State Capitol and Executive Residence Board
Governor's Conference Room, 115 East, Capitol
Monday, February 11, 2013 at 1:00 PM

MINUTES

1. **Call to Order**
   The meeting of the State Capitol and Executive Residence Board was called to order by the Chairperson, Senator Risser, at 1:00 p.m.

2. **Roll Call**
   SCERB Recording Secretary, Katie Brandt, called the roll. A quorum was present.

   Members Present: Senator Risser, Senator Olsen, Senator Schultz, Representative Loudenbeck, Representative Stroebel, Ms. Alton, Ms. Brown, Mr. Draeger, Mr. Fernholz, Mr. Kay, Ms. Neitzel, Ms. Reed, Ms. Torstveit, Mr. Beck

   Members Absent: Representative Hintz, Mr. Siggelkow

   There is one vacancy on the Board.

   Guests: Marcel Maul, DFM; Paula Veltum, DFM; Chief Erwin, Capitol Police

3. **Introduction of New Members**
   Ms. Torstveit, DFM Division Administrator; Mr. Jim Draeger, Wisconsin Historical Society

4. **Approval of Previous Meeting Minutes (December 12, 2011)**

   Motion #1: Senator Risser moved to accept the minutes of December 12, 2011 with the correction to Item #4, "Approval of Previous Meeting Minutes (September 19, 2011)." Seconded by Ms. Alton.

   Motion #1 approved by unanimous voice vote.

5. **DFM Project Update**

Recently completed projects (prior to the 12/11 SCERB Meeting)
Keith Beck- DOA/Division of Facilities Management

Mr. Beck gave an update on the various projects:

CAPITOL

Recently Completed Projects (prior to the 12/2011 SCERB Meeting)

- Capitol Grounds Improvements; new irrigation system around the Square
- UPS Replacement; maintenance on batteries and chargers to the teledata system in the Capitol
- Stone Cleaning and Repairs
- Dome & Statuary Lighting Updates
- North Wing ADA Restrooms

Projects Under Construction

- Hearing Rooms Re-Roof & Masonry Repair; finishing up next Spring
- Interior Decorative Painting & Refinishing
- Replacement of Water Pipe in Tunnel

Projects Under Design

- Public Address System; the system that connects the DOA system to all other State Office buildings

EXECUTIVE RESIDENCE

Recently Completed Projects

- Exterior Security Lighting – Lakeside
- Repair/Paint Front Fence
- Repair of Exterior Upper and Lower Window Sills
- Rebuild Brick Walks
- Replace Patio Doors – Reception Room
- Roof Replacement

Projects Under Construction

- Painting of Sunroom & Breakfast Room
- Flooring replacement in Sunroom, Breakfast Room, and Entry
- Refinishing of Flooring in Library, Formal Dining Room, and Gentlemen's Room

Projects Under Design

- Main Kitchen Remodeling
- Private Quarters Kitchen Remodeling
- Foyer Flooring and Wall Coverings
- Master Garden Plan including the Shoreline Restoration

6. DFM- 2013-2015 Capital Budget – All Agency Maintenance and Repair Request

Mr. Beck gave an update on the following request:

CAPITOL

- Phase III Dome Plaster Repair/Painting
- North Wing Fire Alarm Upgrades
- Governor's Mural Restoration
- North & West Wing Carpet Replacement
- Study for Audio System Upgrades
- Exterior Park Lighting Upgrades

EXECUTIVE RESIDENCE

- Facility and Grounds Renovation (based on results of Master Plans identified above)
- Kitchen Remodeling (Main & Private Quarters)
- Sound System Upgrades
- Phone System Upgrades
- Non-Public Restroom Fixture Upgrade and Remodeling

FACILITIES INVESTMENT PLAN (2015-2023)

- 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
- Ex Residence-Replacement/Relocation of the Maintenance Tool Shed. Request in 2015-2017

7. **Vegetable Garden at South Hamilton**
Senator Risser proposed the Capitol Vegetable Garden Resolution:

"Since 2010, the South Promenade of the Wisconsin State Capitol Park has been the site of a community vegetable garden demonstration, maintained by volunteers and staff of Madison FarmWorks. The Garden has been able to show the many possibilities of urban agriculture and is a beautiful backdrop for visitors to the Dane County Farmers Market. The bounty from this garden has been generously donated to the Goodman Community Center Food Pantry throughout each growing season."

