

Western Technical College Administrative Center
111 Seventh Street N, Room 408
La Crosse, WI

**District
Board
Members:**

Lance Bagstad
Andrew Bosshard
Jim Dillin

Michelle Greendeer-Rave
Majel Hein
Kevin Hennessey

Angie Lawrence
Ed Lukasek
Ken Peterson

Western Annual Manufacturers Luncheon - Optional

Program Begins 11:00am

Event will be held in Western's Lunda Center

The luncheon's featured speaker will be Sean Mullan, Global Plant Engineering & Operational Effectiveness Leader at 3M. Mullan will discuss:

- *The importance of partnerships and how to get started*
- *Changing technology and its impact on manufacturing and the labor pool*
- *The critical importance of Career and Technical Education for students and our economy*

District Board Member Group Photo Session - Optional

1:45pm

**Photo Location - Western Technical College – Coleman Center – Parking Lot M
(Corner of 7th and Vine Streets)**

- Western's Marketing Department will be available for individual photos (new and retakes) – 3rd floor of Administrative Center following group session photo

District Board Meeting – Open Session

2:00pm

**** If there are any questions relative to a specific agenda item, please feel free to direct them to struppj@westerntc.edu ****

Public Notice (see calendar below)

Members of the District Board may be in attendance at the following meetings/events:

- WI Technical College District Boards Associations
- WTCS State Board Meetings

No Western Technical College business will be conducted during these meetings/events.

Planning Ahead ... 2022-23

DATE	EVENT	LOCATION
October 18, 2022	6 th Annual Manufacturer's Luncheon – 11:30am-1:00pm	Lunda Center
October 18, 2022	Western District Board Meeting	A408
October 26-29, 2022	ACCT Leadership Congress	New York
November 15, 2022	Western District Board Meeting	A408
November 15-16, 2022	WTCS Board Meeting	MATC – Milwaukee Downtown
November 24-25, 2022	Thanksgiving Holiday	
December 16, 2022	Classes End	
December 20, 2022	Western District Board Meeting	A408
December 23, 2022 - January 2, 2023	Holiday Break	
January 9, 2023	Classes Begin	
January 11-13, 2023	District Boards Association Meeting Legislative Summit	Madison/Concourse Hotel
January 17, 2023	Western District Board Meeting Dinner Hosted by Roger and Julie	A408 Roger & Julie's Residence
February 5-8, 2023	ACCT National Legislative Summit	Washington, DC
February 21, 2023	Western District Board Meeting	A408

Western Technical College
District Board Goal

Incorporate Experience 2025 and related student success and employee engagement priorities into all board meetings:

- a. Strategies include:
 - i. Adapt District Board agendas to incorporate benchmarks, progress, and completion data related to Experience 2025 and the seven strategic goals
 - ii. Consider the four Strategic Directions in all decision-making
 - iii. Communicate college events and level of priority to District Board members
 - iv. Foster greater levels of employee engagement and recognition through resolutions of commendation, targeted visits, and visual management tours
 - v. Check, adjust, and revise the District Board monthly calendar to allow for agility
 - vi. Adjust monthly agenda to allow for adequate time to fully cover agenda items

- b. Lead measures include:
 - i. President's goals are achieved in the timeframe set forth in the strategic plan
 - ii. Each District Board meeting highlights the Strategic Directions for Experience 2025 and student success
 - iii. 25% of District Board meetings and advances are held in places that allow for engagement with Western employees and student learning spaces
 - iv. Approval of annual calendar
 - v. District Board members express satisfaction with time allotted for agenda items through a Plus/Delta document each month

Approved October 16, 2018

2022-23 WIG: Attract and Retain Students and Co-Workers



District Board Commitments

Revised August 2020

1. We will follow the communication flow for board-president-staff interactions set forth by the president.
2. We will embrace the college mission, vision, values, practices, and culture fully as the board's own.
3. We will work with the president and leadership team to assess and shape college goals, results and measures. This will be led by the president and leadership team with board support, partnership, and endorsement.
4. We will review all policies that are older than 2015.
5. We will commit to the tenets of the college's culture of accountability.
6. We will express opinions at the table with respect and clarity to everyone present at the table and all parties speaking. In the end, we stand with one unified voice.
7. We will lead by focusing on the present and future in order to achieve student, college, and community success.
8. We will work with the president to define the data necessary to make informed and educated decisions.
9. We commit to a college-wide view at all times as we serve the entire region.

District Board Equity Commitment

Events around our nation remind us yet again of the work that remains to create a more just and equitable society. As a Board, we acknowledge the hurt, frustration, and anger felt by countless Americans, especially Americans of color. We hurt with those who are hurting, and we stand, in particular, with black members of our communities during this difficult time. At Western Technical College, we pledge to lean into our College values of diversity, integrity, teamwork, and respect. As a Board, we are committed to our advocacy for and support of Western's strategic goals to increase the enrollment of students of color and to eliminate achievement gaps among black, Hispanic, and indigenous students. We acknowledge structural racism and systemic poverty contribute to these gaps, and we pledge to continue to support programs and policies that ensure access to higher education for all students. We embrace the imperative to learn from experiences, history, cultures, values, beliefs, and views different from our own and to lead with empathy and compassion. Change starts with each of us, and we pledge to hold ourselves and each other accountable in this critically important work.

Western Technical College District Board Meeting
TUESDAY, October 18, 2022
AGENDA

Topic	Attachment	Action
Call to Order		X
The October 18, 2022 meeting of the Western Technical College District Board, and all other meetings of this Board, are open to the public and in compliance with state statutes. Notice of the meeting has been sent to the press in an attempt to make the general public of Wisconsin aware of the time, place and agenda of the meeting.		
Mission: Western Technical College provides relevant, high-quality education in a collaborative and sustainable environment that changes the lives of students and grows our communities.		
Resolution of Commendation Retirement		
➤ Cynthia Lyga, Administrative Assistant – Independence Regional Learning, Student Services & Engagement	Page 9	X
Resolution of Commendation Years of Service		
➤ Mike Swenson, Executive Director, Western Foundation	Page 10	X
Presentations		
➤ Discuss: State Budget – Layla Merrifield, Executive Director, District Boards Association		
➤ Inform: Legislative Update – Amy Thornton Julie Lemon Eric Jacobson		
➤ Inform: Key Results and Strategic Goals – Tracy Dryden Brianne Shane		
➤ Discuss: Previous Fiscal Year’s Operating Results – Wade Hackbarth Christina Heit		
➤ Discuss: Annual District Board Calendar [final review] – Ken Peterson.....	Page 11	
Policy Subcommittee Update – Majel Hein		
TIFs and TIDs [New Information Only]		
Items to be Removed from Consent Agenda		
Approve: Consent Agenda		
➤ Minutes		
A. September 20, 2022 District Board Regular Meeting	Page 13	X
➤ Financial Reports – September		
A. Schedule of Payments	Page 14	X
B. Vendors Over \$2,500	Page 15	X
C. Vendor Payments Over \$50,000 FY2021-2022	Page 17	X
D. General Revenue Expense Report 2021-2022 (Final)	Page 21	X
E. Department Budget Summary - August 2021-2022 (Final)	Page 23	X
F. Auxiliary Services Reports - August 2021-2022 (Final)	Page 27	x
G. Capital Projects Reports	Page 35	X
➤ Policy Revision Second Reading		
A. A0100A District Board Values and Practices	Page 39	X
➤ Monthly Approvals		
A. Annual Board Resolution Officials Subject to State Code of Ethics	Page 43	X
➤ Personnel (<i>Information Only</i>)		
A. Retirements		
1. Sue Kirscher, College Advisor, Student Services & Engagement	Page 44	
Approve: Roll Call Vote		
➤ Resolution to Authorize the Tax Levy for the 2022-23 Budget	Page 45	ROLL CALL
➤ Resolution to Adopt Changes to the 2021-2022 Budget	Page 47	ROLL CALL

Topic	Attachment	Action
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President Report

- Community and Media Connections
- Current Priorities

District Board Chairperson Report

- Board Business | Updates
- Board Events
- District Boards Association Update
- Plus Delta Feedback

Adjournment

X



Western Technical College

Resolution of Commendation to **Cindy Lyga**

Whereas, Cindy Lyga, Administrative Assistant for Western's Independence location, retired from Western Technical College on September 9, after completing 17+ years of loyal and dedicated service to the students, staff, and the District Board of the Western Technical College District; and

Whereas, Cindy was a dedicated and loyal employee of Western, always staying late to assist students and consistently being organized and prepared for day-to-day activities; and

Whereas, she was the most kind-hearted individual anyone could meet, truly caring for each co-worker and friend and providing wonderful advice to all; and

Whereas, Cindy helped so many co-workers learn and grow, always being gracious and giving of her time and talents; and

Whereas, she always believed in Western, her co-workers, and its mission, providing help and guidance to every student who walked through the doors; and

Whereas, her smile, eagle eye for proofreading, and deep knowledge of Western will be missed; therefore, be it

Resolved, that the Board of the Western Technical College District hereby expresses its appreciation and gives a special commendation to Cindy Lyga for her years of service and her commitment to excellence; and be it

Resolved, that the Western Technical College District Board, Administration, Faculty, Staff, and Students all wish Cindy many happy and satisfying years in her retirement.

Western
Technical College

Roger Stanford, PhD, President/District Director

Ken Peterson, Chair

Adopted, approved, and recorded by the Western Technical College District Board on October 18, 2022



Western Technical College

Resolution of Commendation to **Mike Swenson**

Whereas, Mike Swenson, Executive Director of the Western Foundation, resigned from Western Technical College on August 9, 2022, after completing 10 years of loyal and dedicated service to the students, staff, and the District Board of the Western Technical College District; and

Whereas, Mike was a silent leader, providing strong direction and guidance, but always allowing his employees to take the lead; and

Whereas, he was always quick on his feet, having a unique ability to exude confidence when necessary and commanding a presentation; and

Whereas, Mike had a cool head and high emotional intelligence, never getting too worked up and was able to compartmentalize issues to focus; and

Whereas, he will be remembered at Western for his work on bringing several projects to life, including the Veteran Military Center, POW-MIA Memorial, and Joyce Wanek Center for Art and Design; and

Whereas, his leadership, compassion, and support will be missed; therefore be it

Resolved, that the Board of the Western Technical College District hereby expresses its appreciation and gives a special commendation to Mike Swenson for his years of service and his commitment to excellence; and be it

Resolved, that the Western Technical College District Board, Administration, Faculty, Staff, and Students all wish Mike Swenson the best in his future endeavors.

Western
Technical College

Roger Stanford, PhD, President/District Director

Ken Peterson, Chair

Adopted, approved, and recorded by the Western Technical College District Board on October 18, 2022

January	February	March (Board Location Change)
<ul style="list-style-type: none"> Annual Enrollment Management Sustainability Update (1-page report) Roger hosts dinner - District Board and Senior Leadership Team <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>New Program Approval</i> 	<ul style="list-style-type: none"> Enrollment Update Non-Renewals Proposal (closed-as needed) Annual Planning Cycle Review (biennial even years) 	<ul style="list-style-type: none"> Strategic Focus Area - DEI ATD Update Annual District Board Appointment Student Government Update Closed Session President Presents on Evaluation <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Private Sector Review</i>
April – (Sparta Annually)	May (1 st Tuesday)	June
<ul style="list-style-type: none"> Full Budget Review (<i>no separate meeting</i>) – <i>Kicks Off Meeting</i> Foundation Update Non-Renewals (closed-as needed) Presidents Evaluation 	<ul style="list-style-type: none"> Student Ambassador Update Higher Ed Landscape & Labor Market Update Annual Grant Update Annual K-12 Update <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Non-Renewals (as needed)</i> <i>Fees & Rates</i> <i>District Boards Association Annual Fees</i> 	<ul style="list-style-type: none"> Public Hearing – Budget District Boards Association Visit Update (spring visit) Enrollment Update RLC Update (biennial odd years) HLC Update (F2F years 3, 8, 9 and 10 1-page report other years) District Board Dinner <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Board Approval of Budget</i> <i>3-year Facility Plan</i> <i>Out of State Tuition Remission/Waivers</i> <i>Presidents Contract Amendment</i> <i>Salary Adjustments</i> <i>Bargaining Agreement</i>
July 2 nd Monday	August	September
<ul style="list-style-type: none"> Program & Service Highlights (optional) Recognize WLDI Grads Annual Organizational Meeting Actions President Shares Identified Goals <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Designation of Date/Time/Location of District Board meetings</i> <i>District’s Attorneys</i> <i>District’s Public Finance Advisor</i> <i>District’s Official Newspaper</i> <i>District’s Public Depositories</i> <i>Annual Calendar</i> 	<p>Annual Infrastructure Meeting</p> <p>Board Meeting No Topics – SLT Excused</p> <p>Board Advance</p> <ul style="list-style-type: none"> Annual Attorney Update Annual Boardmanship Topic Validate Board Evaluation Validate Board Goals Validate Board Commitments “A” Level Policy Discussion <p>Issue Papers:</p> <ul style="list-style-type: none"> <i>Western and DBA Committee Appointments</i> 	<ul style="list-style-type: none"> Strategic Focus Area – 7-Week Enrollment Update Annual Legal Update Tax Levy Discussion College Day Update (1-page report) Legislative Update (1-page report) District Board Dinner

October (Remote Location)	November	December
<ul style="list-style-type: none"> • Key Results Update (Student Success Metrics and Strategic Goals including Equity Scorecard) (2025) • Review Previous Fiscal Year’s Operating Financial Results • Annual BIS Update (1-page report) • Annual Marketing Update (1-page report) • Annual Manufacturers Luncheon on Same Day • Work Based Learning (WBL) and Computer-Based Learning (CBL) (1-page report/short presentation) <p>Issue Papers:</p> <ul style="list-style-type: none"> • <i>Annual Review of Procurements Report</i> • <i>Annual BIS Contract Training</i> • <i>Tax Levy</i> • <i>Resolution Designating Positions as Assistant, Associate, or Deputy District Director for Wisconsin’s Code of Ethics for Public Officials and Employees</i> • <i>Annual Budget Modifications</i> <p>NOTE: Luncheons held at regional campuses</p>	<ul style="list-style-type: none"> • Program & Service Highlights (Learner Support & Transition 2022) • Strategic Focus Area – Co-worker Wellbeing • Q12 • College Audit • Enterprise Update (biennial odd years–1-page report) <p>Issue Papers:</p> <ul style="list-style-type: none"> • <i>College Audit</i> <p>Board Advance</p>	<ul style="list-style-type: none"> • Annual Strategic Plan Review – (WIGS, Data, Adjustments, Progress, and Priorities) • Borrowing Plan Discussion • RLC Community Panel Update (1-page report) <p>Issue Papers:</p> <ul style="list-style-type: none"> • <i>Capital Borrowing</i>

***Senior Leadership Team annual goal - 25% of District Board meetings or Advance sessions will be held at different locations.**

***Program Highlights / Students: This will be an attempt to have 2-3 programs per year share about their program to the board. This will intentionally move across sectors over time. Students will present with faculty.**

Process Timeline for President Evaluation	Timeline	Responsible
President presents goals and update.	March Board Meeting (closed session)	President
Distribute President evaluation tool to Board for their completion and President for his/her self-assessment.	March Board Meeting	Human Resources
Compile results and summary document to share with Board and President.	March 31	Human Resources
Review and discussion of results	April Board Meeting (closed session)	Board, Human Resources
Meeting with President	Follows April Meeting	Board Chair, President
Review/Update Evaluation Criteria	May	Human Resources, Board Chair
Summary Materials to be filed in HR	June	Human Resources
Develop individual goals to be included for the next review period	June	President, Board Chair
Provide Final Evaluation tool to Board and President	July 1	Human Resources

WESTERN TECHNICAL COLLEGE DISTRICT BOARD
Minutes of Regular Monthly Meeting
September 20, 2022

Mr. Ken Peterson, District Board Chair, called the regular meeting of the Board of Western Technical College District to order at 1:02pm on Tuesday, September 20, 2022, at the Western Technical College Automotive Technology Center, 2721 Larson Street, La Crosse, WI. Board members present: Lance Bagstad, Andrew Bosshard, Jim Dillin, Kevin Hennessey, Michelle Greendeer-Rave, Majel Hein, Angie Lawrence, Ed Lukasek, Ken Peterson, and Roger Stanford, President.

Notice of the meeting was posted publicly on Friday, September 16, 2022 at 11:39am with the agenda being distributed to interested persons, sent to the district's official newspaper (The La Crosse Tribune), and distributed to other news media throughout the District in compliance with Wisconsin Statutes, Sections 19.81 through 19.98.

Others present: Wade Hackbarth, Janice Strupp, Julie Lemon, Jerry Miller, Christina Heit, Tracy Dryden, Kari Reyburn, John Heath, Josh Gamer, Deb Hether (Western employees) and Brent Smith (guest)

A tour of the Diesel Technology Center was provided.

Presentations: Legal issues by Brent Smith, Johns Flaherty & Collins, SC; waitlist; tax levy. Discussion was held on the annual calendar, district board goal, commitments, and evaluation.

Motion Bosshard, second Lawrence that the Western Technical College District Board adopt resolution of commendation for Melanie Bush on retirement from the college. Votes: Ayes, 9; Opposed, 0. Motion carried. **A copy of the resolution is attached to and incorporated into these minutes as Attachment A.**

Motion Bagstad, second Dillin that the Western Technical College District Board approve the following consent items as presented: A. Minutes – A. August 16, 2022 District Board Regular Meeting; B. Financial Reports – August – 1. Schedule of Payments; 2. Vendors Over \$2,500; 3. Capital Projects Reports; C. Policy Revision | First Reading - A0100A District Board Values and Practices; D. Policy Revision | Second Reading - A0113 Duties of Officers of Board; E. Project Submission and Acceptance – 1. Department of Education – Basic Needs for Postsecondary Students Program; 2. National Science Foundation Advanced Technological Education – Project Manufacturing Education 4.0; 3. Wisconsin Technical College System Office – State Leadership Grants Funds – Enrollment; 4. Wisconsin Technical College System Office – State Leadership Grants Funds – Program-to-Program Articulation. Ayes, 9, Opposed, 0. Abstention to Vendors over \$2500, 1. Motion carried

Appreciation was shared for Roger's commitment to Western and his compassion shared during College Day.

4:50pm: Greendeer-Rave excused

An electronic President's Report will be provided.

During the District Board Chairperson report, Mr. Peterson reminded members of the DBA meeting scheduled for October 6-8 in Eau Claire.

5:12pm: Motion Hennessey, second Hein that the Western Technical College District Board adjourn. Votes: Ayes, 8; Opposed, 0. Motion carried.

Majel Hein, District Board Secretary



Western Technical College
Schedule of Payments Issued
For The Period 09/01/22 thru 09/30/22
FY 2022-2023

	Check Numbers Used	Number Issued	September 2022	Year to Date
Accounts Payable				
Checks	351390-351648	259	\$1,146,306.35	\$3,186,181.91
P Card		651	\$175,559.74	\$732,179.12
Electronic		186	\$3,834,899.43	\$10,827,902.75
Total Accounts Payable			\$ 5,156,765.52	\$ 14,746,263.78
Student Refunds				
Checks	536509-536986	478	\$726,300.52	\$772,160.16
Electronic		878	\$2,433,076.93	\$2,551,791.20
Total Student Refunds			\$ 3,159,377.45	\$ 3,323,951.36
Payroll				
Checks	801161-801163	3	\$706.52	\$2,437.21
Electronic		1372	\$1,954,619.61	\$5,712,926.93
Total Payroll			\$ 1,955,326.13	\$ 5,715,364.14
Total Payments			\$ 10,271,469.10	\$ 23,785,579.28

**Western Technical College
Vendor Payments Exceeding \$2500
September 30, 2022**

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
5 ALARM FIRE & SAFETY	\$ 10,044.00	351520
ACEN	\$ 2,875.00	EFT000000006094
AIRGAS USA, LLC	\$ 3,202.85	EFT000000005979
AMERICAN HEART SHOPCPR	\$ 2,748.90	PCARD
AMERICAN HERITAGE LIFE INSURANCE COMPANY	\$ 4,177.04	351434
AMERICAN TECHNICAL PUBLIS	\$ 2,787.45	PCARD
AMZN MKTP US*1V6AR5ST1	\$ 2,528.29	PCARD
AMZN MKTP US*YT4RL9A53	\$ 3,999.62	PCARD
AWL*PEARSON EDUCATION	\$ 3,999.50	PCARD
BADGER CORRUGATING COMPAN	\$ 2,985.17	PCARD
BASSETT INC. DBA BASSETT MECHANICAL	\$ 207,493.00	EFT000000006073
BC GROUP HOLDINGS INC dba ALPHA CARD	\$ 4,790.00	351633
BERNIE BUCHNER, INC.	\$ 5,732.62	EFT000000006081
BROCKWELL,LANI	\$ 3,150.00	351396
CENGAGE LEARNING, INC	\$ 3,325.61	PCARD
CHARGER ACQUISITION CO, INC DBA EMBURSE, INC	\$ 3,127.00	EFT000000006106
COAKLEY BROTHERS COMPANY	\$ 31,327.30	EFT000000006098
COULEE REGION ENVIRONMENTAL LLC	\$ 2,941.25	EFT000000006068
DELTA DENTAL	\$ 4,069.80	WIRE
DELTA DENTAL	\$ 7,018.09	WIRE
DELTA DENTAL	\$ 8,911.14	WIRE
DELTA DENTAL	\$ 9,852.25	WIRE
DIGICOPY	\$ 9,430.26	EFT000000006047
EAC DESIGN SOLUTIONS INC dba EAC PRODUCT DEVELOPMENT	\$ 3,630.00	351439
ELLUCIAN COMPANY LP	\$ 58,216.25	EFT000000006077
ELSEVIER INC	\$ 32,441.60	EFT000000006085
EPA AUDIO VISUAL INC	\$ 3,278.75	EFT000000006131
EPA AUDIO VISUAL INC	\$ 26,670.03	EFT000000006052
EPICOSITY LLC	\$ 42,054.89	EFT000000006103
FIRE PROTECTION SPECIALISTS	\$ 4,928.99	EFT000000006020
FRANKLIN COVEY	\$ 9,900.00	351550
FRENCHVILLE TRAILER SALES LLC	\$ 16,250.00	351416
GALLAGHER STUDENT HEALTH & SPECIAL RISK	\$ 3,690.00	351441
GOODENOUGH CONSULTING LLC	\$ 3,000.00	351565
GRAPHIC HOUSE INC	\$ 30,365.94	351524
GREAT RIVER WATER TREATMENT, LLC	\$ 9,075.00	351564
GROUPE SHAREGATE INC. DBA SHAREGATE GROUP INC.	\$ 4,495.00	351443
HARTER'S TRASH & RECYCLING INC	\$ 6,206.54	351525
HENRY SCHEIN INC.	\$ 9,568.00	EFT000000006054
HILLYARD	\$ 62,518.40	351526
HOFFMAN,TODD DESIGNS INC dba YOUR-TYPE	\$ 13,540.00	351591
HSR ASSOCIATES, INC	\$ 11,437.22	EFT000000006055
HYLAND LLC	\$ 13,068.50	351558

<u>Vendor</u>	<u>Amount</u>	<u>Check #</u>
JACKSON & ASSOCIATES LLC	\$ 420,945.85	351563
JT BRITE WAY WINDOW SERVICE LLC	\$ 28,095.00	351405
KONE INC	\$ 3,615.00	351554
LA CROSSE GLASS & OVERHEAD DOOR CO	\$ 3,195.00	EFT000000006037
LA CROSSE MEDICAL HEALTH SCIENCE	\$ 5,135.00	351528
LA CROSSE WATER UTILITY	\$ 2,958.15	351529
LAB MIDWEST, LLC	\$ 161,126.00	351530
LATPRO, INC. DBA DIVERSITYJOBS.COM	\$ 6,300.00	EFT000000006139
MARKET & JOHNSON, INC.	\$ 32,849.00	EFT000000006056
METCO	\$ 3,110.11	351458
MINNESOTA LIFE INSURANCE COMPANY	\$ 20,261.22	351515
MONROE,RYAN	\$ 3,200.00	EFT000000006102
MPS-ACCOUNTS RECEIVABLE	\$ 4,204.20	351462
NATIONAL INSURANCE SERVICES	\$ 9,000.58	351516
NATIONALINSTRUMENTS	\$ 3,215.75	PCARD
P & T ELECTRIC INC.	\$ 2,677.39	EFT000000006114
P & T ELECTRIC INC.	\$ 7,269.22	EFT000000006025
POINT OF BEGINNING INC	\$ 2,598.91	351560
REINHART FOODSERVICE	\$ 7,994.27	351604
REINHART FOODSERVICE	\$ 8,353.75	351534
REINHART FOODSERVICE	\$ 12,442.09	351470
RIVER CITY LAWNSCAPE	\$ 3,245.20	EFT000000006115
RIVER CITY LAWNSCAPE	\$ 12,100.92	EFT000000006060
ROBERT FERRILLI LLC	\$ 59,200.00	EFT000000006072
SERVICEMASTER CLEANING SERVICE	\$ 9,851.46	EFT000000006116
SONOCENT LLC DBA GLEAN	\$ 4,250.00	EFT000000006075
SP NETGATE	\$ 9,221.72	PCARD
SPEED TRIM LLC	\$ 3,834.00	351557
TECHCOMM, INC	\$ 7,500.00	351555
TECHSOURCE TOOLS INC	\$ 34,687.38	EFT000000006063
TELEMEDIA LLC dba SCHOOLCRAFT PUBLISHING, TPC TRAINING	\$ 9,540.00	351477
TODAY'S CLASSROOM LLC	\$ 8,014.16	EFT000000006128
TRI-STATE BUSINESS MACHINES	\$ 5,762.03	EFT000000006041
TRI-STATE BUSINESS MACHINES	\$ 7,321.38	EFT000000006069
UNITED PARCEL SERVICE	\$ 3,145.76	351483
US BANK-DEBT SERVICES WIRE	\$ 79,113.96	WIRE
US BANK-DEBT SERVICES WIRE	\$ 1,687,311.42	WIRE
VEOLIA NORTH AMERICA INC	\$ 2,999.33	351570
W.S. DARLEY & CO	\$ 3,029.68	351556
WILLIAMS LANDSCAPING AND OUTDOOR MAINTENANCE LLC	\$ 7,850.50	351614
WINCRAFT, INC.	\$ 2,821.56	351544
WINONA HEATING & VENTILATING, INC.	\$ 40,166.00	EFT000000006065
WISCONSIN INDEPENDENT NETWORK LLC	\$ 4,305.00	EFT000000006123
WISCONSIN RETIREMENT-WRS WIRE	\$ 346,886.08	WIRE
WISCONSIN TECH COLLEGE SYSTEM FOUNDATION	\$ 8,904.00	351508
XCEL ENERGY	\$ 67,301.04	351549
YWCA	\$ 4,456.97	EFT000000006066
ZORN COMPRESSOR & EQUIPMENT	\$ 4,084.73	351510

