

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

<b>TAB</b>	<b>DESCRIPTION</b>	<b>ACTION</b>
<b>1</b>	<b>AMENDMENT TO BOARD POLICY V.E.</b> Gifts and Affiliated Foundations - First Reading	Motion to approve
<b>2</b>	<b>AMENDMENT TO BOARD POLICY V.X.</b> Intercollegiate Athletics Limits - First Reading	Motion to approve
<b>3</b>	<b>AMENDMENT TO BOARD POLICY V.B.</b> Budget Policies - Second Reading	Motion to approve
<b>4</b>	<b>INTERCOLLEGIATE ATHLETICS</b> FY2018 Revenue and Expenses Reports	Information Item
<b>5</b>	<b>INTERCOLLEGIATE ATHLETICS</b> FY2018 and FY2019 Compensation Reports	Information Item
<b>6</b>	<b>INTERCOLLEGIATE ATHLETICS</b> FY2018 Gender Equity Reports	Motion to approve
<b>7</b>	<b>FY2020 APPROPRIATIONS</b>	Motion to approve
<b>8</b>	<b>FY2020 OPPORTUNITY SCHOLARSHIP EDUCATIONAL COSTS</b>	Motion to approve
<b>9</b>	<b>FY2021 BUDGET GUIDELINES</b>	Motion to approve
<b>10</b>	<b>BOISE STATE UNIVERSITY</b> Professional Fee – Computer Science Programs	Motion to approve

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<b>TAB</b>	<b>DESCRIPTION</b>	<b>ACTION</b>
<b>11</b>	<b>BOISE STATE UNIVERSITY</b> Professional Fee – Construction Management Programs	Motion to approve
<b>12</b>	<b>IDAHO STATE UNIVERSITY</b> Construction Authorization – Davis Field Project	Motion to approve
<b>13</b>	<b>IDAHO STATE UNIVERSITY</b> Construction Authorization – EAMES Project	Motion to approve
<b>14</b>	<b>IDAHO STATE UNIVERSITY</b> Construction Authorization – Meridian Parking Lot Project	Motion to approve
<b>15</b>	<b>IDAHO STATE UNIVERSITY</b> Property Purchase – Meridian Health Sciences Center	Motion to approve
<b>16</b>	<b>UNIVERSITY OF IDAHO</b> Update to Six Year Capital Plan – Energy Plant	Motion to approve
<b>17</b>	<b>UNIVERSITY OF IDAHO</b> Planning and Design Authorization – Energy Plant Project	Motion to approve
<b>18</b>	<b>LEWIS-CLARK STATE COLLEGE</b> Funding and Construction Authorization - Career Technical Education Building Project	Motion to approve

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**SUBJECT**

Policy V.E. – First Reading

**REFERENCE**

February 2006	Idaho State Board of Education (Board) approved the second reading of amendments to Board policy V.E.
December 2017	Board approved the first reading of amendments to Board policy V.E., requiring Board approval of affiliated foundation operating agreements
February 2018	Board approved the second reading of amendments to Board policy V.E.

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Section V.E.

**ALIGNMENT WITH STRATEGIC PLAN**

This is a non-strategic Board governance item.

**BACKGROUND/DISCUSSION**

Board Policy V.E. sets out the requirements for foundations to be affiliated foundations and an institutions' relationships with their affiliated foundations and the Board's role in approving institution-foundation operating agreements. Affiliated foundations operate as Idaho nonprofit organizations that are legally separate from the institutions and are recognized as 501(c)(3) public charities by the Internal Revenue Service. The institution is required to enter into a written operating agreement with each of its affiliated foundations.

At its November 2018 meeting, the Audit Committee recommended several changes to Board Policy V.E. and the foundation operating agreement template. The Board's deputy attorney general worked with general counsel from the four 4-year institutions to address the Committee's concerns and recommendations.

**IMPACT**

Under the proposed amendment, Board Policy V.E. and the operating agreement template will include the following changes:

1. Board Policy V.E.:
  - a. Allow institutions to transfer scholarship funds raised by the institutions to foundations for investment and distribution.
  - b. Provide that in the event of the dissolution of a foundation, its assets and records can be distributed to the Board or to the affiliated institution. Currently the policy allows distribution to the affiliated institution

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- only. Language referencing qualified charitable organization status is also removed.
- c. Encourage foundations to be open to public inquiries pursuant to the Idaho Public Records Law while protecting personal and private information related to private individuals.
2. Board Foundation Operating Agreement Template changes:
- a. Corresponding change regarding transfer of scholarship funds raised by the institution to the foundation.
  - b. Corresponding change to allow transfer of foundation assets to the Board if the foundation is dissolved.
  - c. Corresponding change to encourage the foundation to be open to public inquiries pursuant to the Idaho Public Records Law while protecting personal and private information related to private individuals.
  - d. Deleted reference to Risk Management providing foundations with liability coverage. Risk Management does not insure 501(c)(3) organizations.

**ATTACHMENTS**

Attachment 1: V.E. Gifts and Affiliated Foundations

Attachment 2: Affiliated Foundation Agreement Template

**STAFF COMMENTS AND RECOMMENDATIONS**

The proposed amendment clarifies the intent of the Board with regards to the transferring of funds between institutions and affiliated foundations. The updated policy clarifies foundation assets may be distributed to either the Board or the affiliated institution, and it encourages each foundation to be open to public inquiries pursuant to the Idaho Public Records Law while protecting personal and private information related to private individuals. The standard template for foundation operating agreements has been revised, and is provided as Attachment 2.

The Business Affairs and Human Resources Committee reviewed the proposed amendment on April 5, 2019.

Staff recommends approval.

**BOARD ACTION**

I move to approve the first reading of the revisions to Board policy V.E. as presented in Attachment 1.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

AND



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I move to approve the amendments to the affiliate foundation agreement template as presented in Attachment 2.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

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1. Purpose of the Policy

- a. The Board recognizes the importance of voluntary private support and encourages grants and contributions for the benefit of the institutions and agencies under its governance. Private support for public education is an accepted and firmly established practice throughout the United States. Tax-exempt foundations are one means of providing this valuable support to help the institutions and agencies under the Board's governance raise money through private contributions. Foundations are separate, legal entities, tax-exempt under Section 501(c) of the United States Internal Revenue Code of 1986, as amended, associated with the institutions and agencies under the Board's governance. Foundations are established for the purpose of raising, receiving, holding, and/or using funds from the private sector for charitable, scientific, cultural, educational, athletic, or related endeavors that support, enrich, and improve the institutions or agencies. The Board wishes to encourage a broad base of support from many sources, particularly increased levels of voluntary support. To achieve this goal, the Board will cooperate in every way possible with the work and mission of recognized affiliated foundations
- b. The Board recognizes that foundations:
  - i. Provide an opportunity for private individuals and organizations to contribute to the institutions and agencies under the Board's governance with the assurance that the benefits of their gifts supplement, not supplant, state appropriations to the institutions and agencies;
  - ii. Provide assurance to donors that their contributions will be received, distributed, and utilized as requested for specified purposes, to the extent legally permissible, and that donor records will be kept confidential to the extent requested by the donor and as allowed by law;
  - iii. Provide an instrument through which alumni and community leaders can help strengthen the institutions and agencies through participation in the solicitation, management, and distribution of private gifts; and
  - iv. Aid and assist the Board in attaining its approved educational, research, public service, student loan and financial assistance, alumni relations, and financial development program objectives.
- c. The Board, aware of the value of tax-exempt foundations to the well being of the institutions and agencies under the Board's governance, adopts this policy with the following objectives:

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- i. To preserve and encourage the operation of recognized foundations associated with the institutions and agencies under the Board's governance; and
- ii. To ensure that the institutions and agencies under the Board's governance work with their respective affiliated foundations to make certain that business is conducted responsibly and according to applicable laws, rules, regulations, and policies, and that such foundations fulfill their obligations to contributors, to those who benefit from their programs, and to the general public.

**2. Institutional Foundations****a. General Provisions Applicable to all Affiliated Foundations**

- i. All private support of an institution not provided directly to such institution shall be through a Board approved affiliated foundation. While an institution may accept gifts made directly to the institution or directly to the Board, absent unique circumstances making a direct gift to the institution more appropriate, donors shall be requested to make gifts to the Board approved affiliated foundations.
- ii. Each affiliated foundation shall operate as an Idaho nonprofit corporation that is legally separate from the institution and is recognized as a 501(c)(3) public charity by the Internal Revenue Service. The management and control of a foundation shall rest with its governing board. All correspondence, solicitations, activities, and advertisements concerning a particular foundation shall be clearly discernible as from that foundation, and not the institution.
- iii. The institutions and foundations are independent entities and neither will be liable for any of the other's contracts, torts, or other acts or omissions, or those of the other's trustees, directors, officers, members, or staff.
- iv. It is the responsibility of the foundation to support the institution at all times in a cooperative, ethical, and collaborative manner; to engage in activities in support of the institution; and, where appropriate, to assist in securing resources, to administer assets and property in accordance with donor intent, and to manage its assets and resources.
- v. Foundation funds shall be kept separate from institution funds. No institutional funds, assets, or liabilities may be transferred directly or indirectly to a foundation without the prior approval of the Board except as provided herein. Funds may be transferred from an institution to a foundation without prior Board approval when:

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- 1) A donor inadvertently directs a contribution to an institution that is intended for the foundation. If an affiliated foundation is the intended recipient of funds made payable to the Board or to an institution, then such funds may be deposited with or transferred to the affiliated foundation, provided that accompanying documents demonstrate that the foundation is the intended recipient. Otherwise, the funds shall be deposited in an institutional account, and Board approval will be required prior to transfer to an affiliated foundation; or
  - 2) The institution has gift funds that were transferred from and originated in an affiliated foundation, and the institution wishes to return a portion of funds to the foundation for reinvestment consistent with the original intent of the gift.
  - 3) The transfer is of a *de minimis* amount not to exceed \$10,000 from the Institution to the Foundation and the transferred funds are for investment by the Foundation for scholarship or other general Institution/Agency support purposes.
  - ~~3)4)~~ The transfer is of funds raised by the institution for scholarship or program support and the funds are deposited with the affiliated foundation for investment and distribution in accordance with the purpose for which the funds were raised.
- vi. Transactions between an institution and an affiliated foundation shall meet the normal tests for ordinary business transactions, including proper documentation and approvals. Special attention shall be given to avoiding direct or indirect conflicts of interest between the institution and the affiliated foundation and those with whom the foundation does business. Under no circumstances shall an institution employee represent both the institution and foundation in any negotiation, sign for both the institution and foundation in a particular transaction, or direct any other institution employee under their immediate supervision to sign for the related party in a transaction between the institution and the foundation.
  - vii. Prior to the start of each fiscal year, an affiliated foundation must provide the institution chief executive officer with the foundation's proposed annual budget, as approved by the foundation's governing board.
  - viii. Each foundation shall conduct its fiscal operations to conform to the institution's fiscal year. Each foundation shall prepare its annual financial statements in accordance with Government Accounting Standards Board (GASB) or Financial Accounting Standards Board (FASB) principles, as appropriate.

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- ix. Institution chief executive officers shall be invited to attend all meetings of an affiliated foundation's governing board in an advisory role. On a case by case basis, other institution employees may also serve as advisors to an affiliated foundation's governing board, as described in the written foundation operating agreement approved by the Board.
- x. The foundation, while protecting personal and private information related to private individuals, is encouraged, to the extent possible or reasonable, to be open to public inquiries related to revenue, expenditure policies, investment performance and/or other information that would normally be open in the conduct of institution affairs pursuant to the Idaho Public Records Law, as set forth in Idaho Code Title 74, Chapter 1.
- xi. A foundation's enabling documents (e.g., articles of incorporation and bylaws) and any amendments are to be provided to the institution. These documents must include a clause requiring that in the event of the dissolution of a foundation, its assets and records will be distributed to the Board or the its affiliated institution, ~~provided the affiliated institution is a qualified charitable organization under relevant state and federal income tax laws.~~ To the extent practicable, the foundation shall provide the institution with an advance copy of any proposed amendments, additions, or deletions to its articles of incorporation or bylaws. The institution shall be responsible for providing all of the foregoing documents to the Board.
- xii. Foundations may not engage in activities that conflict with federal or state laws, rules and regulations; or cause an institution to be in violation of Board policy~~the policies of the Board~~; or the role and mission of the institutions. Foundations shall comply with applicable Internal Revenue Code provisions and regulations and all other applicable policies and guidelines.
- xiii. Fund-raising campaigns and solicitations of major gifts for the benefit of an institution by its affiliated foundation shall be developed cooperatively between the institution and its affiliated foundation. Before accepting contributions or grants for restricted or designated purposes that may require administration or direct expenditure by an institution, a foundation will obtain the prior approval of the institution chief executive officer or a designee.
- xiv. Foundations shall obtain prior approval in writing from the institution chief executive officer or a designee if gifts, grants, or contracts include a financial or contractual obligation binding upon the institution.
- xv. Foundations shall make clear to prospective donors that:

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- 1) The foundation is a separate legal and tax entity organized for the purpose of encouraging voluntary, private gifts, trusts, and bequests for the benefit of the institution; and
  - 2) Responsibility for the governance of the foundation, including investment of gifts and endowments, resides in the foundation's governing board.
- xvi. Institutions shall ensure that foundation controlled resources are not used to acquire or develop real estate or to build facilities for the institution's use without prior Board approval. The institution shall notify the Board, at the earliest possible date, of any proposed purchase of real estate for such purposes, and in such event should ensure that the foundation coordinates its efforts with those of the institution. Such notification to the Board may be through the institution's chief executive officer in executive session pursuant to Idaho Code, Section 74-206(1)(c).
- b. Foundation Operating Agreements

Each institution shall enter into a written operating agreement with each of its affiliated foundations that ensures compliance with this Policy.

Board approval of affiliated foundation operating agreements is required if an affiliated foundation will receive donations, membership dues, gifts or other funds (collectively "funds") and delivers those funds directly to the institution. If an affiliated foundation will not receive or maintain funds, or if it routes all funds received to the institution through another Board-approved affiliated foundation, Board approval of the operating agreement is not required. In such cases, the institution shall ensure that services provided by a Board approved affiliated foundation to another affiliated foundation are provided pursuant to a service agreement between the affiliated foundations which complies with Board policy, a copy of which is available to the institution and to the Board.

Operating agreements must be signed by the chairman or president of the foundation's governing board, and by the institution chief executive officer. Operating agreements requiring Board approval must be approved by the Board prior to execution and must be re-submitted to the Board for re-approval every three (3) years, or as otherwise requested by the Board. Operating agreements shall follow the operating agreement template approved by the Board and found at <http://boardofed.idaho.gov/>. When an operating agreement is presented to the Board for review, an institution must include a redline to the Board's operating agreement template, as well as a redline to the previously Board approved version of the operating agreement, if there is one.

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Foundation operating agreements shall establish the operating relationship between the parties, and shall, at a minimum, address the following topics:

i. Institution Resources and Services.

- 1) Whether, and how, an institution intends to provide contract administrative and/or support staff services to an affiliated foundation. When it is determined that best practices call for an institution employee to serve in a capacity that serves both the institution and an affiliated foundation, then the operating agreement must clearly define the authority and responsibilities of this position within the foundation. Notwithstanding, no employee of an institution who functions in a key administrative or policy making capacity (including, but not limited to, any institution vice-president or equivalent position) shall be permitted to have responsibility or authority for foundation policy making, financial oversight, spending authority, investment decisions, or the supervision of foundation employees. The responsibility of this position within the foundation that is performed by an institution employee in a key administrative or policy making capacity shall be limited to the coordination of institution and affiliated foundation fundraising efforts, and the provision of administrative support to foundation fundraising activities.
- 2) Whether, and how, an institution intends to provide other resources and services to an affiliated foundation, which are permitted to include:
  - a) Access to the institution's financial systems to receive, disburse, and account for funds held (with respect to transactions processed through the institution's financial system, the foundation shall comply with the institution's financial and administrative policies and procedures manuals);
  - b) Accounting services, to include cash disbursements and receipts, accounts receivable and payable, bank reconciliation, reporting and analysis, auditing, payroll, and budgeting;
  - c) Investment, management, insurance, benefits administration, and similar services; and
  - d) Development services, encompassing research, information systems, donor records, communications, and special events.
- 3) Whether the foundation will be permitted to use any of the institution's facilities and/or equipment, and if so, the details of such arrangements.

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- 4) Whether the institution intends to recover its costs incurred for personnel, use of facilities or equipment, or other services provided to the foundation. If so, then payments for such costs shall be made directly to the institution. No payments shall be made directly from a foundation to institution employees in connection with resources or services provided to a foundation pursuant to this policy.
- ii. Management and Operation of Foundations.
    - 1) Guidelines for receiving, depositing, disbursing and accounting for all funds, assets, or liabilities of a foundation, including any disbursements/transfers of funds to an institution from an affiliated foundation. Institution officials into whose department or program foundation funds are transferred shall be informed by the foundation of the restrictions, if any, on such funds and shall be responsible both to account for them in accordance with institution policies and procedures, and to notify the foundation on a timely basis regarding the use of such funds.
    - 2) Procedures with respect to foundation expenditures and financial transactions, which must ensure that no person with signature authority shall be an institution employee in a key administrative or policy making capacity (including, but not limited to, an institution vice-president or equivalent position).
    - 3) The liability insurance coverage the foundation will have in effect to cover its operations and the activities of its directors, officers, and employees.
    - 4) Description of the investment policies to be utilized by the foundation, which shall be conducted in accordance with prudent, sound practice to ensure that gift assets are protected and enhanced, and that a reasonable return is achieved, with due regard for the fiduciary responsibilities of the foundation's governing board. Moreover, such investments must be consistent with the terms of the gift instrument.
    - 5) Procedures that will be utilized to ensure that institution and foundation funds are kept separate.
    - 6) Detailed description of the organization structure of the foundation, which addresses conflict of interest in management of funds and any foundation data.
  - iii. Foundation Relationships with the Institutions
    - 1) The institution's ability to access foundation books and records.



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- 2) The process by which the institution chief executive officer, or designee, shall interact with the foundation's board regarding the proposed annual operating budget and capital expenditure plan prior to approval by the foundation's governing board.
  - 3) Whether, and how, supplemental compensation from the foundation may be made to institutional employees. Any such payments must have prior Board approval, and shall be paid by the foundations to the institutions, which in turn will make payments to the employee in accordance with normal practice. Employees shall not receive any payments or other benefits directly from the foundations.
- iv. Audits and Reporting Requirements.
- 1) The procedure foundations will utilize for ensuring that regular audits are conducted and reported to the Board. Unless provided for otherwise in the written operating agreement, such audits must be conducted by an independent certified public accountant, who is not a director or officer of the foundation. The independent audit shall be a full scope audit, performed in accordance with generally accepted auditing standards.
  - 2) The procedure foundations will use for reporting to the institution chief executive officer the following items:
    - a) Regular financial audit report;
    - b) Annual report of transfers made to the institution, summarized by department;
    - c) Annual report of unrestricted funds received, and of unrestricted funds available for use in that fiscal year;
    - d) A list of foundation officers, directors, and employees;
    - e) A list of institution employees for whom the foundation made payments to the institution for supplemental compensation or any other approved purpose during the fiscal year, and the amount and nature of that payment;
    - f) A list of all state and federal contracts and grants managed by the foundation; and
    - g) An annual report of the foundation's major activities;

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- h) An annual report of each real estate purchase or material capital lease, investment, or financing arrangement entered into during the preceding foundation fiscal year for the benefit of the institution; and
- i) An annual report of any actual litigation involving the foundation during its fiscal year, as well as legal counsel used by the foundation for any purpose during such year. This report should also discuss any potential or threatened litigation involving the foundation.

## v. Conflict of Interest and Code of Ethics and Conduct.

A description of the foundation's conflict of interest policy approved by the foundation's governing board and applicable to all foundation directors, officers, and staff members, and which shall also include a code of ethics and conduct. Such policy must assure that transactions involving the foundation and the personal or business affairs of a trustee, director, officer, or staff member should be approved in advance by the foundation's governing board. In addition, such policy must provide that directors, officers, and staff members of a foundation disqualify themselves from making, participating, or influencing a decision in which they have or would have a financial interest. Finally, such policy must assure that no director, trustee, officer, or staff member of a foundation shall accept from any source any material gift or gratuity in excess of fifty dollars (\$50.00) that is offered, or reasonably appears to be offered, because of the position held with the foundation; nor should an offer of a prohibited gift or gratuity be extended by such an individual on a similar basis.

## vi. Affiliated Research Foundations and Technology Transfer Organization for Institutions of Higher Education

The Board wishes to encourage research and technology transfer and the corresponding economic development potential for the state of Idaho. The Board acknowledges that independent, affiliated foundations operating to support an institution's research and technology transfer efforts can be useful tools to provide institutions with avenues for engagement with the private sector as well as with public and private entities interested in funding research, funding technology transfer and promoting spin-off enterprises arising from institutional intellectual property and technology. Such affiliated foundations should operate substantially within the framework for affiliated foundations set out in paragraph 1 and 2 of this policy, with such variances as are reasonable based on the nature of the anticipated function of the specific foundation.

- 1) The institutions under the Board's governance may affiliate with non-profit entities which generally meet the criteria set forth in paragraph 2.b. of this

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policy and which operate for the purpose of supporting the research and technology transfer efforts of one or more of the institutions.

- 2) Research and Technology Transfer Foundation Operating Agreements. The requirement of a foundation operating agreement under paragraph 2.c. of this policy shall also apply to foundations supporting research and technology transfer. Institutions proposing to affiliate with a particular foundation may propose reasonable variances from specific requirements under paragraph 2.c. based upon the anticipated function of the foundation, provided that any such variances are specifically identified by the institution in materials presented to the Board when requesting approval of the foundation.
3. Foundations for Other Agencies

Other agencies under the Board's jurisdiction may establish foundations to accept gifts made for the benefit of the agencies' operating purposes. These agencies are subject to the same policies as the institutional foundations. However, agency foundations with annual revenues less than \$100,000 are not required to obtain an independent audit. These agencies must instead submit an annual report to the Board of gifts received and the disposition of such gifts.

4. Idaho Educational Public Broadcasting System Foundations and Friends Groups

Foundations and Friends groups that exist for the benefit of the Idaho Educational Public Broadcasting System (IEPBS) are required by Federal Communications Commission (FCC) regulations to have specific spending authority designated by the Board. Audits of the IEPBS Foundation and Friends groups will be conducted by the State Legislative Auditor.

- a. By action of the Board, the Idaho Educational Public Broadcasting System Foundation, Inc., has been designated to accept gifts made for the benefit of public television in the state of Idaho. The Foundation will conduct its activities in a manner consistent with the Federal Communications Commission (FCC) regulations and the FCC license held by the Board.
- b. By action of the Board, the Friends of Channel 4, Inc., has been designated to accept gifts made for the Benefit of KAID TV, Channel 4. The Friends of Channel 4, Inc., will conduct its activities in a manner consistent with the Federal Communications Commission (FCC) regulations and the FCC license held by the Board.
- c. By action of the Board, the Friends of Channel 10, Inc., has been designated to accept gifts made for the benefit of KISU TV, Channel 10. The Friends of Channel

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10, Inc., will conduct its activities in a manner consistent with the Federal Communications Commission (FCC) regulations and the FCC license held by the Board.

- d. By action of the Board, the Friends of KUID, Inc., has been designated to accept gifts made for the benefit of KUID TV, Channel 12. The Friends of Channel 12, Inc., will conduct its activities in a manner consistent with the Federal Communications Commission (FCC) regulations and the FCC license held by the Board.

5. Acceptance of Direct Gifts

Notwithstanding the Board's desire to encourage the solicitation and acceptance of gifts through affiliated foundations, the Board may accept donations of gifts, legacies, and devises (hereinafter "gifts") of real and personal property on behalf of the state of Idaho that are made directly to the Board or to an institution or agency under its governance. Gifts worth more than \$250,000 must be reported to and approved by the executive director of the Board before such gift may be expended or otherwise used by the institution or agency. Gifts worth more than \$500,000 must be approved by the Board. The chief executive officer of any institution or agency is authorized to receive, on behalf of the Board, gifts that do not require prior approval by the executive director or the Board and that are of a routine nature. This provision does not apply to transfers of gifts to an institution or agency from an affiliated foundation (such transfers shall be in accordance with the written operating agreement between the institution or agency and an affiliated foundation, as described more fully herein).

**OPERATING AGREEMENT  
BETWEEN  
FOUNDATION, INC.  
AND  
INSTITUTION/AGENCY**

This Operating Agreement between Foundation, Inc. and Institution/Agency (“Operating Agreement”) is entered into as of this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between Institution, herein known as “Institution/Agency” and the Foundation, Inc., herein known as “Foundation”.

WHEREAS, the Foundation was organized and incorporated in \_\_\_\_ for the purpose of ~~stimulating-generating~~ voluntary private support from \_\_\_\_\_, \_\_\_\_\_, friends, corporations, foundations, and others for the benefit of the Institution/Agency.

WHEREAS, the Foundation exists to raise and manage private resources supporting the mission and priorities of the Institution/Agency, and provide opportunities for \_\_\_\_\_ (e.g. students) and a degree of institutional excellence unavailable with state funding levels.

WHEREAS, the Foundation is dedicated to assisting the Institution/Agency in the building of the endowment to address, through financial support, the long-term academic and other priorities of the Institution/Agency.

WHEREAS, as stated in its articles of incorporation, the Foundation is a separately incorporated 501(c)(3) organization and is responsible for identifying and nurturing relationships with potential donors and other friends of the Institution/Agency, soliciting cash, securities, real and intellectual property, and other private resources for the support of the Institution/Agency, and acknowledging and stewarding such gifts in accordance with donor intent and its fiduciary responsibilities.

WHEREAS, in connection with its fund-raising and asset-management activities, the Foundation utilizes, in accordance with this Operating Agreement, personnel experienced in planning for and managing private support.

WHEREAS, the mission of the Foundation is to secure, manage and distribute private contributions and support the growth and development of the Institution/Agency.

WHEREAS, the Institution/Agency and Foundation desire to set forth in writing various aspects of their relationship with respect to matters such as the solicitation, receipt, management, transfer and expenditure of funds.

WHEREAS, the Parties hereby acknowledge that they will at all times conform to and abide by the Idaho State Board of Education's Governing Policies and Procedures, Gifts and Affiliated Foundations Policy V.E., and that they will submit this Operating Agreement for initial State Board of Education ("State Board") approval, and thereafter every three (3) years, or as otherwise requested by the State Board, for review and re-approval.

WHEREAS, the Foundation and the Institution/Agency intend for this Operating Agreement to be the written operating agreement required by State Board Policy V.E.2.[eb](#).

NOW THEREFORE, in consideration of the mutual commitments herein contained, and other good and valuable consideration, receipt of which is hereby acknowledged, the Parties agree as follows:

## **ARTICLE I**

### **Foundation's Purposes**

The Foundation is the primary affiliated foundation responsible for securing, managing and distributing private support for the Institution/Agency. Accordingly, to the extent consistent with the Foundation's Articles of Incorporation and Bylaws, and the State Board's Policies and Procedures, the Foundation shall: (1) solicit, receive and accept gifts, devises, bequests and other direct or indirect contributions of money and other property made for the benefit of the Institution/Agency from the general public (including individuals, corporations, other entities and other sources); (2) manage and invest the money and property it receives for the benefit of the Institution/Agency; and (3) support and assist the Institution/Agency in fundraising and donor relations.

In carrying out its purposes, the Foundation shall not engage in activities that: ~~conflict with~~ (1) [conflict with](#) federal or state laws, rules and regulations (including all applicable provisions of the Internal Revenue Code and corresponding Federal Treasury Regulations); (2) [cause the Institution to be in violation of](#) applicable policies of the State Board; or (3) [conflict with](#) the role and mission of the Institution/Agency.

## **ARTICLE II**

### **Foundation's Organizational Documents**

The Foundation shall provide copies of its current Articles of Incorporation and Bylaws to the Institution/Agency. The Foundation, to the extent practicable, also shall provide the Institution/Agency with an advance copy of any proposed amendments to the Foundation's Articles of Incorporation and Bylaws. The Institution/Agency shall provide all such documents to the State Board.

### ARTICLE III Institution/Agency Resources and Services

#### 1. Institution/Agency Employees.

a. *Institution/Agency/Foundation Liaison:* The Institution/Agency's Vice President for Institution/Agency Advancement shall serve as the Institution/Agency's Liaison to the Foundation.

- i. The Institution/Agency's Vice President for Institution/Agency Advancement shall be responsible for coordinating the Institution/Agency's and the Foundation's fundraising efforts and for supervising and coordinating the administrative support provided by the Institution/Agency to the Foundation.
- ii. The Vice President for Institution/Agency Advancement or designee shall attend each meeting of the Foundation's Board of Directors and shall report on behalf of the Institution/Agency to the ~~the~~ Foundation's Board of Directors regarding the Institution/Agency's coordination with the Foundation's fundraising efforts.

b. *Managing Director:* The *Managing Director* of the Foundation is an employee of the Institution/Agency loaned to the Foundation. All of the Managing Director's services shall be provided directly to the Foundation as follows:

- i. The *Managing Director* shall be responsible for the supervision and control of the day-to-day operations of the Foundation. More specific duties of the *Managing Director* may be set forth in a written job description prepared by the Foundation and attached to the Loaned Employee Agreement described in paragraph (iii) below. The *Managing Director* shall be subject to the control and direction of the Foundation.
- ii. The *Managing Director* shall be entitled to Institution/Agency benefits to the same extent and on the same terms as other full-time Institution/Agency employees of the same classification as the *Managing Director*. The Foundation shall reimburse the Institution/Agency for all costs incurred by the Institution/Agency in connection with the Institution/Agency's employment of the *Managing Director* including such expenses as salary, payroll taxes, and benefits.



iii. The Foundation and the Institution/Agency shall enter into a written agreement, in the form of Exhibit "A" hereto, establishing that the Managing *Director* is an employee of the Institution/Agency but subject to the direction and control of the Foundation (generally a "Loaned Employee Agreement"). The Loaned Employee Agreement shall also set forth the relative rights and responsibilities of the Foundation and the Institution/Agency with respect to the Managing *Director*, including the following:

1. The Foundation shall have the right to choose to terminate the Loaned Employee Agreement in accordance with Foundation Procedures and applicable law, such termination may include election by the Foundation for non-renewal of the Loaned Employee Agreement.
2. Termination of the Loaned Employee Agreement in accordance with the Foundation procedures and applicable law shall constitute grounds for a termination proceeding by the Institution/Agency or for non-renewal of any obligation of the Institution/Agency to employ the Loaned Employee, subject to applicable legal and procedural requirements of the State of Idaho and the Institution/Agency.
3. The Loaned Employee shall be subject to the supervision, direction and control of the Foundation Board of Directors and shall report directly to the Foundation president or designee.

c. *Other Loaned Employees.* Other loaned employees providing services pursuant to this Operating Agreement shall also serve pursuant to a Loaned Employee Agreement which shall set forth their particular responsibilities and duties.

d. *Other Institution/Agency Employees Holding Key Foundation or Administrative or Policy Positions:* In the event the Institution/Agency and the Foundation determine it is appropriate for one or more additional Institution/Agency employees who function in a key administrative or policy making capacity for the Institution/Agency (including, but not limited to, any Institution/Agency Vice-President or equivalent position) to serve both the Institution/Agency and the Foundation, then, pursuant to State Board Policy V.E., this Operating Agreement shall be amended to clearly set forth the authority and responsibilities of the position of any such Institution/Agency employee.



e. *Limited Authority of Institution/Agency Employees.* Notwithstanding the foregoing provisions, no Institution/Agency employee who functions in a key administrative or policy making capacity for the Institution/Agency (including, but not limited to, any Institution/Agency Vice-President or equivalent position) shall be permitted to have responsibility or authority for Foundation policy making, financial oversight, spending authority, investment decisions, or the supervision of Foundation employees.

2. Support Services. The Institution/Agency shall provide administrative, financial, accounting, investment, and development services to the Foundation, as set forth in the Service Agreement attached hereto as Exhibit "B" ("Service Agreement"). All Institution/Agency employees who provide support services to the Foundation shall remain Institution/Agency employees under the direction and control of the Institution/Agency, unless agreed that the direction and control of any such employee will be vested with the Foundation in a written Loaned Employee Agreement. The Foundation will pay directly to the Institution/Agency the portion of the overhead costs associated with the services provided to the Foundation pursuant to the Service Agreement. The portion of such costs shall be determined by the agreement of the Parties.

3. Institution/Agency Facilities and Equipment. The Institution/Agency shall provide the use of the Institution/Agency's office space and equipment to the Foundation upon the terms agreed to by the Institution/Agency and the Foundation. The terms of use (including amount of rent) of the Institution/Agency's office space and equipment shall be as set forth in the Service Agreement.

4. No Foundation Payments to Institution/Agency Employees. Notwithstanding any provision of this Operating Agreement to the contrary, the Foundation shall not make any payments directly to an Institution/Agency employee in connection with any resources or services provided to the Foundation pursuant to this Operating Agreement.

## ARTICLE IV Management and Operation of Foundation

The management and control of the Foundation shall rest with its Board of Directors.

### 1. Gift Solicitation.

*Authority of Vice President for Institution/Agency Advancement.* All Foundation gift solicitations shall be subject to the direction and control of the Vice President for Institution/Agency Advancement.

a. *Form of Solicitation.* Any and all Foundation gift solicitations shall make clear to prospective donors that (1) the Foundation is a separate legal and tax entity organized for the purpose of encouraging voluntary, private gifts, trusts, and bequests for the benefit of the

Institution/Agency; and (2) responsibility for the governance of the Foundation, including the investment of gifts and endowments, resides in the Foundation's Board of Directors.

b. *Foundation is Primary Donee.* Absent unique circumstances, prospective donors shall be requested to make gifts directly to the Foundation rather than to the Institution/Agency.

## 2. Acceptance of Gifts.

a. *Approval Required Before Acceptance of Certain Gifts.* Before accepting contributions or grants for restricted or designated purposes that may require administration or direct expenditure by the Institution/Agency, the Foundation shall obtain the prior written approval of the Institution/Agency. Similarly, the Foundation shall also obtain the prior written approval of the Institution/Agency of the acceptance of any gift or grant that would impose a binding financial or contractual obligation on the Institution/Agency.

b. *Acceptance of Gifts of Real Property.* The Foundation shall conduct adequate due diligence on all gifts of real property that it receives. All gifts of real property intended to be held and used by the Institution/Agency shall be approved by the State Board before acceptance by the Institution/Agency and the Foundation. In cases where the real property is intended to be used by the Institution/Agency in connection with carrying out its proper functions, the real property may be conveyed directly to the Institution/Agency, in which case the Institution/Agency and not the Foundation shall be responsible for the due diligence obligations for such property.

c. *Processing of Accepted Gifts.* All gifts received by the Institution/Agency or the Foundation shall be delivered (if cash) or reported (if any other type of property) to the Foundation's designated gift administration office (a unit of the Foundation) in accordance with the Service Agreement.

3. Fund Transfers. The Foundation agrees to transfer funds, both current gifts and income from endowments, to the Institution/Agency on a regular basis as agreed to by the Parties. The Foundation's Treasurer or other individual to whom such authority has been delegated by the Foundation's Board of Directors shall be responsible for transferring funds as authorized by the Foundation's Board of Directors.

a. *Restricted Gift Transfers.* The Foundation shall inform the Institution/Agency officials into whose program or department funds are transferred of any restrictions on the use of such funds and provide such officials with access to any relevant documentation concerning such restrictions. Such Institution/Agency officials shall account for such restricted funds separate from other program and department funds in accordance with applicable Institution/Agency policies and shall notify the Foundation on a timely basis regarding the uses of such restricted funds.

b. *Unrestricted Gift Transfers.* The Foundation may utilize any unrestricted gifts it receives for any use consistent with the Foundation's purposes as generally summarized in Article I of this Operating Agreement. If the Foundation elects to use unrestricted gifts to make grants to the Institution/Agency, such grants shall be made at such times and in such amounts as the Foundation's Board of Directors may determine in the Board's sole discretion.

4. Foundation Expenditures and Financial Transactions.

a. *Signature Authority.* The Foundation designates the Foundation Treasurer as the individual with signature authority for the Foundation in all financial transactions. The Foundation may supplement or change this designation with written notice to the Institution/Agency; provided, however, in no event may the person with Foundation signature authority for financial transactions be an Institution/Agency employee.

b. *Expenditures.* All expenditures of the Foundation shall be (1) consistent with the charitable purposes of the Foundation, and (2) not violate restrictions imposed by the donor or the Foundation as to the use or purpose of the specific funds.

5. Institution/Agency Report on Distributed Funds. On a regular basis, which shall not be less than annually, the Institution/Agency shall report to the Foundation on the use of restricted and unrestricted funds transferred to the Institution/Agency. This report shall specify the restrictions on any restricted funds and the uses of such funds.

6. Transfer of Institution/Agency Assets to the Foundation. No Institution/Agency funds, assets, or liabilities may be transferred directly or indirectly to the Foundation without the prior approval of the State Board except when:

a. A donor inadvertently directs a contribution to the Institution/Agency that is intended for the Foundation in which case such funds may be transferred to the Foundation so long as the documents associated with the gift indicate the Foundation was the intended recipient of the gift. In the absence of any such indication of donor intent, such funds shall be deposited in an institutional account, and State Board approval will be required prior to the Institution/Agency's transfer of such funds to the Foundation.

b. The Institution/Agency has gift funds that were originally transferred to the Institution/Agency from the Foundation and the Institution/Agency wishes to return a portion of those funds to the Foundation for reinvestment consistent with the original intent of the gift.

c. Transfers of a *de minimis* amount not to exceed \$10,000 from the Institution to the Foundation provided such funds are for investment by the Foundation for

scholarship or other general Institution/Agency support purposes. This exception shall not apply to payments by the Institution to the Foundation for obligations of the Institution to the Foundation, operating expenses of the Foundation or other costs of the Foundation.

~~e.d. The transfer is of funds raised by the Institution for scholarship or program support and the funds are deposited with the affiliated foundation for investment and distribution in accordance with the purpose for which the funds were raised.~~

7. Separation of Funds. All Foundation assets (including bank and investment accounts) shall be held in separate accounts in the name of the Foundation using Foundation's Federal Employer Identification Number. The financial records of the Foundation shall be kept using a separate chart of accounts. For convenience purposes, some Foundation expenses may be paid through the Institution/Agency such as payroll and campus charges. These expenses will be paid through accounts clearly titled as belonging to the Foundation and shall be reimbursed by the Foundation on a regular basis.

8. Insurance. ~~To the extent that the Foundation is not covered by the State of Idaho Retained Risk program,~~ The Foundation shall maintain insurance to cover the operations and activities of its directors, officers and employees. The Foundation shall also maintain general liability coverage.

9. Investment Policies. All funds held by the Foundation, except those intended for short term expenditures, shall be invested in accordance with the Uniform Prudent Management of Institutional Funds Act, Idaho Code Sections 33-5001 to 33-5010, and the Foundation's investment policy which is attached hereto as Exhibit "C"; provided, however, the Foundation shall not invest any funds in a manner that would violate the applicable terms of any restricted gifts. The Foundation shall provide to the Institution/Agency any updates to such investment policy which updates shall also be attached hereto as Exhibit "C".

10. Organization Structure of the Foundation. The organizational structure of the Foundation is set forth in the Foundation's Articles of Incorporation and the Bylaws. The Foundation agrees to provide copies of such Articles and Bylaws as well as any subsequent amendments to such documents to both the Institution/Agency and the State Board. Any such amendments to the Articles and Bylaws shall be attached hereto as additions to Exhibit "D" and "E", respectively.

## ARTICLE V

### Foundation Relationships with the Institution/Agency

At all times and for all purposes of this Operating Agreement, the Institution and the Foundation shall act in an independent capacity and not as an agent or representative of the other Party, provided, however, the Institution and the Foundation acknowledge that the Association

carries out functions for the benefit of the Institution. As such, the Parties shall share certain information as provided below.

1. Access to Records. Subject to recognized legal privileges, each Party shall have the right to access the other Party's financial, audit, donor and related books and records as needed to properly conduct its operations.

2. Record Management.

a. The Parties recognize that the records of the Foundation relating to actual or potential donors contain confidential information. Such records shall be kept by the Foundation in such a manner as to protect donor confidentiality to the fullest extent allowed by law. Notwithstanding the access to records permitted above, access to such confidential information by the Institution/Agency shall be limited to the Institution/Agency's President and any designee of the Institution/Agency's President.

b. The Foundation shall be responsible for maintaining all permanent records of the Foundation including but not limited to the Foundation's Articles, Bylaws and other governing documents, all necessary documents for compliance with IRS regulations, all gift instruments, and all other Foundation records as required by applicable laws.

c. The Foundation, while protecting personal and private information related to private individuals, is encouraged, to the extent possible or reasonable, to be open to public inquiries related to revenue, expenditure policies, investment performance and/or other information that would normally be open in the conduct of institution affairs pursuant to the Idaho Public Records Law, as set forth in Idaho Code Title 74, Chapter 1. Except to the extent that records are confidential (including confidential donor information), the Foundation agrees to be open to public inquiries for information that would normally be open in the conduct of Institution/Agency affairs and to provide such information in a manner consistent with the Idaho Public Records Law, set forth in Idaho Code Title 74, Chapter 1, except where otherwise required by state and federal law.

3. Name and Marks. Consistent with its mission to help to advance the plans and objectives of the Institution, the Institution grants the Association the limited, non-exclusive use of the name Institution, for use in its support of the Institution. The Association shall operate under the Institution's logotype in support of its organizational business and activities. Any use by the Association of the Institution's logotypes or other trademarks must be with prior approval of the Institution through the Office of Trademark Licensing and Enforcement.

4. Identification of Source. The Foundation shall be clearly identified as the source of any correspondence, activities and advertisements emanating from the Foundation.

5. Establishing the Foundation's Annual Budget. The Foundation shall provide the Institution/Agency with the Foundation's proposed annual operating budget and capital expenditure plan (if any) prior to the date the Foundation's Board of Directors meeting at which the Foundation's Board will vote to accept such operating budget. Any of the Institution/Agency's funding requests to the Foundation shall be communicated in writing to the Foundation's Treasurer and Assistant Treasurer by April 1 of each year.

6. Attendance of Institution/Agency's President at Foundation's Board of Director Meetings. The Institution/Agency's President shall be invited to attend all meetings of the Foundation's Board of Directors and may act in an advisory capacity in such meetings.

7. Supplemental Compensation of Institution/Agency Employees. Any supplemental compensation of Institution/Agency employees by the Foundation must be preapproved by the State Board. Any such supplemental payment or benefits must be paid by the Foundation to the Institution/Agency, and the Institution/Agency shall then pay compensation to the employee in accordance with the Institution/Agency's normal practice. No Institution/Agency employee shall receive any payments or other benefits directly from the Foundation.

## ARTICLE VI

### Audits and Reporting Requirements

1. Fiscal Year. The Foundation and the Institution/Agency shall have the same fiscal year.

2. Annual Audit. On an annual basis, the Foundation shall have an audit conducted by a qualified, independent certified public accountant who is not a director or officer of the Foundation. The annual audit will be provided on a timely basis to the Institution/Agency's President and the State Board, in accordance with the State Board's schedule for receipt of said annual audit. The Foundation's annual statements will be presented in accordance with standards promulgated by the Financial Accounting Standards Board (FASB). The Foundation is a component unit of the Institution/Agency as defined by the Government Accounting Standards Board (GASB). Accordingly, the Institution/Agency is required to include the Foundation in its financial statements which follow a GASB format. Therefore, the Foundation will include in its audited financial statement, schedules reconciling the FASB Statements to GASB standards in the detail required by GASB Standards. The annual audited financial statements, including the auditor's independent opinion regarding such financial statements, and schedules shall be submitted to the Institution/Agency Office of Finance and Administration in sufficient time to incorporate the same into the Institution/Agency's statements. All such reports and any accompanying documentation shall protect donor privacy to the extent allowable by law.

3. Separate Audit Rights. The Institution/Agency agrees that the Foundation, at its own expense, may at any time during normal business hours conduct or request additional audits or reviews of the Institution/Agency's books and records pertinent to the expenditure of donated

funds. The Foundation agrees that the Institution/Agency and the State Board, at its own expense, may, at reasonable times, inspect and audit the Foundation's books and accounting records.

4. Annual Reports to Institution/Agency President. On a regular basis, which shall not be less than annually, the Foundation shall provide a written report to the Institution/Agency President setting forth the following items:

- a. the annual financial audit report;
- b. an annual report of Foundation transfers made to the Institution/Agency, summarized by Institution/Agency department;
- c. an annual report of unrestricted funds received by the Foundation;
- d. an annual report of unrestricted funds available for use during the current fiscal year;
- e. a list of all of the Foundation's officers, directors, and employees;
- f. a list of Institution/Agency employees for whom the Foundation made payments to the Institution/Agency for supplemental compensation or any other approved purpose during the fiscal year, and the amount and nature of that payment;
- g. a list of all state and federal contracts and grants managed by the Foundation;
- h. an annual report of the Foundation's major activities;
- i. an annual report of each real estate purchase or material capital lease, investment, or financing arrangement entered into during the preceding Foundation fiscal year for the benefit of the Institution/Agency; and
- j. an annual report of (1) any actual litigation involving the Foundation during its fiscal year; (2) identification of legal counsel used by the Foundation for any purpose during such year; and (3) identification of any potential or threatened litigation involving the Foundation.

## ARTICLE VII

### Conflict of Interest and Code of Ethics and Conduct

1. Conflicts of Interest Policy and Code of Ethics and Conduct. The Foundation's Conflict of Interest Policy is attached as Exhibit "F", and its Code of Ethical Conduct is set forth as Exhibit "G".



2. Dual Representation. Under no circumstances may an Institution/Agency employee represent both the Institution/Agency and the Foundation in any negotiation, sign for both entities in transactions, or direct any other institution employee under their immediate supervision to sign for the related Party in a transaction between the Institution/Agency and the Foundation. This shall not prohibit Institution/Agency employees from drafting transactional documents that are subsequently provided to the Foundation for its independent review, approval and use.

3. Contractual Obligation of Institution/Agency. The Foundation shall not enter into any contract that would impose a financial or contractual obligation on the Institution/Agency without first obtaining the prior written approval of the Institution/Agency. Institution/Agency approval of any such contract shall comply with policies of the State Board with respect to State Board approval of Institution/Agency contracts.

4. Acquisition or Development of Real Estate. The Foundation shall not acquire or develop real estate or otherwise build facilities for the Institution/Agency's use without first obtaining approval of the State Board. In the event of a proposed purchase of real estate by the Foundation for the Institution/Agency, the Institution/Agency shall notify the State Board at the earliest possible date. Any such proposed purchase for the Institution/Agency's use shall be a coordinated effort of the Institution/Agency and the Foundation. Any notification to the State Board required pursuant to this paragraph may be made through the State Board's chief executive officer in executive session pursuant to the open meeting law, set forth in Idaho Code, Title 74, Chapter 2.

## ARTICLE VIII General Terms

1. Effective Date. This Operating Agreement shall be effective on the date set forth above.

2. Right to Terminate. This Operating Agreement shall terminate upon the mutual written agreement of both Parties. In addition, either Party may, upon 90 days prior written notice to the other, terminate this Operating Agreement, and either Party may terminate this Operating Agreement in the event the other Party defaults in the performance of its obligations and fails to cure the default within 30 days after receiving written notice from the non-defaulting Party specifying the nature of the default. Should the Institution/Agency choose to terminate this Operating Agreement by providing 90 days written notice or in the event of a default by the Foundation that is not cured within the time frame set forth above, the Foundation may require the Institution/Agency to pay, within 180 days of written notice, all debt incurred by the Foundation on the Institution/Agency's behalf including, but not limited to, lease payments, advanced funds, and funds borrowed for specific initiatives. Should the Foundation choose to terminate this Operating Agreement by providing 90 days written notice or in the event of a default by the Institution/Agency that is not cured within the time frame set forth above, the



Institution/Agency may require the Foundation to pay any debt it holds on behalf of the Foundation in like manner. The Parties agree that in the event this Operating Agreement shall terminate, they shall cooperate with one another in good faith to negotiate a new agreement within six (6) months. In the event negotiations fail, the Parties will initiate the dispute resolution mechanism described below (through reference to the Foundation Chair and the State Board) to further attempt to negotiate a new agreement within the time period specified herein, they will refer the matter to the State Board for resolution. Termination of this Operating Agreement shall not constitute or cause dissolution of the Foundation.

3. Dispute Resolution. The Parties agree that in the event of any dispute arising from this Operating Agreement, they shall first attempt to resolve the dispute by working together with the appropriate staff members of each of the Parties. If the staff cannot resolve the dispute, then the dispute will be referred to the Chair of the Board of the Foundation and the Institution/Agency President. If the Foundation Board Chair and Institution/Agency President cannot resolve the dispute, then the dispute will be referred to the Foundation Chair and the State Board for resolution. If they are unable to resolve the dispute, the Parties shall submit the dispute to mediation by an impartial third Party or professional mediator mutually acceptable to the Parties. If and only if all the above mandatory steps are followed in sequence and the dispute remains unresolved, then, in such case, either Party shall have the right to initiate litigation arising from this Operating Agreement. In the event of litigation, the prevailing Party shall be entitled, in addition to any other rights and remedies it may have, to reimbursement for its expenses, including court costs, attorney fees, and other professional expenses.

4. Dissolution of Foundation. Consistent with provisions appearing in the Foundation's Bylaws and Articles of Incorporation, should the Foundation cease to exist or cease to be an Internal Revenue Code §501(c)-(3) organization, the Foundation shall transfer to the State Board (or Institution, as applicable) the balance of all property and assets of the Foundation from any source, after the payment of all debts and obligations of the Foundation, ~~shall~~ and such property shall be vested in the State Board in trust for the use and benefit of the Institution/Agency. ~~Any such assets not so disposed of shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.~~

5. Board Approval of Operating Agreement. Prior to the Parties' execution of this Operating Agreement, an unexecuted copy of this Operating Agreement must be approved by the State Board. Furthermore, this Operating Agreement, including any subsequent modifications and restatements of this Operating Agreement, shall be submitted to the State Board for review and approval no less frequently than once every three (3) years or more frequently if otherwise requested by the State Board.

6. Modification. Any modification to the Operating Agreement or Exhibits hereto shall be in writing and signed by both Parties.

7. Providing Document to and Obtaining Approval from the Institution/Agency. Unless otherwise indicated herein, any time documents are to be provided to the Institution/Agency or any time the Institution/Agency's approval of any action is required, such documents shall be provided to, or such approval shall be obtained from, the Institution/Agency's President or an individual to whom such authority has been properly delegated by the Institution/Agency's President.

8. Providing Documents to and Obtaining Approval from the Foundation. Unless otherwise indicated herein, any time documents are to be provided to the Foundation or any time the Foundation's approval of any action is required, such document shall be provided to, or such approval shall be obtained from, the Foundation's Board of Directors or an individual to whom such authority has been properly delegated by the Foundation's Board of Directors.

9. Notices. Any notices required under this Operating Agreement may be mailed or delivered as follows:

To the Institution/Agency:

President  
Institution/Agency  
Street Address  
City, State and Zip

To the Foundation:

Managing Director  
Foundation, Inc.  
Street Address  
City, State and Zip

10. No Joint Venture. At all times and for all purposes of this Memorandum of Understanding, the Institution/Agency and the Foundation shall act in an independent capacity and not as an agent or representative of the other Party.

11. Liability. The Institution/Agency and Foundation are independent entities and neither shall be liable for any of the other's contracts, torts, or other acts or omissions, or those of the other's trustees, directors, officers, members or employees.

12. Indemnification. To the ~~extend~~extent allowed by law, the Institution/Agency and the Foundation each agree to indemnify, defend and hold the other Party, their officers, directors, agents and employees harmless from and against any and all losses, liabilities, and claims, including reasonable attorney's fees arising out of or resulting from the willful act, fault, omission, or negligence of the Party, its employees, contractors, or agents in performing its

obligations under this Operating Agreement. This indemnification shall include, but not be limited to, any and all claims arising from an employee of one Party who is working for the benefit of the other Party. Nothing in this Operating Agreement shall be construed to extend to the Institution/Agency's liability beyond the limits of the Idaho Tort Claims Act, Idaho Code §6-901 et seq.

13. Assignment. This Operating Agreement is not assignable by either Party, in whole or in part.

14. Governing Law. This Operating Agreement shall be governed by the laws of the State of Idaho.

15. Severability. If any provision of this Operating Agreement is held invalid or unenforceable to any extent, the remainder of this Operating Agreement is not affected thereby and that provision shall be enforced to the greatest extent permitted by law.

16. Entire Agreement. This Operating Agreement constitutes the entire agreement among the Parties pertaining to the subject matter hereof, and supersedes all prior agreements and understandings pertaining thereto.

IN WITNESS WHEREOF, the Institution/Agency and the Foundation have executed this Operating Agreement on the above specified date.

Institution/Agency

By: \_\_\_\_\_  
Its: President

Institution/Agency Foundation, Inc.

By: \_\_\_\_\_  
Its: Chairman

**EXHIBIT "A"**

Loaned Employee Agreement

**EXHIBIT "B"**

Service Agreement

**EXHIBIT "C"**

Investment Policy

**EXHIBIT "D"**

Articles of Incorporation

**EXHIBIT "E"**

Bylaws



**EXHIBIT "F"**

Conflict of Interest Policy

**EXHIBIT "G"**

Code of Ethical Conduct

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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**SUBJECT**

Idaho State Board of Education (Board) Policy V.X. "Intercollegiate Athletics" first reading

**REFERENCE**

June 2012	Board approved first reading of amendments tying general fund limit to General Fund appropriation and tying institutional fund limit to total appropriation as new Board Policy V.X.
August 2012	Board approved second reading of new Board Policy V.X.
June 2014	Board approved first reading of amendments setting athletic limits through formula rather than Board approval.
August 2014	Board approved second reading of amendments to Board Policy V.X.
April 2016	Board approved first reading of amendments revising the reporting requirements for gender equity and financial reporting.
June 2016	Board approved use of the 4-year institutions' Federal Title IX reports for tracking compliance with Gender Equity regulations; and use of annual NCAA reports (and the NCAA report format in the case of Lewis-Clark State College) for annual tracking of institutions' athletic revenues and expenditures.

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Section V.X.

**ALIGNMENT WITH STRATEGIC PLAN**

Goal 2 ("Educational Attainment") Objective C ("Access: Increase access to Idaho's robust educational system for all Idahoans, regardless of socioeconomic status, age, or geographic location.").

**BACKGROUND/DISCUSSION**

At the direction of the Business Affairs and Human Resources (BAHR) Committee, members from each of the four-year institutions and Board staff were charged with carrying out a comprehensive review of Board Policy V.X., and developing recommendations for updates to the policy. A number of concerns about the current policy and limits were raised. Institutions expressed concern that the current policy limited the amount that student athletic fees could be increased,

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despite the support from the students for a larger increase than currently allowed. Some Institutions also expressed concern that separating general athletic expenditures and athletic expenditures for gender equity resulted in a bifurcation of allowable expenditures that did not provide the institution flexibility in addressing various athletic-related issues. The current formula for increasing the athletic spending limit did not allow for additional increases due to factors such as athletic conference changes, the addition of new sports, expansion of team rosters and/or schedules, and other student-related factors such as room and board increases, spikes in tuition, or inflationary factors related to academic support and tutoring. The proposed amendment addresses each of these areas and makes other technical changes to improve clarity and correct inaccuracies in the current text.

**IMPACT**

The proposed revisions to Board Policy V.X., Intercollegiate Athletics, will address a number of long-standing concerns with the current policy, improve clarity, correct technical accuracy and readability, and increase institutions' flexibility to manage athletic financial operations while improving the Board's ability to track and oversee athletic operations.

**ATTACHMENTS**

Attachment 1: Board policy V.X. – First Reading

**STAFF COMMENTS AND RECOMMENDATIONS**

The proposed revision of Policy V.X. includes changes to the following areas:

- Clarifies that the policy pertains to the athletic operations at the four 4-year institutions and adds appropriate references to the NCAA and NAIA.
- Merges the previously separate athletic limit categories for Gender Equity, General Fund, and Institutional Fund spending into a single category.
- Allows Student Activity Athletic Fee revenues to be collected at a level consistent with student authorization and approval.
- Provides new FY 2020 athletic spending limits and clarifies that adjustments must be equal to the growth in General Fund revenue or through Board approval.
- Provides a mechanism for Chief Executive Officers to request Board approval for one-time or ongoing changes to the above limits when justified on the basis of adding or expanding programs, investing in facility upgrades or repairs, meeting new federal or state regulatory compliance requirements, and/or meeting intercollegiate athletic association or conference requirements.
- Clarifies the process for dealing with annual athletic budget deficits and fund balance requirements—provides flexibility for the Board to direct deficit/fund deficiencies on a case-by-case basis (as opposed to a two-year fixed term).

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Adjustments to the spending limits were requested by the institutions as what is needed for a competitive, yet not extravagant, athletics program. The following table highlights the current limit, the proposed limit, and the difference for the applicable institutions.

	Current	Proposed	Difference
BSU	5,014,900	5,014,900	0
LCSC	1,284,800	3,200,000	1,915,200
UI	5,457,400	7,000,000	1,542,600
ISU	4,742,600	4,754,600	12,000

Institution presidents will be available to answer any questions.

Staff recommends approval.

**BOARD ACTION**

I move to approve the first reading of the proposed amendments to Board policy Section V.X., Intercollegiate Athletics, as presented in Attachment 1.

Moved by\_\_\_\_\_ Seconded by\_\_\_\_\_ Carried Yes\_\_\_\_ No\_\_\_\_

~~1. Philosophy~~

~~The Board reaffirms the role of intercollegiate athletics as a legitimate and significant component of institutional activity. The responsibility for and control of institutional activities in this area rest with the Board.~~

~~In the area of intercollegiate athletics, the Board seeks to establish programs which:~~

- ~~a. Provide opportunities for student athletes to attend college and participate in athletic programs while pursuing and completing academic degrees;~~
- ~~b. Reflect accurately the priorities and academic character of its institutions;~~
- ~~c. Fuel school spirit and community involvement;~~
- ~~d. Serve the needs of the institutions as they seek, through their athletic programs, to establish fruitful and sustaining relationships with their constituencies throughout the state and nation; and~~
- ~~e. Actively and strategically progress toward compliance with Title IX of the Higher Education Amendments Act of 1972.~~

~~Given these goals, the Board has a continuing interest in the academic success of student athletes, the scope and level of competition, and the cost of athletic programs administered by its institutions. Consequently, the Board will, from time to time in the context of this policy statement, promulgate, as necessary, policies governing the conduct of athletic programs at its institutions.~~

21. Policies

The day-to-day conduct of athletic programs is vested in the institutions and in their chief executive officers. Decision making at the institutional level ~~must~~ shall be consistent with the policies established by the Board and by those national organizations and conferences with which the institutions are associated. In the event that conflicts arise among the policies of these governance groups, ~~it is the institution shall follow Board policy and the responsibility of the~~ institution's chief executive officer ~~to shall~~ notify the Board in a timely manner. ~~Likewise, a~~Any knowledge of serious NCAA, NAIA, or conference rule infractions involving an institution ~~should~~ shall be communicated by the athletic department to the chief executive officer of the institution immediately and the chief executive officer shall notify the Executive Director.

~~The Board recognizes that the financing of intercollegiate athletics, while controlled at the institutional level, is ultimately the responsibility of the Board itself. In assuming~~

~~June 2016~~ June 2019

~~that responsibility, t~~The sources of funds for intercollegiate athletics shall be defined in the following categories:

- a. State General Funds means state General Funds (as defined in ~~section~~ Section 67-1205, Idaho Code) appropriated to the institutions.
  - b. Student Athletic Fee Revenue means revenue generated from the full-time and part-time student activity fee that is dedicated to the intercollegiate athletics program pursuant to policy V.R.3.b.ii.
  - c. Program Funds means revenue generated directly related to the athletic programs, including but not limited to ticket sales/event revenue, tournament/ bowl/conference receipts, media/broadcast receipts, concessions/parking/ advertisement, game guarantees and foundation/booster donations.
  - d. Institutional Funds means any funds generated by the institution outside the funds listed in a., b. and c. above. Institutional Funds ~~do shall~~ not include tuition and fee revenue collected under policy V.R.3. Examples of Institutional Funds include, but are not limited to, fees from Auxiliary Enterprises (as defined in Board Policy V.B.4.a) auxiliaries, investment income, interest income, vending, indirect cost recovery funds on federal grants and contracts, and administrative overhead charged to revenue-generating accounts across campus.
3. ~~Funds allocated and used by athletics from the above sources are limited as follows~~ Athletic spending limits: The Board shall establish annual limits on the expenditures drawn from State General Funds and Institutional Funds. No limits are set for the expenditure of athletic Program Funds.
- a. State General Funds and Institutional Funds
    - i. ~~The limit for State General Funds shall be allocated in two categories: General Funds used for athletics and General Funds used to comply with Title IX.~~
    - ii. ~~The Board set the following FY 2013 General Fund~~ FY 2020 limits on total athletics spending from State General Funds and Institutional Funds are limits:
      - 1) General Funds for Athletics:
        - a) Universities Boise State University \$ 2,424,400 5,014,900
        - b) Idaho State University \$ 4,754,600
        - c) University of Idaho \$ 7,000,000
        - d) Lewis-Clark State College \$ 901,300 3,200,000
      - 2) ~~General Funds for Gender Equity:~~

Idaho State Board of Education  
GOVERNING POLICIES AND PROCEDURES  
SECTION: V. FINANCIAL AFFAIRS  
SUBSECTION: X. Intercollegiate Athletics

ATTACHMENT 1

~~June 2016~~ June 2019

<del>a) Boise State University</del>	<del>\$1,069,372</del>
<del>b) Idaho State University</del>	<del>\$ 707,700</del>
<del>c) University of Idaho</del>	<del>\$ 926,660</del>
<del>d) Lewis-Clark State College</del>	<del>\$ ————0</del>

~~ii. The methodology for computing the limits for both categories of State General Funds athletic limits shall be to calculate annually based on the rate of change for the next fiscal year of ongoing State General Funds appropriated funds compared to the ongoing State General Funds appropriated funds in the current fiscal year, and then apply the rate of change to both limits approved by the Board in the previous year unless set through Board action.~~

~~4. Adjustments to Athletic Spending limits: Institution chief executive officers may request from the Board, one-time or permanent changes to the above-described spending limits to address non-routine programmatic changes. Changes that may be used as evidence for adjustments to the Athletic Spending Limit may include but are not limited to the addition of new sports, new expenditures related to gender equity or other compliance requirements, transitions to different athletic conferences, expansion of team rosters and schedules, inflationary factors related to the expense of academic support and tutoring, room and board increases, or atypical spikes in tuition rates.~~

~~b. Institutional funds~~

~~i. The Board set the following FY 2013 limits:~~

<del>1) Boise State University</del>	<del>\$386,100</del>
<del>2) Idaho State University</del>	<del>\$540,400</del>
<del>3) University of Idaho</del>	<del>\$772,100</del>
<del>4) Lewis-Clark State College</del>	<del>\$154,300</del>

~~ii. The methodology for computing the limits for Institutional Funds shall be to calculate the rate of change for the next fiscal year ongoing Appropriated Funds compared to the ongoing Appropriated Funds in the current fiscal year, and then apply the rate of change to the limit approved by the Board in the previous year. For purposes of this paragraph, "Appropriated Funds" means all funds appropriated by the Legislature to the institutions, including but not limited to, State General Funds, endowment funds, and appropriated tuition and fees.~~

~~c. Student Athletic Fee Revenue shall not exceed revenue generated from student activity fee dedicated for the athletic program. Institutions may increase the student~~



~~June 2016~~ June 2019

~~fee for the athletic program at a rate not more than the rate of change of the total student activity fees.~~

~~d.b.~~ Program ~~f~~unds

The institutions can use the program funds generated, without restriction.

5. Fund Balances

- a. The ~~president~~ chief executive officer of each institution is accountable for balancing the budget of the athletic department on an annual basis. In accounting for the athletic programs, a positive fund balance for the total athletic program must be maintained. ~~In the event that revenue within a fiscal year exceeds expenses, the surplus would increase the fund balance and would be available for future fiscal years. In the event that expenses within a fiscal year exceeds revenue, the deficit would reduce the fund balance.~~ Athletic program funds shall be maintained in a separate account. If the fund balance becomes negative in any fiscal year, the institutions shall submit a plan for Board approval that eliminates the deficit ~~within two fiscal years~~. Reduction in program expenditures and/or increased revenue (program funds only) can be used in an institutional plan to eliminate a negative fund balance. If substantial changes in the budget occur during the fiscal year resulting in a projected deficit for that year, the ~~president~~ chief executive officer shall advise the Executive Director ~~Board~~ of the situation ~~at the earliest opportunity~~ immediately.
- b. Donations to athletics at an institution must be made and reported according to Board policy V.E. The amount of booster money donated to and used by the athletic department shall be budgeted in the athletic department budget.

~~It is the intent of the Board that increases in program revenues should be maximized before increases to the athletic limits under subsection 3 will be considered.~~

4.6. Gender Equity

- ~~a. Gender equity means compliance with~~ Title IX of the Higher Education Amendments Act of 1972 ~~which prohibits discrimination on the basis of gender in any education program or activity receiving federal financial assistance, including athletics. Congress delegated authority to promulgate regulations (34 C.F.R. §106.41) for determining whether an athletics program complies with Title IX. The U.S. Department of Education, through its Office of Civil Rights (OCR) is responsible for enforcing Title IX.~~
- ~~b.—~~

~~June 2016~~ June 2019

~~c.a. \_\_\_\_\_ Title IX measures gender equity in athletics in three distinct areas: participation, scholarships, and equivalence in other athletics benefits and opportunities.~~

d.b. \_\_\_\_\_ The chief executive officer of each institution shall prepare a gender equity narrative for review by the Board in a format and time to be determined by the Executive Director. An institution will provide the Board with report(s) required by the institution's federal regulatory body regarding compliance to Title IX in its athletics programs and any summaries of such reports.

65. Financial Reporting.

~~The Board requires that the institutions adopt certain reporting requirements and common accounting practices in the area of intercollegiate athletic financing.~~ The NCAA Agreed Upon Procedures Reports that are prepared annually and reviewed by the external auditors for each university will be provided to the Board and will also serve as a reporting template for a similar annual report for Lewis-Clark State College. Additional reporting requirements may be required based on a timeline and format established by the Executive Director.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
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**SUBJECT**

Board Policy V.B. – Budget Policies - Second Reading

**REFERENCE**

February 2018	Idaho State Board of Education (Board) approved second reading of amendments to policy V.B. clarifying the guidelines for the Occupancy Cost formula and codifying the institutional 5% reserve target.
December 2018	The institution presidents discussed with the Board the mental health services provided and additional needs at the campuses.
February 2019	Board approved first reading of V.B. Budget Policies

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Section V.B.

**ALIGNMENT WITH STRATEGIC PLAN**

This agenda item is a non-strategic Board governance agenda item.

**BACKGROUND/DISCUSSION**

Auxiliary Enterprises are defined as an enterprise that provides a service to students, faculty, or staff and charges a fee related to but not necessarily equal to the cost of services. Board Policy V.B. states that state appropriated funds cannot be allocated to cover any portion of the operating costs of auxiliary enterprises. Student health services have historically been classified as auxiliary enterprises. The proposed changes reflect the discussion during the December Board meeting with the institution presidents and their request to exclude student health services from the definition of auxiliary enterprises. This would clarify that state appropriated funds may be used for student health programs that are directly related to the physical, emotional, and/or mental health of students. Language is also include to allow for state funds to be used for intercollegiate athletics, consistent with Board Policy V.X.

**IMPACT**

The institutions would be allowed to request and use state appropriated funds for student health services. This change provides consistency regarding state appropriated funds for athletics between Board Policy V.B. and Board Policy V.X.

**ATTACHMENTS**

Attachment 1 – Board Policy Section V.B – Second Reading

**STAFF COMMENTS AND RECOMMENDATIONS**

The policy changes would allow institutions to use state funds for student health services and would not require that these services are self-support auxiliaries. The

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
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changes also align Board policies V.B. and V.X. in regards to the ability to use state funds for intercollegiate athletics. No changes were made between first and second readings.

Staff recommends approval.

**BOARD ACTION**

I move to approve the second reading of Board Governing Policy and Procedures V.B., Budget Policies, as presented in Attachment 1.

Moved by\_\_\_\_\_ Seconded by\_\_\_\_\_ Carried Yes\_\_\_\_ No\_\_\_\_

February 2018~~9~~April, 2019

For purposes of Items 1, 8, and 10., the College of Eastern Idaho, College of Southern Idaho, College of Western Idaho, and North Idaho College are included.

1. Budget Requests

~~For purposes of Items 1. and 10., the College of Eastern Idaho, College of Southern Idaho, College of Western Idaho, and North Idaho College are included.~~

a. Submission of Budget Requests

The Board is responsible for submission of budget request for the institutions and agencies under its governance to the executive and legislative branches of government. Only those budget requests which have been formally approved by the Board will be submitted by the office to the executive and legislative branches.

b. Direction by the Office of the State Board of Education

The preparation of all annual budget requests is to be directed by the Office of the State Board of Education which designates forms to be used in the process. The procedures for the preparation and submission of budget requests apply to operational and capital improvements budgets.

c. Preparation and Submission of Annual Budget Requests

Annual budget requests to be submitted to the Board by the institutions and agencies under Board governance are due in the Office of the State Board of Education on the date established by the Executive Director.

d. Presentation to the Board

Annual budget requests are formally presented to the designated committee by the chief executive officer of each institution or agency or his or her designee. The designated committee will review the requests and provide recommendations to the Board for Board action.

2. Budget Requests and Expenditure Authority

a. Budget requests must include projected student tuition and fee revenue based on the enrollment of the fiscal year just completed (e.g., the FY 2003 budget request, prepared in the summer of 2001, projected student tuition and fee revenue based on academic year 2001 enrollments which ended with the Spring 2001 semester).

b. Approval by the Executive Director, or his or her designee, as authorized, for all increases and decreases of spending authority caused by changes in student tuition and fee revenue is required.

- c. Student tuition and fee revenue collected by an institution will not be allocated to another institution. The lump sum appropriation will not be affected by changes in student tuition and fee revenue.

**3. Operating Budgets (Appropriated)**

**a. Availability of Appropriated Funds**

- i. Funds appropriated by the legislature from the State General Fund for the operation of the institutions and agencies (exclusive of funds for construction appropriated to the Permanent Building Fund) become available at the beginning of the fiscal year following the session of the legislature during which the funds are appropriated, except when the appropriation contains an emergency clause.

**b. Approval of Operating Budgets**

- i. The appropriated funds operating budgets for the institutions and agencies under Board supervision are based on a fiscal year, beginning July 1 and ending on June 30 of the following year.
- ii. During the spring of each year, the chief executive officer of each institution or agency prepares an operating budget for the next fiscal year based upon guidelines adopted by the Board. Each budget is then submitted to the Board in a summary format prescribed by the Executive Director for review and formal approval before the beginning of the fiscal year.

**c. Appropriation Transactions**

**i. Chief Executive Officer Approval**

The chief executive officer of each institution, agency, office, or department is responsible for approving all appropriation transactions. Appropriation transactions include original yearly set up, object and program transfers, receipt to appropriation and non-cognizable funds.

**ii. Institution Requests**

Requests for appropriation transactions are submitted by the institutions to the Division of Financial Management and copies provided concurrently to the Office of the State Board of Education.

**4. Operating Budgets (Non-appropriated -- Auxiliary Enterprises)**

**a. Auxiliary Enterprises Defined**

An auxiliary enterprise directly or indirectly provides a service to students, faculty, or staff and charges a fee related to but not necessarily equal to the cost of services. The distinguishing characteristic of most auxiliary enterprises is that they are managed essentially as self-supporting activities, whose services are provided primarily to individuals in the institutional community rather than to departments of the institution, although a portion of student fees or other support is sometimes allocated to them. Auxiliary enterprises should contribute and relate directly to the mission, goals, and objectives of the college or university. Intercollegiate athletics ~~and student health services~~ should be included in the category of auxiliary enterprises if the activities are essentially self-supporting.

All operating costs, including personnel, utilities, maintenance, etc., for auxiliary enterprises are to be paid out of income from fees, charges, and sales of goods or services. No state appropriated funds may be allocated to cover any portion of the operating costs. However, rental charges for uses of the facilities or services provided by auxiliary enterprises may be assessed to departments or programs supported by state-appropriated funds. Student health services may use state appropriated funds for programs directly related to the physical, emotional, and mental health of students. Intercollegiate Athletics may use state appropriated funds as allowed under State Board of Education Section V, Subsection X – Financial Affairs – Intercollegiate Athletics.

b. Operating Budgets

Reports of revenues and expenditures must be submitted to the State Board of Education at the request of the Board.

5. Operating Budgets (Non-appropriated -- Local Service Operations)

a. Local Service Operations Defined

Local service operations provide a specific type of service to various institutional entities and are supported by charges for such services to the user. Such a service might be purchased from commercial sources, but for reasons of convenience, cost, or control, is provided more effectively through a unit of the institution. Examples are mailing services, duplicating services, office machine maintenance, motor pools, and central stores.

- b. The policies and practices used for appropriated funds are used in the employment of personnel, use of facilities, and accounting for all expenditures and receipts.
- c. Reports of revenues and expenditures must be submitted to the State Board of Education at the request of the Board.

**6. Operating Budgets (Non-appropriated -- Other)**

- a. The policies and practices used for appropriated funds are used in the employment of personnel, use of facilities, and accounting for all expenditures and receipts.
- b. Reports of revenues and expenditures must be submitted to the State Board of Education at the request of the Board.

**7. Agency Funds**

- a. Agency funds are assets received and held by an institution or agency, as custodian or fiscal agent for other individuals or organizations, but over which the institution or agency exercises no fiscal control.
- b. Agency funds may be expended for any legal purpose prescribed by the individual or organization depositing the funds with the institution or agency following established institutional disbursement procedures.

**8. Major Capital Improvement Project -- Budget Requests**

For purposes of Item 8 the community colleges (CEI, CSI, CWI and NIC) are included, except as noted in V.B.8.b.ii.

**a. Definition**

A major capital improvement is defined as the acquisition of an existing building, construction of a new building or an addition to an existing building, or a major renovation of an existing building. A major renovation provides for a substantial change to a building. The change may include a remodeled wing or floor of a building, or the remodeling of the majority of the building's net assignable square feet. An extensive upgrade of one (1) or more of the major building systems is generally considered to be a major renovation.

**b. Preparation and Submission of Major Capital Improvement Requests**

**i. Permanent Building Fund Requests**

Requests for approval of major capital improvement projects to be funded from the Permanent Building Fund are to be submitted to the Office of the State Board of Education on a date and in a format established by the Executive Director. Only technical revisions may be made to the request for a given fiscal year after the Board has made its recommendation for that fiscal year. Technical revisions must be made prior to November 1.



ii. Other Requests

Requests for approval of major capital improvement projects from other fund sources are to be submitted in a format established by the Executive Director. Substantive and fiscal revisions to a requested project are resubmitted to the Board for approval. This subsection shall not apply to the community colleges.

c. Submission of Approved Major Capital Budget Requests

The Board is responsible for the submission of major capital budget requests for the institutions and agencies under this subsection to the Division of Public Works. Only those budget requests which have been formally approved by the Board will be submitted by the office to the executive and legislative branches.

9. Approval by the Board

Requests for approval of major capital improvement projects must be submitted for Board action. Major capital improvement projects, which are approved by the Board and for which funds from the Permanent Building Fund are requested, are placed in priority order prior to the submission of major capital budget requests to the Division of Public Works.

10. Occupancy Costs.

a. Definitions.

- i. "Auxiliary Enterprise" is an entity that exists to furnish goods or services to students, faculty, or staff, and that charges a fee directly related to the cost of the goods or services.
- ii. "Eligible Space" means all owner-occupied space other than auxiliary enterprise space. Space owned by an institution but leased to another entity is not eligible space. Occupancy costs for "common use" space (i.e. space which shares eligible and auxiliary enterprise space) will be prorated based on its use. When funds are used to expand, remodel, or convert existing space, the eligible space shall be limited to the new, incremental square footage of the expanded, remodeled or converted space, only.
- iii. "Gross Square Feet" (GSF) means the sum of all areas on all floors of a building included within the outside faces of its exterior walls.
- iv. "Occupancy costs" means those costs associated with occupying eligible space including custodial, utility, maintenance and other costs as outlined in the occupancy costs formula.

