

Draft Only
Approval Pending
**SUMMARY of
PROCEEDINGS**



SELECT COMMITTEE ON LEGISLATIVE FACILITIES

COMMITTEE MEETING INFORMATION

November 19, 2007
Capitol Building, Room 302
Cheyenne, Wyoming

COMMITTEE MEMBERS PRESENT

Representative Pete Illoway, Chairman
Senator Jayne Mockler, Chairman
Senator Tony Ross
Senator Michael Von Flatern
Representative Dan Dockstader
Representative Marty Martin

LEGISLATIVE SERVICE OFFICE STAFF

Dan J. Pauli, Director
Mark Quiner, Assistant Director
Wendy K. Madsen, Legislative Information Officer
Joy N. Hill, Associate Research Analyst

OTHERS PRESENT AT MEETING

Please refer to Appendix 1 to review the Committee Sign-in Sheet
for a list of other individuals who attended the meeting.

The Committee Meeting Summary of Proceedings (meeting minutes) is prepared by the Legislative Service Office (LSO) and is the official record of the proceedings of a legislative committee meeting. This document does not represent a transcript of the meeting; it is a digest of the meeting and provides a record of official actions taken by the Committee. All meeting materials and handouts provided to the Committee by the Legislative Service Office, public officials, lobbyists, and the public are on file at the Legislative Service Office and are part of the official record of the meeting. An index of these materials is provided at the end of this document and these materials are on file at the Legislative Service Office. For more information or to review meeting materials, please contact the Legislative Service Office at (307) 777-7881 or by e-mail at lso@state.wy.us. The Summary of Proceedings for each legislative committee meeting can be found on the Wyoming Legislature's website at <http://legisweb.state.wy.us>.

EXECUTIVE SUMMARY

The Select Committee on Legislative Facilities met in Cheyenne on November 19, 2007 to consider issues relating to ongoing projects and to consider budget requests. The Committee received updates about the administration of the Wyoming Legislative Artwork Program, painting of past governors' portraits, Wyoming Blue Book, long-term space planning study and Capitol building renovation, skylight restoration and chamber lighting, sound systems in the Senate and House chambers, and a variety of other projects. The Committee also discussed budget requests for FY09-10 projects.

CALL TO ORDER

Chairman Illoway called the meeting to order at 8:30 am. The following sections summarize the Committee proceedings by topic. Please refer to Appendix 2 to review the Committee Meeting Agenda.

APPROVAL OF MINUTES

Minutes from the July 9, 2007 Committee meeting were approved without changes.

ARTWORK DONATION POLICY

Ms. Sara Needles, Department of State Parks and Cultural Resources (SPCR), discussed with the Committee the terms of a proposed Memorandum of Understanding (MOU) (Appendix 3) between SPCR and LSO for the administration of the Wyoming Legislative Artwork Program. Representatives of both SPCR and LSO agreed to the terms and the MOU was finalized by both parties during the meeting.

Ms. Liliane Francuz, SPCR, discussed the terms of the MOU with the Committee. Artwork considered by the Legislative Artwork Donation Committee will not be subject to the multiple tiers of selection committees currently in place for pieces considered by the Wyoming State Museum. Instead, artwork considered for the Wyoming Legislative Artwork Program will go through the Legislative Artwork Donation Committee for approval. The Committee requested that staff draft a letter to the presiding officers requesting legislative appointments to the committee.

Ms. Wendy Madsen discussed the dissolution of Capitol Historic Preservation Foundation. SPCR was presented with a check for the remaining funds in the Capitol Historic Preservation Foundation's account to be used to purchase artwork for the Legislative Artwork Donation Program.

UPDATE ON PAST GOVERNORS' PORTRAITS

Ms. Francuz updated the Committee on the portrait process and introduced the Committee members to the two artists selected to paint the portraits: Michelle Rushworth from Sammamish, Washington, and Galina Perova from Salt Lake City, Utah. Ms. Francuz informed the Committee that the artists were working with the families of the past governors to begin the portrait painting process. It was estimated by Ms. Francuz that the portraits would be completed in the summer of 2008. The Committee discussed requesting additional funds during the Budget Session to complete the other seven portraits (about \$12,000 per portrait). Senator Mockler also requested that the agency build funds into its budget to paint portraits in the future.

