

RECAP

Capitol Planning Commission

DRAFT



Meeting Date: February 3, 2022

Time: 3:00 p.m. to 5:00 p.m.

Location: Virtual Public Meeting

Attendees: Mike Abbaté
Jim Bauer
Chuck Bennett (Chair)
Chane Griggs
Nolan Lienhart

Staff: Daniel Christensen, Department of Administrative Services (DAS-CFO)
George Naughton, Department of Administrative Services (DAS-CFO)
Jeremy Miller, Department of Administrative Services (DAS-EAM)

Guests: None

Public: None

A. Call to Order

- Chair Bennett called the meeting to order
- A quorum was determined
- Jim Bauer moved to approve the minutes and Chane Griggs seconded her motion. Previous meeting minutes were approved.

B. New Business

- Daniel noted that Jerry Ambris' term expired, and he declined to continue with his position. The reappointment position will be coordinated through the Governor's Workday office. Jerry's role was unique, and his departure will be a loss because of his valuable local experience and perspective regarding equity.
- Daniel will reach out to Chair Bennett regarding people who bring an equity lens to the Capitol Planning Commission (CPC).
- Jim Bauer asked if he could reach out to Jerry to stay on the CPC. Daniel replied as Chair, he may reach out to him. But others may want an opportunity to serve on CPC.
- Daniel also mentioned that Mayor Bennett's term as Chair has also expired and asked about whether reappointment was warranted, or should it be offered to the group. Chair Bennett remarked that if anyone is interested is, they should reach out to himself or Daniel Christensen because he will be retiring in December 2022.
- Daniel reminded members that the HB 2992 compensation document needs to be uploaded into Workday. Daniel mentioned he has received Chair Bennett's document but will need to send the document out to other members. Jim Bauer noted that it may be dicey if some members are accepting compensation and others are not. Daniel affirmed that all CPC members are entitled to compensation, but eligibility for the higher per diem rate provided by HB 2992 depends on eligibility requirements. Daniel explained that Workday is a Human Resources system that is confidential. Members' decisions will not be discussed in public meetings.
- Jim Bauer asked if Daniel has received all his documents. Daniel will check in Workday.

- Daniel reminded members that April is coming up and the Statement of Economic Interest with the Government Ethics Commission will be due. The Ethics Commission will send out a notice to all members.
- Daniel discussed next Biennium's Facility Planning. Daniel explained that twenty reporting agencies develop Facility Plans that go to the CFO and as part of the Agency Request Budgets. The CPC has mentioned that they would like to hear about projects and evaluate them in the scope of their duties before they become full-fledged projects and break ground.
- Daniel proposed scheduling ad-hoc CPC meetings during the CPAB season (April-August 2022) to give agencies an opportunity to present major projects and their reasoning behind the projects. This would give members an opportunity to give input from a planning perspective.
- Daniel emphasized that the criteria that CPAB uses are different than what the CPC would use. There is a clear division of authority, roles, and responsibilities. CPC's scope is largely interpreting plans as they relate to design policies and not the feasibility of the project. Daniel asked members if the meetings would be valuable. The projects may not be as far along as CPC has experienced in the past. There may be building concepts and budget asks. By having the opportunity to review projects early in the process, there may not be advanced project development.
- Nolan Lienhart stated he would like to learn about the projects—in particular, the siting of the facilities before it is selected. CPC has reviewed designs that have provided input too far into the process.
- Mike Abbaté agreed with Nolan. It would be helpful for agencies to hear thoughts about orientation, materiality, scale, adjacent trees, and adjacent open spaces.
- Jim Bauer noted the Supreme Court building project came to CPC way later in the process. The seismic was driving a lot of aspects of the project, like the Capitol Building renovations.
- Chair Bennett also agreed with Nolan, stating members may have strong thoughts on changes in the Capitol Mall, such as retail spaces. Leasing policies may also be of interest to the CPC. In general, keeping CPC informed of the uses and strategies would be of interest.
- The CPC has played a huge part in how the Capitol Mall and D Street have evolved and fit in with the neighborhood.
- Chane Griggs would like to know plans for the Capitol Mall parking lots.
- Chair Bennett added if the parking lots are turned into high rise parking lots they will be of interest to the City of Salem.
- Jim Bauer would like to look at the State Street development on the east side of 12th Street. There is a lot of opportunity there that may be lost if it is not looked at. CPC has not looked at the development along with the Capitol Mall.
- Chair Bennett would like to look at Capitol Mall redevelopment in older buildings or change uses. He asked what the State foresees for the planning of the buildings, such as the Real Estate Building and the parking lot.
- Daniel will finalize project review criteria with the Capital Projects Advisory Board (CPAB).
- Daniel stated his objective is to streamline topics of interest so that they are addressed. The project meeting requests have been put on the CPC members' calendars.
- Mike Abbaté asked if CPC has created a list of key topics for agencies developing a prospective building to address, such as connectivity, historic context, and impacts.
- Daniel replied that there is a traditional intake form that was developed years ago that has a checklist of requirements, such as entitlements, zoning, etc.
- Mike Abbaté clarified he is talking about how an agency's proposal is in line with broader planning concepts CPC is trying to encourage. Things that may be more unique. Is there information we could provide an agency that we are most interested in.