- v. "Remodel" means the improvement, addition, or expansion of facilities by work performed to change the interior alignment of space or the physical characteristics of an existing facility.
- b. Notification of Eligible Space
  - i. Prior written notification must be provided to the Division of Financial Management (DFM) and the Legislative Services Office Budget and Policy Analysis Division (LSO-BPA) before an institution requests funding for occupancy costs for eligible space in a capital improvement project in which the institution acquires, builds, takes possession of, expands, remodels, or converts facility space. This written notification to DFM and LSO-BPA will be provided following final approval of the project and not later than the first business day of September for occupancy cost requests which would take effect in the subsequent fiscal year. Written notification will be by one of the following entities, using the Occupancy Cost Notification data sheet provided at the Board website at <http://boardofed.idaho.gov>:
    - 1) the State Board of Education or its ~~executive~~Executive ~~director~~Director for projects approved by the Board;
    - 2) the community college board of trustees for projects approved under their authority; or
    - 3) the institution's financial vice president (or functional equivalent) for projects for which, by virtue of their smaller scope, approval authority has been delegated to the institution's chief executive.
  - ii. Written notification shall include:
    - 1) description of the eligible space, its intended use, and how it relates to the mission of the institution;
    - 2) estimated cost of the building or facility, and source(s) of funds;
    - 3) estimated occupancy costs; and
    - 4) estimated date of completion.
  - iii. If an approving authority approves a project after the first business day of September, the notification and/or funding request shall be submitted the following September. If by error or oversight the approving authority fails to submit notification by the September deadline, there is a one-time, one-year grace period such that the approving authority may submit the notification as soon as possible, to be followed by a funding request not later than the first business day of the following September.
- c. Sources of Funds: Institutions may request occupancy costs regardless of the source(s) of funds used to acquire or construct eligible space.

February 2018~~9~~April, 2019

- d. Required Information: Requests for occupancy costs shall include the following information: (i) projected date of occupancy of the eligible space; (ii) gross square feet of eligible space; and (iii) number of months of the fiscal year the eligible space will be occupied (i.e. identify occupancy of eligible space for a full or partial fiscal year).
- e. Once an institution has taken occupancy of a facility, or the remodeled or expanded area of a facility, the institution shall provide verification to DFM and LSO-BPA of the gross square footage, construction costs, current replacement value, and, if applicable, current or proposed lease space.
- f. Occupancy Costs Formula
  - i. Custodial: Based on the personnel costs (including benefits) for one custodian, pro-rated for each 26,000 GSF [For example, a 13,000 GSF eligible facility would equate to one-half (.50) custodial FTE] In addition, 10¢ per GSF may be requested for custodial supplies.
  - ii. Utility Costs: \$1.75 per GSF.
  - iii. Building Maintenance: 1.5% of the construction costs, excluding pre-construction costs (e.g. architectural/engineering fees, site work, etc.) and moveable equipment.
  - iv. Other Costs:
    - 1) 77¢ per GSF for information technology maintenance, security, general safety, and research and scientific safety;
    - 2) .0005 current replacement value for insurance; and
    - 3) .0003 current replacement value for landscape maintenance.
  - v. The formula rates may be periodically reviewed against inflation.
  - vi. Reversions:
    - 1) If eligible space which received occupancy costs is later:
      - a) razed and replaced with non-eligible space; or
      - b) converted to non-eligible space, then the institution shall revert back to the state the occupancy cost funding at the base level originally funded.
    - 2) If eligible space is razed and replaced with new eligible space, then the institution may retain the base occupancy costs, net the funded GSF against any additional GSF, and request funding for the difference.
- g. Unfunded Occupancy Costs: If occupancy costs for eligible space have been requested but not funded due to budgetary reasons, institutions may request occupancy costs again in the following year. If, however, occupancy costs are

denied for non-budgetary reasons, no further requests for occupancy costs related to the space in question will be considered.

#### 11. Program Prioritization

- a. "Program Prioritization" is a process adopted by the Board in setting priorities and allocating resources among programs and services with a specific focus on Mission, Core Themes and Strategic Plans.
- b. Program Prioritization shall be incorporated in the colleges and universities' annual budgeting and program review process.
- c. Annual Program Prioritization updates are to be submitted to the Board by the colleges and universities on the date and in a format established by the Executive Director.

#### 12. Target Reserves

The volatility of state funding, as well as fluctuations in enrollment and tuition revenue, necessitate that institutions maintain fund balances sufficient to stabilize their operating budgets. As such, the Board has set a minimum target reserve of 5%, defined as unrestricted funds available divided by operating expenditures, as defined in the institution's unrestricted net position report, which will be submitted to the Board each year in accordance with the timing and format established by the Executive Director.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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**SUBJECT**

Intercollegiate Athletics Reports of Revenues and Expenses

**REFERENCE**

June 2016 Board directed that the universities' National Collegiate Athletics Association (NCAA) "Agreed Upon Procedures Reports" would be provided to the Board and would also serve as the revenues/expenses reporting template for Lewis-Clark State College.

**APPLICABLE STATUTE, RULE OR POLICY**

Idaho State Board of Education (Board) Governing Policies & Procedures, Section V.X.5.

**ALIGNMENT WITH STRATEGIC PLAN**

Goal 2 ("Educational Attainment") Objective C ("Access: Increase access to Idaho's robust educational system for all Idahoans, regardless of socioeconomic status, age, or geographic location.").

**BACKGROUND/DISCUSSION**

Responsibility, management, control, and reporting requirements for athletics are detailed in Board Policy V.X. The college and universities are required to submit regular financial reports as specified by the Board office. For the universities, the revenue and expenses reported must reconcile to the NCAA "Agreed Upon Procedures Reports" that are prepared annually and reviewed by the Board's external auditor.

**IMPACT**

The reports of Revenues and Expenses are presented for each institution for fiscal year 2018 in Attachments 1 through 4. Below is a summary of the four institutions' reported excess or deficiency of revenues over expenses, from the bottom line, right side totals from the attached reports.

	Excess (Deficiency) <u>[includes State Support]</u>
Boise State University	\$5,169
Idaho State University	(\$365,482)
University of Idaho	(\$1,113,257)
Lewis-Clark State College	\$20,941

**ATTACHMENTS**

Attachment 1	Boise State University
Attachment 2	Idaho State University
Attachment 3	University of Idaho
Attachment 4	Lewis-Clark State College

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
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**STAFF COMMENTS AND RECOMMENDATIONS**

The Athletics Reports show results for fiscal year 2018. It should be noted that state funds are critical to support the student athletes and athletic programs at the four institutions (i.e., ticket sales, contributions, and program revenues are insufficient to enable the athletic programs to be fully self-supporting). If (hypothetically) state funds were to be removed from the reported revenue side, all four institutions would be in “deficiency” status (-\$3.0M for BSU, -\$4.3M for ISU, -\$5.5M for UI, and -\$1.3M for LCSC). Representatives from the institutions will be available to respond questions from Board members, if applicable.

**BOARD ACTION**

This item is for informational purposes only.

BOISE STATE UNIVERSITY INTERCOLLEGIATE ATHLETICS DEPARTMENT  
STATEMENT OF REVENUES AND EXPENDITURES  
FOR THE YEAR ENDED JUNE 30, 2018

**ATTACHMENT 1**

	Football	Men's Basketball	Other Men's Sports	Women's Basketball	Women's Volleyball	Other Women's Sports	Non-Program Specific	Totals	GL
<b>OPERATING REVENUES:</b>									
Ticket Sales	80.63%	18.19%	0.03%	0.32%	0.35%	0.48%	0.00%	100.00%	
Ticket Sales	5,314,568	1,198,888	2,067	20,926	23,032	31,694	-	6,591,176	6,591,176
Student Fees	-	-	-	-	-	-	3,503,114	3,503,114	3,503,114
Guarantees	525,000	-	-	-	7,000	-	-	532,000	532,000
Contributions	1,117,652	74,935	51,248	29,529	7,615	198,418	8,718,124	10,197,520	10,197,520
Direct State/Govt Support	-	199,967	288,491	345,068	148,302	1,110,650	959,721	3,052,200	3,052,200
Gender Equity	-	-	-	-	-	-	1,346,300	1,346,300	1,346,300
Direct Institutional Support	-	-	-	-	-	-	483,300	483,300	483,300
Indirect Facilities and Administrative Support	-	-	-	-	-	-	2,231,611	2,231,611	2,231,611
NCAA/Tournaments	674,958	260,779	138,060	46,020	61,360	352,819	380,327	1,914,323	2,505,030
Conference/ Tournaments	1,015,678	392,421	207,752	69,251	92,334	530,923	-	2,308,360	2,308,360
Broadcast TV/Radio Rights	2,352,530	530,696	915	9,263	10,195	14,030	-	2,917,629	2,917,629
Program/Novelty Sales, Concessions, Payroll	532,481	120,120	207	2,097	2,308	3,176	-	660,388	660,388
Royalty, Advertisement, Sponsorship	4,160,943	938,647	1,619	16,384	18,033	24,815	-	5,160,439	5,160,439
Sport Camp Revenues	373,066	19,880	5,126	11,855	40,629	194,819	-	645,375	645,375
Endowment/Investment Income	-	-	-	-	-	-	-	-	0
Other	369,519	185,108	1,329	-	-	-	1,797,115	2,353,071	2,353,071
Bowl Revenues	590,706	-	-	-	-	-	-	590,706	-
Subtotal Cash Revenue	17,027,101	3,921,441	696,814	550,393	410,808	2,461,343	19,419,613	44,487,513	44,487,513
Third Party Support	-	-	-	-	-	-	-	-	0
OST Revenue	1,010,856	153,160	355,120	222,082	168,476	900,154	143,449	2,953,297	2,953,297
Subtotal non-cash Revenue	1,010,856	153,160	355,120	222,082	168,476	900,154	143,449	2,953,297	2,953,297
<b>Total operating revenues</b>	<b>18,037,957</b>	<b>4,074,601</b>	<b>1,051,934</b>	<b>772,475</b>	<b>579,284</b>	<b>3,361,497</b>	<b>19,563,062</b>	<b>47,440,810</b>	<b>47,440,810</b>
<b>OPERATING EXPENDITURES:</b>									
Athletics Student Aid	1,824,550	312,088	601,372	360,603	264,682	1,923,177	184,079	5,470,551	5,470,551
Guarantees	500,000	180,000	-	46,604	16,000	-	-	742,604	742,604
Coaching Salary/Benefits	4,884,765	1,329,824	676,693	727,352	340,156	1,632,292	68,015	9,659,097	9,659,097
Admin Staff Salary/Benefits	-	-	-	-	-	-	7,619,516	7,619,516	7,619,516
Severance Payments	-	-	-	-	-	-	-	-	0
Recruiting	391,135	112,973	33,532	61,272	32,019	83,723	-	714,654	714,654
Team Travel	898,892	340,411	324,183	243,372	137,892	845,091	4,525	2,794,367	2,794,367
Equipment, Uniforms and Supplies	733,824	54,726	67,250	23,793	21,017	235,814	297,230	1,433,654	2,086,050
Away Game Ticket Expense	318,199	-	-	-	-	-	-	318,199	-
Game Expenses	673,084	221,846	24,618	111,541	52,857	73,496	286,428	1,443,870	1,569,033
Fund Raising, Marketing, Promotion	-	-	-	-	-	-	358,235	358,235	358,235
Sports Camp Expenses	305,024	21,360	1,346	7,256	14,297	98,137	-	447,421	447,421
Athletics, Facilities and Debt Service	3,846,379	0	34,032	0	0	113,931	266,739	4,261,081	6,717,970
Direct Overhead and Administrative Support	262,378	385,660	85,019	385,660	105,298	376,317	2,328,005	3,928,337	-
Spirit Group	-	-	-	-	-	-	150,714	150,714	150,714
Indirect Facilities and Administrative Support	-	-	-	-	-	-	2,231,611	2,231,611	2,231,611
Medical Expenses & Insurance	-	-	-	-	-	-	678,270	678,270	678,270
Memberships & Dues	13,311	19,839	8,162	7,955	380	6,249	744,123	800,019	800,019
Other Operating Expenses	69,207	28,536	10,466	4,758	7,037	53,276	47,650	220,930	2,442,231
Student Athlete Meals (Non-Travel)	511,879	38,152	2,201	10,491	7,821	43,290	38,562	652,396	-
Bowl Expenses	556,817	-	-	-	-	-	-	556,817	-
Subtotal Cash Expenses	15,789,442	3,045,416	1,868,874	1,990,658	999,457	5,484,794	15,303,703	44,482,345	44,482,344
Gift-in-Kind Expense	-	-	-	-	-	-	-	-	0
OST Expense	1,010,856	153,160	355,120	222,082	168,476	900,154	143,449	2,953,297	2,953,297
Subtotal non-cash Expense	1,010,856	153,160	355,120	222,082	168,476	900,154	143,449	2,953,297	2,953,297
<b>Total operating Expenses</b>	<b>16,800,298</b>	<b>3,198,576</b>	<b>2,223,994</b>	<b>2,212,740</b>	<b>1,167,933</b>	<b>6,384,948</b>	<b>15,447,152</b>	<b>47,435,642</b>	<b>47,435,641</b>
<b>Net Income/(deficit)</b>	<b>1,237,659</b>	<b>876,025</b>	<b>(1,172,060)</b>	<b>(1,440,265)</b>	<b>(588,649)</b>	<b>(3,023,451)</b>	<b>4,115,910</b>	<b>5,169</b>	<b>5,169</b>

# ATTACHMENT 2

IDAHO STATE UNIVERSITY  
ATHLETICS DEPARTMENT  
SCHEDULE OF REVENUES AND EXPENSES  
FOR THE YEAR ENDED JUNE 30, 2018 (UNAUDITED)

	Men's Basketball	Football	Other Men's Sports	Women's Basketball	Women's Volleyball	Other Women's Sports	Non-Program Specific	Totals
<b>OPERATING REVENUES:</b>								
Ticket Sales	54,627	157,388	2,548	26,718	7,025	6,356	-	254,661
Student Fees	-	-	-	-	-	-	1,798,079	1,798,079
Guarantees	430,000	580,000	2,000	97,500	-	10,000	-	1,119,500
Contributions	36,655	53,557	2,949	16,310	1,900	29,843	348,627	489,840
In-Kind Donation Revenue	66,352	101,183	4,913	30,457	16,039	22,180	113,764	354,887
Direct State or Other Government Support	372,594	776,228	175,027	310,872	164,866	891,295	1,252,444	3,943,327
Direct Institutional Support	-	-	-	-	-	-	676,500	676,500
Indirect Institutional Support	17,456	41,836	5,159	-	-	5,159	106,904	176,514
NCAA Distributions	111,765	-	-	-	-	-	677,576	789,341
Conference Distributions	688	(1,366)	30	(5,131)	720	541	46,404	41,886
Media Rights	1,500	16,942	-	-	29	29	-	18,500
Program Sales, Concessions, Novelty Sales and Parking	5,127	23,171	12,519	30,509	1,589	17,118	82,976	173,007
Royalties, Licensing, Advertisements, and Sponsorships	-	-	800	-	-	-	443,911	444,711
Sport Camp Revenues	25,948	146,250	2,850	12,655	89,297	36,268	-	313,268
Athletics Restricted Endowment and Investment Income	-	-	-	-	-	-	-	-
Other Revenues	-	-	-	238	-	-	-	238
Bowl Revenues	-	-	-	-	-	-	-	-
Subtotal Cash Revenue	1,122,711	1,895,189	208,794	520,128	281,464	1,018,787	5,547,186	10,594,259
Third Party Support	-	-	-	-	-	-	-	-
OST Revenue	-	-	-	-	-	-	-	-
Subtotal non-cash Revenue	-	-	-	-	-	-	-	-
<b>Total operating revenues</b>	<b>1,122,711</b>	<b>1,895,189</b>	<b>208,794</b>	<b>520,128</b>	<b>281,464</b>	<b>1,018,787</b>	<b>5,547,186</b>	<b>10,594,259</b>
<b>OPERATING EXPENSES</b>								
Athletic Student Aid	223,960	955,617	145,141	251,669	161,149	777,151	95,999	2,610,685
Guarantees	25,749	66,500	300	6,700	-	3,300	-	102,549
Coaching Salaries, Benefits, and Bonuses	374,096	522,221	161,046	327,077	165,780	486,921	159,103	2,196,243
Support Staff/Administrative Salaries, Benefits, and Bonuses	26,070	269,234	15,177	-	402	15,177	1,581,084	1,907,144
Severance Payments	-	-	-	-	-	-	-	-
Recruiting	49,621	63,553	12,331	27,919	11,996	34,476	22,636	222,532
Team Travel	192,059	273,099	87,360	183,848	82,299	315,247	50,105	1,184,018
Equipment, Uniforms and Supplies	43,271	189,950	35,184	27,632	28,678	94,411	140,031	559,157
Game Expenses	95,953	58,055	5,777	67,169	16,950	34,564	48,812	327,280
Fundraising, Marketing, Promotion	38,283	41,672	-	22,595	1,395	1,119	75,481	180,545
Sports Camp Expenses	27,716	145,079	-	19,907	75,448	30,516	-	298,666
Direct Facilities/Maint/Rentals	-	-	-	-	-	-	-	-
Spirit Group	-	-	-	-	-	-	-	-
Direct Overhead and Administrative Expenses	17,327	74,678	13,011	9,467	11,395	40,068	178,872	344,817
Indirect Institutional Support	17,456	41,836	5,159	-	-	5,159	106,904	176,514
Medical Expenses & Insurance	-	-	-	-	-	-	337,656	337,656
Memberships & Dues	260	-	655	320	699	1,195	50,026	53,155
Other Operating Expenses	24,251	35,996	8,514	35,264	11,503	18,638	225,693	359,860
Student Athlete Meals (Non-Travel)	13,263	51,030	3,756	4,756	4,208	12,589	9,318	98,920
Bowl Expenses	-	-	-	-	-	-	-	-
Subtotal Cash Expenses	1,169,336	2,788,520	493,408	984,325	571,902	1,870,529	3,081,720	10,959,740
Gift-in-Kind Expense	-	-	-	-	-	-	-	-
OST Expense	-	-	-	-	-	-	-	-
Subtotal non-cash Expense	-	-	-	-	-	-	-	-
<b>Total operating expenses</b>	<b>1,169,336</b>	<b>2,788,520</b>	<b>493,408</b>	<b>984,325</b>	<b>571,902</b>	<b>1,870,529</b>	<b>3,081,720</b>	<b>10,959,740</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENSE</b>	<b>(46,625)</b>	<b>(893,331)</b>	<b>(284,614)</b>	<b>(464,197)</b>	<b>(290,438)</b>	<b>(851,743)</b>	<b>2,465,466</b>	<b>(365,482)</b>
<b>OTHER REPORTING ITEMS</b>								
Total Institutional Debt	-	-	-	-	-	-	-	36,434,190

See notes to Schedule of Revenue and Expenses



University of Idaho  
Intercollegiate Athletics  
Schedule of Revenue and Expenses  
For the Year Ended June 30, 2018 (unaudited)

ATTACHMENT 3

	Football	Men's Basketball	Other Men's Sports	Women's Volleyball	Women's Basketball	Other Women's Sports	Non-Program Specific	Grand Total
<b>Operating Revenues</b>								
Ticket Sales	\$ 569,246	\$ 60,615	\$ -	\$ 4,970	\$ 9,402	\$ -	\$ -	\$ 644,233
Student Fees	-	-	-	-	-	-	2,084,136	2,084,136
Direct Institutional Support								
General Education Funds	842,039	322,754	138,462	141,675	183,332	285,481	1,138,457	3,052,200
Gender Equity Funds	-	-	-	212,879	229,454	857,467	-	1,299,800
Institutional Support Funds	266,665	102,213	43,850	44,867	58,059	90,410	360,536	966,600
Other Institutional Support (includes OST Waivers)	1,084,737	163,240	301,803	187,726	171,402	786,463	557,546	3,252,917
Indirect Institutional Support	-	-	-	-	-	-	471,675	471,675
Indirect Institutional Support - Athletic Facilities Debt Service, Lease & Rental Fees	-	-	-	-	-	-	1,069,429	1,069,429
Guarantees	1,515,000	267,331	-	-	59,831	6,100	-	1,848,262
Contributions	939,997	193,960	162,184	101,961	122,056	435,007	315,778	2,270,943
In-Kind	12,600	12,600	-	-	4,200	-	12,600	42,000
Compensation & Benefits Provided by 3rd Party	260,272	99,500	4,000	25,000	18,000	39,500	15,000	461,272
Media Rights	100,000	1,500	-	58	-	-	75,000	176,558
NCAA Distributions	200,236	38,078	89,505	34,863	42,073	198,293	471,089	1,074,137
Conference Distributions (Non-Media or Bowl)	524,449	-	-	-	-	-	-	524,449
Program, Novelty, Parking & Concessions	23,301	4,458	38	408	1,232	1,654	-	31,091
Royalties, Licensing, Advertising & Sponsorships	19,100	6,450	-	-	-	-	365,974	391,524
Sports Camp Revenues	156,360	2,400	-	-	2,443	-	-	161,203
Athletics Restricted Endowment & Investment Income	162,688	23,252	36,087	19,036	52,128	72,981	59,666	425,838
Other Operating Revenues	3,674	-	318	300	-	3,081	212,635	220,008
<b>Total Operating Revenues</b>	<b>\$ 6,680,364</b>	<b>\$ 1,298,351</b>	<b>\$ 776,247</b>	<b>\$ 773,743</b>	<b>\$ 953,612</b>	<b>\$ 2,776,437</b>	<b>\$ 7,209,521</b>	<b>\$ 20,468,275</b>
<b>Operating Expenses</b>								
Athletic Student Aid	2,696,485	434,031	626,731	404,626	405,190	1,660,127	218,206	6,445,396
Guarantees	325,000	10,477	-	-	2,000	2,500	-	339,977
Coaching Salaries, Benefits & Bonuses	1,383,412	547,342	229,555	231,014	345,881	469,836	-	3,207,040
Coaching Salaries, Benefits & Bonuses Paid by 3rd Party	260,272	99,500	4,000	25,000	18,000	39,500	-	446,272
Support Staff/Admin Compensation Benefits & Bonuses	69,283	50,880	-	275	707	654	2,653,466	2,775,265
Support Staff/Admin Compensation Benefits & Bonuses Paid by 3rd Party	-	-	-	-	-	-	15,000	15,000
Recruiting	154,060	104,753	15,426	25,854	71,226	69,356	-	440,675
Team Travel	1,201,858	289,940	224,053	147,836	235,008	501,290	-	2,599,985
Sports Equipment, Uniforms & Supplies	221,091	41,639	41,670	17,113	33,600	92,366	185,324	632,803
Game Expenses	346,569	153,524	25,906	35,809	126,118	76,036	-	763,962
Fund Raising, Marketing & Promotion	-	-	-	-	-	-	423,913	423,913
Sports Camp Expenses	24,917	2,400	-	-	723	-	-	28,040
Spirit Groups	-	-	-	-	-	-	2,500	2,500
Athletic Facilities, Debt Service, Leases & Rental Fees	-	-	-	-	-	-	1,185,077	1,185,077
Direct Overhead & Administrative Expenses	918	606	-	936	1,248	1,957	12,218	17,883
Indirect Institutional Support	-	-	-	-	-	-	471,675	471,675
Medical Expenses & Insurance	-	-	-	-	-	-	493,761	493,761
Memberships & Dues	-	3,560	1,445	355	160	6,758	153,497	165,775
Student-Athlete Meals (non-travel)	33,802	7,208	3,213	949	4,480	8,463	22,981	81,096
Other Operating Expenses	78,001	69,723	29,373	22,228	32,096	76,308	737,708	1,045,437
<b>Total Operating Expenses</b>	<b>\$ 6,795,668</b>	<b>\$ 1,815,583</b>	<b>\$ 1,201,372</b>	<b>\$ 911,995</b>	<b>\$ 1,276,437</b>	<b>\$ 3,005,151</b>	<b>\$ 6,575,326</b>	<b>\$ 21,581,532</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenses</b>	<b>\$ (115,304)</b>	<b>\$ (517,232)</b>	<b>\$ (425,125)</b>	<b>\$ (138,252)</b>	<b>\$ (322,825)</b>	<b>\$ (228,714)</b>	<b>\$ 634,195</b>	<b>\$ (1,113,257)</b>
<b>Other Reporting Items</b>								
Total Athletics Related Debt							\$ 23,295,000	\$ 23,295,000
Total Institutional Debt							\$ 173,360,000	\$ 173,360,000

See Accompanying Notes to Schedule of Revenues and Expenses

Lewis-Clark State College Intercollegiate Athletics Department  
Statement of Revenues and Expenses  
For the Year Ended June 30, 2018 (Unaudited)

	Baseball	Men's Basketball	Other Men's Sports	Women's Volleyball	Women's Basketball	Other Women's Sports	Non-Program Specific	Grand Total
<b>Operating Revenues</b>								
01 Ticket Sales	18,862	8,299		2,263	8,299			37,723
02 Student Fees							427,601	427,601
03 Direct State/Govt Support	246,964	84,408	95,865	68,517	83,535	99,288	575,325	1,253,902
04 Direct Institutional Support (excludes Out of State Waivers)							193,200	193,200
05 Direct Institutional Support (Out of State Waivers)	350,626	122,344	214,579	144,912	108,684	335,135	114,722	1,391,002
06 Indirect Institutional Support							222,774	222,774
07 Guarantees								0
08 Contributions							479,162	479,162
09 In-Kind	9,250	8,750		7,250	8,250			33,500
10 Compensation & Benefits Provided by 3rd Party								0
11 Media Rights							4,800	4,800
12 NCAA Distributions							708,057	708,057
13 Conference Distributions (Non-Media or Bowl)								0
14 Program, Novelty, Parking & Concessions								0
15 Royalties, Licensing, Advertising & Sponsorships								0
16 Sports Camp Revenues	11,110	30,885		2,895	19,550		33,816	98,256
17 Athletics Restricted Endowment & Investment Income								0
18 Other Operating Revenues								0
<b>Total Operating Revenues</b>	<b>636,812</b>	<b>254,686</b>	<b>310,444</b>	<b>225,837</b>	<b>228,318</b>	<b>434,423</b>	<b>2,759,457</b>	<b>4,849,977</b>
<b>Operating Expenditures</b>								
19 Athletic Student Aid	521,399	190,043	260,010	227,253	207,355	390,344	117,584	1,913,988
20 Guarantees	9,755	9,400	0	0	6,000	390	0	25,545
21 Coaching Salaries, Benefits & Bonuses	261,028	136,001	114,441	76,852	105,387	117,819		811,528
22 Coaching Salaries, Benefits & Bonuses Paid by 3rd Party								0
23 Support Staff/Admin Compensation Benefits & Bonuses	10,157	6,211					390,114	406,482
24 Support Staff/Admin Compensation Benefits & Bonuses Paid by 3rd Party								0
25 Recruiting	3,256	4,024	1,151	3,835	6,446	2,324	3,878	24,914
26 Team Travel	65,693	39,805	72,433	49,378	49,604	72,914		349,827
27 Sports Equipment, Uniforms & Supplies	22,169	19,589	55,645	21,586	23,723	66,011	30,735	239,458
28 Game Expenses	14,163	16,475	6,776	9,555	12,340	8,526	42,888	110,723
29 Fund Raising, Marketing & Promotion								0
30 Sports Camp Expenses	10	12,446	6,270	0	8,791	6,270	0	33,787
31 Spirit Groups								0
32 Athletic Facilities, Debt Service, Leases & Rental Fees								0
33 Direct Overhead & Administrative Expenses								0
34 Indirect Institutional Support	9,250	8,750	0	7,250	8,250	0	222,774	256,274
35 Medical Expenses & Insurance							14,970	14,970
36 Memberships & Dues								0
37 Other Operating Expenses	2,102	3,935	6,224	1,040	3,079	5,459	619,701	641,540
<b>Total Operating Expenditures</b>	<b>918,982</b>	<b>446,679</b>	<b>522,950</b>	<b>396,749</b>	<b>430,975</b>	<b>670,057</b>	<b>1,442,644</b>	<b>4,829,036</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenses</b>	<b>(282,170)</b>	<b>(191,993)</b>	<b>(212,506)</b>	<b>(170,912)</b>	<b>(202,657)</b>	<b>(235,634)</b>	<b>1,316,813</b>	<b>20,941</b>
<b>Other Reporting Items</b>								
38 Conference Realignment Expenses							0	0
39 Total Athletics Related Debt							0	0
40 Total Institutional Debt							0	0
41 Value of Athletics Dedicated Endowments							486,868	486,868
42 Value of Institutional Endowments							8,727,486	8,727,486

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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**SUBJECT**

Intercollegiate Athletics Department Employee Compensation Report

**REFERENCE**

April 2018                      Board received FY 2017 athletics compensation reports

**APPLICABLE STATUTE, RULE OR POLICY**

Idaho State Board of Education (Board) Governing Policies & Procedures, Section II.H.

**ALIGNMENT WITH STRATEGIC PLAN**

The Intercollegiate Athletics employee compensation report is a non-strategic, Board governance agenda item.

**BACKGROUND/ DISCUSSION**

The attached spreadsheets show actual compensation figures for FY2018 and estimated compensation figures for FY2019. The sources of funding for athletic department positions vary widely. A number of the most highly-paid coaching positions are funded entirely from program revenues.

**IMPACT**

The report details the contracted salary received by athletics administrators and coaches, including bonuses, supplemental compensation and perquisites, if applicable.

**ATTACHMENTS**

Attachment 1 – Boise State University	FY18 Actual
Attachment 2 – Boise State University	FY19 Estimate
Attachment 3 – Idaho State University	FY18 Actual
Attachment 4 – Idaho State University	FY19 Estimate
Attachment 5 – University of Idaho	FY18 Actual
Attachment 6 – University of Idaho	FY19 Estimate
Attachment 7 – Lewis-Clark State College	FY18 Actual
Attachment 8 – Lewis-Clark State College	FY19 Estimate

**STAFF COMMENTS AND RECOMMENDATIONS**

The Board has delegated, through Board Policy II.B., personnel management authority to the Chief Executive Officer of each institution, except for those responsibilities specifically retained by the Board. Board policy II.H. authorizes the Chief Executive Officer of an institution to enter into a contract for the services of a coach or athletic director with that institution for a term of up to three (3) years. A contract with a term (whether fixed or rolling) of more than three (3) years, or

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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with a total annual compensation amount of \$350,000 or higher, is subject to approval by the Board.

**BOARD ACTION**

This item is for informational purposes only.

**Intercollegiate Athletics Compensation Report  
Boise State University  
FY2018 Actual**

**ATTACHMENT 1**

PCN	Depart/Name/Title		Compensation				Contract Bonus			Perks		Multi-Yr Contract	State Approp.	Program Revenue	Funding All Other
			Athletic FTE	Base Salary	Camps/ Clinics	Equip Co & Other	Academic Perform.	Winning Perform.	Other	Club Mbership	Car				
Athletic Administration															
1700	Heather Berry	Assistant AD, Personnel	1.00	64,666	0	1,000	0	0	0	No	No	No		64,666	1,000
1701	Curt Apsey	Executive Director, Athletics	1.00	352,090	0	2,000	35,000	35,000	20,000	Yes	Yes	Yes		442,090	2,000
1702	Robert Carney	Assoc AD, Facilities and Operations	1.00	93,806	0	2,500	0	0	0	No	No	No		93,806	2,500
1711	Marc Paul	Assoc. AD/Athletic Trainer	1.00	79,699	0	2,500	0	0	2,000	No	No	No		81,699	2,500
1715	Tyler Smith	Assoc Athletic Trainer	1.00	59,670	0	1,000	0	0	1,000	No	No	No	59,670	1,000	1,000
1717	Christina Van Tol	Sr. Assoc AD /Internal/SWA	1.00	125,394	0	2,500	0	0	0	No	Yes	No	125,394	-	2,500
1724	Kassondra Landry	Head Cheer/Dance Coach	1.00	40,474	0	500	0	0	0	No	No	No		40,474	500
1725	Brandon Voigt	Asst Athletic Trainer	1.00	42,527	0	500	0	0	1,000	No	No	No	42,527	1,000	500
1726	James Spooner	Assoc. Athletic Trainer	1.00	51,859	1,000	1,000	0	0	1,000	No	No	No	51,859	1,000	2,000
1727	Doug Link	Associate Sports Info Director	1.00	46,447	0	500	0	0	0	No	No	No		46,447	500
1735	Seth Rede/Hudson	Asst Athletic Trainer	1.00	34,283	0	500	0	0	0	No	No	No		34,283	500
1736	Cameron Howard	Asst Director, Marketing & Promotions	1.00	39,184	0	500	0	0	0	No	No	No		39,184	500
1739	David (DJ) Giumento	Asst AD, Facility Operations	1.00	15,131	0	0	0	0	0	No	No	No		15,131	-
1740	Peter Clark	Asst Sports Info Director & Web Coor	1.00	34,482	0	500	0	0	0	No	No	No	-	34,482	500
1741	Christopher Nichol	Academic Advisor, Director of Tutor Program	1.00	44,922	0	500	1,500	0	0	No	No	No	41,824	4,599	500
1742	Julie Rising	Manager, Athletic Game Operations	1.00	45,562	0	500	0	0	0	No	No	No		45,562	500
1743	Matthew Mayer	Assistant Business Manager	1.00	43,094	0	500	0	0	0	No	No	No	43,094	-	500
1751	Jolenne Dimeo	Facility Operations Supervisor	1.00	58,558	0	500	0	0	0	No	No	No		58,558	500
1752	Dale Holste	Assoc Dir, Athletic Equipment Operations	1.00	59,447	6,000	2,000	0	0	1,000	No	No	No		60,447	8,000
1753	Raul Ibarra	Assistant Director, Athletic Equipment Operations	1.00	44,353	0	500	0	0	0	No	No	No		44,353	500
1754	Scott Duncan	Facility Maintenance Supervisor	1.00	36,736	0	500	0	0	0	No	No	No		36,736	500
1755	Dominic Shelden	Assistant Director Creative Services	1.00	4,548	0	0	0	0	0	No	No	No	-	4,548	-
1758	Benjamin Jaeger	Associate Director, Sports Performance Coach	1.00	43,294	350	500	0	0	1,000	No	No	No		44,294	850
1759	Patricia Moran	Asst Athletic Director Business & Finance	1.00	64,398	0	1,000	0	0	0	No	No	No		64,398	1,000
1760	Lauren Rodgers	Asst Athletic Trainer	1.00	39,947	0	500	0	0	1,000	No	No	No		40,947	500
1761	Tyler Whitmer	Associate Director, Sports Performance Coach	1.00	46,381	0	500	0	0	2,000	No	No	No		48,381	500
1763	Rachel Caton/Walsch	Associate Sports Info Director	1.00	38,059	0	500	0	0	0	No	No	No	-	38,059	500
1764	Justin LaChapelle	Athletic Technical Support Specialist	1.00	47,227	0	500	0	0	0	No	No	No		47,227	500
1766	Tyler Wilson	Asst Director of Compliance	1.00	10,315	0	0	0	0	0	No	No	No		10,315	-
1767	Kyle Moeller/Haynes	Asst Director, Athletic Equipment Operations	1.00	31,016	0	500	0	0	0	No	No	No		31,016	500
1768	Caleb Howard	Coordinator, Video Services	1.00	43,891	0	500	0	0	0	No	No	No		43,891	500
1770	Brayden Dunning	Sr. Director, Development	1.00	42,408	0	500	0	0	0	No	No	No		42,408	500
1773	Connor Bennett	Asst Athletic Trainer	1.00	37,577	0	500	0	0	0	No	No	No	-	37,577	500
1774	Joseph Nickell	Associate Athletic Director, Media Relations	1.00	71,991	0	2,500	0	0	0	No	No	No		71,991	2,500
1776	Mackenzie Cabot	Business Office Analyst	1.00	34,967	0	500	0	0	0	No	No	No		34,967	500
1777	Rene Barraza	Athletic Facilities Scheduling Coordinator	1.00	28,633	0	500	0	0	0	No	No	No		28,633	500
3005	* Natalie Keffer	Assistant Athletic Director, Development	0.01	673	0	1,000	0	0	0	No	No	No		673	1,000
3023	Cody Smith	Asst Athletic Director, Event Operations	1.00	59,971	0	1,000	0	0	0	No	No	No		59,971	1,000
3030	Brad Larrondo	Senior Associate Athletic Director, External	1.00	102,632	10,000	2,500	4,000	2,000	3,000	No	Yes	No		111,632	12,500
3064	Taylor Little	Coordinator, Video Services	1.00	47,887	0	500	0	0	0	No	No	No		47,887	500
3072	Benjamin Price	Director of Development	1.00	33,448	0	500	0	0	0	No	No	No		33,448	500
3110	Taryn Schutte	Academic Advisor	1.00	39,579	0	500	1,500	0	0	No	No	No	39,579	1,500	500
3125	Matthew Thomas	Asst AD, Mkting & Promotions	1.00	62,994	0	1,000	0	0	0	No	No	No		62,994	1,000
3132	Jennifer Bellomy	Assistant Athletic Director, Compliance	1.00	66,194	0	1,000	0	0	0	No	No	No		66,194	1,000
3145	Gabe Rosenvall	Assoc AD, Student Athlete Development	1.00	83,967	0	2,500	5,500	0	0	No	No	No	83,967	5,500	2,500
3149	Anita Guerricabeitia	Asst AD - Tkt Operations	1.00	74,262	0	1,000	0	0	0	No	No	No		74,262	1,000
3150	Aaron Juarez	Associate Sports Info Director	1.00	46,447	0	500	0	0	0	No	No	No	46,447	-	500

**Intercollegiate Athletics Compensation Report  
Boise State University  
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**ATTACHMENT 1**

PCN	Depart/Name/Title		Athletic FTE	Compensation			Equip Co & Other	Contract Bonus			Perks		Multi-Yr Contract	State Approp.	Program Revenue	Funding All Other
				Base Salary	Camps/ Clinics			Academic Perform.	Winning Perform.	Other	Club Mbership	Car				
3154	Spencer Jahn	Director, Marketing & Promotions	1.00	45,407	0		500	0	0	0	No	No	No		45,407	500
3167	Sara Swanson	Assistant Athletic Director, Student-Athlete Develop	1.00	59,073	0		1,000	1,500	0	0	No	No	No		60,573	1,000
3188	Katherine Tuller	Director, Special Events	1.00	32,714	0		500	0	0	0	No	No	No		32,714	500
3194	Nicole Gamez	Associate Athletic Director, Business Affairs	1.00	98,730	0		1,500	0	0	0	Yes	No	No		98,730	1,500
3410	Danielle Charters	Director Business Operations	1.00	56,616	0		1,000	0	0	0	No	No	No		56,616	1,000
3502	Andy Atkinson	Director, Ath Info & Digital Tech	1.00	73,410	0		1,000	0	0	0	No	No	No		73,410	1,000
3529	Justine Callen	Asst Director of Compliance	1.00	10,315	0		0	0	0	0	No	No	No		10,315	-
3530	Adam Herman	Director, Sports Performance Coach	1.00	79,630	0		2,000	0	0	2,000	No	No	No		81,630	2,000
3545	Shaela Priaulx-Soho	Ticket Manager	1.00	50,284	0		500	0	0	0	No	No	No		50,284	500
3549	Matt Brewer	Associate Athletic Director, Complinance	1.00	88,807	0		2,500	0	0	0	No	No	No		88,807	2,500
3563	Eric Kile	Director, Student Athlete Learning Center	1.00	47,974	0		500	1,500	0	0	No	No	No	47,974	1,500	500
3584	Christina Webster	Director, Annual Giving	1.00	43,114	0		500	0	0	0	No	No	No		43,114	500
3592	* Bart Hendricks	Director, Development/Athletics	0.28	13,967	0		500	0	0	0	No	No	No		13,967	500
3804	Jacob Thompson	Assistant Director Development	1.00	39,262	0		500	0	0	0	No	No	No		39,262	500
3805	Keita Shimada	Assoc. Athletic Trainer	1.00	52,774	0		1,000	0	0	1,000	No	No	No		53,774	1,000
3806	Nicole Denno	Assistant Athletic Trainer	1.00	39,587	0		500	0	0	1,000	No	No	No		40,587	500
3947	Victoria Lewis	Business Manager	1.00	48,947	0		500	0	0	0	No	No	No		48,947	500
3950	Rene Barraza	Asst Manager, Athletic Events and Facilities	1.00	41,417	0		500	0	0	0	No	No	No		41,417	500
3970	Syringa Stark	Athletic Insurance Coordinator	1.00	39,621	0		500	0	0	0	No	No	No		39,621	500
4381	Katherine Tuller	Human Resources Specialist	1.00	18,080	0			0	0	0	No	No	No		18,080	-

**Intercollegiate Athletics Compensation Report  
Boise State University  
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**ATTACHMENT 1**

PCN	Depart/Name/Title		Athletic FTE	Base Salary	Compensation		Equip Co & Other	Contract Bonus			Perks		Multi-Yr Contract	State Approp.	Program Revenue	Funding All Other
					Camps/ Clinics			Academic Perform.	Winning Perform.	Other	Club Mbership	Car				
	<b>Men's Sports</b>															
	<b>Football</b>						Nike	APR	Winning	Bowl/Other						
1704	Bryan Harsin	Head Coach	1.00	1,393,083	0		3,000	20,000	125,000	0	Yes	Yes	Yes		1,538,083	3,000
1705	Jeff Popovich	Assistant Coach	1.00	191,361	2,000		2,000	4,000	15,000	6,000	No	Yes	No		216,361	4,000
1706	Eric Kiesau	Assistant Coach	1.00	192,358	2,000		2,000	2,000	25,000	6,000	No	Yes	No		225,358	4,000
1707	Bradley Bedell	Assistant Coach	1.00	232,419	2,000		2,000	0	25,000	6,000	No	Yes	No		263,419	4,000
1708	Andy Avalos	Defensive Coordinator	1.00	320,936	2,000		2,000	4,000	35,000	6,000	No	Yes	No		365,936	4,000
1728	Tyson Gale	Assistant Coach, FB Strength & Conditioning	1.00	44,733	2,000		500	0	0	2,000	No	No	No		46,733	2,500
1730	Joel Schneider	Director, Football Operations/Ext Relations	1.00	54,132	4,000		0	4,000	2,000	3,000	No	No	No		63,132	4,000
1732	Kevin Riley	Dir. FB Video/Technology	1.00	50,678	0		500	0	2,000	3,000	No	No	No		55,678	500
1762	Darren Uscher	Director of Recruiting	1.00	58,045	3,000		1,000	4,000	2,000	3,000	No	No	No		67,045	4,000
1772	Brandon Pringle	Assistant Coach, Strength & Conditioning/Football	1.00	44,733	2,000		500	0	0	2,000	No	No	No		46,733	2,500
1775	Taylor Tharp	Director, Program Development	1.00	74,712	20,092		2,000	4,000	2,000	3,000	No	No	No		83,712	22,092
3103	Zak Hill	Offensive Coordinator	1.00	289,449	2,000		2,000	4,000	25,000	6,000	No	Yes	Yes		324,449	4,000
3109	Spencer Danielson	Assistant Coach	1.00	34,371	0			0	0	0		Yes			34,371	-
3134	Lee Marks	Assistant Coach	1.00	148,868	2,000		2,000	4,000	25,000	6,000	No	Yes	No		183,868	4,000
3153	Jeff Pitman	Head Coach, Strength-Football	1.00	152,381	3,000		2,000	4,000	25,000	6,000	No	No	No		187,381	5,000
3160	Chad Kauhaahaa	Asst HC-Defensive Line	1.00	231,553	2,000		2,000	4,000	15,000	6,000	No	Yes	No		256,553	4,000
3162	Gabe Franklin	Defensive Coordinator	1.00	199,448	2,000		2,000	4,000	25,000	6,000	No	Yes	Yes		234,448	4,000
3186	Kent Riddle	Assoc HC- TE/Spc Team Coord	1.00	279,459	2,000		2,000	4,000	25,000	6,000	No	Yes	Yes		314,459	4,000
	<b>Basketball</b>															
1710	Leon Rice	Head Coach	1.00	680,290	0		10,000	20,000	8,000	6,000	Yes	Yes	Yes		714,290	10,000
1712	Michael Burns	Assistant Coach, Men's Basketball	1.00	129,258	0		2,500	5,000	2,000	2,000	No	Yes	No		138,258	2,500
1714	Phil Beckner	Assistant Coach, Men's Basketball	1.00	121,696	0		2,500	5,000	2,000	2,000	No	Yes	No		130,696	2,500
1745	David Moats	Director, Men's BB Operations	1.00	42,871	0		2,500	0	0	0	No	No	No	42,871	-	2,500
3133	Chris Acker	Assistant Coach, Men's Basketball	1.00	125,500	0		2,500	0	0	0	No	Yes	No		125,500	2,500
	<b>Wrestling</b>															
1713	Michael Mendoza	Head Coach	1.00	49,255	0		0	0	0	0	No	No	No	49,255	-	-
3180	Levi Jones	Assistant Coach	1.00	4,326	0		0	0	0	0	No	No	No	4,326	-	-
3182	Riley Orozco	Assistant Coach	1.00	38,086	0		500	1,200	0	0	No	No	No	38,086	1,200	500
	<b>Golf</b>															
3566	Dan Potter	Head Coach	1.00	61,910	0		2,000	3,000	0	0	Yes	Yes	No		64,910	2,000
	<b>Tennis</b>															
3151	Kristian Widen/Patton	Head Coach	1.00	103,426	0		2,000	0	0	0	No	Yes	No		103,426	2,000
3178	Pierre Tafelski/Ouellette	Assistant Coach	1.00	26,366	0		500	0	0	0	No	No	No	26,366	-	500
	<b>Men/Women's Track &amp; Field</b>															
1719	Patrick McCurry	Assistant Coach	1.00	48,854	0		500	2,400	4,250	0	No	No	No	48,854	6,650	500
1721	Travis Hartke	Assoc Head CC & Asst Track and Field Coach	1.00	49,994	0		500	2,400	5,250	0	No	No	No	49,994	7,650	500
2223	Corey Ihmels	Head Coach	1.00	108,836	0		4,000	9,000	22,000	0	No	No	Yes		139,836	4,000
3177	Gavin O'Neal	Assistant Coach	1.00	47,180	0		500	1,200	750	0	No	No	No	47,180	1,950	500
	<b>Baseball</b>															
3191	Gary Van Tol	Head Coach	1.00	41,548	0		2,000	0	0	0	Yes	Yes	Yes		41,548	2,000

**Intercollegiate Athletics Compensation Report  
Boise State University  
FY2018 Actual**

**ATTACHMENT 1**

PCN	Depart/Name/Title		Athletic FTE	Base Salary	Compensation Camps/ Clinics	Equip Co & Other	Academic Perform.	Contract Bonus Winning Perform.	Other	Perks Club Mbership	Car	Multi-Yr Contract	State Approp.	Program Revenue	Funding All Other
<b>Women's Sports</b>															
<b>Basketball</b>															
3181	Cariann Ramirez	Assistant Coach	1.00	75,005	2,750	500	5,000	7,000	0	No	No	No	75,005	12,000	3,250
1744	Julia Fishman	Dir, Women's BB Operations	1.00	39,164	1,000	500	2,500	3,500	0	No	No	No	39,164	6,000	1,500
2226	Gordon Presnell	Head Coach	1.00	230,584	750	7,500	12,500	21,500	5,000	No	No	Yes		269,584	8,250
1720	Heather Sower	Assistant Coach	1.00	85,010	1,250	500	5,000	7,000	0	No	Yes	No	85,010	12,000	1,750
3129	Cody Butler	Assistant Coach	1.00	95,014	1,250	500	5,000	7,000	0	No	Yes	No	95,014	12,000	1,750
<b>Soccer</b>															
1722	James Thomas	Head Coach	1.00	86,531	37,000	2,000	3,000	0	0	No	No	Yes	86,531	3,000	39,000
1723	Edward Moore	Assistant Coach	1.00	35,734	22,000	500	1,200	0	0	No	No	No	35,734	1,200	22,500
1748	Weber/Zabala	Assistant Coach	1.00	25,294	12,000	500	1,200	0	0	No	No	No		26,494	12,500
<b>Volleyball</b>															
1716	Shawn Garus	Head Coach	1.00	113,744	11,500	3,500	5,000	1,500	0	Yes	Yes	Yes		120,244	15,000
3130	Candy Murphy	Assistant Coach	1.00	66,019	9,000	500	1,200	1,750	0	No	No	No	66,019	2,950	9,500
3176	Allison Buck	Assistant Coach	1.00	36,005	2,500	500	1,200	1,750	0	No	No	No	36,005	2,950	3,000
<b>Gymnastics</b>															
1718	Neil Resnick	Co-Head Coach	1.00	84,686	0	2,000	2,000	9,000	0	Yes	Yes	Yes	84,686	11,000	2,000
3164	Patti Murphy	Assistant Coach	1.00	39,419	1,000	500	1,200	2,000	0	No	No	No	39,419	3,200	1,500
3174	Tina Bird	Co-Head Coach	1.00	74,813	5,099	2,000	2,000	9,000	0	No	Yes	Yes		85,813	7,099
<b>Tennis</b>															
3163	Sherman Roghaar	Head Coach	1.00	66,518	3,535	2,000	4,000	0	0	No	Yes	Yes	61,506	9,012	5,535
3179	Kristian Widen	Assistant Coach	1.00	44,355	1,773	500	1,200	0	0	No	No	No	34,350	11,205	2,273
<b>Golf</b>															
3127	Nicole Bird	Head Coach	1.00	47,729	0	2,000	3,000	0	0	Yes	Yes	No	47,729	3,000	2,000
<b>Softball</b>															
1737	Cynthia Malone	Head Coach	1.00	72,827	7,784	2,000	3,000	4,000	0	No	No	No	72,827	7,000	9,784
1738	Bailey Wigness	Assistant Coach	1.00	31,420	7,784	500	1,200	0	0	No	No	No	31,420	1,200	8,284
1747	Joel Oliver	Assistant Coach	1.00	29,342	7,784	500	1,200	0	0	No	No	No	29,342	1,200	8,284
<b>Swimming</b>															
1731	Jeremy Kipp	Head Coach	1.00	82,589	4,150	2,000	3,000	6,000	0	No	Yes	Yes	82,589	9,000	6,150
1733	Meghan Hawthorne	Assistant Coach	1.00	44,500	3,150	500	1,200	2,000	0	No	No	No	39,884	7,816	3,650
1746	Brandon Blaisdell	Diving Coach	1.00	42,300	0	500	1,200	2,000	0	No	No	No	42,300	3,200	500
<b>Grand Totals</b>			<b>122.29</b>	<b>10,815,540</b>	<b>212,500</b>	<b>149,000</b>	<b>232,700</b>	<b>539,250</b>	<b>128,000</b>				<b>1,973,803</b>	<b>9,741,687</b>	<b>361,500</b>

Notes:

\* Employee works 1 FTE at the University. The FTE and Base Salary on this report reflect the amount of the employee's salary which is funded by Athletics.

Base Salary does not include vacation payout



**Intercollegiate Athletics Compensation Report  
Boise State University  
FY2019 Estimated Compensation**

**ATTACHMENT 2**

PCN	Depart/Name/Title Athletic Administration		Athletic FTE	Base Salary	Compensation Camps/ Clinics	Equip Co & Other	Academic Perform.	Contract Bonus Winning Perform.	Other	Perks Club Mbership	Car	Multi-Yr Contract	State Approp.	Funding Program Revenue	All Other	Base Salary Annualized Change	Comments
1179	Gregory Patton	Assistant Director Development	1.00	40,000	-	0	0	0	0	No	No	No		40,000	-		New PCN 3151 Head Coach Tennis
1454	* Jacob Thompson	Director Development Athletics	0.31	14,739	-	500	0	0	0	No	No	No		14,739	500		New Split funded w/advancement
1523	* Kathryn Chase	NCAA Compliance (Financial Aid)	0.28	8,270	-	0	0	0	0	No	No	No	8,270	0	-		New Split funded w/Financial Aide
1700	Heather Berry	Assistant AD, Personnel	1.00	74,455	-	1,000	0	0	0	No	No	No		74,455	1,000		15% Promotion
1701	Curt Apsey	Executive Director, Athletics	1.00	359,944	-	2,000	40,000	50,000	30,000	Yes	Yes	Yes		479,944	2,000		2% CEC
1702	Robert Carney	Assoc AD, Facilities and Operations	1.00	106,725	-	2,500	4,000	0	0	No	No	No		110,725	2,500		14% Promotion
1711	Marc Paul	Assoc. AD/Athletic Trainer	1.00	88,192	-	2,500	0	0	3,000	No	No	No		91,192	2,500		11% Promotion
1715	Tyler Smith	Assoc Athletic Trainer	1.00	61,526	-	1,000	0	0	1,000	No	No	No	61,526	1,000	1,000		3% CEC
1717	Christina Van Tol	Sr. Assoc AD /Internal/SWA	1.00	128,378	-	2,500	10,000	0	0	No	Yes	No	128,378	10,000	2,500		2% CEC
1724	Kassondra Landry	Head Cheer/Dance Coach	1.00	40,768	-	500	0	0	0	No	No	No		40,768	500		1% CEC
1725	Brandon Voigt	Asst Athletic Trainer	1.00	43,597	-	500	0	0	1,000	No	No	No	43,597	1,000	500		3% CEC
1726	Connor Bennett	Assoc. Athletic Trainer	1.00	55,016	1,000.00	1,000	0	0	1,000	No	No	No	55,016	1,000	2,000		6% Turnover/Spooner
1727	Doug Link	Associate Sports Info Director	1.00	47,944	-	500	0	0	0	No	No	No		47,944	500		3% CEC
1735	Seth Rede	Asst Athletic Trainer	1.00	44,595	-	500	0	0	1,000	No	No	No		45,595	500		30% Turnover/Hudson
1736	Cameron Howard	Asst Director, Marketing & Promotions	1.00	40,581	-	500	0	0	0	No	No	No		40,581	500		4% CEC
1739	David (DJ) Giumento	Asst AD, Facility Operations	1.00	58,053	-	0	0	0	0	No	No	No		58,053	-		284% Position vacant until Q4 fy18
1740	Peter Clark	Asst Sports Info Director & Web Coord	1.00	43,597	-	500	0	0	0	No	No	No	-	43,597	500		26% Position new in FY18
1741	Christopher Nichol	Academic Advisor, Director of Tutor Prog	1.00	46,322	-	500	1,500	0	0	No	No	No	43,127	4,695	500		3% CEC
1742	Julie Rising	Manager, Athletic Game Operations	1.00	48,277	-	500	0	0	0	No	No	No		48,277	500		6% Turnover/Giumento
1743	Robin Debuhr	Assistant Business Manager	1.00	43,410	-	500	0	0	0	No	No	No	43,410	-	500		1% Turnover/Mayer
1749	vacant	Assistant Athletic Trainer	1.00	39,998	-	0	0	0	1,000	No	No	No		40,998	-		New
1751	Jolenne Dimeo	Facility Operations Supervisor	1.00	60,570	-	500	0	0	0	No	No	No		60,570	500		3% CEC
1752	Dale Holste	Assoc Dir, Athletic Equipment Operation	1.00	60,674	6,000.00	2,000	0	0	1,000	No	No	No		61,674	8,000		2% CEC
1753	Raul Ibarra	Assistant Director, Athletic Equipment Op	1.00	45,198	-	500	0	0	0	No	No	No		45,198	500		2% CEC
1755	Dominic Shelden	Assistant Director Creative Services	1.00	39,416	-	0	0	0	0	No	No	No	-	39,416	-		767% Position new in FY18
1757	Dustin Kelley	Asst Director Athletic Equipment Operati	1.00	39,416	-	500	0	0	0	No	No	No		39,416	500		New
1758	Matthew Lemanowicz	Associate Director, Sports Performance	1.00	33,509	350.00	500	0	0	1,000	No	No	No		34,509	850		-23% Turnover
1759	Brenda Robinson	Asst Athletic Director CFO	1.00	85,010	-	500	0	0	0	No	No	No	85,010	(0)	500		32% Reclaim position
1760	Lauren Rodgers	Asst Athletic Trainer	1.00	40,955	-	500	0	0	1,000	No	No	No		41,955	500		3% CEC
1761	Tyler Whitmer	Associate Director, Sports Performance	1.00	55,931	-	500	0	0	2,000	No	No	No		57,931	500		21% Promotion
1763	Craig Lawson	Associate Sports Info Director	1.00	47,944	-	500	0	0	0	No	No	No	-	47,944	500		26% Promotion
1764	Justin LaChapelle	Athletic Technical Support Specialist	1.00	48,630	-	500	0	0	0	No	No	No		48,630	500		3% CEC
1766	Tyler Wilson	Asst Director of Compliance	1.00	39,395	-	0	0	0	0	No	No	No		39,395	-		282% Position vacant until Q4 fy18
1767	Kyle Moeller	Asst Director, Athletic Equipment Operat	1.00	39,395	-	500	0	0	0	No	No	No		39,395	500		27% Turnover
1768	Grady Titus	Coordinator, Video Services	1.00	40,414	-	500	0	0	0	No	No	No		40,414	500		-8% Turnover
1769	Mackenzie Cabot	Ticket Service Coordinator	1.00	40,019	-	500	0	0	0	No	No	No		40,019	500		New
1770	* Bryan McMartin	Sr. Director, Development	0.19	9,196	-	500	0	0	0	No	No	No		9,196	500		13% Split funded w/advancement
1773	Rowe, Allison	Asst Athletic Trainer	1.00	39,416	-	500	0	0	1,000	No	No	No	-	40,416	500		5% Turnover
1774	Joseph Nickell	Associate Athletic Director, Media Relati	1.00	78,000	-	2,500	0	0	0	No	No	No		78,000	2,500		8% Promotion & CEC
1776	Jeannette Knerr	Business Office Analyst	1.00	43,410	-	500	0	0	0	No	No	No		43,410	500		24% Turnover
1834	Vacant	Asst Director Multimedia Services	1.00	39,400	-	0	0	0	0	No	No	No		39,400	-		New
1941	vacant	Asst Director Sports Performance	1.00	33,530	-	0	0	0	1,000	No	No	No		34,530	-		New
2403	Stephanie Donaldson	Dir Ath Performance Psychologh	1.00	97,614	-	0	0	0	0	No	No	No		97,614	-		New
3005	* Guerricabeitia, Anita	Assistant Athletic Director, Development	0.62	48,000	-	1,000	0	0	0	No	No	No		48,000	1,000		16% Split funded w/advancement
3023	Cody Smith	Asst Athletic Director, Event Operations	1.00	61,859	-	1,000	0	0	0	No	No	No		61,859	1,000		3% CEC
3030	Brad Larrondo	Senior Associate Athletic Director, Extern	1.00	106,392	10,000.00	2,500	5,000	7,500	5,820	No	Yes	No		124,712	12,500		4% Promotion
3064	Taylor Little	Coordinator, Video Services	1.00	52,000	-	500	0	0	0	No	No	No		52,000	500		9% CEC equity
3072	Benjamin Price	Director of Development	1.00	47,944	-	500	0	0	0	No	No	No		47,944	500		43% Position new in FY18
3110	Taryn Schutte	Academic Advisor	1.00	40,976	-	500	1,500	0	0	No	No	No	40,976	1,500	500		4% CEC
3125	Matthew Thomas	Asst AD, Mktng & Promotions	1.00	67,018	-	1,000	0	0	0	No	No	No		67,018	1,000		6% CEC equity
3132	Jennifer Bellomy	Assistant Athletic Director, Compliance	1.00	67,558	-	1,000	0	0	0	No	No	No		67,558	1,000		2% CEC
3145	Gabe Rosenvall	Assoc AD, Student Athlete Development	1.00	87,214	-	2,500	5,500	0	0	No	No	No	87,214	5,500	2,500		4% Promotion
3149	Shaela Priauxx-Soho	Asst AD - Tkt Operations	1.00	63,814	-	1,000	0	0	0	No	No	No		63,814	1,000		-14% Turnover
3150	Aaron Juarez	Associate Sports Info Director	1.00	47,944	-	500	0	0	0	No	No	No	47,944	-	500		3% CEC
3154	Vacant	Director, Marketing & Promotions	1.00	46,883	-	500	0	0	0	No	No	No		46,883	500		3% CEC
3167	Sara Swanson	Assistant Athletic Director, Student-Athle	1.00	61,090	-	1,000	1,500	0	0	No	No	No		62,590	1,000		3% CEC
3188	Vacant	Assistant Director Donor Relations & eve	1.00	39,416	-	500	0	0	0	No	No	No		39,416	500		20% Turnover
3194	Nicole Gamez	Associate Athletic Director, Business Affi	1.00	101,816	-	1,500	0	0	0	Yes	No	No		101,816	1,500		3% CEC
3410	Danielle Charters	Director Business Operations	1.00	58,386	-	1,000	0	0	0	No	No	No		58,386	1,000		3% CEC
3502	Andy Atkinson	Director, Ath Info & Digital Tech	1.00	74,818	-	1,000	0	0	0	No	No	No		74,818	1,000		2% CEC
3529	Justine Callen	Asst Director of Compliance	1.00	39,395	-	0	0	0	0	No	No	No		39,395	-		282% Position vacant until Q4 fy18
3530	Adam Herman	Director, Sports Performance Coach	1.00	82,098	-	2,000	0	0	3,000	No	No	No		85,098	2,000		3% CEC

**Intercollegiate Athletics Compensation Report  
Boise State University  
FY2019 Estimated Compensation**

**ATTACHMENT 2**

PCN	Depart/Name/Title		Athletic FTE	Compensation			Academic Perform.	Contract Bonus		Perks		Multi-Yr Contract	State Approp.	Funding Program Revenue	All Other	Base Salary Annualized Change	Comments
				Base Salary	Camps/ Clinics	Equip Co & Other		Winning Perform.	Other	Club Mbership	Car						
3545	Christopher Hansen	Ticket Manager	1.00	45,011	-	500	0	0	0	No	No	No		45,011	500	-10% Turnover	
3549	Matt Brewer	Associate Athletic Director, Complina	1.00	90,626	-	2,500	0	0	0	No	No	No		90,626	2,500	2% CEC	
3563	Eric Kile	Director, Student Athlete Learning Cente	1.00	49,629	-	500	1,500	0	0	No	No	No	49,629	1,500	500	3% CEC	
3584	Christina Webster	Director, Annual Giving	1.00	44,075	-	500	0	0	0	No	No	No		44,075	500	2% CEC	
3592	* Bart Hendricks	Director, Development/Athletics	0.28	14,231	-	500	0	0	0	No	No	No		14,231	500	2% CEC	
3805	Keita Shimada	Assoc. Athletic Trainer	1.00	54,683	-	1,000	0	0	1,000	No	No	No		55,683	1,000	4% Equity	
3806	Nicole Denno	Assistant Athletic Trainer	1.00	43,576	-	500	0	0	1,000	No	No	No		44,576	500	10% Equity	
3950	Barraza, Rene	Asst Manager, Athletic Events and Facili	1.00	40,581	-	500	0	0	0	No	No	No		40,581	500	-2% Turnover	
3970	Syringa Stark	Athletic Insurance Coordinator	1.00	47,008	-	500	0	0	1,000	No	No	No		48,008	500	19% Promotion	
4925	Katherine Tuller	Human Resources Specialist	1.00	48,568	-		0	0	0	No	No	No		48,568	-	New Promoted to new position	
4903	Matthew Mayer	Business Manager	1.00	52,707	-	500	0	0	0	No	No	No	52,707	-	500	New Promoted to new position	
4931	Vacant	Associate AD Development	1.00	84,906	-	0	0	0	0	No	No	No		84,906	-	New	
4932	Winston Venable	Asst Director Football Performance	1.00	42,400	-	500	0	0	1,000	No	No	No		43,400	500	New	

**Intercollegiate Athletics Compensation Report  
Boise State University  
FY2019 Estimated Compensation**

**ATTACHMENT 2**

PCN	Depart/Name/Title	Athletic FTE	Base Salary	Compensation Camps/ Clinics	Equip Co & Other	Academic Perform.	Contract Bonus Winning Perform.	Perks Club Mbership	Multi-Yr Contract	State Approp.	Funding Program Revenue	All Other	Base Salary Annualized Change	Comments
	<b>Men's Sports</b>													
	<b>Football</b>													
1704	Bryan Harsin Head Coach	1.00	1,550,016	-	Nike 3,000	APR 50,000	Winning 215,000	Bowl/Other 50,000	Yes	Yes	Yes	1,865,016	3,000	11% Contract-January
1705	Jalil Brown Assistant Coach	1.00	140,000	2,000.00	2,000	5,000	15,000	10,500	No	Yes	No	170,500	4,000	-27% 3/1/19 Contract
1706	Eric Kiesau Assistant Coach	1.00	250,000	2,000.00	2,000	5,000	15,000	18,750	No	Yes	No	288,750	4,000	30% 3/1/19 Contract
1707	Bradley Bedell Assistant Coach	1.00	250,000	2,000.00	2,000	5,000	15,000	18,750	No	Yes	No	288,750	4,000	8% 3/1/19 Contract
1708	Vacant Defensive Coordinator	1.00	350,000	2,000.00	2,000	5,000	15,000	26,250	No	Yes	No	396,250	4,000	9% 3/1/19 Contract
1728	Tyson Gale Assistant Coach, FB Strength & Conditio	1.00	50,003	2,000.00	500	0	0	2,000	No	No	No	52,003	2,500	12% Promotion Q4 FY18
1730	Joel Schneider Director, Football Operations/Ext Relatio	1.00	46,010	4,000.00	0	0	2,000	3,000	No	No	No	51,010	4,000	-15% Turnover
1732	Kevin Riley Dir. FB Video/Technology	1.00	51,730	-	500	0	2,000	3,000	No	No	No	56,730	500	2%
1762	Darren Uscher Director of Recruiting	1.00	65,000	3,000.00	1,000	5,000	2,000	3,000	No	No	No	75,000	4,000	12% equity
1772	Brandon Pringle Assistant Coach, Strength & Conditioning	1.00	50,003	2,000.00	500	0	0	2,000	No	No	No	52,003	2,500	12% Promotion
1775	Taylor Tharp Director, Program Development	1.00	71,011	15,000.00	2,000	5,000	2,000	3,000	No	No	No	81,011	17,000	-5% Turnover
3103	Zak Hill Offensive Coordinator	1.00	300,000	2,000.00	2,000	5,000	15,000	22,500	No	Yes	Yes	342,500	4,000	4% 3/1/19 contract
3109	Spencer Danielson Assistant Coach	1.00	160,000	-		5,000	15,000	12,000	No	Yes	No	192,000	-	366% 3/1/19 contract
3134	Lee Marks Assistant Coach	1.00	185,000	2,000.00	2,000	5,000	15,000	13,875	No	Yes	No	218,875	4,000	24% 3/1/19 contract
3153	Jeff Pitman Head Coach, Strength-Football	1.00	158,018	3,000.00	2,000	5,000	15,000	11,851	No	No	No	189,869	5,000	4% CEC
3160	Jeff Schmedding Assistant Coach	1.00	175,000	2,000.00	2,000	5,000	15,000	13,125	No	Yes	No	208,125	4,000	-24% 3/1/19 contract
3162	Gabe Franklin Assistant Coach	1.00	210,000	2,000.00	2,000	5,000	15,000	15,750	No	Yes	Yes	245,750	4,000	5% 3/1/19 contract
3186	Kent Riddle Assistant Coach	1.00	250,000	2,000.00	2,000	5,000	15,000	18,750	No	Yes	Yes	288,750	4,000	-11% 3/1/19 contract
	<b>Basketball</b>													
1710	Leon Rice Head Coach	1.00	700,003	-	10,000	20,000	28,000	15,000	Yes	Yes	Yes	763,003	10,000	3% Contract
1712	Michael Burns Assistant Coach, Men's Basketball	1.00	139,506	-	2,500	5,000	9,500	1,500	No	Yes	No	155,506	2,500	8% Contract
1714	Timothy Duryea Assistant Coach, Men's Basketball	1.00	80,018	-	2,500	5,000	9,500	1,500	No	Yes	No	96,018	2,500	-34% Turnover
1745	David Moats Director, Men's BB Operations	1.00	46,488	-	2,500	2,500	4,750	1,500	No	No	No	46,488	8,750	8% Equity
3133	Chris Acker Assistant Coach, Men's Basketball	1.00	150,010	-	2,500	5,000	9,500	750	No	Yes	No	165,260	2,500	20% Retention
	<b>Golf</b>													
3566	Dan Potter Head Coach	1.00	64,397	-	2,000	3,000	11,000	14,000	Yes	Yes	No	92,397	2,000	4% CEC
	<b>Tennis</b>													
3151	Kristian Widen Head Coach	1.00	61,402	-	2,000	3,000	9,000	15,000	No	Yes	No	88,402	2,000	-41% Turnover
3178	Ali Borhani Assistant Coach	1.00	38,002	-	500	1,200	1,000	2,500	No	No	No	38,002	4,700	44% Turnover
	<b>Men/Women's Track &amp; Field</b>													
1400	Benjamin Wetli Asst Coach track & field & CC	1.00	48,006	-	500	2,400	15,000	23,000	No	No	No	88,406	500	New
1719	Cody Sohn Asst Coach track & field & CC	1.00	40,019	-	500	2,400	15,000	23,000	No	No	No	40,019	40,400	-18% Turnover
1721	Travis Hartke Assoc Head CC & Asst Track and Field (	1.00	59,218	-	500	2,400	15,000	23,000	No	No	No	59,218	40,400	18% CEC + promotion
2223	Corey Ihmels Head Coach	1.00	112,195	-	4,000	12,000	48,000	54,200	No	No	Yes	226,395	4,000	3% CEC
3177	Gavin O'Neal Assistant Coach	1.00	50,003	-	500	1,200	10,000	16,500	No	No	No	50,003	27,700	6% CEC + equity
	<b>Baseball</b>													
3105	Hilton Richardson Assistant Coach	1.00	45,011	-	0	1,200	0	0	No	No	No	46,211	-	New
3107	Brock Huntzinger Assistant Coach	1.00	55,000	-	0	1,200	0	0	No	No	No	56,200	-	New
3191	Gary Van Tol Head Coach	1.00	81,494	-	2,000	3,000	14,000	22,000	Yes	Yes	Yes	120,494	2,000	96% New positon FY18

**Intercollegiate Athletics Compensation Report  
Boise State University  
FY2019 Estimated Compensation**

**ATTACHMENT 2**

PCN	Depart/Name/Title		Athletic FTE	Base Salary	Compensation Camps/ Clinics	Equip Co & Other	Academic Perform.	Contract Bonus Winning Perform.	Other	Perks Club Mbership	Car	Multi-Yr Contract	State Approp.	Funding Program Revenue	All Other	Base Salary Annualized Change	Comments
	<b>Women's Sports Basketball</b>																
1720	Heather Sower	Assistant Coach	1.00	86,569	1,250.00	500	5,000	12,000	1,500	No	Yes	No	86,569	18,500	1,750	2% CEC	
1744	Julia Fishman	Dir. Women's BB Operations	1.00	40,061	1,000.00	500	2,500	6,000	750	No	No	No	40,061	9,250	1,500	2% CEC	
2226	Gordon Presnell	Head Coach	1.00	240,011	750.00	7,500	20,000	52,000	31,500	No	No	Yes		343,511	8,250	4% Contract	
3129	Cody Butler	Assistant Coach	1.00	96,762	1,250.00	500	5,000	12,000	1,500	No	Yes	No	96,762	18,500	1,750	2% CEC	
3181	Cariann Ramirez	Assistant Coach	1.00	76,378	2,750.00	500	5,000	12,000	1,500	No	No	No	76,378	18,500	3,250	2% CEC	
	<b>Soccer</b>																
1722	James Thomas	Head Coach	1.00	92,019	37,000.00	2,000	3,000	9,500	28,000	No	No	Yes	92,019	40,500	39,000	6% Contract	
1723	Edward Moore	Assistant Coach	1.00	38,646	22,000.00	500	1,500	4,750	250	No	No	No	38,646	6,500	22,500	8% Equity	
1748	Weber/Zabala	Assistant Coach	1.00	32,510	12,000.00	500	1,500	4,750	0	No	No	No		38,760	12,500	29% Turnover	
	<b>Volleyball</b>																
1716	Shawn Garus	Head Coach	1.00	126,006	8,406.93	3,500	5,000	15,000	13,000	Yes	Yes	Yes		159,006	11,907	11% Contract	
1817	Allison Buck	Head Coach Beach Volleyball	1.00	42,016	2,000.00	500	2,000	5,250	1,750	No	No	No		51,016	2,500	New	
3130	Candy Murphy	Assistant Coach	1.00	68,307	9,000.00	500	1,200	5,000	0	No	No	No	68,307	6,200	9,500	3% CEC	
3176	Hayley Peterson	Assistant Coach	1.00	37,274	1,000.00	500	1,200	1,000	250	No	No	No	37,274	2,450	1,500	4% CEC	
	<b>Gymnastics</b>																
1718	Neil Resnick	Co-Head Coach	1.00	87,734	-	2,000	2,000	10,000	10,000	Yes	Yes	Yes	87,734	22,000	2,000	4% Contract	
3164	Patti Murphy	Assistant Coach	1.00	40,643	1,000.00	500	1,200	5,000	0	No	No	No	40,643	6,200	1,500	3% CEC	
3174	Tina Bird	Co-Head Coach	1.00	77,272	5,098.57	2,000	2,000	10,000	10,000	No	Yes	Yes		99,272	7,099	3% Contract	
	<b>Tennis</b>																
3163	Sherman Roghaar	Head Coach Womens Director	1.00	85,010	3,535.23	2,000	7,000	14,500	24,000	No	Yes	Yes	85,010	45,500	5,535	28% Promotion	
3179	Maria Lopez	Assistant Coach	1.00	47,008	1,773.05	500	1,200	5,000	0	No	No	No	-	53,208	2,273	6% Turnover	
	<b>Golf</b>																
3127	Nicole Bird	Head Coach	1.00	48,630	-	2,000	3,000	8,000	10,000	Yes	Yes	No	48,630	21,000	2,000	2% CEC	
	<b>Softball</b>																
1737	Maggie Livreri	Head Coach	1.00	80,018	7,784.00	2,000	3,000	18,000	45,250	No	No	No	80,018	66,250	9,784	10% Turnover	
1738	Andrew Rich	Assistant Coach	1.00	39,000	7,784.00	500	1,200	3,500	6,000	No	No	No	39,000	10,700	8,284	24% Turnover	
1747	Matison Snow	Assistant Coach	1.00	39,000	7,784.00	500	1,200	3,500	6,000	No	No	No	39,000	10,700	8,284	33% Turnover	
	<b>Swimming</b>																
1731	Christine Mabile	Head Coach	1.00	85,010	4,150.00	2,000	3,000	8,000	15,000	No	Yes	Yes	85,010	26,000	6,150	3% Turnover	
1733	Lieberman, Jordan	Assistant Coach	1.00	43,014	3,150.00	500	1,500	4,500	2,000	No	No	No	37,013	14,001	3,650	-3% Turnover	
1746	Brandon Blaisdell	Diving Coach	1.00	47,278	3,150.00	500	1,500	4,500	2,000	No	No	No	47,278	8,000	3,650	12% CEC + Interim appt	
	<b>Grand Totals</b>		<b>129.68</b>	<b>12,122,787</b>	<b>207,966</b>	<b>149,500</b>	<b>336,700</b>	<b>878,500</b>	<b>729,621</b>				<b>2,105,885</b>	<b>11,961,724</b>	<b>357,466</b>		

Notes:

\* Employee works 1 FTE at the University. The FTE and Base Salary on this report reflect the amount of the employee's salary which is funded by Athletics.

