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WCTC District Board Regular Meeting

Tuesday, January 14, 2025, 5:00 p.m.
Waukesha County Technical College
Richard T. Anderson Education Center (RTA), C051/C057

UPCOMING MEETINGS

Regular Board Meeting	Tuesday, February 11, 2025	5:00 p.m.	RTA, C051/C057
Regular Board Meeting	Tuesday, March 11, 2025	5:00 p.m.	RTA, C051/C057
Regular Board Meeting	Tuesday, April 8, 2025	5:00 p.m.	RTA, C051/C057

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10365/23



WAUKESHA
COUNTY TECHNICAL
COLLEGE

Hands-on
Higher Ed

**Waukesha County Area Technical College
District Board Meeting
January 14, 2025 - 5:00 PM
Richard T. Anderson Education Center, C051/C057**

AGENDA

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

- II. Public/Staff Remarks***

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

- IV. Approval of Consent Agenda Items**
 - 4-7 A. Minutes Dated December 10, 2024
 - 8-10 B. Accounts Payable Summary for December 2024
 - 11 C. 38.14 Contract Report for December 2024
 - 12 D. Hire Report

- V. Action Items**
 - 13-17 A. Resolution Authorizing the Issuance of \$2,600,000 General Obligation Promissory Notes, Series 2025A, of Waukesha County Area Technical College District, Wisconsin, and Setting the Sale of the Notes – Kristine Golz
 - 18 B. Approval of Fire Training Concrete Burn Building Repairs – Rich Haen

- VI. Presentation/Discussion**
 - A. Graduate Follow-up Report – Ryan Paulus

- VII. 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.

**Waukesha County Technical College
District Board Meeting Minutes
December 10, 2024 - 5:00 PM
Anthony J. Natalizio Center, S104B**

Present:

Brian Baumgartner, Chairperson
Courtney Bauer, Vice Chairperson
Rob Ewing, Board Member
Thomas Michalski, Board Member
Jim Zaiser, Board Member
Michael Cady, Board Member
Jamie Stahulak, Board Member

Absent

Ryan Clark, Secretary/Treasurer
Stephanie Reisner, Board Member

Also Present:

Richard Barnhouse

26 guests

REGULAR MEETING

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

II. Public/Staff Remarks*

A. None

III. Delegates to be Heard

A. Student Government Association – Pierson Barnes

- Mr. Barnes shared that this week is finals week for students.
- SGA sponsored Thanksgiving meal November 19 on the Pewaukee Campus. 280 students and staff attended.
- Fall Awards Ceremony was December 4. SGA Vice President Jadyn received the Outstanding Club Member Award.
- SGA hosted Children’s Holiday Party on Saturday December 7. There were many crafts and activities.
- SGA Vice President Jadyn is graduating on Saturday December 14.

B. WCTC Foundation – Robyn Ludtke and Jamie Stahulak

- Ms. Ludtke shared the results of Giving Tuesday with the match from Bank Five Nine that the WCTC Foundation raised \$16,000 in this campaign.
- Ms. Ludtke shared that the Generac Foundation and WCTC ribbon cutting occurred last month. Generac contributed funds to support EMS training on campus with live action mannikins in Generac Human Patient Simulator Lab.
- HDR Foundation awarded Child Development Center with \$80,000 to support playground equipment renovation.
- WCTC Culinary students cooked meals for 20 families at La Casa de Esperanza with help from WCTC Foundation donors.

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

- A. Dr. Barnhouse welcomed everyone to the December WCTC District Board meeting.
- B. Dr. Barnhouse shared that Commencement is Saturday December 14.
- C. Dr. Barnhouse attended an event with Governor Evers on Teacher Apprenticeships last month.

