

State Capitol and Executive Residence Board
Executive Residence
October 31, 2016 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 PM at the Executive Residence.

2. Roll Call

SCERB Recording Secretary, Jillian Quarne, called the roll. A quorum was present.

Members Present: Senator Risser, Senator Roth, Representative Hesselbein, Representative Loudenbeck, Ms. Alton, Ms. Brown, Mr. Draeger, Mr. Fernholz, Mr. Kay, Ms. Neitzel, Ms. Reed, Mr. Siggelkow, Ms. Torstveit, Ms. Veltum.

Members Absent: Senator Olsen, Representative Born.

Guests Present: Cassie Jurenci, Office of Senator Risser; Ted Crawford, DOA-DFM; Mike Bath, DOA-DFM; Jason Rittel, DOA-DFM; Dr. Bruce Allison, Allison Tree, LLC; Dr. Robert Ross, USDA Forest Products Lab.

3. Approval of Previous Meeting Minutes (January 11, 2016)

Senator Risser presented the previous meeting minutes as complete.

Motion #1: Mr. Kay motioned to approve the previous meeting minutes. Seconded by Ms. Neitzel.

Motion #1 approved by unanimous voice vote.

4. State Capitol Project Updates

Mr. Crawford presented an overview of completed projects, projects under construction or out for bid, and projects under design at the Capitol.

Recently Completed Projects

- Phase II Dome Plaster Repair/Painting
- Lactation Room – North Basement

The Board had some questions regarding public access to the lactation room. Ms. Torstveit explained that for security reasons, the room is mainly for employees and available by key-card access. The public can be granted access via permissions of the Tour Desk or if they have any legislative meetings. Representative Hesselbein inquired as to whether there is any sort of notice provided at the Tour Desk about the lactation room. As there is not currently, that is something DFM can look into and provide. Other alternatives discussed

by the Board include the Tour Desk accompanying guests to the room to allow entrance, or provide a guest key-card that can be checked out and returned.

- Capitol 411S A/V System Upgrade
- Conference Room Table Modifications
- Governor's Entrance Wood Repair and Refinishing
- Capitol Exterior Lighting
- Capitol Square Reconstruction and Mifflin Street Bike Lane

Projects Under Construction / Bid

- Interior Window Refinishing

5. State Capitol Projects for Approval

The first item for approval was presented by Mr. Rittel for the installation of a Step 'n Wash. There is a public request to have assistance in the restroom for children and shorter individuals to be able to reach the sink to wash their hands. Restroom 31E is the ideal location for this installation as it is a unisex restroom often used by families, and is also where the baby changing station is located.

The Step 'n Wash is a safe and cost effective way to provide access to those in need of assistance when reaching for the sink. It is a stainless steel, self-retracting step that would be bolted to the floor underneath the lavatory counter. It has an 800-pound capacity and five year warranty. When not in use, the step sits in vertical position under the counter and out of the way, preventing any sort of protrusion or tripping hazard. DOA-DFM looked at this product as an innovative and complimentary way to meet the public's request.

After some discussion and consideration, the Board had great concern as to how this device would affect the integrity of the Capitol, as it would have to be bolted into the original marble floors. As Ms. Brown and Mr. Draeger pointed out, drilling holes to accommodate this device could be detrimental to the Capitol's finishes long term, especially if after 10-15 years of its useful life the design could change and more holes would have to be drilled to accommodate a new device. The Board discussed other alternatives such as finding a device that could potentially mount to the underside of the sink; lowering the sink itself, although that would provide difficult to rearrange plumbing and end up more costly; or simply providing a portable step-stool, which could still prove hazardous if the public does not return it to its proper position out of the way. There was also the question as to whether this could comply with ADA rules.

Motion #2: Representative Loudenbeck motioned to have DOA-DFM research other alternatives that are non-permanent and bring the results back to the Board for further discussion and consideration. Seconded by Ms. Brown.

Motion #2 approved by unanimous voice vote.

The second item up for discussion was the 3M Prestige Sun Control Window Film as presented by Ms. Veltum. The film is a proposed item by DOA-DFM to be installed on the inside of the

windows in both the Capitol and Executive Residence to help block UV rays; provide heat and energy savings; and most importantly prevent sun damage on the furniture and finishes, some of which are already facing replacement due to such deterioration. After research and several test installations, DOA-DFM determined that the 3M Prestige Series window film seems to be the best performer and most holistic solution.

While the Board was able to view a test sample while at the Residence, several members raised questions about placement, cost, warranty and visibility. The ideal placement to begin with includes the larger chamber rooms and Governor's conference room in the Capitol, as well as the entire first floor and basement laundry room at the Executive Residence. In terms of warranty, 3M provides a comprehensive warranty; and a 15-year warranty is provided by the installer. The window film is measured and pre-cut offsite so that seams are much smaller than the samples provided. Used throughout the county in commercial buildings and schools, it is found to be performing well against hand prints, etc.; and it is also metal-free and therefore does not intercept cell reception. Mr. Draeger noted that to his eye, the window film was apparent. His concern related to the wear and lifespan of such films as plastic tends to yellow over time. Per Ms. Veltum, the films can be easily removed if problematic and the manufacturer will replace any discoloration. From a cost perspective, DOA-DFM is already facing extensive costs to replace custom furniture and finishes, particularly drapery. The costs of installing the 3M film on the windows is significantly less when it can potentially double the life span of the furniture and finishes that are already being replaced ahead of their life expectancy.

