

**State Capitol and Executive Residence Board
Governor's Conference Room
September 21, 2015 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 in the Governor's Conference Room.

2. Roll Call

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

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

Members Absent: Senator Roth, Representative Hesselbein, Mr. Siggelkow.

Guests Present: Cassie Jurenci, Office of Senator Risser; Ron McCrae, Office of Representative Hesselbein; Ted Crawford, DOA-DFM; Mike Bath, DOA-DFM; Paula Veltum, DOA-DFM.

3. Approval of Previous Meeting Minutes (April 27, 2015)

Representative Loudenbeck requested a modification of the votes recorded for Motion #3 from the April 27, 2015 minutes. Per the discussion had, an adjustment will be made to the votes documented for this motion.

Motion #1: Mr. Fernholz motioned to approve the previous meeting minutes as amended by Representative Loudenbeck. Seconded by Ms. Reed.

Motion #1 approved by unanimous voice vote.

4. Chair and Co-Vice Chair Elections

Mr. Beck introduced the elections and opened the nominations for the Chairperson, Legislative Co-Vice Chair and Public Co-Vice Chair.

Senator Olsen nominated Senator Risser for Chairperson. No other nominations were made.

Motion #2: Mr. Fernholz motioned to elect Senator Risser as the Chairperson. Seconded by Senator Olsen.

Motion #2 approved by unanimous voice vote.

Senator Olsen nominated Representative Loudenbeck for the Legislative Co-Vice Chair. No other nominations were made.

Motion #3: Senator Olsen motioned to elect Representative Loudenbeck as the Legislative Co-Vice Chair. Seconded by Senator Risser.

Motion #3 approved by unanimous voice vote.

Mr. Fernholz nominated Mr. Kay as the Public Co-Vice Chair. No other nominations were made.

Motion #4: Senator Olsen motioned to elect Mr. Kay as the Public Co-Vice Chair. Seconded by Representative Loudenbeck.

Motion #4 approved by unanimous voice vote.

5. Wisconsin Chamber Orchestra

Mr. Beck gave a report on the SOSONIC canopy structure that was assembled for the 2015 season of Concerts on the Square.

DOA Facilities (DFM) worked very closely with the crew who assembled the SOSONIC structure for the concert series. There were several design changes made to the canopy out of DFM's concern for water runoff off the back of the canopy; as well as damage to the concrete and marble stairs, positioning of the structure, and proper access to the Capitol building. The SOSONIC staff was very accommodating to these changes and was able to modify the structure to meet DFM's requirements.

Set-up and take-down of the structure proved to take longer than was proposed. Week-to-week this time was improved on; however, the initial set-up usually started Tuesday evenings around 6:00 p.m. instead of Wednesday mornings as was proposed. The structure itself was generally assembled Tuesday evenings, the stage Wednesday mornings, and then everything was disassembled by the end of evening on Wednesday nights.

There was a request by the SOSONIC staff to bring in their own forklift to assist with the timeliness of set-up. Per Ms. Torstveit, this request was denied on the grounds that they wanted to operate the forklift with their own driver, as well as the potential risk of damage to the Capitol building.

Senator Risser inquired about the structure's use when the weather is decent. Ms. Torstveit and Mr. Beck explained that per the Wisconsin Chamber Orchestra's original proposal, the canopy is most valuable for its acoustical advantage. As they wish to enhance the Concerts on the Square series, the canopy helps bounce the sound out towards the audience, as well as helps record the sound from the instruments and enables the orchestra to properly hear their own music while playing.

Mr. Draeger and Senator Olsen also expressed concern with the structure's wind-load capabilities and if insurance is provided to protect the State from any liabilities. Ms. Torstveit explained that

while a test-run has not been done for an emergency take-down, it was mandatory for the Wisconsin Chamber Orchestra to provide proof of insurance when applying for the Facilities Use Permit.

Mr. Draeger also raised concerns about seeing the speakers tied to the balustrades. In the event of inclement weather or potentially high winds, having the speakers attached could put an immense amount of strain on the balustrades or cause potential damage. Mr. Beck explained that DFM noticed this at the first performance and immediately instructed the SOSONIC staff not to do so, of which they complied for the remaining performances.

