



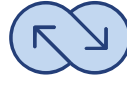
SHAPE THE FUTURE
OF HIGHER EDUCATION



THRIVING ACADEMIC
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CULTIVATE INCLUSIVE
EXPERIENCES



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ALLIANCES



PREMIER
REGIONAL HUB



SLEEK, SIMPLE,
INTUITIVE

WCTC District Board Regular Meeting

Tuesday, September 10, 2024, 5:00 p.m.
Waukesha County Technical College
Richard T. Anderson Education Center, C051/057

UPCOMING MEETINGS

Regular Board Meeting	Tuesday, October 8, 2024	5:00 p.m.	RTA, C051/C057
Regular Board Meeting	Tuesday, November 12, 2024	5:00 p.m.	RTA, C051/C057
Regular Board Meeting	Tuesday, December 10, 2024	5:00 p.m.	RTA, C051/C057

The modern comprehensive regional college
that ignites people to thrive in a changing world.



WAUKESHA
COUNTY TECHNICAL
COLLEGE

Hands-on
Higher Ed

**Waukesha County Area Technical College
District Board Meeting
September 10, 2024 – 5:00 PM
Richard T. Anderson Education Center, C051/057**

AGENDA

- I. Call to Order – Brian Baumgartner**
 - A. Pledge of Allegiance

- II. Public/Staff Remarks***

- 4 III. Delegates to be Heard**
 - A. Student Government Association – Pierson Barnes

- IV. President’s Report – Dr. Richard G. Barnhouse**

- V. Approval of Consent Agenda Items**
 - 5-8** A. Minutes Dated August 13, 2024, Regular Board Meeting
 - 9-11** B. Accounts Payable Summaries for August 2024
 - 12** C. 38.14 Contract Report for August 2024
 - 13** D. Approval of Hire Report

- VI. Action Items**
 - 14-33** A. Resolution Awarding the Sale of \$5,750,000 General Obligation Promissory Notes, Series 2024C – Jane Kittel
 - 34-41** B. Approval of Dentistry Remodel Project at Waukesha Campus – Rich Haen
 - 42-48** C. Approval of Office Space Remodel at Waukesha Campus – Rich Haen
 - 49** D. Construction Bid Information: Mechanical Infrastructure, Bid Number ITB 2425-01, Contingent Upon WTCS Board Approval – Rich Haen
 - 50-51** E. 2024-25 Budget Modifications – Kristine Golz

- VII. A motion shall be made pursuant to Sec. 19.85 (1)(c) Wisconsin State Statutes to convene into Closed Session to discuss:**
 - A. Compensation

- VIII. Adjournment – Brian Baumgartner**



Dr. Richard G. Barnhouse, President

*** Board Meeting Rules of Conduct**

District Board meetings are to be conducted in accordance with the published agenda. Public remarks are allowed but must be made during the “public/staff remarks” section of the agenda and are limited to three (3) minutes per person and fifteen (15) minutes in total. This is not a public hearing. Persons who wish to address the district Board may make a statement as long as it pertains to a specific current agenda item. The District Board Chairperson may or may not respond to statements made.

Public/Staff Remarks Procedure:

1. Public Comments must pertain to a current agenda item.
2. Comment request forms must be completed and submitted to the District Board Executive Assistant prior to the meeting.
3. The Board Chairperson will ask the requesting speaker to come forward to present their comments to the District Board.
4. Speakers must adhere to the three (3) minute limit per individual.
5. Total time allotted for all public remarks shall not exceed fifteen (15) minutes.
6. The Board Chairperson reserves the right to stop unprofessional discussion or discussion targeted toward a specific individual.

Unless requested by the Board Chairperson from the audience regarding a specific agenda topic, public comments or dialogue are not allowed during other portions of the board meeting and/or discussion. Interruptions or disruptive behavior may result in security being notified. Public comments or communications may also be directed to the Board through the President’s office in Room C211.

Attention Individuals with Disabilities:

Every reasonable effort will be made for special accommodations for individuals with disabilities for public board meetings. Please contact the District Board Executive Assistant at 262/691-5211 at least 72 hours prior to the meeting if you require special accommodations.



WCTC | Student Government Association (SGA)
wctc.edu/SGA | sga@wctc.edu

DISTRICT BOARD REPORT

September SGA Board Report

I'm Pierson Barnes, currently enrolled in the Marketing program at WCTC. I'm on track to graduate in Spring 2025 with an umbrella degree of Associate of Applied Science in Marketing, a Technical Diploma in Digital Marketing Promotions, and a certificate in Social Media Marketing.

Three weeks ago in Student Government Association (SGA), we kicked off the academic year with Welcome Week. On Monday, we hosted a cookout in the courtyard, featuring hamburgers and mac & cheese prepared by Aladdin. Tuesday brought a treat with mini donuts and lemonade from DonutNV MKE, along with coffee from Aladdin. On Wednesday, we enjoyed Kona Ice and henna tattoos in the morning, and pizza from Aladdin in the afternoon. Thursday wrapped up the week with more pizza from Aladdin and caricatures.

Looking ahead, our next big events are Taste of WCTC, happening on September 5th from 11 AM to 1 PM in the courtyard along with our 2nd annual Lets Taco Bout Cars Car Show. The car show will be September 20th from 5pm-7pm in the C Building Parking Lot.

This year, we have a full SGA team of 10 members. Seven members represent the School of Business, one from the School of Protective and Human Services, and two from Arts and Sciences. As is typical, we don't have any members from the School of Health or Applied Technologies.

New this year, we're introducing "Micro Events" to keep the energy going when we're not hosting full-scale events. These smaller events will take place weekly in different buildings or areas around campus and will feature simple activities like crafts, giveaways, snacks, and more. We're excited for the year ahead and hope to make it a great one!



WAUKESHA
COUNTY TECHNICAL
COLLEGE

Hands-on
Higher Ed

800 Main Street, Pewaukee, Wisconsin 53072

**Waukesha County Technical College
District Board Meeting Minutes
August 13, 2024 - 5:00 PM
Richard T. Anderson Education Center, C051/057**

Present:

Brian Baumgartner, Chairperson
Courtney Bauer, Board Vice Chairperson
Ryan Clark, Secretary/Treasurer
Michael Cady, Board Member
Ryan Clark, Board Member
Rob Ewing, Board Member
Jim Zaiser, Board Member

Absent

Thomas Michalski, Board Member
Stephanie Reisner, Board Member
Jamie Stahulak, Board Member

Also Present:

Richard Barnhouse

17 guests

REGULAR MEETING

I. Call to Order – Brian Baumgartner 5:00 pm

II. Public/Staff Remarks*

A. None

III. President’s Report – Dr. Richard G. Barnhouse

- A. Dr. Barnhouse welcomed everyone to the August WCTC District Board meeting.
- B. Dr. Barnhouse welcomed Jennifer Hagen as the new Senior Executive Assistant to the President and District Board.
- C. Dr. Barnhouse reported that the YMCA MOU has been signed. The next step is to work with the Y on the land lease.
- D. WCTC hosted a Legislative Committee on AI on 7/24/24. Dr. Barnhouse has been appointed a member of this committee.
- E. Congressman Scott Fitzgerald’s office met with Dr. Barnhouse on 7/25/24.
- F. The Milwaukee Business Journal hosted a Waukesha County Growth Summit at WCTC on 7/30/24. Dr. Barnhouse made remarks at this summit.
- G. WCTC hosted an AI for K-12 summit on 8/6/24. Dr. Barnhouse is encouraged how well K-12 partners are embracing AI.
- H. Dr. Barnhouse met with Chancellor Mark Mone of UWM, Acting President Kimo Ah Yun of Marquette University, and President John Walz of Milwaukee School of Engineering to discuss collaborative AI work.
- I. Dr. Barnhouse met with the new President of Milwaukee Area Technical College, Dr. Anthony Cruz.
- J. Dr. Barnhouse, Dr. Frazier, and Dr. Piazza met with Lakeland University at their Sheboygan campus to discuss collaboration and partnerships.
- K. Dr. Barnhouse reported that WCTC is up 7.9% in FTE in Enrollment this fall. This is significant as most higher education institutions are seeing declining enrollment. Dr. Barnhouse asked John McGreal to thank his team for this effort.

