

# BIENNIAL REPORT

OF THE

## Board of Capitol Managers of Colorado

For the Biennial Period Ending  
November 30, 1918

TO THE GOVERNOR



DENVER, COLORADO  
EAMES BROTHERS, STATE PRINTERS  
1918



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Denver, Colorado, December 1, 1918.

To His Excellency,  
JULIUS C. GUNTER,  
Governor of Colorado.

Sir: We have the honor to hand you herewith for your consideration the biennial report of the Board of Capitol Managers to be submitted to the Twenty-second General Assembly.

Respectfully,

JAMES WILLIAMS,  
HIRAM E. HILTS,  
*Managers.*



# Report of the Board of Capitol Managers 1917-1918

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Denver, Colorado, December 1, 1918.

*To the Honorable, the General Assembly of the State of Colorado:*

In compliance with the requirements of the statutes the Board of Capitol Managers herewith respectfully presents the following report of its proceedings during the biennial period ending November 30th, 1918.

It is the desire of the Board to make its report as concise as is possible consistent with a clear statement of the conduct of its affairs during the past two years, and with this in view we have divided it under the following four headings: Legislation, Proceedings of the Board, Appropriations and Expenditures, and Recommendations.

## LEGISLATION

The Twenty-first General Assembly passed an act entitled: "An Act to Continue the Board of Capitol Managers and to Define the Duties of Said Board and Repeal Certain Acts and Parts of Acts in Conflict Herewith," being Chapter 36, page 114, Session Laws of the year 1917.

The Act creating the Board of Capitol Managers placed no limit on the terms of office of the members of the Board and made no provision for the continuation of the management of the Capitol property or the turning over of the property to the control of any officer or department after the completion of the Capitol Building.

The above mentioned act was apparently passed for the purpose of clearing up questions as to the authority of the Board to continue after the completion of the Capitol Building. The act provides that the Board continue in the management and control of the Capitol properties and that the term of office of the various members expire on November 30th, 1918, 1920, 1922 and 1924, respectively, as follows:

- Marshall Smith, November 30th, 1918;
- Hiram E. Hilts, November 30th, 1920;
- James Williams, November 30th, 1922;
- Otto Mears, November 30th, 1924;

and that their successors in each instance to be appointed for a term of eight years.

It would appear from provisions of the bill defining the duties and authority of the Board that it was the intent of the Legislature that the Board, in addition to its other duties, assume control and upkeep of all typewriters, adding machines and other similar equipment in the various departments; however, no appropriation was made for this purpose and the purchase and upkeep of that class of equipment has been handled through the office of the Secretary of State during the past two years as heretofore.

The Twenty-first General Assembly also passed Senate Bill No. 400 (Chapter 32, page 106, Session Laws of the year 1917) authorizing the extending of the Capitol grounds by purchase or condemnation and provided an appropriation of \$120,000 for that purpose. The bill as introduced contemplated the purchase of the northeast and northwest corners of Sherman Street and Colfax Avenue and the southwest corner of Fourteenth Avenue and Sherman Street, and as originally drawn carried an appropriation of \$150,000 for the purchase. The committees of the House and Senate decided to appropriate only sufficient funds for the purchase of the two corners on Sherman Street and Colfax Avenue. The Board purchased these properties for \$103,504, leaving \$16,496 of the appropriation unused.

The Twenty-first General Assembly also passed an Act amending the Act which provided a mill levy for constructing, furnishing and maintaining the Capitol properties (Chapter 40, page 121, Session Laws 1917), also an Act authorizing the repayment of the balance due of the amount loaned to the Capitol Building Fund from the Internal Improvement Permanent Fund (Chapter 41, page 123, Session Laws 1917). The Act amending the mill levy for the Capitol Building provided that a tax of fourteen one-hundredths of one mill be levied and assessed on all taxable property for the years 1917 to 1922, inclusive, and that thereafter the levy be but one-tenth of the one mill. This increase was given in order to provide funds necessary to pay for the property authorized to be purchased and to furnish a surplus to cover the transfer or repayment of the money borrowed from the Internal Improvement Permanent Fund.

The bills passed by the Twenty-first General Assembly, making appropriations for maintenance and repairs, alterations, improvements and furnishings (Chapter 3, page 9 and Chapter 4, page 11, of the Session Laws of 1917), provided \$153,655 for maintenance, \$25,000 for alterations, repairs, improvements and furnishings and \$2,000 for the completion of the museum furnishings and fixtures.

The estimates upon which these appropriations were made were based upon the experience of the previous biennial period, plus a slight increase for what then appeared to be a small and temporary advance in prices. At the time it was not anticipated that the cost of all supplies and labor would advance materially. As a result the Board has been obliged to adopt every possible

economy, resulting in cutting the service to below the standard which should be maintained in public buildings, and the postponing of many necessary repairs.

