

# MORAINE PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING

*April 19, 2017  
5:45 p.m.*

**Moraine Park Technical College  
235 North National Avenue, Fond du Lac, WI 54935  
Room A-112**

## AGENDA

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1) Board of Directors & Committee Reports

Report

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*(Note: A majority of Board members may be attending the meetings/conferences at the dates/places, and for the purposes referenced in this document. This notice is being provided to comply with Wisconsin Open Meetings Law.)*

**VIII. ADJOURNMENT**

## I. ROLL CALL – 5:45 p.m.

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### A. Meeting Announcement

This meeting of the Moraine Park Technical College District Board has been officially announced to the District's official news media – the Fond du Lac Reporter, the West Bend News, and the Beaver Dam Daily Citizen – as well as to other media, in accordance with the Wis. Stat. sec. 19.81 through 19.98.

Roll call:

\_\_\_\_\_ Krueger  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Fields  
\_\_\_\_\_ Lloyd  
\_\_\_\_\_ Staral  
\_\_\_\_\_ Prill  
\_\_\_\_\_ Zeratsky  
\_\_\_\_\_ Miller

## IV. APPROVAL OF MINUTES

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**SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board approve the March 15, 2017 meeting and April 13, 2017 workshop minutes as presented.***

## V. CONSENT ITEMS

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The following information is being presented for the purpose of District Board monitoring of their Presidential Parameter policies #4HEE0100, Employment; #4FAF0300, Accounting; #4FFF0200, Investments; and their Desired Outcomes Policy #1TFT0200, Educate for Employment – Economic Development Contracting.

### A. Employment

#### Resignations/Terminations

Janet Kohlwey, Academic Advisor, submitted her retirement effective May 2, 2017. Janet has been with the College since March 2009.

Anne Millane, Student Affairs Grant Coordinator, submitted her retirement effective June 30, 2017. Anne has been with the College since September 2015.

Patrick O'Loughlin, Housekeeper, submitted his resignation effective April 3, 2017. Patrick has been with the College since October 2016.

Michael Melaney, Electricity Apprentice Instructor, submitted his resignation effective May 22, 2017. Michael has been with the College since August 1998.

Lisa Hager, Early Childhood Education Instructor, submitted her resignation effective May 22, 2017. Lisa has been with the College since January 2006.

#### Recruitment – Support Professionals

Academic Advisor, West Bend Campus. This partially grant-funded, full-time position was created when Janet Kohlwey submitted her retirement. This position is responsible for establishing and maintaining contact with students in assigned program area(s) to provide registration, admissions, and general academic assistance and support to include referrals to appropriate support services. This position was posted internally/externally with a closing date of April 10, 2017.

Housekeeper, West Bend Campus. This full-time position was created when Bonny Zuehlke submitted her resignation. This position performs custodial duties for an assigned area at the West Bend Campus and performs heavy duty cleaning throughout the West Bend Campus as needed. This position was posted internally. Stefanie Baldwin was selected and her start date is May 31, 2017.

Housekeeper, Fond du Lac Campus. This full-time position was created when Patrick O'Loughlin submitted his resignation. This position performs custodial duties for an assigned area at the Fond du Lac Campus and performs heavy duty cleaning throughout the Fond du Lac Campus as needed. This position was posted internally/externally until filled.

## V. CONSENT ITEMS

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### A. Employment (Continued)

#### Recruitment – Support Professionals (Continued)

Accounts Payable and Payroll Specialist, Fond du Lac Campus. This full-time position was created when Susan Bruins resigned. This position is responsible for payroll assistance, issuance of District purchase orders, posting of cash receipts, and processing payments for all District financial obligations. This position was posted internally/externally with a closing date of March 7, 2017. Interviews were held March 22, 2017. After screening and interviewing, Courtney Doman was selected and her start date was March 30, 2017.

Recruitment Specialist, West Bend Campus. This full-time position was created when Amy Richter transferred to another internal position. This position provides the outreach, recruitment, enrollment, and initial retention of students through direct contact and assistance from application to registration. This position was re-posted internally/externally until filled. Interviews were held on April 17, 2017.

Maintenance Mechanic, Beaver Dam Campus. This full-time position was created when Daniel Oppermann submitted his resignation. This is skilled work requiring the capability of performing at the journeyman level in several of the building trades skills. Work is independently performed and involves leading other maintenance/housekeeping staff. This position was reposted internally/externally March 7, 2017 until filled. Interviews were last held on April 7 and 11, 2017.

#### Recruitment – Management/Instructional Staff

Vice President – Student Services, Fond du Lac Campus. This full-time position was created when Stan Cram submitted his retirement. This position provides leadership, vision, and administrative management for the Student Services Unit, which is comprised of over 86 faculty, management, and support professional staff. This position is responsible for the development, operation, and evaluation of all areas of student services and for strategic enrollment management. This position was posted internally/externally until filled. Second interviews were held March 28 and April 10, 2017.

Application Developer, Fond du Lac Campus. This full-time position was created due to the ending of the Ellucian Managed Services contract. This position designs and develops user interfaces to internet/intranet applications. This position analyzes and improves complex system logic and works with Systems Analysts and functional staff to determine user requirements and system solutions. This position was posted internally/externally until filled. Interviews were held on March 28, 2017. The College has decided to partner with TEK Systems effective April 17, 2017 on a contract-to-hire basis for this position.

## V. CONSENT ITEMS

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### A. Employment (Continued)

#### Recruitment – Management/Instructional Staff (Continued)

ERP Developer, Fond du Lac Campus. This full-time position was created due to the ending of the Ellucian Managed Services contract. This position will work with the Senior ERP Developer to design and develop user interfaces to ERP applications. This position will work with Systems Analysts and functional staff to determine requirements and solutions. This position was posted internally/externally until filled. Interviews were held on March 23, 2017. The College has decided to partner with TEK Systems effective April 3, 2017 on a contract-to-hire basis for this position.

ERP Developer, Fond du Lac Campus. This full-time position was created due to the ending of the Ellucian Managed Services contract. This position uses budget dollars allocated for a Senior ERP Developer position that will not be filled. This position will work with the Senior ERP Developer to design and develop user interfaces to ERP applications. This position will work with Systems Analysts and functional staff to determine requirements and solutions. This position was posted internally/externally until filled. Interviews were held March 29, 2017. The College has decided to partner with TEK Systems effective April 17, 2017 on a contract-to-hire basis for this position.

BI Developer, Fond du Lac Campus. This full-time position was created due to the ending of the Ellucian Managed Services contract. This position designs and develops business intelligence objects, packages, processes, and reports. This position was posted internally/externally until February 27, 2017. Interviews were held March 28, 2017.

Business Analyst Instructor, Fond du Lac Campus. This full-time position uses budget dollars allocated for a Communications instructor position that will not be filled. The position's teaching responsibility will vary within the Business Analyst program, and includes courses such as Enterprise Data Management, MYSQL, and Introduction to Systems Analyst, Object Orientated Programming, and Project Management for IT Professionals. This position was posted internally/externally until filled. Interviews were held March 10, 2017.

## V. CONSENT ITEMS

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### B. Financial Management – Accounting/Investments

Receipt and bill listings for the month of March are attached. Following are selected receipts or disbursements with explanations.

