



District Board Meeting

3rd Wednesday of the Month

5:00 pm

Administration Building

Blackhawk Technical College

DISTRICT BOARD MEETING

AGENDA

DATE: AUGUST 16, 2023

TIME: 5:00 P.M.

LOCATION: CENTRAL CAMPUS – ADMINISTRATION BUILDING
6004 S COUNTY ROAD G, JANESVILLE WI 53546-9458

CALL TO ORDER

A. Public Comment

Persons who wish to address the District Board may make a statement if it pertains to a specific agenda item. Persons who raise issues not on the agenda may be invited back to repeat their comments at a later District Board meeting when the subject is properly noticed on the agenda. Unless requested by the District Board Chairperson from the audience regarding a specific agenda topic, public comments or dialogue are not allowed during other portions of the District Board meeting and/or discussion.

SPECIAL REPORTS

A. Labor Market Report (*Information – Dr. Jon Tysse*)

INFORMATION/DISCUSSION

A. Financial Statement and Quarterly Report (*Information – Jim Nemeth*)

B. President's Update (*Information – Dr. Tracy Pierner*)

- a. Community Engagement
- b. Internal Engagement
- c. College Events
- d. Upcoming Events
- e. Other Communications
- f. Construction Projects

C. Finance Committee Report Out and Recommendations (*Information – Chairperson Thornton*)
a. No Meeting Scheduled for August

D. Personnel Committee Report Out and Recommendations (*Information – Chairperson Deprez*)
a. No Meeting Scheduled for August

E. Staff Changes (*For Information Only. Not for District Board Action*)

- a. New Hires:
 - i. Denise VanFleet, Administrative Chair – Allied Health – January 3, 2024
- b. New Positions:
 - i. Amanda Urish, Graphic Design Specialist (LTE) - July 3, 2023
 - ii. Katie Lange, Student Enrollment and Retention Manager – July 1, 2023
- c. Resignations:
 - i. Corey Groebner, Automotive Technician Instructor – July 19, 2023
- d. Retirements:
 - i. None

F. Personnel and Finance Committee Membership (*Information – Chairperson Barrington-Tillman*)

CONSENT AGENDA

Consent Agenda items will be approved in one motion; however, any District Board member may ask that any individual item be acted on separately.

- A. Approval of the Draft July 10, 2023, District Board Annual and Regular Meeting Minutes (*Action*)
- B. Approval of Current Bills (*Action – Jim Nemeth*)
- C. Approval of Training Contracts (*Action – Dr. Karen Schmitt*)
- D. Confirmation of Instructional Employment Contract Issued to Milton Bond, Mathematics Instructor – August 14, 2023 (*Action – K. Broske*)
- E. Confirmation of Instructional Employment Contract Issued to Jonathon Kelley, Communications Instructor – August 14, 2023 (*Action – K. Broske*)
- F. Confirmation of Instructional Employment Contract Issued to Charles Quince, Marketing Instructor – August 14, 2023 (*Action – K. Broske*)
- G. Confirmation of Instructional Employment Contract Issued to Heather Varez, Accounting Instructor – August 14, 2023 (*Action – K. Broske*)

POLICY REVIEW

- A. Approval of the Revised Policy F-100 – Naming of College Facilities (*Action – Dr. Tracy Pierner*)

ACTION ITEMS

- A. Approval of the District Office Upper-Level Remodeling Project (*Action – Jim Nemeth*)
- B. Approval of the District Office Lower-Level Remodeling Project (*Action – Jim Nemeth*)
- C. Approval of the Addition of a Stage for the Courtyard Project (*Action – Jim Nemeth*)

Finance Committee Action Items

- A. No Action Items

Personnel Committee Action Items

- A. No Action Items

WTCS CONSORTIUM UPDATES

- A. Insurance Trust (WTC) (*Information – Representative*)
- B. Marketing Consortium (*Information – Representative*)
- C. Purchasing Consortium (*Information – Representative*)
- D. Districts Mutual Insurance (DMI) (*Information – Representative*)
- E. District Boards Association (DBA) (*Information*)

FUTURE AGENDA ITEMS

- A. Suggestions for Future Agenda Items

CLOSED SESSION

A. Closed Session

At the conclusion of the regular agenda business, the Personnel Committee will adjourn to a closed session pursuant to Wis. Statutes 19.85 (1) (c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. No action will be taken during the closed session. Any action which might result from the closed session will be taken upon reconvening in open session, scheduled for action in open session at the next regular meeting, or scheduled for action at a special meeting called on notice.

1. Motion, Second, and Roll Call Vote to Go Into Closed Session
2. Motion, Second, and Roll Call Vote to Go Into Open Session
3. Call Meeting to Order in Open Session

ADJOURNMENT

Blackhawk Technical College does not discriminate on the basis of race, color, national origin, sex, gender identity, disability, or age in its programs and activities. The following person has been designated to manage inquiries regarding the nondiscrimination policies: Title IX Coordinator/Equal Opportunity Officer, 6004 S County Road G, P.O. Box 5009, Janesville, WI 53547-5009, (608) 757-7796 or (608) 757-7773, WI Relay: 711.

BTC is committed to providing universal access to events. If you are an individual with a disability and would like to request an accommodation, please contact the Assistant to the President and District Board at 608-757-7772 at least 72 hours before the District Board meeting.



AUGUST 16, 2023

INFORMATION/DISCUSSION

- Financial Statement and Quarterly Report

INFORMATION/DISCUSSION ITEM A.

Blackhawk Technical College

General Fund

Comparative Statement of Revenues and Expenditures

For The Months Ended June 30, 2023 and 2022

	2022-2023				2021-2022						
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Audited		
									Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	6,741,574	6,776,446	6,775,916	99.99%	7,267,710	6,709,582	6,697,581	99.82%	6,777,581	100.00%	-
Other Local Government	2,926	180,761	183,347	101.43%	(1,000)	(1,000)	13,091	-1309.10%	13,091	-1309.10%	14,091
State Aid	14,318,600	14,527,373	14,587,626	100.41%	13,119,635	14,004,136	13,927,588	99.45%	13,927,588	99.84%	(22,348)
Program Fees	5,612,700	5,932,800	6,249,520	105.34%	5,388,810	5,388,810	5,635,157	104.57%	5,613,931	100.03%	1,776
Material Fees	311,000	311,000	335,783	107.97%	387,644	387,644	315,988	81.51%	315,126	99.99%	(18)
Other Student Fees	401,200	446,200	500,789	112.23%	364,250	364,250	480,875	132.02%	478,116	99.79%	(1,018)
Institutional Revenue	1,972,500	2,586,000	2,838,545	109.77%	1,883,273	2,003,930	2,713,992	135.43%	2,727,939	100.00%	(18)
Federal Revenue	11,000	11,000	9,911	90.10%	11,500	11,500	8,401	73.05%	8,401	73.05%	(3,099)
Total Revenue	29,371,500	30,771,580	31,481,437	102.31%	28,421,822	28,868,852	29,792,673	103.20%	29,861,773	99.96%	(10,634)
Other Resources											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Funding Sources	140,000	320,000	319,285	99.78%	42,000	140,762	320,047	227.37%	320,047	100.00%	-
Total Other Resources	140,000	320,000	319,285	99.78%	42,000	140,762	320,047	227.37%	320,047	100.00%	-
Total Resources	29,511,500	31,091,580	31,800,722	102.28%	28,463,822	29,009,614	30,112,720	103.80%	30,181,820	99.96%	(10,634)
Expenditures											
Instruction	16,769,076	16,572,051	16,203,524	97.78%	16,205,678	16,445,697	16,535,398	100.55%	16,583,010	99.94%	9,242
Instructional Resources	1,173,703	1,256,703	1,042,550	82.96%	1,223,499	1,223,499	984,307	80.45%	1,032,958	99.47%	5,541
Student Services	2,419,935	2,325,935	2,066,153	88.83%	2,192,377	2,192,377	2,012,503	91.80%	2,027,097	99.74%	5,280
General Institutional	6,644,350	7,217,707	6,766,700	93.75%	6,252,474	6,318,974	6,073,495	96.12%	6,174,230	99.92%	4,744
Physical Plant	2,479,436	2,642,436	2,621,527	99.21%	2,466,261	2,466,261	2,403,762	97.47%	2,422,685	99.65%	8,576
Auxiliary Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Expenditures	29,486,500	30,014,832	28,700,454	95.62%	28,340,289	28,646,808	28,009,465	97.78%	28,239,980	99.88%	33,383
Other Uses											
Trsf fr Res & Des Fund Bal	-	1,046,248	-	0.00%	92,908	332,181	-	0.00%	-	0.00%	188,466
Other Uses	25,000	30,500	28,266	92.68%	30,625	30,625	20,808	67.94%	1,720,808	99.43%	9,817
Total Other Uses	25,000	1,076,748	28,266	2.63%	123,533	362,806	20,808	5.74%	1,720,808	89.67%	198,283
Total Uses	29,511,500	31,091,580	28,728,720	92.40%	28,463,822	29,009,614	28,030,273	96.62%	29,960,788	99.23%	231,666
Budgeted Resources Over (Under) Expenditures	-	-	3,072,002		-	-	2,082,447		221,032		
Beginning Fund Balance	11,490,098	11,490,098	11,490,098		11,269,066	11,269,066	11,269,066		11,269,066		
Change in Fund Balance	-	1,046,248	-		92,908	332,181	2,082,447		221,032		
Ending Fund Balance	11,490,098	12,536,346	14,562,100		11,361,974	11,601,247	13,351,513		11,490,098		
Reserved for Prepaid Items	75,000	75,000	75,000		75,000	75,000	75,000		107,281		
Designated for Operations	6,725,000	6,725,000	6,725,000		6,725,000	6,725,000	6,725,000		4,657,022		
Designated for State Aid Fluc	350,000	350,000	350,000		350,000	350,000	350,000		350,000		
Designated for Sub Years	500,000	500,000	500,000		500,000	500,000	500,000		500,000		
Designated for Sub Year	3,840,098	4,886,346	6,912,100		3,711,974	3,951,247	5,701,513		5,875,795		

General Fund is used to account for all revenues and expenditures for activities normally associated with the regular operations of the district including instructional programs, student support services, facility care/maintenance and administration.

Note: Budgeted Resources Over (Under) Expenditures represents the amount that will be added to or used from the fund balance during the fiscal year.

Blackhawk Technical College
Special Revenue Fund
 Comparative Statement of Revenues and Expenditures
 For The Months Ended June 30, 2023 and 2022

	2022-2023				2021-2022				Audited		
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	491,932	500,999	496,433	99.09%	588,610	611,764	623,765	101.96%	543,765	100.00%	-
Other Local Government	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
State Aid	926,933	1,656,919	880,501	53.14%	841,534	1,213,333	642,800	52.98%	725,319	59.48%	(494,014)
Program Fees	9,924	34,472	13,370	38.79%	-	22,067	-	0.00%	21,226	96.19%	(841)
Material Fees	403	1,785	543	30.42%	-	1,075	-	0.00%	862	80.19%	(213)
Other Student Fees	-	2,052	-	0.00%	-	2,052	-	0.00%	2,759	134.45%	707
Institutional Revenue	-	28,860	28,860	100.00%	-	42,300	42,300	100.00%	42,300	100.00%	-
Federal Revenue	706,526	1,202,095	978,654	81.41%	708,044	2,240,414	1,486,859	66.37%	1,573,320	69.56%	(688,605)
Total Revenue	2,135,718	3,427,182	2,398,361	69.98%	2,138,188	4,133,005	2,795,724	67.64%	2,909,551	71.09%	(1,182,966)
Other Resources											
Trsf fr Res & Des Fund Bal	-	3,432	-	0.00%	-	539	-	0.00%	-	0.00%	(539)
Other Funding Sources	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Resources	-	3,432	-	0.00%	-	539	-	0.00%	-	0.00%	(539)
Total Resources	2,135,718	3,430,614	2,398,361	69.91%	2,138,188	4,133,544	2,795,724	67.64%	2,909,551	71.09%	(1,183,505)
Expenditures											
Instruction	1,288,264	1,769,782	1,030,737	58.24%	1,050,362	1,103,058	993,296	90.05%	993,493	89.58%	115,575
Instructional Resources	75,370	157,084	144,252	91.83%	80,675	190,774	150,622	78.95%	143,303	70.30%	60,547
Student Services	754,438	1,142,082	1,007,603	88.23%	1,002,003	1,400,166	1,231,178	87.93%	1,231,391	92.44%	100,776
General Institutional	17,646	150,026	156,030	104.00%	5,148	1,234,423	318,255	25.78%	318,255	30.13%	737,883
Physical Plant	-	31,640	22,241	70.29%	-	205,123	35,390	17.25%	35,390	16.65%	177,158
Total Expenditures	2,135,718	3,250,614	2,360,863	72.63%	2,138,188	4,133,544	2,728,741	66.01%	2,721,832	69.54%	1,191,939
Other Uses											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Uses	-	180,000	179,285	99.60%	-	-	179,285	No Budget	179,285	100.00%	-
Total Other Uses	-	180,000	179,285	99.60%	-	-	179,285	No Budget	179,285	No Budget	-
Total Uses	2,135,718	3,430,614	2,540,148	74.04%	2,138,188	4,133,544	2,908,026	70.35%	2,901,117	70.18%	(1,191,939)
Budgeted Resources											
Over (Under) Expenditures	-	-	(141,787)		-	-	(112,302)		8,434		
Beginning Fund Balance	942,085	942,085	942,085		933,651	933,651	933,651		933,651		
Change in Fund Balance	-	(3,432)	-		-	(539)	(112,302)		8,434		
Ending Fund Balance	942,085	938,653	800,298		933,651	933,112	821,349		942,085		

Special Revenue Fund is used to account for revenues and expenditures from revenue sources that are restricted to a specific purpose. Typically, externally funded projects, such as Vocational Education Act, Adult Education Act, and Job Training Partnership Act projects, which are not considered part of the regular program of the district are included in this fund. Excluded would be construction or remodeling projects, and trust & agency activities, including student loans.

