elicitation of a master plan for the Capitol Building. Additionally, the Department is to provide a specific dollar recommendation for the cost of the master plan as well as a definition of the master plan scope of services included in designing the plan.

Mr. Smyser suggested public opinion be polled regarding Capitol occupancy. Mr. Erstad responded the Commission needs to create the plan and make that "timeless decision" for the structure. At least, the Commission could come up with a recommendation and then give the public an opportunity to comment.

Mrs. Frew suggested the Commission's perspective for building occupancy begin with the building as top priority. The master plan will identify the significant areas in the building most effective to restore, and it is only after these areas have been returned to their original grandeur that we will know what space remains, and what entity best fits into that restored space.

Prior to the next meeting of the Commission, Chairman Eiguren proposed he and Mrs. Ahrens, with input form the Commission members, devise a vision statement about the Capitol Building. Included would be terminology that the Commission focus on the building itself and speak to the building in terms of its needs. The statement will also address whether or not constitutional officers are to be house in the Capitol Building. The statement will be distributed prior to the Commission's upcoming meeting.

In review, Chairman Eiguren expressed his hope that at the end of the implementation of the master plan, the Capitol will be returned to its historic splendor. We have the unique opportunity to accomplish this by the Statehouse centennial in 2005—100 years from when the first corner stone was set in place. He then reviewed the immediate activities of the Commission:

1. Hire a professional to complete a master plan, which could take between six months to one year to complete.
2. Engage in an office space needs study of the constitutional officers and the Legislature.
3. Begin the elements of a funding program.
4. Address immediate facility and artifact preservation needs.

He then asked the Department of Administration to compete a list of immediate facility projects for the Commission to consider at its next meeting. Further, he asked Mr. Guerber to survey the artifacts in the Capitol Building with particular focus on those items that may be lost if not immediately preserved.

Accounting of Available Funds

There are two segments of the Capitol Endowment Fund, Mr. Thompson explained. The State Treasurer had custody of the Permanent Fund until July 1, 1998 (the effective date of the statute). At that time, the custody of the Permanent Fund was transferred to the Endowment Investment Board. The Permanent Fund balance, currently at $3,276,314, earns interest to support the efforts of the Commission. The Interest Fund remains under the custody of the Treasurer and the balance at the time of the meeting is $206,274.

The State of Idaho was granted 32,000 acres of land at statehood to pay for the construction and maintenance of the Capitol Building, Mr. Hancock explained. Much of this acreage has been sold off in the years since 1890 to pay for the construction and maintenance of state buildings, including the Capitol. The number of acres left in state ownership today stand at 7,222. Over the past six years the revenues into the Fund have been fairly strong due to a number of timber sales made on those lands. The big revenue days are now over for the endowment lands for at lease 20 years or so, he said.

It is projected that the Income Fund will earn $163,815 in FY99 on the balance of the Permanent Fund. Additionally, the lands may earn about $69,972 on timber sales which adds up to a total of $441,061 available for FY99 when added to the Income Fund balance of $207,274. For fiscal year 2000, $233,767 is estimated to be available.

Mr. Bianchi clarified the available $441,061 from the Income Fund is only seed money. The Commission will be looking toward securing appropriations from the Legislature, private donations, or other forms of revenue to fund the millions of dollars worth of needs. We have the option to grow the Permanent Fund by investing some of the earnings back into the Fund until it gets to about $5 to $10 million Chairman Eiguren said. At that point, the interest can be used for ongoing maintenance of the Capitol Building.

In order to secure funding for FY00, Mr. Hancock pointed out, the Commission must submit a budget request through the Department of Administration, Division of Public Works no later than the end of November. **Chairman Eiguren proposed the Commission submit a FY00 funding request for those items (facility and artifacts) needing immediate preservation, as well as funding to initiate the master planning process.**

Immediate Renovation Projects

Administration staff has discovered over the years several facility issues that should be immediately addressed. Many of the estimates for these projects are

merely guesses, she cautioned. Staff has not had time to conduct the extensive research needed to secure an accurate estimate.

The initial item on the list of projects is the cost for the *master plan*, estimated at $120,000.

Historical Renovation items to be done include the restoration of the fourth floor reception hall upgrade of the Governor's reception area which would include replacement of the vertical mahogany and other modern items; upgrade of the House and Senate Chambers with acoustic treatment on walls and replacement of inappropriate desks; replacement of main corridor light fixtures; and, replacement/upgrade of entry doors, steps, planters. The total cost for all of the above projects is estimated at $800,000

Other projects addressing needed building improvements include replacement of the first floor Information Desk with a more appropriate design (which under way at this time); removal of all decorative vertical mahogany in areas such as the Governor's Office entry, Gold Room entry, Lieutenant Governor's Office, etc; removal of inappropriate materials from office areas such as aluminum and glass partitions, modern moveable wall systems, acoustic tiles glued to wall surfaces; and, replacement of light fixtures throughout the building with fixtures more appropriate to the historical design. These would all be very visible projects to the public; consequently, these projects could help gain public support, she added. All of the above items add up to about $1,500,000.

