



District Board Meeting

3rd Wednesday of the Month

5:00 pm

Administration Building

Blackhawk Technical College

DISTRICT BOARD MEETING

AGENDA

PUBLIC HEARING ON THE FISCAL YEAR 2022-23 BUDGET

DATE: JUNE 21, 2023

TIME: 4:30 P.M. – 5:00 P.M.

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

CALL TO ORDER – PUBLIC HEARING

- A. Presentation on the Fiscal Year 2023-24 Budget (*Information – Renea Ranguette*)

REGULAR DISTRICT BOARD MEETING

DATE: JUNE 21, 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. Recognition of BTC Retirees Joe Ipsen, Megan Ostrowsky, and Renea Ranguette (*Chairperson Barrington-Tillman and Dr. Tracy Pierner*)
- B. District Boards Association (DBA) Executive Committee
- C. Spring Success Report and Summer Enrollment Presentation (*Dr. Jon Tysse*)

INFORMATION/DISCUSSION

- A. Financial Statement (*Information – Renea Ranguette*)
- 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 June

- D. Personnel Committee Report Out and Recommendations (*Information – Chairperson Deprez*)
 - a. Meeting Scheduled for June
 - b. May 17, 2023, Personnel Committee Minutes
- E. Staff Changes (*For Information Only. Not for District Board Action*)
 - a. New Hires:
 - i. Amber Pierce, PT Accounting Assistant – June 19, 2023
 - ii. Kara Blue, Manager – WCD Operations – June 21, 2023
 - iii. James Nemeth, Vice President – Finance & College Operations – July 5, 2023
 - iv. Amanda Fadroski, Access & Accommodations Coordinator – July 31, 2023
 - b. New Positions:
 - i. None
 - c. Resignations:
 - i. Katherine Fuller, Accounting Instructor – May 20, 2023
 - ii. Charles Quince, Marketing Instructor – May 20, 2023
 - d. Retirements:
 - i. None

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 May 17, 2023, District Board Regular Meeting Minutes (*Action*)
- B. Approval of Current Bills (*Action – Renea Ranguette*)
- C. Approval of Training Contracts (*Action – Dr. Karen Schmitt*)
- D. Abby Mindham, Social Science Instructor – August 14, 2023 (*Action – Dr. Karen Schmitt*)
- E. Al Hulick, Business Management Instructor – August 14, 2023 (*Action – Dr. Karen Schmitt*)

POLICY REVIEW

- A. Approval of the Reviewed Policy B-600 – Collective Bargaining (*Action – Dr. Tracy Pierner*)
- B. Approval of the Reviewed Policy B-900 – District Board Self-Evaluation (*Action – Dr. Tracy Pierner*)

ACTION ITEMS

- A. Adoption of Resolution to Create District Reserves and Establish Reserves of Fund Balances (*Action – Renea Ranguette*)
- B. Adoption of FY 2023-24 Budget for the Blackhawk Technical College District (*Action – Renea Ranguette*)
- C. Approval of the Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2023B of Blackhawk Technical College District, Wisconsin for the 1300 Wing Remodel (*Action – Renea Ranguette*)
- D. Approval of the Resolution Authorizing the Issuance of \$3,800,000 General Obligation Promissory Notes, Series 2023C of Blackhawk Technical College District, Wisconsin – Annual Capital (*Action – Renea Ranguette*)
- E. Approval of the Three-Year Facilities Plan (*Action – Renea Ranguette*)
- F. Approval of the Central Campus Manufacturing Facility Construction Contingent Upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCSB Approval of Construction (*Action – Renea Ranguette*)

- G. Approval of Prent Lab Space Naming Opportunity (*Action – Dr. Tracy Pierner*)

Finance Committee Action Items

- A. No Action Items

Personnel Committee Action Items

- A. Approval of Red-Circled Faculty Lump Sum Payments for the Fiscal Year 2023-24 (*Action – Personnel Committee Recommendation*)
- B. Approval of Faculty Salaries for the Fiscal Year 2023-24 (*Action – Personnel Committee Recommendation*)
- C. Approval of Non-Exempt Administrative Staff Hourly Wages for the Fiscal Year 2023-24 (*Action – Personnel Recommendation*)
- D. Approval of Exempt Administrative Staff Salaries for the Fiscal Year 2023-24 (*Action – Personnel Committee Recommendation*)
- E. Approval of Part-Time Wages for the Fiscal Year 2023-24 (*Action – Personnel Committee Recommendation*)
- F. Approval of Additional Increase for the Fiscal Year 2023-24 (*Action – Personnel Committee Recommendation*)

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

At the conclusion of regular agenda business, the District Board will convene in open session and immediately adjourn to a closed session pursuant to Wis. Stats. 19.85 (1) (c) for the purpose of conducting the annual review of the President. 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.

- A. Motion, Second, and Roll Call Vote to Go into Closed Session
- B. Motion, Second, and Roll Call Vote to Go into Open Session
- C. Call Meeting to Order in Open Session
- D. Approval of President's Compensation for the Fiscal Year 2023-24 and Approval of Contract Extension (*Action – Chairperson Barrington-Tillman*)

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.



JUNE 21, 2023

SPECIAL REPORTS

- Recognition of BTC Retirees Joe Ipsen, Megan Ostrowsky, and Renea Ranguette.

SPECIAL REPORTS ITEM A.



RETIREE JOE IPSEN

Joe Ipsen will retire with 26 years of service to the College with an additional three (3) years of WCD training before starting the program at the College.

Joe started at the College in June of 1997, transferring the Radiography program from (at the time) Beloit Memorial Hospital where he served as Program Director for five (5) years. Although Joe's role at the College has largely unchanged - other than growing in scope and responsibility – his title has at various times been Coordinator, Associate Dean, Administrator, and Administrative Chair, although he might have missed a couple.

Joe has taught every course in the radiography curriculum except for Radiographic Pathology at some point.

Joe has chaired or has been a member of over 30 committees in his time at the College including advisory committees, HLC/AQIP committees, CPI teams, Diversity Taskforce, Web Delivery Team, BTC Leadership Academy, and CITL.

Outside of the College, Joe is the past president of the Wisconsin Association of Educators in Radiologic Technology, served on the Wisconsin Society of Radiologic Technologists Board of Directors: Radiation Safety Chairman, WSRT Educational Foundation, and 30+ year member of the American Society of Radiologic Technologists.

Joe is most proud of a great many things in his time at the College, including involvement in the design building of the Health Science Wing, the startup of several new programs, helping shape many HS division policies and procedures, and being involved in the hiring of many extraordinary faculty. But primarily he is proudest of the success of the Radiography program and its students and graduates. Having started the

program, successfully navigated accreditation, certification, and licensure organizations, and the WTCS state office to get the program where it is today. Joe is proud of the reputation of the program and its graduates not only locally, but regionally and statewide.

Joe is going to sleep for the first two (2) weeks. After that, he is planning on doing a lot of gardening with his wife, to see if he still remembers how to swing a golf club or play a trumpet. Joe has two (2) 1-year-old border collies that deserve more of his attention than they have been getting, and he has an old car he needs to get back on the road. There is some traveling to be done, NYC in the fall, London, Copenhagen, and Edinburgh queued up, not necessarily in this order.

Most importantly, Joe's retirement will be spent with his wife and best friend Sue, who is retiring the same day!

SPECIAL REPORTS ITEM A.



RETIREE RENEA RANGUETTE

Renea Ranguette will retire with 13.5 years of service as the Vice President of Finance & College Operations.

During Renea's time at the College, she has been involved with the Joint Review Boards for the local municipalities, she was a past Districts Mutual Insurance Board Member, a past chair for her peer group - WTC Finance Officers Group, IDEAL Opportunity Scholarship – Core Development/Launch Team, and numerous college strategic and construction projects.

Renea had several experiences meeting people in the community who, upon learning she worked at the College, told her about their learning experience here. The graduates often share how much they enjoyed their educational experience at the College and how the training environment helped prepare them for their first job. Having a comparable environment was so helpful in their preparation. It's been great to play a small role in making that experience possible for our students.

Renea and her husband plan to travel by RV to visit their kids and explore this beautiful country before settling down somewhere in the south where they won't need a snow shovel 😊



JUNE 21, 2023

INFORMATION/DISCUSSION

- Financial Statement
- May 17, 2023, Personnel Committee Minutes

INFORMATION/DISCUSSION ITEM A.

BLACKHAWK TECHNICAL COLLEGE Summary of Revenue and Expenditures as of May 31, 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	15,816,487	91.6%	14,647,766	90.8%
Statutory Program Fees	5,967,272	6,317,095	105.9%	5,668,357	104.8%
Material Fees	312,785	338,527	108.2%	316,317	81.4%
Other Student Fees	808,252	1,020,561	126.3%	947,078	130.4%
Institutional	4,393,043	2,938,050	66.9%	2,600,907	66.2%
Federal	10,993,692	10,205,968	92.8%	11,859,881	67.4%
Other Sources (Bond/Transfer from Other Fund)	<u>5,720,500</u>	<u>5,469,711</u>	95.6%	<u>30,764,972</u>	102.0%
Total Revenue & Other Resources	<u>\$ 61,791,399</u>	<u>\$ 58,427,095</u>	69.0%	<u>\$ 82,989,714</u>	84.9%
EXPENDITURES BY FUNCTION:					
Instruction	\$ 20,210,625	\$ 15,502,550	76.7%	\$ 15,401,480	82.9%
Instructional Resources	2,462,423	1,780,153	72.3%	2,584,610	72.6%
Student Services	13,774,532	12,581,025	91.3%	13,261,553	78.2%
General Institutional	8,670,025	7,504,534	86.6%	6,858,431	76.0%
Physical Plant	35,691,903	17,895,344	50.1%	22,112,331	46.9%
Auxiliary Services	362,657	285,084	78.6%	249,960	87.2%
Other Uses (Transfer to Other Fund)	<u>420,500</u>	<u>-</u>	0.0%	<u>-</u>	0.0%
Total Expenditures & Other Uses	<u>\$ 81,592,665</u>	<u>\$ 55,548,690</u>	68.4%	<u>\$ 60,468,365</u>	63.3%
EXPENDITURES BY FUNDS:					
General	\$ 30,014,832	\$ 25,096,761	83.6%	\$ 23,988,322	83.7%
Special Revenue	3,250,614	2,134,855	65.7%	2,481,467	60.0%
Capital Projects	27,825,481	8,761,132	31.5%	14,638,032	36.1%
Debt Service	9,191,834	9,174,329	99.8%	8,801,054	100.0%
Enterprise	102,657	43,358	42.2%	24,025	50.4%
Internal Service	260,000	241,726	93.0%	225,935	94.5%
Trust & Agency	10,526,747	10,096,529	95.9%	10,309,530	78.5%
Other Uses (Transfer to Other Fund)	<u>420,500</u>	<u>-</u>	0.0%	<u>-</u>	0.0%
Total Expenditures	<u>\$ 81,592,665</u>	<u>\$ 55,548,690</u>	68.4%	<u>\$ 60,468,365</u>	63.3%
Fund Balances, Beginning	\$ 41,529,293	\$ 41,529,293		\$ 24,184,263	
Change in Fund Balance	<u>(19,801,266)</u>	<u>2,878,405</u>		<u>22,521,349</u>	
Fund Balances, Ending	<u>\$ 21,728,027</u>	<u>\$ 44,407,698</u>		<u>\$ 46,705,612</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>178,100</u>	99.9%
Total Debt Service Payments	<u>\$ 9,191,834</u>	<u>\$ 9,174,329</u>		<u>\$ 8,801,054</u>	

INFORMATION/DISCUSSION ITEM D. b.