- D. Dr. Barnhouse met with Chancellor Frank at UW-Stout and is looking to strengthening partnership between WCTC and UW-Stout.
- E. Dr. Barnhouse attended the last of the AI Legislative Study Committee meetings last week.
- F. Dr. Barnhouse attended the Outstanding Student Luncheon and Fall Award Ceremony last week.
- G. WCTC hosted a K12 Superintendent Breakfast last month.
- H. Jonathan Pedraza reported that WCTC is the Division I Champion for Wisconsin in Valorant and Rocket League, winning against 12 other colleges and universities from across the state.
- I. Dr. Barnhouse honored WCTC Board Member Tom Michalski for his service and thanked him for his dedication and support of WCTC. Mr. Michalski will be stepping down from the Board effective January 6, 2025.

V. Approval of Consent Agenda Items

- A. Minutes dated November 12, 2024
- B. Accounts Payable Summaries November 2024
- C. 38.14 Contract Report November 2024
- D. Approval of Hire Report
- E. Applied Technology Center Annual Report
- F. Approval of International Travel Report
- G. Amendment to WCTC and WCTC Foundation Memorandum of Understanding

Dr. Cady motioned to approve the Consent Agenda Items, receiving a second from Mr. Stahulak. Approved, carried unanimously.

VI. Action Items

- A. Construction Bid Information and Approval Waukesha Dental Expansion – Rich Haen
 - Mr. Haen discussed the dental project to add 10 dental stations.
 - Mr. Haen shared the bids for this project, in combination with the Waukesha Campus Office Renovations, as these were bid together.

Mr. Stahulak motioned to approve the award of these projects Gardener Builders, receiving a second from Ms. Bauer. Approved, carried unanimously.

- B. Construction Bid Information and Approval Waukesha Office Renovation – Rich Haen
 - Mr. Haen discussed this project and the need for renovation to create updated office space for staff to serve students.

Ms. Bauer motioned to approve the award of these projects to Gardener Builders, receiving a second from Mr. Stahulak. Approved, carried unanimously.

- C. Construction Bid Information Hub Stage Remodel for SGA – Rich Haen
 - Mr. Haen described the remodel project as a renovation of existing space to allow SGA to create a space for students to gather, socialize, and engage in games or television with fellow students.

Mr. Michalski motioned to award the project to Level up Construction, receiving a second from Mr. Ewing. Approved, carried unanimously.

D. Resolution to Approve the 2023/24 Fund Balance Reservations and Designations – Kristine Golz

- Shannon Small from Clifton Larson Allen (CLA) presented purpose of the annual audit and the overview of the sections of the financial report.
- Ms. Small and CLA issued an unmodified opinion, also known as a clean opinion.

Ms. Bauer motioned to approve the 2023/24 fund balance reservations and designations, receiving a second from Dr. Cady. **Approved, carried unanimously.**

E. Resolution to Approve the 2023/24 Annual Comprehensive Financial Report (ACFR) – Kristine Golz

Mr. Michalski motioned to approve the 2023/24 Annual Comprehensive Financial Report (ACFR), receiving a second from Mr. Zaiser. **Approved, carried unanimously.**

VII. Presentation/Discussion

A. College Center Building – Restroom Renovations – Rich Haen

- Mr. Haen discussed the need for renovation of the bathrooms on the ground floor of the College Center building due to their age and deterioration.

B. Fire Training – Concrete Burn Building Renovation – Rich Haen

- Mr. Haen discussed the need to update this building due to normal wear and tear over the years.
- The building was inspected by structural engineers. The engineers determined the structure was safe and usable. Repairs were decided upon based on their report.
- Mr. Jeremy Blair, lead DEA fire instructor, discussed how the live fire training buildings are being used.
 1. Buildings are used for certification courses, contract courses with local fire departments, local fire department agreements.
 2. These buildings are used year-round.
 3. There is currently a waitlist for Certification courses.
 4. The concrete building is unique to this area and no other training facility has a structure like it.

