



**BOARD OF DIRECTORS MEETING**  
October 2021

**Monday, October 18, 2021**  
Mid-State Wisconsin Rapids Campus  
500 32<sup>nd</sup> Street North, Wisconsin Rapids

- 4:00 p.m.** – Finance & Infrastructure Committee Meeting; Room A223 (page 14)
- 4:15 p.m.** – Academic & Student Services Committee Meeting; Room A112 (page 17)
- 4:30 p.m.** – Human Resources & External Relations Committee Meeting; Room L133-134 (page 18)
- 5:00 p.m.** – Committee-of-the-Whole; Room L133-134 (page 19)
- 5:20 p.m.** – **Board Meeting; Room L133-134 (page 3)**

***Mission:*** Mid-State Technical College transforms lives through the power of teaching and learning.

***Vision:*** Mid-State Technical College is the educational provider of first choice for its communities.

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## DISTRICT BOARD OF DIRECTORS

**Monday, October 18, 2021**

**5:20 p.m.**

**Mid-State Wisconsin Rapids Campus Room L133-134**

**500 32<sup>nd</sup> Street North, Wisconsin Rapids**

## AGENDA

### A. CALL TO ORDER – KRISTIN CRASS

### B. ROLL CALL

### C. OPEN MEETING CERTIFICATION – KRISTIN CRASS

*This October 18, 2021 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.*

### D. OPEN FORUM – KRISTIN CRASS

*The open forum is at the option of the Board Chairperson and ground rules have been established to ensure the orderly conduct of business. This is a meeting of the District Board open to the public and not a public hearing. Persons who wish to address the District Board may make a statement as long as it pertains to a specific agenda item. Individuals should not expect to engage in discussion with the members of the District Board. The District Board Chairperson may or may not respond to statements made.*

*Ground rules regarding public comment on Board agenda item(s):*

- 1. Public comments must pertain to an agenda item.*
- 2. No person may speak more than once to an issue or for a period longer than three to five minutes.*
- 3. No more than three people may be heard to one side of an issue.*
- 4. The District Board reserves the right to limit the total amount of time during which public comments will be heard at any given meeting.*
- 5. The Board Chairperson reserves the right to stop unprofessional discussion or discussion targeted toward a specific individual. Deviation from these parameters may occur upon the consent of the majority of the Board.*

### E. ACTION ON SEPTEMBER 20, 2021 BOARD MEETING MINUTES (Exhibit A)

### F. ACTION ON SEPTEMBER 28, 2021 BOARD ADVANCE MEETING MINUTES (Exhibit B)

### G. ACTION ON CONSENT AGENDA

1. Payment of Bills and Payroll (Exhibit C)

*District bills for September 2021 total \$3,302,709.07 of which \$2,254,802.33 represents operational expenditures and \$1,047,906.74 represents capital expenditures. Payroll disbursements for September totaled \$1,431,678.35 plus \$121,376.93 for travel and*

*miscellaneous reimbursements, and \$642,17.53 in fringe benefits, for a total payroll disbursement of \$2,086,229.81. Administration recommends approval of the payment of these obligations totaling \$5,388,938.88.*

2. Contracted Service Agreements (Exhibit H)  
*The District has entered into eight contracted service agreements totaling \$23,397.13. The individual contracts are available for review upon request. Administration recommends approval of these contracts.*
3. Procurements for Goods and Services (Exhibit I)  
*Procurements for Goods and Services fall into two groups: 1) procurements that require prior Board approval and 2) procurements approved by Administration but listed as information for the Board. Expertise regarding the purpose and specifications for procurements are generally unique to individual departments. Therefore, please notify the Business Office before the meeting if there are any questions. A response will be provided or arrangements for the subject-matter expert to be present will be made. Administration recommends approval of the proposal(s) totaling \$478,907.12 which require prior Board action.*
4. Ethics Resolution (Exhibit N)  
*Wisconsin's Code of Ethics for Public Officials and Employees applies to anyone holding a position "designated as assistant, associate, or deputy district director of a technical college." Therefore, administration recommends approval of the resolution in Exhibit N designating the positions in Mid-State's District as deputy, associate, or other director.*

#### **H. CHAIRPERSON'S REPORT – KRISTIN CRASS**

1. Meeting attendance
2. WTC District Boards Association
3. ACCT Leadership Congress
4. Next meeting date

#### **I. PRESIDENT'S REPORT – DR. SHELLY MONDEIK**

1. Campus Activities
2. Community Involvement
3. WTCS Updates
4. WTCS Presidents Association Activities

#### **J. COMMITTEE REPORTS**

1. Finance & Infrastructure Committee – Charles Spargo
  - a. Review of Consent Agenda Items
  - b. Treasurer's Report (Exhibit J)
  - c. Certification of 2021-2022 Tax Levy (Exhibit K)

- d. Resolution Awarding the Sale of Up To \$1,000,000 General Obligation Promissory Notes, Series 2021B (Exhibit L)
- e. 2020-21 Budget Amendments (Exhibit M)
- f. 2020-21 Annual Procurement Report
- g. Informational Item
  - 1. Finance Implications for Topics in Other Committees
- 2. Academic & Student Services Committee – Betty Bruski Mallek
  - a. Academic Programming
  - b. Informational Items
    - 1. Graduation
    - 2. Supporting Afghan Families
- 3. Human Resources & External Relations Committee – Richard Merdan
  - a. Informational Items
    - 1. Salon @ Mid-State Ribbon Cutting Event

- K. COMMITTEE-OF-THE-WHOLE** (Exhibit G) – Kristin Crass
  - 1. 2020-2021 Year-End Dashboard and 2021-2022 Dashboard
  - 2. Mid-State Cougar Statue Board Unveiling

**L. DISCUSSION & ACTION**

- 1. Student Success Initiatives – Dr. Many Lang  
*New student success initiatives for the 2021-2022 academic year will be shared.*

**M. CLOSED SESSION**

*The Board will entertain a motion to convene to closed session, pursuant to s. 19.85 (1)(c) Wisconsin Statutes, to discuss the President's evaluation. The Board may take action in closed session.*

*Following closed session, the Board will entertain a motion to reconvene in open session and will then take any further action that is necessary and appropriate. The Board will thereafter entertain a motion to adjourn the meeting.*

**N. ADJOURNMENT**

**MID-STATE TECHNICAL COLLEGE  
DISTRICT BOARD MEETING MINUTES**

Wisconsin Rapids Campus	September 20, 2021
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**A. CALL TO ORDER – Kristin Crass**

The meeting was called to order at 4:51 p.m.

