
Idaho State Capitol Commission

Official Minutes

February 12, 2026

A meeting of the Idaho State Capitol Commission was held on this date in the JRW Building West Conference Room, 700 W. State Street, Boise, Idaho, and via WebEx. Chairman Erstad called the meeting to order at 2:00 PM.

Attendees

Members Present:

Andy Erstad, Chairman
Steve Bailey, Director, Dept. of Administration (DOA), Ex-Officio Member, Commission Secretary
Terri Kondeff, Director, Legislative Services Office (LSO) and Ex-Officio Member
Janet Gallimore, Executive Director, State Historical Society (ISHS), and Ex-Officio Member
Nancy Sue Wallace (via Webex)
Representative Dustin Manwaring

Members Absent and Excused:

David Turnbull
Senator Kelly Anthon

Others/Staff Present:

Glenda Smith, CFO, Department of Administration
Kelly Berard, Administrator for the Division of Public Works, Department of Administration
Steve Walker, Deputy Director, Department of Administration
Knute Sandahl, Idaho State Fire Marshal
Mike Bisagno, Fire Marshal Boise Fire Department
Chris Halvorson, EFIB (via Webex)
Chris Anton, EFIB
Troy Oppie, Boise State Public Radio
Kimberly Rau, Program Specialist, Department of Administration

Approve August 26, 2025, Meeting Minutes (Action Item):

MOTION: Representative Manwaring moved, and it was seconded by Commissioner Gallimore that the minutes of the August 26, 2025, Idaho State Capitol Commission meeting be approved as written. The motion passed unanimously.

Fire Marshals: New Years Eve Update

Knute Sandahl answered questions from the commission about the fireworks damage to the Capitol building resulting from the New Year's Eve fireworks display conducted on the nearby Ada County property/roadway. He stated that his office was only involved in the safety inspection near the Steunenberg Memorial where a stage was erected. He confirmed knowledge of window damage and large amounts of debris on the roof and did not believe the Capitol building would have been part of the approved fallout zone established by the NFPA 26. He noted the permitting agency takes the lead in the investigation when an investigation is necessary.

Discussion ensued.

Mike Bisagno gave a summary of the permit issued for the fireworks show and stated that the Boise Fire Department reviewed, inspected and supervised the event. He stated the pyrotechnic effects used were similar to past years, including as recently as last year, and that there was no change to the size of the materials or the volume of the fireball. He stated that new structures downtown could possibly be playing a role in the change to the pyrotechnic effects. For future events additional engineering analysis will be required. Boise Police Department took the lead on the investigation and no violations of the permit were found.

Discussion ensued.

Kelly Berard answered questions about the integrity of the existing sealed windows on the Capitol and potential long term effects to the seals from the concussion of the fireworks.

Capitol Finances

Fiscal Report:

Endowment Fund Analysis (December 31, 2025)

The Endowment Fund provides income to operate the Capitol Commission and to maintain the Capitol. The source of revenue for this Fund is primarily revenue generated by investments managed by the EFIB. Other revenue is generated by approximately 7,000 acres of forest land managed by the Department of Lands and the sale of specialized license plates.

The beginning Fund balance for FY26 Year to Date was \$62,817,674. Revenue from forest lands was \$54,696, license plate revenues were \$143,815, and investment earnings were \$ 2,954,877 bringing the total available funds to \$65,971,062. Total uses were \$568,812, which included management fees related to the fund and a \$250,000 transfer to the Capitol Maintenance Reserve Fund. The remaining balance was \$65,402,250. Reserve fund balance is \$19,504,755 (noted typo in the original report provided).

