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# Idaho State Capitol Commission

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Official Minutes, February 4, 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  
Mary Symms-Pollot  
Eric Milstead, Director, Legislative Services Office, and Ex-Officio Member  
Teresa Luna, Director, Department of Administration, and Ex-Officio Member  
Janet Gallimore, Executive Director, Idaho State Historical Society, Ex-Officio Member  
Joe Stegner, Representative  
Stephen Hartgen, Representative  
Linden Bateman, Representative

## **Via Conference Call:**

Joy Richards

## **Others Present:**

Michelle Lynch - Idaho State Historical Society  
Robyn Lockett, Michelle O'Brien, Terri Kondeff - Legislative Services Office  
Keith Reynolds, Tim Mason, Jan Frew, Jennifer Pike, Lynn Christian, Margaret Odedo- Department of Administration  
Melissa Davlin - IPTV  
Dustin Hurst - Idaho Reporter

Chairman Erstad called the meeting to order at 1:02 p.m. and welcomed new member Representative Linden Bateman to the Committee.

Chairman Erstad asked for an adjustment to the agenda for a special recognition. Being no objection, Chairman Erstad recognized Commissioner Hartgen for his eighteen years of service to the Commission. Commissioner Hartgen thanked the Commission, reflected on fond memories; noting that the renovation of the Capitol building has been one of the best public service projects that he has had an opportunity to be a part of.

## **APPROVAL OF MINUTES**

**Motion:** Commissioner Little moved to approve the minutes from the August 27, 2014 meeting as written; seconded by Commissioner Gallimore. With no further discussion the motion carried.

## **CAPITOL FINANCES**

- Commissioner Milstead presented current year financial results and reviewed FY16 budget request previously approved by the commission at the August meeting.

**Discussion:** Commissioner Little asked if we have a ten year forecast list of maintenance needs such as roof repairs. Ms. Frew stated that we were able to do most of things that we needed to do during the restoration, but it is good to project out and will review more information during her presentation.

Commissioner Little asked Ms. Frew if she could bring a projection list back to the next Commission meeting.

- **3<sup>rd</sup> Floor Public Lounge Project:** Commissioner Milstead reviewed that at the last meeting the Commission had approved \$50,000 to cover this project. This area has been designated as overflow areas where our legislatures can visit with constituents. After further evaluation, a concern of quality, durability, and appearance was looked at due to expected increased volume of visitors. It was determined that additional funding of approximately \$38,000 is needed. Commissioner Milstead asked the Commission for a motion to approve the proposed increase of \$38,000 to complete this project.

**Motion:** Commissioner Gallimore moved that the Commission revise the budget to include an additional \$38,000 to complete the 3<sup>rd</sup> floor public lounge project. Seconded by Commissioner Stegner.

**Discussion:** Commissioner Stegner asked for clarification of where this will show up in the request. Commissioner Milstead indicated that the additional money will be covered under the Legislative Appropriation Capital Outlay/Special projects area. Commissioner Little asked about security funding. Commissioner Milstead stated that this falls under Reserve Fund/Legislative Appropriation Capital Outlay. Ms. Frew further addressed Commissioner Stegner's questions by stating that we do have on-going approved projects, such as the ADA compliance issues, investigation of structure under the front steps, and a drainage project. Commissioner Little asked for clarification on the second. Chairman Erstad indicated this is on the proposed increase spending for the 3<sup>rd</sup> floor lounge. Ayes: Commissioners Symms-Pollot, Stegner, Richards, Bateman, Milstead, Gallimore, Luna, Erstad. Nays: Commissioner Little. With no further discussion the motion passed.

## **PUBLIC OUTREACH / ARTS, HISTORY & CULTURE**

- **Thomas Moran painting of Shoshone Falls:** Commissioner Gallimore reported that she has made a formal request of the curatorial cabinet of the Gilcrease Museum in Tulsa for a potential loan of the Thomas Moran painting of Shoshone Falls. Commissioner Gallimore's assumption on the proposed exhibition is that we would consider placement in the Museum when it is reopened as the State Capitol does not have the environmental controls needed for a large display of this kind.
- **Capitol Exhibitions:** Garden Level rotunda permanent exhibit reflects new constitutional officers. Changing Exhibitions include the Idaho Commission on the Arts, Narrative Thread, City of Trees Art Guild, and Idaho State Archives historic photographs. Statuary Hall exhibitions feature rotated Treasures of Idaho. The Veteran's Exhibit has become a popular display and is currently at the Emmett Public Library. The next venues will be Adams Country Historical Society in New Meadows and possibly the Ketchum Library. Banners have been placed around the Capitol building on the lamp posts in preparation of Statehood. Commissioner Gallimore then invited Commissioner Bateman to speak further on Idaho Day.
- Commissioner Bateman explained that last year we enacted legislation to celebrate Idaho Day. President Abraham Lincoln signed the act to create Idaho Territory on March 4<sup>th</sup> and this day was chosen for this purpose. Commissioner Bateman further explained that we have an opportunity to educate countless Idahoan's on the history and culture of Idaho. Celebration of the Idaho 125<sup>th</sup> Statehood includes contact with all of the school districts, and many of Idaho museums. Idaho Falls will be turning 150 years as well, with a very large community celebration planned. Both the House and Senate will be having a special program honoring Idaho Day. Additionally a celebration will be held in the Lincoln Auditorium on March 4, 2015.