RECEIPTS: None

DISBURSEMENTS:

<u>Number</u>	<u>Description</u>
A0221079	VMware software License and Cisco router
A0221181	Building access control services
A0221256	Career and Employment Center addition furniture
A0221347	Career and Employment Center addition and IT Remodel furniture
A0221353	14 OptiPlex 7050 Desktop computers, 24 Dell Latitude E7470 Ultrabook
A0221363	Ladder racking
A0221368	Furniture for the Information Technology remodel
Pcard	16 Sony PTZ cameras and accessories
Pcard	2 RealPresence eagle eye producer camera technology
Pcard	5 CPR meters and cases
Pcard	3 Replacement parts for CPR mannequins
Pcard	12 height adjustable tables
Pcard	Laptop cart for Career and Employment center addition
Pcard	7 OptiPlex 7040 Desktop computers
Pcard	Dell Latitude 3570 laptop
Pcard	Dell Latitude 3470 laptop
Pcard	Dell Latitude E5270 laptop
Pcard	10 Dell Latitude E7470 laptops
Pcard	Dell Latitude E5570 laptop
Pcard	Steel strapping kit
Pcard	16 Spectrum work surfaces
Pcard	8 Printers



## V. CONSENT ITEMS

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### B. Financial Management – Accounting/Investments (Continued)

#### TAX LEVY RECEIVABLE:

Through April 7, the District received tax levy payments totaling \$11,786,032.93 or 72.7% of the total levied. Last year's collection through April 7, 2016 was \$11,611,970.17 or 71.8% of the total levied. A summary of this year's collection is as follows:

<u>County</u>	<u>Total Levied</u>	<u>Total Collected</u>	<u>Percent Collected</u>
Calumet	\$193,293.95	\$136,504.05	70.6%
Columbia	\$3,626.99	\$2,373.73	65.5%
Dodge	\$3,035,472.32	\$2,136,489.36	69.6%
Fond du Lac	\$4,592,632.39	\$3,310,331.79	70.4%
Green Lake	\$1,461,724.18	\$976,084.86	66.8%
Marquette	\$20,862.48	\$14,378.62	68.9%
Sheboygan	\$5,482.30	\$4,018.06	73.3%
Washington	\$6,682,230.73	\$5,055,105.80	75.7%
Waushara	\$145,434.53	\$97,609.30	67.1%
Winnebago	<u>\$79,743.13</u>	<u>\$55,303.42</u>	69.3%
	<u>\$16,220,503.00</u>	<u>\$11,786,032.93</u>	<u>72.7%</u>

#### OTHER:

The interest rate National Exchange Bank and Trust has increased from .875% to 1.125% for March 2017.

### C. Economic Development Contracting

EWD Board Report April 2017										
Recipient	Title	Course	Revenue	Direct Cost	Net	Enrolled	FTE	Manager ID	Contract	
Agosian Healthcare	Project Management	47196470232151	\$ 1,895.57	\$ 576.48	\$ 1,319.04	10	0.07	Justman	C00000000025786	
Agosian Healthcare	Continuous Improvement Tools	476234232152	\$ 3,701.28	\$ 1,063.20	\$ 2,638.08	10	0.13	Justman	C00000000025786	
Agosian Healthcare	10% Grant Administration	108699	\$ 559.68	\$ -	\$ 559.68	0	0	Justman	C00000000025787	
Alliance Laundry Systems	Assessment Testing	109066	\$ 405.00	\$ 170.41	\$ 234.59	0	0	Goeligs	C00000000026445	
Alliance Laundry Systems	Assessment Testing	109211	\$ 405.00	\$ 163.95	\$ 241.05	0	0	Goeligs	C00000000026507	
Auto Safety Center	Intro to Automotive Lab Scopes	47602402321099	\$ 199.00	\$ 296.32	\$ (97.12)	1	0.01	Holmes	C00000000026343	
Auto Safety Center	Application to Automotive Lab Scopes	47602403321084	\$ 189.00	\$ 192.76	\$ (43.76)	1	0	Holmes	C00000000026406	
Brewer Metal Craftsmen Inc.	Understanding Diverse Thinking	47196411322999	\$ 200.00	\$ 126.51	\$ 73.49	4	0.01	Goeligs	C00000000026285	
Brewer Metal Craftsmen Inc.	10% Grant Administration	108959	\$ 20.00	\$ -	\$ 20.00	0	0	Goeligs	C00000000026287	
Buggs North Manufacturing Co	Assessment Testing	109053	\$ 447.00	\$ 209.18	\$ 237.82	0	0	Holmes	C00000000026403	
Dodge County Highway Department	Assessment Testing	109068	\$ 442.50	\$ 186.90	\$ 255.60	0	0	Justman	C00000000026467	
Fond du Lac Area Safety Council	Forklift Train the Trainer	4746040132382	\$ 297.00	\$ 62.98	\$ 234.02	14	0.02	Justman	C00000000026443	
Fond du Lac Area Safety Council	Aerial Lift Train the Trainer	4746040232383	\$ 297.00	\$ 62.98	\$ 234.02	14	0.02	Justman	C00000000026443	
Grande Cheese	Understanding Diverse Thinking	47196411322999	\$ 50.00	\$ 31.63	\$ 18.37	1	0	Goeligs	C00000000026285	
Grande Cheese	10% Grant Administration	108968	\$ 5.00	\$ -	\$ 5.00	0	0	Goeligs	C00000000026286	
Grande Cheese	Ed2Go-Grande Cheese	109217	\$ 1,023.75	\$ 31.97	\$ 991.78	0	0	Bresler	C00000000026687	
Labeland Care District	Managing Performance of Others	47196464321017	\$ 7,841.92	\$ 5,366.07	\$ 2,475.85	19	0.25	Justman	C00000000025783	
Labeland Care District	Managing Performance of Others	47196464321157	\$ 2,504.41	\$ 5,366.08	\$ -2,138.33	19	0.25	Justman	C00000000025783	
Labeland Care District	10% Grant Administration	108968	\$ 1,534.63	\$ -	\$ 1,534.63	0	0	Justman	C00000000025784	
Mayville Engineering Co Inc.	Team Leader Series	47196411321798	\$ 4,290.28	\$ 1,553.56	\$ 2,736.72	12	0.22	Goeligs	C00000000025924	
Mayville Engineering Co Inc.	10% Grant Administration	108724	\$ 429.03	\$ -	\$ 429.03	0	0	Goeligs	C00000000025943	
Mercury Marine	CNC Machining Fundamentals	47444405321799	\$ 19,003.70	\$ 8,870.10	\$ 10,133.60	12	0.8	Hall	C00000000025984	
Mercury Marine	NIMS Review	47444405321800	\$ 1,420.00	\$ 1,352.66	\$ 67.34	12	0.02	Hall	C00000000025984	
Mercury Marine	10% Grant Administration	108706	\$ 2,042.37	\$ -	\$ 2,042.37	0	0	Hall	C00000000025985	
Mercury Marine	Core Skills - Mercury	47196411322989	\$ 1,290.00	\$ 539.16	\$ 750.84	24	0.12	Hall	C00000000026245	
Mercury Marine	Core Skills - Mercury (Team A)	47196411322991	\$ 350.00	\$ 104.96	\$ 245.04	12	0.02	Hall	C00000000026245	
Mercury Marine	Core Skills - Mercury (Team B)	47196411322992	\$ 350.00	\$ 104.96	\$ 245.04	12	0.02	Hall	C00000000026245	
Mercury Marine	Core Skills - Mercury	47196411322988	\$ 1,260.00	\$ 520.50	\$ 739.50	21	0.11	Hall	C00000000026449	
Mercury Marine	Core Skills - Mercury (Team A)	47196411322997	\$ 350.00	\$ 104.96	\$ 245.04	11	0.02	Hall	C00000000026449	
Mercury Marine	Core Skills - Mercury (Team B)	47196411322998	\$ 350.00	\$ 104.96	\$ 245.04	10	0.02	Hall	C00000000026449	
National Rivet	Assessment Testing	109119	\$ 370.50	\$ 187.93	\$ 182.57	0	0	Goeligs	C00000000026487	
Quest Engineering Inc	Complete Professional MS Excel 2013 Series	4710344632246	\$ 379.00	\$ 290.08	\$ 88.92	1	0.02	Justman	C00000000026129	
Quest Engineering Inc	MS Excel 2013 Level 1	47103446322443	\$ 339.00	\$ 97.69	\$ 41.31	1	0.01	Justman	C00000000026129	
Quest Engineering Inc	MS Excel 2013 Level 2	47103446322444	\$ 339.00	\$ 96.19	\$ 42.81	1	0.01	Justman	C00000000026129	
Seneca Foods Corporation	Leading Others Series	47196411321533	\$ 6,049.46	\$ 3,751.11	\$ 2,298.35	8	0.13	Justman	C00000000025765	
Seneca Foods Corporation	10% Grant Administration	108627	\$ 604.95	\$ -	\$ 604.95	0	0	Justman	C00000000025766	
Seneca Foods Corporation	Supervisor 101	47196464321534	\$ 3,174.54	\$ 1,927.05	\$ 3,247.49	9	0.38	Justman	C00000000025788	
Seneca Foods Corporation	10% Grant Administration	108707	\$ 517.45	\$ -	\$ 517.45	0	0	Justman	C00000000025803	
Seneca Foods Corporation	Heatsaver First Aid/CPR/AED	47531465322008	\$ 397.50	\$ 284.26	\$ 113.24	10	0.03	Justman	C00000000026323	
Significant	Welding Structural Welding Certification	47448241532321	\$ 800.00	\$ 302.11	\$ 497.89	4	0.03	Goeligs	C00000000026423	
Slinger School District	Boaching for Stellar Service	47196463322771	\$ 1,287.00	\$ 662.93	\$ 624.07	9	0.03	Justman	C00000000026164	
<b>Totals:</b>			<b>\$ 73,971.47</b>	<b>\$ 34,582.39</b>	<b>\$ 39,389.08</b>	<b>262</b>	<b>2.35</b>			