Following are projects that are considered *maintenance items* that would not be very visible, but are critical for maintaining the integrity of the building. These projects are just a start of the total renovation, she said.

Exterior masonry repairs/tuck pointing and flashings	$ 375,000
Exterior cleaning	300,000
Exterior replacement of east and west stairs	600,000
Ladders to eagle and legislative flags	175,000
Window well repairs and guard rails	400,000
Window replacement and repair	800,000
Marble floor repair cracks, holes & worn areas	600,000
Polish marble floors and railings at $6.00 per square foot	250,000
Repair all scagiola	450,000
Upgrade air conditioning systems	5,000,000
Install complete fire sprinkling system	850,000
Restore plaster and cornice where possible	829,000
Refinish doors and wood work where required	250,000
Replace stainless steel handrails with brass	125,000
Seal basement walls against water entry	350,000

Upgrade fire detection and alarm system	355,000
Paint all common areas	250,000
Install emergency power	225,000
	$11,959,000

Two separate appropriations have been secured for fire protection in the Statehouse. However, this project has been placed on hold until guidance is provided by this Commission, she noted. In FY95, $400,000 was received; subsequently, a master plan was developed for a fire protection system for the Statehouse. The plan identified smoke detection and alarms systems that should be installed, as well as a portion of the fire sprinkler system installation. This project has been designed and is ready to be bid, if it is the desire of the Commission. In FY98, $333,000 was funded for Phase II to complete the fire sprinkler project.

Ongoing projects include replacement of window coverings, blinds, drapes, and aluminum store fronts, as well as uncovering and refinishing marble as it is discovered in the process of replacing carpeting

Chairman Eiguren suggested the master plan for the Statehouse begin with a top-to-bottom structural analysis of the building before any significant funds are expended. The timeframe for completing the plan would be five to seven years. Once the funding program has been designed, both it and the master plan will be presented to the Legislature as one unit. He suggested no additional requests be presented to the Legislature until the plan is done. Mrs. Ahrens commented that Permanent Building Fund moneys have been requested for FY00 appropriation to conduct some tuck point work to prevent any further damage to the Capitol Building.

Fund Raising

The Commission has the obligation to recommend to the Legislature how implementation of the master plan will be funded both from public funds as well as private funds, Chairman Eiguren explained.

Until the master plan is complete, Mr. Hartgen said, it may be premature to proceed too far with fund raising issues. There are businesses and companies that specialize in this type of fund raising and as an example, he distributed information from National Community Development Services, a firm which has completed fund raising projects for Chambers of Commerce in Idaho over the past few years on a flat-fee basis. Chairman Eiguren added the master plans from other states will also outline ways in which public/private partnerships have been successfully operated.

Public Outreach/Tour Program

In overseeing the Capitol restoration project, the Commission members are acting as stewards of the building for all the people of Idaho. That is why we need to involve the public as much as possible in developing the master plan, and other activities, Chairman explained.

There are several outreach methods, Mr. Hartgen listed, media, websites, PBS, book sales, tours, and school systems, for example. Mr. Guerber added that public outreach is also going to be a major element in the Historical Society's Capitol Tour Program. Much like is being done with other historical sites in Idaho, plans are to utilize websites, and school materials, in part.

The statute provides for a visitor-oriented tour program of historical and educational substance concerning the Idaho State Capitol Building and grounds. Prior to this legislation, the Department of Commerce had provided a limited tour program. The Historical Society has since created an interpretive specialist position to develop the overall concept of interpretation/education programs of the Capitol Building, recruiting, training, and selecting people who will be working on a voluntary basis. Volunteers are a important element since the society will be operating a tour program, information center, and a retail operation.

Currently the facility in which the tour program will operate is under construction on the first floor. Some artifacts from the Capitol will be utilized in the construction. The program will be available on a year-around basis, although during the legislative session the tour program will be a support group to the legislative tour program. The interpretive specialist will be on board near the end of September, he anticipated, with tours underway possibly by the latter part of this year.

In the past, Mrs. Ahrens commented, Capitol Mall security staff, which is contracted through the Department of Administration, had operated a security booth on the main floor of the building. As part of its operations, staff handed out information to tourists from the Department of Commerce. However, the security command center has been moved, and the historical society will now conduct this function.

Draft Rules, and Policies/Procedures

An initial draft set of rules for use of the Capitol has been written; however, the Department of Administration would like to do some further research, Mrs. Ahrens explained. The rules will probably not be ready to submit to the

Legislature at its upcoming session. The rules will be presented by topic or headings.

Selection of Capitol Architect

Another statutory obligation of the Commission, Chairman Eiguren noted, is the selection of a Capitol Architect to work with the Commission on the development of the master plan, amongst other functions. He added that the Commission has unbridled discretion in terms of selection, with a few outlining criteria. For example, the architect must be licensed in the State of Idaho and have professional experience in the area of historical renovation. Mrs. Ahrens suggested the first step in the selection process may be to put together a list of expectations of the architect, as well as whether or not the Commission has to follow competitive bidding laws, and other major criteria. **Administration will establish a list of criteria, and a description of what the selection process might look like.**

Future Meeting Dates

The Commission agreed to set its next meeting for mid to late October. Documents for the Commission to review prior to the meeting will be mailed to members in early October. To accommodate time-sensitive issues, a telephone conference call may be arranged to approve budget requests for the master plan as well as an immediate project list.