Base Salary for est is based on FY19 Budget as of 2/28/19

FY19 Est for Incentives is based on highest incentive option. Prior year was est based on what was known at time of report

Winning - regular season wins and championships, End of seashon ranking

Other - Bowl or NCAA wins, coach/player of the year awards

Est is 1 win in NCAA

Est is 2 student athletes being confrence champs in individual sports

# Intercollegiate Athletics Compensation Report

## Idaho State University

### FY 2018 Actual Compensation

		Compensation				Contract Bonuses			Perks			Funding				
Depart/Name/Title		Athletic FTE	Base Salary	Camps/ Clinics	Media	Equip Co & Other	Academic Perform.	Winning Perform..	Other	Club Mbership	Car	Other	Multi-Yr Contract	State Approp.	Program Revenue	All Other
Athletic Administration:																
	Jeff Tingey		1.00	150,467		15,000		6,000		Yes	Yes		Yes	150,467	21,000	
	Jim Kramer		1.00	77,251									No	77,251		
	Nancy Graziano		1.00	81,474									No	81,474		
	Matthew Steuart		1.00	56,919									No	56,919		
	Steve Schaack		1.00	58,926									No	58,926		
	Jenna Larson	(A)	0.97	37,320									No	37,320		
	Jodi Wotowey		1.00	55,349									No	55,349		
	Brandon Payne		1.00	41,642									No	41,642		
	Shannon Burke	(A)	0.94	34,947									No	34,947		
	Elizabeth Reinstein		1.00	38,126									No	38,126		
	Daniel Ryan		0.98	44,146									No	44,146		
	Kalee Ralphs	(A)	0.78	33,683									No		33,683	
	Joe Borich		1.00	75,005						Yes	Yes		No		75,005	
	Robert Crompton		1.00	37,357	200								No	37,357		200
	Michael Kramer		0.56	91,756									No		91,756	
Bengal Foundation																
	Donna Hays		1.00	52,000									No		52,000	
Men's Sports																
Football																
	Robert Phenicie		0.54	45,523							Yes		No	45,523		
	Robert Phenicie		0.37	61,795	5,000		750	2,000			Yes		Yes	61,795	2,750	5,000
	Spencer Toone	(A)	0.54	31,136									No	31,136		
	Roman Sapolu	(B)	0.42	16,931	7,000								No	16,931		7,000
	Dorian Keller	(A)	0.65	27,214									No	27,214		
	James Staggs	(B)	0.34	13,545	7,200								No	13,545		7,200
	Roger Cooper		1.00	55,998	15,000						Yes		No	55,998		15,000
	Tyson Munns		1.00	48,443	7,000								No	48,443		7,000
	Steven Fifita		1.00	43,421	7,000								No	43,421		7,000
	Aaron Prier		1.00	27,315	7,300								No	27,315		7,300
	Matthew Troxel	(A)	0.58	40,392									No	40,392		
	Michael Ferriter	(B)	0.42	25,388	7,200								No	25,388		7,200
	Charles Yancy		1.00	40,019	7,000								No	40,019		7,000
	Tevita Fiefia		1.00	54,621	7,300								No	54,621		7,300
Basketball																
	William Evans		0.96	106,213	1,800	20,000					Yes		Yes	106,213	20,000	1,800
	Andrew Ward	(A)	1.00	66,955	1,800						Yes		No	66,955		1,800
	Kyle Taylor	(B)	0.04	2,453							Yes		No	2,453		
	Jay Collins	(A)	1.00	43,368	1,800								No	43,368		1,800
	Christopher Killin	(B)	0.08	3,394									No	3,394		
	Tim Walsh		1.00	44,678	1,800								No	44,678		1,800
Tennis																
	Gretchen Maloney		0.42	21,243									No	21,243		
	Mark Rodel		0.38	17,328									No	17,328		

(A) = indicates previous coach / employee

(B) = indicates current coach / employee

# Intercollegiate Athletics Compensation Report

## Idaho State University

### FY 2018 Actual Compensation

Depart/Name/Title		Athletic FTE	Compensation				Contract Bonuses			Perks			Multi-Yr Contract	Funding		
			Base Salary	Camps/ Clinics	Media	Equip Co & Other	Academic Perform.	Winning Perform..	Other	Club Mbership	Car	Other		State Approp.	Program Revenue	All Other
Track & Field																
	Hillary L. Merkley		Hd Coach	0.46	29,121								No	29,121		
	Yuriy Litvinski		Asst Coach	0.50	18,730								No	18,730		
	Natasha Powell		Asst Coach	0.11	2,501								No	2,501		
	Daniel Walker		Asst Coach	0.26	14,000								No	14,000		
Cross Country																
	Nathan Houle		Hd Coach	0.50	24,003			500					No	24,003	500	
Women's Sports																
Basketball																
	Seton Sobolewski		Hd Coach	0.96	99,499		5,000	1,250			Yes		Yes	99,499	6,250	
	Michael Trujillo		Asst Coach	1.00	48,714	1,458					Yes		No	48,714		1,458
	Ryan Johnson		Asst Coach	1.00	40,019	1,458							No	40,019		1,458
	Bryanna Mueller		Asst Coach	1.00	26,790	1,458							No	26,790		1,458
Volleyball																
	Fredrick Reynolds		Hd Coach	0.91	62,803	6,500					Yes		Yes	62,803		6,500
	Keisha Fisher	(A)	Asst Coach	0.63	19,826	3,500							No	19,826		3,500
	April Sanchez	(B)	Asst Coach	0.36	11,295	5,500							No	11,295		5,500
	Hayley Farrer		Asst Coach	0.15	7,072								No	7,072		
Tennis																
	Gretchen Maloney		Hd Coach	0.42	21,243								No	21,243		
	Mark Rodel		Asst Coach	0.38	17,328								No	17,328		
Track & Field																
	Hillary L. Merkley		Hd Coach	0.46	29,121								No	29,121		
	Yuriy Litvinski		Asst Coach	0.50	18,730								No	18,730		
	Natasha Powell		Asst Coach	0.11	2,501								No	2,501		
	Daniel Walker		Asst Coach	0.26	14,000								No	14,000		
Golf																
	Dallen Atkins		Hd Coach	0.27	13,519								No	13,519		
	Greta Carlson		Asst Coach	0.06	2,125								No		2,125	
Cross Country																
	Nathan Houle		Hd Coach	0.50	24,003			500					No	24,003	500	
Soccer																
	Allison Gibson		Hd Coach	1.00	65,894	7,600		4,600			Yes		Yes	65,894	4,600	7,600
	Christopher Cogan	(A)	Asst Coach	0.54	17,853	1,000							No	17,853		1,000
	Stephanie Beall	(B)	Asst Coach	0.45	19,827	2,000							No	19,827		2,000
	Neal Ozmun		Asst Coach	0.19	7,762	1,000							No	7,762		1,000
Softball																
	Candi Letts		Hd Coach	1.00	58,011	2,500					Yes		Yes	58,011		2,500
	Alex Schultz		Asst Coach	1.00	36,067	4,000							No	36,067		4,000
Grand Total				44.95	2,556,100	122,375	40,000	0	13,600	2,000	0			2,301,531	310,169	122,375

(A) = indicates previous coach / employee

(B) = indicates current coach / employee

**Intercollegiate Athletics Compensation Report  
Idaho State University  
FY 2018 Actual Compensation**

Depart/Name/Title	Compensation					Contract Bonuses			Perks			Multi-Yr Contract	Funding		
	Athletic FTE	Base Salary	Camps/ Clinics	Media	Equip Co & Other	Academic Perform.	Winning Perform..	Other	Club Mbership	Car	Other		State Approp.	Program Revenue	All Other

Game Guarantee Payments

No Game Guarantee Payments will be issued this fiscal year.

(\* These coaches receive pay for their participation in off-campus clinics or events.

These earnings are not reflected in the Regular Salary payroll costs for Idaho State University.

If a coach has an agreement with an apparel company, cash payments (payroll) should be reported as compensation. Report the value of of clothes and equipment that you know coaches receive in the Perks--Other column. Payments from the foundation should be reported in the other column. Indicate "Yes" or "No" if department employees have an assigned car. If there has been turnover in a position, the FTE should reflect the percent of time employed.

# Intercollegiate Athletics Compensation Report

## Idaho State University

### FY 2019 Estimated Compensation

Depart/Name/Title		Athletic FTE	Compensation				Contract Bonus			Perks			Multi-Yr Contract	Funding			Base Salary Annualized Change
			Base Salary	Camps/ Clinics	Media	Equip Co & Other	Academic Perform.	Winning Perform.	Other	Club Mbership	Car	Other		State Approp.	Program Revenue	All Other	
Athletic Administration:																	
Jeff Tingey	Former Athletic Director	1.00	155,002		7,500					Yes	Yes		Yes	155,002	7,500		3%
Pauline Thiros	Interim Athletic Director	0.08	12,030										No	12,030			New
Nancy Graziano	Assoc Athl Dir / Compliance	1.00	83,117										No	83,117			2%
Jim Kramer	Asst Athl Dir/ UBO	1.00	78,811										No	78,811			2%
Phillip Pleasant	Dir Academic Services/FB	1.00	48,651										No	48,651			New
Steve Schaack	Asst AD for Media Relations	1.00	60,694										No	60,694			3%
Graysen Ludiker	Asst Director Media Relations	0.98	37,352										No	37,352			New
Jodi Wotowey	Head Athletic Trainer	1.00	57,574										No	57,574			4%
Danielle Burningham	Asst Sports Trainer	0.87	34,050										No	34,050			New
Brandon Payne	Athletic Sport Trainer	1.00	42,910										No	42,910			3%
Elizabeth Reinstein	Athletic Sport Trainer	1.00	39,270										No	39,270			3%
Daniel Ryan	Dir of Strength & Conditioning	1.00	53,285										No	46,363	6,922		18%
Alexis Malhado	Director of Sports Marketing	0.98	37,352										No		37,352		New
Joe Borich	Asst AD for Development	1.00	76,523							Yes	Yes		No		76,523		2%
Robert Crompton	(A) Athletic Equipment Manager	0.20	7,936										No	7,936			5%
Quintin Kohorst	(B) Athletic Equipment Manager	0.88	34,684										No	34,684			New
Bengal Foundation																	
Donna Hays	Exec Dir Bengal Foundation	1.00	53,560							Yes			No		53,560		3%
Men's Sports																	
Football																	
Robert Phenicie	Hd Coach	0.91	150,156								Yes		Yes	150,156			0%
Charles Yancy	Asst Coach	1.00	41,621										No	41,621			4%
Roman Sapolu	Asst Coach/Offensive Line	1.00	40,019										No	40,019			0%
James Staggs	Asst Coach	1.00	40,019										No	40,019			0%
Roger Cooper	Defensive Coordinator	1.00	66,930									Yes	No	60,008	6,922		20%
Tyson Munns	Director of Football Oper./Video Coord.	1.00	50,398										No	50,398			4%
Steven Fifita	Asst Coach - Defensive Line	1.00	45,011										No	45,011			4%
Michael Ferriter	Asst Coach/Offensive Coord.	1.00	60,008										No	60,008			0%
Aaron Prier	Asst Coach/Academic Liaison	1.00	30,014										No	30,014			10%
Tevita Fiefia	Asst Coach / Special Teams Coord.	1.00	60,008										No	60,008			10%
Basketball																	
William Evans	Hd Coach	0.96	106,213	1,900						Yes		Yes	106,213			1,900	0%
Kyle Taylor	Asst Coach	1.00	63,003	1,900						Yes		No	63,003			1,900	0%
Christopher Killin	Asst Coach	1.00	42,016	1,900								No	42,016			1,900	0%
Tim Walsh	Asst Coach	1.00	50,003	1,900								No	50,003			1,900	12%
Tennis																	
Mark Rodel	Hd Coach	0.77	36,048									No	36,048				4%

(A) = indicates previous coach / employee  
(B) = indicates current coach / employee



**Intercollegiate Athletics Compensation Report**  
**Idaho State University**  
**FY 2019 Estimated Compensation**

Depart/Name/Title		Athletic FTE	Compensation				Contract Bonus			Perks			Multi-Yr Contract	Funding			Base Salary Annualized Change
			Base Salary	Camps/ Clinics	Media	Equip Co & Other	Academic Perform.	Winning Perform.	Other	Club Mbership	Car	Other		State Approp.	Program Revenue	All Other	
Track & Field																	
Hillary L. Merkley	Hd Coach	0.45	30,001										No	30,001			3%
Yuriy Litvinski	(A) Asst Track & Field Coach	0.02	825										No	825			4%
Joseph Silvers	(B) Asst Track & Field Coach	0.92	17,990										No	17,990			New
Cross Country																	
Nathan Houle	Hd Coach	0.50	25,480										No	25,480			6%
Women's Sports																	
Basketball																	
Seton Sobolewski	Hd Coach	0.96	104,736		5,000					Yes			Yes	104,736	5,000		5%
Ryan Johnson	Asst Coach	1.00	48,714	810						Yes			No	48,714		810	22%
Bryanna Mueller	Asst Coach	1.00	33,176	1,420									No	33,176		1,420	24%
D'Shara Strange	Asst Coach	1.00	27,331	460									No	27,331		460	New
Volleyball																	
Fredrick Reynolds	Hd Coach	0.91	64,071	2,000						Yes			Yes	64,071		2,000	2%
April Sanchez	Asst Coach	1.00	31,242	2,000									No	31,242		2,000	0%
Tennis																	
Gretchen Maloney	Hd Coach	0.85	43,771										No	43,771			3%
Track & Field																	
Hillary L. Merkley	Hd Coach	0.45	30,001										No	30,001			3%
Yuriy Litvinski	(A) Asst Track & Field Coach	0.02	825										No	825			4%
Joseph Silvers	(B) Asst Track & Field Coach	0.92	17,990										No	17,990			New
Golf																	
Dallen Atkins	Hd Coach	0.38	19,032										No	19,032			0%
Cross Country																	
Nathan Houle	Hd Coach	0.50	25,480										No	25,480			6%
Soccer																	
Allison Gibson	(A) Hd Coach	0.56	36,749	4,710			2,500			Yes			Yes	36,749	2,500	4,710	0%
Deborah Brereton	(B) Hd Coach	0.44	28,980							Yes			Yes	28,980			New
Stephanie Beall	Asst Coach	1.00	44,013	1,500									No	44,013		1,500	0%
Softball																	
Candi Letts	Hd Coach	1.00	59,758							Yes			Yes	59,758			3%
Alex Schultz	Asst Coach	1.00	37,170										No	37,170			3%
Grand Total		44.52	2,521,605	20,500	12,500	0	2,500	0	0					2,340,326	196,279	20,500	

(A) = indicates previous coach / employee

(B) = indicates current coach / employee

**Intercollegiate Athletics Compensation Report  
Idaho State University  
FY 2019 Estimated Compensation**

Depart/Name/Title	Compensation				Contract Bonus			Perks			Multi-Yr Contract	Funding			Base Salary Annualized Change
	Athletic FTE	Base Salary	Camps/ Clinics	Equip Co & Other	Academic Perform.	Winning Perform.	Other	Club Mbership	Car	Other		State Approp.	Program Revenue	All Other	

Game Guarantee Payments

No Game Guarantee Payments will be issued this fiscal year.

(\*) These coaches receive pay for their participation in off-campus clinics or events.  
These earnings are not reflected in the Regular Salary payroll costs for Idaho State University.

If a coach has an agreement with an apparel company, cash payments (payroll) should be reported as compensation. Report the value of of clothes and equipment that you know coaches receive in the Perks--Other column. Payments from the foundation should be reported in the other column. Indicate "Yes" or "No" if department employees have an assigned car. If there has been turnover in a position, the FTE should reflect the percent of time employed.

# Intercollegiate Athletics Compensation Report

## University of Idaho

### FY2018 Actual Compensation

Depart/Name/Title	Athletic FTE	Compensation				Contract Bonus			Other			Multi-Yr Contract	Funding		
		Base Salary	Camps/ Clinics	Media	Equip Co & Other^^	Academic Perform.	Winning Perform.	Other	Club Memb.	Car	Other		State Approp.	Program Revenue	All Other
Athletic Administration:															
Rob Spear	Athletic Director	1.00	192,738		15,000	540	10,000			yes*		yes	202,738	15,540	
Thomas Zimmer	Business Manager, Athletics	1.00	80,074				80,074						80,074	-	
Ugis Svazs	Compliance Coordinator	1.00	40,860										40,860	-	
Margaret Henderson	Asst Business Manager, Athletics	1.00	42,893											42,893	
Amber Pittman	Administrative Coordinator	1.00	35,251											35,251	
Jill Reader	Administrative Coordinator (resigned)	1.00	22,871											22,871	
Alyssa Wilson	Administrative Coordinator (new hire)	1.00	2,421											2,421	
Anthony Castro	Dir. Equip Rm	1.00	50,983			360								51,343	
Marisa Vitek	Asst Equip Rm	1.00	20,776			120								20,896	
Tim Jackson	Video Coord.	1.00	55,312	2,000		240								55,552	2,000
Janel Lee	Asst. Video Svcs	1.00	28,296											28,296	
Becky Paull	Dir. Med. Rel (resigned)	1.00	2,469											2,469	
Mike Walsh	Dir. Med. Rel (new hire)	1.00	51,621											51,621	
Seth Pringle	Asst. Med Rel	1.00	40,009			180								40,189	
Joe St. Pierre	Asst. Med Rel	1.00	37,314			180								37,494	
Chelsea Richardson	Asst Trainer (new hire)	1.00	41,940											41,940	
Christopher Walsh	Asst Trainer	1.00	48,427	750		240							48,427	240	750
Toby van Amerongen	Asst Trainer (resigned)	1.00	5,182			20							5,182	20	
Justin Pomar	Asst Trainer (new hire)	1.00	38,026										38,026	-	
Barrie Steele	Hd Trainer	1.00	79,609	588		360							79,609	360	588
Margaret Eldrich	Student Insurance Coord (resigned)	1.00	27,316										27,316	-	
Stacy Bowman	Student Insurance Coord (new hire)	1.00	6,696										6,696	-	
Jake Scharnhorst	Strength Coach	1.00	62,908			480								63,388	
Miles Gemberling	Asst Strength	1.00	41,714											41,714	
Isaiah Phelps	Asst Strength (resigned)	1.00	16,019	500										16,019	500
Isaac Wendt	Asst Strength (new hire)	1.00	11,000											11,000	
Tim Mooney	Assoc AD/External Ops	0.50	57,939.06	^		480				yes				58,419	
Pete Isakson	Assoc AD/Revenue Generation	0.50	52,998.80	^		480								53,479	
Samantha Parrott	Devl. Coord.	0.50	28,913.70	^		480								29,394	
Suzanne Stride	Devl. Coord. (resigned)	0.50	11,141.76	^		160								11,302	
Shelly Robson	Devl. Coord.	0.50	23,694.01	^		480				yes				24,174	
Emily Adams	Devl. Coord.	1.00	41,368.00			240								41,608	
Andrew Clausen	Dir Marketing/Promotions	1.00	37,963											37,963	
Chris Apenbrink	Director of Ticket Ops (resigned)	1.00	18,044											18,044	
Hardin, Glendon	Ticket Sales Manager (resigned)	1.00	1,485											1,485	
Men's Sports															
Football															
Paul Petrino	Hd Coach	1.00	190,864		255,000	480	30,000			yes+		yes	220,864	255,480	
Kris Cinkovich	Assistant	1.00	155,612	3,000		480				yes+			155,612	480	3,000
Michael Breske	Assistant	1.00	135,160	3,000		480							135,160	480	3,000
Jason Shumaker	Assistant (resigned)	1.00	62,558	3,000		440				yes			62,558	440	3,000
Brian Reader	Assistant (new hire)	1.00	11,156	3,000						yes*			11,156	-	3,000
Charles Molnar	Assistant	1.00	76,362	3,000	5,272	480				yes			76,362	5,752	3,000
Aric Williams	Assistant (resigned)	1.00	45,455	3,000		280							45,455	280	3,000
Vernon Smith	Assistant (new hire)	1.00	19,750							yes+			19,750	-	
Luther Elliss	Assistant	1.00	70,507	3,000		480				yes			70,507	480	3,000
Troy Purcell	Assistant	1.00	68,888	3,000		480				yes+			68,888	480	3,000
Eric Brown	Assistant (resigned)	1.00	40,276	7,500		280				yes+			40,276	280	7,500
Adam Breske	Assistant (new hire)	1.00	2,750							yes+			2,750	-	
John Graham	Assistant (new hire/resigned)	1.00	11,250							yes+			11,250	-	
Bobby Daly	Assistant	1.00	57,863	5,390		480							57,863	480	5,390
Brandon Mitchell	Assistant (new hire)	1.00	12,263										12,263	-	
Brian Reader	Dir. of FB Ops (resigned)	1.00	40,211			480							40,211	480	

# Intercollegiate Athletics Compensation Report

## University of Idaho

### FY2018 Actual Compensation

Depart/Name/Title		Athletic FTE	Compensation			Equip Co & Other^^	Contract Bonus			Other			Multi-Yr Contract	State Approp.	Funding Program Revenue	All Other
			Base Salary	Camps/ Clinics	Media		Academic Perform.	Winning Perform.	Other	Club Memb.	Car	Other				
Steve Oliver	Dir. of FB Ops (new hire)	1.00	2,424											2,424	-	
<b>Basketball</b>																
Don Verlin	Hd Coach	1.00	185,158		60,000	480		12,500	48,802 &		yes		yes	246,459	60,480	
Tim Murphy	Assistant	1.00	70,922		15,000	480					yes			70,922	15,480	
Zachary Claus	Assistant	1.00	46,319		12,000	480								46,319	12,480	
Kirk Earlywine	Assistant	1.00	44,554		12,500	480					yes+			44,554	12,980	
Brooks Malm	Dir Player Development	1.00	37,631								yes			37,631	-	
<b>Men's Track &amp; XC</b>																
Tim Cawley	Dir. of T&F	0.50	33,556		4,000	480	2,000							35,556	4,480	
Cathleen Cawley	Assistant	0.50	18,581											18,581	-	
Travis Floeck	Assistant	0.50	23,891			240								23,891	240	
Jason Fearheiley	Assistant (new hire)	0.50	6,349											6,349	-	
<b>Golf</b>																
David Nuhn	Hd Coach	1.00	41,959			480	750							42,709	480	
<b>Tennis</b>																
Abid Akbar	Hd Coach	1.00	40,651			480								40,651	480	
<b>Women's Sports</b>																
<b>Basketball</b>																
Jon Newlee	Hd Coach	1.00	108,062		18,000	480	1,500	9,500	30,000 &		yes		yes	149,062	18,480	
Christa Sanford	Assistant	1.00	63,662			480								63,662	480	
Jeri Jacobson	Assistant	1.00	34,236	500		480								34,236	480	500
Steven Fennelley	Assistant (resigned)	1.00	6,839	500		80								6,839	80	500
Drew Muscatell	Assistant (new hire)	1.00	5,655											5,655	-	
<b>Women's Track &amp; XC</b>																
Tim Cawley	Dir. of T&F	0.50	33,556		4,000		2,000							35,556	4,000	
Cathleen Cawley	Assistant	0.50	18,581			480								18,581	480	
Travis Floeck	Assistant	0.50	23,891			240								23,891	240	
Jason Fearheiley	Assistant	0.50	6,349											6,349	-	
<b>Volleyball</b>																
Debbie Buchanan	Hd Coach	1.00	91,638		15,000	480	1,500				yes+		yes	93,138	15,480	
Brian Lamppa	Associate	1.00	43,709		10,000	480								43,709	10,480	
Kara Newlee	Assistant	1.00	33,470			480								33,470	480	
<b>Women's Soccer</b>																
Derek Pittman	Hd Coach (resigned)	1.00	45,191		15,000	440	1,500	4,000					yes	50,691	15,440	
Joshua Davis	Assistant (non-renewal)	1.00	32,662			480								32,662	480	
<b>Women's Golf</b>																
Lisa Johnson	Hd Coach	1.00	47,690			480	1,000							48,690	480	
<b>Tennis</b>																
Babar Akbar	Hd Coach	1.00	39,842			480								39,842	480	
<b>Women's Swimming</b>																
Mark Sowa	Hd Coach	1.00	56,783		18,000	480								56,783	18,480	
Kelsie Saxe	Assistant (resigned)	1.00	5,731		2,500	80								5,731	2,580	
James Southerland	Assistant	1.00	29,897			480								26,234	4,142	
<b>Grand Totals</b>		<b>75.50</b>	<b>3,636,635</b>	<b>41,728</b>	<b>461,272</b>	<b>20,080</b>	<b>50,250</b>	<b>26,000</b>	<b>78,802</b>					<b>2,950,681</b>	<b>1,322,358</b>	<b>41,728</b>

^ other portion of full FTE paid by Advancement

^^ cell phone stipend

&amp; share of game guarantee and/or gate per contract

yes+ receive a car stipend between \$200-\$400/month rather than a car; this amount not included in base salary

# Intercollegiate Athletics Compensation Report

## University of Idaho

### FY2019 Estimated Compensation

Depart/Name/Title	Athletic FTE	Compensation				Contract Bonus			Other			Multi-Yr Contract	Funding			Base Salary Annualized Change	Comments
		Base Salary	Camps/ Clinics	Media	Equip Co & Other <sup>AA</sup>	Academic Perform	Winning Perform.	Other	Club Memb.	Car	Other		State Approp.	Program Revenue	All Other		
Athletic Administration:																	
Rob Spear	Athletic Director	1.00	194,834		7,500	10,000						yes	204,834	7,500		1.1%	
Pete Isakson	Interim Athletic Director	1.00	133,910		7,500								133,910	7,500		26.3%	interim appt
Thomas Zimmer	Business Manager, Athletics	1.00	85,550										85,550	0		6.8%	market increase
Ugis Svazs	Compliance Coordinator	1.00	52,416										52,416	0		28.3%	market increase
Margaret Henderson	Asst Business Manager	1.00	44,970											44,970		4.8%	market increase
Sean McIlraith	Administrative Coordinator	1.00	41,600											41,600		New	
Alyssa Wilson	Administrative Coordinator	1.00	31,470											31,470		1200.0%	new hire in FY18
Anthony Castro	Dir. Equip Rm	1.00	52,042											52,042		2.1%	
Vacant (Vitek)	Asst Equip Rm	1.00	31,658											31,658		New	
Tim Jackson	Video Coord.	1.00	57,658	750										57,658	750	4.2%	market increase
Vacant (Lee)	Asst. Video Svcs	1.00	31,013											31,013		New	
Mike Walsh	Dir. Med. Rel	1.00	62,067											62,067		20.2%	new hire in FY18
Kiaira Cooper	Asst. Med Rel	1.00	38,168											38,168		New	
Joe St. Pierre	Asst. Med Rel	1.00	40,248											40,248		7.9%	promotion
Chelsea Richardson	Asst Trainer	1.00	48,901	225										48,901	225	16.6%	new hire in FY18
Christopher Walsh	Asst Trainer	1.00	48,901	1,000									48,901	0	1,000	1.0%	
Justin Pomar	Asst Trainer	1.00	48,880										48,880	0		28.5%	new hire in FY18
Barrie Steele	Hd Trainer	1.00	83,574	800									83,574	0	800	5.0%	market increase
Stacy Bowman	Student Insurance Coord	1.00	34,819										34,819	0		420.0%	new hire in FY18
Jake Schamhorst	Strength Coach	1.00	64,293											64,293		2.2%	
Miles Gemberling	Asst Strength	1.00	42,598											42,598		2.1%	
Isaac Wendt	Asst Strength	1.00	26,520											26,520		141.1%	new hire in FY18
Tim Mooney	Assoc AD/External Ops	0.50	59,160	^						yes				59,160		2.1%	
Vacant (Isakson)	Assoc AD/Revenue Generatic	0.50	55,796	^										55,796		New	
Vacant (Parrott)	Devl. Coord.	0.50	30,212	^										30,212		New	
Shelly Robson	Devl. Coord.	0.50	25,750	^						yes				25,750		8.7%	market increase
Abigail McLauchlin	Devl. Coord.	1.00	40,019											40,019		New	
Andrew Clausen	Dir Marketing/Promotions	1.00	44,949											44,949		18.4%	new hire in FY18
Men's Sports																	
Football																	
Paul Petrino	Hd Coach	1.00	195,042		255,000	20,000				yes+		yes	215,042	255,000		2.2%	
Kris Cinkovich	Assistant	1.00	158,850	2,000						yes+			158,850	0	2,000	2.1%	
Michael Breske	Assistant	1.00	137,987	2,000									137,987	0	2,000	2.1%	
Charles Molnar	Assistant	1.00	78,042	2,000	5,272					yes**			78,042	5,272	2,000	2.2%	
Luther Elliss	Assistant	1.00	72,051	2,000						yes			72,051	0	2,000	2.2%	
Troy Purcell	Assistant	1.00	70,408	6,000									70,408	0	6,000	2.2%	
Vernon Smith	Assistant	1.00	66,310	2,000						yes+			66,310	0	2,000	235.7%	new hire in FY18
Adam Breske	Assistant	1.00	65,000	2,000						yes+			65,000	0	2,000	2263.6%	new hire in FY18
Bobby Daly	Assistant	1.00	59,134	8,500						yes*			59,134	0	8,500	2.2%	
Brian Reader	Assistant	1.00	58,011	2,000						yes			58,011	0	2,000	420.0%	new hire in FY18
Brandon Mitchell	Assistant	1.00	37,752	4,000									37,752	0	4,000	207.8%	new hire in FY18
Steve Oliver	Dir. of FB Ops	1.00	45,011	2,000									45,011	0	2,000	1757.1%	new hire in FY18
Basketball																	
Don Verlin	Hd Coach	1.00	189,155		60,000	0	15,000	4,911	&	yes		yes	209,066	60,000		2.2%	
Tim Murphv	Assistant	1.00	72,488		15,000					yes			72,488	15,000		2.2%	

# Intercollegiate Athletics Compensation Report

## University of Idaho

### FY2019 Estimated Compensation

Depart/Name/Title	Athletic FTE	Compensation				Contract Bonus			Other			Multi-Yr Contract	Funding			Base Salary Annualized Change	Comments
		Base Salary	Camps/Clinics	Media	Equip Co & Other^^	Academic Perform	Winning Perform.	Other	Club Memb.	Car	Other		State Approp.	Program Revenue	All Other		
Zachary Claus Assistant	1.00	47,341		12,000									47,341	12,000		2.2%	
Kirk Earlywine Assistant	1.00	45,531		12,500						yes+			45,531	12,500		2.2%	
Brooks Malm Dir Player Development	1.00	39,166								yes			39,166	0		4.1%	market increase
Men's Track & XC																	
Tim Cawley Dir. Of T&F	0.50	34,258		4,000		2,000							36,258	4,000		2.1%	
Travis Floeck Assistant	0.50	24,388											24,388	0		2.1%	
Cathleen Cawley Assistant	0.50	18,970											18,970	0		2.1%	
Brett Olsen Assistant	0.50	12,958											12,958	0		New	
Golf																	
David Nuhn Hd Coach	1.00	42,890				750							43,640	0		2.2%	
Tennis																	
Daniel Hangstefer Hd Coach	1.00	37,003											37,003	0		New	
Women's Sports																	
Basketball																	
Jon Newlee Hd Coach	1.00	112,570		18,000		1,500	6,000	42,000 &	yes			yes	162,070	18,000		4.2%	
Christa Sanford Assistant	1.00	65,000											65,000	0		2.1%	
Drew Muscatell Assistant	1.00	35,006	350	5,000									35,006	5,000	350	519.0%	new hire in FY18
Jeri Jacobson Assistant	1.00	34,986	350										34,986	0	350	2.2%	
Women's Track & XC																	
Tim Cawley Dir. Of T&F	0.50	34,258		4,000		2,000							36,258	4,000		2.1%	
Travis Floeck Assistant	0.50	24,388											24,388	0		2.1%	
Cathleen Cawley Assistant	0.50	18,970											18,970	0		2.1%	
Brett Olsen Assistant	0.50	12,958											12,958	0		New	
Volleyball																	
Debbie Buchanan Hd Coach	1.00	93,558		15,000		1,500			yes+			yes	95,058	15,000		2.1%	
Brian Lamma Associate	1.00	44,637		10,000									44,637	10,000		2.1%	
Vacant (K Newlee) Assistant	1.00	39,042											39,042	0		New	
Women's Soccer																	
Jeremy Clevenger Hd Coach	1.00	52,000										yes	52,000	0		New	
Sean Mapson Assistant	1.00	33,010											33,010	0		New	
Women's Golf																	
Lisa Johnson Hd Coach	1.00	48,734				1,000	3,675						53,410	0		2.2%	
Tennis																	
Babar Akbar Hd Coach	1.00	40,726											40,726	0		2.2%	
Women's Swimming																	
Mark Sowa Hd Coach	1.00	58,032		18,000		750						yes	58,782	18,000		2.2%	
James Southerland Assistant	1.00	30,555											26,812	3,743		2.2%	
<b>Grand Totals</b>	<b>61.99</b>	<b>3,938,152</b>	<b>37,975</b>	<b>448,772</b>	<b>0</b>	<b>39,500</b>	<b>24,675</b>	<b>46,911</b>					<b>3,176,404</b>	<b>1,321,606</b>	<b>37,975</b>		

^ other portion of full FTE paid by Advancement

^^ cell phone stipend (we quit paying cell stipends in FY19)

& share of game guarantee/gate per contract

yes+ receive a car stipend between \$200-\$400/month rather than a car; this amount not included in base salary

yes\* had a car for part of year only

**Intercollegiate Athletics Compensation Report  
Lewis-Clark State College  
FY2018 Actual Compensation**

Depart/Name/Title	FTE	Compensation				Contract Bonus			Other		Multi-Yr Contract	All Compensation		
		Base Salary	Camps/ Clinics	Media	Equip Co & Other	Grad Rate	Winning Perform.	Other	Club Memb.	Car		State Approp.	Program Revenue	All Other
Athletic Administration														
Gary Picone (Old)		Director, Athletics						2,500	No	No	No	2,225	275	0
Brooke Henze (New)	1.00	Director, Athletics	79,832						No	Yes	No	71,050		8,782
Scott McClure	1.00	Assoc. Director	51,074						No	No	No	20,940		30,134
Tracy Collins	1.00	Trainer	49,138	1,500					No	No	No	49,138	1,500	
Taryn Cadez-Schmidt	1.00	Asst. Athletic Trainer	38,643						No	No	No	28,982		9,661
Alexandria Tygerson (Old)	1.00	Athletic Operations Manager	19,320						No	No	No	19,320		
Allison Beck (New)	1.00	Athletic Operations Manager	22,350						No	No	No	22,350		
Kristina Keener	1.00	Business Manager	41,898						No	No	No	14,245		27,653
Allison Beck (Old)	1.00	Admin. Asst. 2	15,456						No	No	No	5,255		10,201
Melissa Strerath (New)	1.00	Admin. Asst. 2	16,744						No	No	No	5,693		11,051
Men's Sports														
Basketball														
Brandon Rinta (Old)	1.00	Head Coach	52,312	20,000			500	1,000	No	Yes	No	53,812	20,000	
Austin Johnson (New)	1.00	Head Coach	6,136						No	Yes	No	6,136		
Drew Church (Old)	0.11	Asst. Coach	4,250	835					No	No	No		5,085	
Baseball														
Jeremiah Robbins	1.00	Head Coach	72,450	5,525			1,000	1,500	No	Yes	No	74,950	5,525	
Kyle Blackwell (Old)	1.00	Asst. Coach	14,276	5,525					No	No	No	14,276	5,525	
William Silvestri (New)	1.00	Asst. Coach	27,497						No	No	No	27,497		
Allen Balmer	1.00	Asst. Coach	49,178						No	No	No	49,178		
Cross-Country														
Mike Collins	0.25	Head Coach	13,808				500	750	No	No	No	15,058		
Cyrus Hall	0.25	Asst. Coach	9,692						No	No	No	9,692		
Track														
Mike Collins	0.25	Head Coach	13,808	1,250			250	250	No	No	No	14,308	1,250	
Cyrus Hall	0.25	Asst. Coach	9,692	400					No	No	No	9,692	400	
Lawrence Sandahl (New)	0.04	Asst. Coach	1,350						No	No	No		1,350	
Matthew Kelley (New)	0.03	Pole Vault Asst.	1,125						No	No	No		1,125	
Tennis														
Kai Fong	0.50	Head Coach	27,234				500	250	No	No	No	8,375		19,609
Deanri Human (New)	0.02	Asst. Coach	625						No	No	No			625
Golf														
Drew Reinland (Old)	0.25	Head Coach	12,164						No	No	No	9,364	2,801	
Kyla (Clancy) Lien (New)	0.25	Head Coach	192						No	No	No	146	46	
Fred Noland	0.07	Asst. Coach	2,500						No	No	No		2,500	
Maxton Reinland (New/Old)	0.05	Asst. Coach	1,667						No	No	No		1,667	

Intercollegiate Athletics Compensation Report  
Lewis-Clark State College  
FY2018 Actual Compensation  
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Depart/Name/Title	FTE	Compensation				Contract Bonus			Perks		Multi-Yr Contract	All Compensation		
		Base Salary	Camps/ Clinics	Media	Equip Co & Other	Grad Rate	Winning Perform.	Other	Club Mbership	Car		State Approp.	Program Revenue	All Other
Women's Sports														
Basketball														
Brian Orr		Head Coach	1.00	57,486	6,354		1,000	1,000	No	Yes	No	59,486	6,354	
Caelyn Orlandi (New)		Asst. Coach	0.28	9,762					No	No	No		9,762	
Cross-Country														
Mike Collins		Head Coach	0.25	13,808				250	No	No	No	14,058		
Cyrus Hall		Asst. Coach	0.25	9,692					No	No	No	9,692		
Track														
Mike Collins		Head Coach	0.25	13,808	1,250		250	250	No	No	No	14,308	1,250	
Cyrus Hall		Asst. Coach	0.25	9,692	400				No	No	No	9,692	400	
Lawrence Sandahl (New)		Asst. Coach	0.04	1,350					No	No	No		1,350	
Matthew Kelley (New)		Pole Vault Asst.	0.03	1,125	150				No	No	No		1,275	
Volleyball														
Latoya Harris (Old)		Head Coach	1.00	26,539				500	No	Yes	No	27,039		
Shaun Pohlman (New)		Head Coach	1.00	20,962					No	Yes	No	20,962		
JaLisa Jose (New)		Asst. Coach	0.12	4,504					No	No	No		4,504	
Tennis														
Kai Fong		Head Coach	0.50	28,186			500	500	No	No	No	8,892		20,294
Deanri Human (New)		Asst. Coach	0.02	625					No	No	No			625
Golf														
Drew Reinland (Old)		Head Coach	0.25	12,674					No	No	No	9,874	2,801	
Kyla (Clancy) Lien (New)		Head Coach	0.25	192					No	No	No	146	46	
Fred Noland		Asst. Coach	0.07	2,500					No	No	No		2,500	
Maxton Reinland (New/Old)		Asst. Coach	0.05	1,667					No	No	No		1,667	
GRAND TOTAL		22.93	868,982	43,189	0	0	0	4,500	8,750			705,829	80,957	138,635



**Intercollegiate Athletics Compensation Report  
Lewis-Clark State College  
FY2019 Estimated Compensation**

Depart/Name/Title	FTE	Compensation				Contract Bonus			Other		Multi-Yr Contract	All Compensation			Base Salary Annualized Change
		Base Salary	Camps/ Clinics	Media	Equip Co & Other	Grad Rate	Winning Perform.	Other	Club Memb.	Car		State Approp.	Program Revenue	All Other	
Athletic Administration															
Brooke Henze	Director, Athletics	1.00	82,387					2,000	No	No	No	75,104		9,283	3.2%
Scott McClure	Assoc. Director	1.00	58,995						No	No	No	24,188		34,807	3.5%
Tracy Collins	Trainer	1.00	50,858	1,600					No	No	No	50,858	1,600		3.5%
Taryn Cadez-Schmidt	Asst. Athletic Trainer	1.00	39,996						No	No	No	29,997		9,999	3.5%
Allison Beck	Athletic Operations Manager	1.00	40,454						No	No	No	40,454			3.75%
Kristina Keener	Business Manager	1.00	43,469						No	No	No	14,779		28,690	3.75%
Melissa Strerath	Admin. Asst. 2	1.00	34,570						No	No	No	11,754		22,816	3.2%
Men's Sports															
Basketball															
Brandon Rinta (Old)	Head Coach							1,000	No	No	No	1,000			0.0%
Austin Johnson (New)	Head Coach	1.00	56,980						No	Yes	No	56,980			New
Leif Karlberg (New)	Assoc. Head Coach	0.32	12,217	6,567					No	No	No		18,784		New
Gray Reid (New)	Asst. Coach	0.26	10,000						No	No	No		10,000		New
Baseball															
Jeremiah Robbins (Old)	Head Coach							500 1,000	No	No	No	1,500			0.0%
Jake Taylor (New)	Head Coach	1.00	70,000						No	Yes	No	70,000			New
William Silvestri	Asst. Coach	1.00	39,803						No	No	No	39,803			3.0%
Allen Balmer	Asst. Coach	1.00	50,653						No	No	No	50,653			3.0%
Cross-Country															
Mike Collins	Head Coach	0.25	14,291					500 1,000	No	No	No	15,791			3.5%
Cyrus Hall	Asst. Coach	0.25	10,031						No	No	No	10,031			3.5%
Sam Atkin	Asst. Coach	0.04	1,350						No	No	No		1,350		New
Track															
Mike Collins	Head Coach	0.25	14,291	1,500				750	No	No	No	15,041	1,500		3.5%
Cyrus Hall	Asst. Coach	0.25	10,031	500					No	No	No	10,031	500		3.5%
Lawrence Sandahl (Old)	Asst. Coach	0.04	450						No	No	No		450		0.0%
Jacob Whittaker (New)	Asst. Coach	0.04	700						No	No	No		700		New
Matthew Kelley	Pole Vault Asst.	0.04	1,350						No	No	No		1,350		*20%
Tennis															
Kai Fong	Head Coach	0.50	29,173					250	No	No	No	8,418		21,005	3.5%
Golf															
Kyla (Clancy) Lien	Head Coach	0.25	10,000						No	No	No	7,600		2,400	New
Chris Lien	Asst. Coach	0.12	4,500						No	No	No		4,500		New

**Intercollegiate Athletics Compensation Report**  
**Lewis-Clark State College**  
**FY2019 Estimated Compensation**  
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Depart/Name/Title	FTE	Compensation				Contract Bonus			Perks		Multi-Yr Contract	All Compensation			Base Salary Annualized Change
		Base Salary	Camps/ Clinics	Media	Equip Co & Other	Grad Rate	Winning Perform.	Other	Club Mbership	Car		State Approp.	Program Revenue	All Other	
Women's Sports															
Basketball															
Brian Orr		1.00	59,498	9,000				500	No	Yes	No	59,998	9,000		3.5%
Caelyn Orlandi		0.28	9,762						No	No	No		9,762		New
Cross-Country															
Mike Collins		0.25	14,291					500	No	No	No	14,791			3.5%
Cyrus Hall		0.25	10,031						No	No	No	10,031			3.5%
Sam Atkin		0.04	1,350						No	No	No		1,350		New
Track															
Mike Collins		0.25	14,291	1,500				250	No	No	No	14,541	1,500		3.5%
Cyrus Hall		0.25	10,031	500					No	No	No	10,031	500		3.5%
Lawrence Sandahl (Old)		0.04	450						No	No	No		450		0.0%
Jacob Whittaker (New)		0.04	700						No	No	No		700		New
Matthew Kelley		0.04	1,350						No	No	No		1,350		*20%
Volleyball															
Shaun Pohlman		1.00	50,000						No	Yes	No	50,000			New
George Laughlin (New)		0.18	7,000						No	No	No		7,000		New
Tennis															
Kai Fong		0.50	29,173					250	No	No	No	8,418		21,005	3.5%
Golf															
Kyla (Clancy) Lien		0.25	10,000						No	No	No	7,600		2,400	New
Chris Lien		0.12	4,500						No	No	No		4,500		New
GRAND TOTAL		18.10	908,975	21,167	0	0	0	1,000	7,500			709,392	76,845	152,405	

\* Increase in FTE and salary over prior year

## BUSINESS AFFAIRS AND HUMAN RESOURCES

APRIL 18, 2019

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### SUBJECT

Athletics Gender Equity Reports

### REFERENCE

June 2016 Board adopted the reports required by the institutions' federal regulatory body regarding compliance with Title IX in athletics programs, along with summaries of such reports, as the method to report to the Board on gender equity.

### APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section V.X.

### ALIGNMENT WITH STRATEGIC PLAN

Goal 2 ("Educational Attainment") Objective C ("Access: Increase access to Idaho's robust educational system for all Idahoans, regardless of socioeconomic status, age, or geographic location.").

### BACKGROUND/DISCUSSION

Title IX of the Education Amendments of 1972 is the federal legislation that bans gender discrimination in schools, whether in academics or athletics. Title IX states: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance ...." (20 U.S.C. §1681(a))

In 1996 the US Department of Education's Office for Civil Rights (OCR) issued a "Clarification of Intercollegiate Athletics Policy Guidance: The Three-Part Test" to determine if an institution is in compliance. All three parts must be met for an institution to be considered in compliance.

**First**, the selection of sports and the level of competition must accommodate the students' interests and abilities, using one of the three factors listed below:

1. Participation opportunities for male and female students are provided in numbers **substantially proportionate** to their respective enrollments.
2. Where the members of one gender have been and are underrepresented among intercollegiate athletes, whether the institution can show a **history and continuing practice of program expansion** which is demonstrably responsive to the developing interests and abilities of that gender.
3. Where the members of one gender are underrepresented among intercollegiate athletes and the institution cannot show a continuing practice of program expansion, whether it can be demonstrated that the interests and abilities of the members of that gender have been **fully and effectively accommodated** by the present program.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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**Second**, financial assistance must be substantially proportionate to the ratio of male and female athletes. Institutions within 1% variance are considered compliant.

**Third**, benefits, opportunities, and treatments afforded sports participants are to be equivalent, but not necessarily identical, including equipment and supplies, scheduling of games and practices, travel expenses, availability and compensation of coaches, quality of facilities, medical services, housing, dining, and recruitment. Compliance is measured on a program-wide basis, not on a sport-by-sport basis.

Idaho State Board of Education (Board) Policy V.X.4.c requires the four-year institutions to provide gender equity reports for review by the Board. The reports from the institutions include a narrative discussion of gender equity-related issues along with a summary table which distills data from the detailed gender equity report provided annually by each institution to the U.S. Department of Education.

Idaho State University (ISU) recently underwent a comprehensive external Title IX gender equity review. A number of substantial issues were identified and the Department of Athletics took immediate and necessary steps to provide an equitable and quality experience and appropriate support to all student athletes during the current fiscal year. A series of investments were made in the areas of team travel, training tables, recruiting, gear, and equipment to begin to alleviate the most significant inequities. Idaho State University requests a one-time exception to the State General Fund athletic spending cap outlined in State Board of Education Policy V.X.3 to allow an additional \$125,000 in appropriated funding to the athletic department to assist with these corrections in FY 2020.

ISU's current year athletics budget depends heavily on institutional funds. By the end of fiscal year 2019 nearly all institutional reserve balances will be depleted. Institutional fund balances have declined by approximately \$1.8M since fiscal year 2016. The department is undertaking efforts to stabilize the financial situation of the department through student fee increases, increased ticket revenues, and strategic spending reductions.

Lewis-Clark State College also recently underwent a Title IX gender equity review. A review of Equity in Athletics Data Analysis (EADA) data and reports reveals that Lewis-Clark State College (LCSC) needs to address issues of equity associated with athletic participation/Title IX compliance (See Table 1).

Table 1: Title IX/Athletics & LCSC - EADA Report most recent 2 years

2017-2018 EADA report: #/%				2016-2017 EADA report: #/%			
Enrollment		Student-Athlete Participants		Enrollment		Student-Athlete Participants	
<i>M</i>	<i>F</i>	<i>M</i>	<i>F</i>	<i>M</i>	<i>F</i>	<i>M</i>	<i>F</i>
862/39%	1337/61%	157/57%	120/43%	914/40%	1349/60%	162/58%	118/42%

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Part 1 of a two part plan involves maximizing current women's sport roster capacities over a 3-year implementation timeline. Part 1 emphasizes growth in women's sports participation while holding men's sport participation constant. This results in a net gain of 24 women's sport participants, which translates to 45% women's sport participation. The proposal suggests a 3- to 5-year implementation timeline. Implementing these roster goals will move LCSC from 39% to 45% in terms of women's sport participation and progress toward prong-1 of the Title IX compliance 3-part test pertaining to the accommodation of interest and abilities.

In order to achieve these roster goals, coaching personnel, operating budgets and student-athlete scholarship dollars need to be increased. Attachment 10 displays the current personnel (salary) budget and associated fund sources, and the proposed personnel budget. It shows that LCSC is heavily reliant on coaches performing "other" duties and tasks as well as fundraising to support basic sport personnel salaries. Furthermore, a review of Idaho and Frontier athletic conference data/information revealed that LCSC is currently the only Idaho institution (2 or 4 year) that does not have appropriated (full-time) salaries across the full range of assistant coaches. LCSC has appropriated dollar allocations for assistant coaches only for baseball and XC/track and field. Appropriated fund allocations to support coaching salaries will allow LCSC to have personnel to help with recruitment and retention and use funds that were previously used for personnel on potential scholarships.

Lewis-Clark State College's FY20 athletic personnel priorities include fully funding a full-time head coach with benefits for each sport and funding assistant coaches for all women's sports. As such, the head coach for golf and assistant coaches for women's basketball and volleyball are priorities for FY20. The additional \$115,000 spending limit increase along with the inclusion of additional funds from an internal reorganization will achieve these priorities.

Lewis-Clark State College requests a one-time exception to the State General Fund athletic spending cap outlined in State Board of Education Policy V.X.3 to allocate an additional \$115,000 in appropriated funding to the athletic department to assist with progressing towards compliance in participation opportunities.

**IMPACT**

The attached summary worksheets show the institutions' enrollment, financial aid, and participants by gender. The worksheets also show the actual revenues and expenses for the most current completed fiscal year by sport, as well as overall operating (Game Day) expenses, number of participants, and operating expenses per participant. Finally, the worksheets provide information on average salaries of coaches and the count of coaches per sport by gender.

The ISU request for one-time distribution of \$125,000 of appropriated funding will offset measures taken in fiscal year 2019 to address areas of significant concern related to Title IX gender equity compliance.

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The LCSC request for one-time distribution of \$115,000 of appropriated funding will aid in progressing towards Title IX gender equity compliance.

**ATTACHMENTS**

Attachment 1: BSU Gender Equity Narrative  
Attachment 2: BSU Gender Equity Worksheet  
Attachment 3: ISU Gender Equity Narrative  
Attachment 4: ISU Gender Equity Worksheet  
Attachment 5: UI Gender Equity Narrative  
Attachment 6: UI Gender Equity Worksheet  
Attachment 7: LCSC Gender Equity Narrative  
Attachment 8: LCSC Gender Equity Worksheet  
Attachment 9: ISU Allocation of One-Time Increase of \$125,000  
Attachment 10: LCSC Allocation of One-Time Increase of \$115,000

**STAFF COMMENTS AND RECOMMENDATIONS**

Significant information on gender equity aspects of athletic operations at the individual institutions is included in the attached narrative documents. The actual detailed "Equity in Athletics Data Analysis (EADA)" reports are also available for review and analysis by the public on the U.S. Department of Education website at <https://ope.ed.gov/athletics/>. This site also provides tools to download EADA reports for any NCAA or NAIA institution and to compare groups of institutions and review trends.

In their narratives, the institutions reported the status of compliance in the three parts of Title IX.

Boise State University (BSU) provided an in-depth analysis of their compliance to Title IX in all three tests. BSU reported compliance in the first test because women accounted for 54.3% of the enrollment and 54.6% of the participants. BSU reported non-compliance in the second test for financial assistance with a 2.1% advantage to males. Additionally, fifth year aid was disproportionately higher for men and summer term aid appeared to favor men. For the third test, BSU did not report any disparities. With the addition of baseball in FY 2018-19, BSU expects to be back in proportion for financial aid. For the third test, BSU addresses each program separately.

Idaho State University (ISU) is in compliance for the first test. While ISU does not strictly meet the 1% participation proportionality prong (enrollment for women is 53.9% but the participation rate is only 50%), the university does comply by showing they are effectively accommodating the interests and abilities of the underrepresented sex as there have been no documentation of unmet need. For the second test for financial aid, ISU appears to be in compliance. ISU states that financial opportunities are equitably available between genders, but the annual awarding and accepting of scholarships varies. For the third test, ISU is working

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to reallocate resources to address areas that are not equitable at the current time, as well as working to increase revenue to supplement budget lines that do not currently support the suitable level of equity.

University of Idaho (UI) reported a 2.7% differential in the first test with a disadvantage to females. UI reported noncompliance in the second test for financial assistance with a 4.5% disadvantage to females. UI did not state whether they were in compliance in the third test, however they did note how specific program enhancements would improve equal treatment.

Lewis-Clark State College (LCSC) reported noncompliance in the first test because it missed substantial proportionality in enrollments by 17% with a disadvantage to females. LCSC intends to address participation by growing women's participation while holding men's participation constant and by adding women's soccer. LCSC reported noncompliance in the second test for financial assistance by 5% with a disadvantage to males. LCSC reports compliance in the third test for program equivalency.

Representatives from the four affected institutions will be available in the event that Board members have questions on specific areas related to Gender Equity reports or on the institutions' efforts related to achieving/maintaining equity.

ISU's request for a one-time increase to their general fund limit of \$125,000 appears reasonable and staff recommends approval.

LCSC's request for a one-time increase to their general fund limit of \$155,000 appears reasonable and staff recommends approval.

### BOARD ACTION

I move to approve the request by Idaho State University to provide a one-time exception to the State Board of Education Policy V.X to allow the University to allocate \$125,000 of the General Fund in FY 2020 to the athletic department to be used to comply with Title IX as presented in Attachment 9.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

AND

I move to approve the request by Lewis-Clark State College to provide a one-time exception to the State Board of Education Policy V.X to allow the College to allocate \$115,000 of the General Fund in FY 2020 to the athletic department to be used towards compliance with Title IX as presented in Attachment 10.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

# Title IX Compliance – Boise State Athletics

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In 2017-2018, Boise State University retained national consultant, Good Sports, Inc., Title IX and Gender Equity Specialists, to review the intercollegiate athletics program and identify potential compliance concerns. This process included the review of questionnaires that were completed by the head coaches and selected student-athletes. Additionally, athletics staff members completed questionnaires addressing Title IX program areas pertinent to their positions. Assistant coaches completed questionnaires regarding their individual qualifications. Other information needed to complete the review was requested in order to assess each of the 13 Title IX Athletic Requirements program areas. Facilities were reviewed via video as an on-site visit had been conducted during a previous review in 2014. The preliminary review focused on student-athlete benefits for the 2017-18 academic year. The final report will be drafted after a follow up review of similar data from the 2018-19 academic year and will include an evaluation of the Title IX impacts of the addition of baseball.

The outcome of this process included a preliminary draft summary of information regarding Boise State's athletics program, Good Sports Inc.'s opinions as to Boise State's compliance status, and strategies or options for resolving compliance concerns that were identified.

## SUMMARY OF CONCLUSIONS AND STRATEGIES

### Accommodation of Interests and Abilities (Participation)

**Factors:** Participation opportunities

**Conclusion:** Boise State is meeting test one (proportionality) of the three-part test for participation opportunities. In 2017-18, women accounted for 54.3% of the enrollment and 54.6% of the participants. A difference of 0.3% between athletic participation and enrollment rates demonstrates compliance with the proportionality test.

### Athletic Financial Assistance (Scholarships)

**Factors:** Regular academic year awards, summer term and fifth year aid

**Conclusion:** In 2017-18, women were awarded scholarship dollars at a rate (49.9%) less than their rate of participation (52.0%); the 2.1% difference does not fall within OCR's 1.0% standard for presumed compliance. In addition, fifth year aid was disproportionately higher for men and summer term aid appeared to favor the men's program.

**Strategy:** Adjust participation and/or awards to offer regular year, fifth year, and summer term awards each within one percentage point of rates of participation.

**Compliance Note:** With the addition of male participants and scholarships awarded over the 2018-19 and 2019-20 academic years for baseball, in combination with roster management of the existing men's and women's programs, scholarship dollars awarded are expected to be back within proportion to athletic participation and bring Boise State back into compliance with Title IX with regard to athletic financial aid.

### Equipment and Supplies

**Factors:** Amount, quality, and maintenance



**Conclusion:** The amount and quality of game and practice uniforms and sport-specific equipment appear to favor the men's program; equipment storage appears to favor the men's program.

**Strategy:** Provide higher quality practice and game uniforms as well as sport-specific equipment for women's teams identified as being disadvantaged. Otherwise, reduce the quality of equipment for the football team.

**Compliance Note:** For 2018-19, NIKE game day funds have been increased for several disadvantaged women's sports to mitigate these deficiencies.

### **Scheduling of Games and Practice Time**

**Factors:** Number of contests, time of competitive events, practice opportunities, pre-season and post-season competition

**Conclusion:** Differences in the number of regular season and pre-season contests disadvantage three women's teams. The game times are offsetting in part, but appear to disadvantage one women's team, soccer, which would like to schedule night games, but the team competes in a facility without lights. One women's team—beach volleyball – does not have post-season opportunities and has one less coach than the maximum allowed by the NCAA. This can reduce the availability of coaches, which can present concerns for practice opportunities.

**Strategy:** Coaches' discretion is taken into consideration when evaluating this program. In general, the institution should schedule the same number of contests for women's and men's teams in the same sport and schedule the same percentage of the allowable contests for men's and women's teams in dissimilar sports; they should also schedule the number of pre-season contests preferred by the head coaches. To address timing concerns, Boise State should install lights at the soccer field or identify a lighted field elsewhere on-campus or in the community to allow for night games and arrange post-season competition for beach volleyball.

**Compliance Note:** A feasibility and strategy evaluation is being conducted to add lights to the existing soccer facility. A beach volleyball head coach was hired for FY19 and the department is looking at adding an assistant for FY20 to fully staff the sport.

### **Travel and Per Diem Allowances**

**Factors:** Modes of transportation, housing and dining during travel, length of stay before and after competitive events, special travel

**Conclusion:** Differences for the modes of transportation and dining arrangements appear to disadvantage women's teams. Housing during travel appears to disadvantage one women's team but the length of stay and special travel appear comparable.

**Strategy:** Schedule more charter flights for women's teams or fewer charter flights for men's teams; schedule additional charter bus transportation for women's teams. Assign softball athletes two per hotel room, or assign three athletes per hotel room for a men's team. Provide sufficient funding to improve dining arrangements for the women's soccer and softball teams, or otherwise reduce benefits for the men's basketball team.

### **Tutoring**

**Factors:** Availability, qualifications, compensation

**Conclusion:** The availability, qualifications, and compensation of tutors appear comparable

**Coaching**

**Factors:** Availability, qualifications, compensation

**Conclusion:** The availability of coaches disadvantages the women's beach volleyball and volleyball teams. Coaches' qualifications appear comparable program-wide, but the compensation of coaches favors the men's program.

**Strategy:** Hire additional coaches so that the women's volleyball team has three full-time coaches and the women's beach volleyball team has two full-time coaches who do not have dual coaching responsibilities for volleyball. Otherwise, an assistant coaching position in the men's program may be eliminated.

**Compliance Note:** A head beach volleyball coach was hired for 2018-19 and the department is looking at adding an assistant for FY20 to fully staff the sport.

**Locker Rooms, Practice and Competitive Facilities**

**Factors:** Availability, quality, exclusivity

**Conclusion:** The men's and women's teams for several sports (basketball, cross country, golf, tennis, indoor track, and outdoor track) use the same practice and competitive facilities. The remaining six women's teams (beach volleyball, gymnastics, soccer, softball, swimming, and volleyball) do not have facilities comparable to the remaining men's team (football), which creates a significant compliance concern. Additionally, higher quality locker rooms are provided to disproportionately more male than female athletes.

**Strategy:** Practice / Competitive Facilities

- a) Improve the facilities for the women's beach volleyball, gymnastics (practice facility), soccer, softball, swimming, and volleyball teams.
- a) Reassign women's soccer to Bronco Stadium and volleyball to the Taco Bell Arena; improve the facilities for women's beach volleyball, gymnastics (practice room), softball, and swimming.
- b) Provide women's teams with benefits superior to men's teams in other program areas.

**Strategy:** Locker Rooms

- a) Improve the locker rooms for the women's gymnastics, soccer, softball, swimming, tennis, and volleyball teams to be comparable to the football team locker room; provide the beach volleyball team with a high quality locker room.
- b) Provide women's teams with benefits superior to men's teams in other program areas.

**Compliance Note:** A renovation of locker room space to provide women's beach volleyball with their own dedicated space is underway. Work is being done with Capital Planning to have a study performed on the feasibility of lights at the soccer complex and estimates are being collected to install a video board. Upgrades to the gymnastics practice facility to improve lighting, mats and overall function of the space are complete. The University is in the process of identifying funds for improvements to the softball practice/competition facility to include artificial turf, lighting, locker room and video board installations.

**Medical and Training Facilities and Services**

**Factors:** Availability of medical personnel and services; availability and qualifications of athletic trainers; quality and availability of training rooms and weight rooms; insurance

**Conclusion:** The assignment of medical personnel and athletic trainers appears to be based on the nature of the sports, which is equitable. The availability of training and weight rooms appears to favor the men's program due to the Bleymaier Football Center (BFC); insurance coverage appears equitable. The BFC training room is open to all student-athletes for rehabilitation purposes.

**Strategy:** Arrange for greater use of the BFC weight and training rooms by women's teams so an equivalent proportion of female athletes are using the BFC as male athletes. Otherwise, renovate other existing facilities or construct new facilities to achieve the same result.

### **Housing and Dining Facilities and Services**

**Factors:** Housing and dining during the regular term and at term breaks; special housing and dining services; pre-game and post-game meals

**Conclusion:** Housing arrangements during the regular academic year and at term breaks appear equitable; regular academic year dining arrangements appear equitable. Information for pre-game / post-game meals and training table meals is inconsistent; dining arrangements during term breaks appear to have favored the men's program.

**Strategy:** Review the interest of all teams for training table meals and pre-game/post-game meals during 2018-19 and provide such meals to proportionate numbers of female and male athletes desiring such meals. Additionally, ensure adequate funding to provide equitable dining arrangements during term breaks.

**Compliance Note:** Athletics will survey the coaches in spring of 2019 and provide information to the athletic director for budgeting purposes.

### **Publicity**

**Factors:** Availability and qualifications of sports information personnel; publications; other publicity resources

**Conclusion:** Assignments of sports information staff appear to favor the men's program, but the provision of publications appears equitable. The availability of marketing and promotional activities appear comparable, but performances by support groups (cheerleaders, pep band, marching band, dance team, mascot) appear to favor the men's program.

**Strategy:** Survey coaches to determine which sports would like to have a liaison travel with them who do not currently have one. Where deficiencies exist, assign sports information staff to travel with additional women's teams; otherwise, evaluation of the travel by sports information directors with men's teams needs to be done. Provide support groups at home events for three or four more women's teams, or discontinue performances at men's events.

### **Support Services**

**Factors:** Administrative and secretarial support; office space and equipment

**Conclusion:** The availability of administrative support appears comparable, while the availability of clerical support suggests the potential for a minor concern disadvantaging women's teams. The overall quality of office space appears comparable and/or justified by employment considerations and private offices are provided to nearly proportionate numbers of women's and men's coaches.

**Strategy:** Consider creating a director of operations for Olympic sports.

**Recruitment of Student-Athletes**

**Factors:** Opportunity to recruit; financial resources; treatment of prospective athletes

**Conclusion:** The opportunity to recruit/availability of coaches and financial resources for recruitment favored the men's program; the treatment of prospective athletes appears equitable.

**Strategy:** Hire additional coaches so that the women's volleyball team has three full-time coaches and the women's beach volleyball team has two full-time coaches who do not have dual coaching responsibilities for volleyball. Additionally, provide funding that is equivalently adequate for women's teams, and equitable benefits for courtesy cars or allowances.

**Compliance Note:** A beach volleyball head coach was hired for FY19 and the department is looking at adding an assistant for FY20 to fully staff the sport. Additional ongoing funding for recruitment was provided to the track team starting in 2018-19.

**CONCLUSION**

The deficiencies relating to equipment and supplies, medical and training facilities and services, housing and dining facilities and services, publicity, and support services are minor and can be readily addressed. The concern for scholarships may involve adjusting dollars or participation or both, but will also stabilize with the additional baseball participants and scholarship awards. The issue for coaching and the opportunity to recruit are the same, while funding adjustments for recruitment are necessary to resolve that concern. Resolution of the scheduling and travel concerns is likely to require additional funding, unless Boise State chooses to reduce benefits for men's teams. The concerns for facilities may require significant long-term action to resolve. All areas of compliance need further consideration as the baseball program enters into their first competitive season.

**Boise State University**  
**Equity in Athletics Disclosure Act (EADA) Report**  
**Report on Athletic Program Participation Rates and Financial Support Data**  
**July 1, 2017 through June 30, 2018**

**University Enrollment**

Gender	Full-Time Undergraduates	
	Number	Percent
Male Students	5,682	46%
Female Students	6,762	54%
<b>Totals</b>	<b>12,444</b>	<b>100%</b>

**Athletic Student Aid & Recruiting**

Team Gender	Athletically Related Student Aid		Recruiting Expenses Amount
	Amount	Percent	
Men's Teams	\$2,738,010	52%	\$571,780
Women's Teams	\$2,548,462	48%	\$189,346
<b>Totals for All Teams</b>	<b>\$5,286,472</b>	<b>100%</b>	<b>\$761,126</b>

**Athletic Participation**

Sport	Number of Participants		Number of Participants Participating on a Second Team		Number of Participants Participating on a Third Team	
	Men's Teams	Women's Teams	Men's Teams	Women's Teams	Men's Teams	Women's Teams
Basketball	15	15	0	0	0	0
Beach Volleyball	0	17	0	11	0	0
Cross Country	23	31	21	30	19	29
Football	108	0	0	0	0	0
Golf	10	9	0	0	0	0
Gymnastics	0	15	0	0	0	0
Soccer	0	33	0	0	0	0
Softball	0	22	0	0	0	0
Swimming and Diving	0	28	0	0	0	0
Tennis	11	9	0	0	0	0
Track, Indoor	35	43	30	41	19	29
Track, Outdoor	33	40	30	40	19	29
Volleyball	0	18	0	11	0	0
Wrestling	0	0	0	0	0	0
Others	0	0	0	0	0	0
<b>Total Participants</b>	<b>235</b>	<b>280</b>	<b>81</b>	<b>133</b>	<b>57</b>	<b>87</b>
<b>Participant Proportion</b>	<b>45.63%</b>	<b>54.37%</b>				
<b>Unduplicated Count of Participants</b>	<b>184</b>	<b>199</b>				

## Total Revenues &amp; Expenses

Varsity Teams		Total Revenues			Total Expenses			Revenues minus Expenses		
		Men's	Women's	Totals	Men's	Women's	Totals	Men's	Women's	Totals
Basketball		\$ 4,184,145	\$ 429,749	\$ 4,613,894	\$ 2,649,924	\$ 1,612,352	\$ 4,262,276	\$ 1,534,221	\$ (1,182,603)	\$ 351,618
Beach Volleyball		\$ -	\$ 38,424	\$ 38,424	\$ -	\$ 115,491	\$ 115,491	\$ -	\$ (77,067)	\$ (77,067)
Football		\$ 20,470,985	\$ -	\$ 20,470,985	\$ 11,803,457	\$ -	\$ 11,803,457	\$ 8,667,528	\$ -	\$ 8,667,528
Golf		\$ 102,479	\$ 239,590	\$ 342,069	\$ 327,557	\$ 299,094	\$ 626,651	\$ (225,078)	\$ (59,504)	\$ (284,582)
Gymnastics		\$ -	\$ 420,528	\$ 420,528	\$ -	\$ 634,215	\$ 634,215	\$ -	\$ (213,687)	\$ (213,687)
Soccer		\$ -	\$ 405,317	\$ 405,317	\$ -	\$ 884,574	\$ 884,574	\$ -	\$ (479,257)	\$ (479,257)
Softball		\$ -	\$ 228,089	\$ 228,089	\$ -	\$ 802,438	\$ 802,438	\$ -	\$ (574,349)	\$ (574,349)
Swimming and Diving		\$ -	\$ 216,547	\$ 216,547	\$ -	\$ 826,315	\$ 826,315	\$ -	\$ (609,768)	\$ (609,768)
Tennis		\$ 117,179	\$ 248,416	\$ 365,595	\$ 385,829	\$ 443,309	\$ 829,138	\$ (268,650)	\$ (194,893)	\$ (463,543)
Track		\$ 196,633	\$ 564,091	\$ 760,724	\$ 744,208	\$ 806,178	\$ 1,550,386	\$ (547,575)	\$ (242,087)	\$ (789,662)
Volleyball		\$ -	\$ 367,751	\$ 367,751	\$ -	\$ 851,781	\$ 851,781	\$ -	\$ (484,030)	\$ (484,030)
Wrestling		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals for All Teams</b>		<b>\$ 25,071,421</b>	<b>\$ 3,158,502</b>	<b>\$ 28,229,923</b>	<b>\$ 15,910,975</b>	<b>\$ 7,275,747</b>	<b>\$ 23,186,722</b>	<b>\$ 9,160,446</b>	<b>\$ (4,117,245)</b>	<b>\$ 5,043,201</b>
Not Allocated by Gender/Sport				\$ 9,830,786			\$ 12,459,912			\$ (2,629,126)
<b>Grand Totals for Athletics</b>				<b>\$ 38,060,709</b>			<b>\$ 35,646,634</b>			<b>\$ 2,414,075</b>
Totals for All Sports Except Football & Basketball		\$ 416,291	\$ 2,728,753	\$ 3,145,044	\$ 1,457,594	\$ 5,663,395	\$ 7,120,989	\$ (1,041,303)	\$ (2,934,642)	\$ (3,975,945)

## Operating (Game Day) Expenses

Varsity Teams		Operating (Game Day) Expenses			Number of Participants			Operating Expenses per Participant		
		Men's	Women's	Totals	Men's	Women's	Totals	Men's	Women's	Totals
Basketball		\$655,135	\$389,198	\$1,044,333	15	14	29	\$43,676	\$27,800	\$71,476
Beach Volleyball		\$ -	29,103	\$29,103		17	17		\$1,712	\$1,712
Football		2,762,184	\$ -	\$2,762,184	109		109	\$25,341		\$25,341
Golf		105,082	72,601	\$177,683	10	9	19	\$10,508	\$8,067	\$18,575
Gymnastics		\$ -	222,983	\$222,983		15	15		\$14,866	\$14,866
Soccer		\$ -	180,338	\$180,338		30	30		\$6,011	\$6,011
Softball		\$ -	248,666	\$248,666		22	22		\$11,303	\$11,303
Swimming and Diving		\$ -	189,555	\$189,555		28	28		\$6,770	\$6,770
Tennis		96,489	68,983	\$165,472	11	9	20	\$8,772	\$7,665	\$16,437
Track		205,219	222,321	\$427,540	86	114	200	\$2,386	\$1,950	\$4,336
Volleyball		\$ -	190,485	\$190,485		17	17		\$11,205	\$11,205
Wrestling		0	\$ -	\$0	0		0			
<b>Totals for All Teams</b>		<b>\$3,824,109</b>	<b>\$1,814,233</b>	<b>\$5,638,342</b>	<b>231</b>	<b>275</b>	<b>506</b>	<b>\$16,555</b>	<b>\$6,597</b>	<b>\$11,143</b>
Totals for All Sports Except Football & Basketball		\$406,790	\$1,425,035	\$1,831,825	107	261	368	\$21,666	\$69,548	\$91,214

## Average Coaching Salaries

Description/Explanation	Head Coaches		Assistant Coaches	
	Men's Teams	Women's Teams	Men's Teams	Women's Teams
Average Annual Institutional Salary per Coach	\$ 530,865	\$ 100,901	\$176,633	\$53,907
Number of Coaches Used to Calculate Average	5	10	17	18
Average Annual Institutional Salary per Full-Time Equivalent (FTE)	\$589,850	\$118,707	\$193,727	\$61,374
Full-Time Equivalents (FTEs) Used to Calculate Average	4.50	8.50	15.50	15.81

## Counts of Head Coaches

Varsity Teams	Male Head Coaches				Female Head Coaches				Total Head Coaches
	Assigned Full-Time	Assigned Part Time	Full-Time Employee	Part-Time/Volunteer	Assigned Full-Time	Assigned Part Time	Full-Time Employee	Part-Time/Volunteer	
<b>Men's Varsity Teams</b>									
Basketball	1		1						1
Football	1		1						1
Golf	1		1						1
Tennis	1		1						1
Wrestling	0		0						0
Track & Field & Cross Country		1	1						1
<b>Totals for Men's Teams</b>	<b>4</b>	<b>1</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>
<b>Women's Varsity Teams</b>									
Basketball	1		1						1
Beach Volleyball		1	1						1
Golf					1		1		1
Gymnastics					1		1		1
Soccer	1		1						1
Softball					1		1		1
Swimming & Diving	1		1						1
Tennis	1		1						1
Track & Field & Cross Country		1	1						1
Volleyball		1	1						1
<b>Totals for Women's Teams</b>	<b>4</b>	<b>3</b>	<b>7</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>10</b>

Counts of Assistant Coaches

Varsity Teams	Male Assistant Coaches				Female Assistant Coaches				Total Assistant Coaches
	Assigned Full-Time	Assigned Part Time	Full-Time Employee	Part-Time/Volunteer	Assigned Full-Time	Assigned Part Time	Full-Time Employee	Part-Time/Volunteer	
<b>Men's Varsity Teams</b>									
Basketball	3		3						3
Football	10	4	10	4					14
Golf		1		1					1
Tennis	1	2	1	2					3
Wrestling	0	0	0	0					0
Track & Field & Cross Country		8	3	5		3		3	11
<b>Totals for Men's Teams</b>	<b>14</b>	<b>15</b>	<b>17</b>	<b>12</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>32</b>
<b>Women's Varsity Teams</b>									
Basketball	1		1		2		2		3
Beach Volleyball						1	1		1
Golf		1		1					1
Gymnastics	1		1		1		1		2
Soccer	1		1		1		1		2
Softball	1		1		1	1	1	1	3
Swimming & Diving	1		1		1		1		2
Tennis	1		1			2		2	3
Track & Field & Cross Country		8	3	5		3		3	11
Volleyball		1		1	1	1	2		3
<b>Totals for Women's Teams</b>	<b>6</b>	<b>10</b>	<b>9</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>6</b>	<b>31</b>



**Idaho State University Gender Equity Narrative  
February 2019**

The Idaho State University Department of Athletics is committed to providing quality opportunities and experiences to all student-athletes, and in doing so will comply with Title IX of the Education Amendments of 1972. As the Board is aware, President Kevin Satterlee made a change in leadership in the Department of Athletics in August 2018. Since that time, in partnership with the President, the Department of Athletics has placed a high priority on identifying concerns and generally addressing Gender Equity in our program.

In order to best inform the steps and resources necessary to support this commitment, the Office of the President requested that General Counsel hire a qualified consulting firm to complete a comprehensive review of the department of athletics-related to Title IX. General Counsel retained Athletic Staffing Consultants (ASC) which conducted a full review of 13 program areas under Title IX. ASC collected information from coaches, administrative staff and student-athletes via surveys. They requested and were provided with data, including but not limited to budgets, revenue and expense reports, squad lists, travel records, equipment orders, scholarship information, and policies and procedures. Finally, they spent three days on the campus of Idaho State University conducting personal interviews, touring facilities and requesting additional information to complete their review.

In addition to utilizing the outcomes of the review, the Department of Athletics has been working to evaluate gender equity status and address issues when readily apparent. The Interim Director of Athletics, Faculty Athletics Representative, University Business Officer assigned to Athletics, and Chief Compliance Officer are developing a new Five Year Plan for Gender Equity to address gender equity issues and present a path to demonstrated expansion of opportunities for women.

**Prong I of Title IX - Participation Proportionate to Enrollment**

The 2017-18 FTE at ISU included 2,869 men and 3,350 women, or 46.1% male and 53.9% female. Total participation in intercollegiate athletics at ISU included 192 opportunities for men and 191 opportunities for women, equating to proportions of 50% and 50%. We fall below the exact proportion of equity by 3.9%. Idaho State University has the goal to achieve equity within the generally accepted standard range of 1% of the ideal. The Five Year Plan for Gender Equity will address this deficiency.

The 2018-2019 EADA report of the current year's participation numbers also reflect some inequity. Again, the Five Year Gender Equity Plan will include strategies to address this inequity in the proper manner over time. This strategy may include some limit to the number which may be carried on the football roster, however, that measure alone is not a long term solution.

**Prong II of Title IX - History and Continuing Practice of Program Expansion for the Underrepresented Sex**

ISU currently offers 15 teams, six teams for men and nine teams for women. Participation opportunities have not increased in more than 5 years (Title IX definition of history of expansion.)

The last NCAA Gender Equity Certification Report was issued in 2010, and subsequently a Gender Equity Plan was presented to the President in 2012. That plan called for the expansion of women's participation opportunities. However, that plan was not implemented. The Gender Equity Committee has not been active since 2013. At this time, the Department of Athletics is developing an updated plan and will appoint a new Gender Equity Committee to support the ongoing review and implementation of effective measures to advance toward the plan objectives. It is apparent that ISU must immediately begin to demonstrate progress toward expansion, with the goal of adding a women's sport in the near future.

### **Prong III of Title IX - Full and Effective Accommodation of the Interests/Abilities of Underrepresented Sex**

The determination of whether women are fully and effectively accommodated by the present program includes determining whether there is sufficient interest and ability among women for a viable team not currently offered in the intercollegiate program. No expressed interest nor request has been received by the Interim Athletic Director, and no records exist from the previous Athletic Director indicating anyone expressed interest or made such requests.