IV. WCTC Foundation Board Update – Jamie Stahulak

- A. Robyn Ludtke gave the WCTC Foundation Board Update in the absence of Jamie Stahulak.

- B. The WCTC Foundation welcomed new Board of Directors. These new members bring a wealth of experience and expertise that will greatly enhance the Foundation’s mission to support the college and its students. New Board Members include Brady Chuckel, Paul Davis Restoration Southeast and Fox Valley WI, President and CEO; Lauren Hess, Associated Bank, SVP & Treasury Management Officer Lead, Commercial Banking; Margo Lehmann, Lakeland Supply, Packaging Consultant and Marleh Lehmann Scholarship Fund, Controller; Nate Zastrow, Bank Five Nine, Executive Vice President and Chief Financial Officer. In addition to these new members, the WCTC Foundation welcomes ex-officio members who will continue to provide invaluable guidance and support: Kristine Golz, WCTC, Chief Financial Officer; Andy Palen, WCTC, Chief External Relations & Marketing Officer; Jamie J. Stahulak, WCTC District Board Member Liaison.
- C. The WCTC Foundation hosted a Fundraiser at Lake Country DockHounds Game. The Foundation was thrilled to partner with the Lake Country DockHounds for a fundraiser on Thursday, August 1st for a baseball game. Despite the rain cutting the game short, the event was a tremendous hit, bringing together our community for an exciting night of baseball, fun, and philanthropy.
- D. Last week the WCTC Foundation 100th Celebration Advisory Council met. This group is transitioning to be the first members of the new WCTC Foundation Legacy Society, a membership group of dedicated supporters whose commitment and generosity have been instrumental in shaping the future of our college. These are individuals who have played pivotal roles in advancing WCTC Foundation mission and vision through their leadership and contributions. They are poised to support the Foundation during the giving season. Membership includes Alan Karch, retired from Bruno Living Aids, and the WCTC District Board; Bob Novak, retired WCTC Associate Dean & Faculty Member; Deb Wallendal, retired WCTC Administrator, Vice President of Student Services, and District Board; Jackie Pride, Communications and Engagement Manager, Eaton Corporation; Jon Wehrli, retired President, Eaton; Judie Taylor, President & CEO, DUECO Safecurity; Lou Hernandez Owner, Urethane Systems Plus and Retired District Board Member; Pauline Jaske, President of Fairway Transit, Retired District Board Member; Stuart Schroeder, Attorney, Owner, The Schroeder Group and Retired Foundation Board Member; Thorsten Wienss, President, Trace-A-Matic, Inc.

V. Approval of Consent Agenda Items

- A. Minutes dated July 8, 2024 (Annual Organizational and Regular Board Meeting)
- B. Accounts Payable Summary July 2024
- C. 38.14 Contract Report July 2024
- D. Approval to Hire Term Report
- E. Approval of International Travel Report
- F. Approval of Naming Rights for Simulation Lab

Ms. Bauer motioned to approve the Consent Agenda Items, receiving a second from Mr. Ewing. Approved, carried unanimously.

VI. Action Items

- A. 2023-24 Budget Modifications – Kristine Golz

- Ms. Golz reviewed the budget modification request. The request includes modifications to grant revenue, institutional revenue, and fund transfers. She then recommended approval of the resolution.

Mr. Cady motioned to approve the Resolution to Modify the 2023-24 Budget, receiving a second from Mr. Zaiser. **Approved, carried unanimously.**

B. 2024-25 Budget Modifications – Kristine Golz

- Ms. Golz reviewed the budget modification request for 2024-25. The request includes modifications to fund transfers and fund balance. She then recommended approval of the resolution.

Mr. Ewing motioned to approve the Resolution to Modify the 2024-25 Budget, receiving a second from Ms. Bauer. **Approved, carried unanimously.**

C. Resolution Authorizing the Issues of \$5,750,000 General Obligation Promissory Notes, Series 2024C, of Waukesha County Area Technical College District, Wisconsin, and Setting the Sale of the Notes – Jane Kittel

- Dr. Kittel gave an overview of the resolution requesting approval of the authorization to borrow \$5,750,000 general obligation promissory notes. This request is for equipment and building remodeling projects. She then recommended approval of the resolution.

Mr. Zaiser motioned to approve the Resolution Authorizing the Issuance of \$5,750,000 General Obligation Promissory Notes, Series 2024C, of Waukesha County Area Technical College District, Wisconsin, and Setting the Sale of the Notes; receiving a second from Mr. Clark. **Approved, carried unanimously.**

D. Approval of Mechanical Infrastructure project – Rich Haen

- Mr. Haen discussed the Mechanical Infrastructure project to create a space to house high energy efficient equipment to heat and cool campus buildings independently of each other. Mr. Haen reports this will provide energy savings, as well as provide redundancy to reduce risk of disruption to the learning environment. He then recommended approval of the project and amend to capital plan of FY24-25.

Ms. Bauer motioned to approve the Mechanical Infrastructure project and amend the capital plan of FY24-25; receiving an second from Mr. Cady. **Approved, carried unanimously.**

E. Request to Submit Program Approval to the Wisconsin Technical College System Board for a Manufacturing Integration Engineering Technology Associate of Applied Science Program – Mike Shiels and David Schubot

- Mr. Shiels shared the need for this program to meet an emerging local labor market. Mr. Shiels and Mr. Schubot have been working since October 2023 to determine demand in Waukesha County through meetings with an ad hoc advisory committee and survey to businesses. The WTCS approved the concept review at the Board meeting in July 2024. After the expected final approval from the WTCS Board and the Higher Learning Commission (HLC), Mr. Shiels expects to start the program in Fall 2025. This program is designed to develop, design, and build automation programs to meet industry needs.

WCTC will apply for a WTCS grant to defer some costs. Cost per student is expected to be lower than other manufacturing programs.

Ms. Bauer motioned to approve the Program Approval to the Wisconsin Technical College System Board for a Manufacturing Integration Engineering Technology Associate of Applied Science; receiving a second from Mr. Clark. **Approved, carried unanimously.**

VII. Presentation/Discussion

- A. Dentistry remodel at Waukesha Campus – Lisa Nowak, Rich Haen, and Kristine Golz
 - Ms. Nowak discussed the need to expand the dental clinic due to the large demand in the workforce for dental hygienists and dental assistants. The expansion will reduce the number of student applicants on the waitlist for the program. Mr. Haen discussed the project reconstruction to put in 10 additional stations in the Dental Lab that includes 4,200 square feet. The project will also expand the student locker room area. Ms. Golz discussed the funding sources of the project utilizing a state grant and Delta Dental grant.
- B. Office Space remodel at Waukesha Campus – Rich Haen and Kristine Golz
 - Mr. Haen discussed the remodel of the office space at the Waukesha Campus as these areas have not been updated in many years. It will create space for 20 faculty and staff and create meeting space for services from the Pewaukee campus to meet with students. Ms. Golz discuss the funding sources as borrowing.

