
Idaho State Capitol Commission

Official Minutes

May 4, 2000

A meeting of the Idaho State Capitol Commission was held on this date in the Senate Caucus 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 Bianchi, Director, Legislative Services Office and Ex-Officio Member

Andrew Erstad

Stephen Hartgen

Skip Smyser

Will M. Storey

Absent and Excused:

Steve Guerber, Director, Idaho State Historical Society

Others Present:

Donna Hartmans, Capitol Architect, Arrow Rock Architects

Jeff Shneider, CSHQA Architects

Jerry Lowe, CSHQA Architects

Jan Frew, Manager, Design/Construction, Dept. of Administration, Div. of Public Works

Mike Despot, Manager, Department of Administration, Division of Public Works

Rick Thompson, Internal Management Systems Administrator, Department of Administration

Marta Watson, Division of Financial Management

Jason Hancock, Analyst, Legislative Services Office

Marc Johnson, Gallatin Group

Audra Sims, Interpretive Specialist, Idaho State Historical Society
Ken Miller, Idaho Statesman
Senator Cecil Ingram
Diane Garcia, Management Assistant, Department of Administration

Approval of Minutes

MOTION: Mr. Storey moved and Mr. Erstad seconded that the minutes of the February 15, 2000 Idaho Capitol Commission meeting be approved as written. The motion unanimously passed.

Review FY00 Budget and Legislative Appropriations

During the last legislative session, a \$20,000 FY2000 supplement was approved for implementing a communications plan for the Commission, Mr. Thompson pointed-out. This increased the FY2000 operating budget to \$83,000. Attached is a copy of the Commission's financial report for the period ending April 21, 2000.

Year to date, the Commission's operating expenses total \$22,835 or 27.5% of the FY2000 operating budget. Of that amount, \$7,187 represents costs for fundraising efforts. The Capital Budget appropriation for FY2000 of \$175,000 for a lighting replacement project has been transferred to a Division of Public Works project.

\$53,800 of FY99 moneys was encumbered into this fiscal year, he said. A balance of \$3,233 remains for capitol architect fees, and \$24,783 is left over for the battle flag restoration project. We will take appropriate steps to assure that this encumbrance carries forward into FY2001 to cover any costs associated with the battle flag restoration, he noted.

The new FY2001 Capitol Commission account allocates \$51,000 for fundraising efforts, and \$849,000 for continued planning for the Capitol Master Plan. Chairman Eiguren remarked that the Joint Finance and Appropriations Committee (JFAC) added a line of intent language to the FY2001 appropriation bill indicating no part of the master plan is to proceed without going through the appropriation process and seeking approval from JFAC, which is the normal procedure, he added.

The cash balance of the Endowment Income Fund as of March 31st, Mr. Thompson concluded, was \$2,033,470, and the Permanent Endowment Fund, \$3,369,117.

Mr. Hancock indicated he plans to place the draft master plan information into a budget book request format, which is the format that JFAC is used to working with in setting budgets. JFAC will utilize this information during the fall interim at which time there should be some numbers attached to the different elements of the Master Plan by then. Additionally, he said, he will be researching the best way to maximize revenues of the Permanent Endowment Fund.

Master Plan Schedule

Chairman Eiguren presented a schedule of events anticipated up through the next legislative session. A copy of that schedule is attached. In addition to the events listed, the Community Involvement Team will meet during the last week in June to provide comment on the draft master plan. The next meetings of the Capitol Commission are planned for July 19th, September 27th, and sometime in December. The two major items for the July 19th meeting will include approval of the final master plan with incorporation of the public comments, and an initial draft of the finding program from Mr. Jim Glass of First Counsel, the Commission's fund raising consultant.

The town hall meetings scheduled for early June, he added, will be held in Boise, Pocatello, Idaho Falls, Burley, Twin Falls, Coeur d'Alene, Lewiston, and Nampa.

Report by Capitol Architect

Display Committee

A committee was recently created to oversee displays to be placed in cases located in the corridors of the first floor Statehouse, Ms. Hartmans explained. This committee is comprised of herself, Mike Despot, Audra Sims, Carol Trefaller of the Department of Commerce, Barbara Garrett from the Arts Commission, and Daniel Foster from the Division of Public Works. The group has been meeting thus far to create guidelines, goals and a mission of the committee, plus to evaluate the criteria of the displays. The committee is also considering the lease for two new displays—one for Water Resources, and an upgrade to the existing INEEL display.

Ms. Sims reported she has been contacted by the United State Capitol Historical Society, which has created a traveling exhibit addressing the 200 years of the US Capitol. The exhibit will travel throughout the US to be displayed in state capitols for a

period of one to three months. The display would consist of six, 8' x 10' panels. She said she believes it would be a good educational addition to the statehouse tour.

