

State Capitol and Executive Residence Board
Governor's Conference Room
April 28, 2014 Minutes

1. Call to Order

The meeting of the State Capitol and Executive Residence was called to order by the Chairperson, Senator Risser, at 1:00 PM.

2. Roll Call

SCERB Recording Secretary, Katie Brandt called the roll. A quorum was present.

Members present: Senator Risser, Senator Schultz, Senator Olsen, Representative Hintz, Representative Loudenbeck, Mr. Fernholz, Mr. Kay, Ms. Neitzel, Ms. Torstveit, Mr. Siggelkow, Mr. Draeger, Ms. Reed.

Members absent: Ms. Brown, Ms. Alton, Representative Stroebel.

Guests: Cassandra Jurenci, Office of Senator Risser; Emily Pritzkow, Office of Representative Hintz; Robert Holicek, UW student; Arianna Netzky, UW student; Kyle Roux, DOA-DFM; Mike Bath, DOA-DFM; Ted Crawford, DOA-DFM; Chris Zenchenko, Gary Goyke, and Loretta Himmelsbach, Wisconsin Council of the Blind and Visually Impaired.

3. Approval of Previous Meeting Minutes (October 14, 2013)

Motion #1: Senator Olsen moved to revise the 10/14/13 minutes to include Ms. Reed as present. Seconded by Senator Schultz.

Motion #1 approved by unanimous voice vote.

4. Executive Residence Sub-Committee Reports

Cindy Torstveit gave an update on the progress of the subcommittees. Ms. Torstveit showed previous photos of the kitchen and construction photos. The table island was approved as well as the break-front cabinet near the entrance to the kitchen to display the state china. It was scheduled to cost approximately \$478,000 and the final budget came in at approximately \$384,000. Of the 384,000, WERF raised 2/3 of the budget for this project, while the state paid only for infrastructure improvements. Senator Risser and Ms. Torstveit thanked the subcommittee for all of their hard work.

Furniture and Finishes

The finishes for the sunroom approved at the last SCERB meeting have not been implemented yet. WERF has raised the money to purchase the furniture and finishes and will be in place later this summer. In addition, the carpet for the foyer is being shipped and will be installed within in the next month. All of the renovations to the walls have been completed. Members viewed pictures of the updated changes. The subcommittee will be reviewing two tables for the foyer and reception room.

Ramp Replacement Request

The First Family and WERF would like to restore the foyer at the Executive Residence to its original intent by removing the current permanently attached ramp and installing a temporary metal ramp for the main entrance accessibility during public events. Senator Risser strongly opposed the use of a temporary ramp because of the inconvenience and risk to staff and the newly renovated foyer. The total cost to remove the existing ramp was \$5,600. Therefore, two options were discussed for potential approval.

Option one would include the removal of the existing permanently attached ramp and purchase of the custom-designed, temporary metal ramp for use during public events per the current request from the First

Family and WERF. This would allow visitors to enter in the main entrance of the home. However, the ramp could be clunky and difficult to set up and take down causing scratching and damage to the marble flooring, baseboards and walls. It also could create problems for staff if it is too heavy.

The second option was to remove the existing permanently attached ramp, not purchase a temporary ramp due to the concerns above, and have visitors enter the residence at the accessible side entrance if needed during public events. This would give accessibility to the home and prevent the damage a temporary ramp would cause to the foyer. The existing ramp would be saved and reinstalled at a latter date if requested. However, entering in the side entrance during public events versus the main entrance was not desirable by the board and would require additional outside maintenance to the side entrance doors to ensure a safe path and prevent slips/falls during winter months.

Neither option was an ideal solution.

Senator Risser strongly opposed the use of a temporary ramp because of inconvenience and the risk to staff.

Motion #2: Mr. Kay made a motion to retain the existing ramp. Seconded by Mr. Fernholz.

Motion #2 approved by unanimous voice vote.

Kiosk

There was no update on the Capitol kiosk.

Master Garden Plan

Unit Pavers vs. Stamped Concrete

Per the previous meeting, Mr. Fernholz discussed the options and a decision was made to proceed with the design of fire clay pavers. The subcommittee will meet to discuss the details of this decision.