## V. CONSENT ITEMS

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**D. Proposed 2017-18 Instructional Program Changes**  
**1) Approval of Local Certificate Proposal – Chiropractic Technician Certificate (97-546-2)**

**Proposed Components:**

Program Name: Chiropractic Technician Certificate

Program Number: 97-546-2

Effective for the 2017-2018 academic year

**Proposed Coursework:**

<b>Chiropractic Technician Certificate (97-546-2)</b>		
<b>PROPOSED: 2017-2018 Curriculum</b>		
<b>Course #</b>	<b>Title</b>	<b>Cr.</b>
546-124	Chiropractic Technician	3
546-128	Chiropractic Radiographic Technician	3
<b>Total Credits</b>		<b>6</b>

**Rationale:** This is a new certificate replacing the suspended Chiropractic certificates that included many credits that are no longer required for certification. The two courses in this new certificate will allow students to earn both the Chiropractic Technician and Chiropractic Radiographic Technician state certifications needed for employment in a Chiropractic office. The two courses are also part of the Health and Wellness program and can be utilized toward completion of that degree. Single course takers, not desiring to earn a technical diploma or associate degree, may choose to complete a single course to apply for state certification.

**Resources Required:** There are no additional resources needed for this certificate.

## V. CONSENT ITEMS

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### **SUGGESTED MOTION – PRESIDENTIAL PARAMETERS, CONSENT ITEMS**

***I move that the Moraine Park Technical College District Board approve the following presidential parameter consent items as presented:***

- 1. Employment;***
- 2. Financial Management – Accounting/Investments;***
- 3. Economic Development Contracting; and***

***that the bills for the month of March be approved and payments are authorized, ordered, and confirmed; and that the Local Certificate Proposal for the Chiropractic Technician Certificate be approved as presented, and to continue with the Certificate Implementation phase of the Certificate Development Process effective for the 2017-18 academic year.***

Roll call vote:

\_\_\_\_\_ Zeratsky  
\_\_\_\_\_ Staral  
\_\_\_\_\_ Fields  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Krueger  
\_\_\_\_\_ Prill  
\_\_\_\_\_ Lloyd  
\_\_\_\_\_ Miller

## VI. ACTION ITEMS

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### A. Adoption of Resolution of Appreciation – Judy Lux

#### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board adopt the following resolution commending Judy Lux for her dedication and service to the Moraine Park Technical College District:***

WHEREAS, Judy Lux has served as a Moraine Park Technical College District Board member since July 1, 2014; and

WHEREAS, she has represented the District as an Additional Member; and

WHEREAS, she has promoted technical and adult education in order to meet the educational and training needs of the District's citizens.

NOW, THEREFORE BE IT RESOLVED, that the Moraine Park Technical College District Board expresses its sincere appreciation to Judy Lux; and

BE IT FURTHER RESOLVED, that on behalf of the citizens of the District, the Board and the College's staff wish to express their gratitude to Judy Lux for her loyal service, leadership, and friendship.

## VI. ACTION ITEMS

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### B. Approval of Retirements

The following employees have informed the College that they will be retiring from the Moraine Park District:

<u>Employee</u>	<u>Title</u>	<u>Effective Date</u>	<u>Date Hired</u>
Janet Kohlwey	Academic Advisor	05/02/17	03/02/09
Anne Millane	Student Affairs Grant Coordinator	06/30/17	09/28/15

### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board accept the retirements of Janet Kohlwey and Anne Millane:***

These employees have proven to be a very dedicated, cooperative, and hard-working employees of Moraine Park Technical College. The Board hereby accepts their retirements and expresses sincere appreciation for their many contributions and years of service. The Board also wishes to express its appreciation on behalf of the citizens of the Moraine Park District.

## VI. ACTION ITEMS

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### C. **Approval of 2017-18 Economic and Workforce Development and Community Training Contracting Rates**

The following information is being presented for the purpose of District Board monitoring of their Desired Outcomes Policy, #1TFT0200, Educate for Employment – Economic Development and Community Outreach Contracting.

District Board policy permits the College to enter into contracts to provide educational services to public and private educational institutions, federal and state agencies, local governmental bodies, and industries and businesses. These training efforts link the College's resources, including instructional/technical expertise and equipment, to District enterprises. As a result, innovative partnerships with business, industry, and other agencies are encouraged.

The contracts developed are designed to recover direct costs and a percentage of indirect costs associated with the training and services provided. Contracts for services must be reviewed and approved by the Moraine Park Technical District Board; therefore, the rates associated with this type of contracting are reviewed annually.

The proposed 2017-2018 economic development contract rates are included. Changes from 2017-2018 have been highlighted. Comparisons to the other 15 colleges were included in the analysis. Recommended changes are in line with those of the majority of WTCS colleges across the state.

The proposed contracting rates were developed by the Economic and Workforce Development Business Representatives and Management. If approved, these rates will become effective June 1, 2017 through May 31, 2018.

### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board approve the 2017-18 Economic and Workforce Development and Community Training contracting rates as presented.***

## VI. ACTION ITEMS

### C. Approval of 2017-18 Economic and Workforce Development and Community Training Contracting Rates (Continued)

#### Proposed Changes from 2016-2017 to 2017-2018 Rates

Category		2016-2017 Rate	2017-2018 Rate	Approx. % Change	Rationale
Cancellation Policy	Modify cancellation fee timeframe	100% day of, 25% within 10 business days	100% within 5 business days		Cost recovery and staff utilization
Cancellation Policy	Addition of a reschedule fee		For reschedules within 10 business days, one free per academic year, remainder assessed at 25% of planned contract cost		Cost recovery and staff utilization
Special Rates	Bloodborne Pathogens	\$105.00	\$110.00	4,76%	Cost recovery
Special Rates	CPR/First Aid	\$105.00	\$110.00	4.76%	Cost recovery
Special Rates	Debrillator/AED	\$105.00	\$110.00	4.76%	Cost recovery
Special Rates	Special Care Procedures	\$105.00	\$110.00	4.76%	Cost recovery
Special Rates	Skills Assessment	\$105.00	\$110.00	4.76%	Cost recovery
Safety	Fire Extinguisher	\$129.00	\$135.00	4.65%	Cost recovery
High School	On campus indirect rate in item 4	36.18%	37.85%		Modify to updated 2017-18 rates

#### Proposed Contract Rates Effective June 1, 2017 through May 31, 2018

##### Customized Instruction and Technical Assistance Rates per Hour

In-District	Base Rate: \$175 Tier 1: \$198 Tier 2: \$225
Out-of-District	Base Rate: \$198 Tier 1: \$210 Tier 2: \$245
Out-of-State	Base Rate: \$210 Tier 1: \$225 Tier 2: \$260

All training of 2 hours or less per day will be charged a 25% surcharge in addition to the customized training rate utilized.



## VI. ACTION ITEMS

### C. **Approval of 2017-18 Economic and Workforce Development and Community Training Contracting Rates (Continued)**

#### Cancellation and Reschedule Policy

If a training agreement is cancelled or rescheduled after it has been signed, it may be subject to the following charges:

- Curriculum and/or instructional preparation cost incurred
- All costs for ordered materials/textbooks, including any associated restocking fees
- If cancelled within five (5) business days of the scheduled training, a fee of 100% of the contract price will be assessed.
- Companies will be allowed one reschedule within ten (10) business days of training per year at no charge. Reschedules in excess of one per academic year will be assessed a fee of 25% of the contract price.

Mileage will be charged for out-of-district and out-of-state contracts based upon approved MPTC reimbursement rates from the instructor's base campus location.

\*Note: All rates assume one instructor per session. Any variation of this will be quoted separately.

#### Special Rates

Mobile Computer Lab Tear Down/Set Up	\$25 per person flat fee
Health Care off site lab set up/tear down	\$35 per hour fee
WAT Grant Administrative Fee	10% of Total Project
Curriculum Development	Base Rate
Organizational Development Assessment/Consultation	\$250 per hour
Individual Coaching –	
• Executive Coaching	\$250 per hour
• Career and Performance Coaching	Tier 1
Online/Blended Learning Platform – 3 <sup>rd</sup> party	Provider fee
Online/Blended Learning Platform (MPTC LMS)	\$45 per person
Six Sigma -	
• Six Sigma Green Belt	\$3,900 per person
• Six Sigma Black Belt	\$1,900 per person
• Blended Green Belt	\$3,900 per person
STRAT	\$5,000 per person
STRAT – out of district delivery	\$6,000 per person

## VI. ACTION ITEMS

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### C. Approval of 2017-18 Economic and Workforce Development and Community Training Contracting Rates (Continued)

Bloodborne Pathogens	\$110.00 per hour
CPR/First Aid	\$110.00 per hour
CPR Helper	\$30.00 per hour
Defibrillation/AED	\$110.00 per hour
Emergency Care Procedures	\$110.00 per hour
Skills Test Assessment	\$110.00 per hour
Burn Trailer* (on campus)	\$154.00 per hour
Fire Extinguisher*	\$135.00 per hour
*Plus replacement of fuel/material	

Nursing Assistant (Maximum of 10 students per course)	\$6,750 per course plus books and application fee per person
Application fee (as required) per student	Per college pricing

#### High School Credit Course Pricing

Classes offered in contract with the high schools will follow the following criteria:

1. All classes will be charged at standard rates, as defined above, unless funded by the high school general fund budget. If the high school general fund budget is utilized, discounted rates as outlined below in items 2 – 4 will apply.
2. Classes held at the high school (or IVC) with an MPTC instructor are charged tuition per student, if all direct costs (salary/fringe), material fees and 10% indirect are covered. If those costs are not covered, the class will be cancelled or the balance will be paid by the school district. Student expenses for books will be charged separately.
3. Students stacked in existing MPTC classes that meet existing minimums to run are charged tuition, material fees plus a \$45 student fee for Learning Management System provider fees where applicable. Student expenses for books will be charged separately.
4. High school classes held on MPTC campuses with an MPTC instructor are charged tuition if all direct costs (salary/fringe), material fees and 37.85% indirect are covered. If those costs are not covered the class will be cancelled or the balance will be paid by the school district. Student expenses for books will be charged separately.

#### Modification of Rate

Exceptions to this rate schedule must be approved by the Vice President of Academics or the Dean of Economic and Workforce Development. This may include reductions in cost recovery or increases for special project or program pricing.

## VI. ACTION ITEMS

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### C. Approval of 2017-18 Economic and Workforce Development and Community Training Contracting Rates (Continued)

#### History of MPTC (In-District) Contract Rates

Year	In-District Rates	Approx. % of Change
2016-2017	\$175 - \$225	6% - 0%
2015-2016	\$165 - \$225	0% - 4.08%
2014-2015	\$165 - \$220	3.1%
2013-2014	\$160 - \$220	0%
2012-2013	\$160 - \$220	0% - 2.33%
2011-2012	\$160 - \$215	1.27% - 3.37%
2010-2011	\$158 - \$208	1.9%
2009-2010	\$155	3.3%

## VI. ACTION ITEMS

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### D. Approval of Faculty Contract Renewals

The following information is being presented for the purpose of District Board monitoring of their Presidential Parameter Policy, #4HEE0100, Employment.

In accordance with Wisconsin Statute 118.22 – Renewal of Teacher Contracts, on or before May 15 of the school year during which a teacher holds a contract, the Board by which the teacher is employed, at the direction of the Board, shall give the teacher written notice of renewal or refusal to renew his/her contract for the ensuing school year. If no such notice is given on or before May 15, the contract then in force shall continue for the ensuing school year.

A teacher who receives a notice of renewal of a contract for the ensuing school year, or a teacher who does not receive a notice of renewal or refusal to renew his/her contract for the ensuing school year on or before May 15, shall accept or reject, in writing, such contract no later than the following June 15.

Instructional personnel with 2016-17 regular contracts are listed on the following page(s). It is recommended that these individuals be issued new contracts for the 2017-18 contract year.

Moraine Park hiring standards for instructional personnel include educational and occupational experience standards in compliance with Faculty Quality Assurance System, Higher Learning Commission and state and federal licensing/accreditation standards. Thirty-three of the instructional personnel to be issued new contracts do not currently meet the educational standards for their program; therefore, their 2017-18 contract will contain a clause confirming their obligation to meet those standards in a timely manner.

### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board extend contracts for instructional staff, as listed, for the 2017-18 school year.***

Roll call vote:

\_\_\_\_\_ Staral  
\_\_\_\_\_ Zeratsky  
\_\_\_\_\_ Fields  
\_\_\_\_\_ Krueger  
\_\_\_\_\_ Prill  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Lloyd  
\_\_\_\_\_ Miller

<u>Last Name</u>	<u>First Name</u>	<u>Last Name</u>	<u>First Name</u>
Andersen	Amy	Harmsen	Amy
Bandler	Mary	Harn	Teresa
Barfield	Joan	Hayes	Emily
Bartelt	Todd	Henderleiter	Steve
Bau	Linda	Henschel	Angela
Bauer	Janet	Herrera	April
Beach	Jeffrey	Heyrman	Robert
Beaman	Amy	Hodgen	Bree
Bernhard	Cynthia	Hokenson	James
Blankenheim	Brian	Jacob	Pamela
Block	David	Jacques	Danielle
Bosch	Cathryn	Klostermann	Dwane
Bouchard	Eileen	Krug	Robert
Boyle-Gustavus	Jeanette	Kutz	Carrie
Braatz	Kimberly	Kwiecinski	Paul
Brown	Barbara	Leichtfuss	Rebecca
Bruegman-May	Karrie	Lotto	Julienne
Campopiano	Ronald	Luby	Andrew
Carnahan	Kenneth	Madison	Gloria
Chojnacki	Sarah	Martin	Heidi
Christianson	Wendy	Maurer	Jeremy
Clark	Larry	May	Margaret
Cook	Danielle	McAfee	Shawn
Cordell	Tina	McLean	Elizabeth
Corrente	Francesco	Meihack	Annette
Daniels	James	Meltz	Edward
DeGroot	Kerry	Mengert	Michele
Desiderio	Joseph	Metz	Stephen
Dilling	Julie	Moy	Timothy
Dobogai	Andrea	Mueller	Kathy
Dolinar	Jodie	Mueller	Kimberly
Donohue	Karla	Mullane	Rebecca
Endejan	Thomas	Murre Wolf	Stephanie
Esposito	Nancy	Nelson	Vicki
Evenson	Heather	Niemuth	Troy
Ewoldt	Melissa	Ninmer	Sarah
Falter	Joan	Oliva	Iolanda
Ferguson	Lisa	Olson	James
Fields	Bobbi	Olson	Kim
Flaherty	Timothy	Pagenkopf	Scott
Forcica	Bruce	Pahlow	Daniel
Freund	Tammy	Paradies	Anne
Garofalo	Dominic	Paruch	Ryan
Geschke	Joshua	Paul	Aaron
Giacomini	Danyel	Peartree	Jay
Gloede	John	Pusch	Nancy
Gruss	Jeffery	Quackenboss	Jeffrey
Gyorfy	James	Reese	Anthony
Habeck	Craig	Repp-Butzke	Nicole
Halter	Joseph	Rodriguez	Melissa

<u>Last Name</u>	<u>First Name</u>
Roehl	Thomas
Roehrig	Rhonda
Rommelfanger	Grace
Rymer	Mark
Schaefer	Brenda
Schatz	Christopher
Scheuermann	Mary
Schmidt	Mark
Schmitz	Debra
Schneider	Mary
Schnettler	Scott
Schoeller	Kelly
Schoener	Jacqueline
Schuh	Deborah
Schwanz	Craig
Scott	Stephanie
Seidel	Craig
Seidl	Nichol
Shafaie	Kelly
Shulman	Tirza
Sibilski	Joseph
Simmers	James
Sonnleitner	Jeffrey
Spieth	Margaret
Stueber	Jeffrey
Tease	Rachel
Ternes	Jeffrey
Turner	Brian
VanDemark	Kathleen
VanKirk	Jerome
Vogl-Rauscher	Mary
Vonau	Jeffrey
Wamsley	Mark
Ward	Thomas
Watry	Gary
Weber	Rachel
Werner	Marla
Wilkens	Terri
Woolridge	Douglas
Yoon	Elizabeth
Zautner	Michelle
Ziebell	Eric
Zimdahl	Thomas
Zingsheim	Lois

## VI. ACTION ITEMS

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### E. Approval of Bid

#### 1) Upper A-Building Remodel, Fond du Lac Campus

The District proposes to begin construction on the Upper A-Building Remodel on the Fond du Lac Campus in accordance with Moraine Park's 2016-19 Three-Year Facilities Plan. The Basic Education Department is in need of renovation to meet the needs of the programmatic areas. The Student Success Center, HSAP classroom, the ELL classroom and lab, and Disability Resources lab are all being renovated to meet today's instruction demands/standards. The plan also includes a consolidation of faculty office space, study/collaborative rooms, fire protection coverage for the adjacent ramp, and a restroom remodel.

Class II bid notices were placed in District newspapers to make contractors aware of the project, and bids were opened on April 4, 2017.

The proposed work is scheduled to begin in early June of 2017, with completion scheduled for December 2017. The total budget for this project is \$1,300,000. The current cost breakdown is as follows:

Construction Costs:	\$1,140,295
Contingency (5%):	58,500
Architectural Fees:	<u>101,200</u>
Total:	\$1,299,995

It is recommended that the following bid be accepted:

Capelle Bros & Diedrich:	
Base Bid:	\$ 916,450
Alternates #1,2,4,6 & 9:	<u>223,845</u>
Bid Total:	\$1,140,295

### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board accept the following low bid for the Fond du Lac Upper A-Building Remodel project: Contract No. 1 to Capelle Bros. & Diedrich in the amount of \$1,140,295; and, further, that the President be authorized to proceed with this project.***

Roll call vote:

\_\_\_\_\_ Lloyd  
\_\_\_\_\_ Zeratsky  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Staral  
\_\_\_\_\_ Fields  
\_\_\_\_\_ Prill  
\_\_\_\_\_ Krueger  
\_\_\_\_\_ Miller





## VI. ACTION ITEMS

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### E. Approval of Bid 2) Health Sciences Remodel, West Bend Campus

The District proposes to begin construction on the Health Sciences Remodel on the West Bend campus in accordance with Moraine Park's 2016-19 Three-Year Facilities Plan. This project is designed to meet accreditation standards for the Medical Assistant and the Health & Wellness programs. Further, the Medical Assistant Program will now have comparable space to the Fond du Lac Campus with the addition of an exam room. Electrical needs will be provided as part of the project to run the equipment necessary for the Health & Wellness Program.

Class II bid notices were placed in District newspapers to make contractors aware of the project, and bids were opened on March 30, 2017.

The proposed work is scheduled to begin in early June of 2017, with completion scheduled for August 2017. The total budget for this project is \$100,000. The current cost breakdown is as follows:

Construction Costs:	\$73,893
Contingency (5%):	5,000
Architectural Fees:	<u>21,100 (Hourly/NTE)</u>
Total:	\$99,983

It is recommended that the following bid be accepted:

Cardinal Construction:	
Base Bid:	\$22,496
Alternates #1 & 3-6:	<u>51,397</u>
Bid Total:	\$73,893

### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board accept the following low bid for the West Bend Health Sciences Remodel project: Contract No. 1 to Cardinal Construction in the amount of \$73,893; and, further, that the President be authorized to proceed with this project.***

Roll call vote:

\_\_\_\_\_ Krueger  
\_\_\_\_\_ Zeratsky  
\_\_\_\_\_ Fields  
\_\_\_\_\_ Lloyd  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Prill  
\_\_\_\_\_ Staral  
\_\_\_\_\_ Miller

bid recording sheet  
 Fond du Lac Campus - Health Sciences Remodel  
 Moraine Park Technical College  
 Bid Due Date March 20, 2017 @ 1pm CST Location: A-112