The Commission agreed that Administration staff work out a location, and a good time for the display to be present in the Statehouse.

Communications Subcommittee Report

Ms. Hartmans mentioned an opportunity the Commission may have with the traveling speakers' bureau of the Idaho Humanities Council. The Council issues grants to promote projects that educate the public. Grant applications are due in September with awards granted in December. However, matching funds are needed, she said. Chairman Eiguren remarked that this item could be part of the entire communications package, which will be provided to the group for consideration at its July 19th meeting.

Mr. Marc Johnson, Chairman of the Communications Subcommittee, noted it is very important that work of the Commission and the restoration process of the Idaho Capitol Building be a public process, and that there be a large public outreach for involvement, especially outside of the Boise area. With the help of the Communication Subcommittee, the Commission must carry to the citizens of Idaho the message of the real needs, intended future uses, and cost of restoring the Capitol. The public needs to be aware of whether the building will be a working building when it is done, how public access will be treated, the space allocation plan, and the total cost of the project.

The Communications Subcommittee has been working on materials to be utilized during the town hall meetings and beyond, he said. A PowerPoint presentation has been designed by Elgin Syferd Drake for presentation of the project overview. Also prepared for the tour are 10 large display panels that focus on key issues, as well as a small brochure for public dissemination.

In addition to the town hall meetings, it is also the Subcommittee's recommendation, he said, that a meeting be scheduled with tenants of the Capitol, as well as with those located throughout in the Capitol Mall.

The intent language of the supplemental legislation provides that some of the moneys would be used for a video document of the Capitol restoration project, he pointed out. He cautioned that with the other communication items also needing to be appropriated, it would not be feasible to fund a video presentation as well. He said he would return to the Commission with the Subcommittee's detailed recommendations for expending the \$20,000 for communications activities.

Director Ahrens cautioned that the Commission must be very careful about how much is spent of the allocated moneys. The Commission and the Department of Administration are subject to legislative audits, and especially since the intent of the legislation indicated that moneys are to produce a video. Our expenditures need to be documented very well. It would be appropriate to continue with the town hall meeting preparations, she said, as long as we stay within the appropriated amount. We also have competitive bid laws that this Commission must follow, and the level of what we are going to be spending needs to fit within those guidelines.

Director Bianchi offered to take a look at the intent language of the legislation and determine just how the Commission is required to expend the funds.

MOTION: Director Bianchi moved and seconded by Mr. Storey that the Commission, in addition to awaiting the full recommendation for the communication plan at its next meeting, authorize the Chairman of the Capitol Commission Communications Subcommittee to go forward with the development of the brochures and other materials needed for the Town Hall meetings throughout the state, subject to requirements and limitations of the bidding laws and audits. The motion was unanimously passed.

Report by Statehouse Master Planners

Master Plan Discussion

Mr. Shneider explained Commission members have provided extensive feedback and input on the working draft of the master plan. Next, input from town hall meetings and other groups will be incorporated in the plan throughout the month of June.

The design team has identified four basic elements of the master plan, Mr. Lowe explained, including historical research, analysis of the existing condition, space needs, and timelines. In summary, the designers' recommendations and considerations are listed below:

- ? Preserve, restore, or rehabilitate interior areas as outlined in the recommended Preservation Plan.
- ? To effect the objective that the Capitol Building should house those branches of government and departments charged with developing public policy.
- ? Install fire sprinklers and alarm systems to provide protection for the building occupants and structure and to mitigate inherent life-safety deficiencies.

- ? Correct miscellaneous safety and building code deficiencies including stair landings, handrails, door exiting hardware and roof maintenance access.
- ? Correct disabled accessibility deficiencies including installation of an accessible elevator.
- ? Upgrade inadequate, inefficient and outdated mechanical and electrical systems.
- ? Correct miscellaneous structural deficiencies including stabilization of stone facing and parapets.
- ? Provide infrastructure for enhanced technology communication systems.
- ? Repair, restore and clean exterior stone, windows, and roofing assemblies.
- ? Replace deteriorated exterior stairs, walkways, areaway walls and landscaping, and install exterior site lighting for enhanced safety, security and historic context.
- ? Replicate historic furniture in preserved and restored areas identified in the Preservation Plan.

Mr. Hartgen inquired why there is no mention about the immediate grounds surrounding the Statehouse. Mr. Lowe replied the section which addresses exterior stairs, walkways, areaways, and landscaping could be expanded to include the immediate grounds. *Chairman Eiguren asked Mr. Lowe to incorporate that change.*

Section by Section Review

Mr. Lowe reviewed changes that have been made to the first version of the plan, beginning with the greeting page, which will include a joint message from the Governor, Speaker, and President Pro Tem. An executive summary section has been added, and the Capitol history section significantly revised to correct some inadequacies.