Currently, the Department of Athletics has coordinated efforts with the FAR and the Athletics Advisory Board (AAB) to conduct interest surveys and gather data regarding the level of interest and ability with regard to potential womens sport additions. The surveys have targeted all current full-time students at Idaho State University.

### **Financial Aid**

Each ISU female sport is funded to the NCAA maximum level of scholarships, while limits are imposed internally on men's tennis, track & field and cross country. In 2017-2018 a fundamentally equal amount of athletic financial aid was distributed to male and female student athletes, with \$2,270,000 distributed to men and \$2,265,000 distributed to women. Due to regular fluctuations in rosters attributed to early graduations, transfers, or recruiting gaps, four womens sports did not utilize their full scholarship allocation. Women's softball utilized 9.85/12, women's soccer 11.56/14, women's track 15.94/18 and women's volleyball 10.47/12.

Efforts will be made to ensure the NCAA maximums are awarded in all women's sports in the future, which will improve the proportion of financial aid to a figure exceeding the current 50% awarded to female student-athletes. Further, a policy will be implemented which prevents unutilized scholarship funds within a program from being spent to fund other areas of that program, eliminating an unintended incentive to "save" scholarship funds in order to supplement other budgetary needs.

### **Equitable Treatment and Quality of Experience Within Programs**

Providing a quality experience and appropriate support to ALL student athletes is the top priority of the Department of Athletics. We are achieving an equally high quality experience for men and women in many areas, and falling short in others. As the budget process is currently underway, we are working

to reallocate resources to address areas which are not equitable at the current time, as well as working to increase revenue to supplement budget lines which do not currently support the suitable level of equity. In addition, we are developing policies and procedures to eliminate systems which have been, albeit unintentionally, creating inequities.

A number of measures have been taken since September 2018 to begin to address inequities, including the following:

- Addressing the lack of a suitable facility for outdoor track & field and women's soccer by properly advancing and funding the renovation of Davis Field.
- Reallocation of Adidas promotional account funding to purchase additional gear for track & field, cross country, and tennis.
- The addition of a Career Path Intern to serve as assistant equipment room manager and increase the level of service to women's sports.
- A reallocation of budget resources for travel, when needed, to meet standards for lodging during travel to competition.
- A change in policy to ensure 5th year scholarships extend to the spring semester for student-athletes whose competition season concludes in the fall.
- Allocation of AASP grant funds to provide summer scholarships equal to those provided from the FAT Football Endowment to women's fall sports.
- The addition of a second assistant to women's soccer, which may take the form of a part-time employee or a graduate assistant, TBD prior to end of spring semester.
- Installing a press set for Reed Gymnasium which is equivalent in size and quality to the set utilized in Holt Arena.
- Advancing a proposal to a corporate partner to fund an assistant strength and conditioning coach, two additional athletic trainers, and a renovation of space related to athletic training, fueling stations, and team meeting space.
- Requesting, and the student body is supporting, a \$10 student fee increase to include significant support to address gender equity needs.
- Retaining Janet Judge to complete Title IX training sessions with all coaches and Athletic Department staff prior to the beginning of the Fall 2019 semester.

It is the goal of the Idaho State University Department of Athletics to continue to advance in our level of compliance with Title IX, and to continually demonstrate great strides toward equity among programs. The overall vision is to support not only equitable experiences among programs, but to become a model for excellence in the quality of experience provided across all programs.

**Idaho State University**  
**Equity in Athletics Disclosure Act (EADA) Report**  
**Report on Athletic Program Participation Rates and Financial Support Data**  
**July 1, 2017 through June 30, 2018**

**University Enrollment**

Gender	Full-Time Undergraduates	
	Number	Percent
Male Students	2,869	46.1%
Female Students	3,350	53.9%
<b>Totals</b>	<b>6,219</b>	<b>100%</b>

**Athletic Student Aid & Recruiting**

Team Gender	Athletically Related Student Aid		Recruiting Expenses Amount
	Amount	Percent	
Men's Teams	\$ 2,270,122	50%	\$ 125,324
Women's Teams	2,265,655	50%	85,278
<b>Totals for All Teams</b>	<b>\$ 4,535,777</b>	<b>100%</b>	<b>\$ 210,602</b>

**Athletic Participation**

Varsity Teams	Number of Participants			Number Participating on a Second Team		Number Participating on a Third Team	
	Men's	Women's	Total	Men's	Women's	Men's	Women's
Basketball	19	15	34				
Football	92		92	6		2	
Golf		10	10				
Soccer		28	28				
Softball		20	20				
Tennis	8	9	17				
Track & Field (Indoor)	34	38	72	33	37	11	18
Track & Field (Outdoor)	28	37	65	28	37	11	18
Cross Country	11	19	30	10	18	9	18
Volleyball		15	15				
<b>Total Participants</b>	<b>192</b>	<b>191</b>	<b>383</b>	<b>77</b>	<b>92</b>	<b>33</b>	<b>54</b>
<b>Percentage of Total</b>	<b>50%</b>	<b>50%</b>	<b>100%</b>				
<b>Unduplicated Count</b>	<b>141</b>	<b>132</b>	<b>273</b>				

**Idaho State University**  
**Equity in Athletics Disclosure Act (EADA) Report**

**Total Revenues & Expenses**

Varsity Teams	Total Revenues			Total Expenses			Revenues minus Expenses		
	Men's	Women's	Totals	Men's	Women's	Totals	Men's	Women's	Totals
Basketball	\$1,246,443	\$ 699,561	\$ 1,946,004	\$1,291,300	\$1,156,506	\$ 2,447,806	\$ (44,857)	\$ (456,945)	\$ (501,802)
Football	2,362,123		2,362,123	3,256,625		3,256,625	(894,502)		(894,502)
Golf		57,038	57,038		185,143	185,143		(128,105)	(128,105)
Soccer		553,809	553,809		788,375	788,375		(234,566)	(234,566)
Softball		619,476	619,476		625,701	625,701		(6,225)	(6,225)
Tennis	145,625	173,231	318,856	232,952	335,239	568,191	(87,327)	(162,008)	(249,335)
Track & Field & Cross Country	282,909	385,258	668,167	482,096	710,847	1,192,943	(199,187)	(325,589)	(524,776)
Volleyball		305,047	305,047		599,886	599,886		(294,839)	(294,839)
<b>Totals for All Teams</b>	<b>\$4,037,100</b>	<b>\$2,793,420</b>	<b>\$ 6,830,520</b>	<b>\$5,262,973</b>	<b>\$4,401,697</b>	<b>\$ 9,664,670</b>	<b>(\$1,225,873)</b>	<b>(\$1,608,277)</b>	<b>(\$2,834,150)</b>
Not Allocated by Gender/Sport			5,901,463			3,432,794			2,468,669
<b>Grand Totals for Athletics</b>			<b>\$12,731,983</b>			<b>\$13,097,464</b>			<b>\$ (365,481)</b>
Totals for All Sports Except Football & Basketball	\$428,534	\$2,093,859	\$2,522,393	\$715,048	\$3,245,191	\$3,960,239	(\$286,514)	(\$1,151,332)	(\$1,437,846)

**Operating (Game Day) Expenses**

(includes lodging, meals, transportation, uniforms, equipment, event costs & officials)

Varsity Teams	Operating (Game Day) Expenses			Number of Participants			Operating Expenses per Participant		
	Men's	Women's	Totals	Men's	Women's	Totals	Men's	Women's	Totals
Basketball	\$ 350,060	\$ 281,577	\$ 631,637	19	15	34	\$ 18,424	\$ 18,772	\$ 18,578
Football	598,292		598,292	92		92	6,503		6,503
Golf		57,182	57,182		10	10		5,718	5,718
Soccer		152,821	152,821		28	28		5,458	5,458
Softball		112,378	112,378		20	20		5,619	5,619
Tennis	41,503	46,278	87,781	8	9	17	5,188	5,142	5,164
Track & Field & Cross Country	89,324	88,638	177,962	73	94	167	1,224	943	1,066
Volleyball		125,120	125,120		15	15		8,341	8,341
<b>Totals for All Teams</b>	<b>\$1,079,179</b>	<b>\$863,994</b>	<b>\$1,943,173</b>	<b>192</b>	<b>191</b>	<b>383</b>	<b>\$5,621</b>	<b>\$4,524</b>	<b>\$5,074</b>
Totals for All Sports Except Football & Basketball	\$ 130,827	\$ 582,417	\$ 713,244	81	176	257	\$ 1,615	\$ 3,309	\$ 2,775

**Idaho State University**  
**Equity in Athletics Disclosure Act (EADA) Report**

**Average Coaching Salaries**

Description/Explanation	Head Coaches		Assistant Coaches	
	Men's Teams	Women's Teams	Men's Teams	Women's Teams
Average Annual Institutional Salary per Coach	\$ 64,876	\$ 50,884	\$ 38,116	\$ 24,199
Number of Head Coaches Used to Calculate Average	5	8	15	12
Average Annual Institutional Salary per Full-Time Equivalent (FTE)	\$ 90,382	\$ 66,017	\$ 44,230	\$ 34,435
Full-Time Equivalents (FTEs) Used to Calculate Average	3.59	6.17	12.93	8.43

**Counts of Head Coaches**

Varsity Teams	Male Head Coaches				Female Head Coaches				Total Head Coaches
	Assigned Full-Time	Assigned Part Time	Full-Time Employee	Part-Time/Volunteer	Assigned Full-Time	Assigned Part Time	Full-Time Employee	Part-Time/Volunteer	
<b>Men's Varsity Teams</b>									
Basketball		1	1						1
Football		1	1						1
Tennis		1		1					1
Track & Field & Cross Country		1	1			1	1		2
<b>Totals for Men's Teams</b>	<b>0</b>	<b>4</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>5</b>
<b>Women's Varsity Teams</b>									
Basketball		1	1						1
Golf		1		1					1
Soccer					1		1		1
Softball					1		1		1
Tennis						1		1	1
Track & Field & Cross Country		1	1			1	1		2
Volleyball		1	1						1
<b>Totals for Women's Teams</b>	<b>0</b>	<b>4</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>8</b>

**Idaho State University  
Equity in Athletics Disclosure Act (EADA) Report**

**Counts of Assistant Coaches**

Varsity Teams	Male Assistant Coaches				Female Assistant Coaches				Total Assistant Coaches
	Assigned Full-Time	Assigned Part Time	Full-Time Employee	Part-Time/Volunteer	Assigned Full-Time	Assigned Part Time	Full-Time Employee	Part-Time/Volunteer	
<b>Men's Varsity Teams</b>									
Basketball	3		3						3
Football	8	1	8	1					9
Tennis									0
Track & Field & Cross Country		3	1	2		1		1	4
<b>Totals for Men's Teams</b>	<b>11</b>	<b>4</b>	<b>12</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>16</b>
<b>Women's Varsity Teams</b>									
Basketball	2		2		1		1		3
Golf						1		1	1
Soccer	1	1	1	1	1		1		3
Softball					1		1		1
Tennis						1		1	1
Track & Field & Cross Country		3	1	2		1		1	4
Volleyball					1	1	1	1	2
<b>Totals for Women's Teams</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>15</b>

## **University of Idaho Gender Equity Narrative**

The University of Idaho conducts gender equity assessments that include interviews with all head coaches and student-athletes. The results of these conversations have produced resource reallocation and adjustments to specific sports budgets. Gender equity issues are taken seriously by the Department of Athletics and the University of Idaho.

### **I. Participation Opportunities**

For 2017-18, undergraduate enrollment was 52.3% male and student-athlete participation was 55.0% male. This resulted in a 2.7% differential with females being the under-represented gender.

For 2018-19 the University of Idaho is working toward compliance with the participation opportunity prong of gender equity. Current UI undergraduate enrollment is 51.9% male and student-athlete participation is 53.9% male. This results in a 2.0% differential with females being the under-represented gender. Assuming a consistent enrollment differential and with continued dedication to providing participation opportunities for men and women, the University of Idaho anticipates compliance with gender equity guidelines.

### **II. Financial Aid**

In 2017-18 the number of unduplicated males represented 55.8% of total unduplicated participants with 177 males and 140 females participating. The scholarship amounts awarded to males and females were \$3,757,247 and \$2,469,944 representing 60.3% and 39.7%, respectively. When the unduplicated participant ratio is compared to the financial aid awarded ratio it resulted in a 4.5% variance.

For 2018-19, the University is made substantial progress due in large part to the lower FCS football scholarship limits. The department continues to study the factors involved and is committed to achieving compliance. The number of unduplicated males represents 54.8% of total unduplicated participants with 171 males and 141 females participating. The estimated scholarship amounts awarded to males and females are \$3,437,451 and \$2,623,484 representing 56.7% and 43.3% respectively. When the unduplicated participant ratio is compared to the financial aid awarded ratio it results in a 1.9% variance. This variance can be brought into compliance by effecting the unduplicated participant ratio, the financial aid totals ratio, or a combination of the two.

We will try to maintain the number of male student-athletes while slightly increasing the number female student-athletes. This will bring the variance closer to compliance. At this time we encourage coaches in our women's programs to fully allocate all of their available scholarships. This will also close the variance, and, when coupled with our participant efforts will bring us within +/- 1%.



**III. Equal Treatment within Programs**

The Gender Equity Committee continues to work on the self-studies for the Athletic Department. The departure and re-staffing of the Senior Woman Administrator and the Director of Compliance positions has slowed this process. Despite the challenges with staff turnover, the department continues to make improvements in this area. Planning for a new basketball arena has included both men's and women's programs to ensure equitable program needs are incorporated. Upon completion of a new arena, volleyball will become the sole athletic department occupant of Memorial Gym which will ensure better practice times and access. Representatives on the gender equity committee consist of the Faculty Athletic Representative, University Title IX Coordinator, Senior Woman Administrator, Faculty Representative and Coaching Representative. Interviews have not revealed any serious deficiencies.

**IV. Conclusion**

The University of Idaho dedicates significant resources toward gender equity compliance, but the SBOE approved gender equity funding is significantly less than gender equity obligations. The University of Idaho will continue to meet Title IX Prong One compliance, through roster management. In an effort to meet Title IX Prong Two compliance, we will monitor rosters and encourage the use of all available scholarships in our women's programs.

**University of Idaho**  
**Equity in Athletics Disclosure Act (EADA) Report**  
**Report on Athletic Program Participation Rates and Financial Support Data**  
**July 1, 2017 through June 30, 2018**

**University Enrollment**

Gender	Full-Time Undergraduates	
	Number	Percent
Male Students	3,737	52%
Female Students	3,407	48%
<b>Totals</b>	<b>7,144</b>	<b>100%</b>

**Athletic Student Aid & Recruiting**

Team Gender	Athletically Related Student Aid		Recruiting Expenses Amount
	Amount	Percent	
Men's Teams	\$3,757,247	60%	\$274,239
Women's Teams	2,469,944	40%	166,437
<b>Totals for All Teams</b>	<b>\$6,227,191</b>	<b>100%</b>	<b>\$440,676</b>

**Athletic Participation**

Varsity Teams	Number of Participants			Number Participating on a Second Team		Number Participating on a Third Team	
	Men's	Women's	Total	Men's	Women's	Men's	Women's
Basketball	16	14	30				
Football	111		111	1			
Golf	8	7	15				
Soccer		28	28				
Swimming & Diving		34	34				
Tennis	9	8	17				
Track & Field (Indoor)	33	31	64	33	31	12	11
Track & Field (Outdoor)	32	31	63	32	31	12	11
Cross Country	13	11	24	12	11	12	11
Volleyball		18	18				
<b>Total Participants</b>	<b>222</b>	<b>182</b>	<b>404</b>	<b>78</b>	<b>73</b>	<b>36</b>	<b>33</b>
<b>Percentage of Total</b>	<b>55.0%</b>	<b>45.0%</b>	<b>100%</b>				
<b>Unduplicated Count</b>	<b>177</b>	<b>140</b>	<b>317</b>				

**University of Idaho**  
**Equity in Athletics Disclosure Act (EADA) Report**

**Total Revenues & Expenses**

Varsity Teams	Total Revenues			Total Expenses			Revenues minus Expenses		
	Men's	Women's	Totals	Men's	Women's	Totals	Men's	Women's	Totals
Basketball	\$ 1,716,084	\$ 1,258,438	\$ 2,974,522	\$ 1,716,084	\$ 1,258,438	\$ 2,974,522	\$ -	\$ -	\$ -
Football	6,535,395		6,535,395	6,535,395		6,535,395	-		-
Golf	286,111	391,365	677,476	286,111	391,365	677,476	-	-	-
Soccer		838,602	838,602		838,602	838,602		-	-
Swimming & Diving		736,065	736,065		736,065	736,065		-	-
Tennis	305,807	383,645	689,452	305,807	383,645	689,452	-	-	-
Track & Field & Cross Country	605,453	672,753	1,278,206	605,453	615,974	1,221,427	-	56,779	56,779
Volleyball		886,995	886,995		886,995	886,995		-	-
<b>Totals for All Teams</b>	<b>\$ 9,448,850</b>	<b>\$ 5,167,863</b>	<b>\$ 14,616,713</b>	<b>\$ 9,448,850</b>	<b>\$ 5,111,084</b>	<b>\$ 14,559,934</b>	<b>\$ -</b>	<b>\$ 56,779</b>	<b>\$ 56,779</b>
Not Allocated by Gender/Sport			4,962,442			5,019,221			(56,779)
<b>Grand Totals for Athletics</b>			<b>\$ 19,579,155</b>			<b>\$ 19,579,155</b>			<b>\$ -</b>
Totals for All Sports Except Football & Basketball	\$ 1,197,371	\$ 3,909,425	\$ 5,106,796	\$ 1,197,371	\$ 3,852,646	\$ 5,050,017	\$ -	\$ 56,779	\$ 56,779

**Operating (Game Day) Expenses**

(includes lodging, meals, transportation, uniforms, equipment, event costs & officials)

Varsity Teams	Operating (Game Day) Expenses			Number of Participants			Operating Expenses per Participant		
	Men's	Women's	Totals	Men's	Women's	Totals	Men's	Women's	Totals
Basketball	\$ 485,103	\$ 394,727	\$ 879,830	16	14	30	\$ 30,319	\$ 28,195	\$ 29,328
Football	1,769,518		1,769,518	111		111	15,942		15,942
Golf	92,887	99,492	192,379	8	7	15	11,611	14,213	12,825
Soccer		231,122	231,122		28	28		8,254	8,254
Swimming & Diving		149,297	149,297		34	34		4,391	4,391
Tennis	96,460	89,963	186,423	9	8	17	10,718	11,245	10,966
Track & Field & Cross Country	102,282	99,817	202,099	78	73	151	1,311	1,367	1,338
Volleyball		200,758	200,758		18	18		11,153	11,153
<b>Totals for All Teams</b>	<b>\$ 2,546,250</b>	<b>\$ 1,265,176</b>	<b>\$ 3,811,426</b>	<b>222</b>	<b>182</b>	<b>404</b>	<b>\$ 11,470</b>	<b>\$ 6,952</b>	<b>\$ 9,434</b>
Totals for All Sports Except Football & Basketball	\$291,629	\$870,449	\$1,162,078	95	168	263	\$3,070	\$5,181	\$4,419

**University of Idaho**  
**Equity in Athletics Disclosure Act (EADA) Report**

**Average Coaching Salaries**

Description/Explanation	Head Coaches		Assistant Coaches	
	Men's Teams	Women's Teams	Men's Teams	Women's Teams
Average Annual Institutional Salary per Coach	\$118,210	\$68,200	\$64,800	\$28,255
Number of Head Coaches Used to Calculate Average	5	7	16	11
Average Annual Institutional Salary per Full-Time Equivalent (FTE)	\$131,344	\$73,446	\$74,501	\$38,850
Full-Time Equivalents (FTEs) Used to Calculate Average	4.50	6.50	13.92	8.00

**Counts of Head Coaches**

Varsity Teams	Male Head Coaches				Female Head Coaches				Total Head Coaches
	Assigned Full-Time	Assigned Part Time	Full-Time Employee	Part-Time/Volunteer	Assigned Full-Time	Assigned Part Time	Full-Time Employee	Part-Time/Volunteer	
<b>Men's Varsity Teams</b>									
Basketball	1		1						1
Football	1		1						1
Golf	1		1						1
Tennis	1		1						1
Track & Field & Cross Country		1	1						1
<b>Totals for Men's Teams</b>	<b>4</b>	<b>1</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>
<b>Women's Varsity Teams</b>									
Basketball	1		1						1
Golf					1		1		1
Soccer	1		1						1
Swimming & Diving	1		1						1
Tennis	1		1						1
Track & Field & Cross Country		1	1						1
Volleyball					1		1		1
<b>Totals for Women's Teams</b>	<b>4</b>	<b>1</b>	<b>5</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>7</b>

**University of Idaho**  
**Equity in Athletics Disclosure Act (EADA) Report**

**Counts of Assistant Coaches**

Varsity Teams	Male Assistant Coaches				Female Assistant Coaches				Total Assistant Coaches
	Assigned Full-Time	Assigned Part Time	Full-Time Employee	Part-Time/Volunteer	Assigned Full-Time	Assigned Part Time	Full-Time Employee	Part-Time/Volunteer	
<b>Men's Varsity Teams</b>									
Basketball	3		3						3
Football	9	5	9	5					14
Golf		1		1					1
Tennis									0
Track & Field & Cross Country		3	2	1		4	1	3	7
<b>Totals for Men's Teams</b>	<b>12</b>	<b>9</b>	<b>14</b>	<b>7</b>	<b>0</b>	<b>4</b>	<b>1</b>	<b>3</b>	<b>25</b>
<b>Women's Varsity Teams</b>									
Basketball		1		1	2	1	2	1	4
Golf						1		1	1
Soccer	1		1			2		2	3
Swimming & Diving	1		1			2		2	3
Tennis									0
Track & Field & Cross Country		3	2	1		4	1	3	7
Volleyball	1	1	1	1	1		1		3
<b>Totals for Women's Teams</b>	<b>3</b>	<b>5</b>	<b>5</b>	<b>3</b>	<b>3</b>	<b>10</b>	<b>4</b>	<b>9</b>	<b>21</b>

## Gender Equity – Narrative

### Lewis-Clark State College

I. Participation Opportunities: Compliance for this component means meeting one test of the three-part test for participation opportunities. LCSC does not currently meet these criteria.

#### A. Proportionate to enrollment

In FY18, athletic participation was 57% male to 43% female. LCSC's fulltime undergraduate enrollment in FY18 was 39% male and 61% female. This results in a 17% overrepresentation of male student-athletes. LCSC has drafted, and is in the process of routing approvals for a 2-part Title IX Compliance Plan: Part 1 involves maximizing current women's sport roster capacities; with a plan to initiate expansion fall 2019, and achieve participation goals by 2022. In order to achieve these roster goals, coaching personnel, operating budgets and student-athlete scholarship dollars need to be increased. Part 2 involves the addition of women's soccer.

#### B. Demonstrate continuing program expansion

As noted, Part 2 of the LCSC Title IX Compliance Plan involves the addition of a women's sport. In 2010 LCSC engaged a sport-interest inquiry to determine which women's sport addition would have the greatest likelihood of success. Through that process it was determined that women's soccer should be LCSC's next sport addition consideration. This determination was based on: (a) National and NAIA women's sport growth trends; (b) local/regional women's sport participation interests as reflected by high school sport participation (Special attention was paid to local/regional high schools with the highest relative numbers of LCSC enrollment); (c) potential regional/conference competition opportunities; and (d) facilities needs and accessibility.

#### C. Fully accommodate the interest and abilities of the underrepresented gender

Relative to Title IX compliance, given LCSC's athletics history and tradition, prong 1 of the 3-prong interest and abilities Title IX compliance assessment category is the focus of this proposal. Part 1 emphasizes growth in women's sports participation while holding men's sport participation constant. This results in a net gain of 24 women's sport participants, which translates to 45% women's sport participation (this proposal suggests a 3- to 5-year implementation timeline). Part 2 includes the addition of women's soccer. The initial roster size is estimated at 20 participants, with a potential to grow to 28 participants within 3 years of sport launch. This sport addition would translate to 50% - 52% women's sport participation. Re-evaluation of substantial proportionality, which is a moving target pending enrollment trends, will need to be ongoing and will dictate next steps (e.g., plan part 3?).

II. Financial Aid: The Financial Assistance requirement of Title IX, requiring assistance to be substantially proportionate to the ratio of male and female athletes, is currently tilted toward females. Athletic student aid totals (allocation of actual resources in FY18) were 53% to males and 47% to females in comparison to the unduplicated participation rate of 58% males to 42% females. This results in a 5% proportional advantage for females. The recruitment efforts identified in the previous section will assist in progressing towards compliance.

III. Equal Treatment of Programs: The benefits, opportunities, and treatments afforded sports participants are equivalent. LCSC is compliant with the Equal Treatment of Programs requirement of Title IX. The LCSC Athletics Department is finalizing and will adopt an

intercollegiate athletics manual, with standardized policies and procedures that will help ensure ongoing compliance in this area.

The Executive Summary of LCSC's Title IX compliance plan appears below. The plan will move forward pending approval of funds generated over time through tuition increases.

### LCSC ATHLETICS TITLE IX COMPLIANCE PLAN EXECUTIVE SUMMARY

**Lewis-Clark State College (LCSC) is affiliated with the National Association for Intercollegiate Athletics (NAIA) and a member of the Frontier Conference.** The role and mission of the NAIA is to "...position member institutions to maximize "return on athletics" (e.g., enrollment, retention, student-athlete success, etc.) and optimize the student-athlete experience." Within this framework the Conference mission emphasizes "promoting academic & athletic excellence." The key in both instances is word order emphasizing *student* over *athlete* and *academic* over *athletic*. LCSC's athletic affiliations (NAIA and Conference) align with and support its educational mission, emphasizing opportunity, success and partnerships to "...prepare students to become successful leaders, engaged citizens, and lifelong learners" (LCSC Mission Statement).

**A review of EADA data and reports reveals that Lewis-Clark State College (LCSC) needs to address issues of equity associated with athletic participation/Title IX compliance (See Table 1). This proposal outlines a 2-part plan and the funding needed to implement it.**

**Table 1: Title IX/Athletics & LCSC - EADA Report most recent 2 years**

2017-2018 EADA report: #/%				2016-2017 EADA report: #/%			
Enrollment		Student-Athlete Participants		Enrollment		Student-Athlete Participants	
<i>M</i>	<i>F</i>	<i>M</i>	<i>F</i>	<i>M</i>	<i>F</i>	<i>M</i>	<i>F</i>
862/39%	1337/61%	157/57%	120/43%	914/40%	1349/60%	162/58%	118/42%

**Part 1 involves maximizing current women's sport roster capacities over a 3-year implementation timeline.** Currently, LCSC Athletics is supported at just over a million dollars/year through appropriated/institutional funds. The additional funding needed to support **Part 1 of the plan is \$1,454,430.** Page 4 details budget categories (personnel, operating and scholarships) and calculations associated with the funding gap determination.

**Part 1: Rationale Key-Points**

- Approximately 40% of LCSC athletics' operating expense budget (i.e., "bread & butter/meat & potatoes" (e.g. travel, equipment, supplies, etc.) needs are dependent upon fundraising. This is not an athletics budget-model norm, places LCSC at a distinct disadvantage in terms of community resources and broader/College fundraising efforts, and makes the notion of adding sports (i.e., one more horse lined up to drink from an already limited trough) untenable.
- Historically LCSC has not been party to appropriated allocations/caps specific to gender equity (funding options in place in Idaho's other 4-year schools for over a decade).
- LCSC boasts the highest relative enrollment percentage of student-athletes and Idaho resident student-athletes of Idaho's 4-year schools (data derived from EADA reports).

School	% of Student Athletes	% of Student-Athletes from Idaho
LCSC	12.4	32.20
UI	5.7	17.26
ISU	5.5	29.77
BSU	4.2	14.10

**Part 2 involves the addition of a women's sport.** Funding needed to add women's soccer includes one-time monies (facilities renovation and equipment = 2.3-2.7 million \$), and **ongoing/appropriated monies of \$451,601: personnel, operating expenses and scholarships.** Details appear on page 4.

**Summary**

Relative to Title IX compliance, given LCSC's athletics history and tradition, prong 1 of the 3-prong interest and abilities Title IX compliance assessment category is the focus of this proposal. Part 1 emphasizes growth in women's sports participation while holding men's sport participation constant. **This results in a net gain of 24 women's sport participants, which translates to 45% women's sport participation (this proposal suggests a 3- to 5-year implementation timeline).** Part 2 includes the addition of women's soccer. The initial roster size is estimated at 20 participants, with a potential to grow to 28 participants within 3 years of sport launch. This sport addition would translate to 50% - 52% women's sport participation. Re-evaluation of substantial proportionality, which is a moving target pending enrollment trends, will need to be ongoing and will dictate next steps (e.g., plan part 3?).



**Total Costs:**

Compliance Plan Part 1 Maximizing Roster Capacities (ongoing new funds)

Operating/Equity – appropriated/institutional funds

Personnel \$326,978

Operating \$131,064

Scholarships \$996,388

**\$ needed Compliance Plan Part 1 (ongoing) \$1,454,430**

Compliance Plan Part 2 Women's Sport Addition – Soccer

*One-time Start-up Costs*

Est. Facilities\* \$1,800,000 - 2,200,000

Est. Facilities Equipment \$500,000

\$2,300,000 – 2,700,000**Sport addition (ongoing)****Personnel, Operating, Scholarships \$451,601**

\*Ongoing facilities/maintenance costs have not been estimated at this time

**SBOE Policy - Athletics Budget Limit parameters****\$2.7-3.2\* Million**

**Lewis-Clark State College**  
**Equity in Athletics Disclosure Act (EADA) Report**  
**Report on Athletic Program Participation Rates and Financial Support Data**  
**July 1, 2017 through June 30, 2018**

**University Enrollment**

Gender	Full-Time Undergraduates	
	Number	Percent
Male Students	862	39%
Female Students	1,337	61%
<b>Totals</b>	<b>2,199</b>	<b>100%</b>

**Athletic Student Aid & Recruiting**

Team Gender	Athletically Related Student Aid		Recruiting Expenses Amount
	Amount	Percent	
Men's Teams	\$1,013,718	53.04%	\$6,175
Women's Teams	897,407	46.96%	5,944
<b>Totals for All Teams</b>	<b>\$1,911,125</b>	<b>100%</b>	<b>\$12,119</b>

**Athletic Participation**

Varsity Teams	Number of Participants			Number Participating on a Second Team		Number Participating on a Third Team	
	Men's	Women's	Total	Men's	Women's	Men's	Women's
Baseball	40		40				
Basketball	15	12	27				
Golf	9	6	15				
Tennis	12	14	26				
Track & Field (Indoor)	32	29	61	31	26	14	12
Track & Field (Outdoor)	32	27	59	30	27	14	12
Cross Country	17	15	32	14	13	14	12
Volleyball		17	17				
<b>Total Participants</b>	<b>157</b>	<b>120</b>	<b>277</b>	<b>75</b>	<b>66</b>	<b>42</b>	<b>36</b>
<b>Percentage of Total</b>	<b>57%</b>	<b>43%</b>	<b>100%</b>				
<b>Unduplicated Count</b>	<b>111</b>	<b>81</b>	<b>192</b>				

**Lewis-Clark State College**  
**Equity in Athletics Disclosure Act (EADA) Report**

**Total Revenues & Expenses**

Varsity Teams	Total Revenues			Total Expenses			Revenues minus Expenses		
	Men's	Women's	Totals	Men's	Women's	Totals	Men's	Women's	Totals
Baseball	\$895,658		\$895,658	\$895,658		\$895,658	\$0		\$0
Basketball	390,352	405,039	795,391	390,352	405,039	795,391	0	0	0
Golf	135,313	141,575	276,888	135,313	141,575	276,888	0	0	0
Tennis	121,856	145,923	267,779	121,856	145,923	267,779	0	0	0
Track & Field (Indoor)	37,934	70,517	108,451	37,934	70,517	108,451	0	0	0
Track & Field (Outdoor)	70,448	130,961	201,409	70,448	130,961	201,409	0	0	0
Cross Country	147,297	170,978	318,275	147,297	170,978	318,275	0	0	0
Volleyball		387,172	387,172		387,172	387,172		0	0
<b>Totals for All Teams</b>	<b>\$1,798,858</b>	<b>\$1,452,165</b>	<b>\$3,251,023</b>	<b>\$1,798,858</b>	<b>\$1,452,165</b>	<b>\$3,251,023</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Not Allocated by Gender/Sport			686,071			663,835			22,236
<b>Grand Totals for Athletics</b>	<b>\$1,798,858</b>	<b>\$1,452,165</b>	<b>\$3,937,094</b>	<b>\$1,798,858</b>	<b>\$1,452,165</b>	<b>\$3,914,858</b>	<b>\$0</b>	<b>\$0</b>	<b>\$22,236</b>
Totals for All Sports Except Baseball & Basketball	\$512,848	\$1,047,126	\$1,559,974	\$512,848	\$1,047,126	\$1,559,974	\$0	\$0	\$0

**Operating (Game Day) Expenses**

(includes lodging, meals, transportation, uniforms, equipment, event costs & officials)

Varsity Teams	Operating (Game Day) Expenses			Number of Participants			Operating Expenses per Participant		
	Men's	Women's	Totals	Men's	Women's	Totals	Men's	Women's	Totals
Baseball	\$92,224		\$92,224	40		40	\$2,306		\$2,306
Basketball	63,422	74,762	138,184	15	12	27	4,228	\$6,230	5,118
Golf	22,090	21,901	43,991	9	6	15	2,454	3,650	2,933
Tennis	21,930	22,498	44,428	12	14	26	1,828	1,607	1,709
Track & Field (Indoor)	12,759	9,272	22,031	32	29	61	399	320	361
Track & Field (Outdoor)	19,138	17,220	36,358	32	27	59	598	638	616
Cross Country	22,421	31,049	53,470	17	15	32	1,319	2,070	1,671
Volleyball		69,664	69,664		17	17		4,098	4,098
<b>Totals for All Teams</b>	<b>\$253,984</b>	<b>\$246,366</b>	<b>\$500,350</b>	<b>157</b>	<b>120</b>	<b>277</b>	<b>\$1,618</b>	<b>\$2,053</b>	<b>\$1,806</b>
Totals for All Sports Except Baseball & Basketball	\$98,338	\$171,604	\$269,942	102	108	210	\$964	\$1,589	\$1,285

Lewis-Clark State College  
Equity in Athletics Disclosure Act (EADA) Report

Average Coaching Salaries

Description/Explanation	Head Coaches		Assistant Coaches	
	Men's Teams	Women's Teams	Men's Teams	Women's Teams
Average Annual Institutional Salary per Coach	\$27,406	\$22,641	\$9,366	\$3,408
Number of Head Coaches Used to Calculate Average	7	7	13	12
Average Annual Institutional Salary per Full-Time Equivalent (FTE)	\$66,381	\$54,840	\$43,330	\$37,867
Full-Time Equivalents (FTEs) Used to Calculate Average	2.89	2.89	2.81	1.08

Counts of Head Coaches

Varsity Teams	Male Head Coaches				Female Head Coaches				Total Head Coaches
	Assigned Full-Time	Assigned Part Time	Full-Time Employee	Part-Time/Volunteer	Assigned Full-Time	Assigned Part Time	Full-Time Employee	Part-Time/Volunteer	
<b>Men's Varsity Teams</b>									
Baseball	1		1						1
Basketball	1		1						1
Golf		1		1					1
Tennis		1	1						1
Track & Field (Indoor)		1	1						1
Track & Field (Outdoor)		1	1						1
Cross Country		1	1						1
<b>Totals for Men's Teams</b>	<b>2</b>	<b>5</b>	<b>6</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7</b>
<b>Women's Varsity Teams</b>									
Basketball	1		1						1
Golf		1		1					1
Tennis		1	1						1
Track & Field (Indoor)		1	1						1
Track & Field (Outdoor)		1	1						1
Cross Country		1	1						1
Volleyball					1		1		1
<b>Totals for Women's Teams</b>	<b>1</b>	<b>5</b>	<b>5</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>7</b>

**Lewis-Clark State College**  
**Equity in Athletics Disclosure Act (EADA) Report**

**Counts of Assistant Coaches**

Varsity Teams	Male Assistant Coaches				Female Assistant Coaches				Total Assistant Coaches
	Assigned Full-Time	Assigned Part Time	Full-Time Employee	Part-Time/Volunteer	Assigned Full-Time	Assigned Part Time	Full-Time Employee	Part-Time/Volunteer	
<b>Men's Varsity Teams</b>									
Baseball	2		2						2
Basketball		1		1					1
Golf		2		2					2
Tennis						1		1	1
Track & Field (Indoor)		3	1	2					3
Track & Field (Outdoor)		3	1	2					3
Cross Country		1	1						1
<b>Totals for Men's Teams</b>	<b>2</b>	<b>10</b>	<b>5</b>	<b>7</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>13</b>
<b>Women's Varsity Teams</b>									
Basketball						1		1	1
Golf		2		2					2
Tennis						1		1	1
Track & Field (Indoor)		3	1	2					3
Track & Field (Outdoor)		3	1	2					3
Cross Country		1	1						1
Volleyball						1		1	1
<b>Totals for Women's Teams</b>	<b>0</b>	<b>9</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>12</b>

## Proposal to Use \$125K

This proposal examines the difference between the FY 19 budget, and the actual amount identified in the zero based budget as the need.

From there, a proportional amount was provided based on the amount allocated to each category.

### GEAR -7375

Amount to Allocate to this category 37,500.00

Sport	Total
Golf	3,848.37
Soccer	6,670.92
Softball	9,064.12
Tennis	3,449.11
Track/CC	9,688.28
Volleyball	4,779.20
	37,500.00

Aspirational Budget	% of total funds needed	Proportionate Amount
16,000.00	10%	3,848.37
27,735.00	18%	6,670.92
37,685.00	24%	9,064.12
14,340.00	9%	3,449.11
40,280.00	26%	9,688.28
19,870.00	13%	4,779.20
155,910.00	100%	37,500.00

### Team Travel - 7830

Amount to Allocate to this category 50,000.00

Sport	Total
Golf	3,236.30
Soccer	8,695.19
Softball	11,735.39
Tennis	3,875.57
Track/CC	16,632.20
Volleyball	5,825.35
	50,000.00

Aspirational Budget	% of total funds needed	Proportionate Amount
40,500.00	6%	3,236.30
108,814.00	17%	8,695.19
146,860.00	23%	11,735.39
48,500.00	8%	3,875.57
208,140.00	33%	16,632.20
72,900.00	12%	5,825.35
625,714.00	100%	50,000.00

### Recruiting - 7820

Amount to Allocate to this category 37,500.00

Sport	Total
Golf	3,384.80
Soccer	8,907.36
Softball	6,680.52
Tennis	3,384.80
Track/CC	8,462.00
Volleyball	6,680.52
	37,500.00

Aspirational Budget	% of total funds needed	Proportionate Amount
4,560.00	9%	3,384.80
12,000.00	24%	8,907.36
9,000.00	18%	6,680.52
4,560.00	9%	3,384.80
11,400.00	23%	8,462.00
9,000.00	18%	6,680.52
50,520.00	100%	37,500.00

Attachment 1: Lewis-Clark State College Title IX Personnel - Coaching Part I

Coaching Position	Current 18-19 Salaries & Fringe			
	FTE	Sport Salaries/position	Fringe	Salary & Fringe
Baseball HC	1.00	\$ 70,000	\$ 26,287	\$ 96,287
Baseball Asst Coach	1.00	\$ 50,653	\$ 22,242	\$ 72,895
Baseball Asst Coach	1.00	\$ 39,803	\$ 19,973	\$ 59,776
Men's BB HC	1.00	\$ 56,980	\$ 23,565	\$ 80,545
Men's BB Asst Coach	0.00	\$ -	\$ -	\$ -
Women's BB HC	1.00	\$ 59,498	\$ 24,091	\$ 83,589
Women's BB Asst Coach	0.00	\$ 30,000	\$ 17,923	\$ 47,923
XC & Track W/M HC	1.00	\$ 57,165	\$ 23,603	\$ 80,768
XC & Track W/M Asst Coach	1.00	\$ 40,125	\$ 20,040	\$ 60,165
XC & Track W/M Asst Coach	0.00	\$ -	\$ -	\$ -
Golf W/M HC	0.50	\$ 20,000	\$ 15,832	\$ 35,832
Golf W/M Asst Coach	0.00	\$ 7,000	\$ 1,464	\$ 8,464
Tennis W/M HC	0.28	\$ 16,337	\$ 6,678	\$ 23,015
Tennis W/M Asst Coach	0.00	\$ -	\$ -	\$ -
Women's Volleyball HC	1.00	\$ 50,000	\$ 22,105	\$ 72,105
VB Asst Coach	0.00	\$ 7,000	\$ 1,464	\$ 8,464
Total	8.78	\$ 504,561	\$ 225,266	\$ 729,827

Funding Source (Salary & Fringe)		
Approp \$/% Coaching	Approp \$/% "other"	\$/% Fundraising
\$96,287	\$0	\$0
\$72,895	\$0	\$0
\$59,776	\$0	\$0
\$80,545	\$0	\$0
\$0	\$0	\$0
\$83,589	\$0	\$0
\$0	\$20,000	\$10,000
\$80,768	\$0	\$0
\$40,125	\$0	\$0
\$0		
\$27,232		\$8,600
\$0	\$0	\$7,000
\$23,015	\$0	\$0
\$0	\$0	\$0
\$72,105	\$0	\$0
\$0	\$7,000	
\$636,336	\$27,000	\$25,600

Proposed Salaries, Fringe, & FTE					
FTE	Salary Approp \$	Approp Fringe	Total Approp Salary & Fringe	Other Funding, Non-Athletic Approp \$	"Other" Salary Only
1.00	\$ 70,000	\$ 26,287	\$ 96,287		
1.00	\$ 50,653	\$ 22,242	\$ 72,895		
1.00	\$ 39,803	\$ 19,973	\$ 59,776		
1.00	\$ 56,980	\$ 23,565	\$ 80,545		
1.00	\$ 40,000	\$ 20,014	\$ 60,014	\$ 30,007	
1.00	\$ 59,498	\$ 24,091	\$ 83,589		
1.00	\$ 40,000	\$ 20,014	\$ 60,014	\$ 30,007	
1.00	\$ 57,165	\$ 23,603	\$ 80,768		
1.00	\$ 40,125	\$ 20,040	\$ 60,165		
1.00	\$ 38,085	\$ 19,614	\$ 57,699		
1.00	\$ 40,000	\$ 20,014	\$ 60,014		
1.00	\$ 38,085	\$ 19,614	\$ 57,698		
0.63	\$ 36,758	\$ 15,026	\$ 51,784		
0.52	\$ 19,804	\$ 10,199	\$ 30,003	\$ 30,127	\$ 18,281
1.00	\$ 50,000	\$ 22,105	\$ 72,105		
1.00	\$ 40,000	\$ 20,014	\$ 60,014		
15.15	\$ 716,956	\$ 326,413	\$ 1,043,369	\$ 90,141	

Appropriated Funding Request (Gap)	
Salary	Salary & Fringe
\$ -	\$ -
\$ -	\$ -
\$ -	\$ -
\$ -	\$ -
\$ 20,000	\$ 30,007
\$ -	\$ -
\$ 20,000	\$ 30,007
\$ -	\$ -
\$ -	\$ -
\$ 38,085	\$ 57,699
\$ 24,800	\$ 32,782
\$ 38,085	\$ 57,698
\$ 20,421	\$ 28,769
\$ 19,804	\$ 30,003
\$ -	\$ -
\$ 40,000	\$ 60,014
\$ 221,195	\$ 326,978

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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**SUBJECT**

FY 2020 Appropriation Information – Institutions and Agencies of the State Board of Education

**APPLICABLE STATUTE, RULE, OR POLICY**

Applicable Legislative Appropriation Bills (2019)

**ALIGNMENT WITH STRATEGIC PLAN**

Goal 1 (“A Well Educated Citizenry”) Objective A (“Access: Set policy and advocate for increasing access to Idaho’s educational system for all Idahoans, regardless of socioeconomic status, age, or geographic location.”).

**BACKGROUND/ DISCUSSION**

The 2019 Legislature has passed and the Governor has signed the appropriation bills for most of the agencies and institutions of the Board.

The table on Tab 7 page 2 lists the FY 2020 appropriations related to the State Board of Education.

**IMPACT**

Appropriations provide funding and spending authority for the agencies and institutions of the State Board of Education, allowing them to offer programs and services to Idaho’s citizens.

**ATTACHMENTS**

Attachment 1 – FY 2020 Appropriations List

**STAFF COMMENTS**

Staff comments and recommendations are included for each specific institution and agency allocation.

**BOARD ACTION**

Motions for the allocations for College and Universities, Community Colleges, and Career Technical Education are found on each specific institution and agency allocation.



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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**ATTACHMENT 1**

**State Board of Education**  
**FY 2020 Appropriations to Institutions and Agencies**

	<b>General Fund</b>	<b>% Δ From FY 2019</b>	<b>Total Fund</b>
<b><u>Allocations</u></b>			
College and Universities	\$306,026,000	3.5%	\$304,295,400
Community Colleges	47,751,800	3.5%	48,606,800
Career Technical Education	68,455,500	3.1%	78,760,200
<b><u>Agencies</u></b>			
Agricultural Research & Extension Service	32,530,700	3.9%	32,530,700
Health Education Programs	21,296,700	13.8%	21,625,700
Special Programs	19,500,000	1.3%	32,025,000
Office of the State Board of Education	<b>Pending</b>		<b>Pending</b>
Idaho Public Television	2,925,200	13.1%)	9,601,100
Division of Vocational Rehabilitation	8,874,000	2.6%	28,755,400
State Department of Education (Superintendent of Public Instruction)	15,490,600	3.9%	40,514,800

**Statewide Issues**

Permanent Building Fund Advisory Committee Recommendations:

Only Alteration and Repair projects were recommended.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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**SUBJECT**

FY 2020 College and Universities Appropriation Allocation

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Section V.S.  
House Bill 267 (2019)

**ALIGNMENT WITH STRATEGIC PLAN**

Goal 1 ("A Well Educated Citizenry") Objective A ("Access: Set policy and advocate for increasing access to Idaho's educational system for all Idahoans, regardless of socioeconomic status, age, or geographic location.").

**BACKGROUND/DISCUSSION**

The Legislature appropriates to the State Board of Education and the Board of Regents monies for the general education programs at Boise State University (BSU), Idaho State University (ISU), University of Idaho (UI), Lewis-Clark State College (LCSC), and system-wide needs. The Board allocates the appropriation to the four institutions based on legislative intent and Board Policy, Section V.S.

According to Board policy, the allocation is made in the following order: 1) each institution shall be allocated its prior year budget base; 2) funds for the Enrollment Workload Adjustment (EWA); 3) operations and maintenance funds for new, major general education capital improvement projects.; 4) decision units above the base; and 5) special activities or projects at the discretion of the Board.

This action allocates the FY 2020 College and Universities appropriation to the institutions for general education programs and system-wide needs. These funds, allocated along with revenue generated from potential fee increases, will establish the funding for the general education programs for FY 2020. The allocation for FY 2020 is shown on Tab 7a Attachment 1. The FY 2020 general fund appropriation includes the following items:

Maintenance of Current Operations (MCO):

• Increases in variable benefit costs	\$62,700
• 3% ongoing Change in Employee Compensation (CEC)	6,565,400
• Compensation Schedule Changes	9,100
• Statewide cost allocation	106,200
• Enrollment Workload Adjustment (EWA)	3,685,800

Line Items:

• Occupancy costs	
Boise State University	683,700
Idaho State University	94,400
University of Idaho	109,700
• Open Education Resource	50,000
• Dual Enrollment System	150,000

Total General Fund increase over Base	<u>\$11,517,000</u>
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**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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**ATTACHMENTS**

Attachment 1 - C&U FY 2019 Appropriation Allocation

Attachment 2 - Statement of Purpose/Fiscal Note

Attachment 3 - Appropriation Bill (H267)

**STAFF COMMENTS**

Staff recommends approval of the FY 2020 College and Universities allocation as presented in Attachment 1.

**BOARD ACTION**

I move to approve the allocation of the FY 2020 appropriation for Boise State University, Idaho State University, University of Idaho, Lewis-Clark State College, and system-wide needs, as presented on Tab 7a, Attachment 1.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**Idaho 4-year Institutions**  
**FY 2020 Appropriation Allocation - HB 267**  
**21-Mar-19**

	BSU	ISU	UI	LCSC	Systemwide	Total
1 FY 19 Total Appropriation						
2 General Funds	99,811,800	79,822,400	92,726,900	17,186,300	6,215,800	295,763,200
3 Economic Recovery Funds	-	-	-	-	-	-
4 Millennium Funds	-	-	-	-	-	-
5 Endowment Funds	-	3,749,000	10,498,800	2,205,000	-	16,452,800
6 Student Fees	144,156,000	147,969,200	100,479,300	34,430,200	-	427,034,700
7 Total FY19 Total Appropriation	243,967,800	231,540,600	203,705,000	53,821,500	6,215,800	739,250,700
8						
9 FY 20 Base						
10 General Funds	99,811,800	79,800,400	91,500,700	17,180,300	6,215,800	294,509,000
11 Endowment Funds	-	3,739,400	10,498,800	2,205,000	-	16,443,200
12 Student Fees	118,188,200	62,107,600	76,974,300	16,244,700	-	273,514,800
13 Total FY 20 Base	218,000,000	145,647,400	178,973,800	35,630,000	6,215,800	584,467,000
14						-
15 FY 20 Maintenance Items						
16 Benefit Cost Increases						
17 General Funds	40,600	(26,900)	55,200	(6,200)	-	62,700
18 Endowment Funds	-	(1,300)	2,900	-	-	1,600
19 Student Fees	40,500	(11,600)	40,100	(5,800)	-	63,200
20 Inflation						
21 General Funds	-	-	-	-	-	-
22 Endowment Funds	-	-	296,000	55,000	-	351,000
23 Student Fees	941,900	876,200	542,500	53,100	-	2,413,700
24 Replacement Capital						
25 General Funds	-	-	-	-	-	-
26 Student Fees	-	-	116,700	-	-	116,700
27 Statewide Cost Allocation						
28 General Funds	23,300	(55,000)	124,600	13,300	-	106,200
29 CEC: 3%						
30 General Funds	2,136,400	1,907,600	2,146,700	374,700	-	6,565,400
31 Endowment Funds	-	91,300	115,800	-	-	207,100
32 Student Fees	2,132,500	821,900	1,558,700	353,700	-	4,866,800
33 Pay Structure Adjustments						
34 General Funds	7,900	-	-	1,200	-	9,100
35 Endowment Funds	-	-	-	-	-	-
35 Student Fees	4,200	-	-	-	-	4,200
36 Enrollment Workload Adjustment	2,489,100	499,900	608,900	87,900	-	3,685,800
37 Endowment Funds Adjustments	-	203,200	(129,100)	213,000	-	287,100
38 Total FY 20 Maintenance Items	7,816,400	4,305,300	5,479,000	1,139,900	-	18,740,600
39						
40 FY 20 Maintenance						-
41 General Funds	104,509,100	82,126,000	94,436,100	17,651,200	6,215,800	304,938,200
42 Endowment Funds	-	4,032,600	10,784,400	2,473,000	-	17,290,000
43 Student Fees	121,307,300	63,794,100	79,232,300	16,645,700	-	280,979,400
44 Total FY 20 Maintenance	225,816,400	149,952,700	184,452,800	36,769,900	6,215,800	603,207,600
45						-
46 FY 20 Line Items						-
47 Open Education Resource					50,000	50,000
48 HE Dual Enrollment System					150,000	150,000
49 Occupancy Costs	683,700	94,400	109,700			887,800
50 Total Line Items	683,700	94,400	109,700	0	200,000	1,087,800
51 FY 20 Total Appropriation						
52 General Funds	105,192,800	82,220,400	94,545,800	17,651,200	6,415,800	306,026,000
53 Endowment Funds	-	4,032,600	10,784,400	2,473,000	-	17,290,000
54 Student Fees	121,307,300	63,794,100	79,232,300	16,645,700	-	280,979,400
55 FY 20 Total Appropriation	226,500,100	150,047,100	184,562,500	36,769,900	6,415,800	604,295,400
56 GF Change from FY 19 Total	5.4%	3.0%	2.0%	2.7%	3.2%	3.5%
57 GF Appropriation Allocation						
58 PC	91,570,200	80,530,100	83,164,500	15,393,900		270,658,700
59 OE	9,864,800	1,690,300	7,818,500	1,823,300	2,057,800	23,254,700
60 CO	3,757,800		3,562,800	434,000		7,754,600
61 TB					4,158,000	4,158,000
62 Total General Funds	105,192,800	82,220,400	94,545,800	17,651,200	6,215,800	305,826,000
63						
64 General Fund Ongoing	105,192,800	82,220,400	94,545,800	17,651,200	6,415,800	306,026,000
65 Student Fees Ongoing	121,307,300	63,794,100	79,115,600	16,645,700	-	280,862,700
66						
67 FY 19 Total Ongoing General Funds	99,811,800	79,800,400	91,500,700	17,180,300	6,215,800	294,509,000
68 Ongoing general fund increase	5,381,000	2,420,000	3,045,100	470,900	200,000	11,517,000
69 Ongoing general fund increase %	5.4%	3.0%	3.3%	2.7%	3.2%	3.9%

## STATEMENT OF PURPOSE

## RS27093

This is the FY 2020 original appropriation bill for College and Universities. It appropriates a total of \$604,248,500 and does not cap the number of authorized full-time equivalent positions.

For benefit costs, the bill maintains the current appropriated amount for health insurance at \$11,650 per eligible FTP; provides a 5.5% increase for the employer's share of PERSI contributions; and temporarily reduces the rate agencies pay the Division of Human Resources for its services. Inflationary adjustments include \$2,764,700 from dedicated funds for general inflation. Funding for replacement items includes \$116,700 from dedicated funds for replacement items. For statewide cost allocation, \$106,200 is provided. Nondiscretionary adjustments include an increase of \$3,685,800 and endowment adjustments include an increase of \$233,500. The bill also provides funding for the equivalent of a 3% change in employee compensation for permanent employees, with a minimum increase of \$550 for each employee and the remaining amount to be distributed based on merit. Funding for a 3% upward shift in the compensation schedule is also included.

The bill funds three line items, which provide: \$50,000 onetime from the General Fund to pilot the development of open education resources, a no-cost or low-cost electronic textbook option for students; \$150,000 in ongoing operating expenditures from the General Fund for Idaho's postsecondary institutions to join a dual enrollment registration system; and 3.18 FTP and \$887,800 ongoing from the General Fund (\$115,900 for personnel costs, \$771,900 for operating expenditures) for occupancy costs of Boise State University, Idaho State University, and University of Idaho.

**DISCLAIMER:** This statement of purpose and fiscal note are a mere attachment to this bill and prepared by a proponent of the bill. It is neither intended as an expression of legislative intent nor intended for any use outside of the legislative process, including judicial review (Joint Rule 18).

## FISCAL NOTE

	FTP	Gen	Ded	Fed	Total
FY 2019 Original Appropriation	4,680.80	295,763,200	281,023,200	0	576,786,400
Reappropriation	0.00	0	162,464,300	0	162,464,300
FY 2019 Total Appropriation	4,680.80	295,763,200	443,487,500	0	739,250,700
Noncognizable Funds and Transfers	69.56	0	22,824,500	0	22,824,500
Expenditure Adjustments	0.00	0	(4,166,300)	0	(4,166,300)
FY 2019 Estimated Expenditures	4,750.36	295,763,200	462,145,700	0	757,908,900
Removal of Onetime Expenditures	0.00	(1,254,200)	(172,187,700)	0	(173,441,900)
Base Adjustments	0.00	0	0	0	0
FY 2020 Base	4,750.36	294,509,000	289,958,000	0	584,467,000
Benefit Costs	0.00	62,700	64,800	0	127,500
Inflationary Adjustments	0.00	0	2,764,700	0	2,764,700
Replacement Items	0.00	0	116,700	0	116,700
Statewide Cost Allocation	0.00	106,200	0	0	106,200
Change in Employee Compensation	0.00	6,579,100	5,080,200	0	11,659,300
Nondiscretionary Adjustments	0.00	3,685,800	0	0	3,685,800
Endowment Adjustments	0.00	0	233,500	0	233,500
FY 2020 Program Maintenance	4,750.36	304,942,800	298,217,900	0	603,160,700
3. Open Education Resources	0.00	50,000	0	0	50,000
7. Higher Ed Dual Enrollment System	0.00	150,000	0	0	150,000
8. Occupancy Costs - BSU, ISU, UI	3.18	887,800	0	0	887,800
Budget Law Exemptions	0.00	0	0	0	0
FY 2020 Total	4,753.54	306,030,600	298,217,900	0	604,248,500
Chg from FY 2019 Orig Approp	72.74	10,267,400	17,194,700	0	27,462,100
% Chg from FY 2019 Orig Approp.	1.6%	3.5%	6.1%		4.8%

**Contact:**

Janet E Jessup  
 Budget and Policy Analysis  
 (208) 334-4730

**DISCLAIMER:** This statement of purpose and fiscal note are a mere attachment to this bill and prepared by a proponent of the bill. It is neither intended as an expression of legislative intent nor intended for any use outside of the legislative process, including judicial review (Joint Rule 18).

LEGISLATURE OF THE STATE OF IDAHO  
Sixty-fifth Legislature First Regular Session - 2019

IN THE HOUSE OF REPRESENTATIVES

HOUSE BILL NO. 267

BY APPROPRIATIONS COMMITTEE

AN ACT

RELATING TO THE APPROPRIATION TO THE STATE BOARD OF EDUCATION AND THE BOARD OF REGENTS OF THE UNIVERSITY OF IDAHO FOR FISCAL YEAR 2020; APPROPRIATING MONEYS TO THE STATE BOARD OF EDUCATION AND THE BOARD OF REGENTS OF THE UNIVERSITY OF IDAHO FOR COLLEGE AND UNIVERSITIES AND THE OFFICE OF THE STATE BOARD OF EDUCATION FOR FISCAL YEAR 2020; PROVIDING REAPPROPRIATION AUTHORITY; EXEMPTING THE APPROPRIATION FROM OBJECT AND PROGRAM TRANSFER LIMITATIONS; PROVIDING REQUIREMENTS FOR SYSTEMWIDE NEEDS; PROVIDING REQUIREMENTS FOR AN OPEN EDUCATION RESOURCES PILOT; DIRECTING AN ADJUSTMENT FOR STUDENT TUITION AND FEES FOR FISCAL YEAR 2020; DIRECTING AN ADJUSTMENT FOR STUDENT TUITION AND FEES FOR FISCAL YEAR 2019; AND DECLARING AN EMERGENCY.

Be It Enacted by the Legislature of the State of Idaho:

SECTION 1. There is hereby appropriated to the State Board of Education and the Board of Regents of the University of Idaho for College and Universities and the Office of the State Board of Education the following amounts to be expended according to the designated programs and expense classes from the listed funds for the period July 1, 2019, through June 30, 2020:

	FOR PERSONNEL COSTS	FOR OPERATING EXPENDITURES	FOR CAPITAL OUTLAY	FOR TRUSTEE AND BENEFIT PAYMENTS	TOTAL
I. BOISE STATE UNIVERSITY:					
FROM:					
General					
Fund	\$91,574,200	\$9,864,800	\$3,757,800		\$105,196,800
Unrestricted					
Fund	<u>88,834,100</u>	<u>32,337,900</u>	<u>137,400</u>		<u>121,309,400</u>
TOTAL	\$180,408,300	\$42,202,700	\$3,895,200		\$226,506,200
II. IDAHO STATE UNIVERSITY:					
FROM:					
General					
Fund	\$80,530,100	\$1,690,300			\$82,220,400
Charitable Institutions Endowment Income					
Fund	1,534,400				1,534,400



		FOR	FOR	FOR	FOR	
		PERSONNEL	OPERATING	CAPITAL	TRUSTEE	
		COSTS	EXPENDITURES	OUTLAY	AND	
					BENEFIT	TOTAL
					PAYMENTS	
1						
2						
3						
4						
5						
6	Normal School Endowment Income					
7	Fund	2,473,000				2,473,000
8	Unrestricted					
9	Fund	<u>34,475,600</u>	<u>25,614,500</u>	<u>\$3,704,000</u>		<u>63,794,100</u>
10	TOTAL	\$119,013,100	\$27,304,800	\$3,704,000		\$150,021,900
11	III. UNIVERSITY OF IDAHO:					
12	FROM:					
13	General					
14	Fund	\$83,164,500	\$7,818,500	\$3,562,800		\$94,545,800
15	Agricultural College Endowment Income					
16	Fund	929,600	183,800	352,600		1,466,000
17	Scientific School Endowment Income					
18	Fund	3,430,000	103,600	1,396,400		4,930,000
19	University Endowment Income					
20	Fund		3,323,100	1,036,900		4,360,000
21	Unrestricted					
22	Fund	<u>59,928,000</u>	<u>18,999,200</u>	<u>305,100</u>		<u>79,232,300</u>
23	TOTAL	\$147,452,100	\$30,428,200	\$6,653,800		\$184,534,100
24	IV. LEWIS-CLARK STATE COLLEGE:					
25	FROM:					
26	General					
27	Fund	\$15,394,500	\$1,823,300	\$434,000		\$17,651,800
28	Normal School Endowment Income					
29	Fund		2,473,000			2,473,000
30	Unrestricted					
31	Fund	<u>14,449,800</u>	<u>2,175,900</u>	<u>20,000</u>		<u>16,645,700</u>
32	TOTAL	\$29,844,300	\$6,472,200	\$454,000		\$36,770,500
33	V. SYSTEMWIDE PROGRAMS:					
34	FROM:					
35	General					
36	Fund		\$2,257,800		\$4,158,000	\$6,415,800
37	GRAND TOTAL	\$476,717,800	\$108,665,700	\$14,707,000	\$4,158,000	\$604,248,500



1       SECTION 2. REAPPROPRIATION AUTHORITY. There is hereby reappropriated  
2 to the State Board of Education and the Board of Regents of the University of  
3 Idaho for College and Universities and the Office of the State Board of Edu-  
4 cation any unexpended and unencumbered balances appropriated or reappropri-  
5 ated to the State Board of Education and the Board of Regents of the Univer-  
6 sity of Idaho for College and Universities and the Office of the State Board  
7 of Education from dedicated funds for fiscal year 2019 to be used for nonre-  
8 curring expenditures for the period July 1, 2019, through June 30, 2020.

9       SECTION 3. EXEMPTIONS FROM OBJECT AND PROGRAM TRANSFER LIMITATIONS.  
10 The State Board of Education and the Board of Regents of the University  
11 of Idaho for College and Universities and the Office of the State Board of  
12 Education is hereby exempted from the provisions of Section 67-3511(1),  
13 (2), and (3), Idaho Code, allowing unlimited transfers between object codes  
14 and between programs for all moneys appropriated to it for the period July  
15 1, 2019, through June 30, 2020. Legislative appropriations shall not be  
16 transferred from one fund to another fund unless expressly approved by the  
17 Legislature.

18       SECTION 4. SYSTEMWIDE NEEDS. Of the amount appropriated in Section 1,  
19 Subsection V. of this act, the following amounts may be used as follows: (1)  
20 an amount not to exceed \$902,600 may be used by the Office of the State Board  
21 of Education for systemwide needs that benefit all of the four-year insti-  
22 tutions including, but not limited to, projects to promote accountability  
23 and information transfer throughout the higher education system; and (2)  
24 an amount of approximately \$1,960,500 may be used for the mission and goals  
25 of the Higher Education Research Council as outlined in State Board of Ed-  
26 ucation Policy III.W., which includes awards for infrastructure, matching  
27 grants, and competitive grants through the Idaho Incubation Fund program.

28       SECTION 5. OPEN EDUCATION RESOURCES. Of the amount appropriated in Sec-  
29 tion 1 of this act for open education resources, up to \$50,000 from the Gen-  
30 eral Fund shall be used to pilot open education resources for postsecondary  
31 courses. Selection of the eligible course(s) for the pilot shall include  
32 consideration of the number of students taking the course systemwide, the  
33 cost of traditional textbooks associated with the course, and availability  
34 of the course to secondary students through dual credit. Development of the  
35 open education resources shall be collaborative and serviceable to general  
36 education courses at no less than four (4) postsecondary institutions.

37       SECTION 6. STUDENT TUITION AND FEES FOR FISCAL YEAR 2020. Notwith-  
38 standing the provisions of Section 67-3516(2), Idaho Code, the Division of  
39 Financial Management may approve the expenditure of dedicated state funds  
40 pursuant to the noncognizable process for student tuition and fees during  
41 fiscal year 2020. Each of the institution's budget requests for fiscal year  
42 2021 shall reflect all adjustments so approved by the Division of Financial  
43 Management.

44       SECTION 7. STUDENT TUITION AND FEES FOR FISCAL YEAR 2019. Notwith-  
45 standing the provisions of Section 67-3516(2), Idaho Code, the Division of

1 Financial Management may approve the expenditure of dedicated state funds  
2 pursuant to the noncognizable process for student tuition and fees during  
3 fiscal year 2019. Each of the institution's budget requests for fiscal year  
4 2020 shall reflect all adjustments so approved by the Division of Financial  
5 Management.

6 SECTION 8. An emergency existing therefor, which emergency is hereby  
7 declared to exist, Section 7 of this act shall be in full force and effect on  
8 and after passage and approval.

## **BUSINESS AFFAIRS AND HUMAN RESOURCES**

**APRIL 18, 2019**

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### **SUBJECT**

Community Colleges FY 2020 Appropriation Allocation

### **APPLICABLE STATUTE, RULE, OR POLICY**

Senate Bill 1188 (2019)

### **ALIGNMENT WITH STRATEGIC PLAN**

Goal 1 (“A Well Educated Citizenry”) Objective A (“Access: Set policy and advocate for increasing access to Idaho’s educational system for all Idahoans, regardless of socioeconomic status, age, or geographic location.”).

### **BACKGROUND/DISCUSSION**

The Legislature makes an annual appropriation to the State Board of Education for community college support. The allocation to the colleges includes the current year (FY 2019) base allocation plus each college’s respective share in any annual budget adjustments according to the normal budgeting process.

### **IMPACT**

The FY 2020 appropriation, shown on Tab 7b Attachment 1, includes ongoing increase for variable benefits, 3% ongoing Change in Employee Compensation (CEC) increases and Enrollment Workload Adjustment. Line item enhancements include a transfer of \$10,000 from each community college to a Systemwide Needs program for costs administered centrally by the Office of the State Board of Education, a transfer of two faculty from College of Southern Idaho to College of Eastern Idaho, spending authority for the remaining interest in the Community College Startup account by College of Eastern Idaho, and occupancy costs for North Idaho College.

### **ATTACHMENTS**

Attachment 1 – FY 2020 CC Appropriations Allocation

Attachment 2 – Statement of Purpose/Fiscal Note

Attachment 3 – Appropriation Bill (S1188)

### **STAFF COMMENTS AND RECOMMENDATIONS**

Staff recommends approval of the FY 2020 Community College allocation.

### **BOARD ACTION**

I move to approve the allocation of the FY 2020 appropriation for the College of Southern Idaho, College of Eastern Idaho, College of Western Idaho, North Idaho College, and College of Eastern Idaho, as presented on Tab 7b, Attachment 1.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

Idaho Community Colleges  
FY 2020 Appropriation Allocation - SB 1188  
21-Mar-19

## General Educ Approp: JFAC Action

	CSI	CEI	CWI	NIC	Systemwide	Total
1 FY 19 Total Appropriation						
2 General Funds	14,264,000	5,013,800	13,938,900	12,909,900		46,126,600
3 Dedicated Funds	200,000	200,000	200,000	200,000		800,000
4 Total FY19 Total Appropriation	14,464,000	5,213,800	14,138,900	13,109,900	-	46,926,600
5						
6 FY 20 Base						-
7 General Funds	14,054,000	5,013,800	13,938,900	12,518,900		45,525,600
8 Dedicated Funds	200,000	200,000	200,000	200,000		800,000
9 Total FY 20 Base	14,254,000	5,213,800	14,138,900	12,718,900	-	46,325,600
10						-
11 FY 20 Maintenance Items						
12 Changes in Benefit Costs	44,300	15,400	42,600	54,500		156,800
13 Inflationary Cost Increases	-	-	-	-		-
14 Replacement Items	-	-	-	-		-
15 CEC: 3% ongoing	270,400	121,300	259,400	282,700		933,800
16 Enrollment Workload Adjustment	200,200		1,086,100	(268,100)		1,018,200
17	514,900	136,700	1,388,100	69,100	-	2,108,800
18 FY 20 Maintenance						-
19 General Funds	14,568,900	5,150,500	15,327,000	12,588,000	-	47,634,400
20 Dedicated Funds	200,000	200,000	200,000	200,000	-	800,000
21 Total FY 20 Maintenance	14,768,900	5,350,500	15,527,000	12,788,000	-	48,434,400
22						
23 FY 20 Line Items						
24 Transfer to CC Systemside Funds	(10,000)	(10,000)	(10,000)	(10,000)	40,000	-
25 Transfer Faculty to CEI	(132,200)	132,200				-
26 Community College Startup Interest		55,000				55,000
27 Occupancy Costs				117,400		117,400
28 Total Line Items	(142,200)	177,200	(10,000)	107,400	40,000	172,400
29						
30 FY 20 Total Appropriation						
31 General Funds	14,426,700	5,272,700	15,317,000	12,695,400	40,000	47,751,800
32 Dedicated Funds	200,000	255,000	200,000	200,000	-	855,000
33 FY 20 Total Appropriation	14,626,700	5,527,700	15,517,000	12,895,400	40,000	48,606,800
34						
35						
36 GF Change from FY 19 Total	1.1%	5.2%	9.9%	-1.7%	0.0%	3.5%
37						
38 GF Appropriation Allocation						
39 PC	11,962,100	5,272,700	11,371,600	10,791,300		39,397,700
40 OE	1,857,200		3,945,400	1,904,100	40,000	7,746,700
41 CO	607,400					607,400
42 TB						0
43 Total General Funds	14,426,700	5,272,700	15,317,000	12,695,400	40,000	47,751,800

## STATEMENT OF PURPOSE

## RS27096

This is the FY 2020 original appropriation bill for Community Colleges. It appropriates a total of \$48,606,800 and does not cap the number of authorized full-time equivalent positions. For benefit costs, the bill maintains the current appropriated amount for health insurance at \$11,650 per eligible FTP; provides a 5.5% increase for the employer's share of PERSI contributions; and temporarily reduces the rate agencies pay the Division of Human Resources for its services. The bill also provides funding for the equivalent of a 3% change in employee compensation for permanent employees, with a minimum increase of \$550 for each employee and the remaining amount to be distributed based on merit. Nondiscretionary adjustments include an increase of \$1,018,200. The bill funds four line items, which provide a net-zero transfer of \$10,000 ongoing from the General Fund from each of the community colleges to Systemwide Programs; a net-zero transfer of \$132,200 ongoing from the General Fund from the College of Southern Idaho to the College of Eastern Idaho for personnel; \$117,400 ongoing for Occupancy Costs; and \$55,000 onetime from the Higher Education Stabilization fund for the College of Eastern Idaho.

## FISCAL NOTE

	FTP	Gen	Ded	Fed	Total
FY 2019 Original Appropriation	0.00	46,126,600	800,000	0	46,926,600
Noncognizable Funds and Transfers	0.00	0	0	0	0
FY 2019 Estimated Expenditures	0.00	46,126,600	800,000	0	46,926,600
Removal of Onetime Expenditures	0.00	(601,000)	0	0	(601,000)
FY 2020 Base	0.00	45,525,600	800,000	0	46,325,600
Benefit Costs	0.00	156,800	0	0	156,800
Inflationary Adjustments	0.00	0	0	0	0
Change in Employee Compensation	0.00	933,800	0	0	933,800
Nondiscretionary Adjustments	0.00	1,018,200	0	0	1,018,200
FY 2020 Program Maintenance	0.00	47,634,400	800,000	0	48,434,400
4. Systemwide Expenses	0.00	0	0	0	0
5. CSI and CEI, Transfer of Faculty	0.00	0	0	0	0
7. NIC, Occupancy Costs	0.00	117,400	0	0	117,400
8. CEI, Interest Earning Distributions	0.00	0	55,000	0	55,000
Budget Law Exemptions	0.00	0	0	0	0
FY 2020 Total	0.00	47,751,800	855,000	0	48,606,800
Chg from FY 2019 Orig Approp	0.00	1,625,200	55,000	0	1,680,200
% Chg from FY 2019 Orig Approp.		3.5%	6.9%		3.6%

**Contact:**

Janet E Jessup  
 Budget and Policy Analysis  
 (208) 334-4730

**DISCLAIMER:** This statement of purpose and fiscal note are a mere attachment to this bill and prepared by a proponent of the bill. It is neither intended as an expression of legislative intent nor intended for any use outside of the legislative process, including judicial review (Joint Rule 18).

LEGISLATURE OF THE STATE OF IDAHO  
Sixty-fifth Legislature First Regular Session - 2019

IN THE SENATE

SENATE BILL NO. 1188

BY FINANCE COMMITTEE

AN ACT

RELATING TO THE APPROPRIATION TO THE STATE BOARD OF EDUCATION FOR COMMUNITY COLLEGES FOR FISCAL YEAR 2020; APPROPRIATING MONEYS TO THE STATE BOARD OF EDUCATION FOR COMMUNITY COLLEGES FOR FISCAL YEAR 2020; AND EXEMPTING THE APPROPRIATION FROM OBJECT AND PROGRAM TRANSFER LIMITATIONS.

Be It Enacted by the Legislature of the State of Idaho:

SECTION 1. There is hereby appropriated to the State Board of Education for Community Colleges the following amounts to be expended according to the designated programs and expense classes from the listed funds for the period July 1, 2019, through June 30, 2020:

	FOR PERSONNEL COSTS	FOR OPERATING EXPENDITURES	FOR CAPITAL OUTLAY	FOR TRUSTEE AND BENEFIT PAYMENTS	TOTAL
I. COLLEGE OF SOUTHERN IDAHO:					
FROM:					
General					
Fund	\$11,962,100	\$1,857,200	\$607,400		\$14,426,700
Community College					
Fund	<u>155,100</u>	<u>26,900</u>	<u>18,000</u>		<u>200,000</u>
TOTAL	\$12,117,200	\$1,884,100	\$625,400		\$14,626,700
II. COLLEGE OF WESTERN IDAHO:					
FROM:					
General					
Fund	\$11,371,600	\$3,945,400			\$15,317,000
Community College					
Fund	<u>0</u>	<u>200,000</u>			<u>200,000</u>
TOTAL	\$11,371,600	\$4,145,400			\$15,517,000
III. NORTH IDAHO COLLEGE:					
FROM:					
General					
Fund	\$10,791,300	\$1,904,100			\$12,695,400

	FOR	FOR	FOR	FOR	
	PERSONNEL	OPERATING	CAPITAL	TRUSTEE AND	
	COSTS	EXPENDITURES	OUTLAY	BENEFIT	TOTAL
				PAYMENTS	
Community College					
Fund	<u>122,200</u>	<u>52,800</u>	<u>\$25,000</u>		<u>200,000</u>
TOTAL	\$10,913,500	\$1,956,900	\$25,000		\$12,895,400
IV. COLLEGE OF EASTERN IDAHO:					
FROM:					
General					
Fund	\$5,272,700				\$5,272,700
HESF Community College Startup					
Fund				\$55,000	55,000
Community College					
Fund	<u>200,000</u>			<u>0</u>	<u>200,000</u>
TOTAL	\$5,472,700			\$55,000	\$5,527,700
V. CC SYSTEMWIDE:					
FROM:					
General					
Fund		\$40,000			\$40,000
GRAND TOTAL	\$39,875,000	\$8,026,400	\$650,400	\$55,000	\$48,606,800

SECTION 2. EXEMPTIONS FROM OBJECT AND PROGRAM TRANSFER LIMITATIONS. The State Board of Education for Community Colleges is hereby exempted from the provisions of Section 67-3511(1), (2), and (3), Idaho Code, allowing unlimited transfers between object codes and between programs for all moneys appropriated to it for the period July 1, 2019, through June 30, 2020. Legislative appropriations shall not be transferred from one fund to another fund unless expressly approved by the Legislature.

**SUBJECT**

Allocation of the Idaho Division of Career Technical Education appropriation.

**APPLICABLE STATUTE, RULE, OR POLICY**

House Bill 257 (2019)

**ALIGNMENT WITH STRATEGIC PLAN**

Goal 2 (Innovation and Economic Development) Objective A (Workforce Readiness- Prepare students to efficiently and effectively enter and succeed in the workforce).

**BACKGROUND**

The Idaho Legislature appropriates funds for career technical education to the Division of Career Technical Education (CTE) in five designated functions: State Leadership and Technical Assistance, General Programs, Post-Secondary Programs, Dedicated Programs, and Related Services. CTE requests approval of the allocation of the FY 2020 appropriated funds detailed in Attachment 1.

