
Iowa Capitol Planning Commission Minutes
Wednesday, January 8, 2025
Iowa State Capitol Building – Conference Room G19
(1:02 – 1:42 p.m.)

Members Present

Annette Renaud, Chair

Brett Seelman, Vice Chair

Carol Grant

Malcolm Hankins

Representative Sean Bagniewski

Members Absent

Matt Davis

Director Adam Steen, Secretary

Representative Jacob Bossman

Senator Janet Petersen

Senator Carrie Koelker

Department of Administrative Services (DAS) Staff Present for All or Portions of the Meeting

Charlee Cross

Tami Wienczek

Suzy Trotter

Others Present for All or Portions of the Meeting

Zach Bunkers, Legislative Facilities

Maria Wagenhofer, Legislative Services Agency

Serena Adams, Legislative Services Agency

Heather Hackbarth, Department of Management

Call to Order and Introductions

The meeting was called to order at 1:02 p.m. by Carol Grant.

Meeting Overview and Approval of Agenda

Following the review of the initial agenda items, Carol Grant requested to add a discussion regarding language in the Memorandum of Understanding for events on the Capitol Complex.

MOTION: Representative Bagniewski made a motion to approve the agenda with the proposed additional discussion. Malcolm Hankins seconded the motion, and it passed unanimously.

Approval of Minutes from April 17, 2024

MOTION: Chair Renaud made a motion to approve the minutes as presented. Malcolm Hankins seconded the motion and it passed unanimously.

Committee Updates

Master Plan

Vice Chair Seelman reported there were no updates to the Master Plan.

Site Features

Carol Grant reported there were no new applications for the Site Features to review. The Iowa Law Enforcement K9 Memorial application is still pending because the proposed granite for the memorial is not readily available.

Staff Reports/Project Updates

Legislative Update

Tami Wiencek reported the legislature convenes on Monday, January 13, 2025. DAS is not aware of plans to make changes to the boards and commissions law enacted last year.

Construction Update

Charlee Cross reported staff continues to replace sidewalks as needed and manage the maintenance of the monuments on the Complex. The Capitol Building stairs on the north, south and west sides of the building are under repair with the stairs on the east side in the design phase. The addition of ADA parking near the Iowa Peace Officer Memorial has been completed. Two of three phases of the replacement project at Oran Pape parking lot 21 are done as well.

Zach Bunkers reported no major projects are slated at the Capitol Building at this time.

Annual Report & DAS Five-Year Plan

Carol Grant presented the Capitol Planning Commission FY2024 Annual Report and 5-Year Plan.

MOTION: Chair Renaud made a motion to approve the Capitol Planning Commission FY2024 Annual Report and 5-Year Plan as presented. Malcolm Hankins seconded the motion, and it passed unanimously.

Other Business

Comments from Commissioners & Public

Carol Grant presented a communication from Dan Stevenson with Music Under the Stars. The organization has held a series of Sunday evening concerts from June into July for the past 78 years at the Capitol Complex. Mr. Stevenson's request for the 2025 concert series was denied per the revised Memorandum of Understanding (MOU). Carol said she received what she called an appeal letter sent to DAS requesting the organization be allowed to conduct its 2025 series of six concerts.

Carol clarified the Capitol Planning Commission (CPC) has never been responsible for the process of event coordination. She also said the CPC does not have authority to change the revised MOU which currently limits the number of times an organization can hold an event on complex to one per year. Carol wanted the CPC to recommend that DAS approve the waiver request.

Malcolm Hankins proposed the CPC demonstrate support for the event but not one that goes so far as to compel the director to grant the request from Music Under the Stars. This option would acknowledge DAS has a process in place and that the CPC does not have all the facts the director does to be able to decide.

MOTION: Carol Grant made a motion the CPC recommends to the director that he approve the request as presented from Music Under the Stars. Chair Renaud seconded and it passed. Malcolm Hankins abstained.

DAS staff attending the meeting will convey the CPC recommendation to the director.

Adjournment

The meeting was adjourned at 1:42 p.m.