CONTRACTOR	ID Security		Acknowledge Alternative		BASE BID	Alternate #1 Add Exam Room L 102e	Alternate #2 Add Storage Room L 102a and Exam Room L 102b	Alternate #3 Add carpet tile and vinyl base in Classroom L 101	Alternate #4 Add rubber flooring in Lab Room L 102 9'x4' PVC flooring	Alternate #5 Add southwest covekick in Lab Room L 102	Alternate #6 Add southeast covekick in Lab Room L 102	Alternate #7 Add borrowed tile BL, L 102e	Alternate #8 Add borrowed tile BL, L 102e	Alternate #9 Add Translucent privacy film at rooms L 102 and L 102e	TOTAL
	YES	NO	YES	NO											
Carroll Bros. & Diercks	YES	YES			\$ 21,830.00	\$ 25,180.00	\$ 20,220.00	\$ 4,700.00	\$ 3,300.00	\$ 4,600.00	\$ 4,300.00	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$ 74,810.00
Carroll Construction	YES	YES			\$ 22,656.00	\$ 26,224.00	\$ 21,110.00	\$ 4,100.00	\$ 3,355.00	\$ 4,600.00	\$ 3,850.00	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$ 75,465.00
															\$ -
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11/1/2016

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## VI. ACTION ITEMS

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### F. **Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B**

The District Board, at the March 15 meeting, adopted Resolution 17-03 authorizing the issuance and setting the sale of general obligation promissory notes. The District intends to issue \$2,485,000 of General Obligation Promissory Notes under the resolution to include in the amount of \$1,300,000 for the public purpose of financing the building remodeling of the Upper A facilities at the Fond du Lac Campus, \$185,000 in other remodeling projects, and \$1,000,000 for the public purpose of financing the acquisition of movable equipment. Bids for this note sale are being accepted on April 19, 2017, and will be presented at the April 19 District Board meeting for review and approval.

Additional materials in the form as necessary, and legal documents required to execute the sale, will be available that evening. Mr. John St. Peter, as the Board's attorney, is working with the legal counsel of Quarles and Brady to prepare all relevant documents.

### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board adopt the following resolution approving the award of bid and authorizing the sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B.***

Roll call vote:

\_\_\_\_\_ Jung  
\_\_\_\_\_ Fields  
\_\_\_\_\_ Krueger  
\_\_\_\_\_ Prill  
\_\_\_\_\_ Lloyd  
\_\_\_\_\_ Staral  
\_\_\_\_\_ Zeratsky  
\_\_\_\_\_ Miller

WHEREAS, on March 15, 2017, the District Board of the Moraine Park Technical College District, Wisconsin (the "District") adopted a resolution (the "Authorizing Resolution") which authorized the issuance of General Obligation Promissory Notes, Series 2016-17B (the "Notes") in the amount of \$1,485,000 for the public purpose of financing building remodeling and improvement projects and in the amount of \$1,000,000 for the public purpose of financing the acquisition of movable equipment (collectively, the "Project");

## VI. ACTION ITEMS

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**F. Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

WHEREAS, the District caused Notices to Electors to be published in the Daily News on March 21, 2017, the Daily Citizen on March 22, 2017 and The Reporter on March 24, 2017 giving notice of adoption of the Authorizing Resolution, identifying where and when the Authorizing Resolution could be inspected, and advising electors of their right to petition for a referendum on the question of the issuance of general obligation promissory notes to finance building remodeling and improvement projects and the acquisition of movable equipment within thirty (30) days of publication of the Notices with respect to the Project;

WHEREAS, no petition for referendum has been filed with the District and the time to file such a petition expires on April 24, 2017;

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 April 19, 2017;

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 of the District 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.

## VI. ACTION ITEMS

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**F. Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

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 TWO MILLION FOUR HUNDRED EIGHTY-FIVE THOUSAND DOLLARS (\$2,485,000) 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 a referendum is filed by April 24, 2017 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 retained by the District Treasurer and 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 2016-17B"; shall be issued in the aggregate principal amount of \$2,485,000; shall be dated May 10, 2017; 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, 2017. 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, 2025 and thereafter shall be subject to redemption prior to maturity, at the option of the District, on April 1, 2024 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.

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.

## VI. ACTION ITEMS

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### F. **Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

#### 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 2017 through 2026 for payments due in the years 2017 through 2027 in the amounts set forth on the Schedule. The amount of tax levied in the year 2017 shall be the total amount of debt service due on the Notes in the years 2017 and 2018; 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 2017.

(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 2017 as set forth on the Schedule.

#### Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There 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.

## VI. ACTION ITEMS

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### F. **Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for \$2,485,000 General Obligation Promissory Notes, Series 2016-17B, dated May 10, 2017" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. The District Treasurer shall deposit in 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.

## VI. ACTION ITEMS

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### F. **Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

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 separate and distinct from all other funds of the District and disbursed solely for the purpose or purposes for which borrowed or for the payment of the principal of and the interest on the Notes. 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.



## VI. ACTION ITEMS

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### F. **Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

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 Associated Trust Company, National Association, Green Bay, Wisconsin, which is hereby appointed as the District's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The Fiscal Agency Agreement between the District and the Fiscal Agent shall be substantially in the form attached hereto as Exhibit F and incorporated herein by this reference.

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.

## VI. ACTION ITEMS

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### F. **Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

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.

## VI. ACTION ITEMS

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### F. **Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

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.

## VI. ACTION ITEMS

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**F. Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

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 April 19, 2017.

\_\_\_\_\_  
Michael R. Miller  
Chairperson

ATTEST:

\_\_\_\_\_  
Lowell J. Prill  
Secretary

(SEAL)

## VI. ACTION ITEMS

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**F. Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

EXHIBIT A

Official Notice of Sale

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

(See Attached)

EXHIBIT B

Bid Tabulation

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

(See Attached)

EXHIBIT C

Winning Bid

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

(See Attached)

## VI. ACTION ITEMS

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**F. Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

EXHIBIT D-1

Pricing Summary

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

(See Attached)

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

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

(See Attached)

## VI. ACTION ITEMS

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### F. Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)

#### EXHIBIT E

(Form of Note)

REGISTERED	UNITED STATES OF AMERICA	DOLLARS
	STATE OF WISCONSIN	
NO. R-____	MORAINÉ PARK TECHNICAL COLLEGE DISTRICT	\$_____
	GENERAL OBLIGATION PROMISSORY NOTE,	
	SERIES 2016-17B	

MATURITY DATE:	ORIGINAL DATE OF ISSUE:	INTEREST RATE:	CUSIP:
April 1, _____	May 10, 2017	____%	_____

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: \_\_\_\_\_ THOUSAND DOLLARS (\$\_\_\_\_\_)

FOR VALUE RECEIVED, the Moraine Park Technical College District, 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, 2017 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by Associated Trust Company, National Association, Green Bay, Wisconsin (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

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

## VI. ACTION ITEMS

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### **F. Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

This Note is one of an issue of Notes aggregating the principal amount of \$2,485,000, 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 purposes of financing building remodeling and improvement projects (\$1,485,000) and the acquisition of movable equipment (\$1,000,000), as authorized by resolutions adopted on March 15, 2017 and April 19, 2017. Said resolutions are recorded in the official minutes of the District Board for said dates.

The Notes maturing on April 1, 2025 and thereafter are subject to redemption prior to maturity, at the option of the District, on April 1, 2024 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 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.



## VI. ACTION ITEMS

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### **F. Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

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 Notes 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.

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

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

IN WITNESS WHEREOF, the Moraine Park Technical College District, 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.