WESTERN TECHNICAL COLLEGE
SUMMARY OF PROCUREMENT METHOD USED FOR VENDORS WHERE DISTRICT EXPENDITURES EXCEEDED \$50,000
FOR THE PERIOD JULY 1, 2021- JUNE 30, 2022

Category	Sub Category	Description	2021-2022				2020-2021			
			Number of Vendors	Percent	Dollar Amount	Percent	Number of Vendors	Percent	Dollar Amount	Percent
1	a	Properly procured by District using a bid or RFP and under a current contract	20	29.85%	7,110,651.64	17.56%	23	35.94%	7,527,736.13	17.68%
2		Procurement was made using Sole Source (a non-competitive negotiation procurement procedure).	27	40.30%	11,014,805.81	27.21%	20	31.25%	10,030,318.25	23.55%
	a	Single source/Specific brand name	4	5.97%	396,763.13	0.98%	2	3.13%	164,226.95	0.39%
	b	Cooperative purchase	23	34.33%	10,618,042.68	26.23%	16	25.00%	9,722,545.83	22.83%
	c	Inadequate competition								
	d	Used equipment		0.00%		0.00%	2	3.13%	143,545.47	0.34%
	e	Emergency procurement								
	f	Federal authorization								
	g	Outside legal counsel		0.00%		0.00%		0.00%		0.00%
3		Not required to use competitive procurement procedures.	20	29.85%	22,357,278.17	55.23%	20	31.25%	24,972,953.01	58.64%
	a	Utilities	1	1.49%	821,401.03	2.03%	2	3.13%	746,414.76	1.84%
	b	Memberships/dues								
	c	Resale of items in enterprise funds	5	7.46%	681,170.42	1.68%	6	9.38%	783,255.98	1.93%
	d	Fees paid to other public entities	4	5.97%	583,671.76	1.44%	6	9.38%	814,386.25	2.01%
	e	Insurance/employee benefit	5	7.46%	5,014,608.70	12.39%	4	6.25%	4,778,334.21	11.80%
	f	Lease payments				0.00%				0.00%
	g	Debt services	1	1.49%	14,793,854.45	36.54%	1	1.56%	17,637,189.25	43.57%
	h	Other	4	5.97%	462,571.81	1.14%	1	1.56%	213,372.56	0.53%
4		Not properly bid by District or not under a current contract	0	0.00%	-	0.00%	1	1.56%	58,665.00	0.14%
	a	Not anticipated to exceed \$50,000 in future years					1		58,665.00	
	b	Bid or RFP has been completed and is current for future years or State contract is being used in future years								
	c	Bid or RFP completed in the past, but period has expired								
	d	Bid or RFP must be completed								
Total			67	100.00%	40,482,735.62	100.00%	64	100.00%	42,589,672.39	100.01%

Vendor	FY21-22 Amount	Category	Sub-category	Description
BERNIE BUCHNER, INC.	\$ 493,267.17	1	a	RFP 2019-003 Plumbing Services
BRICKL BROTHERS INC	\$ 2,160,707.34	1	a	Bid-Sparta Public Safety Expansion
ELLUCIAN COMPANY LP	\$ 92,763.00	1	a	RFP-ERP System 2011
EPICOSITY LLC	\$ 484,072.57	1	a	RFP 2019-005 Marketing Agency Services
FOWLER & HAMMER, INC.	\$ 75,230.00	1	a	Bid-Tomah Parking Lot Lighting
HARTER'S TRASH & RECYCLING INC	\$ 64,275.52	1	a	Bid WTC-2103 Refuse Service
HSR ASSOCIATES, INC	\$ 286,975.55	1	a	RFP 2016-0827 Architectural Engineer
IMETCO	\$ 477,817.21	1	a	Bid-Sparta Public Safety Expansion (Exterior)
INTERSTATE ROOFING & WATERPROOFING	\$ 102,104.50	1	a	Bid-Kumm Roof Repairs
JACKSON & ASSOCIATES LLC	\$ 528,738.65	1	a	Bid-Sparta Public Safety Expansion (Roof)
JACKSON & ASSOCIATES LLC	\$ 28,500.00	1	a	Bid-Diesel North End-Roof
MARKET & JOHNSON, INC.	\$ 1,075,667.85	1	a	Bid-various construction projects
MARKET & JOHNSON, INC.	\$ 112,265.16	1	a	RFP-2020-001-Minor Construction/Carpentry Services
NEIGHBORHOOD FAMILY CLINICS INC	\$ 140,324.55	1	a	RFP 2017 Near-site Clinic
P & T ELECTRIC INC.	\$ 290,610.82	1	a	RFP 2017-004 Electrical Maintenance Service
PT WELDING AND DRIVESHAFT REPAIR, IN	\$ 71,681.52	1	a	Bid WTC-705 Purchase of Steel
RIVER CITY LAWNSCAPE	\$ 160,453.77	1	a	Bid WTC-804 Lawncare Services
SERVICEMASTER CLEANING SERVICE	\$ 130,868.47	1	a	RFP 2018-004 Janitorial Services
WIESER BROTHERS GENERAL CONTRACTO	\$ 282,667.99	1	a	Bid-Physical Plant Renovation
WISCONSIN INDEPENDENT NETWORK LLC	\$ 51,660.00	1	a	Bid-Network Communication Services
INSIDETRACK, INC	\$ 50,900.00	2	a	Single Source/Specific Brand Name
MULTISTACK LLC	\$ 103,317.96	2	a	Single Source/Specific Brand Name
RIVER STATES TRUCK & TRAILER	\$ 72,721.72	2	a	Single Source/Specific Brand Name
WINONA HEATING & VENTILATING, INC.	\$ 169,823.45	2	a	Single Source/Specific Brand Name
AIRGAS USA, LLC	\$ 56,520.57	2	b	E & I Cooperative Contract # CNR01362
CDW GOVERNMENT, INC.	\$ 80,929.32	2	b	DOA Contract 505ENTM21DATACOMMUN01
COAKLEY BROTHERS COMPANY	\$ 110,122.22	2	b	UW Contract # 18-5015
DELL USA L.P.	\$ 1,057,963.33	2	b	MHEC Contract # MHEC-04152022
DIAMEDICAL USA EQUIPMENT LLC	\$ 57,997.43	2	b	TIPS Contract # 200804
DISTRICTS MUTUAL INSURANCE	\$ 503,483.00	2	b	Insurance
DUET RESOURCE GROUP	\$ 115,914.45	2	b	DOA Contract 505ENTM20OFFURNITUR00
ELLUCIAN COMPANY LP	\$ 308,612.50	2	b	Piggyback Vernon College RFP (SIS/ERP)
EPA AUDIO VISUAL INC	\$ 188,604.02	2	b	UW Contract # 17-5174
FIRST SUPPLY	\$ 69,741.47	2	b	DOA Contract # 505ENT-M18-ELCPLSUPLS-00
HEARTLAND BUSINESS SYSTEMS LLC	\$ 89,705.38	2	b	UW System Contract 18-2052
HILLYARD	\$ 409,484.88	2	b	AEPA Bid #019 A-E
KIRILA FIRE TRAINING FACILITIES, INC	\$ 64,900.00	2	b	US Communities Contract # 4400008468
KONE INC	\$ 143,581.18	2	b	OMNIA Contract # EV2516
LAB MIDWEST	\$ 249,051.15	2	b	WTC PC Contract
LAERDAL MEDICAL CORP.	\$ 77,925.26	2	b	UW Contract # 19-5523
MARCO TECHNOLOGIES	\$ 62,335.29	2	b	State of MN Contract # 147097
MEDICAL SHIPMENT LLC	\$ 53,997.00	2	b	First Choice Cooperative Contract # FC359
REINHART FOODSERVICE	\$ 230,184.26	2	b	Intalere Cooperative Contract #12000
SIKICH LLP	\$ 6,363,273.64	2	b	WTCEB Consortium contract
STAPLES CONTRACT & COMMERCIAL INC	\$ 196,367.10	2	b	NJPA Contract # 010615-SCC
TRI-STATE BUSINESS MACHINES	\$ 65,230.54	2	b	DOA Contract ## 505ENT-M20-MFDCOPIER-00
WISCONSIN LIBRARY SERVICES	\$ 62,118.69	2	b	WISPALS Contract
XCEL ENERGY	\$ 821,401.03	3	a	Utilities
AWL*PEARSON EDUCATION	\$ 152,609.95	3	c	Bookstore Resale
EDUCATION TO GO	\$ 155,548.14	3	c	Bookstore Resale
ELSEVIER INC	\$ 236,889.84	3	c	Bookstore Resale
GUSTAVE A. LARSON CO.	\$ 60,597.28	3	c	Bookstore Resale
MCGRAW-HILL LLC	\$ 75,525.21	3	c	Bookstore Resale
CITY OF LA CROSSE TREASURER	\$ 50,803.82	3	d	Other Public entity
LA CROSSE MEDICAL HEALTH SCIENCE	\$ 293,567.29	3	d	Other Public entity
NORTHCENTRAL TECHNICAL COLLEGE-CTS	\$ 66,146.05	3	d	Other Public entity
UNIVERSITY OF WISCONSIN-LA CROSSE	\$ 173,154.60	3	d	Other Public entity
AMERICAN HERITAGE LIFE INSURANCE CO	\$ 52,996.05	3	e	Insurance/Employee Benefit
DELTA DENTAL	\$ 426,122.86	3	e	Insurance/Employee Benefit

MINNESOTA LIFE INSURANCE COMPANY	\$	234,973.92	3	e	Insurance/Employee Benefit
NATIONAL INSURANCE SERVICES	\$	63,931.87	3	e	Insurance/Employee Benefit
WISCONSIN RETIREMENT-WRS WIRE	\$	4,236,584.00	3	e	Insurance/Employee Benefit
US BANK-DEBT SERVICES WIRE	\$	14,793,854.45	3	g	Debt Services
AMAZON.COM	\$	92,899.23	3	h	Varying small purchases not required to bid
NEW CASTLE TITLE OF LA CROSSE INC	\$	246,791.02	3	h	Other-purchase of 8th Street property
TRI-STATE CARPETS	\$	55,538.00	3	h	Varying small purchases not required to bid
YWCA	\$	67,343.56	3	h	Participant payment-grant

WESTERN TECHNICAL COLLEGE
 PROCUREMENT SAVINGS FOR FISCAL YEAR 2021-2022

<u>Company</u>	<u>Service/Commodity</u>	<u>Contract#/RFP-bid#</u>	<u>Calculated Discount</u>	<u>Estimated Annual Savings</u>
Intalere	Rebate			\$2,052.00
Dell Computer	desk top computers	MHEC Contract # 07012015	18.0%	\$232,235.85
DMI	insurance	consortium	10%	\$50,348.00
Harter's Quick Clean-Up	Refuse Service & Recycling	Bid WTC-2102	difference between high and lowest bid	\$12,877.00
Market & Johnson	Diesel Expansion Project	Construction bid	difference between high and lowest bid	\$491,227.00
Wieser Brothers	Physical Plant Renovation	Construction bid	difference between high and lowest bid	\$27,500.00
EPA Audio Visual	A/V Equipment	UW 17-5174	12%	\$25,718.73
Jackson & Associates	Diesel Roof Renovation	Construction bid	difference between high and lowest bid	\$355,757.00
Hillyard	Custodial equipment/supplies	AEPA Bid #019 A-E	20%	\$102,371.22
ServiceMaster	cleaning services	RFP 2018-004	difference between high and lowest bid	\$128,331.00
US Bank rebates	purchasing card	UW cooperative contract		\$45,913.00
				<u>\$1,474,330.80</u>

This list represents a sample of services or commodities purchased by Western Technical College during fiscal year 2021-2022 where significant savings were obtained through the use of a bid, RFP, or cooperative contract.