BLACKHAWK Technical College

PERSONNEL COMMITTEE MEETING WEDNESDAY, MAY 17, 2023 4:00 P.M. – 4:45 P.M.

MINUTES

CALL TO ORDER

The Personnel Committee meeting was held on Wednesday, May 17, 2023, at the Central Campus, 6004 S County Road G, Janesville.

Board Members Present: Rich Deprez, Chairperson, Suzann Holland, Kathy Sukus, and Eric Thornton.

Board Members Absent: Rick Richard.

Other Board Members Present: Rachel Andres (Arrived at 4:15 pm), Barb Barrington-Tillman, and Mark Holzman.

Staff Present: Julie Barreau, Kathy Broske, and Dr. Pierner.

Chairperson Deprez called the meeting to order at 4:00 p.m.

INFORMATION/DISCUSSION/ACTION

A. Support/Administrative Staff Compensation Study

Kathy Broske, Executive Director of Human Resources and Organizational Development, presented on the Administrative and Support Staff Compensation Study with the Personnel Committee members.

- QTI Consulting, Inc. (QTI) conducted the Administrative and Support Staff Compensation Study. QTI reviewed 94 exempt administrative, non-exempt administrative and support staff jobs.
 - QTI considered benchmarks from 2-year colleges and the general industry.
 - QTI targeted market data at the 50th percentile or market median.
- Exempt Administrative Staff
 - QTI conducted market benchmarking for 53 administrative staff jobs by collecting market data from 12 survey sources.
 - QTI determined that, overall, BTC's current exempt salary structure slightly lags the market.
 - QTI recommended a 9-grade condensed exempt salary structure based on market data.
- Non-Exempt Administrative and Support Staff
 - QTI conducted market benchmarking for 27 support staff jobs and 14 non-exempt administrative jobs by collecting data from 9 survey sources.
 - QTI determined that, overall, BTC's current non-exempt structures slightly lag the market.
 - QTI recommended a 6-grade combined non-exempt structure based on market data.

It was noted that the College's compensation approach and the proposed structures align with base pay structure best practices.

The Personnel Committee recommends the Administrative and Support Staff Compensation Study, Exempt and Non-Exempt Base Pay Structures as presented. It was motioned by Mr. Thornton and seconded by Ms. Barrington-Tillman. **Motion carried. All in favor.**

B. 2023-2024 Compensation Proposal

Kathy Broske, Executive Director of Human Resources and Organizational Development, reviewed the 2023-2024 Compensation Proposal with the Personnel Committee members, including structure and pay increase market data and estimated costs for market adjustments, below midpoint adjustments, part-time employee increases and full-time employee increases as previously discussed with the Personnel Committee members.

There was discussion about the decision to not provide lump sum payments to red-circled faculty who are not eligible for a pay increase in 2023-2024. Administration will bring a proposal for lump sum payments for red-circled faculty in 2023-2024 to the June District Board meeting.

ADJOURNMENT

As there was no additional business, Chairperson Deprez adjourned the meeting at 4:45 p.m.



JUNE 21, 2023

CONSENT AGENDA

- Draft May 17, 2023, District Board Regular Meeting Minutes
- Current Bills
- Training Contracts

CONSENT AGENDA ITEM A.



BLACKHAWK Technical College

REGULAR DISTRICT BOARD MEETING

WEDNESDAY, MAY 17, 2023

5:00 P.M.

MINUTES

CALL TO ORDER

The Blackhawk Technical College District Board Regular meeting was held on Wednesday, May 17, 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; Rachel Andres; Rob Hendrickson (arrived 5:15 pm); Suzann Holland; and Kathy Sucus.

Board Members Absent: Mark Holzman.

Staff Present: Julie Barreau; Kathy Broske; Molly Cook; Sue Griffin; Liz Paulsen; Dr. Tracy Pierner; Renea Ranguette; Mickey Salamone; Dr. Karen Schmitt; and Dr. Jon Tysse.

Student Representative: Hope Hopper.

Guests: None.

Chairperson Barrington-Tillman called the Blackhawk Technical College District Board meeting to order at 5:00 p.m. Chairperson Barrington-Tillman called for Public Comments. There were no comments.

SPECIAL REPORTS

Chairperson Barrington-Tillman called for Special Reports.

- A. Chairperson Barrington-Tillman recognized Sue Griffin, Sheldon Newkirk, and Mickey Salamone for their years of service at the College.
- B. The Student Representative to the District Board, Hope Hooper, provided a report on student activities. Dr. Tracy Pierner recognized Hope Hooper as the Student Representative to the District Board and her graduation.

INFORMATION/DISCUSSION

Chairperson Barrington-Tillman called for Information/Discussion items.

- A. Renea Ranguette reviewed the April 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 meet in May. No report outs or recommendations.
- D. The Personnel Committee met before the May District Board Meeting. Rich Deprez, Chairperson, provided a brief overview of the meeting to the District Board members.
 - Information on the Administration and Support Staff Compensation Proposal was provided.
 - The 2023-2024 Compensation Proposal was reviewed.
- E. Staff changes consisting of new hires, new positions, resignations, and retirements were reviewed.

- F. Tony Landowski reviewed the University Center Tier 1 Partnership Memorandum of Agreement draft with the District Board members.
- G. Dr. Tracy Pierner provided a pricing update on Rooms 2508 and 2510.
- H. Dr. Tracy Pierner provided an update on the Higher Learning Commission on-site visit.

CONSENT AGENDA

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

- A. Draft April 19, 2023, District Board Regular Meeting Minutes.
- B. Current Bills – The April bills include (Starting Check: #00295638 and Ending Check: #00295637):

Direct Deposit Expense Reimbursements	\$ 1,537,980.68
Payroll	\$ 1,029,929.21
Payroll Tax Wire Transfers	\$ 257,648.19
Other Wire Transfers	\$ 25,727.07
WRS Wire Transfers	\$ 172,557.73
P-card Disbursements	\$ 123,554.03
Bond Payment	\$ 0.00
Health Insurance Wire Transfer	\$ 313,307.24
<i>Grand Total for the Month</i>	<i>\$ 3,460,704.15</i>

- C. Training Contracts – Report Totals:

Number Served	Estimated FTEs	BTC Cost Formula	LAB Cost Formula	Actual Contract Cost
129	3.37	\$57,853	\$49,487	\$57,853

All in favor. Motion carried.

POLICY REVIEW

- A. Dr. Tracy Pierner reviewed the revised Policy E-900 – Grants with the District Board members. It was moved by Mr. Deprez and seconded by Ms. Sukus to approve the revised Policy E-900 – Grants. **All in favor. Motion carried.**

ACTION ITEMS

Chairperson Barrington-Tillman called for Action Items.

- A. It was moved by Mr. Thornton and seconded by Mr. Hendrickson to approve the Out-of-State Remission Tuition Report. **All in favor. Motion Carried.**
- B. It was moved by Mr. Thornton and seconded by Ms. Andres to approve the Lease for the Offsite Storage of Advanced Manufacturing Training Center Equipment. **All in favor. Motion Carried.**
- C. It was moved by Ms. Andres and seconded by Mr. Hendrickson to approve the Modifications to the Fiscal Year 2022-2023 Budget. **All in favor. Motion Carried.**
- D. It was moved by Mr. Richard and seconded by Mr. Deprez to approve the Adoption of the Fiscal Year 23-24 Budget for Presentation at a Public Hearing: Setting a Date for the Public Hearing. **All in favor. Motion Carried.**

- E. It was moved by Mr. Thornton and seconded by Ms. Andres to approve the Resolution Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2023B of Blackhawk Technical College District, Wisconsin for the 1300 Wing Remodel.

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

- F. It was moved by Mr. Thornton and seconded by Ms. Andres to approve the award of the contract for Central Campus Roof Rehabilitation to Professional Roofing of Monroe, WI, for a bid of \$132,550. **All in favor. Motion Carried.**

- G. It was moved by Mr. Deprez and seconded by Mr. Thornton to approve the Public Safety Transportation Center Pedestrian Walkway Construction Contingent Upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCSB Approval of Construction. **All in favor. Motion Carried.**

Finance Committee Action Items

- A. No Action Items.

Personnel Committee Action Items

- A. The Personnel Committee met before the District Board meeting and presented its recommendation on one action.

The Personnel Committee recommends the Administrative and Support Staff Compensation Study, Exempt and Non-Exempt Base Pay Structure. It was motioned by Mr. Deprez and seconded by Mr. Thornton. **Motion carried. All in favor.**

WTCS CONSORTIUM UPDATES

Chairperson Barrington-Tillman called for WTCS Consortium updates.