MORAINÉ PARK TECHNICAL COLLEGE DISTRICT, WISCONSIN

By: \_\_\_\_\_  
Michael R. Miller  
Chairperson

(SEAL)

By: \_\_\_\_\_  
Lowell J. Prill  
Secretary

## VI. ACTION ITEMS

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### **F. Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

Date of Authentication: \_\_\_\_\_, \_\_\_\_\_

#### CERTIFICATE OF AUTHENTICATION

This Note is one of the Notes of the issue authorized by the within-mentioned resolutions of the Moraine Park Technical College District, Wisconsin.

ASSOCIATED TRUST COMPANY,  
NATIONAL ASSOCIATION,  
GREEN BAY, WISCONSIN

By \_\_\_\_\_  
Authorized Signatory

## VI. ACTION ITEMS

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**F. Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

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)

## VI. ACTION ITEMS

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- F. Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

EXHIBIT F

Fiscal Agency Agreement

(See Attached)

## VI. ACTION ITEMS

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### F. **Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

#### FISCAL AGENCY AGREEMENT

THIS AGREEMENT, made as of the 10th day of May, 2017 between the Moraine Park Technical College District, Wisconsin (the "Municipality"), and Associated Trust Company, National Association, Green Bay, Wisconsin (the "Fiscal Agent").

#### WITNESSETH:

WHEREAS, the Municipality has duly authorized the issuance of its \$2,485,000 General Obligation Promissory Notes, Series 2016-17B, dated May 10, 2017 (the "Obligations") pursuant to the applicable provisions of the Wisconsin Statutes and resolutions adopted on March 15, 2017 and April 19, 2017 (collectively, the "Resolution"); and

WHEREAS, the Municipality is issuing the Obligations in registered form pursuant to Section 149 of the Internal Revenue Code of 1986, as amended, and applicable Treasury Regulations promulgated thereunder; and

WHEREAS, pursuant to the Resolution and Section 67.10(2), Wisconsin Statutes the Municipality has authorized the appointment of the Fiscal Agent as agent for the Municipality for any or all of the following responsibilities: payment of principal and interest on, registering, transferring and authenticating the Obligations as well as other applicable responsibilities permitted by Section 67.10(2), Wisconsin Statutes.

NOW, THEREFORE, the Municipality and the Fiscal Agent hereby agree as follows:

#### I. APPOINTMENT

The Fiscal Agent is hereby appointed agent for the Municipality with respect to the Obligations for the purpose of performing such of the responsibilities stated in Section 67.10(2), Wisconsin Statutes, as are delegated herein or as may be otherwise specifically delegated in writing to the Fiscal Agent by the Municipality.

#### II. INVESTMENT RESPONSIBILITY

The Fiscal Agent shall not be under any obligation to invest funds held for the payment of interest or principal on the Obligations.

## VI. ACTION ITEMS

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### F. **Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

#### III. PAYMENTS

At least one business day before each interest payment date (commencing with the interest payment date of October 1, 2017 and continuing thereafter until the principal of and interest on the Obligations should have been fully paid or prepaid in accordance with their terms) the Municipality shall pay to the Fiscal Agent, in good funds immediately available to the Fiscal Agent on the interest payment date, a sum equal to the amount payable as principal of, premium, if any, and interest on the Obligations on such interest payment date. Said interest and/or principal payment dates and amounts are outlined on Schedule A which is attached hereto and incorporated herein by this reference.

#### IV. CANCELLATION

In every case of the surrender of any Obligation for the purpose of payment, the Fiscal Agent shall cancel and destroy the same and deliver to the Municipality a certificate regarding such cancellation. The Fiscal Agent shall be permitted to microfilm or otherwise photocopy and record said Obligations.

#### V. REGISTRATION BOOK

The Fiscal Agent shall maintain in the name of the Municipality a Registration Book containing the names and addresses of all owners of the Obligations and the following information as to each Obligation: its number, date, purpose, amount, rate of interest and when payable. The Fiscal Agent shall keep confidential said information in accordance with applicable banking and governmental regulations.

#### VI. INTEREST PAYMENT

Payment of each installment of interest on each Obligation shall be made to the registered owner of such Obligation whose name shall appear on the Registration Book at the close of business on the 15th day of the calendar month next preceding each interest payment date and shall be paid by check or draft of the Fiscal Agent mailed to such registered owner at his address as it appears in such Registration Book or at such other address as may be furnished in writing by such registered owner to the Fiscal Agent.

#### VII. PAYMENT OF PRINCIPAL AND NOTICE OF REDEMPTION

(a) Principal Payments. Principal shall be paid to the registered owner of an Obligation upon surrender of the Obligation on or after its maturity or redemption date.

## VI. ACTION ITEMS

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### F. **Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

(b) Official Notice of Redemption. In the event the Municipality exercises its option to redeem any of the Obligations, the Municipality shall, at least 35 days prior to the redemption date, direct the Fiscal Agent to give official notice of such redemption by sending an official notice thereof by registered or certified mail, facsimile transmission, overnight express delivery, electronic transmission or in any other manner required by The Depository Trust Company at least 30 days but not more than 60 days prior to the date fixed for redemption to the registered owner of each Obligation to be redeemed in whole or in part at the address shown in the Registration Book. Such official notice of redemption shall be dated and shall state (i) the redemption date and price; (ii) an identification of the Obligations to be redeemed, including the date of original issue of the Obligations; (iii) that on the redemption date the redemption price will become due and payable upon each such Obligation or portion thereof called for redemption, and that interest thereon shall cease to accrue from and after said date; and (iv) the place where such Obligations are to be surrendered for payment of the redemption price, which place of payment shall be the principal office of the Fiscal Agent

(c) Additional Notice of Redemption. In addition to the official notice of redemption provided in (b) above, further notice of any redemption shall be given by the Fiscal Agent on behalf of the Municipality to the Municipal Securities Rulemaking Board and The Depository Trust Company of New York, New York but neither a defect in this additional notice nor any failure to give all or any portion of such additional notice shall in any manner defeat the effectiveness of a call for redemption.

Each further notice of redemption given hereunder shall be sent at least 30 days before the redemption date by registered or certified mail, overnight delivery service, facsimile transmission or email transmission and shall contain the information required above for an official notice of redemption.

(d) Redemption of Obligations. The Obligations to be redeemed shall be selected by the Municipality and, within any maturity, shall be selected by lot by the Depository described in Section VIII hereof. The Obligations or portions of Obligations to be redeemed shall, on the redemption dates, become due and payable at the redemption price therein specified, and from and after such date such Obligations or portions of Obligations shall cease to bear interest. Upon surrender of such Obligations for redemption in accordance with the official notice of redemption, such Obligations shall be paid by the Fiscal Agent at the redemption price. Installments of interest due on or prior to the redemption date shall be payable as herein provided for payment of interest. Upon surrender for any partial redemption of any Obligation, there shall be prepared for the registered owner a new Obligation or Obligations of the same maturity in the amount of the unpaid principal. Each check or other transfer of funds issued in payment of the redemption price of Obligations being redeemed shall bear the CUSIP number identifying, by issue and maturity, the Obligations being redeemed with the proceeds of such check or other transfer.

## VI. ACTION ITEMS

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### F. **Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

#### VIII. UTILIZATION OF THE DEPOSITORY TRUST COMPANY

The Depository Trust Company's Book-Entry-Only System is to be utilized for the Obligations. The Fiscal Agent, as agent for the Municipality, agrees to comply with the provisions of The Depository Trust Company's Operational Arrangements, as they may be amended from time to time referenced in the Blanket Issuer Letter of Representations executed by the Municipality. The provisions of the Operational Arrangements and this Section VIII supersede and control any and all representations in this Agreement.

