery Foundation, Inc., a Nevada nonprofit corporation, 20 N "E"/P.O. 1172, Virginia City, NV 89440 (the "Lessee").

WHEREAS:

- A. Lessor owns the federal patented mining claims located at T17N, R21E, MDB&M, Sections 28 and 29, Assessor's Parcel Numbers 800-000-18, 800-000-19, 800-000-20, 800-000-21, 800-000-22, 800-000-23, 800-000-28, as described and depicted in Exhibit 1 attached ("Lands"); and
- B. Lessor has agreed to lease to Lessee the surface of the Lands for ninety-nine (99) years on the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the payments herein required, the mutual covenants herein contained, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledge, Lessor and Lessee (the "Parties" and individually a "Party") agree as follows:

1. RIGHTS GRANTED

1.1 Grant of Lease. Lessor hereby leases the surface and the first ten (1) vertical feet of the Property exclusively to the Lessee for use as a cemetery. Lessee shall have sole and exclusive right to enter upon and occupy the Property for all purposes reasonably incident to burial and associated activities.

1.2 Use by Lessee. Lessee shall have the following rights to use the Property:

(a) Access Rights. Subject only to any limitations imposed by federal, state and local regulations, the free, unrestricted and uninterrupted right of access, ingress and egress to the Property over existing roads including existing roads over the surface of the Property from the adjacent lands and roads, and the right to place, construct, maintain, use and thereafter remove such roadways, haulage ways and other improvements as may be necessary, useful or convenient for the full enjoyment of all of the rights granted under this Agreement. In the exercise of such rights, Lessee shall be subject only to compliance with applicable statutes, rules, regulations and the terms of this Agreement. These rights are

Jurat or Verification upon Oath or Affirmation

This notarial certificate is attached to a ACCESS AND LEASE AGREEMENT
(type of document)

State of Nevada

County of Storey,

Signed and sworn to (or affirmed) before me on the 21 day of July 2021, by
HUGH ROY MARSHALL
(Print name)

(stamp)



Susan L. Loyer
Notary Public

Jurat or Verification upon Oath or Affirmation

This notarial certificate is attached to a ACCESS AND LEASE AGREEMENT
(type of document)

State of Nevada

County of Storey,

Signed and sworn to (or affirmed) before me on the 21 day of July 2021, by
CANDACE WHEELER
(Print name)

(stamp)



Susan L. Loyer
Notary Public

"EXHIBIT 1"

**LEGAL DESCRIPTION
FOR
SILVER TERRACE CEMETERIES**

All that certain real property situate in the Northeast One-Quarter of Section 29, and the Northwest One-Quarter of Section 28, Township 17 North, Range 21 East, M.D.M. , Virginia City, Storey County, Nevada, as depicted in the map attached hereto and more particularly described as follows:

All lands described below lying within any portion of the following mining claims:

1. Hardy USS 4065
2. January USS 3648
3. Quartz USS 142
4. February USS 3648
5. Enterprise USS 133A
6. Enterprise Millsite USS 133B
7. Spring Garden USS 164B
8. Miami Relocation USS 2581
9. Ohio Relocation USS 2581
10. March USS 3648
11. March Fraction USS 4020

BEGINNING at a point bearing South 14°19'31" East, 350.36 feet from the Northeast corner of said Section 29, Township 17 North, Range 21 East, M.D.M.;

THENCE from said POINT OF BEGINNING along the southeasterly line of the Agassiz USS 135 mining claim, South 36°36'57" West, 328.30 feet;

THENCE along the southwesterly line of said mining claim, North 52°19'11" West, 367.19 feet to it's intersection with the southerly line of the USDI/BLM parcel;

THENCE along said southerly line the following four courses:

- North 73°49'49" West, 425.24 feet;
- North 76°24'10" West, 339.87 feet;
- North 06°59'09" East, 17.83 feet;
- North 75°23'07" West, 63.49 feet;

THENCE departing said southerly line, South 79°26'48" West, 59.56 feet;

THENCE North 59°38'28" West, 108.70 feet;

THENCE North 80°44'07" West, 102.24 feet;

THENCE South 02°29'29" East, 120.13 feet;

THENCE South 85°50'50" East, 60.22 feet;

THENCE South 74°01'45" East, 105.98 feet;

THENCE South 59°02'48" East, 309.31 feet;



