

MORAINE PARK TECHNICAL COLLEGE DISTRICT BOARD MINUTES

October 23, 2019

ATTENDANCE

A meeting of the Moraine Park Technical College District Board was held at 5:00 p.m., October 23, 2019, in Room A-112 of the Moraine Park Technical College, 235 N. National Ave., Fond du Lac, Wisconsin, Chairperson Bur Zeratsky presiding. Board members present at the meeting were Mike Schwab, Cindy Laubenstein, Bob Lloyd, Lowell Prill, Candy Fields, Renee Almeida, and Tom Hopp.

MEETING NOTICE

Notice of the meeting was sent to the District's official newspapers (the Beaver Dam Daily Citizen, the West Bend Daily News, and the Fond du Lac Reporter) as well as to other media in compliance with Wis. Stat. sec. 19.81 through 19.98.

PUBLIC COMMENTS

The public was provided with an opportunity to comment to the Board. No comments from the public were received.

INTRODUCTIONS

An attending district student government member was introduced. Information only; no board action required.

BUSINESS AND COMMUNITY LEADER CONNECTION

Board member Jung arrived at this point in the agenda.

Bryan Mischler and Tara Geier from the Treffert Center gave a presentation, highlighting their focus on people with intellectual impairments, current partnerships, barriers to post-secondary education offerings and mental health needs. Information only; no board action required.

APPROVAL OF MINUTES

MOTION Fields, second Jung, that the Moraine Park Technical College District Board approve the September 18, 2019 meeting minutes as presented. Vote: Ayes: 9; Opposed: 0. Motion CARRIED.

CONSENT ITEMS – MONTHLY BUSINESS

MOTION Jung, second Schwab, that the Moraine Park Technical College District Board approve the following presidential parameter consent items as presented:

1. Employment;
2. Financial Management – Accounting/Investments, including the annual procurement report;
3. Economic Development Contracting;

and that the bills for the month of September be approved and payments are authorized, ordered, and confirmed. September cash receipts total \$5,017,732.15. September disbursements total -\$6,271,906.42. Roll call vote: Schwab, yes; Laubenstein, yes; Hopp, yes; Almeida, yes; Prill, yes; Jung, yes; Lloyd, yes; Fields, yes; Zeratsky, yes. Motion CARRIED.

APPROVAL OF RETIREMENT

MOTION Schwab, second Jung, that the Moraine Park Technical College District Board accept the retirement of Nadine Arndt:

This employee has proven to be a very dedicated, cooperative, and hard-working employee of Moraine Park Technical College. The Board hereby accepts her retirement and expresses sincere appreciation for her

many contributions and years of service. The Board also wishes to express its appreciation on behalf of the citizens of the Moraine Park District.

Vote: Ayes: 9; Opposed: 0. Motion CARRIED.

APPROVAL OF BUDGET ADJUSTMENTS – 2018-19 BUDGET

MOTION Fields, second Lloyd, that the Moraine Park Technical College District Board approve the following resolution authorizing revisions to the 2018-19 District budget:

WHEREAS, any modification to an adopted budget by fund type or function is required by State Statute 65.90(5)(a) to be approved by a technical college district board by at least two-thirds vote of the full district board; and

WHEREAS, the Moraine Park Technical College District finds it appropriate to make such modifications to its 2018-19 budget.

NOW, THEREFORE, BE IT RESOLVED by the Moraine Park Technical College District Board to make the following 2018-19 budgetary revisions:

To increase expenditure appropriations/uses in the General Fund for:

- ... Instructional Resources from \$1,909,502 to \$2,089,859
- ... Physical Plant from \$3,685,323 to \$3,720,251
- ... Internal Transfers to Internal Service Fund from \$0 to \$50,000

To decrease expenditure appropriations/uses in the General Fund for:

- ... Student Services from \$6,784,382 to \$6,719,097
- ... Internal Transfers to Capital Projects Fund from \$1,700,000 to \$1,500,000

To increase resources in the Special Revenue (Aidable) Fund for:

- ... Federal Revenue from \$980,253 to \$1,349,728

To increase expenditure appropriations/uses in the Special Revenue (Aidable) Fund for:

- ... Instruction from \$1,664,457 to \$1,957,143
- ... Student Services from \$1,104,967 to \$1,181,756

To increase resources in the Capital Projects Fund for:

- ... Institutional Revenue from \$50,000 to \$437,153
- ... Designated Fund Balances: Capital Projects from \$970,865 to \$1,046,944

To increase expenditure appropriations/uses in the Capital Projects Fund for:

- ... Instruction Resources from \$714,113 to \$896,655
- ... General Institutional from \$3,092,966 to \$3,373,656

To decrease resources in the Capital Projects Fund for:

- ... Interfund Transfers from \$1,700,000 to \$1,500,000

To decrease expenditure appropriations/uses in the Capital Projects Fund for:

- ... Physical Plant from \$4,674,435 to \$4,474,435

To increase resources in the Debt Service Fund for:

- ... Institutional Revenue from \$50,000 to \$182,764

To increase expenditure appropriations/uses in the Debt Service Fund for:

- ... Physical Plant from \$5,719,604 to \$5,731,026

To decrease resources in the Debt Service Fund for:

- ... Transfers from Reserves and Designated Fund Balances from \$169,604 to \$48,262

To increase resources in the Enterprise Funds for:
... Institutional Revenue from \$146,800 to \$209,054

To increase expenditures/uses in the Enterprise Funds for:
... Auxiliary Services from \$301,282 to \$351,795
To decrease resources in the Enterprise Funds for:
... Retained Earnings from \$154,482 to \$142,291

To increase resources in the Internal Service Fund for:
... Institutional Revenue from \$553,140 to \$606,843
... Interfund Transfers from \$0 to \$50,000

To increase expenditures/uses in the Internal Service Fund for:
... Auxiliary Services from \$1,119,637 to \$1,201,029
... Interfund Transfers from \$200,000 to \$0

To decrease resources in the Internal Service Fund for:
... Retained Earnings from \$766,497 to \$544,186

BE IT FURTHER RESOLVED that the Administration be directed to place this resolution as a Class I Legal Notice in the designated District newspapers as required by Section 65.90(5)(a) of the Wisconsin Statutes.

Roll call vote: Almeida, yes; Lloyd, yes; Laubenstein, yes; Prill, yes; Fields, yes; Schwab, yes; Jung, yes; Hopp, yes; Zeratsky, yes. Motion CARRIED.

APPROVAL OF BUDGET ADJUSTMENTS – 2019-20 BUDGET

MOTION Hopp, second Fields, that the Moraine Park Technical College District Board approve the following resolution authorizing revisions to the 2019-20 District budget:

WHEREAS, any modification to an adopted budget by fund type or function is required by State Statute 65.90(5)(a) to be approved by a technical college district board by at least two-thirds vote of the full district board; and

WHEREAS, the Moraine Park Technical College District finds it appropriate to make such modifications to its 2019-20 budget.

NOW, THEREFORE, BE IT RESOLVED by the Moraine Park Technical College District Board to make the following 2019-20 budgetary revisions:

To increase anticipated resources in the General Fund for:
... Tax Levy from \$11,370,462 to \$11,375,750
... State Aid from \$24,821,730 to \$25,237,561
... Material Fees from \$373,000 to \$385,000
... Other Student Fees from \$1,100,949 to \$1,143,631

To increase expenditure appropriations and uses in the General Fund for:
... Physical Plant from \$3,758,747 to \$3,792,429
... Interfund Transfers from \$50,000 to \$1,500,000
... Transfers from Designated for Operations from \$0 to \$497,686

To decrease anticipated resources in the General Fund for:
... Institutional Revenue from \$3,920,800 to \$3,770,800
... Transfers from Designated for Operations from \$7,631 to \$0

To decrease expenditure appropriations and uses in the General Fund for:
... Instruction from \$25,386,365 to \$25,280,606
... Instruction Resources from \$2,434,483 to \$2,334,491
... Student Services from \$6,635,032 to \$6,627,065

... General Institutional from \$10,381,645 to \$8,932,165

To increase anticipated resources in the Special Revenue Fund for:

- ... Tax Levy from \$250,000 to \$356,556
- ... State Aid from \$839,470 to \$1,500,695
- ... Institutional Revenue from \$145,000 to \$414,576
- ... Federal Revenue from \$1,064,672 to \$1,135,627

To increase expenditure appropriations and uses in the Special Revenue Fund for:

- ... Instruction from \$1,191,978 to \$2,106,465
- ... Student Services from \$1,122,336 to \$1,220,934

To decrease anticipated resources in the Special Revenue Fund for:

- ... Transfers from Reserves and Designated Fund Balances from \$95,227 to \$0

To increase anticipated resources in the Capital Projects Fund for:

- ... Interfund Transfers from \$1,900,000 to \$3,400,000

To increase expenditure appropriations and uses in the Capital Projects Fund for:

- ... Transfers to Reserves and Designated Fund Balances from \$60,682 to \$1,547,682

To decrease anticipated resources in the Capital Projects Fund for:

- ... Tax Levy from \$6,277 to \$0
- ... State Aid from \$13,000 to \$0
- ... Federal Revenue from \$6,723 to \$0

To decrease expenditure appropriations and uses in the Capital Projects Fund for:

- ... Student Services from \$13,000 to \$0

To increase anticipated resources in the Internal Service Fund for:

- ... Transfers from Reserves and Designated Fund Balances from \$406,234 to \$506,234

To increase expenditure appropriations and uses in the Internal Service Fund for:

- ... Auxiliary Services from \$1,118,877 to \$1,168,877

To decrease anticipated resources in the Internal Service Fund for:

- ... Institutional Revenue from \$662,643 to \$612,643

BE IT FURTHER RESOLVED that the Administration be directed to place this resolution as a Class I Legal Notice in the designated District newspapers as required by Section 65.90(5)(a) of the Wisconsin Statutes.

Roll call vote: Laubenstein, yes; Schwab, yes; Hopp, yes; Prill, yes; Almeida, yes; Jung, yes; Fields, yes; Lloyd, yes; Zeratsky, yes. Motion CARRIED.

APPROVAL OF RESOLUTION – CERTIFICATION OF TAX LEVY

MOTION Laubenstein, second Fields, that the Moraine Park Technical College District Board approve the following resolution to certify the tax levy for the Moraine Park Technical College District for the 2019-20 budget year:

WHEREAS, the Moraine Park Technical College District Board adopted the budget for fiscal year 2019-20 on June 19, 2019, at its regular meeting; and

WHEREAS, the Moraine Park Technical College District Board reviewed the 2019-20 budget on October 23, 2019, in accordance with Chapter TCS 7.05(6) of the Wisconsin Administrative Code; and

WHEREAS, this review resulted in a modification of the budget based on a thorough analysis of resources available, a review of revenue projections and current expense and debt service appropriations, a complete revision of the personnel budget, and a change to the tax levy allocations as proposed in the budget document; and

WHEREAS, the tax levy required to support the 2019-20 budget represents a 2.527813%, or a \$428,498 increase over the 2018-19 tax levy;

WHEREAS, the tax levy represents an operational mill rate on equalized value of .42170 and a debt service mill rate of .19524 for a total mill rate of .61694.

WHEREAS, the operational tax levy increase of 1.30287% is equivalent to the net new construction rate as determined by the Wisconsin Department of Revenue.

NOW, THEREFORE, BE IT RESOLVED, that the Moraine Park Technical College District Board authorizes a tax levy of seventeen million, three hundred seventy-nine thousand, eight hundred thirty-three dollars (\$17,379,833) on the full value of the taxable property of the District for the purpose of operating and maintaining the schools of the District, payment of indebtedness, acquiring equipment, and making capital improvements for the year beginning July 1, 2019.

BE IT FURTHER RESOLVED, that the Moraine Park Technical College District Board pursuant to Section 38.16(1) of the Wisconsin Statutes authorizes that the aforementioned amount of levy be spread proportionately on the tax rolls for collection in each city, village, and town within the District, and that the respective clerks be informed of this action.

Roll call vote: Schwab, yes; Laubenstein, yes; Hopp, yes; Prill, yes; Almeida, yes; Jung, yes; Fields, yes; Lloyd, yes; Zeratsky, yes. Motion CARRIED.