When the appropriations were made it was not thought necessary to increase the pay of employees, but the greatly increased cost of living made it imperative that the wages of the lower paid employees of the Board be advanced. These increases, however, were confined to employees drawing less than \$100.00 per month.

While we were able to get through the biennium without a deficit, we feel the service was not maintained at the proper standard and that the Twenty-second General Assembly should provide a reasonably increased appropriation to cover actual advance in the expenses of operation.

### PROCEEDINGS OF THE BOARD

The Board of Capitol Managers meets twice each month on call. The first meeting is held about the tenth of the month for the purpose of auditing bills and ordering vouchers drawn and the transaction of any business that comes before the Board. The second meeting is held the latter part of the month for the auditing and approving of the payroll. Other meetings are held upon call for the transaction of any business requiring the attention of the Board. All bills require the written approval of three members before vouchers are issued. All vouchers are approved by the signature of the Secretary and all vouchers issued in payment for materials furnished and services rendered are approved by the Superintendent. Early in 1917 the Board dispensed with the services of its Architect and employed a Superintendent of the buildings and grounds, who is charged with all matters relating to the operation of the properties. The change has given satisfactory results in operation and a considerable saving in expenses.

At the beginning of the period it was found that many of the departments were badly crowded for room and were not conveniently located. Additional space was given to the Inheritance Tax Department, the Utilities Commission, the Land Board, the Industrial Commission, the Immigration Board, the Bank Commissioner, the Insurance Commissioner, the State Auditor and the Attorney General. In order to do this it was necessary to occupy all the space in the basement vacated by the Adjutant General, by the removal of the mineral exhibits to the Museum Building and by the transfer of the carpenter and electrician's department to the sub-basement and the recovery of the space occupied by them. This last mentioned space was taken over for the use of the Board of Capitol Managers, whose rooms on the first floor were surrendered to the Superintendent of Public Instruction, whose rooms in turn were divided between the Land Board and the Attorney General. The recovery of additional space and the extending of a number of the offices necessitated many alterations

and improvements and some considerable expense, but was fully justified by results. In order to properly fit the basement space for office purposes it was necessary to install new light fixtures in nearly all the basement rooms. The Adjutant General's Department, very greatly enlarged on account of war conditions, was moved into the building on the property purchased at the northeast corner of Colfax avenue and Sherman street, and, with United States Army representatives, occupies the entire building.

During the past two years the Board has been called upon to furnish quarters and equipment for a large number of organizations directly connected with government and war work. Offices have been furnished to the following:

United States Fuel Administration.  
 Colorado Division No. 2, Exemption Board.  
 Exemption Board Local No. 5.  
 Provost Marshal.  
 Commission for Training Camp Activities.  
 Colorado Council of Defense.  
 Woman's Council of Defense.  
 Captain H. G. Wetherill, U. S. A., Medical Aid to Governor.  
 Dr. C. F. Harrington, Federal Inspector of Hog Cholera for Colorado.

We have also furnished the American Red Cross with floor space amounting to 13,500 square feet to accommodate as many as one hundred and fifty women workers. From two to ten meetings per week have been held in the House and Senate Chambers. In order to accommodate all of these organizations it has been necessary to greatly inconvenience the executive offices and departments and we wish to acknowledge with thanks the spirit in which the various officers have co-operated with the Board in these matters.

An inventory of the property under control of the Board has been completed and shows the value of the various items as follows:

Furnishings and equipment.....	\$ 260,584.55
Museum exhibits (estimated) .....	104,000.00
Supreme Court library (estimated).....	35,000.00
State library (estimated) .....	12,500.00
Capitol building .....	2,855,000.00
Capitol site .....	950,000.00
Museum building .....	460,000.00
Museum site .....	29,500.00
Six lots, northeast corner Colfax ave. and Sherman St. ....	62,500 00
Buildings on same.....	2,500.00
Four lots, northeast corner Colfax ave. and Sherman St. ....	38,500.00
Total .....	<u>\$4,810,084.55</u>

These figures do not take into consideration increases in cost of construction.

Feeling that it was the desire of the legislature that the property at 14th avenue and Sherman street be eventually secured for the state and there not being sufficient money remaining in the fund to effect its purchase, the Board has begun proceedings to obtain the property by condemnation so that it will be available should the legislature decide to appropriate any necessary additional amount for its purchase.