**B. ROLL CALL**

**PRESENT:** Kristin Crass, Scott Groholski, Richard Merdan, Lynneia Miller (via Microsoft Teams), Charles Spargo, Are Vang, and Dr. Shelly Mondeik

**EXCUSED:** Betty Bruski Mallek, Craig Gerlach, and Gordon Schalow

**OTHERS:** Craig Bernstein, Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, John Eric Hoffmann, Dr. Mandy Lang, Brad Russell, Matt Schneider, Dr. Deb Stencil, Angie Susa, and Mike Vilcinskis

**C. OPEN MEETING CERTIFICATION – Kristin Crass**

The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

**D. OPEN FORUM – Kristin Crass**

The meeting was opened for comments from the audience. No one wished to address the Board.

**E. APPROVAL OF MINUTES**

Motion by Mr. Spargo, seconded by Mr. Merdan, upon a voice vote, unanimously approved minutes from the board meeting held August 16, 2021 as presented.

**F. CONSENT AGENDA**

Motion by Mr. Spargo, seconded by Mr. Merdan, upon a roll call vote, unanimously approved the following consent agenda items:

1. The district's bills for the month of August 2021 were presented in Exhibit B. These bills totaled \$1,357,663.88 of which \$915,868.54 represents operational expenditures and \$441,795.34 represents capital expenditures. The district's payroll for the month of August totaled \$1,423,234.65 plus \$4,140.49 for travel and miscellaneous reimbursements and \$643,667.10 in fringe benefits. The district's bills and payroll totaled \$3,428,706.12.
2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146682	Standard Timing Model Assessments	\$ 3,195.00
146683	OSHA 30	\$ 5,100.00
146684	Fire Investigator	\$ 575.00
146685	PV Inspection	\$ 1,800.00
146686	HS FA/CPR Skill Test for Online Course	\$ 1,690.00
146702	Codeology	\$ 3,600.00
146703	Intro to Fire Alarm Systems	\$ 2,880.00
146704	Motor Controls	\$ 3,600.00
146705	Industrial Blueprint Reading	\$ 1,600.00
146706	Pasteurizer Operation and Procedures	\$ 5,675.00



5. Wisconsin Leadership Development Institute (WLDI) concluded their last session and graduated participants in a virtual celebration. Mid-State's Brad Russell and Natasha Miller recently completed the program.
6. The WTC Presidents Association met last week. A review of initiatives, subcommittees and work plans was conducted. An overview for new presidents in the WTCS was conducted. The next meeting is November 10.

**I. COMMITTEE REPORTS**

1. FINANCE & INFRASTRUCTURE COMMITTEE – Charles Spargo
  - a. TREASURER'S REPORT: No questions or concerns resulted from review of the Treasurer's Report.
  - b. RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$1,000,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2021B; AND SETTING THE SALE: In March a schedule of events for financing the FY22 capital budget was presented. A request to issue up to \$1,000,000 in general obligation promissory notes to finance budgeted capital expenditures for facilities, grounds and equipment was made. During the October meeting, the Board will be asked to approve the official sale of these notes. Proceeds will be distributed shortly after the November sale.

Motion by Mr. Spargo, seconded by Mr. Merdan, upon a voice vote, with Ms. Vang abstaining, approved the following Resolution Authorizing The Issuance Of Not To Exceed \$1,000,000 General Obligation Promissory Notes, Series 2021B; And Setting The Sale:

WHEREAS, the Mid-State Technical College District, Adams, Clark, Jackson, Juneau, Marathon, Portage, Waushara and Wood Counties, Wisconsin (the "District") is presently in need of \$140,000 for the public purpose of paying the cost of building remodeling and improvement projects; and in the amount of \$860,000 for the public purpose of paying the cost of acquiring movable equipment; and there are insufficient funds on hand to pay said costs;

WHEREAS, the District hereby finds and determines that the projects are within the District's power to undertake and serve a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes; and

WHEREAS, technical college districts are authorized by the provisions of Section 67.12(12), Wisconsin Statutes to borrow money and to issue general obligation promissory notes for such public purposes.

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes in an amount not to exceed \$140,000 for the public purpose of paying the cost of building remodeling and improvements projects; and be it further

RESOLVED, that the District shall issue general obligation promissory notes in an

amount not to exceed \$860,000 for the public purpose of paying the cost of acquiring movable equipment; and be it further

RESOLVED, that

Section 1. Authorization and Sale of the Notes. For the purpose of paying the costs specified above in the amounts authorized for those purposes, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of not to exceed ONE MILLION DOLLARS (\$1,000,000) from Robert W. Baird & Co. Incorporated (the "Purchaser"). To evidence such indebtedness, the Chairperson and Secretary are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the District, general obligation promissory notes aggregating the principal amount of not to exceed ONE MILLION DOLLARS (\$1,000,000) (the "Notes"). There shall be levied on all the taxable property of the District a direct, annual, irrevocable tax sufficient to pay the interest on the Notes as it becomes due, and also to pay and discharge the principal thereof within ten years of the date of issuance of the Notes.

Section 2. Notice to Electors. Pursuant to Section 67.12(12)(e)5, Wisconsin Statutes, the Secretary shall, within ten (10) days of adoption of this Resolution, cause public notice of the adoption of this Resolution to be given to the electors of the District by publishing notices in the Stevens Point Journal, the official newspaper of the District. The notices to electors shall be in substantially the form attached hereto as Exhibits A and B (collectively, the "Notices") and incorporated herein by this reference.

Section 3. Sale of the Notes. The sale of the Notes shall be negotiated with the Purchaser. At a subsequent meeting, the District Board shall act on the purchase proposal received from the Purchaser and specify the terms of and interest rates on the Notes.

Section 4. Official Statement. The Secretary shall cause an Official Statement to be prepared by the Purchaser. The appropriate District officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Official Statement under this Resolution.

Section 5. 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. If any of the Notes may be subject to a petition for referendum, any action with respect to the sale of the Notes shall be subject to the condition that no petition for referendum has been filed within thirty (30) days of publication of the Notices provided for under Section 2 of this Resolution or, if a petition is filed, that any required referendum approval is obtained.

Adopted, approved and recorded September 20, 2021.

- c. STATUS OF FY21 INDEPENDENT FINANCIAL AUDIT: Final fieldwork for the year ending June 30, 2021 was concluded. Final audit reports for FY21 are scheduled to be presented to the Mid-State Board in November.
- d. ENERGY USAGE REPORT: Highlights of Mid-State's annual Energy Usage Report were provided. Comparison to previous years usage and overall cost was made. The FY21 Report will be submitted to the WTCS.
- e. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.

2. ACADEMIC & STUDENT SERVICES COMMITTEE – Kristin Crass

- a. ACADEMIC PROGRAMMING: An update on academic programming was provided specific to Liberal Arts – Associate of Arts; Liberal Arts – Associate of Science; Business Analyst AAS; and Electrical Power Engineering Technician AAS.