**DISCUSSION**

The allocation is based on the increased level of funding in House Bill No. 257 and the provisions of the State Plan for CTE. The State General Fund reflects an overall increase of 3.0% from the original FY 2019 appropriation. The Legislature funded a 3% change in employee compensation; employee benefit increases; statewide cost allocation increases; \$629,500 for one-time replacement capital (\$34,900 at CTE and \$594,600 in post-secondary programs); \$95,000 for general program alignment; \$200,000 for workforce readiness incentive grants; \$100,000 for the program quality initiative; \$319,600 and 1 FTP for post-secondary nuclear energy and advanced reactor manufacturing; \$800,000 for Perkins federal grant income; \$264,800 to offset projected shortfalls in added cost funding; and \$25,000 for an Idaho Quality Program Standards agricultural incentive grant.

**IMPACT**

Establish FY 2020 operating budget.

**ATTACHMENTS**

Attachment 1- FY 2020 Allocation of Career Technical Education  
Attachment 2- Statement of Purpose/ Fiscal Note  
Attachment 3- Appropriation Bill (H257)

**STAFF COMMENTS AND RECOMMENDATIONS**

Staff recommends approval of the allocation of the FY 2020 appropriation for CTE as detailed in Attachment 1.



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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**BOARD ACTION**

I move to approve the request from the Division of Career Technical Education for the allocation of the FY 2020 appropriation as detailed in Attachment 1.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_

**Idaho Division of Career Technical Education**  
**Appropriation by Function, Program and Fund**

	FY 2020	FY 2019	% Inc/(Dcr)	
1 <b>01 - State Leadership &amp; Technical Assistance</b>				
2 By Program				
3 Administration and Assistance	3,411,400	3,315,400	2.9%	
4 Total	3,411,400	3,315,400	2.9%	
5 By Fund				
6 General	3,072,500	3,018,900	1.8%	
7 General (One-Time)	34,900			
8 Federal	304,000	296,500	2.5%	
9 Total	3,411,400	3,315,400	2.9%	
10				
11 <b>02 - General Programs</b>				
12 By Program				
13 Secondary Added Cost	8,139,800	7,875,000	3.4%	
14 Career Technical Schools	4,838,400	4,825,800	0.3%	
15 Program Quality Initiative Grants	700,000	300,000	133.3%	(1)
16 Workforce Rediness Incentive Gr	200,000			
17 General Programs Leadership	861,700	1,014,700	(15.1%)	(2)
18 Workforce Training Centers	0	483,100	(100.0%)	(1)
19 Agriculture & Natural Resources	25,000			
20 Carl D. Perkins Grant	7,090,300	6,290,300	12.7%	(3)
21 Hazardous Materials Training	67,800	67,800	0.0%	
22 SkillStack Maintenance	15,000	15,000	0.0%	
23 Total	21,938,000	20,871,700	5.1%	
24 By Fund				
25 General	14,752,300	14,250,600	3.5%	
26 General (One-Time)		248,000	(100.0%)	(2)
27 Hazardous Materials (0274)	67,800	67,800	0.0%	
28 Federal	7,102,900	6,290,300	12.9%	(3)
29 Miscellaneous Revenue	15,000	15,000	0.0%	
30 Total	21,938,000	20,871,700	5.1%	
31				
32 <b>03 - Post-Secondary</b>				
33 By Region				
34 R1 - North Idaho College	5,897,900	5,636,500	4.6%	
35 R2 - Lewis-Clark State College	5,027,400	4,868,200	3.3%	
36 R3 - College of Western Idaho	9,541,700	9,255,700	3.1%	
37 R4 - College of Southern Idaho	7,347,000	7,320,700	0.4%	
38 R5 - Idaho State University	12,799,300	12,336,200	3.8%	
39 R6 - College of Eastern Idaho	7,228,600	6,895,300	4.8%	
40 Total	47,841,900	46,312,600	3.3%	
41 By Fund				
42 General	47,057,300	45,778,800	2.8%	
43 General (One-Time)	784,600	533,800	47.0%	(4)
44 Total	47,841,900	46,312,600	3.3%	
45				

	FY 2020	FY 2019	% Inc/(Dcr)	
46 <b>04 - Dedicated Programs</b>				
47 By Program				
48 Agriculture & Natural Resources	325,000	325,000	0.0%	
49 Program Quality Initiative Grants	0	300,000	(100.0%)	(1)
50 Workforce Training Centers	1,233,100	750,000	64.4%	(1)
51 Displaced Homemaker	170,000	170,000	0.0%	
52 Standards Alignment (Plum/HVAC)	0	82,000	(100.0%)	
53 Total	1,728,100	1,627,000	6.2%	
54 By Fund				
55 General	1,558,100	1,375,000	13.3%	
56 Displaced Homemaker	170,000	170,000	0.0%	
57 Miscellaneous Revenue	0	82,000	(100.0%)	
58 Total	1,728,100	1,627,000	6.2%	
59				
60 <b>05 - Related Services</b>				
61 By Program				
62 Adult Education	3,540,800	3,536,500	0.1%	
63 Annual REACH Conference	300,000	300,000	0.0%	
64 Total	3,840,800	3,836,500	0.1%	
65 By Fund				
66 General	1,195,800	1,192,800	0.3%	
67 Federal	2,345,000	2,343,700	0.1%	
68 Miscellaneous Revenue	300,000	300,000	0.0%	
69 Total	3,840,800	3,836,500	0.1%	
70				
71 <b>06 - Special Grants</b> (Continuous Appropriation per IC 33-4904)				
72 By Program				
73 Motorcycle Safety Training	0	0		
74				
75 <b>All Functions</b>				
76 By Object				
77 Personnel Costs	46,590,500	45,236,500	3.0%	
78 Operating Expenditures	5,217,700	5,180,500	0.7%	
79 Capital Outlay	819,500	583,500	40.4%	(4)
80 Trustee and Benefit Payments	26,132,500	24,962,700	4.7%	
81 Total	78,760,200	75,963,200	3.7%	
82 By Fund				
83 General	67,636,000	65,616,100	3.1%	
84 General (One-Time)	819,500	781,800	4.8%	
85 Displaced Homemaker	170,000	170,000	0.0%	
86 Hazardous Materials	67,800	67,800	0.0%	
87 Federal	9,751,900	8,930,500	9.2%	
88 Miscellaneous Revenue	315,000	397,000	(20.7%)	
89 Total	78,760,200	75,963,200	3.7%	
90				

91 1) Funding realignment between functions: \$300k from 04 to 02; \$483,100 from 02 to 04

92 2) Line item added \$95k for program alignment; removed FY 2019 one-time programs

93 3) Federal Perkins grant ongoing funding

94 4) Significantly one-time funding for nuclear energy program in ISU and CTE

## STATEMENT OF PURPOSE

## RS27065

This is the FY 2020 original appropriation bill for the Division of Career Technical Education. It appropriates a total of \$78,760,200 and does not cap the number of authorized full-time employees. For benefit costs, the bill maintains the current appropriated amount for health insurance at \$11,650 per eligible FTP; provides a 5.5% increase for the employer's share of PERSI contributions; and temporarily reduces the rate agencies pay the Division of Human Resources for its services. Funding for replacement items includes \$629,500 for post-secondary course equipment and office computer equipment. For statewide cost allocation, \$25,500 is provided. The bill also provides funding for the equivalent of a 3% change in employee compensation for permanent employees, with a minimum increase of \$550 for each employee and the remaining amount to be distributed based on merit. The bill funds seven line items, which provides: \$95,000 for program alignment, \$200,000 for the workforce readiness incentive grant, \$100,000 for the Program Quality Initiative; \$319,600 for the nuclear energy and advanced reactor manufacturing, \$800,000 for the Perkins Federal Grant income, \$264,800 to offset projected shortfalls in added cost funding, and \$25,000 for the Idaho Quality Program Standards Incentive Grant.

## FISCAL NOTE

	FTP	Gen	Ded	Fed	Total
FY 2019 Original Appropriation	580.26	66,397,900	634,800	8,930,500	75,963,200
Reappropriation	0.00	0	629,400	5,157,200	5,786,600
FY 2019 Total Appropriation	580.26	66,397,900	1,264,200	14,087,700	81,749,800
Expenditure Adjustments	0.00	0	(287,500)	0	(287,500)
FY 2019 Estimated Expenditures	578.17	66,397,900	976,700	14,087,700	81,462,300
Removal of Onetime Expenditures	0.00	(831,500)	(423,900)	(5,157,200)	(6,412,600)
FY 2020 Base	580.26	65,566,400	552,800	8,930,500	75,049,700
Benefit Costs	0.00	138,600	0	2,600	141,200
Replacement Items	0.00	629,500	0	0	629,500
Statewide Cost Allocation	0.00	25,500	0	0	25,500
Change in Employee Compensation	0.00	1,091,100	0	18,800	1,109,900
FY 2020 Program Maintenance	580.26	67,451,100	552,800	8,951,900	76,955,800
6. Program Alignment	0.00	95,000	0	0	95,000
8. Workforce Readiness Incentive Grant	0.00	200,000	0	0	200,000
9. Program Quality Initiative	0.00	100,000	0	0	100,000
11. Nuclear Energy and Adv Reactor Adjust	1.00	319,600	0	0	319,600
12. Perkins Federal Grant	0.00	0	0	800,000	800,000
13. Offset of Projected Shortfall	0.00	264,800	0	0	264,800
14. Idaho Quality Program Standards Grant	0.00	25,000	0	0	25,000
FY 2020 Total	581.26	68,455,500	552,800	9,751,900	78,760,200
Chg from FY 2019 Orig Approp	1.00	2,057,600	(82,000)	821,400	2,797,000
% Chg from FY 2019 Orig Approp.	0.2%	3.1%	(12.9%)	9.2%	3.7%

## Contact:

Janet E Jessup

Budget and Policy Analysis

**DISCLAIMER:** This statement of purpose and fiscal note are a mere attachment to this bill and prepared by a proponent of the bill. It is neither intended as an expression of legislative intent nor intended for any use outside of the legislative process, including judicial review (Joint Rule 18).



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LEGISLATURE OF THE STATE OF IDAHO  
Sixty-fifth Legislature First Regular Session - 2019

IN THE HOUSE OF REPRESENTATIVES

HOUSE BILL NO. 257

BY APPROPRIATIONS COMMITTEE

AN ACT

RELATING TO THE APPROPRIATION TO THE DIVISION OF CAREER TECHNICAL EDUCATION FOR FISCAL YEAR 2020; APPROPRIATING MONEYS TO THE DIVISION OF CAREER TECHNICAL EDUCATION FOR FISCAL YEAR 2020; EXEMPTING THE APPROPRIATION FROM OBJECT TRANSFER LIMITATIONS FOR THE POSTSECONDARY PROGRAM; PROVIDING REAPPROPRIATION AUTHORITY; AND PROVIDING REPORTING REQUIREMENTS.

Be It Enacted by the Legislature of the State of Idaho:

SECTION 1. There is hereby appropriated to the Division of Career Technical Education the following amounts to be expended according to the designated programs and expense classes from the listed funds for the period July 1, 2019, through June 30, 2020:

	FOR PERSONNEL COSTS	FOR OPERATING EXPENDITURES	FOR CAPITAL OUTLAY	FOR TRUSTEE AND BENEFIT PAYMENTS	TOTAL
I. STATE LEADERSHIP & TECHNICAL ASSISTANCE:					
FROM:					
General					
Fund	\$2,702,400	\$370,100	\$34,900		\$3,107,400
Federal Grant					
Fund	<u>249,000</u>	<u>55,000</u>	<u>0</u>		<u>304,000</u>
TOTAL	\$2,951,400	\$425,100	\$34,900		\$3,411,400
II. GENERAL PROGRAMS:					
FROM:					
General					
Fund		\$295,000		\$14,457,300	\$14,752,300
Hazardous Materials/Waste					
Enforcement Fund				67,800	67,800
Miscellaneous Revenue					
Fund				15,000	15,000
Federal Grant					
Fund	<u>\$449,200</u>	<u>294,800</u>		<u>6,358,900</u>	<u>7,102,900</u>
TOTAL	\$449,200	\$589,800		\$20,899,000	\$21,938,000

	FOR	FOR	FOR	FOR	
	PERSONNEL	OPERATING	CAPITAL	TRUSTEE AND	
	COSTS	EXPENDITURES	OUTLAY	BENEFIT	TOTAL
				PAYMENTS	
III. POSTSECONDARY PROGRAMS:					
FROM:					
General					
Fund	\$43,037,500	\$3,779,300	\$784,600	\$240,500	\$47,841,900
IV. DEDICATED PROGRAMS:					
FROM:					
General					
Fund				\$1,558,100	\$1,558,100
Displaced Homemaker					
Fund				<u>170,000</u>	<u>170,000</u>
TOTAL				\$1,728,100	\$1,728,100
V. RELATED SERVICES:					
FROM:					
General					
Fund	\$99,200	\$5,700		\$1,090,900	\$1,195,800
Miscellaneous Revenue					
Fund		300,000			300,000
Federal Grant					
Fund	<u>53,200</u>	<u>117,800</u>		<u>2,174,000</u>	<u>2,345,000</u>
TOTAL	\$152,400	\$423,500		\$3,264,900	\$3,840,800
GRAND TOTAL	\$46,590,500	\$5,217,700	\$819,500	\$26,132,500	\$78,760,200

SECTION 2. EXEMPTIONS FROM OBJECT TRANSFER LIMITATIONS. Postsecondary Programs within the Division of Career Technical Education is hereby exempted from the provisions of Section 67-3511(1) and (3), Idaho Code, allowing unlimited transfers between object codes for all moneys appropriated to it for the period July 1, 2019, through June 30, 2020. Legislative appropriations shall not be transferred from one fund to another fund unless expressly approved by the Legislature.

SECTION 3. REAPPROPRIATION AUTHORITY. There is hereby reappropriated to the Division of Career Technical Education any unexpended and unencumbered balances appropriated to the Division of Career Technical Education from dedicated and federal funds for fiscal year 2019 to be used for nonrecurring expenditures for the period July 1, 2019, through June 30, 2020.

1       SECTION 4. REPORTING REQUIREMENTS. The Division of Career Technical  
2 Education shall work with the Legislative Services Office and the Divi-  
3 sion of Financial Management and provide a written report to the Joint  
4 Finance-Appropriations Committee, the Senate Education Committee, and the  
5 House Education Committee on a sustainable plan to support added costs fund-  
6 ing for secondary career technical education programs no later than February  
7 1, 2020.



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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**SUBJECT**

FY 2020 Idaho Opportunity Scholarship Educational Costs

**REFERENCE**

April 2016	The Board set the FY2017 maximum annual award amount at \$3,000, expected student contribution at \$3,000 and educational cost for each institution.
December 2016	Board reviewed annual State Scholarship Report.
April 2017	The Board set the FY2018 maximum annual award amount at \$3,500, expected student contribution at \$3,000 and educational cost for each institution.
December 2017	Board reviewed annual State Scholarship Report.
April 2018	The Board set the FY2019 maximum annual award amount at \$3,500, expected student contribution at \$3,000 and educational cost for each institution.
December 2018	Board reviewed annual State Scholarship Report.

**APPLICABLE STATUTE, RULE, OR POLICY**

Section 33-4303, Idaho Code, Idaho Opportunity Scholarship  
IDAPA 08.01.13, Rules Governing the Opportunity Scholarship Program  
S1193, Special Programs Appropriation

**ALIGNMENT WITH STRATEGIC PLAN**

Goal 2 (“Educational Attainment”) Objective A (“Higher Level of Educational Attainment – Increase completion of certificates and degrees through Idaho’s educational system”) and Objective C (“Access - Increase access to Idaho’s robust educational system for all Idahoans, regardless of socioeconomic status, age, or geographic location.”)

**BACKGROUND/ DISCUSSION**

The legislature appropriated approximately \$27.7M in the FY 2020 budget for Scholarships and Grants managed by the Board office. This amount is made up of approximately \$15.2M from the General Fund, \$1M from Miscellaneous Revenue, \$4.5M in federal funds, and \$7M from the Opportunity Scholarship Program Fund. The FY 2020 appropriation increases the available funds for the Idaho Opportunity Scholarship by \$7M. The \$7M are one time funds transferred from the Opportunity Scholarship Program Fund, commonly referred to as the Opportunity Scholarship Corpus. In addition to the Idaho Opportunity Scholarship, the Scholarships and Grants appropriation covers the Work Study Program, Armed Forces and Public Safety Officer Scholarship, GEARUP Idaho Scholarship, and the Postsecondary Credit Scholarship. At the time of agenda production the legislature has approved multiple appropriation bills reducing the amount held in the Opportunity Scholarship Program Fund from approximately \$18.96M to \$5.31M. In addition to the \$7M for scholarship awards (SB1193), \$3.16M was transferred to the public schools educational support program (Children’s

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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Programs) for K-3 literacy intervention (HB222) and \$3.4M is to be transfer to the public schools stabilization fund (HB281).

The Idaho Opportunity Scholarship is a hybrid scholarship combining academic merit with financial need and is based on a shared model of responsibility between the state and the student. Students must meet the minimum academic merit requirement set in Administrative Code to be eligible. Eligible students are then ranked based on a combination of need and merit. Need is based on the students' expected family contribution calculated on the FAFSA and makes up 70% of the weighting used for ranking students. The remaining 30% is based on the students accumulated grade point average. Beginning in FY 2019, the Board was authorized to award up to 20% of the amount appropriated for the Idaho Opportunity Scholarship for adult students who have earned at least 24 credits toward a certificate or degree and who return to complete a certificate or degree. Pursuant to Section 33-4303, Idaho Code, the purpose of the Idaho Opportunity Scholarship is to:

- a. Recognize that all Idaho citizens benefit from an educated citizenry;
- b. Increase individual economic vitality and improve the overall quality of life for many of Idaho's citizens;
- c. Provide access to eligible Idaho postsecondary education through funding to remove financial barriers;
- d. Increase the opportunity for economically disadvantaged Idaho students; and
- e. Incentivize students to complete a postsecondary education degree or certificate.

Idaho Administrative Code, IDAPA 08.01.13.03, Rules Governing the Opportunity Scholarship Program, requires the Board to annually set: (1) the educational costs for attending an eligible Idaho postsecondary institution; and (2) the amount of the assigned student responsibility as part of the shared model of responsibility.

The educational cost is the amount determined annually by the Board as necessary for student tuition, fees, books and other such expenses reasonably related to attendance at an eligible Idaho postsecondary education institution. Pursuant to IDAPA 08.01.13, these amounts are required to be set for each eligible institution. Staff recommendations are based on the institutions' published educational cost for fulltime undergraduate students attending two semesters per year.

While not required by statute or rule, the Board has historically set a maximum award amount in order to increase the number of awardees. Pursuant to IDAPA 08.01.13, the award amount received by the student may not exceed the student's actual cost of tuition and fees. When the student's cost for tuition and fees is over the maximum award amount, the award is limited to the set maximum award amount. Should the Board choose not to set a maximum award amount, the award would be limited to the actual cost to the student of tuition and fees and the

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maximum educational cost. A student's actual costs are not typically known at the time the initial awards are made. The maximum award amount allows for staff to make preliminary estimates of the total amount needed to cover awards in a given year, thereby allowing more awards to be distributed earlier.

Regardless of whether the student attended a 2-year or a 4-year institution, in FY 2019 the majority of students received awards at or near the maximum award amount. The following table shows the total funds distributed for the Opportunity Scholarship by academic year attended, the number of students awarded, and the average amount of the award for that year.

School Year	Amount	Number of Awards	Average Award Amount
2014-2015	\$4,916,579	1,465	\$3,440
2015-2016	\$5,146,248	1,868	\$2,881
2016-2017	\$9,868,532	3,454	\$2,857
2017-2018	\$11,418,815	3,724	\$3,066
2018-2019	\$14,197,231	4,318	\$3,288

Of the awards made for the 2018-2019 school year, 49 awardees earned the scholarship under the provisions established for Adult Learners. Currently, 8,245 students have applied for the Opportunity Scholarship for the 2019-2020 school year.

Individual student award amounts for the Opportunity Scholarship are calculated based on the educational cost for the institution the student attends, the student contribution amount, other scholarships and financial aid the student receives, actual tuition costs and the maximum award amount. Students may use scholarships and grants that do not come from institutional, state, or federal funds to offset the student contribution amount. Student loans are not included in the calculation of the eligible award amount.

As an example, based on the proposed amounts, if a student attends the University of Idaho with a set educational cost of \$21,300, the Opportunity Scholarship award amount would be calculated as follows:

	<u>Student A</u>	<u>Student B</u>	<u>Student C</u>
Educational Cost for Institution	\$21,300	\$21,300	\$21,300
Student Contribution	\$3,000	\$3,000	\$3,000
Other scholarships and financial aid	<u>\$10,000</u>	<u>\$15,000</u>	<u>\$5,000</u>
Total Remaining	\$8,300	\$3,300	\$13,300
Eligible Award Amount	\$3,500	\$3,300	\$3,500

The actual award amount for each student may be further adjusted based on how other scholarships and financial aid are required to be applied and the actual

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amount charged to the student. Payments are made directly to the institution on the students' behalf.

**IMPACT**

Setting the educational cost and student contribution amounts fulfills the Board's responsibilities under administrative rule. Combined with setting the maximum award amount, this action will enable Board staff to begin processing applications and finalizing award determinations for FY 2020.

**ATTACHMENTS**

Attachment 1 – Educational Costs at Institutions

**STAFF COMMENTS AND RECOMMENDATIONS**

The Board approved a temporary rule amending IDAPA 08.01.13, Rules Governing the Opportunity Scholarship, to account for those adult students who had earned 24 or more credits toward a certificate or degree but had not yet earned a certificate or degree. The current eligibility requirements include:

- A student pursuing their first certificate or undergraduate degree
- An un-weighted minimum cumulative grade point of average of two point seven (2.7) or better on a scale of four point zero (4.0)
- A student who has obtained a general equivalency diploma must have taken the ACT assessment and received a minimum composite score of twenty (20) or better, or the equivalent SAT assessment and received a one thousand ten (1,010) or better
- A student must not be in default on a student educational loan, or owe a repayment on a federal grant, and must be in good financial standing with the Opportunity Scholarship program.

To renew the scholarship, traditional Opportunity Scholarship awardees must complete 24 credit hours or its equivalent each academic year if attending a four-year institution and 18 credit hours or its equivalent each academic year if attending a community college. Awardees meeting the definition of an Adult Learner must complete 12 or more credit hours each year to remain eligible. All students must meet their institution's requirements for satisfactory academic progress.

During the 2018 rulemaking cycle the Board vacated the pending rule amendments proposed for those earning the scholarship under the provisions for Adult Learners and asked staff to explore options for allowing the scholarship to be used to earn multiple credentials, particularly at the certificate level. The current provisions will expire at the end of the 2019 legislative session. Board staff will bring forward a new temporary and proposed rule for the Board's consideration at the June 2019 Board meeting.

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Based on the educational costs for each eligible institution, staff recommends the FY 2020 educational cost for the Idaho Opportunity Scholarship award formula to be set for each public institution as follows:

1. \$21,350 for students attending University of Idaho (.2% increase over FY 2019)
2. \$23,500 for students attending Boise State University (5.9% increase over FY 2019)
3. \$22,458 for students attending Idaho State University (6.82% increase over FY 2019)
4. \$18,648 for students attending Lewis-Clark State College (4.2% increase over FY 2019)
5. \$14,824 for students attending College of Eastern Idaho (-3.2% decrease over FY 2019)
6. \$14,548 for students attending College of Southern Idaho (8.1% increase over FY 2019)
7. \$14,784 for students attending College of Western Idaho (12.4% increase over FY 2019)
8. \$14,992 for students attending North Idaho College (.2% increase over FY 2019)

Pursuant to IDAPA 08.01.13, the FY 2020 educational cost for the Idaho Opportunity Scholarship award formula for students attending eligible Idaho private, not-for-profit postsecondary institutions must be the average of the amount set for the four public 4-year institutions. For FY2020, this amount would be \$21,489.

Staff recommends:

- The FY 2020 student contribution remain \$3,000, and to accept student-initiated scholarships and non-institutional and non-federal aid as part of the student contribution.
- The maximum award amount remain \$3,500 for FY 2020.

**BOARD ACTION**

I move to approve the FY2020 educational cost for the Idaho Opportunity Scholarship award be set not to exceed the amounts set forth in Attachment 1.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**AND**

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I move to approve the Opportunity Scholarship maximum award amount for FY2020 to be set at \$3,500.

Moved by\_\_\_\_\_ Seconded by\_\_\_\_\_ Carried Yes\_\_\_\_\_ No\_\_\_\_\_

**AND**

I move to approve the FY2020 student contribution be set at \$3,000 and to accept student-initiated scholarships and non-institutional and non-federal aid as part of the student contribution.

Moved by\_\_\_\_\_ Seconded by\_\_\_\_\_ Carried Yes\_\_\_\_\_ No\_\_\_\_\_

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**ATTACHMENT 1**

University of Idaho	\$21,350
Boise State University	\$23,500
Idaho State University	\$22,458
Lewis-Clark State College	\$18,648
College of Eastern Idaho	\$14,824
College of Southern Idaho	\$14,548
College of Western Idaho	\$14,784
North Idaho College	\$14,992

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### **SUBJECT**

FY 2021 Budget Development Process (Line Items)

### **APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures Policy, Section V.B.1.

### **ALIGNMENT WITH STRATEGIC PLAN**

Goal 2 (“Educational Attainment”) Objective C (“Access: Increase access to Idaho’s robust educational system for all Idahoans, regardless of socioeconomic status, age, or geographic location.”).

### **BACKGROUND/ DISCUSSION**

Idaho State Board of Education (Board)-approved budget requests for FY 2021 must be submitted to the executive and legislative branches [Division of Financial Management (DFM) and Legislative Services Office (LSO)] on September 3, 2019. To meet the annual September submission deadline, the Board has established a process for developing institutional line item requests. The first step is the approval of line item request guidelines at the April Board meeting. The institutions then use these guidelines to develop line item requests which are evaluated by the Board at its June meeting. The final budget request, which includes line items and maintenance of current operations (MCO) items (described below), is approved in August.

MCO requests are calculated using state budget guidelines and Board policy. MCO requests include funding for Change in Employee Compensation (CEC), health insurance cost increases, inflationary increases for operating expenses (including utilities), and state agency cost reimbursements (Treasurer, Controller, Risk Management, etc.). These items are calculated using rates established by DFM. Other MCO items include replacement capital (i.e. equipment), and external non-discretionary adjustments such as health education program contract adjustments. Replacement capital requests take into account equipment depreciation schedules, and institutions may request one-time replacement capital in General Funds based on the B-7 Replacement Capital form. An MCO budget is considered the minimum to maintain the current level of operations, while line items are requests for new or expanded programs, occupancy costs, and other initiatives deemed important by the Board, institution/agency, Legislature, or Governor.

The capital building budget request is a parallel process which flows through the Division of Public Works (DPW) and the Permanent Building Fund Advisory Council (PBFAC), with funding provided from the Permanent Building Fund (PBF). Agencies and institutions seek funding for major capital projects and major Alteration and Repair (A&R) maintenance projects through that process.



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FY2021 Line Item request guidelines. The following guidelines are proposed for the college/university line item requests for FY2021. These guidelines are elective in nature for the community colleges and the Division of Career Technical Education (CTE). In its submission to DFM, the Board will support no more than two line item requests from each institution for FY2021, with a combined dollar value cap of 5% of the requesting institution's FY2020 General Fund appropriation. This line item guidance is different from the Board's guidance in prior years. Budget requests should focus on specific strategies or expanding proven and successful programs as described below.

The budget line item requests should support the implementation of student success strategies that the Board has adopted. The strategies are as follows:

- 15 to Finish
- Math Pathways
- Corequisite Support
- Momentum Year
- Academic Maps with Proactive Advising
- A Better Deal for Returning Adults

Institutions may also submit budget line item requests that expand or replicate programs which have been supported by the Governor and the Legislature in the past. For example, an institution may want to request funding to implement a program similar to the Lewis-Clark State College Work Scholars program.

There are no restrictions on the number or size of formula-driven occupancy cost requests for newly-eligible space.

Additionally, institutions may request a line item for faculty promotions. Staff will work with the institutions to create a consistent method of calculating the annual cost of faculty promotions.

All line item requests should be clearly defined and should follow the instructions and formats provided in the Budget Development Manual. When a line item contains multiple elements, those elements should be prioritized to make them "scalable" in the event only partial funding is made available for the line item. Draft line item requests from institutions/agencies should be submitted along with the other agenda item materials for the June 2019 Board meeting. Final review and approval of line items is expected to take place at the August 2019 Board meeting.

### **IMPACT**

The proposed guidelines for FY2021 line item requests are based on the template used for the past several years. The model is flexible and can facilitate fine-tuning of individual requests to accommodate the fiscal situation that evolves over the course of the planning cycle and the upcoming Legislative session. The line item request process will complement the parallel budget planning activities related to

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facilities/infrastructure, endowment funds, student tuition/fees, and the MCO process.

### STAFF COMMENTS AND RECOMMENDATIONS

During the review period of the FY2020 line item budget requests, the Governor considered the Board's request for an Outcomes-Based Funding (OBF) model for higher education. The Governor did not include the OBF request in his budget recommendations for FY2020. In subsequent discussions with the Governor's office, the Governor expressed his desire to continue to review the higher education funding formula and work with the Board to develop a new mechanism to fund higher education.

Until the State's budget strategy for higher education funding in FY2021 is clear, it is important that the institutions use due diligence in developing line item requests to meet their strategic needs and align with the strategic priorities of the Board.

Staff recommends approval.

### BOARD ACTION

I move to direct the college and universities to limit Fiscal Year 2021 budget line items requests to those that will measurably support implementation of student success strategies approved by the Board. Institutions may request up to two (2) line items in priority order, the total value of which shall not exceed five percent (5%) of an institution's FY2020 total General Fund appropriation. Requests for occupancy costs for eligible space and faculty promotions will not count towards the two line item limit or the 5% cap.

Moved by\_\_\_\_\_ Seconded by\_\_\_\_\_ Carried Yes\_\_\_\_ No\_\_\_\_

**BOISE STATE UNIVERSITY**

**SUBJECT**

Professional fees for Computer Science Programs

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Section V.R.3.b.iv

**ALIGNMENT WITH STRATEGIC PLAN**

Goal 2: Educational Attainment Objective A: Higher Level of Educational Attainment and Timely Degree Completion  
Goal 3: Workforce Readiness Objective A: Workforce Alignment

**BACKGROUND/DISCUSSION**

Boise State University (BSU) is proposing a professional fee for Computer Science (CS) of \$35 per upper division credit. If approved, and upon establishment of this fee, BSU will discontinue charging upper division course fees for these programs. BSU believes all of the criteria identified in the above-referenced policy for professional fees have been met and the overall impact on students will be positive. Alternatives to a professional fee have been considered and BSU has concluded that these alternatives would negatively impact students in other programs.

CS graduates from BSU are highly employable and secure high salaries upon graduation. Last year, CS graduated 98 students with a Bachelor's of Science in Computer Science. Excluding students who went on to graduate school, 41 different companies hired BSU graduates and 93 percent accepted jobs in Idaho. The average salary for CS graduating students is \$74,000, with a majority of students getting offers near the average. BSU CS graduates earn significantly higher salaries than national averages due to the high quality of the program as well as the specific demand for BSU CS graduates. Nationally, computer science majors are also one of the highest paid majors.

This fee proposal meets the criteria for professional fees as detailed in the above-referenced policy as follows:

*Credential or Licensure Requirement:*

The technology industry is highly driven by credentials that demonstrate proficiency and expertise. The Bachelor of Science in Computer Science degree offered by Boise State University requires a specific sequence of courses that provide the specialized knowledge for graduates to qualify for software engineering jobs. Accreditation of the degree (see next section) ensures the credential of a BS

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in Computer Science from Boise State has the necessary rigor, quality, and relevance needed by industry.

Essentially, the credential of a BS in Computer Science is a requirement to become a software engineer. There are exceptions: because to a shortage in the number of CS graduates relative to the demand, in some instances companies may fill software engineering positions with outstanding candidates who do not have a CS degree but who have acquired the same broad set of skills and knowledge through substantial prior work experience. However, there are few individuals with that depth of work experience, and it is only with the credential of a BS in Computer Science that a new college graduate will be hired as a software engineer.

*Accreditation Requirement:*

CS is accredited by the Computing Accreditation Commission of Accreditation Board for Engineering and Technology, Inc. (ABET), which is the primary accreditation board for Engineering and Computer Science programs.

*Extraordinary Program Costs:*

The CS program commands some of the highest faculty salaries at Boise State University. BSU must pay competitively to ensure students receive instruction from high quality faculty who are current in their field.

Average Salaries		
	Computer Science	Boise State University
Assistant Professor	\$96,438	\$75,757
Associate Professor	\$116,892	\$74,964
Professor	\$129,054	\$88,796

In addition, CS students need hands-on experience with the latest technology in order to ensure they are prepared to enter the workforce. Maintaining current technology is expensive due to short life cycles and the high costs of some equipment and software. For example, it will cost upwards of \$100K just this year to replace the computing infrastructure that supports various classes and hosts several specific software programs needed for instruction.

CS is a very demanding discipline. To help with retention, BSU employs numerous lab and learning assistants. As a result, retention in the first two years of the program has increased from 50 percent to 85 percent, which has resulted in the number of graduates quadrupling over the last five years. Last year, BSU spent approximately \$65,000 on assistants. To keep growing, CS will need to invest in increasing the number of assistants and purchasing additional equipment.

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**IMPACT**

There were 4,419 upper division CS credits for 2018-19 which would have resulted in \$154,665 in revenues from the professional fee. These revenues would have been offset by \$42,525 in lost course fee revenue from the discontinuation of course fees. The net investment available from the establishment of a professional fee would have been \$112,140. BSU anticipates a similar impact if the professional fee is approved.

BSU has decided to implement these professional fees for upper division courses only. This ensures that only those students who are most likely to graduate with a CS degree will be charged the fee, resulting in a positive return on investment for these students. In addition, students who reach their junior year have access to more scholarships and financial aid to help offset higher program costs. Over the last four years, CS has awarded more than \$500,000 in scholarships to BSU students. Finally, most of these students are already in highly paid internships/jobs in the tech industry during their junior and senior years.

The additional cost to an individual student would be approximately \$1,045 during his/her time at Boise State.

Professional fees will be used to support student success and enhance the quality of our students' education by providing greater access to the latest technology and technology experts. Without these funds, access to the latest technology will be curtailed, updates to existing technology will be limited, and students will find their career options more limited and starting salaries lower.

**STAFF COMMENTS AND RECOMMENDATIONS**

Boise State University is requesting a professional fee that applies to only the upper division credits of the computer science program. Board Policy V.R. states that in order to qualify for a professional fee, certain criteria must be met. The criteria required is as follows:

- Credential or Licensure Requirement
- Accreditation Requirement
- Extraordinary Program Costs

Under the Credential or Licensure Requirement, the Board policy states, "a professional fee may be charged for an academic professional program if graduates of the program obtain a specialized higher education degree that qualifies them to practice a professional service involving expert and specialized knowledge for which credentialing or licensing may be required". Similar professional fees have been assessed on programs like engineering, where a professional certification is required or law, where the program prepares you for a licensing exam.

Board Policy V.R.3.b.iv.a.2 requires that a program which can be charged a professional fee "leads to a degree which provides at least the minimum

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capabilities required for entry to the practice of a profession.” Boise State University states that “in some instances, companies may fill software engineering positions with outstanding candidates who do not have a CS degree but who have acquired the same broad set of skills and knowledge through substantial prior work experience.” Boise State University’s description of the software engineering field, along with a review of required qualifications for software engineering jobs in Boise, does not meet the criteria for the assessment of a professional fee.

If this program is deemed to warrant a professional fee by the Board, it would be hard to argue that every other engineering, business, or multi-disciplinary program which contains a number of high-cost courses would not also be eligible for professional fees—leading to a proliferation of professional fees (as quasi course fees) for programs which are not intimately linked to licensure/credentialing. Professional fees could become the rule rather than the exception—with the impact being a shift in the balance between finding additional funds to support quality programs and preserving access/affordability to students—an issue which merits deliberate and systematic analysis by the Board.

Boise State University brought forward a similar proposal in April 2017 for a \$35 per credit professional fee to be assessed on upper division courses in a new general BS in engineering program. The Board did not approve the requested professional fee. At the April 2017 Board meeting, BSU explained that they had not requested professional fees for two other baccalaureate programs offered by BSU’s College of Engineering: (i) Computer Science has received substantial legislative support that has covered the high cost of the program, and (ii) Construction Management faculty members do not command the high salaries of engineering departments. It has not been identified how the structure of the CS program itself has changed since 2017 that would now qualify and justify the program for a professional fee.

This item deserves discussion and direction by the Board regarding the assessing of professional fees and if additional requirements for professional fees should be considered.

Staff does not recommend approval.

**BOARD ACTION**

I move to approve the request by Boise State University to establish Computer Science professional program fees of \$35 per upper division credit hour, effective fall 2019.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**BOISE STATE UNIVERSITY**

**SUBJECT**

Professional fees for Construction Management

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Section V.R.3.b.iv

**ALIGNMENT WITH STRATEGIC PLAN**

Goal 2: Educational Attainment Objective A: Higher Level of Educational Attainment and Timely Degree Completion  
Goal 3: Workforce Readiness Objective A: Workforce Alignment

**BACKGROUND/DISCUSSION**

Boise State University (BSU) is proposing a professional fee for Construction Management (CM) of \$35 per upper division credit. If approved, and upon establishment of this fee, BSU will discontinue charging upper division course fees for the CM program. BSU believes all of the criteria identified in the above-referenced policy for professional fees have been met and the overall impact on students will be very positive. Alternatives to a professional fee have been considered and Boise State has concluded that these alternatives would negatively impact students in other programs.

CM graduates from BSU are highly employable and there is a substantial shortage in the industry both in Idaho and nationally. According to Idaho Department of Labor projections, there are 91 CM job openings annually in Idaho. As the only public university CM program in Idaho, Boise State is falling short of delivering enough graduates to meet this need. Current capacity in the program is limited due to high program costs. Boise State is currently graduating approximately 40 students a year. Implementation of a professional fee will not only allow Boise State graduates to be better prepared when entering the workforce, it will allow CM to increase the number of graduates in the program and help meet the industry need.

This fee proposal meets the criteria for professional fees as detailed in the above-referenced policy as follows:

*Credential or Licensure Requirement:*

There are multiple licensing and credentialing requirements for construction management graduates depending on where they choose to work. Boise State recommends certification for all CM graduates and requires all graduates to pass the American Institution of Constructors Level 1 Certified Professional Constructors Examination. These licensing requirements include:

- Idaho Construction Manager's License: The State of Idaho requires that construction managers be licensed for any project where the estimated cost of the entire project is \$50,000 or more and where the project involves public funding from the State of Idaho or any other political subdivision of the state that is authorized to let or award contracts for any public work.
- Associate Constructor (AC) certification from the American Institute of Constructors.
- Certified Construction Manager (CCM) is a personnel credential accredited by the American National Standards Institute (ANSI) under the International Organization for Standardization's ISO-17024 standard.

*Accreditation Requirement:*

Construction Management is accredited by the American Council for Construction Education.

*Extraordinary Program Costs:*

CM is a highly specialized field that requires the use of expensive equipment and technology to prepare students for the workforce. This equipment provides hands-on experience with equipment such as Robotic Total Station Survey Equipment, GPS Technologies, and drones, as well as access to technology and software such as iPlan Digital Plan Tables, OnCenter On-Screen Take-Off Software, and Autodesk Revit Building Information Modeling (BIM) Software.

Graduates of CM will find themselves in charge of multi-million dollar projects and it is essential that they are well prepared for this undertaking. Much like other highly specialized fields, investment in equipment and technology is critical to ensuring Boise State graduates are well prepared and ready to ensure the structures they are responsible for are constructed safely and in compliance with applicable laws and regulations.

Example of use of technologies used by Construction Management graduates:

Building Information Modeling (BIM) has become the standard in building and project design. This model-based approach is used for both communication and collaboration; however, BIM can be used for more than just 3D models. These uses include:

1. Capturing the most accurate representations of the structure or site
2. Design and Constructability review and collaboration
3. Simulation of construction work process, in collaboration with the work schedule



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4. Conflict resolution prior to construction
5. Cloud application access to information
6. Pre-construction project imaging with project walkthrough
7. Augmented reality driven changes

**IMPACT**

There were 1,943 upper division CM credits for 2018-19 which would have resulted in \$68,005 in revenues from the professional fee. These revenues would have been offset by \$22,225 in lost course fee revenue from the discontinuation of course fees. The net investment available from the establishment of a professional fee would have been \$45,780. Boise State anticipates a similar impact if the professional fee is approved.

Boise State has decided to implement these professional fees for upper division courses only. This ensures that only those students who are most likely to graduate with a CM degree will be charged the fee, generating a positive return on investment for these students. In addition, students who reach their junior year have access to more scholarships and financial aid to offset increased program costs. Finally, many of these students are already in highly paid jobs in the construction industry during their junior and senior years in the CM program.

The additional cost to an individual student would be approximately \$1,350 during his/her time at Boise State.

Professional fee funds will be used to expand access and enhance the quality of our students' education by providing greater access to the latest CM software and equipment. Without these funds, access to the latest technology and equipment will be curtailed and students may find their career options more limited.

**STAFF COMMENTS AND RECOMMENDATIONS**

Boise State University is requesting a professional fee that applies to only the upper division credits of the computer science program. Board Policy V.R. states that in order to qualify for a professional fee, certain criteria must be met. The criteria required is as follows:

- Credential or Licensure Requirement
- Accreditation Requirement
- Extraordinary Program Costs

Under the Credential or Licensure Requirement, the Board policy states, "a professional fee may be charged for an academic professional program if graduates of the program obtain a specialized higher education degree that qualifies them to practice a professional service involving expert and specialized knowledge for which credentialing or licensing may be required". Similar professional fees have been assessed on programs like engineering, where a professional certification is required or law, where the program prepares you for a licensing exam.

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Charging a professional fee for upper division courses results in a situation where students within the program are charged significantly higher rates in order to complete their BS degree. Boise State University's rationale for assessing this fee includes an argument that many of these students are already in highly paid jobs during those final two years and can therefore afford additional fees.

If this program is deemed to warrant a professional fee by the Board, it would be hard to argue that every other engineering, business, or multi-disciplinary program which contains a number of high-cost courses would not also be eligible for professional fees—leading to a proliferation of professional fees (as quasi course fees) for programs which are not intimately linked to licensure/credentialing. Professional fees could become the rule rather than the exception—with the impact being a shift in the balance between finding additional funds to support quality programs and preserving access/affordability to students—an issue which merits deliberate and systematic analysis by the Board.

Boise State University brought forward a similar proposal in April 2017 for a \$35 per credit professional fee to be assessed on upper division courses in a new general BS in engineering program. The Board did not approve the requested professional fee. At the April 2017 Board meeting, BSU explained that they had not requested professional fees for two other baccalaureate programs offered by BSU's College of Engineering: (i) Computer Science has received substantial legislative support that has covered the high cost of the program, and (ii) Construction Management faculty members do not command the high salaries of engineering departments. It has not been identified how the structure of the CM program itself has changed since 2017 that would now qualify and justify the program for a professional fee.

This item deserves discussion and direction by the Board regarding the assessing of professional fees and if additional requirements for professional fees should be considered.

Staff does not recommend approval.

**BOARD ACTION**

I move to approve the request by Boise State University to establish Construction Management professional program fees of \$35 per upper division credit hour, effective fall 2019.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

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**IDAHO STATE UNIVERSITY**

**SUBJECT**

Bidding and construction of the Davis Field Renovation project

**REFERENCE**

February 2019

The Idaho State Board of Education (Board) approved the request from Idaho State University to proceed with planning and design for the Davis Field Renovation, and to amend their 6 year capital improvement plan to include the Davis Field Renovation.

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Section V.K.

**ALIGNMENT WITH STRATEGIC PLAN**

The request aligns with the following State Board of Education Strategic Plans:  
Goal 1: Educational System Alignment. The corresponding Objective is: Objective B: Alignment and Coordination.

**BACKGROUND/DISCUSSION**

Idaho State University (ISU) requests approval to renovate Davis Field. This facility, the original "Spud Bowl" is a historic feature of the campus. However, in its current state it is unsuitable for ISU soccer and track and field programs and other university and community uses. The planned construction will provide for moving the field events out of the oval and into the venue's south berm area. Planned lighting will extend the hours that the facility can be used by both track and soccer. These renovations will allow ISU Track & Field to host home meets for the first time in 10 years. The lighted field will increase scheduling capacity for both teams, and allow soccer to play at the prime times for fan and student attendance rather than in the middle of the day. Most importantly, the renovation eliminates significant safety hazards which place student athletes and other users at risk. Much of the east portion of the facility is currently fenced off and unusable due to its deteriorated and unsafe condition. This project is currently estimated not to exceed \$5,000,000.

**IMPACT**

ISU retained a civil engineer to do a final design and cost estimate for this project. ISU will utilize institutional reserve funds for the construction of this project. If ISU desires to issue tax-exempt bonds on this property in the future, it will require future Board approval, pursuant to Board Policy V.K.3.d.

Bond counsel advised the language below is necessary.

ISU may expend monies from its own internal funds for costs of the project as indicated above and in such event, may be reimbursed from the proceeds of any future tax-exempt bonds (the "Bonds") for any expenditure ("Expenditure") made on

## **BUSINESS AFFAIRS AND HUMAN RESOURCES**

**APRIL 18, 2019**

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or after a date not more than 60 days prior to April 18, 2019. Further, that each Expenditure was and will be either: (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the Bonds or (c) a nonrecurring item that is not customarily payable from current revenues. Further, that the maximum principal amount of the Bonds to be issued for the project described above (the "Project") is not expected to exceed \$5,000,000 and the Bonds may also finance other University projects. ISU reasonably expects on April 18, 2019 that it will reimburse the Expenditures with all or a portion of the proceeds of the Bonds. Further, that ISU will keep books and records of all expenditures and will make a reimbursement allocation, which is a written allocation that evidences ISU's use of proceeds of the Bonds to be a reimbursement of Expenditures no later than 18 months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. Finally, this agenda item evidences ISU's intent and reasonable expectation under Treas. Reg. Section 1.150-2 (d)(1) to use the proceeds of the Bonds to pay the costs of the Project and to reimburse ISU for expenditures for the costs of the Project paid prior to the issuance of the Bonds to the extent permitted by federal tax regulations.

### **ATTACHMENTS**

Attachment 1 – David Field concept floor plan  
Attachment 2 – Davis Field Kick-off Minutes

### **STAFF COMMENTS AND RECOMMENDATIONS**

Board Policy V.K. requires that capital construction projects over \$1 million require Board approval. ISU received Board approval for the planning and design phase of the project at the February 2019 Board meeting and are now requesting for bidding and construction for the project. It is estimated that the project will not exceed \$5,000,000. This project is included in the institution's six-year capital project plan that was amended in February 2019. The institution expects to pay for the project out of reserve funds, however, ISU may decide to issue bonds which according to Board Policy V.F., must be brought before the Board for approval at that time.

Staff recommends approval.

### **BOARD ACTION**

I move to approve the request from Idaho State University for bidding and construction for the Davis Field renovation as described herein and to authorize the Vice President for Finance and Business Affairs to execute all necessary and requisite consulting contracts to bid, award, and complete the construction phase of the project for an amount not to exceed \$5,000,000.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

AND

**BUSINESS AFFAIRS AND HUMAN RESOURCES**

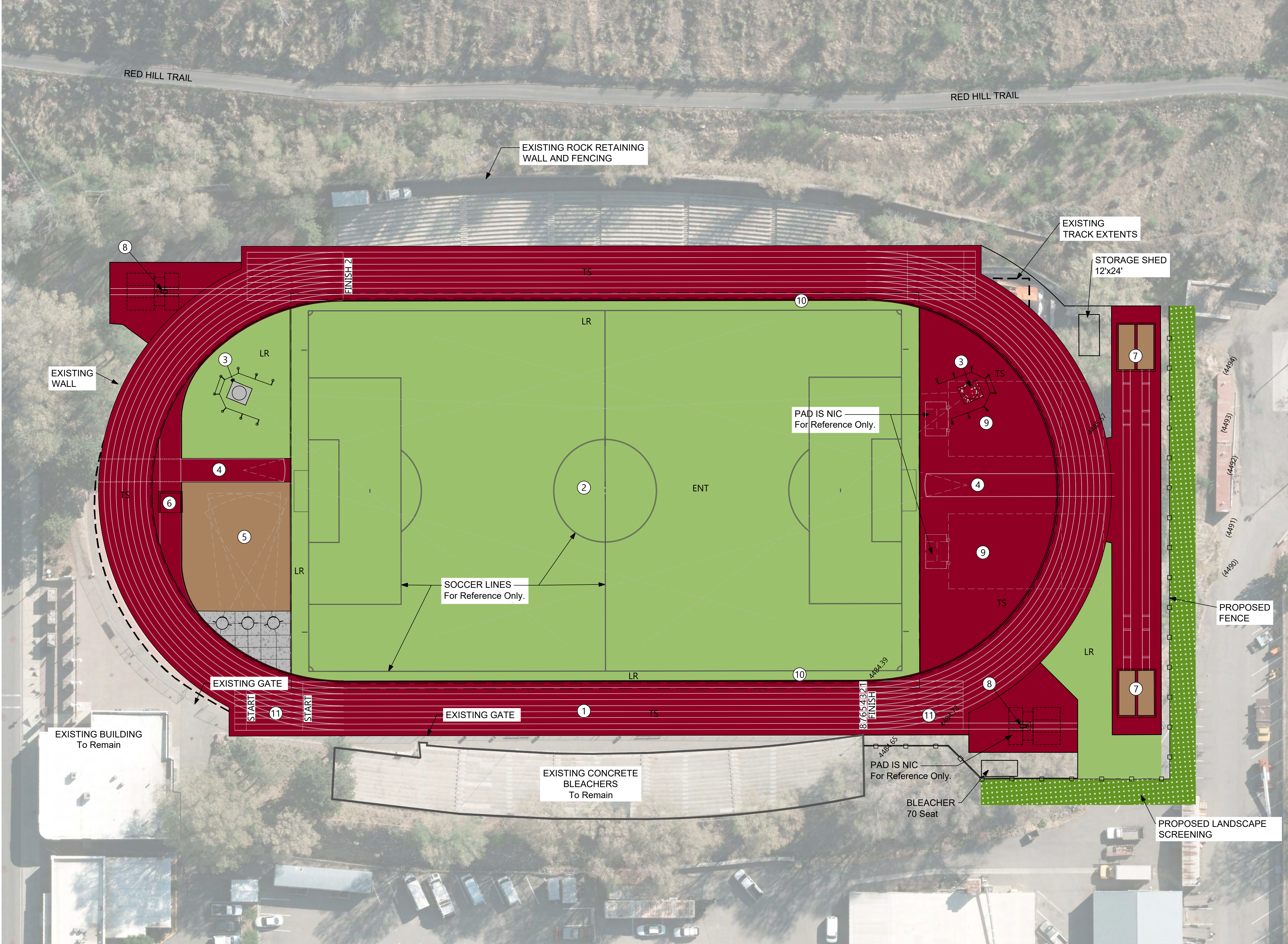
**APRIL 18, 2019**

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I move to approve the request from Idaho State University for authority to use future bond proceeds to reimburse itself for costs and expenses of the project as described in the second paragraph of the Impact Section above; provided however any issuance of bonds will require additional Board approval, consistent with Board Governing Policies and Procedures.

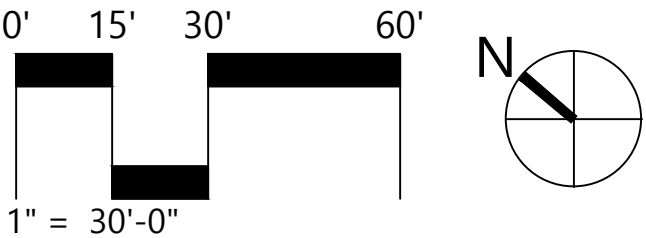
Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_








- KEY NOTES:**
- ① Eight lane, 400 meter track, 112' radius, 42 inch lanes. New base rock, asphalt paving and track surfacing. Refer to detail 3/L-401.
  - ② Existing irrigated natural turf field to remain. Field includes sand channel drainage and perimeter concrete curb. Soccer field meets NCAA minimum size: 345' x 210'.
  - ③ Discus: new discus cage, circle, and concrete pad.
  - ④ Javelin Runway: Concrete paving with track surfacing. Refer to details 1 and 2/L-403.
  - ⑤ Shot Put: In ground shot circle (competition), two practice circles, cinders, and concrete header. Refer to details 4, 5, and 6/L-401.
  - ⑥ Steeplechase: New pit form, barrier, and cover. Refer to details 1 and 2/L-402.
  - ⑦ Long/Triple Jump: New in-ground take off boards and sand pit with concrete header. Refer to details 3, 4, and 5/L-402.
  - ⑧ Pole Vault: New in-ground vault boxes. Salvage existing landing pads for re-use. Confirm pad size with Owner. Pad is NIC. Refer to 3 and 4/L-403.
  - ⑨ High Jump: Salvage existing landing pad for re-use.
  - ⑩ Interior 6" track curb per detail 3/L-401.
  - ⑪ Primary 100/110m start lines and extended runout area.

- LEGEND:**
- SYNTHETIC TRACK SURFACING
  - GRASS
  - CLAY / SAND / CINDERS
  - CONCRETE PAVING
  - FENCING
  - FENCING
  - LANDSCAPE PLANT SCREENING



				DRAWN: NL		CHECKED: JG/CM		 LANDSCAPE ARCHITECTURE & PLANNING 160 East Broadway Eugene, OR 97401 (503) 485-7385		 131 SW 5th Avenue, Suite A Meridian, Idaho 83642 (208) 288-1992	IDAHO DEPARTMENT OF PUBLIC WORKS	IDAHO STATE UNIVERSITY - DAVIS FIELD		PROJECT NO. 208106-044	
				DESIGNED:		APPROVED:						PRELIMINARY TRACK SITE PLAN		SHEET NO. L-100	
NO. REVISIONS BY DATE				VERIFY SCALE:		2 Inches									
This document or any part thereof in detail or design concept is the personal property of Keller Associates, Inc. and shall not be copied in any form without the written authorization of Keller Associates, Inc.															
BAHR - SECTION II														TAB 12 Page 1	



Idaho State University - dpw #16-241

# DAVIS FIELD RECONSTRUCTION

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04 MARCH 2019

GOTO MEETING: <https://global.gotomeeting.com/join/121177645>

OR By Phone 571-317-3112, Access Code: 121-177-645

## MINUTES SHOWN IN RED

### ATTENDEES

ISU:

Pauline Thiros, Debs Brereton, Cheryl Hansen, Hillary Merkley,  
(not in attendance: Jason Adams, Chris Wagner, Becky Naber)

Keller Associates:

Nathan Cleaver, Kris Wiese, Jeny Thornton, Adam Neiwert, Donovan Campbell, TJ Centanni, David Kinzer

Cameron McCarthy:

Jason Gillies

DPW

John Julian

McAlvain:

Tammie Newman

### AGENDA

#### New Business

1. Introductions
2. Summarize scope of the project

Refer to the concept pdf attached to the calendar invite.

1. **Widening and** partial resurfacing of the track and D-zones. (The D-zone is the area between a soccer field end zone and the running track.),
2. Add new starting area and runout on the west side of the track,
3. Provide drainage improvements to eliminate ponding on the track/soccer field edge,
4. Remove the east concrete bleachers, and install a *concrete block retaining wall* at the toe of the slope.
5. *Add starting areas and runouts on the east side of the track,*
6. *Add a pole vault area to the west side of the track (south end),*

7. *Add the removal of the earth berm located on the south end of the stadium and expand jumping events to this area,*
8. *Add perimeter/exterior fencing on the south end of the stadium,*
9. *Add stadium lighting*
10. *Add the relocation of the scoreboard located in the south end of the stadium,*
11. *Add electrical and communication to the starting lines,*
12. *Add a block retaining wall 16 feet from the existing stone wall to allow for a flat area to support equipment for the repair of the stone wall.*

### 3. Bid Packages

- Bid Package 1 – This bid package will include demolition, major earthwork activity to remove the south berm, rough grading, construction of the concrete block retaining walls on the east side, electrical, **paving, and track surfacing.**
- Bid Package 2 – This bid package will include the construction of the track facilities and equipment, overall site improvements, and Additive Bid 1 and 2.
- Additive Bid 1 – Repairs to the stone wall
- Additive Bid 2 – Portable **or modular** wood framed storage shed. The design will include a performance specification for the structure. The shed will be designed by the supplier.

### 4. Schedule of Deliverables

#### Schedule

- March 4, 2019 - Notice to Proceed issued
- **April 2, 2019 - PBFAC presentation**
- April 5, 2019 - 95% Bid Package 1 CD documents submitted
- **April 11, 2019** - 95% Bid Package 1 Design Review Meeting
- **April 11, 2019** - 50% Bid Package 2 CD documents submitted at ISU <Cameron McCarthy to attend IN PERSON>
- **April 17, 2019 - State Board of Education meeting**
- April 19, 2019 - 100% Bid Package 1 CD documents submitted
- May 13, 2019 - Bid Package 1 - Anticipated construction start
- May 13, 2019 - Anticipated DBS building permit of walls and underground electrical
- May 17, 2019 - 95% Bid Package 2 CD documents submitted
- May 31, 2019 - 95% Bid Package 2 Design Review Meeting at ISU <Cameron McCarthy to attend IN PERSON> **(exact day and time of meeting TBD)**
- June 11, 2019 - 100% Bid Package 2 CD documents submitted
- July 8, 2019 - Bid Package 2 - Anticipated construction start Monday
- August 30, 2019 - Anticipated paving completed
- September 27, 2019 - Anticipated track surfacing applied
- November 22, 2019 - Anticipated substantial completion



5. Set on-site meeting

- March 5, 2019 - Meeting with Hillary, Nathan, and Kris
- April 11, 2019 - 95% Design Review meeting at 10:30 am

## WISHLIST

- Long jump covers & sand capture system
- Removal net behind score goals to prevent balls from going into the D zones

## ACTION ITEMS

- Hillary to look at storage facilities to determine appropriate size - due April 11th
- Verify steeplechase barriers are in design
- KA to check with vendors about the 2 lighting standards (regional or national televised event)

## NEXT WEEK'S AGENDA ITEMS

- Monday, March 18, 2019 at 11 am

Idaho State University - dpw #16-241

# DAVIS FIELD RECONSTRUCTION

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04 SEPTEMBER 20XX / 4:30 PM / ROOM 436

## ATTENDEES

Wendy Writer, Ronny Reader, Abby Author

## AGENDA

### Last Meeting Follow-up

1. Lorem ipsum dolor sit amet, consectetur adipiscing elit.

### New Business

6. Lorem ipsum dolor sit amet, consectetur adipiscing elit.
7. Suspendisse scelerisque mi a mi.

## NOTES

- **Lorem ipsum dolor sit amet** consectetur adipiscing elit.
- **Vestibulum ante ipsum primis elementum**, libero interdum auctor cursus, sapien enim dictum quam.
  - Phasellus vehicula nonummy

## ACTION ITEMS

- **Lorem ipsum dolor sit amet** consectetur adipiscing elit.

## NEXT WEEK'S AGENDA

Lorem ipsum dolor sit amet, consectetur adipiscing elit.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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**IDAHO STATE UNIVERSITY**

**SUBJECT**

EAMES Project Construction - Phase II bid with Phase I

**REFERENCE**

February 2017	Idaho State Board of Education (Board) approved engineering and cost estimates to move College of Technology Academic Programs to the RISE Building.
August 2017	Idaho State University (ISU) FY19 Six-Year Capital Project Plan approved.
August 2018	Idaho State University (ISU) FY20 Six-Year Capital Project Plan approved.
December 2018	Board approved Idaho State University's request, pending Joint Finance Appropriations Committee approval, to reallocate the \$10M dollars of funding from Gale Life Science to the EAMES Project, to allow ISU to begin construction of Phase I of EAMES Building remodel for moving College of Technology Programs at a total project cost estimated at \$13.3M.
February 2019	Legislature passed and the Governor signed House Bill 20 to reallocate \$10M dollars of funding from Gale Life Science to the EAMES Project.

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Section V.K.3 b & c.

**ALIGNMENT WITH STRATEGIC PLAN**

The request aligns with the following State Board of Education Strategic Plans:  
Goal 1: Educational System Alignment. The corresponding Objective is: B: Alignment and Coordination

**BACKGROUND/DISCUSSION**

Idaho State University (ISU) has been successful in fundraising efforts to support Phase II of the EAMES Complex. The original plan was to construct Phase I and return at a later date for approval to construct Phase II. Given the success in

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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fundraising, ISU requests permission to construct both Phases if the bids come within budget.

While the overall fundraising for this Phase II was quite successful, the feasibility of including Phase II with the timing of Phase I became a reality when the JA and Katherine Albertson Foundation recently donated \$2,000,000 to this phase of the project. Their gift allows ISU to consider bidding both phases of the project together as it may provide some economic advantages to have both under construction at the same time with the existing contractor and design team that has been working with the Division of Public Works (DPW) on this project.

This project provides for collocation of several College of Technology Programs in one building and supporting the alignment of resources and creating additional efficiencies across campus. Phase II includes moving the Diesel Tech Program now housed in a separate off-campus building in Old Town Pocatello. The current facility is beyond its useable life and ISU intends to dispose of it once the programs move to the newly constructed areas of the EAMES Complex.

Phase II of the project is estimated at \$4,651,844. Recently cost estimates came in at \$14,300,054.50 for Phase I. The total estimate for both projects is \$18,951,898.50.

**IMPACT**

This expansion will create future capability and use of existing facilities to further career technical education and research possibilities.

Source of funds for this Phase II of the project is 100% fund raised from donors. ISU has raised a total of \$4.5 million with approximately \$2 million that has been pledged, but not yet received as cash.

**ATTACHMENTS**

- Attachment 1 – EAMES floorplan
- Attachment 2 – EAMES renovations budget

**STAFF COMMENTS AND RECOMMENDATIONS**

Board Policy V.K. states that institutions under the governance of the Board shall submit to the Board for its approval a six-year capital construction plan prior to commencing a capital construction project. Both Phases of the proposed project were included in the ISU six-year capital plan that was most recently approved by the Board in August 2018. In December 2018, the Board approved reallocating \$10 million originally intended to renovate the Gale Life Sciences building to instead use those funds for the EAMES complex remodel. Both the Division of Public Works and the Legislature has approved of the funding change. Due to a gift from the JA and Katherine Albertsons Foundation, Phase II may be bid as an add alternate to Phase I or as a combined bid, a change from the original

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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construction plan. By allowing ISU to bid for both phases, there are potential advantages in the construction costs.

Staff recommends approval.

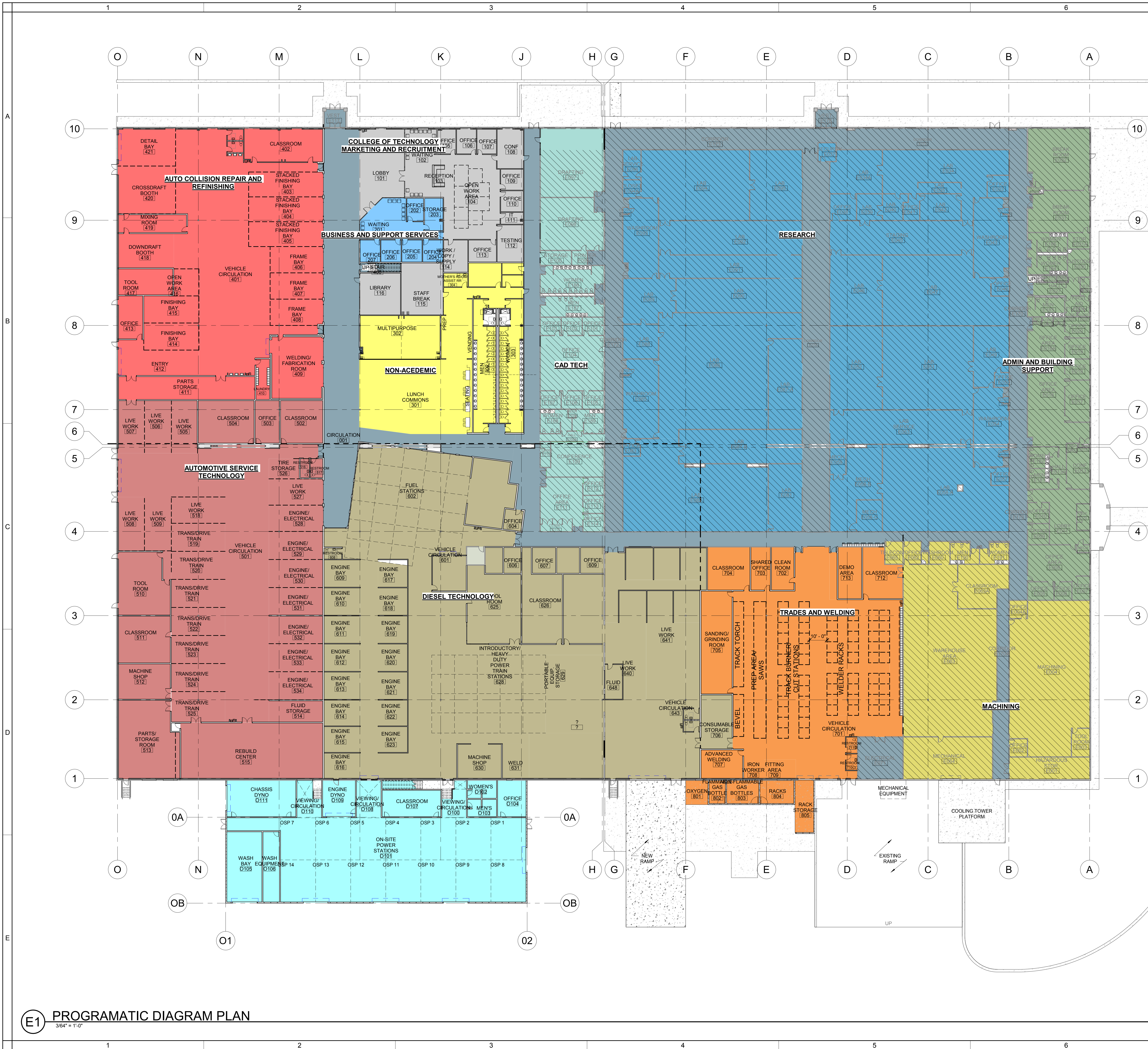
**BOARD ACTION**

I move to approve Idaho State University's request to bid Phase I, with Phase II as an add alternate contingent upon collection of donated funds, for a total construction amount not to exceed \$18,952,000 as provided in Attachment 2.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_



3/14/2016 8:47:07 AM BM 36017235 ISU Eames ATEC Renovations ARCH.rvt



KEYNOTES

- 1 ON SITE POWER BUILDING PROPOSED LOCATION. DEVELOPMENT INCLUDED IN UPCOMING PHASE.

PROGRAM LEGEND

- ADMIN AND BUILDING SUPPORT
- AUTO COLLISION REPAIR AND REFINISHING
- AUTOMOTIVE SERVICE TECHNOLOGY
- BUSINESS AND SUPPORT SERVICES
- CAD TECHNOLOGY
- Demolition
- DIESEL TECHNOLOGY / ON-SITE POWER
- GENERAL
- MACHINING
- NON-ACADEMIC AREAS
- ON SITE POWER
- RESEARCH
- STUDENT SERVICES
- TRADES AND WELDING

FLOOR PLAN LEGEND

- EXISTING STEEL STUD WALLS TO REMAIN
- EXISTING PRECAST WALLS TO REMAIN
- EXISTING STEEL STUD WALLS TO BE DEMOLISHED
- NEW STEEL STUD WALLS
- NEW CMU WALLS
- EXISTING BUILDING TO REMAIN INTACT
- EXISTING CONCRETE
- NEW CONCRETE RAMP

GENERAL NOTES

- 1. NO REMODEL WORK IN SHADED AREAS. PROTECT THOSE AREAS FROM DAMAGE.
- 2. INTERIOR DIMENSIONS ARE TO CENTERLINE OF COLUMN OR CENTERLINE OF WALL UNLESS NOTED OTHERWISE.
- 3. ALL INTERIOR WALLS SHALL EXTEND FROM FINISH FLOOR TO BOTTOM OF DECK UNLESS NOTED OTHERWISE.
- 4. SEE SHEET A2.0 FOR DOOR AND WINDOW ELEVATIONS.
- 5. EXTERIOR DIMENSIONS ARE TO FACE OF FOUNDATION. CENTERLINE OF COLUMN OR ROUGH OPENING UNLESS OTHERWISE NOTED. SEE WALL SECTIONS FOR RELATIONSHIP OF FRAMING/FINISHES TO FACE OF FOUNDATION.
- 6. SEE FINISH FLOOR PLAN SHEET A2.3 AS WELL AS ROOM FINISH SCHEDULE AND ROOM FINISH INFORMATION.
- 7. PROVIDE SOUND ATTENUATION INSULATION AT ALL INTERIOR WALL FROM FLOORS TO DECK UNLESS NOTED OTHERWISE.
- 8. CONTRACTOR TO VERIFY ALL EXISTING CONDITIONS AND NOTIFY ARCHITECT OF ANY CONFLICTS WITH SCOPE OF WORK.
- 9. ALL EXISTING HOLLOW METAL DOOR FRAMES ARE TO BE PAINTED TO MATCH NEW DOOR FRAMES.
- 10. CONTRACTOR TO VERIFY FINAL EQUIPMENT MODELS AND OBTAIN CUT SHEETS FROM OWNER OR VENDOR PRIOR TO ROUGH-IN.
- 11. INFORM ARCHITECT OF ANY DISCREPANCY.
- 12. REFER TO WALL SECTIONS FOR EXTERIOR WALL REQUIREMENTS.

LCA Architects, P.A.  
ARCHITECTURE - PLANNING - INTERIOR DESIGN  
1221 Shoreline Lane  
Boise, Idaho 83702  
PHONE: (208) 344-6677 - FAX: (208) 344-9002  
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EAMES ATEIC RENOVATIONS

IDAHO STATE UNIVERSITY

OVERALL PROGRAMATIC DIAGRAM PLAN

MRK	DATE	DESCRIPTION

JOB NO. 17036.01  
DATE: 2/28/16  
DRAWN BY: ERT  
CHECKED BY: CH

SHEET NO. A2.02

BAHR - SECTION II

TAB 13 Page 1



# DPW 17236: EAMES RENOVATIONS BUDGET 03/01/2019

Group	Description	Subitem Description	Budget
<b>DESIGN PROFESSIONAL SERVICES</b>			
1.0 Design Prof Services	A/E Fee Design (Phases 1-3)	Programming	\$ 109,537.54
1.0 Design Prof Services	A/E Fee Design (Phases 1-3)	Schematic Design	\$ 234,723.30
1.0 Design Prof Services	A/E Fee Design (Phases 1-3)	Design Development	\$ 234,723.30
1.0 Design Prof Services	A/E Fee Design (Phases 1-3)	Construction Documents	\$ 547,687.70
1.0 Design Prof Services	A/E Fee Construction Administration	Bidding	\$ 78,241.10
1.0 Design Prof Services	A/E Fee Construction Administration	Construction Administration- Phase 1	\$ 312,964.40
1.0 Design Prof Services	A/E Fee Construction Administration	Construction Administration -Phase 2	\$ 86,118.00
1.0 Design Prof Services	A/E Fee Construction Administration	Close-out Phase 1	\$ 46,944.66
1.0 Design Prof Services	A/E Fee Construction Administration	Close-out -Phase 2	\$ 6,145.00
1.0 Design Prof Services	Design Prof Reimbursables	Design Prof Reimbursables- Phase 1	\$ 43,000.00
1.0 Design Prof Services	Design Prof Reimbursables	Design Prof Reimbursables- Phase 2	\$ 15,000.00
			\$ 1,715,085.00
<b>PROFESSIONAL SERVICES</b>			
2.0 Professional Services	STARR Pre-Construction Services	Starr Pre-Construction	\$ 25,000.00
2.0 Professional Services	Site Survey	Site Survey	\$ 13,020.00
2.0 Professional Services	Soil Investigation	Soil Investigation- MTI	\$ 10,293.50
2.0 Professional Services	Soil Investigation	Reimbursables	\$ 2,000.00
2.0 Professional Services	Testing During Construction	Testing During Construction	\$ 30,000.00
2.0 Professional Services	Test & Balance	Test & Balance	\$ 60,000.00
2.0 Professional Services	Test & Balance	TAB Reimbursables	\$ 10,000.00
2.0 Professional Services	Commissioning	Commissioning	\$ 80,000.00
2.0 Professional Services	Commissioning	Commissioning Reimbursables	\$ 10,000.00
			\$ 240,313.50
<b>CONSTRUCTION SERVICES</b>			
3.0 Construction	Construction Contract	Phase 1	\$ 11,500,000.00
3.0 Construction	Construction Contract	Phase 2	\$ 4,200,000.00
3.0 Construction	DPW Contingency	DPW Contingency (8%)	\$ 1,256,000.00
			\$ 16,956,000.00
<b>MICELANEOUS FEES</b>			
4.0 Miscellaneous	Project Contingency	Project Contingency	\$ 20,000.00
4.0 Miscellaneous	Plan Check Fees	Plan Check Fees	\$ 19,000.00
4.0 Miscellaneous	Advertising	Advertising	\$ 1,322.45
4.0 Miscellaneous	Advertising	Advertising- RFQ- CM/GC Construction	\$ 96.65
4.0 Miscellaneous	Advertising	Advertising- RFQ- Design Services	\$ 80.90
			\$ 40,500.00
<b>TOTAL PROJECTED BUDGET FOR PHASE 1 &amp; 2</b>			<b>\$ 18,951,898.50</b>

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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**IDAHO STATE UNIVERSITY**

**SUBJECT**

Permission to construct Meridian Parking Lot

**REFERENCE**

January 18, 2019

Idaho State Board of Education (Board) approved Idaho State University (ISU) acquiring property owned by West Ada School District, authorized Idaho State University to proceed with the planning and design for a parking lot, and amended the six-year Capital Improvement Plan.

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Section V.K.

**ALIGNMENT WITH STRATEGIC PLAN**

The request aligns with the following State Board of Education Strategic Plans:  
Goal 3: Deliver relevant education that meets the health care needs of Idaho and the region. The corresponding Objective is: Objective B: Medical Education.

**BACKGROUND/DISCUSSION**

ISU seeks approval from the Board to construct a parking lot at the Sam and Aline Skaggs Health Science Center in Meridian. The property the parking lot will be built on was recently acquired from the West Ada School District and the planning and design of this project has been completed. ISU is ready to begin the construction. If permission is granted, ISU is planning to go out to bid in May.

ISU's program growth in Meridian has been substantial over recent years, providing the prime rationale for acquiring more land for parking and, potentially, facilities. New programs include the Doctor of Physical Therapy (ultimately 72 students), MS in Clinical Psychopharmacology (24 students), MS in Nutrition with Dietetic Internship (40 students), PhD in Rehabilitative and Communication Sciences (8-15 students) and an increase from 30 to 42 seats in the Accelerated Program in Nursing. The three-year plan adds Occupational Therapy (60 students) and Dental Hygiene (28 students) to meet ongoing and emerging workforce needs.

The parking lot cost for construction is estimated at \$1,705,405. The planning, and subdivision application costs are currently estimated at \$69,000. With the inclusion of any unforeseen planning or construction costs, the total project cost is not expected to exceed \$2,000,000. The subdivision and certificate of zoning compliance (CZC) application with the City of Meridian, which includes a landscape plan is scheduled to be complete by April 1st. The project schedule has the following additional milestones: construction drawings - 100% design submittal



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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April 29, 2019, bidding May 6, 2019 to May 20, 2019, construction June 24, 2019 to August 26, 2019.

**IMPACT**

Construction of the parking lot will resolve emergent parking needs and afford long-term mission-driven expansion of ISU Health Science Programs to meet workforce needs throughout the state. Significant SBOE approved health sciences programmatic expansion is already underway and is likely to continue to occur in the next few years. Source of funds is University reserves and the potential for an infrastructure bond issuance in the future.

Bond counsel advised the language below is necessary.

