



# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Meeting Minutes - Approved CITY-COUNTY LIAISON COMMITTEE

---

Monday, March 20, 2017

5:45 PM

210 Martin Luther King, Jr. Blvd.  
Room 357 (City-County Building)

---

### A. CALL TO ORDER / ROLL CALL

**Present:** 7 - Enis T. Ragland; Samba Baldeh; Mark Clear; Jeff Kostelic; Andrew Schauer; Al Matano and Paul Nelson

**Excused:** 1 - Sheri Carter

**Others Present:** B. Konkel, J. Zwart, R. Cnare, W. Sparkman and C. Braxton

### B. DISCLOSURES AND RECUSALS

There were no disclosures or recusals from the city members present.

### C. APPROVAL OF MINUTES

A motion was made by Schauer, seconded by Ragland, to Approve the Minutes from the January 9, 2017 meeting. The motion passed by voice vote/other.

### D. FUND TRANSFERS

There were no fund transfers.

### E. REFERRALS

There were no referrals.

### F. ITEMS REQUIRING COMMITTEE ACTION

There were no items requiring committee action.

### G. DISCUSSION ITEM

1. [46504](#) Discussion: City-County Building Lobby Design and Use - Rebecca Cnare, City Planning Division and Jeanine Zwart, City Engineering Division, have been invited to participate in this discussion (placemaking and design).

Cnare and Zwart presented their observations regarding the lobby to the committee. They spoke of an interest in making the lobby more welcoming. Their comments included:

- 1) There should be uniform door frame colors.

- 2) The ceiling has issues.
- 3) The elevator remodel has no relationship to anything in the building. There are concerns about the plastic panels around the elevator, replacing stainless steel corrugated metal. Cnare and Zwart suggest removing plastic laminate from the new elevator.
- 4) There are retirement party signs taped up around the elevator. Nelson suggested a community bulletin board.

Cnare indicated that placemaking is important. It is important to bring the seating back and make people feel comfortable.

Discussion ensued regarding the "Today in the Union" kiosk, with the list of daily meetings. Cnare spoke of curating the space; more regular change of display. She also spoke of having an open meeting space in the lobby.

Zwart spoke of the directory, and said it did not speak of city offices. She also suggested spaces to allow people to perch and write.

Schauer asked, Who can do that? Kostelic said it would be Carlos Pabellon who could address this. Ragland suggested inviting Carlos to the next meeting. Schauer suggested that Zwart reach out to Carlos.

Clear wondered why design details has not been brought to the CCLC initially. If we pay attention to the artwork, it should be the same for the elevators. Cnare underscored the interest of the "Today in the Union" approach. Ragland suggested duplicating the artwork/mural work elsewhere. Zwart spoke positively about the artwork on the first floor. There is also a need for new light fixtures in the lobby.

Nelson indicated that one would need to identify the budget. He asked if there is a way to give people a sense of what goes on in the building. He wondered how many guest come in to the building each day. Clear indicated many buildings show up on Google maps.

Cnare suggested making it easier to use government.

## H. REPORTS TO COMMITTEE

1. [46533](#) Update: Directories in City-County Building - Wes Sparkman, Director, Dane County Office for Equity & Inclusion  
  
Sparkman, Director of the Dane County Office of Equity and Inclusion (OEI) and C. Braxton from OEI addressed the committee.  
  
There will be two directories: Martin Luther King Blvd Jr and Wilson St.  
  
There will be a message, "You are here" in English, Spanish and Hmong. They will be wall-mounted. The translation did cause some delay. The MLK Jr. Blvd entrance directory will be where the information desk was years ago. It will be wheelchair accessible.  
  
On the West Wilson St entrance, it will be next to the non-digital directory. Meeting information, the weather, and other things can be added. Zwart asked will non-digital stay? Response: "Yes."

Schauer asked, who will update the information? Braxton stated that IT is involved. They would need to work on updating information. Baldeh asked, how flexible is the menu? What can the software handle? The vendor is Touch Source.

Cnare asked, if a third one at Carroll St is planned. That would require more money in the future. Sparkman stated that they will find out more. Nelson urged everyone to look at it the directories before our next meeting.

Konkel spoke of hand sanitizer and garbage cans as soon as one walks in. Zwart stated there are uniform cans, but more of them.

Discussion ensued about the kiosks, elevator issues, lobby suggestions, budget considerations, and seating.

**I. FUTURE MEETING ITEMS AND DATES**

The next meeting is Monday, May 15, 2017 or the call of the Co-Chairs.

**J. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

There was no public comment on items not on the agenda.

**K. SUCH OTHER BUSINESS AS ALLOWED BY LAW**

There was no other business as allowed by law.

**L. ADJOURNMENT**

A motion was made by Matano, seconded by Ragland, to adjourn. The motion passed by voice vote/other.