



## CAPITOL CAMPUS DESIGN ADVISORY COMMITTEE

*Dennis Haskell, Alex Rolluda, Barbara Swift, Jonathan Taylor*

*Secretary of State Kim Wyman*

*Senator Karen Fraser, Senator - Vacant Position*

*Representative Sam Hunt, Representative Gary Alexander*

Department of Enterprise Service  
1500 Jefferson Street - Room 2208  
Olympia, Washington 98504

### MINUTES

**OCTOBER 9, 2013**

*(Approved: December 4, 2013)*

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#### MEMBERS PRESENT

Dennis Haskell, Chair  
Alex Rolluda, Vice-Chair  
Jonathan Taylor  
Senator Karen Fraser  
Representative Sam Hunt  
Ken Raske (for Secretary of State)

#### MEMBERS ABSENT

Representative Gary Alexander  
Senator (vacant position)  
Barbara Swift

#### OTHERS PRESENT

Sally Alhadeff, CTS  
Rick Browning, Enterprise Services  
Jim Erskine, Enterprise Services  
Steve Friddle, City of Olympia  
Tom Gow, Puget Sound Meeting Services  
Darlena Heglund, Enterprise Services  
Tom Henderson, Enterprise Services  
Bob Jacobs, Olympia Capitol Park Foundation  
Marygrace Jennings, Enterprise Services  
Nouk Leap, Enterprise Services

Chris Liu, Enterprise Services  
Carrie Martin, Enterprise Services  
Lenore Miller, Enterprise Services  
Rachel Newmann, South Capitol Neighborhood Association  
Jane Rushford, Enterprise Services  
Shelley Sadie-Hill, Enterprise Services  
Bonnie Scheel, Enterprise Services  
Don Skillman, Office of Secretary of State  
Ann Sweeney, Enterprise Services

#### Welcome and Announcements

Chair Dennis Haskell called the Capitol Campus Design Advisory Committee (CCDAC) regular meeting to order at 10:09 a.m. A meeting quorum was attained.

Chair Haskell reported the notice of the meeting was published in *The Olympian*.

Public comments for any agenda items can be offered at the conclusion of each agenda topic.

Chair Haskell recognized Christopher Liu, Director, Department of Enterprise Services (Enterprise Services). Director Liu was appointed in May by Governor Inslee to serve as Director. Director Liu

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previously served as the Director of the Office of Minority and Women Business Enterprises. He also served as the Director of the Washington State Lottery in 2005.

Director Liu recognized Barbara Swift who is retiring from the committee. Ms. Swift was appointed to the committee on March 2, 2000, by former Governor Gary Locke. Governor Christine Gregoire appointed Ms. Swift to two terms in 2007 and 2011. In 2011, legislation transferred the authority for appointment of CCDAC professional representatives from the Governor to the Director of Enterprise Services (formerly Department of General Administration). Former Director Joyce Turner appointed Ms. Swift to serve from October 2011 to October 2013.

Director Liu read a letter of commendation to Ms. Swift into the record. The letter acknowledges and thanks Ms. Swift for her dedicated service and participation on the CCDAC. During her term, she provided excellent guidance on many projects involving the East Campus Plaza Design and Repair, Capitol Campus Landscaping Regeneration Plan, Thurston County Space Needs Study, Veterans Memorial Plaza, Capitol Lake Adaptive Management Plan, Legislative Building Renovation, Capitol Campus Master Plan, Tumwater Office Building, Heritage Center Executive Office Building, Wheeler Site Development, and commemorative works. Additionally, Ms. Swift led the development of the first CCDAC Handbook. The letter cites the time and energy Ms. Swift devoted to the work of the CCDAC. Ms. Swift was thanked for her leadership, expertise, and dedication to the CCDAC.

Director Liu commented on the importance of the CCDAC and its role in government to provide the public's perspective on issues coming before the committee. Professional representatives on the committee provide important stakeholder input. Director Liu expressed appreciation of efforts by the committee and the volunteerism and time devoted to participate in the important work.

Chair Haskell said he's served with Ms. Swift since his appointment to the committee. He has known Ms. Swift for many years. She is a dedicated professional and offered many valuable contributions to the CCDAC over the years. Unfortunately, Ms. Swift is ill and was unable to attend the meeting.

Senator Karen Fraser echoed similar comments. Ms. Swift was involved in the review and recommendation of major projects over the years. She consistently provided excellent advice on the projects, as well as working cooperatively with everyone who cared about the projects. She contributed to all the projects with her exceptionally high professional skills and her dedication to the public's interests.

