



**BLACKHAWK**  
**TECHNICAL COLLEGE**

# DISTRICT BOARD MEETING

BELOIT~JANESVILLE CAMPUS  
PRESIDENT'S SUITE 2613  
6004 S COUNTY ROAD G  
JANESVILLE WI 53546





# District Board Meeting | AGENDA



BELOIT-JANESVILLE CAMPUS  
President's Suite 2613  
6004 S Cty Rd G, Janesville, WI 53546



September 18, 2024



5-7 pm

## I. 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 appropriately 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 discussion.

## II. SPECIAL REPORTS

- a. Student Representative to the District Board Report (Information – Student)
- b. Fall 2024 Enrollment Report (Information – Dr. Jon Tysse)
- c. 2023-24 Outcomes-Based Funding Report (Information – Dr. Jon Tysse)

## III. CONSENT AGENDA ITEMS

- a. Approval of the Draft August 21, 2024, District Board Regular Meeting Minutes (Action)
- b. Approved of Current Bills (Action – Jim Nemeth)
- c. Approval of Training Contracts (Action – Dr. Karen Schmitt)
- d. Approval of the Adoption of the Resolution to Withdraw from the Wisconsin Public Employers' Group Health Insurance Program (Action – Dr. Tracy Pierner)

## IV. ACTION ITEMS

- a. Approval of the Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2024D (Action – Jim Nemeth)
- b. Approval of the Award of Contract for the EPD/Sheriff Substation Remodel (Action – Jim Nemeth)
- c. Approval of the Award of Contract for the I-MEC Exterior Finishes Remodels (Action – Jim Nemeth)
- d. Approval of Modifications to the Fiscal Year 2023-24 Budget (Action – Jim Nemeth)
- e. Approval of Modifications to the Fiscal Year 2024-25 Budget (Action – Jim Nemeth)

### Finance Committee Action Items

- a. No Action Items

### Personnel Committee Action Items

- a. No Action Items

## V. POLICY REVIEW

- a. Approval of Policy B-240 – District Board Member Education (Reviewed) (Action – Dr. Tracy Pierner)
- b. Approval of Policy B-250 – New District Board Orientation (Revised) (Action – Dr. Tracy Pierner)
- c. Approval of Policy B-325 – Quorum and Voting (Reviewed) (Action – Dr. Tracy Pierner)



# District Board Meeting | AGENDA



BELOIT-JANESVILLE CAMPUS  
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September 18, 2024



5-7 pm

## VI. INFORMATION/DISCUSSION

- a. Financial Statement (Information – Jim Nemeth)
- b. President's Update (Information – Dr. Tracy Pierner)
  - i. Community and Internal Engagement
  - ii. College and Upcoming Events
  - iii. Other Communications
  - iv. Construction Projects
- c. Finance Committee (Information – Chairperson Barrington-Tillman) – No Meeting
- d. Personnel Committee (Information – Chairperson Deprez) – No Meeting
- e. Staff Changes (For Information Only. Not for District Board Action)
  - i. New Hires:
    - i. Rocio Flores, Student Success Specialist – August 26, 2024
    - ii. Ashley Korbol, LTE Simulation Lab Specialist – September 23, 2024
  - ii. New Positions: None.
  - iii. Resignations:
    - i. Lisa Hurda, Director of Advancement and Foundation – October 4, 2024
  - iv. Retirements: None.

## VII. WTCS CONSORTIUM UPDATES

- a. District Board Association (DBA) (Information – Representative)
- b. District Mutual Insurance (DMI) (Information)
- c. Insurance Trust (WTC) (Information – Representative)
- d. Marketing Consortium (Information – Representative)
- e. Purchasing Consortium (Information – Representative)
- f. Wisconsin Technical College Employee Benefit Consortium (WTCEBC) (Information – Representative)

## VIII. FUTURE AGENDA ITEMS

- a. Suggestions for Future Agenda Items

## IX. CLOSE SESSION

After regular agenda business, the District Board will convene in an open session and adjourn to a closed session, according to Wis. Stats. 19.85 (1) (c), to conduct the president's annual review. Any action resulting from the closed session will be taken upon reconvening in the open session, scheduled for action in the 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 2024-25 and Approval of Contract Extension (Action – Chairperson)

## X. ADJOURNMENT



SEPTEMBER 18, 2024

## SPECIAL REPORTS

- b. Fall 2024 Enrollment Report
- c. 2023-24 Outcomes Based Funding Report



**SPECIAL REPORTS ITEM b.**

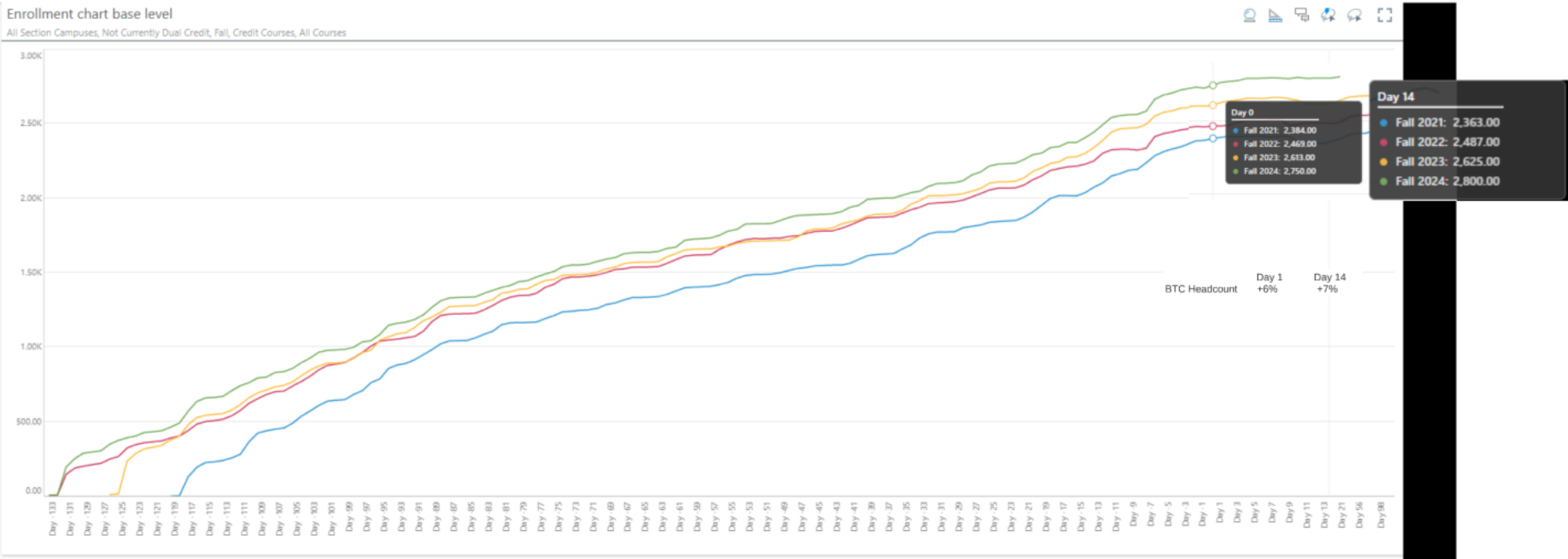
**Fall 2024 Enrollment and Outcomes Based Funding 2024-2025**