Academics has evaluated the need for Liberal Arts programming at Mid-State to meet district need. Mid-State has been working through the process of identifying a four-year partner. In FY21 122 students attended programming outside of the Mid-State District along with additional residents not enrolled with Mid-State. The goal is to begin programming in Fall 2022 or Spring 2023.

A request to provide Concept Approval for the Liberal Arts – Associate of Arts degree was made. Motion by Mr. Spargo, seconded by Ms. Crass, upon a roll call vote, with Ms. Vang abstaining, approved the program concept as presented.

A request to provide Concept Approval for the Liberal Arts – Associate of Science degree was made. Motion by Mr. Merdan, seconded by Mr. Spargo, upon a roll call vote, with Ms. Vang abstaining, approved the program concept as presented.

A request to suspend Business Analyst AAS was made. The program began in 2017, has two students completing course work this year and no longer aligns with industry needs. Program Advisory Committee supports suspension.

Motion by Mr. Spargo, seconded by Ms. Crass, upon a roll call vote, with Ms. Vang abstaining, approved suspension of the Business Analyst AAS program.

A request to suspend electrical Power Engineering Technician AAS was made. The program began in 1979. There are currently four active students who will complete this year. Needs assessment data indicates there are no current job openings in the district and only 10 statewide. Current employment in the field is low. Program Advisory Committee supports suspension.

Motion by Mr. Merdan, seconded by Mr. Spargo, upon a roll call vote, with Ms. Vang abstaining, approved suspension of the Electrical Power Engineering Technician AAS program.

- b. ADVISORY COMMITTEES: Advisory Committee members from the programs in the School of Business & Technology; School of Health; and School of Protective & Human Services were reviewed. Last year 52 new members were added in these three schools

and 77 members were renewed. Overall, there are over 200 members representing these three schools.

3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Lynneia Miller

- a. MANUFACTURING CENTER CAMPAIGN UPDATE: A campaign milestone was celebrated last week with 32 founding partners participating (53 partners to date) coming together to launch the public campaign and recognize those helping the college reach over \$5M in contribution to date. Prospect meetings continue and a more visible campaign is underway. Additional updates will be provided to the board as the project progresses.

**J. COMMITTEE-OF-THE-WHOLE**

1. DISTRICT BOARD MEMBER INTRODUCTIONS: The Mid-State Board of Directors welcomed new members Scott Groholski and Are Vang. Mr. Groholski (Owner/President; Point of Beginning, Inc) was appointed as the Additional member with term ending June 30, 2023. Ms. Vang (Human Resource Manager; McCain Foods) was appointed as an Employee member with term ending June 30, 2022. Both completed the Oath of Office prior to the meeting.

**K. DISCUSSION & ACTION**

1. WORKFORCE & ECONOMIC DEVELOPMENT ANNUAL REPORT: The FY21 Workforce & Economic Development Annual Report was highlighted. Over 750 employees were trained through partnership with 58 businesses. Continuing Education offered 89 courses and served 1,140 students.

**L. ADJOURNMENT** – Kristin Crass

There being no further action or business of the Board, the meeting adjourned at 6:11 p.m. with a motion by Mr. Merdan, seconded by Mr. Spargo, upon a voice vote.

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Lynneia Miller, Secretary  
Mid-State Technical College Board

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Angela R. Susa  
Recording Secretary

**MID-STATE TECHNICAL COLLEGE**  
**DISTRICT BOARD ADVANCE MEETING MINUTES**

Wisconsin Rapids Campus	September 28, 2021
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**A. CALL TO ORDER – Kristin Crass**

The Board Advance was called to order at 9:40 a.m.

**B. ROLL CALL**

**PRESENT:** Betty Bruski Mallek, Kristin Crass, Scott Groholski, Richard Merdan, Gordon Schalow, Charles Spargo, Are Vang, and Dr. Shelly Mondeik

**EXCUSED:** Craig Gerlach and Lynneia Miller

**OTHERS:** Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, Dr. Mandy Lang, Brad Russell, Dr. Deb Stencil, and Angie Susa

**C. BOARD/PRESIDENT CONVERSATION – Kristin Crass**

1. **ICE-BREAKER / BOARD CONNECTION:** An ice-breaker/connection trivia activity was held.
2. **ORGANIZATIONAL PLANNING:** Discussion regarding meeting structure, district board committees, Boards Association representation, and Foundation representation was held.
3. **PRESIDENTS EVALUATION PROCESS:** Discussion around Presidents Evaluation model and adjustments to current process was held.
4. **COMPLIMENTARY DASHBOARD:** A dashboard complimenting the College Dashboard was presented for discussion and feedback.

**D. BOARD/PRESIDENT/ELT CONVERSATION – Kristin Crass**

1. **FREE COLLEGE – CURRENT STATUS:** A presentation on the current status of Free College was made. Legislation, impact and implementation were discussed.
2. **SALON AND CAFÉ TOUR:** A tour of Mid-State's Salon @ Mid-State and Gormet Café were provided.

**E. ADJOURNMENT – Kristin Crass**

There being no further presentation to or Discussion of the Board, the meeting adjourned at 1:58 p.m. with a motion by Mr. Schalow, seconded by Mr. Merdan, upon a voice vote.

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Lynneia Miller, Secretary  
 Mid-State Technical College Board

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Angela R. Susa  
 Recording Secretary

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Exhibit C previously distributed under separate cover.**

## FINANCE & INFRASTRUCTURE COMMITTEE

**Monday, October 18, 2021**

**4:00 p.m.**

Mid-State Wisconsin Rapids Campus Room A223  
500 32<sup>nd</sup> Street North, Wisconsin Rapids

## AGENDA

### A. CALL TO ORDER – CHARLES SPARGO

### B. OPEN MEETING CERTIFICATION – CHARLES SPARGO

*This October 18, 2021 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.*

### C. REVIEW OF CONSENT AGENDA ITEMS – GREG BRUCKBAUER

1. Payment of Bills and Payroll (Exhibit B)

*Each month a list of disbursements is provided to the Board to demonstrate statutory compliance. All processed disbursements are released immediately on a pre-approval basis in accordance with Mid-State's "Release of District Checks" policy. Purchases of goods (supplies, materials and equipment) and services exceeding \$50,000 and facility construction and remodeling projects exceeding \$25,000 require prior Board approval.*

2. Contracted Service Agreements (Exhibit H)

*Each month a list of contracted service agreements is provided to the Board to demonstrate statutory compliance. In compliance with WTCS Policy, pricing is established at a level above full cost recovery in accordance with a system-wide policy. Exceptions are allowed and are authorized by the District Board and are noted in the list when they exist.*

