

**Capitol Planning Commission  
Meeting Minutes  
April 20, 2011  
Iowa Utilities Board/Office of Consumer Advocate Building  
Des Moines, Iowa**

**Capitol Planning Members Present**

Brice Oakley, Chair                      Mike Carroll    Carl Voss  
Cathy Brown, Vice Chair              Scott Brown    Molly Clause  
Elizabeth Isaacson

**Capitol Planning Members Absent**

Senator Matt McCoy  
Representative Ralph Watts  
Representative Dennis Cohoon  
Senator Pat Ward

**Department of Administrative Services (DAS) Staff Present for all or a portion of the meeting**

Douglas Woodley, DAS, COO, General Services Enterprise  
Dean Ibsen, DAS, General Services Enterprise, Vertical Infrastructure Program  
Nancy Williams, DAS, General Services Enterprise  
Tera Granger, DAS Marketing  
Robert Bailey, DAS Marketing  
Tim Ryburn, DAS, General Services Enterprise  
Tony Schmitz, DAS A&E  
Jennifer Moehlmann, DAS, General Services Enterprise

**Others Present for all or Portions of the Meeting**

Mark Willemsen, Legislature  
Matt Carlile, Confluence  
Judi Cooper, Iowa Utilities Board  
Carol Grant, Iowa Sister States  
Mark Finkelstein, Jewish Federation  
Bill Dikis, Architectural Strategies  
Scotney Fenton, RDG Planning & Design  
Craig Cronbaugh, Director of Legislative Information Office  
Joan Arnett, Legislative Information Office – Capitol Tours  
Glenn Dickinson, Legislative Information Office  
Matt Carlile, Confluence  
Darrell Hansen, Iowa Utilities Board

**Summary of Proceedings**

**Call to Order and Introductions**

*The meeting was called to order at 1:05 pm*

**Meeting Overview and Approval of Agenda – Action Item**

*Motion to approve the agenda*

**MOTION: Without objection, agenda approved as submitted.**

**Approval of Meeting Minutes for January 19, 2011**

*Motion to approve the minutes of the January 19, 2011 meeting.*

**MOTION: Without objection, minutes approved with changes as submitted.**

**Request for Comments during the Meeting**

*Chairman Brice Oakley outlined the procedures for receiving questions and comments during the meeting.*

**Recognitions and Introductions**

The three members whose terms expire (Brice Oakley, Molly Clause and Scott Brown) each spoke to the group.

**Staff Reports/Project Updates**

- Legislative Update
- Construction Update (IUB/OCA Building, Historical Building and Capitol)
- Hy-Vee Triathlon
- Monuments Documentation, Maintenance and Inspection
- Proposed Restoration of Japanese Bell and House
- West Capitol Terrace and removal of 707 and 709 E. Locust
- Overview of Wayfinding on Capitol Complex

**Site Features Committee Update**

- Proposed Holocaust Memorial

**MOTION: Cathy Brown moved that the Committee recommends to the Director of DAS the implementation of the Iowa Holocaust Memorial as submitted. Elizabeth Isaacson seconded the motion. Roll Call vote – all voting members voted affirmative. Motion passed.**

- Proposed relocation of Peace Officer's Memorial

**Other Business**

- Recognition of members whose terms have expired

**Adjourn**

Meeting adjourned @ 3:00pm

**Minutes of Proceedings**

**Call to Order and Introductions**

*The meeting was called to order at 1:00pm*

The meeting was called to order by Chair Brice Oakley at 1:00 p.m., followed by roll call and introductions.

## **Meeting Overview and Approval of Agenda**

*Motion to approve the agenda*

**MOTION: Without objection, agenda approved as submitted.**

## **Approval of Meeting Minutes for January 19, 2011 meeting.**

*Motion to approve the minutes of the January 19, 2011.*

**MOTION: Without objection, minutes approved with changes as submitted.**

## **Request for Comments during the Meeting**

*Chairman Brice Oakley outlined the procedures for receiving questions and comments during the meeting.*

## **Recognitions and Introductions**

*Introduction of new Legislative Members*

None in attendance since Legislature is still in session.

*Commission Chairman's Report*

Chairman Oakley advised one thing that American's do really well is transitions, especially transitions in government. We do that with Governors and we do that with Commissioners as well with the Capitol Planning Commission. The Governor has appointed three new members to the Commission so the three of us whose terms are up now, this will be our last meeting.

Chairman Oakley thanked Governor Culver who appointed him in 2007 and the Commissioners who elected me as your chair at the first meeting. Scott Brown has been on the Commission for twelve years, served as Chair of our Master Plan and Molly Clause served on that as well. To Elizabeth Isaacson, Cathy Brown and Carl Voss, you have my greatest appreciation for the kind of work that you did in supporting both the chair and our collective work. I appreciate the work of Nancy Williams with regard to scheduling scores of events on the Capitol Grounds. Dean Ibsen is really the right hand of the chair, he is the person you work with the most, and I appreciate his good counsel. We have done a Master Plan, seen the West Capitol Terrace mature and become a really useful place, completed annual reports and set policy on locations of monuments.