Note: Budgeted Resources Over (Under) Expenditures represents the amount that will be added to or used from the fund balance during the fiscal year.

Blackhawk Technical College
Operating Budget
General Fund & Special Revenue Funds Combined
For The Months Ended June 30, 2023 and 2022

	2022-2023				2021-2022				Audited		
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	7,233,506	7,277,445	7,272,349	99.93%	7,856,320	7,321,346	7,321,346	100.00%	7,321,346	100.00%	-
Other Local Government	2,926	180,761	183,347	101.43%	(1,000)	(1,000)	13,091	-1309.10%	13,091	-1309.10%	14,091
State Aid	15,245,533	16,184,292	15,468,127	95.57%	13,961,169	15,217,469	14,570,388	95.75%	14,652,907	96.60%	(516,362)
Program Fees	5,622,624	5,967,272	6,262,890	104.95%	5,388,810	5,410,877	5,635,157	104.14%	5,635,157	100.02%	935
Material Fees	311,403	312,785	336,326	107.53%	387,644	388,719	315,988	81.29%	315,988	99.93%	(231)
Other Student Fees	401,200	448,252	500,789	111.72%	364,250	366,302	480,875	131.28%	480,875	99.94%	(311)
Institutional Revenue	1,972,500	2,614,860	2,867,405	109.66%	1,883,273	2,046,230	2,756,292	134.70%	2,770,239	100.00%	(18)
Federal Revenue	717,526	1,213,095	988,565	81.49%	719,544	2,251,914	1,495,260	66.40%	1,581,721	69.57%	(691,704)
Total Revenue	31,507,218	34,198,762	33,879,798	99.07%	30,560,010	33,001,857	32,588,397	98.75%	32,771,324	96.49%	(1,193,600)
Other Resources											
Trsf fr Res & Des Fund Bal	-	3,432	-	0.00%	-	539	-	0.00%	-	0.00%	(539)
Other Funding Sources	140,000	320,000	319,285	99.78%	42,000	140,762	320,047	227.37%	320,047	100.00%	-
Total Other Resources	140,000	323,432	319,285	98.72%	42,000	141,301	320,047	226.50%	320,047	99.83%	539
Total Resources	31,647,218	34,522,194	34,199,083	99.06%	30,602,010	33,143,158	32,908,444	99.29%	33,091,371	96.52%	(1,194,139)
Expenditures											
Instruction	18,057,340	18,341,833	17,234,261	93.96%	17,256,040	17,548,755	17,528,694	99.89%	17,576,503	99.29%	124,817
Instructional Resources	1,249,073	1,413,787	1,186,802	83.94%	1,304,174	1,414,273	1,134,929	80.25%	1,176,261	94.68%	66,088
Student Services	3,174,373	3,468,017	3,073,756	88.63%	3,194,380	3,592,543	3,243,681	90.29%	3,258,488	96.85%	106,056
General Institutional	6,661,996	7,367,733	6,922,730	93.96%	6,257,622	7,553,397	6,391,750	84.62%	6,492,485	89.74%	742,627
Physical Plant	2,479,436	2,674,076	2,643,768	98.87%	2,466,261	2,671,384	2,439,152	91.31%	2,458,075	92.97%	185,734
Auxiliary Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Expenditures	31,622,218	33,265,446	31,061,317	93.37%	30,478,477	32,780,352	30,738,206	93.77%	30,961,812	96.19%	1,225,322
Other Uses											
Trsf fr Res & Des Fund Bal	-	1,046,248	-	0.00%	92,908	332,181	-	0.00%	-	0.00%	188,466
Other Uses	25,000	210,500	207,551	98.60%	30,625	30,625	200,093	653.36%	1,900,093	99.49%	9,817
Total Other Uses	25,000	1,256,748	207,551	16.51%	123,533	362,806	200,093	55.15%	1,900,093	90.55%	198,283
Total Uses	31,647,218	34,522,194	31,268,868	90.58%	30,602,010	33,143,158	30,938,299	93.35%	32,861,905	95.85%	1,423,605
Budgeted Resources											
Over (Under) Expenditures	-	-	2,930,215		-	-	1,970,145		229,466		
Beginning Fund Balance	12,432,183	12,432,183	12,432,183		12,202,717	12,202,717	12,202,717		12,202,717		
Change in Fund Balance	-	1,042,816	-		92,908	331,642	1,970,145		229,466		
Ending Fund Balance	12,432,183	13,474,999	15,362,398		12,295,625	12,534,359	14,172,862		12,432,183		
Reserved for Prepaid Items	75,000	75,000	75,000		75,000	75,000	75,000		107,281		
Designated for Operations	7,667,085	7,663,653	7,525,298		7,658,651	7,658,112	7,546,349		5,599,107		
Designated for State Aid Fluc	350,000	350,000	350,000		350,000	350,000	350,000		350,000		
Designated for Sub Years	500,000	500,000	500,000		500,000	500,000	500,000		500,000		
Designated for Sub Year	3,840,098	4,886,346	6,912,100		3,711,974	3,951,247	5,701,513		5,875,795		

Operating Budget - General and Special Revenue Combined are the funds used to record revenue and expenditures used to manage the operations of BTC .

Note: Budgeted Resources Over (Under) Expenditures represents the amount that will be added to or used from the fund balance during the fiscal year.

Blackhawk Technical College
Capital Projects Fund
 Comparative Statement of Revenues and Expenditures
 For The Months Ended June 30, 2023 and 2022

	2022-2023				2021-2022				Audited		
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
State Aid	5,200	10,581	10,581	100.00%	33,183	83,183	71,471	85.92%	71,472	85.92%	(11,711)
Institutional Revenue	1,300	1,006,300	7,886,815	783.74%	13,006	1,210,179	1,274,918	105.35%	1,295,785	100.01%	106
Federal Revenue	-	1,076,427	1,078,101	100.16%	18,358	3,788,684	2,947,975	77.81%	3,171,375	82.96%	(651,589)
Total Revenue	6,500	2,093,308	8,975,497	428.77%	64,547	5,082,046	4,294,364	84.50%	4,538,632	87.25%	(663,194)
Other Resources											
Trsf fr Res & Des Fund Bal	1,230,000	22,484,861	-	0.00%	2,300,000	7,053,347	-	0.00%	-	0.00%	(7,528,347)
Other Funding Sources	5,300,000	5,300,000	5,300,000	100.00%	10,300,000	29,800,000	29,800,000	100.00%	31,500,000	100.00%	-
Total Other Resources	6,530,000	27,784,861	5,300,000	19.08%	12,600,000	36,853,347	29,800,000	80.86%	31,500,000	80.71%	(7,528,347)
Total Resources	6,536,500	29,878,169	14,275,497	47.78%	12,664,547	41,935,393	34,094,364	81.30%	36,038,632	81.48%	(8,191,541)
Expenditures											
Instruction	1,822,225	1,858,792	798,215	42.94%	505,436	1,022,873	857,180	83.80%	861,804	85.66%	144,262
Instructional Resources	195,444	1,048,636	822,171	78.40%	731,723	2,146,477	1,749,980	81.53%	2,076,072	93.07%	154,644
Student Services	7,500	41,889	13,500	32.23%	56,499	492,077	299,049	60.77%	438,345	89.08%	53,732
General Institutional	1,506,831	1,050,171	947,365	90.21%	919,889	1,211,917	926,390	76.44%	1,234,100	93.67%	83,437
Physical Plant	2,934,500	23,825,993	10,501,714	44.08%	10,349,000	35,689,515	13,851,370	38.81%	15,285,542	42.38%	20,783,701
Auxiliary Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Expenditures	6,466,500	27,825,481	13,082,965	47.02%	12,562,547	40,562,859	17,683,969	43.60%	19,895,863	48.39%	21,219,776
Other Uses											
Trsf fr Res & Des Fund Bal	-	1,982,688	-	0.00%	-	1,195,534	-	0.00%	-	0.00%	2,937,534
Other Uses	70,000	70,000	64,183	91.69%	102,000	177,000	177,000	100.00%	177,000	100.00%	-
Total Other Uses	70,000	2,052,688	64,183	3.13%	102,000	1,372,534	177,000	12.90%	177,000	5.68%	2,937,534
Total Uses	6,536,500	29,878,169	13,147,148	44.00%	12,664,547	41,935,393	17,860,969	42.59%	20,072,863	45.38%	24,157,310
Budgeted Resources Over (Under) Expenditures	-	-	1,128,349		-	-	16,233,395		15,965,769		
Beginning Fund Balance	25,345,994	25,345,994	25,345,994		9,380,225	9,380,225	9,380,225		9,380,225		
Change in Fund Balance	(1,230,000)	(20,502,173)	-		(2,300,000)	(5,857,813)	16,233,395		15,965,769		
Ending Fund Balance	24,115,994	4,843,821	26,474,343		7,080,225	3,522,412	25,613,620		25,345,994		

Capital Projects Fund is used to account for all resources and expenditures related to capital projects. Capital projects include the acquisition of sites/buildings, purchase or construction of buildings (including equipping), remodeling and improvement of buildings and purchase of movable and fixed equipment with a per unit value of \$2,000 and a life expectancy of at least two years.

Note: Budgeted Resources Over (Under) Expenditures represents the amount that will be added to or used from the fund balance during the fiscal year.

Blackhawk Technical College
Debt Service
 Comparative Statement of Revenues and Expenditures
 For The Months Ended June 30, 2023 and 2022

	2022-2023				2021-2022						
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	8,993,000	8,865,000	8,865,000	100.00%	9,064,788	8,850,000	8,850,000	100.00%	8,850,000	100.00%	-
Institutional Revenue	100	90,100	92,915	103.12%	5,000	5,000	1,771	35.42%	1,771	35.42%	(3,229)
Total Revenue	8,993,100	8,955,100	8,957,915	100.03%	9,069,788	8,855,000	8,851,771	99.96%	8,851,771	99.96%	(3,229)
Other Resources											
Trsf fr Res & Des Fund Bal	242,600	256,734		0.00%	72,000	72,000	964,972	1340.24%	-	0.00%	(72,000)
Other Funding Sources	70,000	70,000	239,711	342.44%	102,000	177,000	177,000	100.00%	1,141,972	100.00%	(28)
Total Other Resources	312,600	326,734	239,711	73.37%	174,000	249,000	1,141,972	458.62%	1,141,972	94.07%	(72,028)
Total Resources	9,305,700	9,281,834	9,197,626	99.09%	9,243,788	9,104,000	9,993,743	109.77%	9,993,743	99.25%	(75,257)
Expenditures											
Physical Plant	9,305,700	9,191,834	9,174,804	99.81%	9,243,788	8,802,000	8,801,529	99.99%	8,801,529	99.99%	471
Total Expenditures	9,305,700	9,191,834	9,174,804	99.81%	9,243,788	8,802,000	8,801,529	99.99%	8,801,529	99.99%	471
Other Uses											
Trsf fr Res & Des Fund Bal	-	90,000	-	0.00%	-	302,000	-	0.00%	-	0.00%	1,267,000
Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Uses	-	90,000	-	0.00%	-	302,000	-	0.00%	-	0.00%	1,267,000
Total Uses	9,305,700	9,281,834	9,174,804	98.85%	9,243,788	9,104,000	8,801,529	96.68%	8,801,529	87.41%	1,267,471
Budgeted Resources											
Over (Under) Expenditures	-	-	22,822		-	-	1,192,214		1,192,214		
Beginning Fund Balance	2,252,950	2,252,950	2,252,950		1,060,736	1,060,736	1,060,736		1,060,736		
Change in Fund Balance	(242,600)	(166,734)	-		(72,000)	230,000	1,192,214		1,192,214		
Ending Fund Balance	2,010,350	2,086,216	2,275,772		988,736	1,290,736	2,252,950		2,252,950		

Debt Service Fund is used to account for the accumulation of resources, and the payment of principal and interest for general long-term debt and long-term lease purchase debt.