3. Procurements for Goods and Services (Exhibit I)

*Each month a list of procurements is provided to the Board to demonstrate statutory compliance and adherence to WTCS guidelines and procedures. They are presented in two groups – less than \$50,000 and equal to or greater than \$50,000. Purchases of goods (supplies, materials and equipment) and services greater than \$50,000 require prior Board approval unless an exception is allowed by WTCS policy.*

### D. TREASURER'S REPORT – GREG BRUCKBAUER

*Each financial report (Exhibit J) will be highlighted. The intent of sharing this information on a monthly basis is to give the Board assurance that administration is: 1) monitoring and managing the resources allotted and allocated annually and is doing so in accordance with budget and fiscal policy, and 2) maintaining a healthy financial condition and position in accordance with WTCS requirements and Higher Learning Commission expectations.*

**E. CERTIFICATION OF 2021-2022 TAX LEVY (Exhibit K) – GREG BRUCKBAUER**

*Prior to October 31, the Mid-State Board is required to certify their tax levy for the current fiscal year and to notify 97 municipalities of their proportionate share of Mid-State’s total levy. Each municipality’s share is proportioned by the equalized values that are certified by the Department of Revenue (DOR).*

*The Exhibit contains details regarding Mid-State’s levy, change in property valuation and resulting mill rates, along with valuation changes by property classification, distribution by county; and value changes in Tax Incremental Districts, and a District Board resolution certifying the 2021-22 property tax levy.*

*Administration is proposed the Board’s certification of a \$13,922,903 levy. This amount is 0.2% less than the 2021-22 adopted budget.*

*Mid-State’s valuation for tax purposes totals \$15.6 billion reflecting a 5.4% increase; whereas Mid-State’s tax rate based on equalized value will be \$0.89403 cents per \$1,000. A home valued at \$100,000 will have a tax bill of \$89.40, this decrease from prior year, results in \$5.09 of property tax relief.*

*A list of the apportionments by county and municipality and a list sorted by municipality with highest to lowest percent change in property value and tax levied will be shared during the meeting.*

*Administration recommends approval of the resolution contained in the Exhibit certifying Mid-State’s \$13,922,903 property tax levy for fiscal year 2021-22. Board action will be requested.*

**F. RESOLUTION AWARDING THE SALE OF UP TO \$1,000,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2021B (Exhibit L) – GREG BRUCKBAUER**

*This Exhibit contains an awarding resolution for the sale of \$1.0 million general obligation promissory notes to finance budgeted capital expenditures for facilities, grounds, and equipment in 2021-22.*

*Robert W. Baird, Inc. will present a negotiated offer for the award and sale of these tax supported notes. A 30-day petition period will have been satisfied. Mid-State will engage in a negotiated sale for which notes are presold by Baird. Custody of the funds will occur shortly after the sale.*

*Baird assisted with the preparation of a long-term financing plan and the amortization schedule, provisions of the issue, preparation of the Preliminary Official Statement (POS), securing a Moody’s rating, and underwriting/selling the notes to investors. As designated bond counsel, Quarles & Brady has prepared the awarding resolution and will issue an opinion in regard to statutory compliance. Details of the sale will be provided during the meeting along with the rating prepared by Moody’s Investor Services.*

*Board approval of the resolution contained in this Exhibit will be requested.*

**G. 2020-21 BUDGET AMENDMENTS (Exhibit M) – GREG BRUCKBAUER**

*End-of-year closing entries and audit work require amendments to the college’s 2020-21 (FY21) budget prior to finalizing the annual audit. They include usual and customary amendments. Rationale for these budget amendments is contained in the Exhibit. Administration is recommending approval of these FY20-21 budget amendments by adopting the resolution also contained in the Exhibit. Board action is requested.*

**H. 2020-21 ANNUAL PROCUREMENT REPORT – GREG BRUCKBAUER**

*Presentation of the annual procurement report for District Board approval, as required prior to submission to the WTCS, will be made. Board action is requested.*

**I. INFORMATIONAL ITEMS**

1. Finance Implications for Topics in Other Committees

*Often topics directed by the other two committees have fiscal or financial implications that would be of interest or concern by the Finance & Infrastructure Committee. The purpose of this agenda item is to enable committee members to raise any finance related questions. Any necessary action will be incorporated into the action reported by the originating committee.*

**J. ADJOURNMENT**

## **ACADEMIC & STUDENT SERVICES COMMITTEE**

**Monday, October 18, 2020**

**4:15 p.m.**

Mid-State Wisconsin Rapids Campus Room A112  
500 32<sup>nd</sup> Street North, Wisconsin Rapids

### **AGENDA**

**A. CALL TO ORDER – BETTY BRUSKI MALLEK**

**B. OPEN MEETING CERTIFICATION – BETTY BRUSKI MALLEK**

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**C. REVIEW OF CONSENT AGENDA ITEMS – BETTY BRUSKI MALLEK**

**D. ACADEMIC PROGRAMMING – DR. DEB STENCIL**

*The College will seek Board approval to take the following actions related to academic programming:*

- *Program Approval for Liberal Arts – Associate of Arts*
- *Program Approval for Liberal Arts – Associate of Science*

**E. INFORMATIONAL ITEMS**

1. **Nursing Assistant Program Review – Dr. Deb Stencil**  
*An overview of the Nursing Assistant program review will be provided.*
2. **Graduation – Dr. Mandy Lang**  
*Plans for the upcoming December graduation ceremony will be provided.*
3. **Supporting Afghan Families – Dr. Mandy Lang**  
*Information about a recent donation drive to help support Afghan family resettlement will be shared.*

**F. ADJOURNMENT**

## HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE

**Monday, October 18, 2021**

**4:30 p.m.**

Mid-State Wisconsin Rapids Campus Room L133-134  
500 32<sup>nd</sup> Street North, Wisconsin Rapids

### AGENDA

**A. CALL TO ORDER – RICHARD MERDAN**

**B. OPEN MEETING CERTIFICATION – RICHARD MERDAN**

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**C. REVIEW OF CONSENT AGENDA ITEMS – RICHARD MERDAN**

**D. INFORMATIONAL ITEMS**

1. Salon @ Mid-State Ribbon Cutting Event – Dr. Bobbi Damrow  
*Highlights of the October 11 Ribbon Cutting Event will be shared.*

**E. ADJOURNMENT**

## COMMITTEE-OF-THE-WHOLE

**Monday, October 18, 2021**

**5:00 p.m.**

Mid-State Wisconsin Rapids Campus Room L133-134  
500 32<sup>nd</sup> Street North, Wisconsin Rapids

