

Old Fort Steering Committee Minutes

October 28, 2011

Present: Beth LaShell, Chairman; Mike Kelly, ASFLC; Roy Horvath, Staff; Tobin Follenweider, SLB; Heidi Baskfield, FLC Trustees;

Absent: Kalen Elliott, Community; Cynthia Dott, Faculty

Guest: Amy Stengel, AG Counsel

Meeting materials distributed: Agenda, Usage Summary, October 10 minutes

The meeting was convened in the Cascade room at 3:00 pm.

Introductions and Announcements

Approval of October 10 minutes

Roy moved to approve the updated minutes. Heidi 2nd the motion. Motion carried.

Old Business

Meeting Dates were set for November 7, November 21, December 5 and December 19th. Discussion followed about changing the meeting times to 3-5 pm. Consensus was this would be a better time. Beth will send a meeting request via Outlook for these dates. Meeting will be held in Cascade Room with both video and conference call capabilities.

Old Fort Website just established: www.fortlewis.edu/oldfort Beth is working with Gail in IT to redesign the current historical site. It will include a page for Steering Committee to post minutes, leases, application for non-academic use and other relative information to increase transparency. There will be additional pages on Academic programs, Partnerships, Research and perhaps a Calendar of events for the Old Fort. Roy suggested that we might be able to use R25 (FLC scheduling software) and be able to request an event online

Application for Non-Academic Use. The application is still under legal review by Fred Kuhlwilm, FLC Legal Counsel. Beth reported that damage deposits are not currently collected for campus facilities but they do reserve the right to add damages to the final invoice. Tobin commented that the use and potential impact could be greater because the land is not owned by FLC. Heidi ask us to pursue the use of credit cards to secure deposits. Beth sent an email to Valerie Borge, Controller, asking about the use of credit cards for this purpose. Valerie is currently looking at rules related to credit card use and will get back to us. Committee members expressed a concern that damage deposits shouldn't be a deterrent for use and should reflect the level and history of use. Initial recommendations were that we collect a minimum deposit of \$100/day with a cap of \$1,000. Amy Stengel, AG Counsel would like to see some wording in the application related to how the repairs will be determined and how they will be fixed. She may be able to provide us with some language from SLB documents. Committee would like to add a similar statement to website so that users are aware of this policy. It was decided that all applications would be returned to the Coordinator. Those who request less than

48 hours of use could be approved by the Coordinator as long as there wasn't a concern while all uses of longer than 48 hours would need Committee approval. The Coordinator will provide committee with reports of approved uses at meetings. We'll continue discussion at next meeting. Note: Summary of Usage Report was distributed but not discussed. This report was given to Kit Page last Spring as a report showing the types and amounts of usage the property had incurred since July 1, 2010.

FLC Temporary Access Permit

Draft copies of lease with recommended changes from October 10th meeting was distributed. Beth wrote the following addition to Section III: Uses given we are working on an application for non-academic use:

Pre-approval is required for non-academic (FLC), public and/or community use. Groups must complete an application for non-academic use at least 10 days prior to the event or activity. Short-term low impact use can be approved by the FLC coordinator while longer or high impact use will require approval of Old Fort Steering Committee. The Coordinator or Committee will ensure that activity is not in conflict with other uses on the Hesperus Property.

Amy Stengel would like to see a working definition for the word "impact" since it could be influenced by the number of acres, number of people and activity. Perhaps a better word would be "usage". Amy will work on re-write.

Tobin clarified that the temporary access permit goes through July, 2012 and does not require board approval while a long term agreement between FLC and SLB will require board approval. The ultimate goal for the property, especially when the beneficiary uses the property, would be Property Management Agreement. It would include why, how, purpose and responsibilities which are a lot of the items that we are working on with a proposed MOU.

MOU with SLB

Amy Stengel recommends that the MOU be an appendix in the Property Management Agreement and should define who approves long and short term uses. It would be a binding document defining the relationship between SLB and FLC.

Tobin will look for an example (perhaps their arrangement with CO State Forest Service) within the SLB system to share with the committee.

Updates on funding alternatives from State Land Board

The committee wanted to emphasize that these alternatives are a "short term" fix and we need a long term solution. Tobin reiterated that in kind contributions like those made by SCC are easier to arrange. Less direct contributions (grazing lessee assisting with water system) are probably not possible. We need to look for partnerships with a more direct connection to the needed improvements.

New Business

Appropriate name for property. The committee agreed that at this time “Old Fort at Hesperus” is probably the most appropriate. Discussion about appropriate branding and developing a good acronym will need to occur at a later date.

Foundation Representation on Steering Committee. Because of the potential for financial support and a partnership with the FLC Foundation, Heidi suggested that we extend them an invitation for membership on the Steering Committee. After the October 18th meeting at the Old Fort, Foundation members expressed an interest in creating an Old Fort sub-committee. Committee members agreed so Heidi will talk to Dene about appointing a Foundation member. Update: Dene has sent an email to Terry Bacon, President of Foundation, requesting input on appointing a Foundation member to Steering committee.

Water and Sewer System: Beth gave an update on contribution of \$30,000 by SLB and a potential grant from SW Water Board (\$10,000). She has met with Wayne Kjonaas , Physical Plant, about the project. He has added the domestic water and sewer system to the FLC project list. As part of the Old Fort Feasibility committee, Goff Engineering completed an assessment of the current system. The next step is to interview Engineers to design both systems. Wayne’s estimate is that the engineering will cost around \$20,000. The current recommendation is to have the engineers design a system that filters and treats the water being collected from the Spring. According to Bruce Whitehead, we would need to go to water court to get permission to drill a well. It is his recommendation that we do not go to water court because it will jeopardize the non-tributary designation of the Lory and Taylor Springs. Roy volunteered to check with Reg Leach, Division of Water Resources about what could happen if we went to Water Court asking for approval to drill a well.

Infrastructure: We began a preliminary discussion of infrastructure issues. Tobin suggested that we use Health-Life-Safety to look at infrastructure issues. The following questions were posed:

Do we prioritize by immediate need and use?

Who bears expense?

Are there unsafe buildings? Review Structural Assessment of Buildings that has been done.

Who makes decision to spend money?

Wayne Kjonaas, Steve Schwartz and Ken Francis (Historical designation) should be invited to next meeting.

Update: Wayne is unable to attend Nov 7th meeting and Steve isn’t available until 4:15 pm

Equipment: Roy would like to include the equipment we are currently leasing from CSU to be included in the infrastructure discussion. In 2010, FLC signed a lease with an option to purchase approximately \$100,000 worth of equipment. FLC paid \$9,900 in lease payments in 2010 and has signed a second lease with option to purchase for 2011. If FLC purchases the large pieces of equipment (except hay), all other equipment (shop, office, lawn, farm and livestock equipment) will be given to FLC. Beth will provide the committee with a copy of the lease and equipment lists for the next meeting.

Next Meeting topics. We’ll begin discussion of Infrastructure.

Adjourn 4:30 pm

Updates: