

COLLEGE OF SOUTHERN IDAHO

BOARD OF TRUSTEES

MARCH 22 1999

**FINE ROOM, #458
2ND FLOOR TAYLOR BUILDING
5:30 p.m.**

AGENDA

MINUTES

TREASURER'S REPORT

BID: KITCHEN HOOD REPLENISHMENT

BID: SHIELDS BUILDING AIR HANDLER

BID: 15-PASSENGER VAN

BID: CUSTODIAL SERVICES--DORM AND LIBRARY

BID: SOFTWARE SYSTEM

WATER SHARES: *John Rosholt*

TOWER

CSI CAMPUS MASTER PLAN: *Dave Turner, CTA Architects*

OLD BUSINESS

NEW BUSINESS

COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING
March 23, 1998

CALL TO ORDER: 5:30 p.m. PRESIDING: LeRoy Craig

College Administration: Gerald Meyerhoeffer, President
John M. Mason, Secretary/Treasurer

Dr. Michael Glenn, Vocational Dean
Dr. Ken Campbell, Dean of Information Technology
Dr. John Martin, Registrar
Ron Shopbell, Director of Continuing Education
Dick Sterling, Physical Plant Director
Jeff Duggan, Assistant to the President
Annette Jenkins, Public Information Director

CSI Staff: Henry Jones

Visitors: Dale Riedesel, Dave Turner, Stacey Robinson,

Times News: None

MINUTES OF February 23, 1998 and the March 5, 1998 Minutes
of the Joint Meeting of the Dormitory Housing Commission and
College of Southern Idaho Board of Trustees were approved as

TREASURERS REPORT: Acceptance of the Treasurer's report was
approved on MOTION by Bill Babcock. Affirmative vote was

CSI Trustees

March 23, 1998

Page 2

Bids:

1. The Board approved the low bid of Sawtooth Sheet Metal of Twin Falls, Idaho in the amount of \$35,611 for the replacement of the existing kitchen hood on MOTION by Dr. Charles Lehrman. Affirmative vote was unanimous.

Funding for this project is from the Student Union Fund.

2. The Board approved the low bid of Magic Valley Refrigeration of Twin Falls, Idaho in the amount of \$22,450 for the replacement of the Shields building air handler on

Funding for this project is from the Plant Facility Fund.

3. The Board approved the low bid of Latham Motors of Twin Falls, Idaho in the amount of \$22,906 for a 15-passenger van on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

Funding from this project is from the Plant Facility Fund.

recommendation for custodial service for the dormitory and the library/academic development center on MOTION by Donna

Funding for this contract is from dormitory operational funds and the maintenance department operating budget.

5. The Board approved the purchase of a comprehensive administrative software system from CMDS of Harrisburg, Virginia in the amount of \$242,110 for software and training on MOTION by Donna Brizee. Affirmative vote was unanimous.

PRESIDENT'S REPORT:

and leasing of space on the campus for a communications

The tower is a joint venture between United States

CSI Trustees

March 23, 1998

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1. (continued) tower and two 12 foot by 20 foot equipment sheds is just southeast of our existing baseball diamond

The Board heard testimony from Byrd Golay and David Mead in opposition to the tower.

The Board discussed the tower, its uses and possible benefit to the College. The Board decided to look at the

2. John Rosholt discussed the options available to the college in providing provide beneficial use. He advised the Board that a long term lease (a stipulation of agreement) of water to another party & dry land could be an option. He said the College could purchase dry land and assign the water shares to it

3. The President discussed a letter from Vince Alberti of the Twin Falls Canal Company concerning storm water runoff

4. The Board approved the changing of the May Board meeting from Monday, May 18, 1998 to Monday, May 11, 1998 on MOTION by Bill Babcock. Affirmative vote was unanimous.

5. Jim Woods, Herrett Center Director, spoke to the Board via a satellite telephone from the jungles of Guatemala. Jim Woods is a member of team conducting an archeological dig in Guatemala.

6. The Board discussed the testimony of Turner Steger, Robinson and Kim Meyers of CTA

procedures utilized in developing a campus master plan.

The Board approved proceeding with the long range project with the understanding that \$20,000 had been expended on MOTION by Bill Babcock. Affirmative vote

CSI Trustees

March 23, 1998

Page 4

6. (continued) At the point where \$30,000 had been expended, it is the intent of the Board to review the work completed.

7. The President advised the Board that the legislature had been very supportive of the College during this last legislative session.

ADJOURNMENT was declared at 7:05 p.m.

John M. Mason, Secretary-Treasurer

APPROVED April 20, 1998

Chairman



COLLEGE OF
SOUTHERN
IDAHO

February 26, 1998

To: President Meyerhoeffer and the College of Southern
Idaho Board of Trustees

A handwritten signature in dark ink, appearing to be 'D. M. M.', is written over the text 'Idaho Board of Trustees'.

Re: Kitchen Hood Replacement

We received three bids for the Taylor Kitchen Hood
replacement. The bids are as follows:

Magic Valley Refrigeration	\$48,096
Bargreen/Ellingson	\$40,000
Sawtooth Sheet Metal	\$35,611

Based upon a review of the bid by Don Buettner, I

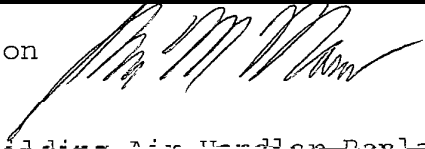
recommend that we accept the low bid of Sawtooth Sheet Metal
of Twin Falls, Idaho in the amount of \$35,611.

Funding for this project is from the student Union
Fund.



COLLEGE OF
SOUTHERN
IDAHO
BUSINESS OFFICE

March 10, 1998

President Messersmith and the College of Southern
[REDACTED]
From: Mike Mason 

Building Air Handler Replacement
[REDACTED]

We received the following three bids for the specified project:

Contractor	Bid
Sawtooth Sheet Metal, Inc.	\$34,416
Advanced Welding Technology	32,789
Magic Valley Refrigeration	32,450

Based upon a review of the bids by Don Buettner, I recommend we accept the low bid of Magic Valley Refrigeration of Twin Falls, Idaho in the amount of \$32,450
[REDACTED]



COLLEGE OF
SOUTHERN
IDAHO
BUSINESS OFFICE

March 12, 1998

From: Mike Mason *M. Mason*

Re: 15 Passenger Van Bids

We received three bids for the specified van. The bids are as follows:

Latham Motors	\$22,906.00
Delta Hardware Bond	24,226.25
Gary S. Westland	23,327.10

Based upon a review of the bids by Dick Sterling, I recommend that we accept the low bid of Latham Motors of ~~Delta Hardware Bond~~ for 15 passenger van in the amount of \$22,906.00.

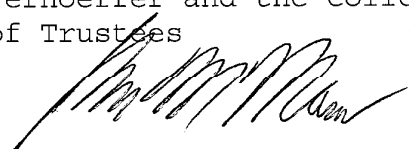
Funding for this project is from the Plant Facility Fund.



COLLEGE OF
SOUTHERN
IDAHO
BUSINESS OFFICE

March 18, 1998

To: President Meyerhoeffer and the College of Southern
Idaho Board of Trustees

From: Mike Mason 

Re: Contract Custodial Bid

We received two bids for the custodial work for the
dormitory and library/academic development center. The bids
are as follows:

Dormitory

	CHALLENGER	LEADER
Daily Rate	\$ 130.08	\$ 670.00
Sunday Trash Haul	32.52	60.00
Weekly Bid	169.60	560.00

Summer Camp Daily Cleaning		
Men's Wing	78.04	390.00
Women's Wing	52.04	260.00

Library/Academic Development Center

Daily Rate	\$ 130.08	400.00
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Additional Requested Work Hourly Rate \$10.84

Based upon a review of the bids, I recommend that we
accept the low bid of Tasks Unlimited of Twin Falls, Idaho
for the custodial contract for the dormitory and academic
development center/library.

Estimated annual costs for custodial services for the dormitory are \$42,000. Estimated annual costs for custodial services for the library/academic development center are \$37,345.

Both of the above estimates may be adjusted up or down depending on the operations of the College. The dormitory

estimates full cleaning services for 250 workdays per year. This may be adjusted down depending on operational needs between semesters.

Funding for the dormitory custodial service is from operational funds of the dormitory. Funding for the



COLLEGE OF
SOUTHERN
IDAHO
BUSINESS OFFICE

March 19, 1998

To: President Mowbray and the College of Southern

From: Mike Mason *[Handwritten Signature]*

Re: Comprehensive Computer System Bid

Our current student administrative software system was purchased five years ago for approximately \$125,000. We spent another \$60,000 on data conversion, \$10,000 on program

installed over 10 years ago.

Both systems run on the HP-3000. We purchased the HP-3000 in August of 1987 on a five year lease purchase.

Our entire software system utilizes old technology.

have been made neither the fiscal nor the student system is

after December 31st of this year.

While our systems work adequately, we are at a point where we are experiencing hardware breakdowns and the software is very outdated. We believe it is time to make a change. New comprehensive integrated systems offer a better, wider range of services to students. Any new system we purchase will also change the way our administrative offices integrate with each other and with students.

Systems are difficult to compare both in price and quality. Compromises have to be made on the functionality of each component of the software. With all of this in mind, we targeted our research on four vendors who we felt had good, comprehensive systems. Of these four, three vendors responded to our "Request for Proposals". Three companies came to campus to make presentations to our administrative staffs.

An analysis of the companies' proposals is as follows:

1. DataTel - DataTel is an established software vendor and an industry leader in educational software. They have

their software vendor approximately three years ago.

DataTel would be the safest choice. They responded positively to every item in the RFP. We did not select them for following reasons:

_____ \$400,000 just for the software and training. Data conversion costs were extra.

b. Support - We spoke to at least one customer who was extremely unhappy with their support.

2. ART - ART is a small company (approximately 40 employees) that is on their second version of client server software. They have outstanding records, admission and web software. They were the front runner until we had them demonstrate their fiscal and financial aid systems on campus.

ABT's software is the lowest priced of the proposals _____ \$270,000 for the

a. Software - We were very disappointed in the fiscal and financial aid packages. They did not have a cashiering _____ The payroll and electronic check clearing required add-on software. The _____ into the fiscal

b. Company Size - ABT has approximately 75 colleges

private colleges. We did not feel they understood our operation, nor the volume of students we deal serve.

In their financial statements, ABT showed a small loss last year. The software business is very competitive and we want to make sure we are with a company that will remain viable.

3. CMDS - CMDS is a medium sized company with approximately 140 employees and over 300 software installations at colleges. The colleges are closer to our

software.

We evaluated CMDS's latest client server software. The new software has been re-written from the bottom up for windows/client server applications. The older software is the basis for the new version.

The CMDS software price is \$210,300 and training is \$65,060. Overall, the software has the features and capabilities of a comprehensive campus software system.

The total estimated costs for the software project are as follows:

CMDS Software	\$210,300
CMDS Training	65,060
Ad Astra Scheduling Program	15,000
New File Servers	45,000
New Administrative Computers	20,000
New Firewall for Security	10,000
6 New Administrative Printers	9,000
Data Conversion	60,000
Software Modifications	10,000
Specialized Database Training	5,000
<hr/>	
Estimated Cost	\$437,360
5% Contingency	22,800
<hr/>	
Total Estimated Project Cost	\$480,160

Support costs will be approximately \$50,000 per year.

New faculty computers are not included in the above estimate. The system requires a Pentium 100mhz as a base

The academic and vocational budgets will replace some of these computers over the next year. We will have to reanalyze this need when the new system is installed based upon demand.

Based upon a review of the CMDS system by Ken Campbell, John Martin, Colin Randolph and me, I recommend we accept the bid of CMDS of Harrisonburg, Virginia in the amount of \$210,300 for the administrative software and \$65,060 for training.



P. O. Box 1907 • 321 Second Avenue East • Twin Falls, Idaho 83303-1907 • Fax: (208) 736-2296
OFFICE OF PLANNING & ZONING **208-736-2267**

March 19, 1998

To: Gerald Meyerhoeffer and CSI Board of Directors
From: LaMar N. Orton, Planning & Zoning Director, City of Twin Falls

Re: Lease Agreement with Cellular Inc. Network Corporation and USCOC of

Attached is a proposed lease agreement with two cellular telephone companies for a parcel of land at Frontier Field just south of the CSI ballfield and just north of the most northerly City ballfield. This lease was initially prepared by the City Attorney with modifications being made upon review by City staff and the cellular companies. The lease is for a term of 20 years with fees paid to CSI of \$300 per company per month for the first year with an annual inflation factor built in for years thereafter. The lease will allow a 140' monopole and two 12' x 20' buildings.

Background information:

In late 1996, United States Cellular Wireless Communications, Inc., approached the City and asked to lease land at Frontier Field for a 150' cellular tower. As towers were not provided

On April 16, 1997, the company applied for a special use permit to place a 150' tower on property just west of Best Western Canyon Springs Park Hotel at 1357 Blue Lakes Boulevard

On April 16, 1997, the company applied for a special use permit application for the same site.

but with an 80' height tower. This site

MEMO - Gerald Meyerhoeffer and CSI Board of Directors

March 19, 1998

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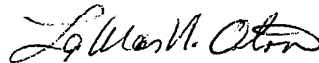
denied by the Planning and Zoning Commission and by the City Council upon appeal. Subsequent to the denial US Cellular filed a lawsuit against the City in Federal Court.

Because of the company's expressed need for a tower in the northern part of the City to adequately provide service in the area, the City initiated a code change to allow cellular towers by special use permit in the Open Spaces zones where other tall structures currently exist. All the City parks are zoned open space. The Commission and City Council both felt that the towers could possibly fit in to a setting where there were all ready existing tall light towers. On November 14, 1997, the City Council approved the code

On December 16, 1997, a joint application was submitted by the two companies shown on the lease agreement. The City had insisted on this as we wanted the companies to collocate rather than each applying for a separate tower at different locations.

On January 13, 1998, the Twin Falls City Planning and Zoning Commission issued a special use permit for the tower.

On March 16, 1998, the Council approved the lease subject to CSI approval.



LaMar N. Orton
Planning & Zoning Director

LNO/jh
attachments



SPECIAL USE PERMIT

Permit No. 0532

Adopted by the Twin Falls City Planning and Zoning Commission on January 13, 1998 to

Cellular, Inc., Network Corporation whose address is 8550 East Cascade Parkway, Suite 100, Englewood, CO 80111, and United States Cellular, Inc., 7600 N.E. 41st Street, Suite 325, Vancouver, WA 98662, for the purpose of constructing and installing a 140' tall tower and two 12' x 20' unmanned cellular communications equipment buildings on real property located in the 600 block of Falls Avenue (Frontier Field) and legally described as NW 1/4, SW 1/4, SE 1/4, Section 4, Township 10 South, Range 17 East, Twin Falls Quad, Twin Falls County, Idaho.

The Commission has attached the following conditions which must be fully implemented to avoid permit revocation (City Code Section 10-13-2.3):

- 1) Permit is subject to a City Council approved lease agreement.

~~Provision is to be made for collection of other wires, including public agencies on the~~

- 3) Only the monopole is allowed and is not to exceed 140' in height.
- 4) PROVISION IS TO BE MADE FOR COLLECTION OF OTHER WIRES, INCLUDING PUBLIC AGENCIES ON THE MONOPOLE.
- 5) Landscaping to be maintained by the City.

Chairman

This permit is for zoning purposes only.

Other permits such as sign, building, electrical or
All facilities must comply with all Building and Fire

Code Regulations.

Building Department at 736-2238 for further information.

This permit corresponds to Application No. 1199

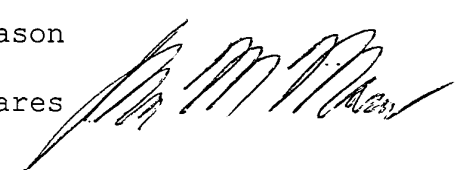
cc: Building Inspection



February 16, 1998

To: President Meyerhoeffer and the College of Southern Idaho Board of Trustees

From: Mike Mason

Re: Water Shares 

I met with John Roshalt and Crystal Vincent of John Roshalt's office and Doris Finney of the Twin Falls Canal Company concerning our water shares. John Roshalt made two primary points:

1. We cannot assign the 61.3 water shares we purchased from the CSI Foundation to our existing campus property. We need to get those shares assigned to property where they can provide beneficial use or sell them.

campus that is irrigatable and assign 1.5 shares per acre to these acres. Any excess water shares need to be moved sold.

Using the water study done for us by Chuck Brockway, the total campus under irrigation is the 114.59 acres plus 15.14 acres of farmland for a total of 129.73 acres. Of this approximately 34.0 acres is in the Frontier addition where we cannot assign water shares. Our total campus

the Frontier addition (approximately 65.88 acres), we have approximately 167.12 acres to assign to water shares. Of this 167.12 acres, we have $(129.73 - 34.0 = 95.73)$ 95.73

We have 167.12 water shares assigned to these 95.73 acres. At 1.5 shares per acre, our maximum assignable water shares are 143.6. This means we need to move or sell 23.52 of our existing shares plus the 61.3 shares we purchased from the CSI Foundation. This totals 84.82 shares.

John Roshalt offered the following alternatives for these 84.82 water shares:

1. Sell them. Walt Coiner, the Idaho State Land Board and several other organizations and/or individuals are looking for water. We could get at least \$500 per share, which would total \$47,840.
2. Check with the City of Twin Falls and see if we could assign the shares to some of their dry land around the Twin Falls airport. We would have to write a formal agreement so we could have the shares assigned but could still rent them out. The City may already be doing this with some of their water shares so it may not be possible.
3. Write up a stipulation agreement (John provided us with an example) with someone who has dry land that we can assign the water to and enter into a long-term lease for the water. The landowner would rather purchase the water but may enter into an agreement with us if they really need the water. At the end of 10 years or whatever the lease is for we could retain the right to sell the water.
4. Buy some dry land and assign the water to it. The water could be used on the land, the campus or rented out. John Roshalt said he feels water shares are very cheap and the price will only go up in the future. Land without water goes for \$800-\$1,000 per acre but can go for \$2,500 or more per acre. ~~Land without water goes for \$800-\$1,000 per acre but can go for \$2,500 or more per acre.~~ Land would have to be accessible to the low line canal.

Of the four options, I prefer option 4. If we could find a dry farm of 80 to 100 acres, we could develop it and retain our water rights for future campus use.

If you need more information, let me know.