BLUE BOOK UPDATE

Roger Joyce, SPCR, and Mr. Phil Roberts, University of Wyoming, updated the Committee on the progress of the Blue Book and provided a timeline for its completion, as well as a sample page and a brief discussion of expanding the project (Appendix 4). Mr. Joyce indicated the Blue Book should be completed and bound around the first week in May 2008. Mr. Roberts also discussed intentions to expand the project to include multiple mediums for the Blue Book, including DVD and on the Internet.

UPDATE ON LONG-TERM SPACE PLANNING STUDY AND CAPITOL RENOVATION

Mr. Rich Cathcart, Department of Administration and Information (A&I), and Ms. Sylvie Rupp, A&I, discussed the progress of the space study being prepared by consultant Carter Goble Lee, Inc (CGL). Ms. Rupp handed out several documents concerning the space needs assessment of the Capitol (Appendix 5). Ms. Rupp indicated that she reviewed what other states have been doing to renovate their capitol buildings, but comparisons are difficult because the degree to which each state is renovating varies.

Ms. Madsen handed out a *Legisbrief* article from the National Conference of State Legislatures entitled "Capitol Restoration and Rehabilitation" for a brief background on capitol buildings undergoing restoration (Appendix 6). Ms. Madsen discussed recommendations from Management Council (Appendix 7) based on Phase I of the space planning study, and broader Phase II information. Ms. Madsen indicated that the recommendations adopted by Management Council are at a macro-level only intended to identify the amount of space needed by the legislative branch. Management Council indicated that they preferred having generic hearing rooms. Ms. Madsen provided to the Committee a memorandum summarizing the discussions from the August 22, 2007 space study video conference with Management Council and the five elected officials (Appendix 8).

Mr. Cathcart and Ms. Rupp discussed plans to construct a covered walkway over the Herschler plaza between the Herschler building and the Capitol. The Committee inquired whether or not the covered walkway proposal included any type of rooms. Mr. Cathcart indicated that it will only be a walkway, and additionally, that the tunnel between the Capitol and the Herschler building will remain intact. The Committee stressed the importance of working with the State Historic Preservation Office to ensure the walkway is designed to fit with the historic Capitol structure if this project is pursued.

SKYLIGHT RENOVATION AND CHAMBER LIGHTING PROJECT UPDATE

Mr. Cathcart and Ms. Rupp informed the Committee that Edwards Construction was the low bidder on the skylight renovation project. Mr. Cathcart provided a handout that identified bidders on the project and the amount of the bids. (Appendix 9) Mr. Garrett informed the Committee that Edwards Construction will not be able to do much prior to the beginning of the 2008 legislative session, but would begin as soon as session adjourns. The Committee expressed particular concern about the protection of the stained glass under the skylights. Mr. Garrett and Ms. Rupp assured the Committee that Edwards Construction will take all precaution to protect the stained glass.

UPDATE ON REMODELING AND FURNISHINGS PROJECTS

Ms. Madsen addressed the Committee about the furnishings for leadership offices and the need to appropriate additional funds if the Committee wishes to furnish all offices. Currently, there is \$30,000 appropriated for leadership offices and committee room furnishing needs. Ms. Jo Haley, TDSi, discussed options for the furnishings. The Committee asked Ms. Haley to make furnishing recommendations and prepare a budget for furnishings in the leadership offices and to purchase new secretary desks in all Committee rooms for the January Management Council meeting.

Ms. Haley provided an update to the Committee on the Senate breakroom remodeling project, and believes the project should come in around or under \$10,000. She indicated that Pinnacle cabinets bid around \$5,000 for cabinets for the breakroom. The painting will begin within the next two weeks with the project wrapping up by December 31, 2007.

Wendy Madsen discussed coordination of the work to be done in Room 302 beginning after the adjournment of the 2007 legislative session. There are funds appropriated for this project through June 30, 2008. The work to be done in Room 302 will be done in conjunction with the installation of a new sound system designed by K2 Audio, and installed by Summit Integrated Systems.