Note: Budgeted Resources Over (Under) Expenditures represents the amount that will be added to or used from the fund balance during the fiscal year.

Blackhawk Technical College
Enterprise Fund
 Comparative Statement of Revenues and Expenditures
 For The Months Ended June 30, 2023 and 2022

	2022-2023				2021-2022				Audited		
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Year End	Percent of Budget	Dollar Variance
Revenues											
Other Student Fees	-	-	-	0.00%	15,000	-	-	0.00%	-	0.00%	-
Institutional Revenue	120,985	120,985	89,223	73.75%	152,957	167,957	103,836	61.82%	103,836	61.82%	(64,121)
Federal Revenue	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Revenue	120,985	120,985	89,223	73.75%	167,957	167,957	103,836	61.82%	103,836	61.82%	(64,121)
Other Resources											
Trsf fr Res & Des Fund Bal	125,740	125,740	-	0.00%	32,875	32,875	-	0.00%	-	0.00%	(32,875)
Other Funding Sources	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Resources	125,740	125,740	-	0.00%	32,875	32,875	-	0.00%	-	0.00%	(32,875)
Total Resources	246,725	246,725	89,223	36.16%	200,832	200,832	103,836	51.70%	103,836	51.70%	(96,996)
Expenditures											
Student Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Auxiliary Services	102,657	102,657	58,043	56.54%	146,394	47,632	28,296	59.41%	28,444	59.72%	19,188
Total Expenditures	102,657	102,657	58,043	56.54%	146,394	47,632	28,296	59.41%	28,444	59.72%	19,188
Other Uses											
Trsf fr Res & Des Fund Bal	4,068	4,068	-	0.00%	12,438	12,438	-	0.00%	-	0.00%	12,438
Other Uses	140,000	140,000	140,000	100.00%	42,000	140,762	140,762	100.00%	140,762	100.00%	-
Total Other Uses	144,068	144,068	140,000	97.18%	54,438	153,200	140,762	91.88%	140,762	91.88%	12,438
Total Uses	246,725	246,725	198,043	80.27%	200,832	200,832	169,058	84.18%	169,206	84.25%	31,626
Budgeted Resources Over (Under) Expenditures	-	-	(108,820)		-	-	(65,222)		(65,370)		
Beginning Fund Balance	489,817	489,817	489,817		555,187	555,187	555,187		555,187		
Change in Fund Balance	(121,672)	(121,672)	-		(20,437)	(20,437)	(65,222)		(65,370)		
Ending Fund Balance	368,145	368,145	380,997		534,750	534,750	489,965		489,817		

Enterprise Fund is used to account for district operations where the cost of providing goods or services to students, district staff, faculty or the general public on a continuing basis is financed or recovered primarily through user charges, or where the district board has decided that periodic determination of revenues, expenses or net income is appropriate.

Note: Budgeted Resources Over (Under) Expenditures represents the amount that will be added to or used from the fund balance during the fiscal year.

Blackhawk Technical College
Internal Service Fund
 Comparative Statement of Revenues and Expenditures
 For The Months Ended June 30, 2023 and 2022

	2022-2023				2021-2022				Audited		
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Year End	Percent of Budget	Dollar Variance
Revenues											
Institutional Revenue	260,000	260,000	260,000	100.00%	227,000	227,000	227,000	100.00%	227,000	100.00%	-
Total Revenue	260,000	260,000	260,000	100.00%	227,000	227,000	227,000	100.00%	227,000	100.00%	-
Other Resources											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	12,000	-	0.00%	-	0.00%	(12,000)
Other Funding Sources	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Resources	-	-	-	0.00%	-	12,000	-	0.00%	-	0.00%	(12,000)
Total Resources	260,000	260,000	260,000	100.00%	227,000	239,000	227,000	94.98%	227,000	94.98%	(12,000)
Expenditures											
Instruction	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Student Services	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Auxiliary Services	260,000	260,000	241,726	92.97%	227,000	239,000	225,935	94.53%	225,935	94.53%	13,065
Total Expenditures	260,000	260,000	241,726	92.97%	227,000	239,000	225,935	94.53%	225,935	94.53%	13,065
Other Uses											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Uses	260,000	260,000	241,726	92.97%	227,000	239,000	225,935	94.53%	225,935	94.53%	13,065
Budgeted Resources											
Over (Under) Expenditures	-	-	18,274		-	-	1,065		1,065		
Beginning Fund Balance	233,002	233,002	233,002		231,937	231,937	231,937		231,937		
Change in Fund Balance	-	-	-		-	(12,000)	1,065		1,065		
Ending Fund Balance	233,002	233,002	251,276		231,937	219,937	233,002		233,002		

Internal Service Fund is used to account for district operations where the cost of providing goods or services by one department or unit to other departments or units on a cost-reimbursement basis

Note: Budgeted Resources Over (Under) Expenditures represents the amount that will be added to or used from the fund balance during the fiscal year.

Blackhawk Technical College
Trust and Agency Fund
 Comparative Statement of Revenues and Expenditures
 For The Months Ended June 30, 2023 and 2022

	2022-2023				2021-2022				Audited		
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
State Aid	809,100	1,077,776	1,077,661	99.99%	908,435	834,350	792,432	94.98%	792,432	94.98%	(41,918)
Other Student Fees	360,000	360,000	435,264	120.91%	360,000	360,000	391,142	108.65%	391,142	108.65%	31,142
Institutional Revenue	277,325	300,798	299,475	99.56%	252,459	273,544	277,153	101.32%	277,153	96.51%	(10,036)
Federal Revenue	7,070,875	8,704,170	8,897,770	102.22%	7,596,847	11,546,469	9,293,776	80.49%	9,457,178	81.91%	(2,089,291)
Total Revenue	8,517,300	10,442,744	10,710,170	102.56%	9,117,741	13,014,363	10,754,503	82.64%	10,917,905	83.80%	(2,110,103)
Other Resources											
Trsf fr Res & Des Fund Bal	53,503	53,503	-	0.00%	93,032	93,032	-	0.00%	-	0.00%	(93,032)
Other Funding Sources	25,000	30,500	22,449	73.60%	30,625	30,625	20,808	67.94%	20,808	67.94%	(9,817)
Total Other Resources	78,503	84,003	22,449	26.72%	123,657	123,657	20,808	16.83%	20,808	16.83%	(102,849)
Total Resources	8,595,803	10,526,747	10,732,619	101.96%	9,241,398	13,138,020	10,775,311	82.02%	10,938,713	83.17%	(2,212,952)
Expenditures											
Instruction	-	10,000	1,462	14.62%	-	-	1,593	No Budget	1,593	No Budget	(1,593)
Student Services	8,343,682	10,264,626	10,367,225	101.00%	9,007,603	12,884,225	10,599,287	82.27%	10,655,454	82.69%	2,229,816
General Institutional	252,121	252,121	271,934	107.86%	233,795	253,795	259,780	102.36%	259,780	97.52%	6,615
Physical Plant	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Expenditures	8,595,803	10,526,747	10,640,621	101.08%	9,241,398	13,138,020	10,860,660	82.67%	10,916,827	83.01%	2,234,838
Other Uses											
Trsf fr Res & Des Fund Bal	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Other Uses	-	-	-	0.00%	-	-	-	0.00%	-	0.00%	-
Total Uses	8,595,803	10,526,747	10,640,621	101.08%	9,241,398	13,138,020	10,860,660	82.67%	10,916,827	83.01%	2,234,838
Budgeted Resources											
Over (Under) Expenditures	-	-	91,998		-	-	(85,349)		21,886		
Beginning Fund Balance	775,347	775,347	775,347		753,461	753,461	753,461		753,461		
Change in Fund Balance	(53,503)	(53,503)	-		(93,032)	(93,032)	(85,349)		21,886		
Ending Fund Balance	721,844	721,844	867,345		660,429	660,429	668,112		775,347		

Trust and Agency Fund is made up of three different types of sub-funds:

- a. **Expendable Trust Fund Type** is used to record resources and related to financial activities where the principal may not be expended and where the board acts as a trustee.
- b. **Non-Expendable Trust Fund Type** is used to record resources and related financial activities where the principal may not be expended and where the board acts as trustee.
- c. **Agency Fund Type** is used to record resources and related financial activity where the board acts as an agent or custodian for others, rather than as an owner.

Note : Revenue is generated by reimbursement reports to funding agencies. Therefore actual revenues will lag behind expenditures by several months. By the close of the fiscal year the difference between revenues and expenditures is balanced.

Note: Budgeted Resources Over (Under) Expenditures represents the amount that will be added to or used from the fund balance during the fiscal year.

Blackhawk Technical College
All Funds
Comparative Statement of Revenues and Expenditures

