
Idaho State Capitol Commission

Official Minutes

February 17, 2021

A meeting of the Idaho State Capitol Commission was held on this date in the East Conference Room, Joe R. Williams Building, Boise, Idaho, and via teleconference. Chairman Erstad called the meeting to order at 3:30 p.m.

Attendees

Members Present:

Andy Erstad, Chairman

Keith Reynolds, Director, Dept. of Administration (DOA), Ex-Officio Member, Commission Secretary
Eric Milstead, Director, Legislative Services Office (LSO) and Ex-Officio Member

Mary Symms-Pollot

Janet Gallimore, Executive Director, State Historical Society (ISHS), and Ex-Officio Member

Senator Chuck Winder (until 4:00)

Nancy Sue Wallace (via teleconference)

Marilyn Whitney, Deputy State Superintendent of Public Instruction (via teleconference until 4:17 pm)

Members Present:

Representative Jason Monks

Others/Staff Present:

Barry Miller, Deputy Administrator, Division of Public Works (DPW)

Steve Bailey, Deputy Director/CFO, DOA

Nicole Inghilterra, Capitol Curator, ISHS

Pat Donaldson, Administrator, DPW

Chris Anton, Investment Manager, Endowment Fund Investment Board (EFIB) (via teleconference)

Lindsay Erb, Project Manager, DPW (via teleconference)

Diane Blume, Program Specialist, DOA

Approval of Minutes

MOTION: Commissioner Reynolds moved, and it was seconded by Commissioner Gallimore that the minutes of the January 7 and January 8, 2021 Idaho State Capitol Commission meetings be approved as written. The motion passed unanimously.

Update on Investments

Mr. Anton pointed out that the Capitol Commission’s investment funds are in very good order, as shown in the chart below. The total Land Endowment Fund was down .5% in January but as of yesterday had increased 23.7% year-to-date. Last March 23rd was the low in the market with Covid-related challenges; but since, with support of the federal government the market has taken off, he said. On March 23rd the balance of the Fund was just under \$2 billion but as of yesterday it had grown to over \$3.1 billion.

**Analysis of Capitol Endowment funds prepared by the
Endowment Fund Investment Board**
Six Months Ended December 31, 2020

	Capitol Maintenance Reserve Fund			Capitol Permanent Fund		
	As of 12/31/2020 - Estimated	FY 2020	FY 2019	As of 12/31/2020 - Estimated	FY 2020	FY 2019
Beginning Balance	\$8,909,285	\$7,691,419	\$6,227,066	\$34,026,440	\$33,075,848	\$31,143,131
Transfer b/w Perm and Reserve	1,561,900	1,409,300	1,406,000	(1,561,900)	(1,409,300)	(1,406,000)
Receipts*	59,855	92,885	85,455	67,530	746,169	969,609
Total Investment Income/(Loss)	1,859,254	428,488	551,788	5,984,750	1,613,723	2,369,108
EFIB Expenses	(96,691)	(203,753)	(156,219)			
Lands Expenses	(285,022)	(184,054)	(172,671)			
Requested Distributions	(250,000)	(325,000)	(250,000)			
Ending Balance	\$11,758,581	\$8,909,285	\$7,691,419	\$38,516,820	\$34,026,440	\$33,075,848

* Receipts for Capitol Maintenance come from license plate revenue, for Capitol Permanent from land revenue.

Financial Report

Endowment Fund Analysis (December 31, 2020)

The Endowment Fund provides income to operate the Capitol Commission and to maintain the Capitol, Mr. Bailey explained. 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 FY21 was \$42,935,716. During the first 6 months of the year, revenue from forest lands was \$67,530, license plate revenues were \$59,855, and investment earnings were \$7,844,004. This is a significant 280% increase over the full FY20 revenue of \$2,042,211, bringing the total available funds to \$50,907,105. Total uses were \$631,713 which included management fees related to the fund and a \$250,000 transfer to the Capitol Maintenance Reserve Fund. The remaining balance was \$50,275,392.

Appropriated Funds – Cash Flow Statement (December 21, 2020)

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 Fund started the fiscal year with \$99,874 and was increased by \$1,026 from interest earnings and \$250,000 by the previously mentioned transfer from the *Capitol Maintenance Reserve Fund*. Total operating cash available for the year was \$350,900. Uses of cash totaled \$55,918, with 85% of that for small Capitol maintenance projects. Minimal expenditures have allowed total cash available to increase significantly since the beginning of the year to \$294,982.

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* began the year with \$4,638. Interest was the only revenue and there were no expenditures in the first half other than the \$250,000 pass-through transfer to the *Commission Operating Fund*. At \$4,656 the available cash finished nearly flat with the beginning balance.

