

Public comments or dialogue from the audience are not allowed regarding specific agenda topics unless requested by the Board Chairperson; however, an opportunity for public input is available at the beginning of each meeting during *Public Comment*.

**AGENDA**  
**CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT BOARD**  
**REGULAR BOARD MEETING**

**DATE:**           **Wednesday, October 25, 2023**

**TIME:**           **3:00 p.m. – Regular Board Meeting**

**LOCATION:** **Chippewa Valley Technical College Menomonie Campus, Room 109-111**  
**403 Technology Drive East**  
**Menomonie, WI 54751**

Call to Order

The following statement will be read: “I wish to call the regular meeting of the Chippewa Valley Technical College District Board to order. This is an open meeting with notices mailed to the news media and other interested parties and posted at the Chippewa Valley Technical College campuses/centers in Chippewa Falls, Eau Claire, Menomonie, River Falls, and Neillsville on October 18, 2023.”

1. Roll Call: Tim Benedict, Erin Greenawald, Mike Lea, Ramona Mathews, Mike Noreen, Monica Obrycki, Brady Weiss, Lori Whelan, and Justin Zoromski.

2. Review and Approval of Agenda

3. Reports/Forums  
    Student Association Report  
    Tour of Menomonie Campus

4. Public Comment  
*The purpose of Public Comment is to provide members of the public with an opportunity to present information to the Board. It is not intended for interactive debate. There will be no response or comment from members of the board or college staff.*

*Ground rules regarding public comment on Board agenda items:*

*1. Any person wishing to address the board should complete the registration form below and turn it in to the Executive Assistant to the President prior to the start of the meeting.*



- E. Ethics Code – Designation of Vice Presidents
6. Action Items
- A. Establish Tax Levy (roll call vote)  
Board Policy: Financial Conditions and Asset Protection
  - B. Approval of FY'23 Procurement Report page(s) 21-22  
Board Policy: Financial Conditions and Asset Protection
  - C. Approval of FY'23 Budget Appropriations Adjustments page(s) 23-24  
Board Policy: Financial Conditions and Asset Protection
  - D. Approval of Resolution Awarding the Sale of \$1,500,000 General page(s) 25-37  
Obligation Promissory Notes, Series 2023H  
Board Policy: Financial Conditions and Asset Protection
  - E. Approval of Program Concept Review for Dental Assistant Apprenticeship  
Board Policy: Monitoring College Effectiveness
7. Board Chairperson's Report
- A. Board Policies and Procedures – Kirk Pelikan
  - B. Board Representative for December Commencement Ceremony
8. College Update
- A. President's Report
    - Campus Activities
    - Community Involvement
    - WTCS Updates
    - WTCS Presidents Association Activities
9. Board Involvement in the Community
10. Adjournment

**c: Kirk Pelikan, Layla Merrifield, News Media CVTC District. Posted at Chippewa Valley Technical College-Chippewa Falls Campus, Eau Claire Campuses, Menomonie Campus, Neillsville Center, and River Falls Campus. Special accommodations for people with disabilities will be made for the public board meetings. Please call Lauren Sullivan, 715-833-6500, to request accommodations 24 hours in advance of the meeting. Chippewa Valley Technical College, 620 West Clairemont Avenue, Eau Claire, WI 54701, 715-833-6500 President: Sunem Beaton-Garcia**

## **SUGGESTED RESOLUTIONS – REGULAR MEETING – October 25, 2023**

### Item 5 – Consent Agenda

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the following consent agenda items are approved as presented and recommended:

Minutes of the Regular Board Meeting of September 28, 2023.

Personnel Matters – Employment: Adjunct Instructors as listed; Robert Ecker, Associate Dean of Manufacturing & Engineering, 11/13/2023; Robert Gerber, Truck Driving – Instructional Assistant, 9/21/2023; Michael Grotzinger, Truck Driving – Instructional Assistant, 9/25/2023; Amanda Norberg, Rural Outreach Coordinator, 10/19/2023; Samantha Rubenzer, Instructional Designer, 10/23/2023. Resignations: Michael Schroeder, Lead Instructional Assistant - Truck Driving, 10/31/2023; Scott LaFaive, Electrician Apprenticeship Instructor, 12/15/2023; Theresa Curtis, Program Assistant - Business, Arts & Sciences, 10/4/2023; Zachary Bogstad, Instructional Assistant - Truck Driving, 10/6/2023. Retirements: Nancy Heller, Executive Assistant, 1/12/2024.

Financial Report: Payroll Direct Deposit in the amount of \$2,209,407.91; Accounts Payable Checks in the amount of \$7,228,457.92; Refunds in the amount of \$1,576,735.56; Bank Transfers in the amount of \$2,274,306.69; and Direct Deposit Travel in the amount of \$17,957.19 drawn on the Chippewa Valley Technical College District for the various amounts, and the Financial Reports for September 2023 as presented.

Seventeen (17) contracts for services are approved as recommended and presented on the attached list.

Ethics Code – Designation of Vice Presidents: For purposes of Wisconsin's Code of Ethics for Public Officials and Employees, Sections 19.41 through 19.59, Stats., the Chippewa Valley 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:

<u>Position</u>	<u>Occupant</u>
President	Sunem Beaton-Garcia
Vice President of Talent & Culture	Tam Burgau
Vice President of Administration & Chief Strategy Officer	Caleb Cornelius
Vice President of Strategic Communications & Community Engagement	Joni Geroux

Vice President of Institutional Advancement  
Provost/Vice President of Academic & Student Affairs

Karen Kohler  
Lynette Livingston

Item 6A – Establish Tax Levy

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the following resolution be adopted:

WHEREAS, the Chippewa Valley Technical College District Board adopted the budget for FY 2024.

NOW, THEREFORE, BE IT RESOLVED that the Chippewa Valley Technical College District Board authorizes a tax levy of twenty five million, eight hundred twenty two thousand, eight hundred twenty eight dollars (\$25,822,828) on the full value of the taxable property of the District, as certified to it by the Wisconsin Department of Revenue, for the purpose of making capital improvements, acquiring equipment, operating and maintaining the schools of the District, and for the retirement of previously approved District indebtedness for the fiscal year beginning July 1, 2023, and

BE IT FURTHER RESOLVED that the Chippewa Valley Technical College District Board, pursuant to s.38.16, Wis. Stats., authorizes that the aforementioned amount of levy be spread proportionately on the tax rolls for the collection in each city, village, and town, or portion thereof within the District boundaries, and that the respective clerks be informed of this action prior to the last working day in October 2023, or ten days after receipt of District valuation, whichever is later.