	2022-2023				2021-2022				Audited		
	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Original Budget	Adjusted Budget	YTD Actual	Percent of Budget	Year End	Percent of Budget	Dollar Variance
Revenues											
Property Tax	16,226,506	16,142,445	16,137,349	99.97%	16,921,108	16,171,346	16,171,346	100.00%	16,171,346	100.00%	-
Other Local Government	2,926	180,761	183,347	101.43%	(1,000)	(1,000)	13,091	-1309.10%	13,091	-1309.10%	14,091
State Aid	16,059,833	17,272,649	16,556,369	95.85%	14,902,787	16,135,002	15,434,291	95.66%	15,516,811	96.46%	(569,991)
Program Fees	5,622,624	5,967,272	6,262,890	104.95%	5,388,810	5,410,877	5,635,157	104.14%	5,635,157	100.02%	935
Material Fees	311,403	312,785	336,326	107.53%	387,644	388,719	315,988	81.29%	315,988	99.93%	(231)
Other Student Fees	761,200	808,252	936,053	115.81%	739,250	726,302	872,017	120.06%	872,017	103.67%	30,831
Institutional Revenue	2,632,210	4,393,043	11,495,833	261.68%	2,533,695	3,929,910	4,640,970	118.09%	4,675,784	98.37%	(77,298)
Federal Revenue	7,788,401	10,993,692	10,964,436	99.73%	8,334,749	17,587,067	13,737,011	78.11%	14,210,274	80.54%	(3,432,584)
Total Revenue	49,405,103	56,070,899	62,872,603	112.13%	49,207,043	60,348,223	56,819,871	94.15%	57,410,468	93.43%	(4,034,247)
Other Resources											
Trsf fr Res & Des Fund Bal	1,651,843	22,924,270	-	0.00%	2,497,907	7,263,793	964,972	13.28%	-	0.00%	(945,706)
Other Funding Sources	5,535,000	5,720,500	5,881,445	102.81%	10,474,625	30,148,387	30,317,855	100.56%	32,982,827	99.97%	80,982
Total Other Resources	7,186,843	28,644,770	5,881,445	20.53%	12,972,532	37,412,180	31,282,827	83.62%	32,982,827	80.98%	(864,724)
Total Resources	56,591,946	84,715,669	68,754,048	81.16%	62,179,575	97,760,403	88,102,698	90.12%	90,393,295	88.47%	(4,609,897)
Expenditures											
Instruction	19,879,565	20,210,625	18,033,938	89.23%	17,761,476	18,571,628	18,387,467	99.01%	18,439,900	98.57%	267,486
Instructional Resources	1,444,517	2,462,423	2,008,973	81.59%	2,035,897	3,560,750	2,884,909	81.02%	3,252,333	93.64%	220,732
Student Services	11,525,555	13,774,532	13,454,481	97.68%	12,258,482	16,968,845	14,142,017	83.34%	14,352,287	85.73%	2,389,604
General Institutional	8,420,948	8,670,025	8,142,029	93.91%	7,411,306	9,019,109	7,577,920	84.02%	7,986,365	90.56%	832,679
Physical Plant	14,719,636	35,691,903	22,320,286	62.54%	22,059,049	47,162,899	25,092,051	53.20%	26,545,146	55.87%	20,969,906
Auxiliary Services	362,657	362,657	299,769	82.66%	373,394	286,632	254,231	88.70%	254,379	88.75%	32,253
Total Expenditures	56,352,878	81,172,165	64,259,476	79.16%	61,899,604	95,569,863	68,338,595	71.51%	70,830,410	74.13%	24,712,660
Other Uses											
Trsf fr Res & Des Fund Bal	4,068	3,123,004	-	0.00%	105,346	1,842,153	-	0.00%	-	0.00%	4,405,438
Other Uses	235,000	420,500	411,734	97.92%	174,625	348,387	517,855	148.64%	2,217,855	99.56%	9,817
Total Other Uses	239,068	3,543,504	411,734	11.62%	279,971	2,190,540	517,855	23.64%	2,217,855	33.44%	4,415,255
Total Uses	56,591,946	84,715,669	64,671,210	76.34%	62,179,575	97,760,403	68,856,450	70.43%	73,048,265	71.49%	29,127,915
Budgeted Resources											
Over (Under) Expenditures	-	-	4,082,838		-	-	19,246,248		17,345,030		
Beginning Fund Balance	41,529,293	41,529,293	41,529,293		24,184,263	24,184,263	24,184,263		24,184,263		
Change in Fund Balance	(1,647,775)	(19,801,266)	-		(2,392,561)	(5,421,640)	19,246,248		17,345,030		
Ending Fund Balance	39,881,518	21,728,027	45,612,131		21,791,702	18,762,623	43,430,511		41,529,293		
Reserved for Prepaid Items	75,000	75,000	75,000		75,000	75,000	75,000		107,281		
Designated for Operations	7,667,085	7,663,653	7,525,298		7,658,651	7,658,112	7,546,349		5,599,107		
Designated for State Aid Fluc	350,000	350,000	350,000		350,000	350,000	350,000		350,000		
Designated for Sub Years	500,000	500,000	500,000		500,000	500,000	500,000		500,000		
Designated for Sub Year	3,840,098	4,886,346	6,912,100		3,711,974	3,951,247	5,701,513		5,875,795		

Note: Budgeted Resources Over (Under) Expenditures represents the amount that will be added to or used from the fund balance during the fiscal year.

BLACKHAWK TECHNICAL COLLEGE
Summary of Revenue and Expenditures as of June 30, 2023

<u>COMBINED FUNDS</u>	2022-23 CURRENT BUDGET	2022-23 ACTUAL TO DATE	2022-23 PERCENT INCURRED	2021-22 ACTUAL TO DATE	2021-22 PERCENT INCURRED
REVENUE & OTHER RESOURCES:					
Local Government	\$ 16,323,206	\$ 16,320,696	100.0%	\$ 16,184,437	100.1%
State Aids	17,272,649	16,556,369	95.9%	15,434,291	95.7%
Statutory Program Fees	5,967,272	6,262,890	105.0%	5,635,157	104.1%
Material Fees	312,785	336,326	107.5%	315,988	81.3%
Other Student Fees	808,252	936,053	115.8%	872,017	120.1%
Institutional	4,393,043	11,495,833	261.7%	4,640,970	118.1%
Federal	10,993,692	10,964,436	99.7%	13,737,011	78.1%
Other Sources (Bond/Transfer from Other Fund)	<u>5,720,500</u>	<u>5,881,445</u>	102.8%	<u>30,317,855</u>	100.6%
Total Revenue & Other Resources	<u>\$ 61,791,399</u>	<u>\$ 68,754,048</u>	81.2%	<u>\$ 87,137,726</u>	90.1%
EXPENDITURES BY FUNCTION:					
Instruction	\$ 20,210,625	\$ 18,033,938	89.2%	\$ 18,387,467	99.0%
Instructional Resources	2,462,423	2,008,973	81.6%	2,884,909	81.0%
Student Services	13,774,532	13,454,481	97.7%	14,142,017	83.3%
General Institutional	8,670,025	8,142,029	93.9%	7,577,920	84.0%
Physical Plant	35,691,903	22,320,286	62.5%	25,092,051	53.2%
Auxiliary Services	362,657	299,769	82.7%	254,231	88.7%
Other Uses (Transfer to Other Fund)	<u>420,500</u>	<u>411,734</u>	97.9%	<u>517,855</u>	148.6%
Total Expenditures & Other Uses	<u>\$ 81,592,665</u>	<u>\$ 64,671,210</u>	79.2%	<u>\$ 68,856,450</u>	71.5%
EXPENDITURES BY FUNDS:					
General	\$ 30,014,832	\$ 28,700,454	95.6%	\$ 28,009,465	97.8%
Special Revenue	3,250,614	2,360,863	72.6%	2,728,741	66.0%
Capital Projects	27,825,481	13,082,965	47.0%	17,683,969	43.6%
Debt Service	9,191,834	9,174,804	99.8%	8,801,529	100.0%
Enterprise	102,657	58,043	56.5%	28,296	59.4%
Internal Service	260,000	241,726	93.0%	225,935	94.5%
Trust & Agency	10,526,747	10,640,621	101.1%	10,860,660	82.7%
Other Uses (Transfer to Other Fund)	<u>420,500</u>	<u>411,734</u>	97.9%	<u>517,855</u>	148.6%
Total Expenditures	<u>\$ 81,592,665</u>	<u>\$ 64,671,210</u>	79.2%	<u>\$ 68,856,450</u>	71.5%
Fund Balances, Beginning	\$ 41,529,293	\$ 41,529,293		\$ 24,184,263	
Change in Fund Balance	<u>(19,801,266)</u>	<u>4,082,838</u>		<u>19,246,248</u>	
Fund Balances, Ending	<u>\$ 21,728,027</u>	<u>\$ 45,612,131</u>		<u>\$ 43,430,511</u>	

Debt Service Detail					
Principal Payments	7,395,000	7,395,000	100.0%	7,495,000	100.0%
Interest Payments	1,726,834	1,709,679	99.0%	1,127,954	99.9%
Other Debt Service Expenses	<u>70,000</u>	<u>69,650</u>	99.5%	<u>178,575</u>	100.2%
Total Debt Service Payments	<u>\$ 9,191,834</u>	<u>\$ 9,174,329</u>		<u>\$ 8,801,529</u>	

BLACKHAWK TECHNICAL COLLEGE
Summary of Revenue and Expenditures as of July 31, 2023

<u>COMBINED FUNDS</u>	2023-24 CURRENT BUDGET	2023-24 ACTUAL TO DATE	2023-24 PERCENT INCURRED	2022-23 ACTUAL TO DATE	2022-23 PERCENT INCURRED
REVENUE & OTHER RESOURCES:					
Local Government	\$ 17,123,043	\$ 55	0.0%	\$ -	0.0%
State Aids	15,738,449	546,630	3.5%	535,814	3.3%
Statutory Program Fees	6,243,050	3,026,345	48.5%	2,849,810	50.7%
Material Fees	343,000	166,204	48.5%	142,037	45.6%
Other Student Fees	860,750	396,705	46.1%	368,485	48.4%
Institutional	2,898,618	362,783	12.5%	125,335	4.8%
Federal	7,638,607	-	0.0%	(1,376)	0.0%
Other Sources (Bond/Transfer from Other Fund)	<u>7,026,000</u>	<u>1,625,598</u>	23.1%	<u>-</u>	0.0%
Total Revenue & Other Resources	<u>\$ 57,871,517</u>	<u>\$ 6,124,320</u>	10.0%	<u>\$ 4,020,105</u>	7.1%
EXPENDITURES BY FUNCTION:					
Instruction	\$ 18,575,033	\$ 662,652	3.6%	\$ 481,069	2.4%
Instructional Resources	1,713,978	149,110	8.7%	128,920	8.9%
Student Services	11,688,989	218,611	1.9%	287,198	2.5%
General Institutional	9,017,692	573,467	6.4%	487,071	5.8%
Physical Plant	19,138,244	152,079	0.8%	125,161	0.9%
Auxiliary Services	422,865	258,224	61.1%	244,069	67.3%
Other Uses (Transfer to Other Fund)	<u>226,000</u>	<u>-</u>	0.0%	<u>-</u>	0.0%
Total Expenditures & Other Uses	<u>\$ 60,782,801</u>	<u>\$ 2,014,143</u>	3.3%	<u>\$ 1,753,488</u>	3.1%
EXPENDITURES BY FUNDS:					
General	\$ 30,784,785	\$ 1,478,403	4.8%	\$ 1,335,418	4.5%
Special Revenue	1,668,168	81,766	4.9%	87,448	4.1%
Capital Projects	9,314,563	156,074	1.7%	2,812	0.0%
Debt Service	10,033,553	10,250	0.1%	-	0.0%
Enterprise	142,865	275	0.2%	940	0.9%
Internal Service	280,000	257,949	92.1%	243,129	93.5%
Trust & Agency	8,332,867	29,426	0.4%	83,741	1.0%
Other Uses (Transfer to Other Fund)	<u>226,000</u>	<u>-</u>	0.0%	<u>-</u>	0.0%
Total Expenditures	<u>\$ 60,782,801</u>	<u>\$ 2,014,143</u>	3.3%	<u>\$ 1,753,488</u>	3.1%
Fund Balances, Beginning	\$ 45,612,131	\$ 45,612,131		\$ 41,529,293	
Change in Fund Balance	<u>(2,911,284)</u>	<u>4,110,177</u>		<u>2,266,617</u>	
Fund Balances, Ending	<u>\$ 42,700,847</u>	<u>\$ 49,722,308</u>		<u>\$ 43,795,910</u>	

Debt Service Detail					
Principal Payments	8,025,000	-	0.0%	-	0.0%
Interest Payments	1,903,553	-	0.0%	-	0.0%
Other Debt Service Expenses	<u>105,000</u>	<u>10,250</u>	9.8%	<u>-</u>	0.0%
Total Debt Service Payments	<u>\$ 10,033,553</u>	<u>\$ 10,250</u>		<u>\$ -</u>	

Quarterly Financial Statement Review

June 30, 2023: Pre-Audit

General Fund

Revenue

Total revenues are up approximately \$1,688,000 (5.6%) from the prior year. This is primarily due to increases of approximately \$660,000 (4.7%) in State Aid, \$614,400 (10.9%) in Program Fees, \$248,600 (3.7%) in Property Taxes, and \$124,600 (4.6%) in Institutional Revenue.

The increase in State Aid is due to increases in general and performance-based aid (\$154,971), property tax relief aid (\$337,840), and the prior year aid adjustment (\$167,200). The increase in Program Fees is due to increases in tuition rate (\$516,311) and year-to-date enrollment (\$116,719). The increase in Institutional Revenue is due to increases in investment income (\$448,264), offset by decreases in customized instruction (\$172,023), and timing of posting student government aid for the current year (\$160,000). The increase in Property Taxes is due to TID (Tax Increment District) closeouts resulting in a distribution of \$200,735 to the College from the Village of Clinton (\$22,574) and the Cities of Beloit (\$132,103), Janesville (\$39,418) and Monroe (\$6,640).

Uses

Total uses are up by approximately \$698,400 (2.5%) from the prior year, primarily due to increases of approximately \$693,200 (11.4%) in General Institutional, and \$217,800 (9.1%) in Physical Plant, offset by a decrease of \$331,900 (2.0%) in Instructional expenses.