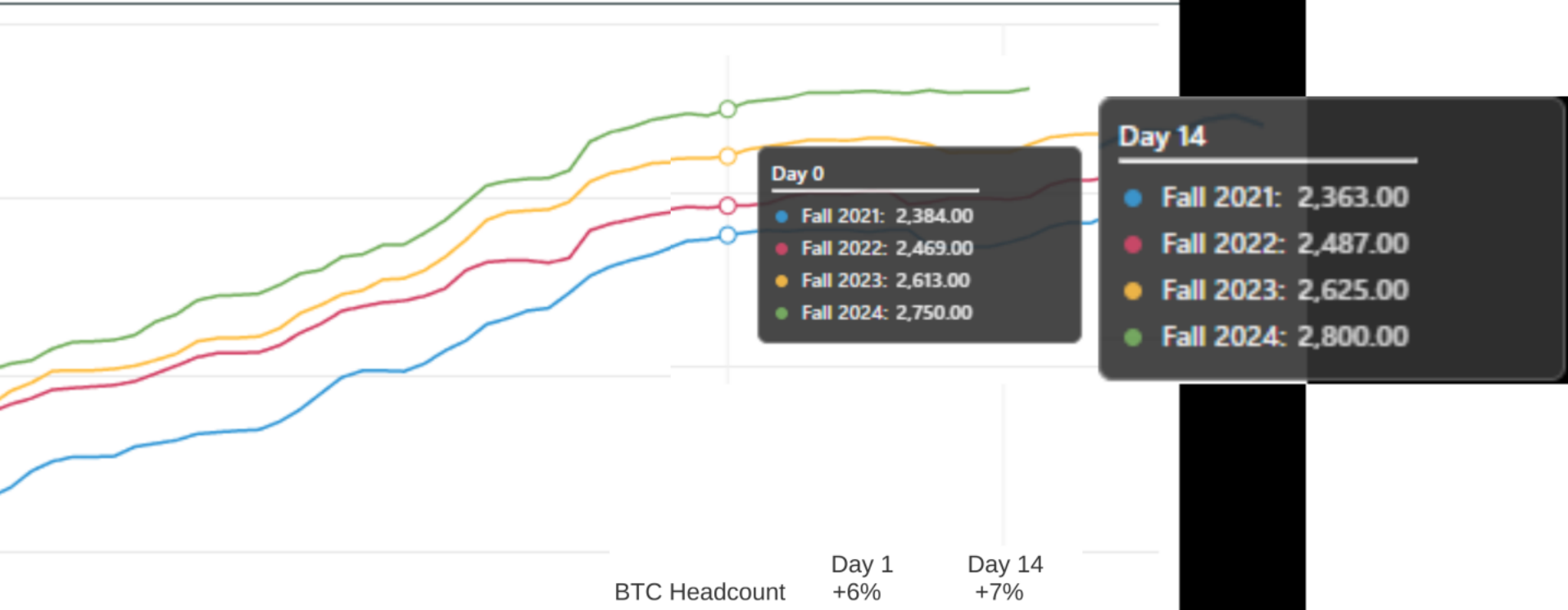
**BLACKHAWK** Technical College

# Blackhawk Technical College (BTC)

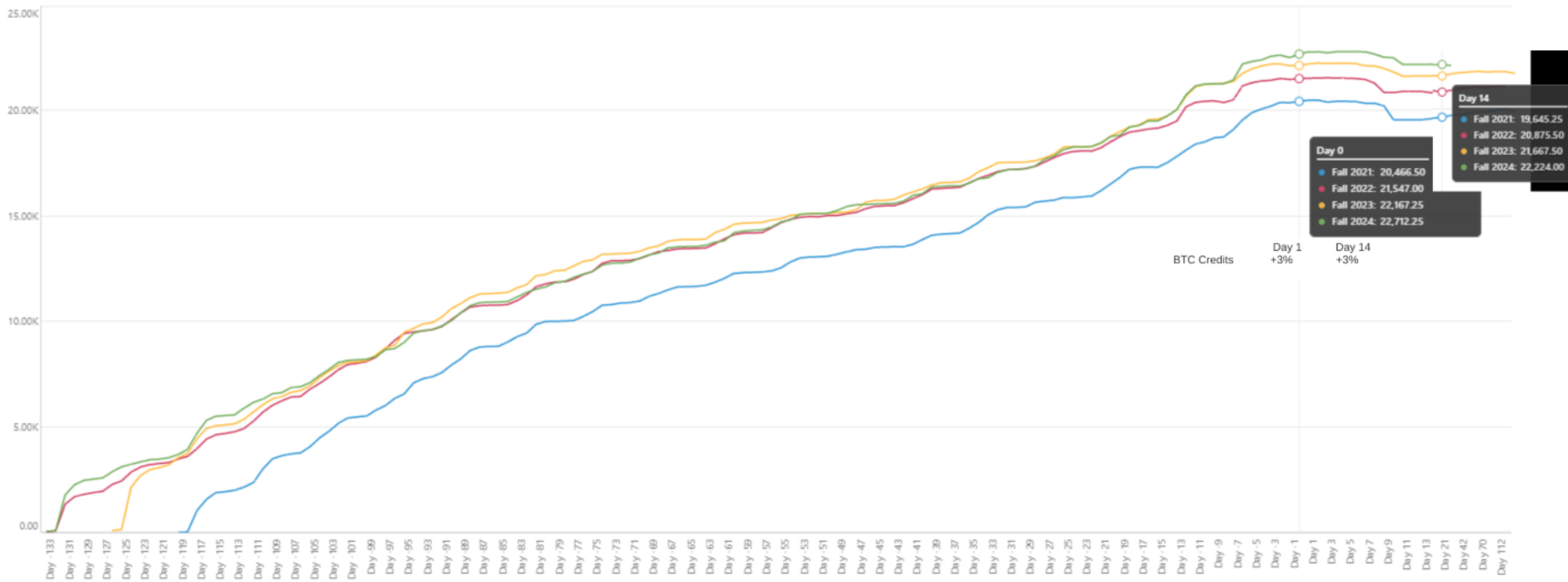
## Distinct Headcount for Credit and Pre-College Students, Fall 2021- 2024

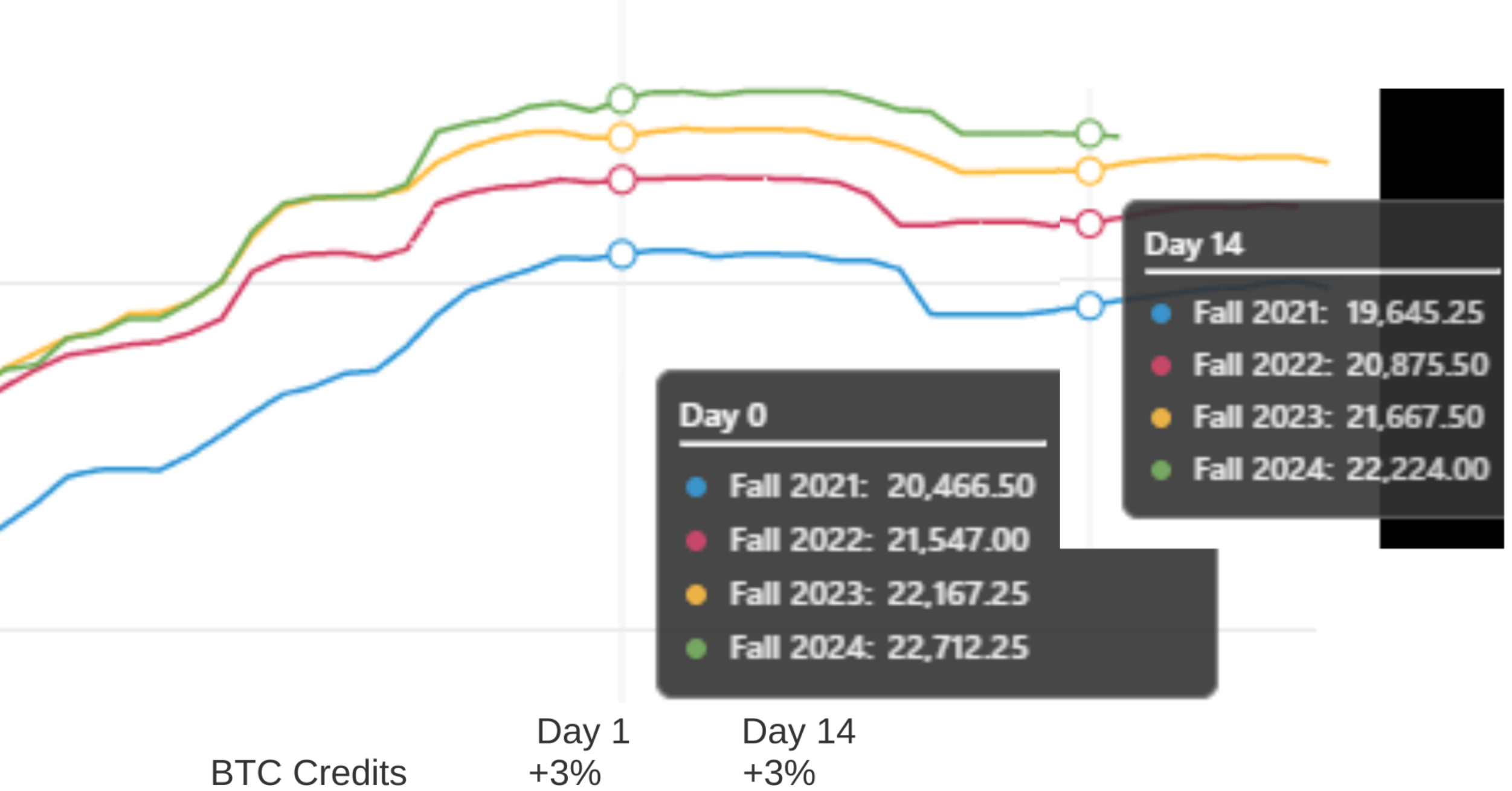






# BTC Credit and Pre-College Total Credits at “Tenth” Day, Fall 2021- 2024





Distinct Students ~ by Term and Full Time Part Time Indicator.FTPT Indicator (Enrolled, Credit Courses, Not Currently Dual Credit)

Full Time Part Time Indicator.FTPT Indicator	Distinct Students ~			
	Fall 2020	Fall 2022	Fall 2023	Fall 2024
Full Time	569	652	621	600
Part Time	1,690	1,883	2,070	2,222



Avg Credits Attempted ~ by Term and BTC Student Type (Enrolled, Credit Courses, Not Currently Dual Credit)

BTC Student Type	Avg Credits Attempted ~			
	Fall 2020	Fall 2022	Fall 2023	Fall 2024
New Student	8.4	8.1	7.8	7.8
Continuing	8.4	8.4	8.2	8.0
Returning	8.4	8.4	8.4	7.8

Distinct Students ~ by Term and Section Campus (Enrolled, Credit Courses, Not Currently Dual Credit)

Section Campus	Distinct Students ~			
	Fall 2020	Fall 2022	Fall 2023	Fall 2024
Advanced Mfg Training Center (T)	322	430	365	
Beloit Public Library (B)		63	85	25
Center-Transportation Studies (N)	69	69		
Central (C)	1,433	1,677	1,876	2,254
Internet (I)	1,229	1,062	1,238	1,281
Monroe Campus (M)	118	143	105	161