## PROJECT UPDATES:

- ADA compliance: Ms. Frew reviewed her continued work with the U.S. Department of Justice (DOJ) in regards to ADA compliance issues. No money has been spend as to date as she is waiting for a response on submitted plan, followed with approval and notice that plan meets compliance. Ms. Frew indicated that in November she made presentations to the Capitol Services Committee as well as the Legislative Council, highlighting ADA compliance items discussed at our prior Capitol Commission meeting. Additionally other projects still open are investigation of structure under the front steps, and a small drainage project.

**Discussion:** Ms. Frew finished her comments about the ADA portion stating that once we have made all of the necessary upgrades we will not be asked to make additional adjustments at a later date. Chairman Erstad asked if we are tracking those expenses referenced to a prior approval of \$110,000. Ms. Frew explained the \$110,000 was her initial estimate in order to make initial DOJ time frame, however we are closer to \$500,000; which could be incurred over three years. Chairman Erstad asked if the initial funding has been encumbered. Mrs. Frew stated no. Commissioner Little asked if we had a document from DOJ prior to the restoration. Ms. Frew stated that ADA law is interesting because it is not a code; it is a law to protect the rights of individuals with disabilities. Interpretations of what is required vary from one jurisdiction to another. The plans of specification were reviewed by the Division of Building Safety who is the code official for state projects. Our plans had been approved.

Ms. Frew further explained that the DOJ is not involved in initial planning, construction or any other project planning. It is only after a complaint has been made to DOJ that they get involved. Information is sent to their expert for interpretation, who compiles lack of ADA accessibility within a building regardless if the building is new or historical. Some pieces that should have been picked up will be handled by design architects at no costs. Commissioner Little thanked Ms. Frew for her explanation indicating that he now has a better understanding. Chairman Erstad explained that we worked closely with one of our committees that were part of our early planning. We sought out an Accessibility Committee within the City that came in and made evaluations, so we felt that we were very proactive.

Chairman Erstad revisited the need for a 5 – 10 year maintenance repair cycle for major elements or sub-elements. Ms. Frew will begin developing a list, noting that she has been working with the Historical Society in regards to managing furniture and the repairs. Lastly, Ms. Frew reviewed that there is the need to develop a protocol for improvements or changes to the building as we have just received a significant request from the house to remodel office areas. This protocol needs to come from the Capitol Commission, noting who has decision making authority.

Ms. Frew asked the Commission to reactivate the Design and Construction Committee to review a protocol policy. It was decided that Commissioners Gallimore, Bateman, Milstead, and Erstad would serve on this committee. Commission Stegner stated he is very interested in this issue of modifications from occupants and wondered if the Commission could play a role in support of the Department of Administration in responses to those kinds of efforts. He requested the subcommittee take this into consideration and report back to the Commission on how we can help this endeavor. The Design & Construction Committee was reactivated. Commissioner Milstead suggested not only a hand out but a check list of protocol to change or modify areas.

## NEW BUSINESS

- Chairman Erstad asked Ms. Lynch to provide further information on guidelines. Ms. Lynch stated that a review of an existing guideline document was later updated to incorporate the Capitol Curation program component, which did provide for displaying, use of public spaces, and particularly the public exhibitions program of the 4<sup>th</sup> and 1<sup>st</sup> floor rotundas. The document approved is referred to as the Idaho State Capitol Commission Guidelines for Objects of Art, Memorials, Statues, and Exhibits at the Idaho State Capitol and it is to be updated every three years as needed.

Ms. Frew suggested since we are now getting major requests for structural modifications that the guidelines could be updated to include specific protocol to meet the needs of the Capitol building structure and it seems that we did have something in the past. Commissioner Luna stated that we are continually getting minor request that could be up to \$5000 needing the support of this Commission. Commissioner Stegner suggested that we engage leadership to provide education to all legislatures, invite the Legislative Service Office to provide information as part of Legislative Orientation. Commissioner Milstead will bring to Legislative Council.

- Agenda items for the next meeting will include: DOJ Update and Design and Construction Report. Additionally, we will be moving to quarterly meetings. Chairman Erstad stated the next meeting will be scheduled mid-May, early June 2016.

## ADJOURNMENT

**Motion:** Commissioner Stegner moved to adjourn. Commissioner Gallimore seconded. Being no objection motion carried, the meeting adjourned at 2:13 p.m.

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Margaret Odedo, Department of Administration