
Idaho State Capitol Commission

Official Minutes

November 9, 1999

A meeting of the Idaho State Capitol Commission was held on this date in the Senate Caucus Room, Room #350, Idaho State Capitol Building. Chairman Eiguren called the meeting to order at 8:40 a.m.

Attendees

Members Present:

Roy Lewis Eiguren, Chairman

Pam Ahrens, Director, Department of Administration, and Secretary/Ex-Officio Member

Carl Binachi, Director, Legislative Services Office and Ex-Officio Member

Andrew Erstad

Steve Guerber, Executive Director, State Historical Society and ex-Officio Member

Stephen Hartgen

Skip Smyser

Will M. Storey

Absent and Excused:

Louise Shaddock

Others Present:

Donna Hartmans, Capitol Architect, Arrow Rock Architects

Doug Dorn, Commission Financial Advisor

Jeff Shneider, CSHQA Architects

Jerry Lowe, CSHQA Architects

Mike Despot, Manager, Facilities Services

Joanna Guilfooy, Deputy Attorney General, Department of Administration

Rick Thompson, Internal Management Systems Administrator, Department of Administration

Jan Cox, Administrator, Division of Purchasing

Jeff Egan, Division of Public Works
Darla Jensen, President Pro Tems' Office
Terry Franks, Office of the Speaker of the House
Jeanne Ludwig, Office of the Speaker of the House
Marta Watson, Analyst, Division of Financial Management
Jason Hancock, Analyst, Legislative Services Office
Diane Garcia, Management Assistant, Department of Administration
Susan Eastlake, Ada County Highway District Commissioner
Judy Peavey-Derr, Ada County Highway District Commissioner

Welcome and Introductions

Introduction of New Commission Member

Chairman Eiguren announced Sondra Dahl-Hansen resigned her position with the Commission. In her place, the Speaker of the House has appointed Mr. Will Storey from Sun Valley.

Mr. Storey's grandfather, Charles Storey, owned the construction company—Storey and Murphy—that constructed the original center portion of the Capitol. Later, his grandfather supervised the construction of both the House and Senate portions of the building.

Mr. Storey has had a distinguished career in the business sector, he pointed-out. He was executive vice president and chief financial officer of Boise Cascade Company and held executive positions with Federated Department Stores, Inc., and Manville, Inc., amongst others. He is now retired and involved as a member of the St. Lukes Regional Medical Center Board of Directors, and Chairman of the Wood River Valley Community Council for St. Luke's RMC. He has had many successes in fundraising campaigns, he added.

Introduction of Ada County Highway District (ACHD) Commissioners

Chairman Eiguren introduced ACHD Commissioners Susan Eastlake and Judy Peavey-Derr. An invitation was extended to both the ACHD and the City of Boise to participate in the Commission process.

Approval of Minutes

MOTION: Mr. Smyser moved and seconded by Mr. Erstad that the minutes of the September 24, 1999 Idaho Capitol Commission meeting be approved as written. The motion unanimously passed.

Adoption of Commission Financial Advisor

Chairman Eiguren explained that he and Director Ahrens have discussed eliciting the assistance of someone with financial background to help with the Commission's funding program. He introduced Mr. Doug Dorn and proposed that he fill the role of the Commission's financial advisor.

Mr. Dorn, chairman and founder of the investment managing consulting firm of Dorn, Helliesen & Cottle, Inc., has agreed to serve on a "pro bono" basis. He has been active in the community and in government service—he served on the transition teams for both Governors Batt and Kempthorne. Mr. Dorn also served as chairman of Governor Batt's Committee for Endowment Fund Investment Reform.

MOTION: Mr. Bianchi moved and seconded by Mr. Erstad that the Commission accept Chairman Eiguren's recommendation that Mr. Doug Dorn be approved as the Commission's financial advisor. The motion unanimously passed.

Review FY00 and FY01 Budgets

Overview of Funding Sources

At the same time the Commission was created in 1998, Chairman Eiguren summarized, a permanent endowment for the benefit of the Idaho Capitol Building was established. When Idaho was admitted to the Union, it received 32,000 acres of timber and mineral land from the federal government for the purpose of construction and maintenance of a Capitol. Near the turn of the century, 25,000 acres of that land was sold to fund construction—7,000 acres remained granted to the state for use in development and maintenance of the Capitol.