Now, he pointed-out, each technical section includes bulleted points of recommendations for those particular systems or building elements. The space plan section has been revised as well. Specifically, on the first floor, what was called “ceremonial offices” in the original plans, are now called “capitol offices”. The Controller and Superintendent of Public Instruction space were originally combined—the space has since been split into two separate offices.

On the second floor, space has been added for the Intergovernmental Fiscal Law Division of the Attorney General’s Office because of its direct relationship with the Legislature. A new space has also been added for the Elections Division in the Secretary of State’s space, also due to its legislative involvement.

Chairman Eiguren noted that in the next two months, he, Mr. Shneider, and Mr. Lowe will be visiting with the tenants of the building once again to show them changes to the original plan and address the allocation of space. The actual allocation of space to be made in the building will be made by the Governor, as well as the Speaker and the

President Pro Tem who will meet with the respective caucuses about how they may want to allocate their specific areas. Finally, he said, as landlord for the balance of the Capitol Mall, the Department of Administration entered into a contract with another group of consultants, including CSHQA to look at overall space planning within the Mall area.

A substantial amount of space in the old Ada County Court House, now owned by the state, has been reserved for the purpose of the Commission to temporarily and permanently relocate capitol tenants. The use of the existing district court rooms will be utilized for public meeting space to accommodate the Legislature as well as some of the employees of the constitutional offices. The Ada County Court House renovation project will be conducted within the timeframe of the Capitol Commission's needs in terms of allocating that space. Mr. Storey remarked that the Capitol Building Restoration Master Plan should refer to the Capitol Mall Master Plan in regard to plans to accommodate offices from the capitol building.

Director Ahrens responded that the Capitol Master Plan has been underway for about eight months. It is at the stage now that within the next 30 to 60 days, the design team will be meeting with the various groups impacted by the plan to provide an outline and highlight recommendations. The plan will assess all buildings in the Capitol Mall. Another major component is determining how the Ada County Court House will be utilized and its need for remodel and expansion. At this point, we have assumed that there may be a need for a block of space for space allocation requirements of the Capitol Commission, she said. That needed space could be in the court house or in other capitol mall buildings. A goal of the plan is to identify and develop a "Capitol Mall District" within the City of Boise.

Mr. Storey replied the assumptions that there will be meeting rooms for the Legislature, and available spaces for temporarily displaced offices should be a part of the Capitol Master Plan for readers of the plan to acknowledge this detail has been resolved. Mr. Shneider noted that identification of the reality that the two planning efforts will be overlapped could be added to the plan. ***Chairman Eiguren suggested that this notation be included on page 73 of the master plan.***

Mr. Erstad suggested in light of earlier discussions about the landscaping, perhaps on page 46 of the plan where the grounds are discussed, that mention can also be made to the Capitol Mall Master Plan and how it might affect the exterior grounds of the Statehouse. Mr. Hartgen requested a report be provided at the July meeting on the status of Mr. Zamzow's recommendations for the Capitol grounds, specifically the Harrison tree.

The fourth floor schematic design has been changed in that it now shows the partial space of the 5th floor directly over statuary hall as labeled “Meditation Area” in the plan, Mr. Lowe explained. The accessibility of this area has yet to be resolved on a legal basis because a meditation area is an added space and not provided elsewhere to the disabled.

Further, he said, part of the capitol telecommunication plan would centralize all telephone cabling and wiring into a more appropriate location in the basement to include environmental conditions.

Mr. Hartgen inquired if the brick area, which contains historic names and dates, will be available to the public to review, and asked if there might be another space that would serve as a better meditation space. Mr. Shneider replied that if there were a true meditation area planned on the 5th floor, the team would design the space to accommodate both functions. The actual room for the meditation space will be refined in the next design stage.

He continued to comment in regard to the overall structural condition of the building, the day-to-day maintenance on the facility is quite good; however, over time, a band aid approach has been applied to many problems. There has been no comprehensive evaluation of the overall infrastructure, and because of sporadic funding, upgrades have occurred in spurts. The electrical system has been addressed on a piecemeal basis. The main feeder panel and overall electrical supply of the building with today’s technology is inadequate, as is the existing HVAC system.

One single fire sprinkler system addresses the area renovated after the 1992 fire, but the rest of the building is unguarded. Wheelchair access is poor, as is the ability to accommodate emergency forces into any one place in order to address a medical emergency. The vertical transportation systems do not meet the building’s needs, particularly during the legislative session.

The structural system was “state-of-the-art” at the time the building was constructed, he said. Now that it is nearly 100 years old, underneath some of the veneers are hidden problems. The exterior water flow off of the building has not been looked at comprehensively, he continued. In some areas the grout is completely removed and when water enters the joints, it deteriorates elements of the structure.

Mr. Lowe mentioned there was concern expressed regarding the security section of the plan, and that some of the written elements contained in that section might actually compromise building security. Those elements have since been removed, and the text generalized.