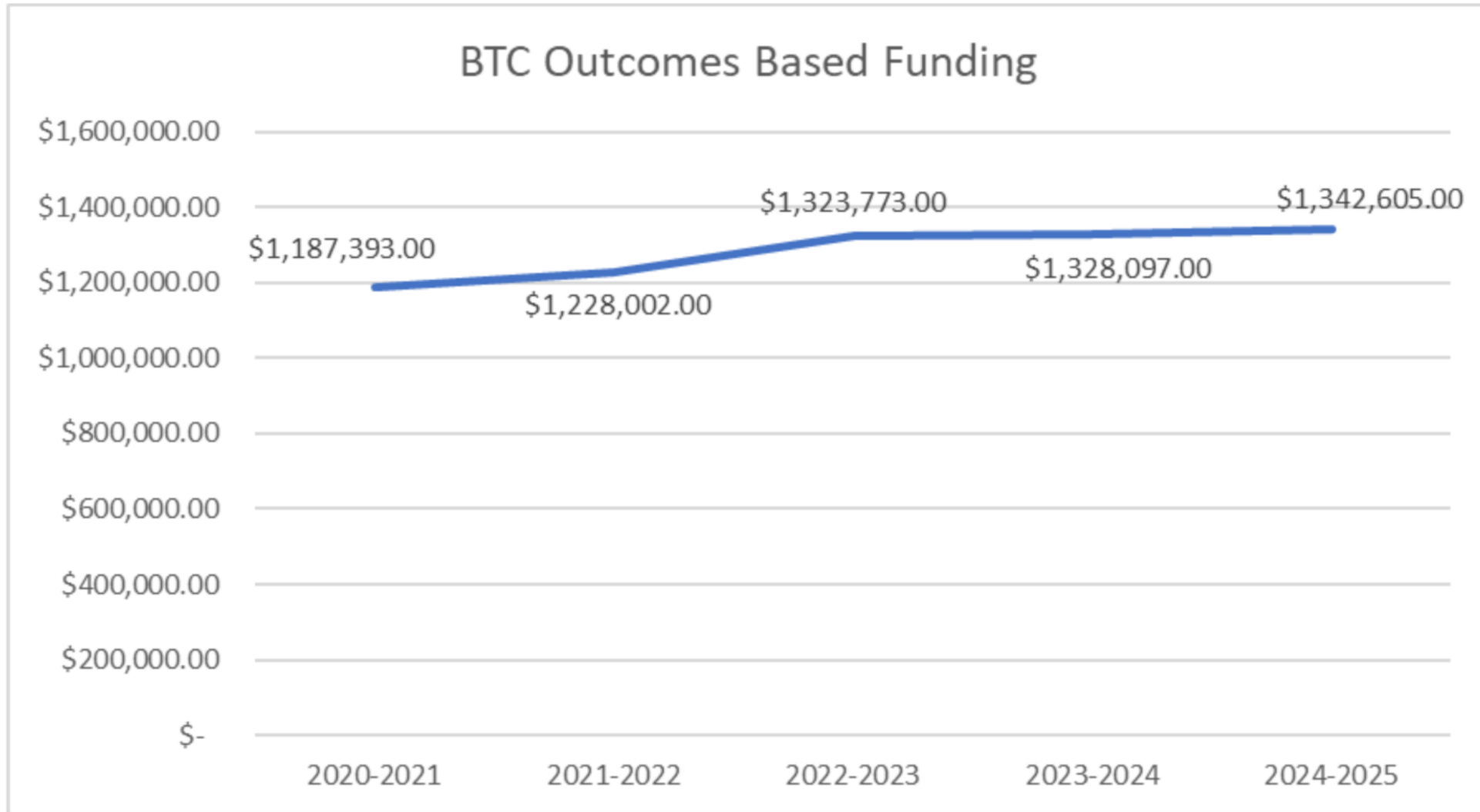
## SPECIAL REPORTS ITEM c.

# WTCS Outcomes Based Funding

**TABLE 1:** Distribution of 2024-25 Outcomes-Based Funding, by College and Criteria (in \$)

	Criteria 1: Job Placement	Criteria 2: High Demand Fields	Criteria 3: Industry Validated Curriculum	Criteria 4: ABE Transition	Criteria 5: ABE Success	Criteria 6: Dual Enrollment	Criteria 7: Workforce Training	Criteria 8: Collaboration	Criteria 9: Special Populations	Criteria 10: Credit for Prior Learning	College Total
<b>Blackhawk</b>	236,752	-	185,660	156,857	186,529	160,165	-	206,244	210,399	-	<b>1,342,605</b>
<b>Chippewa Valley</b>	359,081	333,496	291,727	-	-	416,900	279,904	310,646	-	157,916	<b>2,149,669</b>
<b>Fox Valley</b>	400,449	484,989	422,453	-	-	442,440	597,445	-	412,770	395,428	<b>3,155,975</b>
<b>Gateway</b>	283,328	435,841	-	-	297,550	469,951	258,983	313,931	275,589	-	<b>2,335,172</b>
<b>Lakeshore</b>	173,614	177,743	237,340	-	259,557	126,103	-	198,789	243,534	-	<b>1,416,680</b>
<b>Madison Area</b>	459,637	397,374	-	537,760	465,926	-	-	434,979	444,822	597,980	<b>3,338,478</b>
<b>Mid-State</b>	239,283	134,808	206,503	358,675	253,027	-	-	210,570	239,450	-	<b>1,642,317</b>
<b>Milwaukee Area</b>	-	-	516,583	421,317	604,833	-	426,578	459,111	400,901	308,164	<b>3,137,485</b>
<b>Moraine Park</b>	246,803	227,171	221,542	-	278,906	-	322,766	230,570	362,052	-	<b>1,889,809</b>
<b>Nicolet Area</b>	133,919	58,224	122,895	234,907	224,158	-	-	169,734	190,417	-	<b>1,134,253</b>
<b>Northcentral</b>	247,996	-	310,962	347,056	313,274	341,040	-	266,025	243,269	-	<b>2,069,622</b>
<b>Northeast Wisconsin</b>	355,795	410,010	398,946	-	-	432,481	292,597	358,570	-	414,962	<b>2,663,362</b>
<b>Northwood</b>	265,769	260,122	282,122	-	195,430	118,984	-	215,348	193,520	-	<b>1,531,295</b>
<b>Southwest Wisconsin</b>	244,200	-	179,229	-	127,025	128,846	106,083	193,795	195,286	-	<b>1,174,465</b>
<b>Waukesha County</b>	256,981	323,442	279,779	-	-	266,189	298,482	275,270	-	226,285	<b>1,926,428</b>
<b>Western</b>	-	-	247,866	306,137	257,135	340,120	-	280,154	271,467	261,976	<b>1,964,855</b>
<b>Total</b>	<b>3,903,606</b>	<b>3,243,221</b>	<b>3,903,606</b>	<b>2,362,709</b>	<b>3,463,350</b>	<b>3,243,221</b>	<b>2,582,837</b>	<b>4,123,734</b>	<b>3,683,478</b>	<b>2,362,709</b>	<b>32,872,470</b>

# WTCS Outcomes Based Funding



# WTCS Outcomes Based Funding

	Criteria 1: Job Placement	Criteria 2: High Demand Fields	Criteria 3: Industry Validated Curriculum	Criteria 4: ABE Transition	Criteria 5: ABE Success	Criteria 6: Dual Enrollment	Criteria 7: Workforce Training	Criteria 8: Collaboration	Criteria 9: Special Populations	Criteria 10: Credit for Prior Learning	College Total	FTE	
Madison Area	\$ 459,637.00	\$ 397,374.00	-	\$ 537,760.00	\$ 465,926.00	-	-	\$ 434,979.00	\$ 444,822.00	\$ 597,980.00	\$ 3,338,478.00	7822	Madison Area
Fox Valley	\$ 400,449.00	\$ 484,989.00	\$ 422,453.00	-	-	\$ 442,440.00	\$ 597,445.00	-	\$ 412,770.00	\$ 395,428.00	\$ 3,155,975.00	5947	Fox Valley
Milwaukee Area	-	-	\$ 516,583.00	\$ 421,317.00	\$ 604,833.00	-	\$ 426,578.00	\$ 459,111.00	\$ 400,901.00	\$ 308,164.00	\$ 3,137,485.00	8544	Milwaukee Area
Northeast Wisconsin	\$ 355,795.00	\$ 410,010.00	\$ 398,946.00	-	-	\$ 432,481.00	\$ 292,597.00	\$ 358,570.00	-	\$ 414,962.00	\$ 2,663,362.00	5692	Northeast Wisconsin
Gateway	\$ 283,328.00	\$ 435,841.00	-	-	\$ 297,550.00	\$ 469,951.00	\$ 258,983.00	\$ 313,931.00	\$ 275,589.00	-	\$ 2,335,172.00	4670	Gateway
Chippewa Valley	\$ 359,081.00	\$ 333,496.00	\$ 291,727.00	-	-	\$ 416,900.00	\$ 279,904.00	\$ 310,646.00	-	\$ 157,916.00	\$ 2,149,669.00	4621	Chippewa Valley
Northcentral	\$ 247,996.00	-	\$ 310,962.00	\$ 347,056.00	\$ 313,274.00	\$ 341,040.00	-	\$ 266,025.00	\$ 243,269.00	-	\$ 2,069,622.00	3307	Northcentral
Western	-	-	\$ 247,866.00	\$ 306,137.00	\$ 257,135.00	\$ 340,120.00	-	\$ 280,154.00	\$ 271,467.00	\$ 261,976.00	\$ 1,964,855.00	3891	Western
Waukesha County	\$ 256,981.00	\$ 323,442.00	\$ 279,779.00	-	-	\$ 266,189.00	\$ 298,482.00	\$ 275,270.00	-	\$ 226,285.00	\$ 1,926,428.00	3589	Waukesha County
Moraine Park	\$ 246,803.00	\$ 227,171.00	\$ 221,542.00	-	\$ 278,906.00	-	\$ 322,766.00	\$ 230,570.00	\$ 362,052.00	-	\$ 1,889,809.00	2398	Moraine Park
Mid-State	\$ 239,283.00	\$ 134,808.00	\$ 206,503.00	\$ 358,675.00	\$ 253,027.00	-	-	\$ 210,570.00	\$ 239,450.00	-	\$ 1,642,317.00	1969	Mid-State
Northwood	\$ 265,769.00	\$ 260,122.00	\$ 282,122.00	-	\$ 195,430.00	\$ 118,984.00	-	\$ 215,348.00	\$ 193,520.00	-	\$ 1,531,295.00	1941	Northwood
Lakeshore	\$ 173,614.00	\$ 177,743.00	\$ 237,340.00	-	\$ 259,557.00	\$ 126,103.00	-	\$ 198,789.00	\$ 243,534.00	-	\$ 1,416,680.00	1538	Lakeshore
Blackhawk	\$ 236,752.00	-	\$ 185,660.00	\$ 156,857.00	\$ 186,529.00	\$ 160,165.00	-	\$ 206,244.00	\$ 210,399.00	-	\$ 1,342,605.00	1794	Blackhawk
Southwest Wisconsin	\$ 244,200.00	-	\$ 179,229.00	-	\$ 127,025.00	\$ 128,846.00	\$ 106,083.00	\$ 193,795.00	\$ 195,286.00	-	\$ 1,174,465.00	1495	Southwest Wisconsin
Nicolet Area	\$ 133,919.00	\$ 58,224.00	\$ 122,895.00	\$ 234,907.00	\$ 224,158.00	-	-	\$ 169,734.00	\$ 190,417.00	-	\$ 1,134,253.00	793	Nicolet Area
<b>Total</b>	<b>\$ 3,903,606.00</b>	<b>\$ 3,243,221.00</b>	<b>\$ 3,903,606.00</b>	<b>\$ 2,362,709.00</b>	<b>\$ 3,463,350.00</b>	<b>\$ 3,243,221.00</b>	<b>\$ 2,582,837.00</b>	<b>\$ 4,123,734.00</b>	<b>\$ 3,683,478.00</b>	<b>\$ 2,362,709.00</b>	<b>\$ 32,872,470.00</b>		

