

M I N U T E S

ADMINISTRATION COMMITTEE

December 20, 1983

The meeting of the Administration Committee of the Legislative Council was called to order by the Administration Committee Acting Chairman, Representative Dale M. Cochran, at 1:20 p.m., Tuesday, December 20, 1983 in Committee Room 22 of the State House, Des Moines, Iowa. Members present in addition to Acting Chairman Cochran were:

Senator Donald V. Doyle
Representative Lester Menke

Also present were legislative staff, representatives of the news media, and other interested persons.

Acting Chairman Cochran asked whether there are corrections or additions to the minutes of the last meeting. Senator Doyle moved that the minutes be approved as distributed. The motion was seconded by Representative Menke and adopted unanimously on a voice vote.

Acting Chairman Cochran recognized Mr. John Goeldner, Public Information Officer, for a report on the progress of the Centennial Committee. Mr. Goeldner stated that a copy of the progress report of the Capitol Centennial Committee has been distributed to the members of the Committee for their review. Mr. Goeldner indicated that the Committee has met four times and that many individuals have been contributing generously of their time and talents to ensure the success of this event. A copy of this report is on file in the offices of the Legislative Service Bureau.

Acting Chairman Cochran inquired as to whether the Capitol Centennial Committee had decided not to have special belt buckles or bells made for the event. Mr. Goeldner replied that this subject was discussed by the Committee and the Committee decided not to proceed with production of these particular items for the centennial celebration. There followed general discussion by members of the Administration Committee indicating their disappointment that the Centennial Committee failed to endorse the offering of centennial bells and belt buckles indicating that such items could have become very popular momentos and collectors items and raising additional funds for the centennial festivities.

Acting Chairman Cochran recognized Mr. Serge Garrison, Director of the Legislative Service Bureau regarding the proposed costs for the Code Supplement 1983 and the 1983 Session Laws. Mr. Garrison noted that the General Assembly in Senate File 550, provided that labor costs incurred can be included in establishing the cost that specified publications prepared by the legislative branch of government are sold for and he noted that he had sent correspondence to members of the Legislative Council with his recommendation regarding the cost of the Code Supplement and the

Session Laws. The proposed cost to be charged to subscribers for the Code Supplement 1983 will be \$14 per volume plus sales tax and the proposed cost to be charged to subscribers of the 1983 Session Laws will be \$15.75 per volume plus sales tax. Mr. Garrison noted that the Session Laws have been printed and are available for distribution and it is anticipated that the Code Supplement 1983 will be delivered to the state next week. Representative Menke moved that the Administration Committee recommend that the Legislative Council approve the costs of the Code Supplement 1983 and the 1983 Session Laws as proposed by Mr. Garrison. The motion was seconded by Senator Doyle and adopted unanimously on a voice vote.

Acting Chairman Cochran recognized Mr. Garrison for a review of recommendations with regard to office costs of the Code Editing staff. Mr. Garrison noted that the Code Editing staff was moved temporarily to the Legislative Dining Room and have now been moved back to the Lucas Building with offices located on the fourth floor. He emphasized that there are a number of costs associated with that move and indicated those costs are associated with establishing office areas, providing cables and phone lines, and similar costs. He also stated that Herman Miller furniture necessary to separate individual offices and work areas is essential for an efficient operation. The estimated cost of this work is \$23,000. The budget for the Code staff is available through an open-end appropriation and Mr. Garrison recommended that the Administration Committee approve the expenditure of \$23,000 in order to provide adequate quarters for the Code staff. Senator Doyle moved that the Administration Committee recommend to the Legislative Council that an expenditure of \$23,000 be approved for the purposes specified by Mr. Garrison. The motion was seconded by Representative Menke and approved unanimously on a voice vote.

Acting Chairman Cochran recognized Mr. Garrison for the purpose of reviewing the letter received from the Department of General Services relating to additional costs incurred for the Capitol Space Needs Study. Mr. Garrison noted that a letter has been submitted to the members of the Committee indicating that the firm of Hansen Lind Meyer have completed the Capitol Space Needs Study at a cost of \$20,433.25. It was noted that the Council earlier approved the expenditure of \$18,000 for conducting this study. While the consulting firm is not requesting the additional funds expended by the firm for the study, there has been a request for an additional \$2,270.08 for the publication of the study reports and for the preparation of the special displays that were produced as a part of that study. Acting Chairman Cochran suggested that the Administration Committee not approve this request because a proposal was approved in the amount of \$18,000 and that it would be inappropriate to allow that firm to come in and seek additional funds because their costs exceeded the amount approved for the study. Representative Menke moved that the Administration Committee not approve the request for \$2,270.08 but refer the matter to the Legislative Council without recommendation. The motion was seconded by Senator Doyle and adopted unanimously.

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There being no further business, the meeting of the Administration Committee was adjourned at 1:35 p.m.

Respectfully submitted,

BURNETTE E. KOEBERNICK
Senior Legal Counsel