While some of the Board members still had some reservations about the performance of such films, it is a cost-effective solution that DOA-DFM has budgeted for; and at the recommendation of Mr. Kay, will be routinely monitored as part of the Capitol and Executive Residence maintenance plan.

Motion #3: Senator Roth motioned that DOA-DFM install the 3M Prestige Sun Control Window Film to the locations specified, which include the large chamber rooms and Governor's conference room at the Capitol, as well as the first floor and basement laundry room windows at the Executive Residence.

Motion #3 was approved in a 10-3-2 majority vote.

Votes to approve the installation: Senator Risser, Senator Roth, Representative Hesselbein, Representative Loudonbeck, Ms. Alton, Ms. Brown, Ms. Neitzel, Ms. Reed, Mr. Siggelkow, Ms. Torstveit.

Votes to deny the installation: Mr. Draeger, Mr. Fernholz, Mr. Kay.

The last item for SCERB approval, as presented by Mr. Crawford, is a study for a 2019-21 Capital Budget project which will allow DOA-DFM to determine the scope of repairs and costs needed for the Capitol dome exterior.

Motion #4: Senator Risser motioned to allow DOA-DFM to perform the study of the Capitol dome exterior.

Motion #4 was approved by unanimous voice vote.

6. Executive Residence Project Updates

Mr. Crawford presented an overview of completed projects, projects under construction or out for bid, and projects under design at the Executive Residence.

Recently Completed Projects

- Fireplace Repairs and Upgrades
- Flagpole Replacement
- Exterior Electrical Upgrades – GFI

Projects Under Design

- Sound System Upgrades – it was discussed that this item will be deferred to the Executive Residence Furniture and Finishes subcommittee and brought back for discussion at a later date.

7. Capitol Park

Ms. Veltum, Dr. Allison and Dr. Ross were present for the meeting to provide the Board an update on all of the Capitol Park trees. Ms. Veltum provided a summary of the maintenance conducted on the Capitol grounds, including removal of girdling roots on the promenade maples and additional soil testing to confirm high pH in the soil causing chlorosis of the trees. Dr. Allison spoke of the treatment plans being taken by the Capitol grounds team to amend the soils and maintain the trees. Ms. Veltum also discussed the bur oak tree 320 that had failed over this summer. Dr. Allison explained the bur oak failure in detail informing the Board that the cause of the failure was brown rot and that this was not detectable by any outward signs of the tree or with instrumentation. Dr. Allison introduced Dr. Ross, from the USDA Forest Products Lab, to explain how failures in wood are detected utilizing instrumentation and analysis. Dr. Allison also explained his extensive investigation and analysis of additional Capitol Park trees throughout this year. Dr. Allison has worked with DOA-DFM staff to enhance on-site observations, as well as a proactive plan to monitor and assist the health of the trees and protect the public. Chlorosis, girdling roots and increased pH levels are constant stressors for the existing trees. DOA-DFM has removed seven trees this year for various factors or safety concerns, and is proactively making adjustments to the Capitol Park maintenance plan. Lastly, Ms. Veltum provided a report that the Capitol grounds team is working to move to EnvironMelt for de-icing surfaces as this product is less corrosive and more environmentally friendly to vegetation. Making a change to this product would reduce the amount of calcium chloride and salt on the Capitol grounds, which may aid in reducing the pH of the soils at the State Capitol.

8. Subcommittee Reports

Executive Residence Furniture and Finishes

Ms. Alton, subcommittee Chair, and Ms. Torstveit introduced and provided visual samples of several items that the subcommittee previously approved, including: a new reception room table; replacement fabric for the sunroom sofa and chair; a new dining room table, sideboard and chairs; the dining room wallpaper design; Capitol room 411S AV and sound system upgrade; the exterior canopy replacement, mailbox replacement, a new kitchen pot rack, and small tuffet. The Board commended the subcommittee on all of their hard work.

Motion #5: Senator Risser motioned to approve the subcommittees' items. Seconded by Representative Hesselbein.

Motion #5 was approved by unanimous voice vote.

Executive Residence Garden Master Plan

Mr. Fernholz, subcommittee Chair, and Mr. Crawford provided a brief update on the Circular Drive replacement project. The subcommittee approved the redesign on changing the slab under the paver system to compact granular fill, similar to most driveway applications. This redesign also takes into account the existing soil conditions at the site. The tentative re-bid will take place in January or February 2017; and construction will start in spring.