VIII. Adjournment – Brian Baumgartner

- A. Mr. Cady motioned to adjourn the meeting, receiving a second from Ms. Bauer. Meeting adjourned at 5:49 pm.

Respectfully Submitted by
Jennifer Hagen
Sr. Executive Assistant to the Board

Signed: _____
Ryan Clark, Board Secretary/Treasurer

ACCOUNTS PAYABLE SUMMARY
August 2024

**To the Secretary/Treasurer of the Waukesha County Area
Technical College District Board:**

**The Vice President - Finance submits for approval the attached
claims for payment, which include payroll deductions, of \$3,026,491.47**

**The Waukesha County Area Technical College
District Board and President have examined these claims
and approve their payment this 10th day of September 2024**

Chair

Secretary/Treasurer

President

Check Register Report

Accounts Payable account code "WA". Dated 08/31/24 Database instance PROD-Native

<u>Number</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>
C0796912	08/01/24	Air One Equipment Inc	\$ 6,453.00
C0796918	08/01/24	Burmax	\$ 14,211.27
C0796921	08/01/24	HigherEdJobs	\$ 5,125.00
C0796922	08/01/24	iCIMS Inc.	\$ 2,571.25
C0796928	08/01/24	Oracle America Inc	\$ 225,133.62
C0796930	08/01/24	Pivot Point International Inc	\$ 2,838.60
C0796931	08/01/24	Post-Captain Consulting LLC	\$ 3,600.00
C0796932	08/01/24	PrismRBS LLC	\$ 25,524.96
C0796935	08/01/24	Signs and Lines by Stretch	\$ 10,329.76
C0796936	08/01/24	Strata Information Group	\$ 3,806.25
C0796943	08/01/24	WiscNet	\$ 17,490.00
C0796944	08/01/24	YouScience LLC	\$ 3,450.00
C0796966	08/06/24	CDW-G Computer Discount Warehouse	\$ 5,765.74
C0796967	08/06/24	Gannett Wisconsin LocalIQ	\$ 13,037.50
C0796974	08/06/24	Village of Pewaukee	\$ 21,664.60
C0796975	08/06/24	WE Energies	\$ 4,659.66
C0796976	08/06/24	WE Energies	\$ 73,248.28
!0038260	08/08/24	Paragon Development Systems (PDS)	\$ 24,579.80
C0796996	08/08/24	ABM Industries Inc	\$ 63,178.90
C0797002	08/08/24	Independence Painting LLC	\$ 14,881.33
C0797006	08/08/24	Level 3 Communications, LLC	\$ 3,709.82
C0797008	08/08/24	MC Services Inc	\$ 4,600.00
C0797010	08/08/24	Pearson Education	\$ 4,796.50
C0797012	08/08/24	Rave Wireless Inc	\$ 10,414.47
C0797013	08/08/24	Ruffalo Noel Levitz LLC	\$ 6,500.00
C0797014	08/08/24	SDC Publications Inc	\$ 4,496.00
C0797018	08/08/24	Statz Restoration & Engineering Co	\$ 63,950.00
!0038266	08/13/24	Kristan Gochenauer	\$ 2,590.50
!0038272	08/13/24	Aladdin Food Management Services LLC	\$ 3,409.27
!0038274	08/13/24	Insight Public Sector	\$ 182,344.06
!0038275	08/13/24	Johnson Controls Inc	\$ 8,262.00
!0038276	08/13/24	PFM Asset Management LLC	\$ 4,767.84
C0797038	08/13/24	Absolute Construction Enterprises Inc	\$ 425,792.74
C0797041	08/13/24	AVI	\$ 12,036.60
C0797046	08/13/24	Cengage Learning	\$ 19,038.20
C0797047	08/13/24	D & H Distributing	\$ 4,250.75
C0797048	08/13/24	Douglas Stewart Company	\$ 6,018.89
C0797049	08/13/24	Ellucian Company LLC	\$ 35,002.00
C0797051	08/13/24	Gardner Builders Milwaukee LLC	\$ 201,938.78
C0797052	08/13/24	Greater Milwaukee Committee	\$ 5,000.00
C0797054	08/13/24	IdentiSys	\$ 9,900.00
C0797055	08/13/24	Kessenichs Ltd	\$ 3,529.00
C0797056	08/13/24	Labyrinth Publications	\$ 2,876.94
C0797060	08/13/24	Mike Holt Enterprises Inc	\$ 2,842.96
C0797061	08/13/24	Pearson Education	\$ 5,399.60
C0797067	08/13/24	SDC Publications Inc	\$ 3,596.00
C0797070	08/13/24	Strata Information Group	\$ 3,193.75
C0797072	08/13/24	United Mailing Services	\$ 3,323.34
C0797076	08/13/24	Zimmerman Design Group	\$ 15,435.11
!0038286	08/15/24	Duet Resource Group	\$ 264,956.17
C0797092	08/15/24	Cordance Operations LLC	\$ 8,500.00
C0797094	08/15/24	Dell Marketing L P	\$ 23,763.60
C0797101	08/15/24	Security Equipment Supply Inc	\$ 8,536.92
C0797106	08/15/24	UpToDate Inc	\$ 5,742.00
C0797107	08/15/24	Village of Pewaukee	\$ 3,595.21
!0038300	08/20/24	Graphicolor Printing	\$ 2,674.76
!0038303	08/20/24	Simons Electrical Systems	\$ 11,997.75
C0797134	08/20/24	Avant Graphics	\$ 4,741.25
C0797138	08/20/24	Burmax	\$ 4,036.82
C0797140	08/20/24	D & H Distributing	\$ 10,926.80