#### **Approval of Agenda**

***Representative Sam Hunt moved, seconded by Alex Rolluda, to approve the agenda as published. Motion carried.***

CCDAC will review three items on the agenda for Action: Approval of the Minutes: April 4, 2013, Chair and Vice-Chair Recommendations, and the 2014 Calendar; and four items for Information: 1063 Block Replacement Office Building, DES Facilities Report: Future Master Planning, Current Capital Campus Projects Underway, and the Capital Program for DES.

#### **Approval of Minutes**

***April 4, 2013***

***Representative Sam Hunt moved, seconded by Jonathan Taylor, to approve the minutes of April 4, 2013, as published. Motion carried.***

#### **CCDAC Administration**

***Chair and Vice-Chair Recommendations***

Tom Henderson, Assistant Director, asked the committee to consider and nominate two individuals to serve as Chair and Vice Chair during 2014. The recommendation will be forwarded to Director Liu for action.

Mr. Rolluda requested nominations for Chair.

Mr. Rolluda nominated Dennis Haskell, which was seconded by Jonathan Taylor.

**By acclamation the committee recommended appointment of Dennis Haskell as Chair for 2014.**

Chair Haskell opened nominations for Vice-Chair.

Chair Haskell nominated Alex Rolluda for Vice-Chair, which was seconded by Jonathan Taylor.

**By acclamation, the committee recommended appointment of Alex Rolluda as Vice-Chair for 2014.**

The recommendations will be forwarded to Director Liu for affirmation and appointment.

### ***2014 Calendar***

Assistant Director Henderson requested the committee's approval of the proposed 2014 committee meeting dates:

- Thursday, February 20
- Thursday, May 22
- Thursday, September 18
- Thursday, November 20

***The committee unanimously approved the 2014 meeting dates.***

### **1063 Block Replacement Office Building – Status Update**

Chair Haskell introduced Rick Browning, Project Director, DES.

Project Director Browning updated the committee on the status of the 1063 Block Replacement Office Building project.

During the 2013 legislative session, legislation was passed authorizing DES to replace the 1063 Capitol Way South block with a 200,000-225,000 square foot building. The project site is located at the north end of the West Campus and will be the first project constructed on the West Campus in 55 years. The site is currently occupied by the 80-year old 1063 Building known as Capitol Park or the Dolly Building and an adjacent 1950s two-story concrete parking structure. The intent is clearing the site for the project and creating a building that partially covers the block.

Project Director Browning displayed a photograph of the building and an aerial photograph of the entire block. The corner of the building previously housed a retail food business.

Current tenants in the General Administration (GA) Building will be transitioned to the new building, leaving the GA Building empty for future demolition. However, the project is not associated with the demolition of the GA Building.

Legislation creating the project was unusual in terms of specificity and goals. The 200,000-225,000 square foot building will likely be a four to five-story building. The building will be a high-performance multi-tenant office building with a five-year performance guarantee on energy, operations, and maintenance through a fiscal commitment by the design-build team. The project does not include

parking. The intent and goal is utilizing campus-wide parking resources, as the new building is not expanding the population of tenants on Capitol Campus. Tenant lease cost is established at no more than \$26 per square foot. Legislation requires the Office of Financial Management (OFM) to validate the square footage cost at the time a design is selected. Legislation also requires the use of the Design-Build (DB) procurement method under RCW 39.10. The DB procurement method includes a design plus cost and performance guarantees from the successful DB team.

The budget is \$82 million of which \$62 million is allocated for the DB and the remaining funds for various soft costs and ancillary services necessary to complete the building.

Main tenants include the Washington State Patrol occupying over 100,000 square feet and two other groups comprised of legislative employees and OFM employees. The building is not designated as an essential facility and doesn't include any special hardening or special security. The nature of the tenancy limits public access. Currently, DES is working on programming efforts.

Project Director Browning reviewed the project schedule. Currently, the project is mid-way through a programming and predesign effort with the consultant team led by Olympic Associates Company (OAC) and Perkins+Will. DES released a Request for Qualifications (RFQ) submittal to the DB community, which are due on October 17. On October 29, DES will notify three short-listed teams, which are scheduled to receive the Request for Proposal (RFP) document on November 7. The complexity of the document essentially is a how-to book on the type of building to be constructed. The RFP includes performance goals, statements on design aesthetics, and detailed requirements on building systems and performance. Completed RFPs are due January 30, 2014. The completed RFPs include predesigns with costs and performance guarantees. DES is scheduled to complete the building by fall 2016.