APPROVAL OF RESOLUTION DECLARING OFFICIAL INTENT TO REIMBURSE EXPENDITURES
ON ROOF TOP AIR UNITS FROM PROCEEDS OF BORROWING

MOTION Lloyd, second Jung, that the Moraine Park Technical College District Board adopt the following resolution approving the reimbursement of expenditures on roof top air units from proceeds of future borrowing.

WHEREAS, Moraine Park Technical College District, Wisconsin (the "Issuer") is undertaking the acquisition and installation of two roof top air units (the "Project");

WHEREAS, the Issuer expects to finance the Project on a long-term basis by issuing tax-exempt bonds or notes or other obligations (collectively, the "Bonds");

WHEREAS, because the Bonds will not be issued prior to commencement of the Project the Issuer must provide interim financing to cover costs of the Project incurred prior to receipt of the proceeds of the Bonds; and

WHEREAS, the District Board (the "Governing Body") of the Issuer deems it to be necessary, desirable, and in the best interests of the Issuer to advance moneys from its funds on hand on an interim basis to pay the costs of the Project until the Bonds are issued.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Issuer that:

Section 1. Expenditure of Funds. The Issuer shall make expenditures as needed from its funds on hand to pay the cost of the Project until proceeds of the Bonds become available.

Section 2. Declaration of Official Intent. The Issuer hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds. The principal amount of Bonds to be issued for the Project is not expected to exceed \$400,000 and the amount of expenditures to be reimbursed is not expected to exceed \$45,000.

Section 3. Unavailability of Long-Term Funds. No funds for payment of the Project from sources other than the Bonds are, or are reasonable expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the Issuer pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent Resolution. The Resolution shall be made available for public inspection at the office of the Issuer's Clerk within 30 days after its approval in compliance with applicable

State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

Section 5. Effective Date. This Resolution shall be effective upon its adoption and approval.

Adopted October 23, 2019.

Bur Zeratsky Chairperson

ATTEST:

Lowell J. Prill Secretary

Vote: Ayes: 9; Opposed: 0. Motion CARRIED.

PRESIDENT'S REPORT

President Baerwald shared an update that FTE is on track to meet budget with a 1% increase. It was also shared that the nursing program has been reaccredited until 2027, further thanking the program and staff for their hard work in this achievement. Highlights of meetings recently attended were provided, to include a recent PC Planning Retreat, NEW ERA executive director search committee meeting, and a recent HEDIT conference. A legislative update included mention of the universal transfer credit agreement bill expansion, the House Education and Labor Committee Democrat's announcement of the College Affordability Act and its potential impacts, and Moraine Park's application for Second Chance Pell. WTCS update included recent President's Association meetings and an Incarcerated Individuals Task Force meeting. College activities included the Man on the Ledge event held in late September, and recently held Campus Conversations with staff on the Fond du Lac and Beaver Dam campuses. Information only; no Board action required.

ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (ACCT) LEADERSHIP CONGRESS

Participating Board members reported on the sessions that they attended at the ACCT's annual Leadership Congress, which was held last week in San Francisco. Information only; no Board action required.

WISCONSIN TECHNICAL COLLEGE DISTRICT BOARDS ASSOCIATION REPORT/UPCOMING EVENTS

The upcoming District Board's Association Fall Meeting and Legal Issues seminar was noted and board member attendance was strongly encouraged. Other upcoming meetings were noted, and board members interested in attending were instructed to contact the President's Office. Information only; no Board action required.

APPROVAL TO CONVENE INTO CLOSED SESSION

MOTION Schwab, second Laubenstein, that the Moraine Park Technical College District Board convene into Closed Session pursuant to Wis. Stat. sec. 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, and conducting other public business because competitive and bargaining reasons require a closed session (regarding the current software and professional services contracts with Camus Management Corporation (CMC) and Campus Works). Roll call vote: Almeida, yes; Lloyd, yes; Laubenstein, yes; Prill, yes; Fields, excused; Schwab, yes; Jung, yes; Hopp, yes; and Zeratsky, yes. Motion CARRIED.

ADJOURNMENT

The Board meeting was adjourned following the completion of the closed session.