C0797143	08/20/24	Eastman Kodak Company	\$ 3,697.05
C0797149	08/20/24	Global Village Publishing Inc	\$ 2,500.00
C0797150	08/20/24	Goodheart Willcox Co Inc	\$ 17,073.30
C0797154	08/20/24	Independence Painting LLC	\$ 7,966.59
C0797155	08/20/24	IWM Corporation	\$ 3,778.48
C0797157	08/20/24	Jones and Bartlett Publishers Inc	\$ 3,077.27
C0797161	08/20/24	Matthews Book Company	\$ 2,609.37
C0797162	08/20/24	McCoy Surg Instrmts & Collg Supplies Inc	\$ 2,814.31
C0797169	08/20/24	Northwoods Software Development	\$ 9,000.00
C0797171	08/20/24	Pearson Education	\$ 3,597.87
C0797176	08/20/24	Shopware	\$ 2,665.00
C0797177	08/20/24	Staff Electric Company Inc	\$ 80,532.00
C0797184	08/20/24	Zimmerman Design Group	\$ 2,585.00
C0797218	08/22/24	American Program Bureau Inc	\$ 7,500.00
C0797219	08/22/24	Avant Graphics	\$ 7,810.00
C0797222	08/22/24	F A Davis Company/Publishers	\$ 9,990.42
C0797224	08/22/24	Kalamazoo Machine Tool	\$ 18,590.00
C0797225	08/22/24	Marq	\$ 12,600.00
C0797226	08/22/24	McGraw Hill Education Inc	\$ 2,960.00
C0797234	08/22/24	Wisconsin Library Services Inc	\$ 8,464.40
I0038333	08/27/24	Aladdin Food Management Services LLC	\$ 9,142.26
I0038334	08/27/24	DocuSign Inc	\$ 43,383.60
I0038336	08/27/24	Johnson Controls Inc	\$ 10,464.17
C0797260	08/27/24	AVI	\$ 33,334.14
C0797262	08/27/24	Blue Eon Solutions	\$ 5,000.00
C0797264	08/27/24	Camosy Construction	\$ 600,464.92
C0797265	08/27/24	Capital Data Inc	\$ 3,438.04
C0797266	08/27/24	CDW-G Computer Discount Warehouse	\$ 2,729.70
C0797267	08/27/24	ConvergeOne Inc	\$ 5,995.00
C0797275	08/27/24	Hu Friedy Mfg Co LLC	\$ 10,848.00
C0797276	08/27/24	Independence Painting LLC	\$ 3,309.43
C0797278	08/27/24	Kele Inc	\$ 5,159.45
C0797282	08/27/24	Michael Best & Friedrich	\$ 7,589.00
C0797284	08/27/24	Pearson Education	\$ 10,239.78
C0797286	08/27/24	Strata Information Group	\$ 6,658.75
C0797288	08/27/24	Sysco Eastern Wisconsin	\$ 2,569.44
C0797289	08/27/24	Todays Business Solutions	\$ 2,811.00
C0797295	08/27/24	WiscNet	\$ 36,485.00
I0038349	08/29/24	Allstate Benefits	\$ 3,597.64
I0038350	08/29/24	Madison National Life Insurance Co	\$ 9,187.79
I0038351	08/29/24	Symetra Life Insurance Company	\$ 24,344.86
I0038354	08/29/24	Willo Labs Inc	\$ 13,182.05
C0797376	08/29/24	F A Davis Company/Publishers	\$ 2,599.08
C0797377	08/29/24	Filtration Concepts Inc	\$ 4,896.89
C0797380	08/29/24	James Imaging Systems	\$ 3,472.50
C0797384	08/29/24	Sassafras Software Inc	\$ 5,742.00

106 payments TOTAL:

\$ 3,026,491.47

**WAUKESHA COUNTY TECHNICAL COLLEGE
CORPORATE TRAINING CENTER
CONTRACT APPROVAL REPORT
AUGUST, 2024**

Year	#	Customer	Start Date	Type	Service Description	Number of Participants	Total Revenue	Est. Direct Cost	Informational		
									Variance (1)	Est. Full Cost	Variance (2)
In-State Contracts											
2025	8046	Waukesha County Dept of Admin	8/1/2024	I	New & Prospective Leaders	18	1,986	736	1,250	877	1,109
2025	8073	Eaton Corporation	7/29/2024	I	Welding & Coil Winding	5	29,568	11,569	17,999	14,776	14,792
2025	8145	Grover Corporation	8/22/2024	I	Train The Trainer	15	4,022	1,465	2,557	1,865	2,157
2025	8154	Power Test Inc	8/21/2024	I	Transformational Leadership	10	2,824	1,215	1,609	1,509	1,315
ALL CONTRACTS							38,400	14,985	23,415	19,027	19,373

N/A* denotes technical assistance contract. These are non-instructional activities provided to a company, no enrollment #s are available.

COLUMN DEFINITIONS:

Type of Service: I=Instruction T= Technical Assistance F=Fiscal and Management Service

Total Revenue: Contract Amount (Agreed upon selling price based on Board's pricing structure) + any related revenue from grants.

Estimated Direct Cost: Salary and Benefits plus all Direct Expenses

Estimated Full Cost calculation: [Salary & Benefits + (Salary & Benefits x the appropriate State Indirect Cost Factor)]

Variance: (1) The difference between Total Revenue and Estimated Direct Cost

Variance: (2) The difference between Total Revenue and Estimated Full Cost

Comments: While the college is not required to recover full cost for 38.14 contracts, the WTCS mandates that the Board be made aware of contracts where estimated full cost is not recovered.

Rationale is provided for those contracts. WCTC Adm. Policy FIN-550 reflects that transcribed credit 38.14 contracts *will not* provide for full cost recovery.



MEMORANDUM

TO: WCTC District Board of Trustees
FROM: Michelle Skinder
DATE: September 10, 2024
RE: Approval to Hire Report

The following individuals are recommended for hire based on the Colleges recruitment, hiring and promotion process:

Blair Behrens

Start Date: 09/16/2024
Position: Instructor – EMS

Lee Ann Rogga

Start Date: 9/16/2024
Position: Instructor – Nursing



MEMORANDUM

TO: WCTC District Board of Trustees
FROM: Dr. Jane L. Kittel, Vice President of Administration
DATE: September 10, 2024
RE: Resolution Awarding the Sale of \$5,750,000 General Obligation Promissory Notes, Series 2024C

At the June Board meeting, the WCTC Board adopted the 2024/25 budget. Included in the budget was a plan to issue \$11,500,000 general obligation promissory notes to fund capital expenditures for 2024/25. At the August Board meeting, the WCTC Board authorized the borrowing of \$5,750,000 General Obligation Promissory Notes. The public sale of these G.O. Promissory Notes is scheduled for 9:30 am on Tuesday, September 10, 2024.

Action Requested: Staff is seeking your approval to award the sale for the issuance of \$5,750,000 general obligation promissory notes for equipment, site improvements, and building remodeling projects.

- \$625,000 for building remodeling and improvement projects to include roofing, flooring, door replacements, lighting and electrical projects
- \$275,000 for site improvement projects to include asphalt, concrete, and landscaping improvements
- \$4,850,000 for movable capital equipment in academics and operations

Resolutions and documents will be distributed at the September 10, 2024, Board meeting and a presentation will explain the results of the public sale that is scheduled to be held that same morning.

The draft legal resolution follows this memo for informational purposes only. Updated information related to this debt issue will be distributed at the Board meeting.

Staff will be available to answer questions.

RESOLUTION NO. _____

RESOLUTION AWARDING THE SALE OF \$5,750,000 GENERAL
OBLIGATION PROMISSORY NOTES, SERIES 2024C

WHEREAS, on August 13, 2024, the District Board of the Waukesha County Area Technical College District, Waukesha, Jefferson, Dodge and Racine Counties, Wisconsin (the "District") adopted a resolution (the "Authorizing Resolution") which authorized the issuance of general obligation promissory notes in the amount of \$625,000 for the public purpose of financing building remodeling and improvement projects; in the amount of \$4,850,000 for the public purpose of financing the acquisition of movable equipment; and in the amount of \$275,000 for the public purpose of financing site improvement projects (collectively, the "Project");

WHEREAS, the District caused Notices to Electors to be published in The Freeman on August 21, 2024 giving notice of adoption of the Authorizing Resolution, identifying where and when the Authorizing Resolution could be inspected, and advising electors of their right to petition for a referendum on the question of the issuance of general obligation promissory notes to finance building remodeling and improvement projects and the acquisition of movable equipment;

WHEREAS, no petition for referendum has been filed with the District and the time to file such a petition expires on September 20, 2024;