Western Technical College
General Fund/Special Revenue Funds
 For the Two Months Ending Wednesday, August 31, 2022

	<u>Budget</u> <u>2023</u>	<u>Encumbrances</u> <u>2023</u>	<u>Current Month</u> <u>August</u>	<u>YTD</u> <u>2023</u>	<u>% of YTD</u> <u>to Budget</u>
Revenue					
Local Taxes	11,764,000		11,036	14,237	0.12%
State Sources	24,712,465		1,009,171	2,178,406	8.82%
Program Fees	11,546,000		917,791	6,901,095	59.77%
Material Fees	415,600		27,894	236,444	56.89%
Other Student Fees	919,400		128,184	402,652	43.80%
Institutional Sources	5,082,400		88,051	109,329	2.15%
Federal Sources	1,414,687		68,097	53,390	3.77%
Total Revenues	<u>55,854,552</u>		<u>2,250,223</u>	<u>9,895,553</u>	<u>17.72%</u>
Expenditures					
Instructional	35,155,352	51,116	2,460,896	4,841,975	13.77%
Instructional Resources	1,246,149		104,128	199,139	15.98%
Student Services	6,720,584	12,156	522,949	1,034,780	15.40%
General Institutional	9,825,045	456,330	718,051	2,652,288	27.00%
Physical Plant	4,428,670	42,864	419,009	639,203	14.43%
Total Expenditures	<u>57,375,800</u>	<u>562,467</u>	<u>4,225,033</u>	<u>9,367,386</u>	<u>16.33%</u>
Net Revenue (Expenditures)	<u>(1,521,248)</u>	<u>(562,467)</u>	<u>(1,974,810)</u>	<u>528,168</u>	



Western Technical College
General Fund/Special Revenue Funds
 For the Twelve Months Ending Thursday, June 30, 2022

	<u>Budget</u> <u>2022</u>	<u>Encumbrances</u> <u>2022</u>	<u>Current Month</u> <u>June</u>	<u>YTD</u> <u>2022</u>	<u>% of YTD</u> <u>to Budget</u>
Revenue					
Local Taxes	13,005,000		61,852	11,927,620	91.72%
State Sources	23,271,301		1,912,748	25,078,926	107.77%
Program Fees	11,178,000		(32,984)	11,118,294	99.47%
Material Fees	412,000		(4,426)	421,610	102.33%
Other Student Fees	914,900		55,551	913,118	99.81%
Institutional Sources	3,655,200		437,594	5,266,760	144.09%
Federal Sources	1,053,904		799,542	3,454,179	327.75%
Total Revenues	<u>53,490,305</u>		<u>3,229,877</u>	<u>58,180,506</u>	<u>108.77%</u>
Expenditures					
Instructional	33,283,450		2,868,647	34,465,185	103.55%
Instructional Resources	1,193,942		98,899	1,187,913	99.50%
Student Services	6,325,310		586,169	6,830,061	107.98%
General Institutional	9,650,850		982,888	10,979,907	113.77%
Physical Plant	4,353,216		349,889	4,061,711	93.30%
Total Expenditures	<u>54,806,768</u>	<u>0</u>	<u>4,886,491</u>	<u>57,524,777</u>	<u>104.96%</u>
Net Revenue (Expenditures)	<u>(1,316,463)</u>	<u>0</u>	<u>(1,656,614)</u>	<u>655,729</u>	

**Western Technical College
Department Summary Report
For the Two Months Ending Wednesday, August 31, 2022**

<u>Department</u>	<u>Budget</u>	<u>Encumbrances</u>	<u>Actual</u>	<u>Balance</u>	<u>% Used</u>
<u>District Board/President</u>					
100 - District Board - Stanford, Roger	\$56,500.00		\$38,718.46	\$17,781.54	68.53%
150 - President - Stanford, Roger	602,149.00		98,385.57	503,763.43	16.34%
170 - Foundation and Alumni - Schreiner, Jacquelyn	505,442.00		80,522.95	424,919.05	15.93%
273 - Institutional Effectiveness - Dryden, Tracy	563,974.00		111,675.89	452,298.11	19.80%
275 - Institutional Research - Shane, Brianne	387,465.00		68,752.60	318,712.40	17.74%
430 - Grants Administration - Wallace, Liz	372,368.00		55,255.41	317,112.59	14.84%
Total District Board/President	2,487,898.00		453,310.88	2,034,587.12	18.22%
<u>Academic Affairs</u>					
200 - Academics - Thornton, Amy	381,715.00		43,476.18	338,238.82	11.39%
210 - Business Division - Brown, Gary	4,305,072.00		661,202.25	3,643,869.75	15.36%
220 - Integrated Technologies Division - Gamer, Josh	5,441,292.00	19,384.24	758,467.33	4,663,440.43	14.30%
240 - Health and Public Safety Division - Dean, Kevin	967,156.00	3,067.00	128,656.31	835,432.69	13.62%
241 - Nursing - Miller, Chaudette	2,772,686.00		409,112.44	2,363,573.56	14.76%
242 - Allied Health - Jobe, Dean	1,246,955.00		202,596.78	1,044,358.22	16.25%
243 - Public Safety Services - Dean, Kevin	1,680,652.00	259.08	255,376.02	1,425,016.90	15.21%
244 - Health Education - Dean, Kevin	1,185,945.00	1,290.61	184,389.70	1,000,264.69	15.66%
250 - General Studies - Gillette, John	4,401,414.00		739,012.89	3,662,401.11	16.79%
251 - Learning Commons - Moffler-Daykin, Kirsten	447,438.00		83,731.22	363,706.78	18.71%
270 - Academic Excellence, Education & Human Services - Hopkins, Rebecca	1,588,423.00		245,469.67	1,342,953.33	15.45%
310 - Learner Support and Transition - Church-Hoffman, Mandy	2,948,720.00		433,583.40	2,515,136.60	14.70%
Total Academic Affairs	27,367,468.00	24,000.93	4,145,074.19	23,198,392.88	15.23%
<u>Student Services and Engagement</u>					
279 - Regional Learning Centers-Operations - Hether, Deb	665,807.00		99,993.38	565,813.62	15.02%
300 - Student Development and Success - Thornton, Amy	315,985.00		64,682.26	251,302.74	20.47%
314 - Enrollment Services - Hether, Deb	770,852.00		117,084.13	653,767.87	15.19%
331 - Counseling and Disability Services - BrandauHynek, Ann	546,653.00		88,865.69	457,787.31	16.26%
335 - Advising and Career Services - Kelsey, Barb	1,104,776.00		183,755.52	921,020.48	16.63%
336 - Veteran Services - Helgeson, Jackie	278,605.00		44,058.52	234,546.48	15.81%
341 - Security/Student Development - McNeeley, Shelley	725,479.00		119,450.45	606,028.55	16.47%
351 - K-12 Partnerships - Mezera, Isaac	234,799.00		32,884.25	201,914.75	14.01%
352 - Financial Aid - Grandall, Jerolyn	453,925.00	12,156.00	80,009.43	361,759.57	20.30%
355 - Registrar/SIS - Peterson, Sandy	533,187.00		91,227.14	441,959.86	17.11%
410 - Marketing, Communications & Legislative Advocacy - Lemon, Julie	1,291,696.00	390,535.00	165,054.56	736,106.44	43.01%
440 - Outreach & Admissions - Locy, Caitlin	756,712.00		106,633.54	650,078.46	14.09%
445 - Community Engagement & Equity/Inclusion - Reyburn, Kari	389,240.00		58,729.76	330,510.24	15.09%
Total Student Services and Engagement	8,067,716.00	402,691.00	1,252,428.63	6,412,596.37	20.52%

Western Technical College
Department Summary Report
For the Two Months Ending Wednesday, August 31, 2022

<u>Department</u>	<u>Budget</u>	<u>Encumbrances</u>	<u>Actual</u>	<u>Balance</u>	<u>% Used</u>
<u>Finance and Operations</u>					
280 - Business and Industry Services - Martin, Angie	4,576,600.00	10,000.00	200,898.09	4,365,701.91	4.61%
500 - Finance and Operations Admin - Hackbarth, Wade	366,590.00		50,565.67	316,024.33	13.79%
502 - Lunda Center - Murphy, Dan	253,900.00		42,237.40	211,662.60	16.64%
504 - Sustainability-Development - Meehan, Casey	133,142.00		20,702.65	112,439.35	15.55%
510 - Business Services - Otto, De Anne	311,084.00		48,471.97	262,612.03	15.58%
515 - Cashier's Office - Vonderohe, Marsha	495,319.00	444.10	66,556.41	428,318.49	13.53%
520 - Information Services - Pierce, Joan	3,075,888.00	37,602.00	797,903.34	2,240,382.66	27.16%
530 - Human Resources - Heath, John	950,522.00	6,300.00	124,498.57	819,723.43	13.76%
535 - Professional Development - Kettner-Sieber, Jackie	317,612.00	9,900.00	8,367.35	299,344.65	5.75%
536 - Wellness Program - Monroe, Ryan	42,167.00		6,239.28	35,927.72	14.80%
540 - Physical Plant - McHenry, Jay	814,333.00	17,599.03	175,811.96	620,922.01	23.75%
541 - Facilities Operations - Haun, Brian	1,814,869.00	25,838.89	195,671.13	1,593,358.98	12.21%
545 - Custodial Services - Dahl, Julie	2,178,984.00		275,984.40	1,902,999.60	12.67%
550 - Controller - Heit, Christina	1,429,013.00		509,433.12	919,579.88	35.65%
Total Finance and Operations	16,760,023.00	107,684.02	2,523,341.34	14,128,997.64	15.70%
<u>Budget Freezes and Other Expenses</u>					
551 - Budget Freezes - Heit, Christina	(765,700.00)			(765,700.00)	0.00%
550 - COVID-19 Expenses - Heit, Christina	387,962.00	16,270.46	101,944.88	269,746.66	30.47%
552 - Reserve Fund Balance - Hackbarth, Wade	900,254.00	355.02	50,601.15	849,297.83	5.66%
Total Budget Freezes and Other Expenses	522,516.00	16,625.48	152,546.03	353,344.49	32.38%
<u>Federal Grants</u>					
700 - Federal Grants - Various	1,760,705.00		236,305.63	1,524,399.37	13.42%
Total Federal Grants	1,760,705.00		236,305.63	1,524,399.37	13.42%
<u>State and Private Grants</u>					
800-999 - State and Private Grants - Various	409,474.00	11,465.48	41,911.93	356,096.59	13.04%
Total State and Private Grants	409,474.00	11,465.48	41,911.93	356,096.59	13.04%
Total	57,375,800.00	562,466.91	8,804,918.63	48,008,414.46	16.33%

Western Technical College
Department Summary Report
For the Twelve Months Ending Thursday, June 30, 2022

<u>Department</u>	<u>Budget</u>	<u>Encumbrances</u>	<u>Actual</u>	<u>Balance</u>	<u>% Used</u>
<u>District Board/President</u>					
100 - District Board - Stanford, Roger	\$45,573.00		\$45,354.38	\$218.62	99.52%
150 - President - Stanford, Roger	585,373.00		588,128.71	(2,755.71)	100.47%
170 - Foundation and Alumni - Swenson, Mike	492,937.00		500,448.83	(7,511.83)	101.52%
273 - Institutional Effectiveness - Dryden, Tracy	538,925.00		537,429.11	1,495.89	99.72%
275 - Institutional Research - Shane, Brianne	302,032.00		269,203.87	32,828.13	89.13%
430 - Grants Administration - Wallace, Liz	382,343.00		382,342.81	0.19	100.00%
Total District Board/President	2,347,183.00		2,322,907.71	24,275.29	98.97%
<u>Academic Affairs</u>					
200 - Academics - Thornton, Amy	367,660.00		313,811.95	53,848.05	85.35%
210 - Business Division - Brown, Gary	4,569,718.00		4,514,363.44	55,354.56	98.79%
220 - Integrated Technologies Division - Gamer, Josh	5,178,934.00		5,131,172.98	47,761.02	99.08%
240 - Health and Public Safety Division - Dean, Kevin	926,772.00		925,254.06	1,517.94	99.84%
241 - Nursing - Miller, Chaudette	2,670,222.00		2,623,440.41	46,781.59	98.25%
242 - Allied Health - Jobe, Dean	1,216,155.00		1,216,154.49	0.51	100.00%
243 - Public Safety Services - Dean, Kevin	1,602,955.00		1,610,223.40	(7,268.40)	100.45%
244 - Health Education - Miksis, Joan	1,791,793.00		1,733,694.20	58,098.80	96.76%
250 - General Studies - Gillette, John	4,605,753.00		4,492,292.11	113,460.89	97.54%
251 - Learning Commons - Moffler-Daykin, Kirsten	403,235.00		410,118.33	(6,883.33)	101.71%
270 - Academic Excellence, Education & Human Services - Hopkins, Rebecca	538,148.00		526,924.23	11,223.77	97.91%
310 - Learner Support and Transition - Church-Hoffman, Mandy	2,834,387.00		2,757,611.03	76,775.97	97.29%
Total Academic Affairs	26,705,732.00		26,255,060.63	450,671.37	98.31%
<u>Student Services and Engagement</u>					
279 - Regional Learning Centers-Operations - Hether, Deb	598,989.00		572,802.36	26,186.64	95.63%
300 - Student Development and Success - Thornton, Amy	308,799.00		298,403.54	10,395.46	96.63%
314 - Enrollment Services - Hether, Deb	902,577.00		875,296.79	27,280.21	96.98%
331 - Counseling and Disability Services - BrandauHynek, Ann	524,164.00		520,458.46	3,705.54	99.29%
335 - Advising and Career Services - Kelsey, Barb	1,141,948.00		1,139,457.01	2,490.99	99.78%
336 - Veteran Services - Helgeson, Jackie	272,955.00		272,954.40	0.60	100.00%
341 - Security/Student Development - McNeeley, Shelley	668,542.00		677,213.81	(8,671.81)	101.30%
351 - K-12 Partnerships - Mezera, Isaac	196,571.00		185,328.39	11,242.61	94.28%
352 - Financial Aid - Grandall, Jerolyn	501,093.00		497,083.53	4,009.47	99.20%
355 - Registrar/SIS - Peterson, Sandy	290,523.00		290,631.57	(108.57)	100.04%
410 - Marketing, Communications & Legislative Advocacy - Lemon, Julie	1,283,432.00		1,268,469.57	14,962.43	98.83%
440 - Outreach & Admissions - Locy, Caitlin	683,585.00		633,629.88	49,955.12	92.69%
445 - Community Engagement & Equity/Inclusion - Reyburn, Kari	339,105.00		327,512.63	11,592.37	96.58%
Total Student Services and Engagement	7,712,283.00		7,559,241.94	153,041.06	98.02%

Western Technical College
Department Summary Report
For the Twelve Months Ending Thursday, June 30, 2022