- A. Insurance Trust (WTC) – Next meeting is scheduled for May 22, 2023.
- B. Marketing Consortium – No update.
- C. Purchasing Consortium – No update.
- D. Districts Mutual Insurance (DMI) – No update.
- E. District Boards Association (DBA) – Chairperson Barrington-Tillman provided an update on the Spring meeting and the DBA elections. The Summer Meeting will be held on, July 20-22, 2023, at Fox Valley Technical College.

FUTURE AGENDA ITEMS

Chairperson Barrington-Tillman called for Future Agenda Items. There were none.

ADJOURNMENT

It was moved by Mr. Richard and seconded by Ms. Andres to adjourn the meeting at 7:22 p.m. **All in Favor. Motion carried.**

Richard Deprez

Secretary

CONSENT AGENDA ITEM B.

Blackhawk Technical College

BILL LIST SUMMARY

Period Ending May 31, 2023

Starting Check Number 00297450
Ending Check Number 00297701 Plus Direct Deposits

PAYROLL TAXES

Federal	551,927.56	
State	<u>91,835.84</u>	643,763.40

PAYROLL BENEFIT DEDUCTIONS & FRINGE PAYMENTS

Retirement	-	
Health and Dental Insurance	21,535.02	
Miscellaneous	<u>14,779.37</u>	36,314.39

STUDENT RELATED PAYMENTS

26,567.04

CURRENT NON CAPITAL EXPENSES

215,028.34

CAPITAL

1,503,557.03

DEBT

-

TOTAL BILL LISTING AND PAYROLL TAXES

2,425,230.20

PAYROLL-NET

1,088,390.03

SUB TOTAL BILL LISTING AND PAYROLL

3,513,620.23

PLUS OTHER WIRE TRANSFERS

83,343.68

PLUS WRS WIRE TRANSFERS

176,950.53

P-CARD DISBURSEMENTS

222,934.44

WIRE FOR LAND PURCHASE

-

PLUS BOND PAYMENT

-

HEALTH INSURANCE WIRES

315,886.32

GRAND TOTAL FOR THE MONTH

4,312,735.20

CONSENT AGENDA ITEM C.

CONTRACT TRAINING REPORT JUNE 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
2023-1187	Forward Services	12	0.10	\$ 2,916	\$ 2,734	\$ 2,916
	<i>OSHA 10</i>					
2023-1188	Forward Services	12	0.08	\$ 1,976	\$ 1,907	\$ 1,976
	<i>Intro to CDL</i>					
2023-1189	Forward Services	12	0.08	\$ 2,580	\$ 2,157	\$ 2,580
	<i>CPR/AED/BBP/FA</i>					
2023-1190	Frehener Dental	5	0.01	\$ 496	\$ 374	\$ 496
	<i>CPR Refresher</i>					
2023-1193	SWWDB	20	0.67	\$ 8,101	\$ 5,487	\$ 8,101
	<i>Mechanics of Learning</i>					
2023-1194	SWWDB	20	0.67	\$ 5,601	\$ 5,487	\$ 5,601
	<i>Safety</i>					
2023-1202	SWWDB	60	0.30	\$ 3,484	\$ 3,040	\$ 3,484
	<i>Youth Apprentice Mentor</i>					
2023-1203	Prent	10	0.05	\$ 1,258	\$ 957	\$ 1,258
	<i>Basic Excel</i>					
2024-1001	Schenck	15	0.05	\$ 624	\$ 479	\$ 624
	<i>Leadership</i>					
2024-1002	Schenck	15	0.05	\$ 759	\$ 508	\$ 759
	<i>Leadership</i>					
		181	2.06	\$ 27,795	\$ 23,130	\$ 27,795
Technical Assistance Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
2023-1191	Stateline Boys & Girls Club	20	NA	\$ 937	\$ 937	\$ 937
	<i>Shuttle</i>					
2023-1195	Alliant Energy	1	NA	\$ 6,059	\$ 5,710	\$ 6,059
	<i>CDL 120 hours</i>					
2023-1196	Alliant Energy	1	NA	\$ 6,059	\$ 5,710	\$ 6,059
	<i>CDL 120 hours</i>					
2023-1197	Alliant Energy	1	NA	\$ 6,059	\$ 5,710	\$ 6,059
	<i>CDL 120 hours</i>					
2023-1198	Alliant Energy	1	NA	\$ 6,059	\$ 5,710	\$ 6,059
	<i>CDL 120 hours</i>					
2023-1201	MG&E	1	NA	\$ 600	\$ 286	\$ 600
	<i>CDL 6 hour skill review</i>					
		25	0	\$ 25,773	\$ 24,063	\$ 25,773
High School Customized Instruction Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
2023-1169	CareerTek	13	0.87	\$ 8,728	\$ 8,009	\$ 8,728
	<i>90 hour CNA</i>					
		13	0.87	\$ 8,728	\$ 8,009	\$ 8,728

WAT Grant Customized Instruction Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
2023-1192	IPM	15	0.23	\$ 2,708	\$ 2,274	\$ 2,708
	<i>Leadership</i>					
		15	0.23	\$ 2,708	\$ 2,274	\$ 2,708
Combined Contract Totals						
		# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
		234	3.16	\$ 65,004	\$ 57,476	\$ 65,004
High School At Risk Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
	Albany High School	1		\$ 3,614		\$ 3,614
		1	0	\$ 3,614	0	\$ 3,614
Transcripted Credit Contract Detail						
Contract #	Business/Industry	# Served	Est. FTEs	BTC Cost Formul	LAB Cost Formula	Actual Contract Amount
2023-8000	Albany High School	12	1.2	\$ 5,778		\$ 5,778
2023-8001	Belleville High School	18	1.8	\$ 8,666		\$ 8,666
2023-8002	Beloit Memorial High School	209	15	\$ 74,676		\$ 74,676
2023-8003	Turner High School	177	13.07	\$ 65,004		\$ 65,004
2023-8004	Brodhead High School	99	5.4	\$ 27,254		\$ 27,254
2023-8005	Clinton High School	225	12.7	\$ 67,624		\$ 67,624
2023-8006	Edgerton High School	63	5.97	\$ 28,244		\$ 28,244
2023-8022	Elkhorn High School	9	0.9	\$ 4,333		\$ 4,333
2023-8007	Evansville High School	25	2.5	\$ 11,902		\$ 11,902
2023-8008	Craig High School	709	78.53	\$ 374,827		\$ 374,827
2023-8009	Parker High School	925	89.57	\$ 379,467		\$ 379,467
2023-8017	Badger High School	15	1.5	\$ 7,222		\$ 7,222
2023-8012	Milton High School	222	18.6	\$ 90,812		\$ 90,812
2023-8013	Monroe High School	135	9.4	\$ 46,664		\$ 46,664
2023-8014	Monticello High School	63	5.23	\$ 25,587		\$ 25,587
2023-8018	Mount Horeb High School	10	1	\$ 4,815		\$ 4,815
2023-8015	Parkview High School	68	5.27	\$ 25,865		\$ 25,865
2023-8016	Rock University High School	193	20.5	\$ 97,524		\$ 97,524
2023-8020	Sun Prairie High School	39	3.9	\$ 18,777		\$ 18,777
2023-8019	Lincoln Academy	69	2.3	\$ 14,052		\$ 14,052
2023-8021	Verona High School	7	0.7	\$ 3,370		\$ 3,370
		3292	295.04	\$ 1,382,463		\$ 1,382,463
	All Contracts	3527	298.2	\$ 1,451,081	\$ 57,476	\$ 1,451,081

Contract Training Approved By The District Board

	FY 2018-19		FY 2019-20		FY 2020-21		FY 2021-22		FY 2022-23		
	Month	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$
1st Quarter	July	\$15,141	\$15,141	\$306,616	\$306,616	\$0	\$0	\$34,748	\$34,748	\$54,931	\$54,931
	August	\$265,212	\$280,353	\$93,966	\$400,582	\$16,389	\$16,389	\$79,603	\$114,351	\$41,084	\$96,015
	September	\$110,603	\$390,956	\$51,844	\$452,426	\$17,532	\$33,921	\$63,394	\$177,745	\$96,205	\$192,220
2nd Quarter	October	\$36,363	\$427,319	\$18,826	\$471,252	\$29,073	\$62,994	\$22,313	\$200,058	\$69,654	\$261,874
	November	\$48,817	\$476,136	\$75,772	\$547,024	\$59,156	\$122,150	\$52,930	\$252,988	\$47,449	\$309,323
	December	\$67,999	\$544,135	\$54,312	\$601,336	\$18,026	\$140,176	\$54,656	\$307,644	\$34,393	\$343,716
3rd Quarter	January	\$101,678	\$645,813	\$50,873	\$652,209	\$30,791	\$170,967	\$12,501	\$320,145	\$34,793	\$378,509
	February	\$56,091	\$701,904	\$103,533	\$755,742	\$31,829	\$202,796	\$48,571	\$368,716	\$63,011	\$441,520
	March	\$47,919	\$749,823	\$75,337	\$831,079	\$48,171	\$250,967	\$60,958	\$429,674	\$37,786	\$479,306
4th Quarter	April	\$118,534	\$868,357	\$2,663	\$833,742	\$26,869	\$277,836	\$26,321	\$455,995	\$68,919	\$548,225
	May	\$1,105,126	\$1,973,483	\$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	\$2,044,222	\$70,739	\$3,369,097	\$27,698	\$1,981,339	\$29,771	\$2,122,908	\$1,451,081	\$2,057,159
YTD TOTAL \$		\$2,044,222		\$3,369,097		\$1,981,339		\$2,122,908		\$2,057,159	

Historical Reference

FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
WAT Grants: \$273,707	WAT Grants: \$123,702	WAT Grants: \$145,703	Customized Instruction: \$234,389	Customized Instruction: \$279,252
Transcripted Credit w/HS: \$1,401,292	Transcripted Credit w/HS: \$2,464,616*	Transcripted Credit w/HS: \$1,652,700	Technical Assistance: \$221,718	Technical Assistance: \$226,705
HSED w/HS: \$23,572	HSED w/HS: \$15,082	HSED w/HS: \$13,788	High School Customized Instruction: \$62,817	High School Customized Instruction: \$107,368
			WAT Grants: \$39,864	WAT Grants: \$52,024
			High School At Risk: \$8,752	High School At Risk: \$21,595
			Transcripted Credit: \$1,637,142	Transcripted Credit: \$1,382,463

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



JUNE 21, 2023

POLICY REVIEW

- Policy B-600 – Collective Bargaining (Reviewed)
- Policy B-900 – District Board Self-Evaluation (Reviewed)

POLICY REVIEW ITEM A.