**Capitol Commission
Endowment Fund Analysis
December 31, 2025**

	<u>FY 2025 Actual</u>	<u>FY 2026 Projected</u>	<u>FY 2026 FYTD</u>	<u>% of Projection</u>
<u>Beginning Fund Balance</u>	56,064,518	62,817,674	62,817,674	
Lands Revenue	536,832	375,782	54,696	15%
License Plate Revenue	332,380	232,666	143,815	62%
Investment Earnings	6,511,029	911,544	2,954,877	324%
Total Revenues	<u>7,380,241</u>	<u>1,519,992</u>	<u>3,153,388</u>	
Total Fund Balance	63,444,759	64,337,666	65,971,062	103%
Department of Lands Fees	178,021	180,000	217,691	121%
EFIB Fees	199,064	200,000	101,121	51%
Transfers to Appropriated Fund	<u>250,000</u>	<u>4,250,000</u>	<u>250,000</u>	6%
Total Expenditures	<u>627,085</u>	<u>4,630,000</u>	<u>568,812</u>	12%
<u>Ending Fund Balance</u>	<u>62,817,674</u>	<u>59,707,666</u>	<u>65,402,250</u>	110%
Available Reserve Fund Balance	<u>18,442,323</u>	<u>16,676,396</u>	<u>15,567,275</u>	

Appropriated Funds – Cash Flow Statement (December 31, 2025)

There are two funds reported in the Appropriated Funds Cash Flow statement. The *Capitol Commission Operating Fund* supports small maintenance projects for the Capitol and administrative costs of the Commission. The Capitol Commission Operating Fund FY26 YTD Actual beginning cash balance was \$454,619 and was increased by \$18,954 from receipts/interest earnings, and \$250,000 by the previously mentioned transfer from the *Capitol Maintenance Reserve Fund*. \$19,837 has been spent and \$143,800 has been transferred to the Idaho State Historical Society. Total operating cash available for the year to date was \$559,936.

The *Capitol Maintenance Reserve Fund* is used for major projects related to the Capitol as well as a transfer conduit for funds between the Endowment Fund and the *Commission Operating Fund*. The *Capitol Maintenance Reserve Fund* FY26 YTD beginning cash fund balance is \$77,462. Transfers to *Appropriated Fund* from EFIB were \$250,000, making the total cash available \$327,462. To date we have had \$24,141 in operating expenditures and transferred \$250,000 to the operating fund. This leaves a current balance of \$53,321. We have a pending fund transfer request that will be spoken to by Kelly Berard.

Capitol Commission
Appropriated Funds - Cash Flow Statement
December 31, 2025

	FY 2025 Actual	FY 2026 Projected	FY 2026 YTD Actual
Capitol Commission Operating Fund (48109)			
<u>Beginning Cash Balance</u>	323,676	454,619	454,619
Receipts/Interest	27,882	19,517	18,954
Transfers in from Reserve Fund	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>
Total Cash Available	<u>601,558</u>	<u>724,137</u>	<u>723,573</u>
Appropriated Expenditures	4,139	142,000	19,837
Transfer to ISHS	<u>142,800</u>	<u>143,800</u>	<u>143,800</u>
Total Uses of Cash	<u>146,939</u>	<u>285,800</u>	<u>163,637</u>
<u>Ending Cash Balance</u>	<u>454,619</u>	<u>438,337</u>	<u>559,936</u>
Capitol Maintenance Reserve Fund (48269)			
<u>Beginning Cash Balance</u>	680,198	77,462	77,462
Receipts/Interest	2	-	-
Transfers In From EFIB	<u>250,000</u>	<u>4,250,000</u>	<u>250,000</u>
Total Cash Available	<u>930,200</u>	<u>4,327,462</u>	<u>327,462</u>
Appropriated Expenditures	602,739	4,000,000	24,141
Transfers to Operating Fund	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>
Total Uses of Cash	<u>852,739</u>	<u>4,250,000</u>	<u>274,141</u>
Ending Cash Balance	77,462	77,462	53,321

Appropriated Expenditures and FY26 Budget Actual (December 31, 2025)

The FY26 budget is \$284,000, which includes a prior year carry over of \$142,000.00. YTD expenses are \$11,837. The proposed budget for FY27 is a maintenance budget, carrying everything over including a reappropriation from this year. The director will need to sign the budget request and then it will be sent over.