<u>Department</u>	<u>Budget</u>	<u>Encumbrances</u>	<u>Actual</u>	<u>Balance</u>	<u>% Used</u>
<u>Finance and Operations</u>					
179 - Regional Development - Martin, Angie	119,308.00		118,029.62	1,278.38	98.93%
280 - Business and Industry Services - Martin, Angie	3,242,800.00		4,644,789.80	(1,401,989.80)	143.23%
500 - Finance and Operations Admin - Hackbarth, Wade	334,434.00		318,390.46	16,043.54	95.20%
502 - Lunda Center - Murphy, Dan	251,000.00		245,262.74	5,737.26	97.71%
504 - Sustainability-Development - Meehan, Casey	126,484.00		125,205.28	1,278.72	98.99%
510 - Business Services - Otto, De Anne	306,923.00		305,197.30	1,725.70	99.44%
515 - Cashier's Office - Vonderohe, Marsha	502,410.00		542,941.11	(40,531.11)	108.07%
520 - Information Services - Pierce, Joan	3,056,022.00		2,904,359.11	151,662.89	95.04%
530 - Human Resources - Heath, John	924,273.00		924,272.90	0.10	100.00%
535 - Professional Development - Kettner-Sieber, Jackie	301,572.00		295,233.97	6,338.03	97.90%
536 - Wellness Program - Monroe, Ryan	31,818.00		31,041.34	776.66	97.56%
540 - Physical Plant - McHenry, Jay	771,564.00		771,563.33	0.67	100.00%
541 - Facilities Operations - Haun, Brian	1,701,817.00		1,701,816.20	0.80	100.00%
545 - Custodial Services - Dahl, Julie	2,039,040.00		1,950,636.32	88,403.68	95.66%
550 - Controller - Heit, Christina	1,331,798.00		1,302,949.89	28,848.11	97.83%
Total Finance and Operations	15,041,263.00		16,181,689.37	(1,140,426.37)	107.58%
<u>Budget Freezes and Other Expenses</u>					
551 - Budget Freezes - Heit, Christina	732,123.00			732,123.00	0.00%
550 - COVID-19 Expenses - Hackbarth, Wade	54,281.00		1,819,265.69	(1,764,984.69)	3351.57%
552 - Reserve Fund Balance - Hackbarth, Wade			631,773.33	(631,773.33)	0.00%
Total Budget Freezes and Other Expenses	786,404.00		2,451,039.02	(1,664,635.02)	311.68%
<u>Federal Grants</u>					
700 - Federal Grants - Various	1,716,543.00		1,840,842.65	(124,299.65)	107.24%
Total Federal Grants	1,716,543.00		1,840,842.65	(124,299.65)	107.24%
<u>State and Private Grants</u>					
800-999 - State and Private Grants - Various	497,360.00		913,995.58	(416,635.58)	183.77%
Total State and Private Grants	497,360.00		913,995.58	(416,635.58)	183.77%
Total	54,806,768.00		57,524,776.90	(2,718,008.90)	104.96%

Western Technical College
Enterprise Fund Board Report
For the Two Months Ending Wednesday, August 31, 2022

	<u>Fiscal Year</u> 2020	<u>Fiscal Year</u> 2021	<u>Fiscal Year</u> 2022	<u>YTD Prior Yr</u> 2022	<u>Fiscal Yr-YTD</u> 2023	<u>Budget</u> 2023
ENTERPRISE TOTAL						
Total Revenue	\$4,153,135	\$4,511,414	\$4,467,891	\$603,963	\$715,555	\$3,723,000
Expenses						
Salaries	\$934,994	\$689,323	\$911,467	\$119,531	\$143,727	\$963,300
Fringe Benefits	\$331,284	\$294,640	\$310,324	\$48,833	\$48,372	\$317,845
Cost of Goods Sold	\$1,657,222	\$1,435,961	\$1,519,491	\$311,343	\$328,661	\$1,517,400
Other	\$1,368,270	\$1,314,610	\$1,322,511	\$214,103	\$232,761	\$1,337,755
Total Expenses	\$4,291,770	\$3,734,533	\$4,063,793	\$693,810	\$753,521	\$4,136,300
Enterprise Profit/(Loss)	(\$138,635)	\$776,881	\$404,098	(\$89,847)	(\$37,966)	(\$413,300)
CAMPUS SHOP						
Revenue						
Book Sales	\$1,388,353	\$1,194,328	\$1,084,694	\$308,417	\$287,710	\$1,102,000
Supply Sales	\$227,578	\$179,493	\$232,826	\$56,722	\$63,920	\$220,000
Resale Receipts	\$3,609	\$910	\$1,151	\$8	\$25	\$1,500
Emergency Relief Funds-Institutio...	\$0	\$682,342	\$654,242	\$0	\$0	\$0
Total Revenue	\$1,619,539	\$2,057,074	\$1,972,913	\$365,147	\$351,655	\$1,323,500
Expenses						
Salaries	\$230,454	\$207,222	\$200,398	\$30,924	\$30,391	\$186,711
Fringe Benefits	\$74,558	\$70,072	\$64,970	\$10,822	\$8,694	\$54,664
Cost of Goods Sold	\$1,288,248	\$1,225,591	\$1,133,019	\$281,911	\$272,154	\$1,067,000
Other	\$63,955	\$76,149	\$64,363	\$23,609	\$28,057	\$69,025
Total Expenses	\$1,657,214	\$1,579,034	\$1,462,750	\$347,267	\$339,297	\$1,377,400
Profit/(Loss)	(\$37,675)	\$478,040	\$510,163	\$17,880	\$12,358	(\$53,900)

Western Technical College
Enterprise Fund Board Report
For the Two Months Ending Wednesday, August 31, 2022

	<u>Fiscal Year</u> <u>2020</u>	<u>Fiscal Year</u> <u>2021</u>	<u>Fiscal Year</u> <u>2022</u>	<u>YTD Prior Yr</u> <u>2022</u>	<u>Fiscal Yr-YTD</u> <u>2023</u>	<u>Budget</u> <u>2023</u>
UNION MARKET						
Revenue						
Union Market Sales	\$318,702	\$69,219	\$286,185	\$18,545	\$24,777	\$375,000
Meal Plan-Residence Hall Sales	\$147,754	\$72,493	\$181,451	\$200	\$0	\$200,000
Coleman Cafe Sales	\$33,216	\$0	\$0	\$0	\$0	\$0
Catering/Other	\$189,989	\$7,926	\$126,946	\$8,012	\$42,316	\$202,000
Coronavirus Relief Fund-WI DOA	\$19,957	\$12,011	\$0	\$0	\$0	\$0
Emergency Relief Funds-Institutio...	\$203,053	\$768,806	\$349,715	\$0	\$0	\$0
Total Revenue	\$912,671	\$930,454	\$944,297	\$26,757	\$67,093	\$777,000
Expenses						
Salaries	\$508,585	\$321,786	\$515,374	\$60,365	\$80,102	\$546,360
Fringe Benefits	\$168,314	\$145,643	\$166,200	\$25,226	\$28,133	\$167,890
Cost of Goods Sold	\$336,515	\$92,790	\$339,096	\$29,042	\$44,776	\$395,000
Other	\$78,543	\$30,505	\$66,875	\$14,492	\$16,446	\$83,300
Total Expenses	\$1,091,958	\$590,724	\$1,087,545	\$129,125	\$169,457	\$1,192,550
Profit/(Loss)	(\$179,286)	\$339,730	(\$143,247)	(\$102,368)	(\$102,364)	(\$415,550)
<hr/>						
DAY CARE CENTER						
Revenue						
Facilities Rental Income	\$46,415	\$47,807	\$47,807	\$7,968	\$7,968	\$48,000
Miscellaneous Revenue	\$3,135	\$319	\$474	\$55	\$427	\$1,000
Total Revenue	\$49,550	\$48,126	\$48,281	\$8,023	\$8,394	\$49,000
Expenses						
Other Expenditures	\$14,827	\$19,525	\$30,865	\$2,377	\$1,922	\$24,000
Total Expenses	\$14,827	\$19,525	\$30,865	\$2,377	\$1,922	\$24,000
Profit/(Loss)	\$34,724	\$28,601	\$17,416	\$5,646	\$6,472	\$25,000

Western Technical College
Enterprise Fund Board Report
For the Two Months Ending Wednesday, August 31, 2022

	<u>Fiscal Year</u> <u>2020</u>	<u>Fiscal Year</u> <u>2021</u>	<u>Fiscal Year</u> <u>2022</u>	<u>YTD Prior Yr</u> <u>2022</u>	<u>Fiscal Yr-YTD</u> <u>2023</u>	<u>Budget</u> <u>2023</u>
WELLNESS CENTER						
Revenue						
Memberships Fees	\$22,269	\$502	\$12,902	\$210	\$644	\$15,000
Student Govt/Other Revenue	\$166,998	\$157,540	\$171,577	\$27,248	\$27,992	\$173,750
Emergency Relief Funds-Institutio...	\$0	\$64,807	\$12,653	\$0	\$0	\$0
Total Revenue	\$189,267	\$222,849	\$197,132	\$27,458	\$28,636	\$188,750
Expenses						
Salaries	\$105,088	\$77,396	\$106,099	\$15,226	\$15,711	\$108,919
Fringe Benefits	\$52,888	\$44,440	\$45,064	\$7,215	\$6,968	\$45,151
Other	\$17,758	\$50,532	\$26,156	\$6,395	\$5,272	\$22,530
Total Expenses	\$175,735	\$172,368	\$177,319	\$28,836	\$27,951	\$176,600
Profit/(Loss)	\$13,532	\$50,481	\$19,813	(\$1,378)	\$685	\$12,150
PC RESALE						
Revenue						
Resale Receipts	\$124,917	\$225,840	\$152,459	\$1,200	\$47,428	\$163,900
Emergency Relief Funds-Institutio...	\$0	\$4,385	\$526	\$0	\$0	\$0
Total Revenue	\$124,917	\$230,225	\$152,985	\$1,200	\$47,428	\$163,900
Expenses						
Salaries	\$37,188	\$36,290	\$37,286	\$6,214	\$5,878	\$35,270
Fringe Benefits	\$18,721	\$18,053	\$17,971	\$2,959	\$1,920	\$11,180
Purchases for Resale	\$32,459	\$117,580	\$47,376	\$390	\$11,731	\$55,400
Other Expenses	\$11,997	\$16,408	\$7,673	\$294	\$5,363	\$18,550
Total Expenses	\$100,366	\$188,331	\$110,306	\$9,857	\$24,893	\$120,400
Profit/(Loss)	\$24,551	\$41,893	\$42,679	(\$8,657)	\$22,536	\$43,500

Western Technical College
Enterprise Fund Board Report
For the Two Months Ending Wednesday, August 31, 2022

	<u>Fiscal Year</u> <u>2020</u>	<u>Fiscal Year</u> <u>2021</u>	<u>Fiscal Year</u> <u>2022</u>	<u>YTD Prior Yr</u> <u>2022</u>	<u>Fiscal Yr-YTD</u> <u>2023</u>	<u>Budget</u> <u>2023</u>
VENDING						
Revenue						
Commissions	\$22,395	\$6,025	\$10,955	\$646	\$1,879	\$21,000
Emergency Relief Funds-Institutio...	\$0	\$18,857	\$14,174	\$0	\$0	\$0
Total Revenue	\$22,395	\$24,882	\$25,129	\$646	\$1,879	\$21,000
Expenses						
Vending Expenses	\$25,850	\$11,488	\$26,465	\$2,143	\$12,894	\$40,000
Vending-Student Use	\$4,096	\$200	\$0	\$0	\$0	\$10,000
Total Expenses	\$29,947	\$11,688	\$26,465	\$2,143	\$12,894	\$50,000
Profit/(Loss)	(\$7,552)	\$13,194	(\$1,336)	(\$1,497)	(\$11,015)	(\$29,000)

RESIDENCE HALL						
Revenue						
Commissions	\$1,533	\$287	\$1,378	\$26	\$368	\$1,500
Dorm Rent Receipts	\$916,509	\$380,561	\$948,389	\$157,500	\$188,000	\$1,121,825
Dorm Rent - Breaks	\$1,315	\$1,050	\$15,027	\$0	\$0	\$10,000
Dorm Rent Forfeiture/Damage	\$13,100	\$3,323	\$6,340	\$2,240	\$3,164	\$13,000
Cost Reimbursements	\$26,303	(\$290)	\$24,551	\$12,133	\$14,882	\$28,000
Housing Application Fees	\$8,550	\$4,250	\$11,750	\$2,100	\$1,450	\$10,000
Emergency Relief Funds-Institutio...	\$153,797	\$593,271	\$114,960	\$0	\$0	\$0
Gifts & Grants-DMI Covid-19 Res...	\$50,000	\$11,775	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$48,269	\$2,778	\$370	\$2	\$1,852	\$11,000
Total Revenue	\$1,219,377	\$997,005	\$1,122,765	\$174,001	\$209,716	\$1,195,325
Expenses						
Salaries	\$53,678	\$46,628	\$52,310	\$6,801	\$11,645	\$86,040
Fringe Benefits	\$17,210	\$16,454	\$16,172	\$2,611	\$2,656	\$38,960
Noninstr Dup/Prnt/Graphics	\$1,323	\$525	\$526	\$132	\$466	\$1,500
General Expense	\$12,710	\$6,387	\$14,923	\$98	\$956	\$20,000
Other Contracts and Services	\$62,412	\$52,190	\$28,883	\$91	\$2,351	\$43,000
Interest Expense	\$570,941	\$560,557	\$549,144	\$90,408	\$88,245	\$536,600
Utilities	\$84,499	\$75,584	\$92,229	\$4,897	\$6,614	\$82,250
Depreciation Expense	\$393,004	\$393,370	\$393,370	\$67,232	\$59,500	\$357,000
Other Expenditures	\$14,377	\$9,597	\$9,416	\$0	\$2,739	\$18,400
Total Expenses	\$1,210,153	\$1,161,292	\$1,156,973	\$172,271	\$175,173	\$1,183,750
Profit/(Loss)	\$9,224	(\$164,287)	(\$34,208)	\$1,731	\$34,543	\$11,575