The increase in General Institutional expenditures is mainly due to increases in salaries and benefits (\$388,696), contracted services (\$135,174), insurance (\$33,000), and professional services (\$26,714), offset by a decrease in software (\$49,025) expense. General Institutional salaries and benefits include the employee 1.75% stipends (\$282,607) paid in December. The increase in Physical Plant expenditures is mainly due to increases in snow removal (\$111,311), utilities (\$65,919), and supplies (\$19,598). The decrease in Instructional expenditures is mainly due to decreases in contracted services (\$361,454), partially related to the decrease in customized instruction mentioned earlier.

Special Revenue Fund

Revenues are down approximately \$397,400 (14.2%) overall compared to the prior year. Decreases of approximately \$508,200 (34.2%) in Federal Revenue, mainly due to a decrease in COVID relief funding (\$472,893), and \$127,300 (20.4%) in Property Taxes are offset by an increase of approximately \$237,700 (37.0%) in State Aid.

Total expenditures decreased by approximately \$367,900 (12.7%) from the prior year. Student Services and General Institutional expenditures decreased by approximately \$223,600 (18.2%) and \$162,200 (51.0%), respectively. These decreases are offset by an increase of approximately \$37,400 (3.8%) in Instructional expenditures.

The decrease in Student Services expenditures is primarily due to decreases in salaries and benefits (\$31,189), and the vaccine incentive program (\$226,250). The decrease in General Institutional expense is due to decreases in the vaccine incentive program (\$83,388), contracted services (\$63,116), and supplies (\$19,687), offset by an increase in software expense (\$28,860). The increase in Instructional expenditures is mainly due to an increase in salaries and benefits (\$74,069), and supplies (\$23,734), offset by a decrease in minor equipment expense (\$63,110).

Capital Projects Fund

Revenue and Other Resources are down by approximately \$19,818,900 (58.1%) compared to the prior year, due to decreases in Other Sources (\$24,500,000), and Federal Revenue (\$1,869,874), offset by an increase in Institutional Revenue (\$6,611,897).

The decrease in Other Sources is due to total debt issuance of \$5,300,000 in the current year, compared to \$29,800,000 issued in the prior year, \$24,500,000 of which was the referendum bond issue. The decrease in Federal Revenue is due to a decrease in funds received from the Higher Education Emergency Relief Funding grant, and the increase in Institutional Revenue is due to a gift from the Blackhawk Technical College Foundation for construction of the new manufacturing building (\$6,780,000), and investment income (\$952,176), offset by the prior year sale of the Center for Transportation Studies building in December 2021 (\$1,184,533).

Expenditures decreased by approximately \$4,713,800 (26.4%), due to decreases in Physical Plant (\$3,349,656), Instructional Resources (\$927,809), Student Services (\$285,549), and Instructional (\$58,965) expenses. These decreases are offset by an increase in General Institutional (\$20,975) expenditures. Both the increases and decreases are due to the number and size of planned projects, the timing of Higher Education Emergency Relief Funding grant capital, and annual capital purchases this year compared to last year in each functional area.

Other Funds

Debt Service Fund revenue and other sources is down approximately \$796,100 (8.0%) from the prior year. This fund is used to account for the accumulation of resources and the payment of principal and interest for general long-term debt and long-term lease purchase debt. Most of the revenue is derived from the property tax levy for debt service obligations due in 2023, offset by bond premiums applied to interest expense. Other Sources decreased \$902,261, due to decreases in reserves (\$964,972) and interfund transfers (\$107,000), offset by an increase in bond proceeds (\$169,711). Expenditures are up by approximately \$373,300 (4.2%). This increase is related to an increase in interest expense (\$581,725), offset by decreases in bond principal (\$100,000) and other debt service expense (\$108,450). The increase in the interest expense was expected based on the debt maturities schedule.

Enterprise Fund revenue is decreased by approximately \$14,600 (14.1%) due to lower sales compared to the prior year. Expenditures increased approximately \$29,000 (17.1%) compared to the prior year due to increases in contracted services (\$18,227), salaries and benefits (\$2,936), supplies (\$3,632) and equipment repair (\$4,993).

Internal Service Fund revenue increased by \$33,000 (14.5%) from the prior year. This fund is used to account for district operations where the cost of providing goods or services by one department or unit to other departments or units is recorded on a cost-reimbursement basis. Expenses are up \$15,791 (7.0%) due to an increase in general liability and property insurance (\$23,495), offset by a decrease in workers' comp insurance (\$7,704).

Agency Fund revenue increased by approximately \$58,600 (11.2%) from the prior year due to an increase in Other Student Fees (\$44,122) as the result of increased enrollment. Expenses decreased over the prior year by approximately \$129,900 (26.5%), due to a decrease in Student Services expenditures of \$133,324 (34.8%). The decrease is primarily due to a decrease in other student expenditures (\$143,405), offset by an increase in salaries and benefits (\$10,080).

Trust Fund revenue decreased by approximately \$101,300 (1.0%) in the current year compared to the prior year. This is primarily attributed to a decrease of approximately \$396,000 (4.3%) in Federal Revenue offset by an increase of \$285,200 (36.0%) in State Aid. Federal revenue is down primarily due to a decrease in COVID relief funding. Expenses are down approximately \$90,200 (0.9%) from the prior year. The decrease in both revenue and expense is due to the decrease in total disbursements and reimbursements in the current year.



AUGUST 16, 2023

CONSENT AGENDA

- Draft July 10, 2023, District Board Regular Meeting Minutes
- Current Bills
- Training Contracts

CONSENT AGENDA ITEM A.



BLACKHAWK Technical College

ANNUAL AND REGULAR DISTRICT BOARD MEETING WEDNESDAY, JULY 10, 2023 5:00 P.M.

COMBINED MINUTES

CALL TO ORDER – OATH OF OFFICE AND ELECTION OF OFFICERS

The Blackhawk Technical College Annual District Board meeting was held on Wednesday, July 10, 2023, at the Central Campus, 6004 S County Road G, Janesville, in the Administration Building.

Board Members Present: Barbara Barrington-Tillman, Chairperson; Eric Thornton, Vice-Chairperson; Rich Deprez, Secretary; Rick Richard, Treasurer; Rob Hendrickson; and Suzann Holland.

Board Members Absent: Rachel Andres, Mark Holzman, and Kathy Sukus.

Staff Present: Julie Barreau; Kathy Broske; Tony Landowski; Liz Paulsen; Dr. Tracy Pierner; Dr. Karen Schmitt; and Dr. Jon Tysse.

Student Representative: None.

Guests: Jordan Masnica.

Chairperson Barrington-Tillman opened the Annual District Board Meeting at 5:03 p.m.

OATH OF OFFICE

Reappointed District Board members Rachel Andres, Rick Richard, and Kathy Sukus signed their oaths of office.

ELECTION OF OFFICERS OF THE DISTRICT BOARD

- a. President Dr. Tracy Pierner temporarily chaired the District Board meeting and called for nominations for the office of Chairperson of the District Board for FY 2023-24. Mr. Thornton nominated Ms. Barrington-Tillman for the office of Chairperson of the District Board for FY 2023-24.

Following three (3) calls for nominations, it was moved by Mr. Thornton and seconded by Mr. Hendrickson to close nominations for the office of Chairperson of the District Board for FY 2023-24 and to cast one (1) unanimous ballot for Ms. Barrington-Tillman for the office of Chairperson of the District Board for FY 2023-24. **All in favor. Motion carried.**

- b. Chairperson Barrington-Tillman called for nominations for the office of Vice-Chairperson of the District Board for FY 2023-24. Mr. Hendrickson nominated Mr. Thornton for the office of Vice-Chairperson of the District Board for FY 2023-24.

Following three (3) calls for nominations, it was moved by Mr. Deprez and seconded by Mr. Richard to close nominations and to cast one (1) unanimous ballot for Mr. Thornton for the office of Vice-Chairperson of the District Board for FY 2023-24. **All in favor. Motion carried.**

- c. Chairperson Barrington-Tillman called for nominations for the office of Secretary of the District Board for FY 2023-24. Mr. Thornton nominated Mr. Deprez for the office of Secretary of the District Board for FY 2023-24.

Following three (3) calls for nominations, it was moved by Mr. Thornton and seconded by

Mr. Hendrickson to close nominations and to cast one (1) unanimous ballot for Mr. Deprez for the office of Secretary of the District Board for FY 2023-24. **All in favor. Motion carried.**

- d. Chairperson Barrington-Tillman called for nominations for the office of Treasurer of the District Board for FY 2023-24. Mr. Thornton nominated Mr. Richard for the office of Treasurer of the District Board for FY 2023-24.

Following three (3) calls for nominations, it was moved by Mr. Thornton and seconded by Mr. Hendrickson to close nominations and to cast one unanimous ballot for Mr. Richard for the office of Treasurer of the District Board for FY 2023-24. **All in favor. Motion carried.**

CALL TO ORDER

The Blackhawk Technical College District Board regular meeting was held on Wednesday, July 10, 2023, at the Central Campus, 6004 S County Road G, Janesville, in the Administration Building.

Board Members Present: Barbara Barrington-Tillman, Chairperson; Eric Thornton, Vice-Chairperson; Rich Deprez, Secretary (left at 5:15 pm); Rick Richard, Treasurer; Rachel Andres; Rob Hendrickson; Suzann Holland; and Mark Holzman.

Board Members Absent: Rachel Andres, Mark Holzman, and Kathy Sukus.

Staff Present: Julie Barreau; Kathy Broske; Joe Ipsen; Liz Paulsen; Dr. Tracy Pierner; Renea Ranguette; Dr. Karen Schmitt; and Dr. Jon Tysse.

Student Representative: None.

Guests: Jordan Masnica.

Chairperson Barrington-Tillman called the Blackhawk Technical College District Board meeting to order at 5:09 p.m. Chairperson Barrington-Tillman called for Public Comments. There were no comments.

SPECIAL REPORTS

Chairperson Barrington-Tillman called for Special Reports.

- A. Dr. Tracy Pierner provided a summary of Philanthropic Gifts of \$5,000 and greater, which the BTC Foundation received from January 1, 2023, through June 30, 2023. Total cash and in-kind donations were \$299,165.
- B. Chairperson Barrington-Tillman had a brief discussion on the President's Goals for Fiscal Year 2023-2024 with the District Board members.

INFORMATION/DISCUSSION

Chairperson Barrington-Tillman called for Information/Discussion items.

- A. Jim Nemeth, Vice President of Finance and College Operations/CFO reviewed the June Financial Statement with the District Board members.
- B. Dr. Tracy Pierner presented his monthly report to the District Board members.
- C. The Finance Committee did not meet in June: no report or recommendations.
- D. The Personnel Committee did not meet in June: no report or recommendations.
- E. Staff changes consisting of new hires, new positions, resignations, and retirements were reviewed.

ANNUAL MEETING BUSINESS

- A. It was moved by Mr. Thornton and seconded by Mr. Hendrickson to hold regular monthly meetings of the District Board on the third Wednesday of each month at the Administrative Center of Blackhawk Technical College at 5:00 p.m. with the following exceptions: the April 17, 2024, meeting will be held at Monroe Campus; and the Annual Organizational and Regular meeting will be held on July 8, 2024, at 5:00 p.m. at the Administrative Building of Blackhawk Technical College. **All in favor. Motion carried.**

- B. It was noted that no action would be needed on the designation of the District's Official Newspaper for the Blackhawk Technical College District. The Beloit Daily News was named the official newspaper for the District for FY 2022-23 and FY 2023-24.
- C. The Naming of Wisconsin Technical College District Boards Association Delegate and Community Representatives:
 - a. It was moved by Mr. Thornton and seconded by Mr. Hendrickson to nominate Mr. Richard as the Blackhawk Technical College voting delegate to the Wisconsin Technical College District Boards Association for two (2) years.

The following designations were made for the District Boards Association committees:

- b. External Partnership Committee Representatives: Mr. Richard.
- c. Internal Best Practices Committee Representative: Ms. Barrington-Tillman.
- d. Bylaws, Policies & Procedures Committee Representative: None.
- e. Awards Committee Representative: Ms. Holland.
- D. It was moved by Mr. Thornton and seconded by Mr. Hendrickson to approve the Board Resolution designating the depositories in which District funds will be deposited and the individuals authorized to make transactions for FY 2023-24. **All in favor. Motion carried.**
- E. It was moved to amend, striking out the words "Attorney Sean Scullen" and "Attorney David Moore." It was moved by Mr. Thornton and seconded by Mr. Hendrickson to designate ~~Attorney Sean Scullen~~ of Quarles & Brady LLP, Milwaukee, for labor relations and general higher education legal issues, and ~~Attorney David Moore~~ of Nowlan Law LLP, Janesville, for local legal issues regarding general land issues and local disputes and contracts for FY 2023-24. **All in favor. Motion carried.**
- F. It was noted that no action would be needed on the designation of an auditor for the Blackhawk Technical College District. Accordingly, in March 2020, the District Board awarded a three-year audit contract to Wipfli of Eau Claire for the fiscal years ending 2020, 2021, and 2022, with two one-year optional renewals for fiscal years ending 2023 and 2024.

