

Draft Only  
Approval Pending  
**SUMMARY of  
PROCEEDINGS**



**SELECT COMMITTEE ON LEGISLATIVE FACILITIES**

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**COMMITTEE MEETING INFORMATION**

June 14, 2006  
Room 302 Wyoming Capitol  
Cheyenne, Wyoming

**COMMITTEE MEMBERS PRESENT**

Representative Pete Illoway, Chairman  
Senator Jayne Mockler, Chairman  
Senator John Hanes  
Representative Burke Jackson  
Representative Layton Morgan

**COMMITTEE MEMBERS ABSENT**

Senator Tony Ross

**LEGISLATIVE SERVICE OFFICE STAFF**

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](mailto: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>.*

## **CALL TO ORDER**

Chairman Illoway called the meeting to order at 8:35 a.m. 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 April 12, 2005 Committee meeting were approved without any changes.

## **UPDATE ON CAPITOL COMPLEX MASTER PLAN**

Mr. Rich Cathcart, A&I Construction Manager, indicated there has not been a master plan prepared for the renovation of the Capitol or the Capitol Complex. He noted that with the acquisition of new property within the Capitol Complex, his division will be able to begin to review long-term options. Potential plans for constructing a building on the St. Mary's property were discussed. Mr. Cathcart noted that space to house state employees has become a concern. According to Mr. Cathcart, the State is currently spending approximately \$17 million annually to lease 400,000 square feet of space for state employee offices and he noted that the State needs to find a way to house employees in state-owned space. The Committee discussed a variety of options for renovating existing state-owned buildings or building new facilities within the Capitol Complex.

The Committee stressed the need for planning for the Complex and to set aside funds to renovate the Capitol and to construct new buildings or renovate existing facilities within the Complex. The Committee also discussed the long-term uses of the Capitol. The Committee inquired about existing master plans regarding the Capitol and Capitol Complex. Mr. Cathcart emphasized that any type of master plan cannot be created until specific long-term needs, such as those of the Legislature, are determined. He recommended that the Committee examine the possibility of using funds remaining from the Joint Legislative and Executive Task Force on Capitol Facilities to hire a space planner to work with the legislative branch to develop a long-term space plan for its needs. The Committee requested that LSO draft letters to the State Building Commission and the Management Council requesting funding from the remaining appropriation of the Task Force to hire a space consultant to review long-term space needs of the legislative branch.

The Committee also requested that Mr. Cathcart research building and renovation costs and come back to the Committee with estimates for how much money the Legislature should consider putting aside for renovation of the Capitol and constructing a new state office building. The Committee also requested that Mr. Cathcart begin work on a long-term master plan for the Capitol Complex. The Committee suggested reviewing the costs incurred by the states that have recently renovated their capitol buildings, such as Montana and Utah.

The Committee resolved itself into executive session at 9:30 a.m. to discuss issues related to purchase of property with Mr. Cathcart. The Committee went back into open session at 9:40 a.m.

## **CONSIDERATION OF ARTWORK DONATION POLICY AND ADMINISTRATION OF PROGRAM**

Mr. Milward Simpson, Wyoming State Museum, addressed the Committee and introduced Ms. Lily Francuz, who is the new State Museum Curator. Ms. Francuz will be working on the artwork donation and loan policy, as well as the commission of the governor's portraits. Mr. Simpson explained that Ms. Francuz' position would be responsible for administering the new legislative artwork donation policy, if adopted. Mr. Simpson discussed the current draft policy with the Committee and noted the areas that the Museum is reviewing possible revisions to the policy. He noted that Ms. Francuz will be the consulting public art expert and the Museum will draft a revised policy for the Committee's consideration at the next meeting.

## **GOVERNOR'S PORTRAIT PROJECT**

The Committee discussed the governors' portrait project with Mr. Simpson and Ms. Francuz. The Committee discussed the importance of the involvement of the former governors' families with regard to decisions made about commissioning the portraits. The Committee requested that at the next Committee meeting, Mr. Simpson and Ms. Francuz provide a detailed criteria for the project, cost estimates to complete one portrait, including framing, and determine which governors portraits need to be painted.