TOMAH JOB CENTER						
Revenue						
Facilities Rental Income	\$15,419	\$799	\$4,389	\$732	\$754	\$4,525
Total Revenue	\$15,419	\$799	\$4,389	\$732	\$754	\$4,525
Expenses						
Depreciation Expense	\$11,571	\$11,571	\$11,571	\$1,934	\$1,934	\$11,600
Total Expenses	\$11,571	\$11,571	\$11,571	\$1,934	\$1,934	\$11,600
Profit/(Loss)	\$3,847	(\$10,772)	(\$7,182)	(\$1,202)	(\$1,180)	(\$7,075)

Western Technical College
Enterprise Fund Board Report
For the Twelve Months Ending Thursday, June 30, 2022

	<u>Fiscal Year</u> <u>2019</u>	<u>Fiscal Year</u> <u>2020</u>	<u>Fiscal Year</u> <u>2021</u>	<u>YTD Prior Yr</u> <u>2021</u>	<u>Fiscal Yr-YTD</u> <u>2022</u>	<u>Budget</u> <u>2022</u>
ENTERPRISE TOTAL						
Total Revenue	<u>\$4,324,249</u>	<u>\$4,153,135</u>	<u>\$4,511,414</u>	<u>\$4,511,414</u>	<u>\$4,467,891</u>	<u>\$3,777,300</u>
Expenses						
Salaries	\$917,085	\$934,994	\$689,323	\$689,323	\$911,467	\$912,899
Fringe Benefits	\$307,140	\$331,284	\$294,640	\$294,640	\$310,324	\$310,151
Cost of Goods Sold	\$1,928,201	\$1,657,222	\$1,435,961	\$1,435,961	\$1,519,491	\$1,664,200
Other	\$1,474,987	\$1,368,270	\$1,314,610	\$1,314,610	\$1,322,511	\$1,382,250
Total Expenses	<u>\$4,627,413</u>	<u>\$4,291,770</u>	<u>\$3,734,533</u>	<u>\$3,734,533</u>	<u>\$4,063,793</u>	<u>\$4,269,500</u>
Enterprise Profit/(Loss)	<u>(\$303,165)</u>	<u>(\$138,635)</u>	<u>\$776,881</u>	<u>\$776,881</u>	<u>\$404,098</u>	<u>(\$492,200)</u>
CAMPUS SHOP						
Revenue						
Book Sales	\$1,574,509	\$1,388,353	\$1,194,328	\$1,194,328	\$1,084,694	\$1,301,000
Supply Sales	\$244,714	\$227,578	\$179,493	\$179,493	\$232,826	\$200,000
Resale Receipts	\$4,819	\$3,609	\$910	\$910	\$1,151	\$3,000
Emergency Relief Funds-Institutio...	\$0	\$0	\$682,342	\$682,342	\$654,242	\$0
Total Revenue	<u>\$1,824,042</u>	<u>\$1,619,539</u>	<u>\$2,057,074</u>	<u>\$2,057,074</u>	<u>\$1,972,913</u>	<u>\$1,504,000</u>
Expenses						
Salaries	\$222,093	\$230,454	\$207,222	\$207,222	\$200,398	\$196,868
Fringe Benefits	\$73,235	\$74,558	\$70,072	\$70,072	\$64,970	\$66,232
Cost of Goods Sold	\$1,483,414	\$1,288,248	\$1,225,591	\$1,225,591	\$1,133,019	\$1,228,000
Other	\$99,428	\$63,955	\$76,149	\$76,149	\$64,363	\$64,900
Total Expenses	<u>\$1,878,170</u>	<u>\$1,657,214</u>	<u>\$1,579,034</u>	<u>\$1,579,034</u>	<u>\$1,462,750</u>	<u>\$1,556,000</u>
Profit/(Loss)	<u>(\$54,128)</u>	<u>(\$37,675)</u>	<u>\$478,040</u>	<u>\$478,040</u>	<u>\$510,163</u>	<u>(\$52,000)</u>

Western Technical College
Enterprise Fund Board Report
For the Twelve Months Ending Thursday, June 30, 2022

	<u>Fiscal Year</u> 2019	<u>Fiscal Year</u> 2020	<u>Fiscal Year</u> 2021	<u>YTD Prior Yr</u> 2021	<u>Fiscal Yr-YTD</u> 2022	<u>Budget</u> 2022
UNION MARKET						
Revenue						
Union Market Sales	\$416,900	\$318,702	\$69,219	\$69,219	\$286,185	\$385,000
Meal Plan-Residence Hall Sales	\$212,011	\$147,754	\$72,493	\$72,493	\$181,451	\$180,000
Coleman Cafe Sales	\$36,688	\$33,216	\$0	\$0	\$0	\$27,500
Catering/Other	\$263,394	\$189,989	\$7,926	\$7,926	\$126,946	\$193,300
Coronavirus Relief Fund-WI DOA	\$0	\$19,957	\$12,011	\$12,011	\$0	\$0
Emergency Relief Funds-Institutio...	\$0	\$203,053	\$768,806	\$768,806	\$349,715	\$0
Total Revenue	\$928,993	\$912,671	\$930,454	\$930,454	\$944,297	\$785,800
Expenses						
Salaries	\$498,034	\$508,585	\$321,786	\$321,786	\$515,374	\$517,793
Fringe Benefits	\$158,912	\$168,314	\$145,643	\$145,643	\$166,200	\$166,207
Cost of Goods Sold	\$414,860	\$336,515	\$92,790	\$92,790	\$339,096	\$385,000
Other	\$90,262	\$78,543	\$30,505	\$30,505	\$66,875	\$84,800
Total Expenses	\$1,162,068	\$1,091,958	\$590,724	\$590,724	\$1,087,545	\$1,153,800
Profit/(Loss)	(\$233,075)	(\$179,286)	\$339,730	\$339,730	(\$143,247)	(\$368,000)
<hr/>						
DAY CARE CENTER						
Revenue						
Facilities Rental Income	\$45,063	\$46,415	\$47,807	\$47,807	\$47,807	\$48,000
Miscellaneous Revenue	\$3,106	\$3,135	\$319	\$319	\$474	\$1,000
Total Revenue	\$48,169	\$49,550	\$48,126	\$48,126	\$48,281	\$49,000
Expenses						
Other Expenditures	\$20,415	\$14,827	\$19,525	\$19,525	\$30,865	\$24,000
Total Expenses	\$20,415	\$14,827	\$19,525	\$19,525	\$30,865	\$24,000
Profit/(Loss)	\$27,754	\$34,724	\$28,601	\$28,601	\$17,416	\$25,000

Western Technical College
Enterprise Fund Board Report
For the Twelve Months Ending Thursday, June 30, 2022

	<u>Fiscal Year</u> <u>2019</u>	<u>Fiscal Year</u> <u>2020</u>	<u>Fiscal Year</u> <u>2021</u>	<u>YTD Prior Yr</u> <u>2021</u>	<u>Fiscal Yr-YTD</u> <u>2022</u>	<u>Budget</u> <u>2022</u>
WELLNESS CENTER						
Revenue						
Memberships Fees	\$21,822	\$22,269	\$502	\$502	\$12,902	\$18,000
Student Govt/Other Revenue	\$165,784	\$166,998	\$157,540	\$157,540	\$171,577	\$161,100
Emergency Relief Funds-Institutio...	\$0	\$0	\$64,807	\$64,807	\$12,653	\$0
Total Revenue	\$187,607	\$189,267	\$222,849	\$222,849	\$197,132	\$179,100
Expenses						
Salaries	\$93,473	\$105,088	\$77,396	\$77,396	\$106,099	\$101,513
Fringe Benefits	\$28,955	\$52,888	\$44,440	\$44,440	\$45,064	\$44,337
Other	\$28,504	\$17,758	\$50,532	\$50,532	\$26,156	\$23,250
Total Expenses	\$150,932	\$175,735	\$172,368	\$172,368	\$177,319	\$169,100
Profit/(Loss)	\$36,675	\$13,532	\$50,481	\$50,481	\$19,813	\$10,000
PC RESALE						
Revenue						
Resale Receipts	\$124,977	\$124,917	\$225,840	\$225,840	\$152,459	\$119,400
Emergency Relief Funds-Institutio...	\$0	\$0	\$4,385	\$4,385	\$526	\$0
Total Revenue	\$124,977	\$124,917	\$230,225	\$230,225	\$152,985	\$119,400
Expenses						
Salaries	\$53,135	\$37,188	\$36,290	\$36,290	\$37,286	\$37,287
Fringe Benefits	\$29,575	\$18,721	\$18,053	\$18,053	\$17,971	\$17,813
Purchases for Resale	\$29,927	\$32,459	\$117,580	\$117,580	\$47,376	\$51,200
Other Expenses	\$16,430	\$11,997	\$16,408	\$16,408	\$7,673	\$13,100
Total Expenses	\$129,068	\$100,366	\$188,331	\$188,331	\$110,306	\$119,400
Profit/(Loss)	(\$4,090)	\$24,551	\$41,893	\$41,893	\$42,679	\$0

Western Technical College
Enterprise Fund Board Report
For the Twelve Months Ending Thursday, June 30, 2022

	<u>Fiscal Year</u> <u>2019</u>	<u>Fiscal Year</u> <u>2020</u>	<u>Fiscal Year</u> <u>2021</u>	<u>YTD Prior Yr</u> <u>2021</u>	<u>Fiscal Yr-YTD</u> <u>2022</u>	<u>Budget</u> <u>2022</u>
VENDING						
Revenue						
Commissions	\$30,167	\$22,395	\$6,025	\$6,025	\$10,955	\$21,000
Emergency Relief Funds-Institutio...	\$0	\$0	\$18,857	\$18,857	\$14,174	\$0
Total Revenue	\$30,167	\$22,395	\$24,882	\$24,882	\$25,129	\$21,000
Expenses						
Vending Expenses	\$30,739	\$25,850	\$11,488	\$11,488	\$26,465	\$35,000
Vending-Student Use	\$9,000	\$4,096	\$200	\$200	\$0	\$10,000
Total Expenses	\$39,739	\$29,947	\$11,688	\$11,688	\$26,465	\$45,000
Profit/(Loss)	(\$9,573)	(\$7,552)	\$13,194	\$13,194	(\$1,336)	(\$24,000)

RESIDENCE HALL						
Revenue						
Commissions	\$1,818	\$1,533	\$287	\$287	\$1,378	\$2,000
Dorm Rent Receipts	\$1,043,666	\$916,509	\$380,561	\$380,561	\$948,389	\$997,100
Dorm Rent - Breaks	\$19,050	\$1,315	\$1,050	\$1,050	\$15,027	\$5,000
Dorm Rent Forfeiture/Damage	\$18,869	\$13,100	\$3,323	\$3,323	\$6,340	\$7,500
Cost Reimbursements	\$28,807	\$26,303	(\$290)	(\$290)	\$24,551	\$28,000
Housing Application Fees	\$7,650	\$8,550	\$4,250	\$4,250	\$11,750	\$10,000
Emergency Relief Funds-Institutio...	\$0	\$153,797	\$593,271	\$593,271	\$114,960	\$50,000
Gifts & Grants-DMI Covid-19 Res...	\$0	\$50,000	\$11,775	\$11,775	\$0	\$0
Miscellaneous Revenue	\$39,744	\$48,269	\$2,778	\$2,778	\$370	\$15,000
Total Revenue	\$1,159,604	\$1,219,377	\$997,005	\$997,005	\$1,122,765	\$1,114,600
Expenses						
Salaries	\$50,349	\$53,678	\$46,628	\$46,628	\$52,310	\$59,438
Fringe Benefits	\$15,700	\$17,210	\$16,454	\$16,454	\$16,172	\$15,562
Noninstr Dup/Prnt/Graphics	\$1,300	\$1,323	\$525	\$525	\$526	\$2,000
General Expense	\$27,204	\$12,710	\$6,387	\$6,387	\$14,923	\$20,000
Other Contracts and Services	\$50,358	\$62,412	\$52,190	\$52,190	\$28,883	\$38,000
Interest Expense	\$579,300	\$570,941	\$560,557	\$560,557	\$549,144	\$549,100
Utilities	\$90,359	\$84,499	\$75,584	\$75,584	\$92,229	\$86,500
Depreciation Expense	\$401,631	\$393,004	\$393,370	\$393,370	\$393,370	\$403,400
Other Expenditures	\$18,995	\$14,377	\$9,597	\$9,597	\$9,416	\$16,600
Total Expenses	\$1,235,197	\$1,210,153	\$1,161,292	\$1,161,292	\$1,156,973	\$1,190,600
Profit/(Loss)	(\$75,593)	\$9,224	(\$164,287)	(\$164,287)	(\$34,208)	(\$76,000)

TOMAH JOB CENTER						
Revenue						
Facilities Rental Income	\$20,691	\$15,419	\$799	\$799	\$4,389	\$4,400
Total Revenue	\$20,691	\$15,419	\$799	\$799	\$4,389	\$4,400
Expenses						
Other Contracts and Services	\$253	\$0	\$0	\$0	\$0	\$0
Depreciation Expense	\$11,571	\$11,571	\$11,571	\$11,571	\$11,571	\$11,600
Total Expenses	\$11,824	\$11,571	\$11,571	\$11,571	\$11,571	\$11,600
Profit/(Loss)	\$8,866	\$3,847	(\$10,772)	(\$10,772)	(\$7,182)	(\$7,200)

Western Technical College
Capital Projects Report-FY23 Completed Projects
as of 09/30/2022