From 1920 when the building was completed until 1998 those lands did not have endowment status, thus funds derived from the sale of timber and minerals went into the general fund rather than into a dedicated fund strictly for the Capitol.

In 1998, legislation established two endowments—a Permanent Endowment Fund and an Endowment Income Fund which are dedicated exclusively for the Capitol Building. Funds identified as having derived from sales--\$2.6 million--was deposited into the

Permanent Endowment Fund. Since that time, the income earned from that \$2.6 million has been dedicated for the purposes of the Commission. Those funds cannot be used, however, unless they are appropriated, he explained.

The Commission's current cash balance is about \$1,188,000; and the Department of Lands continues to receive timber sales receipts. At its last meeting, the Commission realized there are more funds available for FY2000 and FY2001 than anticipated. Projected earnings would bring the balance to about \$1,647,639 by the end of FY2000, Mr. Hancock explained. At the end of FY2001, the cash balance is estimated to be about \$1,627,119.

FY2000 and FY2001 Budgets

Mr. Thompson briefed the Commission on three separate budgets, the Capitol Commission FY2000 and FY2001 operating budgets, and the FY2001 Capital Budget.

At its meeting the week prior, the Permanent Building Fund Advisory Council (PBFAC) approved recommendations for the **FY2001 capital budget**. The Capitol Commission's request from that fund was \$900,000 to continue implementation of the master plan. The PBFAC approved recommending \$450,000 of this request to the Governor and the Legislature. Also requested by the Commission was \$950,000 for immediate repairs to the east and west exterior stairs of the Capitol. This request was approved for recommendation by the PBFAC.

Mr. Shneider reminded the Commission of its recommendation to proceed with the design of the entire master plan as opposed to breaking it up in phases. The additional design moneys of \$900,000 will allow for continuation of the master plan and include funding to complete the schematic design and identify distinct construction phases and cost estimates.

Thus far, Mr. Thompson continued, \$28,000 has been spent of the Commission's **FY2000 operating budget**. The bulk of the expense has been for capitol architect fees and website development. The current balance is \$34,000.

Since there are more funds available than budgeted for in FY2000 and FY2001, there may be an opportunity to address a couple of additional needs during these budget years, he explained. Proposed is a \$20,000 supplemental for the **FY2000 budget** for Commission communication efforts to be completed this year by the Community Team's Communications Committee. Additionally, a revision to the **FY2001 budget** is also proposed to include \$450,000 to make up the \$900,000 price tag for continued design, which was not fully recommended by the PBFAC.

Motion: Mr. Bianchi moved and seconded by Mr. Erstad that the Commission move forward with the supplemental for FY2000 for \$20,000 for the efforts of the Communication Committee, and approve the revised FY2001 request to include the addition of \$450,000 to be spent on the portion of the master plan not funded by the PBF to increase the total FY2001 budget to \$565,000. The motion unanimously passed.

Federal Matching Moneys

The Historical Society recently received federal moneys associated with preservation programs for the State of Idaho, Director Guerber reported. These moneys supporting Idaho's program are coming in quickly, and at this time there are no state moneys available to match potential federal moneys for the next fiscal year.

Any state-funded project taking place in Idaho dealing with preservation projects is eligible for a federal match. He asked permission of the Commission to allocate moneys paid to the Capitol architect as matching preservation funds for the State of Idaho, which will cover the Historical Society's matching portion for funding for the next fiscal year.

Both Mr. Hartgen and Mr. Smyser questioned whether there should be a co-mingling of funds between the Historical Society and the Capitol Commission. Director Guerber responded that funding will not be combined; there would be no conflict in regard to the two entities' separate missions. A letter from the Commission stating that funds are being spent toward the Capitol renovation project is all it will take to utilize those federal funds, which would carry with it no restrictions nor would it eliminate the opportunity for the Commission to acquire any federal-matched funds of its own.

Motion: Mr. Storey moved and seconded by Mr. Erstad that the Commission accept the proposal from the Historical Society to use \$32,000 appropriated for the Capitol Architect to obtain federal matching funds for historic projects in Idaho. The motion was passed; Director Guerber abstained from voting.