WHEREAS, the District has directed Robert W. Baird & Co. Incorporated ("Baird") to take the steps necessary to sell the District's general obligation promissory notes (the "Notes") to pay the cost of the Project;

WHEREAS, Baird, in consultation with the officials of the District, prepared an Official Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on September 10, 2024;

WHEREAS, the Secretary (in consultation with Baird) caused notice of the sale of the Notes to be published and/or announced and caused the Official Notice of Sale to be distributed to potential bidders offering the Notes for public sale on September 10, 2024;

WHEREAS, the District has duly received bids for the Notes as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation"); and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Official Notice of Sale and is deemed to be the most advantageous to the District. Baird has recommended that the District accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the District Board of the District that:

Section 1. Ratification of the Official Notice of Sale and Offering Materials. The District Board hereby ratifies and approves the details of the Notes set forth in Exhibit A

attached hereto as and for the details of the Notes. The Official Notice of Sale and any other offering materials prepared and circulated by Baird are hereby ratified and approved in all respects. All actions taken by officers of the District and Baird in connection with the preparation and distribution of the Official Notice of Sale, and any other offering materials are hereby ratified and approved in all respects.

Section 1A. Award of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of FIVE MILLION SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$5,750,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal of the Purchaser offering to purchase the Notes for the sum set forth on the Proposal, plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the Proposal, is hereby accepted (subject to the condition that no valid petition for referendum is filed by September 20, 2024 with respect to the Notes). The Chairperson and Secretary or other appropriate officers of the District are authorized and directed to execute an acceptance of the Proposal on behalf of the District. The good faith deposit of the Purchaser shall be applied in accordance with the Official Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Notes shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2024C"; shall be issued in the aggregate principal amount of \$5,750,000; shall be dated October 1, 2024; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on April 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2025. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes are not subject to optional redemption.

[The Proposal specifies that [some of] the Notes are subject to mandatory redemption. The terms of such mandatory redemption are set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Notes subject to mandatory redemption, the principal amount of such Notes so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Notes in such manner as the District shall direct.]

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2024 through 2028 for the payments due in the years 2025 through 2029 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the District shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the District and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the District for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the District then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There shall be and there hereby is established in the treasury of the District, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the District may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes, Series 2024C, dated October 1, 2024" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the District at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the District above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes

may be used to reduce the next succeeding tax levy, or may, at the option of the District, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the District, unless the District Board directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the District and disbursed solely for the purpose or purposes for which borrowed. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the District, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The District represents and covenants that the projects financed by the Notes and the ownership, management and use of the projects will not cause the Notes to be "private activity bonds" within the meaning of Section 141 of the Code. The District further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section 148(f) of the Code. The District further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The Secretary or other officer of the District charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the District certifying that the District can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The District also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the District will do so only to the extent consistent with the proceedings

authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the District by the manual or facsimile signatures of the Chairperson and Secretary, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the District of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the District has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The District hereby authorizes the officers and agents of the District to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 11. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by Associated Trust Company, National Association, Green Bay, Wisconsin, which is hereby appointed as the District's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The District hereby authorizes the Chairperson and Secretary or other appropriate officers of the District to enter into a Fiscal Agency Agreement between the District and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Notes.

Section 12. Persons Treated as Owners; Transfer of Notes. The District shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and Secretary shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The District shall cooperate in any such transfer, and the Chairperson and Secretary are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 13. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the District at the close of business on the Record Date.

Section 14. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the District agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the Secretary or other authorized representative of the District is authorized and directed to execute and deliver to DTC on behalf of the District to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the District office.

Section 15. Official Statement. The District Board hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the District in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate District official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The Secretary shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 16. Undertaking to Provide Continuing Disclosure. The District hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the District to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the Chairperson and Secretary, or other officer of the District charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the District's Undertaking.

Section 17. Record Book. The Secretary shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 18. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the District are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and Secretary are authorized to agree to such additional provisions as the bond insurer may reasonably request and

which are acceptable to the Chairperson and Secretary including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 19. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded September 10, 2024.

Brian K. Baumgartner
Chairperson

ATTEST:

Ryan J. Clark
Secretary

(SEAL)

EXHIBIT A

Official Notice of Sale

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

EXHIBIT B

Bid Tabulation

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

EXHIBIT C

Winning Bid

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

EXHIBIT D-1

Pricing Summary

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

[EXHIBIT MRP

Mandatory Redemption Provision

The Notes due on April 1, ____, ____, and ____ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on April 1 of each year the respective amount of Term Bonds specified below:

For the Term Bonds Maturing on April 1, ____

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____ (maturity)
_____	_____ (maturity)

For the Term Bonds Maturing on April 1, ____

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____ (maturity)
_____	_____ (maturity)

For the Term Bonds Maturing on April 1, ____

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____ (maturity)
_____	_____ (maturity)

For the Term Bonds Maturing on April 1, ____

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____ (maturity)]
_____	_____ (maturity)]

EXHIBIT E

(Form of Note)

REGISTERED UNITED STATES OF AMERICA DOLLARS
NO. R-____ STATE OF WISCONSIN \$_____
WAUKESHA COUNTY AREA TECHNICAL COLLEGE DISTRICT
GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2024C

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:
April 1, _____ October 1, 2024 _____% _____

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS
(\$ _____)

FOR VALUE RECEIVED, the Waukesha County Area Technical College District, Waukesha, Jefferson, Dodge and Racine Counties, Wisconsin (the "District"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2025 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by Associated Trust Company, National Association, Green Bay, Wisconsin (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the District are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$5,750,000, all of which are of like tenor, except as to denomination, interest rate and maturity date, issued by the District pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for the public purposes of financing building remodeling and improvement projects (\$625,000); the acquisition of movable equipment (\$4,850,000); and site improvement projects (\$275,000), as authorized by resolutions adopted on August 13, 2024 and September 10, 2024. Said resolutions are recorded in the official minutes of the District Board for said dates.

This Note is not subject to optional redemption.

【The Notes maturing in the years _____ are subject to mandatory redemption by lot as provided in the resolutions referred to above, at the redemption price of par plus accrued interest to the date of redemption and without premium.】

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation and date of the Notes called for redemption, CUSIP number, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Notes shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the District, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note is transferable only upon the books of the District kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the District appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the District for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes after the Record Date. The Fiscal Agent and District may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

This Note shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, the Waukesha County Area Technical College District, Waukesha, Jefferson, Dodge and Racine Counties, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Chairperson and Secretary; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

WAUKESHA COUNTY AREA TECHNICAL
COLLEGE DISTRICT, WISCONSIN

By: _____
Brian K. Baumgartner
Chairperson

(SEAL)

By: _____
Ryan J. Clark
Secretary

Date of Authentication: _____, 2024

CERTIFICATE OF AUTHENTICATION

This Note is one of the Notes of the issue authorized by the within-mentioned resolutions of the Waukesha County Area Technical College District, Waukesha, Jefferson, Dodge and Racine Counties, Wisconsin.