Project #	Project Name	Actual Amount Borrowed	Amount Transferred / Revenue Received	Total Revenue for Project	Total Cost of Project	Date Closed
	Remodeling & Site Improvements					
C20510	Lunda Center-Lighting	100,000.00	(23,723.47)	76,276.53	76,276.53	08/31/2022
C21550	Admin Center-2nd Floor Carpeting	-	23,674.20	23,674.20	23,674.20	08/31/2022
C22550	Admin Center-1st Floor Flooring & Painting	-	49,414.75	49,414.75	49,414.75	08/31/2022
C99220	Minor Projects-FY22	60,000.00	(17,623.59)	42,376.41	42,376.41	09/30/2022
C99225	Exterior Signage-FY22	50,000.00	(12,145.66)	37,854.34	37,854.34	09/30/2022
	Total Remodeling & Site Improvements Completed Projects	210,000.00	19,596.23	229,596.23	229,596.23	
	Equipment & Furnishings					
C22113	Business Education Ctr-Rooms 113/116	-	31,032.24	31,032.24	31,032.24	08/31/2022
C99221	Minor Furnishings & Equipment-FY22	50,000.00	(50,000.00)	-	-	09/30/2022
C99224	Security Equipment-FY22	70,000.00	(66,055.01)	3,944.99	3,944.99	09/30/2022
	Total Equipment & Furnishings Completed Projects	120,000.00	(85,022.77)	34,977.23	34,977.23	
	Total Completed Projects in FY23	330,000.00	(65,426.54)	264,573.46	264,573.46	

Western Technical College
Capital Projects Report-Current Projects
As of 09/30/2022

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Future Borrowings/ Other Revenue	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	Total Projected Cost	(Over) / Under
Land and New Construction										
La Crosse Property Acquisitions/Footprint-FY18	2019A/2022A/20	710,000.00	64,134.93	-	-	774,134.93	671,810.26	102,324.67	774,134.93	-
Sparta Public Safety Training Ctr-New Construction	2021B	1,500,000.00	-	-	-	1,500,000.00	1,485,894.96	14,105.04	1,500,000.00	-
Diesel North End-New Construction	2022C&2022E	1,200,000.00	-	-	-	1,200,000.00	501,757.54	698,242.46	1,200,000.00	-
Total Land and New Construction		3,410,000.00	64,134.93	-	-	3,474,134.93	2,659,462.76	814,672.17	3,474,134.93	-
Remodeling & Site Improvements										
Bus Educ Center Basement Remodeling	2022A	35,000.00	26,000.00	-	-	61,000.00	57,568.32	3,506.00	61,074.32	(74.32)
Sparta Public Safety Training Ctr-Remodeling	2021C	1,500,000.00	(234,284.16)	-	-	1,265,715.84	1,236,894.92	28,820.92	1,265,715.84	-
Sparta Public Safety Training Ctr-HVAC	2021B	750,000.00	179,025.39	-	-	929,025.39	910,641.06	18,384.33	929,025.39	-
Sparta Public Safety Training Ctr-Exterior	2021A	950,000.00	168,404.76	-	-	1,118,404.76	1,064,821.78	53,582.98	1,118,404.76	-
Sparta Public Safety Training Ctr-Roof	2021B	500,000.00	88,036.75	-	-	588,036.75	580,603.75	7,433.00	588,036.75	-
Tomah Parking Lot-Lighting	2021A&2022D	175,000.00	-	-	-	175,000.00	78,380.00	96,620.00	175,000.00	-
Business Education Center-Chiller	2021A	-	519,000.00	-	-	519,000.00	397,076.99	121,923.01	519,000.00	-
Horticulture Education Ctr-Public Servant Space	2022C&Donations	75,000.00	20,000.00	-	55,000.00	150,000.00	17,451.16	132,548.84	150,000.00	-
Tomah Elevator	2022D	105,000.00	25,000.00	-	-	130,000.00	107,032.70	22,967.30	130,000.00	-
Parking Lot D	2022A	500,000.00	-	-	-	500,000.00	74,832.25	425,167.75	500,000.00	-
Solar Panel Charging Stations	2022A&Dam Proc	90,000.00	25,000.00	-	80,000.00	195,000.00	155,591.90	39,408.10	195,000.00	-
Water Reuse System-Integrated Tech Ctr	N/A	-	65,000.00	-	-	65,000.00	59,076.87	5,923.13	65,000.00	-
Diesel Remodel-North End	2022E	1,200,000.00	-	-	-	1,200,000.00	713,853.20	486,146.80	1,200,000.00	-
Diesel North End-HVAC Upgrades	2022D	900,000.00	-	-	-	900,000.00	483,587.94	416,412.06	900,000.00	-
Diesel North End-Exterior	2022C	700,000.00	-	-	-	700,000.00	158,762.92	541,237.08	700,000.00	-
Diesel North End-Roof	2022C	625,000.00	-	-	-	625,000.00	437,617.50	187,382.50	625,000.00	-
Physical Plant Remodel	2022D&2022E	480,000.00	-	-	-	480,000.00	328,345.89	151,654.11	480,000.00	-
Sparta Overhead Door Replacements	N/A	-	35,000.00	-	-	35,000.00	32,849.00	2,151.00	35,000.00	-
Independence Partnership-Electromechanical Prog	2022D	15,000.00	-	-	-	15,000.00	-	15,000.00	15,000.00	-
Tomah MA Space-Remodeling	2022C	75,000.00	-	-	-	75,000.00	1,358.40	73,641.60	75,000.00	-
Coleman Center-Rm 100 Remodel	N/A	-	15,000.00	-	-	15,000.00	1,960.33	13,039.67	15,000.00	-
Autmotive Center-Doors	N/A	-	-	26,000.00	-	26,000.00	-	26,000.00	26,000.00	-
Admin Center Bathrooms-ADA	TBD	-	-	-	150,000.00	150,000.00	3,612.20	146,387.80	150,000.00	-
Minor Projects-FY23	2022A	50,000.00	17,623.59	-	-	67,623.59	16,874.36	50,749.23	67,623.59	-
Exterior Signage-FY23	2022D	30,000.00	72,518.15	-	-	102,518.15	32,016.39	70,501.76	102,518.15	-
Project Closing Account-Remodeling & Site Improv	N/A	-	214,836.95	(26,000.00)	-	188,836.95	-	188,836.95	188,836.95	-
Total Remodeling & Site Improvements		8,755,000.00	1,236,161.43	-	285,000.00	10,276,161.43	6,950,809.83	3,325,425.92	10,276,235.75	(74.32)

Western Technical College
Capital Projects Report-Current Projects
As of 09/30/2022

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Future Borrowings/ Other Revenue	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	Total Projected Cost	(Over) / Under
Equipment Projects										
Student Success Center-Graphic Designs										
5844-Graphic Designs	2019D	20,000.00	-	-	-	20,000.00	-	20,000.00	20,000.00	-
Total Student Success Ctr-Graphic Designs		20,000.00	-	-	-	20,000.00	-	20,000.00	20,000.00	-
Sparta Public Safety Training Center-Equipment/Furnishings										
5842-IT Equipment	2021A	150,000.00	7,000.00	-	-	157,000.00	153,474.27	3,525.73	157,000.00	-
5843-Furnishings	2021A	100,000.00	38,758.59	-	-	138,758.59	138,758.59	-	138,758.59	-
5844-Graphic Designs	2021A	20,000.00	-	-	-	20,000.00	-	20,000.00	20,000.00	-
5845-Instructional Equipment	2021A	250,000.00	-	-	-	250,000.00	205,825.35	44,174.65	250,000.00	-
Total Sparta Public Safety Training Ctr-Equipment/Furnishings		520,000.00	45,758.59	-	-	565,758.59	498,058.21	67,700.38	565,758.59	-
Diesel North End-Equipment/Furnishings										
5842-IT Equipment	2022A	125,000.00	-	-	-	125,000.00	24,337.02	100,662.98	125,000.00	-
5843-Furnishings	2022A	5,000.00	30,000.00	-	-	35,000.00	11,882.44	27,435.46	39,317.90	(4,317.90)
5844-Graphic Designs	2022A	50,000.00	-	-	-	50,000.00	-	50,000.00	50,000.00	-
5845-Instructional Equipment	2022A	300,000.00	-	-	-	300,000.00	141,693.16	158,306.84	300,000.00	-
Total Diesel North End-Equipment/Furnishings		480,000.00	30,000.00	-	-	510,000.00	177,912.62	336,405.28	514,317.90	(4,317.90)
Sparta Furnishings-Water Damage Replacements										
5843-Furnishings	Insurance Reimburs	-	-	-	83,034.25	83,034.25	83,034.25	-	83,034.25	-
Sparta Furnishings-Water Damage Replacements		-	-	-	83,034.25	83,034.25	83,034.25	-	83,034.25	-
Res Hall-Wireless Network-WAPs										
5842-IT Equipment	N/A	-	45,000.00	-	-	45,000.00	43,454.28	1,545.72	45,000.00	-
Total Res Hall-Wireless Network-WAPs		-	45,000.00	-	-	45,000.00	43,454.28	1,545.72	45,000.00	-
Physical Plant Remodel-Equipment & Furnishings										
5842-IT Equipment	2022A	25,000.00	-	-	-	25,000.00	16,952.82	8,047.18	25,000.00	-
5843-Furnishings	2022A	50,000.00	-	-	-	50,000.00	10,929.70	39,070.30	50,000.00	-
5844-Graphic Designs	2022A	10,000.00	-	-	-	10,000.00	-	10,000.00	10,000.00	-
Total Physical Plant Remodel-Equipment & Furnishings		85,000.00	-	-	-	85,000.00	27,882.52	57,117.48	85,000.00	-
Independence Partnership-Electromechanical Equipment										
5845-Instructional Equipment	2022A	15,000.00	-	-	-	15,000.00	-	15,000.00	15,000.00	-
Total Independence Partnership-Electromechanical Equip		15,000.00	-	-	-	15,000.00	-	15,000.00	15,000.00	-

Western Technical College
Capital Projects Report-Current Projects
As of 09/30/2022

Project Name	Debt Issue	Actual Amount Borrowed	Amount Transferred	Proposed Transfers	Future Borrowings/ Other Revenue	Total Revenue	Actual Expenditures to Date	Total Estimated Future Costs	Total Projected Cost	(Over) / Under
Tomah Med Assistant Program Equipment										
5845-Instructional Equipment	2022A	30,000.00	-	-	-	30,000.00	-	30,000.00	30,000.00	-
Total Tomah Med Asst Program Equipment		30,000.00	-	-	-	30,000.00	-	30,000.00	30,000.00	-
Sparta Backup Generator										
5844-Non-Instructional Equipment	2022A	150,000.00	-	-	-	150,000.00	4,310.69	145,689.31	150,000.00	-
Total Sparta Backup Generator		150,000.00	-	-	-	150,000.00	4,310.69	145,689.31	150,000.00	-
Coleman Center-Rm 100 Furnishings										
5843-Furnishings	N/A	-	10,000.00	-	-	10,000.00	8,301.61	1,698.39	10,000.00	-
Total Coleman Ctr-Rm 100 Furnishings		-	10,000.00	-	-	10,000.00	8,301.61	1,698.39	10,000.00	-
Minor Furnishings & Equipment-FY23										
5842-IT Equipment	2022A	10,000.00	-	-	-	10,000.00	-	10,000.00	10,000.00	-
5843-Furnishings	2022A	40,000.00	-	-	-	40,000.00	-	40,000.00	40,000.00	-
Total Minor Furnishings & Equipment-FY23		50,000.00	-	-	-	50,000.00	-	50,000.00	50,000.00	-
Security Equipment-FY23										
5842-IT Equipment (Cameras)	2022A	20,000.00	-	-	-	20,000.00	9,260.47	10,900.00	20,160.47	(160.47)
5844-Non-Instructional Equipment (Door Access)	2022A	50,000.00	-	-	-	50,000.00	-	50,000.00	50,000.00	-
Total Security Equipment-FY23		70,000.00	-	-	-	70,000.00	9,260.47	60,900.00	70,160.47	(160.47)
Project Closing Account-Equipment										
5842-IT Equipment	N/A		65,098.47	-	-	65,098.47	-	65,098.47	65,098.47	-
5843-Furnishings	N/A		78,268.96	-	-	78,268.96	-	78,268.96	78,268.96	-
5844-Non-Instructional Equipment (Door Access)			102,518.48	-	-	102,518.48	-	102,518.48	102,518.48	-
Total Project Closing Account-Equipment		-	245,885.91	-	-	245,885.91	-	245,885.91	245,885.91	-
Total Equipment Projects		1,420,000.00	376,644.50	-	83,034.25	1,879,678.75	852,214.65	1,031,942.47	1,884,157.12	(4,478.37)
Total All Current Projects		13,585,000.00	1,676,940.86	-	368,034.25	15,629,975.11	10,462,487.24	5,172,040.56	15,634,527.80	(4,552.69)

A0100A District Board Values and Principles Practices

The Western District Board adopts the mission, vision, values, and practices of the College. At the same time, the Board also adopts commitments and practices following core values and principles to serve as a foundation to guide the College's decisions. specific to the Board that reflect the operations of the Board. The Board believes that these commitments and practices serve as a guide for Board operations.

Trust
Integrity
Excellence
Accountability
Respect and Diversity
Honor Board Commitments

COMMITMENTS

- We will follow the communication flow for board-president-staff interactions set forth by the president.
- We will embrace the College mission, vision, values, practices and culture fully as the board's own.
- We will work with the President and leadership team to assess and shape College goals, results, and measures. This will be led by the president and leadership team with board support, partnership, and endorsement.
- We will update policies that are older than 2015.
- We will commit to the tenets of the College's culture of accountability.
- We will express opinions at the table with respect and clarity to everyone present at the table and all parties speaking. In the end, we stand with one unified voice.
- We will not focus on the past but instead lead by focusing on the present and future in order to achieve student, college, and community success.
- We will work with the president to define the data necessary to make informed and educated decisions.
- We commit to a college-wide view at all times as we serve the entire region.