Mr. Taylor asked about the criteria for establishing a rate of \$26 per gross square feet of building space and whether the DB procurement method can adequately accommodate construction market changes should the economy suddenly experience rapid recovery. Project Director Browning said the basis of the \$26 square foot rate is based on debt service plus operating and maintenance costs of the building. He is uncertain as to how the specific formula was established.

Director Liu said the costs included in the budget proviso do not include a contingency if the market should dramatically change. If the market changes, an amendment would be necessary in the capital budget bill to accommodate an increase.

Mr. Taylor pointed out the importance of any potential market change. There should be some provisions to address possible changes. He asked about the goals for preserving some areas of the site since the proposal does not consume the full block. Project Director Browning replied that the proposal affords some flexibility to the degree possible for the DB team. The intent is leaving a portion of the site undeveloped for a plaza or open space with landscaping. Because of building efficiency, the orientation of the building is dependent upon the ability to afford daylighting.

Mr. Taylor recalled the last meeting's discussion on the GA Building. He encouraged directing the DB team to consider building design in terms of the future of the GA Building site in the larger context of the West Campus rather than as an individual project.

Senator Fraser said there were many previous discussions about the site and it's important that the RFP doesn't preclude any of the previous policies. Some years ago, a concept was discussed for designing both blocks jointly. There were also concerns that the aesthetics of the building are architecturally cohesive with the quality and style of the campus. Other concerns center on heritage preservation and assurance of retaining the art deco façade in some form and that the articulation of the building doesn't reflect a solid wall because the area is a major transition point between the campus and the community. Building articulation could incorporate a stair-stepped design at the corner up to an open plaza with the

building overlooking the plaza. There are many different designs that could accommodate those concerns. Another concept often discussed throughout the years is including retail at the street level or a government publications office, such as the old Department of Natural Resources map store.

Project Director Browning advised that he is aware of the former heritage project and has often referred to the documentation for a synopsis of the design guidelines developed for that project. Many of things mentioned are included within the documentation. The team will utilize many of the design ideas that were vetted and discussed from the past. Unfortunately, the DB process precludes too much specificity from the previous processes; however, they can be included within the basis of design.

Chair Haskell emphasized that the site serves many functions and the building should respond to those functions. The option of including retail along the street is important because it fronts Capitol Way. The building is important for the entire campus because it defines the north end of the open space. The building needs to accommodate those two elements.

Mr. Rolluda agreed with the comments as the site serves as a transition for pedestrians moving from downtown Olympia to Capitol Campus. He asked about the ability of the committee to influence the design process prior to schematic design. Project Director Browning said the RFQ affords each team three proprietary meetings during its respective design process. However, during those meetings, the extent of the presentation is governed by proprietary concerns of the design. He is unsure of the opportunity to provide feedback to the teams; however, the teams will be seeking input at various points from the committee and well as from others. There likely will be other opportunities.

Chair Haskell commented that the Wheeler Building underwent a similar process where the committee had multiple opportunities to review the design and offer input. The developer was very responsive to the committee's comments. He hopes that process would be a model for the new building. Mr. Browning noted there was a difference in the Wheeler Building process as it only involved a single developer. The 1063 Building project entails three teams developing designs. Designers do not reveal special design ideas with competitors. The department will seek ways for the committee to provide maximum input, as the nature of the DB process creates some limitations.

Chair Haskell added that the committee previously developed design memos on multiple projects, which might be conducive for this project, as the information defined expectations of the committee. Project Director Browning agreed and stressed the short timeline. Successful teams are scheduled to receive the RFP documents on November 7. Staff welcomes the committee's input. Chair Haskell suggested the committee could develop a recommendation separately for assembly and final review prior to forwarding the document to staff. After the team is selected, the committee would continue to provide comments.

Representative Hunt shared that as House members worked on provisions within the bill, they considered the project as step one in redeveloping that area of the campus. He urged staff to consider the language within the capital budget because there are some severe restrictions generated from angst over the construction and cost of the Wheeler Building. Project Director Browning acknowledged the language included within the bill.

