SUMMARY

For the Capitol Preservation Board, the Analyst recommends an operations budget of $4,406,700, approval of fees detailed in the issue brief, and approval of requested intent language for FY 2014.

BACKGROUND

The Capitol Preservation Board (CPB) manages all functions associated with Capitol Hill facilities and grounds. It includes maintenance and operations, furnishings, occupancy, public usage, visitor services, and long-range master planning. The CPB manages the day-to-day operations of Capitol Hill—which includes the State Office Building, the Daughters of Utah Pioneers Museum, the Travel Council Building, and the White Chapel. Grounds and facility maintenance is provided through a contract with the Division of Facilities Construction and Management (DFCM).

The Visitor Services Program on Capitol Hill is run by CPB to educate students and visitors on the Capitol, Utah history, government, and civics. Over 150,000 visitors explored the Capitol on tour with the CPB’s 50 volunteer docents last year. To update our public displays and to commemorate 100 years since the Capitol’s groundbreaking ceremony, the board staff has designed and created a new educational exhibit in the Visitor Services Center, entitled, “Step Back in Time: A Centennial Celebration of the Capitol Construction.” The Board also oversees the contractual operation of the Capitol gift store and dining services on Capitol Hill. The Capitol event and scheduling program scheduled over 3,600 events and meetings in 2012, a more than 9% increase over 2011.

The Inventory and Collections Program was developed to inventory, define, identify and register all significant contents of the Capitol Hill Complex including furniture and fine art, and all state-owned items of historical significance on loan at the Capitol Complex. This program maintains the information of over 9,000 items in the inventory system and provides the Board with detailed tracking and identification information. The inventory and registration system allows us to track the state’s investment at the Capitol Complex and ensure proper care and maintenance of objects under the care of the Board. It also oversees the selection and installation process of exhibits, artwork and statuary in the Capitol, Capitol Hill facilities and grounds. The Capitol Preservation Board has developed a schedule for review and maintenance needed to maintain the exhibits, artwork and statuary in an appropriate manner. Furniture and artwork cleaning and care are scheduled, as needed, to maintain their excellent condition.
ISSUES AND RECOMMENDATIONS

New Fee Request
The Capitol Preservation Board has requested the approval of a new fee. This fee will cover the rental of a POLYCOM telephone for $10/day.

State Capitol Fund
On November 13, 2012, the Executive Appropriations Committee approved reorganization of appropriations acts so that they will more clearly identify different types of transactions. Under the reorganization, operating and capital appropriations – typically thought of as “the budget” – will be presented in separate subsections from items that approve business-like activities, review fiduciary funds, or simply move money from one account to another. The reorganization will not only more clearly communicate the legislature’s intent to state agencies and the Division of Finance, it will also allow readers to more easily compare appropriations acts to other budget documents like the Governor’s recommendations and Comprehensive Annual Financial Report.

The reorganization also allows legislative staff to present more and better information about certain types of financial activity. Because transactions are now presented and summarized by type, all activity in self-spending “restricted special revenue” funds and enterprise funds can be shown without risk of double-counting. This year, staff is expanding and improving reporting on funds and accounts previously included in appropriations acts, and will over time add other funds not previously shown.

One such fund is the State Capitol Fund. This fund was created in 1998 for the purpose of funding and operating the State Capitol Preservation Board. In 2002, this fund was reclassified from a special revenue fund to a restricted special revenue fund. These funds are used, in part, to pay for repairs, maintenance, and restoration of Capitol Hill buildings and grounds.

The Analyst recommends establishing a separate item of appropriation for the State Capitol Fund to more accurately reflect revenues to, expenditures from, and balances in the State Capitol Fund.

Intent Language

Under terms of Section 63J-1-603(3)(a) Utah Code Annotated the Legislature intends that appropriations provided for the Capitol Preservation Board in item 3 of Chapter 13 Laws of Utah 2012 not lapse at the close of Fiscal Year 2013. The use of any nonlapsing funds is limited to the following: Stewardship responsibilities for the Capitol Hill Complex; visitor services; inventory/collection management of historical state-owned items; and special operational needs necessary to keep the Capitol Hill Complex functioning.
ACCOUNTABILITY DETAIL

The Capitol Preservation Board was established in 1999. Throughout the ensuing years, the program has evolved and changed with the Capitol Hill Master Plan. The four areas of focus for the Board are:

Stewards of the Capitol

The Capitol Preservation Board’s Preservation and Maintenance Master Plan Program exercise the stewardship responsibilities, operation, activities, maintenance, preservation, restoration, and modification of the Capitol Hill Complex, Capitol Hill facilities, and Capitol Hill grounds. The master plan is updated to maintain accuracy and relevance as a living document with the most recent evaluations for the current year. The goal is to maintain a 20-year forward view of the Capitol Hill Complex and focus on the needs which the master plan identifies. This master plan also serves as a guiding force when issues arise for the Board to discuss and act upon.

Visitor Tour Program

Outputs / Outcomes: Student and Public Guided Tours and Self-Guided Public Tours. In 2008, there were approximately 81,000 people touring the Capitol. In 2009, there were approximately 20,000 students and 30,000 people touring the Capitol. In 2010, there were approximately 40,000 students and 35,000 people touring the Capitol. In 2011, there were approximately 50,000 students and 40,000 people touring the Capitol. In 2012, the program hosted approximately 35,000 students, 2,000 scouts working on the "Citizen in the Nation" badge, and an additional 40,000 people touring the Capitol. The volunteers and staff working with this program communicate the welcoming customer service and educational opportunities that the Visitor Services program offers to the public. The Docents share with others a sense of great history, pride, and honor describing the many unique and exciting things about the Utah State Capitol.

Capitol Event and Scheduling Program

Outputs / Outcomes: Events and meetings for legislators, state government, and private/non-profit. In 2008, there were approximately 2,400 events and meetings. In 2009, there were approximately 2,550 events and meetings. In 2010, there were approximately 2,600 events and meetings. In 2011, there were over 2,800 events and meetings. In 2012, the program has exceeded more than 3,600 events for the calendar year. This program responds directly to government officials and members of the public with their needs to use the ‘People’s House’ for daily events.

Inventory and Collections Management Program

This program manages the Capitol Collection, including furniture, fine art, objects of historical significance, as well as artwork on loan from private individuals and other state agencies. In 2008, there were 910 pieces in the collection registration system. In 2010, there were 958 in the system. In 2011, the registration system was used at a higher level. Staff collected data on Capitol furniture, artifacts, objects, historic furnishings and art works. Introductory information of 9,115 items was entered into the system. In calendar year 2012, thus far, there are 9,131 items in the system. The focus of 2012 has been, and will continue to be, to formulate an understanding between the barcode system and room associations within the Capitol, Senate, House, and State Office buildings, to provide clarity as to each items location. Additionally, each entry is being revised to better serve the database user and will result in complete entries with images and any supporting documentation. The database also is being upgraded to increase functionality and ease of program use. Projections for FY 2013 and FY2014 are consistent with the present, with focus on barcoding artwork and new furniture, corresponding with other state agencies for expertise on historical objects and artwork, and managing art-on-loan agreements. This program also responds to elected officials, agencies and other entities in trying to identify and work in tandem with the Utah Arts Council to find artwork to display and enjoy for the Capitol Hill Complex.
BUDGET DETAILS

The Analyst recommends:

1. Approval of the FY 2014 base budget of $4,406,700 as shown in the budget table detail.
2. Approval of the intent language included in this brief.
3. Approval of rates included on issue brief.

*Does not include amounts in excess of subcommittee’s state fund allocation that may be recommended by the Fiscal Analyst.