Molly Clause advised she has thoroughly enjoyed and been proud to be part of the Capitol Planning Commission. I loved the work we did on the Master Plan and vision, not only for the next ten years but with a vision looking out 100 years

Scott Brown advised he had served three terms and twelve years on the Commission and very much enjoyed every minute of it. Mr. Brown thanked Dean Ibsen for his hard work and friendship over the years and other DAS employees, Nancy Williams, Tim Ryburn, Bobby Bailey, Mark Johnson and others. He also thanked Brice Oakley for being an excellent Chair for these past four years and all the other Commissioners I have served with over my twelve year period. I would like to thank Matt Carlyle and Brian Clark for their work and leadership on the Master Plan. I think we put together a good Master Plan which will serve the State for a number of years in the future. I have enjoyed my term and thank everyone for making it possible.

Elizabeth Isaacson thanked Brice Oakley, Molly Clause and Scott Brown advising she has enjoyed working with each of you

Darrell Hansen, a member of the Iowa Utilities Board welcomed the Commission to the IUB/OCA Building. Mr. Hansen thanked this Commission for the part that they played in the building of the new building. He also recognized their partners at DAS who worked so hard on this project as well as Judi Cooper who served as their Manager for the building project.

*DAS Director's Report (Mike Carroll)*

Director Carroll noted he is very impressed with the work of the Capitol Planning Commission. He assured everyone we are going to use this as a template to move forward on things. I am very eager to continue with this work and make sure it is headed in the right direction and I assure you, none of what you have done in the past is going to go to waste.

**Staff Reports/Project Updates**

*Legislative Update (Mark Johnson)*

Mark Johnson gave a brief update regarding some of the language affecting the Capitol Planning Commission and noted it appears funding is fairly limited this year in terms of infrastructure. Currently language is in the infrastructure appropriations bill dealing with the two buildings at the west end of the West Capitol Terrace to allow us to either sell them and have them relocated or demolish them if we can't find a another way to deal with them. There is also some language relating to the Japanese Bell Monument creating a monument fund specific for that.

*Construction Update*

- *IUB/OCA Building Dedication Ceremony (Dean Ibsen)*

Dean Ibsen advised Judi Cooper has been great to work with and for DAS, Tony Schmitz has been the Project Manager, Tim Ryburn and Ken Thornton and their staff's have been involved as well. The Dedication Ceremony is April 28, 2011.

- *Historical Building*

Tony Schmitz is also working on the Historical Building. We have been trying to repair some skylight leaks and roof repair work. There has been a line item of about \$1.2 million for Historical Building Improvements. We have granite work to do and other issues at the building we have been working on. If we receive the \$1.2 million it means we would need to spend less of the Major Maintenance Appropriation we are hoping to receive for that building.

- *Capitol Building*

Scotney Fenton advised there will be two major components this summer and spring happening at the Capitol Building, 1) Installation of the glass floor in the first floor rotunda which will occur right after Session is out, 2) Providing air conditioning to the corridors on 2<sup>nd</sup>, 1<sup>st</sup> and ground floors. We'll have a large unit in the Law Library attic that will be coming in through the skylight. There will be fan coil units on Ground and First floors in the corridors with a wood case around it which will provide cool air for everybody.

- *Iowa Building*

Dean Ibsen advised currently the building is about 20% occupied, College Student Aid is on the 5<sup>th</sup> Floor, Long Term Care Ombudsman is on the 5<sup>th</sup> Floor, Des Moines Area Community College Nursing (Certified Nursing Assistant and Early Childhood Programs) are on the 3<sup>rd</sup> and 4<sup>th</sup> floors, west wing of the building. Department of

Corrections pharmacy is on the Ground Floor. Department for the Blind has storage space in the basement.

Director Carroll noted there was a very comprehensive space usage plan done for the building which was put on hold due to some Legislative things that took place. Dean Ibsen advised the Master Plan talks about it as a “ten year building”. When we did the initial planning, we had identified virtually all the spaces for utilization, there have been changes since then so we are going to have to re-evaluate who is suited for the building.

*Hy-Vee Triathlon Update (Director Carroll)*

We had a meeting with the Hy-Vee representatives and the Governor’s office, everything is on track. We are just thrilled to have them back and they are as excited as can be about being back on the Capitol Complex. There will be people from all over the world competing in this Iron Man event since the prize money is very substantial compared to most of these races and we should be proud that we have such a nice place for them to use. They have done a very nice job of promoting the event and we are really thrilled to see them back at the Capitol Complex.