Item 6B – Approval of FY'23 Procurement Report

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the following resolution be adopted:

BE IT RESOLVED that the Chippewa Valley Technical College District Board approves the 2022-2023 procurement report as presented. Wisconsin Administrative Code TCS6.05(2)(h).

Item 6C – Approval of FY'23 Budget Appropriations Adjustments

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the following resolution be adopted:

WHEREAS, various resources are expected to exceed the 2022-2023 budgeted levels, and

WHEREAS, Section 65.90(5) Wis. Stats. provides that changes in budget appropriations may be authorized upon two-thirds (2/3) vote of the entire membership of the District Board,

THEREFORE, BE IT RESOLVED by the Chippewa Valley Technical College District Board that the 2022-2023 budget appropriation be modified as follows:

<u>Fund</u>	<u>Function Resource</u>	<u>Appropriation Change</u>	<u>Modified Appropriation</u>
General Fund	Local - Property Tax Revenue	\$ 35,004	\$ 13,521,249
General Fund	State Aid Revenue	\$ (386,884)	\$ 6,933,490
General Fund	Program Fee Revenue	\$ 60,603	\$ 14,543,234
General Fund	Material Fees	\$ (71,956)	\$ 753,044
General Fund	Other Student Fees	\$ 229,248	\$ 1,104,248
General Fund	Institutional Revenue	\$ 191,496	\$ 2,439,474
General Fund	Federal Revenue	\$ (2,995)	\$ 22,005
General Fund	Instruction	\$ 996,940	\$ 38,427,560
General Fund	Instructional Resources	\$ 11,793	\$ 786,793
General Fund	Student Services	\$ 228,944	\$ 4,540,733
General Fund	General Institutional	\$ 216,447	\$ 13,745,598
General Fund	Physical Plant	\$ 321,756	\$ 6,012,533
Special Revenue -Aidable	State Aid Revenue	\$ 42,843	\$ 2,042,843
Special Revenue -Aidable	Instruction	\$ (726,213)	\$ 10,459,567
Special Revenue -Aidable	Student Services	\$ 368,720	\$ 2,716,056
Special Revenue -Aidable	General Institutional	\$ 149,622	\$ 798,983
Special Revenue -Aidable	Physical Plant	\$ 207,871	\$ 707,156
Debt Service Fund	Physical Plant	\$ 138,150	\$ 11,389,458
Enterprise Fund	State Aid Revenue	\$ 7,680	\$ 167,680
Enterprise Fund	Institutional Revenue	\$ 583,058	\$ 3,370,606
Enterprise Fund	Auxiliary Services	\$ 855,747	\$ 3,953,349
Captial Projects Fund	State Aid Revenue	\$ 97,226	\$ 220,126
Captial Projects Fund	Institutional Revenue	\$ 514,779	\$ 764,779
Captial Projects Fund	Federal Revenue	\$ (553,758)	\$ 1,216,896
Captial Projects Fund	Instruction	\$ (112,776)	\$ 3,901,025
Captial Projects Fund	Instructional Resources	\$ 154,665	\$ 638,448
Captial Projects Fund	General Institutional	\$ 150,999	\$ 1,723,755
Captial Projects Fund	Physical Plant	\$ (2,079,598)	\$ 8,235,115
Captial Projects Fund	Auxiliary Services	\$ 122,905	\$ 137,853

Item 6D – Approval of Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2023H

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2023H be approved as presented.

Item 6E – Approval of Program Concept Review for Dental Assistant Apprenticeship

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board approves the submission of the program concept review for Dental Assistant Apprenticeship to the Wisconsin Technical College System Board.

**ITEM 5A - MINUTES**

**REGULAR MEETING OF THE  
CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT BOARD  
September 28, 2023**

The meeting was called to order at 3:00 p.m. by Chairperson Tim Benedict. He indicated this was an open meeting with notices mailed to the news media and other interested parties and posted at the Chippewa Valley Technical College campuses/centers in Chippewa Falls, Eau Claire, Menomonie, River Falls, and Neillsville on September 21, 2023.

1. Roll Call: Present: Tim Benedict, Erin Greenawald, Mike Lea, Ramona Mathews, Monica Obrycki, Brady Weiss, Lori Whelan, and Justin Zoromski. Absent: Mike Noreen.

Also Present: Sunem Beaton-Garcia, Lauren Sullivan, Joni Geroux, Karen Kohler, Tam Burgau, Lynette Livingston, Caleb Cornelius, Charissa Jakusz, Rod Bagley, Adam Wehling, Alisa Schley, and Karley Kibbel.

2. Motion by Ms. Mathews, seconded by Ms. Obrycki, to approve the agenda as presented. Ayes: All. Nays: None. Motion carried.
3. Adam Wehling, Dean of Agriculture, Energy and Transportation, introduced the truck driving program presentation. The Board received a tour of the truck driving learning space by Karl Pinter, Truck Driving Instructor.

Alisa Schley introduced Karley Kibbel, Student Association President. She shared details of Welcome Week that was held at various campus locations and was a huge success. The west campuses held a lunch, resource fair, music, and engagement with over 500 attendees.

4. There were no public comments.
5. Motion by Mr. Zoromski, seconded by Ms. Greenawald, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the following consent agenda items are approved as presented and recommended:

Minutes of the Regular Board Meeting of August 24, 2023.



Personnel Matters – Employment: Adjunct Instructors as listed; Leslie Cater, Grounds Maintenance Assistant, 8/14/2023; Brenda Gray, Instructional Designer, 9/18/2023; Richard Miller, Student Services ERP/CRM Analyst, 9/11/2023; Heidi Rogers, Accounts Payable Associate, 9/11/2023.