VIII. Ms. Bauer motioned to convene into Closed Session pursuant to Sec. 19.85 (1)(b) Wisconsin State Statutes at 6:11 pm:

- Dr. Cady seconded the motion
- **Unanimous roll call vote**
- Discussion was held regarding Consideration of Faculty Dismissal.
- Ms. Bauer motioned to reconvene in open session, receiving a second from Dr. Cady.
- **Unanimous roll call vote**
- The open meeting reconvened at 8:10 pm.

IX. Consideration of Faculty Dismissal

- Board upheld the Faculty Dismissal.

X. Adjournment – Brian Baumgartner

- A.** Mr. Stahulak motioned to adjourn the meeting, receiving a second from Ms. Bauer. Meeting adjourned at 8:11 pm.

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

Signed: _____
Ryan Clark, Board Secretary/Treasurer

ACCOUNTS PAYABLE SUMMARY
December 2024

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

**The Chief Financial Officer - Finance submits for approval the attached
claims for payment, which include payroll deductions, of \$1,518,279.98**

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

Chair

Secretary/Treasurer

President

Check Register Report

Accounts Payable account code "WA". Dated 12/20/24 Database instance PROD-Native

<u>Number</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>
C0799536	12/5/2024	ABM Industries Inc	\$ 61,437.02
!0039164	12/3/2024	Absolute Construction Enterprises Inc	\$ 5,050.00
!0039165	12/3/2024	Air One Equipment Inc	\$ 60,621.00
!0039345	12/19/2024	Aladdin Food Management Services LLC	\$ 10,353.46
!0039305	12/17/2024	Aladdin Food Management Services LLC	\$ 8,192.26
!0039167	12/3/2024	Aladdin Food Management Services LLC	\$ 5,569.48
!0039168	12/3/2024	American Technical Publishers Inc	\$ 7,259.51
!0039235	12/10/2024	AVI	\$ 16,980.61
C0799597	12/10/2024	Burmax	\$ 6,595.83
C0799598	12/10/2024	Camera Corner	\$ 120,734.99
C0799484	12/3/2024	CamInstructor Inc	\$ 5,150.00
!0039172	12/3/2024	Camosy Construction	\$ 30,403.88
!0039308	12/17/2024	Capital Data Inc	\$ 34,626.12
C0799806	12/19/2024	Cengage Learning	\$ 10,314.00
!0039312	12/17/2024	Connect Search LLC	\$ 5,135.00
C0799737	12/17/2024	Constellation NewEnergy Gas Division LLC	\$ 8,666.21
C0799738	12/17/2024	Cottingham & Butler Insurance Services, Inc.	\$ 14,150.00
C0799486	12/3/2024	Critical Mention Inc	\$ 5,832.00
C0799740	12/17/2024	Danfoss Power Solutions II LLC	\$ 5,999.25
C0799741	12/17/2024	Dell Marketing L P	\$ 16,662.98
!0039199	12/5/2024	EBSCO Subscription Services	\$ 25,081.61
C0799488	12/3/2024	Ellucian Company LLC	\$ 41,933.00
C0799665	12/12/2024	Ellucian Company LLC	\$ 35,002.00
!0039269	12/12/2024	Emmons Business Interiors	\$ 17,186.19
C0799600	12/10/2024	ExamSoft Worldwide Inc	\$ 17,800.00
C0799742	12/17/2024	F A Davis Company/Publishers	\$ 21,223.88
C0799666	12/12/2024	Fox Valley Technical College	\$ 5,605.00
!0039200	12/5/2024	Gannett Wisconsin LocalIQ	\$ 48,161.50
C0799603	12/10/2024	Green Window Cleaning Services LLC	\$ 5,075.00
C0799815	12/19/2024	Henry Schein Inc	\$ 6,591.66
C0799746	12/17/2024	Hu Friedy Mfg Co LLC	\$ 12,605.00
!0039176	12/3/2024	Imperial Dade	\$ 8,086.00
C0799748	12/17/2024	Jones and Bartlett Publishers Inc	\$ 6,014.25
C0799670	12/12/2024	Jones and Bartlett Publishers Inc	\$ 5,333.49
C0799671	12/12/2024	Lab Midwest Corp	\$ 148,775.00
!0039245	12/10/2024	MacQueen Equipment LLC	\$ 6,728.46
!0039246	12/10/2024	Madison National Life Insurance Co	\$ 9,312.71
!0039177	12/3/2024	Majic Productions Inc	\$ 7,962.50
C0799821	12/19/2024	Marianna Industries	\$ 9,817.96
!0039247	12/10/2024	Marshall Sign, LLC	\$ 6,800.00
!0039353	12/19/2024	McGraw Hill Education Inc	\$ 133,132.88
C0799825	12/19/2024	Municipal Emergency Services Inc	\$ 6,022.08
C0799497	12/3/2024	Pampered Coach Truck Center	\$ 35,000.00
!0039178	12/3/2024	PFM Asset Management LLC	\$ 11,208.51
!0039316	12/17/2024	Quarles & Brady LLP	\$ 11,475.06
C0799828	12/19/2024	RNS Communications Inc	\$ 5,760.00
C0799831	12/19/2024	SET Engineering LLC	\$ 5,200.00
!0039277	12/12/2024	Simons Electrical Systems	\$ 13,860.00