BLACKHAWK TECHNICAL COLLEGE SECTION B – DISTRICT BOARD OPERATIONS POLICY

B-600 – COLLECTIVE BARGAINING

Authority	District Board
Effective Date	January 20, 2021
Revision Date(s)	
Reviewed Date(s)	June 21, 2023, May 17, 2023
Related Forms	
Related Policies and/or Procedures	
In Compliance With	Wisconsin Statutes 19.84, 19.85 and 19.86 Wisconsin Statutes 111.70, 111.71 and 111.77

The President/District Director is directed to oversee District participation in the collective bargaining process In Compliance with Chapter 111 – Employment Relations of the Wisconsin Statutes.

When the collective bargaining process with a representative of a majority of its employees in an appropriate collective bargaining unit ensues, the President/District Director will work with the District Board to do the following:

- Convey appropriate authority to the College's negotiator to bargain with the intention of reaching an agreement with respect to wages for the employees in the collective bargaining unit.
- Take action on a collective bargaining agreement recommended for ratification by the College's negotiator at a public meeting of the District Board.

POLICY REVIEW ITEM B.



BLACKHAWK TECHNICAL COLLEGE SECTION B – DISTRICT BOARD OPERATIONS POLICY

B-900 – DISTRICT BOARD SELF-EVALUATION

Authority	District Board
Effective Date	March 17, 2021
Revision Date(s)	
Reviewed Date(s)	June 21, 2023, May 17, 2023
Related Forms	
Related Policies and/or Procedures	B-305 – Annual Meetings of the District Board B-310 – Regular Meetings of the District Board
In Compliance With	

The District Board is committed to assessing its own performance as a District Board to identify its strengths and areas in which it may improve its functioning.

To that end, the District Board has established the following processes:

- The District Board shall determine the instrument or process to be used in District Board self-evaluation by the annual District Board Retreat. Any evaluation instrument shall incorporate criteria contained in these college policies regarding District Board operations, as well as criteria defining District Board effectiveness promulgated by recognized practitioners in the field.
- The process for evaluation shall be recommended to and approved by the District Board.
- If an instrument is used, all District Board members will be asked to complete the evaluation instrument and submit them to District Board Secretary.
- A summary of the evaluations will be presented and discussed at the annual retreat of the District Board. The results will be used to identify accomplishments in the past year and goals for the following year.

JUNE 21, 2023

ACTION ITEMS

- Resolution to Create District Reserves and Establish Reserves of Fund Balances
- FY 2023-24 Budget for the Blackhawk Technical College District
- Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2023B of Blackhawk Technical College District, Wisconsin for the 1300 Wing Remodel
- Resolution Authorizing \$3,800,000 General Obligation Promissory Notes, Series 2023C of Blackhawk Technical College District Wisconsin – Annual Capital
- Three-Year Facilities Plan
- Central Campus Manufacturing Facility Construction Contingent Upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCSB Approval of Construction

Finance Committee Action Items

- No Action Items

Personnel Committee Action Items

- Red-Circled Faculty Lump Sum Payments for the Fiscal Year 2023-24
- Faculty Salaries for the Fiscal Year 2023-24
- Non-Exempt Administrative Staff Hourly Wages for the Fiscal Year 2023-24
- Exempt Administrative Staff Salaries for the Fiscal Year 2023-24
- Part-Time Wages for the Fiscal Year 2023-24
- Additional Increase for the Fiscal Year 2023-24

ACTION ITEMS ITEM A.

Adoption of Resolution to Create District Reserves and Establish Reservations of Fund Balances

Prior to the adoption of the 2023-24 fiscal year budget, the District is required to adopt a resolution creating District reserves and establishing designations of fund balances. The reservations and designations being established by the attached resolution set the anticipated fund balances as of June 30, 2023.

Approval of the resolution is requested.

RESOLUTION

To Create District Reserves and Establish Designations of Fund Balances June 30, 2023

WHEREAS, the Wisconsin Administrative Code TCS - 7.05 requires the Board annually to adopt a resolution creating district reserves and establishing designations of fund balances prior to adoption of the District's budget, and,

WHEREAS, the Blackhawk Technical College District Board will be approving the District's 2023-24 Annual Budget,

THEREFORE, BE IT RESOLVED, that the Blackhawk Technical College District Board hereby approves the following reservations and designations of fund balances:

General Fund

- Designated for Operations Balance of \$7,395,000 provides for fluctuations in operating cash balances with a range of 16.7% to 25% of budgeted operational expenditures (General & Special Revenue Fund) established in accordance with District Board Policy.
- Designated for State Aid Fluctuations of \$203,000 provides for fluctuations in general state aid and may not exceed 10% of the budgeted state revenues, excluding property tax relief aid.
- Designated for Subsequent Years Balance of \$305,000 is designated for FY 2024-25 and beyond and may not exceed 15% of budgeted state revenues, excluding property tax relief aid.
- Designated for Subsequent Year Balance is estimated at \$4,558,346 and will be the total of fund balance not reserved or designated in other classifications.
- Reserve for Prepaid Expenses Balance is estimated at \$75,000 and will be equal to the amount of prepaid expenses.

Special Revenue Fund - Operational

- Designated for Operations Balance is estimated at \$936,652 and will be the actual fund balance at close of fiscal year. This designation provides for fluctuations in operating cash balances with a range of 16.7% to 25% of budgeted operational expenditures (General & Special Revenue Fund) established in accordance with District Board Policy.

Capital Projects Fund

- Reserve for Capital Projects Balance is estimated at \$6,000,000 which is unexpended general obligation debt funds and general fund transfer to support specified and future capital investments.

Debt Service Fund

- Reserve for Debt Service Balance is estimated at \$2,342,950 which provides the funds for interest payments prior to the collection of the subsequent year's tax levy.

Enterprise Fund

- Retained Earnings is estimated at \$368,145 and provides for fluctuations in operating cash balances.

Internal Service Fund

- Reserve for Self-Insurance is estimated at \$233,002 to provide funds for property and liability losses.

Fiduciary Fund (Trust and Agency)

- Reserve for Student Financial Assistance estimated at \$125,517 provides District matching funds for the student financial aid program. Student organization funds estimated at \$662,829 are derived from segregated fees and revenue raised by student organizations. These funds are recorded as a liability in the agency fund.

ACTION ITEMS ITEM B.

Adoption of Fiscal Year 2023-24 Budget for the Blackhawk Technical College District

Assuming there are no changes to the budget as presented at the public hearing, the following resolution is recommended for adoption:

WHEREAS, the proposed budget for the 2023-24 fiscal year for the Blackhawk Technical College District was presented to the electors of the District on June 21, 2023 at a Public Hearing, and a full hearing held thereon, and;

WHEREAS, the Public Hearing was held in accordance with the notice published in the manner provided in Section 65.90 of the Wisconsin Statutes, and which notice included a summary of said budget;

NOW THEREFORE, BE IT RESOLVED, that the Blackhawk Technical College District Board adopt the Budget and appropriate \$60,556,801 for expenditure and \$226,000 for other uses, which combined total \$60,782,801 in the Budget for the 2023-24 fiscal year as presented at such public hearing with the amount of \$17,118,043 to be generated from local tax sources, and that a full copy of the budget be recorded in the minutes of this meeting as the Budget for the Blackhawk Technical College District for the period July 1, 2023, to June 30, 2024.

The [FY 2023-2024 Proposed Budget Plan](#) is accessible from the About/Governance page on the website.

ACTION ITEMS ITEM C.

Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2023B

The Board adopted a resolution in May authorizing the borrowing of \$1,500,000 for the Culinary Arts Kitchen and Blackhawk Room remodel project. Upon adoption of the resolution awarding the sale, the sale will close when the proceeds are received on July 17th. This borrowing is included in the FY 2023-24 budget.

Robert W. Baird, Inc. is assisting the College with the sale of these bonds. Bids will be opened on June 21st and a representative from Robert W. Baird, Inc. will be present at the meeting to share the results of this bid opening and recommend award of sale to the lowest true interest cost responsive bidder.

A copy of the blank resolution is attached.

Long- and short-term borrowing requires passage by a roll-call vote of a majority of the quorum.

RESOLUTION AWARDING THE SALE OF \$1,500,000
GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2023B

WHEREAS, on May 17, 2023, the District Board of the Blackhawk Technical College District, Rock and Green Counties, Wisconsin (the "District") adopted a resolution entitled "Resolution Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2023B, of Blackhawk Technical College District, Wisconsin" (the "Authorizing Resolution") which authorized the issuance of General Obligation Promissory Notes, Series 2023B (the "Notes") in the amount of \$1,500,000 for the public purpose of financing building remodeling and improvement projects (the "Project");

WHEREAS, the District caused a Notice to Electors to be published in the Beloit Daily News on May 24, 2023 giving notice of adoption of the Authorizing Resolution, identifying where and when the Authorizing Resolution could be inspected, and advising electors of their right to petition for a referendum on the question of the issuance of the Notes;

WHEREAS, no petition for referendum has been filed with the District and the time to file such a petition expires on June 23, 2023;

WHEREAS, the District has directed Robert W. Baird & Co. Incorporated ("Baird") to take the steps necessary to sell the Notes;

WHEREAS, Baird, in consultation with the officials of the District, prepared an Official Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on June 21, 2023;

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

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

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

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

Section 1. Ratification of the Official Notice of Sale and Offering Materials. The District Board hereby ratifies and approves the details of the Notes set forth in Exhibit A attached hereto as and for the details of the Notes. The Official Notice of Sale and any other offering materials prepared and circulated by Baird are hereby ratified and approved in all respects. All actions taken by officers of the District and Baird in connection with the preparation and distribution of the Official Notice of Sale, and any other offering materials are hereby ratified and approved in all respects.