CONSENT AGENDA

Chairperson Barrington-Tillman called for the Consent Agenda. It was moved by Mr. Thornton and seconded by Mr. Hendrickson to approve the consent agenda, which includes the following:

- A. Draft June 21, 2023, District Board Regular Meeting Minutes.
- B. Current Bills – The June bills include (Starting Check: #00297702 and Ending Check: #00297957):

Direct Deposit Expense Reimbursements	\$ 2,352,627.48
Payroll	\$ 906,931.07
Payroll Tax Wire Transfers	\$ 216,853.01
Other Wire Transfers	\$ 24,933.20
WRS Wire Transfers	\$ 209,542.97
P-card Disbursements	\$ 128,506.34
Bond Payment	\$ 0.00
Health Insurance Wire Transfer	\$ 302,691.22
<i>Grand Total for the Month</i>	<i>\$ 4,142,085.29</i>

- C. Training Contracts – Report Totals:

Number Served	Estimated FTEs	BTC Cost Formula	LAB Cost Formula	Actual Contract Cost
101	1.03	\$28,725	\$20,815	\$28,725

- D. Grant Awards for July 2023.

- E. Confirmation of Instructional Employment Contract issued to John Hayes, Automotive Technician Instructor.

All in favor. Motion carried.

POLICY REVIEW

- A. None.

ACTION ITEMS

Chairperson Barrington-Tillman called for Action Items.

- A. Jordan Masnica of Robert W. Baird reviewed the results from competitive bids received from the sale of \$3,800,000 General Obligation Promissory Notes, Series 2023C.

It was moved by Mr. Thornton and seconded by Mr. Hendrickson to approve the Resolution Awarding the Sale of \$3,800,000 General Obligation Promissory Notes, Series 2023C of Blackhawk Technical College District, Wisconsin, to BOK Financial Securities, Inc. at an interest rate of 3.3428%.

The roll was called. The following members voted affirmatively: Ms. Barrington-Tillman, Mr. Hendrickson, Ms. Holland, Mr. Richard, and Mr. Thornton. **All in favor. Motion Carried.**

- B. It was moved by Mr. Thornton and seconded by Mr. Hendrickson to approve the Award of Contract for the Manufacturing Building Pre-Cast Concrete contingent Upon Wisconsin Technical College System Board (WTCSB) approval for the project. **All in favor. Motion Carried.**

Finance Committee Action Items

- A. No Action Items.

Personnel Committee Action Items

- A. No Action Items.

WTCS CONSORTIUM UPDATES

Chairperson Barrington-Tillman called for WTCS Consortium updates.

- A. Insurance Trust (WTC) – No update.
- B. Marketing Consortium – No update.
- C. Purchasing Consortium – No update.
- D. Districts Mutual Insurance (DMI) – No update.
- E. District Boards Association (DBA) – No update.

FUTURE AGENDA ITEMS

Chairperson Barrington-Tillman called for Future Agenda Items. Chairperson Barrington-Tillman called for the following agenda items:

1. Personnel and Finance Committee Membership
2. District Board Communication and Technology

ADJOURNMENT

It was moved by Mr. Hendrickson and seconded by Mr. Thornton to adjourn the meeting at 5:44 p.m. **All in Favor. Motion carried.**

Richard Deprez

Secretary

CONSENT AGENDA ITEM B.

Blackhawk Technical College

BILL LIST SUMMARY

Period Ending July 31, 2023

Starting Check Number 00297958
Ending Check Number 00298100 Plus Direct Deposits

PAYROLL TAXES

Federal 440,191.89
State 76,512.87

516,704.76

PAYROLL BENEFIT DEDUCTIONS & FRINGE PAYMENTS

Retirement -
Health and Dental Insurance 21,694.30
Miscellaneous 14,369.39

36,063.69

STUDENT RELATED PAYMENTS

28,318.20

CURRENT NON CAPITAL EXPENSES

611,571.41

CAPITAL

366,466.69

DEBT

10,725.00

TOTAL BILL LISTING AND PAYROLL TAXES

1,569,849.75

PAYROLL-NET

948,205.35

SUB TOTAL BILL LISTING AND PAYROLL

2,518,055.10

PLUS OTHER WIRE TRANSFERS

68,834.80

PLUS WRS WIRE TRANSFERS

167,948.49

P-CARD DISBURSEMENTS

44,206.20

WIRE FOR LAND PURCHASE

-

PLUS BOND PAYMENT

-

HEALTH INSURANCE WIRES

311,644.14

GRAND TOTAL FOR THE MONTH

3,110,688.73

CONSENT AGENDA ITEM C.

CONTRACT TRAINING REPORT AUGUST 2023

The following training contracts have been negotiated since the last District Board Regular Meeting.

Customized Instruction Contract Detail

Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
2024-1007	Berner Foods	28	0.37	\$ 8,171	\$ 6,125	\$ 8,171
	<i>Project Management</i>					
2024-1010	NorthStar Madison	8	0.32	\$ 12,712	\$ 11,389	\$ 12,712
	<i>CNC Machine</i>					
2024-1011	Comply365	55	0.18	\$ 1,870	\$ 1,289	\$ 1,870
	<i>Public Speaking</i>					
2024-1013	Kerry	5	0.03	\$ 1,429	\$ 1,118	\$ 1,429
	<i>Excel</i>					
2024-1017	ANGI Energy	16	0.11	\$ 3,160	\$ 2,282	\$ 3,160
	<i>CPR/AED/FA/BBP</i>					
2024-1018	Ingersoll	14	0.03	\$ 1,392	\$ 766	\$ 1,392
	<i>Leadership</i>					
2024-1025	SWWDB	22	0.11	\$ 1,494	\$ 1,219	\$ 1,494
	<i>Mentor Training</i>					
2024-1027	Pleasant View	8	0.53	\$ 6,526	\$ 6,472	\$ 6,526
	<i>CNA</i>					
2024-1028	Fairbanks Morse	40	0.07	\$ 1,083	\$ 574	\$ 1,083
	<i>Fire Extinguisher</i>					
2024-1030	Fairbanks Morse	16	0.11	\$ 2,916	\$ 2,032	\$ 2,916
	<i>CPR/AED/FA/BBP</i>					
		212	1.86	\$ 40,753	\$ 33,266	\$ 40,753

Technical Assistance Contract Detail

Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
2024-1012	Blackhawk Transport	0	NA	\$ 832	\$ 406	\$ 832
	<i>Rodeo</i>					
2024-1014	Blackhawk Transport	1	NA	\$ 2,500	\$ 955	\$ 2,500
	<i>CDL 20 hr Refresher</i>					
2024-1015	Alliant Energy	1	NA	\$ 6,059	\$ 5,732	\$ 6,059
	<i>CDL 120 hour</i>					
2024-1016	Alliant Energy	1	NA	\$ 2,655	\$ 2,293	\$ 2,655
	<i>CDL 48 hours</i>					
2024-1019	Beloit Health	0	NA	\$ 962	\$ 314	\$ 962
	<i>Paramedic Refresher</i>					

2024-1020	Alliant Energy	1	NA	\$ 6,059	\$ 5,732	\$ 6,059
	<i>CDL 120 hour</i>					
2024-1021	Alliant Energy	1	NA	\$ 6,059	\$ 5,732	\$ 6,059
	<i>CDL 120 hour</i>					
2024-1023	Beloit Public Works	1	NA	\$ 3,039	\$ 2,866	\$ 3,039
	<i>CDL 60 hours</i>					
		6	0	\$ 28,165	\$ 24,030	\$ 28,165
High School Customized Instruction Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
		0	0.00	\$ -	\$ -	\$ -
WAT Grant Customized Instruction Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
		0	0	\$ -	\$ -	\$ -
Combined Contract Totals						
		# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
		218	1.86	\$ 68,918	\$ 57,296	\$ 68,918
High School At Risk Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
Transcribed Credit Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
		0	0	\$ -		\$ -
	All Contracts	218	1.86	\$ 68,918	\$ 57,296	\$ 68,918

Contract Training Approved By The District Board

Quarter	Month	FY 2019-20		FY 2020-21		FY 2021-22		FY 2022-23		FY 2022-23	
		Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$
1st	July	\$306,616	\$306,616	\$0	\$0	\$34,748	\$34,748	\$54,931	\$54,931	\$28,725	\$28,725
	August	\$93,966	\$400,582	\$16,389	\$16,389	\$79,603	\$114,351	\$41,084	\$96,015	\$69,918	\$98,643
	September	\$51,844	\$452,426	\$17,532	\$33,921	\$63,394	\$177,745	\$96,205	\$192,220		
2nd	October	\$18,826	\$471,252	\$29,073	\$62,994	\$22,313	\$200,058	\$69,654	\$261,874		
	November	\$75,772	\$547,024	\$59,156	\$122,150	\$52,930	\$252,988	\$47,449	\$309,323		
	December	\$54,312	\$601,336	\$18,026	\$140,176	\$54,656	\$307,644	\$34,393	\$343,716		
3rd	January	\$50,873	\$652,209	\$30,791	\$170,967	\$12,501	\$320,145	\$34,793	\$378,509		
	February	\$103,533	\$755,742	\$31,829	\$202,796	\$48,571	\$368,716	\$63,011	\$441,520		
	March	\$75,337	\$831,079	\$48,171	\$250,967	\$60,958	\$429,674	\$37,786	\$479,306		
4th	April	\$2,663	\$833,742	\$26,869	\$277,836	\$26,321	\$455,995	\$68,919	\$548,225		
	May	\$2,464,616	\$3,298,358	\$1,675,805	\$1,953,641	\$1,637,142	\$2,093,137	\$57,853	\$606,078		
	June	\$70,739	\$3,369,097	\$27,698	\$1,981,339	\$29,771	\$2,122,908	\$1,451,081	\$2,057,159		
	YTD TOTAL		\$3,369,097		\$1,981,339		\$2,122,908		\$2,057,159		\$98,643

Historical Reference

FY 2019-20	FY 2020-21	FY 2021-22		FY 2022-23		FY 2023-24	
WAT Grants: \$123,702	WAT Grants: \$145,703	Customized Instruction:	\$234,389	Customized Instruction:	\$279,252	Customized Instruction:	\$61,478
TC w/HS: \$2,464,616*	TC w/HS: \$1,652,700	Technical Assistance:	\$221,718	Technical Assistance:	\$226,705	Technical Assistance:	\$36,165
HSED w/HS: \$15,082	HSED w/HS: \$13,788	High School Customized Instruction:	\$62,817	High School Customized Instruction:	\$107,368	High School Customized Instruction:	\$0
		WAT Grants:	\$39,864	WAT Grants:	\$52,024	WAT Grants:	\$0
		High School At Risk:	\$8,752	High School At Risk:	\$21,595	High School At Risk:	\$0
		Transcripted Credit:	\$1,637,142	Transcripted Credit:	\$1,382,463	Transcripted Credit:	\$0

* The Transcripted Credit dollar total has been updated to reflect \$2,464,616 due to it inadvertently being left out.



AUGUST 16, 2023

POLICY REVIEW

- Policy F-100 – Naming of College Facilities (Revised)

POLICY REVIEW ITEM A.



BLACKHAWK TECHNICAL COLLEGE SECTION F – FACILITIES AND PHYSICAL PLANT POLICY

F-100 – NAMING OF COLLEGE FACILITIES

Authority	District Board
Effective Date	September 15, 2004
Revision Date(s)	<u>August 16, 2023</u> ; September 16, 2020; February 17, 2010
Reviewed Date(s)	September 19, 2018
Related Forms	
Related Policies and/or Procedures	
In Compliance With	

The District Board retains the sole authority to determine whether the name of an individual, business, or organization will be attached to all or part of a college facility. All recommendations for naming buildings shall be submitted to the District Board by the President/District Director for action.