*Monuments Documentation, Maintenance and Inspection (Tim Ryburn)*

Tim Ryburn advised we have been looking at blueprints and documentation of monuments as well as taking photos. A spreadsheet was provided which shows, by monument, the endowment for the monument (if any) as well as expenditures from that endowment. We try not to touch the endowment itself, just use the interest money. Mr. Ryburn advised DAS performs a spring and a fall review of all monuments to document any dings, dents, movements, etc.

Mr. Ibsen advised we have addressed taking care of monuments without an endowment by using some of our major maintenance money. Last year we allocated up to \$200,000 of major maintenance money for use on monuments of which \$180,000 was used for the Soldiers and Sailors Monument. Several years ago we allocated some amount to be used for a Complex-wide monument assessment. We have that source and in the past we have also received one specific appropriation for the Soldiers and Sailors Monument.

Chairman Oakley advised the Commission should charge itself with having more responsibility for monuments noting he believed the State should create its own endowment for the monuments that belong to the State. Scott Brown noted certain groups may be interested in specific monuments such as civil war groups may be interested in taking on an endowment for the Lincoln & Tad Monument or something like that. If you could get a reporter interested in this and get the list in the newspaper as a plea to interested groups perhaps they would want to sponsor these memorials

*Proposed Restoration of Japanese Bell and House (Carol Grant)*

Carol Grant advised a private group, the Iowa Sister States, took an interest in the Japanese Bell and House due in part because Yamanashi, Japan was Iowa’s first sister state and we are upon the 50<sup>th</sup> anniversary celebration of that. We expect the governor of Yamanashi to visit Iowa in August, 2011.

As reported at the last meeting, we still are at \$52,000 raised from private sources against a campaign goal of \$76,000. There is an appropriations bill under consideration by the Legislature for the balance of the \$25,000. \$15,000 of the \$25,000 is slated to go into the endowment. With \$52,000 we do have enough to begin the process on the bell structure itself which is the most important. Bids were let last week with the selection of Hansen Company, we will be moving on

that with Tony Schmitz serving as project manager. Timeline is to have the entire project done by August when we anticipate the Governor of Yamanashi, Japan to arrive.

Chairman Oakley asked Ms. Grant to provide the information from the article published in 1968 in the Des Moines Tribune to whoever will be doing the landscaping. That article describes in considerable detail the acquisition of the plants and the stone, etc.

*West Capitol Terrace and Removal of 707 and 709 E. Locust (Dean Ibsen)*

Mr. Ibsen advised we are getting ready to issue an RFP for moving or demolishing the houses, we are working through the process to figure out how to put it all together. Tony Schmitz is working me on this as the Project Manager. The ultimate goal is to clear the site and yet be sensitive to the fact that this is a historic property. The window we have is after Yankee Doodle Pops (7/2/11) and before Hy-Vee Triathlon (9/4/11) plus we need to back-off a little bit so we can get everything done and we are not stuck in the middle of something before the race starts.

Carl Voss asked if there was anyone that was interested in the properties. Director Carroll advised if someone is interested in moving the structures, they need to make sure they have a place to move it to.

*Overview of Wayfinding on Capitol Complex (Dean Ibsen and Tim Ryburn)*

Dean Ibsen advised conversation regarding wayfinding started in January, 2011 with discussion of the project the Legislative Services Office was working on with the monuments.

Currently we seem to do a good job of showing the name of the buildings; however, a visitor would wonder where to park to go to that particular building. Photos of the City of Des Moines downtown signage was shown, Commissioners liked the signage since it is consistent and attractive. Mr. Ibsen stated the point today was just to give Commissioners a sense of what we have and what is in the vicinity. Director Carroll suggested if it is appropriate, we stay consistent with what is in the rest of the downtown areas just so visitors don't have to make a transition from being downtown and then moving onto the Capitol Complex and having to get used to a whole new system to figure out where they are. Carl Voss noted we need to take a look at what other states do on their Capitol Complex and noted there is no free parking. You can solve a lot of problems on a Capitol Complex if everyone pays like they do in St. Paul, Minnesota. It is also a way to get people to get out and do public transportation, car pool, ride bikes and walk and do other things. It is a healthy alternative.

Glen Dickinson with Legislative Services Agency noted one of their responsibilities is the Tour Guides. One of the efforts we have been trying to do with the Tour Guides is to take some of the resources they have and make it available both in audio and video format for the public. A fairly inexpensive way to have the public take tours and receive information on both the monuments and the Capitol interior, if they don't have time for a full tour, is by using their cell phone (see attached handout). These handouts are distributed at the Tour Guide desk. Mr. Dickinson has had discussions with Dean Ibsen about how can we get this information to the public on a Sunday or during hours when the Capitol is not open, it was noted that the Historical Building is open on Sundays and some extended hours and could have these flyers available. Chairman Oakley congratulated the Legislative Services Agency on being pro active and recognizing this really needs to happen. Cathy Brown added she was impressed with what LSA has done.