Check Register Report

Accounts Payable account code "WA". Dated 12/20/24 Database instance PROD-Native

<u>Number</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>
!0039249	12/10/2024	Symetra Life Insurance Company	\$ 25,295.95
C0799760	12/17/2024	Truck and Auto Elegance	\$ 18,871.00
C0799679	12/12/2024	United Mailing Services	\$ 5,096.16
!0039356	12/19/2024	Verona Safety Supply Inc	\$ 7,710.90
C0799560	12/5/2024	Village of Pewaukee	\$ 21,664.60
C0799562	12/5/2024	WE Energies	\$ 63,768.04
!0039361	12/19/2024	Willo Labs Inc	\$ 52,296.64
C0799564	12/5/2024	Wil-Surge Electric	\$ 117,482.70
!0039282	12/12/2024	Wisconsin Library Services Inc	\$ 27,082.20
C0799565	12/5/2024	Zimmerman Design Group	\$ 37,244.45
C0799506	12/3/2024	Zimmerman Design Group	\$ 35,280.00
59 payments TOTAL:			\$ 1,518,279.98

**WAUKESHA COUNTY TECHNICAL COLLEGE
CORPORATE TRAINING CENTER
CONTRACT APPROVAL REPORT
DECEMBER, 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	8212	Selzer Ornst Co.	10/16/2024	I	Foundational Leadership	12	6,348	2,312	4,036	2,956	3,392
2025	8207	Majic Productions Inc.	11/5/2024	I	Heartsaver CPR/AED Consumer Math & Presenting	11	1,400	467	933	595	805
2025	8133	Journey 21 Inc.	9/15/2024	I	Yourself	24	6,594	3,608	2,986	4,714	1,880
2025	8254	Prolec - GE Waukesha Inc.	12/9/2024	T	Bootcamp Cohort 3	N/A	9,148	3,499	5,649	4,680	4,468
Center for Early College Opportunities (High School Transcribed Credit)											
<i>CTC collaborates with the Center for Early College Opportunities providing 38.14 contracts for High School Transcribed Credit (HSTC)</i>											
2025	8084	Franklin Public Schools	9/5/2024	I	Franklin Nursing Assistant	10	7,500	5,286	2,214	5,654	1,846
2025	8134	New Berlin Public Schools	9/17/2024	I	New Berlin Nursing Assistant	7	7,500	5,286	2,214	5,973	1,527
2025	8162	Milwaukee Youth Apprenticeship Consortium	11/12/2024	I	Nursing Assistant	10	7,500	5,286	2,214	5,654	1,846
ALL CONTRACTS							45,990	25,744	20,246	30,226	15,764