BTC share

5.3%

4.8%

6.6%

5.4%

4.9%

5.0%

5.7%

4.1%

3.0%

**Questions?**





SEPTEMBER 18, 2024

## CONSENT AGENDA

- a. Draft August 21, 2024, District Board Annual and Regular Meeting Minutes
- b. Current Bills
- c. Training Contracts
- d. Resolution to Withdraw from the Wisconsin Public Employers' Group Health Insurance Program





# CONSENT AGENDA ITEM a.

## District Board Meeting | MINUTES



CENTRAL CAMPUS  
President's Suite 2613  
6004 S Cty Rd G, Janesville, WI 53546



August 21, 2024



5-7 p.m.

### ATTENDANCE

**District Board Members Present:** Eric Thornton, Chairperson; Barbara Barrington-Tillman, Vice-Chairperson; Rich Deprez, Secretary; Kathy Sukus, Treasurer; Rob Hendrickson; Suzann Holland; Mark Holzman; Dave Marshick.

**District Board Members Absent:** Rachel Andres.

**Staff:** Julie Barreau, Kathy Broske, Tony Landowski, Jim Nemeth, Dr. Tracy Pierner, Dr. Karen Schmitt, Dr. Jon Tysse.

**Student Representative:** None.

**Guests:** Jordan Masnica.

### CALL TO ORDER

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

### SPECIAL REPORTS

Chairperson Thornton called for Special Reports.

- a. Dr. Jon Tysse reviewed the BTC Major Occupations Labor Market Data.
- b. Dr. Tracy Pierner presented the State of the College Report to the District Board members.

### CONSENT AGENDA

Chairperson Thornton called for the Consent Agenda. Ms. Barrington-Tillman moved, and Mr. Deprez seconded the motion to approve the Consent Agenda, which includes the following items:

- a. Draft July 8, 2024, District Board Annual and Regular Combined Meeting Minutes.
- b. Current Bills for the period ending July 31, 2024, include starting check #00301802 and ending check #00301967, totaling \$6,566,304.44 for the month.
- c. Training Contracts: The number served is 72 for an actual contract amount of \$38,724.
- d. Grant Award for August 2024.
- e. Confirmation of Instructional Employment Contact Issued to Stanley Klatka, Marketing Instructor.

**Ayes: 8; Opposed: 0. The motion carried.**

### ACTION ITEMS

Chairperson Thornton called for Action Items.



## District Board Meeting | MINUTES



CENTRAL CAMPUS  
President's Suite 2613  
6004 S Cty Rd G, Janesville, WI 53546



August 21, 2024



5-7 p.m.

- a. It was moved by Ms. Barrington-Tillman and seconded by Mr. Hendrickson to approve the Dental Parking Lot improvements and award of contract to the low bidder, Payne and Dolan, Fitchburg, WI, in the amount of \$479,880.  
**Ayes: 8; Opposed: 0. The motion carried.**
- b. It was moved by Ms. Barrington-Tillman and seconded by Mr. Holzman to approve the HVAC Lab Install and award of contract to the low bidder, Helm, at \$119.50 per hour + 9.9% over cost on materials. **Ayes: 8; Opposed: 0. The motion carried.**
- c. It was moved by Mr. Deprez and seconded by Mr. Marshick to approve the Welding Gas System and award of contract to the low bidder, Air Gas, in the amount of \$62,971. **Ayes: 8; Opposed: 0. The motion carried.**
- d. It was moved by Mr. Hendrickson and seconded by Mr. Marshick to adopt the Resolution to approve the New Construction of Exterior Finishes for the Innovation Manufacturing Education Center upon Wisconsin Technical College System Board (WTCSB) approval and to request WTCSB approval of the project.  
**Ayes: 8; Opposed: 0. The motion carried.**
- e. It was moved by Ms. Barrington-Tillman and seconded by Mr. Hendrickson to adopt the Resolution to approve the New Construction of Public Safety and Transportation Complex Exterior Signage upon Wisconsin Technical College System Board (WTCSB) approval and to request WTCSB approval of the project.  
**Ayes: 8; Opposed: 0. The motion carried.**
- f. Jordan Masnica of Robert W. Baird reviewed the results from competitive bids from the sale of \$1,500,000 General Obligation Promissory Notes, Series 2024C.

It was moved by Mr. Holzman and seconded by Mr. Hendrickson to approve the Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2024C of Blackhawk Technical College District, Wisconsin, to Northland Securities, Inc. at an interest rate of 3.2739%.

The roll was called. The following members voted affirmatively: Ms. Barrington-Tillman, Mr. Deprez, Mr. Hendrickson, Ms. Holland, Mr. Holzman, Mr. Marshick, Ms. Sukus, and Mr. Thornton. **Ayes: 8; Opposed: 0. The motion carried.**

- g. It was moved by Mr. Hendrickson and seconded by Mr. Marshick to approve the Resolution Authorizing the Issuance of \$1,500,000 General Obligation Promissory Notes, Series 2024D, of Blackhawk Technical College District, Wisconsin.

The roll was called. The following members voted affirmatively: Ms. Barrington-Tillman, Mr. Deprez, Mr. Hendrickson, Ms. Holland, Mr. Holzman, Mr. Marshick, Ms. Sukus, and Mr. Thornton. **Ayes: 8; Opposed: 0. The motion carried.**



## District Board Meeting | MINUTES



CENTRAL CAMPUS  
President's Suite 2613  
6004 S Cty Rd G, Janesville, WI 53546



August 21, 2024



5-7 p.m.

### POLICY REVIEW

Chairperson Thornton called for Policy Review.

Dr. Tracy Pierner reviewed Policies A-110, B-216, B-217, B310, B-315, C-675, and D-370.

It was moved by Ms. Barrington-Tillman and seconded by Mr. Hendrickson to approve Policies A-110, B-216 (suggested edit: *Such requests shall be made through the Chairperson of the District Board and/or the President/District Director of the College.*), B-217, B-310, B-315, C-675, and D-370. **Ayes: 8; Opposed: 0. The motion carried.**

### INFORMATION/DISCUSSION

- a. Jim Nemeth reviewed the July Financial Statement and Quarterly Report with the District Board members.
- b. Dr. Tracy Pierner presented his monthly report to the District Board members.
- c. The Finance Committee did not meet in July.
- d. The Personnel Committee did not meet in July.
- e. Staff Changes consisting of new hires, new positions, resignations, and retirements were reviewed.

### WTCS CONSORTIUM UPDATES

Chairperson Thornton Called for WTCS Consortium updates.

- a. District Board Association – Ms. Barrington-Tillman provided an update on DBA meetings and staffing changes.
- b. Insurance Trust (WTC) – Mr. Deprez provided an update on the Insurance Trust Board meeting.

### FUTURE AGENDA ITEMS

Chairperson Thornton Called for Future Agenda items. Dr. Tracy Pierner's evaluation will take place in September. Ms. Barreau will email the evaluation to the District Board members.

### ADJOURNMENT

Ms. Barrington-Tillman moved and was seconded by Mr. Hendrickson to adjourn the meeting at 7:34 p.m. **Ayes: 8; Opposed: 0. The motion was carried.**

Richard Deprez

Secretary



# CONSENT AGENDA ITEM b.

Blackhawk Technical College

**BILL LIST SUMMARY**

Period Ending August 31, 2024

Starting Check Number           00301965  
 Ending Check Number           00302155     Plus Direct Deposits

<b>PAYROLL TAXES</b>			
Federal		203,791.44	
State		34,884.57	
			238,676.01
<b>PAYROLL BENEFIT DEDUCTIONS &amp; FRINGE PAYMENTS</b>			
Retirement		-	
Health and Dental Insurance		22,049.23	
Miscellaneous		14,830.89	
			36,880.12
<b>STUDENT RELATED PAYMENTS</b>			20,636.93
<b>CURRENT NON CAPITAL EXPENSES</b>			902,655.30
<b>CAPITAL</b>			1,682,326.27
<b>DEBT</b>			28,550.00
<b>TOTAL BILL LISTING AND PAYROLL TAXES</b>			2,909,724.63
<b>PAYROLL-NET</b>			967,526.97
<b>SUB TOTAL BILL LISTING AND PAYROLL</b>			3,877,251.60
<b>PLUS OTHER WIRE/ACH TRANSFERS</b>			43,627.63
<b>PLUS WRS WIRE TRANSFERS</b>			182,919.79
<b>P-CARD DISBURSEMENTS</b>			122,195.93
<b>WIRE FOR LAND PURCHASE</b>			-
<b>PLUS BOND PAYMENT</b>			
<b>HEALTH INSURANCE WIRES</b>			331,379.98
<b>GRAND TOTAL FOR THE MONTH</b>			4,557,374.93