LINE TABLE

LINE #	BEARING	DISTANCE
L1	S 36°36'57" W	328.30'
L2	N 52°19'11" W	367.19'
L3	N 73°49'49" W	425.24'
L4	N 76°24'10" W	339.87'
L5	N 06°59'09" E	17.83'
L6	N 75°23'07" W	63.49'
L7	S 79°26'48" W	59.56'
L8	N 59°38'28" W	108.70'
L9	N 80°44'07" W	102.24'
L10	S 02°29'29" E	120.13'
L11	S 85°50'50" E	60.22'
L12	S 74°01'45" E	105.98'

LINE TABLE

LINE #	BEARING	DISTANCE
L13	S 59°02'48" E	309.31'
L14	S 17°50'02" E	211.93'
L15	S 31°27'47" E	182.36'
L16	S 61°38'12" E	180.88'
L17	S 66°00'53" E	250.70'
L18	N 53°35'24" E	43.17'
L19	S 63°23'54" E	35.01'
L20	S 41°58'11" E	177.70'
L21	N 72°30'09" W	256.70'
L22	S 87°24'56" W	78.24'
L23	N 00°04'02" E	263.13'
L24	N 12°10'28" W	57.21'
L25	N 26°26'21" W	53.57'
L26	N 33°51'30" W	65.66'