## AGENDA

**A. CALL TO ORDER – KRISTIN CRASS**

**B. OPEN MEETING CERTIFICATION – KRISTIN CRASS**

*This October 18, 2021 meeting of the Mid-State Technical College District Board of Directors, and all other meetings of the Board and/or its committees, is open to the public in compliance with State Statutes. Notice of this meeting has been sent to news media and designated persons in an attempt to make the citizens of the Mid-State Technical College District aware of the place, time and agenda of the meeting.*

**C. 2020-2021 YEAR-END DASHBOARD AND 2021-2022 DASHBOARD – DR. SHELLY MONDEIK**

*The 2020-2021 Year-End College Dashboard and Campus Dashboards will be reviewed. The 2021-2022 College Dashboard will also be highlighted.*

**D. MID-STATE COUGAR STATUE BOARD UNVEILING – DR. BOBBI DAMROW**

*Meet the newly installed Cougar statue that was designed and manufactured by Mid-State personnel. Weather permitting, the unveiling will be followed by a photo opportunity near the front of the Wisconsin Rapids Campus.*

**E. ADJOURNMENT**

## September Contracted Service Agreements Meeting on October 18, 2021

Contract Number	Location of Business/Agency	Industry Type	Type of Service	Hours of Instructions	Estimated Number Served	Contract Amount
146711	Marshfield	Private Educational Institution	Medical Terminology	54	9	8,440.00
146712	Stevens Point	Business and Industry	Beginning Microsoft Outlook, Word, Excel	6	10	1,600.00
146713	Wisconsin Rapids	Business and Industry	Maintenance Welding Fundamentals	12	10	1,650.00
146714	Wisconsin Rapids	Public Educational Inst.-Post	Basic Knife Skills	1	18	210.00
146715	Stevens Point	Public Educational Institution	Pyramid Model Training	10	24	3,200.00
146716	Stevens Point	Business and Industry	Standard Timing Model Assessments	6	1	479.00
146717	Stevens Point	Business and Industry	Professional Skills	30	12	6,090.13
146718	Wausau	Business and Industry	Pumpkin Carving	1.5	50	1,728.00
					<b>Total:</b>	<b>\$23,397.13</b>

## September Contract Training Proposals For Informational Purposes

Monthly Contract Training Proposal Recap - September 2021						
Proposal #	Bill to City	Industry Type	Type of Service	Proposal Amount	Current Status	
274	Baraboo	Education	EMT Training	\$37,675.00	Presented	
275	Wisconsin Rapids	Business and Industry	BLS Training	\$2,710.00	Accepted	
276	Marshfield	Business and Industry	First Aid/CPR	\$970.00	Presented	
277	Wisconsin Rapids	Business and Industry	Electrical Maintenance Training	\$69,595.00	Presented	
278	Nekoosa	Business and Industry	Forklift Certification - Sept. 2021	\$660.00	Accepted	
279	Wisconsin Rapids	Education	Basic Knife Skills	\$210.00	Accepted	
280	Wausau	Business and Industry	Employee Engagement October	\$1,728.00	Accepted	
281	Waupaca	Business and Industry	Machine Tool Training - Year 1	\$69,400.00	Presented	
282	Waupaca	Business and Industry	Machine Tool Courses - Year 2	\$66,970.00	Presented	
283	Waupaca	Business and Industry	Machine Tool Courses - Year 3	\$62,530.00	Presented	
284	Wisconsin Rapids	Business and Industry	Welding Training - Sept 2021	\$4,125.00	Accepted	
285	Stevens Point	Business and Industry	Standard Timing Model Assessment - Sept. 2021	\$479.00	Accepted	
286	Wisconsin Rapids	Education	AutoCAD courses	\$4,600.00	Presented	
287	Stevens Point	Business and Industry	Confined Space Training - Train the Trainer	\$1,390.00	Accepted	
288	Rudolph	Business and Industry	Forklift Train the Trainer	\$1,590.00	Presented	
289	Nekoosa	Business and Industry	CPR/ First Aid AED	\$3,100.00	Presented	
290	Wisconsin Rapids	Business and Industry	Lifting and Rigging - Fall 2021	\$2,270.00	Presented	EXHIBIT
291	Wisconsin Rapids	Business and Industry	Mobile Crane - Fall 2021	\$3,290.00	Presented	
<b>TOTAL</b>				<b>\$333,292.00</b>		

**FINANCE & INFRASTRUCTURE COMMITTEE**  
**Procurement of Goods and Services**  
**October 18, 2021 Board Meeting**

	<u>Amount</u>	<u>Procurement Method</u>
<b><u>Procurements Requiring Board Action</u></b>		
School of Protective & Human Services Manikins - CAE Healthcare, (Sarasota, FL)	133,670.12	State Contract
IT Department Equipment - BDJtech (El Segundo, CA)	345,237.00	State Contract
<b>Subtotal for Procurements Requiring Board Action</b>	<b>\$478,907.12</b>	
<b><u>Procurements Not Requiring Board Action</u></b>		
IT Department Helpdesk services - Campus Consortium (Chicago, IL)	46,250.00	RFP
IT Department Equipment - Paragon Development Systems (Brookfield, WI)	31,541.00	State Contract
Student Services UWSP Housing - Stevens Point	44,275.00	Sole Source
<b>Subtotal for Procurements Not Requiring Board Action</b>	<b>\$122,066.00</b>	
<b><u>Procurements Approved in Budget Process Not Requiring Board Action</u></b>		
Marshfield Campus Parking lot improvements - (Sunrise Trucking & Excavating)	52,237.98	Bid
IT Department Equipment - Brilliant Marketing and Consulting (Appleton, WI)	62,980.00	RFP
Student Services Salesforce software - LINGK, Inc. (Danville, CA)	75,950.00	RFP
IT Department Software - CollegeNet, Inc (Portland, OR)	55,000.00	State Contract

**FINANCE & INFRASTRUCTURE COMMITTEE**

**Procurement of Goods and Services**

**October 18, 2021 Board Meeting**

	<u>Amount</u>	<u>Procurement Method</u>
IT Department		
Equipment/Software - Key Government Finance, Inc. (Superior, CO)	<u>900,000.00</u>	State Contract
<b>Subtotal for Procurements Approved in Budget Process Not Requiring Board Action</b>	<b><u>\$1,146,167.98</u></b>	
<b><u>Mandatory Procurements Not Requiring Board Action</u></b>		
Utilities - Water Works & Lighting Commission	27,129.82	Mandatory
Lakeshore Technical College WILM expenses (Monthly)	55,849.72	Mandatory
NorthCentral Technical College Oracle Contract (Annual)	79,090.87	Mandatory
<b>Subtotal for Mandatory Procurements</b>	<b><u>\$162,070.41</u></b>	
<b><u>Emergency Procurements</u></b>		
<b>Subtotal for Emergency Procurements</b>	<b><u>\$0.00</u></b>	
<b>Grand Total</b>	<b><u><u>\$1,909,211.51</u></u></b>	

**FINANCE & INFRASTRUCTURE COMMITTEE**

**Procurement of Goods and Services**

**October 18, 2021 Board Meeting**

Amount

Procurement Method

Mid-State Technical College and the Wisconsin Technical College System have purchasing policies. The purchasing method applied meets those policies.