## CONSENT AGENDA ITEM C.

### CONTRACT TRAINING REPORT FOR SEPTEMBER

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

Customized Instruction Contract Detail				
Contract #	Business/Industry	# Served	Est. FTEs	Actual Contract Amount
2025-1032	<b>Beloit Health System</b>	3	0.20	\$ 7,414
	<i>Med Asst. Lab Procedures 2</i>			
2025-1033	<b>Beloit Health System</b>	3	0.3	\$ 2,775
	<i>Med Asst. Practicum</i>			
2025-1034	<b>Beloit Health System</b>	4	0.27	\$ 7,034
	<i>Pharm for Allied Health</i>			
2025-1035	<b>Beloit Health System</b>	4	0.4	\$ 11,121
	<i>Med. Asst. Clinical Proc 2</i>			
2025-1038	<b>ANGI Energy Axium Foods Broaster Scot Forge SSI</b>	16	0.27	\$ 6,000
	<i>Leadership Productivity</i>			
2025-1039	<b>SWWDB</b>	40	0.13	\$ 1,996
	<i>Youth Mentorship</i>			
2025-1040	<b>Fairbanks Morse</b>	20	0.07	\$ 1,973
	<i>Trauma First Aid</i>			
		90	1.64	\$ 38,313
Technical Assistance Contract Detail				
Contract #	Business/Industry	# Served	Est. FTEs	Actual Contract Amount
2025-1036	<b>Village of McFarland</b>	1	NA	\$ 4,315
	<i>120 hrs Collaborative CDL</i>			
2025-1037	<b>Harlem Roscoe Fire Prot District</b>	1	NA	\$ 4,130
	<i>120 hrs Collaborative CDL</i>			
2025-1041	<b>Alliant Energy</b>	1	NA	\$ 3,279
	<i>CDL 60 hours</i>			
		3	0	\$ 11,724

High School Customized Instruction Contract Detail				
Contract #	Business/Industry	# Served	Est. FTEs	Actual Contract Amount
2025-1018	Green Co Consortium	21	2.00	\$ 12,658
	<i>Medical Terminology</i>			
2025-1027	Monroe High School	8	0.53	\$ 5,998
	CNA			
2025-1028	Monroe High School	8	0.53	\$ 5,998
	CNA			
2025-1029	Milton High School	8	0.53	\$ 7,924
	CNA			
2025-1030	Edgerton High School	9	0.60	\$ 10,583
	CNA			
		54	4.19	\$ 43,161
WAT Grant Customized Instruction Contract Detail				
Contract #	Business/Industry	# Served	Est. FTEs	Actual Contract Amount
		0	0	\$ -
Combined Contract Totals				
		# Served	Est. FTEs	Actual Contract Amount
		147	5.83	\$ 93,198
High School At Risk Detail				
Contract #	Business/Industry	# Served	Est. FTEs	Actual Contract Amount
Transcribed Credit Contract Detail				
Contract #	Business/Industry	# Served	Est. FTEs	Actual Contract Amount
		0	0	\$ -
	<b>All Contracts</b>	147	5.83	\$ 93,198

**Contract Training Approved By The District Board**

Quarter	Month	FY 2020-21		FY 2021-22		FY 2022-23		FY 2022-23		FY 2024-25	
		Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$	Month's \$	YTD \$
1st	July	\$0	\$0	\$34,748	\$34,748	\$54,931	\$54,931	\$28,725	\$28,725	\$38,831	\$38,831
	August	\$16,389	\$16,389	\$79,603	\$114,351	\$41,084	\$96,015	\$68,918	\$97,643	\$38,724	\$77,555
	September	\$17,532	\$33,921	\$63,394	\$177,745	\$96,205	\$192,220	\$80,688	\$178,331	\$93,198	\$170,753
2nd	October	\$29,073	\$62,994	\$22,313	\$200,058	\$69,654	\$261,874	\$35,845	\$214,176		
	November	\$59,156	\$122,150	\$52,930	\$252,988	\$47,449	\$309,323	\$27,781	\$241,957		
	December	\$18,026	\$140,176	\$54,656	\$307,644	\$34,393	\$343,716	\$33,481	\$275,438		
3rd	January	\$30,791	\$170,967	\$12,501	\$320,145	\$34,793	\$378,509	\$79,645	\$355,083		
	February	\$31,829	\$202,796	\$48,571	\$368,716	\$63,011	\$441,520	\$52,717	\$407,800		
	March	\$48,171	\$250,967	\$60,958	\$429,674	\$37,786	\$479,306	\$21,190	\$428,990		
4th	April	\$26,869	\$277,836	\$26,321	\$455,995	\$68,919	\$548,225	\$4,959	\$433,949		
	May	\$1,675,805	\$1,953,641	\$1,637,142	\$2,093,137	\$57,853	\$606,078	\$40,600	\$474,549		
	June	\$27,698	\$1,981,339	\$29,771	\$2,122,908	\$1,451,081	\$2,057,159	\$940,832	\$1,415,381		
	<b>YTD TOTAL</b>		<b>\$1,981,339</b>		<b>\$2,122,908</b>		<b>\$2,057,159</b>		<b>\$1,415,381</b>		<b>\$170,753</b>

**Historical Reference**

FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
WAT Grants: \$145,703	Customized Instruction: \$234,389	Customized Instruction: \$279,252	Customized Instruction: \$193,929	Customized Instruction: \$56,585
TC w/HS: \$1,652,700	Technical Assistance: \$221,718	Technical Assistance: \$226,705	Technical Assistance: \$188,917	Technical Assistance: \$36,138
HSED w/HS: \$13,788	High School Customized Instruction: \$62,817	High School Customized Instruction: \$107,368	High School Customized Instruction: \$113,632	High School Customized Instruction: \$76,236
	WAT Grants: \$39,864	WAT Grants: \$52,024	WAT Grants: \$14,078	WAT Grants: \$1,794
	High School At Risk: \$8,752	High School At Risk: \$21,595	High School At Risk: \$6,836	High School At Risk: \$0
	Transcripted Credit: \$1,637,142	Transcripted Credit: \$1,382,463	Transcripted Credit: \$897,989	Transcripted Credit: \$0



## **CONSENT AGENDA ITEM d.**

### **Adoption of Resolution to Withdraw from the Wisconsin Public Employers' Group Health Insurance Program**

Blackhawk Technical College has joined the Wisconsin Technical College Employee Benefit Consortium (WTCEBC) as a regular member for health insurance benefits effective January 1, 2025. As a result, the College will no longer participate in the Wisconsin Public Employers' Group Health Insurance Program.

The District Board is requested to confirm the College's withdrawal from participation in the Wisconsin Public Employers' Group Health Insurance Program by adoption of the following resolution which will be communicated to the Wisconsin Department of Employee Trust Funds (ETF):

WHEREAS, Blackhawk Technical College has joined the WTCEBC and desires to withdraw from participation in the Wisconsin Public Employers' Group Health Insurance Program with the understanding that coverage will terminate for all insured participants, and employers who withdraw may not reapply for participation for three years.

THEREFORE, BE IT RESOLVED that the Blackhawk Technical College District Board desires to withdraw from participation in the Wisconsin Public Employers' Group Health Insurance Program effective January 1, 2025 and authorizes the President/District Director to communicate this decision to ETF.





# Resolution to Withdraw from the Wisconsin Public Employer's Group Health Insurance Program

Wisconsin Department of Employee Trust Funds  
PO Box 7931  
Madison WI 53707-7931  
1-877-533-5020 (toll free)  
Fax 608-267-4549  
etf.wi.gov

Pursuant to the provisions of Wis. Stat. § 40.51 (7), the \_\_\_\_\_  
(Governing Body)  
of \_\_\_\_\_  
(Employer)

resolves to withdraw from participation in the Wisconsin Public Employers' Group Health Insurance Program effective next January 1, \_\_\_\_\_.  
(Year)

I understand that coverage will terminate for all insured participants, *including annuitants and any participants who are on continuation of coverage*. I further understand that employers who withdraw may not reapply for participation in the Wisconsin Public Employers' Group Health Insurance Program for three years and must undergo underwriting to rejoin if the employer has 50 or more employees, which may result in a surcharge being assessed.

### CERTIFICATION

I hereby certify that this is a true, correct and complete copy of the resolution passed by the

\_\_\_\_\_ of the \_\_\_\_\_  
*Governing body* *Employer*

on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
*Month* *Year*

\_\_\_\_\_  
Federal tax identification number (FEIN/TIN)

**69-036-**  
\_\_\_\_\_  
ETF employer identification number

Number of eligible employees \_\_\_\_\_

\_\_\_\_\_  
Employer county

\_\_\_\_\_  
Employer benefit contact email address

\_\_\_\_\_  
Authorized employer representative signature

\_\_\_\_\_  
Authorized employer representative printed name

\_\_\_\_\_  
Authorized representative title

\_\_\_\_\_  
Mailing address





SEPTEMBER 18, 2024

## ACTION ITEMS

- a. Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2024D
- b. Award of Contract for the EPD/Sheriff Substation Remodel
- c. Award of Contract for the I-MEC Exterior Finishes Remodels
- d. Modifications for the Fiscal Year 2023-24 Budget
- e. Modifications for the Fiscal Year 2024-25 Budget

### Finance Committee Action Items

- No Action Items

### Personnel Committee Action Items

- No Action Items



## ACTION ITEMS ITEM a.

### RESOLUTION AWARDING THE SALE OF \$1,500,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2024D

WHEREAS, on August 21, 2024, 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 2024D, of Blackhawk Technical College District, Wisconsin" (the "Authorizing Resolution") which authorized the issuance of General Obligation Promissory Notes, Series 2024D (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 Janesville Gazette on August 28, 2024 giving notice of adoption of the Authorizing Resolution, identifying where and when the Authorizing Resolution could be inspected, and advising electors of their right to petition for a referendum on the question of the issuance of the Notes;

WHEREAS, no petition for referendum has been filed with the District and the time to file such a petition expires on September 27, 2024;

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 September 18, 2024;

WHEREAS, the Secretary (in consultation with Baird) caused a form of notice of the sale of the Notes to be published and/or announced and caused the Official Notice of Sale to be distributed to potential bidders offering the Notes for public sale on September 18, 2024;

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

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

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

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

Section 1A. Award of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of 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, resulting in a true interest cost as set forth on the Proposal, is hereby accepted (subject to the condition that no valid petition for referendum is filed by September 27, 2024 with respect to the Notes). The Chairperson and Secretary or other appropriate officers of the District are authorized and directed to execute an acceptance of the Proposal on behalf of the District. The good faith deposit of the Purchaser shall be applied in accordance with the Official Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Notes shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2024D"; shall be issued in the aggregate principal amount of \$1,500,000; shall be dated October 9, 2024; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on April 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2025. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes maturing on April 1, 2032 and thereafter shall be subject to redemption prior to maturity, at the option of the District, on April 1, 2031 or on any date thereafter. Said Notes shall be 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.