ASSOCIATED TRUST COMPANY,
NATIONAL ASSOCIATION,
GREEN BAY, WISCONSIN

By _____
Authorized Signatory

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

(Authorized Officer)



MEMORANDUM

TO: WCTC District Board of Trustees
FROM: Richard Haen, Director - District Facilities
DATE: September 10, 2024
RE: 5831BB Dental Renovation Project

Initial approval to consider the Waukesha Nursing Assistant and Human Services Associate Renovation and requesting approval by the Wisconsin Technical College System Board (WTCSB)

Waukesha County Technical College (WCTC) is requesting to renovate approximately 4,200 square feet of existing space within the sole building at our Waukesha campus to expand the Dental Clinic, addressing three critical needs. This expansion will provide space to house ten additional dental stations, enhance the sterilization and storage of equipment, and relocate and expand the locker rooms and storage on the lower level. This project aims to improve the clinic's capacity and efficiency, ensuring it meets the growing demands and maintains high standards of care and hygiene. Additionally, this renovation will allow WCTC to grow the Dental Hygiene (DH) program, admitting ten more students each year, and continue to meet the needs of the Waukesha community. The space and equipment will also be shared and utilized by the Dental Assisting (DA) program. The new space will continue to meet the standards set by the ADA, ensuring accessibility for people with disabilities.

Action Requested: We request the WCTC District Board of Trustees approve the attached resolution and submission to the Wisconsin Technical College System Board for review and approval at the WTCS Board Meeting scheduled for November 12-13, 2024.

REQUEST FOR APPROVAL

REMODELING

Wisconsin Technical College System Board

This request for Wisconsin Technical College System Board approval for additional or new facilities is made pursuant to s.38.04(10), Wis. Stats. and Chapter TCS 5, Wis. Adm. Code.

5831BB Dental Renovation Project

We propose renovating approximately 4,200 square feet of existing space within the sole building at our Waukesha campus, to expand the Dental Clinic, addressing three critical needs. This expansion will provide space to house ten additional dental stations, enhance the sterilization and storage of equipment, and relocate and expand the locker rooms and storage on the lower level. This project aims to improve the clinic's capacity and efficiency, ensuring it meets the growing demands and maintains high standards of care and hygiene. Additionally, this renovation will allow WCTC to grow the Dental Hygiene (DH) program, admitting ten more students each year, and continue to meet the needs of the Waukesha community. The space and equipment will also be shared and utilized by the Dental Assisting (DA) program. The new space will continue to meet the standards set by the ADA, ensuring accessibility for people with disabilities.

District: Waukesha County Technical College

Authorized Representative: Richard Haen, District Facilities Director

Date Submitted: September 28, 2024

Date of Requested WTCSB Action: November 12-13, 2024

3. ***TCS 5.04(4)(c)***

An environmental assessment is not applicable for this remodeling submittal.

4. ***TCS 5.04(4)(d)***

(1) An analysis of needs of business and industry for persons with new skills and persons with updated skills.

Graduate Employment & Continuing Education Status by Program

Program	% Employed or Student	% Employed	% Student	% Graduate Response
Dental Assistant	100.00%	50.00%	50.00%	44.44%
Dental Hygienist	85.71%	71.43%	14.29%	46.67%

Dental Hygienist

Graduates		15	Employment	
Age (mean)		27.5	Employed	5 (71%)
Females	15	(100%)	Current Job Related	5 (100%)
Males	0	(0%)	Current Job Not Related	0 (0%)
Residents of District	7	(47%)	Not Employed	2 (29%)
Respondents	7	(47%)	In Labor Market	1 (50%)
Employed in District	0	(0%)	Not Employed—Student	1 (50%)
(of those where employer location is known)			Not Available for Employment	0 (0%)

Dental Assistant

Graduates		18	Employment	
Age (mean)		21.1	Employed	4 (50%)
Females	17	(94%)	Current Job Related	4 (100%)
Males	1	(6%)	Current Job Not Related	0 (0%)
Residents of District	9	(50%)	Not Employed	4 (50%)
Respondents	8	(44%)	In Labor Market	0 (0%)
Employed in District	1	(25%)	Not Employed—Student	4 (100%)
(of those where employer location is known)			Not Available for Employment	0 (0%)

- The Dental Hygienist program is in the Top 5 highest earning salaries, with a \$73,783 average *median* salary for employed grads

(2) An analysis of changing and emerging technologies within the district.

Currently, Waukesha County does not have any emerging technologies that we are required to incorporate into our curriculum. Artificial Intelligence tools are widely used in the healthcare industry, and in the future, dental assistants and dental hygienists may learn more about emerging technologies which will enable more personalized and efficient patient care. It is exciting that WCTC offers an Artificial Intelligence program which started Fall 2024 and there will be greater learning opportunities in the future which will help to reshape today’s dynamic healthcare.

(3) An analysis of available student stations, and the need for additional student stations, including a consolidation of the needs of persons with handicaps.

WCTC’s dental hygiene (DH) and dental assistant (DA) programs are currently offered at the Waukesha Campus. The clinic was moved to this location in 2019. The DH program admits 20 students per year and the DA program admits 40 students.

For many years, district-wide dentists, advisory board members and dental community members within the Waukesha area continue to voice their concerns about the lack of dental hygienists. WCTC received multiple requests to expand the dental programs. About 1.5 years ago, Dr, Richard Barnhouse, WCTC President, presented to the Wisconsin Dental Association and explained WCTC's current program status and addressed their concerns related to the lack of dental hygienists. It was very evident that there was a great need for more dental graduates to serve the community.

After receiving funds from the Oral Health Grant, WCTC agreed to move ahead with the expansion. We plan to have 10 additional dental chairs which will allow WCTC to grow the DH program and admit 10 more students each year and continue to meet the needs of the Waukesha community. The space and equipment will also be shared and utilized by the DA program. The new space will continue to meet the standards set by ADA which allows people with disabilities to access the space.

(4) Enrollment trends for the district, including placement data for all program areas and the program area to be expanded."

Data taken from the DataHub

Dental Hygienist

Academic Year	# of Applicants	# of Admitted Applicants Enrolled
2023	79	37
2024	82	42
2025	104	28

Dental Assistant

Academic Year	# of Applicants	# of Admitted Applicants Enrolled
2020	103	36
2021	104	60
2022	116	28
2023	120	40
2024	127	46
2025	111	33

2023 GFU (Draft)

- 98% of survey respondents were either "Satisfied" or "Very Satisfied" with their WCTC education, with an average satisfaction rating of 3.64 on a 4-point scale.
- 95% of students reported as either employed or continuing their education.
 - 78% of employed graduates were employed in a field related to their WCTC degree.
 - 50% of employed graduates were working in Waukesha county
- 42% of graduates reported continuing their education.

- While graduates' mean and median salaries held steady compared to 2022 graduates' reported salaries, respondents who started their current job before enrolling in WCTC reported a \$5,000 increase compared to 2022 graduates. It is not clear if 2023 graduates were making more money before enrolling in WCTC or if their WCTC education caused their salary increase.