Lastly, there was a lengthy discussion regarding various sponsor advertisements attached to the canopy's banner and speakers. As this item was not addressed in the Wisconsin Chamber Orchestra's original proposal, SCERB felt it was necessary to discuss in the event that the canopy continues to be used for future concert seasons. Some of the Board members expressed concerns about commercializing the Capitol and inquired as to whether the structure's use is dependent on promoting the sponsors because of their monetary donations. Additional discussion was held regarding whether the sponsors are announced, provided in the program, or whether they have been advertised in past seasons without the canopy. In conclusion, some of the Board members felt it was necessary to address the advertising, to be consistent with the Facilities Use Permit and DOA Tenant Manual.

Motion #5: Senator Olsen motioned to restrict commercial signs on the promenade of the Capitol per the DOA Facilities Use Policy. Seconded by Mr. Fernholz.

Motion #5 approved by unanimous voice vote.

If necessary, the Board will revisit the topic at the next meeting when the Wisconsin Chamber Orchestra's staff can be present to address these concerns. At that time, the Board may have the opportunity to revise the motion.

6. Plaques and Monuments

The Board was provided visual copies of the Vietnam Veterans Memorial plaque that is on display on the first floor of the West Wing in the Capitol. It was placed on display in August and will be on display for the 50th anniversary until August 2016, as agreed upon at the last meeting for a one-year term.

7. 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

- North Hearing Room Cove Lighting Replacement
- Supreme Court Hearing Room Carpet Replacement (August 2015)

Projects Under Construction / Bid

- Interior Sills & Jambs – Stain & Varnish
- Park Forest Management (Per Approved “Capitol Park Master Plan” of 2004)
- Phase II Dome Plaster Repair/Painting

Mr. Crawford noted that the inner ring of the Rotunda on the first floor will be closed from October 5th through November 10th as a safety precaution. The railings will also be protected. Past this date, all remaining repairs will take place on the inside of the Dome and the interior of the Dome space shall reopen upon project completion towards the end of January 2016.

- Majority Leader Conference Room Cabinetry
- Wisconsin Avenue Steps

The Board expressed concern regarding the delay in progress of this project. Mr. Crawford explained that while the stone was ordered in August, it is on back-order and still has yet to be received. With only one quarry available to supply this particular stone, the project will move forward upon receipt and should be done by the middle of October.

Projects Under Design

- Exterior Park Lighting Upgrades
- Lactation Room – North Basement
- Assembly Chamber Ceiling Plaster Repair & Painting (Summer 2016 construction)

Proposed Projects – Capital Budget 2015-17

- North & West Wing Carpet Replacement
- Repair Walks/Circle Drive & Drain Repair East Washington Ave.
- Interior Accessible Door Openers West Wing – Last Set of Doors
- North Wing Fire Alarm Upgrades

Facilities Investment Plan (2015 to 2021)

- Governor’s Mural Restoration in 2017-19
- Balustrade Repair. Request in 2017-2019
- Restoration Planning West Wing – Study in 2017-19
- 4th Floor Wing Roof Replacement in 2017-19
- MLK Grand Stairs & Deck Masonry Repair & Waterproofing in 2017-19
- 10th Floor Gutter & Interior Downspout Repair in 2017-19
- Elevator Doors & Casing Replacement. Request in 2019-2021
- Review, Repair, Rebuild Wisconsin Statue. Request in 2019-2021

8. State Capitol Projects for Approval

Ms. Torstveit introduced a project to adjust the conference room tables in the Senate Hearing Rooms at the request of the Senate Chief Clerk’s office. Starting with the tables in Room 220SE, these tables currently rest at 21-22 inches high, versus the typical 28-32 inches. Because they are original historic tables to the Capitol, DFM would like to use a block riser to place on the ends of the table legs to raise them up without damage to the original legs. A mock-up design was presented. While the Board expressed concern in making sure the block design corresponds with the historic aesthetic of the tables, they agreed this was the best option over drilling threads into

the bottom of the legs, at risk of splitting the legs, or replacing the tables in total. It is also the most cost-effective attempt for a solution. Should this option provide success and proof is provided to the Board at the next meeting, the blocks can be made for the additional hearing rooms.