Financial Report: Payroll Direct Deposit in the amount of \$2,239,856.33; Accounts Payable Checks in the amount of \$2,673,843.46; Refunds in the amount of \$1,786,072.37; Bank Transfers in the amount of \$2,387,187.83; and Direct Deposit Travel in the amount of \$46,710.43 drawn on the Chippewa Valley Technical College District for the various amounts, and the Financial Reports for August 2023 as presented.

Eight (8) contracts for services are approved as recommended and presented on the attached list. Ayes: All. Nays: None. Motion carried.

6. Action Items

A. Caleb Cornelius shared this borrowing will be used for the executive office remodel, foundation and alumni offices, shipping and receiving, and create a board room at the north end of the Business Education Center. CVTC is proposing to remodel 8,000 square feet, and the funds from this borrowing will go towards this project. Motion by Mr. Weiss, seconded by Mr. Lea, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that the Resolution Authorizing the Issuance of Not to Exceed \$1,500,000 General Obligation Promissory Notes, Series 2023H; and Setting the Sale. Ayes: All. Nays: None. Motion carried.

B. Mr. Bagley shared a proposal to remodel 6,672 square feet of the Business Education Center to establish labs and classrooms for Therapeutic Massage and Aesthetician programs. This decision is based on a comprehensive process involving data collection from employers, focus groups, and surveys, which revealed a strong demand for Aestheticians and Massage Therapists in the district. The remodel will include a shared classroom, a lab, and a clinical spa area for hands-on learning for students in both programs. More office space for faculty will be created. He shared visuals and concept images of the proposed floorplan and learning spaces. To ensure the effectiveness of these new spaces, CVTC has consulted with advisory boards consisting of Aesthetician and

Therapeutic Massage experts who provided feedback based on industry standards. This remodeling project aims to address the educational needs of both programs and enhance the learning environment, ultimately meeting the identified demand for these programs in the CVTC region. The budget estimated for this project is just under \$1.5 million, and construction is expecting to start in March 2024. Motion by Ms. Mathews, seconded by Ms. Obrycki, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that approval be given to remodel space at the Business Education Center, for the purpose of creating Therapeutic Massage and Aesthetics program classrooms and labs, contingent upon State Board approval. Ayes: All. Nays: None. Motion carried.

- C. Mr. Bagley shared a proposal to renovate 5,805 square feet of the CVTC Menomonie Campus to enhance Adult Education, the Student Commons, and safety for students and staff. The demand for adult education services in Menomonie has been consistently increasing. The proposed changes will result in a functional adult education lab space, equipped with an in-lab testing center and classroom. This space will cater to services like ESL and ELL support for the growing population of migrant workers. It will also serve as a hub for college navigation assistance and test proctoring. To improve safety and security, the front office area will be upgraded to provide better visibility of people entering and exiting the facility and enhance visitor access. He shared the student commons area will undergo updates to make it more inviting and conducive to student activities and study sessions. The estimated budget is approximately \$1.5 million, and construction is projected to take place from May to August 2024. Motion by Ms. Greenawald, seconded by Ms. Mathews, that the following resolution be adopted:

BE IT RESOLVED by the Chippewa Valley Technical College District Board that approval be given to remodel space at the Menomonie Campus, for the purpose of improving adult education, student commons and front office areas, contingent upon State Board approval. Ayes: All. Nays: None. Motion carried.

7. Board Chairperson's Report
- A. Mr. Benedict shared Ms. Greenawald will attend the District Boards Association Fall Meeting and Legal Issues Seminar, October 25-28, 2023, in Pewaukee.

- B. Karen Kohler, Vice President of Institutional Advancement, shared a report out on the Foundation Board Meeting that occurred earlier today.
- C. Dr. Beaton-Garcia suggested to hold the District Board Retreat on December 4, prior to the regular meeting.
- D. The Board Policies and Procedures review with Kirk Pelikan will be tabled to the October Board meeting.

Mr. Benedict shared, on behalf of Mr. Noreen, words of appreciation for the Investiture Week events.

8. College Update

A. President's Report

- Dr. Beaton-Garcia shared a list of campus activities, some included the investiture week events at numerous CVTC campus locations, reveal of the new CVTC mascot, a WEDC event and visit with Secretary Hughes, a presentation on CVTC Dual Credit options at the Eau Claire Chamber Board meeting, and a tour of Superior Fresh. Ms. Kohler shared the Alumni Board is donating \$10,000 towards a costume for the new mascot.
- The CVTC Cares Committee participated in the United Way Day of Caring event.

9. Ms. Whelan shared they are hosting an energy fair at Osseo-Fairchild on October 11. There are over 300 students planning to attend this event from over 19 schools.

Mr. Weiss shared he is participating in the CESA 10 mock interviews at Mondovi High School on October 9.

Ms. Obrycki shared there is an appreciation event for Eau Claire Energy Cooperative members on October 7 from 1-4 p.m.

Ms. Mathews shared the Town of Union is holding an event on October 14 at the Town of Union Conservancy.

10. Motion by Ms. Obrycki, seconded by Mr. Weiss, to adjourn. Ayes: All. Nays: None. Motion carried. The meeting adjourned at 4:30 p.m.

Recorded by:

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Lauren Sullivan  
Executive Assistant to the President & Board

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Tim Benedict, Chairperson  
CVTC District Board

Submitted by:

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Monica Obrycki, Secretary  
CVTC District Board

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Date

**ITEM 5B - PERSONNEL MATTERS**

**Chippewa Valley Technical College  
Adjunct Instructors to be Employed for Classes that Begin  
08/05/2023 through 12/31/2023**