csi/watershares1.doc

W Washington

Graceland
Subdivision

40 Acres

Kimes
Lyons
Pohanka
Prater
Warberg

Water rights
Reed = 2.19

Parcel II
Kimes Property

120 Ac

Idaho Assn
Outdoor
lease Jan 1960

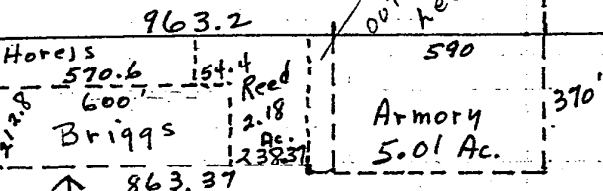
total
Acreage
233.12

42,381 50 SHEETS 1 SQUARE
42,382 100 SHEETS 1 SQUARE
42,389 200 SHEETS 1 SQUARE

Falls Ave

S 152.68

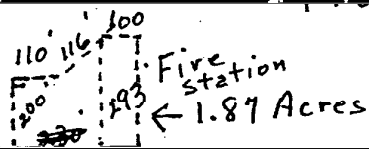
25



7.24 Acres
Above

N

Field Property No Water Rights

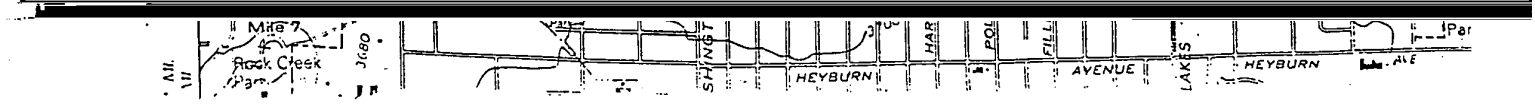
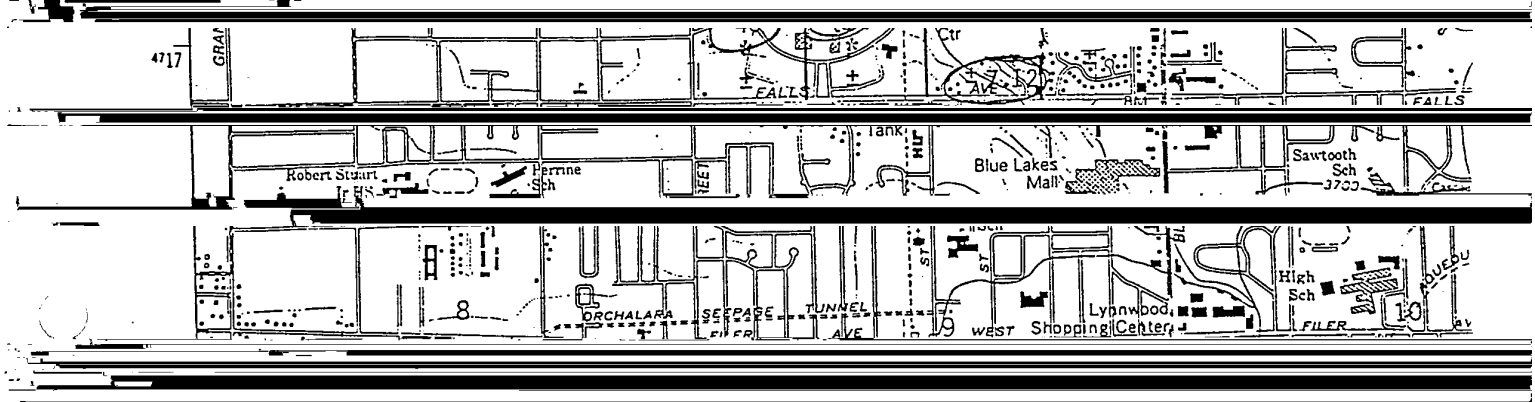
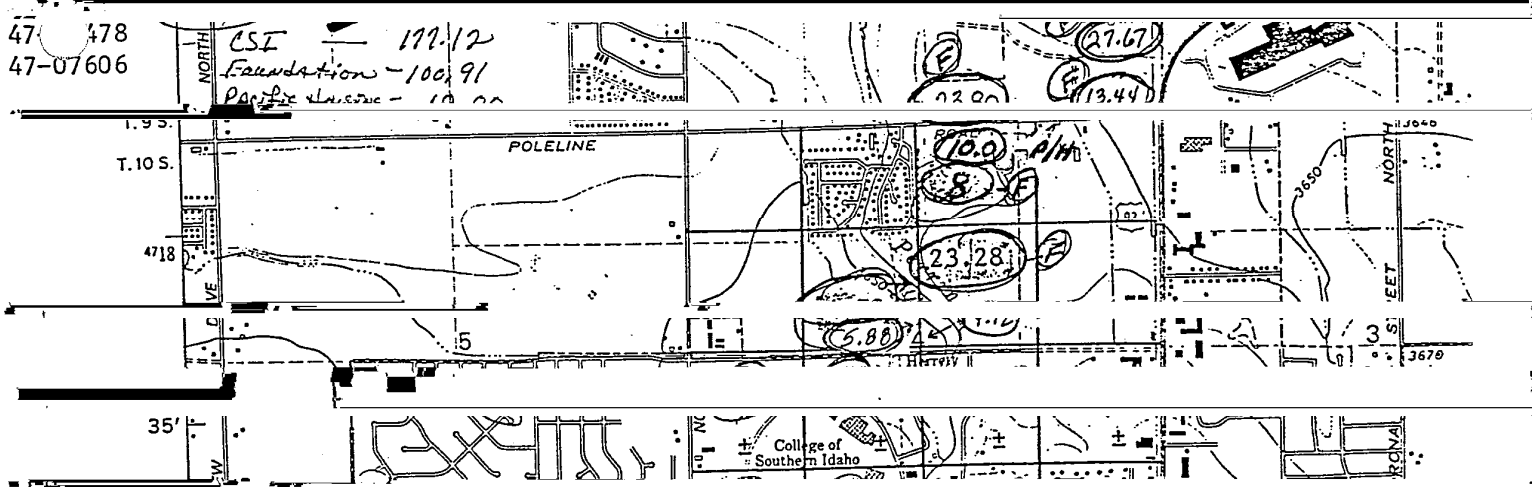
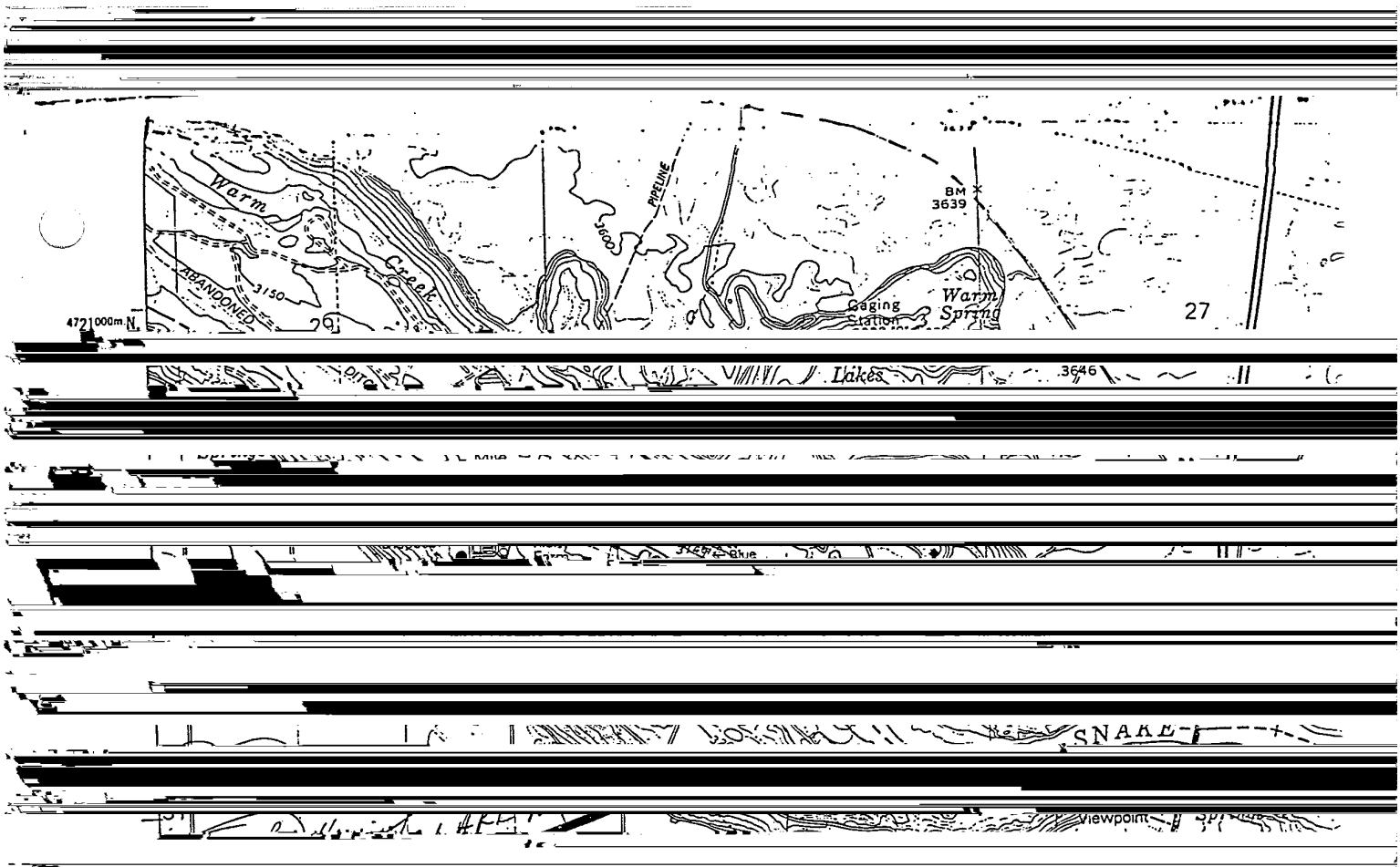