Section 1A. Award of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of ONE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$1,500,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal of the Purchaser offering to purchase the Notes for the sum set forth on the Proposal, plus accrued interest to the date of delivery is hereby accepted (subject to the condition that no valid petition for referendum is filed by June 23, 2023 with respect to the Notes). The Chairperson and Secretary or other appropriate officers of the District are authorized and directed to execute an acceptance of the Proposal on behalf of the District. The good faith deposit of the Purchaser shall be applied in accordance with the Official Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Notes shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2023B"; shall be issued in the aggregate principal amount of \$1,500,000; shall be dated July 17, 2023; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on April 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on October 1, 2023. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes maturing on April 1, 2031 and thereafter are subject to redemption prior to maturity, at the option of the District, on April 1, 2030 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the District, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

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

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2023 through 2032 for the payments due in the years 2023 through 2033 in the amounts set forth on the Schedule. The amount of tax levied in the year 2023 shall be the total amount of debt service due on the Notes in the years 2023 and 2024; provided that the amount of such tax carried onto the tax rolls shall be abated by any amounts appropriated pursuant to subsection (D) below which are applied to payment of principal of or interest on the Notes in the year 2023.

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

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

(D) Appropriation. The District hereby appropriates from taxes levied in anticipation of the issuance of the Notes, proceeds of the Notes or other funds of the District on hand a sum sufficient to be irrevocably deposited in the segregated Debt Service Fund Account created below and used to pay debt service on the Notes coming due in 2023 as set forth on the Schedule.

Section 6. Segregated Debt Service Fund Account.

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

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes, Series 2023B" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the District at the time of delivery of and payment for the Notes; (ii) any premium which may be received by

the District above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the District, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

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

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

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

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

(b) The District also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the District will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the District by the manual or facsimile signatures of the Chairperson and Secretary, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the District of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the District has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The District hereby authorizes the officers and agents of the District to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by the Secretary or the Treasurer (the "Fiscal Agent").

Section 13. Persons Treated as Owners; Transfer of Notes. The District shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

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

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

Section 14. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the District at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the District agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the Secretary or other authorized representative of the District is authorized and directed to execute and deliver to DTC on behalf of the District to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the District office.

Section 16. Official Statement. The District Board hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the District in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate District official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The Secretary shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 17. Undertaking to Provide Continuing Disclosure. The District hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the District to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

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

Section 18. Record Book. The Secretary shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 19. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the District are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and Secretary are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Chairperson and Secretary including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 20. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded June 21, 2023.

Barbara J. Barrington-Tillman
Chairperson

ATTEST:

Rich Deprez
Secretary

(SEAL)

EXHIBIT A

Official Notice of Sale

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

(See Attached)

DRAFT

EXHIBIT B

Bid Tabulation

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

(See Attached)

DRAFT

EXHIBIT C

Winning Bid

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

(See Attached)

DRAFT

EXHIBIT D-1

Pricing Summary

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

(See Attached)

DRAFT

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

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

(See Attached)

DRAFT

EXHIBIT E

(Form of Note)

REGISTERED UNITED STATES OF AMERICA DOLLARS
STATE OF WISCONSIN
ROCK AND GREEN COUNTIES
NO. R-___ BLACKHAWK TECHNICAL COLLEGE DISTRICT \$_____
GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2023B

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:
April 1, _____ July 17, 2023 _____% _____

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS
(\$_____)

FOR VALUE RECEIVED, the Blackhawk Technical College District, Rock and Green Counties, Wisconsin (the "District"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on October 1, 2023 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by the Secretary or Treasurer (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

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

This Note is one of an issue of Notes aggregating the principal amount of \$1,500,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the District pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for the public purpose of financing building remodeling and improvement projects, as authorized by resolutions adopted on May 17, 2023 and June 21, 2023. Said resolutions are recorded in the official minutes of the District Board for said dates.

The Notes maturing on April 1, 2031 and thereafter are subject to redemption prior to maturity, at the option of the District, on April 1, 2030 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the District, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

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

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

This Note has been designated by the District Board as a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Note is transferable only upon the books of the District kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the District appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the District for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to any particular Note, after such Note has been called for redemption. The Fiscal Agent and District may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the

purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

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

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

BLACKHAWK TECHNICAL COLLEGE
DISTRICT
ROCK AND GREEN COUNTIES, WISCONSIN

By: _____
Barbara J. Barrington-Tillman
Chairperson

(SEAL)

By: _____
Rich Deprez
Secretary

ASSIGNMENT

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

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

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

Dated: _____

Signature Guaranteed:

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

(Depository or Nominee Name)

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

(Authorized Officer)

ACTION ITEMS ITEM D.

Resolution Authorizing the Issuance of \$3,800,000 General Obligation Promissory Notes, Series 2023C, of Blackhawk Technical College District

The Fiscal Year 2023-24 budget includes \$3,800,000 for annual building improvements and capital equipment.

The authorizing resolution for the borrowing of \$3,800,000 for equipment and building improvements is attached. If approved, the actual borrowing will occur in August following the publishing of the resolution and subsequent to the passage of the statutory referendum time period. The second resolution to award the sale on the borrowing would be presented to the full Board at the August meeting.

Approval to borrow requires a majority of the quorum. A roll call vote will be necessary.

RESOLUTION AUTHORIZING THE ISSUANCE OF
\$3,800,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2023C,
OF BLACKHAWK TECHNICAL COLLEGE DISTRICT, WISCONSIN

WHEREAS, Blackhawk Technical College District, Rock and Green Counties, Wisconsin (the “District”) is presently in need of \$1,135,000 for the public purpose of financing building remodeling and improvement projects and \$2,665,000 for the public purpose of financing the acquisition of movable equipment (collectively, the “Project”); 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 \$1,135,000 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 \$2,665,000 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 \$3,800,000 and designated “General Obligation Promissory Notes, Series 2023C” (the “Notes”), the proceeds of which shall be used for the purposes specified above in the amounts authorized for those purposes.

Section 2. Notice to Electors. The Secretary shall, within ten (10) days hereafter, cause public notice of the adoption of these resolutions 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.

Section 3. Official Statement. The District Secretary shall cause an Official Statement to be prepared by 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 4. 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 \$3,800,000.

Adopted this 21st day of June, 2023.

Barbara J. Barrington-Tillman
Chairperson

Attest:

Rich Deprez
Secretary

(SEAL)

EXHIBIT A

NOTICE

TO THE ELECTORS OF:

Blackhawk 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 June 21, 2023, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$1,135,000 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, 6004 South County Road G, Janesville, 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 the District by email at the following address:
officeofthepresident@blackhawk.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 June 21, 2023.

BY ORDER OF THE DISTRICT BOARD

District Secretary

EXHIBIT B

NOTICE

TO THE ELECTORS OF:

Blackhawk 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 June 21, 2023, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$2,665,000 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, 6004 South County Road G, Janesville, 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 the District by email at the following address:
officeofthepresident@blackhawk.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 June 21, 2023.

BY ORDER OF THE DISTRICT BOARD

District Secretary

ACTION ITEMS ITEM E.

Approval of Three-Year Facilities Plan

The Three-Year Facilities Plan provides the means by which the Wisconsin Technical College System (WTCS) Board monitors all of the construction and major remodeling projects statewide. Each district is required to provide an annual update to the Facilities Plan to the WTCS Board by August 1.

Enclosed is a draft of the Blackhawk Technical College's Three-Year Facilities Plan for July 1, 2023 – June 30, 2026.

District Board action is needed to approve the Plan and to submit the document to the WTCS Board by August 1, 2023.

Blackhawk Technical College

Three-Year Facilities Plan

July 1, 2023-June 30, 2026



Serving Rock and Green Counties

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 Office, 6004 S. County Road G, P.O. Box 5009, Janesville, WI 53547-5009, (608) 757-7796 or (608) 757-7773, WI Relay: 711

**BLACKHAWK TECHNICAL COLLEGE
2023-2026 THREE-YEAR FACILITIES PLAN**

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Blackhawk Technical College Three Year Facilities Plan

Section 1 – Executive Summary

Acquisition/Construction

The College is receiving a substantial financial gift to support construction of a new manufacturing facility on the Central Campus. Construction will begin in FY2024 with completion by fall 2025. The College expects to terminate the lease for the facility at 15 Plumb Street, Milton, upon relocation of instructional programs to the new facility.

Remodeling

The Central Campus is scheduled to receive updates over the next three years. Part of the production food service kitchen will be combined with the former Blackhawk Room to create a second modern culinary instruction kitchen. The 1300 Wing will be remodeled to support the Health Science Division and other administrative office needs as well as the new Blackhawk Room. The Administration Building upper and lower levels will be remodeled to support manufacturing program at the Central Campus. The 2300 Wing will be remodeled to serve as the Center for Science Excellence for associate of science instructional needs and an Anatomy Learning Center. The Public Safety Division will be updated when these academic programs move to the new education building funded by the capital referenda.

Capital Improvements

The total amount of capital improvements anticipated over the next three years as indicated in Section 3 of the Plan totals \$2,400,000. Significant capital improvement projects budgeted for the next three fiscal years include electrical upgrades and repairs; parking lot repairs and replacement; building exterior, grounds and landscape maintenance; roof replacements; mechanical system replacements; interior and exterior door replacements; and interior refresh which includes carpet, lighting, & ceiling tile replacement. Annually, BTC anticipates interior and exterior painting, and minor upgrades to classrooms.

Blackhawk Technical College Three Year Facilities Plan

Section 2 - Existing Facilities

For owned facilities, in summary form, identify by campus salient information including location, land area, and total building area.

Campus	Location (Address)	Site Size (Acres)	Total Area (sq ft)	Building Replacement Value
Central	6004 Prairie Road, Janesville, WI 53547	120.00	324,733	\$ 66,721,808
Monroe	210 4th Avenue, Monroe, WI 53566	3.00	28,135	\$ 6,860,113

For leased facilities, in summary form, identify by campus salient information including location, total lease area, and lease expiration date.

Location	Address	Lease Area (sq ft)	Lease Expiration
Advanced Manufacturing Training Center	15 Plumb Street, Milton, WI 53563	110,937	5/21/2028
Beloit Public Library	605 Eclipse Blvd, Beloit, WI 53511	3,434	3/18/2030

Campus	Instruction	Office	General/Support	Non-Assignable	Total
Central	129,407	44,094	58,331	92,901	324,733
Monroe	16,776	3,686	2,211	5,462	28,135

Blackhawk Technical College Three Year Facilities Plan

Section 3 – Three Year Project Summary

2023-2024

Acquisition/Construction

Construct a new facility on Central Campus to support the return of manufacturing instructional programs to the Central Campus. The construction of this building is dependent upon receipt of a gift estimated near \$6.9 million.