Project Director Browning asked for feedback on one design metric for the RFP concerning building height. The 1982 Master Plan dictates no building height higher than the O'Brien and Cherberg Buildings, which is approximately 70 feet. It appears the intent of the restriction was establishing a datum line across the campus whereby no new building could penetrate the datum line. He asked for the committee's confirmation of that intent. Chair Haskell acknowledged the height limitation was previously discussed by the committee. However, he is uncertain about the outcome of the height limitation and whether it was established as 70 feet at grade at a particular site. The basis of the discussion was preserving the views to the dome.

Senator Fraser commented that there is a substantial difference between a datum line at the top of the Cherberg/O'Brien Buildings versus a height of 70 feet because of the downhill slope from those buildings. The most important aspect of the building is the relationship of the building to the campus and its placement for transitioning commercial uses to the campus, as well as preserving the views of the vistas. The importance of the vistas is not just views to the dome but also from the campus looking out to Budd Inlet.

Chair Haskell said the new buildings on the two sites frame a space and consequently the scale of the building relative to the other buildings helps frame that space, which is very important. Additionally, the slope of the site and the height of the building on the campus side are different from the downtown side requiring two different measurements. He suggested deferring to the other buildings that frame the space and using that as a guide for building height.

Senator Fraser referred to the local debate several years ago about the proximity of buildings located side-by-side and how that impacts view vistas and the ambience of the area. During that debate, she visited Vancouver, B.C. and noticed very few box-type buildings. Most buildings are stepped back and incorporate some type of space within the design.

Mr. Taylor agreed the site is the "bookend" for the green open space that speaks to the ability to view both from within and outside the campus. Seventy feet should be considered from the site location rather than the datum. He suggested calculating whether 70 feet can accommodate the programming.

Project Director Browning reminded the committee of the November 7 date for issuing the RFP. He asked for submission of the document by October 28, and possibly a week prior, if possible.

### **Public Comment**

**Bob Jacobs** said there was no mention of involving the community within the project, which is unfortunate. For a number of years, GA had a strong program of involving the community. People who live in the community and drive by the campus each day can often provide important information that might help the process. He encouraged community participation within the process. The community's experience over the last 15-20 has been very positive. Local comments offered on projects have improved some of the buildings, including the Wheeler Building.

Chair Haskell agreed with the recommendation and suggested it should occur early in the process to avoid the potential of guessing community needs and then having to backtrack or make revisions. It's important for public outreach to occur early in the process.

Project Director Browning acknowledged the comment and said he was remiss in not mentioning the project website. The website is available by visiting the DES website, which prominently features a photo of the existing building. A number of pages are included on the project including a schedule outlining the community process for community informational events. A community outreach process is included within the project timeline to reach out to both residential and business communities.

Senator Fraser suggested providing the informational meeting dates to the committee. The dates should also be published through the local news media.

**Rachel Newmann, South Capitol Neighborhood**, asked whether it's too early within the process to provide input on the proposal from the surrounding neighborhoods regarding quality of life issues and community values.

Chair Haskell suggested it's never too early to provide input. He recommended establishing a process to accommodate public comments. Project Director Browning affirmed that during the process of

developing the RFP documentation and during the meetings for each DB team there will be opportunities for public input.

## **DES Facilities Report**

### ***Future Master Planning***

Director Liu briefed members on the plan to develop a project plan and schedule for future master planning for the Capitol Campus.

Director Liu reported that after his arrival to the department, one of the first documents he reviewed was the Master Plan, which was last updated in 2006. The Master Plan is generalized and broad. Part of the work of the new administration is exploring the future of Capitol Campus, which entails an understanding of the needs in terms of agency placement on the campus and capacity limitations. Additionally, financial and neighborhood needs should be considered.

Although the question arose about the need for an established budget to develop a plan, Director Liu recommended not delaying the process because the department may not have the funding at this time. Rather, the early steps can begin by considering the vision for Capitol Campus and the priorities through input from the neighborhoods, as well as considering what the final design should entail for a particular project or a building. He proposed beginning the conversation at the next meeting by reviewing what a Capitol Campus Master Plan should entail. One of his core beliefs is receiving input from the neighborhoods to ensure all the input is considered before moving forward on projects and budget requests. He has often received feedback about problems with parking by the neighborhoods, which should be part of the preliminary discussion. Transportation is also an early consideration in terms of parking and seasonal needs. There are a myriad of various issues to consider. It's also important to consider how all those issues are forecasted.