5. ***TCS 5.04(4)(e)***

See section TCS 5.04(4)(d)

6. ***TCS 5.04(4)(f) and TCS 5.05***

Budget Amount

Increased instruction costs:	\$ 0
Increased administrative costs:	\$ 0
Increased maintenance costs:	\$ 0
Increased energy costs:	\$ 0
Replacement equipment costs:	\$ 0

The following represents the source of funds for the remodel:

(a) Tax levy – FY 24	\$ 0
(b) Fund transfer or reserve funds	\$ 0_____
(c) Proposed sale of bonds or notes	\$ 235,693
(d) Other funds:	
1. Federal funds	\$ 0
2. Gifts or grants	\$ 873,107
(e) Total funds	<u>\$ 1,108,800</u>

7. TCS 5.04(4)(g)



Partial Lower Level Plan
1/16" = 1'-0" **1,368 S.F.**

Partial First Floor Plan
1/16" = 1'-0" **2,226 S.F.**

North
 2025 Oral Health Expansion
 Proposed Lower Level & First Floor Plans
24033220 | August 6, 2024 | Scale: 1/16" = 1'-0"



Waukesha Campus
 327 E. Broadway, Waukesha, WI



8. **TCS 5.04(4)(h)**

1. General construction	\$ 459,720
2. Heating, ventilating and air conditioning	\$ 110,880
3. Electrical	\$ 138,600
4. Plumbing	\$ 184,800
5. Other contracts (security/card access/BAS)	\$ 30,000
6. Equipment, both fixed and movable	\$1,009,832
7. Miscellaneous costs (contingency)	\$ 92,400
8. Fees – Architectural / Engineering	\$ 92,400

9. **TCS 5.04(4)(I)**

Heating and cooling for the Waukesha campus is served by five rooftop units containing sealed combustion furnaces and direct expansion condensing units. The rooftop units are near end of life and are currently undergoing a study by Hardwood Engineering to determine the feasibility of simply replacing them one for one with newer more efficient units versus units capable of using alternative energy sources like solar and wind.

TCS 5.04(4)(j)

No additional square footage is being added as part of this project. Primary use of the space will stay the same resulting in minimal, if any, impact to the rooftop units and utility usage.

**RESOLUTION APPROVING THE REMODELING OF EXISTING FACILITIES AND
REQUESTING APPROVAL BY
THE WISCONSIN TECHNICAL COLLEGE SYSTEM BOARD**

WHEREAS, the Waukesha County Technical College Board of Trustees is required by Wisconsin Technical College System Board, Directive FBF, dated December 10, 1987 to approve certain remodeling of existing facilities;

AND WHEREAS, the Waukesha County Technical College Board of Trustees has approved Project Number 5831BB in the FY25 Budget.

NOW, THEREFORE, BE IT RESOLVED, by the Waukesha County Technical College Board of Trustees that the following described project is approved:

5831BB Dental Renovation Project

AND THEREFORE, BE IT FURTHER RESOLVED, the Waukesha County Technical College Board of Trustees requests that the Wisconsin Technical College System Board approve the above-described remodeling.

Board Chair

Brian Baumgartner

(Typed or printed name)

September 10, 2024

Date



MEMORANDUM

TO: WCTC District Board of Trustees
FROM: Richard Haen, Director - District Facilities
DATE: September 10, 2024
RE: 5831BA Waukesha Offices – Restroom Renovation Project

Initial approval to consider the Waukesha 5831BA Offices – Restroom Renovation Project and requesting approval by the Wisconsin Technical College System Board (WTCSB)

Waukesha County Technical College (WCTC) is requesting to renovate approximately 2,700 square feet of existing office, open office, conference room, and restroom space to create a more functional and modern environment. This renovation will include the development of a shared collaborative office space for administrators, admissions staff, and counselors, fostering teamwork and innovation. Additionally, we will modernize open office spaces to provide a professional and welcoming setting for faculty to work, enhancing the overall educational experience. As part of this project, we will also renovate a pair of restrooms to ensure they meet modern standards and provide a comfortable and accessible environment for all users. This project aims to optimize the use of space, improve efficiency, and support the evolving needs of faculty, students, and administrative staff.

Action Requested: We request the WCTC District Board of Trustees approve the attached resolution and submission to the Wisconsin Technical College System Board for review and approval at the WTCS Board Meeting scheduled for November 12-13, 2024.

REQUEST FOR APPROVAL

REMODELING

Wisconsin Technical College System Board

This request for Wisconsin Technical College System Board approval for additional or new facilities is made pursuant to s.38.04(10), Wis. Stats. and Chapter TCS 5, Wis. Adm. Code.

5831BA Waukesha Offices – Restroom Renovation Project

We propose renovating approximately 2,700 square feet of existing office, open office, conference room, and restroom space to create a more functional and modern environment. This renovation will include the development of a shared collaborative office space for administrators, admissions staff, and counselors, fostering teamwork and innovation. Additionally, we will modernize open office spaces to provide a professional and welcoming setting for faculty to work, enhancing the overall educational experience. As part of this project, we will also renovate a pair of restrooms to ensure they meet modern standards and provide a comfortable and accessible environment for all users. This project aims to optimize the use of space, improve efficiency, and support the evolving needs of faculty, students, and administrative staff.

District: Waukesha County Technical College

Authorized Representative: Richard Haen, District Facilities Director

Date Submitted: September 28, 2024

Date of Requested WTCSB Action: November 12-13, 2024

3. ***TCS 5.04(4)(c)***

An environmental assessment is not applicable for this remodeling submittal.

4. ***TCS 5.04(4)(d)***

(1) An analysis of needs of business and industry for persons with new skills and persons with updated skills.

This project focuses on renovating and modernizing office spaces to support various programs, including Nursing Assistant, Human Services, Substance Use Disorder Counseling, General Studies, Computer Literacy, and Traffic Safety courses. It aims to create a professional and efficient setting for faculty and staff, fostering collaboration and innovation. By enhancing the workspace, we improve the overall educational experience, ensuring that both students and educators have the resources and environment they need to succeed.

(2) An analysis of changing and emerging technologies within the district.

Currently, Waukesha County does not have any emerging technologies that are required to incorporate into our curriculum at the Waukesha Campus. However, Artificial Intelligence (AI) tools are widely used in the healthcare industry, and in the future, professionals in various fields may learn more about these emerging technologies, enabling more personalized and efficient patient care. It is exciting that WCTC launched an Artificial Intelligence program in Fall 2024, offering greater learning opportunities that will help reshape today’s dynamic healthcare landscape.

(3) An analysis of available student stations, and the need for additional student stations, including a consolidation of the needs of persons with handicaps.

This project does not involve increasing student stations or consolidating the needs of individuals with disabilities. Instead, it focuses on renovating and modernizing office spaces to support the Dental Hygiene, Dental Assistant, Nursing Assistant, Human Services and Substance Use Disorder Counseling programs, as well as General Studies, Computer Literacy, and Traffic Safety courses. Modern office spaces are crucial to the learning environment as they provide a professional and efficient setting for faculty and staff, fostering collaboration and innovation. By creating a more functional and welcoming workspace, we enhance the overall educational experience, ensuring that both students and educators have the resources and environment they need to succeed.

(4) Enrollment trends for the district, including placement data for all program areas and the program area to be expanded."

WCTC’s enrollment has continued to increase for the past three years. As of August 14, 2024, the current year-to-date comparison from August 2023 shows a 6.1% increase in headcount, resulting in an 7.8% increase in FTEs. The college’s commitment to providing a diverse, educated, and talented workforce aligns with its role as an integral part of the community.

Actual and projected full-time equivalent ("FTE") enrollments are shown below for courses taught at the District only.