Fundraising

Fund Raising Consultant RFP

Chairman Eiguren reported an RFP has been issued on a national basis to obtain a professional consultant to assist the Commission in developing and implementing a fund

raising program. Director Ahrens reported proposals are due on November 16th; the selection committee is scheduled to meet in early December to evaluate the proposals and to conduct oral interviews. The selection committee will consist of Skip Smyser, Steve Guerber, Will Storey, Stephen Hartgen, and Chairman Eiguren. Mr. Dorn will also sit in as an observer.

The contract is anticipated to be signed early in 2000 with work beginning as soon as start-up funding becomes available in the spring. Requested in the FY2001 budget is \$60,000 for an initial feasibility study to identify potential areas for fund raising within the State. Once this is complete, a fund raising program will be developed with the assistance of Mr. Dorn.

Idaho Community Foundation

Chairman Eiguren reported that to date the Community Foundation has collected \$1,000 in the permanent account of the Capitol Commission, and \$750 in the income account.

Visit to North Idaho

Last week, Chairman Eiguren traveled to north Idaho, and with the help of Ms. Shadduck, met with citizens and various groups in Coeur d'Alene and Sandpoint. He gave a presentation outlining the Commission's effort, which was received with a high level of enthusiasm and interest. A few new ideas came out of the discussions, he added.

One recommendation was that the Commission seek, through the legislative process, a tax credit for individuals who contribute to the restoration project. Currently, individuals are entitled to a tax credit of 20% of the charity or \$50, whichever is less. Mr. Smyser suggested this proposal would require further research since this type of tax credit may be viewed as a general fund appropriation.

Another recommendation was for a special "Capitol Restoration" license plate. Current law provides that special plates are to be uniform in size and style, but does provide for the addition of logos. A special fee is then assessed for the special license plate, and one portion goes to ITD and the other portion goes to the Commission's endowment account.

Mr. Bianchi offered to take the lead in reviewing these financial projects and report back to the Commission.

Press Conference

The Commission adjourned at 9:50 a.m. to convene in the JFAC hearing room for a press conference to announce the Commission's new website, as well as the appointment Mr. Storey to the Commission and appointment of the Commission's Financial Advisor, Mr. Dorn.

Report by the Capitol Architect

Community Teams

Ms. Hartmans distributed a schedule of critical meetings and work sessions of the community involvement teams. As a result of the September 24 work session, several tasks were assigned the committees, and incorporated into the planning process of the project.

With the master plan scheduled to be complete near the end of January, she said, several of the community teams' involvement will also conclude. In the next four to six months, some of the teams will be involved in work sessions with the anticipation that most will not continue throughout the project. The teams that will carry-over to the end are the fundraising, communications, and heritage committees.

Capitol Display Guidelines

The Capitol Commission is responsible for the establishment of criteria for displays and exhibits in and around the Capitol Building. Draft guidelines for the placement of objects of art, memorials, statutes, and exhibits at the Idaho State Capitol and its grounds were provided two of the community teams for review; no comments were offered back. The initial draft resulted from research of guidelines from other states, Director Ahrens remarked. Subsequently, comments from the Commissioners, legislative leadership and the Governor's Office were incorporated.

The guidelines propose an advisory committee serve as a subcommittee to the Commission. This committee would review all requests for temporary displays. The make-up of the committee would include the capitol architect plus a representative from the Department of Administration, Historical Society, Department of Commerce, and the Commission on the Arts.

Chairman Eiguren reiterated issues spelled-out in the guidelines have been addressed on an informal basis over the years and through the prior capitol display subcommittee. Commission action will formalize the guidelines and establish a committee to make decisions for the Commission on the temporary placement of art and displays in the building. Eventually, he said, all of the existing displays and art will be reviewed as well.

MOTION: Mr. Smyser moved and seconded by Mr. Erstad that the Commission approve the display guidelines, and that members of the Capitol Display Committee be appointed by Director Ahrens, with review of the guidelines to be done on a six-month basis. The motion unanimously passed.

Report by Capitol Master Planners

Project Milestones

Mr. Lowe pointed-out the key project milestones and dates for the Commission. Currently, he said, research is underway and nearly complete on the **historic document research**. The investigation involves looking into the state archives and library, as well as looking up information through various articles and books.

An **exterior envelope analysis** has been performed, he continued. A sample cleaning of the exterior masonry will be accomplished soon using a dry-cleaning process. Also in the works, he said, is the **analysis of all building systems**—mechanical, electrical, structural, etc.