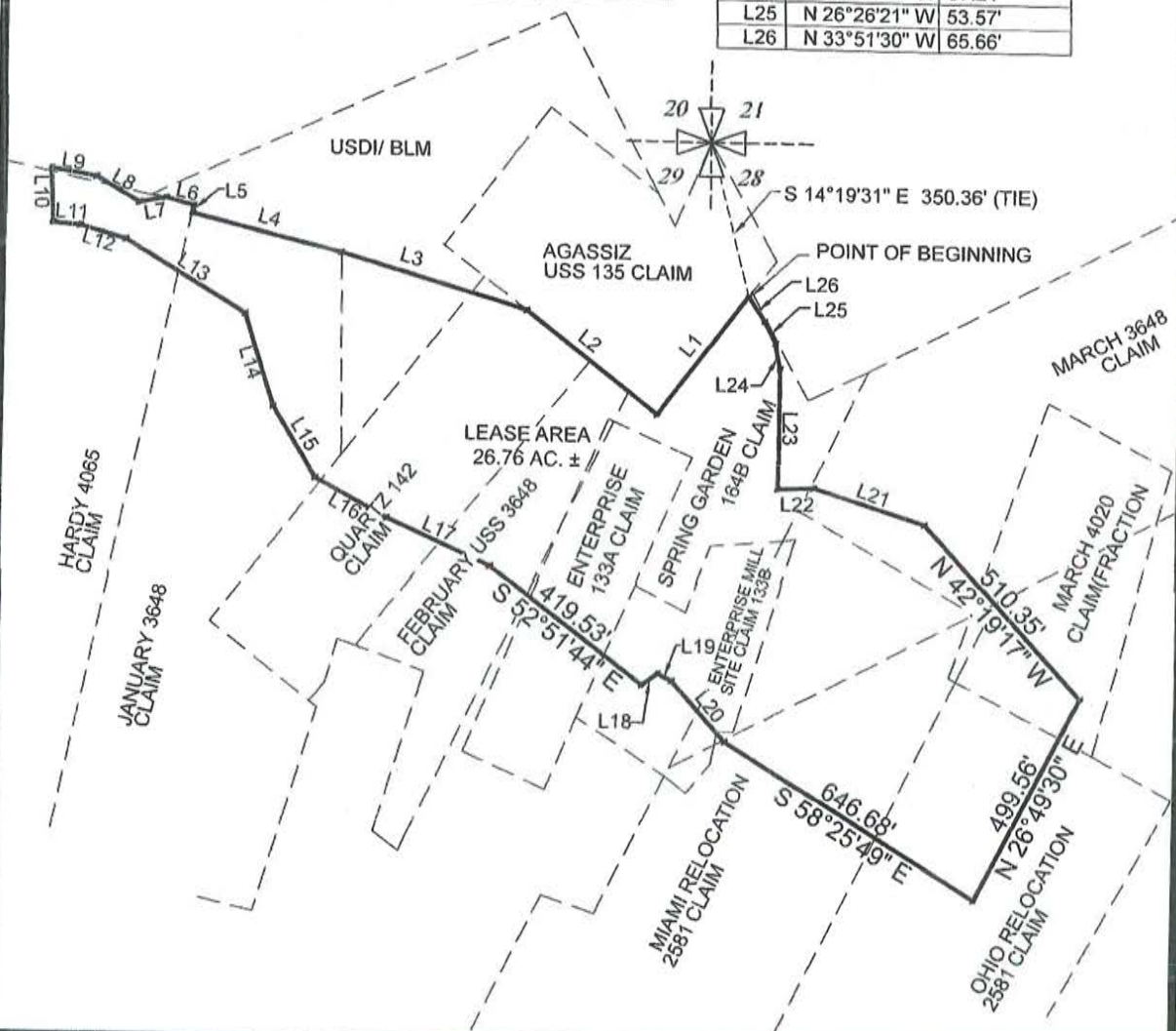


EXHIBIT MAP TO ACCOMPANY LEGAL DESCRIPTION
FOR
SILVER TERRACE CEMETERIES

VIRGINIA CITY

STOREY COUNTY

NEVADA



PAGE

3

OF

3

THENCE South $17^{\circ}50'02''$ East, 211.93 feet;
THENCE South $31^{\circ}27'47''$ East, 182.36 feet;
THENCE South $61^{\circ}38'12''$ East, 180.88 feet;
THENCE South $66^{\circ}00'53''$ East, 250.70 feet;
THENCE South $52^{\circ}51'44''$ East, 419.53 feet;
THENCE North $53^{\circ}35'24''$ East, 43.17 feet;
THENCE South $63^{\circ}23'54''$ East, 35.01 feet;
THENCE South $41^{\circ}58'11''$ East, 177.70 feet;
THENCE South $58^{\circ}25'49''$ East, 646.68 feet;
THENCE North $26^{\circ}49'30''$ East, 499.56 feet;
THENCE North $42^{\circ}19'17''$ West, 510.35 feet;
THENCE North $72^{\circ}30'09''$ West, 256.70 feet;
THENCE South $87^{\circ}24'56''$ West, 78.24 feet;
THENCE North $00^{\circ}04'02''$ East, 263.13 feet;
THENCE North $12^{\circ}10'28''$ West, 57.21 feet;
THENCE North $26^{\circ}26'21''$ West, 53.57 feet;
THENCE North $33^{\circ}51'30''$ West, 65.66 feet to said POINT OF BEGINNING, containing 26.76 acres, more or less.

The basis of bearings for this description is Nevada State Plane Coordinate System, West Zone, NAD 83/94, based upon Real Time Kinematic (RTK) GPS observations taken during the survey with corrections from Washoe County Continuously Operating Reference Stations (CORS).

Michael J. Miller
Michael J. Miller, P.L.S.
7395 Gravel Ct.
Reno, NV
89502



7-18-21

Dear Carla,

I probably did something to mess this up, but the budget form gave me troubles. The ending totals are correct, however in Table 3 on page 2, the contractor service total amount is \$63,500.00, it keeps adding up to \$113,900.00 and I couldn't change it. However, the summary on the last page is totally cool! Me and math! Yikes...

Thanks for all the help and support. I know my grant last year drove you crazy and I probably provided over the top information. I tried to be more judicious this year.

Cheers,

Candace Wheeler

Executive Director

Comstock Cemetery Foundation

GRANT APPLICATION FOR 2021-2022
PART III BUDGET FORM

Applicant: Comstock Cemetery Foundation

1. Personnel:

	Position Title	Hours	Hourly Rate (HR)	<input type="checkbox"/> if HR includes Fringe Benefits	% of HR that is a fringe benefit	Amount of fringe benefit	Total Amt	State Share	Non-State Share
Part 1	Oversight	320	20	na	na	na	na		6400
b.	Monitor	24	20	na	na	na	na		480
c.	Documentor	55	35	na	na	na	na		1925
d.						na	na		
Part 2	Monitor	8.5	20	na	na	na	na		170
f.	Team	105	45	na	na	na	na		4725
g.	Monitor	12	20	na	na	na	na		240
h.						0.00	0.00		
i.						0.00	0.00		
j.						0.00	0.00		
Sub-total:							\$0.00	\$0.00	\$13,940.00

2. Travel: (see GSA rates in the application document)

		Rate	Miles/# of days	Total Amount	State Share	Non-State Share
a.	Mileage					
	1. Person #1-			0.00		
	2. Person #2-			0.00		
b.	Per Diem (Breakfast)			0.00		
	Per Diem (Lunch)			0.00		
	Per Diem (Dinner)			0.00		
c.	Transportation costs (parking fees, taxi, etc.)			0.00		
d.	Lodging					
	1. Weeknight (Sun-Th)			0.00		
	2. Weekend (Fri-Sat only)			0.00		
e.	Other:			0.00		
f.	Other:			0.00		
Sub-total:				\$0.00	\$0.00	\$0.00