PRACTICES

Continuous Improvement

The Board operates under a continuous improvement philosophy in all of its duties and efforts on behalf of the College.

Open Discussion and Communication

The Board believes that everything is open to discussion, given mutual respect for individual positions, and a focus on College mission, vision, values, and practices.

Direction and Management

The District Board, in consultation with College staff and stakeholders in the community, establishes policies and the long range direction of the College. The management is delegated to the administrative staff and is to be carried out consistent with the established policies and strategic directions.

"No Surprises" Rule

The Board is to have no "out-of-the-blue" issues, topics, questions, or public concerns brought before the group without discussion or dialogue with administrators and or members prior to meetings. It is appropriate to bring issues and concerns forward, but it is important to provide a "heads up" to the College President and Board Chair in advance of the meeting.

Board/Staff Teams

Board members may serve with staff and administrators on committees and attend conferences and seminars with staff, faculty, and administrators. It is a high priority for Board members to have in-service training, and the Board believes that the learning process is enhanced when there is staff and Board interaction.

Unified Public Voice

No one Board member may speak on behalf of Board unless authorized by the group. Once a Board decision is made, even with a split vote, the Board presents a unified voice to the public.

Communication Enhancement through Board "Advance" Sessions

Board planning sessions are held frequently throughout the year. Named "advance" sessions, typically, these sessions are held locally in an afternoon or evening setting.

Orientation and Mentoring for New Members

New Board members are provided with an orientation to the College and to the WTCS, conducted by the President. Members are assigned by the Chair to act as individual mentors for new Board members for orientation, interaction, and answering questions.

WTCS Boards Association Meetings

The District Board actively participates in the Wisconsin Technical College System Boards Association.

New Directions

The Board places high priority in setting aside time to focus on emerging issues. The Board has established a "New Directions" committee, (Reference Policy A0126). The Chair of this committee works with administrators to develop an agenda.

Committees as a Whole

The Board uses the "Committee as a Whole" structure. The three standing committees are Budget and Facilities; Planning, Policy, and Instruction; and New Directions. This structure places balanced time and focus on key areas.

Selection of Chairperson

The Board always seeks qualified, interested, motivated individuals to serve as chairperson. The chairperson serves as the primary contact between the President and the District Board and works with the President to prioritize items that should be shared with the Board as a whole.

Compliance with All Statutes, Board Policies, and Legal Requirements (Local, state and federal)

A cornerstone of effectiveness for the Western Board is the earned reputation for ethical practices in every action.

Periodic Review of Board Policies and Practices

The Board believes that a periodic review of Board policies and practices is essential. The Planning, Policy and Instruction Committee serves as the formal review mechanism.

Rotation of Meeting Locations to Reach and Visit All Areas of District

The Board holds regular monthly meetings at least twice per year at one of the five Regional Learning Centers and Sparta Training Center.

Support Opportunities for the Professional Development of Members

The Western Board encourages and builds on opportunities offered through the mentoring process, the Wisconsin Technical College Boards Association activities, and Board/staff teams.

Consistent Decision Making

The Board believes that consistent decision making practices will aid in effective Board leadership. Decisions are made by the vote of the majority, however, the Board seeks consensus whenever possible. The Board encourages individual thought and participation in the formation of decisions, but encourages a unified voice once decisions are made.

Active Participation

Meetings serve as the basic framework for Board decision making. Board attendance is a priority. Meetings will include Board members plus appropriate administrators, staff, and outside resources needed to provide essential information.

When a leadership change occurs with the College President's position, the Board will actively seek a new leader who has the requisite experience, leadership philosophy, and commitment to maintain the mission, vision, and values of the College.

Revised March 20, 2018

Revised June 15, 2010

Revised December 20, 2005

Revised June 15, 2004
Adopted November 19, 2002

WESTERN TECHNICAL COLLEGE DISTRICT

I S S U E P A P E R

***Annual Board Resolution
Officials Subject to State Code of Ethics***

Whereas The Ethics Board of the State of Wisconsin has requested that the District Board adopt a resolution confirming the positions appropriately identified as assistant, associate, or deputy district director for the purposes of Wisconsin's Code of Ethics for Public Officials and Employees; now 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 Western Technical College District Board designates the following positions and indicates its intention that the current occupants of these positions and their successors be subject to the Wisconsin Ethics Code:

- Darlene Campo, Director, Projects & Change Management
- Tracy Dryden, Associate Vice President of Institutional Effectiveness
- Wade Hackbarth, Vice President of Finance/Operations
- John Heath, Director, Human Resources
- Roger Stanford, President
- Amy Thornton, Vice President of Student Service and Engagement and Interim Vice President of Academic Affairs

District Board Members

- Lance Bagstad
- Andrew Bosshard
- James Dillin
- Majel Hein
- Kevin Hennessey
- Angela Lawrence
- Edward Lukasek
- Michelle Greendeer-Rave
- Ken Peterson

Note that the college now uses position titles that are common with the Wisconsin Technical College System.



**Retirements, Resignations, and Terminations
October 2022**

Retirement

Position	Division	Effective Date	Employee
College Advisor	Student Services & Engagement	3/3/2022	Sue Kirscher

WESTERN TECHNICAL COLLEGE DISTRICT

ISSUE PAPER

Topic: Authorize the Tax Levy for the 2022-23 Budget

Issue: Wisconsin Technical College System Code 7.05 states that the District Board must adopt its budget for the forthcoming year on or before June 30 of each year. The Board adopted the 2022-23 budget on June 21, 2022.

Following receipt of the equalized valuation from the Wisconsin Department of Revenue, the Board must set its tax levy for the current year by October 31, or within ten days after receipt of the equalized valuation, whichever is later.

Prior to establishing the tax levy, the anticipated financial resources available to the District for operations should be reviewed. The percentage increase in the operational tax levy increase may not exceed the percentage increase of net new construction.

The following is a comparison of June 2022 budgeted figures to actual figures for equalized valuation, tax levy, and mill rate, along with a resolution setting the tax levy.

At the time the District adopted its 2022-23 budget, the assumption was made that the equalized valuation would increase by 5.00% and net new construction would increase 1.50%. Actual equalized valuation increased by 13.11% and net new construction increased 1.38%.

The operating levy as presented meets the requirement of Wisconsin Act 145 and the debt levy as presented is within the announced targets following the November 2012 Vision 2020 facilities referendum.

Actual 2022-23 equalized valuation	\$ 26,853,722,976 (TID out)
Estimated 2022-23 equalized valuation	24,927,744,509

Breakdown:

Budgeted Tax Levy:

• Operations	11,904,609
• Debt	<u>18,191,000</u>
Total	<u>30,095,609</u>

Proposed Tax Levy:

• Operations	11,865,239
• Debt	<u>18,191,000</u>
Total	<u>30,056,239</u>

Net change from budget	(\$39,370)
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Recommendation: The District set the tax levy for **operation** at **\$11,865,239** (mill rate 0.44185) and set the tax levy for **debt** at **\$18,191,000** (mill rate 0.67741) for a **total levy of \$30,056,239** (mill rate 1.11926).

Adopt the Resolution to Authorize Tax Levy for the 2022-23 Budget as presented.

Resolution

To Authorize Tax Levy for the 2022-23 Budget

WHEREAS the Board of the Western Technical College District adopted the budget for the 2022-23 year at the District Board meeting on June 21, 2022; Therefore be it

RESOLVED, That the Board of the Western Technical College District authorizes a tax levy in the amount of \$11,865,239 on the full equalized value of the taxable property of the District, as certified to it by the Wisconsin Department of Revenue, for the purpose of operating and maintaining the Western Technical College District, and a tax levy in the amount of \$18,191,000 for the retirement of previously approved District indebtedness for the fiscal year beginning July 1, 2022; and be it

RESOLVED further, That the Board of the Western Technical College District authorizes the total mill rate to be 1.11926 for the fiscal year beginning July 1, 2022 which represents a 11.99% decrease from the mill rate of 1.27171 set for the fiscal year beginning July 1, 2021; and be it

RESOLVED further, That the Board of the Western Technical College District, pursuant to Chapter 38.16 of the Wisconsin Statutes, authorizes the aforementioned amount of tax levy to be spread proportionately on the tax roles for collection in each city, village, and town within the District boundaries, and that the respective clerks be informed of this action by October 31, 2022, or within ten days after receipt of the equalized valuation from the Wisconsin Department of Revenue, whichever is later.

WESTERN TECHNICAL COLLEGE DISTRICT

ISSUE PAPER

Topic: Budget Modifications 2021-2022: General Fund, Special Revenue – Aidable Funds, Special Revenue – Non-Aidable Funds, and Capital Projects Funds

Issue: The District Board, under S65.90(5), must approve, by at least a two-thirds vote of the full Board, any modifications to an adopted budget by fund type or function.

The attached resolution modifies the 2021-2022 budget to reflect adjustments for additional funds received and expended.

INCREASE TO ADOPTED BUDGET

1. Increase **General Fund** revenues and expenditures by **\$1,327,788** due to additional funds received within a specific category and additional funds expended within specific functions.

Federal	\$	1,327,788
Instruction	\$	(220,254)
Student Services		504,752
General Institutional		1,334,795
Physical Plant		(291,505)

2. Increase **Special Revenue - Aidable Funds** revenues and expenditures by **\$1,401,990** due to additional funds received within a specific category and additional activities within a specific function.

Institutional Revenue	\$	1,401,990
Instruction	\$	1,401,990

3. Increase and decrease **Special Revenue – Non-Aidable Funds** expenditures by **\$21,883** due to additional and reduced funds expended within specific functions.

Student Services	\$	(21,883)
General Institutional		21,883

4. Increase **Capital Projects Funds** revenues and expenditures by **\$1,785,180** due to additional funds received within a specific category and additional funds expended within specific functions.

Other Funding Sources	\$	1,785,180
Instruction	\$	309,104
Student Services		35,517
General Institutional		1,440,559

Recommendation: Approve the Resolution to Adopt Changes to the 2021-2022 Budget

WESTERN TECHNICAL COLLEGE DISTRICT

RESOLUTION

To Adopt Changes to the 2021-2022 Budget

Whereas, under the provisions of Wisconsin Statute 65.90(5), the District Board must approve, by at least a two-thirds vote of the full Board, any modifications to an adopted budget by fund type or function; and

Whereas revenues and expenditures in the General Fund need to be adjusted due to additional funds received and expended in this fund; and

Whereas revenues and expenditures in the Special Revenue - Aidable Funds need to be adjusted due to additional activities in these funds; and

Whereas expenditures in the Special Revenue – Non-Aidable Funds need to be adjusted due to additional funds expended in these funds; and

Whereas revenues and expenditures in the Capital Projects Fund need to be adjusted due to additional funds received and expended in this fund; and

Therefore be it

Resolved, that the Western Technical College District Board adopt the 2021-2022 budget modifications to the General Fund, Special Revenue – Aidable Funds, Special Revenue – Non-Aidable Funds, and Capital Projects Fund as shown below:

GENERAL FUND			
<u>Revenue Category</u>	<u>Budget</u>	<u>Change</u>	
Local Taxes	\$ 13,005,000	\$	0
State Aids	22,704,301		0
Program Fees	11,178,000		0
Material Fees	412,000		0
Other Student Fees	896,900		0
Institutional Revenue	746,400		0
Federal	2,381,692		1,327,788
Transfers from Reserves and Designated Fund Balances	1,767,663		0
	<u>\$ 53,091,956</u>	<u>\$</u>	<u>1,327,788</u>
<u>Expenditure Function</u>	<u>Budget</u>	<u>Change</u>	
Instruction	\$ 29,820,396	\$	(220,254)
Instructional Resources	1,193,942		0
Student Services	6,830,062		504,752
General Institutional	10,734,645		1,334,795
Physical Plant	4,061,711		(291,505)
Other Uses	451,200		0
	<u>\$ 53,091,956</u>	<u>\$</u>	<u>1,327,788</u>

SPECIAL REVENUE – AIDABLE FUNDS

Revenue Category	Budget	Change
State Aids	\$ 567,000	\$ 0
Other Student Fees	18,000	0
Institutional Revenue	4,310,790	1,401,990
	<u>\$ 4,895,790</u>	<u>\$ 1,401,990</u>
Expenditure Function	Budget	Change
Instruction	\$ 4,644,790	\$ 1,401,990
General Institutional	251,000	0
	<u>\$ 4,895,790</u>	<u>\$ 1,401,990</u>

SPECIAL REVENUE – NON-AIDABLE FUNDS

Revenue Category	Budget	Change
Local Taxes	\$ 125,465	\$ 0
State Aids	1,384,435	0
Other Student Fees	906,200	0
Institutional Revenue	816,000	0
Federal	21,125,271	0
Transfers from Reserves and Designated Fund Balances	68,153	0
	<u>\$ 24,425,524</u>	<u>\$ 0</u>
Expenditure Function	Budget	Change
Instruction	\$ 15,400	\$ 0
Student Services	24,377,241	(21,883)
General Institutional	32,883	21,883
	<u>\$ 24,425,524</u>	<u>\$ 0</u>

CAPITAL PROJECTS FUND

Revenue Category	Budget	Change
State Aids	\$ 0	\$ 0
Institutional Revenue	77,000	0
Transfers from Reserves and Designated Fund Balances	3,889,000	0
Other Funding Sources	6,785,180	1,785,180
	<u>\$ 10,751,180</u>	<u>\$ 1,785,180</u>
Expenditure Function	Budget	Change
Instruction	\$ 1,719,104	\$ 309,104
Instructional Resources	231,000	0
Student Services	45,517	35,517
General Institutional	1,755,559	1,440,559
Physical Plant	7,000,000	0
	<u>\$ 10,751,180</u>	<u>\$ 1,785,180</u>