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

shall be credited against the mandatory redemption payments established in Exhibit MRP for such Notes in such manner as the District shall direct.】

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

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2024 through 2033 for the payments due in the years 2025 through 2034 in the amounts set forth on the Schedule.

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

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

Section 6. Segregated Debt Service Fund Account.

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

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes, Series 2024D" (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 September 18, 2024.

\_\_\_\_\_  
Eric A. Thornton  
Chairperson

ATTEST:

\_\_\_\_\_  
Rich Deprez  
Secretary

(SEAL)

DRAFT

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 MRP

Mandatory Redemption Provision

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

For the Term Bonds Maturing on April 1, \_\_\_\_

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

For the Term Bonds Maturing on April 1, \_\_\_\_

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

For the Term Bonds Maturing on April 1, \_\_\_\_

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

For the Term Bonds Maturing on April 1, \_\_\_\_

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



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 2024D

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:  
April 1, \_\_\_ October 9, 2024 \_\_\_% \_\_\_

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 April 1, 2025 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by the Secretary or the 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 August 21, 2024 and September 18, 2024. Said resolutions are recorded in the official minutes of the District Board for said dates.

The Notes maturing on April 1, 2032 and thereafter are subject to redemption prior to maturity, at the option of the District, on April 1, 2031 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.

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

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, 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 irrevocable 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: \_\_\_\_\_  
Eric A. Thornton  
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 b.**

### Action Item

#### Award of Contract for EPD and Sheriff's Substation Remodels (Action – James Nemeth)

In June, the District Board approved EPD and Sheriff's Substation remodel project at an estimated cost of \$500,000. The WTCS Board approved the project at their meeting on July 16<sup>th</sup> meeting.

Construction bid documents were released in August and the bid was completed on August 29<sup>th</sup>. JP Cullen assisted the College by reviewing bids for completeness and conformity with bid requirements.

A summary of bids received, and the low bidder is attached. The total of the construction bids and A&E fees is \$494,423, which is within the approved project budget.

Management recommends accepting the bids as presented.



# BLACKHAWK TECHNICAL COLLEGE

## EPD & SHERIFF BID SUMMARY 08.29.24

WORK PACKAGE & DESCRIPTION	BASE BID	CULLEN ESTIMATE	DELTA	LOW BIDDER
WP 1.04.A Demolition	17,687	17,063	624	JP Cullen & Sons
WP 1.06.A General Trades	102,805	79,158	23,647	JP Cullen & Sons
WP 1.21.A Fire Protection	9,710	13,816	(4,106)	Nelson Fire Protection
WP 1.22.A Plumbing	4,765	5,000	(235)	Southport Engineered Systems
WP 1.23.A HVAC & Controls	122,300	54,842	67,458	Southport Engineered Systems
WP 1.26.A Electrical, Communications, Security	58,800	66,161	(7,361)	Midwest Electric
Management Personnel	92,310	92,111	199	
Equipment, Fuel, Temp Facilities	26,992	24,168	2,824	
Fees, Bond, Insurance	22,462	36,368	(13,906)	
Contingency (5%)	22,892	18,328	4,564	
<b>TOTAL CONSTRUCTION COSTS</b>	<b>480,723</b>	<b>407,015</b>	<b>73,708</b>	
AE Fees	13,520	13,520	-	
<b>TOTAL PROJECT VALUE</b>	<b>494,243</b>	<b>420,535</b>	<b>73,708</b>	
<b>TOTAL PROJECT VALUE</b>	<b>500,000</b>	<b>420,535</b>	<b>73,708</b>	

Over / Underbudget (5,757)

Note - Final Plan Review (after Cullen estimate was completed) included 2 significant changes:

- Addition of Distribution Panel in the EPD Lab
- Addition of Air Conditioning in Sheriff's Office Area as current EPD lab does not have A/C

This resulted in the significant variance between Cullen Estimate and Base Bid.





## ACTION ITEMS ITEM c.

### Action Item

Award of Contract for I-MEC Exterior Finishes Remodels (Action – James Nemeth)

In August, the District Board approved the completion of I-MEC finishes at an estimated cost of \$335,000. The WTCS Board approved the project at their meeting on September 11<sup>th</sup> meeting.

Bid documents for the pre-manufactured canopies were released in August and the bid was completed on September 11<sup>th</sup>. Due to the size of the project, management received a change order proposal from JP Cullen for the associated work for the canopies. Attached is JP Cullen's proposed change order to complete the exterior finishes. A summary of the costs is below:

JP Cullen Change Order	\$278,201
A&E Fees – AYA	<u>19,750</u>
<b>Total</b>	<b>\$297,951</b>
Approved Project	<u>335,000</u>
<b>Over / (Under) Budget</b>	<b><u>(\$37,049)</u></b>

Management recommends accepting the JP Cullen change order as accepted.



**Potential Change Order**

Project:	Blackhawk Technical College - Manufacturing	11 September 2024
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Steve Kormanak  
 Director of Facilities

From: Scott Lewellin, Cullen

Cc: Jim Nemeth

JPC RQ #: 071  
 Description: Bid Package 3 for the Manufacturing Building. Furnish and install built-up canopies w/ can underlights and (3) premanufactured aluminum canopies. Lighting fixtures to be provided by Owner

**\*\*Supervisory Labor Rates valid through 5/31/25; Trade Labor Rates valid through 5/31/25\*\***

Activity Description						
J.P. Cullen & Sons Inc.	Units	Quantity	UNIT PRICE	Total Labor	PT&I 42.50%	TOTAL
Project Manager	HR	0	\$142.90	\$0.00	\$0.00	\$0.00
Superintendent	HR	240	\$134.34	\$32,240.88	\$13,702.37	\$45,943.25
Area Superintendent	HR	0	\$123.34	\$0.00	\$0.00	\$0.00
Site Engineer	HR	0	\$73.28	\$0.00	\$0.00	\$0.00
Estimator	HR	0	\$86.71	\$0.00	\$0.00	\$0.00
Administrative Assistant	HR	160	\$47.63	\$7,620.48	\$3,238.70	\$10,859.18
Carpenter Foreman	HR	6	\$83.93	\$503.56	\$214.01	\$717.57
Carpenter	HR	11	\$71.96	\$791.52	\$336.40	\$1,127.92
Laborer Foreman	HR	0	\$67.59	\$0.00	\$0.00	\$0.00
Laborer	HR	9	\$58.23	\$524.03	\$222.71	\$746.74
Cement Finisher Foreman	HR	0	\$83.34	\$0.00	\$0.00	\$0.00
Cement Finisher	HR	0	\$72.02	\$0.00	\$0.00	\$0.00
Mason Foreman	HR	0	\$86.33	\$0.00	\$0.00	\$0.00
Mason	HR	0	\$74.76	\$0.00	\$0.00	\$0.00
Millwright Foreman	HR	0	\$89.58	\$0.00	\$0.00	\$0.00
Millwright	HR	0	\$74.28	\$0.00	\$0.00	\$0.00
Iron Worker General Foreman	HR	0	\$111.88	\$0.00	\$0.00	\$0.00
Iron Worker Foreman	HR	39	\$109.37	\$4,265.35	\$1,812.77	\$6,078.13
Iron Worker	HR	121	\$101.19	\$12,243.81	\$5,203.62	\$17,447.43
Operator	HR	15	\$80.41	\$1,206.14	\$512.61	\$1,718.74
<b>Subtotal</b>						\$84,638.97
<b>Small Tools at 4%</b>						\$3,385.56
<b>SP Fee 12%</b>						\$10,156.68
<b>Fee 1.2%</b>						\$1,015.67
<b>J. P. Cullen Total</b>						\$99,196.87

MATERIALS / EQUIPMENT	Units	Quantity	Unit Price	Material	Tax (5.5%)	TOTAL
Structural Steel - Weldcorp	LS	1	\$ 23,665.00	\$23,665.00	\$0.00	\$23,665.00
Mobilization	LS	1	\$ 9,753.48	\$9,753.48	\$0.00	\$9,753.48
Lumber	LS	1	\$ 348.00	\$348.00	\$19.14	\$367.14
	LS		\$ -	\$0.00	\$0.00	\$0.00
	LS		\$ -	\$0.00	\$0.00	\$0.00
	LS		\$ -	\$0.00	\$0.00	\$0.00
	LS		\$ -	\$0.00	\$0.00	\$0.00
	LS		\$ -	\$0.00	\$0.00	\$0.00
	LS		\$ -	\$0.00	\$0.00	\$0.00
	LS		\$ -	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>						\$33,785.62
<b>SP Fee 12%</b>						\$4,054.27
<b>Fee 1.2%</b>						\$405.43
<b>Material Total</b>						\$38,245.32

SUBCONTRACTORS	Services	Invoice	Tax (0%)	Total
Van Ert Electric	Electrical	\$9,349.00		\$9,349.00
SRS Roofing & Sheet Metal	Roofing & Metal Panel	\$84,000.00		\$84,000.00
WP3.06.A Canopies	Premanufactured Aluminum Canopies	\$24,288.00		\$24,288.00
JNB Signs	Alternate 01 - 18" Exterior Building Signage	\$12,592.00		\$12,592.00
JNB Signs	Alternate 02 - 8" Exterior Building Signage	\$5,187.00		\$5,187.00
		\$0.00		\$0.00
		\$0.00		\$0.00
		\$0.00		\$0.00
		\$0.00		\$0.00
		\$0.00		\$0.00
		\$0.00		\$0.00
<b>Subtotal</b>				\$135,416.00
<b>Fee 1.2%</b>				\$ 1,624.99
<b>Subcontract Total</b>				\$137,040.99

Subtotal J.P. Cullen & Subcontractor	\$274,483.18
Liability Insurance ( Rate of 0.0065, or 0.65%)	\$1,784.14
Bond (Rate of 0.0070, or 0.70%)	\$1,933.87

<b>TOTAL</b>	<b>\$278,201</b>
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# ACTION ITEMS ITEM d.

