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# Idaho State Capitol Commission

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Official Minutes, August 31, 2015

A meeting of the Idaho State Capitol Commission was held on this date in meeting room WW17 Boise, Idaho.

**Members Present:**

Andy Erstad, Chairman  
Brad Little, Lieutenant Governor  
Eric Milstead, Director, Legislative Services Office, Ex-Officio Member  
Bob Geddes, Director, Department of Administration, Ex-Officio Member  
Janet Gallimore, Executive Director, Idaho State Historical Society, Ex-Officio Member  
Joe Stegner, Senate Member  
Linden Bateman, Representative  
Mary Symms-Pollot, Public Member

**Via Conference Call:**

Joy Richards, Public Member

**Others Present:**

Gideon Tolman – Division of Financial Management  
Michelle Lynch - Idaho State Historical Society  
Robyn Lockett, Michelle O'Brien - Legislative Services Office  
Larry Johnson - Endowment Fund Investment Board  
Keith Reynolds, Jan Frew, Kelly Berard, Margaret Odedo - Department of Administration  
Danielle Weaver, Jeff Ward - CSHQA  
Laurel Fritz - EFIB  
Dan Everhart - Preservation Idaho  
Sherie Freemuth - National Trust for Historic Preservation  
John Bertram - Planmakers  
Charles Hummel, John Hummel, Kay Hummel, Jeff Fereday, Mark Baltus, Ann DeAngeli

Chairman Erstad called the meeting to order at 10:01 a.m.

**APPROVAL OF MINUTES**

**Motion:** Commissioner Little moved to approve the minutes from the June 24, 2015 meeting as written; seconded by Commissioner Stegner. With no further discussion the motion carried.

**CAPITOL FINANCES:**

Mr. Reynolds reviewed the cash flow and related transfers between the different funds controlled by the commission. He explained the difference between the funds invested by the Endowment Fund Investment Boards and those under the custody of the Treasurer and subject to annual appropriation.

**Discussion:** After further discussion the Commission directed Mr. Reynolds to provide all members with a summary of Land Board revenue analysis and a ten – twenty year Land Board investment history. The Commission also requested that future financials reports be condensed.

**Motion:** Commissioner Gallimore moved to accept the FY2017 budget, seconded by Commissioner

Richards. With no further discussion the motion carried.

### **ARTS, HISTORY AND CULTURE UPDATE:**

Commissioner Gallimore presented the FY2016 Capitol Curation Program that outlines the following:

- General on-going services addressing the professional direction and liaison service.
- Capitol collection with focus on the proper care and preservation of the Capitol historic collection.
- Capitol exhibits concentrating on permanent and changing exhibits. (2014-2015 Exhibit schedule included)
- Other projects including working with the Design and Construction Committee, Idaho Day 2016, Capitol banners, and featuring Treasures of Idaho in Statuary Hall.

### **CAPITOL USAGE:**

Commissioner Geddes announced that he and Commissioner Milstead have scheduled a meeting in September with the President Pro-Tem, and the Speaker of the House. Additionally, they will pursue identifying a representative from the Governor's Office to attend as well. The purpose of the meeting is to discuss Capitol Building usage guidelines and policies document, and to insure they are coordinated and consistent with the Commission's proposed guidelines.

### **DESIGN AND CONSTRUCTION UPDATE:**

Commissioner Gallimore presented a draft report on current activities of the committee. The largest project at this time is updating the Capitol Usage Guidelines. This endeavor is to look at all current documents being used by Leadership, the Capitol Curator, and the Department of Administration and to consolidate into one manual.

**Discussion:** Commissioner Little inquired about the use of previous allocated funds to develop a manual. Commissioner Gallimore indicated that the funds have not been used to date. The first phase of the project is to index all information, develop the scope of work, and then contract the completion of the manual with a writer or an editor. Commissioner Little asked if the project could be done internally by employees who have the knowledge. Commissioner Gallimore suggested she meet with staff to review this possibility and report back to the Commission.