ISU may expend monies from its own internal funds for costs of the project as indicated above and in such event, may be reimbursed from the proceeds of any future tax-exempt bonds (the "Bonds") for any expenditure ("Expenditure") made on or after a date not more than 60 days prior to April 18, 2019. Further, that each Expenditure was and will be either: (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the Bonds or (c) a nonrecurring item that is not customarily payable from current revenues. The maximum principal amount of the Bonds to be issued for the project described above (the "Project") is not expected to exceed \$2,000,000 and the Bonds may also finance other University projects. ISU reasonably expects on April 18, 2019 that it will reimburse the Expenditures with all or a portion of the proceeds of the Bonds. Further, that ISU will keep books and records of all expenditures and will make a reimbursement allocation, which is a written allocation that evidences ISU's use of proceeds of the Bonds to be a reimbursement of Expenditures no later than 18 months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. Finally, this agenda item evidences ISU's intent and reasonable expectation under Treas. Reg. Section 1.150-2 (d)(1) to use the proceeds of the Bonds to pay the costs of the Project and to reimburse ISU for expenditures for the costs of the Project paid prior to the issuance of the Bonds to the extent permitted by federal tax regulations.

**ATTACHMENTS**

- Attachment 1 – Parking Lot Site Plan
- Attachment 2 – Parking Lot Cost Estimate

**STAFF COMMENTS AND RECOMMENDATIONS**

Board Policy V.K. requires that capital construction projects over \$1 million require Board approval. ISU received Board approval for the planning and design phase of the project at a special January 2019 Board meeting and are now requesting for bidding and construction for the project. The purchase of the property was \$1,710,000. The planning and construction of the parking lot is estimated not to exceed \$2,000,000, bringing a total cost for the project to \$3,710,000.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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The project will create approximately 561 parking spaces, according to Attachment 1. ISU reported that additional parking was planned for the Meridian campus, especially as the buildout of programs occurred and not as a direct result of the construction of ICOM. There are still approximately 70 parking spaces that are part of the ground lease with ICOM. Those spaces are included in the lease payments from ICOM to ISU.

ICOM is purchasing a parcel of land across Central Drive. ICOM currently accesses parking spaces on West Ada School District property. The addition of these 200-300 parking spaces, in addition to the 70 spaces on the ISU property and additional parking utilized by ICOM on West Ada property, should be sufficient for ICOM students. While the class sizes at ICOM are approximately 160 students, the last two years of their medical training are focused on clinical rotations. The students in rotations are rarely required to be on campus.

This project was first included in the institution's six-year capital project plan that was amended in January 2019. The institution expects to pay for the project out of reserve funds, however, ISU may decide to issue bonds which according to Board Policy V.F., will be brought before the Board for approval at that time.

Staff recommends approval.

**BOARD ACTION**

I move to approve the request from Idaho State University to proceed with the planning and construction of the Meridian parking lot at an amount not to exceed \$2,000,000 as detailed herein and in Attachment 2.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**AND**

I move to approve the request from Idaho State University for authority to use future bond proceeds to reimburse itself for costs and expenses of the project as described in the second paragraph of the Impact Section above; provided however any issuance of bonds will require additional Board approval, consistent with Board Policies & Procedures.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

PRELIMINARY  
Not For  
Construction

NO.	REVISIONS	DATE

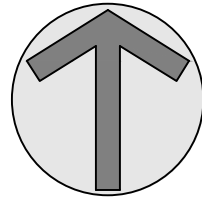
This document or any part thereof in detail or design concept is the personal property of Keller Associates, Inc. and shall not be copied in any form without the written authorization of Keller Associates, Inc.



IDAHO STATE UNIVERSITY  
MERIDIAN CAMPUS

PARKING LOT SITE PLAN - OPTION #2

DRAWN: EWC CHECK: RVM  
VERIFY SCALE: Scales based on 22"x34" prints.  
PROJECT NO. 218116-000  
SHEET NO. **FIGURE #2**



0 50 100

LEGEND

TOTAL AREA	5.36ac
AREA IN INTERSTATE LANDSCAPE SETBACK	0.24ac
AREA IN NAMPA MERIDIAN IRRIGATION DISTRICT EASEMENT	0.44ac
NET AREA	4.70ac
REMAINDER AREA	12.91ac
CROSS ACCESS AREA	0.69ac
PARKING STALLS	561



TOTAL AREA



NAMPA MERIDIAN IRRIGATION DISTRICT



INTERSTATE LANDSCAPE SETBACK



CROSS ACCESS AREA



PEDESTRIAN ROUTE



NUMBER OF PARKING STALLS

P:\218116 ISU MERIDIAN WESTERN PARKING\CD\DWG\_P218116-000-10OPTION#2.DWG LAST SAVED: 10/30/2018 12:36 PM PRINTED: 10/30/2018 5:14 PM



131 SW 5th Avenue, Suite A Meridian, Idaho 83642  
Phone: 208.288.1992 - kellerassociates.com

## ATTACHMENT 2

Project: ISU Meridian Parking  
Engineer: Ryan V. Morgan, P.E.  
Client: Idaho State University  
Printed: Dec 10, 2018 2:40 PM

### ENGINEER'S OPINION OF MOST PROBABLE CONSTRUCTION COST

#### MINI-ROUNDBOUT (INCLUDES RECONSTRUCTION OF PAVEMENT SECTION THROUGH INTERSECTION)

CONSTRUCTION ITEM	QUANTITY	UNITS	UNIT PRICE	COST
ESC ITEMS	1	LS	\$ 2,300	\$ 2,300
CONSTRUCTION TRAFFIC CONTROL	1	LS	\$ 2,400	\$ 2,400
CLEARING AND GRUBBING	5.9	AC	\$ 2,000	\$ 11,800
EXCAVATE AND HAUL OFF	21000	CY	\$ 8	\$ 168,000
AGGREGATE SUBBASE (12" DEPTH)	11750	TON	\$ 15	\$ 176,250
AGGREGATE BASE (4" DEPTH)	3900	TON	\$ 22	\$ 85,800
ASPHALT PAVEMENT SP 3 PG 58-28 (3" thickness)	4,000	TON	\$ 80	\$ 320,000
CURB AND GUTTER	6700	LF	\$ 25	\$ 167,500
MOUNTABLE ROUNDABOUT CURB	190	LF	\$ 25	\$ 4,750
PAVEMENT MARKINGS AND STRIPING	1	LS	\$ 22,500	\$ 22,500
STORMWATER FACILITIES	1	LS	\$ 160,000	\$ 160,000
SIGNING	1	LS	\$ 3,000	\$ 3,000
LIGHTING	19	EA	\$ 6,500	\$ 123,500
LANDSCAPING*	49000	SF	\$ 0.85	\$ 41,650
IRRIGATION*	49000	SF	\$ 0.30	\$ 14,700
CHAIN LINK FENCING	250	LF	\$ 15	\$ 3,750
GATE (ASSUMES 1 28' SIGNAL BAR GATE)	1	EA	\$ 1,200	\$ 1,200
CURB DEMOLITION	110	LF	\$ 3	\$ 330
ASPHALT DEMOLITION	700	SF	\$ 2	\$ 1,400
FENCE DEMOLITION	250	LF	\$ 4	\$ 1,000
CONSTRUCTION SURVEYING	1	LS	\$ 4,500	\$ 4,500
			<b>SUB-TOTAL</b>	<b>\$ 1,311,830</b>
MOBILIZATION, BONDING, & INSURANCE			10%	\$ 131,200
CONSTRUCTION CONTINGENCY (CHANGE ORDERS)			5%	\$ 65,600
SCHEMATIC DESIGN CONTINGENCY			15%	\$ 196,775
			<b>CONSTRUCTION TOTAL</b>	<b>\$ 1,705,405</b>

\* Landscaping numbers do not include landscaping inside the Nine Mile Drain easement

The opinion of most probable cost herein is based on our perception of current conditions at the project location. This estimate reflects our opinion of probable costs at this time and is subject to change as the project design matures. Keller Associates has no control over variances in the cost of labor, materials, equipment, services provided by others, contractor's methods of determining prices, competitive bidding or market conditions, practices or bidding strategies. Keller Associates cannot and does not warrant or guarantee that proposals, bids or actual construction costs will not vary from the costs presented herein.



**MERIDIAN PARKING LOT AGENDA ITEM  
OFFICIAL INTENT PURSUANT TO SECTION 1.150-2, CFR**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF IDAHO STATE  
UNIVERSITY DECLARING ITS OFFICIAL INTENT TO REIMBURSE  
CERTAIN REIMBURSABLE EXPENDITURES RELATING TO A CERTAIN  
PROJECT FROM TAX-EXEMPT OBLIGATIONS**

WHEREAS, Idaho State University (the “University”) may in the future enter into a certain tax-exempt financing to finance the costs of the acquisition and construction of certain major improvements to Meridian Parking Lot on the University’s campus in Meridian, Idaho in the approximate amount of \$2,000,000 (the “Meridian Parking Lot”); and

WHEREAS, the University desires to initially use its own funds to pay the costs of the Meridian Parking Lot but also desires to preserve its ability to reimburse itself for such prior expenditures (the “Reimbursable Expenditures”) with proceeds of a tax-exempt financing.

NOW, THEREFORE, IT IS RESOLVED as follows:

Section 1. The purpose of this Resolution is to permit the University to reimburse itself for Reimbursable Expenditures not exceeding \$2,000,000 relating to the Meridian Parking Lot Project.

Section 2. The University intends to incur and pay for Reimbursable Expenditures with available funds, and the University reasonably expects to reimburse itself for those Reimbursable Expenditures from financing proceeds not later than 18 months after the later of (i) the date of the expenditure, or (ii) the date the Meridian Parking Lot Project is placed in service, but no later than three years after the date of the expenditure.

Section 3. The maximum aggregate principal amount of the financing to be entered into to finance the Meridian Parking Lot Project is \$2,000,000.

Section 4. This declaration of official intention is made pursuant to Section 1.150-2, Code of Federal Regulations.

Section 5. The officials of the University are hereby authorized and directed, for and in the name and on behalf of the University to take any and all actions and execute, acknowledge and deliver any and all agreements, instruments or other documents and revisions or corrections thereof and amendments thereto, as may in their discretion be deemed necessary or desirable to carry out the terms, provisions and intent of this Resolution.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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**IDAHO STATE UNIVERSITY**

**SUBJECT**

Property acquisition for Idaho State University (ISU) Meridian Health Sciences Center

**REFERENCE**

January 2019

Board approved ISU 6-year Capital Improvement Budget

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Section V.F.;  
Idaho State Board of Education Governing Policies & Procedures, Section V.I.

**ALIGNMENT WITH STRATEGIC PLAN**

The request aligns with the following State Board of Education Strategic Plans:  
Goal 3: Deliver relevant education that meets the health care needs of Idaho and the region. The corresponding Objective is: Objective B: Medical Education.

**BACKGROUND/DISCUSSION**

In Meridian, the ISU Sam and Aline Skaggs Health Science Center (ISU or University) shares the campus with the West Ada School District (WASD) and the Idaho College of Osteopathic Medicine (ICOM). Together, the University and WASD function under a SBOE-approved Master Declaration Agreement and Joint Operations and Maintenance Agreement; ICOM serves as a tenant on the property.

The Meridian campus is currently at maximum occupancy making the long term need of space for program expansion the prime rationale for additional land acquisition. ISU's program growth in Meridian has been substantial over recent years. New programs include the Doctor of Physical Therapy (ultimately 72 students), MS in Clinical Psychopharmacology (24 students), MS in Nutrition with Dietetic Internship (40 students), PhD in Rehabilitative and Communication Sciences (8-15 students) and an increase from 30 to 42 seats in the Accelerated Program in Nursing. The three-year plan adds Occupational Therapy (60 students) and Dental Hygiene (28 students) to meet ongoing and emerging workforce needs. Opportunities also exist for program growth in Speech Language Pathology, Audiology, Emergency Management, Paramedic Science, Fire Services, Public Health, Counseling, Deaf Education and Health Informatics.

Future expansion of health science programs in Meridian is dependent upon increased space for academic programs, the ancillary support functions for those programs, teaching clinics, the health research enterprise, food service as well as parking. The University is preparing to undergo a university-wide master plan; if approved this subject property will be included as part of the Meridian campus.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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ISU seeks approval to purchase real property across Central Drive and northeast of the current Meridian campus in order to meet the needs of future program growth. The property is currently owned by an estate and is located at 785 S. Locust Grove. The University presented a Contract of Sale – contingent upon SBOE approval - to the estate to purchase two contiguous parcels consisting of 22.024 acres of land (Attachment 1 and Attachment 2) for \$3,500,000. Both parties have signed a Letter of Intent (Attachment 3).

In order to complete the purchase, ISU has engaged an appraisal firm (Valbridge) and civil engineering firm Keller and Associates to work on the formal description of the property. An appraisal has been completed and valued the property at \$3,500,000 (Attachment 4). Other due diligence items are also currently underway.

**IMPACT**

Acquisition of the property will allow for long-term mission-driven expansion of ISU Health Science Programs to meet workforce needs throughout the State. Significant SBOE-approved health sciences programmatic expansion is already underway and will continue for the foreseeable future. Source of funds is University reserves and the potential for an infrastructure bond issuance at a later time.

Bond counsel advised the language below is necessary.

ISU may expend monies from its own internal funds for costs of the acquisition of the property as indicated above and in such event, may be reimbursed from the proceeds of any future tax-exempt bonds (the "Bonds") for any expenditure ("Expenditure") made on or after a date not more than 60 days prior to April 18, 2019. Further, that each Expenditure was and will be either: (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the Bonds or (c) a nonrecurring item that is not customarily payable from current revenues. The maximum principal amount of the Bonds to be issued for the acquisition of the property described above (the "Property") is not expected to exceed \$3,500,000 and the Bonds may also finance other University projects. ISU reasonably expects that it may reimburse the Expenditures with all or a portion of the proceeds of the Bonds. Further, that ISU will keep books and records of all expenditures and will make a reimbursement allocation, which is a written allocation that evidences ISU's use of proceeds of the Bonds to be a reimbursement of Expenditures no later than 18 months after the later of the date on which the Expenditure is paid or the Property is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. Finally, this agenda item evidences ISU's intent and reasonable expectation under Treas. Reg. Section 1.150-2 (d)(1) to use the proceeds of the Bonds to pay the costs of the Property and to reimburse ISU for expenditures for the costs of the

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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Property paid prior to the issuance of the Bonds to the extent permitted by federal tax regulations.

**ATTACHMENTS**

Attachment 1 – Property Map

Attachment 2 – Contract of Sale

Attachment 3 – Letter of Intent to Purchase Everett Property

Attachment 4 – Appraisal from Valbridge

**STAFF COMMENTS AND RECOMMENDATIONS**

Board Policy V.I. requires that the Board approve any acquisition of real property valued at more than \$1,000,000. Board Policy V.K. states, “if a major project is not included in [an institution’s Board-approved six-year Plan] and an institution or agency under the governance of the Board desires to obtain approval of the major project, before seeking approval, it shall first bring an amended plan to the Board for approval at a regularly scheduled meeting of the Board.”

The only other property in proximity to the ISU Meridian campus is a small parcel of property being sought by the Idaho College of Osteopathic Medicine for additional parking. Purchase of this property will provide for expansion opportunities at the ISU Meridian campus. No current capital projects are scheduled for the property. Prior to any capital projects build on the property, ISU will bring before the Board a six-year Capital Improvement Budget which must include planned capital projects. The Board last approved the ISU six-year Capital Improvement Budget in January 2019. No projects planned for the subject property are included on that approved plan.

Board Policy V.F. includes a debt burden ratio that measures an institution’s dependence on debt as a fund source for financing its operations and the relative cost of debt to an institution’s total expenditures. The limit in Board Policy V.F. is 8.0%. ISU is currently at a debt burden ratio of 2.5%. If the Board later approves debt financing for reimbursement of this property purchase, ISU’s debt burden ratio would still be below 3.0%, within Board policy.

Staff recommends approval.

**BOARD ACTION**

I move to approve the request by Idaho State University to acquire the real property as described in Attachment 2 for a purchase price not to exceed \$3,500,000, and to delegate authority to Kevin Satterlee, President of Idaho State University, to execute the Real Estate Contract of Sale Agreement as presented in Attachment 2.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_



**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
**APRIL 18, 2019**

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**AND**

I move to approve the request from Idaho State University for authority to use future bond proceeds to reimburse itself for costs and expenses of the acquisition of the property as described in the second paragraph of the Impact Section above; provided however any issuance of bonds will require additional Board approval, consistent with Board Policies & Procedures.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_







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**CONTRACT OF SALE**

**Between**

**The Estate of Marvin L. Everett,  
by and through the Personal Representative Francis R. Everett,**

**as Seller**

**and**

**Idaho State University,  
by and through the State Board of Education,**

**as Buyer**

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## CONTRACT OF SALE

THIS CONTRACT OF SALE ("**Contract**") is effective as of the date last set forth below ("**Effective Date**"), between THE ESTATE OF MARVIN L. EVERETT, by and through the Personal Representative Francis R. Everett ("**Seller**"), and BOARD OF TRUSTEES and THE STATE of IDAHO, by and through the State Board of Education ("**Buyer**").

**1. Purchase.** Seller shall sell, and Buyer shall purchase that certain real property consisting of approximately 22.026 acres more or less, located at 785 South Locust Grove Road, in the City of Meridian, County of Ada, State of Idaho. which is more particularly described on Exhibit "A" attached hereto and made a part hereof, together with all buildings, improvements, easements, rights and appurtenances thereto, whether or not recorded, including, without limitation, all development rights, air rights, rights of lateral support, and water and water rights used in connection with the real property, if any, (the "**Subject Property**"), but does not include farm equipment, vehicles, furniture, or other tangible personal property located on or in Subject Property all in accordance with the terms and conditions hereinafter set forth.

**2. License for Entry.** Seller understands that Buyer desires to acquire for future development purposes the Subject Property, and Seller grants to Buyer a license to enter upon the Subject Property during the "Due Diligence Period" as defined in Section 5, and any extension thereof, for all purposes reasonably related to a full and adequate determination of the suitability of the Subject Property for such purposes, including, without limitation, the right to conduct surveys, soils tests, engineering studies, and environmental tests and audits and Buyer shall promptly pay for all costs and charges for such work, studies and tests and prior to any lien being filed against the Subject Property.

To the extent allowed by law, Buyer shall indemnify, defend and hold harmless Seller from any and all liabilities, liens, claims, damages, expenses (including, without limitation, reasonable attorneys' fees and reasonable attorneys' fees on any appeal), judgments, proceedings and causes of action of any kind whatsoever (collectively, "**Claims**"), resulting from Buyer's exercise of the license granted herein, unless caused by the willful or negligent act or omission of Seller, its agents, contractors or employees. Without limiting the foregoing, Buyer shall not be liable for any Claims or diminution in value arising or resulting from (i) Buyer's discovery of any pre-existing condition (including, without limitation, the existence of "Hazardous Substances" as defined in Section 5d) in, on, under or about the Subject Property, or (ii) any exacerbation of a preexisting condition in, on, under or about the Subject Property, except to the extent, if any, said exacerbation results from the willful or negligent act or omission of Buyer, its agents, contractors or employees.

**3. Purchase Price and Method of Payment.** The total purchase price for the Subject Property shall be the sum of three million five hundred and No/100 dollars (\$3,500,000.00) ("**Purchase Price**").

(a) Within three (3) business days after the Effective Date, Buyer shall deliver the sum of one hundred and fifty thousand and No/100 dollars (\$150,000) to Pioneer Title Company of Ada County, 8151 W. Rifleman Street, Boise, Idaho 83704, Attn: Mark Anderson ("**Escrow Agent**") as Buyer's refundable deposit ("**Earnest Money Deposit**"). The failure to deposit the Earnest Money Deposit on a timely basis shall render this Contract void ab initio. The

Escrow Agent shall invest the Earnest Money Deposit in an interest-bearing account at a federally-insured bank or savings and loan approved by Seller and Buyer. Buyer shall provide its taxpayer identification number to the Escrow Agent contemporaneously with its deposit of the Earnest Money Deposit.

(b) Upon closing, the Earnest Money Deposit, together with all interest earned on the Earnest Money Deposit shall be applicable to and credited to Buyer towards the Purchase Price. All of the Earnest Money Deposit, together with all accrued interest, shall be credited to and considered as payment of part of the Purchase Price at the time and upon consummation of the closing of this transaction. The Earnest Money Deposit and all accrued interest shall be returned to Buyer if this Contract is terminated upon Buyer's election to terminate same due to the failure of the conditions set forth in Section 5 below prior to the expiration of the Due Diligence Period as defined herein. In the event Buyer defaults under this Contract following its satisfaction and/or waiver of its conditions and expiration of the Due Diligence Period and any extension thereof, the Earnest Money Deposit and all accrued interest shall be remitted to Seller as liquidated damages and as Seller's sole and exclusive remedy for Buyer's default. The Earnest Money Deposit, including all interest accrued thereon, shall be non-refundable upon expiration of the Due Diligence Period and any extension thereof, except in the event of Seller's default under this Contract.

(c) The balance of the Purchase Price necessary to complete the payment of the Purchase Price after credits, adjustments and prorations, shall be paid to Seller by Buyer at the Closing Date hereunder by certified or cashier's check, wire transfer or other immediately available funds acceptable to Escrow Agent.

**4. Delivery of Documents.** Within (5) days of the date of execution of this Contract, Seller shall deliver to Buyer a copy of all documents and items listed on Exhibit "B" attached hereto, if any, within Seller's possession or control or which is known to Seller. If Buyer terminates this Contract for any reason whatsoever, Buyer shall return to Seller all items mentioned above which Seller has delivered to Buyer, together with any ALTA Survey defined below.

**5. Conditions Subsequent.** At any time prior to the expiration of the Due Diligence Period, Buyer may, in its discretion, terminate this Contract by giving written notice thereof to Seller, at which time Buyer shall be entitled to a return of the Earnest Money Deposit less the sum of \$100.00 as independent consideration within three (3) business days after the day on which Buyer gives written notice of termination. In the event that Buyer does not terminate this Contract at or prior to the end of the Due Diligence Period and any extension thereof, then, in that event, Buyer shall be deemed to have elected to proceed with the transaction set forth herein and the Earnest Money Deposit shall be non-refundable to Buyer, except for Seller's default hereunder. For purposes of this Contract, the "**Due Diligence Period**" shall be fifty-five (55) days and shall expire at 5:00 p.m. (Mountain Time) on the day which is fifty-five (55) days after the Effective Date, which period may be extended by mutual written agreement of the parties. Seller shall cooperate with Buyer to execute any documents which may be necessary or convenient to the satisfaction of the following conditions prior to the expiration of the Due Diligence Period:

(a) Buyer completes, to its satisfaction, its due diligence of the Subject Property;

(b) Buyer obtains the approval of the purchase by the State Board of Education, Board of Trustees.

(c) Buyer agrees to allow Seller entry to facilitate and complete the sale of the farm equipment, vehicles, furniture and any other tangible personal property (i.e. furniture, fixtures, and contents of buildings and home), on or in the Subject Property through May 31, 2019, even if closing occurs prior to the date.

(d) Buyer's receipt of an appraisal and environmental assessment which indicates that the Property is free from "**Hazardous Substances**", if Buyer opts to conduct such assessments and secure such an appraisal. The terms "hazardous substance," "release," and "removal" shall have the definition and meaning as set forth in Title 42 U.S.C. § 9601 (or the corresponding provision of any future law in effect prior to the Closing Date); provided, however that the term "hazardous substance" shall include "hazardous waste" as defined in Title 42 U.S.C. § 6903 (or the corresponding provision of any future law in effect prior to the Closing Date) and "petroleum" as defined in Title 42 U.S.C. § 6991 (or the corresponding provision of any future law in effect prior to the Closing Date). The term "superfund" shall mean the Comprehensive Environmental Response, Compensation and Liability Act, Title 42 U.S.C. § § 9601, *et seq.* (or the corresponding provision of any future law in effect prior to the Closing Date) and any similar statute, ordinance, rule or regulation of any state or local legislature, agency or body. The term "underground storage tank" shall have the definition and meaning as set forth in Title 42 U.S.C. § 6991 (or the corresponding provision of any future law in effect prior to the Closing Date).

(e) Buyer's review of any plat, record of survey, or survey of the Subject Property that exists and has confirmed to its satisfaction the legal description of the Subject Property.

(f) Buyer may at its own cost and expense, elect to obtain a current certified ALTA boundary and topographic survey of the Subject Property prepared by a surveyor selected by Buyer ("**ALTA Survey**"), which ALTA Survey shall (i) comply with the requirements of the Title Company, as defined below, and (ii) comply with the current "Minimum Standard Detail Requirements for Land Title Surveys" adopted by the American Land Title Association and the American Congress of Surveyors and Mappers for a Class A survey, and include, but not be limited to (a) setback, (b) all improvements, (c) location of utilities; (d) significant observations otherwise disclosed, and (e) show that the Subject Property boundaries extend to all adjacent streets, alleys and rights of way which have been dedicated to and accepted for public use by the appropriate governmental authority. The failure to obtain the ALTA Survey during the Due Diligence Period shall not extend the Due Diligence Period.

(g) Within ten (10) days after the Effective Date, Seller, at its expense, shall cause to be delivered to Buyer a current commitment for title insurance ("**Commitment**") covering the Subject Property issued by Escrow Agent, as agent for Pioneer Title Company of Ada County ("**Title Company**"), together with a copy of each document listed (i) as an encumbrance upon the title to the Subject Property or (ii) as an exception to coverage in the Commitment. Buyer, at its option and cost, may purchase an Extended Coverage Owner's Policy of Title Insurance. Buyer shall examine the Commitment and shall make any objections thereto in writing to Seller ("**Notice of Objection**") no later than twenty (20) days after the Buyer's receipt of the Commitment. In the

event there exists any such encumbrance or exception in the Commitment to which Buyer objects, Seller shall have ten (10) days after its receipt of the Notice of Objection to elect (in Seller's sole reasonable discretion) to cure and remove or insure over the objectionable encumbrance or exception. Seller need not cure any objection to a financial encumbrance or exception prior to closing, it being agreed that such financial encumbrances or exceptions shall be satisfied at closing from the proceeds of the Purchase Price. In the event Seller elects not to cure and remove or to insure over the objectionable non-financial encumbrance or exception within said ten (10) day period or in the event Seller does elect to cure and remove the objectionable encumbrance or exception but is unable to cure and remove said objectionable encumbrance or exception or, alternatively, to obtain a commitment from the Title Company prior to the expiration of the Due Diligence Period or any extensions thereof that the Title Company will insure over the same, this Contract, at the option of Buyer and upon written notice from Buyer to Seller, shall terminate. In the event Seller elects to cure and remove the objectionable encumbrance(s) or exception(s), Seller agrees to use reasonable efforts to remove any objectionable encumbrance or exception. It is understood and agreed that if this Contract is terminated by Buyer as provided in this Section 5, Seller shall be responsible for all fees charged by Escrow Agent for cancellation of the Commitment. Title to the Subject Property shall be good and marketable and shall be free and clear of all liens encumbrances, easements, assessments, restrictions, tenancies (whether recorded or unrecorded) and other exceptions to title, except the lien of taxes not yet due and payable, those exceptions approved in writing by or caused by Buyer and those exceptions caused or created by Buyer ("**Permitted Exceptions**").

(h) The Title Company has committed to issue at Seller's expense, upon closing, for a Policy of Title Insurance ("**Title Policy**"), in the amount of the Purchase Price, insuring that marketable fee simple title to the Subject Property is vested in Buyer, subject only to the lien for taxes not yet due or payable and the Permitted Exceptions and the documents approved and executed by the parties at closing. The Subject Property must be a lawfully subdivided legal parcel and free of leases or parties in possession and is title-insured as such by the Title Company as a condition precedent to the non-refunding of the Earnest Money Deposit and Buyer's obligation to purchase the Property.

(i) Seller shall deliver an extended coverage owner's affidavit to the Title Company. In the event Buyer, at any time prior to the expiration of the Due Diligence Period, or any extension thereof as allowed herein, deems any of the conditions set forth in this Section 5 unsatisfied, Buyer may terminate this Contract by providing Seller with written notice of Buyer's election to terminate this Contract. In the event of such termination of this Contract, the Earnest Money Deposit and all accrued interest thereon shall be returned to Buyer and thereafter both parties shall be released from any further obligations hereunder, except for liabilities, actual or contingent, which arose prior to the date of termination. If Buyer does not terminate this Contract before the end of the Due Diligence Period, conditions (a) and (c) will be deemed satisfied or waived by Buyer.

**6. Closing.** Closing shall occur within five (5) business days after the expiration of the Due Diligence Period, or any extensions thereof exercised by Buyer pursuant to this Contract ("**Closing Date**"). Exclusive possession passes to Buyer on closing. With the exception that the Buyer agrees, and the Seller reserves the right to access the property to facilitate the sale of the farm equipment, and any tangible personal property (i.e. furniture, fixtures, and contents of



property), through May 31, 2019, even if closing occurs prior to the date. Prior to closing, Seller shall deposit with the Escrow Agent duly executed and acknowledged Grant Deed (“Deed”) in the form of Exhibit “C” attached hereto conveying to Buyer the Subject Property and all of Seller’s right, title and interest in and to all streets, alleys and rights of way adjacent thereto, subject only to lien for taxes not yet due and payable and the Permitted Exceptions, together with instructions to deliver and record the Deed when Escrow Agent is in a position to pay the Purchase Price to Seller. After all of the conditions of closing as set forth in Section 5 have been met or waived on the applicable date and Buyer has been so advised, Buyer shall on the Closing Date deposit the balance of the Purchase Price by means of wire transfer or certified or cashier’s check with the Escrow Agent with instructions to disburse the Purchase Price to Seller upon recordation of Seller’s Deed, and issuance of the Title Policy required by Section 5. The Subject Property shall be conveyed free of brokerage, management and service contracts.

**7. Section 1445 Affidavit.** At or prior to the Closing Date, Seller shall deliver to Buyer an affidavit in compliance with Section 1445 of the Internal Revenue Code providing Seller’s United States taxpayer identification number and business address and stating whether Seller is a “foreign person” as defined in the Internal Revenue Code and regulations applicable thereto (“Code”). If Seller fails to deliver such affidavit or is a “foreign person” as defined in the Code, Buyer shall be entitled to withhold from the Purchase Price, and to pay to the Internal Revenue Service, such amounts as are required to be withheld by the Code, and Seller agrees to cooperate with Buyer and to furnish Buyer with such tax forms and information as are reasonably required to insure Buyer’s compliance with the Code.

**8. Costs.** Any escrow fees and the cost of recording the Deed shall be paid equally by both parties. Taxes and utilities, if any, shall be prorated as of the Closing Date. Seller shall pay recording costs to remove financial encumbrances or exceptions and Buyer shall pay recording cost for any other instruments for the benefit of Buyer or Buyer’s lender. Seller shall pay the premium for standard coverage title insurance and Buyer shall pay the additional premium for the issuance of an extended coverage policy of title insurance plus the fee for any endorsements required by Buyer.

**9. Brokerage.** Seller and Buyer hereby acknowledge, represent and warrant to each other that no commissions are payable by Seller or Buyer to any broker or finder in connection with this Contract or the transaction contemplated herein, and Seller and Buyer agree to indemnify, defend, save and hold each other harmless from and against the payment of any further commissions or fees or claims for commissions or fees by virtue of any acts or actions undertaken by them, respectively; it being expressly agreed that the foregoing agreement of indemnification shall expressly survive the closing under this Contract. Seller has no commission payment obligation under this Agreement. Buyer has no commission payment obligation under this Agreement.

**10. Seller’s Representations and Warranties.**

(a) Seller represents and warrants that Seller has authority to enter into this Contract and to grant the license granted in Section 2 and that Seller holds marketable title to the Subject Property.

(b) Seller represents and warrants that Seller has properly formed all entities owning any portion of the Subject Property, that Seller possesses the ability to convey marketable fee simple title to the Subject Property, and that Seller can and will deliver at closing all necessary resolutions, agreements or other documents necessary to evidence and confirm these representations and warranties at closing.

(c) There are no leases, licenses, or other similar rights to occupy any portion of the Subject Property in existence, exempt for Seller's temporary need to access the Subject Property as provided stated in Section 5(c).

(d) No claim, action, litigation, arbitration, or other legal or administrative proceeding of any kind, including any condemnation action, has been served upon or received by Seller relating to the Subject Property or any part thereof, and no other claim, action, litigation, arbitration, or other legal or administrative proceeding of any kind, including any condemnation action, is pending, threatened against or otherwise involves the Subject Property.

(e) To Seller's knowledge, the historic use of the Subject Property does not invoke any application of Meridian City's legal non-conforming use ordinance, but Buyer shall conduct its own examination of Meridian City ordinances. Seller has not received written notice from any governmental authority of any violations of any law or governmental regulation, statute, ordinance, code, rule or regulation applicable to the Subject Property.

(f) Seller has not received written notice of any violations of any federal, state, or local environmental laws applicable to the Subject Property or the ownership, use or occupancy thereof, and there are no current violations of any such laws.

(g) The representations and warranties set forth in this Section 10 shall constitute continuing representations and warranties and shall be deemed to be true and correct as of the Closing Date of Buyer's purchase of the Subject Property.

**11. Property Purchased "AS IS".** The Subject Property is being purchased "AS IS" and no warranty, express or implied is made by Seller, except as provided in this Section 11, the Deed attached as Exhibit C, and the following: **THE PROPERTY IS SOLD AND CONVEYED TO BUYER AS IS, WHERE IS, AND WITH ALL FAULTS AND DEFECTS, INCLUDING BOTH LATENT AND PATENT DEFECTS. OTHER THAN AS EXPRESSLY SET FORTH HEREIN, NO WARRANTIES, EXPRESS OR IMPLIED, ARE MADE BY SELLER CONCERNING THE PROPERTY. BUYER, BY ACCEPTING THE DEED IN THE FORM OF EXHIBIT C, RELEASES SELLER FROM ANY AND ALL LIABILITY RELATING TO ANY ASPECT OR CONDITION OF THE PROPERTY, KNOWN OR UNKNOWN, FORESEEABLE OR UNFORESEEABLE, ACTUAL OR CONTINGENT, ARISING BY STATUTE, COMMON LAW OR OTHERWISE, INCLUDING BUT NOT LIMITED TO ALL ISSUES SET FORTH IN THE DEED.**

**12. Condemnation.** Seller alone shall bear the risk of loss prior to closing should there be damage to any portion of the Subject Property by fire or other casualty. Should any entity having the power of condemnation bring an action or otherwise indicate an intent to either Buyer or Seller prior to the Closing Date to acquire all or any portion of, or any interest in, the Subject

Property, Buyer, at Buyer's sole option, may elect either (i) to terminate Buyer's obligation to purchase the Subject Property by giving written notice to Seller at any time prior to the Closing Date, or (ii) to complete the purchase of the Subject Property with Seller, with no adjustment in the Purchase Price. Seller agrees to provide Buyer, and Buyer agrees to provide Seller, within ten (10) days after either party's receipt of same but in no event later than the Closing Date, written notice of any actual or threatened condemnation proceeding.

**13. Successors.** This Contract shall be binding on the heirs, successors, assigns and personal representatives of the parties hereto.

**14. Counsel and Attorneys' Fees.** Buyer and Seller acknowledge that each has had the opportunity to seek the advice of independent counsel. No presumption in interpreting this Contract and Exhibits shall attach to the fact that Seller's attorney prepared the initial draft of this Contract and Exhibits. In the event either party initiates or defends any legal action or proceeding in any way connected with this Contract, the prevailing party in any such action or proceeding (in addition to any other relief which may be granted, whether legal or equitable), shall be entitled to recover from the losing party in any such action its reasonable costs and attorneys' fees (including, without limitation, its reasonable costs and attorneys' fees on any appeal). All such costs and attorneys' fees shall be deemed to have accrued on commencement of any legal action or proceeding and shall be enforceable whether such legal action or proceeding is prosecuted to judgment.

**15. Default.**

(a) Neither party shall be deemed to be in default of this Contract except upon the expiration of thirty (30) days (ten [10] days in the event of failure to pay money) from receipt of written notice from the other party specifying the particulars in which such party has failed to perform its obligations under this Contract unless such party, prior to expiration of said thirty (30) day period (ten [10] days in the event of failure to pay money), has rectified the particulars specified in said notice of default.

(b) In the event Buyer defaults or breaches this Contract and fails to cure such default or breach, Buyer and Seller agree that the damage to Seller because of such default or breach would be extremely costly, difficult and inconvenient to ascertain and therefore, in the event of Buyer's default or breach, the amount of the Earnest Money Deposit, together with any accrued interest thereon, at the time of Buyer's default or breach is a reasonable estimate of the damages that the Seller would incur. Buyer and Seller agree that the payment and delivery of such amount to Seller shall be the sole remedy of Seller in the event of Buyer's default or breach of this Contract.

(c) In the event of Seller defaults or breaches this Contract and fails to cure such default or breach, Buyer may either (i) terminate this Contract upon written notice to Seller, obtain a refund of all amounts paid hereunder, including all accrued interest, and immediately receive reimbursement of the cost of the ALTA Survey plus third party out of pocket expenses, but not to exceed the amount of \$14,000.00, plus the Earnest Money Deposit or (ii) institute an action for specific performance of this Contract against Seller.

**16. Notices.**

(a) All notices given pursuant to this Contract shall be in writing and shall be given by personal service, by United States mail or by United States express mail or other established express delivery service (such as Federal Express), postage or delivery charge prepaid, return receipt requested, or by facsimile or by electronic mail ("**Email**") addressed to the appropriate party at the address set forth below:

<b>Seller:</b>	Estate of Marvin L. Everett c/o Personal Representative Attn: Francis R. Everett 3850 W. Victory Rd. Meridian, ID 83642 Telephone: 208-288-5521 Cell: 208-559-0450
<b>With a Copy to:</b>	Parsons Behle & Latimer Fredric V. Shoemaker 800 West Main Street, Suite 1300 Boise, ID 83702 Telephone: (208) 562-4900 Facsimile: (208) 562-4801 Email: fshoemaker@parsonsbehle.com
<b>Buyer:</b>	Idaho State University Attn: Kevin Satterlee, President 921 South 8 <sup>th</sup> Ave., Stop 8310 Pocatello, ID 83209 Telephone: 208-282-3440 Fax: 208-282-3414 Email: president@isu.edu
<b>With a Copy to:</b>	Idaho State University Patricia Z. Marincic 1311 E. Central Dr. Meridian, ID 83642 Telephone: (208) 373-1708 Email: maripatr@isu.edu

The person and address to which notices are to be given may be changed at any time by any party upon written notice to the other party. All notices given pursuant to this Contract shall be deemed given upon receipt.

(b) For the purpose of this Contract, the term "receipt" shall mean the earlier of any of the following: (i) the date of delivery of the notice, other document, facsimile or Email to the address specified pursuant to subparagraph (a) above, as shown on the return receipt, if

applicable (ii) the date of actual receipt of the notice, other document, facsimile or Email by the person or entity specified pursuant to subparagraph (a) above, or (iii) in the case of refusal to accept delivery or inability to deliver the notice or other document, the earlier of (A) the date of the attempted delivery or refusal to accept delivery, (B) the date of the postmark on the return receipt, or (C) the date of receipt of notice of refusal or notice of non-delivery by the sending party.

**17. Assignment.** Buyer shall have the right to assign this Contract without Seller's prior written consent to an entity owned by Buyer or controlled by Buyer. Notice of such assignment prior to closing shall be delivered by Buyer to Seller and Seller shall thereafter convey title pursuant to the Deed to Buyer's assignee identified in the notice.

**18. Captions and Headings.** The captions and headings in this Contract are for reference only and shall not be deemed to define or limit the scope or intent of any of the terms, covenants, conditions or agreements contained herein.

**19. Entire Agreement.** This Contract contains the entire agreement between the parties hereto and supersedes all prior agreements, oral or written, with respect to the subject matter hereof. The provisions of this Contract shall be construed as a whole and not strictly for or against any party.

**20. Construction.** In construing the provisions of this Contract and whenever the context so requires, the use of a gender shall include all other genders, the use of the singular shall include the plural, and the use of the plural shall include the singular.

**21. Joint and Several Obligations.** In the event any party hereto is composed of more than one person, the obligations of said party shall be joint and several.

**22. Counterparts.** This Contract may be executed in counterparts, each of which shall be deemed an original and all of which shall constitute a single instrument, and shall be effective upon execution of one or more of such counterparts by each of the parties hereto. Facsimiles or copies of original executed documents shall be deemed an original.

**23. Time Period Computation.** All time periods in this Contract shall be deemed to refer to calendar days unless the time period specifically references business days; provided that if the last date on which to perform any act or give any notice under this Contract shall fall on a Saturday, Sunday or local, state or national holiday, such act or notice shall be deemed timely if performed or given on the next succeeding business day.

**24. Binding Contract.** This Contract shall not be binding or enforceable until both parties have fully executed this Contract and have delivered to each other an original counterpart of this Contract fully executed by the delivering party.

**25. Survival.** All of the representations and warranties set forth in this Contract shall constitute continuing representations and warranties, shall be deemed to be true and correct as of the date of closing of Buyer's purchase of the Subject Property from Seller, and shall (along with all indemnification, defense and hold harmless obligations related thereto) survive the closing of Buyer's purchase of the Subject Property.

all indemnification, defense and hold harmless obligations related thereto) survive the closing of Buyer's purchase of the Subject Property.

**26. No Third-Party Beneficiary Rights**

. This Contract is not intended to create, nor shall it in any way be interpreted or construed to create, any third-party beneficiary rights in any person not a party hereto unless otherwise expressly provided herein.

EXECUTED effective as of the date last written below.

IN WITNESS WHEREOF, the parties have executed this Contract effective as of the day and year first above written.

**SELLER:**

Estate of Marvin L. Everett,

By: Francis R. Everett P.R.  
Francis R. Everett  
Personal Representative of Estate

Date: 3-1-19

**BUYER:**

Idaho State University,

By: Kevin Satterlee  
Kevin Satterlee  
President

Date: 2-26-19

STATE OF IDAHO )  
 ) ss.  
 County of Bannock )

On this 26 day of February, 2019, before me the undersigned, a Notary Public in and for the State of Idaho, personally appeared Kevin Satterlee, known or identified to me to be the President and Authorized Representative of Idaho State University, entity that executed the within and foregoing instrument or the person who executed the instrument on behalf of said entity, and on behalf of the Board of Trustees and the State of Idaho by and through the State Board of Education, and acknowledged to me that he executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.



[Signature]  
 Notary Public for Idaho State University  
 Residing at Pocatello, ID  
 My commission expires 02-06-2025

STATE OF IDAHO )  
 ) ss.  
 County of Ada )

On this 1 day of March, 2019, before me the undersigned, a Notary Public in and for the State of Idaho, personally appeared Francis R. Everett, known or identified to me to be the Personal Representative of the Estate of Marvin L. Everett (official or representative capacity) that executed the said instrument, and acknowledged to me that such Francis R. Everett is the Personal Representative of the Estate of Marvin L. Everett (official or representative capacity) executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.



[Signature]  
 Notary Public for Idaho  
 Residing at Boise, ID  
 My commission expires 9.26.24

CONTRACT OF SALE -

**EXHIBIT "A"**

**LEGAL DESCRIPTION OF SUBJECT PROPERTY**

**Parcel 1:**

**LEGAL DESCRIPTION:**

The South Half of the Southwest Quarter (SE¼ ) of the Northeast Quarter (NE¼) of Section Eighteen (18), in Township Three (3) North of Range One (1) East of the Boise Meridian, Ada County, State of Idaho.

Together with all water, water rights, ditches and ditch rights appurtenant thereto or connected therewith.

**Parcel 2:**

**LEGAL DESCRIPTION:**

**Commencing at the East ¼ corner of Section 18, Township 3N., Range 1E., B.M., Ada County, Idaho, said point being the point of beginning; Thence S 89°05'00" W, 639.00 feet to a point on the centerline of an irrigation lateral; Thence S 24°01'00" E, along said centerline 240.80 feet to a point; Thence N 89°05'00" E, 540.98 feet to a point on the section line; Thence N 00°00'00" E, 221.52 feet to the point of beginning, together with all water rights appurtenant thereto and used in connection therewith.**

**Parcel contains 3.00 acres more or less and is subject to easement of South Locust Grove Road.**

LESS



**EXCEPTING THEREFROM**

Ada County Highway District  
Project No. 602012.0  
Locust Grove Road (Central/Bentley to Franklin)

**• Parcel 7 •  
Right-of-Way Take Description**

A parcel located in the SE ¼ of the NE ¼ of Section 18, Township 3 North, Range 1 East, Boise Meridian, Ada County, Idaho, more particularly described as follows:

BEGINNING at a 5/8 inch diameter iron pin marking the southeasterly corner of said SE ¼ of the NE ¼ from which a 5/8 inch diameter iron pin marking the northeasterly corner of said SE ¼ of the NE ¼ bears N 0°31'11" E a distance of 1329.16 feet;

Thence N 0°31'11" E along the easterly boundary of said SE ¼ of the NE ¼ a distance of 664.58 feet to a point;

Thence leaving said easterly boundary S 89°35'42" W a distance of 48.01 feet to a point;

Thence S 0°31'11" W a distance of 664.63 feet to a point on the southerly boundary of said SE ¼ of the NE ¼;

Thence N 89°32'05" E along said southerly boundary a distance of 48.01 feet to the POINT OF BEGINNING.

This parcel contains 0.732 acres (31,901 square feet) and is subject to any easements existing or in use. Said parcel contains 0.381 acres (16,615 square feet) of existing Locust Grove Road prescriptive right-of-way.

Prepared by: Glenn K. Bennett, PLS  
Civil Survey Consultants, Incorporated  
May 22, 2002



**EXCEPTING THEREFROM**

Ada County Highway District  
 Project No. 602012.0  
 Locust Grove Road (Central/Bentley to Franklin)

**• Parcel 2 •****Right-of-Way Take Description**

A parcel located in the NE  $\frac{1}{4}$  of the SE  $\frac{1}{4}$  of Section 18, Township 3 North, Range 1 East, Boise Meridian, Ada County, Idaho, more particularly described as follows:

BEGINNING at a  $\frac{5}{8}$  inch diameter iron pin marking the northeasterly corner of said NE  $\frac{1}{4}$  of the SE  $\frac{1}{4}$  from which a brass cap monument marking the southeasterly corner of said Section 18 bears S  $0^{\circ}30'32''$  W a distance of 2659.49 feet;

Thence S  $0^{\circ}30'32''$  W along the easterly boundary of said NE  $\frac{1}{4}$  of the SE  $\frac{1}{4}$  a distance of 221.53 feet to a point;

Thence leaving said easterly boundary S  $89^{\circ}32'05''$  W a distance of 48.01 feet to a point;

Thence N  $0^{\circ}30'32''$  E a distance of 221.53 feet to a point on the northerly boundary of said NE  $\frac{1}{4}$  of the SE  $\frac{1}{4}$ ;

Thence N  $89^{\circ}32'05''$  E along said northerly boundary a distance of 48.01 feet to the POINT OF BEGINNING.

This parcel contains 0.244 acres (10,633 square feet) and is subject to any easements existing or in use. Said parcel contains 0.127 acres (5,538 square feet) of existing Locust Grove Road prescriptive right-of-way.

Prepared by: Glenn K. Bennett, PLS.  
 Civil Survey Consultants, Incorporated  
 May 22, 2002



**EXHIBIT "B"**

**LIST OF DOCUMENTS/ITEMS SELLER IS TO PROVIDE TO BUYER**

1. Existing surveys, if any.
2. An itemized list of all personal property to be included in the sale, if any.
3. Correspondence with any governmental agency over the last three (3) years including any real property taxing authority.
4. If applicable, copy of any warranties, maintenance, service, supply, management or other agreements presently in effect, or which may come into effect, of whatsoever nature affecting the Subject Property.
5. If applicable, complete record of income and expenses for the three (3) most recent calendar years and the most current monthly statement of income and expenses for the current year.
6. Copy of real estate tax bills and assessments for the last year and current year. Copies of any business improvement district ordinances applicable to the Subject Property.
7. Current commitment for title insurance from the Title Company, together with the copies of all documents referred to therein and all documents giving rise to exceptions to title.
8. Any existing soils, asbestos, hazardous waste, and Phase I and/or Phase II environmental assessment reports.
9. Licenses, permits, and certificates of occupancy of which Seller has actual knowledge.
10. Copy of all recent appraisals.

**EXHIBIT "C"**

Recording Requested By and  
When Recorded Return to:

Parsons Behle & Latimer  
Attn: Fredric V. Shoemaker  
800 West Main Street, Suite 1300  
Boise, ID 83702

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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**GRANT DEED**

FOR GOOD AND VALUABLE CONSIDERATION, the receipt and sufficiency of which is hereby acknowledged, Francis Everett, as Personal Representative by and through the Estate of Marvin L. Everett, a single man ("Grantor"), does hereby grant, bargain, sell and convey unto Board of Trustees and the State of Idaho by and through the State Board of Education, ("Grantee"), whose address is 650 W. State St., Boise, Idaho 83720, all of Grantor's right, title and interest in and to the real property located in Ada County, Idaho, legally described as follows:

**Parcel 1:**

**The South Half of the Southwest Quarter (SE¼) of the Northeast Quarter (NE¼) of Section Eighteen (18), in Township Three (3) North of Range One (1) East of the Boise Meridian, Ada County, State of Idaho.**

**Together with all water, water rights, ditches and ditch rights appurtenant thereto or connected therewith.**

**Parcel 2:**

**Commencing at the East ¼ corner of Section 18, Township 3N., Range 1E., B.M., Ada County, Idaho, said point being the point of beginning; Thence S 89°05'00" W, 639.00 feet to a point on the centerline of an irrigation lateral; Thence S 24°01'00" E, along said centerline 240.80 feet to a point; Thence N 89°05'00" E, 540.98 feet to a point on the section line; Thence N 00°00'00" E, 221.52 feet to the point of beginning, together with all water rights appurtenant thereto and used in connection therewith.**

**Parcel contains 3.00 acres more or less and is subject to easement of South Locust Grove Road.**

**EXCEPTING THEREFROM**

Ada County Highway District  
 Project No. 602012.0  
 Locust Grove Road (Central/Bentley to Franklin)

**• Parcel 7 •****Right-of-Way Take Description**

A parcel located in the SE ¼ of the NE ¼ of Section 18, Township 3 North, Range 1 East, Boise Meridian, Ada County, Idaho, more particularly described as follows:

BEGINNING at a 5/8 inch diameter iron pin marking the southeasterly corner of said SE ¼ of the NE ¼ from which a 5/8 inch diameter iron pin marking the northeasterly corner of said SE ¼ of the NE ¼ bears N 0°31'11" E a distance of 1329.16 feet;

Thence N 0°31'11" E along the easterly boundary of said SE ¼ of the NE ¼ a distance of 664.58 feet to a point;

Thence leaving said easterly boundary S 89°35'42" W a distance of 48.01 feet to a point;

Thence S 0°31'11" W a distance of 664.63 feet to a point on the southerly boundary of said SE ¼ of the NE ¼;

Thence N 89°32'05" E along said southerly boundary a distance of 48.01 feet to the POINT OF BEGINNING.

This parcel contains 0.732 acres (31,901 square feet) and is subject to any easements existing or in use. Said parcel contains 0.381 acres (16,615 square feet) of existing Locust Grove Road prescriptive right-of-way.

Prepared by: Glenn K. Bennett, PLS  
 Civil Survey Consultants, Incorporated  
 May 22, 2002



**EXCEPTING THEREFROM**

Ada County Highway District  
 Project No. 602012.0  
 Locust Grove Road (Central/Bentley to Franklin)

**• Parcel 2 •****Right-of-Way Take Description**

A parcel located in the NE ¼ of the SE ¼ of Section 18, Township 3 North, Range 1 East, Boise Meridian, Ada County, Idaho, more particularly described as follows:

BEGINNING at a 5/8 inch diameter iron pin marking the northeasterly corner of said NE ¼ of the SE ¼ from which a brass cap monument marking the southeasterly corner of said Section 18 bears S 0°30'32" W a distance of 2659.49 feet;

Thence S 0°30'32" W along the easterly boundary of said NE ¼ of the SE ¼ a distance of 221.53 feet to a point;

Thence leaving said easterly boundary S 89°32'05" W a distance of 48.01 feet to a point;

Thence N 0°30'32" E a distance of 221.53 feet to a point on the northerly boundary of said NE ¼ of the SE ¼;

Thence N 89°32'05" E along said northerly boundary a distance of 48.01 feet to the POINT OF BEGINNING.

This parcel contains 0.244 acres (10,633 square feet) and is subject to any easements existing or in use. Said parcel contains 0.127 acres (5,538 square feet) of existing Locust Grove Road prescriptive right-of-way.

Prepared by: Glenn K. Bennett, PLS.  
 Civil Survey Consultants, Incorporated  
 May 22, 2002



FOR VALUE RECEIVED, Grantor does hereby GRANT and CONVEY unto Grantee the real property above described, together with all appurtenances thereto.

The singular terms "Grantor" and "Grantee" as used in this instrument shall be construed to include the plural.

TO HAVE AND TO HOLD the Property, with its all and singular appurtenances unto Grantee, and Grantee's heirs, successors and assigns forever.

Grantor makes no covenants or warranties with respect to title, express or implied, other than that previous to the date of this deed, Grantor has not conveyed the same estate to any person other than Grantee and that such estate is at the time of the execution of this deed free from encumbrances made or suffered by the Grantor, or any person claiming under Grantor, subject, however, to (i) reservations or restrictions in federal patents or in the federal act providing for such patents or deeds; (ii) building or use restrictions, building and zoning regulations and ordinances of any governmental entity; (iii) the lien of real property taxes not yet due and payable; and (iv) those exceptions set forth on Schedule I attached hereto and incorporated herein by this reference.

DATED this 1 day of March, 2019.

GRANTOR:

Estate of Marvin Lee Everett,

By Francis R. Everett P.R.  
Personal Representative Francis R. Everett

STATE OF IDAHO )  
 ) ss.  
County of Ada )

On this 1 day of March, 2019, before me the undersigned, a Notary Public in and for the State of Idaho, personally appeared Francis R. Everett, known or identified to me to be the Personal Representative of the Estate of Marvin L. Everett (official or representative capacity) that executed the said instrument, and acknowledged to me that such Francis R. Everett is the Personal Representative of the Estate of Marvin L. Everett (official or representative capacity) executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.



April M. Eggers  
Notary Public for Boise  
Residing at Boise, ID  
My commission expires 9.26.24

CONTRACT OF SALE

C-4

**SCHEDULE I**

**APPROVED EXCEPTIONS**

**[insert BUYER'S approved exceptions from title commitment]**

**CONTRACT OF SALE**



January 22, 2019

VIA EMAIL: PRESIDENT@ISU.EDU

Kevin Satterlee, President  
Idaho State University  
921 South 8th Avenue  
Pocatello, ID 83209

Re: 22171.003: Reply to Letter of Intent to Purchase 22.024 Acres of Land,  
785 S. Locust Grove, Meridian, ID

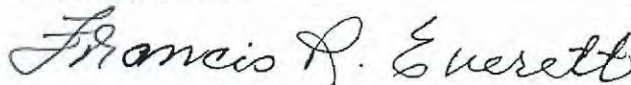
Dear Mr. Satterlee:

The undersigned, Francis Everett, Personal Representative of the Estate of Marvin Everett, hereby responds to the Letter of Intent presented by Idaho State University, dated January 18, 2019, offering to purchase 22.024 acres of land located at 785 S. Locust Grove in Meridian, Idaho.

The Estate of Marvin Everett, deceased, is prepared to enter into a binding purchase agreement to sell the subject property for \$3,500,000.00 and to close the purchase of the subject property in accordance with the terms and procedures outlined in Idaho State University's Letter of Intent of January 18, 2019, except for the price, and ask that Idaho State University acknowledge its willingness to purchase the property in accordance with the Letter of Intent as modified by the above by signing and returning its response by 5:00 p.m. (MST) time January 30, 2019 to Fredric V. Shoemaker, the attorney for the Personal Representative, by one of the following means you select.

Parsons Behle & Latimer  
Attn: Fredric V. Shoemaker  
800 W. Main Street, Suite 1300  
Boise, ID 83702  
Email: [fshoemaker@parsonsbehle.com](mailto:fshoemaker@parsonsbehle.com)  
Fax: 208-562-4901

Very truly yours,



Francis Everett

Date: January 22, 2019

AGREED AND ACCEPTED BY IDAHO STATE UNIVERSITY:

By: 

Date: 1/30, 2019

# Idaho State UNIVERSITY

Attachment 3

Office of the President

921 South 8th Avenue, Stop 8310 • Pocatello, Idaho 83209-8310

January 29, 2019

Francis R. Everett  
c/o Fredric V. Shoemaker  
Parsons Behle & Latimer  
800 West Main Street, Suite 1300  
Boise, Idaho 83702

Re: Purchase of subject property, 22.024 acres of land, located at 785 S. Locust Grove, Meridian, ID

Dear Mr. Everett:

Idaho State University is prepared to enter into a Purchase and Sale Agreement to acquire the subject property for \$3,500,000.00, and to close the purchase of the subject property in accordance with the terms and procedures outlined in Idaho State University's Letter of Intent dated January 18, 2019.

The Purchase and Sale Agreement will be subject to the approval of the Idaho State Board of Education per its Policy V.I. – Real and Personal Property Services.

Sincerely,



Kevin D. Satterlee  
President  
Idaho State University





**Valbridge**  
PROPERTY ADVISORS

## Appraisal Report

Commercial Development Land  
785 S. Locust Grove Road  
Meridian, Ada County, Idaho 83642

Report Date: February 27, 2019



FOR:

Idaho State University  
Attn: Tom Meyer  
Campus Stop 8219  
Pocatello, Idaho 83209

**Valbridge Property Advisors |  
Mountain States**

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February 27, 2019

Idaho State University  
 Attn: Tom Meyer  
 Campus Stop 8219  
 Pocatello, Idaho 83209

RE: Appraisal Report  
 Commercial Development Land  
 785 S. Locust Grove Road  
 Meridian, Ada County, Idaho 83642

Dear Mr. Meyer:

In accordance with your request, we have performed an appraisal of the above referenced property. This appraisal report sets forth the pertinent data gathered, the techniques employed, and the reasoning leading to our value opinions. This letter of transmittal is not valid if separated from the appraisal report.

The subject property is 22.024 acres of commercial development land located in central Meridian. Highest and best use is for mixed-use development to include some combination of office, office/flex, and possibly multi-family uses.

The subject was appraised using generally accepted principles and theory. We developed our analyses, opinions, and conclusions and prepared this report in conformity with the Uniform Standards of Professional Appraisal Practice (USPAP) of the Appraisal Foundation; the Interagency Appraisal and Evaluation Guidelines; the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute; and the requirements of our client as we understand them. The report is presented in Appraisal Report format and complies with the requirements set forth under Standards Rule 2-2(a) of USPAP. It presents a narrative discussion of the pertinent data gathered, the techniques employed, and the reasoning leading to our value opinions.

The appraisal problem is to develop an opinion of Market Value: As Is. The client in this assignment is Idaho State University. The intended use is to document market value to assist in the potential purchase of the subject property. The intended users of this report include the client and any duly appointed representatives of the client, specifically authorized by the client to view or use this appraisal in accordance with the stated purpose or function.

The acceptance of this appraisal assignment and the completion of the appraisal report submitted herewith are subject to the General Assumptions and Limiting Conditions contained in the report. The findings and conclusions are further contingent upon the following extraordinary assumptions and/or hypothetical conditions which might have affected the assignment results:

#### Extraordinary Assumptions:

- None

#### Hypothetical Conditions:

- None

Based on the analysis contained in the following report, our value conclusions are summarized as follows:

#### Value Conclusions

Component	As Is
Value Type	Market Value
Property Rights Appraised	Fee Simple
Effective Date of Value	February 19, 2019
<b>Value Conclusion</b>	<b>\$3,500,000</b>

Respectfully submitted,  
Valbridge Property Advisors | Mountain States



Jeff Vance, MAI  
Senior Appraiser  
Idaho, Certification # CGA-2828  
Certificate Expires 04/18/2019



G. Joseph Corlett, MAI, SRA  
Senior Managing Director  
Idaho, Certification # CGA-7  
Certificate Expires 03/11/19

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## Summary of Salient Facts

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### Property Identification

Client Identification Number	n/a
Property Name	Commercial Development Land
Property Address	785 S. Locust Grove Road Meridian, Ada County, Idaho 83642
Tax Parcel Number(s)	S1118142201, S1118417255
Property Owner	Marvin L Everett

### Site

Current Zoning	RUT; Rural Urban Transition & R-6; Single-family Residential
Meridian's Comprehensive Plan Designation	C-G; General Retail and Service Commercial
FEMA Flood Map No.	16001C0232H
Flood Zone	X
Gross Land Area	22.024 acres; ±959,365 square feet
Usable Land Area	22.024 acres; ±959,365 square feet

### Existing Improvements

Improvements	Older single-family home and farm related outbuildings (noncontributory to value)
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### Valuation Opinions & Dates

Highest & Best Use - As If Vacant/As Vacant	Mixed-use commercial
Highest & Best Use - As Improved	Raze the existing improvements for mixed-use development
Reasonable Exposure Time	6-12 months
Reasonable Marketing Time	6-12 months
Date of Inspection	February 19, 2019
Date of Value	February 19, 2019
Date of Report	February 27, 2019

### Value Indications & Conclusions

Valuation - Market Value: As Is	
Cost Approach	Not developed
Income Capitalization Approach	Not developed
Sales Comparison Approach	\$3,500,000
Conclusion - Market Value: As Is	\$3,500,000

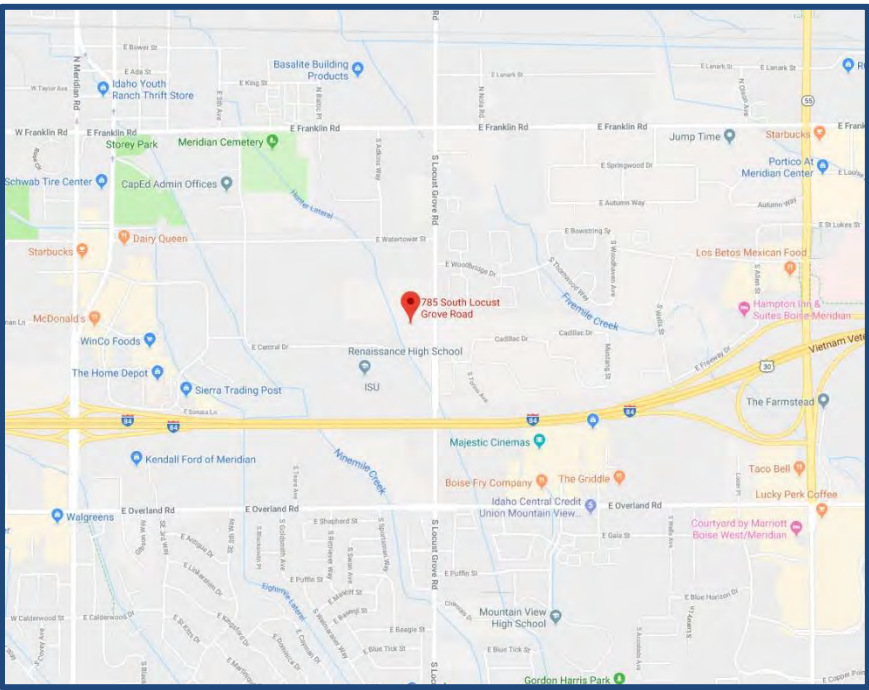
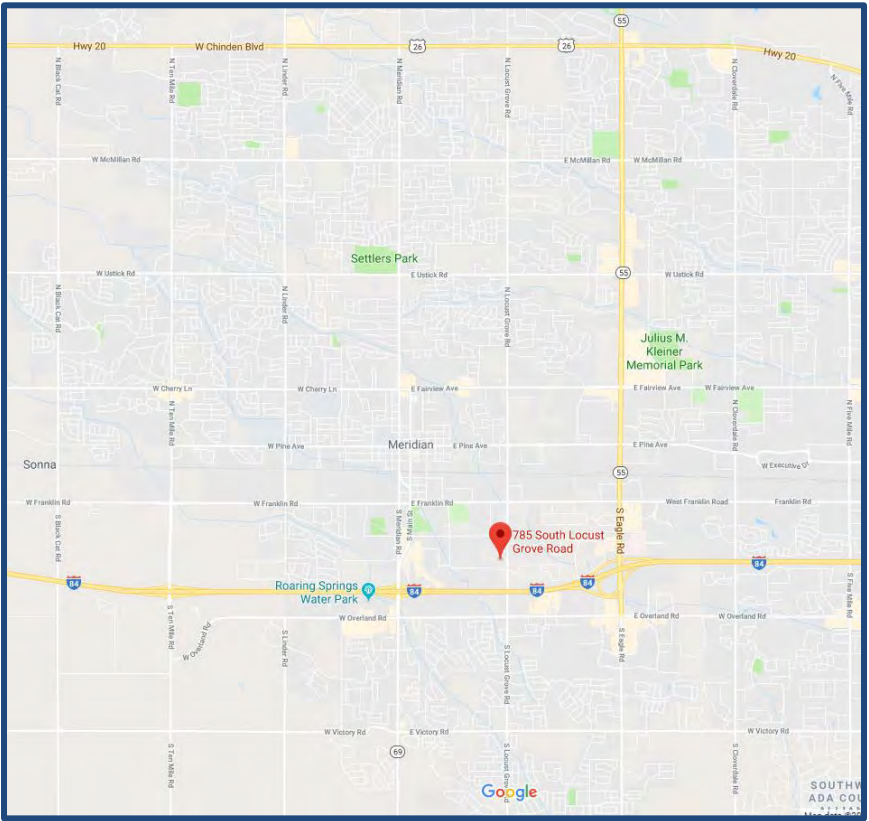
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A wide, flat, brown field under a cloudy sky. In the foreground, there is a grassy area with a yellow survey marker. In the background, there are some buildings and trees.



# Location Maps





# Introduction

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## Client and Intended Users of the Appraisal

The client in this assignment is Idaho State University. The intended users of this report include the client and any duly appointed representatives of the client, specifically authorized by the client to view or use this appraisal in accordance with the stated purpose or function.

## Intended Use of the Appraisal

The intended use is to document market value to assist in the potential purchase of the subject property.

## Real Estate Identification

The subject property is located at 785 S. Locust Grove, Meridian, Ada County, Idaho 83642. The Ada County Assessor identifies the subject as Assessor Parcel Number S1118142201 and S1118417255. The property is located adjacent to the incorporated city limits of Meridian.

## Legal Description

LEGAL DESCRIPTION The legal description was obtained from the county assessor. The legal description of the property is presented following.

Parcel No. S1118142201 of the south half of the southeast quarter of the northeast quarter of Section 18, Township 3 North, Range 1 East, Ada County, Boise-Meridian, Idaho.

Parcel No. S1118417255 of the northeast corner of the northeast quarter of the southeast quarter of Section 18, Township 3 North, Range 1 East, Record of Survey 424, except right of way, Ada County, Boise-Meridian, Idaho.

## Use of Real Estate as of the Effective Date of Value

The subject site is currently improved with an older single-family home and farm related outbuildings. The land has been used for irrigated farming and a homesite.

## Use of Real Estate as Reflected in this Appraisal

The subject is commercial development land. The older improvements are noncontributory to value.

## Ownership of the Property

According to Ada County Assessor records, title to the subject property is vested in Marvin L. Everett.

## History of the Property

Marvin L. Everett has owned the property for well over three years.



## Listings/Offers/Contracts

The subject is not listed for sale. A signed letter of intent (LOI) to purchase the subject was provided in conjunction with this appraisal and is included in the addenda of this report. The potential buyer is Idaho State University, which has offered \$3,500,000 to purchase the property. According to the LOI, the seller, The Estate of Marvin Everett, is prepared to enter into a binding purchase agreement to sell the property for \$3,500,000. The pending transaction is arms-length and both the buyer and seller appear to be typically motivated. The sale price is assumed to be unaffected by any known special or creative financing or sales concessions granted by anyone associated with the sale. Based on the valuation presented herein, the agreed upon price of \$3,500,000 is representative of market value.

## Type and Definition of Value

The appraisal problem (the term "Purpose of Appraisal" has been retired from appraisal terminology) is to develop an opinion of the market value of the subject property. "Market Value," as used in this appraisal, is defined as "the most probable price that a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

- *Buyer and seller are typically motivated.*
- *Both parties are well informed or well advised, each acting in what they consider their own best interests;*
- *A reasonable time is allowed for exposure in the open market;*
- *Payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and*
- *The price represents the normal consideration for the property sold unaffected by special or creative financing or sale concessions granted by anyone associated with the sale."*

(Source: 12 C.F.R. Part 34.42(g); 55 Federal Register 34696, August 24, 1990, as amended at 57 Federal Register 12202, April 9, 1992; 59 Federal Register 29499, June 7, 1994. Also Interagency Appraisal and Evaluation Guidelines as referenced on Page 77472 of the Federal Register/Vol. 75, No. 237/Friday December 10, 2010/Notices)

## Fee Simple Estate

Absolute ownership unencumbered by any other interest or estate, subject only to limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat.

Source: The Dictionary of Real Estate Appraisal, Fourth Edition, Appraisal Institute, page 113.

Please refer to the Glossary in the Addenda section for additional definitions of terms used in this report.



## Valuation Scenarios, Property Rights Appraised, and Effective Dates of Value

Per the scope of our assignment we developed opinions of value for the subject property under the following scenarios of value:

Valuation Scenario	Property Rights Appraised	Effective Date of Value
Market Value: As Is	Fee Simple	February 19, 2019

The "as is" date of value coincides with the date of the property inspection.

## Date of Report

The date of this report is February 27, 2019 which is the same as the date of the letter of transmittal.

## List of Items Requested but Not Provided

None

## Assumptions and Conditions of the Appraisal

The acceptance of this appraisal assignment and the completion of the appraisal report submitted herewith are subject to the General Assumptions and Limiting Conditions contained in the report. The findings and conclusions are further contingent upon the following extraordinary assumptions and/or hypothetical conditions which might have affected the assignment results:

### Extraordinary Assumptions

- None

### Hypothetical Conditions

- None

## Scope of Work

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The elements addressed in the Scope of Work are (1) the extent to which the subject property is identified, (2) the extent to which the subject property is inspected, (3) the type and extent of data researched, (4) the type and extent of analysis applied, (5) the type of appraisal report prepared, and (6) the inclusion or exclusion of items of non-realty in the development of the value opinion. These items are discussed as below.

### Extent to Which the Property Was Identified

The three components of the property identification are summarized as follows:

- Legal Characteristics - The subject was legally identified via city, county, and public records.
- Economic Characteristics - Economic characteristics of the subject property were projected via comparison to properties with similar locational, physical, and financial characteristics.
- Physical Characteristics - The site inspection was relied upon for describing the site.

### Extent to Which the Property Was Inspected

The subject was personally inspected by Jeff Vance, MAI, on February 19, 2019. This included walking the site, viewing the property from several different angles, and driving the neighborhood. Joe Corlett, MAI, SRA, also performed a current site inspection of the subject.

### Type and Extent of Data Researched

We researched and analyzed: (1) market area data, (2) property-specific market data, (3) zoning and land-use data, and (4) current data on comparable listings and transactions. We also interviewed people familiar with the subject market/property type.

### Disclosure of Comparable Verification/Inspection

Idaho is a non-disclosure state. Essential information like grantor, grantee, sale price, and sale date from real estate transactions is not required to be listed in public record. Therefore, the appraiser must gather the key data details from parties involved who may have no incentive to cooperate. Often, appraisers are compelled to obtain information from secondary sources. The appraisers made reasonable attempts, within the scope of this work, to obtain all key information from seemingly reliable sources, but some data may not be completely accurate.

Valbridge Property Advisors – Mountain States Appraisal and Consulting Incorporated (VPA-MSA) maintains an extensive database containing sale, rent, capitalization rate, and expense comparables, as well as other pertinent market data. Unless otherwise noted, the comparables utilized herein were all verified personally by Jeff Vance, MAI, and/or another appraiser employed with VPA-MSA. Verification was made from various sources including purchase contracts, rent rolls, real estate brokers, property management companies, buyers, sellers, and landlords. The conformation source is noted for each comparable utilized herein. For improved properties in the local market, we have completed at minimum exterior inspections of the comparables; either in conjunction with this appraisal or as a part of previous appraisals of other properties. Interior inspections have been completed for some but not all of the local comparable properties.



## Type and Extent of Analysis Applied (Valuation Methodology)

We observed surrounding land use trends, the condition of any improvements, demand for the subject property, and relevant legal limitations in concluding a highest and best use. We then valued the subject based on that highest and best use conclusion.

Appraisers develop an opinion of property value with specific appraisal procedures that reflect three distinct methods of data analysis: the cost approach, sales comparison approach, and income capitalization approach. One or more of these approaches are used in all estimations of value.

- Cost Approach - In the cost approach, the value indication reflects the sum of current depreciated replacement or reproduction cost, land value, and an appropriate entrepreneurial incentive or profit.
- Sales Comparison Approach - In the sales comparison approach, value is indicated by recent sales and/or listings of comparable properties in the market, with the appraiser analyzing the impact of material differences in both economic and physical elements between the subject and the comparables.
- Income Capitalization Approach - In the income capitalization approach, value is indicated by the capitalization of anticipated future income. There are two types of capitalization: direct capitalization and yield capitalization, more commonly known as discounted cash flow (DCF) analysis.

## Approaches Applied

All of these approaches to value were considered. We assessed the availability of data and applicability of each approach to value within the context of the characteristics of the subject property and the needs and requirements of the client. Based on this assessment only the sales comparison approach was developed to derive market value for the subject. Further discussion of the extent of our analysis and the methodology of each approach is provided later in the respective valuation sections.

## Appraisal Conformity and Report Type

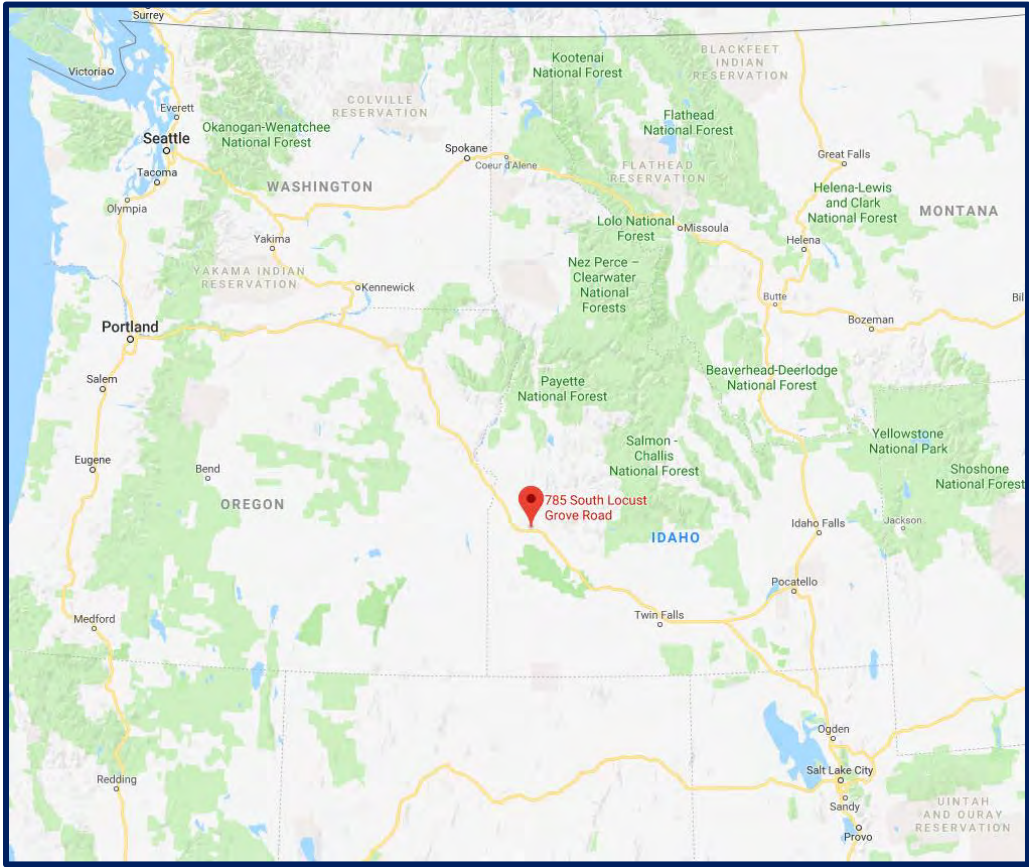
We developed our analyses, opinions, and conclusions and prepared this report in conformity with the Uniform Standards of Professional Appraisal Practice (USPAP) of the Appraisal Foundation; the Interagency Appraisal and Evaluation Guidelines; the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute; and the requirements of our client as we understand them. The report is presented in Appraisal Report format and complies with the requirements set forth under Standards Rule 2-2(a) of USPAP. It presents a narrative discussion of the pertinent data gathered, the techniques employed, and the reasoning leading to our value opinions.

