

State Capitol and Executive Residence Board
Governor's Conference Room
Monday, May 20, 2013 Meeting
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 p.m.

2. Roll Call

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

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

Members absent: Representative Stroebel, Representative Loudenbeck, Senator Olsen, Ms. Reed, Ms. Brown

There is one vacancy on the board.

Guests: Paula Veltum, DFM; Mike Bath, DFM; Nate Rice, Wisconsin Shoreland Restoration Group; Sarah Briganti, Office of Senator Risser; Cassie Jurenci, Office of Senator Risser; Emily Pritzkow, Office of Representative Hintz

3. Introduction of New Members

There were no new members introduced.

4. Approval of Previous Meeting Minutes (Feb 11, 2013)

Motion #1: Senator Schultz moved to approve the minutes of February 11, 2013. Seconded by Mr. Kay.

Motion #1 approved by unanimous voice vote.

5. Election of Chair, Public Vice Chair, Legislative Vice Chair

Senator Risser moved an election for Election of Chair, Public Vice Chair, and Legislative Vice Chair.

Motion #2: Mr. Kay moved to nominate Senator Risser for the Legislative Chair. Seconded by Senator Schultz.

Motion #2 approved by unanimous voice vote.

Motion #3: Senator Risser moved to nominate Mr. Kay as the Public Vice Chair. Seconded by Senator Schultz.

Motion #3 approved by unanimous voice vote.

Motion #4: Senator Risser moved to nominate Representative Loudenbeck as the Legislative Vice Chair. Seconded by Senator Schultz.

Motion #4 approved by unanimous voice vote.

6. Executive Residence - Preservation Maintenance Plan

Paula Veltum presented the Executive Residence-Preservation Maintenance Plan put together by C&S Design and Engineering. DFM is working to ensure the plan is being followed and the recommendations and/or repairs are completed or budgeted for in the Capital Budget. A summary of Capitol improvements and suggested timelines was handed out and DFM intends to use this report going forward for improvements at the property. Cindy Torstveit stated that this plan ranges from \$1.3 to \$1.4 million, spread over six to ten years. DOA will time these items appropriately and bring them back to SCERB or the State Building Commission for final approval if necessary. Members voiced appreciation for the report.

Motion #5: Senator Schultz moved to approve the concept of the Executive Residence-Preservation Maintenance Plan. Seconded by Mr. Fernholz.

Motion #5 approved by unanimous voice vote.

7. SCERB Sub-Committee Reports

Executive Residence Furniture and Finishes / Ms. Debra Alton

Ms. Alton gave a summary of the recent Executive Residence Furniture and Finishes subcommittee action. They have had two meetings regarding the sunroom. Floor plans, including samples of the furniture and finishes, were displayed at the meeting. The subcommittee approved the layout, materials, and finishes in concept and theory prior to the meeting.

Donations for the 2nd floor bedrooms and sitting room have been received by WERF. The subcommittee has given the First Family discretionary approval over these donations.

Motion #6: Mr. Draeger moved to approve the subcommittee report and recommendations. Seconded by Mr. Siggelkow.

Motion #6 approved by unanimous voice vote.

Executive Residence Master Garden Plan / Mr. John Fernholz

Mr. Fernholz gave an update on the Executive Residence Master Garden Plan subcommittee. There is conflict with indoor renovation projects in regards to installation. Outdoor spaces need to be available and not under construction while indoor construction is going on. The subcommittee has not met yet but is planning to meet in July.

Capitol Kiosk / Senator Schultz - Deferred until the next SCERB meeting.

Executive Residence Kitchen / Ms. Laurel Brown – Deferred until the next SCERB meeting.

8. State Capitol Maintenance Plan

Paula Veltum gave a brief update on the State Capitol Maintenance Plan which included the Master Capitol Preservation Schedule. Mr. Fernholz requested the maple trees on the promenade be pruned annually. DOA recently did an annual walk-through and this was documented. Senator Risser thanked DOA for coming up with a plan.

Motion #7: Mr. Fernholz moved to give conceptual approval of the Capitol Maintenance Plan. Seconded by Senator Schultz.

Motion #7 approved by unanimous voice vote.

9. State Capitol Baby Changing Stations Recommendation

Paula Veltum gave an update on the State Capitol Baby Changing Stations recommendation. DOA is currently looking at the Women's bathroom (25 West) and the Men's bathroom (30 East) on ground floor to use and include a table within them for the changing station. The wood table would match the restroom door design so it is aesthetically pleasing and blends well with existing architecture. The design will meet all ADA requirements. The work will be completed by summer 2013. Mr. Draeger approved the plan from a historical perspective, but urged that stickers would be taken off to avoid graffiti.

Motion #8: Mr. Kay moved to approve the proposal of the Baby Changing Station. Seconded by Ms. Neitzel.

Motion #8 approved by unanimous voice vote.

10. State Capitol 6th Floor Viewing Station

Paula Veltum presented on the State Capitol 6th Floor Viewing Station and passed out several documents with pictures and designs of the viewing station. The viewing station will provide an unprecedented view from the Capitol rotunda and would give public visitors a chance to see the magnificence of the Capitol. It is not a permanent installation. There would be no hard connection to the building and the panels will be held together by a series of clamps at the railing and a friction fit against the wall. The unit can be easily dismantled and removed by maintenance staff. The plexiglass being used is clear, does not obstruct the aesthetic flow, measures ½ inch thick, and is not easily broken. The funding for the viewing station will come from the ornament sales. Mr. Kay voiced concern over the viewing station and voted yes only because it is reversible. Mr. Draeger voiced that he would feel more comfortable to see a mock-up of the viewing station and suggested to schedule a viewing before the next SCERB meeting.