The Committee also discussed the inclusion of Wyoming artists in the national call, and Ms. Francuz noted that there are a number of Wyoming artists qualified to do this level of portrait work. Mr. Simpson questioned if the appropriation allowed for the Museum to recoup administrative costs related to conducting a national call and other administrative expenses related to commissioning of the portraits. Ms. Madsen noted that the appropriation was broadly worded and should allow for limited administrative expenses to be covered. Mr. Simpson also noted that the Museum has several portrait frames that may be able to be used to frame the completed portraits.

## **UPDATE ON STATUS OF FY05-06 PROJECTS**

### ***Restoration of Legislator Composite Frames***

The Committee discussed completing the cleaning and re-hanging of the legislative composites. Ms. Judy Sargent provided sample narratives (Appendix 3) to the Committee for review. In addition, Ms. Sargent's contract for the work she is completing was discussed, including additional funding needed to allow her to continue working on the narratives. Ms. Wendy Madsen indicated there are still remaining funds in the composite frames' appropriation that could be encumbered through the July/August timeframe. Representative Jackson moved to encumber the funds and the motion was seconded. The motion carried.

### ***Capitol Artwork Security System***

Ms. Madsen informed the committee the system is nearly completed and four additional security tags have been ordered at the request of the Committee for temporary artwork pieces brought in during session.

### ***Remodeling of Chamber Workstations***

Ms. Madsen stated that Al Eggli of Eggli Bros. has provided a cost estimate to make alterations to each desk unit. In addition, the work will begin when Mr. Eggli delivers the historic coat racks he has been working on for the Committee. Ms. Madsen reminded the Committee the money that would have been used to pay Mr. Eggli will revert at the end of June. It was suggested that money be used to purchase needed furniture for the chief clerks and use miscellaneous FY07-08 funds to pay Mr. Eggli or to encumber the funds. Representative Jackson moved to use miscellaneous FY07-08 funds to pay Mr. Eggli if the existing funds are not encumbered. The motion carried.

### ***Committee Room Door Signage***

Ms. Madsen discussed the configurations of the signs, noting that eight of the House Committee share four rooms and so the signs will need to serve both committees in a room. There will be 17 total signs, including signs on each side of JAC.

### ***Restoration of Historic Benches***

Ms. Madsen informed the Committee that Wooden Works has returned three of the benches to the Capitol and the others will be completed and returned around the July/August time frame.

***Basement Re-carpeting***

Ms. Madsen explained to the Committee that, based on the recommendation of the A&I Construction Management Division, the existing carpet will not be ripped out, but 24 x 24 carpet tiles will be laid over the top of the existing carpet. The carpet is the same color as that in the JAC committee room, but with a different pattern. Ms. Jo Haley, TDSi, explained the process of laying the carpet tiles and noted that the basement staff will not be disrupted very much during the carpet tile installation process.

***Furniture Purchases for LSO, House, and Senate***

The Committee toured the Senate Attorney's Office to view the new furniture. Ms. Madsen indicated to the Committee the same kind of furniture will be installed in the House Attorney's Office, the House Staff Supervisor's Office, and the House and Senate Chief Clerk offices.

**PROJECTS APPROVED FOR FY07-08*****Purchase of new committee and audience chairs***

Ms. Madsen informed the Committee that 100 new committee chairs will be ordered and are the same as the chairs purchased for the Senate Attorney's Office. In addition, 250 black stackable audience chairs will be purchased for the committee rooms.

***Equipment for Medical Aid Station***

Ms. Madsen stated Susie Pouliot, Executive Director of the Wyoming Medical Society, will purchase the equipment needed for the Medical Aid Station and will bill LSO for the items.

***Historic coat racks***

Ms. Madsen reminded the Committee that Mr. Eggli will deliver the coat racks in September or October.

***Room 204 and Room 302 furnishings***

Ms. Madsen informed the Committee that Jo Haley will work on developing plans for these rooms after she is done working on the furniture installations in the House and Senate.

***Remodel LSO Main Office***

Ms. Madsen informed the Committee that this project will likely be started after the basement carpet project is completed. However, the Committee was also reminded that if anticipated time to begin the project gets too close to the beginning of session, it will be delayed until after the session is adjourned in March of 2007.

***New Sound System for Senate***

The Committee requested that LSO proceed with plans to prepare an RFP to purchase a new sound system in the Senate.