Motion #6: Senator Olsen motioned to provide authority to use the test-design in one room to see if it works. Seconded by Ms. Brown.

Motion #6 approved by 11-1 voice vote.

Votes to deny the request: Mr. Draeger.

9. Executive Residence Project Updates

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

Recently Completed Projects

- HVAC System Maintenance Cleaning
- Install LED Lighting on Flag Poles

Projects Under Construction / Bid

- Security and Hardware Upgrades; and Refinishing of Exterior Doors
- Repair/Replace Panels in Reception Room Exterior Doors

Projects Under Design

- Replacement of Stamped Concrete around Entry Fountain – Pavers
DOA received three bids, all of which were over budget. The newly engineered design listed two types of pavers in the specifications (specs), which may have contributed to the varying cost-estimates from the bidders. The project will be taken back to the sub-committee to finalize the specs and re-evaluate the new design. The project is estimated to be re-bid in the spring of 2016.

Proposed Projects – Capital Budget Projects 2015-17

- Exterior Electrical Upgrades – GFI
- Fireplace Repair
- Sound System Upgrades - Speakers
- Replacement/Relocation of the Maintenance Tool Shed
- Non-Public Restroom Fixture Upgrade and Remodeling (Sub-Committee)
- Garage Upgrades

Facilities Investment Plan (2015 to 2021)

- Front Gate & Fence Repair/Replacement in 2017-19
- Attic Insulation Upgrades in 2017-19
- Sprinkler System Study (attic) in 2019-21

10. Sub-Committee Reports

Re-establishment of Sub-committees

A sign-up sheet was passed around to the Board members a second time to verify their status with the sub-committees. Senator Risser proposed that without objection, designations made on this sheet will be the final rosters for the sub-committees moving forward. Continuing their role, Ms. Alton will serve as the Chair of the Executive Residence Furniture and Finishes sub-committee; Mr. Fernholz will serve as the Chair for the Executive Residence Garden Master Plan sub-committee; and Mr. Draeger will serve as the Chair for the State Capitol ADA Signage sub-committee.

Executive Residence Furniture and Finishes

Ms. Alton, Sub-Committee Chair, informed the Board that there are several projects that have been recently presented to the sub-committee that will be reviewed in the next couple of weeks. Recommendations on these items will be provided at the next meeting.

Executive Residence Garden Master Plan

Mr. Fernholz, Sub-Committee Chair, gave an update on the Garden Master Plan. The sub-committee is awaiting a progress update for Phase 1 of the plan. Because Phase 1 coordinates with the paver replacement project, which will need to go back out for bid, there has not been any update as of yet. In the meantime, Mr. Diblick, the Master Garden Planner, is said to be working on the design portion of Phase 2 and Phase 3 of the master plan.

Mr. Fernholz is also awaiting a more specified plan for the Shoreline Restoration project from Mr. Diblick. Environmentalists are looking to see implementation of a filtering system to prevent phosphorus runoff from getting into the lake. According to Ms. Torstveit, Mr. Diblick has met with the environmentalists and there is current debate about the species along the shoreline and the proper action to be taken. Mr. Fernholz also expressed interest in seeing a storm-water runoff system, potentially creating a natural stone dip or retaining wall, to be implemented off the shoreline to filter approximately one inch of rainwater so that it is not flowing from the surface of the lawn directly into the lake.

Tree Report

The Board was presented a letter from Dr. Allison regarding two mature Ash Trees along the lake shore, as well as two younger Ash Trees near the front gate of the Executive Residence. With detection of extensive deadwood in their canopies, large limb dieback and sprout growth on the trunks of the two mature trees, Dr. Allison recommends tree removal as the most reasonable option. For the two younger trees that do not show any signs of large limb dieback, Dr. Allison recommends injection of a bi-annual insecticide or yearly insecticide soil-drench in an attempt to preserve them. Mr. Fernholz explained that while insecticide soil-drenches are a viable option, he does not agree that this is the proper solution because of the fact that insecticide soil-drenches kill a high volume of insects. He would however support injections as a method to preserve these two trees.