## Personal Property/FF&E

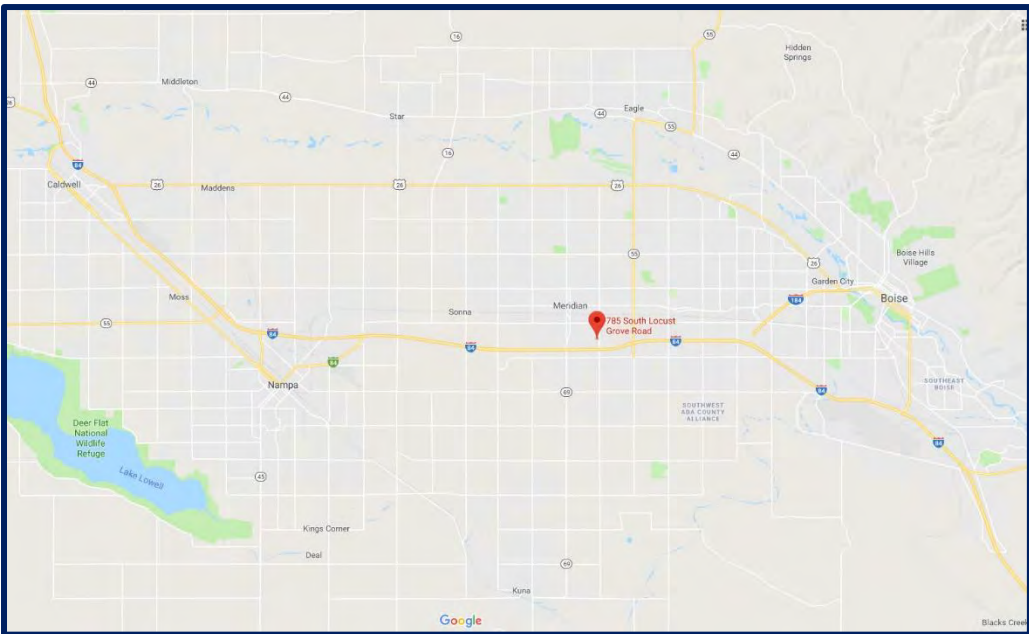
All items of non-realty are excluded from this analysis. The opinion of market value developed herein is reflective of real estate only.

# Regional and Market Area Analysis

REGIONAL MAP

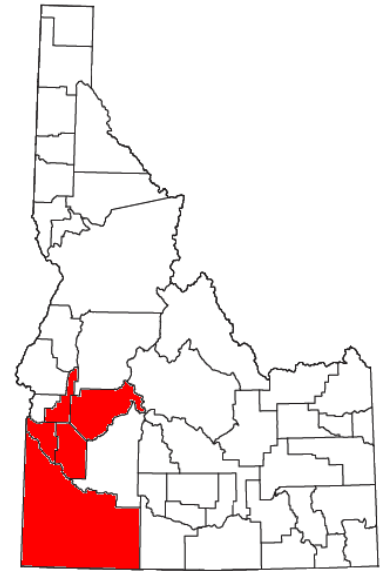


BOISE MSA MAP



## Regional Overview

The subject's regional area is southwest Idaho, which is generally referred to as the Treasure Valley or the Boise-Nampa Metropolitan Statistical Area (Boise MSA). As defined by the U.S. Census Bureau, the Boise MSA consists of five counties (Ada, Boise, Canyon, Gem and Owyhee) as shown in adjacent exhibit. The Boise MSA is the state's largest metropolitan statistical area and includes Idaho's three largest cities – Boise, Meridian, and Nampa. Approximately 41% of Idaho's total population resides in the Treasure Valley with 95% of the metro area's population residing in Ada and Canyon counties.

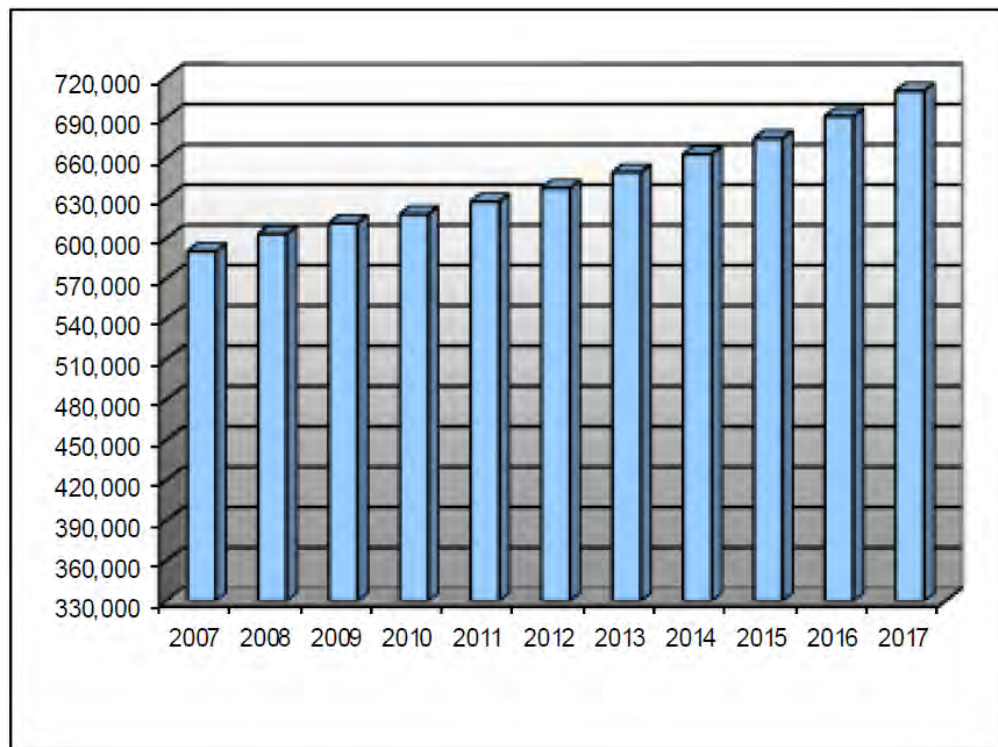


The metro area is currently the 3<sup>rd</sup> largest in the Pacific Northwest after Seattle and Portland. The general area has been a popular relocation destination for new residents attracted to the outdoor lifestyle, low cost of living, the diversity of the economy and availability of employment.

## Population

The following graph produced by the Idaho Department of Labor illustrates population trends for the Boise MSA from 2007 through and 2017. At year-end 2017, total population was 691,423.

### POPULATION



As apparent in the graph, population growth has experienced an increasing trend during the past decade. Total population growth from 2007 through 2017 was approximately 121,000 or a 21% increase over the ten year period indicating a straight-line increase of 2.1% annually.



## Ada County Overview

Ada County is the state's most populated county with over 457,000 residents. Incorporated cities in Ada County include Boise, Meridian, Eagle, Garden City, Kuna, and Star. An overview of the four largest cities follows:

### Cities

Boise is the most populous city in Idaho with over 226,570 residents. It is the State Capitol and Ada County's seat of government. Located along the Boise River, Boise is the principal city in the Boise MSA, and is the largest city between Salt Lake City, Utah and Portland, Oregon. Boise is headquarters for a number of major corporations and serves as the primary government, economic, cultural, and education center for Southwest Idaho, Eastern Oregon, and Northern Nevada. Boise is continually recognized in numerous publications as one of the best places to live in the country.



Meridian is located adjacent west of Boise and is one of the state's fastest-growing cities. At over 99,926 residents, Meridian recently surpassed Nampa, Pocatello, and Idaho Falls in population and is now the 2nd largest city in the state. Because of Meridian's significant growth, the majority of residential neighborhoods in the city are relatively new. Over the past two decades, Meridian has become a center of retail and commercial development in southwest Idaho.

Eagle is located approximately 10 miles northwest of downtown Boise. The population of Eagle is 26,089 residents. Eagle has become one of the most desirable cities in the Treasure Valley because of its location near the Boise River, views of the Boise Foothills, and its upscale quality of residential and commercial developments.

Garden City is located adjacent to Boise's downtown business core. Garden City is primarily developed with strip retail and service commercial uses along Chinden Boulevard and older residential subdivisions, mobile home parks, and older industrial buildings throughout the nonarterial streets. At 11,602 residents, population growth has been nominal during the past several years, because it is nearly fully built-up. Development of infill parcels and renovation of older properties has occurred during the past two decades.

## Canyon County Overview

Canyon County is located adjacent west of Ada County. At over 211,000 residents, Canyon County is the second most populous county in Idaho. Canyon County's economy is more agriculturally based and although it only ranks 39<sup>th</sup> (out of 44 Idaho counties in size), it produces 10% of the state's agricultural income. The county ranks 47<sup>th</sup> among 3,079 counties nationwide in agricultural production with approximately 84% of the land being used for this endeavor. As a product of the agricultural base, a number of agricultural manufacturing and processing businesses are headquartered in the county. Although Canyon County's economy has historically been agriculturally-oriented, it has become more urbanized over the past two decades as a result of strong population growth. The two largest cities in Canyon County are Nampa and Caldwell. Middleton, Greenleaf, Melba, Notus, Parma, and Wilder are smaller rural communities also located within Canyon County. An overview of the two largest cities follows:



### Cities

Nampa is located approximately 25 miles west of Boise and 30 miles east of the Oregon state line. At over 93,000 residents, Nampa is the largest city in Canyon County and the 3<sup>rd</sup> largest in the state. Many residents commute to neighboring Ada County for work opportunities to benefit from lower overall housing prices and a more rural environment relative to Ada County.

Caldwell is located approximately 8 miles west of Nampa. At over 54,000 residents, Caldwell is the 2<sup>nd</sup> largest city in Canyon County. Caldwell's economy is largely agricultural based. Caldwell is the county seat of Canyon County.

## Employment

Since bottoming out at around 292,000 during the recession years of 2008 and 2009, average annual total employment has increased to 360,698 as of December 2018, representing an increase of 23.5%. The following graph presents historical employment in the Boise MSA.



Employment distribution for the Boise MSA as reported in the Idaho Department of Labor - Workforce Trends publication is presented following:



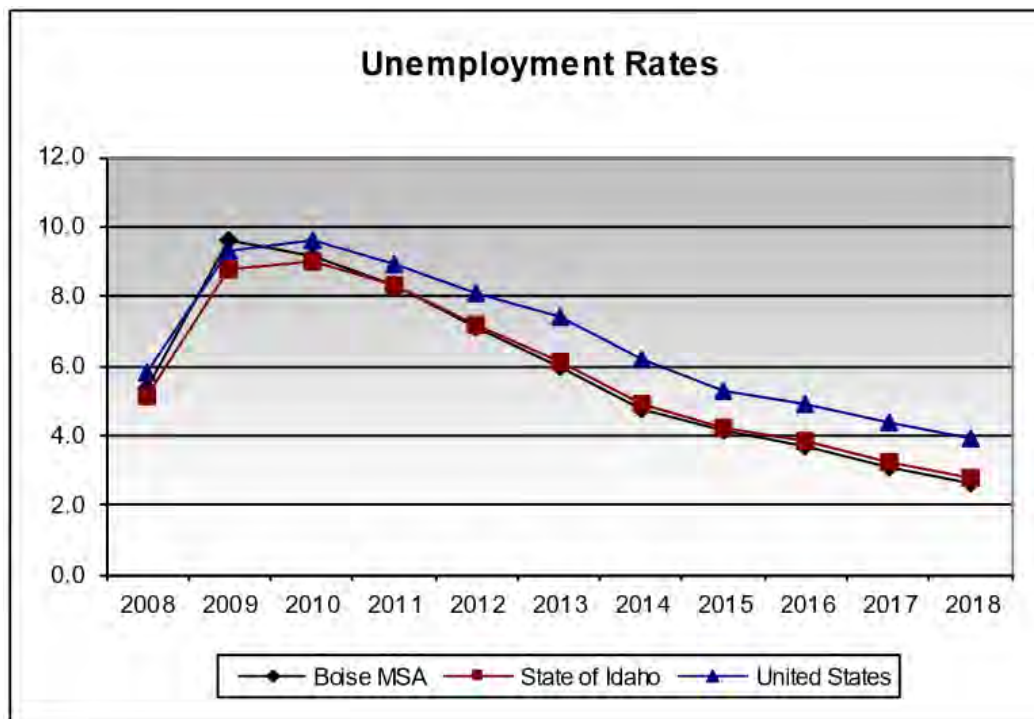
Major employers in the Boise MSA as identified by the Idaho Department of Labor are presented in the following table.

#### Major Employers

**Albertsons**  
**Amalgamated Sugar**  
**Blue Cross of Idaho Health Services**  
**DirecTV**  
**Fred Meyer**  
**Hewlett Packard**  
**Idaho Power Co.**  
**J.R. Simplot**  
**Micron Technology Inc.**  
**Century Link**  
**St. Alphonsus Regional Medical Center**  
**St. Lukes Health Systems**  
**Wal-Mart**  
**WDS Global**

#### Unemployment

Unemployment trends for the Boise metro area via Workforce Trends are presented following. The black colored line shows MSA unemployment, the red line shows the State of Idaho, and the blue line shows the United States on an annual basis between 2007 and 2017:



Consistent with the recession, unemployment increased rapidly in 2008 and then began to decrease in 2011 with economic recovery. The unemployment rate in the Boise MSA was below 4% at year-end 2016. As of December 2018, the Boise MSA unemployment rate was 2.6%.

## Household Income

Total median and average household income for both Ada County and Meridian are presented in the following table. Median and average household income is moderately higher in Meridian versus greater Ada County.



### Household Income Profile

Ada County, ID  
 Ada County, ID (16001)  
 Geography: County

Prepared by Esri

Households by Income	2017		2022	
	Number	Percent	Number	Percent
Household	170,257	100%	186,824	100%
<\$15,000	19,200	11.3%	21,417	11.5%
\$15,000-\$24,999	15,933	9.4%	16,714	8.9%
\$25,000-\$34,999	16,098	9.5%	16,245	8.7%
\$35,000-\$49,999	20,268	11.9%	20,355	10.9%
\$50,000-\$74,999	30,520	17.9%	30,242	16.2%
\$75,000-\$99,999	20,684	12.1%	23,038	12.3%
\$100,000-\$149,999	29,835	17.5%	36,466	19.5%
\$150,000-\$199,999	9,604	5.6%	12,065	6.5%
\$200,000+	8,115	4.8%	10,282	5.5%
Median Household Income	\$58,845		\$63,251	
Average Household Income	\$78,964		\$87,673	
Per Capita Income	\$30,047		\$33,162	



### Household Income Profile

Meridian City, ID  
 Meridian City, ID (1652120)  
 Geography: Place

Prepared by Esri

Households by Income	2017		2022	
	Number	Percent	Number	Percent
Household	31,380	100%	34,893	100%
<\$15,000	2,562	8.2%	2,966	8.5%
\$15,000-\$24,999	2,189	7.0%	2,335	6.7%
\$25,000-\$34,999	2,795	8.9%	2,858	8.2%
\$35,000-\$49,999	3,566	11.4%	3,590	10.3%
\$50,000-\$74,999	6,592	21.0%	6,533	18.7%
\$75,000-\$99,999	4,179	13.3%	4,603	13.2%
\$100,000-\$149,999	5,991	19.1%	7,309	20.9%
\$150,000-\$199,999	2,090	6.7%	2,726	7.8%
\$200,000+	1,416	4.5%	1,973	5.7%
Median Household Income	\$65,098		\$70,633	
Average Household Income	\$83,131		\$93,218	
Per Capita Income	\$28,031		\$31,289	

## Transportation

Primary ground transportation is via Interstate 84 that connects the area with Idaho Falls, Pocatello, and Salt Lake City, Utah to the southeast; and Portland, Oregon to the west. The Boise MSA is also served by several state and U.S. highways. The nearest major airport is the Boise Airport, located in southeast Boise.



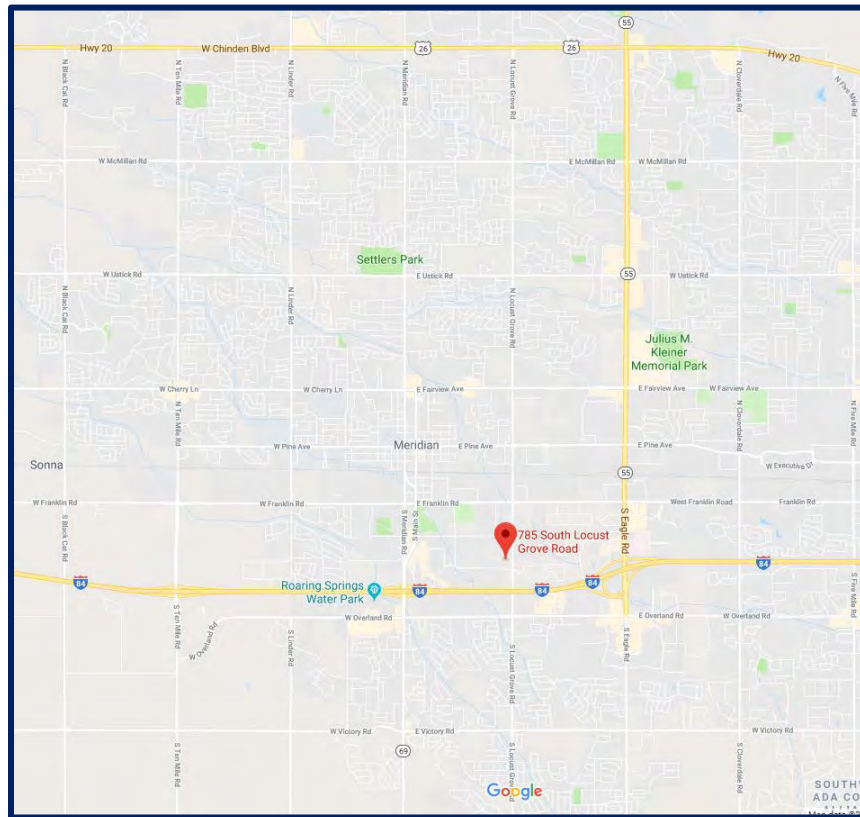
## Conclusions

The Boise MSA serves as the governmental, economic, cultural center for Southwest Idaho, Eastern Oregon, and Northern Nevada. The Boise MSA is the 3rd largest in the Northwest, behind Seattle and Portland. The long-term economic outlook for the Boise MSA appears positive. Boise and surrounding neighboring communities are continually recognized by numerous publications as one of the best places to live in the country. Idaho was recently ranked #1 in the nation for job growth (U.S. Department of Labor), top performing economy (Bloomberg), and personal income growth (Idaho Department of Labor). The Boise was recently named the fastest growing city in the U.S. (Forbes 2018). Population is expected to continue an increasing trend in the foreseeable future which will likely strengthen the demand for real estate long-term.

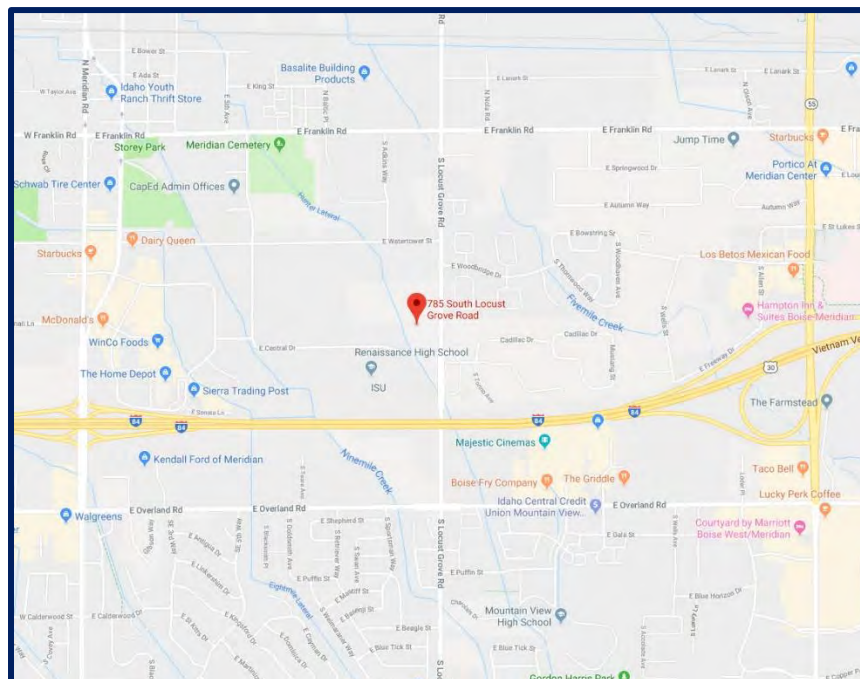


# Neighborhood Analysis

CITY MAP



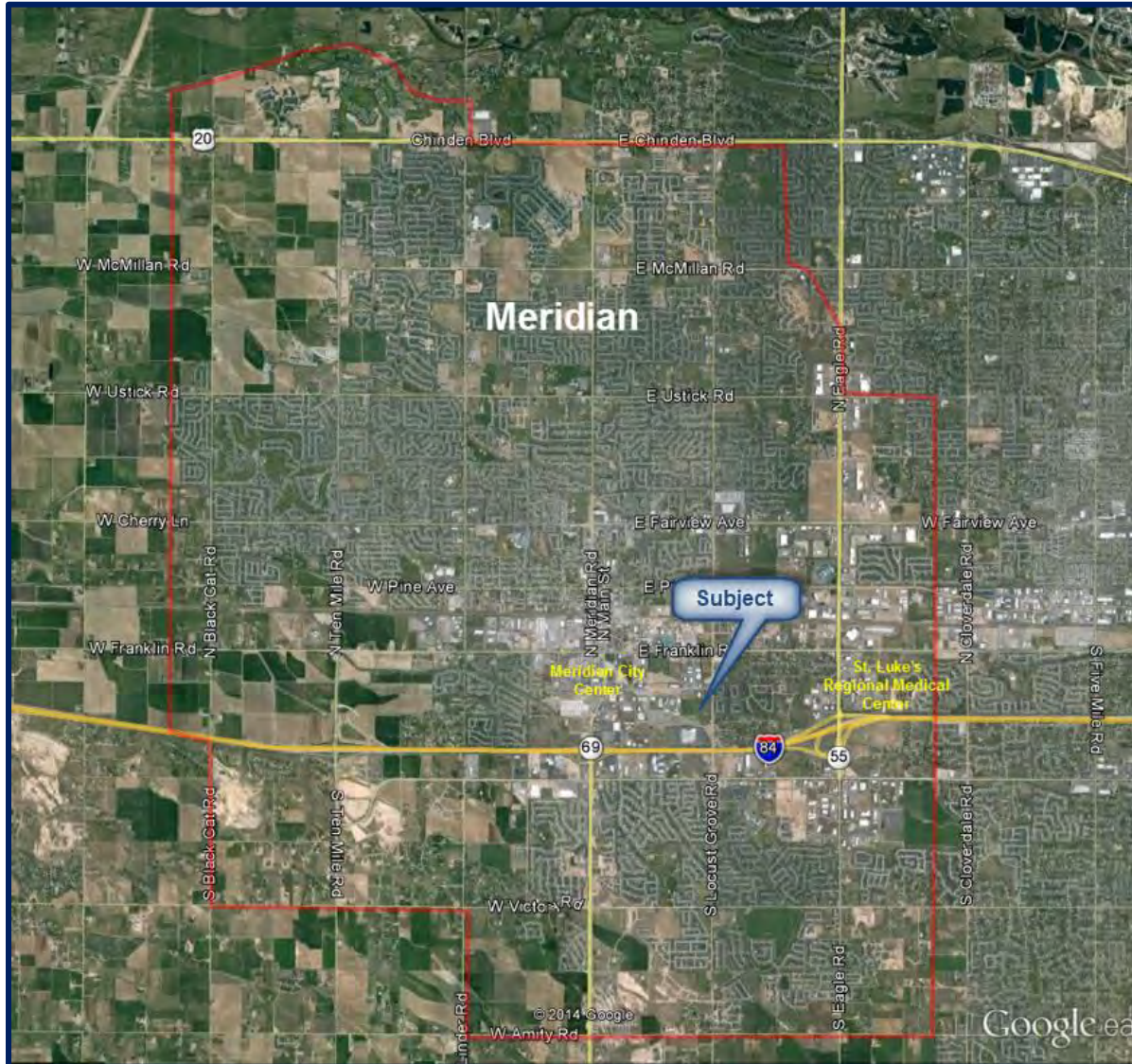
NEIGHBORHOOD MAP



## Overview

The neighborhood boundaries are reasonably defined by the major commercial real estate firms within the local market. Vacancy, absorption, and supply data is tracked for each submarket within Ada and Canyon Counties.

### NEIGHBORHOOD AERIAL




## Neighborhood Location and Boundaries

The subject is located in the Meridian submarket. The neighborhood boundaries are generally defined by Chinden Boulevard to the north, Eagle Road and Cloverdale Road to the east, Victory Road and Amity Road to the south, and Black Cat Road to the west.



## Demographics

The following table depicts the area demographics within a one, three, and five-mile radius from the subject.

			
<b>Market Profile</b>			
Meridian, Idaho			
Rings: 1, 3, 5 mile radii			
Prepared by Esri			
Latitude: 43.59468°			
Longitude: -116.38211			
	1 mile	3 miles	5 miles
<b>Population Summary</b>			
2000 Total Population	3,327	36,318	95,994
2010 Total Population	5,474	53,451	149,826
2018 Total Population	6,196	67,465	184,548
2018 Group Quarters	52	344	597
2023 Total Population	7,014	74,791	205,273
2018-2023 Annual Rate	2.51%	2.08%	2.15%
2018 Total Daytime Population	11,718	73,895	163,993
Workers	8,427	38,441	67,016
Residents	3,291	35,454	96,977
<b>Household Summary</b>			
2000 Households	1,188	12,381	32,672
2000 Average Household Size	2.79	2.91	2.92
2010 Households	2,041	18,964	51,814
2010 Average Household Size	2.66	2.80	2.88
2018 Households	2,321	23,761	63,425
2018 Average Household Size	2.65	2.82	2.90
2023 Households	2,630	26,335	70,422
2023 Average Household Size	2.65	2.83	2.91
2018-2023 Annual Rate	2.53%	2.08%	2.12%
2010 Families	1,635	14,441	39,828
2010 Average Family Size	2.95	3.19	3.27
2018 Families	1,820	17,787	47,820
2018 Average Family Size	2.97	3.25	3.32
2023 Families	2,047	19,543	52,652
2023 Average Family Size	2.99	3.26	3.34
2018-2023 Annual Rate	2.38%	1.90%	1.94%
<b>Housing Unit Summary</b>			
2000 Housing Units	1,243	12,837	33,858
Owner Occupied Housing Units	83.3%	80.1%	80.7%
Renter Occupied Housing Units	12.4%	16.3%	15.7%
Vacant Housing Units	4.3%	3.6%	3.5%
2010 Housing Units	2,149	19,985	54,727
Owner Occupied Housing Units	76.6%	70.7%	72.9%
Renter Occupied Housing Units	18.4%	24.1%	21.8%
Vacant Housing Units	5.0%	5.1%	5.3%
2018 Housing Units	2,427	24,785	66,221
Owner Occupied Housing Units	76.7%	71.1%	73.8%
Renter Occupied Housing Units	18.9%	24.8%	21.9%
Vacant Housing Units	4.4%	4.1%	4.2%
2023 Housing Units	2,720	27,422	73,549
Owner Occupied Housing Units	79.6%	72.8%	74.5%
Renter Occupied Housing Units	17.1%	23.3%	21.2%
Vacant Housing Units	3.3%	4.0%	4.3%
<b>Median Household Income</b>			
2018	\$74,216	\$66,716	\$67,701
2023	\$88,618	\$78,364	\$78,560
<b>Median Home Value</b>			
2018	\$245,461	\$227,501	\$232,054
2023	\$271,849	\$248,724	\$250,857
<b>Per Capita Income</b>			
2018	\$34,331	\$30,422	\$30,110
2023	\$40,593	\$35,650	\$34,916
<b>Median Age</b>			
2010	35.3	33.7	34.0
2018	36.2	34.9	35.1
2023	36.5	35.3	35.6
<b>Data Note:</b> Household population includes persons not residing in group quarters. Average Household Size is the household population divided by total households. Persons in families include the householder and persons related to the householder by birth, marriage, or adoption. Per Capita Income represents the income received by all persons aged 15 years and over divided by the total population.			
<b>Source:</b> U.S. Census Bureau, Census 2010 Summary File 1. Esri forecasts for 2018 and 2023 Esri converted Census 2000 data into 2010 geography.			
November 01, 2018			

## Transportation Access

Interstate access is from the Eagle Road, Meridian Road, and Ten Mile Road Interchanges located in south-central Meridian. The nearest major airport is the Boise Airport, located approximately eight miles southeast. Meridian's city center is located north of the Meridian Road/Interstate 84 Interchange. Boise's central business district is located approximately ten miles east.

Three major north-south arterials in the neighborhood include Eagle Road, Meridian Road, and Ten Mile Road. Eagle Road connects Interstate 84 with east Meridian/west Boise and Eagle. Eagle Road has some of the highest traffic counts in the State. Meridian Road connects downtown Meridian to Interstate 84 and the city of Kuna to the south. The Ten Mile Road Interchange was completed in 2012. The Ten Mile Road corridor is projected to be the next area to experience strong commercial growth. Four major east-west arterials include Fairview Avenue, Overland Road, Franklin Road, and Chinden Boulevard. Fairview Avenue bisects Meridian and connects Meridian to west Boise. Overland Road is located south of Interstate 84 and connects south Meridian and southwest Boise. Franklin Road bisects Meridian's city center. Chinden Boulevard extends along the northern boundary of the neighborhood and connects north Meridian and west and north Boise.

## Neighborhood Land Use

The neighborhood includes a mix of approximately 70% residential, 15% commercial, and 15% undeveloped land. The commercial uses are further delineated as 55% office, 45% retail, and 5% industrial. Meridian is in a stage of growth, based on typical lifecycle stages of growth, stabilization, decline, and revitalization. Development within Meridian's downtown core initially began in the 1950 to 1960's. The core area has experienced development of infill parcels and renovation of many older properties during the past decade. Residential subdivision development was strong in the north and west portions of the neighborhood during the 1990's through the mid 2000's, as a result of strong population growth. Commercial development during the past two decades had also been strong along the neighborhood's arterial streets, particularly along the Eagle Road corridor. However, from 2008 through mid-2010, both residential and commercial development slowed significantly, as a result of the recession. Since mid-to-late 2010, the economy has strengthened and both commercial and residential markets in Meridian have resumed new development. Construction has increased significantly since the recession years. The Eagle Road corridor remains one of the most attractive areas for commercial development in the Boise MSA.

## Major Employment Centers

Major employment centers are located throughout Meridian. North of Interstate 84 and Eagle Road is St. Luke's Meridian Medical Center. Located adjacent north of St. Luke's is Portico, a 24-acre mixed-use development. Construction within Portico began in 2008 and includes two 84,000 square foot medical office towers, one 134,000 professional office tower, and several retail and restaurant buildings. Located south of Interstate 84 along Overland Road are several quality commercial developments. Silverstone is a 160-acre business park developed in 2002. El Dorado is an 80-acre business park developed in 2003. Gramercy is a 70-acre commercial and residential development originally constructed in 2008. It is partially built-out. The 35-acre Scentsy campus was completed in 2013 at the corner of Eagle Road and Pine Avenue.

Numerous shopping centers are located in Meridian. CenterPoint Marketplace, Ustick Marketplace, and Gateway Marketplace are all located at the intersection of Eagle Road and Ustick Road. The centers are anchored by Lowe's, Kohl's, and Rosauers. The Eagle Island Center, anchored by Fred

Meyer, opened in 2012 at the northeast corner of Chinden Boulevard and Linder Road. Home Depot, WinCo, and numerous national chain restaurants and retailers are located at the northeast corner of the Meridian Road Interchange. Meridian Crossroads, anchored by ShopKo and Walmart, is located at the southeast corner of Fairview Avenue and Eagle Road. The Village at Meridian is a new lifestyle center at the northeast corner of Fairview Avenue and Eagle Road. When fully complete, this commercial development will be one of the largest power centers in the state. Big Al's, Gordmans, Marshalls, and several national chain restaurants have recently opened in the center. The intersection of Eagle Road/Fairview Avenue has some of the highest traffic counts in the State.

### Significant Recent Developments

- The Ten Mile Road Interchange was completed in 2012. Several office and commercial buildings are under construction on the north side of the interchange.
- Fred Meyer opened in May 2012 at the new Eagle Island Center located at the northeast corner of Chinden Boulevard and Linder Road. Pad sites fronting the center have been developed with national fast-food restaurants and other retail uses.
- The Village at Meridian, a 500,000 square foot power center located at the northeast corner of Fairview Avenue and Eagle Road, was largely constructed in the mid-2010s with ongoing pad site development. Anchor tenants include Gordmans, Marshalls, Big Al's (bowling center) along with a host of other regional retailers and national restaurant chains.
- Touchmark at Meadow Lake Village in Meridian broke ground in Oct. 2014 on a \$17 million expansion that includes 59 new assisted living units and fitness facility. The 75,800-square-foot building is scheduled to open 2015. Touchmark has 321 existing housing units from earlier phases that include studio apartments and free-standing cottages with approximately 410 people living on the 100-acre campus.
- A new 151,000 square foot Walmart store located at 5001 N. Ten Mile Road opened for business in January 2015.
- The Meridian Road Interchange was replaced in 2016. The interchange was originally built in 1965 and traffic volume had increased from about 10,000 to 128,000 cars per day.
- A WinCo store is proposed for construction on the north side of E. Overland Road, just west of S. Eagle Road (SWC of S. Eagle Road/I-84 Interchange).
- A Costco store is proposed for construction at the southwest corner of Chinden Boulevard and N. Ten Mile Road.
- New single-family residential development continues to be ongoing throughout Meridian; absorption of new lots and homes has been strong during the past several years.



**IMMEDIATE NEIGHBORHOOD AERIAL****Immediate Neighborhood**

The immediate neighborhood is generally bordered by Interstate-84 to the south, E. Franklin Road to the north, S. Meridian Road to the west, and S. Locust Grove Road to the east. Commercial development within the immediate neighborhood is primarily retail along the major arterial streets and a mix of office, office/flex, and office/warehouse uses throughout the neighborhood interior. A major retail center, anchored by Home Depot and Win-Co, is located at the northeast corner of Interstate 84 and Meridian Road. This retail center was constructed in the late 1990's. Commercial development surrounding this center was strong during the past decade as evidenced by numerous retail and restaurant buildings recently constructed in the area.

The subject is located approximately 1 mile east of the Meridian Road/Interstate 84 Interchange. It fronts S. Locust Grove Road, a secondary arterial within the neighborhood. Located north of the subject are offices, office/warehouse buildings, and the Meridian Police Department Headquarters. West of the subject is the Idaho State Police Headquarters. West are single-family residential subdivisions. South is a single family residence. Further south across E. Central Drive is a 500,000 square foot building containing the Idaho State University-Meridian Campus, Renaissance High School, and West Ada School District offices. Also south is the new 94,000 square foot Idaho College of Osteopathic Medicine (ICOM) building. The \$32,000,000 medical school building is the first of its kind in Idaho and was completed in June 2018.

## Site Description

The characteristics of the site are summarized as follows:

### Site Characteristics

Location: 786 S. Locust Grove Road, Meridian, Idaho

Land Area:

Land Size		
<u>Parcel</u>	<u>Sq. Ft.</u>	<u>Acres</u>
S1118142201	839,314	19.268
S1118417255	<u>120,051</u>	<u>2.756</u>
Total Land Area	959,365	22.024

Usable Land Area: 22.024 Acres or 959,365 SF

Note, an irrigation ditch extends across the central portion of the property. The ditch will need to be tiled and buried to fully utilize the entire site.

Shape: Slightly irregular; average functional utility

Topography: Generally level

Drainage: Appears adequate

Grade: At street grade

Utilities: All typical utilities are available to the subject along S. Locust Grove Road and include public water and sewer, electricity, natural gas, and telephone service.

Off-Site Improvements: S. Locust Grove Road is a 2-way, 4-lane roadway with center turn lane. It is improved with asphalt paving and concrete curbing and sidewalks.

Interior or Corner: Mid-block

Signalized Intersection: No

### Street Frontage / Access

Access: S. Locust Grove Road

Street Type: Secondary arterial street

Access Rating: Access is rated average.

Visibility/Exposure: The subject has ±885 linear feet of frontage along S. Locust Grove Road. Exposure is rated average

Traffic Counts: 16,907 vehicles per day (2017 MPSI estimate)



## Flood Zone Data

Flood Map Panel/Number:	16001C0232H
Flood Map Date:	February 19, 2003
Flood Zone:	X
Description:	Zones B, C, and X are the areas outside the 1% annual chance floodplain, areas of 1% annual chance sheet flow flooding where average depths are less than one foot, areas of 1% annual chance stream flooding where the contributing drainage area is less than one square mile, or areas protected from the 1% annual chance flood by levees. No Base Flood Elevations or depths are shown within this zone. Insurance purchase is not required in these zones. Source: FEMA

## Other Site Conditions

Soil Type:	Subsoil and drainage appear adequate to support the existing use.
Environmental Issues:	During the property inspection, we did not observe any obvious environmental concerns. As real estate appraisers, we are not qualified to determine if any environmental hazards exist on the property, whether such hazards are obvious or not. Therefore, this appraisal assumes any environmental hazards to be nonexistent or minimal.
Easements/Encroachments:	<p>The property is subject to the following known atypical easements or restrictions:</p> <p>The Hunter Lateral Irrigation Easement extends across the central portion of the property. The irrigation ditch will need to be tiled and buried to fully utilize the entire site.</p> <p>A title report was not provided in connection with this assignment. Based on our own observations, no other adverse easements or restrictions exist. This appraisal assumes only standard utility easements and governmental restrictions exist, none of which are assumed to impact value. An A.L.T.A survey is recommended if further assurance is needed. If questions arise regarding easements, encroachments, or other encumbrances, further research is advised.</p>
Earthquake Zone:	The subject is located within Earthquake Zone 2B, considered a moderate zone with respect to seismic activity.

## Adjacent Land Uses

North:	Offices, office/warehouse buildings, and Meridian Police Department Headquarters
South:	Idaho State University – Meridian Campus, Renaissance High School, and West Ada School District offices (occupying same building), and new 94,000 square foot medical school building
East:	Single-family residential subdivisions
West:	Idaho State Police Headquarters

## Zoning Designation

Zoning Jurisdiction:	Ada County
Zoning Classification:	<p>RUT (Rural Urban Transition)</p> <p>According to Ada County Zoning, this zone is defined as 1) To provide standards and regulations for the development of property within areas of city impact, consistent with the goals and policies of the applicable city comprehensive plan. 2) Allow agriculture and rural residential uses to continue within areas of city impact until urban services are extended; 3) Provide design standards that shall permit redevelopment of property to higher densities when urban services are extended; and 4) Limit new agricultural uses within the areas of city impact to those that shall not significantly impact nearby urbanizing areas with noise, odor, dust, or other nuisances normally related to more intensive farm uses, such as livestock confinement facilities with 301 or more animal units. This article, however, shall in no way preclude the continued use of properties within these areas of agriculture.</p> <p>R-6 (Single-family Residential)</p> <p>According to Ada County Zoning, this zone is defined as 1) To provide regulations and standards for development where urban public facilities are programmed. 2) Provide options for applicants so they may develop areas with the most appropriate density as it relates to the surrounding land uses and the applicable comprehensive plan designation.</p>
Permitted Uses:	The RUT District allows for agricultural and very low-density residential uses. The R-6 District allows for single-family uses with up to 6 dwelling units per acre.



**Meridian's Comprehensive Plan:** According to Meridian's Comprehensive Plan and future land use map, the subject is designated to be rezoned to commercial (C-G). C-G, General Retail and Service Commercial

According to Meridian City zoning, this zone is defined as "The purpose of the commercial districts is to provide for the retail and service needs of the community in accordance with the Meridian comprehensive plan. This district allows use on the largest scale and broadest mix of retail, office, service, and light industrial uses. Multi-family use is an allowable use via a conditional use permit. Its designated location is for close proximity and/or access to interstate or arterial intersections.

### As Is Condition

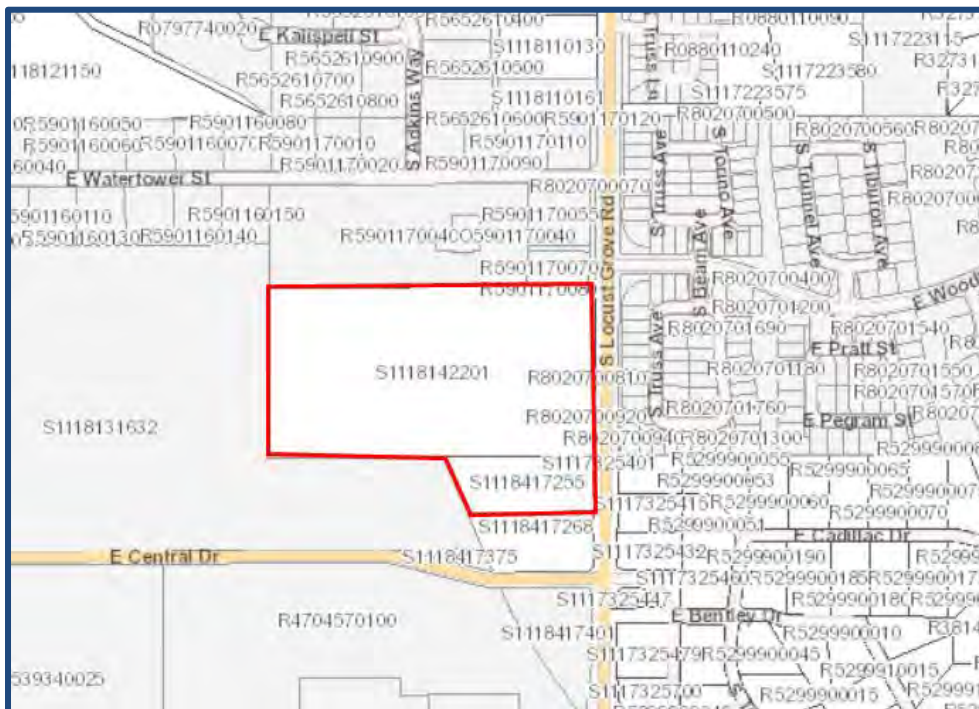
**Improvements:** The subject site is improved with a 1,344 square foot home built in 1983 and older farm related outbuildings. The improvements are noncontributory to value.

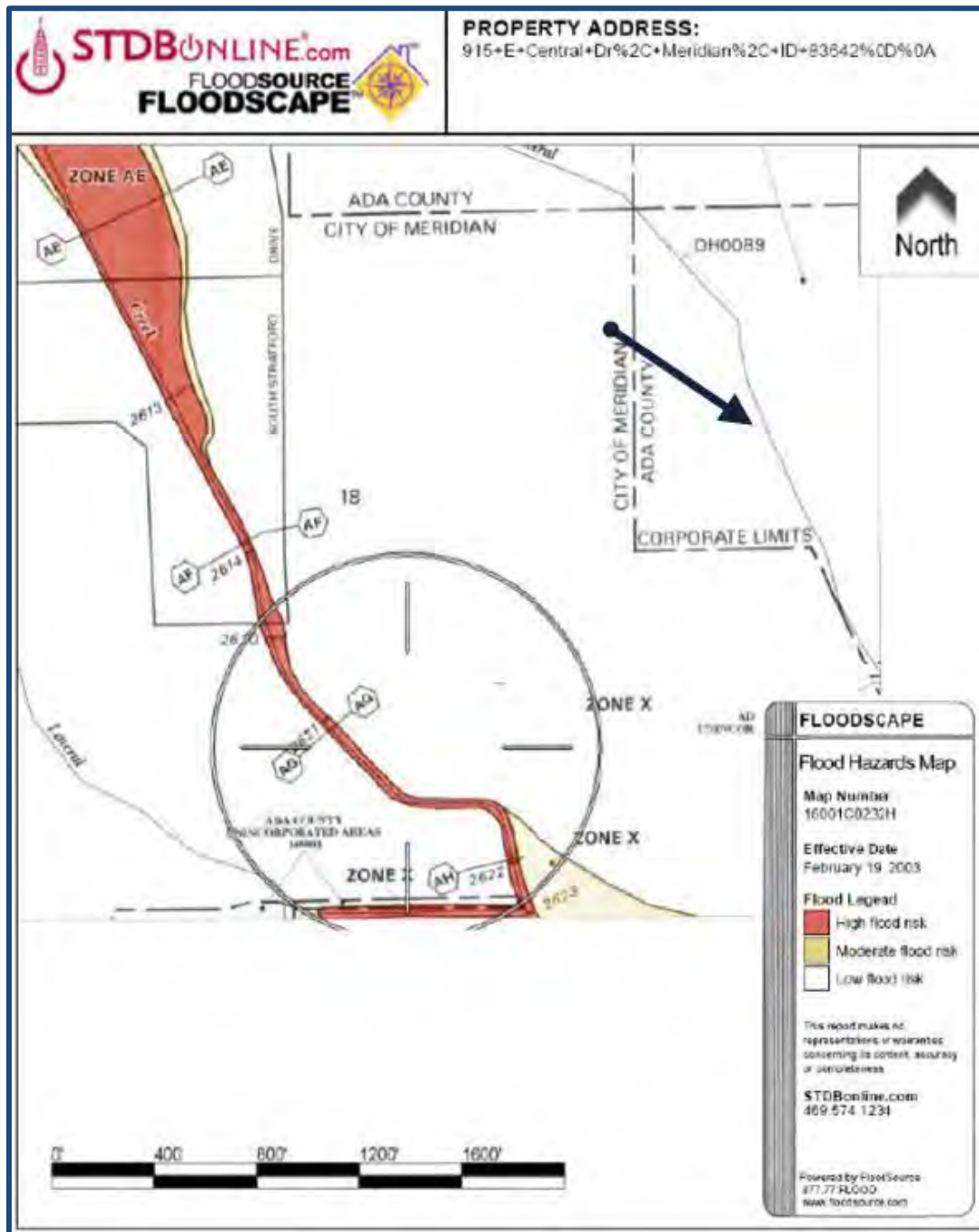
**Photographs of Subject:** The photographs in the Addenda section provide additional clarification as to the "As Is" condition of the property.

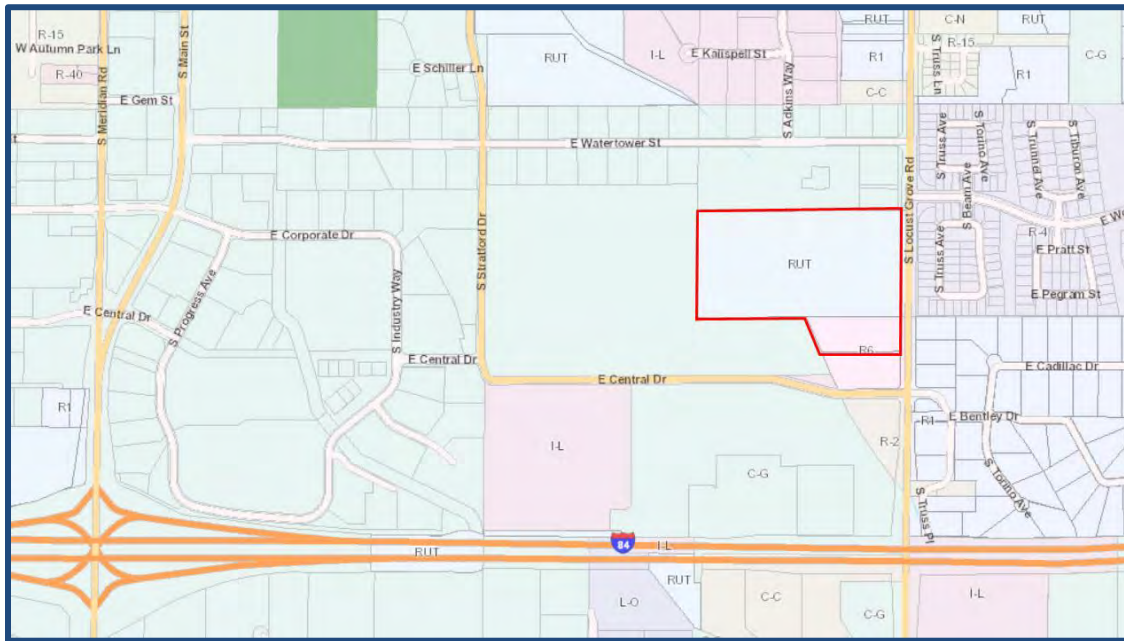
### Site Rating

Location:	Average
Access:	Average
Exposure:	Average
Functional Utility:	Average
Overall Site:	Average



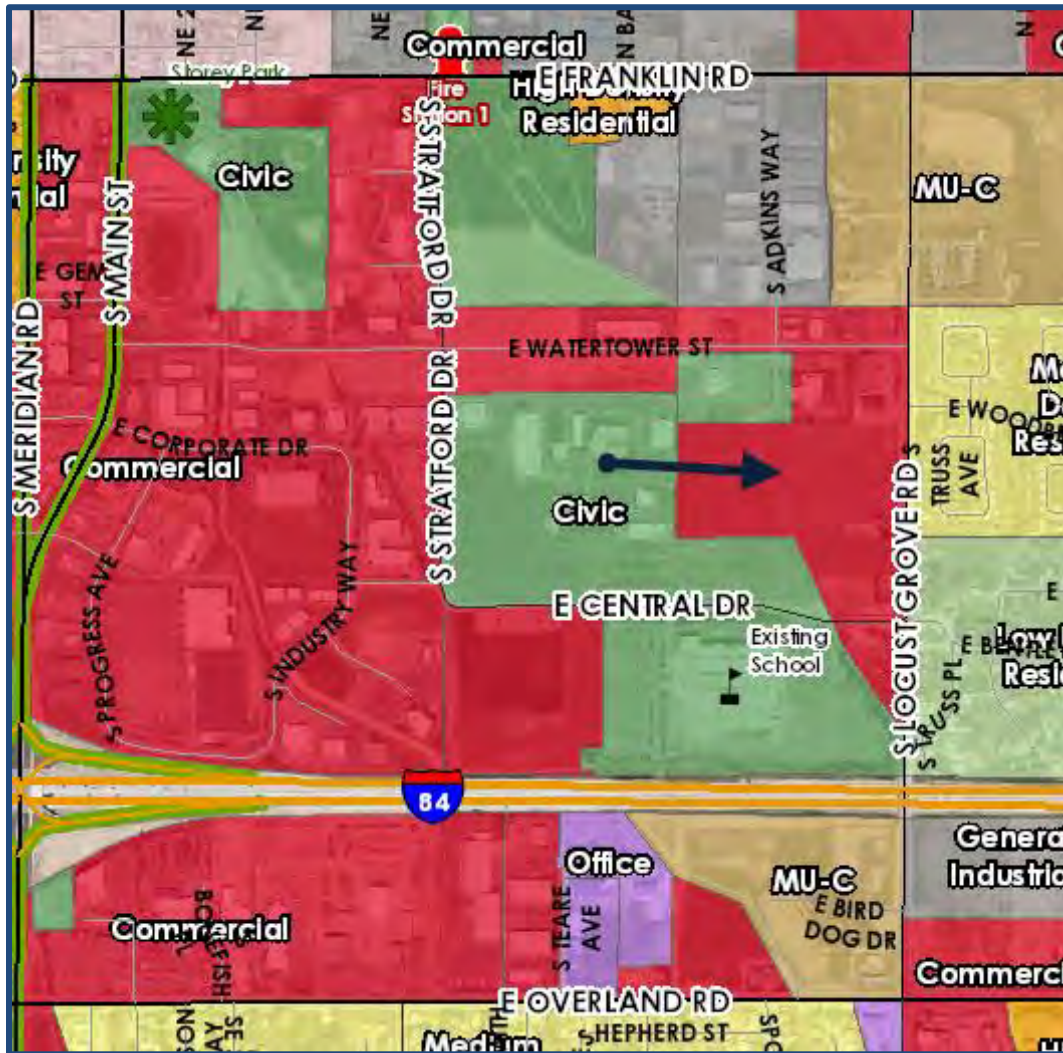


**FLOOD MAP**





**COMPREHENSIVE PLAN MAP – COMMERCIAL DESIGNATION IN RED**





## Assessment and Tax Data

### Assessment Methodology

Property is assessed by the county assessor's office at true cash value with actual physical re-appraisals on a five-year cycle; with trending during the interim.

### Current Assessed Value and Property Taxes

The subject's current assessed value, applicable tax rates and total taxes, including direct assessments, are shown in the following table. Note, the land assessments are low as a result of current zoning and agricultural exemptions.

#### Tax Schedule

Count	Tax Year	Parcel Number	Assessor Land Size (AC)	Assessor Bldg Size (SF)	Assessor's Value - Land	Assessor's Value - Imp.	Assessor's Total Value	Tax Rate	Tax Expense
1	2018	S1118417255	2.756	n/a	\$4,800	\$0	\$4,800	1.0087%	\$48
2	2018	S1118142201	19.268	1,344	\$158,800	\$143,900	\$302,700	1.0087%	\$2,045
Total			22.024		\$163,600	\$143,900	\$307,500	1.0087%	\$2,093

According to Ada County Treasurer records, the subject's property taxes are current as of the date of value.

# Highest and Best Use

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The Highest and Best Use of a property is the use that is legally permissible, physically possible, and financially feasible which results in the highest value. An opinion of the highest and best use results from consideration of the criteria noted above under the market conditions or likely conditions as of the effective date of value. Determination of highest and best use results from the judgment and analytical skills of the appraiser. It represents an opinion, not a fact. In appraisal practice, the concept of highest and best use represents the premise upon which value is based.

## Analysis of Highest and Best Use As If Vacant/As Vacant

The primary determinants of the highest and best use of the property as if vacant are the issues of (1) Legal permissibility, (2) Physical possibility, (3) Financial feasibility, and (4) Maximum productivity.

### Legally Permissible

The property's current RUT and R-6 zoning allows for agricultural and single-family residential uses. According to Meridian's Comprehensive Plan and future land use map, the subject is designated to be rezoned to commercial (C-G). This district allows use on the largest scale and broadest mix of retail, office, service, and light industrial uses. Multi-family use is an allowable use via a conditional use permit. The properties immediately surrounding the subject are primarily zoned C-G. Based on the zoning of the surrounding properties and considering the subject's future designation as C-G within Meridian's Comprehensive Plan, it is likely the subject would receive approval to be rezoned to C-G. We are not aware of any other land use regulations that would limit the use of the property. There are no known easements, encroachments, covenants or other use restrictions that would unduly limit or impede development of a probable nature. Considering the legally permissible uses, prevailing land use patterns in the immediate area, and secondary arterial street frontage location, only office and commercial uses are given further consideration in determining highest and best use as vacant.

### Physically Possible

As evidenced by the physical characteristics of the property, including its size, configuration, accessibility and availability of public utilities, all of the legally permissible uses could be developed on the land. The site does not have any physical characteristics that would hinder development.

### Financially Feasible

Statistics indicate strong market fundamentals across all commercial markets, characterized by declining vacancies, significant positive net absorption, moderate new construction, and increasing lease rates. Near-term, due to a shrinking supply and limited speculative construction in the subject's submarket, vacancies are anticipated to continue to decline, and lease rates are anticipated to continue to moderately increase. Commercial markets have improved significantly during the past several years, although speculative development continues to be only marginally financially feasible as market rent levels may not justify current construction costs and increasing land values.

### Maximally Productive

Of the financially feasible uses, the maximally productive use is the use that produces the highest residual land value. Considering the aforementioned factors, the maximally productive, and therefore highest and best use, as if vacant/as vacant, is for mixed-use development to include some combination of office, office/flex, and possibly multi-family uses when market conditions warrant development. A feasibility analysis would be required to determine the ideal improvement to be developed on the land.



#### Conclusion of Highest and Best Use As If Vacant/As Vacant

The conclusion of the highest and best use as if vacant/as vacant is for mixed-use development to include some combination of office, office/flex, and possibly multi-family uses as market conditions warrant development.

#### Highest and Best Use As Improved

Although the improvements are a legally conforming use, they are not consistent with our conclusions for the highest and best use of the subject site as if vacant and do not represent the ideal improvement for the site. The principle of consistent use holds that land cannot be valued based on one use while the improvements are valued based on another. Considering the ideal improvement is some form of mixed-use development, the existing improvements are noncontributory to value.

The older improvements are noncontributory to value and should be razed upon development. Furthermore, an irrigation ditch extends across the central portion of the property. The ditch will need to be tiled and buried to fully utilize the entire site. Any potential interim income generated by the current farming/single-family use would mostly likely offset the costs to demolish the improvements and tile the ditch to ready the site for development. As such, no deductions to the as is value is applied.

#### Conclusion of Highest and Best Use As Improved

In recognition of the preceding, the highest and best use of the subject as improved, is to raze the existing improvements for mixed-use development as market conditions warrant.

#### Most Probable Buyer

The most probable buyer of the subject property is an investor.

# Valuation - Market Value: As Is

## Sales Comparison Approach

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### Methodology

Land value is most often estimated using the sales comparison approach. This approach develops an indication of market value by analyzing closed sales, listings, or pending sales of properties similar to the subject, focusing on the difference between the subject and the comparables using all appropriate elements of comparison. This approach is based on the principles of supply and demand, balance, externalities, and substitution, or the premise that a buyer would pay no more for a specific property than the cost of obtaining a property with the same quality, utility, and perceived benefits of ownership. The process of developing the sales comparison approach consists of the following: (1) researching and verifying transactional data, (2) selecting relevant units of comparison, (3) analyzing and adjusting the comparable sales for differences in various elements of comparison, and (4) reconciling the adjusted sales into a value indication for the subject.

### Comparable Sales Data

To obtain and verify comparable sales and listings of competing properties, we conducted a search of public records, field surveys, interviews with knowledgeable real estate professionals in the area, as well as a review of our internal database.

Six properties were selected for comparison to the subject, as these were judged to be the most comparable to develop an indication of market value for the subject site. Emphasis was placed on date of sale, location, size, and zoning/highest and best use in the selections. Comparables 2-6 are closed sales of commercial sites occurring in competing areas of the Meridian market from 2016-2018. Comparable 1 is the accepted offer (signed LOI/pending PSA) for purchase of the subject site.

As previously discussed, the subject is designated for commercial use in the Meridian City Comprehensive Plan and is primarily surrounded by commercially (C-G) zoned properties. Considering the Comprehensive Plan and surrounding commercial uses, it is highly likely the subject would be granted a rezone to C-G or similar commercial designation. A rezone is considered a formality. As such, the comparables utilized herein include commercial sites zoned for commercial and/or multi-family use, which is consistent with the subject's highest and best use as vacant.

### Unit of Comparison

The primary unit of comparison in the market for properties such as the subject is price per square foot.

### Elements of Comparison

Elements of comparison are the characteristics or attributes of properties and transactions that cause the prices of real estate to vary. The primary elements of comparison considered in sales comparison analysis are as follows: (1) property rights conveyed, (2) financing terms, (3) conditions of sale, (4) expenditures made immediately after purchase, (5) market conditions, (6) location, and (7) physical characteristics such as size, configuration, availability of utilities, and other factors.





## Sales Comparison Analysis

When necessary, adjustments were made for differences in various elements of comparison. If the element in comparison is considered superior to that of the subject, we applied a negative adjustment. Conversely, a positive adjustment to the comparable was applied if inferior.

The land adjustment analysis uses market based data from paired-sales, construction costs for site improvements, or other market indicators. In instances where there is limited market data available, the adjustment is based on the appraiser's estimate of market reaction. The adjustment categories are discussed briefly as follows, and the adjustments are illustrated in the Land Sale Comparable Summation Table to follow.

## Transaction Adjustments

Transaction adjustments include: (1) real property rights conveyed, (2) financing terms, (3) conditions of sale, and (4) expenditures made immediately after purchase. These items, which are applied prior to the market conditions and property adjustments, are discussed as follows:

### Real Property Rights Conveyed

This adjustment considers real property rights relating to a property, such as a lease contract or deed restrictions

Similar to the subject, the sales are all fee simple sales. No adjustments were warranted.

### Financing Terms

The transaction price of one property may differ from that of an identical property due to different financial arrangements. Sales involving financing terms that are not at or near market terms require adjustments for cash equivalency to reflect typical market terms. A cash equivalency procedure discounts the atypical mortgage terms to provide an indication of value at cash equivalent terms.

All of the comparables were cash equivalent sales with market terms. No adjustments were warranted.

### Conditions of Sale

Atypical conditions of sale may result in a price that is higher or lower than a normal transaction. Such atypical conditions of sale often occur in conjunction with sales between related parties or those in which one of the parties is atypically motivated to complete the transaction. Additionally, a downward adjustment may be applied to a listing price, which usually reflects the upper limit of value.

All of the sales are typically motivated, arms-length sales. No adjustments were warranted.

### Expenditures Made Immediately After Purchase

A knowledgeable buyer considers expenditures required upon purchase of a property, as these costs affect the price the buyer agrees to pay. Such expenditures may include: costs to demolish and remove any improvements, costs to petition for a zoning change, and costs to remediate environmental contamination. The relevant figure is not the actual cost incurred, but the cost anticipated by both the buyer and seller.

No adjustments were warranted.



## Market Conditions Adjustment

Market conditions change over time because of inflation, deflation, fluctuations in supply and demand, or other factors. Changing market conditions may create a need for adjustment to comparable sale transactions completed during periods of dissimilar market conditions.

Commercial development land sale prices throughout Ada County declined significantly from January 2008 through mid-2010. Market conditions began to stabilize in mid-2010 and remained generally flat through 2011. Since 2012, commercial market fundamentals have improved moderately as evidenced by declining vacancies and capitalization rates and increasing rental rates. Demand for well-located commercial land has also increased as evidenced by an increase in transactions and new construction. Locations similar to the subject have exhibited moderate appreciation since 2012, estimated herein +3% per year from 2012 through 2013, and +5% per year beginning in 2014 to-date. The market conditions estimate was based on paired sales, although limited, and supported by several interviews with market participants.

## Property Adjustments

Property adjustments are usually expressed quantitatively as percentages or dollar amounts that reflect the differences in value attributable to the various characteristics of the property. In some instances, however, qualitative adjustments are used. These adjustments are based on locational and physical characteristics and are applied after the application of transaction and market conditions adjustments. Our reasoning for the property adjustments made to each sale comparable follows. The discussion will analyze each adjustment category deemed applicable to the subject property.

### Location

This category considers value differences as a function of location qualities, desirability, and accessibility. This category also considers primary arterial frontage locations versus secondary arterial or second tier non-frontage locations, and anchored versus non-anchored locations. Other factors include freeway access, surrounding uses, access to markets, etc.

Locational differences were applied by three separate adjustments: 1) Immediate neighborhood, 2) Arterial street or freeway exposure, and 3) Access. The subject's immediate neighborhood is rated average. It is located in central Meridian near newer commercial development and approximately 1 miles east of a freeway interchange. The subject fronts a secondary arterial; visibility and exposure are rated average. Access is rated average.

Immediate Neighborhood: Comparables 2, 4, and 6 are located along the desirable Eagle Road corridor in superior retail-oriented locations. Comparables 2 and 4 are further superior due to their highly visible locations adjacent to an interstate interchange. Downward adjustments ranging from 10% to 20% were applied. The balance of the comparables are considered reasonably similar to the subject for location. No adjustments were applied.

Arterial Street or Freeway Exposure: Comparables 2, 3, 4, and 6 have superior arterial street and/or Interstate 84 exposure. Downward adjustments ranging from 15% to 25% were applied.

Access: Comparables 2, 4, and 6 have superior access via arterial streets. Downward adjustments of 10% were applied. Comparable 3 has inferior access via an interior subdivision street. An upward adjustment of 10% was applied.



### Zoning/Use

This category considers value differences associated with variances in zoning designations or uses allowed.

The comparables are similar to the subject for zoning/allowable use. No adjustments were applied.

### Size

This category considers value differences resulting from variances in property size. In general, smaller parcels have higher price per square foot (or per acre) sale prices versus larger parcels.

Comparables 2-4 are moderately larger than the subject. Upward adjustment ranging from 10% to 15% were applied.

### Configuration

This category considers differences in land use or value associated with property configuration. Irregular parcels typically have lower price per square foot sales prices versus rectangular parcels do to less functional utility.

Similar to the subject, the comparables all have functional configurations. No adjustments were applied.

### Topography

This category considers differences in land use or value associated with property topography. Commercial parcels with uneven topographies typically have lower price per square foot sale prices because the cost to develop is greater versus a level parcel.

The comparables have generally level topographies similar to the subject. No adjustments were warranted.

### Utilities: Water and Sewer

This category considers the availability of water and sewer services to the property.

The comparables are similar to the subject for utilities. No adjustments were applied.

### Site Improvements

This adjustment category considers value differences as a result of site improvements located on a property.

No adjustments were warranted.

### Non-Realty Components of Value

Non-realty components of value include tangible items, equipment, and business concerns that do not constitute real property but are included in either the sale price of the comparable property or the ownership interest in the subject property. These components should be analyzed separately from the real property. In most cases, the economic lives, associated investment risks, rate of return criteria, and collateral security for such non-realty components differ from those of the real property.



None of the comparables had non-realty components included in the sale price. No adjustments were warranted.








#### Other

No further adjustments were warranted.

#### Presentation

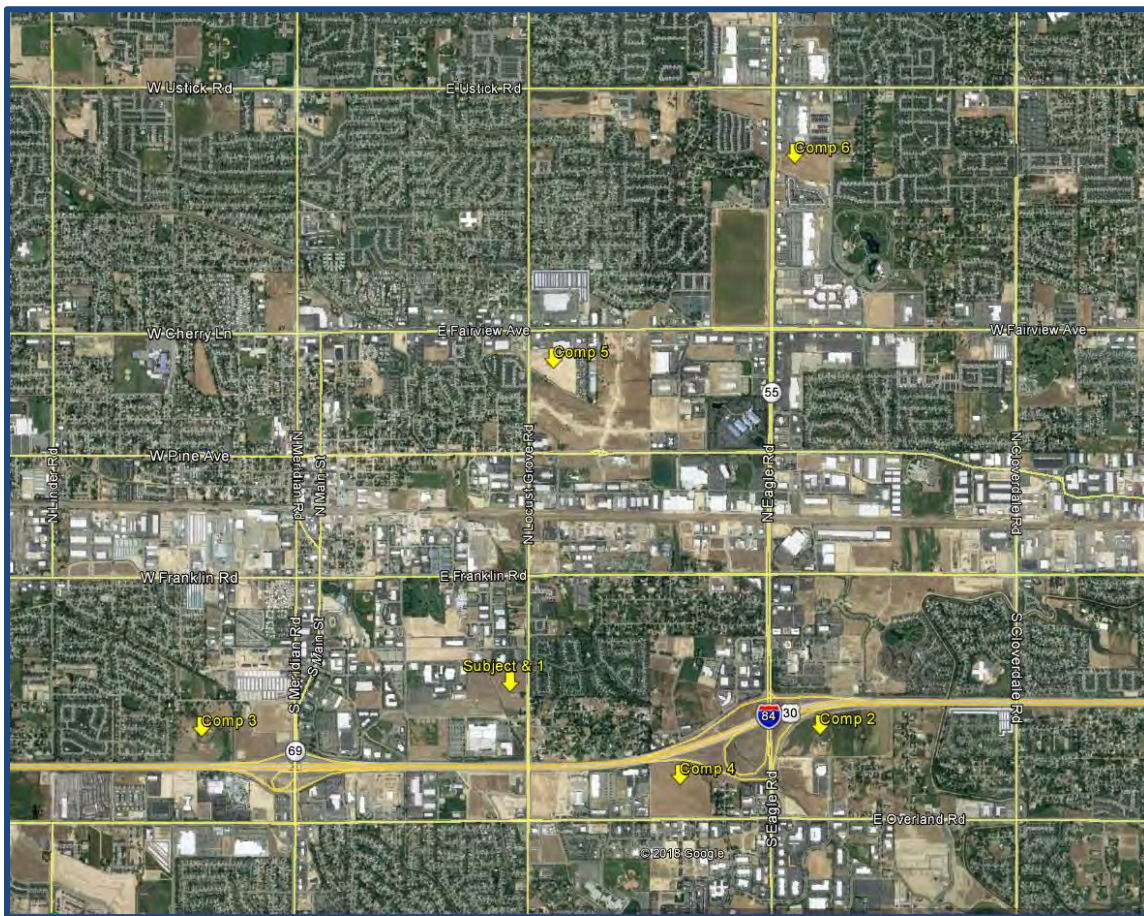
Presented on the following pages are the Land Sale Comparable Summation Table, Sale Comparable Location Map, the discussion and analysis of the comparables, and conclusion(s) of market value for the subject.

Land Sale Comparable Summation Table

								
Location	Subject	1 & Subject	2	3	4	5	6	
Name	Commercial Development Land	Mixed-Use Development Land	SEC I-84 & Eagle Road	Interstate 84 and Waltman Lane	WinCo	Little Creek Apartments		
Address	785 S. Locust Grove Road	785 S. Locust Grove Road	1020 S. Eagle Road	W. Waltman Lane	2600 & 2700 E. Overland Rd.	1470 N. Locust Grove Rd.	2600 N. Eagle Road	
City & state	Meridian, Ada County, Idaho 83642	Meridian, Idaho	Meridian, Idaho	Meridian, Idaho	Meridian, Idaho	Meridian, Idaho	Meridian, Idaho	
Parcel No.	S1118142201, S1118417255	S1118142201, S1118417255	S1116325510	Multiple	S1117438626, S1117438451	R7104253850, R7104253810	S1104233710/642	
Location quality (Neighborhood)	Average	Average	Superior	Similar	Superior	Similar	Superior	
Property description								
Gross land size (Acre)	22.02	22.02	51.59	37.82	34.64	15.85	16.68	
Gross land size (sf)	959,365	959,365	2,247,260	1,647,439	1,508,701	690,631	726,581	
Unusable or effective (sf)	0	0.00	0.00	0	0.00	(42,689)	0.00	
Usable land size (usf)	959,365	959,365	2,247,260	1,647,439	1,508,701	647,942	726,581	
Land type	Mixed-use	Mixed-Use	Commercial	Mixed use	Commercial	Multi-family residential	Commercial	
Zoning	C-G in comp plan	RUT/R-6; C-G in comp plan	C-G	C-G	C-G	RUT (High density res. in comp plan)	C-G	
Land use at sale	n/a	SFR & farming	Vacant	Vacant	Vacant	Vacant	Vacant	
Buyer's intended use	n/a	Hold	n/a	MU development	Build: WinCo grocery store	204 townhome style apartments	Future retail development	
Configuration	Slightly irregular	Slightly irregular	Slightly irregular	Rectangular	Nearly rectangular	Slightly irregular	Slightly irregular	
Topography	Generally level	Generally level	Generally level	Generally level	Level	Generally level	Level	
Utilities: Water & Sewer	City water & sewer	City water & sewer	City water & sewer	City water & sewer	City water & sewer	City water & sewer	City water & sewer	
Site improvements	None	None	None	None	None	None	None	
Sale description								
Data source	n/a	Buyer - ISU	JV: Tommy Ahlquist, Ahlquist Development LLC	DP: Tyler Johnson, Land Advisors/Records	JV & DP: Confidential/Records	JV: PSA, and broker Moe Therrien	DP: Mark Bottles, MBRE/Records	
Seller	n/a	Marvin L. Everette	Idaho Elks Rehab Hospital, Inc	Boise Waltman, LLC	Volante Investments	Inperspective LLC	B1 LLC (Jake Centers)	
Buyer	n/a	Idaho State University	Idaho Central Credit Union	Bling LLC (Russell Hunemiller)	WinCo Foods LLC	Northwest Partners LLC (or related entity, Little Creek Partners, LLC)	GFI -Meridian Investments LLC	
Marketing time	6-12 months	Not marketed	Several years	Unknown	Unknown	Unknown	29 months (Costar)	
Sale date	Eff. date of appraisal (2/19)	Signed LOI/pending PSA	7/18	2/17	11/16	11/16	4/16	
Price	n/a	\$3,500,000	\$11,775,000	\$3,997,400	\$10,000,000	\$2,106,000	\$4,722,777	
Financing terms	Cash	Cash	Cash	Cash	Cash	Cash	Cash	
Conditions of sale	Typical arms-length	Typical arms-length	Typical arms-length	Typical arms-length	Typical arms-length	Typical arms-length	Typical arms-length	
Non-realty components	None	None	None	None	None	None	None	
Comments			Approx. 40 acres of the site are now pending sale at a price of \$5.24/sf; the buyer is Ahlquist Development LLC	43.595232-116.400967. Asking price was \$4.06 psf and marketed as retail mid and big box, etc with no interest from developers as retail offering. Buyer intends to develop as mixed-use with mostly single-family, multi-family and some office along I-84.	WinCo to construct a new grocery store on approximately 12-acres of the site.	Prior to purchase, buyer received approval for annexation into Meridian and rezone to R-40 and CUP for 204-unit apartment complex (not reflected in sale price); unusable land area above is the irrigation canal extending across south of property	Sale price reported as \$6.50 psf. MBRE is marketing for mid to big-box retailers for buyer.	
Financial indicators								
Price/usf		\$3.65	\$5.24	\$2.43	\$6.63	\$3.25	\$6.50	
Adjustments		Adjustment notes						
Real Property Rights Conveyed	Fee Simple	No adjust. necessary	Fee Simple	0%	Fee Simple	0%	Fee Simple	0%
Adjusted sale price		\$3.65	\$5.24	\$2.43	\$6.63	\$3.25	\$6.50	
Financing terms	Cash	No adjust. necessary	Cash	0%	Cash	0%	Cash	0%
Adjusted sale price		\$3.65	\$5.24	\$2.43	\$6.63	\$3.25	\$6.50	
Conditions of sale	Typical arms-length	No adjust. necessary	Typical arms-length	0%	Typical arms-length	0%	Typical arms-length	0%
Adjusted sale price		\$3.65	\$5.24	\$2.43	\$6.63	\$3.25	\$6.50	
Expenditures After Purchase	None	No adjust. necessary	None	0%	None	0%	None	0%
Adjusted sale price		\$3.65	\$5.24	\$2.43	\$6.63	\$3.25	\$6.50	
Market conditions (time)	Eff. date of appraisal (2/19)	+5%/yr	Signed LOI/pending PSA	0%	11/16	11%	4/16	14%
Adjusted sale price		\$3.65	\$5.37	\$2.66	\$7.35	\$3.60	\$7.39	
Location: Immediate neighborhood	Average	Adjustment applied	Similar	0%	Superior	-20%	Similar	0%
Location: Exposure	Average	Adjustment applied	Similar	0%	Superior	-25%	Similar	0%
Location: Access	Average	Adjustment applied	Similar	0%	Superior	-10%	Similar	0%
Zoning/Use	C-G in comp plan	No adjust. applied	RUT/R-6; C-G in comp plan	0%	C-G	0%	RUT (High density res. in comp plan)	0%
Usable land size	22.02	Adjustment applied	22.02	0%	51.59	15%	37.82	10%
Configuration	Slightly irregular	No adjust. applied	Slightly irregular	0%	Slightly irregular	0%	Rectangular	0%
Topography	Generally level	No adjust. applied	Generally level	0%	Generally level	0%	Nearly rectangular	0%
Utilities: Water & Sewer	City water & sewer	No adjust. applied	City water & sewer	0%	City water & sewer	0%	Level	0%
Site improvements	None	No adjust. applied	None	0%	City water & sewer	0%	Generally level	0%
Non-realty components	None	No adjust. necessary	0%	0%	City water & sewer	0%	City water & sewer	0%
Other		No adjust. necessary	0%	0%	None	0%	City water & sewer	0%
Net adjustment		0%	-40%	5%	0%	-45%	0%	-35%
Indicated subject value (usf)		\$3.65	\$3.22	\$2.79	\$4.04	\$3.60	\$4.81	



**LAND SALE COMPARABLE LOCATION MAP**





### Sales Comparison Approach Value Indication

From the market data available, six properties were utilized in the comparative analysis and adjustments were applied based on pertinent elements of comparison. The following table summarizes the unadjusted and adjusted comparable prices:

Metric	Unadjusted	Adjusted
Minimum Sale Price per Sq. Ft.	\$2.43	\$2.79
Maximum Sale Price per Sq. Ft.	\$6.63	\$4.81
Median Sale Price per Sq. Ft.	\$4.44	\$3.63
Mean Sale Price per Sq. Ft.	\$4.62	\$3.69

Prior to adjustment, the comparable prices range from \$2.43/SF to \$6.63/SF, with a median of \$4.44/SF and mean of \$4.62/SF. The price differences are primarily attributable to date of sale, location, and size. Comparables 4 and 6 represent the upper-tier of the range. They are commercial sites having superior retail locations along the desirable S. Eagle Road corridor. Comparable 3 represents the lower-tier of the range. It is a sale of a larger site with inferior access. It was purchased to be developed with primarily single-family and multi-family uses. After adjustment, the comparables bracket market value for the subject in a range of \$2.79/SF to \$4.81/SF, with a median of \$3.63/SF and mean of \$3.69/SF. Comparable 1 is the best comparable. It is the accepted offer (signed LOI/pending PSA) for purchase of the subject site. At \$3.65/SF, the pending price is near the mid-tier of the adjusted range, and is considered representative of market value. As such, **market value for the subject is concluded to be \$3.65/SF**. The calculations to value are presented in the following table, resulting in Market Value: As Is for the subject.