## RECEIPTS AND DISBURSEMENTS

### PURCHASE FUND

Receipts:			
Appropriation .....			\$120,000.00
Expenditures:			
Purchased Lots 15 to 20 incl., Blk. 37, H. C. Brown's Add.; Lot 20, Blk. 37, H. C. Brown's 2nd Add.; Northeast corner Sherman St. and Colfax Ave. ....	\$ 65,000 00		
Recording and Abstract Fees .....	4.00		
Purchased Lots 21-22-23-24, Blk. 28, H. C. Brown's Add.; Lot 21, Blk. 28, H. C. Brown's 2nd Add.; Northwest corner Colfax Ave. and Sherman St. ....	38,500.00	103,504.00	
Balance on hand.....			\$ 16,496.00

### MAINTENANCE FUND

Receipts:			
Appropriation .....			\$153,655.00
Fire Loss .....	155.00		\$153,810.00
Expenditures:			
SALARIES			
Office and General .....	\$11,576.15		
Engineers .....	17,134.14		
Janitors .....	32,340.89		
Watchmen .....	23,971.92		
Elevators .....	4,720.96		
Grounds .....	11,273.10	\$101,017.26	
SUPPLIES			
Office .....	\$ 484.24		
Engineers and Electrician .....	4,065.18		
Janitor, Plumbing and Furniture .....	5,437.99		
Fuel .....	20,078.71		
Water .....	2,875.01		
Lights and Lamps .....	2,070.37		
Ice .....	1,062.69		
Telephone and Telegraph .....	9,161.01		
Grounds .....	744.75		
Miscellaneous .....	6,483.76	52,463.71	\$153,480.97
Balance .....			\$ 329.03

### ALTERATIONS, REPAIRS, IMPROVEMENTS AND FURNISHINGS

Receipts:			
Appropriation .....			\$ 25,000.00
Cash .....	230.60		\$ 25,230.60
Expenditures:			
Alterations and Repairs .....	\$ 4,533.92		
Furniture, Fixtures, Filing Devices .....	20,665.12	25,199.04	
Balance .....			\$ 31.56

### COMPLETION OF THE MUSEUM BUILDING AND FURNISHINGS

Receipts:			
Appropriation .....			\$ 2,000.00
Expenditures:			
Furnishings and Fixtures .....	\$ 1,985.69		
Balance on Construction .....	14.31	2,000.00	

## RECOMMENDATIONS OF THE BOARD

The Board recommends that the Twenty-second General Assembly pass an Act authorizing the State Auditor to issue warrants in the sum of \$220,000 upon vouchers issued by the Board of Capitol Managers. Said warrants to be of denomination of \$5,000 each and to bear interest at four per cent per annum from date of issuance until paid, and to be paid \$75,000 from moneys accruing to the Capitol Building Fund from revenues for the year 1919, \$75,000 from revenues accruing to the Capitol Building Fund from revenues for the year 1920, and \$70,000 from revenues accruing to the Capitol Building Fund from revenues for the year 1921, with a provision that said warrants may be called at a prior date, provided there is a balance to the credit of the Capitol Building Fund not required to cover unpaid appropriations; that said warrants be issued to the State Treasurer, as custodian of the Internal Improvement Permanent Fund, with authority to the Treasurer to sell such warrants at not less than par and accrued interest. Such Act should include the usual provision, pledging the faith and credit of the state for repayment.

That the appropriation for maintenance be increased twelve per cent; that the appropriation for improvements, alterations, furniture and furnishings be increased to \$34,002; that additional appropriations be made to provide for the following: Necessary changes and replacements of machinery, \$14,100; changes in heating and ventilating system, \$5,800, and painting and decorating, \$5,250; that provision be made for the purchase of the property at the southwest corner of Sherman street and Fourteenth avenue, and an amount be appropriated which, in addition to the amount remaining in the purchase fund appropriated, by the Twenty-first General Assembly, will be sufficient to cover the purchase price; that provision be made for the employment by the Board of a curator to be placed in charge of the exhibits in the Museum Building and that a small appropriation be made to cover cost of cataloguing and for transportation charges on exchange of specimens. The State of Colorado has mineral and other exhibits of great value but incomplete in many respects, and a small amount judiciously spent would greatly increase both their money and scientific value.

That a legislative committee be appointed to investigate the condition of the buildings under the control of the Board as to sufficiency of space for the accommodation of the various state offices, boards, bureaus and commissions, with a view to recommending provision for an additional building in the near future, if the committee finds it advisable.

If it is the desire of the legislature that the Board purchase and maintain typewriters, adding machines and similar equipment

for the various offices, adequate appropriation should be made for that purpose.

The amounts of appropriations recommended are based on carefully prepared estimates of the actual necessary expense for the coming biennial period as indicated by the experience of the period just closed.

Respectfully submitted,

JULIUS C. GUNTER, Chairman,  
JAMES WILLIAMS,  
HIRAM E. HILTS.

WILLIAM K. BURCHINELL, Secretary.