Motion #2: Mr. Kay moved to approve the motion, "Be it resolved, that the State Capitol and Executive Residence Board, grants Madison FarmWorks long-term access to the South Promenade garden plot until otherwise terminated by either party." Seconded by Senator Olsen.

Motion #2 approved by 13-0-2 vote. (Representative Hintz and Mr. Siggelkow absent)

8. **State Capitol Baby Changing Stations Recommendation**
DFM/ Paula Veltum presented an objective to install Baby Changing Stations at one men's and one women's restroom locations in areas nearest the Capitol Tour Desk. The members requested stainless steel or wood custom table design that would not attach to the marble walls. This request was deferred until the May meeting at which time additional options will be presented.

9. **State Capitol Senate Chief Clerk's Office**
DFM/Marcel Maul presented the project scope requests of the Senate Chief Clerk. The scope includes: removal of one office furniture cubicle with associated electrical and voice/data wiring; construction of one office with insulated walls, a door with lockset, and transom windows (door and windows will have wood frames and all finishes will match existing); relocation of light fixtures, new switching, and associated new electrical; new strobe, relocation of a sprinkler head, and an adjustment in the fire alarm; and new walls. The walls affected by demolition will be painted, a rubber base will be installed on the interior of the office, and a wood base will be installed on the exterior of the office. In addition, the scope request includes plans to add glass to B09S door to match frosted glass in adjacent door in corridor and provide back lettering on glass to match the sign

Motion #3: Senator Schultz moved to approve the Senate Chief Clerk's Office request to have plans drawn to remove a current furniture cubicle and replace it with a hardwall office; to add glass to B09S door to match frosted glass in adjacent door in corridor; and to provide back lettering on glass to match the sign: Wisconsin State Senate Chief Clerk and Director of Operations. Seconded by Senator Olsen.

Motion #3 approved by 13-0-2 vote.

10. State Capitol Supreme Court Carpet Replacement

DFM/Marcel Maul presented and gave a background on the original State Capitol Supreme Court carpet and provided reasons why the replacement carpet has not held up, such as: increased traffic flow and use in the room; current cleaning methods, including stronger vacuum suction; seam locations are in the travel paths and are beginning to come apart and fray; the replacement carpet was stretched in, not glued down, and the pad is a synthetic hair and jute; and the hard carpet backing is moving on the pad and the seams are pulling apart. Marcel met with the Chief Justice and reviewed the carpet replacement with the Supreme Court and they are in the process of reviewing.

Motion #4: Representative Loudenbeck moved to approve a proposal to replace the carpet in the Supreme Court with a custom, dyed-to-match, nylon broadloom carpet in 12'-0" width that will be glued to the pad and the pad will be glued to the floor to keep the carpet in place, unless there is an objection by the Supreme Court or subject to the Supreme Court's concurrence. Seconded by Senator Schultz.

Motion #4 approved by 13-0-2 vote.

11. Executive Residence Foyer Finishes

DFM/Cindy Torstveit presented and proposed a request to replace the stair carpet, foyer area rugs, and the wall covering due to age and wear. In addition, she requested a subcommittee be formed to deliberate options for the existing ADA ramp to make it temporary/moveable. Concept designs were reviewed and samples of the new wool carpet and wall covering were passed around.

Motion #5: Senator Olsen moved to approve the foyer finishes. Seconded by Senator Schultz.

Motion #5 approved by 13-0-2 vote.

12. Exterior Lighting of Executive Residence

The current occupants of the Executive Residence would like the opportunity to color the exterior of the Executive Residence for special events. Cindy Torstveit gave examples of organizations that may light the Residence and explained that it would be a temporary lighting and each request would be taken into consideration individually. Senator Risser brought up security and safety issues as well as zoning issues.

Senator Risser proposed the Exterior Lighting of Executive Residence Resolution:

"The Wisconsin Executive Residence, located in the Village of Maple Bluff on the shore of Lake Mendota, was built in 1921 as the private home of the Carl A. Johnson Family. In 1949, it was purchased by the State of Wisconsin and since that time has been home to approximately 20,000 visitors for receptions, dinners, and public tours.