Director Liu assured the committee that as the process moves forward, more concrete information will be presented. It was important to establish next year's committee meeting dates as well as receiving consideration from the committee to establish some subcommittees to consider specific elements as more input is received from the neighborhoods.

Chair Haskell agreed the committee is a resource for the department and the process is a mutual effort. The last master plan update was by design, fairly broad and more of an opportunity and values document. Opportunities sites were previously identified and circumstances have changed since the last update. A new opportunity site is now being implemented, presumably within the values that were stressed within the plan. It is timely to review the plan to ensure the values are still valid and to consider other opportunities.

Representative Hunt referred to the Campus Perimeter Master Planning map, specifically the north edge area. The north edge hillside continues to experience stability problems with water and the formation of the wall, which is composed of old logs that are failing. He is hopeful that the process will address that area.

### ***Current Capitol Campus Projects Underway***

Assistant Director Henderson updated the committee on the status of current projects:

- **Legislative Building Critical Exterior Repairs** – current activities include re-pointing the north steps and cleaning some of the lower elevations in and around the north step area. Additional funds were provided to continue cleaning of the building from the fourth floor to the plaza level. The work plan scope is currently under review for preparation of bid documents.
- **Legislative Building Hydronic Loop Repairs** – work inside the Legislative Building includes new valves and equipment in the hydronic loop that has been problematic since the Nisqually Earthquake.

Most of the work has been completed with welding and new piping systems. Hydro testing of the lines is in process for completion of insulation of the lines to initiate the operation of the system by the end of October. Heat has been temporarily turned on in the building but not at the level to satisfy needs.

- **Capitol Lake Dredge Study** – the Capitol Lake Dredge Study was completed in June with Floyd-Snider, an environmental consulting firm from Seattle. The study is a “road map” of the permitting process regardless of how the lake is managed – either as a lake or as an estuary. The study identified some gaps to afford the collection of additional data as the project moves forward. An updated bathymetric survey was completed to map current lake depth. Approximately \$50,000 remains and the Legislature reappropriated the funds and directed DES to determine financial responsibility for the dredging project, such as a formula-based funding methodology on relative benefits received by the state and local governments. The study has been initiated but workshops haven’t been scheduled at this time. Floyd-Snider is assisting in the effort.
- **GA Building Reuse for Heritage Center, State Library, and State Patrol** – Funding of \$150,000 was appropriated in 2011 to prepare an updated predesign for renovation of the GA Building. Additional funds remains to complete the final budget proviso requirement to review the suitability of the space in OB2 that will be vacated by the Department of Information Services for expanding archive storage space of approximately 50,000 square feet.

Chair Haskell recalled that at the last meeting, there was some discussion for the committee to receive a study of the Capitol Lake Dredge Study. He recommended scheduling a final report to the committee at its next meeting. Assistant Director Henderson affirmed the request.

Representative Hunt added that several legislators have been working with a number of interested parties on the interrelationship of Capitol Lake/Budd Bay/Deschutes River. There is a realization for a comprehensive approach of all the bodies rather than only Capitol Lake and Budd Inlet. Discussions have occurred with members of the Squaxin Island Tribe and other interested groups.

Senator Fraser added that there are varied opinions about the future of the lake/estuary and perhaps incomplete information or a lack of all options identified and explored. She spoke with representatives from the Ruckelshaus Center at the University of Washington. The center acts as a neutral resource for collaborative problem solving. She is working with the center to define an assessment process and the potential of the center working with the community through a collaborative governments approach.

Chair Haskell inquired about the possibility of scheduling a presentation by center representatives about its program. Senator Fraser suggested inviting them to attend a meeting. Director Liu agreed as his conversations with various stakeholder groups is indicative of a wide gap between the groups. Understanding the issues is key to finding a compromise. He offered to follow up with Senator Fraser’s office for contact information.

#### ***Capital Program for Department of Enterprise Services***

Bonnie Scheel, Deputy Assistant Director, Facilities Division, provided an update on capital projects for DES.

Over the last three biennia, DES is experiencing a positive trend in the availability of capital to support infrastructure improvements and critical building repairs. In the 2011-13 biennium budget, the appropriation was cut in half from the previous biennium. In the 2013-2015 biennium budget, the capital budget increased to \$36.3 million.

Additionally, Thurston County Surcharge Fund 289 is experiencing a positive funding trend in the biennial capital budget used to fund projects on Capitol Campus and buildings within Thurston County



managed by DES. The 2013-15 biennium is the first time in two biennia that the fund received funding from the Legislature of \$3.2 million.