Estimate: \$8,000,000

Remodeling

Remodel the Blackhawk Room and Shared Kitchen to create a modern culinary arts instructional training lab.

Estimate: \$1,500,000

Remodel Central Campus restrooms, offices, and instructional support spaces for improved accessibility and environment.

Estimate: \$1,400,000

Remodel the Central Campus 1300 Wing to create a shared Office Suite.

Estimate: \$1,500,000

Remodel Central Campus Administration Building Upper Level to serve as instructional classroom, offices and related support spaces for manufacturing programs.

Estimate: \$929,000

Remodel Central Campus Administration Building Lower Level to support instructional programming and material storage needs.

Estimate: \$855,000

Capital Improvements

A total of \$800,000 is projected for capital improvements during the fiscal year. Some of the significant improvements planned include:

- Energy system replacement
- Parking lot and grounds improvements
- Roof replacements
- Plumbing updates
- HVAC equipment & building system control replacements
- Life safety systems (sprinkler, etc.)
- Classroom, learning lab, support & circulation space updates

2024-2025

Remodeling

The Central Campus 2300 Suite will be remodeled to create state of the art Science Labs in support of associate of science programming.

Estimate: \$1,500,000

Remodel Central Campus former Health Science Division Office to create an Anatomy Learning Center.

Estimate: \$1,500,000

Capital Improvements

A total of \$800,000 is projected for capital improvements during the fiscal year. Some of the significant improvements planned include:

- Roof replacements
- Classroom, learning lab, support & circulation space updates
- Plumbing updates
- HVAC equipment & building system control replacements
- Life safety systems (sprinkler, etc.)
- Energy system updates
- Parking lot and grounds improvements

2025-2026

Remodeling

The Central Campus remodel/refresh of 2600 Wing formerly supporting public safety instruction.

Estimate: \$1,500,000

Capital Improvements

A total of \$800,000 is projected for capital improvements during the fiscal year. Some of the significant improvements planned include:

- Classroom, learning lab, support & circulation space updates
- HVAC equipment & building system control replacements
- Life safety systems (sprinkler, etc.)
- Energy system updates
- Parking lot and grounds improvements

ACTION ITEMS ITEM F.

Adoption of Resolution to Approve the Janesville Manufacturing Facility Contingent Upon Wisconsin Technical College System Board (WTCSB) Approval and to Request WTCSB Approval of Project (Action – Renea Ranguette)

In April, the District Board adopted a resolution in support of the Janesville Manufacturing Facility Concept and requested the WTCS Board approve the same. The WTCS Board approved the facility concept at their May 16th meeting.

Angus-Young (architect) continues to refine the facility design documents and JP Cullen (construction manager) has prepared an updated cost estimate based upon schematic design plans.

Central Campus Manufacturing

Construction Estimate	\$	7,400,000
Design Services Fee	\$	325,500
Contingency	\$	219,500
Total Costs	\$	7,945,000

Last fall, the WTCS Board approved the College’s purchase of the 10-acre land parcel contiguous to the Central Campus at a cost of \$335,000. This approval reduces the \$1.5 million limit for acquisition and/or construction, leaving \$1,165,000 available to support this new facility construction. Administration proposes utilizing capital reserves accumulated from general fund surplus transfer, capital fund interest income, and capital asset sales to fund the College contribution for construction costs.

The BTC Foundation Board met on May 23rd and authorized a financial gift to the College in support of the new manufacturing facility construction. Project funding is proposed as:

Funding Sources:

Capital Reserves	\$	1,165,000
Gift	\$	6,780,000
Total Resources	\$	7,945,000

With District Board approval, this request will be submitted for WTCS Board consideration of approval at their July 11th meeting. If approved, the project will be released for bidding with bids due on August 4th. Construction is tentatively scheduled to begin in September with completion by August 2024.

The attached rendering showcases the integrated design of the new facility with the Central Campus facility branding. The submittal drawing details the site plan, the new facility schematic design with connection to the existing District Office [DO] Administration Building, and the facility elevations for both the new and existing buildings. The DO first floor is proposed for renovation to create an instructional classroom, a division office for the Dean, faculty, & staff, restrooms, and an elevator to provide accessibility to the new building mezzanine and the DO lower level. Design planning for the remodel is in-process and the request for District Board consideration of the remodel will be presented at a later date.

Administration recommends District Board approval of the Janesville Manufacturing Facility Construction, contingent upon receipt of the Foundation's financial gift:

RESOLUTION:

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

Whereas, the manufacturing training facility is currently delivered in leased space owned by the Foundation; and

Whereas, the Foundation is currently under contract to sell this facility and if sold, intends to provide a significant financial gift to the College to construct a new manufacturing facility at Central Campus; and

Whereas, the relocation of manufacturing programs to the Central Campus increases student access to support services located at this campus; and

Whereas, the opportunity to accept this gift and construct this facility at Central Campus is beneficial to students and the District;

It is therefore Resolved, that the Blackhawk Technical College District Board approve the construction of the Janesville Manufacturing Facility at an estimated cost of \$7,495,000 which is contingent upon receipt of \$6,780,000 gift from the Blackhawk Technical College Foundation and is also contingent upon WTCS Board approval and to request Wisconsin Technical College System Board approval of this new facility construction.













ISSUANCES / REVISIONS	
NO.	DATE
SD	03/17/2023

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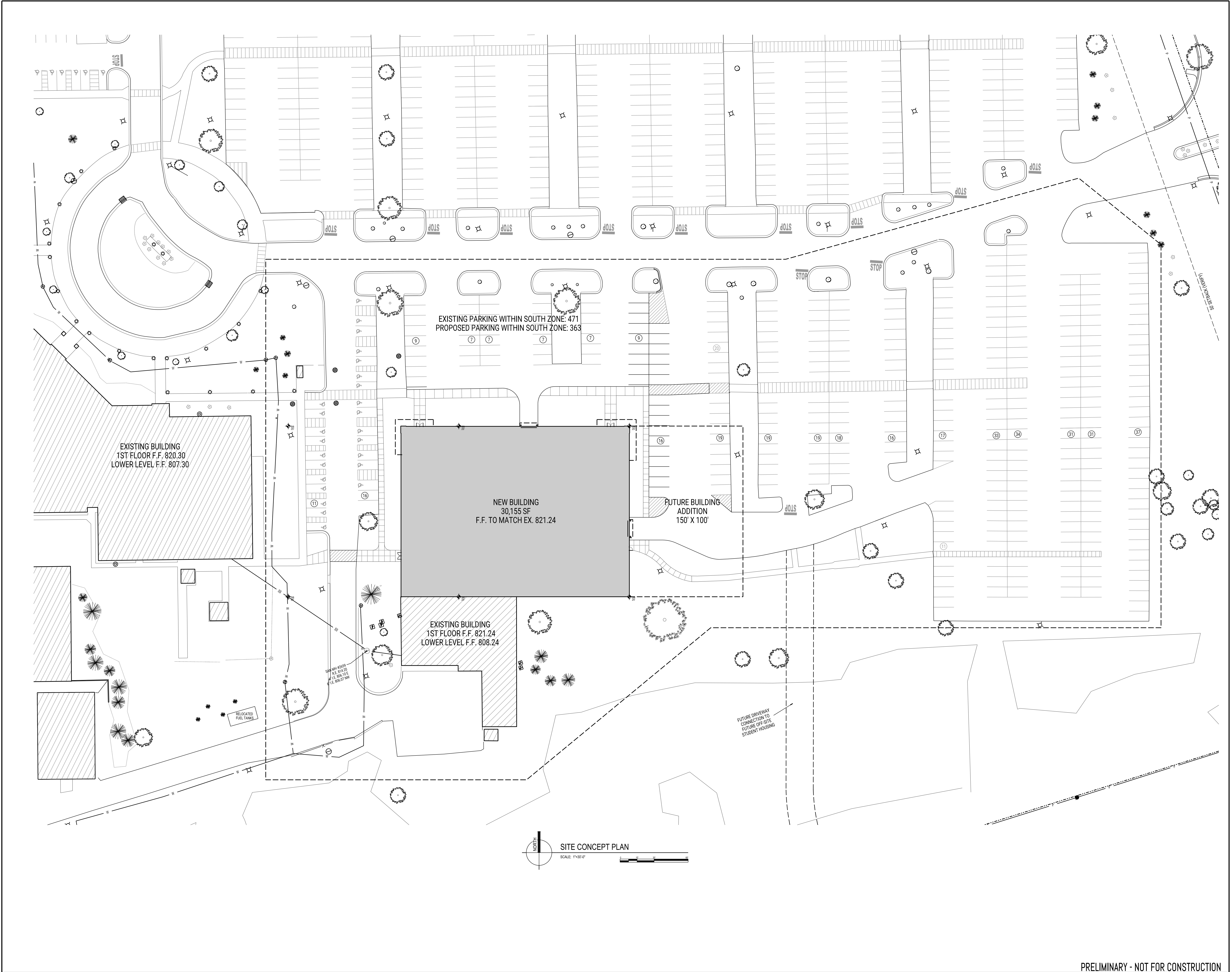
PROJECT NUMBER
 01519