Capitol Commission: Appropriated Expenditures

FY 2026 Budget

Actual Expenditures as of 12/31/2025

	FY 2025 Actual Exp	FY 2026 Budget	FY 2026 Actual EXP YTD	FY 2027 Budget Proposed
Operating Fund Expenditures (48109)				
Administrative Support	8,000	8,000	8,000	8,000
Printing	4,011	4,000		4,000
Misc. (Supplies, Travel)	128	1,500		1,500
Professional Services	-	-	3,837	-
Project Costs		128,500		128,500
Prior Year Carryover		142,000		142,000
Total	12,139	284,000	11,837	284,000
Capitol Maintenance Reserve Fund				
Capitol Building Repairs & Maintenance	602,739	2,200,000	-	2,200,000
Prior Year Carryover		2,200,000	-	2,200,000
Total - Maintenance Fund	602,739	4,400,000	-	4,400,000
Total Available Appropriation / Expenditures	614,878	4,684,000	11,837	4,684,000

Update on Investments:

Mr. Anton stated that the Capitol Commission's investment funds were up 9.4% YTD as of January 31, 2026 and as of yesterday 10.5%. Over the past three years the funds are up 12% on average. Inflation has cooled, allowing the Fed to lower interest rates and there has been a rally related to Ai companies.

Discussion ensued.

Design and Construction Committee

Capitol Commission Project Updates

DPW Deputy Administrator Kelly Berard presented a project update to the Commission:

19625 – Capitol Office Tenant Improvement

Authorized Budget: \$11,085,300.00

Current obligations: \$4,781,460.54

Current expenditures: \$4,033,984.78

Update: Construction Manager General Contractor is Alpine Construction Management (ACM). Phase 2 Tenant Improvement is complete. JFAC flooring replacement will be a custom wool carpet to match the existing. Final sample reviewed and approved. Purchase pending quote from vendor. 12-15 week lead-time. Work is expected to take place in late summer 2026.

23016 - Replace Data Chiller

Original Authorized Budget: \$300,000.00

Revised Authorized Budget: \$645,000.00

Current obligations: \$488,992.58

Current expenditures: \$488,992.58

Update: Complete. Closeout in process. Project to close \$156,007.42 under the approved budget.

22009 ADM: Repair Joints 4th Floor Ledge

Authorized Budget: \$30,000.00

Current obligations: \$0.00

Update: Work has been investigated. The scope of the required repairs is extensive and specialized. Selection of a Design Professional in process. Review the scope of the project and generate a plan for a future presentation to the Commission.

26017 ADM-CC: Upgrade One Capitol Hearing Room with AV over IP Technology

Authorized Budget: \$50,000.00

Current Obligations: \$42,734.00

Current Expenditures: \$0.00

Update: Material order and currently being programmed. Installation to take place after 2026 Legislative Session.

26018 ADM-CC: Fire Alarm System Upgrade

Authorized Budget: \$56,590.50

Current obligations: \$0.00

Current expenditures: \$0.00

Update: Funds transferred from 18012. New project was established to assess the current condition of the systems and scope required for a future presentation to the Commission.

New Project Request

No new project requests at this time. Kelly Berard suggested building a 10-year plan for projects to bring back to the full Commission.

Fireworks Damage

Kelly Berard spoke to the repair to the Capitol roof from the fireworks damage and that the roof is aging and will need to be considered for replacement in the next five years or possibly extended beyond that with the current maintenance program. She also spoke to the difficulties of replacing the windows that have been damaged from the fireworks, mostly due to accessing the level of the Capitol that suffered the damage.

Confirmed that are no current action items.

Public Outreach / Art, History and Culture Committee

Commissioner Gallimore shared an update on the restoration of the Idaho Liberty Bell. The yoke had some damage from weather. The bell has been sent to Christoph Paccard Bell Foundry and arrived safely in South Carolina on February 9th. The expected repair time is 4-6 months. There is discussion of travelling the bell when it comes back but the logistics and cost of that are being explored.

There is currently an exhibit in the State House about the history of the American flag. The museum will be opening Four Score and Seven Years Before exhibit featuring items on loan from the personal collections of David and Nancy Leroy and Michael McGrane.

Action Item:

Director Bailey to look into the possibility of having a rule established to prevent the Capitol property from being allowed in the fallout zone of fireworks displays.

Director Bailey to bring an idea for modification to the current permit review process for fireworks displays near the Capitol that has a requirement for a sign off by the Department of Administration as well.

Next Meeting Date:

The next Capitol Commission meeting is TBD.

Adjournment:

MOTION: Commissioner Gallimore moved, and it was seconded by Nancy Sue Wallace that the February 12, 2026 meeting of the Idaho Capitol Commission be adjourned at 3:07 PM. The motion passed unanimously.

Jennifer Stoy, Program Specialist Department of Administration