SOUND SYSTEMS IN HOUSE AND SENATE CHAMBERS

Mr. Mark Seeker, K2 Audio, and Mr. Tyson Wiens, Summit Integrated Systems, addressed the Committee concerning the progress of the sound system projects in the Senate and House chambers. Mr. Wiens informed the Committee that they have most of the products for the project and indicated the first installation trip will be the week of December 6, 2007. Mr. Wiens provided a time schedule for the project to the Committee (Appendix 10). Mr. Seeker assured the Committee that he will be here during the first week of session to fine-tune the systems. Mr. Seeker also reminded the Committee that K2 Audio, along with Summit Integrated Systems, will install the sound system in Room 302 after session, and will coordinate installation of the sound system with the installation of the furnishings with Jo Haley.

UPDATE ON OTHER PROJECTS

Honeywell Panic Alarms

Lt. Scott Minyard, Wyoming Highway Patrol, informed the Committee that panic alarms have been installed by Honeywell at various locations in the Senate and House and that the system also includes mobile lanyard units. Lt. Minyard discussed the operation and procedure in the event the panic alarms are activated. Lt. Minyard also summarized security precautions during the upcoming legislative session.

Committee Room Photographs

Senator Mockler informed the Committee she finished picking historic photographs for all Committee rooms. She noted Stimpson photographs will be purchased for LSO's main office with remaining funds.

LSO Main Office Remodel

Ms. Madsen reported to the Committee that the LSO main office is completed with the exception of the drapes and blinds, which are on order. In addition, remaining funds will be used for installation of cabinetry in the LSO area that will function as a break room, in addition to office space.

Composite Narratives

Ms. Madsen informed the Committee that Joy Hill, LSO, is in the process of incorporating additional information into the narratives and pulling together one set of master documents. These narratives should be ready to hang before the beginning of the 2008 legislative session.

Committee Room Signs

Ms. Madsen indicated that Jo Haley will help develop cover graphics for the committee room signs after the 2008 legislative session.

BUDGET REQUESTS FOR FY09-10

Representative Illoway suggested a budget request for FY09-10 of \$90,000 to commission the painting of seven additional past governors' portraits, and noted that Ms. Haley will provide figures for furnishings.

OTHER BUSINESS

Representative Illoway commented that it would be appropriate for Management Council to review the projects of this Committee to ensure that the Committee . It was suggested that this recommendation be put to Management Council at their January meeting.

MEETING ADJOURNMENT

There being no further business, Chairman Illoway adjourned the meeting at 2:30 p.m.

Respectfully submitted,

Representative Pete Illoway, Chairman

Committee Meeting Materials Index

Appendix	Appendix Topic	Appendix Description	Appendix Provider
1	Committee Sign-In Sheet	Lists meeting attendees	Legislative Service Office
2	Committee Meeting Agenda	Provides an outline of the topics the Committee planned to address at meeting	Legislative Service Office
3	Artwork Donation Policy and Administration of Program	Memorandum of Understanding Between the Wyoming State Museum and the Legislative Service Office	Legislative Service Office
4	Blue Book Update	Handout on Blue Book Project; sample page of the Blue Book; Progress Report and Proposal to Expand the Project.	Department of State Parks and Cultural Resources
5	Update on Long-Term Space Planning Study	Wyoming Capitol Space Needs Assessment; Phase II Project Update; CGL hearing room option tables; AIA article "State Office Building to Take Shape"; information about other state Capitol renovation costs; Capitol Complex Facilities Schedule; Wyoming State Capitol District Vision 2020 Plan; Herschler Building first floor plan; schematic of the Herschler Building Plaza Renovation and Connector; monthly schedule of Capitol Complex Facilities projects.	Department of Administration and Information, Construction Management Division
6	Update on Long-Term Space Planning Study	NCSL Legisbrief, "Capitol Restoration and Rehabilitation" article.	Legislative Service Office
7	Update on Long-Term Space Planning Study	Management Council Key Decisions for Phase I of Carter Goble Lee Space Study	Legislative Service Office
8	Update on Long-Term Space Planning Study	Memorandum regarding August 22, 2007 Space Study Video Conference prepared by Joy Hill and Wendy Madsen	Legislative Service Office
9	Skylight Renovation and Chamber Lighting Project Update	List of bidders for the Wyoming State Capitol Building-Legislative Chambers Lighting and Skylight Renovation	Department of Administration and Information, Construction Management Division
10	Sound Systems in House and Senate Chambers	Installation Timeline for State of Wyoming House and Senate Chambers	Summit Integrated Systems