APPROVED BY
 JJS

REVIEWED BY
 BTW

DRAWN BY
 KAU

SITE CONCEPT PLAN

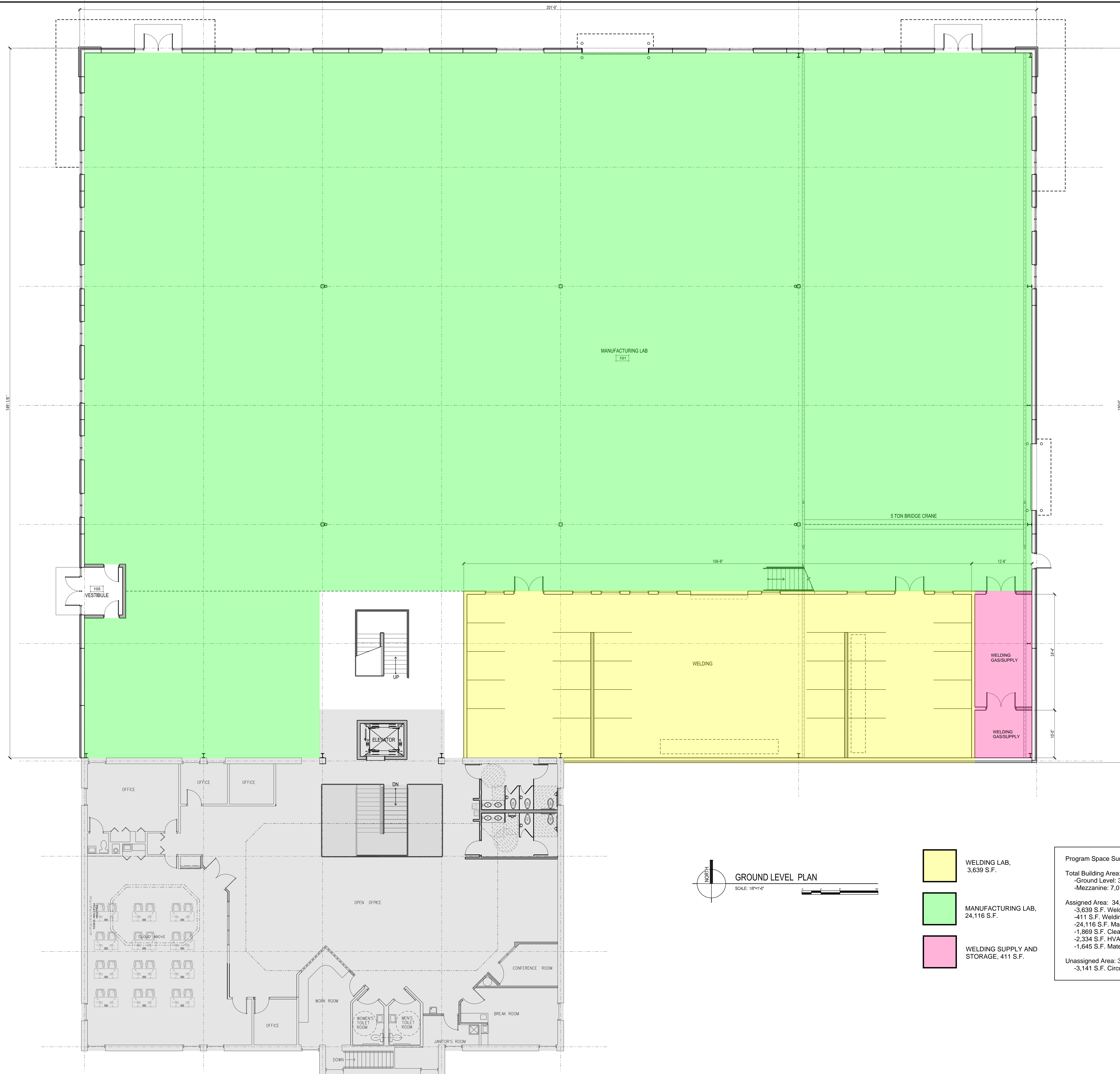


SCALE 1"=30'-0"

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PLOTTED BY: BJA/HW

ORIGINAL SIZE: 24" x 36"



- WELDING LAB,
3,639 S.F.
- MANUFACTURING LAB,
24,116 S.F.
- WELDING SUPPLY AND
STORAGE, 411 S.F.

Program Space Summary:
 Total Building Area: 37,155 S.F.
 -Ground Level: 36,902 S.F.
 -Mezzanine: 7,014 S.F.

Assigned Area: 34,014 S.F. (91%)
 -3,639 S.F. Welding Lab
 -411 S.F. Welding Gas and Supply Storage
 -24,116 S.F. Manufacturing Lab
 -1,869 S.F. Clean Lab (Mezzanine)
 -2,334 S.F. HVAC/Mezzanine Lab (Mezzanine)
 -1,645 S.F. Material Storage (Mezzanine)

Unassigned Area: 3,141 S.F. (9%)
 -3,141 S.F. Circulation and Wall Construction

ISSUANCES / REVISIONS	
NO.	DESCRIPTION
SD	WTCS PRELIM SUBMITTAL

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PROJECT NUMBER
01519

APPROVED BY
JJS

REVIEWED BY
BTW

DRAWN BY
BTW

ENLARGED FLOOR PLAN

ORIGINAL SIZE: 24" x 36"
 PLOTTED BY: BAW
 SCALE: 1/8"=1'-0"
 X:\01519\cad\01519\56A101.dwg



ISSUANCES / REVISIONS		
NO.	DESCRIPTION	DATE
SD	WTCS PRELIM SUBMITTAL	03/17/2023

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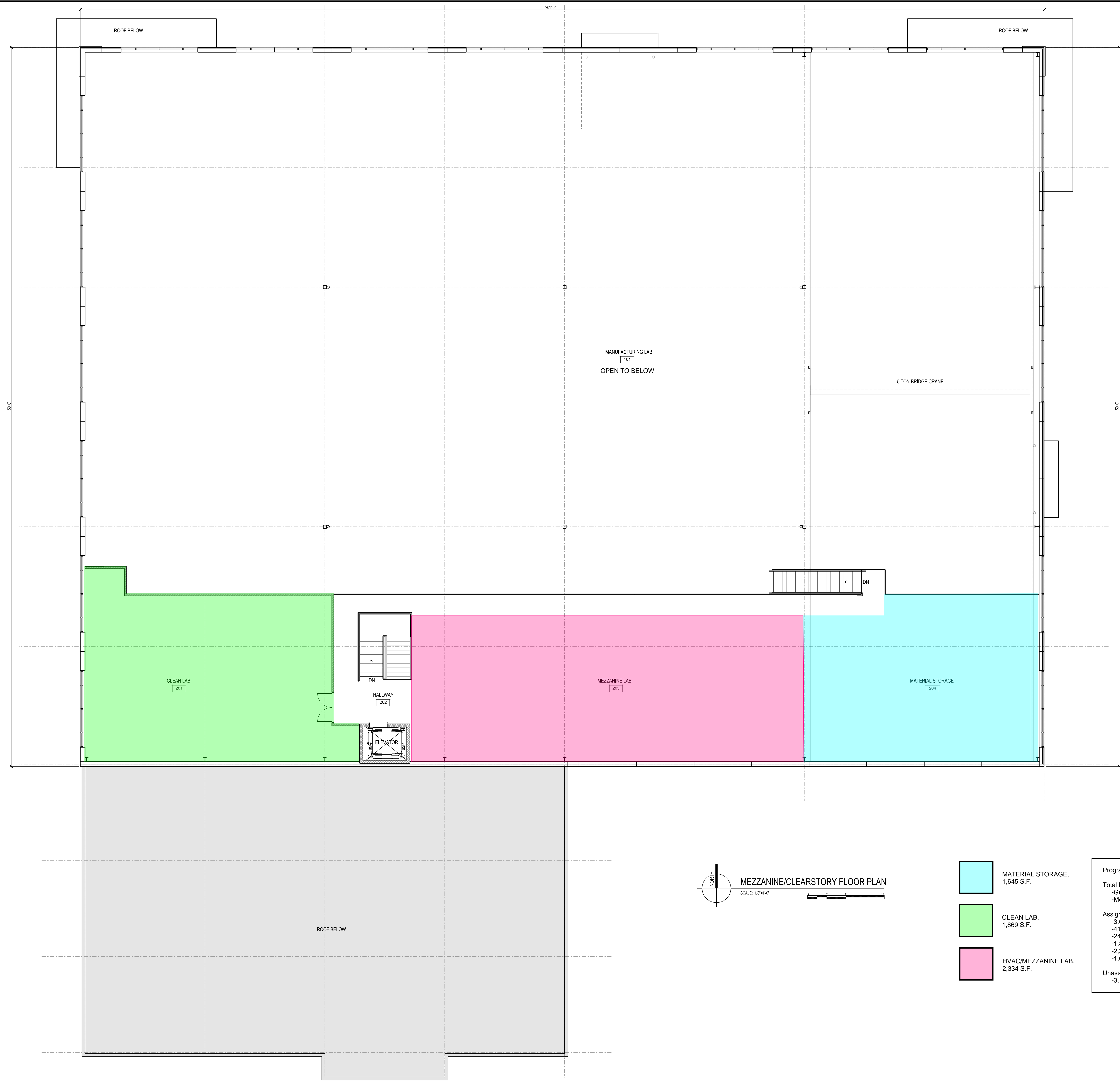
PROJECT NUMBER
 01519

APPROVED BY
 JJS

REVIEWED BY
 BTW

DRAWN BY
 BTW

MEZZANINE/CLEARSTORY FLOOR PLAN



- MATERIAL STORAGE, 1,645 S.F.
- CLEAN LAB, 1,869 S.F.
- HVAC/MEZZANINE LAB, 2,334 S.F.

Program Space Summary:

Total Building Area: 37,155 S.F.
 -Ground Level: 36,902 S.F.
 -Mezzanine: 7,014 S.F.