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

CTC 38.24 PROFESSIONAL DEVELOPMENT WORKSHOPS						Number of Participants	Total Revenue	Est. Direct	Variance (1)	Est. Full Cost	Variance (2)
57 Workshops Completed 10/1/2024 through 12/31/2024						895	168,911	107,680	61,231	140,356	20,050

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, Vice President of Human Resources and Legal Affairs
DATE: January 14, 2025
RE: Approval to Hire Report

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

Amanuel Teweldemedhin

Start Date: 1/06/25
Position: Instructor – Math

Sarah Sallmann

Start Date: 1/06/25
Position: Instructor – Graphic Design

Kay Eibl

Start Date: 1/16/25
Position: Instructor - Psychology

Jose Garcia Joven

Start Date: 1/1/25
Position: Instructor - Math



MEMORANDUM

TO: WCTC District Board of Trustees
FROM: Dr. Jane L. Kittel, Vice President of Administration
DATE: January 14, 2025
RE: Resolution Authorizing the Issuance of \$2,600,000 General Obligation Promissory Notes, Series 2025A, of Waukesha County Area Technical College District, Wisconsin, and Setting the Sale of the Notes

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.

Action Requested: We request the WCTC Board to authorize the issuance of \$2,600,000 general obligation promissory notes for this fiscal year for building remodeling projects and equipment.

- \$1,120,000 for building remodeling and improvement projects to include renovations on the Waukesha Campus for the dental program expansion, offices, faculty spaces, restrooms and the renovation of C Building restrooms on the Pewaukee Campus.
- \$1,480,000 for movable capital equipment in academics and operations

At the February board meeting, the WCTC Board will be asked to award the winning bid for these notes.

Following this request is the draft of the legal resolution authorizing this issuance.

This is the second of three borrowings planned for this fiscal year.

Staff will be available at the board meeting to answer any questions you may have regarding this request.

RESOLUTION AUTHORIZING THE ISSUANCE OF \$2,600,000
GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2025A, OF
WAUKESHA COUNTY AREA TECHNICAL COLLEGE DISTRICT, WISCONSIN,
AND SETTING THE SALE OF THE NOTES

WHEREAS, Waukesha County Area Technical College District, Wisconsin (the "District") is presently in need of \$1,120,000 for the public purpose of financing building remodeling and improvement projects and \$1,480,000 for the public purpose of financing the acquisition of movable equipment (collectively, the "Project"); and

WHEREAS, the District hereby finds and determines that the project is within the District's power to undertake and serves a "public purpose" as that term is defined in Section 67.04(a)(b), Wisconsin Statutes; and

WHEREAS, the District Board deems it necessary and in the best interest of the District to borrow the monies needed for such purposes through the issuance of general obligation promissory notes pursuant to the provisions of Section 67.12(12), Wis. Stats.;

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes in the amount of \$1,120,000 for the public purpose of financing building remodeling and improvement projects; and be it further

RESOLVED, that the District shall issue general obligation promissory notes in the amount of \$1,480,000 for the public purpose of financing the acquisition of movable equipment; and be it further

RESOLVED, THAT:

Section 1. Note Authorization. The District shall issue the general obligation promissory notes authorized above in the aggregate principal amount of \$2,600,000 and designated "General Obligation Promissory Notes, Series 2025A" (the "Notes"), the proceeds of which shall be used for the purposes specified above in the amounts authorized for those purposes. There shall be levied on all the taxable property of the District a direct, annual, irrevocable tax sufficient to pay the interest on the Notes as it becomes due, and also to pay and discharge the principal thereof.

Section 2. Notice to Electors. The Secretary shall, within ten (10) days hereafter, cause public notice of the adoption of this resolution to be given to the electors of the District by publishing notices thereof in the official District newspaper published and having general circulation in the District, which newspaper is found and determined to be likely to give notice to the electors, such notices to be in substantially the forms set forth on Exhibits A and B hereto (the "Notice").