***Committee Room Photographs***

Ms. Madsen informed the Committee that Senator Mockler will continue with this project as money becomes available July 1, 2006.

***Electrical Boxes***

Ms. Madsen stated LSO will submit a work order to paint electrical boxes in the House and Senate to blend into the décor.

***Touchless Faucets and Swinging Doors***

The Committee discussed the need for touchless faucets in the restrooms outside the House and Senate Chambers and perhaps swinging doors. The Committee also discussed whether this project may be more appropriate to pursue when the Capitol is remodeled. The Committee requested a cost estimate from A&I to replace the existing faucets.

**STATUS OF WYOMING BLUE BOOK UPDATE**

Mr. Roger Joyce and Mr. Curtis Gruebel, Wyoming State Archives, and Dr. Phil Roberts, University of Wyoming, addressed the Committee. Mr. Roger Joyce introduced Dr. Phil Roberts, professor of history at the University of Wyoming, who will be gathering and preparing the information to be published in the new *Blue Book* volume. Dr. Roberts anticipates that the volume will cover the period from 1990 through 2006. Dr. Roberts will be assisted by several public history students, who will be hired as interns through the AWEC employee designation by Wyoming State Archives. Dr. Roberts indicated the projected completion date for the work is December 2006. The new volume is anticipated to cost around \$20, and at some point will likely be formatted as a CD and DVD, as well. Mr. Joyce noted that Archives will also look at pricing the complete set at a rate to encourage purchase of the existing volumes, in addition to the new volume. Mr. Joyce assured the Committee that State Archives will develop a process to request funding for updates to the *Blue Book* every 10 years.

**STAINED GLASS LIGHTING FEASIBILITY STUDY**

Ms. Madsen introduced Randy Byers, TDSi, who assisted the LSO in the development of the RFQ (Appendix 4) for the stained glass lighting feasibility study. Mr. Byers discussed the list of interview questions (Appendix 5) developed for the Committee to ask the candidates and provided a scoring sheet (Appendix 6) to each committee member. Mr. Byers also explained that after the Committee selects a firm to complete the study, fee negotiations will begin. The Committee resolved itself into closed session at 1:00 p.m. to interview each of the lighting design firms: Schuler Shook Lighting Designers, RDG Planning and Design, and Hefferan Partnership Lighting Design. The Committee resolved back into open session at 4:30 p.m. The Committee voted to enter into negotiations with Hefferan Partnership Lighting Design from Boulder, Colorado to complete the study.

**OTHER BUSINESS*****Information compiled about electronic voting systems***

The Committee reviewed the memo prepared by LSO research staff about electronic voting systems (Appendix 7) in other states and related policy decisions to implement an electronic voting system in Wyoming. The Committee requested that the memo be forwarded to Management Council with a recommendation that the topic be referred to the Select Technology Committee and the Select Committee on Legislative Process for more in-depth study, and requested the Committee's involvement in how a system would affect Chamber décor.

***House Chamber sconces located in the Governor's Residence***

The Committee discussed the desire to have the original House wall sconces returned from the Governor's residence to the House Chambers. The Committee requested that LSO draft a letter to the First Lady from Management Council to request returning the sconces to the House Chamber.

**MEETING ADJOURNMENT**

The Committee discussed setting its next meeting date around the time Hefferan Partnership Lighting Design's report is done (mid-to late September). In addition, the Committee requested that LSO draft a letter to Management Council requesting funding for the Committee to hold an additional full-day meeting in either late November or early December. There being no further business, Chairman Illoway adjourned the meeting at 5:15 pm.

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	Restoration of Legislator Composite Frames	Sample Composite Narratives	Judy Sargent
4	Stained Glass Lighting Feasibility Study Process	Question Sheet for firms being interviewed	TDSi
5	Stained Glass Lighting Feasibility Study Process	Scoring Sheet for firms being interviewed	TDSi
6	Stained Glass Lighting Feasibility Study Process	Copy of the Request for Qualifications	TDSi
7	Selection of Firm to Complete Stained Glass Lighting Feasibility Study	Committee vote form to enter into negotiations with Hefferan Partnership Lighting Design	Legislative Service Office
8	Other Business	Electronic Voting memo prepared by LSO Research staff	Legislative Service Office