Motion #6: Mr. Fernholz motioned to approve the subcommittees' item for the Circular Drive replacement project. Seconded by Ms. Brown.

Motion #6 was approved by unanimous voice vote.

State Capitol ADA Signage

Mr. Draeger, subcommittee Chair, explained that the subcommittee is still gathering information on this topic and will plan to have a formal meeting this fall. He explained that after a recent meeting with Representative Steffen on lighting and braille, as well as his attendance at a recent conference, several contacts have been acquired for the US Capitol. The subcommittee plans to reach out to an Architect and ADA consultant at the US Capitol, as well as meet with members of the National ADA Association who have a regional office in Chicago. From information and ideas acquired through these meetings, the subcommittee will plan to provide a full report to the Board at the next meeting.

9. Capitol Custodial Staff and Waste/Recycling Program

Ms. Veltum provided the Board with an update on the changes coming for the current custodial staff. The Capitol currently has a contract for custodial services, but in 2017 will be switching back to LTE employees to carry out these job functions. The switch will provide budget savings, better training and maintenance services, security improvement, as well as eliminate problems experienced with past contract providers.

Mr. Rittel then presented the changes to be made for the waste and recycling program. As it currently stands, the waste receptacles throughout the Capitol are under-sized, visually unappealing and inefficient. In beginning to research other options, it was discovered that the

University of Wisconsin-Madison currently holds a contract with Max-R, a local Wisconsin company that provides customized waste and recycling bins. All containers are customizable with several color/finish options, layout configurations, capacity sizes, and waste streams. All containers are made from recycled plastic, are environmentally friendly, scratch and damage resistant; and cost-effective. This will allow for greater capacity, increased single-stream recycling, and better concealment within the common spaces.

While the Board agreed these options would be an improvement from what is currently provided, there was still some concern about the visual appeal for such a high ranking building. As the containers viewed may prove appropriate for some areas of the building, they did not fit the aesthetic and importance of other areas. Ms. Alton inquired as to whether other manufacturers were optioned. Mr. Rittel explained that DOA-DFM researched and price checked several other vendors, as well as had some tour the facility. It was deemed that Max-R provided the best option to match the facility, provide durable containers, as well as be a cost-effective option. Ms. Torstveit also explained that if the Board would like further recommendations, the contract would have to be put through a full bidding process. Ms. Alton thought it would be worth the additional research to see if there were better vendor matches, or possibly even work with the manufacturer to improve some of the design elements. The Board felt this was an item to be deferred to the Executive Residence Furniture and Finishes subcommittee for further review and analysis.

10. 2017-19 Capital Budget

Mr. Crawford provided a brief overview of projects that will be addressed as part of the 2017-19 Capital Budget. They include:

Capitol

- Storm Sewer Repairs
- Fire Alarm System Upgrades
- Security System Upgrades
- Assembly Chambers Ceiling Restoration
- Exterior Masonry Repairs: Grand Stairs, Deck and Porch
- 4th Floor Wing Roof Replacement
- North Wing Carpet Replacement
- HVAC Variable Drive Replacements
- AHU Duct Cleaning
- Flagpole Stripping, Painting and Repairs

Executive Residence

- Non-Public Restroom Fixture Upgrade and Remodeling
- Garage Upgrades
- Front Gate Repair/Replacement
- Lower Level Insulation Upgrades
- Attic Insulation Upgrades

11. 100th Anniversary of State Capitol

Senator Risser and Ms. Torstveit spoke of the Committee that has been formed to plan celebrations for the 100th Anniversary of the State Capitol, chaired by Assembly Speaker Vos. It is intended that there will be events held throughout a year-long celebration, with a potential main event such as a gala or re-dedication ceremony.

The Committee has discussed several ideas in how to engage the public in the Capitol's history. One such idea needing SCERB's approval includes a temporary Wisconsin history tour exhibit. As it is a larger display (approximately 850 SF), the Board would need to approve its placement in the Capitol. Even with its large size, the exhibit would still be portable and could be disassembled for scheduled events. As the Board reviewed potential designs for the exhibit, Ms. Brown inquired as to why such a beautiful exhibit was not left up permanently. Mr. Draeger and Ms. Torstveit explained that the exhibit is an extension off of the existing History Museum that is located on the 6th floor of the Capitol, near the Trumpeters Ring. Once the exhibit is taken down, it will be returned to the Wisconsin Historical Society (WHS).

Other ideas include different activities or events each month, such as a mini golf course, flower garden, a "can-struction" event, and maybe wearable commemorative pins. It was discussed that other items such as original blue print drawings for the Capitol will be housed at the new State Archive Preservation Facility once completed.

Motion #7: Representative Loudenberg motioned to approve the WHS's exhibit display for the 100th Anniversary celebration. Seconded by Ms. Neitzel.

Motion #7 was approved by unanimous voice vote.

12. Other Business

The Board discussed that the tentative next meeting will be held at the Capitol in February 2017.

13. Adjournment

The meeting concluded at 3:21 p.m.