Motion #3: Mr. Kay moved to proceed with the design of fire clay pavers around the Master Garden fountain. Seconded by Representative Loudenbeck.

Motion #3 approved by unanimous voice vote.

5. State Capitol ADA Signage

Gary Goyke, the Legislative Representative of the Wisconsin Council of the Blind and Visually Impaired, introduced Chris Zenchenko, the Executive Director of the Wisconsin Council of the Blind and Visually Impaired.

Mr. Zenchenko discussed the challenges present within the Capitol for the visually impaired. Blind and visually impaired individuals who visit the Capitol are unable to decipher which directional wing they are entering through, only by the street name. The stairs also propose an issue. Currently, there is very little to no braille in the Capitol.

Mr. Zenchenko requested improvements be made to the Capitol to assist the visually impaired. Several options for improvement were discussed by SCERB and Mr. Zenchenko, including: placement of a kiosk at certain entrances; ensuring tour guides or staff are available at all entrances to assist the visually impaired; incorporating braille documents throughout the Capitol; and incorporating braille on handrails at each stairwell.

Ms. Torstveit discussed the challenges of incorporating braille documents/maps in the Capitol. Because of the size of the building, the braille information needed would not fit on a standard sheet of paper. She presented two solutions: a monument directory could be installed at each entrance (12 total), though the total cost is unknown; or to provide braille signage at the door to each legislator's office on a small, acrylic, and clear plaque. The location of the plaques would still need to be determined.

In conclusion, a State Capitol ADA Signage subcommittee was formed with Jim Draeger (chair), Mr. Kay, and Mr. Siggelkow. The subcommittee will work with the Wisconsin Council of the Blind and Visually Impaired, discuss further options for a solution, and investigate how other state Capitols approach this issue.

6. State Capitol Lactation Room

Ms. Torstveit gave an update on the Capitol Lactation Room. She provided a map to show the current location within the basement of the lactation room, as well as a new storage room and brought finished samples of carpet, laminate, and paint color for the lactation room to view. No walls will be torn down but two walls will be added to create a storage room.

The new location was chosen because of the appropriate size and the availability of water to the area. Capitol Police Dispatch, located down the hall, will not be relocating; therefore, it is thought to be a safe location in the basement.

Motion #4: Senator Schultz moved to approve the Capitol Lactation Room in the basement of the Capitol as submitted. Seconded by Mr. Draeger.

Motion #4 was approved by unanimous voice vote.

7. State Capitol 6th Floor Viewing Station

Ted Crawford thanked all members that took the tour of the 6th floor viewing station. He addressed three items that need approval:

- 1) Approval to open up the viewing station to the public
- 2) Approval to make changes to the material/spacer section
- 3) Approval of the state seal signage on the transparent side wall

Mr. Draeger suggested painting the aluminum background the same color as the wall to improve transparency.

Motion #5: Mr. Fernholz moved to approve items 1 and 3. Item 2 will be decided by DOA. Seconded by Ms. Reed.

Motion #5 approved by unanimous voice vote.

8. DVA Plaque for Vietnam Veterans

Ms. Torstveit discussed a request from the Department of Veterans Affairs to hang a Vietnam plaque in the second or third floor hallway near the Joint Finance offices or the Joint Finance Committee Room. Current SCERB motion records and statutes only address monuments and statues in the Capitol. The current policy requires a monument to be removed before a new one is installed.

Motion #6: Senator Risser moved to clarify the policy to include plaques as well as monuments. DOA will put together a list of all monuments and prepare an inventory. Seconded by Senator Schultz. After the inventory is complete, DOA will work with veterans to determine which plaque they would like to be substituted.

Motion #6 approved by unanimous voice vote.

9. Capitol Park

Circular Planters

Ms. Torstveit discussed the miscommunication between DOA and Community Ground Works on planting the Capitol Garden. Community Ground Works started planting prior to DOA approval. DOA stopped their planting process and will clarify their next steps to include the use of a Facilities Use Request form.

Motion #7: Representative Loudbeck moved to ask Community Ground Works to relocate from the N. Hamilton St. planter to the King St./East Wing planter. DOA will assist with the relocation and follow up

with a communication plan for the future. SCERB will review the policy after one year. Seconded by Senator Olsen.