Melinda O'Meara

**Total Count = 1**

**ITEM 5C – FINANCIAL REPORTS**

<b>CHIPPEWA VALLEY TECHNICAL COLLEGE</b>			
<b>September 2023 Disbursements</b>			
<b>PAYROLL</b>			
	<b>Pay Date</b>	<b>Payroll Number</b>	<b>Net Pay</b>
Electronic Payments	9/8/2023	18	\$ 1,088,792.24
Electronic Payments	9/22/2023	19	1,120,615.67
		Total Net Pay	<b>\$ 2,209,407.91</b>
<b>BANK TRANSFERS</b>			
	<b>Date</b>	<b>Transfer Number</b>	<b>Transfer Totals</b>
Madison National Life Ins Co (LTD-September)	9/1/2023	6292	6,425.87
Optum, Inc.	9/8/2023	6309	26,911.05
Empower Retirement	9/8/2023	6310	8,174.00
TSA Consulting Group, Inc.	9/8/2023	6311	23,950.00
Special Pay Plan Retirement Trust (Pelion)	9/8/2023	6312	3,631.31
United Way of Greater Chippewa Valley	9/8/2023	6313	237.32
ExpertPay-Child Support	9/8/2023	6314	2,617.29
IRS - 941 Deposit	9/11/2023	6307	357,658.32
WI Dept of Revenue	9/13/2023	6315	1,103.90
WDR - Withholdings	9/15/2023	6296	66,000.91
TSA Consulting Group, Inc.	9/18/2023	6294	167.32
Optum, Inc.	9/22/2023	6318	26,102.33
Empower Retirement	9/22/2023	6319	8,174.00
TSA Consulting Group, Inc.	9/22/2023	6320	23,990.00
Special Pay Plan Retirement Trust (Pelion)	9/22/2023	6321	4,688.14
United Way of Greater Chippewa Valley	9/22/2023	6322	237.32
ExpertPay-Child Support	9/22/2023	6323	2,617.29
IRS - 941 Deposit	9/25/2023	6316	356,500.51
Prevea 360 Health Plan (HEALTH-October)	9/25/2023	6324	794,881.73
Minnesota Life Ins Co (Life-October)	9/25/2023	6326	22,300.99
Wisconsin Retirement System (WRS)	9/29/2023	6303	427,420.52
Delta Dental September (Dental Insurance)	9/30/2023	6331	53,166.16
Delta Dental September (Vision Insurance)	9/30/2023	6332	4,378.32
EBC September (Flex/HRA Reimbursement)	9/30/2023	6333	52,972.09
			<b>\$ 2,274,306.69</b>
<b>REFUNDS</b>			
	<b>Date</b>	<b>Check Numbers</b>	<b>Check Totals</b>
Computer Listing	9/1/2023 - 9/30/2023	80059798-80060479	\$ 886,090.67
Electronic Payments	9/1/2023 - 9/30/2023	6762030-6814811	690,644.89
		Total	<b>\$ 1,576,735.56</b>
<b>ACCOUNTS PAYABLE</b>			
	<b>Date</b>	<b>Check Numbers</b>	<b>Check Totals</b>
Computer Listing	9/1/2023 - 9/30/2023	30082849-30083295	\$ 7,228,457.92
		Total	<b>\$ 7,228,457.92</b>
<b>TRAVEL</b>			
	<b>Date</b>	<b>Advice Numbers</b>	<b>Check Totals</b>
Computer Listing	9/1/2023 - 9/30/2023	24080-24126	\$ 17,957.19
		Total	<b>\$ 17,957.19</b>
<b>Grand Total</b>			<b>\$ 13,306,865.27</b>



## Checks Written to Vendors

**Check dates: Sep 1, 2023 to Sep 30, 2023**

**Oct 16, 2023 10:22:01 AM With Check Amounts Greater than or equal to: \$2500**

Vendor Name	Check Number	Check Date	Amount
A Book Company	30082852	09/07/2023	\$28,054.55
	30083036	09/21/2023	\$8,919.80
	30083190	09/28/2023	\$211,076.70
ABC Easy as Tree	30083038	09/21/2023	\$8,300.00
ACEN	30083192	09/28/2023	\$2,975.00
APH Stores Inc	30082856	09/07/2023	\$11,142.72
AT & T	30082857	09/07/2023	\$3,015.97
	30083200	09/28/2023	\$3,184.93
Access Security Inc	30082854	09/07/2023	\$17,739.74
	30082933	09/14/2023	\$115,919.26
Acoem USA, INC	30082934	09/14/2023	\$33,854.26
Assessment Technologies Institute LLC	30082937	09/14/2023	\$85,566.00
Atlas Toyota Material Handling LLC	30082859	09/07/2023	\$35,240.00
Audiovisual, Inc.	30082860	09/07/2023	\$140,948.42
Bartingale Mechanical Inc	30082939	09/14/2023	\$3,087.46
Bass/Schuler Entertainment	30082863	09/07/2023	\$6,630.00
Behlke Property Maintenance LLC	30083204	09/28/2023	\$9,776.00
Benedict Sales and Service	30082864	09/07/2023	\$3,537.58
CAE Healthcare	30083207	09/28/2023	\$16,000.00
CML Consulting	30083063	09/21/2023	\$9,300.00
Clinical Trac	30083061	09/21/2023	\$3,960.00
Close Up Apparel	30083062	09/21/2023	\$6,999.84
	30083213	09/28/2023	\$6,469.80
Codaptive Labs LLC	30082945	09/14/2023	\$3,660.00
Communications Cabling & Networking Inc	30083064	09/21/2023	\$73,244.88
Cooperative Educational Service	30082948	09/14/2023	\$12,300.00
DDM Marketing & Communications	30082951	09/14/2023	\$4,035.95
Dakota Supply Group	30082873	09/07/2023	\$24,394.56
DigiCOPY	30082953	09/14/2023	\$24,461.94
EBSCO Subscription Service	30082957	09/14/2023	\$3,171.52
EZ-Spot-UR Inc.	30082877	09/07/2023	\$9,999.73
Eau Claire Area Chamber of Commerce	30083217	09/28/2023	\$5,000.00
Eau Claire, City of	30083072	09/21/2023	\$3,297.73
	30083218	09/28/2023	\$48,718.79
Edwards Agri-Sales Inc	30083073	09/21/2023	\$8,579.50
	30083219	09/28/2023	\$2,848.00
Ellucian Company LP	30083221	09/28/2023	\$3,066.00
Fire Test Supply LLC	30082958	09/14/2023	\$17,835.00
Graphic House	30082965	09/14/2023	\$36,922.67
Hiawatha Chef Supply, Inc	30083087	09/21/2023	\$99,431.95
Higher Education Data Sharing Consortium	30082968	09/14/2023	\$2,650.00
Hovland's Inc	30082884	09/07/2023	\$20,990.00
	30083090	09/21/2023	\$64,055.00