#### IX. OBLIGATION TRANSFER AND EXCHANGE

The Fiscal Agent shall transfer Obligations upon presentation of a written assignment duly executed by the registered owner or by such owner's duly authorized representative. Upon such a transfer, new registered Obligation(s) of the same maturity, in authorized denomination or denominations in the same aggregate principal amount for each maturity shall be issued to the transferee in exchange therefor, and the name of such transferee shall be entered as the new registered owner in the Registration Book. No Obligation may be registered to bearer. The Fiscal Agent may exchange Obligations of the issue for a like aggregate principal amount of Obligations of the same maturity if in authorized whole multiples of \$5,000.

The Obligations shall be numbered R-1 and upward. Upon any transfer or exchange, the Obligation or Obligations issued shall bear the next highest consecutive unused number or numbers.

The Municipality shall cooperate in any such transfer, and the appropriate officers of the Municipality are authorized to execute any new Obligation or Obligations necessary to effect any such transfer.

#### X. AUTHENTICATION, IF REQUIRED

The Fiscal Agent shall sign and date the Certificate of Authentication, if any, on each Obligation on the date of delivery, transfer or exchange of such Obligation. The Fiscal Agent shall distribute and/or retain for safekeeping the Obligations in accordance with the direction of the registered owners thereof.

#### XI. STATEMENTS

The Fiscal Agent shall furnish the Municipality with an accounting of interest and funds upon reasonable request.

#### XII. FEES

The Municipality agrees to pay the Fiscal Agent fees for its services hereunder in the amounts set forth on Schedule B hereto.



## VI. ACTION ITEMS

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### F. **Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

#### XIII. MISCELLANEOUS

(a) Nonpresentment of Checks. In the event the check or draft mailed by the Fiscal Agent to the registered owner is not presented for payment within five years of its date, then the monies representing such nonpayment shall be returned to the Municipality or to such board, officer or body as may then be entitled by law to receive the same together with the name of the registered owner of the Obligation and the last mailing address of record and the Fiscal Agent shall no longer be responsible for the same.

(b) Resignation and Removal; Successor Fiscal Agent. (i) Fiscal Agent may at any time resign by giving not less than 60 days written notice to Municipality. Upon receiving such notice of resignation, Municipality shall promptly appoint a successor fiscal agent by an instrument in writing executed by order of its governing body. If no successor fiscal agent shall have been so appointed and have accepted appointment within 60 days after such notice of resignation, the resigning fiscal agent may petition any court of competent jurisdiction for the appointment of a successor fiscal agent. Such court may thereupon, after such notice, if any, as it may deem proper and prescribes, appoint a successor fiscal agent. The resignation of the fiscal agent shall take effect only upon appointment of a successor fiscal agent and such successor fiscal agent's acceptance of such appointment.

(i) The Fiscal Agent may also be removed by the Municipality at any time upon not less than 60 days' written notice. Such removal shall take effect upon the appointment of a successor fiscal agent and such successor fiscal agent's acceptance of such appointment.

(ii) Any successor fiscal agent shall execute, acknowledge and deliver to Municipality and to its predecessor fiscal agent an instrument accepting such appointment hereunder, and thereupon the resignation or removal of the predecessor fiscal agent shall become effective and such successor fiscal agent, without any further act, deed or conveyance, shall become vested with all the rights, powers, trusts, duties and obligations of its predecessor, with like effect as if originally named as fiscal agent herein; but nevertheless, on written request of Municipality, or on the request of the successor, the fiscal agent ceasing to act shall execute and deliver an instrument transferring to such successor fiscal agent, all the rights, powers, and trusts of the fiscal agent so ceasing to act. Upon the request of any such successor fiscal agent, Municipality shall execute any and all instruments in writing for more fully and certainly vesting in and confirming to such successor fiscal agent all such rights, powers and duties. Any predecessor fiscal agent shall pay over to its successor fiscal agent any funds of the Municipality.

## VI. ACTION ITEMS

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### F. **Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

(iii) Any corporation, association or agency into which the Fiscal Agent may be converted or merged, or with which it may be consolidated, or to which it may sell or transfer its corporate trust business and assets as a whole or substantially as a whole, or any corporation or association resulting from any such conversion, sale, merger, consolidation or transfer to which it is a party, ipso facto, shall be and become successor fiscal agent under this Agreement and vested with all the trusts, powers, discretions, immunities and privileges and all other matters as was its predecessor, without the execution or filing of any instrument or any further act, deed or conveyance on the part of any of the parties hereto, anything herein to the contrary notwithstanding.

(iv) Any successor fiscal agent shall be qualified pursuant to Sec. 67.10(2), Wisconsin Statutes, as amended.

(c) Termination. This Agreement shall terminate on the earlier of (i) the payment in full of all of the principal and interest on the Obligations to the registered owners of the Obligations or (ii) five years after (aa) the last principal payment on the Obligations is due (whether by maturity or earlier redemption) or (bb) the Municipality's responsibilities for payment of the Obligations are fully discharged, whichever is later. The parties realize that any funds hereunder as shall remain upon termination shall, except as may otherwise by law, be turned over to the Municipality after deduction of any unpaid fees and disbursements of Fiscal Agent or, if required by law, to such officer, board or body as may then be entitled by law to receive the same. Termination of this Agreement shall not, of itself, have any effect on Municipality's obligation to pay the outstanding Obligations in full in accordance with the terms thereof.

(d) Execution in Counterparts. This Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

IN WITNESS WHEREOF, the parties have executed this Agreement, being duly authorized so to do, each in the manner most appropriate to it, on the date first above written.

MORAINÉ PARK TECHNICAL COLLEGE DISTRICT, WISCONSIN

By: \_\_\_\_\_

Michael R. Miller  
Chairperson

(SEAL)

\_\_\_\_\_  
Lowell J. Prill  
Secretary

## VI. ACTION ITEMS

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**F. Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

ASSOCIATED TRUST COMPANY,  
NATIONAL ASSOCIATION,  
GREEN BAY, WISCONSIN  
Fiscal Agent

(SEAL)

By: \_\_\_\_\_

Title \_\_\_\_\_

Attest \_\_\_\_\_

Title \_\_\_\_\_

## VI. ACTION ITEMS

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**F. Approval of Resolution Authorizing the Sale of \$2,485,000 General Obligation Promissory Notes, Series 2016-17B (Continued)**

SCHEDULE A

Debt Service Schedule  
\$2,485,000 General Obligation Promissory Notes, Series 2016-17B  
of the Moraine Park Technical College District, Wisconsin  
dated May 10, 2017

(SEE ATTACHED)

SCHEDULE B

(SEE ATTACHED)

## VII. CORRESPONDENCE AND REPORTS

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### C. District Boards Association Reports/Upcoming Events

Note: A majority of Board members may be attending the meetings/conferences at the dates/places, and for the purposes noted below. This notice is being provided to comply with Wisconsin Open Meetings Law.

1. Moraine Park Foundation Gourmet Dinner, April 28, Fond du Lac Campus
2. EDGE Awards Banquet, May 4, Whispering Springs Golf Course, Fond du Lac
3. Staff Retirement and Service Recognition Event, May 4, Fond du Lac Campus
4. District Board Workshop, May 8, Fond du Lac Campus
5. Wisconsin Technical College System (WTCS) Board Meeting, May 9, Madison
6. CNC and Welding Boot Camp Graduation Ceremony, May 12, Fond du Lac Campus
7. Student Awards Banquet, May 12, Golf Club at Camelot, Lomira
8. Commencement Ceremony, May 20, Fond du Lac High School