The 2013-15 capital budget included consideration of the need to address non-performing and under-performing buildings on Capitol Campus with the direct appropriation and alternative financing provided to replace the 1063 bock. There are additional non- or under-performing buildings on Capitol Campus that need to be examined for changing program needs, particularly on the south and north perimeters based on the map provided to the committee during the master plan discussion. Many of the locations are future opportunity sites identified in the 2006 Master Plan. Some are new sites not included in the Master Plan. A program request in the 2013-15 capital budget was for planning funds for the perimeters to comprehensively review the entire area over the long-term.

Deputy Assistant Director Scheel reported the project appropriations will continue based on the themes established in the capital budget request to the Legislature:

- Safety
- Asset preservation
- Sustainability

All capital projects embody the themes. An overview of the projects included:

- The Campus Steam System and Chiller Upgrades project corrects serious life safety issues and includes essential repairs to the Capitol Campus steam system and replacement of the 40-year old Powerhouse chiller serving West Campus buildings.
- Capitol Campus Underground Utility Repairs project replaces substandard underground utilities on campus of 60-year old water lines experiencing leaks and loss of insulation materials.
- The East Plaza Water Infiltration and Elevator Repairs project repairs essential structural components in the South Plaza Garage that were not completed when the North Plaza repairs were completed. A critical issue exists for the south elevator and the stair towers, which are leaking profusely.
- Legislative Building Exterior Repairs – Phase 2. The project completes the sandstone preservation, cleaning, re-pointing, and exterior leak repairs.
- The Archives Building and Capitol Court HVAC Upgrades project upgrades and repairs the HVAC systems of the two facilities to gain energy savings and improve performance.

Most of the projects are in the design phase and will move into construction next summer.

Minor works projects include:

- Story Pole Conservation. The pole was removed several years ago and has been stored in a safe and secure manner. DES is seeking to preserve and possibly reinstall the story pole in another location.
- A number of continuing infrastructure, life safety, and sustainability projects that address exterior envelopes and HVAC upgrades.

Mr. Taylor supported the three themes of safety, asset preservation, and sustainability. In terms of the proposal to revisit the master plan, he asked whether DES has conducted an energy audit of the campus and whether DES has considered sustainable energy within the master planning process that could save the state a substantial amount of money. Deputy Assistant Director Scheel verified that many of those steps are included in the 10-year plan. DES is looking at ways for converting from steam to hot water on Capitol Campus. Steam is an obsolete form of heating. Also under consideration is an East Campus loop of all office buildings to avoid replacement of chillers and cooling towers every 15 years. There are several different efforts underway to consider the long term vision of the campus.

Director Liu said those efforts are driving the results the department is attempting to achieve under the *Results Washington* initiative. *Results Washington* has several key indicators on how the state manages energy in the future. Energy usage can be increased by installing different lighting fixtures. The intent is identifying the future needs to ensure today's repairs and upgrades holistically support those goals rather than pursuing the less costly fix, which over the long-term is often not the lowest cost. As the master planning process proceeds, the department will focus on a variety of the issues and not just buildings, but energy usage and traffic patterns as well.

Assistant Director Henderson added that the efforts also extend beyond energy. A good example is the department's work with the City of Olympia on utilizing reclaimed water on Capitol Campus. Reclaimed water currently irrigates Heritage Park saving potable water. The effort also entails consideration of recovering heat with reclaimed water to produce energy for heating campus buildings. Long-term studies are underway to determine future reclaimed water possibilities.

Director Liu said it's also possible to convert the existing master plan into succinct strategies to explore in the future. As funding considerations are factored, it's also possible to develop business plans for each biennium to ensure the business plan matches the strategic plans that supports the master plan's vision for Capitol Campus.

#### **Next Meeting**

Chair Haskell announced that the next CCDAC meeting is scheduled for November 7 at 10 a.m.

#### **Other Business**

Director Liu reviewed a proposal for those members unable to attend future meetings by providing the opportunity to utilize the Cisco WebEx Meeting program to afford participation in the meeting. The program provides the ability for the member to view all presentations. WebEx provides much more than a conference call offers.

#### **Adjournment**

**With there being no further business, Chair Haskell adjourned the meeting at 11:33 a.m.**

Prepared by Valerie Gow, Recording Secretary/President  
Puget Sound Meeting Services, psmsoly@earthlink.net