## Checks Written to Vendors

Check dates: Sep 1, 2023 to Sep 30, 2023

Oct 16, 2023 10:22:01 AM With Check Amounts Greater than or equal to: \$2500

Vendor Name	Check Number	Check Date	Amount
Howell, Jamie	30082969	09/14/2023	\$2,520.00
Independent Flooring Inc	30082972	09/14/2023	\$11,490.00
Insight Public Sector Inc	30082973	09/14/2023	\$145,604.62
J & F Facility Services	30083094	09/21/2023	\$49,115.93
Johnson Controls Inc	30083098	09/21/2023	\$8,312.64
Johnson Tractor, Inc	30082891	09/07/2023	\$87,830.20
Kumplete Decorating, Inc.	30082977	09/14/2023	\$8,107.00
Kwik Trip Inc	30083103	09/21/2023	\$10,845.00
	30083238	09/28/2023	\$3,600.00
LaForce Inc	30082979	09/14/2023	\$4,171.00
Lab Midwest LLC	30082893	09/07/2023	\$10,104.00
	30083105	09/21/2023	\$25,700.00
Ludeca Inc	30083243	09/28/2023	\$6,666.27
MSA Safety Sales LLC	30083250	09/28/2023	\$11,880.00
Market and Johnson Inc	30082895	09/07/2023	\$1,653,929.12
	30083244	09/28/2023	\$1,353,186.33
Michael Best & Friedrich	30082898	09/07/2023	\$12,186.45
	30083119	09/21/2023	\$6,435.00
Mississippi Welders Supply Co Inc	30082988	09/14/2023	\$25,225.00
	30083249	09/28/2023	\$3,252.00
Mock Medical	30083121	09/21/2023	\$6,885.00
Moody's Investors Service	30083122	09/21/2023	\$10,000.00
Mythics	30083124	09/21/2023	\$36,936.78
N.L. Stock Inc.	30083125	09/21/2023	\$3,640.00
Neff Engineering Company	30082902	09/07/2023	\$2,656.42
NewChef Fashion Inc	30082992	09/14/2023	\$3,219.71
Northcentral Technical College	30082903	09/07/2023	\$15,009.29
Northwood Technical College	30083127	09/21/2023	\$8,217.44
One Better LLC	30082904	09/07/2023	\$3,480.00
Oxygen Service Company	30082905	09/07/2023	\$114,449.50
	30083256	09/28/2023	\$95,402.89
PMI, LLC	30083137	09/21/2023	\$15,080.44
Pavement Consulting Services LLC	30083133	09/21/2023	\$20,855.00
	30083257	09/28/2023	\$13,951.00
Philips Healthcare	30083258	09/28/2023	\$9,600.80
Platinum Educational Group LLC	30082995	09/14/2023	\$10,000.00
Productivity Inc	30083263	09/28/2023	\$11,738.40
Pump and Meter Service Inc	30083264	09/28/2023	\$6,217.15
Q9 PowerSports, LLC	30083030	09/18/2023	\$17,932.00
Quarles & Brady LLP	30083140	09/21/2023	\$10,750.00
RESCO	30083266	09/28/2023	\$20,148.82
Rands Trucking Inc	30083143	09/21/2023	\$6,000.00
Rassbach Communications Service Inc	30083144	09/21/2023	\$3,465.00

## Checks Written to Vendors

**Check dates: Sep 1, 2023 to Sep 30, 2023**

**Oct 16, 2023 10:22:01 AM With Check Amounts Greater than or equal to: \$2500**

Vendor Name	Check Number	Check Date	Amount
Reading Horizons	30083145	09/21/2023	\$2,750.00
River Falls Municipal Utility	30083149	09/21/2023	\$4,038.60
River Valley Architects Inc	30082908	09/07/2023	\$7,820.00
	30083151	09/21/2023	\$97,264.60
RosettaStone Ltd	30083003	09/14/2023	\$12,695.00
ST Surg LLC	30083156	09/21/2023	\$48,913.98
Samuels Group Inc	30082914	09/07/2023	\$14,272.38
	30083007	09/14/2023	\$259,760.64
	30083153	09/21/2023	\$16,211.11
Sassafras Software Inc	30083269	09/28/2023	\$5,742.00
Schwab-Vollhaber-Lubratt Inc	30083270	09/28/2023	\$102,150.00
Sell, Katherine	30083009	09/14/2023	\$3,000.00
Society of Manufacturing Engineers	30083012	09/14/2023	\$10,000.00
Steel Towne	30083157	09/21/2023	\$14,809.51
Strata Information Group	30083016	09/14/2023	\$12,195.00
Streicher's	30083159	09/21/2023	\$5,250.00
TK Elevator Corporation	30083017	09/14/2023	\$3,917.62
Thaler Oil Co Inc	30082918	09/07/2023	\$10,072.91
Tracy Strubel LLC	30083278	09/28/2023	\$4,350.00
Tru-Lock & Security Inc	30083164	09/21/2023	\$3,831.75
Turauski & Sons, Inc.	30082921	09/07/2023	\$168,326.00
Tweet Garot Mechanical Inc	30082922	09/07/2023	\$182,804.90
	30083019	09/14/2023	\$21,013.90
	30083165	09/21/2023	\$4,953.85
	30083280	09/28/2023	\$61,202.08
U.S. Bank	30082932	09/11/2023	\$376,537.20
US Foods Culinary Equipment & Supplies	30083020	09/14/2023	\$2,557.12
Univ of Wisconsin - Eau Claire	30083167	09/21/2023	\$2,549.51
Van Ert Electric Co Inc	30083284	09/28/2023	\$19,950.00
Vital Work Life	30082927	09/07/2023	\$7,654.08
Volume One Magazine	30083023	09/14/2023	\$5,000.00
	30083174	09/21/2023	\$2,739.66
Waste Management of Northern Wisconsin	30083288	09/28/2023	\$5,431.03
West Information Publishing Group	30083024	09/14/2023	\$10,444.38
Winona State University	30083289	09/28/2023	\$11,550.00
WiscNet	30083179	09/21/2023	\$35,165.00
Wisconsin Mechanical Company	30083180	09/21/2023	\$39,080.00
Workforce Resource, Inc.	30083182	09/21/2023	\$10,274.59
Xcel Energy	30083295	09/28/2023	\$104,087.41
salesforce.com, inc	30083152	09/21/2023	\$21,081.60
<b>Total</b>			<b>\$6,857,604.86</b>
<b>Amount for checks less than \$2500</b>			<b>\$369,855.54</b>