**BID** – A public notice is published in the local newspaper. Potential bidders are notified of the publication based on industry knowledge and past projects. Interested bidders can request plans and specifications to be used for bid preparation. The lowest fixed-price bid is accepted from a responsible bidder meeting specifications.

**QUOTE** – Quotes are solicited from three or more vendors (if available). The lowest quote meeting specifications is selected.

**REQUEST FOR PROPOSAL (RFP)** – A competitive selection process was completed to select the vendor for the purchase. Award was based on criteria that may include price and other critical criteria such as service, experience, references etc. Criteria is weighted and scored by evaluators. Agreements for services can extend for multiple years.

**COOP (Cooperative) Purchase** – A competitive procurement method was utilized to select the vendor and the contract was approved by another WTCS district. (Includes NJPA – National Joint Powers Alliance, WSCA – Western States Contract Alliance, National IPA – National Intergovernmental Purchasing Alliance and others)

**STATE CONTRACT** – A state agency such as the Department of Administration or UW system processed a bid or RFP and awarded the products and/or services to this vendor. Mid-State reserves the right to negotiate a lower price directly with the vendor.

**CONSORTIUM CONTRACT** – The WTCS Purchasing Consortium has completed a competitive selection process by RFP or Bid. Mid-State is able to participate without fulfilling a college-directed process.

**SOLE SOURCE** – The item meets the requirements listed in the Financial & Administrative Manual for Sole Source procurements.

**MANDATORY** – Mid-State is required to pay for the service or membership to provide day to day operations such as utilities, leases, insurance, mandatory membership dues, etc.

FY 2022 Budget Notifications Made in the Month of September 2021							
Project #	Grant Title or Description	Type	Reason for Budget Change	Budgeted Revenue Change	Budgeted Expense Change	Budgeted Fund Balance Change	Notes
<b>Fund 1 - General Fund Budget Notifications</b>							
	141882 Local Youth Apprenticeship Grant	DWD	Adjust budgets to actual per DWD	(9,122.00)	(7,640.00)	(1,482.00)	2
	141462 Culinary Development Market Grant	State	Transfer between funds	-	60,945.00	(60,945.00)	3
	141912 Systemwide Apprenticeship Curricula Grant	State	Establish budgets	27,300.00	26,000.00	1,300.00	1
	141922 WIDS Curriculum Grant	State	Establish budgets	168,000.00	160,000.00	8,000.00	1
	141872 Youth Apprenticeship for Students Grant	Federal	Establish budgets	16,800.00	16,800.00	-	1
<b>Fund 2 - Special Revenue Non-Aldable Fund Budget Notifications</b>							
	140194 CARES Institutional	Federal	Adjust budgets to actual	369,334.00	342,897.00	26,437.00	4
<b>Fund 3 - Capital Projects Fund Budget Notifications</b>							
	141462 Culinary Development Market Grant	State	Transfer between funds	-	(60,945.00)	60,945.00	3
<b>Fund 7 - Special Revenue Non-Aldable Fund Budget Notifications</b>							
	140194 CRRSAA and ARPA funds for Students	Federal	Increase budgets for CRRSSA Students	868,250.00	868,250.00	-	4
<b>Total Budget Changes For The Month</b>				1,440,562.00	1,406,307.00	34,255.00	
<b>Notes:</b>							
1	Budget Notifications are out of balance for the month due to the following:						
2	Establish budgets						
3	Adjust budgets to actual						
4	Transfer between funds						
	Increase COVID related budgets to actuals						





## Accrued Revenues, Expenditures and Changes in Fund Equity Current Actuals for the Fiscal Year 2022 as of September 30, 2021

	General Operations & Grants		Customized Instruction & Tech Asst		Student Financial Assistance & Activity		Capital Projects		Annual Debt Service		Enterprise Units		Internal Sales, Media Services & Self-funded Insurances		Total Current Budget	% of Actual to Budget
	Fund 1	Fund 2	Fund 7	Fund 3	Fund 4	Fund 5	Fund 6	Fund 1	Fund 2	Fund 3	Fund 4	Fund 5	Fund 6			
Local Government	-	-	-	-	-	-	-	-	-	-	-	-	-	-	14,201,579	0.0%
Student Fees	3,491,938	17,543	188,641	-	-	-	-	-	-	-	-	-	-	3,698,123	7,006,365	52.8%
State Aid & Grants	1,630,164	-	334,963	-	-	-	-	-	-	-	-	-	-	1,965,127	15,992,292	12.3%
Institutional	391,880	31,219	409,471	39,501	229,149	473,880	1,521,155	-	-	-	-	-	-	3,096,256	9,899,378	31.3%
Federal	500	369,333	3,402,763	-	-	-	-	-	-	-	-	-	-	3,772,596	7,012,334	53.8%
<b>Total Revenues</b>	<b>5,514,482</b>	<b>418,096</b>	<b>4,335,838</b>	<b>39,501</b>	<b>229,149</b>	<b>473,880</b>	<b>1,521,155</b>	<b>3,402,763</b>	<b>229,149</b>	<b>473,880</b>	<b>473,880</b>	<b>473,880</b>	<b>1,521,155</b>	<b>12,532,102</b>	<b>54,111,948</b>	<b>23.2%</b>

	% of Budget Recognized	
<b>Total Revenues</b>	<b>17.5%</b>	<b>23.6%</b>
<b>% of Budget Recognized</b>	<b>131.7%</b>	<b>67.7%</b>
<b>3.4%</b>	<b>40.9%</b>	<b>23.3%</b>
<b>23.2%</b>	<b>40.9%</b>	<b>23.2%</b>

  

<u>Expenditures</u>	
Salaries and Wages	18,638,559
Benefits	8,636,790
Current Expenditures	9,674,156
Student Financial Aid & Activities	4,741,537
Resale	6,165,958
Capital Outlay	4,149,015
Debt Retirement	6,723,465
<b>Total Expenditures</b>	<b>58,729,480</b>
<b>% of Budget Expended</b>	<b>25.9%</b>

<u>Changes in Fund Equity</u>	
Estimated Fund Equity as of 6/30/21	22,448,476
Current Revenue over Expenses	(4,617,532)
Other Sources and Uses:	
Proceeds from Debt	5,000,000
Interfund Transfers In	860,000
Interfund Transfers Out	(860,000)
Repayment of Debt	-
<b>Accrued YTD Fund Equity</b>	<b>22,830,944</b>