All recommendations shall comply with the following criteria:

- Recognize a major financial gift to support construction or renovation of a college building or to support college programming which may take place in the facility.
- A major financial gift will mean one-half of the total project cost, or an amount agreed upon by the President/District Director and the District Board.
- When naming is being considered, the District Board shall assess the individual's integrity, public respect and esteem, and superior standing or importance to their profession.
- When a name being considered is that of a corporation, the appropriateness of the corporate name in a public context should be taken into consideration.

Parts of a building or area may be named separately to recognize benefactors who wish to underwrite the cost of the sub-unit or portion thereof, or persons who have made substantial contributions to the College or Blackhawk Technical College Foundation. In such a case, an appropriate plaque may be installed to acknowledge the naming. It will not be the practice of the College to attach names for the purpose of recognition to facilities which it leases.

Facilities will not be named for persons who are actively involved in or related to college operations. This includes members of the faculty and staff, District Board members, advisory committee members, legislators, and government officials. Facilities may be named for persons who have retired from active employment with the College after a sufficient time has elapsed from the date of the individual's retirement.

Facility naming decisions will be permanent for the period the facility exists, or an amount of time agreed upon by the President/District Director and the District Board except in special circumstances. Revoking a facility name prior to agreed-upon term requires prior approval by the District Board.



**BLACKHAWK TECHNICAL COLLEGE
SECTION F – FACILITIES AND PHYSICAL PLANT
POLICY**

F-100 – NAMING OF COLLEGE FACILITIES

AUGUST 16, 2023

ACTION ITEMS

- District Office Upper-Level Remodeling Project
- District Office Lower-Level Remodeling Project
- Addition of a Stage for the Courtyard Project

Finance Committee Action Items

- No Action Items

Personnel Committee Action Items

- No Action Items

ACTION ITEM A.

Adoption of Resolution to Approve the Remodeling of the District Office Upper Level upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCSB Approval of Project

In June, the District Board approved a resolution to construct the Innovative Manufacturing Education Center (I-MEC) on Central Campus. This project was approved by the WTCS Board at their July 11-12th meeting.

In conjunction with the construction of the I-MEC, renovations to the District Office (DO) Administration Building's Upper Level are needed to support the manufacturing programs moving to Central Campus. The remodel of the DO Upper Level will:

- Create an instruction classroom by enlarging the existing District Board Room.
- Add an elevator in the existing vestibule to provide ADA accessibility to the DO Lower Level as well as the I-MEC buildings mezzanine.
- Add additional restrooms in the northwest corner of the DO Upper Level that will be accessible to staff and students using either the DO or the I-MEC.
- Repurpose the remaining office space to house the Manufacturing, Apprenticeship, Transportation, and Technology (MATT) Division Dean, faculty, and support staff.

Administrative staff currently located in the DO Upper Level will be relocated to the Central Campus main building.

This project will remodel approximately 6,350 square feet of space. JP Cullen selected through a competitive bid solicitation process is to serve as the construction manager. The estimate project costs are:

Construction Total	\$933,853
Contingencies	46,699
Professional and other fees	60,448
Total	<u><u>\$1,041,000</u></u>

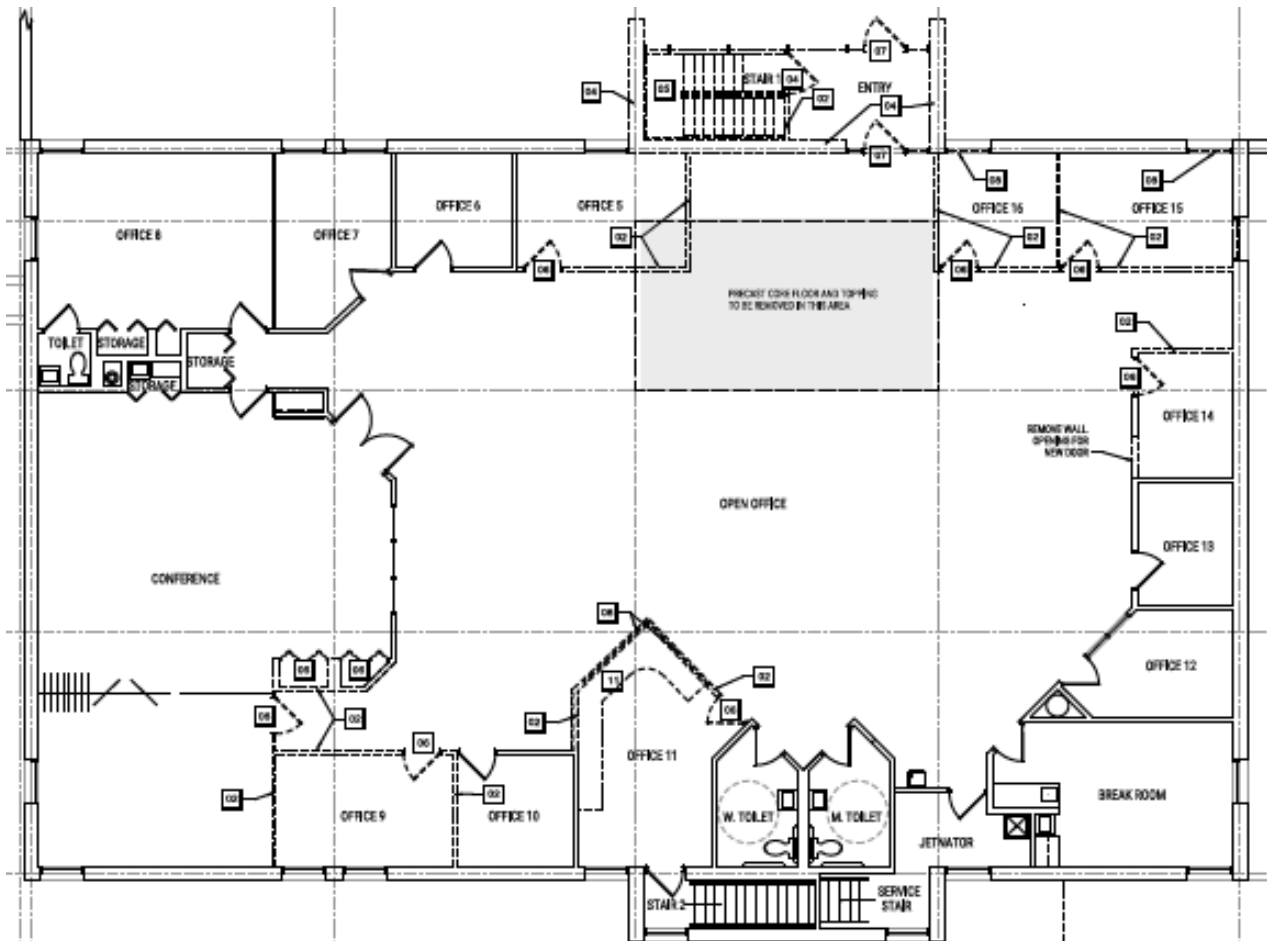
The remodel of the DO Upper Level is included in the College's Three-Year Facilities Master plan approved by the District Board in June. The project will be funded through borrowing, consistent with the long-range capital plan.

With District Board approval, the request will be submitted for WTCS Board consideration of approval at their September 12-13th meeting.

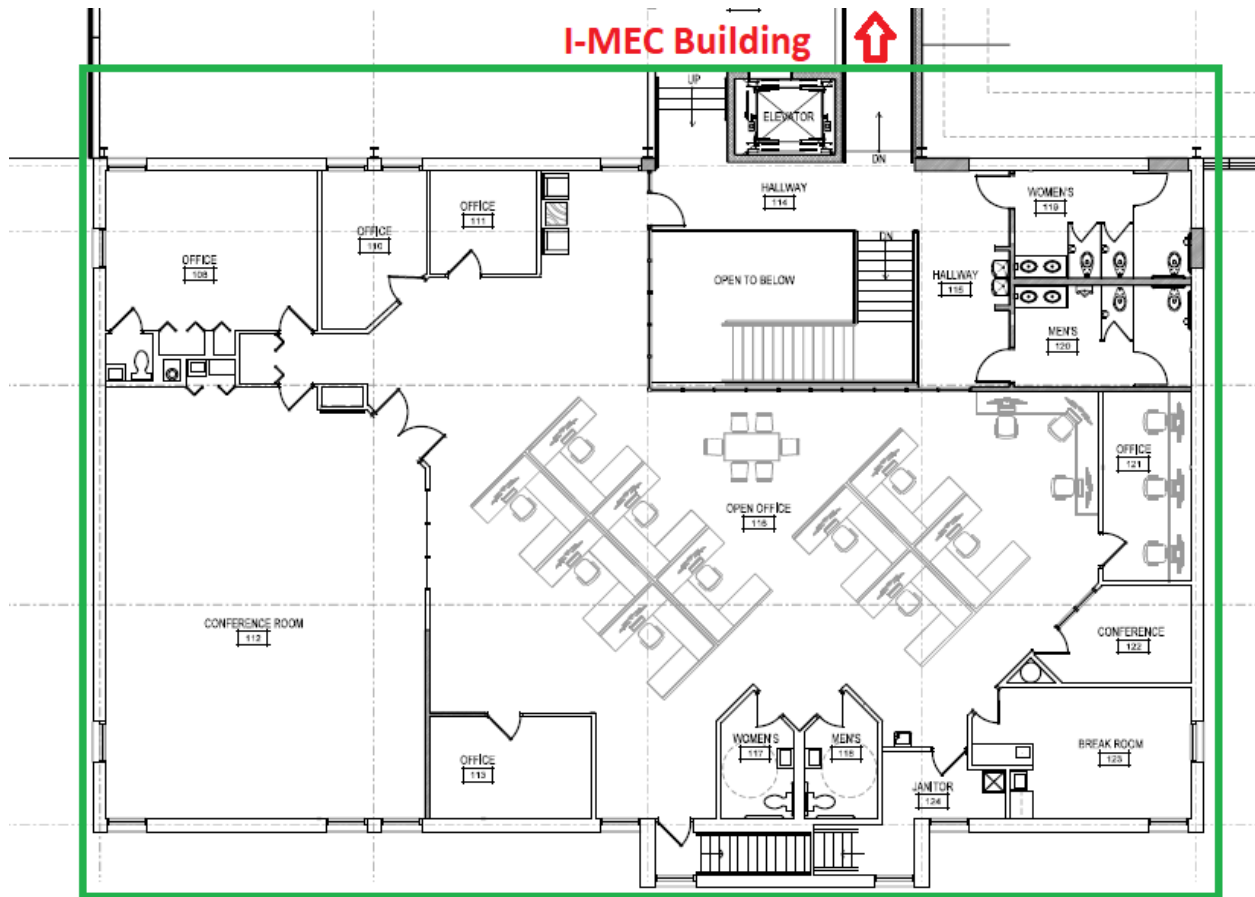
Due to the integrated design with the I-MEC, bidding was completed between July 18th and August 10th, at the same time as the I-MEC bidding. If the WTCS Board approves the project and the bid results are successful, contracts for the remodel are expected to

be awarded in September. The remodel is expected to begin near the end of the calendar year with completion by August 2024.

Existing DO Upper Floorplan



Remodeled DO Upper-Level Floorplan



Administration recommends District Board approval of the following resolution to remodel the DO Upper Level.

RESOLUTION:

Whereas, the demand for skilled workers in the manufacturing sector is strong and projected to remain high; and

Whereas, the Manufacturing Program graduates experience great success with employment in their field; and

Whereas, the remodel project is necessary to improve existing facilities in support of the Manufacturing Program; and

Whereas, these improvements are part of the College's facilities and capital investment plans; and

It is therefore Resolved, that the Blackhawk Technical College District Board approve the District Office Upper Level Remodel Project, which is contingent upon Wisconsin Technical College System (WTCS) Board approval, and to request WTCS Board approval of the improvements.

Adoption of Resolution to Approve the Remodeling of the District Office Lower Level upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCSB Approval of Project

In June, the District Board approved a resolution to construct the Innovative Manufacturing Education Center (I-MEC) on Central Campus. This project was approved by the WTCS Board at their July 11-12th meeting.