Motion #9: Senator Schultz moved to approve the 6th Floor Viewing Station. Seconded by Representative Hintz.

Motion #9 approved by unanimous voice vote.

11. State Capitol Floor Cleaning Update

Cindy Torstveit gave an update on the damage done to over one hundred marble stones in the Capitol by battery acid. DOA masonry worked diligently to come up with a solution, re-polished all of the stones, and successfully removed all of the markings. The cost was \$17,900. There were two invoices from the previous contractor that DOA had disputed for payment of \$12,600. DOA has requested reimbursement of the remaining amount of \$5,300 from the contractor. DOA is very pleased with the results of the masons and their hard work. The cleaning was completed in March.

12. State Capitol Custodial Outsourcing

Cindy Torstveit gave a background and history on Capitol custodial outsourcing. Currently, public areas of the Capitol are cleaned by service contract and the private areas are cleaned by DOA employees (9 FTEs and 11 LTEs). The current cost of using a service contract and DOA employees is approximately \$591,000. There would not be a significant cost difference if the change was made to use only DOA employees. However, it was noted that currently the positions are not approved in the current budget.

Motion #10: Mr. Kay moved to approve the drafting of a letter for JFC regarding the Capitol maintenance cleaning services for the following reasons: security, expertise, turnover, and cost. Senator Risser will draft the letter to be signed by the public vice chair and legislative vice chair. Seconded by Mr. Fernholz.

Motion #10 approved by unanimous voice vote.

13. Other Business

Ms. Neitzel made a revision to Item #13 from the February 11, 2013, SCERB agenda. The original request was for an exterior light display for the 30th anniversary of Concerts on Square. Funding has not been secured, therefore it will be postponed until the 2014 season.

Motion #11: Mr. Kay moved to approve the exterior light display be extended to the last concert of 2014 instead of 2013. The actual date is to be determined. Seconded by Ms. Alton.

Motion #11 approved by unanimous voice vote.

Cindy Torstveit discussed the request to renovate the 2nd floor kitchenette of the Executive Residence. WERF secured a donation for all appliances, cabinetry, and other materials to refurbish the kitchenette upstairs. The donor is anonymous but was specific on where they wanted materials to come from. DOA Interior Design and Space Management team worked with the Executive Residence to pick out neutral designs. Pictures were passed around for review and materials and finishes were displayed. Cindy Torstveit requested approval from SCERB on the design and to accept the donation.

Motion #12: Senator Risser moved to approve the 2nd floor kitchenette plans presented. Seconded by Mr. Draeger.

Motion #12 approved by unanimous voice vote.

Senator Risser noted the next meeting will be in the fall at the Executive Residence in September or October.

14. Adjournment

The meeting was adjourned at 2:50 p.m.

Subcommittee on Executive Residence Kitchen and Foyer

Ms. Laurel Brown, Chair
5434 Whalen Road
Fitchburg, WI 53575-1930
608-347-9494
Email: lbrown@brownhousehome.com

Ms. Debra Alton
Target Commercial Interiors
1020 John Nolen Drive
Madison, WI 53713
(Office) 608-819-1564
(Fax) 608-257-1859
email: debra.alton@targetinteriors.com

Mr. Jim Draeger
Deputy State Historic Preservation Officer
State Historical Society
816 State Street
Madison, WI 53706
(Office) 608-264-6511
email: jim.draeger@wisconsinhistory.org

Mr. Arlan K. Kay
116 East Dayton Street
Madison, WI 53703
(Office) 608-251-7515, Extension 27
e-mail: arlan_archnet@tds.net

Ms. Kathryn Neitzel
1813 Pineview Dr
Verona, WI 53593
608-770-4402
email: theneitzels@charter.net

Subcommittee on Executive Residence Garden Master Plan and Shoreline Restoration

Mr. John Fernholz, Chair
W 7267 McHugh Road
Holmen, WI 54636-9266
(Office) 608-526-3683
email: Fernholzjd@aol.com

Mr. Arlan K. Kay
116 East Dayton Street
Madison, WI 53703
(Office) 608-251-7515, Extension 27
e-mail: arlan_archnet@tds.net

Senator Dale Schultz
122 South State Capitol
P.O. Box 7882
Madison, WI 53707-7882
(Capitol) 608-266-0703
e-mail: dale.schultz@legis.wisconsin.gov

Senator Luther Olsen
319 South State Capitol
P.O. Box 7882
Madison, WI 53707-7882
(Capitol) 608-266-0751
(District) 715-258-3830
e-mail: luther.olsen@legis.wisconsin.gov

Representative Amy Loudenbeck
209 North State Capitol
P.O. Box 8952
Madison, WI 53708
(Capitol) 608-266-9967
e-mail: amy.loudenbeck@legis.wisconsin.gov

Subcommittee on Executive Residence Furniture and Finishes

Ms. Debra Alton, Chair
Target Commercial Interiors
1020 John Nolen Drive
Madison, WI 53713
(Office) 608-819-1564
(Fax) 608-257-1859
email: debra.alton@targetinteriors.com

Mr. Jim Draeger
Deputy State Historic Preservation Officer
State Historical Society
816 State Street
Madison, WI 53706
(Office) 608-264-6511
email: jim.draeger@wisconsinhistory.org

Ms. Laurel Brown
5434 Whalen Road
Fitchburg, WI 53575-1930
608-347-9494
Email: lbrown@brownhousehome.com

Ms. Kathryn Neitzel
1813 Pineview Dr
Verona, WI 53593
608-770-4402
email: theneitzels@charter.net

Ms. Marijo Reed
W346 N6518 Whittaker Rd
Oconomowoc, WI 53066
414-587-5068
email: mjreed@wi.rr.com