<b><u>Proposed Modifications to the FY 2023-24 Budget</u></b>			
		<b>Expenditures &amp; Other Uses</b>	<b>Revenues &amp; Other Sources</b>
<b>General Fund</b>			
<b>1</b>	Transfer athletic expenses to Agency Funds		
	Increase Transfers Out	29,591	
	Decrease Function 3 Student Services Expenditures	(29,591)	
	<b>Total - Amendment 1</b>	<b>_____ -</b>	<b>_____ -</b>
<b>2</b>	Adjust budget for Transcribed Credit Revenue		
	Increase Function 1 Instruction Expenditures	7,082	
	Increase Institutional Revenue		7,082
	<b>Total - Amendment 2</b>	<b>_____ 7,082</b>	<b>_____ 7,082</b>
<b>3</b>	Transfer property tax revenue for grant fund decrease		
	Increase Property Tax Revenue		17,127
	Increase Transfers to Reserves and Designated Fund Balances	17,127	
	<b>Total - Amendment 3</b>	<b>_____ 17,127</b>	<b>_____ 17,127</b>
<b>4</b>	Adjust revenue to actual		
	Increase Property Tax Revenue		2,243
	Decrease Program Fees Revenue		(50,000)
	Increase Material Fees Revenue		16,592
	Increase Student Fees Revenue		56,982
	Increase Institutional Revenue		129,446
	Increase Federal Revenue		5,540
	Increase Transfers to Reserves and Designated Fund Balances	194,832	
	Increase Transfers In		37,357
	Increase Transfers Out	3,328	
	<b>Total - Amendment 4</b>	<b>_____ 198,160</b>	<b>_____ 198,160</b>
<b>5</b>	Transfer surplus to capital project fund		
	Decrease Transfers from Reserves and Designated Fund Balances	(450,000)	
	Increase Transfers Out	450,000	
	<b>Total - Amendment 5</b>	<b>_____ -</b>	<b>_____ -</b>
<b>6</b>	Adjust budget to actuals		
	Decrease Function 1 Instruction Expenditures	(175,000)	
	Decrease Function 2 Instructional Resources Expenditures	(175,000)	
	Decrease Function 3 Student Services Expenditures	(65,000)	
	Decrease Function 6 General Institutional Expenditures	(400,000)	
	Increase Function 7 Physical Plant Expenditures	50,000	
	Increase Transfers to Reserves and Designated Fund Balances	765,000	
	<b>Total - Amendment 6</b>	<b>_____ -</b>	<b>_____ -</b>

<b>Proposed Modifications to the FY 2023-24 Budget</b>			
		<b>Expenditures &amp; Other Uses</b>	<b>Revenues &amp; Other Sources</b>
<b>Special Revenue Fund</b>			
<b>7</b>	Transfer property tax revenue for grant fund decrease		
	Decrease Function 1 Instruction Expenditures	(3,453)	
	Decrease Function 2 Instructional Resources Expenditures	(1,012)	
	Decrease Function 3 Student Services Expenditures	(12,662)	
	Decrease Property Tax Revenue		(17,127)
	<b>Total - Amendment 7</b>	<b>(17,127)</b>	<b>(17,127)</b>
<b>8</b>	Record transfer from capital to grant aid		
	Increase Function 1 Instruction Expenditures	116,354	
	Increase State Aid Revenue		51,733
	Increase Federal Revenue		64,621
	<b>Total - Amendment 8</b>	<b>116,354</b>	<b>116,354</b>
<b>Capital Projects Fund</b>			
<b>9</b>	Establish budget for gifts and bequests		
	Increase Function 1 Instruction Expenditures	57,900	
	Increase Institutional Revenue		57,900
	<b>Total - Amendment 9</b>	<b>57,900</b>	<b>57,900</b>
<b>10</b>	Transfer from general fund		
	Increase Transfers In		450,000
	Increase Transfers to Reserves and Designated Fund Balances	450,000	
	<b>Total - Amendment 10</b>	<b>450,000</b>	<b>450,000</b>
<b>11</b>	Adjust revenue to actual		
	Increase Institutional Revenue		1,012,557
	Decrease Transfers from Reserves and Designated Fund Balances		(1,012,557)
	<b>Total - Amendment 11</b>	<b>-</b>	<b>-</b>
<b>12</b>	Record transfer from capital to grant aid		
	Decrease Function 1 Instruction Expenditures	(116,354)	
	Decrease State Aid Revenue		(51,733)
	Decrease Federal Revenue		(64,621)
	<b>Total - Amendment 12</b>	<b>(116,354)</b>	<b>(116,354)</b>
<b>13</b>	Adjust budget to actuals		
	Increase Function 3 Student Services Expenditures	25,000	
	Decrease Function 6 General Institutional Expenditures	(25,000)	
	Decrease Transfers Out	(105,000)	
	Increase Transfers from Reserves and Designated Fund Balances	105,000	
	<b>Total - Amendment 13</b>	<b>-</b>	<b>-</b>

<b>Proposed Modifications to the FY 2023-24 Budget</b>			
		<b>Expenditures &amp; Other Uses</b>	<b>Revenues &amp; Other Sources</b>
<b>Debt Service Fund</b>			
<b>14</b>	Adjust budget to actuals		
	Decrease Function 7 Physical Plant Expenditures	(105,000)	
	Decrease Transfers In		(105,000)
	<b>Total - Amendment 14</b>	<b>(105,000)</b>	<b>(105,000)</b>
<b>Enterprise Service Fund</b>			
<b>15</b>	Adjust budget and revenue to actual		
	Increase Transfers Out	40,088	
	Increase Institutional Revenue		19,877
	Increase Transfers From Reserves and Designated Fund Balances		20,211
	<b>Total - Amendment 15</b>	<b>40,088</b>	<b>40,088</b>
<b>Trust Fund</b>			
<b>16</b>	Fund academic excellence and institutional scholarships		
	Increase Function 3 Student Services Expenditures	2,250	
	Increase Transfers In		2,250
	<b>Total - Amendment 16</b>	<b>2,250</b>	<b>2,250</b>
<b>17</b>	Adjust budget to actuals		
	Increase Transfers In		6,059
	Increase Function 3 Student Services Expenditures	433,328	
	Increase Function 6 General Institutional Expenditures	2,731	
	Increase Federal Revenue		430,000
	<b>Total - Amendment 17</b>	<b>436,059</b>	<b>436,059</b>
<b>Agency Fund</b>			
<b>18</b>	Transfer athletic expenses from general fund		
	Increase Function 3 Student Services Expenditures	29,591	
	Increase Transfers In		29,591
	<b>Total - Amendment 18</b>	<b>29,591</b>	<b>29,591</b>
<b>19</b>	Adjust budget to actuals		
	Increase Function 6 General Institutional Expenditures	20,000	
	Increase Student Fees Revenue		20,000
	<b>Total - Amendment 19</b>	<b>20,000</b>	<b>20,000</b>





# ACTION ITEMS ITEM e.

<b><u>Proposed Modifications to the FY 2024-25 Budget</u></b>			
		<b>Expenditures &amp; Other Uses</b>	<b>Revenues &amp; Other Sources</b>
<b>General Fund</b>			
<b>1</b>	Record funding for one-time budget approved items for athletics		
	Increase Transfers Out	85,885	
	Decrease Function 3 Student Services Expenditures	(85,885)	
	<b>Total - Amendment 1</b>	<u>-</u>	<u>-</u>
<b>2</b>	Transfer of funds between functions		
	Decrease Function 1 Instruction Expenditures	(68,368)	
	Increase Function 3 Student Services Expenditures	68,368	
	<b>Total - Amendment 2</b>	<u>-</u>	<u>-</u>
<b>3</b>	Replenish contingency dollars for moving expenses incurred in FY25 related to FY24 moves		
	Increase Function 1 Instruction Expenditures	242,505	
	Increase Transfers to Reserves and Designated Fund Balances		242,505
	<b>Total - Amendment 3</b>	<u>242,505</u>	<u>242,505</u>
<b>Special Revenue Fund</b>			
<b>4</b>	Establish budget for State and Federal grants awarded and extended for FY25		
	Increase Function 1 Instruction Expenditures	632,166	
	Increase Function 3 Student Services Expenditures	39,581	
	Increase Function 6 General Institutional Expenditures	47,985	
	Increase State Aid Revenue		374,782
	Increase Program Fees Revenue		33,080
	Increase Material Fees Revenue		1,440
	Increase Institutional Revenue		56,653
	Increase Federal Revenue		214,176
	Increase Transfers to Reserves and Designated Fund Balances		39,601
	<b>Total - Amendment 4</b>	<u>719,732</u>	<u>719,732</u>
<b>Capital Projects Fund</b>			
<b>5</b>	Establish a budget for Grant Capital Fund Purchases, Annual Capital Carryforward, and Approved FY25 Capital		
	Increase Function 1 Instructional Resources Expenditures	2,361,036	
	Increase Function 2 Instructional Resources Expenditures	80,858	
	Increase Function 6 General Institutional Expenditures	350,525	
	Increase Function 7 Physical Plant Expenditures	4,279,687	
	Increase Transfers to Reserves and Designated Fund Balances		42,025
	Increase Transfers from Reserves and Designated Fund Balances		4,795,545
	Increase State Aid Revenue		1,746,278
	Increase Institutional Revenue		423,636
	Increase Federal Revenue		64,622
	<b>Total - Amendment 5</b>	<u>7,072,106</u>	<u>7,072,106</u>
<b>6</b>	Transfer of funds between functions		
	Increase Function 3 Student Services Expenditures	20,550	
	Decrease Function 6 General Institutional Expenditures	(20,550)	
	<b>Total - Amendment 6</b>	<u>-</u>	<u>-</u>