Assigned Area: 34,014 S.F. (91%)
 -3,639 S.F. Welding Lab
 -411 S.F. Welding Gas and Supply Storage
 -24,116 S.F. Manufacturing Lab
 -1,869 S.F. Clean Lab (Mezzanine)
 -2,334 S.F. HVAC/Mezzanine Lab (Mezzanine)
 -1,645 S.F. Material Storage (Mezzanine)

Unassigned Area: 3,141 S.F. (9%)
 -3,141 S.F. Circulation and Wall Construction

ORIGINAL SIZE: 24" x 36" PLOTTED BY: BAW/J SCALE: 1/8"=1'-0" X:\01519\cad\01519\56a\A102.dgn



ISSUANCES / REVISIONS		
NO.	DESCRIPTION	DATE
SD	WTCS PRELIM SUBMITTAL	03/17/2023

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PROJECT NUMBER
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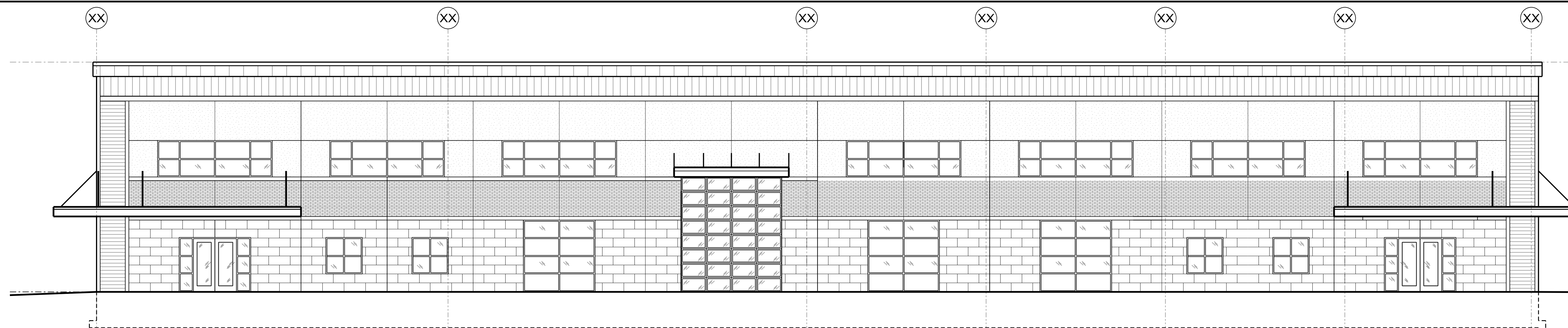
APPROVED BY
 JJS

REVIEWED BY
 BTW

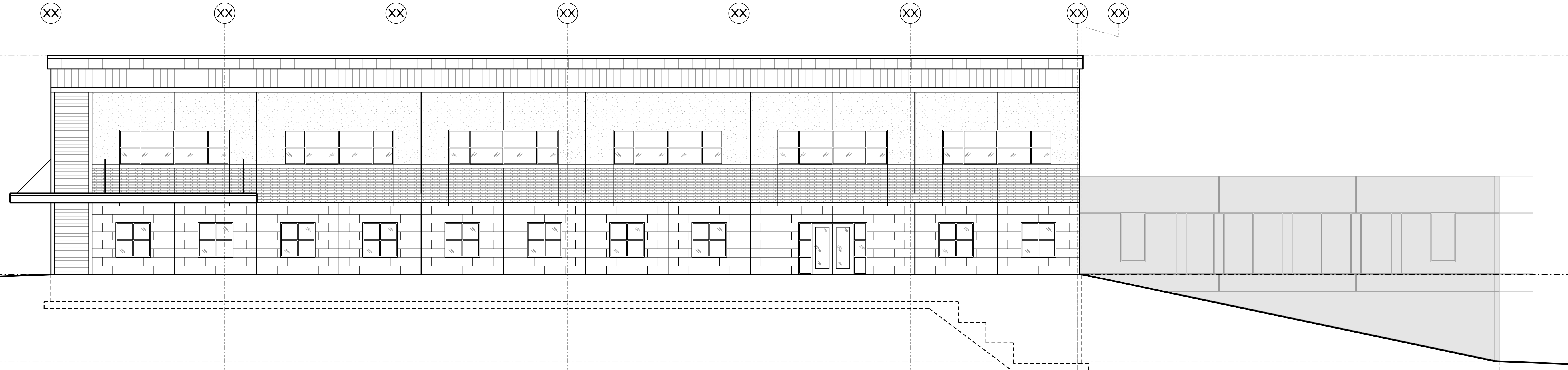
DRAWN BY
 BTW

EXTERIOR ELEVATIONS

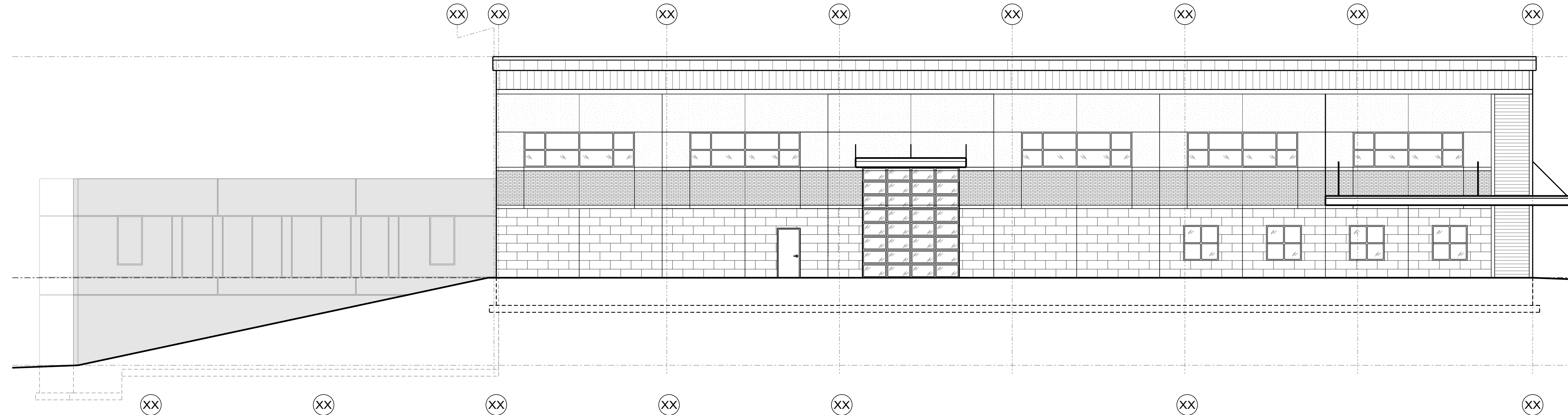
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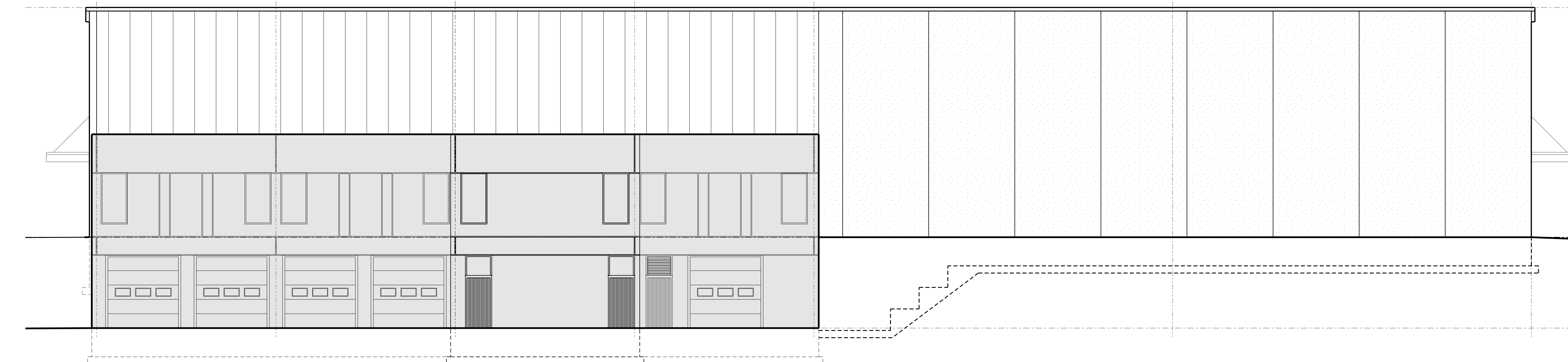
04 NORTH ELEVATION
 SCALE: 1/8" = 1'-0"



03 WEST ELEVATION
 SCALE: 1/8" = 1'-0"



02 EAST ELEVATION
 SCALE: 1/8" = 1'-0"



01 SOUTH ELEVATION
 SCALE: 1/8" = 1'-0"

SCALE 1/8"=1'-0"

X:\01519\cad\01519s\A401.dgn

PLOTTED BY: BAW

ORIGINAL SIZE: 24" x 36"

PRELIMINARY - NOT FOR CONSTRUCTION

PERSONNEL COMMITTEE ACTION ITEMS A . - F.

PERSONNEL COMMITTEE ACTION ITEMS

A. Approval of Red-Circled Faculty Lump Sum Payments for the Fiscal Year 2023-24

The College Executive Team is recommending a lump sum payment based on 2% of 2022-23 salary for Faculty employees with salaries at or above the top of their salary range. These lump sum payments will not adjust the employee's base salary and do not have a recurring cost to the District.

The cost for the lump sum payments is \$17,754 in fiscal year 2023-24 and impacts 11 faculty members.

B. Approval of Faculty Salaries for the Fiscal Year 2023-24

The College Executive Team is recommending approval of a 4% base salary increase for Faculty employees and adjustments to the compensation of individuals with a salary below range midpoint.

The cost for this salary increase is \$190,569 in fiscal year 2023-24 and impacts 62 faculty members.

C. Approval of Non-Exempt Administrative Staff Hourly Wages for the Fiscal Year 2023-24

The College Executive Team is recommending a 4% base wage increase for Hourly Administrative employees, market adjustments and adjustments to the compensation of individuals with an hourly wage below range midpoint.

The cost for this wage increase is \$143,221 in fiscal year 2023-24 and impacts 55 hourly administrative staff members.

D. Approval of Exempt Administrative Staff Salaries for the Fiscal Year 2023-24

The College Executive Team is recommending a 4% base salary increase for Salaried Administrative employees, market adjustments and adjustments to the compensation of individuals with a salary below range midpoint.

The cost for this salary increase is \$260,663 in fiscal year 2023-24 and impacts 52 salaried administrative staff members.

E. Approval of Part-Time Wages for the Fiscal Year 2023-24

The College Executive Team is recommending approval of a 4% increase to part-time staff wages. This employee group consists of approximately 200 part-time instructional and support staff employees.

The projected cost for this wage increase is \$67,000 in fiscal year 2023-24.

F. Approval of Additional Increase for the Fiscal Year 2023-24

The College Executive Team is recommending approval of an additional increase for certain full-time faculty, hourly administrative employees, and salaried administrative employees in fiscal year 2023-24.

BLACKHAWK TECHNICAL COLLEGE

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