Section 3. Sale of Notes. The Notes shall be offered for public sale. At a subsequent meeting, the District Board shall consider such bids as may have been received and take action thereon.

Section 4. Official Statement. The Secretary shall cause an Official Statement to be prepared by the District’s financial advisor, Robert W. Baird & Co. Incorporated. The appropriate District officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Section 5. Expenditure of Funds and Declaration of Official Intent. The District shall make expenditures as needed from its funds on hand to pay the cost of the Project until proceeds of the Notes become available. The District hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Notes, the principal amount of which is not expected to exceed \$2,600,000.

Section 6. 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. If any of the Notes may be subject to a petition for referendum, any action with respect to the sale of the Notes shall be subject to the condition that no petition for referendum has been filed within thirty (30) days of publication of the Notice provided for under Section 2 of this Resolution or, if a petition is filed, that any required referendum approval is obtained.

Adopted this 14th day of January, 2025.

Brian K. Baumgartner
Chairperson

Attest:

Ryan J. Clark
Secretary

(SEAL)

EXHIBIT A

NOTICE

TO THE ELECTORS OF:

Waukesha County Area Technical College

District, Wisconsin

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a meeting duly called and held on January 14, 2025, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$1,120,000 be borrowed through the issuance of general obligation promissory notes of the District for the public purpose of financing building remodeling and improvement projects.

A copy of said resolution is on file in the District Office, 800 Main Street, Pewaukee, Wisconsin, and is available for public inspection weekdays, except holidays, between the hours of 8:00 A.M. and 4:00 P.M. or in the alternative by contacting Dr. Jane L. Kittel at the District by phone at (262) 691-5214 or by email at the following address: jkittel@wctc.edu.

The District Board need not submit said resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Sec. 67.12(12)(e)5, Wis. Stats., requesting a referendum thereon at a special election.

Dated January 14, 2025.

BY ORDER OF THE DISTRICT BOARD

District Secretary

EXHIBIT B

NOTICE

TO THE ELECTORS OF:

Waukesha County Area Technical College

District, Wisconsin

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a meeting duly called and held on January 14, 2025, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$1,480,000 be borrowed through the issuance of general obligation promissory notes of the District for the public purpose of financing the acquisition of movable equipment.

A copy of said resolution is on file in the District Office, 800 Main Street, Pewaukee, Wisconsin, and is available for public inspection weekdays, except holidays, between the hours of 8:00 A.M. and 4:00 P.M. or in the alternative by contacting Dr. Jane L. Kittel at the District by phone at (262) 691-5214 or by email at the following address: jkittel@wctc.edu.

The District Board need not submit said resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Sec. 67.12(12)(e)5, Wis. Stats., requesting a referendum thereon at a special election.

Dated January 14, 2025.

BY ORDER OF THE DISTRICT BOARD

District Secretary



MEMORANDUM

TO: WCTC District Board of Trustees
FROM: Rich Haen – Director of District Facilities
DATE: January 14, 2025
RE: Approval of Fire Training Concrete Burn Building Repairs

At the December 10, 2024 Board meeting we presented the need and the plan for repairing the fire training concrete burn building. The repair project includes:

- Repair any concrete deficiencies.
- Replace missing or deteriorated refractory linings.
- Replace precast concrete roof planks.
- Extend exterior retaining walls and sidewalks.
- Clean out drains, catch basins and sewer lines.
- Replace steel door frames and hardware.
- Replace hinged windows with sliding windows.

There have not been any changes to this plan or the need for these repairs since the presentation at the December Board meeting.

Upon today's Board approval, construction bids will go out and will be presented at the March 11, 2025 Board meeting for your approval.

Action Requested: We request the WCTC District Board of Trustees approve the repair project for the concrete burn building with an estimated cost of \$366,000.