Already completed, he said, is a **space needs assessment**. All agencies housed within the structure are in the process of being interviewed; consequently, space concept plans will be developed. Completed concepts will be presented to the Governor and legislative leadership in December.

Preliminary Preservation Plan

Included as part of in the draft master plan, and scheduled to be completed in January, will be a preservation plan, a space concept, budget, and a timeframe, he continued. The final version of the master plan is anticipated to be complete by the end of April, 2000.

A presentation was made to the Commission space-use subcommittee on October 19th regarding a preservation plan dealing with historic spatial issues. The Commission is

being asked today, Chairman Eiguren said, to approve the preliminary preservation plan.

There are three architectural levels of the preservation plan, Mr. Lowe pointed-out. One level is called *preservation* which is the stabilization of historic spaces that have not been altered, and are in stable condition. Another architectural level is *restoration*, which is restoring an area that has been altered to its original condition. Finally, *rehabilitation* is creating a space the way it was originally intended, although it was never completed to that condition.

Basement – Although the Capitol basement was never completed, it was intended to be an exhibit area on “mining”. Since there is now a need for exhibition/education space in the building, there may be an opportunity to *rehabilitate* this space to somewhat fulfill its intended use. Original stairwells to the basement have been modified--bringing those stairwells back up to their intended quality may also be considered.

First Floor – The public corridors and rotunda on the first floor will be *preserved*, as will a couple of spaces which are closely in tact, such as the Treasurer’s Office. Toilet rooms on the first floor will be *restored*. Spaces now occupied by the Attorney General’s Office were originally chambers for the Supreme Court judges. An elevator used to run from the first floor, near what was the judges chambers, to the second floor where the Supreme Court Room was located (now the JFAC hearing room). Also, a stairwell originally ran from the basement to the first floor, which has since been closed-up and is now used for a small Historical Society office. It is the intent that the stairwell be re-opened.

A light shaft runs from the basement to the top of the building in each of the wings, he continued. The shaft allowed natural light to penetrate the building. At the top of each shaft was a vent which could be opened to let air circulate through windows designed within the shafts at each floor. Over time, the shafts have been used to run wiring, and the vents at the top have been capped. The shafts will be *restored* as part of the project, he said, especially since the infusion of natural light was part of the original building design.

The space where the concession stand is now located was originally an open space under the stairwell. This area will be *restored*, and another location identified for the concession stand. The remainder of the first floor will be *rehabilitated*.

Second Floor – The Governor’s suite on the second floor will be *restored*. The original Governor’s Office is not where it currently exists; in fact, his current office was designed to be a large reception area leading into his office.

The Attorney General's Office will require only minor *restoration*, since the space was *restored* following the 1992 fire which occurred in the second floor wing. The remainder of the floor will require *rehabilitation*.

Third Floor – The legislative chambers will be *restored* on the third floor, he said. A couple of significant changes had been made to the original design over the years, such as the construction of walls around the chambers in lieu of original draperies, which is also the case on the fourth floor, he added. An alternative to removing the walls might be the addition of draperies over the walls to simulate the original look. A new floor has also been added to accommodate technology needs—the original floor was cork. He said it would also be part of the plan to *restore* the furnishings in the JFAC hearing room, the original Supreme Court Room.

Existing office areas located over the front portal entrance on the south side, was originally an open lobby area on the third floor. Recommendations will be made to *restore* this to a lobby with the original ornamental ceilings.

Fourth Floor – The north side of the 4th floor initially was an open area which had two entrances. The entrances have since been closed-off and a conference room and offices built into that space. The original entrances will be reopened. The south side of the floor was designed as a statuary hall with a barrel-vaulted ceiling. This space will also be *restored*.

Near the statuary hall is a space which enters the fifth level and accesses the interior of the dome. The construction of the interior of the dome is very interesting to the public and should be restored and made available for public view, he said.

Additionally, stairwells entering the 4th floor on the south side were intended to be open; however, floors were installed over those openings. In order to build onto the openness of the design, these areas will be *restored* to allow light to enter the stairwells and promote ventilation.

The project design is done in building block fashion, Mr. Shneider explained. First the preservation plan is completed; the second block, space planning, can then be accomplished based on the concepts of the various levels of spaces identified in the preservation plan. Completion of these two building blocks lends for the third block—the budget and timetable.