As a showcase of Wisconsin culture and tradition, the Executive Residence is notable in its public profile. As a result of the high profile of the facility, the First Family should be able to recognize organizations through authorization of lighting displays at the residence."

Motion #6: Senator Olsen moved to approve the motion, "Be it resolved, that the State Capitol and Executive Residence Board, expresses its support for lighting displays at the Wisconsin Executive Residence requested by the Governor, provided that proposals are reviewed by the DOA and the Wisconsin Capitol Police to ensure that the displays do not compromise security or safety issues." Seconded by Mr. Kay.

Motion #6 approved by 12-1-2 vote (Mr. Fernholz voted no).

13. Portrayal of light images on State Capitol during Concerts on the Square

DOA presented a video to the members of light images that will be shown during the final concert of Concerts on the Square on July 31, 2013. This is a one-time request only.

Motion #7: Ms. Alton moved to approve the motion, "In conjunction with the 30th anniversary of Concerts on the Square, SCERB is endorsing a light display for the final concert on July 31, 2013 no more than 30 minutes in length, plus rehearsal time, and with security and safety approval." Seconded by Senator Olsen.

The Committee reaffirmed its opposition to colored lighting or projection of images on the Capitol dome as well as other State Office Buildings on the Square.

Motion #7 approved by 11-2-2 vote (Representative Loudenbeck and Representative Stroebel voted no).

14. Subcommittees for Executive Residence

Subcommittees were set up to address current and upcoming projects at the Wisconsin Executive Residence. These three committees are:

- **Subcommittee on Executive Residence Kitchen and Foyer** (this subcommittee will review issues relating to the remodeling of the kitchen and foyer)

- **Subcommittee on Executive Residence Garden Master Plan and Shoreline Restoration** (this subcommittee will review issues relating to a master plan for the formal gardens at the Executive Residence and the proposal to restore natural landscaping to the shoreline on the property**)**

- **Subcommittee on Executive Residence Furniture and Furnishings** (this subcommittee will review proposals and donations of furniture and furnishings for the public and private areas of the Executive Residence)

Please see the subcommittee member listing attached at the end of these minutes.

15. Capitol Floor Cleaning

Paula Veltum presented a report on the Capitol Custodial Issues- Contract Cleaning and Marble Floor Spotting Background Information. DOA was directed to come up with a report for the May meeting regarding the history of contracting out, how much work needs to be contracted out, and what kind of staffing level should be involved.

DOA hired contract services (Peterson Cleaning) to clean the public areas of the Capitol. During cleaning approximately 100 locations were noticed where white stains appeared on the marble floors throughout the Capitol building. DOA Masonry tested the spots and found they were caused by leakage of battery acid while the contractor was charging their batteries and driving their equipment throughout the Capitol public areas. DOA Masonry is currently in the process of removing the spots by polishing the stone. This contractor is no longer the contractor and DOA is disputing their final invoices until cleaning costs are finalized. Cleaning is estimated to take six weeks at a cost of $16,000.

Board members requested a cost benefit analysis on utilizing contract cleaners versus DOA employees to be presented at the next SCERB meeting.

16. State Capitol Park Sidewalk Chalk and Cleaning Report

Paula Veltum gave an update on the Capitol Chalk Cleanup process. The DOA grounds team is working on removing chalk on a continual basis using a brush, buckets of water, and a power washer to keep sidewalks clear and safe. Chief Erwin addressed vandalism issues and Capitol Police's duty to protect the grounds. He stated permits are required to chalk as well as clean-up afterwards.

17. Other Business

Senator Schultz presented a Capitol Rotunda Kiosk Subcommittee update report. This will come back at the May meeting for a more formal update.

Senator Risser stated that non-SCERB members can contact the chairperson of any of the Subcommittees to get involved.

Senator Risser requested the election of board officers be held at the May meeting. Officers of the board include Chair, Public Member Vice-Chair, and Legislative Vice-Chair.

Representative Loudenbeck thanked DOA, as all of the exterior displays were out of the windows when offices were moved.

18. Next Meeting

The next meeting is tentatively scheduled for May 13 or May 20, 2013 at the Executive Residence.

19. Adjournment

The meeting concluded at 3:13 p.m.

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