65.88 Acres
+ 7.24 SW Corner
73.12

S 1/2, Sec 4, Tshp 10S, Rge 17E

Prepared
6/6/79
HSD

F





THE SERVING PEOPLE

P.O. Box 1507 • 208-736-2267 • Twin Falls, Idaho 83303-1007 • Fax: (208) 736-2266
OFFICE OF PLANNING & ZONING **208-736-2267**

March 19, 1998

To: Gerald Meyerhoeffer and CSI Board of Directors
From: LaMar N. Orton, Planning & Zoning Director, City of Twin Falls
Subject: Lease Agreement with Cellular Inc., Network Corporation and USCOC of
Idaho BSA #5 Inc.

Attached is a proposed lease agreement with two cellular telephone companies for a parcel of land at Frontier Field just south of the CSI ballfield and just north of the most northerly City ballfield. This lease was initially prepared by the City Attorney with modifications being made upon review by City staff and the cellular companies. The lease is for a term of 20 years with fees paid to CSI of \$300 per company per month for the first year with an annual inflation factor built in for years thereafter. The lease will allow a 140' monopole and two 12' x 20' buildings.

Background information:

In late 1996, United States Cellular Wireless Communications, Inc., approached the City and asked to lease land at Frontier Field for a 150' cellular tower. As towers were not provided for in the City Open Space zoning district, they were told that land at Frontier Field could not be leased to them.