CCCHP GRANT PROGRAM APPLICATION SUBMISSION CHECKLIST

- ☒ Have you answered all the items in Part I- Application Cover Page?
- ☒ Have you signed Part I- Application Cover Page in blue or black ink?
- ☒ Have you answered all the questions in Part II – Narrative Description? In five pages or less?
- ☒ Have you included a detailed budget Part III – Project Budget to convey your project proposal? Does it include an itemized lists or contractor quotes showing the breakdown of materials and labor costs for all proposed work items? If not, please contact the SHPO before submission concerning this item. *(Formula problem - see note)*
- ☒ Does the application have the required unaltered application cover pages?
- ☒ Have you addressed the packet correctly?

- ☒ Have you included the following required items in the correct order?
 - ☒ Part I – Application Cover Page.
 - ☒ Part II – Narrative Description.
 - ☒ Part III – Budget and one copy of your most recent audit report
(include with original, signed application).

- ☒ Have you labeled the photographs in your application (i.e., such as “west elevation facing west, first floor” or “Ground Floor Lobby facing east from front door” or you may choose to number the photos and include the detailed information in an attached photo log). Please include such information in pencil on the back of pictures or incorporate digital images into an electronic file such as Word?
 - ☒ Photographs of all exterior elevations with views, identified and oriented to a site plan.
 - ☒ Photographs of all major rooms and project rooms, labeled and keyed to a floor plan.

- ☒ Does your application include the following required information:
 - ☒ Your organization’s mission statement, history, and length of time established (required).

- ✓ ☒ A detailed report on current CCCHP grant status, as well as the outcome of previous CCCHP or CCA grants (required only if current or former grantee)?
- ✓ ☒ Have you included a current list (last three years) of all grants (regardless of source) and additional funding, including amounts the organization has or will receive (required)?
- ✓ ☒ Insurance policy for the building/facility (one copy only with original application). If no insurance policy is available, please state why and what efforts have been made to acquire coverage.
- ✓ ☒ A list of current board members for the organization (required).
- ✓ ☒ Resumes (two-page maximum) for all principal professionals involved in the planning, design and/or management of the proposed project (required).
- ✓ ☒ A copy of the organization's long-range plan including information on how frequently the plan is updated (required).
- ✓ ☒ A list of the organization's activities for the past fiscal year (i.e., July 1, 2020 – June 30, 2021) (required).
- ✓ ☒ One copy of your latest audit (required). If no audit is available, please state why this document is not available.
- ✓ ☒ A printout from the County Assessors website that shows the current owner of the property with the APN number clearly displayed.

PART III BUDGET FORM

3. Contractual Services: Attach itemized lists or contractor quotes showing the breakdown of materials and labor costs for all proposed work items. Add columns as needed.

***When listing materials, break out by type *When listing labor, define specific activities**

	Contractual Service	Total Amount	State Share	Non-State
Part 1	Septic	29,000.00	24,900.00	4,100.00
b.	Plumbing	18,600.00	14,600.00	4,000.00
Part 2	Landscaping	7,200.00	7,200.00	
d.	Architect	## # # # 8,700.00 # #	8,700.00	
e.				
f.				
g.				
h.				
i.	Sub total to total project amount			
j.	column formula doesn't work 63,500.00			
Sub-total:		\$113,900.00	\$55,400.00	\$8,100.00

4. Operating: List estimated operating expenses

	# of	Rate	Amount	State Share	Non-State
a.					
b.					
c.					
d.					
e.					
f.					
g.					
h.					
i.					
Sub-total:			\$0.00	\$0.00	\$0.00

5. Other (please specify or attach detailed budget):

	Rate	Amount	State Share	Non-State
a.				
b.				
c.				
d.				
Sub-total:		\$0.00	\$0.00	\$0.00

GRANT APPLICATION FOR 2019-2020
PART III BUDGET FORM

6. Section #1- 5 Subtotals:

		Amounts	State Share	Non-State Share
1.	Personnel	0.00	0.00	13,940.00
2.	Travel	0.00	0.00	0.00
3.	Contractual Services	113,900.00	55,400.00	8,100.00
4.	Operating	0.00	0.00	0.00
5.	Other	0.00	0.00	0.00
Sub-total:		\$113,900.00	\$55,400.00	\$22,040.00

7. Requested State Share Total: Subtotal: **\$55,400.00**
8. Potential Non-State Share: Subtotal: **\$22,040.00**
10. Proposed Project Costs Grand Total: **\$77,440.00**