Mr. Shneider clarified the security issue by explaining that philosophically, the building is the “people’s building”, and the appearance should be that it is an open structure. Throughout the restoration process, the plan is to build into the infrastructure several levels of security for future utilization, if necessary. The security design is passive, he said, including notification and detection rather than restrictions. Also to be included are security cameras, notification alarms, and electronic systems to allow areas to be sealed off as well as restrict access over a time period. This goes along with an operation plan, and it will be a common sense approach, he said, that will tie into the entire Capitol Mall system.

Mr. Erstad suggested that the site plan drawing be included in the plan that shows State Street as setting very close to the backside of the building. *The design team agreed that it would be beneficial to add this drawing to the plan under the security section and/or landscaping section.*

Finally, Mr. Lowe concluded, an appendix and a copy of the statute which establishes the Commission has been added to the back of the master plan..

Project Timeline

Two separate timelines have been proposed, Mr. Lowe explained. One addresses construction in phases and moves tenants in and out of the building throughout the course of the project. Another option is vacate the building entirely and complete the work in one effort. The method chosen will affect the cost, he said.

Subsequent to Master Plan Completion

To reiterate the process, Mr. Shneider explained that throughout June, public comments will be incorporated into the master plan. In July, the plan will be finalized, the study phase completed, and the schematic design process initiated. At this point, every building block will be identified and analyzed to come up with a price tag for each block. It will almost appear like a ala carte menu with a price tag attached to each item for the Commission and the Legislature to get a better idea of dollars involved, he said. The intent is to provide a comprehensive package with a breakdown in costs. Coupling this with the fundraising package will enable the Legislature to see the linkage between public and private dollars, and between infrastructure and simple upgrades to the decor. The intent is to get as firm a price estimate as possible for each of the various elements and place them into the decision unit process of JFAC, Chairman Eiguren stressed.

Senator Cecil Ingram, a member of JFAC, related his view that it would be a tragedy to let the capitol building, which is the focal point of our state government, fall into such

disrepair that would require a larger price tag to fix. He thanked the Commission for getting out and spreading the word about the necessity of this work.

Current Projects

Mr. Lowe pointed out there are three projects slated for the capitol building for which moneys have been appropriated. One is \$175,000 for the replacement of light fixtures on the first floor corridor. Another is a capital budget item of \$900,000 for the replacement of stairs on the east and west ends of the Statehouse, and the third is \$600,000 for exterior masonry cleaning and repairs.

Director Ahrens commented on the above three appropriations and expressed that it is very important the projects go forward in a timely manner. We asked for these funds by explaining that the work was critical, she said, and if we delay action we are not building any trust with the Legislature.

MOTION: It was moved by Mr. Smyser and seconded by Mr. Erstad to approve the draft master plan, incorporating the suggestions made during this meeting. The Commission members passed it unanimously.

Exterior Masonry Repairs and Cleaning

Chairman Eiguren led the members outside of the building to review locations on the masonry where two cleaning methods had been tested. The Commission will be asked which method to approve, or whether they choose to have the masonry cleaned at all. Director Ahrens added that \$600,000 has been appropriated to begin the project; however, the total cost for cleaning would be \$4 million and the Commission must determine if that would be a good use of funds.

Range of Architectural Services

Ms. Frew commented that CSHQA has been attending additional meetings at the Commission's request, that are not included in its contract. The town hall meetings and incorporating public comments into the plan would be considered additional services. An amendment will need to be made to its contract, and she asked for direction from the Commission on how to pay for those services. Chairman Eiguren replied the only source of funding would be the appropriated funds for the schematic development phase in FY2001.

Director Ahrens expressed once again that in order to maintain trust from the Legislature and the public is to be good stewards of the funds that are given to us. If there is a certain amount of money available for additional design costs, it may not be a good use of the design moneys to spend it for the architects to do public relations work.

MOTION: It was moved by Mr. Smyser and seconded by Director Bianchi to direct Mr. Shneider to estimate and submit to Chairman Eiguren and Director Ahrens the costs involved in services required to support the town hall meetings. The Commission passed it unanimously.

Fundraising

Chairman Eiguren noted that he and Mr. Smyser are working on a fundraising proposal they will proceed with during the month of June. Mr. Smyser explained the new prison, owned by Corrections Corporation for the State of Idaho, will be opened on July 1st and its administration is willing to offer the building as a fundraising vehicle for “slumber in the slammer”, a kick-off event for the Capitol Commission to begin raising cash.

Chairman Eiguren suggested that Mr. Glass sit down in the next month to meet with a small group of Commissioners and the Communications Subcommittee to brainstorm fundraising issues. Mr. Hartgen added it would be beneficial to expand this group to include some civic and community individuals who would be able to identify some potential donors.

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