Appropriated Expenditures and FY22 Budget Request (December 31, 2020)

The Appropriated Expenditures in the Operating Fund are \$86,082 below budget year-to-date, with the largest expense being \$47,304 in project costs that are detailed in the Project Expenditure Report that follows. The only unplanned expenditure was \$459 for consulting services related to the Capitol glazing delamination issue.

There were no Maintenance Reserve Fund expenses in the first half, leaving a budget balance of \$2,200,000.

Project Expenditure Report (December 31, 2020)

	FY 2020 Expenditures	FY 2021 YTD Expenditures
Project Expenditures - Operating Fund		
ADA Restroom Modification	175	
Urinal Replacement	1,974	
Governor's Office Floor Maintenance	5,812	
Marble Repair	1,025	
EW 29 Door Install	562	
House Chair Suite - Electrical	875	
Data Room Security Bars	1,440	
Re-roof Domes	9,563	
Kitchen Equipment Repair	1,668	
ADA Accomodation - 1st floor	5,810	
Capitol Electrical Vault Repair	12,965	
Access Hardware - Governor's suite	15,587	
Kitchen Cooler Repair	247	
Chamber Balcony Signage	4,060	
Replacement of Urinals		22,687
Jefferson Street Entry Door Pivots		24,232
Cooler Repair, Kitchen		385
Total Operating Fund Projects	61,764	47,304

Chairman Erstad inquired about the difference in payments for the Department of Lands fee from year to year. Commissioner Reynolds replied the fee is partially based on direct costs associated with revenue from timber harvest.

Design and Construction Committee

Project Updates

Door Access Control

Budget: \$1,240,000

Current expenditures: \$965,000

There were 79 doors on the original list slated to receive access control hardware, Mr. Miller explained; however, 80 ultimately received the hardware. The original scope of work was completed and put into operation January 1.

The security team requested changes to the access control to the Garden Level meeting rooms that would provide for shelter-in-place ability. The new building code effective January 1 allows for security rooms that can be locked, he explained. The doors will also be tied into the fire alarm so in the case that the alarm sounds, the doors will open. These changes are being designed/priced for implementation after the legislative session. Currently, work is estimated at about \$275,000.

Roof Fall Protection

Authorized Budget: \$220,000

Obligations to date: \$201,450

Plans have been completed, the contractor is under contract, and as soon as end of the legislative session and favorable weather, work will be completed, he explained.

Door Glass Replacement, Chambers/Galleries

This project was precipitated by the events at the Capitol during the special session last summer. Glass in one of the gallery doors was broken and as a result, it was discovered the glass was plate glass. It was further discovered that there are 46 doors and sidelights that contained plate glass. Broken glass was replaced with tempered glass per code, he said, and it's recommended that all the other doors also be replaced with tempered glass for safety. The cost is estimated at \$35,000.

There was discussion earlier that the doors be changed to solid wood instead to eliminate the line of sight, but that would change the historic nature of the doors. Bullet-resistant glass was also discussed, Mr. Miller noted, but was found to be much more expensive.

Chairman Erstad inquired about using tempered glass with a film in the center that would obscure the line of sight. Since the work will not occur until after the legislative session, Mr. Miller said he could provide some images how the film would look for Commission consideration.

MOTION: Commissioner Reynolds moved, and it was seconded by Commissioner Symms-Pollot that the Commission approve glass replacement not to exceed \$50,000, with final selection to be determined by the Design and Construction Committee. The motion passed unanimously.

Gallery Railings

Mr. Miller noted that the Design and Construction Committee has recommended moving forward on the installation of the railing. The identical design of the existing bronze step rail in the galleries is being proposed for the new railing which is to be installed around the lower marble rail at the bottom of the gallery seating area. The new railing would match the curvature of the existing railing which includes five separate arches. Not only is the material expensive but the workmanship as well, he said. The estimate is \$225,000 and includes a 15% contingency.

One question raised by the Commission was how the base of the railing might impact the narrow walkway. It was determined that the base would tuck under the lip of the marble rail and would not cause a tripping hazard in the public seating areas, he said. Seating in the private VIP seating areas is tight, however, and the railing is not recommended in those areas. Senator Winder remarked that these areas are well controlled and not open to the public.

Commissioner Gallimore added that the bronze railing is the preferred alternative of the State Historic Preservation Office.

MOTION: Commissioner Winder moved, and it was seconded by Commissioner Reynolds that the Commission approve the proposed handrails for the galleries of the House and Senate Chambers in the amount of \$225,543.75. The motion passed unanimously.