## Checks Written to Vendors

Check dates: Sep 1, 2023 to Sep 30, 2023

Oct 16, 2023 10:22:01 AM With Check Amounts Greater than or equal to: \$2500

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Vendor Name	Check Number	Check Date	Amount
<b>Grand Total</b>			\$7,227,460.40

**ITEM 5D - CONTRACTS FOR SERVICES**

9/1/23 - 9/30/23

Run Date 10/16/23 - Page 1 of 1

Banner Contract Type	Banner Contract Sub Type	Contract Number	Company Name	Contract Name	Contract Amount	County
Technical Assistance	WSCE	2639	Eau Claire County	Culture 1st Mindset Series - Eau Claire County	\$2,550.00	Eau Claire
Instruction	WSCE	2657	Eau Claire County	MDS Series - Eau Claire County	\$4,200.00	Eau Claire
Instruction	WSCE	2658	Eau Claire County	Transformational Leadership Series - Eau Claire County	\$8,129.76	Eau Claire
Technical Assistance	WSCE	2649	Ellsworth Area Ambulance Service	EMS Refresh Q3- Ellsworth Area Ambulance Service	\$262.50	Pierce
Technical Assistance	WSCE	2677	ITW Engineered Fasteners	2023 September Fire Extinguisher Training - ITW Engineered Fasteners	\$700.00	Chippewa
Technical Assistance	WSCE	2665	Kumplete Decorating, Inc.	Safety Training - Kumplete Decorating, Inc.	\$350.00	Eau Claire
Technical Assistance	WSCE	2679	Mason Companies, Inc.	Reasonable Suspicion Training - Mason Companies, Inc.	\$700.00	Chippewa
Instruction	WSCE	2662	MULTI	Intro to Steam Systems -Multi-recipient	\$2,799.96	MULTI
Instruction	WSCE	2668	MULTI	HAZWOPER Refresher & Confined Space September 2023	\$3,486.34	MULTI
Instruction	WSCE	2672	MULTI	Emerging Leadership Series Cohort September 2023 - Multi	\$3,150.00	MULTI
Instruction	WSCE	2667	Northwestern Bank	Technology Training September - Northwestern Bank	\$4,319.00	Chippewa
Instruction	WSCE	2533	Oakleaf Clinics	ACLS & BLS Refresher September 2023 - Oakleaf Clinics	\$702.50	Eau Claire
Instruction	WSCE	2652	Oral Maxillofacial Surgery Associates	Leadership Training - Oral Maxillofacial Surgery Associates	\$592.72	Eau Claire
Instruction	WSCE	2579	Premium Waters, Inc.	OSHA 10 HR - Premium Waters, Inc.	\$8,750.00	Chippewa
Instruction	WSCE	2663	Riverside Machine & Engineering, Inc.	Bloodborne Pathogen Training - Riverside Machine & Engineering, Inc.	\$175.00	Eau Claire
Technical Assistance	WSCE	2653	Riverside Machine & Engineering, Inc.	Safety Training Fall 2023 - Riverside Machine & Engineering, Inc.	\$1,225.00	Eau Claire
Instruction	WSCE	2700	TTM Technologies	CPR and HAZWOPER Refresher - TTM Technologies	\$7,000.00	Chippewa

**ITEM 6B – APPROVAL OF FY’23 PROCUREMENT REPORT**



**ANNUAL BOARD MEETING PROCUREMENT REPORT – FY23**

**FISCAL YEAR COMPARISON FOR REPORTABLE VENDOR SPEND**

FY23	Comparison of Reportable Spend →	FY22	FY23	\$ Variance	% Variance
	Capital Spend	\$ 40,370,816	\$ 15,382,455	\$ (24,988,361)	-62%
	Supply and Services Spend	\$ 12,528,884	\$ 16,179,257	\$ 3,650,373	29%
	<b>Total Reportable Spend</b>	<b>\$ 52,899,700</b>	<b>\$ 31,561,712</b>	<b>\$ (21,337,988)</b>	<b>-40%</b>

Note: Above totals include all direct pay/faculty and staff procurement card charges/and Banner purchase orders.

**AGGREGATE VENDOR SPEND EXCEEDING \$50,000 W/O EXCEPTION**

Annually, as required in Administrative Rule TCS 6.05(2)(h), district staff are required to prepare a review of all procurements of \$50,000 or less of similar goods, supplies, or services that total \$50,000 or more in aggregate to determine if a more competitive process should be used in succeeding years.

This review is to be based on a report containing transaction detail grouped by similar goods, supplies and services and a total for each grouping. Since similar items of a common nature are generally purchased from a common vendor, a report of procurements with transaction detail by vendor is sufficient to comply with this requirement.

This report should then be totaled to determine if the aggregate by vendor for the transactions is greater than \$50,000. Those that total to more than \$50,000 by vendor should be included in the review to determine if a more competitive process should be used in the future. State aid reductions occur when aggregate exceptions exceed \$500,000.

**Review and Findings**  
 \* Aggregate Vendor Spend over \$50K without Purchasing Exception

**1. Bartingale Mechanical, Inc. Vendor ID @00002467 \$70,448.70**

Multiple purchase orders were processed for multiple departments and locations throughout the fiscal year. The majority of requests were for repair services that after review, were determined to be non-plannable purchases, therefore, it was decided that conducting an RFB/RFP request would not provide a benefit to CVTC at this time.

**2. Cudd Lawn & Snow Services Vendor ID @00456864 \$67,731.60**

This vendor provides lawncare and snow removal for our River Falls Campus. Due to the expansion at this campus location, additional service visits were required. Resolution: A RFB will be conducted in FY24 for all lawncare and snow removal services.