School	Collegiate	Associate	Technical	Vocation	Non-Post	Communit		
Year	0 Transfer	Degree	0 Diploma	0 Adult	Secondary	0 Service	#	Total
2024-25*	25	2575	550	100	150	0		3,400
2023-24*	12	2558	554	101	175	0		3,400
2022-23	4	2,414	480	114	155	0		3,167
2021-22	0	2,448	444	117	127	0		3,136
2020-21	0	2,556	458	97	116	0		3,227
2019-20	0	2,572	490	90	171	14		3,337
2018-19	0	2,633	486	114	179	27		3,439
2017-18	0	2,707	482	116	186	31		3,522
2016-17	0	2,752	471	116	204	37		3,580
2015-16	0	2,877	495	141	209	38		3,760

*Projections are based on year-to-date information and the District’s Research Department’s trend analysis and environmental scanning and does not include dual enrollment FTE’s. Nationally, college age demographics are declining creating increased competition for the same students and impacting enrollment numbers.

5. **TCS 5.04(4)(e)**

See section TCS 5.04(4)(d)

6. **TCS 5.04(4)(f) and TCS 5.05**

Budget Amount

Increased instruction costs:	\$ 0
Increased administrative costs:	\$ 0
Increased maintenance costs:	\$ 0
Increased energy costs:	\$ 0
Replacement equipment costs:	\$ 0

The following represents the source of funds for the remodel:

(a) Tax levy – FY 24	\$ 0
(b) Fund transfer or reserve funds	\$ 0 _____
(c) Proposed sale of bonds or notes	\$ 700,000
(d) Other funds:	
1. Federal funds	\$ 0
2. Gifts or grants	\$ 0
(e) Total funds	<u>\$ 700,000</u>

7. **TCS 5.04(4)(g)**



Partial First Floor Plan
 1/8" = 1'-0" 2,628 S.F.



2025 Office & Restroom Renovations
 Partial First Floor Plan

24000031 | August 5, 2024 | Scale: 1/8" = 1'-0"



Waukesha Campus
 327 E. Broadway, Waukesha, WI



8. **TCS 5.04(4)(h)**

1. General construction	\$ 300,600
2. Heating, ventilating and air conditioning	\$ 58,000
3. Electrical	\$ 87,000
4. Plumbing	\$ 104,400
5. Other contracts (security/card access/BAS)	\$ 30,000
6. Equipment, both fixed and movable	\$ 250,000
7. Miscellaneous costs (contingency)	\$ 60,000
8. Fees – Architectural / Engineering	\$ 60,000

9. **TCS 5.04(4)(I)**

Heating and cooling for the Waukesha campus is served by five rooftop units containing sealed combustion furnaces and direct expansion condensing units. The rooftop units are near end of life and are currently undergoing a study by Hardwood Engineering to determine the feasibility of simply replacing them one for one with newer more efficient units versus units capable of using alternative energy sources like solar and wind.

TCS 5.04(4)(j)

No additional square footage is being added as part of this project. Primary use of the space will stay the same resulting in minimal, if any, impact to the rooftop units and utility usage.

**RESOLUTION APPROVING THE REMODELING OF EXISTING FACILITIES AND
REQUESTING APPROVAL BY
THE WISCONSIN TECHNICAL COLLEGE SYSTEM BOARD**

WHEREAS, the Waukesha County Technical College Board of Trustees is required by Wisconsin Technical College System Board, Directive FBF, dated December 10, 1987 to approve certain remodeling of existing facilities;

AND WHEREAS, the Waukesha County Technical College Board of Trustees has approved Project Number 5831BA in the FY25 Budget.

NOW, THEREFORE, BE IT RESOLVED, by the Waukesha County Technical College Board of Trustees that the following described project is approved:

5831BA Waukesha Offices – Restroom Renovation Project

AND THEREFORE, BE IT FURTHER RESOLVED, the Waukesha County Technical College Board of Trustees requests that the Wisconsin Technical College System Board approve the above-described remodeling.

Board Chair

Brian Baumgartner
(Typed or printed name)

September 10, 2024
Date



MEMORANDUM

TO: WCTC District Board of Trustees
FROM: Richard Haen, Director, District Facilities
DATE: September 10, 2024
RE: Construction bid information: Mechanical Infrastructure Upgrade Project

This project will renovate approximately 2,200 square feet of existing space across buildings A (480 ft²), B (955 ft²), G (425 ft²), and L (340 ft²) to create dedicated mechanical rooms that will house state-of-the-art, high energy-efficient equipment, including boilers, chillers, pumping systems, electric motors, and building controls. This renovation will ensure full compliance with local, state, and international building codes and will enable independent heating and cooling of these four buildings. Additionally, we will replace the rooftop unit on the C building atrium. The current heating plant (circa 1971) and underground distribution system (circa 1999) do not allow independent operation or provide redundancy in case of an underground pipe break. By creating space for newer energy-efficient equipment and optimizing newly adopted control strategies, this renovation will provide an ideal climate-controlled learning environment for students, faculty, and staff, while also allowing WCTC to operate the buildings independently and significantly reducing the risk of disruptions to the learning environment through enhanced redundancy and utility savings.

Key information regarding the project includes:

- This project was amended to fiscal year 2024/2025 capital projects master plan with an adjusted combined construction budget of \$8,000,000.
- This project is funded through the use of general funds.
- Construction is anticipated to start September of 2024 with substantial completion of B building by May 30, 2025, and the remaining buildings by August 1, 2025.

WCTC received two complete and compliant bids for the project:

- Camosy Construction Company, Inc. \$ 6,087,000
- Wil-Surge Electric, Inc. \$ 5,123,393

Project cost breakdown:

- Construction Bid: \$ 5,123,393
- Owner Purchased Equipment: \$ 1,443,596
- Building Automation/Controls: \$ 300,000
- Contingency fund (7.3%): \$ 500,000
- Professional services (7.5%): \$ 384,254
- Total cost of project: \$ 7,751,243

Action requested: Staff is seeking your approval to award this project to Wil-Surge, Inc., with a construction bid of \$5,123,393 and total project cost of \$7,751,243 contingent of the WTCS Board approving the project at their September 10-11 meeting.



MEMORANDUM

TO: WCTC District Board of Trustees
FROM: Kristine Golz, Chief Financial Officer
DATE: September 10, 2024
RE: Resolution to Modify the 2024/25 Budget

WCTC has a need to modify the 2024/25 budget due to:

- Authorize Use of Fund Balance in the Capital Projects Fund and Modify Expenditures – Previously the Board has set aside funding within the Capital Projects Fund for the Mechanical Infrastructure Update project. With the completion and award of the bids this modification authorizes the use of reserves and increases the expenditure budget for this project.

Action Requested: Staff is seeking your approval of this budget modification and will be available to answer questions.

Attachment

RESOLUTION

WHEREAS in June 2024, the Waukesha County Area Technical College District Board adopted the 2024/25 budget, and

WHEREAS the WCTC has set aside funding for the Mechanical Infrastructure Project, and

WHEREAS the project is ready to move forward, and

WHEREAS these modifications will not impact the tax levy, and

THEREFORE, BE IT RESOLVED that the Waukesha County Area Technical College District Board approves the modifications summarized on the Class I Legal Notice below.

Class I Legal Notice			
Waukesha County Technical College			
2024/25 Budget Modifications			
	Current	Revised	Amount of
	<u>Budget</u>	<u>Budget</u>	<u>Change</u>
Capital Projects Fund			
Revenues			
Reserve for Capital Projects	\$ 1,084,270	\$ 8,839,270	\$ 7,755,000
Expenditures			
Physical Plant	12,718,940	20,473,940	7,755,000