### **PROJECT UPDATES:**

Jan Frew reviewed a memo addressed to the Occupants of the Idaho State Capitol Building. The memo addresses summary of work and timeline of various ADA projects that will be taking place in and around the building.

Ms. Frew introduced Danielle Weaver and Jeff Ward from CSHQA to present information on the design for the Jefferson Street ramp re-builds and new ramps at the east and west first floor entries. Ms. Weaver explained the plan of the site, with the work being done in two phases. The first phase will begin in the Fall, consisting of the portico ramps and automatic door openers for easy accessibility to the building. Mr. Ward explained phase two which will address demolition of existing Jefferson Street ramps, construction of new compliant ramps, and improvements to address drainage issues. Catch basins and drainage lines will be revised to route the storm water more quickly. The existing manhole sumps nearest the building will have permanent overflow pumps installed. The system will also be divided to direct some of the storm water to new sub-surface gravel drainage areas.

**Discussion:** Chairman Erstad asked about adding mechanical pumps to prevent flooding and inquired whether similar issues occur at the East and West stairs at each end of the underground wings. Ms. Frew responded that yes, the pumps will help with any overflow, taking water away from the building. She added that no drainage issues have occurred on the East and West wings. Commissioner Symms-Pollot asked

about handrails on the Jefferson Street ramps. Ms. Frew replied that since the east side has a steeper slope, it will require handrails; however, on the west side there will be no handrails as the grade on that ramp is slight enough to technically be a sidewalk. Commissioner Little asked Mr. Ward what size rain event would trigger flooding and whether or not the new design will tolerate that event. Mr. Ward responded the design considered a one-hundred year event with a 1 inch per hour value and he added that the building will accommodate that amount.

Commissioner Stegner pointed out that, although not directly related to the ADA issues, individuals walking from the entry to Jefferson Street quite often do not use the sidewalks, rather going through the lawn. He suggested that perhaps a sidewalk be added to prevent walking through the lawn. Ms. Frew responded that an additional sidewalk was considered during the renovation and it was determined it would create a new ADA challenge. However, she will have the design team look at the access again.

#### **NEW BUSINESS:**

Chairman Erstad welcomed Mr. Charles F. Hummel to the Commission, indicating that Mr. Hummel is present to address the yellow ribbons currently hung on the outside of the Capitol Building.

Mr. Hummel referenced Idaho Code §67-1601-1608 and expressed concerns having the yellow ribbons on the four columns of the Capitol's main entry. He added there are preservation needs for the monument's historic character and architectural maintenance, noting the code does not give authority to alter its appearance. Commissioner Bateman asked if the bows could be smaller and relocated.

Commissioner Geddes indicated the Department of Administration must comply with Idaho Code §67-1603. Additionally, the Department has exclusive control of the exterior grounds and systems of the Capitol Building. He referenced that the yellow ribbons were put up during the Kempthorne Administration just before 9-11. He said comments received from the general public with family members serving in the Military are very appreciative of the bows displayed on the Capitol. Additionally, the Governor has ordered that the ribbons remain on the Capitol through his term, or until all American troops have returned home.

**Discussion:** Chairman Erstad thanked Commissioner Geddes for his comments and after general consensus, the Commission agreed to work with the Governor to find a solution to the ribbons. Chairman Erstad thanked Mr. Hummel and asked if the Commission could call upon him as it looks for alternatives. Mr. Hummel responded that he is very encouraged by the discussion.

#### **FUTURE AGENDA ITEMS:**

- Condensed Fiscal report
- Design and Construction Committee feedback
- Leadership feedback from Commissioner Geddes.
- The next meeting will be scheduled at the end of December.

#### **ADJOURNMENT**

**Motion:** Commissioner Stegner moved to adjourn. Commissioner Gallimore seconded. Being no objection motion carried. The meeting adjourned at 11:40 a.m.

  
Margaret Odedo, Department of Administration