**3. Dakota Supply Group Vendor ID @00519019 \$79,209.00**

Four purchase orders were placed with this vendor, however, the majority of spend was for a one-time construction remodel, involving two separate projects. Based on previous information, it is not likely this will occur again during FY24, however, the spend will be reviewed throughout the year.





**4. Gator Garb, Inc. Vendor ID @00300133 \$54,201.44**

Multiple purchase orders were processed for multiple departments and locations throughout the fiscal year. The majority of requests contained custom products that after review, were determined to be non-plannable purchases, therefore, it was decided that conducting a RFB/RFP request would not provide a benefit to CVTC.

**5. Green Oasis Gardens Vendor ID @00002871 \$81,925.01**

The majority of spend was related to two individual one-time projects at the River Falls campus. All procurement requirements were met for each purchase request. Based on previous information, it is not likely this will occur again during FY24, however, the spend will be reviewed throughout the year to ensure compliance with CVTC procurement guidelines.

**6. Menard, Inc. Vendor ID @00001747 \$56,779.99**

Multiple purchases were processed for multiple departments and locations throughout the fiscal year. Menards was not listed on our FY22 Aggregate spend over \$50,000 report; however, information will be conveyed to the departments requesting that they utilize ESM College Marketplace for purchases of materials and products they are able to wait for.

**7. Mississippi Welders Supply Vendor ID @00373921 \$74,065.46**

Multiple purchases were processed for multiple departments and locations throughout the fiscal year. Multiple quotes were requested, and procurement requirements were met for the purchase requests.

**8. Steel Towne Vendor ID @00333373 \$92,272.63**

Multiple purchase orders were processed for multiple departments and locations throughout the fiscal year. Steel Towne was listed on our Aggregate spend over \$50,000 report for FY21 and FY22, which resulted in CVTC working with the Purchasing Consortium during to conduct a group RFP for steel and related materials. Unfortunately, there was only one respondent to the RFP that was within the CVTC district area. This vendor was a current provider of product for us; however, they provide steel related materials for our plumbing, HVAC, and pipe needs, not bar, round and plate steel where the larger costs are generated. Resolution: Quotes will be required from multiple area providers for Steel Towne related purchase requests, as requested by Michelle Rudman during the FY21 and FY22 audit in September 2023.

**9. Swim Digital Group Vendor ID @00510480 \$73,414.93**

This vendor contract was signed in February of 2022, to support CVTC's strategic plan. Ideally, we would have conducted an RFP for this request, however, a RFP was not conducted.

**10. Tracy Strubel LLC Vendor ID @00464946 \$52,175.00**

This cost was for student mental health services. I talked with the adviser, and she indicated that service costs would not exceed \$50,000 going forward. I did perform a RFQ in September of 2023 and broadcast the request on DemandStar. An award was made to Serenity Counseling Services (Tracy Strubel). Based on my conversation with the adviser, it is not likely this will occur again during FY24, however, the spend will be reviewed throughout the year.

Respectfully submitted,

Caleb Cornelius  
Vice President of Administration & Chief Strategy Officer

**ITEM 6C - APPROVAL OF FY'23 BUDGET APPROPRIATIONS ADJUSTMENTS**

**CHIPPEWA VALLEY TECHNICAL COLLEGE  
AGENDA FORM FOR CVTC BOARD**

**Agenda Item & No.: 6C - FY'23 Budget Appropriation Adjustments**

**Description and Background Information:**

State statute requires the district board to approve any modifications to the original adopted budget. Projections for FY'23 expenditures have been made and it is anticipated that some amounts could exceed the original budget. In order to receive state aid for the expenditures a budget either equal to or in excess of the actual amount expended must be approved by the district board.

**Budget Required (if any):**

Reserves in applicable funds are sufficient to cover these appropriation adjustments in the current year and planned to be support by increased revenue and/or reduced expenses in future years.

General Fund: ~~\$1,811,086~~ **\$1,721,364**

Debt Service Fund: \$138,150

Enterprise Fund: \$265,010

**Suggested Resolution:**

WHEREAS, various resources are expected to exceed the 2022-2023 budgeted levels, and

WHEREAS, Section 65.90(5) Wis. Stats. provides that changes in budget appropriations may be authorized upon two-thirds (2/3) vote of the entire membership of the District Board,

THEREFORE, BE IT RESOLVED by the Chippewa Valley Technical College District Board that the 2022-2023 budget appropriation be modified as follows:

<u>Fund</u>	<u>Function Resource</u>	<u>Appropriation Change</u>	<u>Modified Appropriation</u>
General Fund	Local - Property Tax Revenue	\$ 35,004	\$ 13,521,249
General Fund	State Aid Revenue	\$ (386,884)	\$ 6,933,490
General Fund	Program Fee Revenue	\$ 60,603	\$ 14,543,234
General Fund	Material Fees	\$ (71,956)	\$ 753,044
General Fund	Other Student Fees	\$ 229,248	\$ 1,104,248
General Fund	Institutional Revenue	\$ 191,496	\$ 2,439,474
General Fund	Federal Revenue	\$ (2,995)	\$ 22,005
General Fund	Instruction	\$ 996,940	\$ 38,427,560
General Fund	Instructional Resources	\$ 11,793	\$ 786,793
General Fund	Student Services	\$ 228,944	\$ 4,540,733
General Fund	General Institutional	\$ 216,447	\$ 13,745,598
General Fund	Physical Plant	\$ 321,756	\$ 6,012,533
Special Revenue -Aidable	State Aid Revenue	\$ 42,843	\$ 2,042,843
Special Revenue -Aidable	Instruction	\$ (726,213)	\$ 10,459,567
Special Revenue -Aidable	Student Services	\$ 368,720	\$ 2,716,056
Special Revenue -Aidable	General Institutional	\$ 149,622	\$ 798,983
Special Revenue -Aidable	Physical Plant	\$ 207,871	\$ 707,156
Debt Service Fund	Physical Plant	\$ 138,150	\$ 11,389,458