Adjournment

Chairman Eiguren adjourned the August 31, 1998 meeting of the Capitol Commission at 4:30 p.m.

Roy Eiguren

Roy Eiguren, Chairman
Idaho Capitol Commission

Diane K. Garcia

Diane K. Garcia, Administrative Assistant
Department of Administration

List of Follow-up Items
From Capitol Commission Meeting of
August 31, 1998

First steps prior to next meeting (documents to be mailed to members by early October):

1. Prepare strategic statement, mission, and vision. — Roy, Pam
2. Prepare letter requesting long range space plans, and a chattel inventory from the Legislature and all elected officials. A separate letter will also be sent to state agencies requesting disclosure of items held by that agency which may be, or are historical Statehouse furnishings. The results of the request will be consolidated into a an inventory of Statehouse furnishings, and a list of historical Statehouse furnishings located elsewhere. IN PROGRESS — Diane, Roy
3. Conduct an office space analysis for the Statehouse. COMPLETE — Jan, Mike D.
4. Prepare funding recommendation for the master plan and define the scope of services included in designing the plan. Prepare a budget for the Commission. IN PROGRESS — Larry, Rick, Diane
5. Prepare funding recommendation for immediate building projects. COMPLETE — Larry, Rick, Jan
6. Complete survey of artifacts in Capitol with particular focus on those items that need immediate funding for preservation. IN PROGRESS — Steve G.
7. Outline draft policy rules. IN PROGRESS — Joanna, Mike D.
8. Prepare RFP for Capitol architect selection. IN PROGRESS — Jan
9. Provide list of websites for each of the states that have Capitol Commissions. COMPLETE — Diane

10. Gather master plans from other states. IN PROGRESS — Jan
11. Design and create Idaho's Commission website. — Jon

Future Assignments/Policy Issues:

1. Plan to visit other states' Capitols and Commissions.
2. Send out letters in attempts to recover original items lost from the Statehouse.
3. Determine what entities should be housed in the Statehouse.
4. Strategy for implementing the Statehouse space plan approved by the Commission and defined in the master plan.

10/1/98

STATEHOUSE CAPITAL PROJECT PROPOSALS
Submitted by the Idaho State Historical Society

First Idaho Volunteer Flags
$25,000

Three flags are located in a case on the fourth floor of the Statehouse from the Spanish-American War, two of which belonged to the First Idaho Volunteer Regiment and the third, likely, one which was captured during the conflict. The flags need cleaning and restoration and interpretive information needs to be included in the display that explains the service of the First Idaho Volunteers during the war.

There are also two guidons, three streamers and a flag carrier in the case that have nothing to do with the First Idaho Volunteers. A decision should be made on whether to store them or loan them to the Military Museum at Gowen Field for more appropriate display.

The proposed funding would allow cleaning and conservation of all three flags ($7,500 each), creation of interpretive information ($500), and improvements to the case that would include installation of protective glass ($2,000).

Winged Victory
$2,600

The Winged Victory statue replica on the second floor needs repairs ($100 by using ISHS staff), installation of a new protective fence further from the statue ($2,000) and creation of an interpretive display explaining the Merci Train that brought it and other gift from France after World War II ($500).

Rotunda Signs
$2,000

The black tin directional signs with hand lettering in the rotunda are becoming "tacky" and should be replaced by mahogany signs with gold lettering to better fit the style of the Statehouse (5 @ $200 each).

Washington Statue
$2,000

The Washington statue display case could better fit into the visual style of the Statehouse if the anodized aluminum frame were overlaid with mahogany as the least expensive approach to improving the display.

The Sundial

The sundial in the first floor rotunda should be moved outside the building, possibly in conjunction with creation of a garden area for location of future donations of art or monuments appropriate to the Statehouse grounds.

Sheriff's Display Case	The Idaho Sheriff's Association display case should be relocated to a more appropriate site, possibly the Law Enforcement Building in Meridian. Created during the Idaho Centennial, many of the names on the display are outdated.
Capital Mall Model	The mall display case in the first floor rotunda should either be updated to reflect the substantial changes that have actually taken place over the past 20 years or be removed. The location would be ideal for an interpretive display of a historic nature ($2,000 to create).
Governor Portraits	The painted portraits of the Territorial Governors in the rotunda would benefit from interpretive information and installation of protective non-glare glass.
Session Photo Displays	Many of the photo montages in the entries and hallways of the House and Senate wings are in need of repair. Consideration should be given to relocation of some frames elsewhere in the building with replacement by displays of historical interpretation in high traffic and public areas.
Display Cases	As rental contracts on first floor hallway display cases expire they should be replaced by displays of a historic nature relating to the Statehouse and the state.
Stairs/Doors	Consideration should be given to replacement of aluminum hand rails and aluminum exit doors with brass, as originally existed in the Statehouse.