Dr. Allison's report also made mention of a tree lilac near the Executive Residence's entry gate that is showing signs of transplant shock and failure to thrive. It was recommended to take soil samples and test for mineral deficiency, pH, organic matter and soil salinity. With winter salting potentially prohibiting the tree lilac's growth, soil flushing with heavy water is recommended in the spring.

Motion #7: Representative Loudenbeck motioned to remove the two mature ash trees by the lake shore per Dr. Allison's analysis, treat the two younger Ash Trees with injections, and flush the tree lilac. Seconded by Senator Olsen.

Motion #7 approved by unanimous voice vote.

State Capitol ADA Signage

Ms. Torstveit explained that there is a continued effort on behalf of DFM to gain information from other state capitol buildings, as well as the Nation's capitol, about braille practices and signage. Because implementation is found to be quite difficult due to the complex nature of these buildings, tour guide assistance is still a valued and common solution.

11. Capitol Park

The Board was presented a second letter from Dr. Allison regarding 64 Autumn Blaze maple trees planted along the Capitol Park perimeter that are showing signs of extreme yellowing, leaf scorch and girdling roots. These issues are especially pronounced along Mifflin Street. As a follow-up report from Ms. Veltum, the leaf scorch is likely due to heavy winter salting. As a result, DFM has worked with the city to flush out all of the trees with water from the surrounding hydrants. The soil has also been tested and there is no soil deficiency surrounding the maple trees noted in the return report. In regards to the girdling roots, Dr. Allison is scheduled to come October 1st to help cut some of the girdling roots. From there, the trees will be monitored to see how they develop into the spring with exposed roots. DFM will also do another water flush in the spring to assist with this winter's salting.

12. Other Business

Senator Risser talked about the upcoming 100th Anniversary of the State Capitol in 2017 and inquired as to whether SCERB should be involved in that celebration. While there has not been an official response from the Joint Legislative Leadership Committee on their involvement, SCERB would like to contribute.

Senator Olsen raised concerns that SCERB is really more of a facilities committee versus a planning committee. To that concern, Mr. Draeger proposed involvement from the Wisconsin Historical Society and potentially having the Director become the Chair of that committee. Representative Loudenbeck also spoke of Item #96 in the Veto Message from the Budget that called for the Joint Committee on Legislative Organization to appoint a 100th Anniversary State Capitol Commemoration Commission. As part of that commission, nine members would be nominated, one each from the House Speaker, Assembly Minority Leader, President of the

Senate, Senate Minority Leader, Governor, Supreme Court, Secretary of DOA, SCERB, and Director of the State Historical Society. While the motion was not necessary to be included in the Budget, the Legislature is still encouraged to form this committee. With a committee structure already formed and supported, the Board agreed it would be appropriate to reach out to the House Speaker for Legislative involvement, as well as the Historical Society.

Motion #8: Senator Olsen motioned to have a letter sent from SCERB to the Legislature to carry on with their motion that got vetoed and recognize that SCERB has members willing to participate in the committee that is formed for the 100th Anniversary State Capitol. Seconded by Representative Born.

Motion #8 approved by unanimous voice vote.

Senator Risser also approached a subject regarding assisting hearing impaired visitors to the Capitol. He recently heard that other public buildings were implementing new Hearing Loop technologies as a method to assist such individuals. Senator Risser inquired if SCERB should consider turning the Joint Finance Committee Room and Assembly Chambers into rooms with hearing loops. As explained by Ms. Torstveit and Ms. Veltum, the Capitol currently has black boxes placed in various locations throughout the Capitol, but that additional research can be done to see what else is currently implemented in the Capitol, as well as what other technologies are available. This item of business will be addressed at the next meeting.

Senator Risser inquired about the number of wheel chairs available at the Capitol. There is an effort to gain a second. It is also published on the website that if any visitors need assistance, they should contact the information desk ahead of their visit.

The last remaining business revolves around the next SCERB meeting. It was discussed by the Board that it will likely be held in early 2016.

13. Adjournment

The meeting concluded at 3:04 p.m.