Enterprise Fund	State Aid Revenue	\$	7,680	\$	167,680
Enterprise Fund	Institutional Revenue	\$	583,058	\$	3,370,606
Enterprise Fund	Auxiliary Services	\$	855,747	\$	3,953,349
Capital Projects Fund	State Aid Revenue	\$	97,226	\$	220,126
Capital Projects Fund	Institutional Revenue	\$	514,779	\$	764,779
Capital Projects Fund	Federal Revenue	\$	(553,758)	\$	1,216,896
Capital Projects Fund	Instruction	\$	(112,776)	\$	3,901,025
Capital Projects Fund	Instructional Resources	\$	154,665	\$	638,448
Capital Projects Fund	General Institutional	\$	150,999	\$	1,723,755
Capital Projects Fund	Physical Plant	\$	(2,079,598)	\$	8,235,115
Capital Projects Fund	Auxiliary Services	\$	122,905	\$	137,853



**ITEM 6D - APPROVAL OF RESOLUTION AWARDING THE SALE OF \$1,500,000  
GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2023H**

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

RESOLUTION AWARDING THE SALE OF \$1,500,000  
GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2023H

WHEREAS, on September 28, 2023, the District Board of the Chippewa Valley Technical College District, Chippewa, Dunn, Eau Claire, Pepin and Pierce Counties and portions of Buffalo, Clark, Jackson, Taylor, Trempealeau and St. Croix Counties, Wisconsin (the "District") adopted a resolution entitled: "Resolution Authorizing the Issuance of Not to Exceed \$1,500,000 General Obligation Promissory Notes, Series 2023H; and Setting the Sale" (the "Authorizing Resolution") which authorized the issuance of general obligation promissory notes in the amount of \$1,500,000 for the purpose of paying the cost of building remodeling and improvement projects (the "Project");

WHEREAS, the District caused a Notice to Electors (the "Notice") to be published in the Eau Claire Leader-Telegram on October 3, 2023 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 with respect to the Project within thirty (30) days of publication of the Notice;

WHEREAS, no petition for referendum has been filed with the District and the time to file such a petition expires on November 2, 2023;

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 general obligation promissory notes for such public purposes;

WHEREAS, the District has directed Robert W. Baird & Co. Incorporated ("Baird") to take the steps necessary to sell such general obligation promissory notes (the "Notes") to pay the cost of the Project;

WHEREAS, Baird, in consultation with the officials of the District, prepared an Official Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on October 25, 2023;

WHEREAS, the Secretary (in consultation with Baird) caused notice of the sale of the Notes to be published and/or announced and caused the Official Notice of Sale to be distributed to potential bidders offering the Notes for public sale on October 25, 2023;

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

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

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

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

Section 1B. Award of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of ONE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$1,500,000) from the Purchaser in accordance with the terms and conditions of the Proposal. Subject to the condition that no valid petition for referendum is timely filed, the Proposal of the Purchaser offering to purchase the Notes for the sum set forth on the Proposal [(as modified on the Bid Tabulation and reflected in the Pricing Summary referenced below and incorporated herein)], plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the Proposal, is hereby accepted. The Chairperson and Secretary or other appropriate officers of the District are authorized and directed to execute an acceptance of the Proposal on behalf of the District. The good faith deposit of the Purchaser shall be applied in accordance with the Official Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Notes shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2023H"; shall be issued in the aggregate principal amount of \$1,500,000; shall be dated November 16, 2023; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on April 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2024. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service

Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

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

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

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 2023 through 2030 for the payments due in the years 2024 through 2031 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 2023H" (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. 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 11. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by the Secretary or the Treasurer (the "Fiscal Agent").

Section 12. 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 13. 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 14. 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 15. 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 16. 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 17. 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 18. 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 19. 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 25, 2023.

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Timothy J. Benedict  
Chairperson

ATTEST:

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Monica C. Obrycki  
Secretary

(SEAL)



EXHIBIT A

Official Notice of Sale

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

(See Attached)

EXHIBIT B

Bid Tabulation

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

(See Attached)

EXHIBIT C

Winning Bid

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

(See Attached)

EXHIBIT D-1

Pricing Summary

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

(See Attached)

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

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

(See Attached)

EXHIBIT E

(Form of Note)

REGISTERED UNITED STATES OF AMERICA DOLLARS  
NO. R-\_\_\_ STATE OF WISCONSIN \$\_\_\_\_\_  
CHIPPEWA VALLEY TECHNICAL COLLEGE DISTRICT  
GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2023H

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:  
April 1, \_\_\_\_\_ November 16, 2023 \_\_\_\_\_% \_\_\_\_\_

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

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

FOR VALUE RECEIVED, the Chippewa Valley Technical College District, Chippewa, Dunn, Eau Claire, Pepin and Pierce Counties and portions of Buffalo, Clark, Jackson, Taylor, Trempealeau and St. Croix Counties, Wisconsin (the "District"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2024 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by the Secretary or the Treasurer (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

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

This Note is one of an issue of Notes aggregating the principal amount of \$1,500,000, all of which are of like tenor, except as to denomination, interest rate and maturity date, issued by the District pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for the public purpose of paying the cost of building remodeling and improvement projects, as authorized by resolutions adopted on September 28, 2023 and October 25, 2023. Said resolutions are recorded in the official minutes of the District Board for said dates.

This Note is not subject to optional redemption.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the District, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note is transferable only upon the books of the District kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the District appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the District for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes after the Record Date. The Fiscal Agent and District may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

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

IN WITNESS WHEREOF, the Chippewa Valley Technical College District, Chippewa, Dunn, Eau Claire, Pepin and Pierce Counties and portions of Buffalo, Clark, Jackson, Taylor, Trempealeau and St. Croix Counties, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Chairperson and Secretary; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

CHIPPEWA VALLEY TECHNICAL COLLEGE  
DISTRICT, WISCONSIN

By: \_\_\_\_\_  
Timothy J. Benedict  
Chairperson

(SEAL)

By: \_\_\_\_\_  
Monica C. Obrycki  
Secretary

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

\_\_\_\_\_  
(Name and Address of Assignee)

\_\_\_\_\_  
(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints \_\_\_\_\_, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature Guaranteed:

\_\_\_\_\_  
(e.g. Bank, Trust Company  
or Securities Firm)

\_\_\_\_\_  
(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

\_\_\_\_\_  
(Authorized Officer)