Motion #7 was approved by unanimous voice vote.

Ms. Torstveit explained the UW-School of Landscape Architecture student contest. Two designs were submitted: one in the design of the Wisconsin state dance, the Polka; and one in the design of an heirloom flower garden. Robert Holicek and Arianna Netzky, two of the students from the UW- School of Landscape Architecture, attended to further explain their design, the Polka. DOA will buy and plant the flowers per the students' design.

Motion #8: Mr. Draeger moved to approve the garden designs created by the students. Seconded by Senator Schultz.

Motion #8 was approved by unanimous voice vote.

Donation of 131st Arbor Day tree

Kyle Roux, Assistant Facilities Director for the Capitol, discussed the donation of the 131st Arbor Day tree. DNR sponsored a tree planting on the Capitol Park grounds on April 21st to commemorate 131st Arbor Day. The tree was a red oak and was donated by the Wisconsin Nursery Association. The ceremony included many local elementary school students. Originally, the tree was to replace the recent tree that came down where an old red oak had to be removed earlier. However, because of the late frost and large stump that is still in the ground, the tree planting was moved to a different location. The new location is right across from the church on Carrol Street.

10. Maintenance Update and Report

CAPITOL:

Recently Completed Projects

- Museum Viewing Station
- Stone Cleaning & Repairs
- Dome & Statuary Lighting Updates
- UPS Replacement
- Hearing Rooms Re-Roof & Masonry Repair
- Interior Decorative Painting & Refinishing
- Replacement of Irrigation Water Pipe in Tunnel
- Assembly Locker Installation

Projects Under Construction

- Replace Carpeting in Assembly Chambers
- Installation of Trees Capitol Park (master landscape plan)

Projects Under Design

- Public Address System
- Phase II Dome Plaster Repair/Painting
- Exterior Park Lighting Upgrades

Proposed Projects – Capital Budget 2013-15

- Study for Audio System Upgrades

FACILITIES INVESTMENT PLAN (2013 to 2023)

- Capitol-Interior Lighting Upgrades. Request in 2015-17
- North & West Wing Carpet Replacement in 2015-17
- Governor's Mural Restoration in 2015-17

- Capitol-Elevator Doors & Casing Replacement. Request in 2015-2017
- Capitol-Repair Walks/Circle Drive East Washington Ave. Request in 2015-2017
- Capitol-Interior Accessible Door Openers West Wing. Request in 2015-2017
- Capitol-Balustrade Repair. Request in 2017-2019
- Capitol-Restoration Planning West Wing. Request in 2017-2019 / Study 2015-2017

EXECUTIVE RESIDENCE:

Recently Completed Projects

- Repair of Exterior Upper and Lower Window Sills
- Flooring replacement Sunroom and Breakfast Room
- Refinishing of Flooring in Library, Formal Dining Room
- Property Inspection & Maintenance Plan
- Main Kitchen Remodeling
- Private Quarters Kitchen Remodeling
- 1st Floor Flooring and Wall coverings
- Phone System Upgrades
- Security Camera Upgrades
- Fence Replacement – Side Property Lines
- Replacement of Stamped Concrete Patio's

Projects Under Construction

- Floor Replacement Lower Level
- Exterior Painting & Stucco Repair
- Replacement of Foyer Staircase Carpet

Projects Under Design

- Replacement of Stamped Concrete around Entry Fountain (stamped vs. pavers)
- Replacement of Exterior Doors
- Shoreline Restoration Study (Design)
- Master Gardner Landscape Review (kick-off meeting May 6th)

Proposed Project - Capital Budget Projects 2013-15

- Sound System Upgrades
- Repair Upper Windows Lakeside
- High Speed Data Cable Upgrades

FACILITIES INVESTMENT PLAN (2013 to 2023)

- Ex Residence–Replacement/Relocation of the Maintenance Tool Shed. Request in 2015-2017
- Non-Public Restroom Fixture Upgrade and Remodeling. Request in 2015-2017

11. Other Business

Senator Risser reestablished the subcommittees as they are.

12. Adjournment

The meeting concluded at 3:30 p.m.