**Mid State Technical College  
Combined Balance Sheet - All Fund Types and Account Groups  
September 30, 2021**

With comparative totals for September 30, 2020

	Governmental Fund Types				Proprietary Fund Types			Fiduciary Fund Type		
	General	Special Rev Operational	Capital Projects	Debt Service	Enterprise	Internal Service	Special Rev Non-Aidable	Memorandum only		
								2021-22	2020-21	
<b>ASSETS AND OTHER DEBITS</b>										
Cash	\$ 8,123,671	\$ -	\$ 2,567,179	\$ 223	\$ 1,550	\$ 3,163,398	\$ -	\$ 13,856,020	\$ 14,757,899	
Investments	-	-	-	-	-	-	8,054,010	8,054,010	6,723,110	
Receivables:										
Property taxes	(213,186)	-	-	213,186	-	-	-	-	-	
Accounts receivable	1,303,682	6,395	3,330	-	130,775	-	1,430,491	2,874,673	1,579,268	
Due from other funds	-	-	2,838	196,353	244,233	-	122,242	565,667	-	
Inventories - at cost	-	-	-	-	493,401	-	-	493,401	444,962	
Prepaid Assets	98,020	2,574	-	-	-	-	-	100,594	-	
Other Current Assets	-	-	-	-	-	-	-	-	-	
Fixed assets - at cost, less accumulated depreciation, where applicable	-	-	-	-	374,239	6,199	-	380,437	451,228	
General Long Term Debt	-	-	-	-	-	-	-	-	-	
All Other Noncurrent Assets	-	-	-	-	-	-	-	-	-	
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>\$ 9,312,186</b>	<b>\$ 8,969</b>	<b>\$ 2,573,347</b>	<b>\$ 409,763</b>	<b>\$ 1,244,198</b>	<b>\$ 3,169,596</b>	<b>\$ 9,606,743</b>	<b>\$ 26,324,802</b>	<b>\$ 23,956,466</b>	
<b>LIABILITIES, FUND EQUITY AND OTHER CREDITS</b>										
Liabilities										
Accounts Payable	\$ 56,447	\$ 27,076	\$ 397,976	\$ -	\$ 28,411	\$ -	\$ 15,601	\$ 525,511	\$ 701,097	
Accrued Liabilities:										
Wages	37	-	-	-	-	-	-	37	-	
Employee related payables	225,131	-	-	-	-	-	-	225,131	578,901	
Vacation	612,047	6,031	-	-	6,736	-	13,184	637,998	809,429	
Other current liabilities	11,249	-	-	-	481	-	-	11,730	10,073	
Due to other funds	319,826	216,186	-	-	-	29,655	-	565,667	-	
Deferred Revenues	-	-	-	-	-	-	-	-	-	
Def Compensation Liability	-	-	-	-	-	-	-	-	-	
General Long Term Debt Group	-	-	-	-	-	-	-	-	-	
<b>TOTAL LIABILITIES</b>	<b>1,224,735</b>	<b>249,293</b>	<b>397,976</b>	<b>-</b>	<b>35,628</b>	<b>29,655</b>	<b>28,785</b>	<b>1,966,072</b>	<b>2,099,500</b>	
Fund equity and other credits										
Retained Earnings	-	-	-	-	1,096,723	123,243	6,716	1,226,682	1,322,250	
Res for Prepaid Expenditures	105,512	-	-	-	25,368	-	-	130,879	124,080	
Reserve for Self-Insurance	-	-	-	-	-	2,647,886	-	2,647,886	2,386,127	
Reserve for Student Gov & Org	-	-	-	-	-	-	99,651	99,651	109,131	
Res for Student Fin Assistance	-	-	-	-	-	-	(79,417)	(79,417)	114,394	
Res for Post-Employ Benefits	-	-	-	-	-	-	7,837,280	8,319,553	6,717,163	
Res for Emerg Student Fin Aid	482,274	-	-	-	-	-	100,176	100,176	-	
Res for Emergency Relief Funds	-	-	-	-	-	-	-	218,144	-	
Reserve for Capital Projects	-	-	(191,314)	-	-	-	-	(191,314)	497,377	
Res for Cap Proj - Motorcycle	-	-	99,679	-	-	-	-	99,679	91,210	
Reserve for Debt Service	-	-	-	643,413	-	-	-	643,413	396,995	
Designated for Operations	7,850,679	(314,972)	-	-	-	-	-	7,535,708	7,732,746	
Des for State Aid Fluctuations	383,216	-	-	-	-	-	-	383,216	383,216	
Des for Subsequent Year	1,734,346	182,431	-	-	-	-	-	1,916,777	1,957,587	
<b>TOTAL FUND EQUITY AND OTHER CREDITS</b>	<b>10,556,027</b>	<b>85,603</b>	<b>(91,635)</b>	<b>643,413</b>	<b>1,122,090</b>	<b>2,771,130</b>	<b>7,964,406</b>	<b>23,051,035</b>	<b>21,832,275</b>	
Year-to-date excess revenues(expenditures)	(2,468,576)	(325,927)	2,267,005	(233,650)	86,480	368,811	1,613,553	1,307,695	24,691	
<b>TOTAL LIABILITIES, FUND EQUITY AND OTHER CREDITS</b>	<b>\$ 9,312,186</b>	<b>\$ 8,969</b>	<b>\$ 2,573,347</b>	<b>\$ 409,763</b>	<b>\$ 1,244,198</b>	<b>\$ 3,169,596</b>	<b>\$ 9,606,743</b>	<b>\$ 26,324,802</b>	<b>\$ 23,956,466</b>	

## **2021-22 Tax Levy Certification Resolution**

BE IT RESOLVED that the Mid-State Technical College Board authorized a \$13,922,903 property tax levy for fiscal year 2021-22, representing an overall mill rate of \$0.89403 on \$15,573,273,296 of equalized valuation without TIFs within the boundaries of the Mid-State Technical College District.

BE IT FURTHER RESOLVED that this levy be made up of \$6,925,934 in operational levy representing an operational mill rate of \$0.44474 and \$6,996,969 in debt service representing a debt service mill rate of \$0.44929.

BE IT FURTHER RESOLVED that administration apportion this levy based on the certified equalized property values for its 97 municipalities and notify them of their apportionment in accordance with state statutes.

