DRAFT Minutes of the
Advisory Committee on Space Allocation and Design
House Majority Caucus Room
February 8, 2007

The meeting was called to order at 2:46 pm by Senator Stegner, Co-chair. Present were Senators Geddes, Cameron and Werk; and Representatives Bedke, Denney, Black and Jaquet. Also present were Representative Ken Roberts; Tim Mason and Jan Frew, Division of Public Works; John Maulin, CSHQA; Jim Mallin, Lemley 3DI; Pamm Juker, Terri Franks-Smith, and Judy Christensen, House of Representatives Staff; Sheila Ison and Robyn Davis, Legislative Services; and Jeff Youtz, Eric Milstead and Lisa Kauffman, Legislative Services staff members.

Senator Stegner welcomed the committee and stated that the approval of the minutes from the August, 24, 2006 meeting would be handled at the next meeting in order to give the committee time to review them more extensively. He stated that this meeting was to provide an overview of where we are now and then for this committee to decide on some basic directions they would like to go on design and space allocation so the Division of Public Works could begin to finalize the costs. He also stated that it is not the intention of today's meeting to formalize or finalize any plans on the space allocation or design.

Co-chair Stegner gave the committee a brief update of the current situation of the wings and the compromise reached with Governor Otter of constructing a single level underground wing on each side of the Capitol instead of two levels on each side. Also included in the compromise reached with the Governor was the assignment of the first floor of the Capitol to the Legislative Branch for their sole use, in addition to the basement, third and fourth floors of which they currently occupy. The Executive Branch would retain the sole use of the second floor as their space. The State Treasurer's Office has a built-in concrete vault and is the only office in the Capitol which is in its original historical condition and that office will be retained as either a ceremonial office for the State Treasurer or the Treasurer will have the option of using that as a working office if he wishes, but that is still to be determined. The area preserved will be the vault, reception area and the Treasurer's office. There was discussion of moving the vault to the second floor of the Capitol if the Treasurer relocates his entire office there but it has not been determined if the concrete walls are weight bearing walls for the building and the cost to relocate the vault or have another one created would be expensive. Another option for the Treasurer would be to relocate into one of the bank buildings that the state endowments already own which would have a vault already in place. The plans have been redesigned to reflect the compromise and will be reviewed at today's meeting.

Jeff Youtz told the committee that this meeting would be the first of four steps to get this project moving further. The first step will be to get design input today from this committee on the general layout of space including offices, conference rooms, etc. The second step will be for the Division of Public Works to cost out the design that this committee gives them. The third step will be the presentation of the design plans and the

cost to the Capitol Commission by the Division of Public Works. After the endorsement from the Capitol Commission, the fourth and final step will be to develop the legislation that recognizes the single story wing compromise, the Executive and Legislative Branch allocation of the floors, and an appropriation for the bond payment.

Co-chair Stegner inquired of the committee if there were any objections to asking Division of Public Works to do cost estimates on the plans that are developed today and there were no objections voiced.

Jan Frew presented to the committee design plans that reflect the compromise reached between legislative leadership and Governor Otter. She stated that Division of Public Works needs to have the layout on the floor plans for the first floor, east and west wings, and the garden level finalized in the next two weeks. She reviewed the first floor plans and there was some discussion on moving some of the office configurations but it was determined that the way they were currently presented would be the best working options for all four sections of Legislative Services. However, the access to the high speed elevators was discussed and it was determined that there may need to be more space around those elevators for gurney access if needed, which would necessitate some offices around that area being configured in a slightly different way.

The garden level floor plans had several changes made by this committee. On the upper and lower east side of the plans, it was determined that some of the area designated as 'W.S.' (work station) should be changed to accommodate small conference rooms so that legislators in that immediate area would have a space to meet with constituents or whomever. This committee strongly felt that conference rooms are a high priority on the space design and would like as many as possible to be included in the plans if the space allows. They also felt that if a conference room was available in these areas, that the work stations would be more readily used by the legislators.

On the west side of the garden level, there was an area designated on the plans as 'Tour Staging'. Since there were no conference rooms located on the west side, after much discussion it was decided that the "Tour Staging" function could be moved to the auditorium where a video or movie about Idaho or the Capitol could be shown, freeing up space for conference rooms. The committee felt that was a much better use of space for that area.

Ms. Frew then presented the single west wing plan on the garden level. She made note that on both the east and west wings that space had been allocated for the hearing rooms, chairman offices and clerical offices but things like doorways and such had not been designed into those spaces at this time. The details will be worked out later after the main areas of space had been designated.

The committee requested that the dais on the auditorium hearing room be moved to the south, allowing for easier entry into the auditorium by the public and by the presenters. Some of the other hearing rooms were left in the same space on the plans but the layout was turned another way to allow easier access. There was also a grey space, which was

unallocated space, on this plan and since there currently has not been any space allocation given to the lobbyists, IPTV, or the media, it was thought that perhaps they could be located there. There was also a discussion on the siting of the chairman suites and the clerical offices and Ms. Frew told the committee that the actual layout and design could be determined at another time since the actual space had already been accounted for on these plans.

The west wing houses the kitchen staging area and one dining room. There is a dining area on the east wing as well. The committee agreed that having one kitchen for both the Senate and the House would be more cost effective than building two kitchens and hiring two separate kitchen staffs. They felt that this was the most economical solution and it freed up space for other needed offices and conference rooms. The committee unanimously agreed that there will be one kitchen staging area and two dining rooms.

On the east wing the committee wanted to use some of the grey space which was not allocated to add the work stations that had been removed on the garden level to accommodate the conference rooms. Ms. Frew stated that there was enough space available in the grey area to just add work stations or to add work stations and possibly a small conference room. The committee also discussed changing some of the locations of the small hearing rooms and lining them up directly behind some of the chairman and clerical offices along with possibly moving the restroom area.

Co-chair Stegner did reiterate that he would like to see a secure corridor in the east and west wing and Ms. Frew said they could look into that but by providing a secure corridor, it lessens the space available for hearing rooms since the corridors take up a lot of space.

Ms. Frew made notations on her design plans for all the changes that were discussed and decided upon. Ms. Frew reiterated that she needed a final design commitment in the next two weeks in order to go forward to get cost estimates, and then once those were finalized by this committee they would be submitted to the Capitol Commission for final approval.

Senator Cameron did make one request that he wanted on record, and that would be to eliminate the ‘pink’ elevator on the Senate side. Ms. Frew stated that both elevators would be replaced with new ones and that although the shafts were different sizes, they would try to put the largest elevator in those shafts as possible to maximize the load.

Senator Cameron and others requested the floor plans for the third and fourth floor, which are not expected to change but they wanted to revisit them to make sure they were getting the maximum space available. Ms. Frew replied that they currently have the plans for those floors ready and that they were drawn in great detail and would give the committee a good feel for the redesign. Ms. Frew stated she would get those plans to the committee members for their feedback.

Co-chair Stegner set the next meeting for February 23, 2007, at 2 pm, for this committee to review the final plans based on the suggestions made today and the cost estimates that Division of Public Works would work up in relation to those changes.

Co-chair Stegner adjourned the meeting at 4:47 pm.