- Daniel is coaching the agencies on what they need to focus on. With CPAB, he writes out the requirements. But the CPC doesn't have the criteria written out in rules or a policy manual.
- Jim Bauer added that this may be an iterative process. Daniel will learn why CPC should be involved with the agencies planning to move forward. The process will be refined as the process evolves and expectations are more fully understood.
- Chair Bennett mentioned the Executive Building. He would like to discuss the building's plans and understanding of the project, and where they need input from the CPC. He asked if an update from DAS is possible.
- Daniel replied that Jeremy Miller, the Capital Planner at DAS, was on the call. Jeremy replied that the plans were shared with CPAB in 2021. It's an interior renovation of the facility.
- Jeremy asked if the group would like a long-term vision of the DAS plan. He could provide an update on the Red Parking Lot and the Executive Building.
- Chair Bennett asked if DAS has a 10 and 20-year plan. Jeremy replied that the plan is in draft and not ready to present. He is working with his DAS team and contractors on a portfolio for several plans, including 10- and 20-25-year plans. The plan will be ready in June 2023.
- Chair Bennett would like to review those plans when they are ready.
- Jeremy wants to build relationships with CPC, CPAB, and the City of Salem.
- Chair Bennett asked if Jeremy could present at the next CPC meeting about CPC's role in the Executive Building planning. He would also like to know about the parking plan and how it fits with downtown Salem's parking plan, so the group can have a robust conversation that is not speculative. Jeremy replied DAS is not working on the red parking lot yet.
- George Naughton added that there are seismic issues with the Executive Building. He said if an agency has buildings proposed for the 2023-25 biennium, they would be appropriate for CPC.
- Jeremy stated the Revenue and Labor and Industries Buildings will be brought to CPAB.
- Chair Bennett would like CPC to practice on the Labor and Industry building. He requested a tour of the building to make this meaningful. Daniel will coordinate a tour with Jeremy and CPC.
- Chair Bennett requested that in the next meeting or meeting after we can work on a standard operating procedure for CPC.
- Daniel noted that CPAB did this before the pandemic. The Oregon State Police buildings are an example of buildings that CPAB toured agency buildings.
- Daniel suggested that CPC's role during the budget process will focus on initial project evaluation in concert with CPAB's budgetary evaluation process. Perhaps these are separate tracks that would eventually be a collaborative process with CPAB.
- Daniel stated the purpose of the CPC meetings will be to discuss projects that haven't been funded yet, like the Labor and Industries building.
- George agreed that this is a good intersection for DAS because the Governor reviews the budget in the even years and then could get the input on the CPAB and CPC on the Labor and Industries and Revenue buildings. The trickier parts are the change in use from buildings or parking lots to multi-use. It is taking the old structure, getting it retrofitted, and cleaning up bad things that have not been maintained. This is a great opportunity.
- Chair Bennett replied that Darren Brightman from DAS Real Estate presented ideas for changes in use for some Capitol Mall buildings.
- Jeremy stressed that mixed-use is on a hard pause. The Red Parking Lot will be improved to a paved lot to make it ADA accessible.
- George added that access into parking lots and upgrading the flow of traffic will be of interest to CPC and CPAB.
- Chair Bennett noted that the parking lot on Marion Street has significant problems with traffic

flow.

- Daniel will ask Jeremy to present on the projects when he presents them to CPAB. Members will also appreciate an update on projects. It will be encouraged to have agencies update the CPC on approved projects.
- Chair Bennet replied it will be great to learn how these projects are going so we know how we are contributing to project planning. There is an active assumption that there is a planning role and the CPC are active participants in the planning.
- Jim Bauer is working on the art planning for the renovation of the Capitol. There have been many art meetings. The group has learned a lot about the Capitol Building renovations. The budget to purchase art is \$275,000. The work has been suspended for a meeting or so because their budget on art will be increased to \$1.7 Million with a budget increase from the Legislature. Jim stated that art will continue to be an issue as the State keeps allocating funds to it, along with the diversity of the art. The Art Committee will continue its work for another year. There is historic significance to this work for the state.
- Chair Bennett asked Nolan and Mike Abbaté if they are moving in the right direction. Nolan agreed that they are moving in the right direction. Mike Abbaté replied that he is learning about CPC and CPAB's roles.
- Chair Bennett would like a learning session regarding the Labor and Industry building and how CPC relates to CPAB and other entities.

C. Old Business

- None.

D. Conclusion

- Quarterly meetings will be scheduled.
- Chair Bennett adjourned the meeting.

Next meeting:

August 11, 2022

3:00 pm to 5:00 pm

Virtual Public Meeting