## RESOLUTION NO. \_\_\_\_\_

RESOLUTION AWARDING THE SALE OF \$1,000,000 GENERAL  
OBLIGATION PROMISSORY NOTES, SERIES 2021B

WHEREAS, on September 20, 2021, the District Board of the Mid-State Technical College District, Adams, Clark, Jackson, Juneau, Marathon, Portage, Waushara and Wood Counties, Wisconsin (the "District") adopted a resolution (the "Authorizing Resolution") which authorized the issuance of general obligation promissory notes in the amount of \$140,000 for the public purpose of paying the cost of building remodeling and improvement projects and in the amount of \$860,000 for the public purpose of paying the cost of acquiring movable equipment (collectively, the "Project");

WHEREAS, the District caused Notices to Electors to be published in the Stevens Point Journal on September 24, 2021 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 acquiring movable equipment;

WHEREAS, no petition for referendum has been filed with the District and the time to file such a petition expires on October 25, 2021;

WHEREAS, the District Board hereby finds and determines that the Project is within the District's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

WHEREAS, the District is authorized by the provisions of Section 67.12(12), Wisconsin Statutes, to borrow money and issue its general obligation promissory notes (the "Notes") for such public purposes; and

WHEREAS, it is the finding of the District Board that it is necessary, desirable and in the best interest of the District to sell the Notes to Robert W. Baird & Co. Incorporated (the "Purchaser"), pursuant to the terms and conditions of its note purchase proposal attached hereto as Exhibit A and incorporated herein by this reference (the "Proposal").

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

Section 1. Sale of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of ONE MILLION DOLLARS (\$1,000,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal is hereby accepted and 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 (subject to the condition that no valid petition for referendum is filed by October 25, 2021). To evidence the obligation of the District, the Chairperson and Secretary are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the District, the Notes aggregating the principal amount of ONE MILLION DOLLARS (\$1,000,000) for the sum set forth on the Proposal, plus accrued interest to the date of delivery.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2021B"; shall be issued in the aggregate principal amount of \$1,000,000; shall be dated November 8, 2021; 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 March 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit B-1 and incorporated herein by this reference. Interest shall be payable semi-annually on March 1 and September 1 of each year commencing on March 1, 2022. 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 B-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes are not subject to optional redemption.

[If the Proposal specifies that any of the Notes are subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Notes subject to mandatory redemption, the principal amount of such Notes so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Notes in such manner as the District shall direct.]

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

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2021 through 2023 for the payments due in the years 2022 through 2024 in the amounts set forth on the Schedule.

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

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

Section 6. Segregated Debt Service Fund Account.

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

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes, Series 2021B" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the District at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the District above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

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

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

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

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

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

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

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

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

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by 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 District hereby authorizes the Chairperson and Secretary or other appropriate officers of the District to enter into a Fiscal Agency Agreement between the District and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Notes.

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

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

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

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

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

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

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

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

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

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

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

Adopted, approved and recorded October 18, 2021.

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Kristin Crass  
Chairperson

ATTEST:

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Lynneia Miller  
Secretary

(SEAL)

**NOTICE OF 2020-21  
BUDGET AMENDMENT  
October 18, 2021**

WHEREAS, the 2020-21 budget was adopted by the Mid-State Technical College (Mid-State) Board on June 15, 2020, was amended on April 19, 2021, and State statute requires the district board to approve any modifications to the original adopted budget; and

WHEREAS, the General Fund budget was adjusted to accommodate the reallocation of budgets within departments and functions, the addition of or modification of grants, to adjust operational budgets, and to adjust wage and fringe budgets; and

WHEREAS, the Special Revenue - Operational Fund budget was adjusted to accommodate the Institutional COVID relief funding and adjust dual credit budgets; and

WHEREAS, the Capital Projects budget was adjusted to reflect current year project estimates and to modify and add grants; and

WHEREAS, the Special Revenue – Non-Aidable Fund budget was adjusted to accommodate the Student COVID relief funding; and

NOW, THEREFORE, BE IT RESOLVED by the Mid-State Technical College Board to approve the following 2020-21 budgetary revisions:

FUND	FUNCTION RESOURCE	APPROPRIATION CHANGE	MODIFIED APPROPRIATION
General	Instruction	6,875	18,273,899
General	Instructional Resources	(5,581)	1,162,868
General	Student Services	31,133	4,364,284
General	General Institutional	398,899	5,960,842
General	Physical Plant	2,470	2,008,913
Special Revenue – Operational	Instruction	213,119	1,118,039
Special Revenue – Operational	General Institutional	400,592	1,546,102
Capital Projects	Instruction	231,240	1,949,907
Capital Projects	Instructional Resources	30,920	490,630
Capital Projects	Student Services	(15,419)	407,081
Capital Projects	General Institutional	111,500	1,514,168
Capital Projects	Physical Plant	512,743	2,047,130
Special Revenue – Non-Aidable	Student Services	261,500	6,041,065

BE IT FURTHER RESOLVED that these budget modifications comply with the district board's policy; and

BE IT FURTHER RESOLVED that these changes are now authorized by a two-thirds (2/3) vote of the entire District Board membership in accordance with Section 65.90(5) of Wisconsin Statutes; and

BE IT FURTHER RESOLVED that administration be directed to place this resolution as Class 1 legal notice in the designated district newspaper as required by Section 65.90(5)(a) of the Wisconsin Statutes.



## ETHICS RESOLUTION

WHEREAS, technical college district board members, district directors, and other key administrative staff of technical college districts are subject to the State Code of Ethics.

THEREFORE, BE IT RESOLVED that, for purposes of Wisconsin's Code of Ethics for Public Officials and Employees, Sections 19.41 through 19.59, Stats., the Mid-State Technical College District Board of Directors designates the following positions deputy, associate, or assistant district directors and indicates its intention that the current occupants of these positions and their successors be subject to the Wisconsin Ethics Code:

<u>Position</u>	<u>Occupant</u>
President	Dr. Shelly Mondeik 1421 Lily Lane Wisconsin Rapids, WI 54494
Vice President, Academics	Dr. Deb Stencil R5162 County Road H Edgar, WI 54426
Vice President, Finance & Facilities	Greg Bruckbauer 1811 Whispering Pine Drive Plover, WI 54467
Vice President, Human Resources & Organizational Development	Dr. Karen Brzezinski 154875 Castle Rock Lane Wausau, WI 54403
Vice President, Student Services & Enrollment Management	Dr. Amanda Lang 9395 Vermillion Street Milladore, WI 54454-9700
Vice President, Information Technology	Brad Russell 1160 Bellview Drive Wisconsin Rapids, WI 54494
Vice President, Workforce Development & Community Relations	Dr. Bobbi Damrow N14987 Old 13 Road Park Falls, WI 54552
Manager, Project Management & Capital Budget	Matt Schneider 3065 Swanson Road Wisconsin Rapids, WI 54495
Director, Foundation & Alumni	Jill Steckbauer N1179 County Road CH Coloma, WI 54930