**Site Features Committee Update (Cathy Brown)**

- *Proposed Holocaust Memorial (Cathy Brown)*

Report from the Committee distributed and discussed. Presentation of this project was done at a prior meeting. The Committee reviewed the submittal and found to be very thorough and very thoughtfully prepared. It gave the Committee a really good sense of the intent and the goal which was to develop a landscape to memorialize Iowa's gracious welcoming of the survivors of the Nazi Holocaust, their stories and then the Iowa soldiers who liberated the concentration camps in 1945 and how the survivors immigrated into the cities across the state. The background information they provided as a part of filling out the application, the detail they went through with materials and the illustrations were very helpful to the Committee in formulating both their discussion and evaluation. We reviewed the submittal against the governing principals and found the submittal to be compliant with the principals and guidelines. Initially we discussed the proposal in the overall context of consistency with the Master Plan, which we think is a fundamental step in the process of evaluating these proposals, making sure it is consistent or has some context relative to the Master Plan. We also looked at it in concert with other memorials and site features.

General observations, this proposed site is north of the West Capitol Terrace which is very close to proximity on the West Capitol Terrace Master Plan for where memorials would go so we thought there was constancy there. We also believe that the design and location is well integrated into the land forms and the landscape of the Capitol Complex. It meets the general requirements for accommodating public events that occur in proximity of the West Capitol Terrace and is acceptable and will add interest and compliment the natural park-like feel to this area of the grounds. We also felt from a content perspective this memorial request is consistent with the criteria to develop an enriching experience and celebrating the values and broadening the understanding of Iowa's heritage and culture and it honors individuals and groups within an event that is beyond the tenth year anniversary.

We felt the proposal responds to requirements for endowment and signage. The proposal blends nicely into the site, is contemplative, sensitive and complements the landscape and we recommend the proposal team work with DAS with further details and refinements as they go through implementation if the rest of the Commission concurs. We had a Committee motion and that was that the Committee recommends to the Capitol Planning Commission the proposed location for the Iowa Holocaust Memorial. This Commission would then recommend that to the Director of DAS.

**MOTION: Cathy Brown moved that the Committee recommends to the Director of DAS the implementation of the Iowa Holocaust Memorial as submitted. Elizabeth Isaacson seconded the motion. Roll Call vote – all voting members voted affirmative. Motion passed.**

Chairman Oakley noted the Commission recommends to you, Director Mike Carroll that you go forward with this project.

- *Proposed Relocation of Peace Officer's Memorial (Cathy Brown)*

The Committee reviewed the proposal noting it is somewhat different since this is an existing memorial which is being proposed to move from its current site north of the Lucas Building to the Department of Public Safety Building hillside area. The submittal was evaluated and considered thoughtful and complete. Our discussion really focused on

the location, the scale, access and the ability to accommodate the Peace Officer's Memorial Ceremony. Because of its affiliation with the Department of Public Safety we felt that this was an acceptable reason to deviate from other monument sites. Further discussion focused on three concerns, 1) consistence with the Master Plan and views of the Capitol, 2) limited accessibility and 3) the scale of the memorial within the proposed site. The committee has concerns that the proposed site is not accessible and not easily made accessible. The proposed location is a large space, with a grand scale landscape on a sloping hillside, the scale of this memorial may seem very small within the landscape.

Conclusion of the Committee is that we are supportive of the relocation of the Peace Officer Memorial to closer in proximity of the Department of Public Safety Building site but we are concerned that this site was not sensitive and compliant with the guidelines. We would like to recommend that the Department of Public Safety work with DAS further and return to the Committee with a site that responds to some of those concerns. The Committee's motion was to recommend to the Capitol Planning Commission that the Peace Officers team work with DAS staff to identify another location and return to the committee with a preferred location. That passed unanimously.

Dean Ibsen advised that Tim Ryburn and Doug Woodley met with Steve Ponsetto from Public Safety, we briefed him on the meeting of the Committee, he gave us his thoughts and we drove the site and looked around. The conversation has started, there are alternatives, and our intention would be to continue working with DPS. Their target is to have it moved in time for the May event in 2012.

Chairman Oakley noted this is a pending matter before the Committee.

## **Other Business**

### *Recognition*

Recognition certificates given to the three commissioners leaving the Commission, Brice Oakley, Molly Clause and Scott Brown.

### *Overview of Next Meeting*

Election of officers

Meeting Date (3<sup>rd</sup> Wednesday of July) – July 20, 2011  
Location – Capitol Building – Room 116

## **Adjourn**

Meeting adjourned at 3pm

Respectfully submitted,  
Nancy Williams, DAS