Wire Glass Replacement

Authorized Budget: \$550,000

Mr. Miller brought samples of the proposed glass replacement recommended by the Design and Construction Committee. The wire in the sample has three twists, he pointed out, but the historic wire has five. The supplier is checking to see if a five-twist wire can be located for the glass and still maintain the schedule. If the five-twist wire cannot be located, the Committee recommended proceeding with the three-twist wire because the predominant locations are going to be far enough away so not to be noticed. Replacement will be of all glass manufactured by Rudy Art Glass, which is about 50% of the wire glass.

MOTION: Commissioner Reynolds moved, and it was seconded by Commissioner Gallimore, that the Commission approve the selection of Pulp Studio for wire glass replacement. The motion passed unanimously. Senator Winder was absent from voting.

Mr. Miller added that the current project schedule is to place the glass order in March, erect the scaffold in May, replace the glazing June to August, and conduct final cleaning and remove scaffold in September. The building will be open during construction, he said, with secure walking paths from one end of the building to the other, but the rotunda will be closed off. Due to falling hazards, he said, it's recommended the fourth-floor rotunda area be completely closed off.

Completed Projects

Technology

Budget: \$1,071,074 (with CARES Act funding)

Authorized Capitol Commission Funding: \$100,000

Capitol Commission Funding Expended: \$75,867 for planning and design.

Work was completed with CARES Act funding, Mr. Miller said. Audio/visual systems for the meeting rooms and chambers were enhanced. This system is in full use now and provides the ability for the Legislature to conduct remote testimony.

EW22 Comm Room, Cooling System

Estimate: \$9,800

Final Cost: \$8,794

The cooling system failed in the communication room. The split system unit was replaced with an upsized unit to handle the additional loading now in the room, he explained.

Graffiti Removal

Estimate: \$8,000

Final Cost: \$7,795

Graffiti was removed with no damage to the sandstone. Expenditures will be sought to be covered by restitution from the suspect.

AED and EVAC Chairs

Authorized Budget: \$17,775

Security Operations has purchased the equipment and are working with Facilities Services staff to have them mounted throughout the Capitol.

Chairman Erstad noted the projects have come in under-budget, which in the current environment is commendable.

Dedication Plaque

Chairman Erstad inquired of the status of replacing the marble dedication plaque that contains a spelling error of Governor Batt's name. Mr. Miller reported that he has a meeting scheduled in early March with a contractor to discuss. He said there is also an error in the original historic plaque which has a misspelling of Governor Haines' name. The contractor is concerned about removing the historic plaque without damaging it. The group discussed the possibility of leaving the historic plaque and including an interpretive sign explaining the misspelling. The newer plaque with Governor Batt's name will be replaced.

Public Outreach / Art, History and Culture Committee

Commissioner Gallimore described some of the projects ISHS is working on to commemorate the 100th anniversary of the Idaho State Capitol.

“Making Clear the Path of Duty” Exhibition in Garden Level

She thanked Chairman Erstad for helping to secure an exhibit of 16 original drawings and one painting from the collection of the Hummel Company. The exhibit will be in place through June.

A Capitol of Idaho at Boise: 100 years of the People's House

She said the ISHI wanted to do a publication to honor the Capitol and discovered in the Idaho State Archives a portfolio of an original souvenir book produced by the Hummel Company. It features the central portion of the original building and includes black and white renderings.

The new publication is a mirror image of the original book including photography by Paul Hosefros. The forward is penned by the Governor with a message from Commission Chairman Erstad. It lists sponsors of the project—Erstad Architects, Eiguren Public Policy firm who took the lead on fundraising, Hummel Company, ISHS, Idaho Capitol Commission, USecology R/S, Fluor Idaho, Melinda Merrill, and CSHQA. A limited amount of 600 is currently being printed.

Capitol Curator, Nicole Inghilterra, provided a PowerPoint presentation of the layout and contents of the publication commemorating the 100 years of the Capitol. The original publication celebrated the opening of the central section of the building in 1913.

Virtual Idaho Day – History Happy Hour presents: “Idaho Day: 100 Years of the Peoples' House” March 4

Commissioner Gallimore noted that March 4 is Idaho Day and the Capitol will be celebrated this year. It will be a virtual program including speakers Commission Chairman Erstad and Tricia Canaday, Deputy State Historic Preservation Officer and architectural historian.

Suffragist Statue

Commissioner Gallimore reported on the status of the suffragist statue on the Capitol grounds and explained that because of the pandemic, fundraising efforts were put on hold.

Other Business

Next Meeting Date

Chairman Erstad noted the next meeting of the Capitol Commission is scheduled for Wednesday, August 18th at 1:30 pm.

Adjournment

MOTION: Commissioner Wallace moved that the February 17, 2021 meeting of the Idaho Capitol Commission be adjourned at 4:30 p.m. The motion passed unanimously. Senator Winder and Commissioner Whitney were absent from voting.



Diane K. Blume, Program Specialist
Department of Administration