<b><u>Proposed Modifications to the FY 2024-25 Budget</u></b>			
		<b>Expenditures &amp; Other Uses</b>	<b>Revenues &amp; Other Sources</b>
<b>7</b>	Reduce FY25 Annual Capital Budget for Advances in FY24		
	Decrease Function 1 Instructional Resources Expenditures	(245,701)	
	Decrease Function 7 Physical Plant Expenditures	(209,360)	
	Increase Transfers from Reserves and Designated Fund Balances	455,061	
	<b>Total - Amendment 7</b>	<b>-</b>	<b>-</b>
<b>Debt Service Fund</b>			
<b>8</b>	Establish budget for bond premiums		
	Increase to Other Funding Sources		189,000
	Increase Transfers To Reserves and Designated Fund Balances	189,000	
	<b>Total - Amendment 8</b>	<b>189,000</b>	<b>189,000</b>
<b>Agency Fund</b>			
<b>9</b>	Record funding for one-time budget approved items for athletics		
	Increase Transfers In		85,885
	Increase Function 3 Student Services Expenditures	85,885	
	<b>Total - Amendment 9</b>	<b>85,885</b>	<b>85,885</b>



SEPTEMBER 18, 2024

## POLICY REVIEW

- a. Policy B-240 – District Board Member Education (Reviewed)
- b. Policy B-250 – New District Board Orientation (Revised)
- c. Policy B-325 – Quorum and Voting (Reviewed)



# POLICY REVIEW ITEM a.



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## **POLICY – Section B – District Board Operations**

### **Title: B-240 – District Board Member Education**

**Authority:** District Board

**Effective Date:** November 28, 1973

**Revision Date:** May 19, 2021

**Reviewed Date:** September 18, 2024

**Related Forms, Policies, Procedures, Statutes:**

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The District Board is committed to its ongoing development as a District Board and to a District Board education program that includes new District Board member orientation.

To that end, the District Board will engage in professional development sessions, provide access to reading materials, support conference attendance and District Boards Association (DBA) meetings, and other activities that foster District Board member education pertinent to the Mission of the College. To control both the investment of time and funds necessary to implement this Policy, the District Board establishes these principles and procedures:

- The President/District Director's Office will maintain a calendar of meetings and conferences. The District Board will periodically decide which appears to be most promising in producing direct and indirect benefits to the College. District Board member attendance at quarterly DBA meetings is strongly encouraged.
- District Board members desiring to attend a meeting or conference will indicate such interest at or before a District Board meeting. When scheduling does not coincide with the District Board meeting, the District Board Chairperson shall be informed of this interest and determine the College's representation.
- Participation in out-of-state functions may be limited to two (2) District Board members per function based on cost and funding unless exceptional circumstances exist, i.e., a District Board member holds a national office, is presenting at a national conference, or the budget allows for an additional person to attend.
- The President/District Director's Office will make travel, lodging, registration, and other necessary arrangements.
- Funds for participation at such meetings shall be budgeted annually. District Board members will be reimbursed for their travel expenses per college policy.
- All District Board members attending development opportunities shall provide a summary to other District Board members at a subsequent District Board meeting.
- Any District Board Member not planning on continuing membership on the District Board may not attend national conferences in their last year unless District Board attendance is required, and no other District Board member can participate.



# POLICY REVIEW ITEM b.



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## **POLICY – Section B – District Board Operations**

**Title:** B-250 – New District Board Member Orientation

**Authority:** District Board

**Effective Date:** November 28, 1973

**Revision Date:** ~~March 17, 2021~~ September 18, 2024

**Reviewed Date:** November 17, 1999

**Related Forms, Policies, Procedures, Statutes:**

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The District Board Chairperson and President/District Director shall assist each new member-elect to understand the District Board's functions, policies, and procedures. The following suggested methods shall be employed.

- The new District Board member shall be given ~~selective~~ material relating to technical education, the College, and the Wisconsin Technical College District Boards Association.
- The new District Board member shall be invited to attend District Board meetings and participate in discussions before being seated.
- The President/District Director shall explain to the new District Board member how to use material pertinent to District Board meetings.
- The new District Board member shall be invited to meet with the President/District Director, District Board Chairperson, and other appropriate college personnel to discuss the services they perform on behalf of the District Board.
- The President/District Director shall provide the new District Board member with information on accessing electronic college policies and a copy of the Wisconsin Statutes relating to technical education.
- New District Board members will be assigned a current District Board member to serve as a mentor.





# POLICY REVIEW ITEM c.



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## **POLICY – Section B – District Board Operations**

**Title:** B-325 – Quorum and Voting

**Authority:** District Board

**Effective Date:** March 17, 2021

**Revision Date:**

**Reviewed Date:** September 18, 2024

**Related Forms, Policies, Procedures, Statutes:**

- B-300 – District Board Meetings
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A quorum of the District Board shall consist of a majority of the District Board members.

The rules of parliamentary procedures of *Robert's Rules of Order, Newly Revised*, shall govern the proceedings of the District Board in all cases where they are applicable and where they are not in conflict with the College's policies.

Roll call votes are required for all matters related to the following:

- Budget approval and modifications – Requires 2/3 vote of the entire membership of the District Board.
- Mill levy – Requires a majority of the quorum.
- Long and short-term borrowing – Requires a majority of the quorum.
- When requested by a District Board member.





SEPTEMBER 18, 2024

# INFORMATION/DISCUSSION

a. Financial Statement



# INFORMATION/DISCUSSION ITEM a.

## BLACKHAWK TECHNICAL COLLEGE Summary of Revenue and Expenditures as of August 31, 2024

<u>COMBINED FUNDS</u>	2024-25 CURRENT BUDGET	2024-25 ACTUAL TO DATE	2024-25 PERCENT INCURRED	2023-24 ACTUAL TO DATE	2023-24 PERCENT INCURRED
<b>REVENUE &amp; OTHER RESOURCES:</b>					
Local Government	\$ 17,743,589	\$ -	0.0%	\$ 64	0.0%
State Aids	16,857,137	1,086,161	6.4%	1,085,342	6.9%
Statutory Program Fees	6,552,500	3,628,179	55.4%	3,550,171	56.9%
Material Fees	354,200	191,559	54.1%	197,545	57.6%
Other Student Fees	960,000	558,679	58.2%	472,669	54.9%
Institutional	3,535,125	511,620	14.5%	754,284	26.0%
Federal	8,463,785	-	0.0%	-	0.0%
Other Sources (Bond/Transfer from Other Fund)	<u>7,039,160</u>	<u>4,018,034</u>	57.1%	<u>5,463,962</u>	77.8%
<b>Total Revenue &amp; Other Resources</b>	<b><u>\$ 61,505,496</u></b>	<b><u>\$ 9,994,232</u></b>	16.1%	<b><u>\$ 11,524,037</u></b>	18.8%
<b>EXPENDITURES BY FUNCTION:</b>					
Instruction	\$ 20,648,290	\$ 1,731,723	8.4%	\$ 1,676,085	9.0%
Instructional Resources	1,556,093	324,172	20.8%	246,697	14.4%
Student Services	13,156,933	517,402	3.9%	476,957	4.1%
General Institutional	8,920,184	1,681,196	18.8%	1,495,462	16.6%
Physical Plant	17,092,576	1,289,696	7.5%	2,459,403	12.9%
Auxiliary Services	444,982	286,546	64.4%	266,569	63.0%
Other Uses (Transfer to Other Fund)	<u>239,160</u>	<u>-</u>	0.0%	<u>-</u>	0.0%
<b>Total Expenditures &amp; Other Uses</b>	<b><u>\$ 62,058,218</u></b>	<b><u>\$ 5,830,734</u></b>	9.4%	<b><u>\$ 6,621,173</u></b>	10.9%
<b>EXPENDITURES BY FUNDS:</b>					
General	\$ 31,795,245	\$ 3,541,313	11.1%	\$ 3,593,971	11.7%
Special Revenue	2,555,498	282,311	11.0%	188,112	11.3%
Capital Projects	7,219,000	1,564,090	21.7%	2,443,188	26.2%
Debt Service	10,025,000	38,550	0.4%	59,550	0.6%
Enterprise	151,982	8,915	5.9%	8,346	5.8%
Internal Service	305,000	277,631	91.0%	258,223	92.2%
Trust & Agency	9,767,333	117,923	1.2%	69,783	0.8%
Other Uses (Transfer to Other Fund)	<u>239,160</u>	<u>-</u>	0.0%	<u>-</u>	0.0%
<b>Total Expenditures</b>	<b><u>\$ 62,058,218</u></b>	<b><u>\$ 5,830,734</u></b>	9.4%	<b><u>\$ 6,621,173</u></b>	10.9%
Fund Balances, Beginning	\$ 26,719,082	\$ 26,719,082		\$ 44,286,478	
Change in Fund Balance	<u>(552,722)</u>	<u>4,163,498</u>		<u>4,902,864</u>	
<b>Fund Balances, Ending</b>	<b><u>\$ 26,166,360</u></b>	<b><u>\$ 30,882,581</u></b>		<b><u>\$ 49,189,342</u></b>	

<b>Debt Service Detail</b>					
Principal Payments	8,215,000	-	0.0%	-	0.0%
Interest Payments	1,705,000	-	0.0%	-	0.0%
Other Debt Service Expenses	<u>105,000</u>	<u>38,550</u>	36.7%	<u>59,550</u>	56.7%
<b>Total Debt Service Payments</b>	<b>\$ 10,025,000</b>	<b>\$ 38,550</b>		<b>\$ 59,550</b>	



**BLACKHAWK**  
**TECHNICAL COLLEGE**