MOTION: Mr. Erstad moved and Mr. Smyser seconded that the Commission approve the configuration of the preservation plan presented in anticipation of moving to the next step of the master plan. The motion unanimously passed.

Capitol Mall Master Plan

Separate from the Commission's efforts, the Department of Administration is undergoing a comprehensive master plan for all buildings in the Capitol Mall, including the Ada County Court House which is being acquired by the State. This type of planning process for the Mall has not been done since the early 1970's, Director Ahrens explained.

The architectural firm of Leatham and Krohn Architects have been hired to conduct the study, which includes an assessment of all buildings in the Mall as well as other spaces the state owns. The plan will consider the utilization of space within each of those buildings by surveying the occupying agencies of their current and future needs.

For the first time, this effort will define a Capitol Mall District. In the past, she said, the state has done nothing more than react to local issues. The master plan, which is to be completed this summer, will help in determining if and when individuals are moved out of the Capitol building, where will they be placed. The Ada County Court House may be utilized for that purpose.

The big picture will identify which agencies need to be moved into convenient locations for the citizenry to access, she said. Currently, the state is leasing about 800,000 square feet of leased space throughout Ada County. Also to be taken into consideration is how the Internet is beginning to interface with state services, which will affect physical location needs in some instances.

In tandem with this study, she continued, the Department is also looking at leased space the state has within the Ada County area, and how these spaces fit in with building spaces the state owns. Current legislation directs Administration and each agency to evaluate all leased space in order to determine what makes the best sense--ownership or leasing.

Millennium Celebration

Director Ahrens handed out to the Commissioners a copy of the City of Boise's plan for the millennium celebration. The City is planning to utilize the Capitol as its venue for its celebration and fireworks display.

In letter form, the Department of Administration requested specifics from the event planners regarding what has been planned for that evening, and where. The State's

assistance was also offered for setting up staging in front of the Capitol; however, the letter also expressed concern with plans for the fireworks display by both the Department of Administration and the Capitol Commission. She emphasized to the planners that there were not to be fireworks on the Statehouse in any way, shape, or form.

The City proposes fireworks to be discharged from the roof of the Len B. Jordan Building. This would not require entrance into the building, as access to the roof would be via a mechanical lift, and fire protection will be close by. The Department has required the event planner to sign the "Statement of Responsibility", which was recently adopted by the Commission. The statement requires indication of indemnification to the state by requiring a listing of the responsible party's insurance company, as well as the amount of coverage. The Department is taking security very seriously, she added.

Legislation Modifications

At the recent Legislative Council meeting, Director Bianchi explained, it was decided a simple housekeeping bill would be necessary to clarify language regarding the Capitol Endowment Fund. The Endowment Reform Constitution amendments were passed subsequent to the Capitol Commission statute. A conflict in language was later discovered between the two bills as they related to the Capitol Endowment Fund. The housekeeping bill, which will be proposed this session, will clear-up the conflict, he said.

Historical Society Progress Report

Capitol Tour Booth

Director Guerber reported the Historical Society information booth is under construction, and is anticipated to be in place by the end of the month.

Archeological Digs

In January, he added, the Commission will receive a request from the Historical Society regarding an archeological dig on the grounds of the Capitol. The Society would like to identify the exact locations of buildings that at one time were on that site before the Capitol was built, such as the Territorial Capitol, and Central School. Also proposed will be a "public dig" next summer on the grounds at which time the general public and schools will be invited to participate.

Capital Campaign

The Historical Society has been conducting preliminary research, Director Guerber said, on identifying how the Society might go about meeting some capital needs through a capital campaign.

As a result, it was recommended that rather than going out with its own campaign, the Historical Society consider joining forces with the Capitol Commission. The joint campaign might focus on a "heritage campaign" to deal not only with the Capitol, but other historic buildings around the State. More information will be provided to the Commission at a later date.

Future Meeting Dates

The next meeting of the Commission will be scheduled in early February at the same time it is scheduled to present its FY2001 budget to JFAC. Subsequent meetings are anticipated to be scheduled in early May, early September, and mid-December, 2000.

Adjournment

The meeting was adjourned at about 12:00 p.m.

Roy Lewis Eiguren, Chairman
Idaho State Capitol Commission

Diane K. Garcia, Management Assistant
Department of Administration