#### Market Value: As Is

$$\begin{array}{rclcl} & \text{Size (usf)} & \times & \text{value/sf} & = \text{total value} \\ 959,365 & & \times & \$3.65 & \$3,501,684 \end{array}$$

**Sales Comparison Approach Conclusion,  
Market Value: As Is**

**\$3,500,000**

## Value Conclusion - Market Value: As Is

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### Approaches to Value

The sales comparison approach resulted in a reliable conclusion of market value due to an adequate number of recent sales of similar commercial sites located in competing areas of the Meridian market. This approach directly considers the sale prices of alternative properties which have similar utility. This approach is an applicable approach for valuing land in this market and is an approach primarily relied upon by market participants.

The cost approach and income capitalization approach were not developed; they are not applicable for land valuation in this market. The exclusion of these approaches did not diminish the credibility of our value conclusion(s) presented herein.

### Value Conclusion

Our conclusion of Market Value: As Is for the subject is presented in the following table.

Value Conclusions	
Component	As Is
Value Type	Market Value
Property Rights Appraised	Fee Simple
Effective Date of Value	February 19, 2019
<b>Value Conclusion</b>	<b>\$3,500,000</b>

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### Exposure and Marketing Times

Marketing time is the time frame subsequent to the effective date of appraisal necessary to affect a sale of the property at the estimate of value(s) detailed herein. The estimate of value in this appraisal assumes the subject would experience a marketing time typical of the current market. Exposure time is the length of time a property would have been offered on the market prior to consummation of sale at the estimate of market value on the effective date of the appraisal. Exposure time is a retrospective estimate based on the analysis of past events and market conditions.

Based on statistical information about days on market, escrow length, and marketing times gathered through national investor surveys, sales verification, and interviews of market participants, marketing and exposure time estimates of 6-12 months, respectively, are considered reasonable and appropriate for the subject property.



## General Assumptions and Limiting Conditions

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This appraisal is subject to the following limiting conditions:

1. The legal description – if furnished to us – is assumed to be correct.
2. No responsibility is assumed for legal matters, questions of survey or title, soil or subsoil conditions, engineering, availability or capacity of utilities, or other similar technical matters. The appraisal does not constitute a survey of the property appraised. All existing liens and encumbrances have been disregarded and the property is appraised as though free and clear, under responsible ownership and competent management unless otherwise noted.
3. Unless otherwise noted, the appraisal will value the property as though free of contamination. Valbridge Property Advisors | Mountain States will conduct no hazardous materials or contamination inspection of any kind. It is recommended that the client hire an expert if the presence of hazardous materials or contamination poses any concern.
4. The stamps and/or consideration placed on deeds used to indicate sales are in correct relationship to the actual dollar amount of the transaction.
5. Unless otherwise noted, it is assumed there are no encroachments, zoning violations or restrictions existing in the subject property.
6. The appraiser is not required to give testimony or attendance in court by reason of this appraisal, unless previous arrangements have been made.
7. Unless expressly specified in the engagement letter, the fee for this appraisal does not include the attendance or giving of testimony by Appraiser at any court, regulatory, or other proceedings, or any conferences or other work in preparation for such proceeding. If any partner or employee of Valbridge Property Advisors | Mountain States is asked or required to appear and/or testify at any deposition, trial, or other proceeding about the preparation, conclusions or any other aspect of this assignment, client shall compensate Appraiser for the time spent by the partner or employee in appearing and/or testifying and in preparing to testify according to the Appraiser's then current hourly rate plus reimbursement of expenses.
8. The values for land and/or improvements, as contained in this report, are constituent parts of the total value reported and neither is (or are) to be used in making a summation appraisal of a combination of values created by another appraiser. Either is invalidated if so used.

9. The dates of value to which the opinions expressed in this report apply are set forth in this report. We assume no responsibility for economic or physical factors occurring at some point at a later date, which may affect the opinions stated herein. The forecasts, projections, or operating estimates contained herein are based on current market conditions and anticipated short-term supply and demand factors and are subject to change with future conditions.
10. The sketches, maps, plats and exhibits in this report are included to assist the reader in visualizing the property. The appraiser has made no survey of the property and assumed no responsibility in connection with such matters.
11. The information, estimates and opinions, which were obtained from sources outside of this office, are considered reliable. However, no liability for them can be assumed by the appraiser.
12. Possession of this report, or a copy thereof, does not carry with it the right of publication. Neither all, nor any part of the content of the report, or copy thereof (including conclusions as to property value, the identity of the appraisers, professional designations, reference to any professional appraisal organization or the firm with which the appraisers are connected), shall be disseminated to the public through advertising, public relations, news, sales, or other media without prior written consent and approval.
13. No claim is intended to be expressed for matters of expertise that would require specialized investigation or knowledge beyond that ordinarily employed by real estate appraisers. We claim no expertise in areas such as, but not limited to, legal, survey, structural, environmental, pest control, mechanical, etc.
14. This appraisal was prepared for the sole and exclusive use of the client for the function outlined herein. Any party who is not the client or intended user identified in the appraisal or engagement letter is not entitled to rely upon the contents of the appraisal without express written consent of Valbridge Property Advisors | Mountain States and Client. The Client shall not include partners, affiliates, or relatives of the party addressed herein. The appraiser assumes no obligation, liability or accountability to any third party.
15. Distribution of this report is at the sole discretion of the client, but third-parties not listed as an intended user on the face of the appraisal or the engagement letter may not rely upon the contents of the appraisal. In no event shall client give a third-party a partial copy of the appraisal report. We will make no distribution of the report without the specific direction of the client.
16. This appraisal shall be used only for the function outlined herein, unless expressly authorized by Valbridge Property Advisors |Mountain States.



17. This appraisal shall be considered in its entirety. No part thereof shall be used separately or out of context.
18. Unless otherwise noted in the body of this report, this appraisal assumes that the subject property does not fall within the areas where mandatory flood insurance is effective. Unless otherwise noted, we have not completed nor have we contracted to have completed an investigation to identify and/or quantify the presence of non-tidal wetland conditions on the subject property. Because the appraiser is not a surveyor, he or she makes no guarantees, express or implied, regarding this determination.
19. The flood maps are not site specific. We are not qualified to confirm the location of the subject property in relation to flood hazard areas based on the FEMA Flood Insurance Rate Maps or other surveying techniques. It is recommended that the client obtain a confirmation of the subject property's flood zone classification from a licensed surveyor.
20. If the appraisal is for mortgage loan purposes 1) we assume satisfactory completion of improvements if construction is not complete, 2) no consideration has been given for rent loss during rent-up unless noted in the body of this report, and 3) occupancy at levels consistent with our "Income and Expense Projection" are anticipated.
21. It is assumed that there are no hidden or unapparent conditions of the property, subsoil, or structures which would render it more or less valuable. No responsibility is assumed for such conditions or for engineering which may be required to discover them.
22. Our inspection included an observation of the land and improvements thereon only. It was not possible to observe conditions beneath the soil or hidden structural components within the improvements. We inspected the buildings involved, and reported damage (if any) by termites, dry rot, wet rot, or other infestations as a matter of information, and no guarantee of the amount or degree of damage (if any) is implied. Condition of heating, cooling, ventilation, electrical and plumbing equipment is considered to be commensurate with the condition of the balance of the improvements unless otherwise stated. Should the client have concerns in these areas, it is the client's responsibility to order the appropriate inspections. The appraiser does not have the skill or expertise to make such inspections and assumes no responsibility for these items.
23. This appraisal does not guarantee compliance with building code and life safety code requirements of the local jurisdiction. It is assumed that all required licenses, consents, certificates of occupancy or other legislative or administrative authority from any local, state or national governmental or private entity or organization have been or can be obtained or renewed for any use on which the value conclusion contained in this report is based unless specifically stated to the contrary.



24. When possible, we have relied upon building measurements provided by the client, owner, or associated agents of these parties. In the absence of a detailed rent roll, reliable public records, or "as-built" plans provided to us, we have relied upon our own measurements of the subject improvements. We follow typical appraisal industry methods; however, we recognize that some factors may limit our ability to obtain accurate measurements including, but not limited to, property access on the day of inspection, basements, fenced/gated areas, grade elevations, greenery/shrubbery, uneven surfaces, multiple story structures, obtuse or acute wall angles, immobile obstructions, etc. Professional building area measurements of the quality, level of detail, or accuracy of professional measurement services are beyond the scope of this appraisal assignment.
25. We have attempted to reconcile sources of data discovered or provided during the appraisal process, including assessment department data. Ultimately, the measurements that are deemed by us to be the most accurate and/or reliable are used within this report. While the measurements and any accompanying sketches are considered to be reasonably accurate and reliable, we cannot guarantee their accuracy. Should the client desire a greater level of measuring detail, they are urged to retain the measurement services of a qualified professional (space planner, architect or building engineer). We reserve the right to use an alternative source of building size and amend the analysis, narrative and concluded values (at additional cost) should this alternative measurement source reflect or reveal substantial differences with the measurements used within the report.
26. In the absence of being provided with a detailed land survey, we have used assessment department data to ascertain the physical dimensions and acreage of the property. Should a survey prove this information to be inaccurate, we reserve the right to amend this appraisal (at additional cost) if substantial differences are discovered.
27. If only preliminary plans and specifications were available for use in the preparation of this appraisal, then this appraisal is subject to a review of the final plans and specifications when available (at additional cost) and we reserve the right to amend this appraisal if substantial differences are discovered.
28. Unless otherwise stated in this report, the value conclusion is predicated on the assumption that the property is free of contamination, environmental impairment or hazardous materials. Unless otherwise stated, the existence of hazardous material was not observed by the appraiser and the appraiser has no knowledge of the existence of such materials on or in the property. The appraiser, however, is not qualified to detect such substances. The presence of substances such as asbestos, urea-formaldehyde foam insulation, or other potentially hazardous materials may affect the value of the property. No responsibility is assumed for any such conditions, or for any expertise or engineering knowledge required for discovery. The client is urged to retain an expert in this field, if desired.



29. The Americans with Disabilities Act ("ADA") became effective January 26, 1992. We have not made a specific compliance survey of the property to determine if it is in conformity with the various requirements of the ADA. It is possible that a compliance survey of the property, together with an analysis of the requirements of the ADA, could reveal that the property is not in compliance with one or more of the requirements of the Act. If so, this could have a negative effect on the value of the property. Since we have no direct evidence relating to this issue, we did not consider possible noncompliance with the requirements of ADA in developing an opinion of value.
30. This appraisal applies to the land and building improvements only. The value of trade fixtures, furnishings, and other equipment, or subsurface rights (minerals, gas, and oil) were not considered in this appraisal unless specifically stated to the contrary.
31. No changes in any federal, state or local laws, regulations or codes (including, without limitation, the Internal Revenue Code) are anticipated, unless specifically stated to the contrary.
32. Any income and expense estimates contained in the appraisal report are used only for the purpose of estimating value and do not constitute prediction of future operating results. Furthermore, it is inevitable that some assumptions will not materialize and that unanticipated events may occur that will likely affect actual performance.
33. Any estimate of insurable value, if included within the scope of work and presented herein, is based upon figures developed consistent with industry practices. However, actual local and regional construction costs may vary significantly from our estimate and individual insurance policies and underwriters have varied specifications, exclusions, and non-insurable items. As such, we strongly recommend that the Client obtain estimates from professionals experienced in establishing insurance coverage. This analysis should not be relied upon to determine insurance coverage and we make no warranties regarding the accuracy of this estimate.
34. The data gathered in the course of this assignment (except data furnished by the Client) shall remain the property of the Appraiser. The appraiser will not violate the confidential nature of the appraiser-client relationship by improperly disclosing any confidential information furnished to the appraiser. Notwithstanding the foregoing, the Appraiser is authorized by the client to disclose all or any portion of the appraisal and related appraisal data to appropriate representatives of the Appraisal Institute if such disclosure is required to enable the appraiser to comply with the Bylaws and Regulations of such Institute now or hereafter in effect.

35. You and Valbridge Property Advisors | Mountain States both agree that any dispute over matters in excess of \$5,000 will be submitted for resolution by arbitration. This includes fee disputes and any claim of malpractice. The arbitrator shall be mutually selected. If Valbridge Property Advisors | Mountain States and the client cannot agree on the arbitrator, the presiding head of the Local County Mediation & Arbitration panel shall select the arbitrator. Such arbitration shall be binding and final. In agreeing to arbitration, we both acknowledge that, by agreeing to binding arbitration, each of us is giving up the right to have the dispute decided in a court of law before a judge or jury. In the event that the client, or any other party, makes a claim against Mountain States or any of its employees in connections with or in any way relating to this assignment, the maximum damages recoverable by such claimant shall be the amount actually received by Valbridge Property Advisors | Mountain States for this assignment, and under no circumstances shall any claim for consequential damages be made.
36. Valbridge Property Advisors | Mountain States shall have no obligation, liability, or accountability to any third party. Any party who is not the "client" or intended user identified on the face of the appraisal or in the engagement letter is not entitled to rely upon the contents of the appraisal without the express written consent of Valbridge Property Advisors | Mountain States. "Client" shall not include partners, affiliates, or relatives of the party named in the engagement letter. Client shall hold Valbridge Property Advisors | Mountain States and its employees harmless in the event of any lawsuit brought by any third party, lender, partner, or part-owner in any form of ownership or any other party as a result of this assignment. The client also agrees that in case of lawsuit arising from or in any way involving these appraisal services, client will hold Valbridge Property Advisors | Mountain States harmless from and against any liability, loss, cost, or expense incurred or suffered by Valbridge Property Advisors | Mountain States in such action, regardless of its outcome.
37. The Valbridge Property Advisors office responsible for the preparation of this report is independently owned and operated by Mountain States. Neither Valbridge Property Advisors, Inc., nor any of its affiliates has been engaged to provide this report. Valbridge Property Advisors, Inc. does not provide valuation services, and has taken no part in the preparation of this report.
38. If any claim is filed against any of Valbridge Property Advisors, Inc., a Florida Corporation, its affiliates, officers or employees, or the firm providing this report, in connection with, or in any way arising out of, or relating to, this report, or the engagement of the firm providing this report, then (1) under no circumstances shall such claimant be entitled to consequential, special or other damages, except only for direct compensatory damages, and (2) the maximum amount of such compensatory damages recoverable by such claimant shall be the amount actually received by the firm engaged to provide this report.



39. This report and any associated work files may be subject to evaluation by Valbridge Property Advisors, Inc., or its affiliates, for quality control purposes.
40. Acceptance and/or use of this appraisal report constitutes acceptance of the foregoing general assumptions and limiting conditions.

## Certification – Jeff Vance

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I certify that, to the best of my knowledge and belief:

1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
3. I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
4. I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
5. I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
6. My engagement in this assignment was not contingent upon developing or reporting predetermined results.
7. My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
8. My analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
9. I have made a current site inspection of the property that is the subject of this report.
10. No one other than Joe Corlett, MAI, SRA, provided significant real property appraisal assistance to the person signing this certification.
11. The reported analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute.
12. The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
13. As of the date of this report, the undersigned has completed the continuing education program for Designated Members of the Appraisal Institute.



Jeff Vance, MAI  
Senior Appraiser  
Idaho, Certification # CGA-2828



## Certification – Joe Corlett

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I certify that, to the best of my knowledge and belief:

1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
3. I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
4. I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
5. I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
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7. My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
8. My analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
9. I have made a current site inspection of the property that is the subject of this report.
10. No one other than Jeff Vance, MAI, provided significant real property appraisal assistance to the person signing this certification.
11. The reported analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute.
12. The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
13. As of the date of this report, the undersigned has completed the continuing education program for Designated Members of the Appraisal Institute.



G. Joseph Corlett, MAI, SRA  
Senior Managing Director  
Idaho, Certification # CGA-7



## Addenda

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Engagement Letter

Subject Photos

Letter of Intent to Purchase

Glossary

Qualifications

- Jeff Vance, MAI – Senior Appraiser
- G. Joe Corlett, MAI, SRA – Senior Managing Director

Information on Valbridge Property Advisors

Office Locations



785 S. LOCUST GROVE ROAD, MERIDIAN  
CERTIFICATION

## Engagement Letter



Joe Corlett, MAI, SRA 1450 Tyrell Lane  
John Henson, MAI Suite B  
Scott Brown, MAI Room 103705  
David Henson, MAI 200-295-1002 phone  
Jeff Vance, MAI 200-845-1177 fax  
Paul Hadden, MAI jvance@valbridge.com

February 14, 2019

Mr. Tom Meyer  
Idaho State University

Re: Appraisal of:  
22.02 acres of development land  
785 S. Locust Grove Road  
Meridian, Idaho 83642

Mr. Meyer:

This letter serves as our agreement for appraisal services relating to the above referenced property. The subject property is two parcels containing  $\pm 22.02$  acres of development land located in Meridian. The purpose of this appraisal is to provide an opinion of fee simple market value; as is for the subject.

The intended use of this appraisal is for internal business decisions and/or to assist in establishing a potential sale price. The appraisal will be presented in appraisal report format as defined by Uniform Standards of Professional Appraisal Practice under Standards Rule 2-2(a). Reporting will include narrative discussions of the pertinent data gathered, the techniques employed, and the reasoning leading to our value opinions. The depth of the discussion contained in this report is specific to the needs of the client and the intended use.

The fee will be \$2,500. Delivery of the report will be no later than February 28, 2019. The fee is due within 30 days of delivery. Jeff Vance, MAI, and Joe Corlett, MAI, SRA, will be co-signors of the report.

VALBRIDGE PROPERTY ADVISORS: ANCHOR • ATLANTA • BATON ROUGE • BOISE • BOSTON • BOULDER • CENTRAL VALLEY CA/CENTRAL COUNTIES • CHARLESTON • CHARLOTTE • CHICAGO • COEUR D'ALENE • DALLAS-FORT WORTH • DAVENPORT • EAST LANSING • GREENVILLE • HARTFORD • HILTON HEAD • HOUSTON • INDIANAPOLIS • JACKSONVILLE • KANSAS CITY • KNOXVILLE • LAS VEGAS • LOS ANGELES • ORANGE COUNTY • LOUISVILLE • LANSING • MEMPHIS • MILWAUKEE • MINNEAPOLIS • MONTEVERDE/CARROLL • NASHVILLE • NASHVILLE • NEW ORLEANS • NORFOLK/VIRGINIA BEACH • NORWALK/STAMFORD • OLYMPIA • ORLANDO • PHILADELPHIA • PITTSBURGH • RALEIGH • RICHMOND • RICHMOND • RICHMOND • SACRAMENTO • SALT LAKE CITY • SAN ANTONIO • SAN DIEGO • SAN FRANCISCO BAY AREA/EAST BAY • SAN FRANCISCO BAY AREA/SILICON VALLEY • SEATTLE • SHELBYVILLE • SPOKANE • SOUTHERN UTAH • TAMPA/ST. PETERSBURG • TUCSON • TULSA • WASHINGTON DC/BALTIMORE



2/19/19  
Date

## Subject Photographs



Subject site viewing southwest



Viewing south



Viewing north



Older SFR and outbuildings



S. Locust Grove Road, viewing south, subject on right





785 S. LOCUST GROVE ROAD, MERIDIAN  
CERTIFICATION

## Letter of Intent to Purchase

January 22, 2019

VIA EMAIL: PRESIDENT@ISU.EDU

Kevin Satterlee, President  
Idaho State University  
921 South 8th Avenue  
Pocatello, ID 83209

**Re: 22171.003: Reply to Letter of Intent to Purchase 22.024 Acres of Land,  
785 S. Locust Grove, Meridian, ID**

Dear Mr. Satterlee:

The undersigned, Francis Everett, Personal Representative of the Estate of Marvin Everett, hereby responds to the Letter of Intent presented by Idaho State University, dated January 18, 2019, offering to purchase 22.024 acres of land located at 785 S. Locust Grove in Meridian, Idaho.

The Estate of Marvin Everett, deceased, is prepared to enter into a binding purchase agreement to sell the subject property for \$3,500,000.00 and to close the purchase of the subject property in accordance with the terms and procedures outlined in Idaho State University's Letter of Intent of January 18, 2019, except for the price, and ask that Idaho State University acknowledge its willingness to purchase the property in accordance with the Letter of Intent as modified by the above by signing and returning its response by 5:00 p.m. (MST) time January 30, 2019 to Fredric V. Shoemaker, the attorney for the Personal Representative, by one of the following means you select.

Parsons Behle & Latimer  
Attn: Fredric V. Shoemaker  
800 W. Main Street, Suite 1300  
Boise, ID 83702  
Email: [fshoemaker@parsonsbhle.com](mailto:fshoemaker@parsonsbhle.com)  
Fax: 208-562-4901

Very truly yours,

*Francis R. Everett*

Francis Everett  
Date: January 22, 2019

AGREED AND ACCEPTED BY IDAHO STATE UNIVERSITY:

By: *Kevin Satterlee* Date: 1/30, 2019

## Idaho State UNIVERSITY

Office of the President  
 621 South 8th Avenue, Stop 8310 • Pocatello, Idaho 83209-8310

January 29, 2019

Francis R. Everett  
 c/o Fredric V. Shoemaker  
 Parsons Behle & Latimer  
 800 West Main Street, Suite 1300  
 Boise, Idaho 83702

Re: Purchase of subject property, 22.024 acres of land, located at 785 S. Locust Grove, Meridian, ID

Dear Mr. Everett:

Idaho State University is prepared to enter into a Purchase and Sale Agreement to acquire the subject property for \$3,500,000.00, and to close the purchase of the subject property in accordance with the terms and procedures outlined in Idaho State University's Letter of Intent dated January 18, 2019.

The Purchase and Sale Agreement will be subject to the approval of the Idaho State Board of Education per its Policy V.I. – Real and Personal Property Services.

Sincerely,



Kevin D. Satterlee  
 President  
 Idaho State University

Phone: (208) 282-3440 • Fax: (208) 282-4437 • [www.isu.edu/president](http://www.isu.edu/president)  
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## Glossary

Definitions are taken from The Dictionary of Real Estate Appraisal, 6<sup>th</sup> Edition (Dictionary), the Uniform Standards of Professional Appraisal Practice (USPAP), and Building Owners and Managers Association International (BOMA).

### Absolute Net Lease

A lease in which the tenant pays all expenses including structural maintenance, building reserves, and management; often a long-term lease to a credit tenant. (Dictionary)

### Amortization

The process of retiring a debt or recovering a capital investment, typically through scheduled, systematic repayment of the principal; a program of periodic contributions to a sinking fund or debt retirement fund. (Dictionary)

### As Is Market Value

The estimate of the market value of real property in its current physical condition, use, and zoning as of the appraisal date. (Dictionary)

### Base Rent

The minimum rent stipulated in a lease. (Dictionary)

### Base Year

The year on which escalation clauses in a lease are based. (Dictionary)

### Building Common Area

In office buildings, the areas of the building that provide services to building tenants but which are not included in the office area or store area of any specific tenant. These areas may include, but shall not be limited to, main and auxiliary lobbies, atrium spaces at the level of the finished floor, concierge areas or security desks, conference rooms, lounges or vending areas, food service facilities, health or fitness centers, daycare facilities, locker or shower facilities, mail rooms, fire control rooms, fully enclosed courtyards outside the exterior walls, and building core and service areas such as fully enclosed mechanical or equipment rooms. Specifically excluded from building common area are floor common areas, parking space, portions of loading docks outside the building line, and major vertical penetrations. (BOMA)

### Building Rentable Area

The sum of all floor rentable areas. Floor rentable area is the result of subtracting from the gross measured area of a floor the major vertical penetrations on that same floor. It is generally fixed for the life of the building and is rarely affected by changes in corridor size or configuration. (BOMA)

### Certificate of Occupancy (COO)

A formal written acknowledgment by an appropriate unit of local government that a new construction or

renovation project is at the stage where it meets applicable health and safety codes and is ready for commercial or residential occupancy. (Dictionary)

### Common Area Maintenance (CAM)

The expense of operating and maintaining common areas; may or may not include management charges and usually does not include capital expenditures on tenant improvements or other improvements to the property. (Dictionary)

The amount of money charged to tenants for their shares of maintaining a [shopping] center's common area. The charge that a tenant pays for shared services and facilities such as electricity, security, and maintenance of parking lots. Items charged to common area maintenance may include cleaning services, parking lot sweeping and maintenance, snow removal, security and upkeep. (ICSC – International Council of Shopping Centers, 4<sup>th</sup> Ed.)

### Condominium

A multiunit structure, or a unit within such a structure, with a condominium form of ownership. (Dictionary)

### Conservation Easement

An interest in real estate restricting future land use to preservation, conservation, wildlife habitat, or some combination of those uses. A conservation easement may permit farming, timber harvesting, or other uses of a rural nature as well as some types of conservation-oriented development to continue, subject to the easement. (Dictionary)

### Contributory Value

A type of value that reflects the amount a property or component of a property contributes to the value of another asset or to the property as a whole.

The change in the value of a property as a whole, whether positive or negative, resulting from the addition or deletion of a property component. Also called deprival value in some countries. (Dictionary)



### Debt Coverage Ratio (DCR)

The ratio of net operating income to annual debt service (DCR = NOI/Im), which measures the relative ability of a property to meet its debt service out of net operating income; also called *debt service coverage ratio (DSCR)*. A larger DCR typically indicates a greater ability for a property to withstand a reduction of income, providing an improved safety margin for a lender. (Dictionary)

### Deed Restriction

A provision written into a deed that limits the use of land. Deed restrictions usually remain in effect when title passes to subsequent owners. (Dictionary)

### Depreciation

- 1) In appraisal, a loss in property value from any cause; the difference between the cost of an improvement on the effective date of the appraisal and the market value of the improvement on the same date.
- 2) In accounting, an allocation of the original cost of an asset, amortizing the cost over the asset's life; calculated using a variety of standard techniques. (Dictionary)

### Disposition Value

The most probable price that a specified interest in property should bring under the following conditions:

- Consummation of a sale within a specified time, which is shorter than the typical exposure time for such a property in that market.
- The property is subjected to market conditions prevailing as of the date of valuation;
- Both the buyer and seller are acting prudently and knowledgeably;
- The seller is under compulsion to sell;
- The buyer is typically motivated;
- Both parties are acting in what they consider to be their best interests;
- An adequate marketing effort will be made during the exposure time;
- Payment will be made in cash in U.S. dollars (or the local currency) or in terms of financial arrangements comparable thereto; and
- The price represents the normal consideration for the property sold, unaffected by special or creative financing or sales concessions granted by anyone associated with the sale. (Dictionary)

### Easement

The right to use another's land for a stated purpose. (Dictionary)

### EIFS

Exterior Insulation Finishing System. This is a type of exterior wall cladding system. Sometimes referred to as dry-vit.

### Effective Date

- 1) The date on which the appraisal or review opinion applies. (SVP)
- 2) In a lease document, the date upon which the lease goes into effect. (Dictionary)

### Effective Gross Income (EGI)

The anticipated income from all operations of the real estate after an allowance is made for vacancy and collection losses and an addition is made for any other income. (Dictionary)

### Effective Rent

Total base rent, or minimum rent stipulated in a lease, over the specified lease term minus rent concessions; the rent that is effectively paid by a tenant net of financial concessions provided by a landlord. (TIs). (Dictionary)

### EPDM

Ethylene Propylene Diene Monomer Rubber. A type of synthetic rubber typically used for roof coverings. (Dictionary)

### Escalation Clause

A clause in an agreement that provides for the adjustment of a price or rent based on some event or index. e.g., a provision to increase rent if operating expenses increase; also called *escalator clause*, *expense recovery clause* or *stop clause*. (Dictionary)

### Estoppel Certificate

A signed statement by a party (such as a tenant or a mortgagee) certifying, for another's benefit, that certain facts are correct, such as that a lease exists, that there are no defaults, and that rent is paid to a certain date. (Black's) In real estate, a buyer of rental property typically requests estoppel certificates from existing tenants. Sometimes referred to as an *estoppel letter*. (Dictionary)

### Excess Land

Land that is not needed to serve or support the existing use. The highest and best use of the excess land may or may not be the same as the highest and best use of the improved parcel. Excess land has the potential to be sold separately and is valued separately. (Dictionary)

### Excess Rent

The amount by which contract rent exceeds market rent at the time of the appraisal; created by a lease favorable to the landlord (lessor) and may reflect unusual management, unknowledgeable or unusually motivated parties, a lease execution in an earlier, stronger rental market, or an agreement of the parties. (Dictionary)

### Expense Stop

A clause in a lease that limits the landlord's expense obligation, which results in the lessee paying operating expenses above a stated level or amount. (Dictionary)

### Exposure Time

- 1) The time a property remains on the market.
- 2) The estimated length of time that the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal; Comment: Exposure time is a retrospective opinion based on an analysis of past events assuming a competitive and open market. (Dictionary)

### Extraordinary Assumption

An assumption, directly related to a specific assignment, as of the effective date of the assignment results, which, if found to be false, could alter the appraiser's opinions or conclusions. Comment: Extraordinary assumptions presume as fact otherwise uncertain information about physical, legal, or economic characteristics of the subject property; or about conditions external to the property such as market conditions or trends; or about the integrity of data used in an analysis. (USPAP, 2016-2017 ed.)

### Fee Simple Estate

Absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat. (Dictionary)

### Floor Common Area

In an office building, the areas on a floor such as washrooms, janitorial closets, electrical rooms, telephone rooms, mechanical rooms, elevator lobbies, and public corridors which are available primarily for the use of tenants on that floor. (BOMA)

### Full Service (Gross) Lease

A lease in which the landlord receives stipulated rent and is obligated to pay all of the property's operating and fixed expenses; also called a *full service lease*. (Dictionary)

### Furniture, Fixtures, and Equipment (FF&E)

Business trade fixtures and personal property, exclusive of inventory. (Dictionary)

### Going-Concern Value

An outdated label for the market value of all the tangible and intangible assets of an established and operating business with an indefinite life, as if sold in aggregate; more accurately termed the *market value of the going concern* or *market value of the total assets of the business*. (Dictionary)

### Gross Building Area (GBA)

- 1) Total floor area of a building, excluding unenclosed areas, measured from the exterior of the walls of the above-grade area. This includes mezzanines and

basements if and when typically included in the market area of the type of property involved.

- 2) Gross leasable area plus all common areas.
- 3) For residential space, the total area of all floor levels measured from the exterior of the walls and including the superstructure and substructure basement; typically does not include garage space. (Dictionary)

### Gross Measured Area

The total area of a building enclosed by the dominant portion (the portion of the inside finished surface of the permanent outer building wall which is 50 percent or more of the vertical floor-to-ceiling dimension, at the given point being measured as one moves horizontally along the wall), excluding parking areas and loading docks (or portions of same) outside the building line. It is generally not used for leasing purposes and is calculated on a floor by floor basis. (BOMA)

### Gross Up Method

A method of calculating variable operating expenses in income-producing properties when less than 100% occupancy is assumed. Expenses reimbursed based on the amount of occupied space, rather than on the total building area, are described as "grossed up." (Dictionary)

### Gross Retail Sellout

The sum of the separate and distinct market value opinions for each of the units in a condominium, subdivision development, or portfolio of properties, as of the date of valuation. The aggregate of retail values does not represent the value of all the units as though sold together in a single transaction; it is simply the total of the individual market value conclusions. Also called the *aggregate of the retail values*, *aggregate retail selling price* or *sum of the retail values*. (Dictionary)

### Ground Lease

A lease that grants the right to use and occupy land. Improvements made by the ground lessee typically revert to the ground lessor at the end of the lease term. (Dictionary)

### Ground Rent

The rent paid for the right to use and occupy land according to the terms of a ground lease; the portion of the total rent allocated to the underlying land. (Dictionary)

### HVAC

Heating, ventilation, air conditioning (HVAC) system. A unit that regulates the temperature and distribution of heat and fresh air throughout a building. (Dictionary)

### Highest and Best Use

- 1) The reasonably probable use of property that results in the highest value. The four criteria that the highest

and best use must meet are legal permissibility, physical possibility, financial feasibility, and maximum productivity.

- 2) The use of an asset that maximizes its potential and that is possible, legally permissible, and financially feasible. The highest and best use may be for continuation of an asset's existing use or for some alternative use. This is determined by the use that a market participant would have in mind for the asset when formulating the price that it would be willing to bid. (IVS)
- 3) [The] highest and most profitable use for which the property is adaptable and needed or likely to be needed in the reasonably near future. (Uniform Appraisal Standards for Federal Land Acquisitions) (Dictionary)

### Hypothetical Condition

- 1) A condition that is presumed to be true when it is known to be false. (SVP – Standards of Valuation Practice, effective January 1, 2015)
- 2) A condition, directly related to a specific assignment, which is contrary to what is known by the appraiser to exist on the effective date of the assignment results, but is used for the purpose of analysis. Comment: Hypothetical conditions are contrary to known facts about physical, legal, or economic characteristics of the subject property; or about conditions external to the property, such as market conditions or trends; or about the integrity of data used in an analysis. (USPAP, 2016-2017 ed.) (Dictionary)

### Industrial Gross Lease

A type of modified gross lease of an industrial property in which the landlord and tenant share expenses. The landlord receives stipulated rent and is obligated to pay certain operating expenses, often structural maintenance, insurance and real property taxes, as specified in the lease. There are significant regional and local differences in the use of this term. (Dictionary)

### Insurable Value

A type of value for insurance purposes. (Typically this includes replacement cost less basement excavation, foundation, underground piping and architect's fees). (Dictionary)

### Investment Value

The value of a property to a particular investor or class of investors based on the investor's specific requirements. Investment value may be different from market value because it depends on a set of investment criteria that are not necessarily typical of the market. (Dictionary)

### Just Compensation

In condemnation, the amount of loss for which a property owner is compensated when his or her property is taken. Just compensation should put the owner in as good a position pecuniarily as he or she would have been if the property had not been taken. (Dictionary)

### Leased Fee Interest

The ownership interest held by the lessor, which includes the right to receive the contract rent specified in the lease plus the reversionary right when the lease expires. (Dictionary)

### Leasehold Interest

The right held by the lessee to use and occupy real estate for a stated term and under the conditions specified in the lease. (Dictionary)

### Lessee (Tenant)

One who has the right to occupancy and use of the property of another for a period of time according to a lease agreement. (Dictionary)

### Lessor (Landlord)

One who conveys the rights of occupancy and use to others under a lease agreement. (Dictionary)

### Liquidation Value

The most probable price that a specified interest in property should bring under the following conditions:

- Consummation of a sale within a short time period.
- The property is subjected to market conditions prevailing as of the date of valuation.
- Both the buyer and seller are acting prudently and knowledgeably.
- The seller is under extreme compulsion to sell.
- The buyer is typically motivated.
- Both parties are acting in what they consider to be their best interests.
- A normal marketing effort is not possible due to the brief exposure time.
- Payment will be made in cash in U.S. dollars (or the local currency) or in terms of financial arrangements comparable thereto.
- The price represents the normal consideration for the property sold, unaffected by special or creative financing or sales concessions granted by anyone associated with the sale. (Dictionary)

### Loan to Value Ratio (LTV)

The ratio between a mortgage loan and the value of the property pledged as security, usually expressed as a percentage. (Dictionary)

### Major Vertical Penetrations

Stairs, elevator shafts, flues, pipe shafts, vertical ducts, and the like, and their enclosing walls. Atria, lightwells and

similar penetrations above the finished floor are included in this definition. Not included, however, are vertical penetrations built for the private use of a tenant occupying office areas on more than one floor. Structural columns, openings for vertical electric cable or telephone distribution, and openings for plumbing lines are not considered to be major vertical penetrations. (BOMA)

### Market Rent

The most probable rent that a property should bring in a competitive and open market reflecting the conditions and restrictions of a specified lease agreement, including the rental adjustment and revaluation, permitted uses, use restrictions, expense obligations; term, concessions, renewal and purchase options and tenant improvements (TIs). (Dictionary)

### Market Value

The most probable price that a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

- Buyer and seller are typically motivated;
- Both parties are well informed or well advised, and acting in what they consider their own best interests;
- A reasonable time is allowed for exposure in the open market;
- Payment is made in terms of cash in United States dollars or in terms of financial arrangements comparable thereto; and
- The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

(Dictionary)

### Marketing Time

An opinion of the amount of time it might take to sell a real or personal property interest at the concluded market value level during the period immediately after the effective date of an appraisal. Marketing time differs from exposure time, which is always presumed to precede the effective date of an appraisal. (Advisory Opinion 7 of the Appraisal Standards Board of the Appraisal Foundation and Statement on Appraisal Standards No. 6, "Reasonable Exposure Time in Real Property and Personal Property Market Value Opinions" address the determination of reasonable exposure and marketing time.) (Dictionary)

### Master Lease

A lease in which the fee owner leases a part or the entire property to a single entity (the master lease) in return for

a stipulated rent. The master lessee then leases the property to multiple tenants. (Dictionary)

### Modified Gross Lease

A lease in which the landlord receives stipulated rent and is obligated to pay some, but not all, of the property's operating and fixed expenses. Since assignment of expenses varies among modified gross leases, expense responsibility must always be specified. In some markets, a modified gross lease may be called a *double net lease*, *net net lease*, *partial net lease*, or *semi-gross lease*. (Dictionary)

### Operating Expense Ratio

The ratio of total operating expenses to effective gross income (TOE/EGI); the complement of the net income ratio, i.e., OER = 1 – NIR (Dictionary)

### Option

A legal contract, typically purchased for a stated consideration, that permits but does not require the holder of the option (known as the *optionee*) to buy, sell, or lease real estate for a stipulated period of time in accordance with specified terms; a unilateral right to exercise a privilege. (Dictionary)

### Partial Interest

Divided or undivided rights in real estate that represent less than the whole, i.e., a fractional interest such as a tenancy in common, easement, or life interest. (Dictionary)

### Pass Through

A tenant's portion of operating expenses that may be composed of common area maintenance (CAM), real property taxes, property insurance, and any other expenses determined in the lease agreement to be paid by the tenant. (Dictionary)

### Potential Gross Income (PGI)

The total income attributable to property at full occupancy before vacancy and operating expenses are deducted. (Dictionary)



### Prospective Future Value Upon Completion

A prospective market value may be appropriate for the valuation of a property interest related to a credit decision for a proposed development or renovation project. According to USPAP, an appraisal with a prospective market value reflects an effective date that is subsequent to the date of the appraisal report. ... The prospective market value –as completed- reflects the property's market value as of the time that development is expected to be complete. (Dictionary)

### Prospective Future Value Upon Stabilization

A prospective market value may be appropriate for the valuation of a property interest related to a credit decision for a proposed development or renovation project. According to USPAP, an appraisal with a prospective market value reflects an effective date that is subsequent to the date of the appraisal report ...The prospective market value – as stabilized – reflects the property's market value as of the time the property is projected to achieve stabilized occupancy. For an income-producing property, stabilized occupancy is the occupancy level that a property is expected to achieve after the property is exposed to the market for lease over a reasonable period of time and at comparable terms and conditions to other similar properties. (Dictionary)

### Replacement Cost

The estimated cost to construct, at current prices as of a specific date, a substitute for a building or other improvements, using modern materials and current standards, design, and layout. (Dictionary)

### Reproduction Cost

The estimated cost to construct, at current prices as of the effective date of the appraisal, an exact duplicate or replica of the building being appraised, using the same materials, construction standards, design, layout, and quality of workmanship and embodying all of the deficiencies, superadequacies, and obsolescence of the subject building. (Dictionary)

### Retrospective Value Opinion

A value opinion effective as of a specified historical date. The term *retrospective* does not define a type of value. Instead, it identifies a value opinion as being effective at some specific prior date. Value as of a historical date is frequently sought in connection with property tax appeals, damage models, lease renegotiation, deficiency judgments, estate tax, and condemnation. Inclusion of

the type of value with this term is appropriate, e.g., "retrospective market value opinion." (Dictionary)

### Sandwich Leasehold Estate

The interest held by the sandwich leaseholder when the property is subleased to another party; a type of leasehold estate. (Dictionary)

### Sublease

An agreement in which the lessee in a prior lease conveys the right of use and occupancy of a property to another, the sublessee, for a specific period of time, which may or may not be coterminous with the underlying lease term. (Dictionary)

### Subordination

A contractual arrangement in which a party with a claim to certain assets agrees to make his or her claim junior, or subordinate, to the claims of another party. (Dictionary)

### Surplus Land

Land that is not currently needed to support the existing use but cannot be separated from the property and sold off for another use. Surplus land does not have an independent highest and best use and may or may not contribute value to the improved parcel. (Dictionary)

### Triple Net (Net Net Net) Lease

An alternative term for a type of net lease. In some markets, a net net net lease is defined as a lease in which the tenant assumes all expenses (fixed and variable) of operating a property except that the landlord is responsible for structural maintenance, building reserves, and management; also called *NNN lease*, *net net net lease*, or *fully net lease*. (Dictionary)

(The market definition of a triple net lease varies; in some cases tenants pay for items such as roof repairs, parking lot repairs, and other similar items.)

### Usable Area

The measured area of an office area, store area, or building common area on a floor. The total of all the usable areas for a floor shall equal floor usable area of that same floor. (BOMA)

### Value-in-Use

The value of a property assuming a specific use, which may or may not be the property's highest and best use on the effective date of the appraisal. Value in use may or may not be equal to market value but is different conceptually. (Dictionary)





## Qualifications of Jeff R. Vance, MAI

### Senior Appraiser

Valbridge Property Advisors | Mountain States Appraisal & Consulting Inc.

### *Independent Valuations for a Variable World*

#### State Certifications

State of Idaho, CGA-2828

#### Education

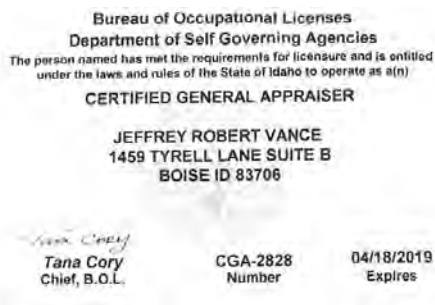
Bachelor of Science  
Business Marketing  
University of Idaho

#### Contact Details

208-336-1097 (p)  
208-345-1175 (f)

Valbridge Property Advisors |  
Mountain States Appraisal &  
Consulting Inc.  
1459 Tyrell Lane, Suite B  
Boise, Idaho 83706

[www.valbridge.com](http://www.valbridge.com)  
jvance@valbridge.com



#### Membership/Affiliations:

Member: Appraisal Institute - MAI Designation

#### Appraisal Institute & Related Courses:

##### Year - Course

2006 to Present- USPAP; including updates every 2 years  
2006- Appraisal Principles  
2007- Real Estate Financing, Statistics, & Valuation Modeling  
2007- General Appraiser Income Approach Part 1  
2008- General Market Analysis & Highest and Best Use  
2008- General Sales Comparison Approach  
2008- General Site Valuation & Cost Approach  
2008- General Report Writing & Case Studies  
2009- General Appraiser Income Approach Part 2  
2009- 2014- Business Practices & Ethics  
2010- Foreclosure, Short Sale, Auction Price Seminar  
2010- Subdivision Valuation  
2011- Advanced Concepts & Case Studies  
2012- Advanced Income Capitalization  
2013- General Demonstration Report – Capstone Program  
2016- Uniform Appraisal Standards for Federal Land Acquisitions  
2016- Introduction to Legal Descriptions  
2017- Disclosures and Disclaimers

#### Experience:

##### **Senior Appraiser, MAI**

Valbridge Property Advisors | Mountain States Appraisal & Consulting Inc. (2013-Present)

##### **Appraiser, CGA**

Mountain States Appraisal & Consulting Inc. (2010-2013)

##### **Associate Appraiser, RT**

Haxton & Company (2008-2010)

Mountain States Appraisal & Consulting Inc. (2007-2008)

Appraisal/valuation and consulting assignments include: apartments; condominiums; retail; restaurants; shopping centers; professional and medical office; industrial; religious and special purpose properties including schools, churches, and daycares; residential and commercial subdivisions; and vacant industrial, commercial, and residential land. Assignments have been concentrated in southwest Idaho.



785 S. LOCUST GROVE ROAD, MERIDIAN  
CERTIFICATION

Qualifications of G. Joseph Corlett, MAI, SRA  
Senior Managing Director  
Valbridge Property Advisors | Mountain States



### *Independent Valuations for a Variable World*

#### State Certifications

State of Idaho CGA-7  
State of Oregon C-000294

#### Education

Bachelor of Science  
In Business with a Degree  
In Finance  
University of Idaho

#### Contact Details

208-336-1097 (p)  
208-345-1175 (f)

Valbridge Property Advisors |  
Mountain States Appraisal &  
Consulting, Inc.

[www.valbridge.com](http://www.valbridge.com)  
[jcorlett@valbridge.com](mailto:jcorlett@valbridge.com)

#### Membership/Affiliations:

Member: Appraisal Institute – MAI & SRA Designations  
Past President: Appraisal Institute – Southern Idaho Chapter  
Past Director/ Regional Vice Chair: - Appraisal Institute  
Past Chair Ethics Administration Division: Appraisal Institute  
Past Member National Government Relations Committee- AI  
President: Idaho Aviation Hall of Fame  
Vice President Idaho Aviation Association  
Realtor: National Association of Realtors  
Idaho Real Estate Broker DB 1660  
Commercial Pilot/ ASEML/Instruments  
Board Member: Idaho Aviation Foundation  
BOMA

#### Appraisal Institute & Related Courses:

Basic Income Capitalization  
General Applications  
General Market Analysis & Highest and Best Use  
Business Practices & Ethics  
Advanced Income Capitalization  
Advanced Sales Comparison & Cost Approaches  
The Appraiser as an Expert Witness: Preparation and Testimony  
Fundamentals of Separating Real Property, Personal Property, and  
Intangible Business Assets

#### Experience:

##### **Senior Managing Director**

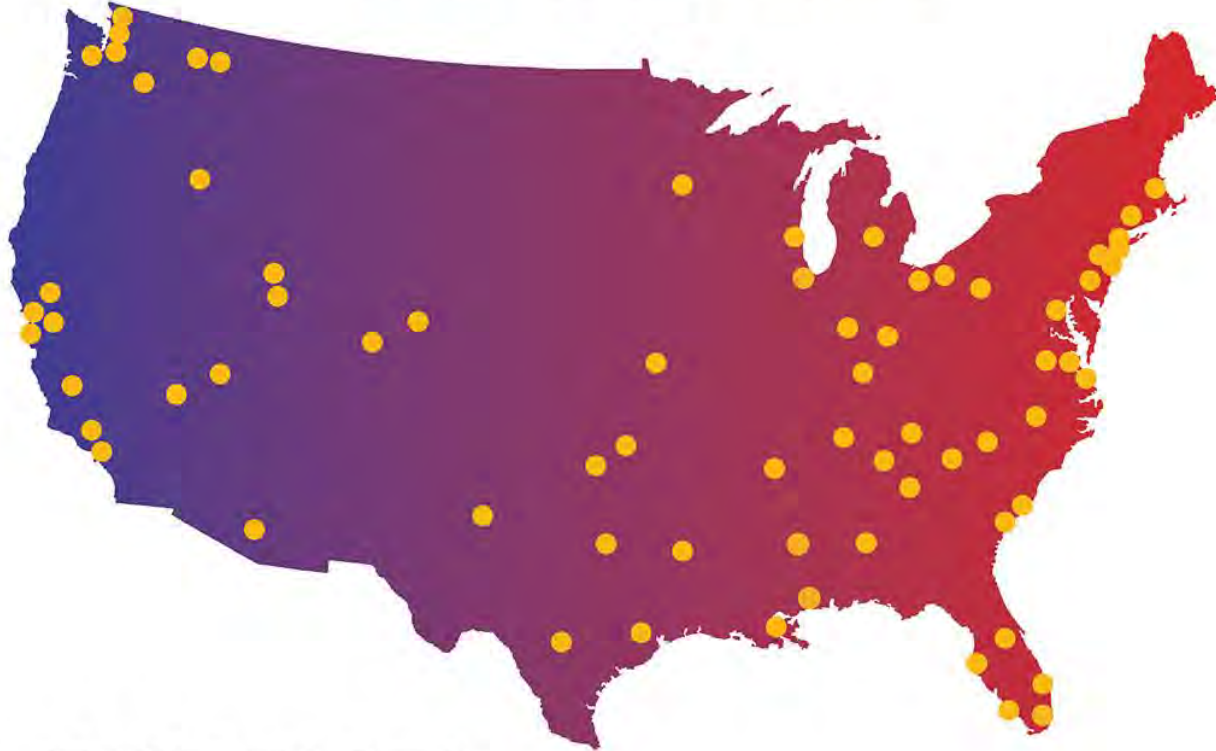
ValbridgePropertyAdvisors|Mountain States Appraisal (1974-Present)

##### **Appraiser**

Corlett Associates, Pifari & Associates, Western National  
Corporation (1974-1976)

Appraisal/valuation and consulting including: apartments; retail, shopping centers, office; industrial, religious. Special purpose properties including schools, churches, cemeteries, hotels/motels, residential subdivisions, vacant industrial, commercial and residential land. Special use properties including conservation easements, car washes, factories, wilderness properties, golf courses, eminent domain acquisitions, litigation support, ranches, transmitter sites, and other unique property types.





## FAST FACTS

### COMPANY INFORMATION

- Valbridge is the largest independent national commercial real estate valuation and advisory services firm in North America.
  - Total number of MAI-designated appraisers (200+ on staff)
  - Total number of office locations (70+ across U.S.)
  - Total number of staff (675+ strong)
- Valbridge covers the entire U.S. from coast to coast.
- Valbridge services all property types, including special-purpose properties.
- Valbridge provides independent valuation services. We are not owned by a brokerage firm or investment company.
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Basalt, CO 81621  
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253.274.0099

8378 W. Grandridge Boulevard  
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509.221.1540

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206.209.3016

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Brookfield, WI 53005  
262.782.7990

**MERIDIAN PROPERTY AGENDA ITEM  
OFFICIAL INTENT PURSUANT TO SECTION 1.150-2, CFR**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF IDAHO STATE  
UNIVERSITY DECLARING ITS OFFICIAL INTENT TO REIMBURSE  
CERTAIN REIMBURSABLE EXPENDITURES RELATING TO A CERTAIN  
PROJECT FROM TAX-EXEMPT OBLIGATIONS**

WHEREAS, Idaho State University (the “University”) may in the future enter into a certain tax-exempt financing to finance the costs of the acquisition of a parcel of land in Ada County, Idaho, in the approximate amount of \$3,500,000 (the “Meridian Project”); and

WHEREAS, the University desires to initially use its own funds to pay the costs of the Meridian Project but also desires to preserve its ability to reimburse itself for such prior expenditures (the “Reimbursable Expenditures”) with proceeds of a tax-exempt financing.

NOW, THEREFORE, IT IS RESOLVED as follows:

Section 1. The purpose of this Resolution is to permit the University to reimburse itself for Reimbursable Expenditures not exceeding \$3,500,000 relating to the Meridian Project.

Section 2. The University intends to incur and pay for Reimbursable Expenditures with available funds, and the University reasonably expects to reimburse itself for those Reimbursable Expenditures from financing proceeds not later than 18 months after the later of (i) the date of the expenditure, or (ii) the date the Meridian Project is placed in service, but no later than three years after the date of the expenditure.

Section 3. The maximum aggregate principal amount of the financing to be entered into to finance the Meridian Project is \$3,500,000.

Section 4. This declaration of official intention is made pursuant to Section 1.150-2, Code of Federal Regulations.

Section 5. The officials of the University are hereby authorized and directed, for and in the name and on behalf of the University to take any and all actions and execute, acknowledge and deliver any and all agreements, instruments or other documents and revisions or corrections thereof and amendments thereto, as may in their discretion be deemed necessary or desirable to carry out the terms, provisions and intent of this Resolution.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
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**UNIVERSITY OF IDAHO**

**SUBJECT**

Updated Six-Year Capital Plan (FY2020-25)

**REFERENCE**

August 2018

Idaho State Board of Education (Board) approved Six-Year Capital Plan

February 2019

Idaho State Board of Education (Board) approved updated Six-Year Capital Plan

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Sections V.K.2.a and b.

**ALIGNMENT WITH STRATEGIC PLAN**

This item is a non-strategic Board governance item.

**BACKGROUND/DISCUSSION**

The University of Idaho (UI) is providing an updated Six-Year Capital Plan to reflect the addition of one project to the plan.

**University of Idaho Energy Plant Micro-Turbine Installation and Power Generation**

The University of Idaho intends to implement a capital project to install three steam-driven micro-turbines within UI's Central Energy Plant. University of Idaho Micro-Turbine Installation and Power Generation project will install three back pressure micro-turbines in the district energy plant, modernize, restore and repair existing plant electrical system, and support the installation of a natural gas 350kW generator serving as tertiary backup power.

The scope of the project focuses on developing the ability to generate electrical power through three steam-driven micro-turbine generators at an average of 5.7 million KWh per year, or 12% of the total campus average load at 48 million kWh annually. During extended electrical outages the district energy plant must have the ability to continue operations in an electrically isolated mode, thus protecting against injury to repairers in the field. Hence, a tertiary 350 kW backup generator serving only critical motor controls functions and boilers is included in the scope to serve as backup in the event of multiple system failures.

Anticipated avoided annual electrical cost resulting from this effort are estimated at approximately \$300,000/yr. This is a project newly added to the six-year plan at this time.

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
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**IMPACT**

This project is key in the success of UI's strategic plan, supporting Goal 2, Engage, Goal 3, Transform, and Goal 4, Cultivate, engaging the community and enriching the collegiate experiences and careers of the students of the UI. There is no material financial impact from approval of the updated Six-Year Capital Plan. UI will seek approval of the individual construction project described above in compliance with Board policy, at which time the financial impact of the project will be addressed in accordance with applicable policy.

**ATTACHMENTS**

Attachment 1 – Revised Six-Year Capital Plan

**STAFF COMMENTS AND RECOMMENDATIONS**

Board Policy V.K. states that institutions under the governance of the Board shall submit to the Board for its approval a six-year capital construction plan prior to commencing a capital construction project. Projects must be on the approved six-year capital construction plan prior to an institution soliciting or committing funds for projects estimated to exceed \$1,000,000. The proposed plan adds the Central Energy Plant Micro Turbine Installation project to the institution's six-year plan in accordance with Board policy.

Staff recommends approval.

**BOARD ACTION**

I move to approve the revision to the FY2020–25 University of Idaho's six-year capital plan as submitted in Attachment 1.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**SET C: SIX YEAR CAPITAL IMPROVEMENT PLAN**  
(Major Capital Projects greater than \$1 mil Total Project Cost)  
**FY 2020 THROUGH FY 2025**  
(\$ in 000's)

**Institution: University of Idaho**

**FY2020 REVISED SUBMITTAL APR 19**

Project Title	Est. Cost	Prev. Fund.	FY 2020			FY 2021			FY 2022			FY 2023			FY 2024			FY 2025		
			PBF	Other	Total	PBF	Other	Total	PBF	Other	Total	PBF	Other	Total	PBF	Other	Total	PBF	Other	Total
Aquaculture Research Facility CP140029	2,350	2,350	In Punchlist Status as of 1 Aug 18																	
Admin Bldg. Entry Foyer & Stair Life Safety Imp & Renovations CP150004, DPW 15-251	2,318	2,318	In Punchlist Status as of 1 Aug 18																	
WWAMI Medical Education Tenant Improvements at Gritman MOB CP170041	3,000	3,000	In Punchlist Status as of 1 Aug 18																	
Northern Idaho Collaborative Education Facility (NICE) CP150079, DPW 16-251	9,728	9,728	In Construction Status as of 1 Aug 18																	
University House CP160071	1,950	1,950	In Construction Status as of 1 Aug 18																	
WWAMI Medical Education Building Improvements and Expansion CP180006, DPW 18-256	4,625	4,625	In Construction Status as of 1 Aug 18																	
NMCREEC Classroom and Office Building, Salmon CP180024	2,500	2,500	In Bid Award Status as of 1 Aug 18																	
ICCU Idaho Arena CP170040	45,800	45,800	In Design Status as of 1 Aug 18																	
West Campus Utilities Extension CP180021	3,500	3,500	In Design Status as of 1 Aug 18																	
Nuclear Seed Potato Germplasm & Storage Building CP190012, DPW 19-250	5,500	5,500	In Design Status as of 1 Aug 18																	
Bruce M. Pitman Center Exterior Envelope Repairs CP190013, DPW 19-262	1,622	1,622	In Design Status as of 1 Aug 18																	
Idaho Center for Agriculture, Food, and Environment (CAFÉ)	45,000	10,000	5,000	20,000	25,000		10,000	10,000												
Tribal and Diversity Center Facility	7,500	0	125		125	3,688		3,688	3,688		3,688									
Engineering/STEM Education/Classroom Facility	40,000	0	600		600	3,700	32,000	35,700	3,700		3,700									
CALS Parma Extension and Analytics Center	6,100	0		600	600		5,500	5,500												
College of Education, Health and Human Sciences Innovation Lab	7,000	0		500	500		6,500	6,500												
6th Street Greenhouses Expansion and Improvements	1,500	0		1,500	1,500															
CALS Equine Pavilion and Display Arena	3,500	0		3,500	3,500															
Central Energy Plant Micro Turbine Installation	2,500	0		2,500	2,500															
Idaho Avenue Extension Repairs and Repaving	1,005	0				1,005		1,005												
Life Sciences South HVAC Upgrades, Ph. 3, PBF A&R	1,298	0										1,298		1,298						
Gibb Hall HVAC Upgrades, Ph. 2, PBF A&R	1,296	0													1,296		1,296			
Steam Plant Emergency Generator	1,103	0													1,103		1,103			
Perimeter Drive Replace Paradise Creek Undercrossing	1,012	0																1,012		1,012
Admin Bldg. HVAC, Ph. 2, PBF A&R	1,299	0																1,299		1,299
Gibb Hall HVAC Upgrades, Ph. 3, PBF A&R	1,299	0																1,299		1,299
Library Collections Maintenance Facility #	TBD	0																		
Coll. of Agricultural & Life Sciences New Meats Laboratory #	7,220	0																		
McCall Field Campus Improvements per the 2014 Master Plan #	7,000	0																		
Pedestrian Walkway Improvements, phase 1 #	1,000	0																		
New Undergraduate Housing, Phase 1 #	36,000	0																		
	255,524	92,893	5,725	28,600	34,325	8,392	54,000	62,392	7,388	0	7,388	1,298	0	1,298	2,400	0	2,400	3,610	0	3,610

S:\Facilities\CapitalPlanning\Capital Budget\FY 20 State Request\Six Year Plan (Set C)\FY 2020 Six Year Plan.

# Project schedule is TBD and dependent upon funding availability.

**UNIVERSITY OF IDAHO**

**SUBJECT**

Request for planning and design authority - University of Idaho (UI) Energy Plant Micro-turbines.

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedure, Section V.K.

**ALIGNMENT WITH STRATEGIC PLAN**

Goal 2: Educational Attainment, Objective C: Access

**BACKGROUND/DISCUSSION**

In 1986, the UI divested itself of coal with the installation of a wood fired boiler in the Energy Plant. This boiler now produces steam for 61 core campus facilities. Three natural gas fired boilers provide backup capacity during periods of peak demand. For 33 years, UI has used wood chips as the primary fuel source for its energy plant. These wood chips are a byproduct of the state's timber and wood products manufacturing industries.

In 2008, UI used an energy savings program to construct a wood chip storage facility. The facility was designed to reduce moisture content in the wood fuels and increase efficiency in the production of thermal energy. Thanks to these efforts, UI produces steam with wood chips at a cost of approximately \$4 per 1000 pounds of steam compared to production with natural gas at approximately \$8 per 1000 pounds of steam.

UI proposes to install micro-turbine generators which will transform the plant from an energy plant, where it produces only heating and cooling, to a tri-generation plant, producing heating, cooling, and electrical power. In exploring the proposed project, UI engaged with Avista, Schweitzer Engineering Laboratories, Idaho's timber industry, and private, commercial and government land owners striving to develop sustainable forest practices.

The project allows UI to harness both waste material from the wood products industry and slash from the forest floor to generate power. The project also transforms the campus electrical infrastructure into a smart micro-grid and distributed energy source nested within Avista's electrical grid. Large-scale energy efficiency projects of this nature are an important part of the University's ongoing effort to reduce costs and improve operating performance.

The proposed \$2.5M capital project will install three synchronous backpressure micro-turbines, and will generate significant savings for UI. The project will be fully funded by utility savings, federal grants, and Avista incentives.



**Project Description**

The Micro-turbine Power Generation project will install three steam-driven micro-turbines in its district energy plant. The project will also modernize, restore and repair existing plant electrical systems, and install a recycled diesel generator to provide backup power. The backpressure micro-turbines will be installed in parallel with the existing pressure reducing valves and generate an average of 5.7 million kWh per year, or 12% of the total campus electricity load at 48 million kWh annually.

During extended local power outages, the district energy plant must have the ability to “island” the electricity produced, protecting against injury to repair technicians in the field. Hence, work to modernize and repair university electrical infrastructure at the energy plant is needed. The 350 kW backup generator will serve only critical motor control functions and boilers in the event of multiple system failures. This project updates the 93-year old district energy plant, and provides additional electrical power from existing steam energy. Utility savings are estimated at approximately \$300,000 per year.

**Authorization Request**

This request is for the requisite capital project planning and design phase authorization necessary to prepare construction documents for the proposed Micro-Turbine Installation and Power Generation project. This project is to be delivered via the design-build methodology. UI will return to the Board at a later date to secure the necessary construction authorization for the project.

The project is consistent with the strategic goals and objectives of UI. The project is fully consistent with UI’s strategic plan, specifically:

**Goal 1, Engage** – This project carries specific intent to support a learning living campus and research activities, which engages with UI’s stakeholders, students, staff, alumni and the greater community of the State of Idaho. The project provides strong educational opportunities for the Colleges of Engineering, Business, Architecture and Natural Resources.

**Goal 2, Transform** – As noted, the proposed Micro-Turbine Installation and Power Generation project will steward existing university environmental and natural resources, leading collegiate experiences and careers of the students of the University of Idaho into a sustainable future. By generating power, the project reduces the electrical demand on the utility grid, avoiding \$300,000 annually in energy costs. These anticipated educational benefits, outreach opportunities, and cost savings will engage the community and transform the lives of students and community members alike.

**Goal 4, Cultivate** – The research and activities supported through the project will improve cohesion, connectivity, and morale within UI by providing students with a living example of renewable energy resources



## BUSINESS AFFAIRS AND HUMAN RESOURCES

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being utilized in a sustainable, economically viable manner through partnerships with Idaho's timber industry. In addition, the education, outreach, extension and research activities supported by the facility have the potential to cultivate relationships and improve communication and collaboration between UI and the greater community.

This project is fully consistent with the principles, goals, and objectives within the University of Idaho's Long Range Campus Development Plan (LRCDP), developing the central district energy plant as a combined heat and power plant.

### IMPACT

The total cost of this project is estimated at \$2,500,000. The cost of the planning and design phase is estimated at \$250,000.

The project will be funded by energy savings, federal grants, and Avista incentives. Utility savings are estimated at \$300,000 per year. UI also anticipates a \$1,091,300 incentive from Avista and a \$250,000 Wood Innovation Grant from the U.S. Department of Agriculture.

#### ***Overall Project***

##### **Funding**

State	\$	0
Federal (Grant)		250,000
Other (UI)		0
Gifted Funds &		0
Gifts in Kind		0
Student Fee		0
Energy Incentives		1,091,300
Utility Savings		<u>1,158,700</u>

Total                      \$    2,500,000

##### **Estimate Budget**

Administrative Support	\$	2,000
A/E & Professional Fees		235,000
Construction, Contractor		2,000,000
Construction, Other		0
Const. Contingency		200,000
Owner Costs, AV & FFE		
Project Contingency		<u>63,000</u>

Total                      \$    2,500,000

### ATTACHMENTS

Attachment 1 – Capital Project Tracking Sheet

### STAFF COMMENTS AND RECOMMENDATIONS

Board Policy V.K. states that institutions under the governance of the Board shall submit to the Board for its approval a six-year capital construction plan prior to commencing a capital construction project. The University of Idaho is asking for the Board's approval to add this project to their six-year capital construction plan under a separate agenda item at this meeting. This project is anticipated to save approximately \$300,000 per year. After approximately four years, the savings will be a net positive for the institution.

The institution plans to use current budget within Facilities Management to cash flow the project until the utility savings are realized. The institution has worked

**BUSINESS AFFAIRS AND HUMAN RESOURCES**  
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with Avista and has received acceptance of the project as eligible for the incentive program. The grant money is not guaranteed, but the institution has indicated that if the grant was not received, the additional cost would be recovered through an extension of the utility savings fund recovery.

Staff recommends approval.

**BOARD ACTION**

I move to approve the request by the University of Idaho for authorization to enter the planning and design phase of the Micro-Turbine Installation and Power Generation Project, a design-build project for an amount not to exceed \$250,000 as described in Attachment 1. Authorization includes the authority for the Vice President for Finance and Administration to execute all necessary and requisite consulting and vendor contracts to implement the planning and design phase of the project.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

**Office of the Idaho State Board of Education**  
**Capital Project Tracking Sheet**  
As of April, 2019

**History Narrative**

- 1 **Institution/Agency:** University of Idaho      **Project:** Capital Project Authorization Request, Planning, Programming and Design Phases Authorization, University of Idaho Micro-Turbine Installation and Power Generation, University of Idaho, Moscow, Idaho.
- 2 **Project Description:** A project effort to plan, program and design - build a capital project, University of Idaho Micro-Turbine Installation and Power Generation to be located at the District Energy Plant on the main campus of the University of Idaho, Moscow, Idaho.
- 3 **Project Use:** The University of Idaho Micro-Turbine Installation and Power Generation project serves to install three steam-driven micro-turbines in its district energy plant, modernize, restore and repair existing plant electrical systems, and install a recycled diesel fueled 350 kW generator serving as tertiary backup power. The backpressure turbines will be installed in parallel with the existing pressure reducing valves (PRVs) and generated an average of 5.7 million kWh per year, or 12% of the total campus electricity load at 48 million kWh annually. During extended outages the district energy plant must have the ability to "island" the electricity produced, protecting against injury to repair technicians in the field. Hence, work to modernize and repair university owned electricity infrastructure is needed. A tertiary 350 kW backup generator serving only critical motor controls functions and boilers serves as a backup in the event of multiple system failures. Anticipated avoided electrical costs for the university are estimated at \$ 300,000.
- 4 **Project Size:** 3 micro-turbines generating and average 5.7 million kWh of energy annually or 12% of the campus annual demand

Project Cost History:	Sources of Funds				Use of Funds*			
	PBF	ISBA	Other	Total Sources	Planning	Use of Funds Const.	Other**	Total Uses
Initial Cost of Project. Planning, Programming and Design Phase Only. April 2019.	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 235,000	\$ -	\$ 15,000	\$ 250,000
<b>History of Revisions:</b>								
<b>Total Project Costs</b>	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 235,000	\$ -	\$ 15,000	\$ 250,000

\* The University intent is that any unused funding is carried forward to a future construction phase at the time such future construction phase may be approved by the Board of Regents.

\*\* Design Phase Contingency, Any carry forward amounts are to be used in future phases which may be approved by the Board of Regents.

History of Funding:	Other Sources of Funds-----						
	PBF	ISBA	Institutional Funds (Gifts/Grants)	Student Revenue	Other***	Total Other	Total Funding
Initial Cost of Project. Planning, Programming and Design Phase Only. April 2019	\$ -	\$ -	\$ 250,000	\$ -		\$ 250,000	\$ 250,000
Anticipated Overall Funding, All Phases	\$ -	\$ -		\$ -	\$ 2,250,000	\$ 2,250,000	\$ 2,250,000
<b>Total</b>	\$ -	\$ -	\$ 250,000	\$ -	\$ 2,250,000	\$ 2,500,000	\$ 2,500,000

\*\*\* Anticipated Incentive, AVISTA and utility savings.

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**LEWIS-CLARK STATE COLLEGE**

**SUBJECT**

Approval of final budget and to begin construction phase of Lewis-Clark State College (LCSC) Career Technical Education (CTE) Center

**REFERENCE**

December 2016	The State Board of Education (Board) approved the addition of the Career Technical Education Center to Lewis-Clark State College's Six-Year Capital Plan.
June 2017	The Board approved the planning and design phase of the Career Technical Education Center
August 2018	The Board approved the Development Agreement, which provides the infrastructure for Lewis-Clark State College's Career Technical Education Center.
October 2018	The Board approved Final Budget and Construction phase.

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies & Procedures, Section V.K.3 b & c.

**ALIGNMENT WITH STRATEGIC PLAN**

The request aligns with the following State Board of Education Strategic Plans: Goal 1: A Well-Educated Citizenry. The corresponding Objective is: Objective D: Quality Education.

**BACKGROUND/DISCUSSION**

Lewis-Clark State College requests approval from the Board to increase its construction budget from \$21,000,000 to \$24,500,000.

LCSC student enrollment has grown within the Technical and Industrial Division, which has resulted in the construction of their new Career Technical Education Center. Programs included will be Auto Mechanics, CNC Machining, Industrial Electronics, Information Technology, HVACR, and Engineering Technology. Students earn a degree with skills learned from professionally trained instructors in the T&I Division, who have worked directly in the industry. Programs are structured to educate students with the skills expected for the job.

The building construction will be a combination of traditional steel framing for classrooms and offices, while programs such as auto mechanics will be located inside pre-engineered metal buildings. A central circulation spine will connect the

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different types of construction. Metal panels, concrete masonry veneer, and storefront glass systems will be cost effective and low maintenance building envelope materials.

During the Design Development phase, the cost estimate was over budget. Value engineering was completed with cost reductions in: the type of metal siding; less asphalt paving; less landscaping; fewer operable walls; and sealed concrete floor finish, to name a few items. None of the cost reduction items changed the programs, look of the building, nor site plan circulation. After this exercise LCSC decided that any further cost reductions would hinder the academic programs, thus the College added \$1,000,000 of Agency funds to the project, pending Board approval. The project allows LCSC to complete the CTE Center without incurring debt.

On March 12, 2019, the Division of Public Works hosted the bid openings for the construction costs for this project. To meet the \$21,000,000 project budget, bid packages for the construction project needed to be no more than \$13,370,000. The low bid packages came in at \$16,524,769, raising the total project budget to \$24,789,403.

LCSC believes that there is the potential for support to raise the additional \$3.5 million dollars for this building and requests that the Board authorize the College to increase its project budget up to \$3,500,000 contingent upon receipt of additional funding to offset that increase.

**IMPACT**

The fiscal impact of this effort will be \$24,500,000 in total expenditures, broken out as follows:

***Overall Project***

<b><u>Funding</u></b>		<b><u>Estimated Budget</u></b>	
State	\$10,000,000		
Federal (Grant)	1,520,000	AE/Consultant Fees	1,692,000
Gifted Funds	3,680,000	Construction	21,401,000
Institutional Funds	6,300,000	Construction Cont.	1,404,000
Additional Funds	<u>3,500,000</u>	Project Cont.	<u>3,000</u>
Total	<u>\$24,500,000</u>	Total	<u>\$24,500,000</u>

**ATTACHMENTS**

Attachment 1 – Design Documents

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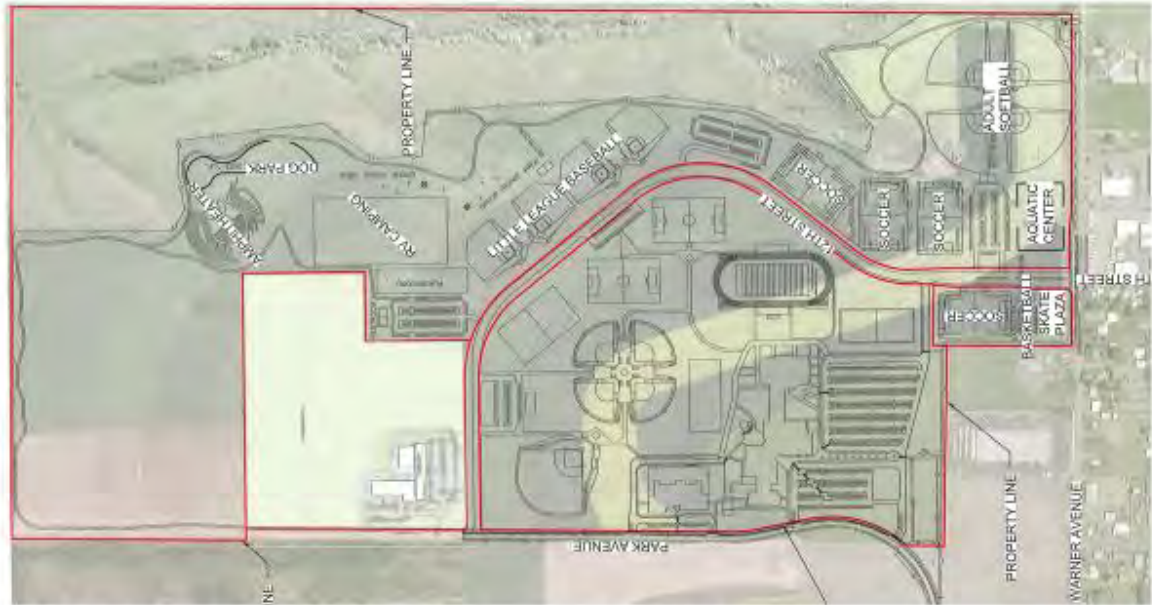
**STAFF COMMENTS AND RECOMMENDATIONS**

Board Policy V.K.5 states, "if a project budget increases above the total Board-authorized amount by the lesser of 5% or \$500,000, then the institution or agency shall be required to seek further authorization." The policy also states, "regardless of the authorization level required, the institution shall provide the Board with the amount and reason(s) for the cost overruns and the source of funds." The cost overruns are a result of bids that were higher than expected. The source of funds to cover the increase in project cost has not been identified, but the institution has indicated a possibility of additional fundraising. This revision is requested in order to limit further escalation of costs by approving the project now and identifying the source of funds at a later time. If the additional funds are not received, the construction project may have to be broken into an additional phase and a smaller building may be constructed.

**BOARD ACTION**

I move to approve the request by Lewis-Clark State College to increase the budget for the Career Technical Education Center, for an amount not to exceed \$24,500,000 as provided herein. Approval is contingent upon receipt of additional funding to support the increase. Approval includes the authority for the Vice President for Finance and Administration to execute all necessary and requisite consulting and vendor contracts to implement the project.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_



**LCSC Career & Technical Education Center**

DPW Project No. 17154

**integrus**  
ARCHITECTURE



Site Plan

**integrus**  
ARCHITECTURE

LCSC Career & Technical Education Center

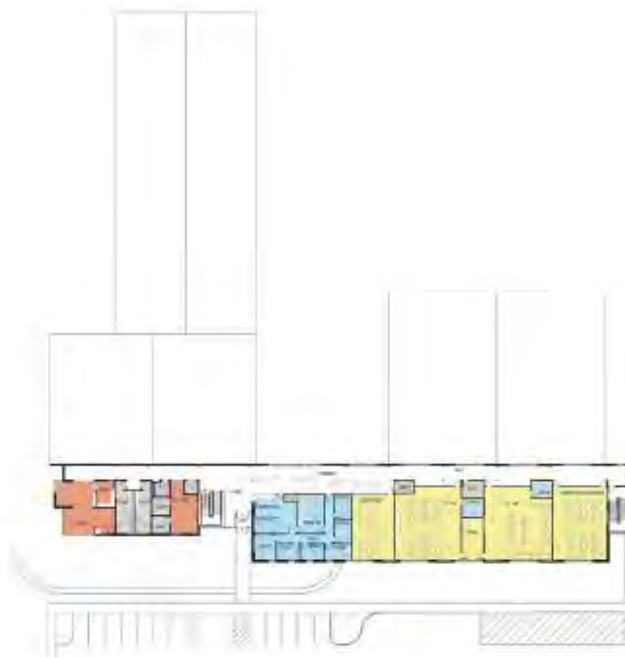




Floor Plan - Level 1

integrus

LCSC Career & Technical Education Center



Floor Plan - Level 2

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LCSC Career & Technical Education Center



Floor Plan - Level 3

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LCSC Career & Technical Education Center



Southwest Perspective

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Northeast Perspective

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Interior Perspective - Reception

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LCSC Career & Technical Education Center