On April 16, 1997, the company applied for a special use permit to place a 150' tower on property just west of Best Western Canyon Springs Park Hotel at 1357 Blue Lakes Boulevard North. At a public hearing on May 13, 1997, the special use permit was denied by the Twin

area.

On June 24, 1997, the company resubmitted a special use permit application for the same site, but with an 80' height tower. This request was again opposed by businessmen in the area and

MEMO - Gerald Meyerhoeffer and CSI Board of Directors
March 19, 1998
Page 2

denied by the Planning and Zoning Commission and by the City Council upon appeal. Subsequent to the denial US Cellular filed a lawsuit against the City in Federal Court.

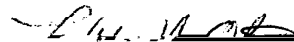
Because of the company's expressed need for a tower in the northern part of the City to adequately provide service in the area, the City initiated a code change to allow cellular towers by special use permit in the Open Spaces zones where other tall structures currently

poles lightning damage. On November 14, 1997, the City Council approved the code change.

On December 16, 1997, a joint application was submitted by the two companies shown on the lease agreement. The City had insisted on this as we wanted the companies to collocate rather than each applying for a separate tower at different locations.

On January 13, 1998, the Twin Falls City Planning and Zoning Commission issued a special use permit for the tower. Attached is a copy of the special use permit.

On March 16, 1998, the Council approved the lease subject to CSI approval.



Planning & Zoning Director

LNO/jh
attachments



P. O. Box 1907 • 321 Second Avenue East • Twin Falls, Idaho 83303-1907 • Fax: (208) 736-2296

SPECIAL USE PERMIT

Permit No. 0523

Granted by the Twin Falls City Planning and Zoning Commission on January 13, 1998, to Cellular, Inc., Network Corporation whose address is 8350 East Crescent Parkway, Suite 400, Englewood, CO 80111, and United States Cellular, Inc., 7600 N.E. 41st Street, Suite 325, Englewood, CO 80111, for the purpose of constructing and installing a 140' tall tower and two 12' x 20' unmanned cellular communications equipment buildings on real property located in the 600 block of Falls Avenue (Frontier Field) and legally described as NW¼, SW¼, SE¼, Section 4, T4N, R10E, S12E, Twin Falls County, Idaho.

1) Permit is subject to a City Council approved lease agreement.

2) The applicant shall obtain Building Department approval of the exact location of the tower and equipment buildings. If water lines have to be relocated, it is to be done at the applicant's expense.

3) Only the monopole is allowed and is not to exceed 140' in height.

4) Provision is to be made for collocation of other users, including public agencies on the monopole.

5) Landscaping to be maintained by the City.

Chairman

This permit is for zoning purposes only. Other permits such as sign, building, electrical or fire must be obtained from the Building and Fire Department.

Code Enforcement

Please contact the Building Department at 736-2238 for further information.

This permit corresponds to Application No. 1199

COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING

March 24, 1998

CALL TO ORDER: 11:40 a.m. PRESIDING: LeRoy Craig

ATTENDING: Trustees: LeRoy Craig, Dr. Thad Scholes, Dr. Charles Lehrman, Donna Brizee and Bill Babcock

College Administration: Gerald Meyerhoeffer, President
John M. Mason, Secretary/Treasurer
Richard Almondson, College Attorney

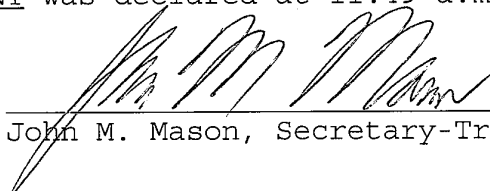
PRESIDENT'S REPORT:

1. The Board met at the site of the proposed tower (southeast of the baseball field) to discuss the construction of the tower and approval of the lease contract.

The Board refused the offer to participate in the tower project on MOTION by Bill Babcock. Bill Babcock, Dr. Thad Scholes and Donna Brizee voted in favor of the MOTION. Dr. Charles Lehrman voted against the MOTION.

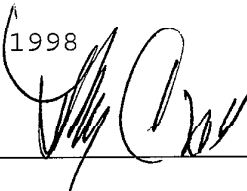
The MOTION was carried on a three to one vote.

ADJOURNMENT was declared at 11:49 a.m.



John M. Mason, Secretary-Treasurer

APPROVED April 20, 1998



Chairman