In conjunction with the construction of the I-MEC, renovations to the District Office (DO) Administration Building’s Lower Level are needed to support the manufacturing programs moving to Central Campus. The remodel of the DO Lower Level will:

- Create an open space by removing non-structural support walls from the DO Lower Level for a Heating, Venting, Air Conditioning, and Refrigeration Technician (HVAC/R) lab.
- Add an elevator in the existing vestibule to provide ADA accessibility to the DO Lower Level as well as the I-MEC buildings mezzanine.
- Accommodate material storage needs for the manufacturing programs.
- Remove the attached garage to reduce the risk of fire and improve emergency exit routes.
- Expand the mechanical room.

This project will remodel approximately 6,043 square feet of space. JP Cullen selected through a competitive bid solicitation process is to serve as the construction manager. The estimate project costs are:

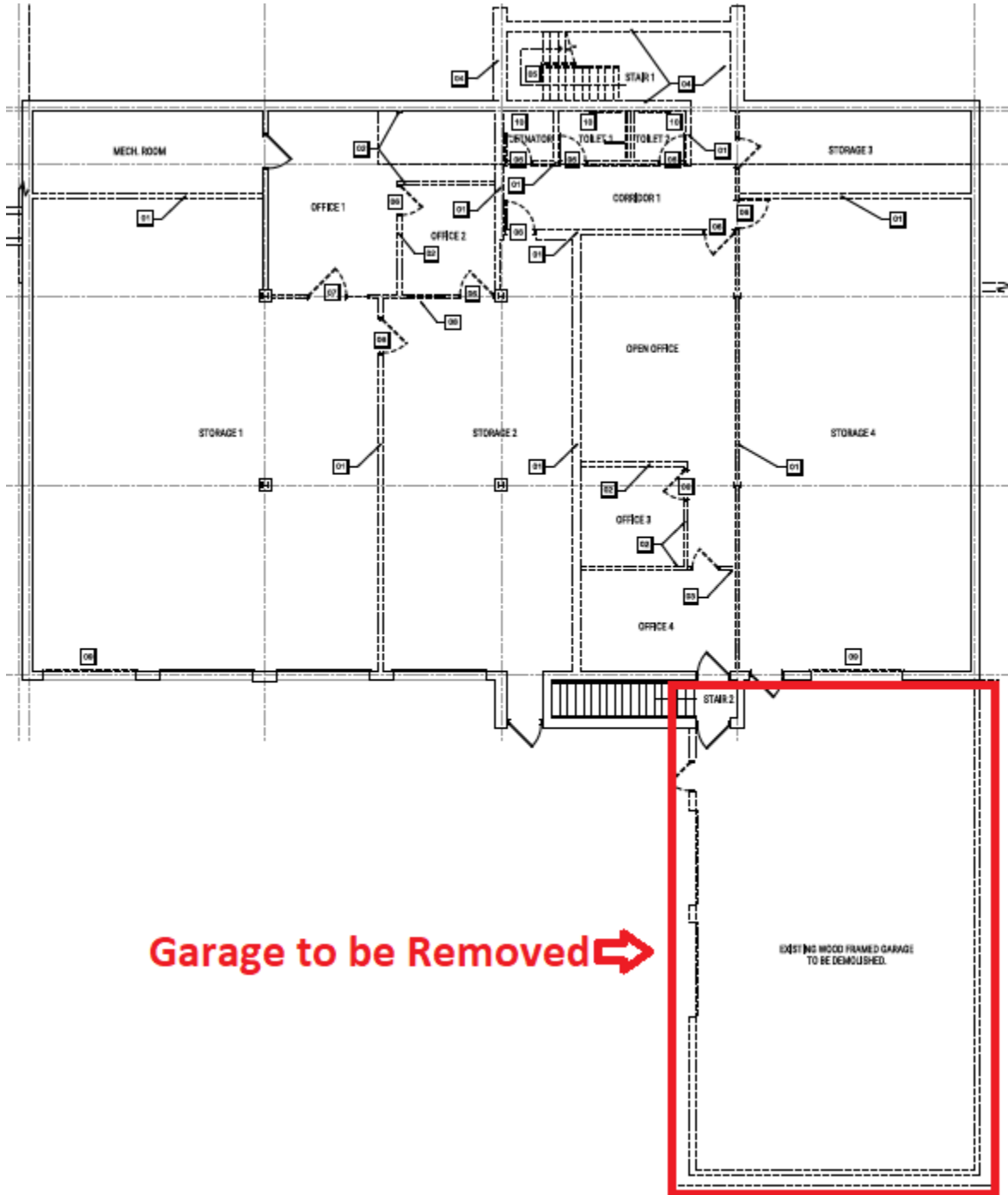
Construction Total	\$1,189,627
Contingencies	59,615
Professional and other fees	60,758
Total	<u><u>\$1,310,000</u></u>

The remodel of the DO Lower Level is included in the College’s Three-Year Facilities Master plan approved by the District Board in June. The project will be funded through borrowing (\$424,000) and a capital fund reserves (\$886,000).

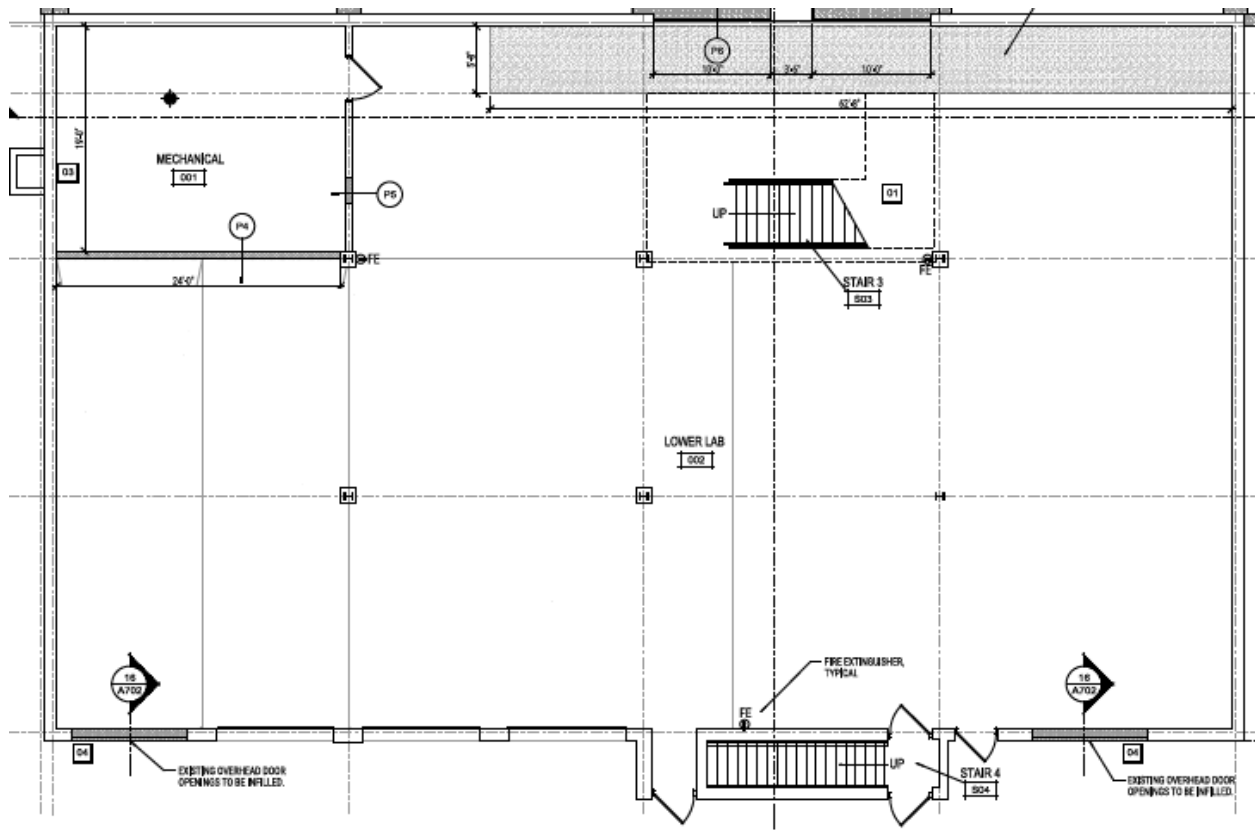
With District Board approval, the request will be submitted for WTCS Board consideration of approval at their September 12-13th meeting.

Due to the integrated design with the I-MEC, bidding was completed between July 18th and August 10th, at the same time as the I-MEC bidding. If the WTCS Board approves the project and the bid results are successful, contracts for the remodel are expected to be awarded in September. The remodel is expected to begin near the end of the calendar year with completion by August 2024.

Existing DO Lower Floorplan



Remodeled DO Lower Level



Administration recommends District Board approval of the following resolution to remodel the DO Lower Level.

RESOLUTION:

Whereas, the demand for skilled workers in the manufacturing sector is strong and projected to remain high; and

Whereas, the Manufacturing Program graduates experience great success with employment in their field; and

Whereas, the remodel project is necessary to improve existing facilities in support of the Manufacturing Program; and

Whereas, these improvements are part of the College's facilities and capital investment plans; and

It is therefore Resolved, that the Blackhawk Technical College District Board approve the District Office Lower Level Remodel Project, which is contingent upon Wisconsin Technical College System (WTCS) Board approval, and to request WTCS Board approval of the improvements.

ACTION ITEM C.

Approval to Include the Stage In the Central Campus Courtyard Remodel Funded With Capital Fund Balance

In June of 2022, the District Board approved the remodel of the courtyard. An addition in 2005 to the central campus main building created a completely enclosed courtyard in the center of the building. The courtyard was unappealing space that was primarily used as a thoroughfare for students and employees traversing from the front to the rear of the building.

The remodel plan included:

- A canopy-covered space for outdoor seating on the east and west ends of the courtyard.
- An outdoor grill area to support student and employee engagement events.
- A quiet area with a water feature located just outside the Student Unity Room to support reflection activities.
- An outdoor stage area to support student government movie nights, program graduations and pinning ceremonies, student and employee engagement activities, etc.
- A tiered area to provide additional seating options for outdoor events including those activities occurring on the outdoor stage.
- A center grassy area to support a tent and inflatables for student festivals.

The project cost was estimated and approved at \$1,465,000 to be funded through borrowing. The project was approved by the Wisconsin Technical College System Board (WTCSB) in July 2022.

Unfortunately, bidding for the project came in significantly higher than the cost estimate. This required the project scope to be adjusted to bring the cost in line with the approved project, including the removal of the stage. As the project is nearing completion, fewer potential contingencies remain, allowing for a better final cost estimate. The project, before reconsidering any design aspects that have been removed from the project, is estimated to cost \$1,450,000.

As a remodeling project, the College can exceed the WTCSB approved project amount by 15% of the approved construction costs. This allowance accounts for uncertainty that is inherent in remodeling projects. Based on this, if courtyard project does not exceed \$1,668,625, no additional approval is needed from WTCSB. As the project remains below the maximum allowed amount, the College requested J.P. Cullen (JPC) to estimate the additional cost to incorporate the stage back into the project. This would allow the concrete for the walkways and stage to be completed while the construction

access corridor remains open. Completing the stage in the future will likely increase cost and will cause disruption as access to the courtyard is limited once the construction access corridor is closed. JPC has estimated the cost of the stage and sidewalks leading to the stage to be \$212,350.

Including the stage, the project costs are as follows:

Description	Estimated Final Cost
Architecture	\$109,000
Construction	1,299,848
Other	8,674
Contingencies	33,128
Stage and Sidewalk	212,350
Total	\$1,663,000

Based on these estimates, the stage can be incorporated into the project without requesting additional WTCSB approval. However, since the borrowing for a project is limited to \$1,500,000, the additional costs would need to be drawn from the Capital Fund balance.

The College requests the District Board to approve the addition of stage to the courtyard project funded with Capital Fund balance.

RESOLUTION:

Whereas, Blackhawk Technical College is committed to maintaining quality facilities; and

Whereas, the remodel project is necessary to improve existing facilities and support student life and engagement activities; and

Whereas, these improvements are part of the College's facilities plan; and

It is therefore Resolved, that the Blackhawk Technical College District Board approve the completion of the courtyard stage, which was included in the initial project design, using capital fund balance.

BLACKHAWK TECHNICAL COLLEGE

**6004 S COUNTY ROAD G
JANESVILLE WI 53546-9458
WWW.BLACKHAWK.EDU**

Blackhawk Technical College is an Equal Opportunity and Affirmative Action Educator and Employer